

AGENDA AFFORDABLE HOUSING COMMISSION

February 7, 2022, 4:30 pm

Hybrid Meeting In-person and via Zoom



**Members of the public who wish to participate in this meeting
may do so either in-person or remotely via video conferencing by joining at the
following link:**

<https://us02web.zoom.us/j/83984481298?pwd=K3RsQ3RtUzRVdm50ZW45Z2hnZlhmZz09>

Meeting ID: 839 8448 1298

Passcode: 500777

**Phone participation is also available by calling 1-253-215-8782,
and entering webinar ID: 839 8448 1298
When prompted, the password is: 500777**

**AGENDA OF THE REGULAR MEETING OF THE
ELLENSBURG AFFORDABLE HOUSING COMMISSION
501 North Anderson St
February 7, 2024 - 4:30 pm
In Person or via Zoom**

- 1) CALL TO ORDER AND ROLL CALL OF MEMBERS
- 2) APPROVAL OF THE AGENDA
- 3) APPROVAL OF MINUTES – Jan 3, 2024 meeting minutes
- 4) NEW BUSINESS
 - a. Subcommittee recommendation for Commissioner appointment, Council action
 - b. Presentation from Diversity, Equity and Inclusion (DEI) Commission
 - c. Review draft request for proposals (RFP) – 1st and Pine property
- 5) UNFINISHED BUSINESS
 - a. Learning agenda survey results and draft commission work plan
 - b. Proposal for Catherine Park site preparation work
- 6) CITIZEN COMMENT
- 7) STAFF UPDATE/DISCUSSION ITEMS
- 8) COMMISSION REPRESENTATIVE UPDATE
- 9) ADJOURNMENT



For more information on the Affordable Housing Commission, contact the Community Development office at 509-962-7653

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CITY OF ELLENSBURG

Minutes of Affordable Housing Commission, Regular Meeting

Date of Meeting

January 3, 2024

Time of Meeting

4:30 PM

Place of Meeting

**Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom**

1. Call to Order and Roll Call of Members

Chair Bedsaul called the meeting to order at 4:30 p.m.

Present: Sarah Bedsaul, John Perrie, Courtney Garzone, Dan Witkowski, Kim Funston

Absent: Sarah Beauchamp

Others Present: Jeremy Johnston-Community Development Planning Manager; Kathy Boots-Planning Technician; Lily Frey-Housing & Grants Administrator; Peter Stone, Andy Hochleutner

2. Approval of Agenda

Commissioner Funston motioned to approve the agenda. Motion passed 5-0.

3. Approval of Minutes

Commissioner Garzone motioned to approve the December 6, 2023, regular meeting minutes. Motion passed 5-0.

4. New Business

a. Establish AHC Chair and Vice Chair positions for 2024.

Commissioner Perrie nominated Sarah Besaul for Chair. Bedsaul accepted the nomination. Commissioner Bedsaul nominated Garzone as Vice Chair. Garzone accepted the nomination.

b. Establish a subcommittee to interview commission applicants.

There are two applicants for the open Commission member position. Commissioner Funston will represent the Commission in the interviews. Commissioner Beauchamp will be asked to be a representative of the City Council. Staff will schedule interviews.

c. Annual review 2023.

Frey reviewed Commission duties and responsibilities. A review of revenue framework and affordable housing needs is to be completed at the end of each fiscal year. The current

framework was reviewed. Commissioners are to bring ideas to the next meeting. Current revenue sources were explained. Affordable housing needs based on growth were discussed. Median income is based on the whole county, which includes Suncadia Resort which affects those who are eligible for assistance. Rental market and home value were reviewed. A recent and ongoing Affordable Housing Development chart was shown. This raised a few specific questions. Garzone expressed interest in having Hopesource and Habitat come talk to the group about their specific projects. Stewart Meadows grant disbursement was reviewed. 2023 highlights were recapped and 2024 goals.

d. Review work priorities and learning agenda for 2024.

Frey reviewed a handout for the Commissioners to complete at the end of the meeting that would demonstrate their interest in topics for the 2024 meetings.

5. Unfinished Business

a. Update on Catherine Park site preparation.

Public Works is exploring the feasibility of the City piping the irrigation and the costs involved. A biologist stated that the wetland is likely induced by the irrigation and that once the irrigation is piped the wetland characteristics would likely go away. If it is not a natural wetland, then piping the irrigation would increase the development area. Public Works has contacted the KXLE radio station to start the process of an easement. The property was recently sold and the new owners will be contacted. The Department of Ecology typically estimates a year or two for property to dry up. The cost of the piping may be something that comes back to the Commission to possibly fund.

b. Update on 1st and Pine Request for Proposal (RFP) development.

A Request for Proposal (RFP) is being created by staff. A draft will be coming to the Commission at an upcoming meeting. The application and scoring will be simplified.

6. Citizen Comment

Peter Stone inquired about the location of Catherine Park.

Andi Hochleutner from Yakima Homebuilders Association governmental affairs is part of the County Affordable Housing Commission

7. Staff Update/Discussion Items

The sleep study center ad hoc committee will be having a meeting with the County on January 8, 2024, at the City of Ellensburg. The same group will be having an open house on January 24, 2024, at the City of Ellensburg. Commissioners may attend to observe but not gather together.

Crestview Manor was discussed. The property is for sale and the community is not sure if it will continue to be affordable housing or not. Section 8 housing has over a year wait list. Units that are ADA accessible are always filled and more are needed.

8. Commission Representative Update

None

9. Adjournment

The meeting was adjourned at 5:26 p.m.



REQUEST FOR PROPOSALS

City-Owned Property Contribution For Affordable Housing

Month XX, 2024

Applications due by 5:00 PM, Month XX, 2024 [6-8 weeks for submissions]

COMMUNITY DEVELOPMENT DEPARTMENT
501 North Anderson Street | Ellensburg, Washington 98926 | 509-962-7231

<https://ci.ellensburg.wa.us/>

1. INTRODUCTION

The City of Ellensburg is seeking proposals from qualified developers to develop affordable housing in the City of Ellensburg. Through this Request for Proposals (RFP), developers may apply for the contribution of the city-owned site consisting of parcel numbers 937033 and 617033 for affordable housing construction.

Proposals may be submitted by a single organization that meets all the criteria or by a partnership between organizations that collectively meet all the criteria. If a proposal is submitted by a partnership, take care to describe and delineate the roles of each of the organizations.

Allocation of city-owned property is a competitive process administered by the City of Ellensburg Affordable Housing Commission with final decisions made by City Council.

Selected proposals will need to be approved by City Council and a contractual agreement must be in place prior to disposition of property. The City will negotiate the specific terms of the contract with the selected applicant. The contract may contain covenant(s) limiting development on the property to that which has been approved. The contract will also include reporting requirements to ensure compliance with the terms of the contract. The description of the project, drawings, and timeline, as refined through the negotiation process, will constitute the “Development Plan” and will be included as an exhibit to the contract.

If the applicant fails to reach agreement with the City on the terms of the various contract documents within a reasonable time period, determined by the City in its sole discretion, the City may reject the development proposal and re-advertise or enter into direct negotiations with one of the other qualified respondents to the RFP. The contract, all associated documents, and the corresponding legislation for disposition of property is subject to approval by City Council.

Please refer to Section 9 of this RFP for a description of the application schedule. Applicants are encouraged to meet with City staff prior to submitting an application under this RFP. Applications that are deemed complete and meet eligibility criteria by City staff will be reviewed and evaluated by the Affordable Housing Commission with its award recommendations forwarded to City Council as the final decision-maker.

2. CITY OF ELLENSBURG HOUSING NEEDS

The following is a brief summary of housing needs in the City of Ellensburg. The most recent City of Ellensburg housing needs assessment data is contained in an interactive website, accessed using the following link: [Creating Affordable Housing in Ellensburg](#).

As of 2023, there were an estimated 20,900 people living in the City of Ellensburg and the City is expected to grow at a rate of approximately 2% annually. Approximately half of these residents are students at Central Washington University. Ellensburg also has a significant percentage of residents over the age of 65, and this percentage is expected to rise in coming years.

Cost burdened households

One of the best indicators of affordable housing needs is the number of households that are cost burdened. A household is considered cost burdened if they spend more than 30% of their income on housing and basic utility costs. Cost burdened households have limited resources left over to pay for other necessities such as food, clothing, medical care, transportation, and education, and are also at higher risk of displacement when housing costs rise or life circumstances change. As of 2020, there were an estimated 765 non-student renter households and almost 400 non-student homeowner households that are cost burdened. As

calculated in 2021, almost half (46%) of older adults who live alone were cost burdened. The vast majority of cost burdened households earn less than 80% of Area Median Income (AMI).

Vacancy rates

A healthy housing market should have around 5% of all units vacant at any given time. When vacancy rates are lower than 5%, competition for the limited supply of available units increases. This can drive up the cost of housing.

According to data from the Washington Center for Real Estate Research, Ellensburg vacancy rates averaged about 2.5% over 2023.

Housing inventory and household sizes

As of 2017, about 70% of households in Ellensburg had only 1 or 2 members. Yet only 28% of housing unit inventory were studios or 1-bedrooms. The lack of smaller housing types can pose a barrier to many people living alone or with a partner who do not need or cannot afford a larger home.

3. AVAILABLE CITY-OWNED PROPERTY

As allowed by RCW 39.33.015, Ellensburg City Council designated two city-owned parcels for affordable housing development; the properties will be contributed through a no cost transfer of ownership after conditions for the transfer of the property in the contract are met. Consistent with state law, housing on these properties is required to serve households earning **80% or less** of Area Median Income (AMI).

1st Ave & Pine Street – parcels 937033 and 617033

This site is located on the northeast corner of the East 1st Avenue and North Pine Street intersection. The property is currently in use as a community garden and is bordered by single family homes on the south, east, and mixed residential on the west. The north side of the property is bordered by a public parking area. See Exhibit A.

- **Site size and topography:** The two parcels cover approximately 0.50 acres, with level topography. The site has approximately 120 feet of frontage on both East 1st Avenue and 180 feet of frontage on North Pine Street.
- **Zoning:** The property is zoned Central Commercial, a central business district designation that allows duplexes, townhouses, and multifamily residential development up to 60 feet in height. The Central Commercial zone does not have a density minimum or maximum.
- **Parking:** The off-street parking requirements can range from 0.7 off-street parking spaces per studio and one bedroom dwellings to 1.0 off-street parking space per bedroom in units that have two or more bedrooms.
- **Setbacks:** No front yard setback; side yard setback – 5 feet/10 feet; rear yard setback – 20 feet.
- **Streetscape requirements:**
 - Pine Street is a secondary street; relevant street standards are set forth in ECC [15.510.060](#).
 - Landscaped frontage standards on secondary streets:
 - 10 feet minimum building setback.
 - At least one building entry shall be visible from the sidewalk.
 - Weather protection at least 3 feet deep shall be provided over all primary entries.

- Transparent window area shall be provided along at least 15 percent of the façade of the building.
- All areas between the sidewalk and the building shall be landscaped, except for walkways, porches, decks, and other areas that meet the definition of pedestrian-oriented space.
- No more than 50 percent of the street frontage can be occupied by off-street parking and driveways.
- First Street is a landscape street with the same streetscape requirements as described in the secondary street section above except a 15-foot minimum setback.
- **Height:** The maximum height for a building in the Central Commercial zone is 60 feet.
- **Open space requirements:** For multifamily buildings, City Code requires open space at least equal to ten percent of the building living space. For additional details and options to satisfy this requirement, see ECC [15.520.030](#).

4. CONSIDERATIONS

If the developer seeks contribution of city-provided affordable housing sales tax funds in addition to property contribution, prevailing wage requirements will apply. Developers will also be required to provide affordability at 60% of Area Median Income

This property is eligible for the city's multifamily tax exemption (MFTE) if other program requirements are met. See [Chapter 2.30 ECC](#) for more information.

5. SUBMISSION DETAILS

All applicants must submit an electronic copy of the full application. Electronic applications may be emailed to freyl@ci.ellensburg.wa.us or submitted on the [city application site](#) and must be received by the deadline. Emailed applications must be clearly labeled as *Proposal: City of Ellensburg 2024 Affordable Housing Property Contribution Application*.

Submissions must be received by **5:00 PM on Month XX, 2024**. Any applications received after the deadline will not be accepted or considered.

6. APPLICATION REVIEW AND SELECTION PROCESS

Community Development staff will review applications to ensure they are complete and responsive to the RFP. If proposals are submitted prior to the deadline but are found to be incomplete, staff may request that the applicant submit the missing information.

If deemed complete and eligible, staff will prepare an analysis for each proposal. The complete application and staff analysis will be provided to the Affordable Housing Commission to assist the Commission in making city-owned property allocation recommendations to City Council.

The Affordable Housing Commission will hold in-person interviews with applicants during a regularly scheduled Commission meeting, where applicants will have the opportunity to present their proposal and answer questions from the Commission. Applicants will be informed by **Date** as to whether or not they will be invited to participate in an interview.

Following interviews with the applicants and deliberations, the Affordable Housing Commission will make recommendations to City Council. City Council is the final decision-maker on allocations of city-owned property and any affordable housing tax funds requested by the applicant.

Prior to execution of contracts with successful applicants, applicants will be required to submit financial information to include:

- Past 2 years income statements (revenues/expenditures and net profit/loss)
- Past 2 years balance sheets (assets/liabilities) [Note: still confirming if we can pare back this request]

7. ELIGIBILITY AND PROPOSAL REQUIREMENTS

The most current application forms are available on the [Community Development webpage \(https://ci.ellensburg.wa.us/1069/Housing-In-Ellensburg\)](https://ci.ellensburg.wa.us/1069/Housing-In-Ellensburg) or by contacting staff. Consideration of a funding request requires the following:

1. In order to be eligible for consideration applications must be complete, meet all requirements, and submitted on or before the posted deadline according to the instructions.
2. Applications received before the deadline may be provided a single, time-limited opportunity to address any deficiencies in a submitted application.
3. Applicants are required to update their applications with any material changes impacting the project or the organization that occur after the application has been submitted.

A. ELIGIBILITY REQUIREMENTS

Eligible households – city-owned property contribution	80% AMI or below (see description in subsection B below)
Eligible applicants	• 501(c)(3) non-profit organization • Private developer/builder • Public Housing Authority
Types of projects/activities	• City investment must directly support creation of new affordable housing units.
Compliance with city regulations and consistency with comprehensive plan	• Ellensburg City Code – Land Development Code, Public Works Standards, etc. • Goals and policies of Ellensburg Comprehensive Plan
Compliance with previous financial awards	Compliance with previous funding agreements and affordability covenants, including timely reporting.
Retention of affordability	Minimum affordability retention of 40 years required for City-owned property contribution.

B. ELIGIBLE HOUSEHOLDS

All City of Ellensburg supported housing developments must serve households deemed eligible by state statutes. The Kittitas County AMI (Area Median Income) in 2023 was \$97,200 per year for a household of four people. As defined by RCW 39.33.015 contribution of city-owned property must serve households that earn no more than 80% of AMI.

The United States Department of Housing and Urban Development (HUD) provides annual income limits adjusted by household size. The intention is for income limits to be higher for larger families and lower for smaller families. Housing is considered affordable if a household is paying no more than 30% of their income on housing costs, including basic utilities. 2023 HUD-provided income adjusted by household size and rent limits (including basic utilities) for housing type are shown below for 60% and 80% of AMI in Kittitas County.

Table 1. 2023 HUD Provided Household Income Adjusted by Household Size*

Household income	Household Size							
	1-person	2-person	3-person	4-person	5-person	6-person	7-person	8-person
80% AMI	\$50,400	\$57,600	\$64,800	\$72,000	\$77,800	\$83,550	\$89,300	\$90,050
60% AMI	\$37,800	\$43,200	\$48,600	\$54,000	\$58,320	\$62,640	\$66,960	\$71,280

*Income limits provided by [HUD](#) are effective 5/15/2023 and will be revised in 2024. Numbers represent gross annual income.

Table 2. 2024 Gross Rent Limits by Housing Type and Income Level**

Household income	Housing type - number of bedrooms					
	Studio	1-bedroom	2-bedroom	3-bedroom	4-bedroom	5-bedroom
80% AMI	\$1,260	\$1,350	\$1,620	\$1,872	\$2,088	\$2,304
60% AMI	\$945	\$1,012	\$1,215	\$1,404	\$1,566	\$1,728

**Rent limits are based on Washington State Housing Finance Commission program calculations of 30% of family size-adjusted household income at the tier of County AMI.

Note that monthly rent limits are inclusive of all costs to tenant including taxes or fees and utilities. Utility allowance information for tenant-paid utilities can be found on the [Yakima Housing Authority page](#).

Residential development projects that are awarded City-owned property will be expected to submit annual reports identifying renter household incomes and rents consistent with the annual HUD-provided income and rent limits.

If applicants are also interested in receiving City sales tax funds for affordable housing development, the development or select units must serve populations with incomes no higher than 60% of AMI.

8. EVALUATION CRITERIA

The Affordable Housing Commission and Community Development staff will evaluate proposals using the following criteria.

Design requirements – the following will be evaluated by the Affordable Housing Commission.

- 1. Multifamily:** The City of Ellensburg has been falling short of the 281 annual units necessary to address current needs and anticipated growth. Multi-family units are the fastest and most cost-effective way to increase housing units to meet this demand and the central-commercial zone is compatible with high density residential activities. (15 points)
- 2. Parking plan:** The 1st and Pine property is approximately 0.5 acre. Any residential development of these properties will have to meet City parking standards. Due to the modest size of the site and a desire to maximize density, parking will be an important consideration for any proposal and should be shown in proposed site plan. (15 points)

Staff review – the following will be evaluated by staff with summary analysis provided to the Affordable Housing Commission for scoring purposes.

- 3. Demonstration of financial means to execute the proposal:** A proposal that can demonstrate ability to secure financial commitments to this project including through past successful project completion should be given priority in utilizing the 1st and Pine surplus properties for affordable housing development. (15 points)
- 4. A reasonable timeline for completion:** The 1st and Pine properties were declared as surplus by the City for affordable housing purposes on October 18, 2021. More than two years later and following termination of the contract for the previously proposed project, the City has a strong desire to see these properties utilized for affordable housing purposes. Timelines that expedite these goals should receive primary consideration. (15 points)

Preferred Features – the following criteria will be evaluated by the Affordable Housing Commission.

- 5. Accessible units (universal design, Americans with Disabilities Act accessibility, other accessibility elements)** - Any multi-family development will require an Americans with Disabilities Act (ADA) accessibility component. Given the identified need for affordable housing in the 62+ age demographic and people with disabilities expressed in the Housing Action Plan's needs assessment, and this site's proximity to downtown locations and community services, the commission prefers applications that emphasize these features. (10 points)
- 6. Proposals that maximize density (Studio & 1BR units)** - Proposals that maximize density will help the city meet the outstanding need. In addition, the Housing Action Plan identified needs for units suitable for smaller households. A focus on studio and one-bedroom units will directly address this need and will be prioritized in project selection. (10 points)
- 7. Proposals that maximize affordability timeline commitments** - Several subsidized developments in the City of Ellensburg are approaching subsidy expiration dates. Longer affordability commitments (beyond the 40-year minimum) provide more value and predictability to the cost burdened community and will be prioritized in project selection. (10 points)
- 8. Proposals that account for livability** (green space, resident amenities, etc.) - In addition to maximizing density, the Council expressed a desire to consider items that promote quality of life. Green space serves as a benefit to residents of the development as well as the neighborhood. Reviewers will score proposals that provide resident amenities more highly. (10 points)

9. TENTATIVE APPLICATION SCHEDULE

After the City issues the Request for Proposals, the allocation process follows the tentative schedule listed below. The actual timing is dependent upon applicant responsiveness and Affordable Housing Commission meeting schedules. Staff may extend the review period or document preparation in consideration of the project's readiness to proceed and receipt of a complete application. While time sensitive requests are accepted anytime during the year, the application process follows the same, yet expedited, timeline.

ACTIVITY	TENTATIVE TIMELINE
Prior to application submittal	
Request for proposals posted on city website and email notification sent to partners. <i>Please contact staff to be added to the funding notice distribution list.</i>	Minimum of 6 weeks prior to application deadline
Pre-property contribution/funding application meeting - applicant schedules meeting with City staff	Recommended meeting held prior to submitting funding/property contribution application
Application review	
Application submitted	Week 0
Staff verifies eligibility and completeness of applications.	Weeks 1-2
Staff analysis of feasibility and readiness to proceed (includes review with other city departments)	Weeks 3-4
Applications deemed eligible are posted on city's website and forwarded to Affordable Housing Commission.	Following determination of eligibility
Staff analysis submitted to Affordable Housing Commission.	Week 5
Affordable Housing Commission meeting - applicant presentations and interviews	Week 6/7
Affordable Housing Commission deliberation and recommendation [Option to combine with presentations if applicant volume permits]	Week 8/9
Recommendation submitted to City Council.	Week 10/11
Following City Council decision	
Award letter sent to applicant and posted on the city website	Week 1 following City Council decision
Meeting with funding recipient and review of financial information	Week 2-3
Funding documents (agreement, covenant, promissory note, as applicable) drafted by city staff and shared with applicant for review.	Week 4-6
Contract signed by applicant and returned to city.	Dependent on applicant action
City executes agreement	Dependent on applicant and city contract negotiations

10. PROPERTY AVAILABILITY

The City assumes no liability to the awardee, its contractors, its agents or further obligations to the awardee in the event anticipated city-owned properties are retracted or otherwise unavailable for their intended purposes.

11. EXTENSIONS AND WAIVERS

Award agreements may be extended at the City's discretion upon written request of the awardee. The City has the discretion to waive all or certain conditions to an award. The extension or waiver request must provide evidence of unforeseen circumstances and adequate progress in achieving the desired outcomes.

12. DISCLAIMERS AND DISCLOSURE

This RFP is not a commitment or contract. The City of Ellensburg reserves the right to pursue all ideas generated by this request, alter timelines, amend or retract the RFP, and/or reject any submissions.

Upon delivery, all proposals and related materials become the property of the City and under state law will become public records subject to public disclosure unless specifically exempted.

The applicant recognizes and agrees that the City will not be responsible or liable in any way for any losses that the respondent may suffer from the disclosure of information or materials to third parties, nor for any use of information or materials by third parties.

All preparation costs and related expenses are at the sole risk of the applicant. Applicants shall not have any claim against the City for costs incurred in responding to this RFP or in any negotiations, modifications, presentations, or other actions to secure a contract for transfer of property. Unless and until a contract has been duly authorized by ordinance and signed by the City and the applicant, the City shall retain the right to terminate the RFP process, and/or dispose of city-owned property in any manner permitted by law, without liability to the applicant.

13. DEFINITIONS AND ABBREVIATIONS

Area Median Income (AMI)

Area Median Income (AMI) is the midpoint of a region's income distribution for a family of four. Half of the families in a region earn more than the median and half earn less than the median. Each year the United States Department of Housing and Urban Development (HUD) calculates the median income for every metropolitan region in the county.

HUD - United States Department of Housing and Urban Development

Revised Code of Washington (RCW)

The Revised Code of Washington (RCW) is the compilation of all permanent laws now in force. It is a collection of Session Laws (enacted by the Legislature, and signed by the Governor, or enacted via the initiative process), arranged by topic, with amendments added and repealed laws removed. It does not include temporary laws such as appropriations acts.

RFP – Request for Proposals

EXHIBIT A. 1st & Pine Site Guidance

1st and Pine Site Constraints



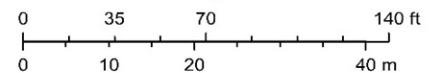
Road Classifications

- Road
- Alley
- Setback

Road Names

- City Limits
- Urban Growth Area
- County Parcels

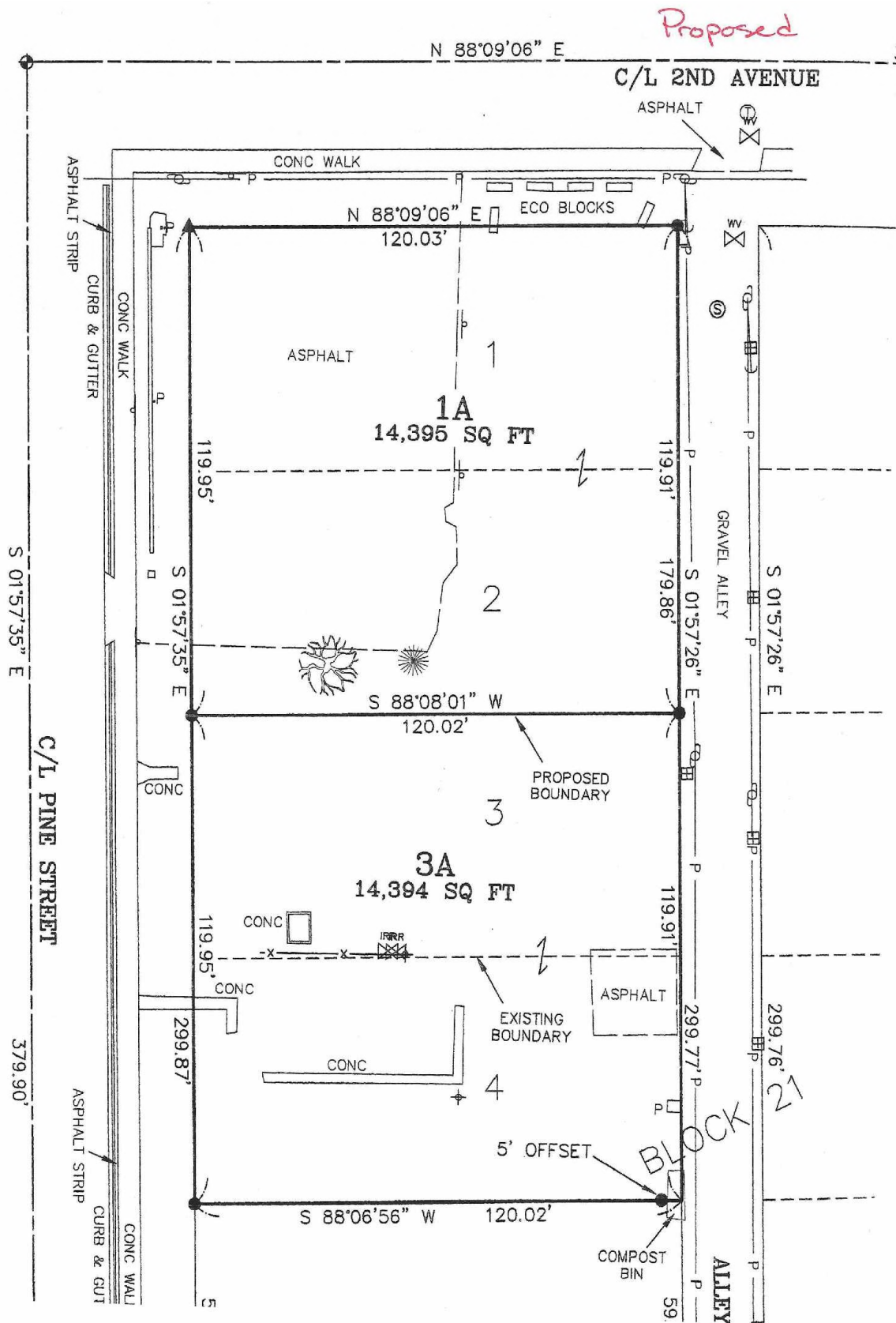
1:1,128



Site Constraints

- 60' Height Limit
- .7 Parking Spaces per Studio or 1 Bedroom Unit

Boundary Line Adjustment Survey – Parcels 267033 and 937033



SCORE SHEET: 1st and Pine RFP

SCORE TOTAL

APPLICANT

PROJECT TITLE

REQUEST AMOUNT

REVIEWER

DATE

Evaluation Criteria	Possible Points	Score
Multifamily Design - Uses site space effectively - Meets requirements for multifamily buildings and landscape requirements	15	
Parking Plan Corresponds with city parking requirements (0.7 spaces per studio or 1BR unit)	15	
Financial Means to Execute - Other funds confirmed/committed/expected - In-kind contributions - History securing funds to complete similar projects	15	
Timeline for Completion - Construction start date - Expected project completion date - Demonstrated experience on project/programs of similar size and scope	15	
Accessible Units - Number of ADA-accessible units - Number of units with universal design or other accessibility elements - Unit design suitability for 62+ age demographic - Unit design suitability for people with disabilities	10	
Maximize Density - Housing type (i.e. studio, and 1 bedroom units) - Total number of units	10	
Extended Affordability - Length of time committed to affordability in relation to assistance request (minimum affordability retention period 40 years for property contribution, 20 years for sales tax funding) - Ability to meet annual affordability reporting requirements	10	
Liveability - Services/amenities (green space / resident amenities) - Project/activity promotes sense of place and community	10	

February Meeting:

Learning Agenda & Schedule

Catherine Park Site Work

Affordable Housing Commission

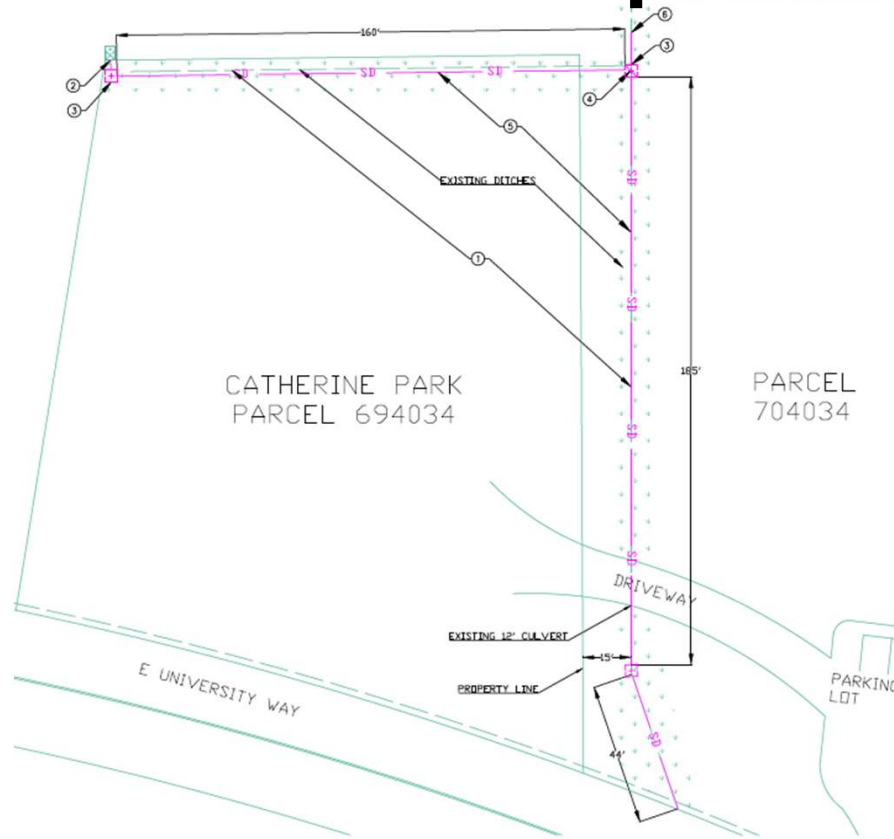
February 7, 2024

Learning Agenda

Priorities:

1. Affordability preservation - outreach to housing authority
2. Builder's association - outreach to CWHBA
3. Funding affordable housing projects - outreach to ORFH
4. Grant opportunities
5. Land trust models
6. Middle housing
7. Accessory dwelling units & relevant legislation

Catherine Park – Proposed Work



GENERAL NOTES:
DRAWING IS FOR INFORMATIONAL PURPOSES. ACTUAL DIMENSIONS AND SHAPES OF CORNERS MAY VARY. FINAL FIELD LOCATION WILL BE DESIGNATED BY CITY ENGINEER.

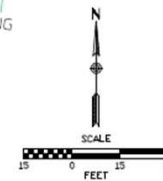
CONSTRUCTION NOTES:
1. CLEAR BRUSH AND VEGETATION FROM EXISTING DITCHES.
2. CONNECT TO EXISTING 8" STORM SEWER DRAIN.
3. INSTALL TYPE I CATCH BASIN.
4. INSTALL STEEL BAFFLE IN TYPE I CATCH BASIN PER ENGINEER.
5. INSTALL 8" HDPE STORM SEWER PIPE.
6. CONNECT 8" HDPE STORM SEWER PIPE TO CATCH BASIN AND EXTEND TO EXISTING DITCH ON ADJOINING PROPERTY.

QUANTITIES		
Select Borrow Incl. Haul	CY	68
Schedule A Storm Sewer Pipe for Irrigation, 8" In. Diam	LF	400
Storm Catch Basin for Irrigation, Type 1	EA	3



City of
Ellensburg
WASHINGTON

Source: Duxbury, Winkler 2002, 2011, 150 Model for Stormwater Pollution Prevention, Duxbury, Winkler 2002, 2011, 150 Storm Water Pollution Prevention



**CALL BEFORE
YOU DIG 811**



Catherine Park



Affordable Housing Commission Work Program

January – June 2024

February

February 7

- DEI Commission visit
- Review revenue allocation
- Review RFP - 1st & Pine

February 21

- No meeting

March

March 6

- Finalize RFP - 1st & Pine (if needed)
- Emergency shelter update
- Funding Affordable Housing presentation? (ORFH) OR

March 20

- ORFH Presentation?

April

April 3

- ADU Program Outline
- Presentation - TBC

April 17

- No meeting

May

May 1

- Review RFP responses
- Presentation - TBC

May 15

- No meeting

June

June 5

- RFP follow up if needed
- TBD

June

- No meeting

January

January 3

- Annual Review
- Learning agenda survey

January 17

- No meeting