

CITY COUNCIL & BOARD OF KITITAS COUNTY COMMISSIONERS SPECIAL MEETING AGENDA

June 13, 2024



The joint special meeting of the Ellensburg City Council and the Board of Kittitas County Commissioners is available to livestream on YouTube at ECTV Ellensburg. Members of the public may attend the joint special meeting either in person in the CWU Student Union and Recreation Center (SURC) theatre or by registering to attend remotely via video conference.

To attend the joint special meeting virtually register here:

https://us02web.zoom.us/webinar/register/WN_bfKR9x8eSOiEQbM-wmE-aA

Closed Captioning is available to Zoom viewers. To enable closed captioning, you will need to click on the "CC" button at the bottom of your Zoom screen and then select either "Show Subtitle" or "View Full Transcript."

AMERICANS WITH DISABILITIES ACT

The City of Ellensburg strives to make our services, programs, and activities readily accessible and usable by individuals with disabilities. Reasonable accommodations will be made upon request. Please furnish the ADA Coordinator with your request in sufficient time for the City to provide a reasonable accommodation by calling the City of Ellensburg ADA Coordinator at (509) 962-7222 or email ADAACoordinator@ellensburgwa.gov.

Meeting Location

The joint special meeting of the Ellensburg City Council and the Kittitas County Commissioners will be held at the Central Washington University (CWU) Student Union and Recreation Center (SURC) theatre, located on the second floor, to accommodate a larger audience and still allow for remote participation. The entrance to the SURC (circled in yellow) is located on 11th avenue, west of Maple street.



Free parking is available after 4:30 pm in lot I15 (circled in red). For more information on CWU's parking services, you can visit their website at: [Central Washington University | Campus Map and Parking Info \(cwu.edu\)](https://www.cwu.edu/campus-map-and-parking-info)

The SURC theatre is located on the second floor and is accessible by stairs and elevator.



COUNCIL MEETING

GUIDELINES FOR PUBLIC PARTICIPATION

This joint meeting is available to livestream on either Zoom or YouTube at [ECTV Ellensburg](#). You may also attend by phone, only, and listen to the meeting by following the Zoom registration instructions under “Procedure for Remote Participation During Meeting” below. Once you register, you will be sent a meeting invitation with a phone number for the meeting.

Testimony or comments will be accepted in the following manner:

SUBMISSION OF WRITTEN COMMENTS TO ELLENSBURG CITY COUNCIL

- **Written comments submitted in advance of meeting**
Submit written comments to the Ellensburg City Council by mail to Dustin Davison, Deputy City Clerk, Ellensburg City Hall, 501 N. Anderson St., Ellensburg, WA 98926, or via email to: cityclerk@ellensburgwa.gov. Comments received by 4 p.m. on the meeting date will be compiled, sent to the City Council and Board of Kittitas County Commissioners, and entered into the record.

PROCEDURE FOR REMOTE PARTICIPATION DURING MEETING

1. ***Advance registration is required to provide public comment or hearing testimony via remote meeting attendance. Once registered, you will receive an email with the meeting link.***
2. ***Join the meeting early***, as you may need to download the app in advance to participate. Once you’ve joined the meeting, your camera and microphone will be muted until you are recognized by the Chair to speak.
3. Please note that there may be several items on the Agenda that will precede the agenda item you wish to address.
4. ***The Chair will identify the agenda item*** and ask if anyone wishes to speak on the matter.
5. If you wish to speak on an agenda item, you must:
 - a) ***Wait to be called upon by the Chair*** using your name, or e-mail used to log in to the teleconference.
 - b) ***Raise your “virtual hand”*** in the corner of Zoom application on the computer screen. Raising your hand signals the moderator that you wish to speak.
6. ***Please state your name, whether you live in the City of Ellensburg, Kittitas County or elsewhere, and whether you are representing only yourself or others.***

PROCEDURE FOR IN-PERSON PARTICIPATION

- ◆ When recognized, approach the microphone provided.
- ◆ Please state your name, whether you live in the City of Ellensburg, Kittitas County or elsewhere, and whether you are representing only yourself or others.
- ◆ Submit any written comments to the City Clerk.

PUBLIC COMMENT RULES FOR ALL MEETING PARTICIPANTS

1. Each speaker’s comments **are to be limited to 3 MINUTES** or designated time stated by the meeting Chair.
2. Speakers are cautioned not to engage in conduct that disrupts, disturbs or otherwise impedes the orderly conduct of the Council meeting.
3. Speakers may not identify themselves as candidates for elective public office or make any statements which assist or discuss the campaign of a candidate for elective office or discuss or campaign for or against a ballot proposition.
4. Speakers are cautioned not to make comments of a personal, impertinent or derogatory nature.

**CITY OF ELLENSBURG
CITY COUNCIL & KITTITAS COUNTY SPECIAL MEETING AGENDA
Central Washington University
Student Union & Recreation Center Theatre
400 E University Way
Ellensburg, WA 98926
And remotely via Zoom
Thursday, June 13, 2024
5:30 PM – Joint Special Meeting**

- 1. Call to Order and Welcome**
- 2. Meeting Expectations and Decision-Making Process**
- 3. Overview of Sleep Center and Site Analysis Presentation**
 - 3.A Sleep Center Overview and Site Analysis
 - 3.B Public Comment
 - 3.C City and County Action: Affirm Sleep Center Project
 - 3.D Refine Site List Under Consideration and Selection of Site
- 4. Cold Weather Shelter**
 - 4.A Update
 - 4.B Action Team for 2024 Cold Weather Season
- 5. Adjournment**



Meeting Date: June 13, 2024
City of Ellensburg
City Council Agenda Report

Agenda Subject: Sleep Center Overview and Site Analysis
Submitted by: Heidi Behrends Cerniwey, City Manager
Department: City Manager

Suggested Motion/Action:

Background/Summary:

Levels of unsheltered persons nationwide and our community, in particular, have risen steadily over the past decades. According to the annual Point-in-Time (PIT) count (conducted nationwide every January), the state saw a 21% increase in the number of unsheltered people from 2022 to 2023. The 2023 PIT Count included 35 persons living in emergency shelters and 13 unsheltered persons in Kittitas County. Preliminary data from the recently completed 2024 PIT Count for Kittitas County included 63 persons living in emergency shelters and 38 unsheltered persons (this data was updated by HopeSource on 3/12/2024 - the data won't be finalized by the state Department of Commerce until the 3rd quarter this year). Neither the City nor County have historically provided emergency shelter space for unsheltered persons. HopeSource, the County's designated Community Action Agency, does provide emergency shelter housing for qualifying persons and families, although availability is limited.

As a result of increases in the unsheltered population over the years, the Kittitas Valley Ministerial Association (KVMA) began operating a Cold Weather Shelter (CWS) in 2015, utilizing volunteers in the community for staffing along with a paid manager. The CWS has been an overnight shelter operating from 7 pm to 7 am from approximately mid-November to mid-March. KVMA has indicated for a few years now that it cannot sustain continued operation of the CWS due to a variety of factors including difficulty coordinating a sufficient number of volunteers, conflict with church usage schedules, and finding qualified managers each year. In May 2024, KVMA members voted against operating a seasonal Cold Weather Shelter.

Against this background, legal cases from the federal 9th Circuit Court of Appeals have impacted local government's ability to regulate the camping of unsheltered persons on public property. As a result, those people cannot be removed from camping on public property unless there is adequate shelter space available for the person as an alternative to camping. As a result of a recent Washington Supreme Court case, there is also uncertainty about removing recreational or other vehicles being used for habitation from public lots or right-of-way.

In consideration of these developments and community concerns regarding camping on both public and private property, a City-County Joint Study Session on "Homelessness Issues in

Our Courts" was held in December 2021. This was followed by the creation of an Ad Hoc Committee on Homelessness in January 2022 with representatives from the City, County, the KVMA, non-profit organizations, behavioral health providers, and others to regularly meet and discuss pathways to assist the local unsheltered community in the City and County. In April 2022, the Committee visited the Moses Lake Sleep Center to gather information on its formation and operation. The Committee subsequently recommended the City and County establish an overnight, year-round sleep center.

At the study session on March 4, 2024, an overview of the Ellensburg Sleep Center Feasibility Analysis Report was presented by consultants to the City Council. A similar presentation was provided to the Board of Kittitas County Commissioners at their meeting on March 5, 2024. Over the past two years, members and staff of the City-County Joint Ad Hoc Committee on Homelessness have been reviewing alternative sites for a Sleep Center, including all publicly owned parcels within the City and Urban Growth Area boundaries.

At the March 4, 2024 regular City Council Meeting, a Letter of Understanding with HopeSource for leasing property to the City for use as a Year-Round Sleep Center at 1200 S Ruby Street was presented for consideration. The City Council deferred action on this item to the May 6, 2024, meeting and requested staff return to their March 18 meeting with a plan which provides opportunities for community members to suggest alternative locations for consideration. At the March 18 meeting, the Ellensburg City Council approved a procedure and schedule to review submissions for alternative locations and requested a local business person be added to the group that evaluates sites and makes a recommendation to the City Council for consideration. Two individuals representing businesses were invited to the Ad Hoc Committee to assist in the review process (recommended by the Ellensburg Downtown Association and the Kittitas County Chamber of Commerce), Gerry Lael and Andy Polak. The Ad Hoc Committee met in a public meeting on April 19, 2024 to review 43 properties which had been submitted by members of the public. The Committee created a ranking consisting of the following eight (8) feasible and potentially feasible properties for consideration by the City Council and County Commissioners for the siting of the proposed sleep center:

1. Pathways (1200 S Ruby)
2. Foursquare Church (Mountain View / Rosewood)
3. 701 S Main
4. Berry Road & Canyon Road (SE)
5. Highway 97 (parcel 16644)
6. Helena & Sycamore (SW)
7. Green Ave
8. 303 W Tacoma

An Open House was hosted by the City/County Joint Ad Hoc Committee on Homelessness on May 22, 2024. Members of the community were invited to learn more about homelessness, the service gaps which the sleep center could fill, and proposed sites. Participants were offered an opportunity to comment on sites and a Q&A. Comments and responses to Q&A from the Open House can be found on the City website at: [Sleep Center | Ellensburg, WA \(ellensburgwa.gov\)](https://www.ellensburgwa.gov/sleep-center), along with other resources about the status, impacts, services, and challenges of homelessness.

Previous Council Action:

December 9, 2021 - City-County Joint Study Session on Homelessness Issues in the Courts

June 21, 2022 - City-County Joint Study Session which included a discussion of the Ad Hoc Committee on Homelessness's recommendations for a year-round overnight sleep center and other regulatory issues

July 18, 2022 - Council approved motion directing staff to move forward with the development of a sleep center for people experiencing homelessness in collaboration with the County and community partners. County Commissioners also voted to approve a joint sleep center project.

March 28, 2023 - Public Open House on Homelessness to learn about the need for a sleep center and interact with members of the Joint Ad Hoc Committee on Homelessness on issues surrounding homelessness.

December 2023 – ECONorthwest presents study results to City Affordable Housing Commission and County Homelessness & Housing Committee

March 4, 2024 - City Council reviewed findings from Ellensburg Sleep Center Feasibility Analysis Report at their Study Session. At their meeting the same night, City Council considered a Letter of Understanding with HopeSource for leasing property to the City for use as a Year-Round Sleep Center at 1200 S Ruby Street. Council deferred action to the May 6, 2024 meeting and requested staff return to their next meeting with a plan which provides opportunities for community members to suggest alternative locations to be considered.

March 5, 2024 - City staff and ECONorthwest consultants presented the Sleep Center Feasibility Analysis Report and updated the Kittitas County Board of County Commissioners on the status of site selection at their March 5, 2024 meeting.

March 18, 2024 - City Council approved a process and timeline that involved the Joint City/County Ad Hoc Committee's reviewing proposals for sites submitted by the community at a meeting of the Joint Ad Hoc Committee on

April 19, 2024 - Joint Ad Hoc Committee on Homelessness site evaluation.

May 22, 2024 - Sleep Center Open House

Analysis:

An analysis of parcels identified for potential siting of a sleep center will be presented at the Joint meeting. See attached analysis of each location.

1. Pathways (1200 S Ruby)
2. Foursquare Church (Mountain View / Rosewood)
3. 701 S Main
4. Berry Road & Canyon Road (SE)
5. Highway 97 (parcel 16644)
6. Helena & Sycamore (SW)
7. Green Ave
8. 303 W Tacoma

Financial Impact:

Development costs vary by parcel. Operating costs and funding options will be included in the presentation.

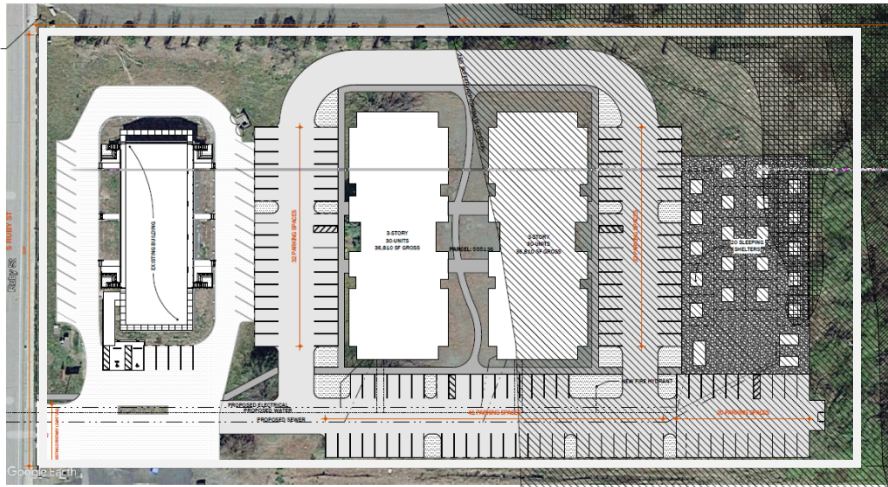
Budget Adjustment: No

Attachments:

1. 1. Pathways (1200 S Ruby)
2. 2. Foursquare Church (906 E Mountain View)
3. 3. 701 S Main
4. 4. Berry Rd
5. 5. Hwy 97
6. 6. Helena & Sycamore
7. 7. Green Ave
8. 8. 303 W Tacoma Ave

1. Pathways (1200 S Ruby St)

- **Zoning:** The property is zoned Neighborhood Center – Mixed Use (NCMU), in which indoor emergency shelter is a permitted use.
- **Access:** The site is approximately 0.9 miles from downtown and 0.8 miles from KVH Hospital. The nearest transit stop is at Ruby and Umptanum (route 12).
- **Sale / lease terms & cost:** HopeSource has proposed use of a portion of the 4.86-acre site for 10 years in exchange for access and utility improvements.
- **Utilities and site development considerations:** The total estimated improvement cost is \$364,500.
- **Nearby uses** include commercial and day care, specifically Les Schwab Tire Center and Truck Service, Happy Feet Academy and Golden Dragon restaurant. Hapy Feet and Les Schwab have expressed concerns about this site.
- **Parcel size:** The parcel is 4.86 acres; a portion of the property could be used for the sleep center with room for expansion.
- **Critical areas:** Wilson Creek runs to the East of the site and a small portion of the northeast part of the parcel is in the 100-year floodplain. A Critical Area review and report would be required to establish an appropriate buffer from the stream. Buildings would need to be located outside of the wetland buffer and flood pain.



Conceptual plan of existing building (under renovation), additional affordable housing and sleep center on site

2. Foursquare Church (906 E Mountain View Ave)

- **Zoning:** Residential Suburban (R-S), in which indoor emergency shelter is a conditional use, which means a Conditional Use Permit application would need to be reviewed by the Hearings Examiner, which could take approximately 4-6 months.
- **Access:** The site is approximately 1.2 miles from downtown and 0.4 miles from KVH Hospital. The nearest Central Transit stop is Route 13 at Mountain View and Chestnut.
- **Sale / lease terms and cost:** Foursquare's Pastor is open to lease of a portion of the site; if this property is recommended, the Church's board would need to evaluate this use of the property.
- **Utilities and site development considerations:** Estimated utility and frontage improvement cost of \$232,700.
- **Nearby uses:** In addition to the Foursquare Church, neighboring uses include Pacifica Senior Living, Meadows Place Senior Living and private residential. Rosewood residents have completed a petition for the Sleep Center to be located elsewhere.
- **Parcel size:** The combined church properties are 6.3 acres; a subset of the property could be used for the sleep center with room for expansion.
- **Critical areas:** None appear present on the site.



3. 701 S Main St

- **Zoning:** Central-Commercial II (CC-II), in which indoor emergency shelter is a permitted use.
- **Access:** The site is approximately 0.8 miles from downtown and 0.7 miles from KVH Hospital. The nearest transit stop is at Ruby and Mountain View (routes 13 & 14).
- **Sale / lease terms and cost:** As of May, the site was available for lease starting in late July 2024 at an estimated cost of \$6,500 per month plus taxes and site expenses (triple net).
- **Utilities and site development considerations:** The site would require a sewer line extension; water and electrical utilities are available on site. The estimated frontage and utility improvement cost including cut and fill for flood elevation is \$333,600.
- **Nearby uses** include commercial uses such as Ranch & Home, Kittitas Medical Supply and Rite Aid. Ranch & Home has expressed concerns about this site.
- **Parcel size:** The parcel is approximately 1.3 acres.
- **Critical areas:** Almost all of the site is in the 100-year floodplain, which would require a critical area review and elevating all built areas of the site two feet above the highest adjacent grade as well as additional time and cost to survey for flood elevation. Fill costs are included in the above site development cost estimate.



View north along Main St



View west from Main St

4. Berry Road & Canyon Road

- **Zoning:** The parcel is currently county-zoned urban residential; the future land use designation is general commercial and services, which would translate to the commercial highway zone, in which indoor emergency shelter would be a permitted use. The site would be annexed into the city and zoned in accordance with the City's future land use designation.
- **Access:** The site is approximately 2 miles from downtown and 1.9 miles from KVH Hospital. No transit is currently available nearby, with the nearest transit stop at Umptanum and Ruby about a mile away (route 12).
- **Sale / lease terms and cost:** the full 16.9-acre parcel was listed for sale in 2023 for \$2.1m; owners remain open to a property sale.
- **Utilities and site development considerations:** The parcel would need to be annexed (a 4–6 month process); frontage improvements would be needed for the length of the parcel on Canyon and Berry roads. Sewer and water are available at Berry Road; utility extensions would be needed along Canyon Road. Utility and frontage improvement costs are approximately \$1.27 million.
- **Nearby uses** include hotel, restaurant, truck stop, City wastewater treatment facility and agricultural uses.
- **Parcel size:** 16.9 acres
- **Critical areas:** The property is partially (to the south and east sides) in the 100-year floodplain. There is also a creek buffer on the south and east sided of the property. A critical area review would be required and a critical area report would be required to establish wetland buffers. Buildings would need to be placed outside of the floodplain and wetland buffers; the site is large enough to accommodate sleep center buildings outside of the flood plain.



5. Highway 97 (parcel 16644)

- **Zoning:** Commercial Highway (CH), in which indoor emergency shelter is a permitted use.
- **Access:** The site is approximately 2.9 miles from downtown and 3.7 miles from KVH Hospital. The nearest transit stop is at Love's Travel Stop 0.5 mi away (routes 15 and 16).
- **Sale / lease terms and cost:** The property is listed [for sale in three sections](#). The smallest section (the northern section of the parcel) is about 1.5 acres and at the listed price of \$3-5 per square foot, would cost between \$204,000 and \$340,000.
- **Utilities and site development considerations:** Water and sewer are available crossing 97; no power is currently available. Power extension to the area is planned in conjunction with the transfer station. Frontage and utility improvement costs are approximately \$982,500.
- **Nearby uses** include commercial (University Auto, Truck Equipment) and industrial (Ellensburg Cement).
- **Parcel size:** The entire parcel is about 7 acres.
- **Critical areas:** None appear present on the site.



View northeast along Highway 97

6. Helena & Sycamore (SW)

- **Zoning:** Public Reserve, in which indoor emergency shelter is a permitted use.
- **Access:** The site is approximately 2.1 miles from downtown and 2.3 miles from KVVH Hospital. The nearest transit stop is at Helena and Alder (route 12).
- **Sale / lease terms and cost:** Unknown at this time.
- **Utilities and site development considerations:** The site is currently part of a large parcel owned by Central Washington University (CWU). If the parcel were divided (platted), frontage improvements would be required to continue Helena to the east and Sycamore through the property. The estimated cost to make improvements required for the plat and utility extensions to the site is nearly \$3 million.
- **Nearby uses** are mostly residential, Central Park apartments, Crestview Terrace apartments and Timothy Park rentals, with vacant CWU property and student apartments in the vicinity.
- **Parcel size:** The entire parcel is about 52 acres, with about five acres potentially available for this project.
- **Critical areas:** None are currently identified on the site; some wetland characteristics observed on the northwestern portion of the site. Irrigation water was flowing onto the site during a recent visit.



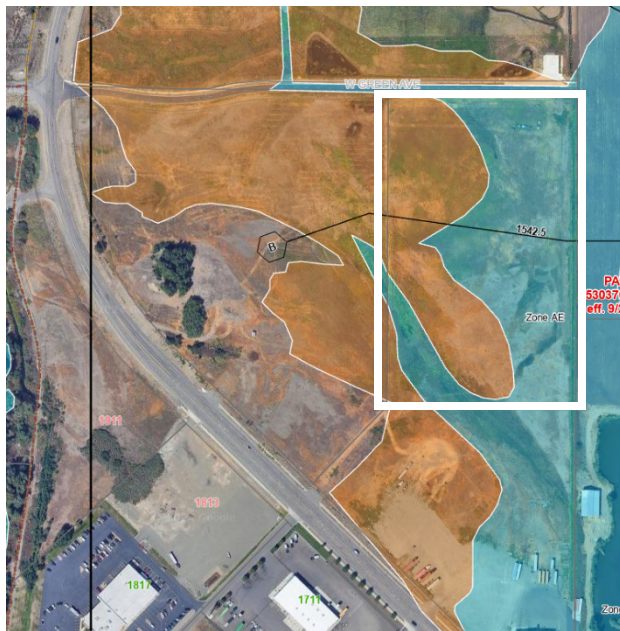
View south from Helena Ave



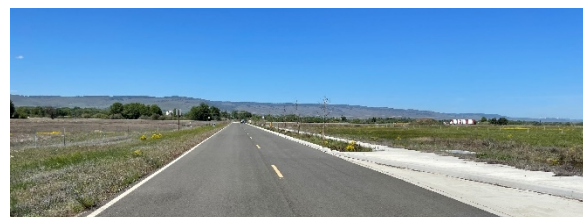
View of flowing water on northeast portion of site

7. Green Ave off Hwy 97 (south side, parcel 17337)

- **Zoning:** Regional Center Mixed Use (RCMU), in which indoor emergency shelter is a permitted use.
- **Access:** The site is approximately 3 miles from downtown and 4 miles from KVH Hospital. The nearest transit stop is at Love's Travel Stop 0.9 mi away (routes 15 and 16).
- **Sale / lease terms and cost:** The property is currently for sale for \$2.25 million.
- **Utilities and site development considerations:** Water and sewer are available from Green Avenue with latecomers charge; frontage improvements would be required along Green Avenue. Power extension to the area is planned in conjunction with the transfer station but is not currently available. The estimated costs of improvements is \$608,700.
- **Nearby uses** include planned transfer station and agriculture. Note that sidewalks are present on the north side of Green Avenue but US 97 is not improved for pedestrians between Green Avenue and the current extent of commercial development to the south.
- **Parcel size:** The entire parcel is 15 acres.
- **Critical areas:** About two thirds of the parcel including the eastern half and north and south portions are in the 100-year floodplain. A critical area review would be required and any buildings in the floodplain would require elevation, surveys and certificates. The site is large enough to likely allow development outside of the floodplain.



View south from Green Ave



View west along Green Ave

8. 303 W Tacoma Ave

- **Zoning:** Central-Commercial II (CC-II), in which indoor emergency shelter is a permitted use.
- **Access:** The site is approximately 0.2 miles from downtown and 0.7 miles from KVH Hospital. The nearest Central Transit stop is Routes 12, 13 and 14 at Fred Meyer.
- **Sale / lease terms and cost:** The site is for sale but another purchaser has a six-month option to purchase the property and has proposed an alternate congregate shelter design for the site.
- **Utilities and site development considerations:** Estimated total improvement cost of \$203,000 inclusive of frontage improvements, stormwater and utility hookup costs.
- **Nearby uses:** Neighboring uses include Central Washington Car Wash, Goodwill, one residence and the International Union of Operating Engineers (IUOE).
- **Parcel size:** The two suggested parcels combined are 0.2 acres.
- **Critical areas:** The site is entirely in the 100-year floodplain (AO), which would require elevating all built areas of the site two feet above the highest adjacent grade. The parcel area is insufficient to accommodate the elevation and compensatory storage.



View northeast from Tacoma Ave



View east along Tacoma Ave