

City of Cle Elum  
119 West First Street  
Cle Elum, WA 98922



Phone: (509) 674-2262  
Fax: (509) 674-4097  
www.cityofcleelum.com

*Welcome to the City of Cle Elum!  
The City of Cle Elum provides Water, Sewer and Garbage services within City Limits.*

Service Location: \_\_\_\_\_

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Primary phone: \_\_\_\_\_ Email: \_\_\_\_\_

If you recently bought property:  
what was/is your closing date? \_\_\_\_\_  
Closing title company: \_\_\_\_\_

**GARBAGE IS MANDATORY IN THE CITY LIMITS**

Please select your preferred container size below:

20 GAL  35 GAL  64 GAL  96 GAL

Completion of the following information is voluntary. The following data is collected for Federal statistical purposes only. Please indicate on the following racial categories for this application:

Black  Hispanic  Asian  Alaskan/Native American  Caucasian

*This information will assure the federal government that federal laws prohibiting discrimination against applicants on the basis of race are complied with. This information will not be used in evaluating your application or to discriminate against you in any way. However, if you choose not to furnish it. The Association is required to note the race of individual applicants on the basis of visual observation or surname. This is an equal opportunity program. Discrimination is prohibited by Federal Law Complaints of discrimination may be filed with the Administrator, USDA, Rural Development, and Washington D.C. 20250-0700*

Signature of Owner 1 \_\_\_\_\_

Signature of Owner 2 \_\_\_\_\_

*This form can be emailed to: [acasassa@cleelum.gov](mailto:acasassa@cleelum.gov) Utilities Clerk*



Official use only: New Account Number \_\_\_\_\_



## **Utility Rates 3/4" Water Meters** **Effective 01/01/2024**

<b><u>CLE ELUM:</u></b>	<b><u>20- Gallon Cart</u></b>	<b><u>35-Gallon Cart</u></b>	<b><u>64-Gallon Cart</u></b>	<b><u>96-Gallon Cart</u></b>
Water	60.13	60.13	60.13	60.13
Sewer	53.50	53.50	53.50	53.50
Water Reserve	10.56	10.56	10.56	10.56
Sewer Reserve	4.81	4.81	4.81	4.81
Garbage	18.88	24.65	33.58	41.94
Water Tax	4.25	4.25	4.25	4.25
<u>Sewer Tax</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>
<b>TOTALS:</b>	<b>155.63</b>	<b>161.40</b>	<b>170.33</b>	<b>178.69</b>

<b><u>SO. CLE ELUM:</u></b>	<b><u>20-Gallon Cart</u></b>	<b><u>35-Gallon Cart</u></b>	<b><u>64-Gallon Cart</u></b>	<b><u>96-Gallon Cart</u></b>
Water	60.13	60.13	60.13	60.13
Water Reserve	10.56	10.56	10.56	10.56
Garbage	18.88	24.65	33.58	41.94
<u>Water Tax</u>	<u>4.25</u>	<u>4.25</u>	<u>4.25</u>	<u>4.25</u>
<b>TOTALS:</b>	<b>93.82</b>	<b>99.59</b>	<b>108.52</b>	<b>116.88</b>

<b><u>SENIOR RATES:</u></b>	<b><u>20-Gallon Cart</u></b>	<b><u>35-Gallon Cart</u></b>	<b><u>64-Gallon Cart</u></b>	<b><u>96-Gallon Cart</u></b>
Water	45.11	45.11	45.11	45.11
Sewer	53.50	53.50	53.50	53.50
Water Reserve	10.56	10.56	10.56	10.56
Sewer Reserve	4.81	4.81	4.81	4.81
Garbage	14.16	18.47	25.19	29.44
Water Tax	3.32	3.32	3.32	3.32
<u>Sewer Tax</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>
<b>TOTALS:</b>	<b>134.96</b>	<b>139.27</b>	<b>145.99</b>	<b>150.24</b>

**STANDBY RATES: (NO GARBAGE)**

Water	60.13
Sewer	53.50
Water Reserve	10.56
Sewer Reserve	4.81
Water Tax	4.25
<u>Sewer</u>	<u>3.50</u>
<b>TOTALS:</b>	<b>136.75</b>

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## Welcome to the City of Cle Elum!

*We hope the utility information below is helpful to you as you settle into your new community.*

### Water\*

- A typical residential water service is a ¾" line.
- The base rate allows you up to 1,200 cubic feet of water use each month.
- If you need your water turned off at your meter, please call City Hall to dispatch the public works department to avoid a \$500 dollar tamper fee.

### Sewer\*

- Commercial sewer is charged on each account relative to the amount of water used.
- Residential sewer is charged on a base-rate basis.
- South side of Cle Elum (south of the river), sewer is paid to Town of South Cle Elum.

### Garbage\*

- Garbage day is Monday. Please have your garbage cart out before 5 AM each Monday.
  - *You may be charged for extra bags next to your cart or if your cart's lid is not completely closed.*
- If your garbage is missed, you must contact City Hall for recovery which will be scheduled on Thursday.
  - *Credit will not be issued for missed garbage unless the recovery day is unsuccessful.*
- Contact City Hall to change the size of the garbage can, dumpster service, or if your cart needs to be replaced due to damage.
  - *Garbage recovery or replacement will generally occur on the first Thursday after you contact City Hall.*

### Contact

509-674-2262 Utilities  
Department  
acasassa@cleelum.gov

***\*See attached rate sheet***

## City of Cle Elum Solid Waste Services



The City of Cle Elum contracts with Waste Management to provide garbage collection services within the city limits. This service is included on your city utility bill. To manage your account call City Hall at (509) 674-2262.



### Recycling in Kittitas County

Join your neighbors in recycling at the Kittitas County Transfer Station. By recycling you are helping to save energy, reduce water pollution, reduce water consumption, preserve natural resources and create jobs.

Recyclables may be dropped off for free at the approach to each transfer station.

The loss of natural resources, energy and increasing costs of disposal make home source separating and recycling an important alternative.

The following recyclable items are accepted at the Kittitas County Transfer Stations in Cle Elum and Ellensburg:

Newspaper	Cardboard	Magazines	Tin Cans
Aluminum Cans	Plastic Bottles	Plastic Milk Jugs	

### Cle Elum Transfer Station - Operated by Kittitas County

50 - #5 Mine Road, across from the Cle Elum/Roslyn School  
Tuesday - Saturday  
8:00 am - 1 :00 pm, 1 :30 pm - 4:00 pm

### Free document shredding

Kittitas County Solid Waste Program provides free confidential shredding of documents for residents. For information go to <http://www.co.kittitas.wa.us/solid-waste> or call 509-962- 7542.

## TextMyGov Automatic Enrollment

The City of Cle Elum is excited to announce our automatic notification system for all citizens with utility accounts through TextMyGov. This is a text message service that will provide residents with important updates and alerts not just for the entire area, but also for their specific neighborhood.



# TextMyGov

Residents who have registered their mobile phone number with the Utilities Department may automatically receive an initial text from the number **91896** to enroll. Reply **YES** to opt in. This will be a legitimate text from City of Cle Elum. Unfortunately, this only extends to the primary mobile phone number listed. If someone you know, or another member of your household will not be automatically enrolled, and they would like to receive text alerts they can register by texting **CLEELUM** to **91896** and reply **YES** to the confirmation message.

This service provides updates about public safety issues, road closures, water interruptions, garbage service changes, snow information and more. Text messages will only be sent on an as needed basis (on average 1-5 messages per month). The city will continue to update residents with general information through social media and our website [CleElum.gov](http://CleElum.gov). Subscribers can opt-out of receiving text messages at any time by texting "STOP" to 91896.

If you have tenants in your commercial or residential properties, please encourage them to sign up for notifications.

For more information or any inquiries, please contact: **City Hall 509-674-2262**

## Code of Winter

Winter time can be a beautiful time of year in the City of Cle Elum. Living in the “Heart of the Cascades” can also mean heavy snow, and other types of severe weather events. The following will familiarize you with some of the City’s policies related to winter conditions.

**Plowing:** The City routinely evaluates road conditions and sands and salts the streets as warranted by icy conditions. Typically the City does not plow roads until there is at least 6 inches of snow accumulation. Plow routes generally start in the downtown area and move outward into the residential areas. When you hear the plow coming, it makes it easier to move your vehicle before the plow operations start in your area. Please do not move your vehicle into the area that has not been plowed yet.

**Sidewalks:** If you have a sidewalk that abuts your property you are required to keep it clear and usable, seven days of the week. Please remember that it is illegal to blow, plow or shovel snow into the City streets and / or rights of way.

**Storm Drains and Fire Hydrants:** If there is a storm drain or fire hydrant in your area, it would be helpful to the City, yourself, and neighbors if you could help keep it clear. The City does its best to keep these valuable pieces of infrastructure clear, but limited staff and the time involved with snow removal makes this a lower priority during snow removal operations. Your help is greatly appreciated.

**Parking:** *To aid in snow removal, the moving of parked cars during removal operations is required to keep our streets open and to provide adequate parking for everyone. It is unlawful for any owner or custodian of a motor vehicle to park on any street, alley, avenue or road in the City of Cle Elum for any continuous period exceeding 24 hours.*

- All vehicles parked on city right of way must be able to run on their own power. If you own more than one vehicle, and it can not be moved during snow removal operations, please find an adequate off street parking location to aid in keeping street clean.
- Parking in the downtown core, either side of Pennsylvania Avenue from Second Street to Railroad Street, Harris Avenue from First Street to Railroad Street and Wright Avenue from First Street to Railroad Street during the hours of 3 am to 6 am are prohibited. *Vehicles parked as such will be towed at the owner’s expense. Additionally, no person shall park any motor vehicle on the traveled portion of any street, avenue, roadway, or road within the City of Cle Elum.*

**Snowmobile use in City Limits:** In order to facilitate access between the city and outlying unincorporated areas surrounding the city, Railroad Street is designated as a snowmobile trail. The operation of snowmobiles upon this designated trail area is for ingress and egress to the city and additional purposes including parking of snowmobiles, shopping and engaging in commerce.

- Other than this designated street, snowmobile use is prohibited on Cle Elum Streets except for ingress and egress to your place of residence or the place of storage of snowmobiles inside or outside the city.

**Frozen Water Pipes:** Temperatures in Cle Elum can get well below freezing. If you do not keep heat on in your home it can cause water in your pipes to freeze. Frozen pipes can cause tremendous damage to your home if not caught immediately.

- If you plan to turn your heat off in your home or will not be occupying your home during the winter, you can call the City to shut off the water at the meter. You can then drain your pipes and winterize your plumbing.
- If requested by the home owner, the City will shut water off at no cost to you during normal working hours for winterization or repair purposes. *The City will only shut off the water if the owner/ caretaker is present or can tell us the hot water tanks are unplugged and/or turned off.*

Please understand the above information is designed to give you a general familiarity with some of the winter policies of the City. For the full policy of law regarding these topics, or to have answers for specific questions please contact City Hall.

Thank you

Stay Up to Date:

City Link: “Code of Winter” - <https://cityofcleelum.com/code-of-winter/>

Sign up for text alerts: Go to the City of Cle Elum home page (<https://cityofcleelum.com>). In the lower right corner, a box will pop up with directions to sign up for text alerts.



**SIGN UP  
FOR  
PAPERLESS!**



## xpress BILL PAY

### ALREADY HAVE AN XPRESS BILL PAY ACCOUNT?

- Step 1: Go to [www.xpressbillpay.com](http://www.xpressbillpay.com) and log in
- Step 2: Click "View Bill" under the account you would like to be paperless
- Step 3: Locate the "Paperless (Off)" button
- Step 4: Click the button to turn "Paperless (On)"

### REGISTER AND SIGN UP FOR PAPERLESS:

- Step 1: Go to [www.xpressbillpay.com](http://www.xpressbillpay.com)
- Step 2: Click "Sign Up" on the top of the screen
- Step 3: Fill in your email and password, then click in the "I'm not a robot" box and follow prompts
- Step 4: Complete the short registration form and click "Next"
- Step 5: Go to your inbox and open the verification email, click "Verify Email" and "Continue" to log in
- Step 6: Select your billing organization
- Step 7: Enter your account number and last name, then click in the box to opt in for paperless and select "Locate Bill" and select "Locate Account"



# Recreational Fires, Religious Fires or Outdoor cooking fires, in the city of Cle Elum



## Lawful Burning

Requirements for recreational fires in the city of Cle Elum are defined both in International Fire Code and in WAC 173-425-050 (Washington Administrative Code). The elements of these two laws boil down to the following: **Definition:** Recreational fires or outdoor burning of charcoal or wood (not debris or rubbish) has a total fuel area of 3ft or less in diameter and two ft or less in height, are for pleasure, religious, ceremonial, cooking, warmth, or similar purposes. **CEMC 8.244.030** all fires must be contained unless otherwise authorized or by fire code official. (Must be in approved pit) **Burn barrels are not allowed. Fires used for debris or rubbish disposal are not considered recreational fires and are illegal.**

## Requirements

**Attendance:** Both WAC 173-425-050 and the International Fire Code mandate that recreational fires, portable outdoor fireplaces, or BBQ pits be attended by a person capable of extinguishing the fire (alert, awake and sober) until the fire is completely extinguished. Extinguished is defined as all parts of the fire being out and cold. If unattended burning is reported and determined by the City of Cle Elum Fire Department, we will extinguish it and file a report. Other regulatory agencies may follow up unattended burning reports with hefty fines.

**SIZE:** The International Fire Code indicates that total fuel area for the fire may not exceed 3 feet in diameter or 2 feet in height. **TOOLS:** The international Fire Code Requires that the attendant must have approved fire extinguishing equipment on hand for immediate use. Such equipment includes large portable fire extinguisher, (minimum 4A rating), shovels with sand or dirt, garden hoe, water truck or water barrel with buckets.

**LOCATION:** The International Fire Code (307.4.2 Recreational Fires) requires that recreational fires shall not be conducted within 25 feet (7620 mm) of a structure or combustible material. Conditions that could cause a fire to spread within 25 feet (762mm) of a structure shall be eliminated prior to ignition. 307.4.3 Portable outdoor fireplaces shall be used in accordance with manufacturer and shall not be operated within 15 ft of structure.

## Unlawful Burning

**Prohibited Materials:** -WAC 173-425-050 (1) states that the following materials may not be burned in any outdoor fire. **Garbage, dead animals, asphalt, petroleum products, paints, rubber products, plastics, paper (other than what is necessary to start a fire), cardboard, treated wood, construction/demolition debris, metal, or any substance (other than natural vegetation) that normally releases toxic emissions, dense smoke, or obnoxious odors when burned.**

### REFERANCES:

- 1) WAC Chapter 173-425 Outdoor Burning
- 2) International Fire Code

Using a burn barrel is illegal statewide.

**Residential Burning is not allowed. Definition:** Means the outdoor burning of leaves, clippings, pruning's and other yard and gardening refuse originating on lands immediately adjacent and in close proximity to a human dwelling and burned on such lands by the property owner or his or her designee (RCW 70.94.750(1)).

**NO RESIDENTIAL BURNING IS ALLOWED WITHIN THE CITY LIMITS OF Cle Elum (WAC 173-425-040)**

Only recreational fires, religious fires or cooking fires as stated in Lawful burning are allowed **Fires used for debris or rubbish disposal are not considered recreational fires and are illegal.**

**No open burning of any kind will be allowed during a burn ban with the exception of gas fired barbecue grills or any other approvals made by fire authority**