

CITY COUNCIL AGENDA

June 17, 2024



Ellensburg City Council meetings are broadcast on Charter/Spectrum Channel 191 and available to livestream on Ellensburg Community Television at ectv2.com or on YouTube at ECTV Ellensburg. Members of the public may attend City Council meetings either in person in the City Council Chambers, 501 N Anderson Street, Ellensburg, WA 98926 or by registering to attend remotely via video conference.

To attend the city council meeting virtually register here:

https://us02web.zoom.us/webinar/register/WN_JL7N51A3Q8qSoMeBtRdM-Q

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 ADAcordinator@ellensburgwa.gov.

COUNCIL MEETING

GUIDELINES FOR PUBLIC PARTICIPATION

All City Council meetings are broadcast on Charter/Spectrum Channel 191 and available to livestream on Ellensburg Community Television at www.ectv2.com or on YouTube at ECTV Ellensburg. You may also attend by phone, only, and listen to the meeting by following the 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.

Public comment on Non-Agenda Issues (Item No. 7) is limited to a combined total of thirty (30) minutes unless Council votes to extend the time. Testimony or comments will be accepted in the following manner:

SUBMISSION OF WRITTEN COMMENTS

- **Written comments submitted in advance of meeting**
Submit written comments by mail to Beth Leader, City Clerk, Ellensburg City Hall, 501 N. Anderson St., Ellensburg, WA 98926, or via email to: cityclerk@ellensburgwa.gov. Comments received by 5 p.m. on the meeting date will be compiled, sent to the City Council and entered into the record.
- **Comments for public hearings**
Written comments must be received by the City Clerk by 5 p.m. on the meeting date. Comments can either be mailed to Beth Leader, City Clerk, Ellensburg City Hall, 501 N. Anderson St., Ellensburg, WA 98926, or sent via email to: cityclerk@ellensburgwa.gov. Comments received by 5 p.m. on the meeting date will be compiled, sent to the City Council 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 and phone number (for those who wish to call into the meeting).***
 - a) Anyone wishing to provide public comment on ***Non-Agenda Issues*** (Item No. 7 on the Agenda) must: 1. Register via the Zoom link by no later than 24 hours prior to the meeting; and 2. Provide a description in the Zoom registration form of the topic upon which they wish to speak with sufficient detail to allow the Mayor to determine whether it pertains to City business or a matter over which Council has control.
 - b) Anyone wishing to speak on ***all other Agenda items*** where it specifically states “Public Comment Opportunity” must register prior to 7 p.m. the day of the meeting.
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 Mayor to speak.
3. Please note that there may be several items on the City Council Agenda that will precede the agenda item you wish to address.
4. The Mayor 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 Mayor using your name, e-mail, or phone number used to log in to the teleconference.
 - b) Raise your “virtual hand” in the corner of Zoom application on the computer screen or press *9 on your phone. 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 (COUNCIL CHAMBERS)

- ◆ When recognized, approach the microphone provided on the right side of the room.
- ◆ 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.
- ◆ Each speaker's comments are to be limited to 3 MINUTES.
- ◆ Submit any written comments to the City Clerk.
- ◆ Speakers are cautioned not to make comments of a personal, impertinent or derogatory nature.
- ◆ 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 (unless the ballot proposition is being considered as part of the City Council agenda item).

PUBLIC COMMENT RULES FOR ALL MEETING PARTICIPANTS

1. Each speaker's comments are to be limited to 3 MINUTES.
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 (unless the ballot proposition is being considered as part of the City Council agenda item).
4. Speakers providing comments on Item 7, Non-Agenda Issues, may only address the Council on matters which concern the City's business or over which the Council has control, and must announce the topic upon which they wish to speak before making their comments.

Please note: City Council Rules provide that no action will be taken by the Council at the meeting at which a subject is first introduced during the citizen comment period (Item 7 on the Agenda). Council may consider an item at a future meeting, thus you may wish to concisely state your concern and request placement of your matter on a future agenda. Staff will follow up with speakers as necessary.

CONSENT AGENDA

Members of the audience may request items be removed from the consent agenda by asking for recognition and making the request during Agenda Approval. Items will not be removed from the consent agenda unless your request is confirmed by a councilmember.

AGENDA ITEMS

If you wish to have an item placed on a Council agenda, a written request should be delivered to the City Manager's Office prior to noon on the Monday preceding the Council meeting. Assistance will be provided in preparing a request if you wish to contact the City Clerk at (509) 925-8614.

PUBLIC HEARINGS

City Council accepts testimony or comments in person or via remote testimony on a particular subject schedule for Public Hearing. Council will consider all testimony, respond to any questions, and take action after the public hearing is closed. Testimony or comments will be accepted in the following manner:

1. When recognized,
 - If attending in the Council Chambers, approach the microphone provided on the right side of the room.
 - If attending remotely, raise your "virtual hand" in the corner of Zoom application on the computer screen or press *9 on your phone.
2. Please state your name, address, and whether you are representing only yourself or others.
3. Please limit your comments to 5 MINUTES.
4. Submit written comments to the City Clerk.

**CITY OF ELLENSBURG
CITY COUNCIL AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Monday, June 17, 2024
7:00 PM - Regular Meeting**

Pledge of Allegiance

1. Call to Order and Roll Call

2. Proclamations (No Public Comment)

2.A Juneteenth Day of Observance Proclamation 6

3. Awards and Recognitions

4. Approval of Agenda (No Public Comment)

5. Consent Agenda (No Public Comment)

Items listed below have been distributed to Councilmembers in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a Councilmember or at the request of a member of the public with concurrence of a Councilmember. Requests to remove items should be made under Item 4 Approval of Agenda.

5.A Approve Minutes of June 3, 2024 Regular Meeting 7

5.B Approve Minutes of June 3, 2024 Study Session 12

5.C Acknowledge Minutes from Boards and Commissions 13

5.D Approve University Way Banner Request from CWU - Orientation - July 2 - August 5, 2024 16

5.E Approval of 2024 Rodeo Parade Route and Fair & Rodeo Requests 17

5.F Project Acceptance - Bid Call 2023-15 Tree Trimming Contract Utility Electrical Distribution System 24

5.G Project Acceptance - Bid Call 2024-02 Catherine Property Storm Irrigation Project 25

5.H Project Acceptance - Bid Call 2023-02 Pole Testing And Treatment Contract 26

5.I Reject all Bids for Bid Call No. 2024-14 Distribution Transformers 27

5.J Approve June 17, 2024 Voucher Listing 29

6.	Petitions, Protests, and Communications	
7.	Citizen Comment on Non-agenda Issues	
8.	Business Requiring Public Hearings	
9.	Introduction and Adoption of Ordinances and Resolutions	
9.A	Resolution 2024-18, Adopting the City's 2024 Water System Plan (WSP) Update (Public Comment Opportunity)	30
10.	Unfinished Business	
11.	New Business	
11.A	Recommendation for Allocation of 1st and Pine Surplus Property for Affordable Housing (Public Comment Opportunity)	54
12.	Miscellaneous	
12.A	Manager's Report	119
12.B	Councilmembers' Reports	
13.	Executive Session	
14.	Adjournment	



City of Ellensburg

PROCLAMATION

A Proclamation on Juneteenth Day of Observance 2024

WHEREAS, Juneteenth became the latest official federal holiday in the United States in 2021; and

WHEREAS, over 2 years after President Abraham Lincoln declared all enslaved persons free, Union Army troops marched to Galveston, Texas, to enforce the Emancipation Proclamation and free the last enslaved Black Americans in this country; and

WHEREAS, these newly-freed men, women and children celebrated their long-overdue emancipation on June 19, 1865, establishing what continues to be an annual day of celebration for the Black Americans; and

WHEREAS, Juneteenth is a day to celebrate the power and resilience of Black Americans who have endured generations of oppression in their ongoing journey toward equal justice, equal dignity, equal rights, and equal opportunity in America; and

WHEREAS, we commemorate Juneteenth: a chance to celebrate human freedom, reflect on the grievous and ongoing legacy of slavery, rededicate ourselves to rooting out systemic racism, honor the rich history of the Black community in Ellensburg; and

WHEREAS, the Ellensburg Downtown Association, the City's DEI Commission, the Kittitas County Historical Museum, the CWU Library and associated campus programs have collaborated and planned a city-wide Juneteenth Celebration on June 19 for residents and visitors of our City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Ellensburg, does hereby proclaim June 19, 2024 as Juneteenth Day of Observance and invites every everyone to join in the June 19th celebration and festivities in downtown Ellensburg.

Signed this 17th day of June, 2024.

A blue ink signature of Rich Elliott, Mayor, written over a horizontal line.

Rich Elliott, Mayor

Attest: A blue ink signature of Betty Leader, City Clerk, written over a horizontal line.
City Clerk



CITY OF ELLENSBURG

Minutes of City Council, Regular Meeting

Date of Meeting

June 3, 2024

Time of Meeting

7:00 PM

Place of Meeting

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

Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Elliott

1. Call to Order and Roll Call

Roll Call Present: Sarah Beauchamp, Rich Elliott, Nancy Goodloe, Nancy Lillquist (present remotely), David Miller, Joshua Thompson

Absent: Delano Palmer (excused)

Others present in person: City Manager Behrends Cerniwey, City Attorney Weiner, City Clerk Leader, City Engineering Manager Mayo, Assistant Engineer Mattson, Stormwater & Urban Forestry Tech McGowan, Stormwater Manager Morrow, Arts & Economic Development Manager Vandenberg, Assistant City Attorney Reiman, EPD Chief Wade, Finance Director Pascoe and approximately 30 members of the public

Others present remotely via Zoom: one member of the public

2. Proclamations

2.A LGBTQ+ Pride Month 2024

Mariana Frayer was present to read the proclamation.

3. Awards and Recognitions

4. Approval of Agenda

Councilmember Goodloe moved to approve the Agenda as presented. **Motion Approved 6-0**

5. Consent Agenda

5.A Approve Minutes of May 20, 2024 Regular Meeting

5.B Acknowledge Minutes of Boards and Commissions

5.C Approve University Way Banner Request from CWU - SOURCE for May 16-19, 2025

-
- 5.D Amendment of Shelter contract with Yakima Humane Society
 - 5.E Resolution 2024-15 Approving Stalder Holdings, LLC Street Tree Removal Request at 101 W Washington Avenue.
 - 5.F WA Families Clean Energy Credits Grant Contract (24-52242-009-City of Ellensburg)
 - 5.G Fourth Amendment to the Affordable Housing Agreement with 113 West Bender Road (Habitat for Humanity)
 - 5.H Award Bid Call 2024-12, Pfenning Road Sidewalk Extension Project
 - 5.I Project Acceptance — Bid Call 2023-11, Pine Street Sidewalk Improvements - 5th to 6th Ave
 - 5.J Traffic Impact Fee – Annual Report
 - 5.K Approve June 3, 2024 Voucher Listing

Councilmember Miller moved to approve the Consent Agenda as presented. **Motion Approved 6-0**

6. Petitions, Protests, and Communications

- 6.A Recommendation of Appointment (Public Comment Opportunity)
Kelle Vandenberg, Arts & Economic Development Manager, presented information in the staff report.
Marie Marchand commented regarding her reappointment.

Councilmember Miller moved to approve reappointment of Marie Marchand to the Arts Commission. **Motion Approved 6-0**

- 6.B Update on I-90 WSDOT Construction Projects by Paul Gonseth, Assistant Regional Administrator
Paul Gonseth with WSDOT reviewed information on construction projects scheduled along I-90.
- 6.C Community Forestry Assistance Grants Presentation (Public Comment Opportunity)
Erin McGowan, Stormwater & Urban Forestry Tech, presented program information to Council.

Sherry Kaufman, City resident, spoke in favor of the program.

7. Citizen Comment on Non-agenda Issues

- William Coleman, Kittitas resident, spoke regarding DEI
- Monica Mersinger, Ellensburg resident, spoke regarding housing
- Julia McConnachie, not a city or county resident, spoke regarding a ceasefire

- Tim Cake, spoke regarding housing
- Angie Lang, Ellensburg resident, speaking for herself, spoke regarding a low barrier shelter
- Howard Jones, Ellensburg resident, spoke regarding multiple topics

8. Business Requiring Public Hearings

- 8.A Public Hearing (Legislative) to consider Resolution 2024-17, adopting the City's Six-Year Transportation Improvement Plan (TIP) 2025-2030 and providing an annual Complete Streets Update (Public Comment Opportunity)
The Mayor opened the public hearing. Josh Mattson, Assistant City Engineer, presented information in the staff report.

Sherry Kaufman, City resident, spoke in favor of the plan and thanked the City.

With no further comments from the public and no questions from Council, the Mayor closed the public hearing.

Councilmember Miller moved to adopt Resolution 2024-17 approving the TIP for 2025-2030 authorize staff to submit listed projects for funding as grant opportunities become available. **Motion Approved 6-0**

9. Introduction and Adoption of Ordinances and Resolutions

- 9.A Resolution 2024-16 to Accept a Donation from Jan Lebo (Public Comment Opportunity)
Ken Wade, Ellensburg Police Chief, presented information in the staff report.

Councilmember Goodloe moved to adopt Resolution 2024-16, accepting the donation to the Ellensburg Police Department from Mrs. Janet "Jan" Lebo and on behalf of herself and her late husband, Clinton "Skip" Lebo, and approve the necessary budget adjustments. **Motion Approved 6-0**

10. Unfinished Business

11. New Business

- 11.A Art Commission Request to Utilize Commission Reserve Funding to Secure and Support a New Permanent Piece of Artwork for Unity Park (Public Comment Opportunity)
Kelle Vandenberg, Arts & Economic Development Manager, presented information in the staff report.

Councilmember moved to approve the utilization of \$46,500.00 from the Arts Commission reserve funding for the purchase and installation of a new permanent work of art for Unity Park, and approve the necessary budget adjustments. **Motion Approved 6-0**

11.B First Quarter 2024 Financial Status and Investment Reports (Public Comment Opportunity)

Jerica Pascoe, Finance Director, presented information in the staff report.

Councilmember Miller moved to accept the First Quarter 2024 Financial Status and Investment Reports as presented. **Motion Approved 6-0**

11.C Approval of Diversity, Equity & Inclusion Commission 2024 Grant Awards

Nicole Klauss, Public Information Officer and DEI staff, presented information in the staff report.

Councilmember Goodloe moved to approve the Diversity, Equity & Inclusion Commission 2024 Grant Awards. **Motion Approved 5-1** (*Thompson voted no*)

11.D No Parking Request on 10th Avenue (Public Comment Opportunity)

Derek Mayo, Engineering Manager, presented information in the staff report.

Sherry Kaufman, City resident, spoke in favor of assigning no parking in front of her residence. Council asked questions of Mrs. Kaufman.

Councilmember Miller moved to support the staff recommendation to not grant a request from a homeowner to update the City Traffic Code to include a No Parking area along the frontage at 10th Ave. at 101 West 10th Avenue. **Motion Approved 6-0**

12. Miscellaneous

12.A Manager's Report (No Public Comment)

Heidi Behrends Cerniwey, City Manager, presented information in the report.

A request for the Mayor's signature on a letter in support of the Cle Elum Ridge Community Forest Phase 2 was on the dais.

Councilmember Goodloe moved to approve the Mayor's signature on the letter of support. **Motion Approved 6-0**

Sleep Center Open House questions and answers have been posted on the city website.

12.B Councilmembers' Reports (No Public Comment)

- Councilmember Miller attended the PTAC, Finance Committee, Farmer's Market & Pride Parade
- Councilmember Thompson attended Finance Committee, LEOFF 1 Disability board, Landmarks & Design Committee, and is looking forward to the Touch a Truck event

-
- Councilmember Goodloe attended Sleep Center open house, DEI committee interviews, and County Homelessness & Affordable Housing Commission meetings
 - Councilmember Lillquist reported on the Economic & Strategic Plan, and spoke about the bike rodeo being held at touch a truck
 - Councilmember Beauchamp attended the Sleep Center open house and Pride parade
 - Mayor Elliott reported on the CenterFuse and Chamber collaboration

13. Executive Session

14. Adjournment

Meeting adjourned at 9:06 pm

Mayor

ATTEST:

City Clerk



CITY OF ELLENSBURG

Minutes of City Council, Study Session

Date of Meeting

June 3, 2024

Time of Meeting

6:00 PM

Place of Meeting

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

Study Session

Councilmembers Present: Rich Elliott, Nancy Goodloe, Nancy Lillquist (attending remotely), David Miller and Joshua Thompson

Councilmembers Absent: Delano Palmer and Sarah Beauchamp

Others present in person: City Manager Behrends Cerniwey, City Attorney Weiner, City Clerk Leader, City Engineering Manager Mayo, Assistant Engineer Mattson, Assistant City Attorney Reiman and approximately five members of the public

Others present remotely via Zoom: two members of the public

- A Review of Draft Ordinance to Regulate Banners, Flags and Decorations in the Right-Of-Way
Terry Weiner, City Attorney, reviewed a presentation with Council. Council asked questions of staff. It was recommended to include cost recovery on the next version of the ordinance.

With Council consensus, the Mayor opened the topic to public comment.

Tylene Carnell, present remotely, spoke regarding American flags installed by the Boy Scouts.

14. Adjournment

The meeting adjourned at 6:40 pm

Mayor

ATTEST:

City Clerk



CITY OF ELLENSBURG

Minutes of Public Transit Advisory Committee, Regular Meeting

Date of Meeting

April 16, 2024

Time of Meeting

3:30 PM

Place of Meeting

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

1. Call to Order and Roll Call of Members

1.A Call the April 16, 2024, PTAC meeting to Order

Vice Chair Hurson called the meeting to order at 3:33 pm.

1.B Roll Call of PTAC Members

The following PTAC members were in attendance:

Joey Bryant, Amy Spitznas, Jim Hurson, Deja Blanchard

Also in attendance were: Betsy Dunbar - COE, Josh Mattson - COE, Spencer Klewin - HopeSource

No members of the public were present.

2. Approval of Agenda

2.A Motion to Approve the April 16, 2024, PTAC Agenda

Committee member Spitznas made the motion to approve the April 16, 2024, PTAC Agenda.

The Motion carried 4-0.

3. Approval of Meeting Minutes

3.A Motion to Approve the March 19, 2024 Meeting Minutes

Committee member Spitznas made the motion to approve the March 19, 2024, Meeting Minutes.

The Motion carried 4-0.

4. Guest Speakers

- 4.A No Guest Speakers

5. Follow Up Items

- 5.A Follow Up Items

It was reported that the QR Codes were added to Almanac Issue and the Observer Student Orientation Issue.

6. Ridership Stats

- 6.A March 2024 Ridership Stats

March 2024 Ridership Stats were shared with the committee.

7. Agenda Items

- 7.A No Agenda Items

8. Transit Marketing Updates

- 8.A Marketing Update

Staff submitted an advertisement for the Visitors Guide for Kittitas County.

9. Transit Updates

- 9.A Fixed Route Brochures

The final draft of the updated Fixed Route Brochure was shared with the committee.

- 9.B Bus Schedule Inserts

The Updated Bus Schedule Insert was shared with the committee.

- 9.C Full Service Map for Website

The updated Full Service Map for the Central Transit Website was shared with the committee.

- 9.D Individual Maps and Schedules for Website

The updated Individual Route Maps and Schedules for the Central Transit Website were shared with the committee.

10. Member Updates

10.A Member Updates

The following updates were shared:

- ADA Paratransit Marketing
- A plan to move driver change outs from HopeSource to Safeway.

11. Next PTAC Meeting

11.A May 21, 2024

12. Adjournment

The April 16, 2024, PTAC Meeting was adjourned at 4:35 pm.

Central Washington University

University Way Banner Request Form

Please fill out form and return to Schedule@cwu.edu. The Scheduling Center will submit your form to the City.

Name of Event/Program: _____

Contact Person: _____ Phone Number: _____

Banner Hang Dates (Tuesday-Monday): _____

☐ CWU Scheduling Center has reserved the banner dates.

Phone: 509-963-1321, Email: schedule@cwu.edu

☐ Banner should be double-sided and a **maximum of 30' x 52"** and a **minimum of 24' x 48"** with **3" turnback at the top and bottom of the banner that will allow steel cable to be strung through it. No grommets.**

- We recommend that wind flaps be cut into the banner to prevent wind damage



* Example of a correctly made banner.

Provide an Example of Your Banner in the Box Below (Please fill in writing and logos)

Important Notes:

Banners affiliated with University business have priority. Therefore, banners from non-University groups requesting dates that conflict with a University banner may be rescheduled

If your banner does not meet manufacturing specifications, we will be unable to process your request and the banner will not be hung

The CWU Scheduling Center will not be held responsible for any weather-related damage that occurs to your banner

For more information please contact CWU Student Union Operations & Scheduling Center at 509-963-1321 or 509-963-1641.

City of Ellensburg approved by: _____ Date: _____

Disapproval/Reasons: _____



609 N. MAIN STREET

• ELLENSBURG, WASHINGTON 98926

• (509) 962-7831

• 1-800-637-2444

March 1, 2024

Ellensburg City Council
501 N. Anderson Street
Ellensburg, WA 98926

Dear City Council Members,

We appreciate the continued support and cooperation of the city during our busy and exciting Labor Day Weekend, and request your annual permission for the use of the following facilities:

Catherine Park – August 24th through September 3rd (overflow parking).

Reed Park – September 2nd

Downtown parade route – route, staging areas, and return route on August 31st (parade route map enclosed). In order to safely and successfully manage the parade we would like to ask for the following street closures the early morning of August 31st through the end of the parade as deemed necessary by the Ellensburg Police Department:

Helena & Alder s/b
18th & Alder s/b
Dean Nicholson Blvd & Walnut (close e/b access)
Dean Nicholson and Alder
Willow Street and Brooklane
University Way and Brick Road
Willow & Brick Road (Local access only sign)
University and Walnut
University and Sprague
University & D Street
University & C Street
University & Ruby
University & Pine
University & B Street
University Way and Pearl Street
University Way and Main Street
University Way and Maple Street
Main Street at 7th, 6th, 5th, 4th, 3rd, & 2nd

RECEIVED

MAR - 4 2024

CITY MANAGER'S OFFICE
ELLENSBURG, WA

• FAX: (509) 962-7830 •
• www.ellensburgrodeo.com •

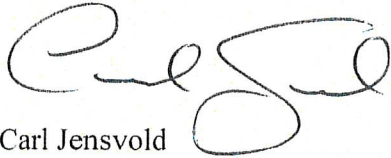
Pearl at 7th, 6th, 5th, 4th, 3rd, & 2nd
Pine Street & 2nd, 3rd, 4th and 5th
Ruby & 5th w/b
Sprague & 5th
7th & Chestnut

We would also like to request some no parking zones from late Friday, August 30th through the end of the parade on Saturday, August 31st during parade set up and the duration of the parade:

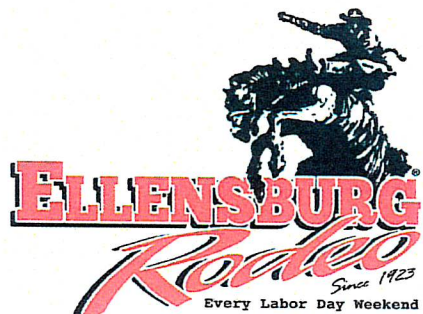
Alder Street from University Way North to Helena Street
Pearl Street from University Way to 2nd Street
Pine Street from 2nd to 5th Street
5th Street from Pearl to Anderson Street

We have been in touch with Brad Case and met with city officials regarding street closures and no parking zones requested for the parade. Thank you for your consideration.

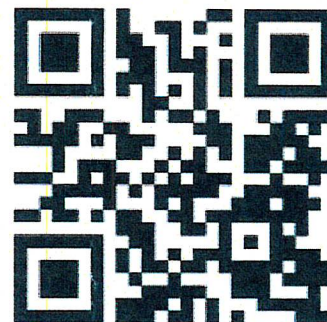
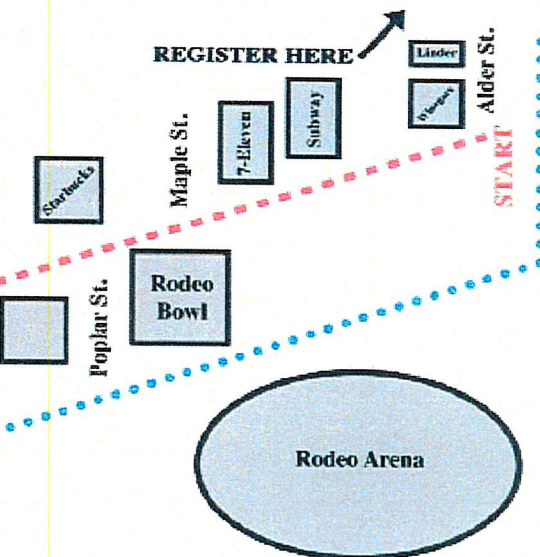
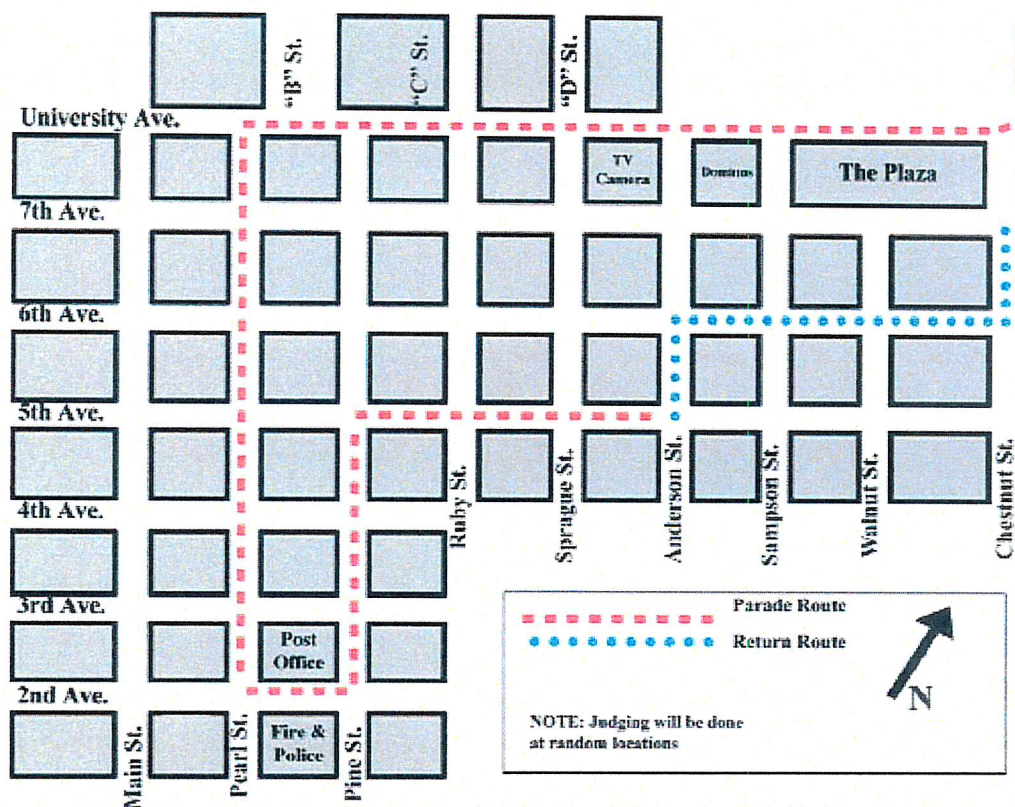
Sincerely,

A handwritten signature in black ink, appearing to read 'Carl Jensvold', with a large, stylized loop at the end.

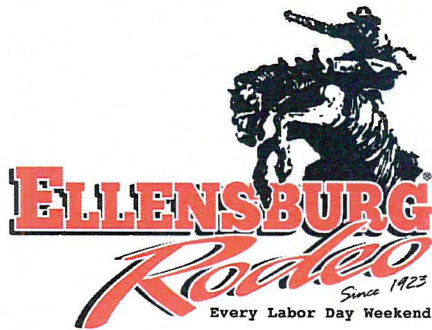
Carl Jensvold
President



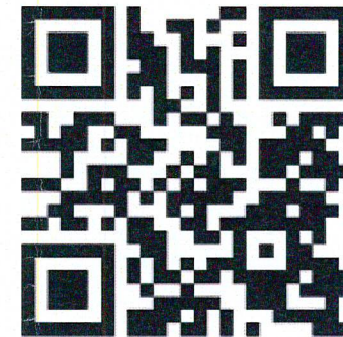
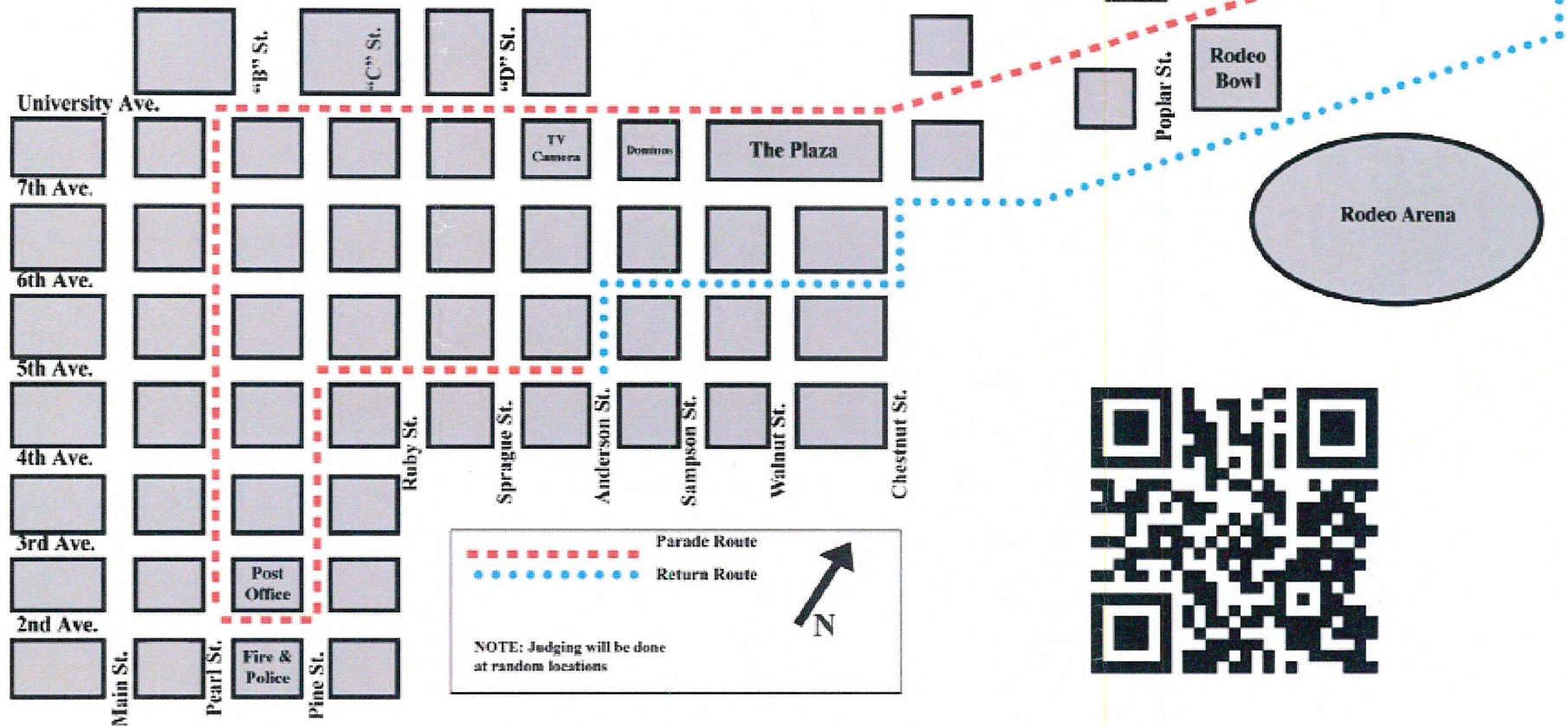
Parade Route Map



Please return to staging via the route shown in blue. You will need to enter 8th street using the Sherwin Williams parking lot. Please only use the University Way and Alder Street intersection to return to staging.



Parade Route Map



Please return to staging via the route shown in blue. You will need to enter 8th street using the Sherwin Williams parking lot. Please only use the University Way and Alder Street intersection to return to staging.



February 14, 2024

The Honorable Rich Elliott
Mayor, City of Ellensburg
501 N. Anderson
Ellensburg, WA 98926

Dear Mayor Elliott,

On behalf of the Kittitas County Fair and Ellensburg Rodeo, we respectfully request that you grant the following items to implement the successful operation of the 2024 Kittitas County Fair and Ellensburg Rodeo.

Request for City Council Approval:

1. A waiver of the City of Ellensburg's noise ordinance to include only commercial and public reserve areas (zoning designations), with quiet hours between 3:00 a.m. and 6:00 a.m. for a limited period of time extending from Thursday, August 29, 2024, through Monday, September 2, 2024.
2. Use of Golf Carts and UTVs/ATVs on routes that are necessary for Fair and Rodeo operations under the following regards:
 - 1) Routes to include Popular Street, between 7th and 8th Ave; Maple Street, between 8th and 9th Ave; 8th Ave, between Popular Street and Alder Street; Adler Street, from 8th Ave up to 18th Ave, and from 710 N Chestnut St up Chestnut St to 9th Ave.
 - 2) Vehicles using these routes will be clearly marked.
 - 3) A lane will be designated from Popular to Alder Street along 8th Ave for Cart and ATV use only. The lane will be marked with chalk.
 - 4) Carts and ATVs will not operate in crosswalks.
 - 5) Carts and ATVs will follow all traffic laws and operate the road like any other vehicle.
 - 6) Carts and ATVs will only cross University Way at the Alder Street and Chestnut Street cross sections.



3. Effective Monday, August 26th:
- 7) A temporary closure of 7th Avenue, from the corner of Chestnut and 7th to Poplar Street on the south half of the street.
 - 8) A temporary closure of Poplar Street, from the corner of 7th Avenue to the corner of 8th Avenue.
 - 9) Designate one-way traffic: 9th Avenue, east bound between Poplar Street and Maple Street.
 - 10) Designate one-way traffic: Maple Street, south bound between 9th Avenue and 8th Avenue.
 - 11) Designate one-way traffic: Alley located between 8th Ave and 9th Ave, west bound between Alder Street and Maple Street.
 - 12) Designate one-way traffic: 8th Avenue, west bound between Alder Street and Poplar Street and add **two (2) 'Do Not Enter' signs** facing west on the 8th Avenue and Maple St. cross-section in front of the Fair's Ticket Office, one on each side of the road.
 - 13) Designate one-way traffic: South bound on Alder between alley and 8th Avenue.
 - 14) Permission to place signs in appropriate locations for the purpose of directing people to the Event Center/Fairgrounds and designated parking areas, from the I-90 interchanges and other locations throughout the city.
 - 15) A "No Overnight Camping" sign along the north side of 6th Avenue in front of Memorial Park/Swimming Pool.
 - 16) A "No Parking" area along the north side of 6th Avenue for Handicapped parking and an extra bus stop area.
 - 17) Authorize "15-minute parking" and "no parking" areas in the customary areas surrounding the Event Center/Fairgrounds as designated by Ellensburg Police Department in conjunction with Event Center/Fair staff.
 - 18) A "no parking" area along the east and west sides of Alder Street adjacent to the Event Center north parking lot, between University Way and 8th Avenue.
 - 19) A "no parking" area along the north side of 8th Avenue between Chestnut and Alder.
 - 20) A "no parking" area along the north side of 9th Avenue between East University Way and Maple Street.
 - 21) Designate "one-way" from Chestnut East up 5th Avenue to Poplar; North Poplar to 6th Avenue; and 6th Avenue West to Chestnut.
 - 22) Temporary 4-Way Stop at 5th Avenue and Chestnut, and 6th Avenue & Chestnut.



- 23) Parking in the area at the south end of Poplar at the foot of Craig's Hill, along the fence adjacent to the Event Center maintenance parking area, reserved for Emergency Vehicles only.
- 24) Use of cones to designate parking.
- 25) A temporary suspension of the RPZ restrictions.
- 26) "No Parking" signs by Rodeo gates on south side of 8th Avenue, between Alder and Maple.
- 27) Designate pedestrian cross walks at the following locations on University Way and Vantage Highway: (1) bowling alley; (2) KXLE to Contestant Hill.

Note: All Fair and Rodeo gates will be padlocked with same key; extra keys will be located in the First Aid Station and the Police Station located adjacent to the Bloom Pavilion (in the old Fair Office).

Everyone involved with the 2024 Kittitas County Fair and Ellensburg Rodeo greatly appreciates the cooperation of the City Departments involved in making the Fair and Rodeo a safe place for the patrons of our annual Labor Day event.

Sincerely,

Kady Porterfield
Kittitas Valley Event Center, Director

Cc: Heidi Behrends Cerniwey, *City Manager*
Ken Wade, *Chief of Police, City of Ellensburg*
Carl Jensvold, *President, Ellensburg Rodeo Association*
John Sinclair, *Fire Chief, Kittitas Valley Fire and Rescue*
Ryan Lyyski, *Public Works Director, City of Ellensburg*
Robert Eddings, *President, Kittitas County Fair Board*



Meeting Date: June 17, 2024
City of Ellensburg
City Council Agenda Report

Agenda Subject: Project Acceptance - Bid Call 2023-15 Tree Trimming
Contract Utility Electrical Distribution System

Submitted by: Dan Davis, Engineering Tech

Department: Public Works & Utilities

Suggested Motion/Action:

Staff recommends City Council accept Bid Call 2023-15 as complete for the Tree Trimming Contract Utility Electrical Distribution System.

Background/Summary:

The work on the 2023 Tree Trimming Contract Utility Electrical Distribution System has been completed. Council is now being requested to accept Bid Call 2023-15 as complete.

The Public Works and Utilities annually requests quotes from contractors on the Small Works Roster for our annual tree trimming contract. This service provides clearance for the City's overhead electrical distribution system and is necessary to reduce power outages, for safety and reliability. The City sent the bid document to all contractors on the City's Small Works Roster for this type of work. The bid was awarded to Uribe's Tree Service LLC for 360 hours at a unit cost of \$665.00 per crew/equipment hour or not to exceed \$239,400, including Minor Change of \$20,000 for a total contract not to exceed \$259,400.

Previous Council Action:

Council awarded Bid Call 2023-15 Tree Trimming Contract Utility Electrical Distribution System at its November 6, 2023, regular meeting.

Analysis:

The original contract bid amount for the project was \$259,400.00, and the final project cost was \$279,325.00. This extra \$19,925.00 cost is the result of additional work needed to trim trees at several additional areas.

Financial Impact:

Funding for the tree trimming, including the extra work, is included in the adopted Electric Utility Fund budget.

Budget Adjustment: No

Attachments:

None



Meeting Date: June 17, 2024
City of Ellensburg
City Council Agenda Report

Agenda Subject: Project Acceptance - Bid Call 2024-02 Catherine Property Storm Irrigation Project
Submitted by: Lily Frey, Housing and Grants Manager
Department: Community Development

Suggested Motion/Action:

Move for Project Acceptance for Bid Call 2024-02 to Eastern Washington Groundworks LLC.

Background/Summary:

Bids were opened on Thursday, March 28, 2024, for the Piping Irrigation Ditch on City's University Way (formerly Catherine Park) Property project. Eastern Washington Groundworks LLC was the low bidder in the amount of \$56,521.28.

The project consisted of piping existing irrigation ditches across City of Ellensburg parcel 694034 and adjacent parcel 704034 as well as installing a temporary driveway in preparation for a future affordable housing development.

Previous Council Action:

Council awarded Bid Call 2024-02 at its April 15, 2024, regular meeting.

Analysis:

The original contract bid amount for the project was \$56,521.28, and the final project cost was \$56,374.78.

Financial Impact:

The full cost is funded through Sales Tax – Housing and Related Services revenue. The Affordable Housing Commission reviewed the project and recommended using affordable housing sales tax funds for this planned work at their February 7, 2024 meeting.

Budget Adjustment: No

Attachments:

None



Meeting Date: June 17, 2024
City of Ellensburg
City Council Agenda Report

Agenda Subject: Project Acceptance - Bid Call 2023-02 Pole Testing And Treatment Contract
Submitted by: Dan Davis, Engineering Tech
Department: Public Works & Utilities

Suggested Motion/Action:

Staff recommends City Council accept Bid Call 2023-02 as complete for the Pole Testing And Treatment Contract.

Background/Summary:

The work on the 2023 Pole Testing And Treatment Contract has been completed. Council is now being requested to accept Bid Call 2023-02 as complete.

Proper maintenance of wood utility poles, which includes inspection and application of remedial treatments, helps add years of safe, reliable service to the City's utility poles, thereby reducing unnecessary or premature replacement costs. The City Light Division routinely inspects and treats the City's wood utility poles on an average 10-year interval.

The bid was advertised and placed on the City website and staff received three bids. Bidders included Osmose Utilities Services Inc., Pacific Pole Inspections LLC, and Alamon Inc. The bid from Osmose Utilities Services Inc. was determined by staff and the City Attorney to be non-responsive and was not considered. The bid was awarded to Pacific Pole Inspections LLC for a total contract price of \$220,837.90.

Previous Council Action:

Council awarded Bid Call 2023-02 Pole Testing And Treatment Contract at its April 3, 2023 regular meeting.

Analysis:

The original contract bid amount for the project was \$220,837.90, and final project cost was \$187,663.98.

Financial Impact:

Funding for the pole testing and treatment work is included in the adopted Electric Utility Fund budget.

Budget Adjustment: No



Meeting Date: June 17, 2024
City of Ellensburg
City Council Agenda Report

Agenda Subject: Reject all Bids for Bid Call No. 2024-14 Distribution Transformers
Submitted by: Dan Davis, Engineering Tech
Department: Public Works & Utilities

Suggested Motion/Action:

Deem all bids for Bid Call 2024-14 Distribution Transformers as non-responsive and direct staff to rebid for the purchase of the distribution transformers.

Background/Summary:

The Public Works and Utilities – Light Division routinely budgets and publishes a bid for electrical distribution transformers. These distribution transformers are used for capital construction projects and to replenish inventory. Bid Call 2024-14 Distribution Transformers consisted of two schedules (A & B) for varying sizes and types of distribution transformers. Staff received bids from three vendors: General Pacific, Inc., Anixter, Inc., and MVA Power, Inc.

Upon review, the bid from General Pacific, Inc. did not include the Bid Submittal Checklist; the Bid Proposal Signature Form was not submitted; the Non-Collusion Affidavit Form was not submitted and the Certified Information Summary Forms were not submitted for the Ermco transformers in Schedule A.

The bid from Anixter, Inc. did not acknowledge the addendum on the Bid Proposal Signature Form, and the Certified Information Summary Forms were not completed.

The bid from MVA Power, Inc. did not include a Bid Bond and no Certified Information Summary Forms were submitted with the bid.

Previous Council Action:

Award of previous bids and direct quote purchase for Distribution Transformers:

Bid 2020-09 awarded 7/20/20;
Bid 2022-03 direct purchase by quote 4/4/2022;
Bid 2022-18 awarded 10/17/22;
Bid 2022-24 awarded 2/21/23;
Bid 2023-08 direct purchase by quote 9/19/23.

Previous rejected bids for Distribution Transformers:
Bid 2022-03 rejected all bids (non-responsive) 3/7/22;
Bid 2023-08 rejected all bids (non-responsive) 7/17/23.

Analysis:

The bid call 2024-14 Distribution Transformers was published on May 2 and May 16, 2024, with bids opened on May 30 2024. Staff reviewed the three bids received and has determined that all three bids are non-responsive and is asking City Council to reject all bids for Bid Call 2024-14 Distribution Transformers for being non-responsive and direct staff to rebid for the purchase of the distribution transformers.

Financial Impact:

None

Budget Adjustment: No

Attachments:

None

VOUCHER APPROVAL

I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED, OR THAT ANY ADVANCE PAYMENT IS DUE AND PAYABLE PURSUANT TO A CONTRACT OR IS AVAILABLE AS AN OPTION FOR FULL OR PARTIAL FULFILLMENT OF A CONTRACTUAL OBLIGATION, AND THAT THE CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF ELLENSBURG, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

Jerica Pascoe Digitally signed by Jerica Pascoe
Date: 2024.06.10 15:18:23 -07'00'

AUDITING OFFICER

DATE

CLAIMS VOUCHERS AUDITED AND CERTIFIED BY THE AUDITING OFFICER HAVE BEEN RECORDED ON THE ATTACHED LISTING, WHICH HAS BEEN MADE AVAILABLE TO THE COUNCIL AS OF THIS **17TH DAY OF JUNE 2024**. THE COUNCIL, BY A VOTE, HAS APPROVED FOR PAYMENT THE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS:

Check #'s	166276	TO	166421	\$	638,546.56
EFT #'s	6881	TO	6902	\$	1,928,265.16

Treasure Cash

EFT #'S	580	TO	582	\$	61,869.80
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Total Amounts

Payroll Fund

Check #'s	96235	TO	96241	\$	9,530.36
Direct Deposits	79749	TO	80019	\$	553,655.81

Total Amounts

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

ATTEST: _____
CITY CLERK



Meeting Date: June 17, 2024
City of Ellensburg
City Council Agenda Report

Agenda Subject: Resolution 2024-18, Adopting the City's 2024 Water System Plan (WSP) Update
Submitted by: Derek Mayo, Engineering Manager
Department: Public Works & Utilities

Suggested Motion/Action:

Move to adopt the proposed Resolution 2024-18 approving the 2024 Water System Plan update.

Background/Summary:

The City of Ellensburg Public Works and Utilities Department is required to routinely complete updates to the Water System Plan (WSP), which was last adopted in 2014. Staff contracted with RH2 Engineering for the latest update of the WSP. Staff and RH2 have been working with the Washington State Dept. of Health (DOH) and the Washington State Dept. of Ecology (DOE) to address their comments on the previous drafts of the WSP, and we are now ready to take the final draft to Council for approval. The full final draft of the WSP can be viewed at the following link or a hard copy is available at the City of Ellensburg Public Works Counter:

[Water System Plan Final Draft](#)

Previous Council Action:

Council awarded an agreement with RH2 Engineering to complete the WSP update on September 16, 2019.

Analysis:

As a part of the Water System Plan update, RH2 Engineering has completed an extensive review of the City's current plan, as well as a 20-year advanced forecast. This analysis includes review of our water rights, source capacity, water consumption, forecasted growth, non-revenue water (water loss), fire flow analysis, water storage requirements, and many other factors. These forecasts were then modeled to determine future needed capacity and system improvements and create a Proposed Improvements Implementation Schedule needed within the next 10 years.

The WSP was presented to the Utility Advisory Committee on May 16th, 2024, which provided a favorable recommendation to Council for approval of the updated plan. The UAC also recommended that staff look into alternative ways to reduce water demand in the future, including more efficient landscaping and non-potable water sources. These UAC recommendations are consistent with the plan and staff will continue to pursue these recommendations in upcoming projects and budget preparations in partnership with other sustainability initiatives.

Financial Impact:

No Fiscal Impact.

Budget Adjustment: No

Attachments:

1. Resolution 2024-18 Water System Plan
2. WSP 20240617 ELL City Council Meeting Presentation

RESOLUTION NO. 2024-18

A RESOLUTION of the Ellensburg City Council adopting the City of Ellensburg's 2024 Water System Plan (WSP) update, inclusive, as recommended to the City Council by the Public Works and Utilities Department.

WHEREAS, a public meeting on the Water System Plan was held before the Ellensburg City Council on June 17, 2024 in the manner required by RCW 43.20.260; and

WHEREAS, the Water System Plan has been updated in accordance with the State requirements; and

WHEREAS, a 10-year approval is expected from the Department of Health, which would require a 2033-2034 timeline for the next WSP update; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Ellensburg, Washington, as follows:

Section 1. That the 2024 Water System Plan update, available at the Public Works Counter and on the City of Ellensburg's Public Works and Utilities Department Water Utility webpage, as now filed with the City Council of the City of Ellensburg, be and the same is hereby approved and adopted.

ADOPTED by the City Council of the City of Ellensburg this 17th day of June 2024.

Mayor

ATTEST:

City Clerk

June 17, 2024
City Council Meeting

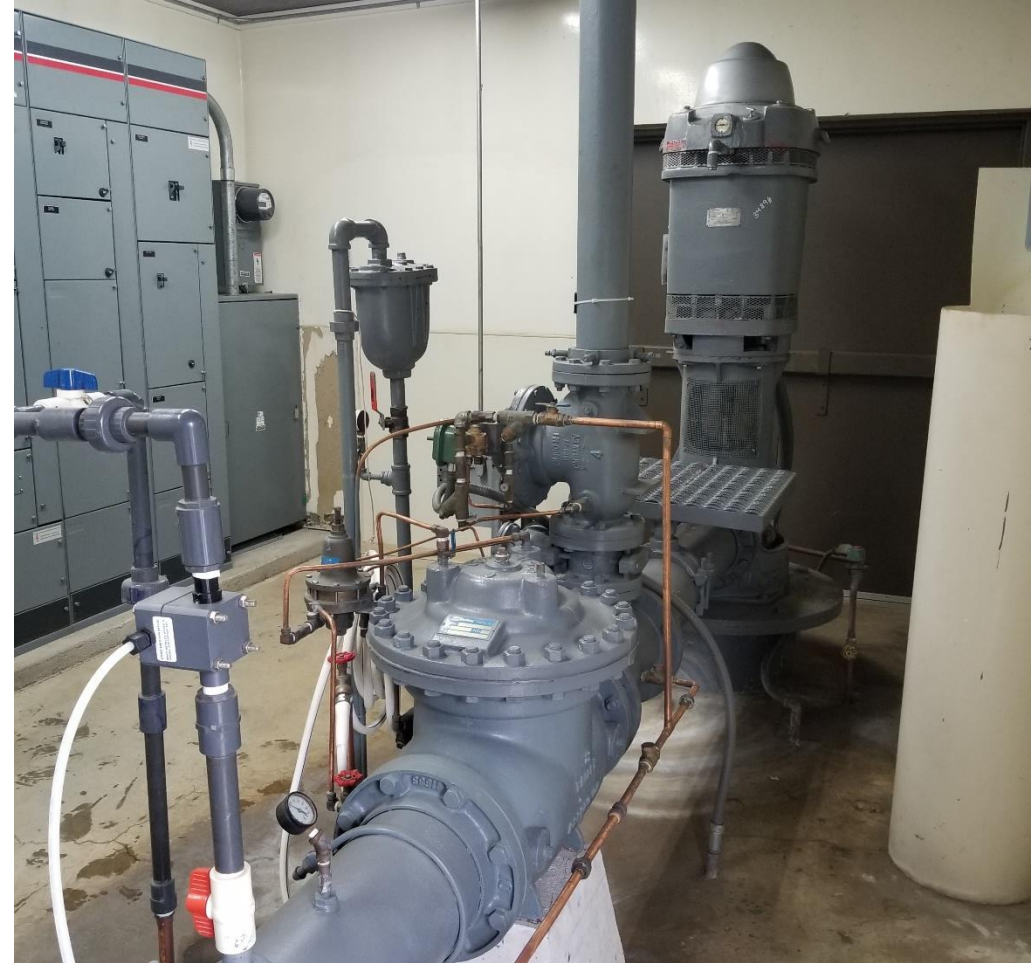
City of Ellensburg Water System Plan

Don Popoff, PE
Zach Schrempp, PE



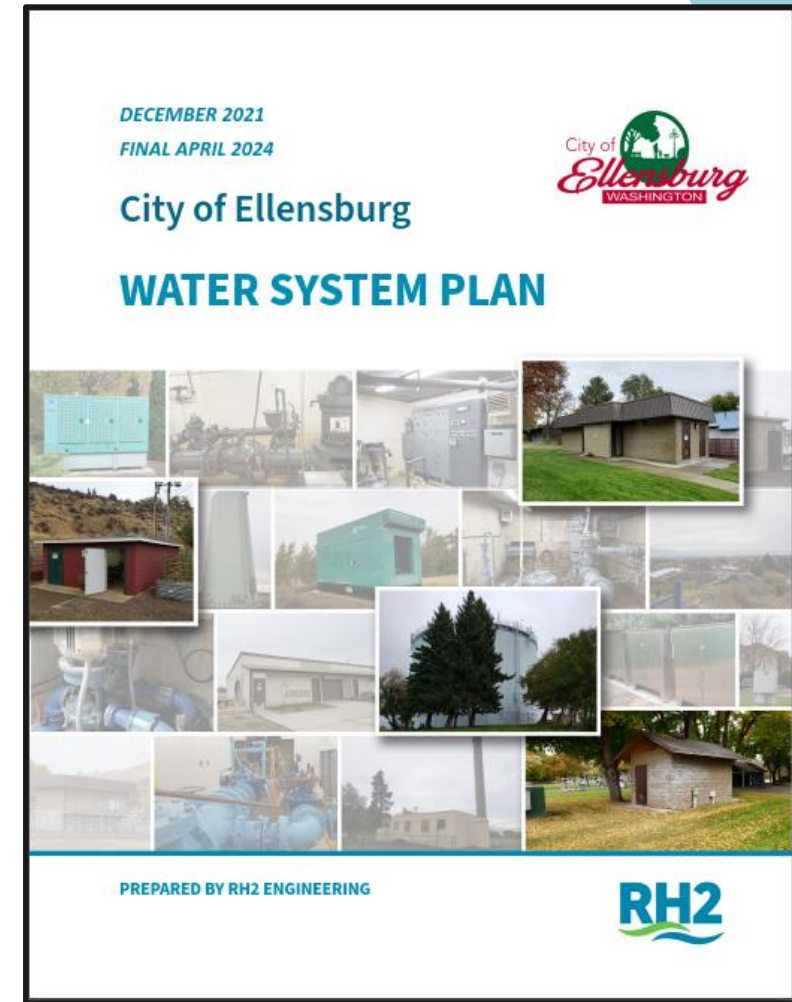
Introduction

- Planning requirements
 - Water System Plan (WSP)
- Draft WSP submitted to:
 - WA State Department of Health
 - WA State Department of Ecology
 - Kittitas County
 - Adjacent Water Systems
- The City must formally approve and adopt the WSP
- 10-year approval expected from DOH (next update 2033/2034 timeframe)



WSP Major Components

- Estimate future system demands for 20-year planning period
- Determine system capacity and identify necessary improvements
- Evaluate water quality, system policies/design criteria, and O&M program
- Perform financial analysis to demonstrate viability of system

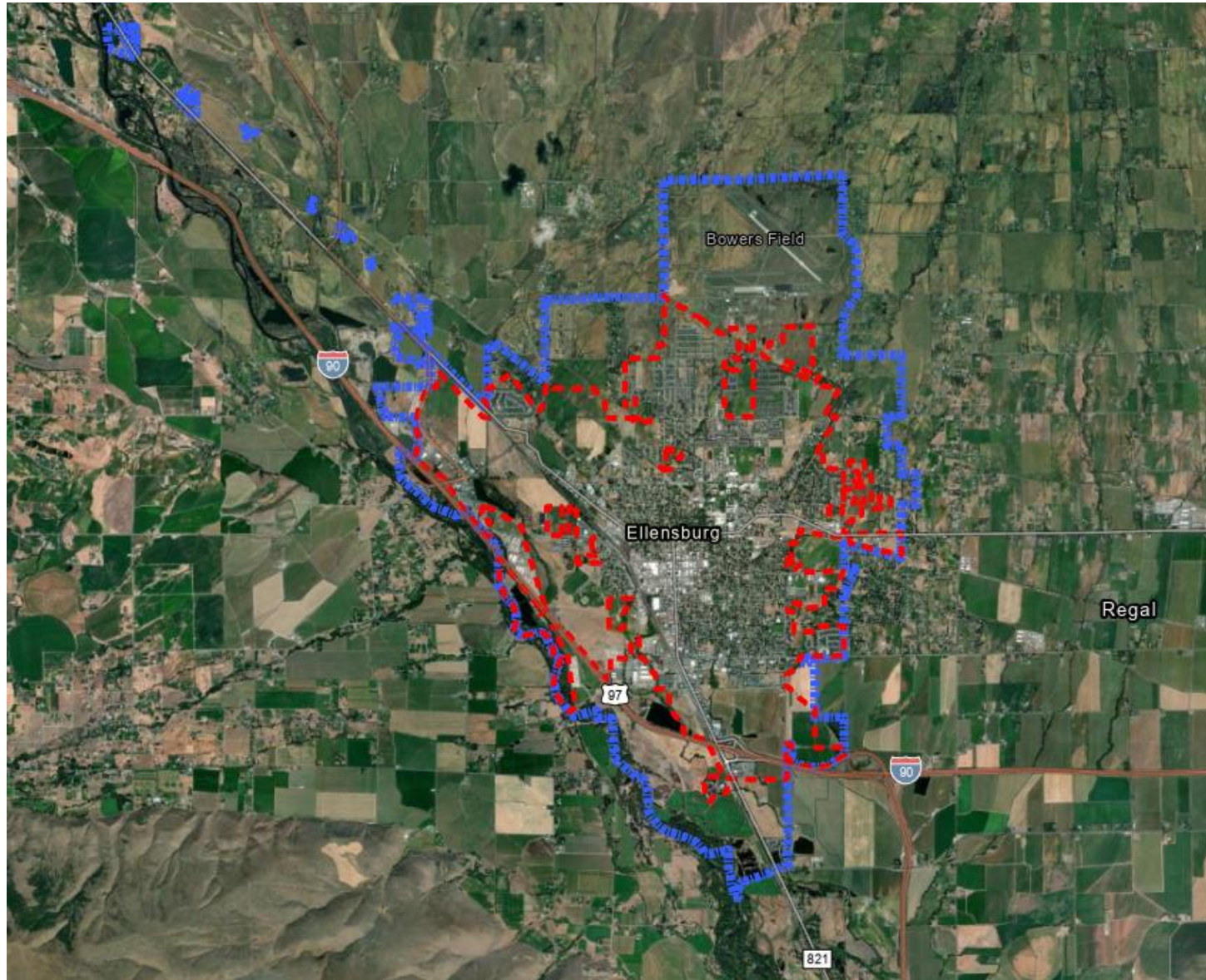


Water System Data

- Water Service Area = 14.8 Square Miles
- Est. Water System Population = 20,900
- Est. Total Connections = 10,717
- Number of Water Sources = 11
- Number of Pressure Zones = 2
- Number of Reservoirs = 2
- Water Main = 110 Miles



City Water Service Area



Blue = water service area

Red = city limits

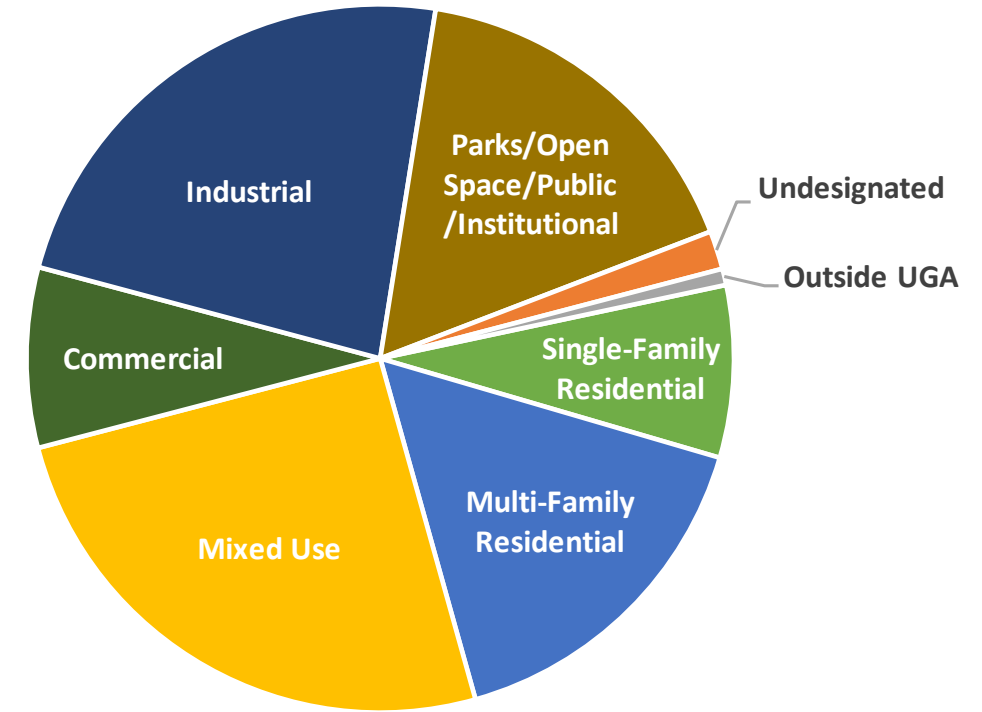
Land Use and Growth

- Concurrency with City and County Comprehensive Plans



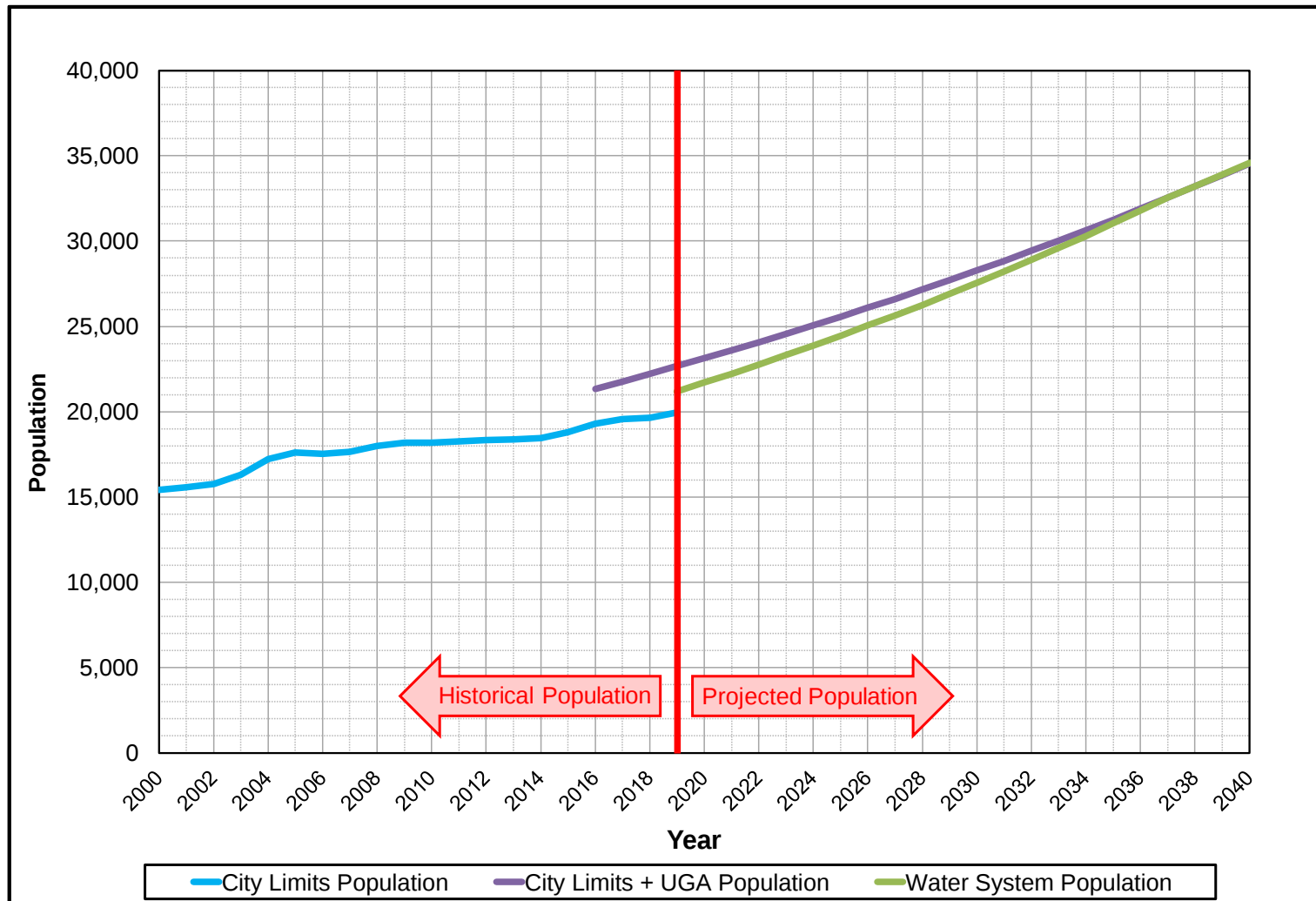
Land use inside water service area

Land Use Type	Acres	% of Total
Single-Family Residential	746	7.9%
Multi-Family Residential	1,531	16.1%
Mixed Use	2,398	25.3%
Commercial	781	8.2%
Industrial	2,216	23.4%
Parks/Open Space/Public/Institutional	1,581	16.7%
Undesignated	167	1.8%
Outside UGA	71	0.7%
Total	9,491	100.0%



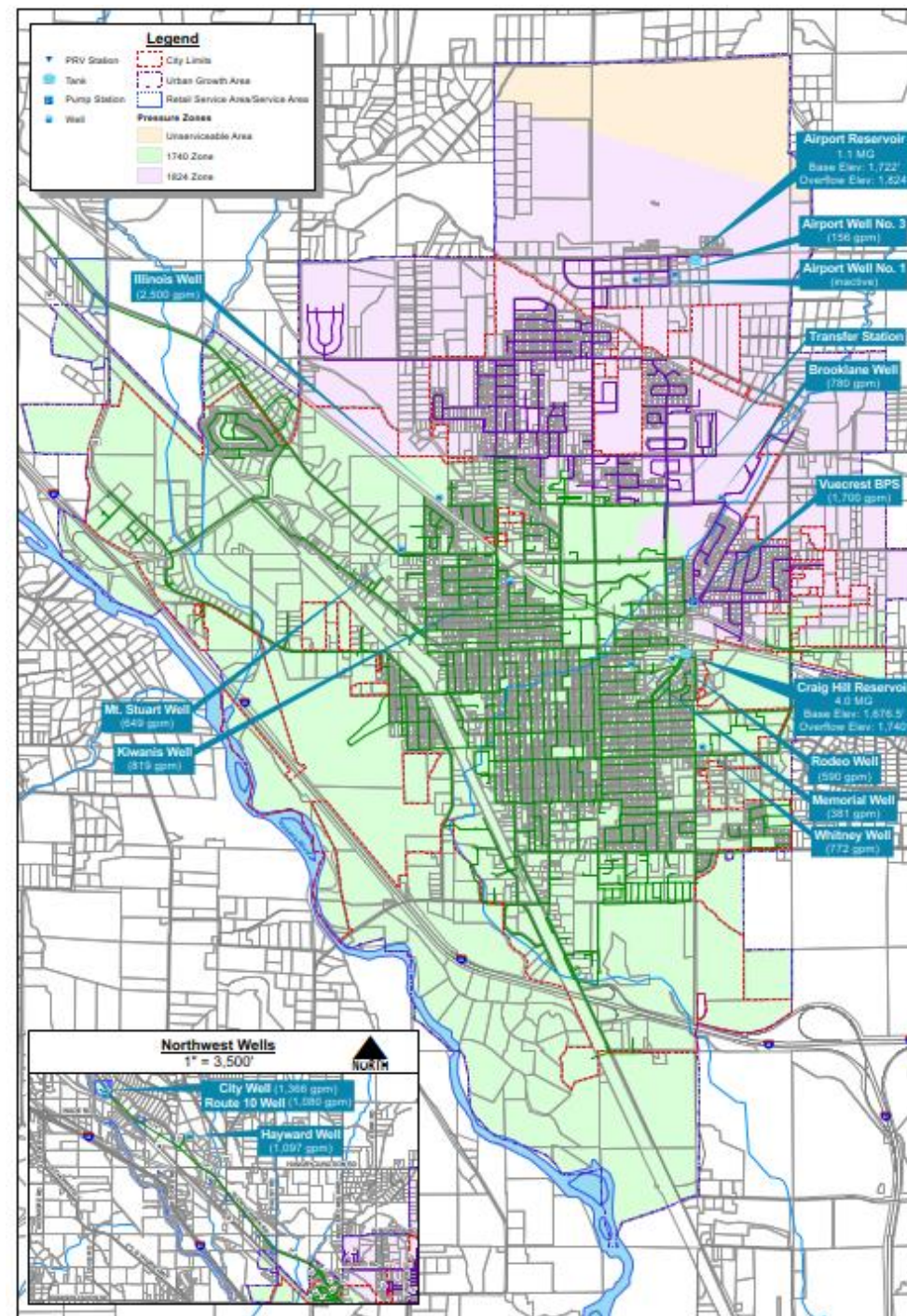
Land Use and Growth

Projected population increase through 2040

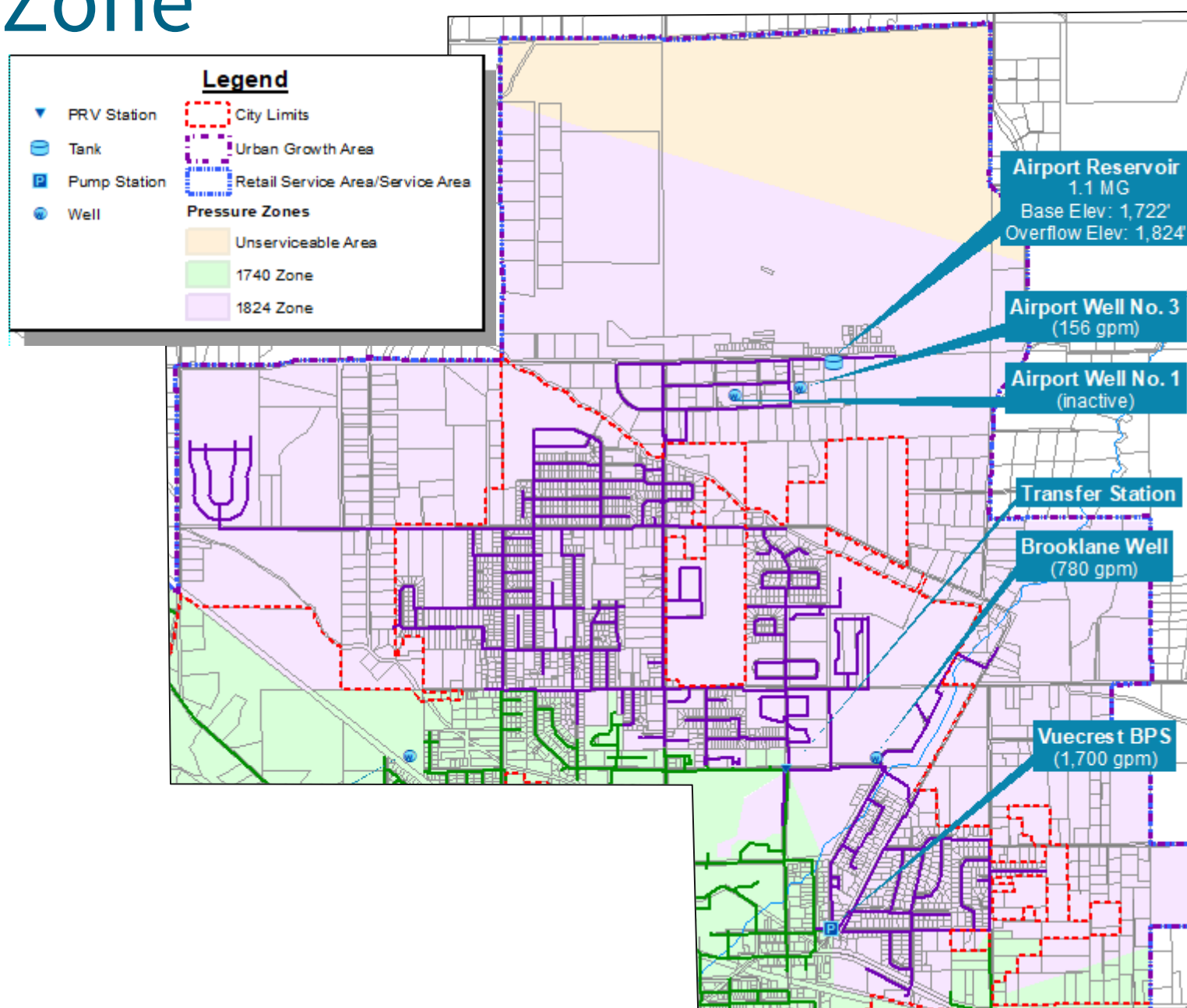


System Map

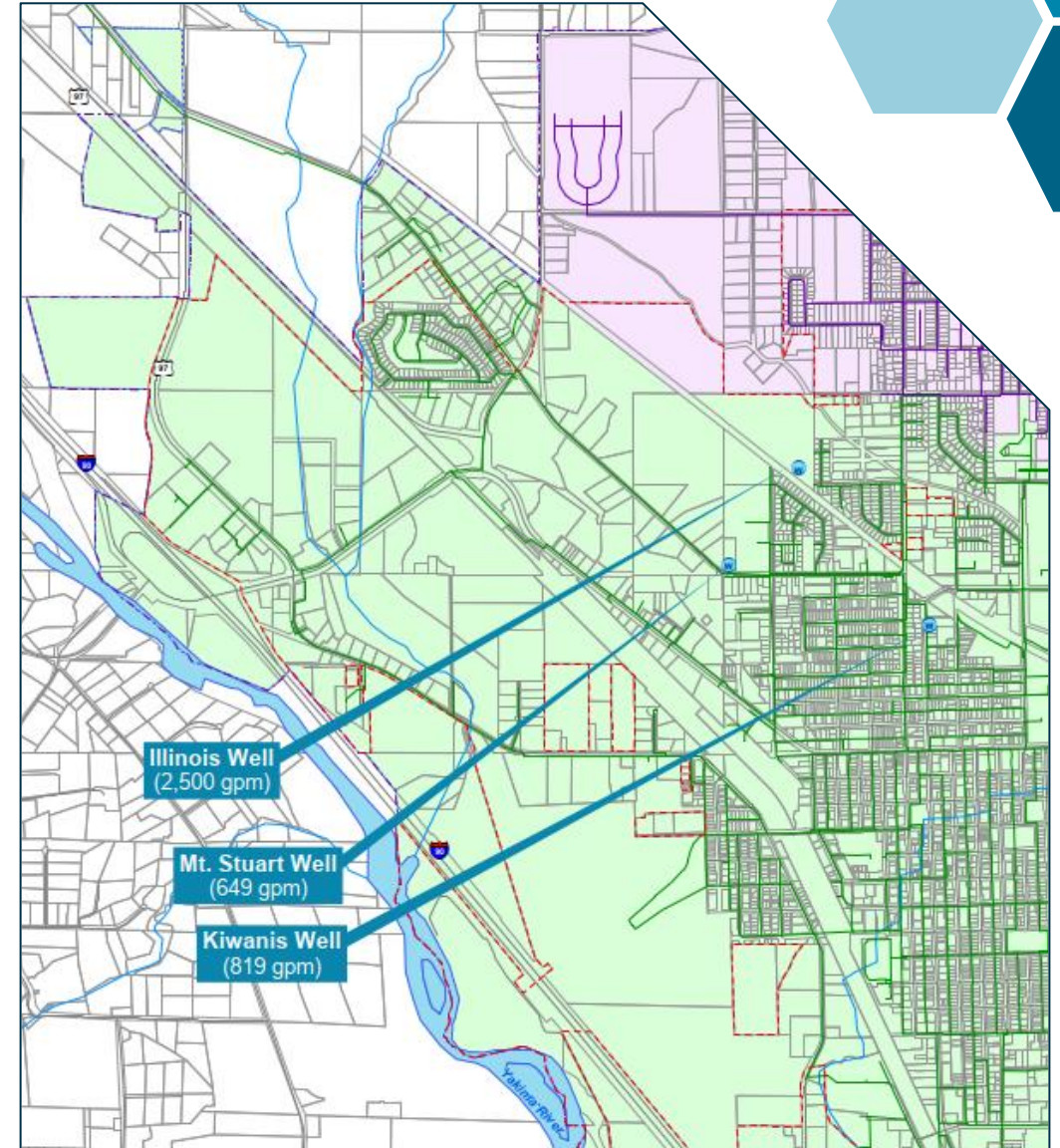
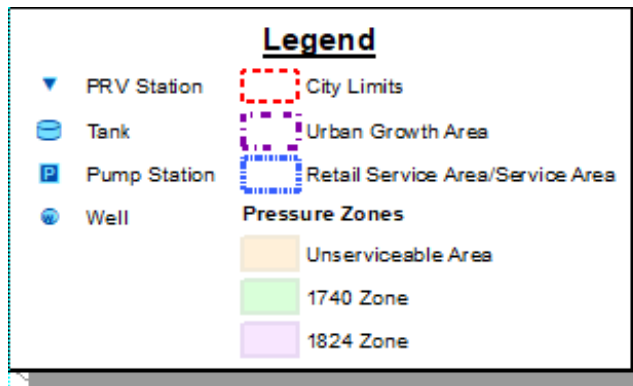
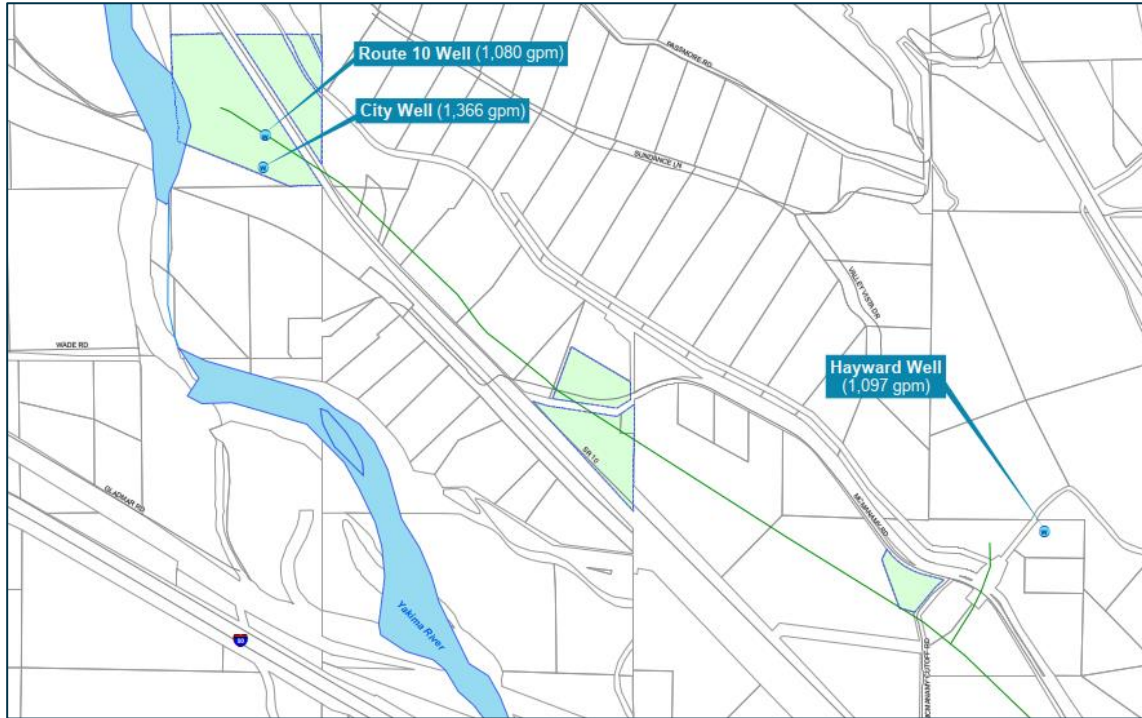
- 11 Wells
- 1740 Zone & 1824 Zone
 - 1 Booster Pump Station
- 2 Reservoirs
 - 1.1 MG
 - 4.0 MG
- 110 Miles of Water Main



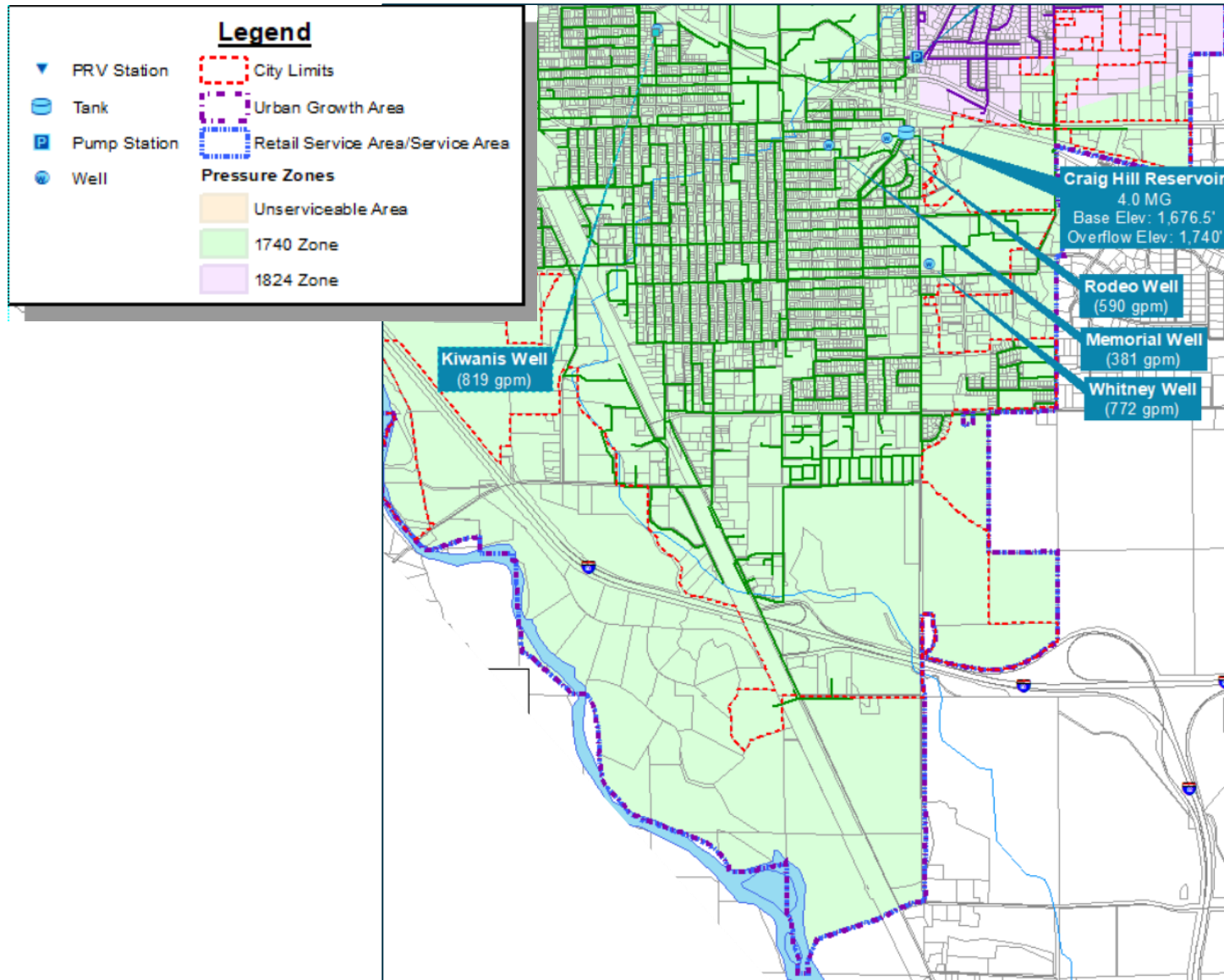
1824 Zone



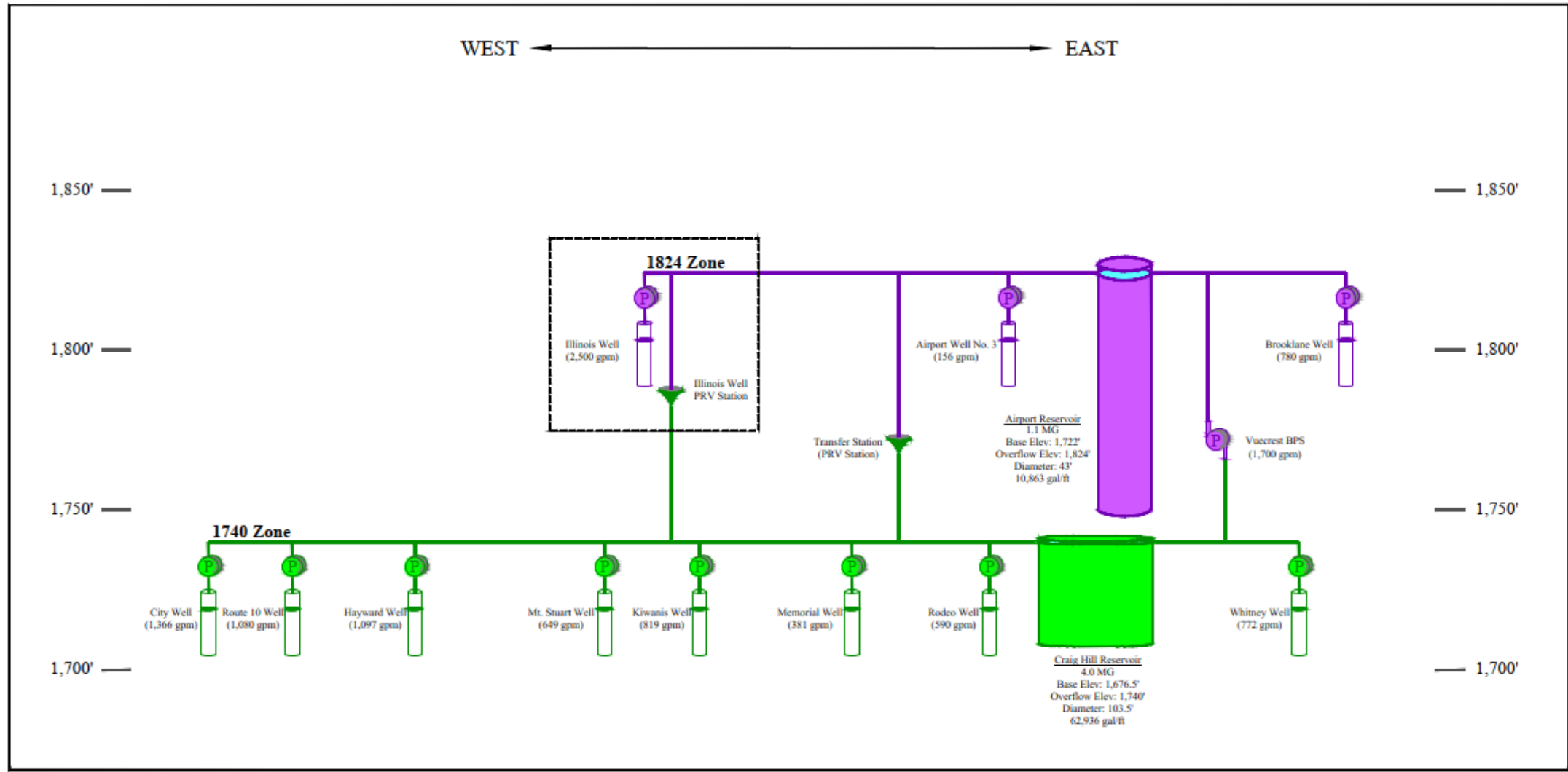
1740 Zone North



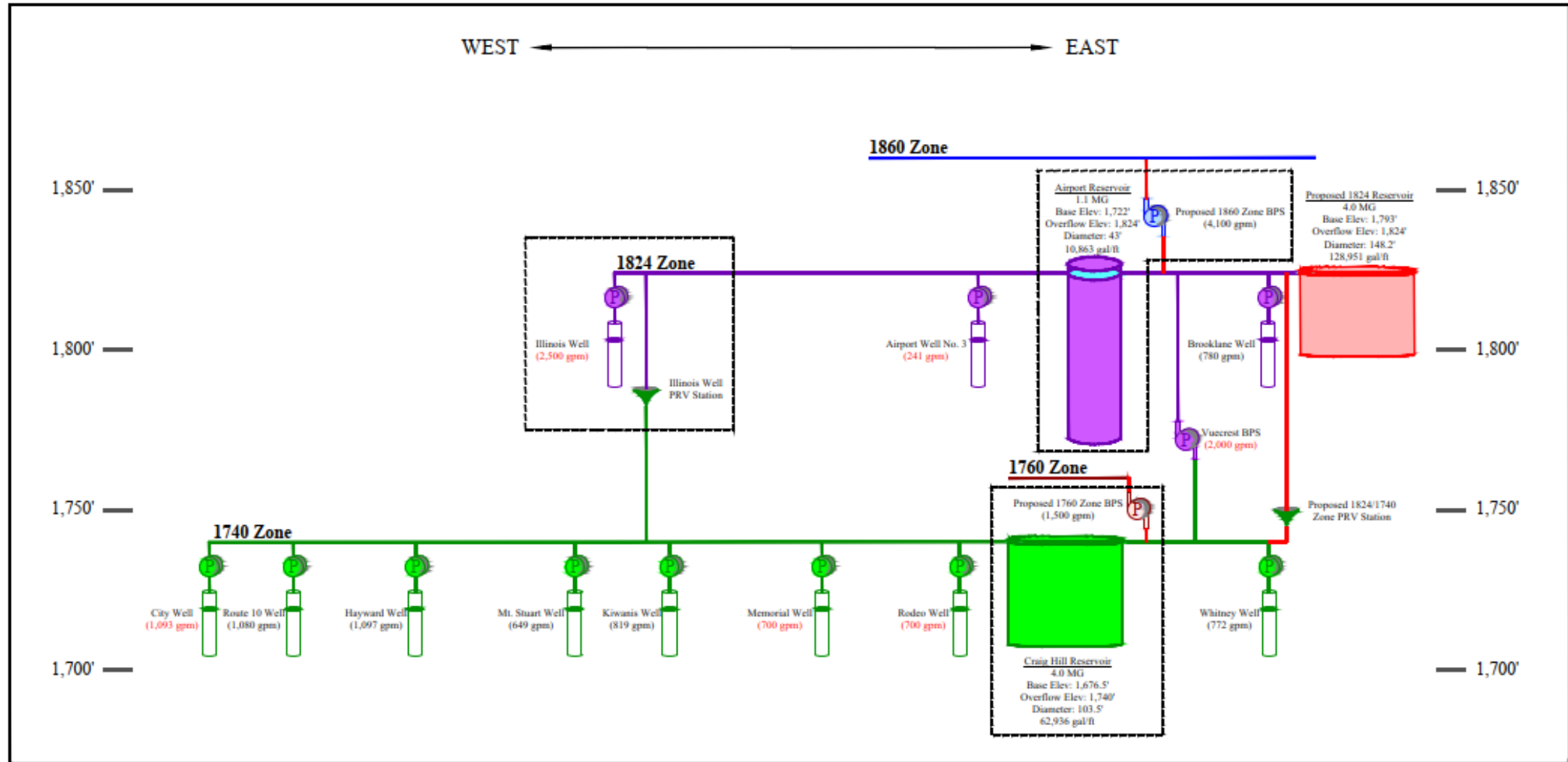
1740 Zone South



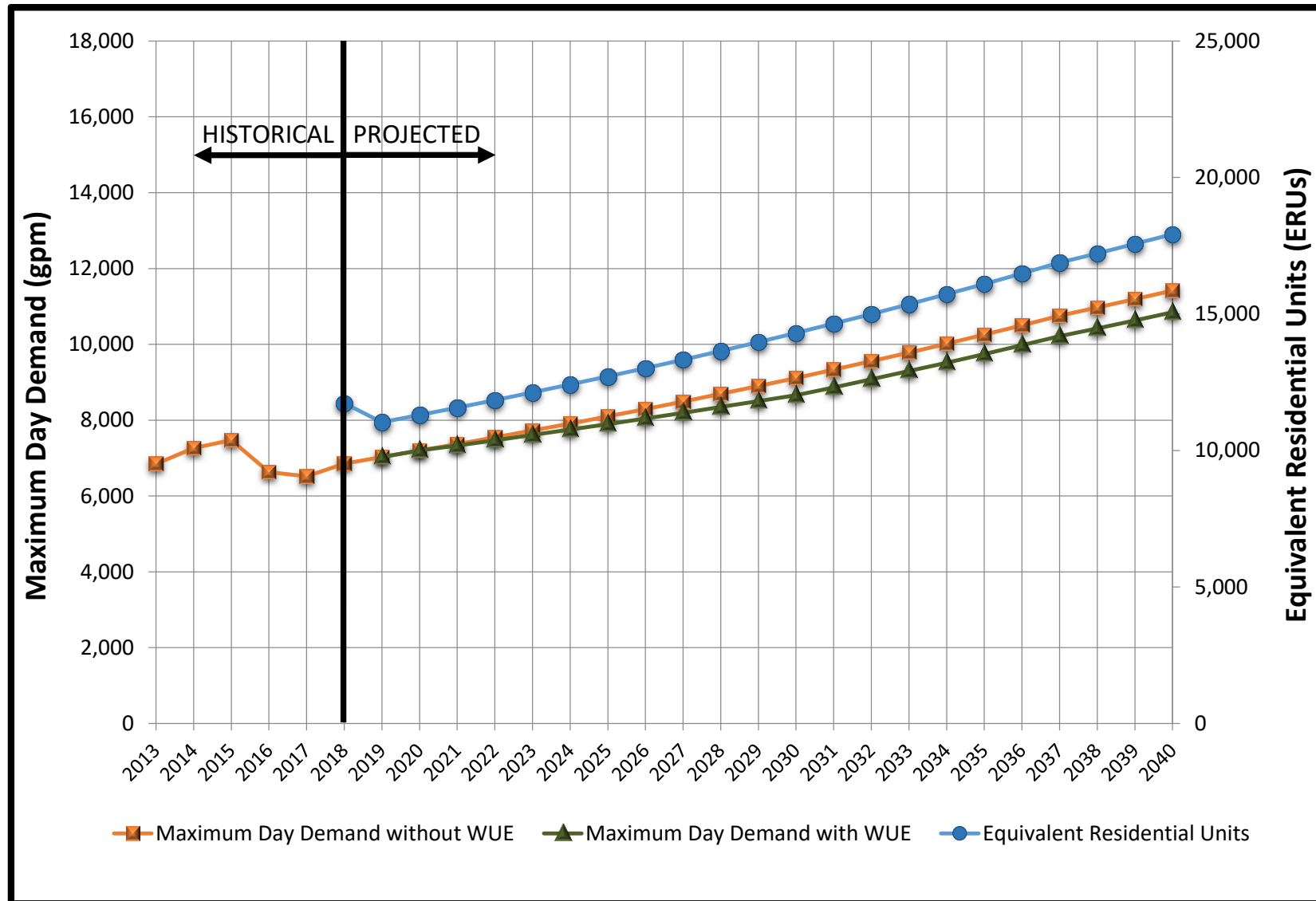
Hydraulic Profile – Existing System



Hydraulic Profile – Future System



Demand Projections



Water Use Efficiency Goals

- Reduce the demand per equivalent residential unit (ERU) by 5 percent by 2030. Then maintain the demand per ERU for the rest of the planning period.
- Maintain system-wide distribution system leakage (DSL) at 10 percent or less for the duration of the planning period.



Source Capacity Analysis



Description	Existing Instantaneous Water Right Capacity	Existing	Projected ¹		
		2020	2030 (+10 years)	2033 (+13 years)	2040 (+20 years)
Required Supply (gpm)					
Maximum Day Demand		7,198	9,114	9,784	11,417
Available Source Capacity (gpm)					
City Well	4,861	1,366	1,093	1,093	1,093
Route 10 Well		1,080	1,080	1,080	1,080
Hayward Well		1,097	1,097	1,097	1,097
Kiwanis Well		819	819	819	819
Whitney Well		772	772	772	772
Memorial Well	700	381	700	700	700
Rodeo Well	700	590	700	700	700
Mt. Stuart Well	1,700	649	649	649	649
Illinois Well		1,051	2,500	2,500	2,500
Brooklane Well	910	780	780	780	780
Airport Well No. 3	1,050	156	241	241	241
Unused Wells	510	-	-	-	-
Total Capacity	10,431	8,741	10,431	10,431	10,431
Surplus or Deficient Source Capacity (gpm)					
Surplus or Deficiency	-	1,543	1,317	647	(986)

1 = CIP M4 consolidates the City's water rights so that the City is able to fully utilize its existing instantaneous water right portfolio. The City will still require the development of an additional water right and source as described in CIPs M2 and M3.

MDD per **Table 4-15**.

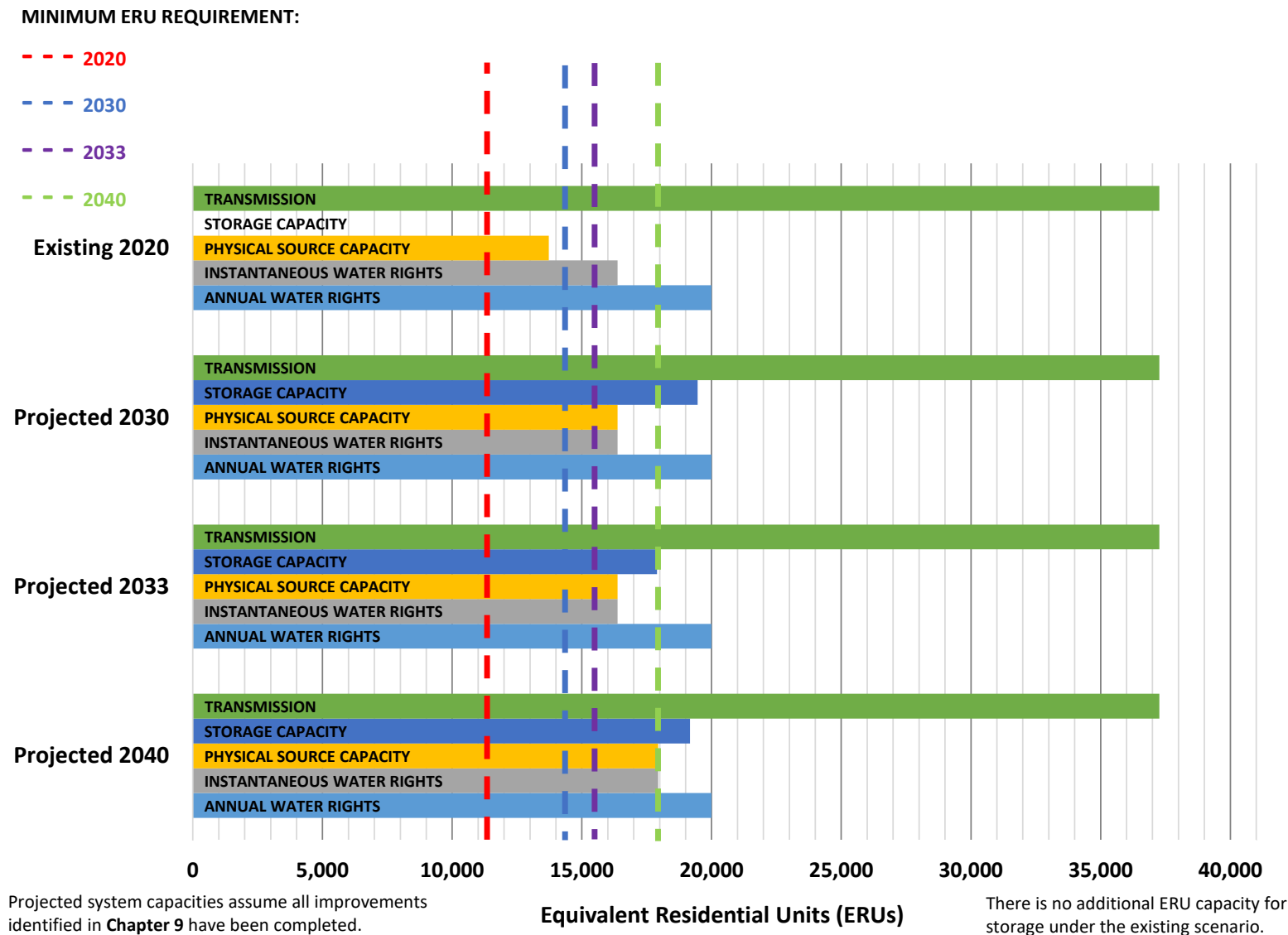
Storage Analysis



Description	Existing				Projected			
	2020		2030 (+10 years)		2033 (+13 years)		2040 (+20 years)	
	1740/1760	1824/1860	1740/1760	1824/1860	1740/1760	1824/1860	1740/1760	1824/1860
	Operating Area	Operating Area	Operating Area	Operating Area	Operating Area	Operating Area	Operating Area	Operating Area
Available/Usable Storage (MG)								
Maximum Storage Capacity	3.84	1.04	3.84	5.11	3.84	5.11	3.84	5.11
Dead (Non-Usable) Storage	2.43	0.64	0.00	0.29	0.00	0.29	0.00	0.29
Total Available Storage	1.81		8.65		8.65		8.65	
Required Storage (MG)								
Operational Storage	0.25	0.04	0.25	0.04	0.25	0.04	0.25	0.04
Equalizing Storage	0.35	0.09	0.29	0.36	0.39	0.43	0.62	0.58
Standby Storage	4.94	0.56	1.87	2.04	2.08	2.42	2.34	2.25
Fire Flow Storage	1.20	0.96	1.20	0.96	1.20	0.96	1.20	0.96
Total Required Storage	8.39		7.01		7.77		8.25	
Surplus or Deficient Storage (MG)								
Surplus or Deficient Amount	(6.58)		1.64		0.88		0.40	

Table includes future CIP projects to resolve dead storage/construct additional storage.

System Capacity Analysis



Major Short-Term CIP Projects

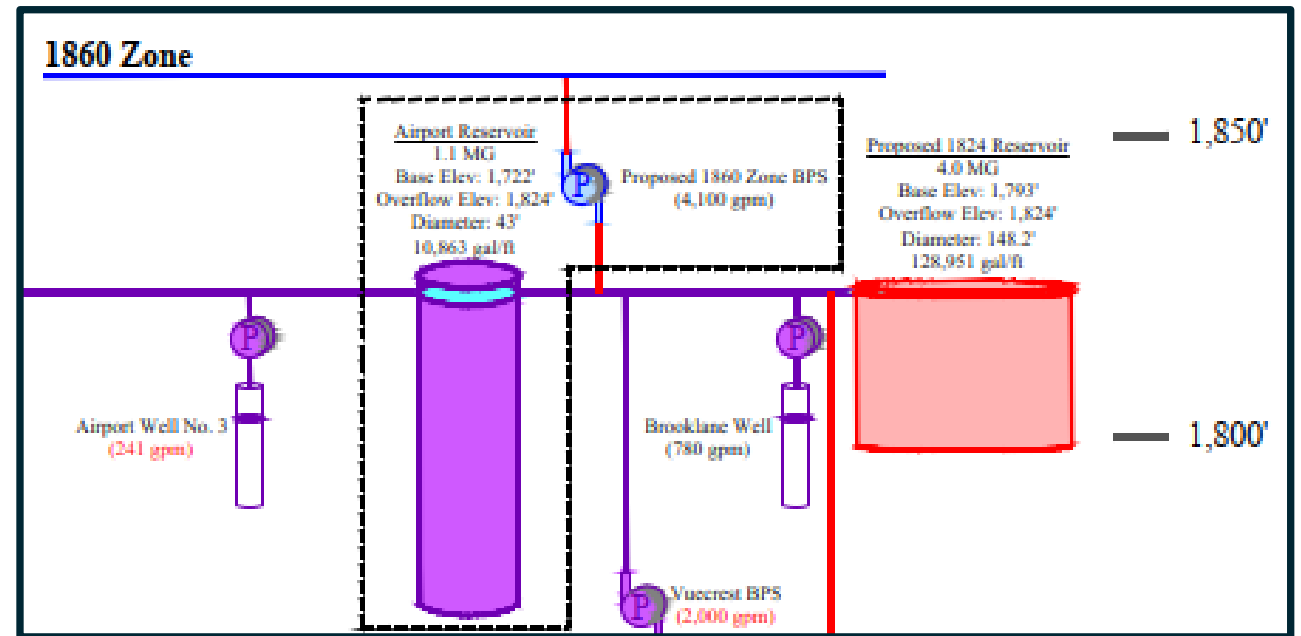


- Illinois Well (online) – additional source capacity
- Craig Hill Pressure Zone (online) – reduce dead storage, improve level of service
- ASR Pilot Study
- Mt. Stuart Well Rehabilitation
- City Well Transmission Main Evaluation
- Craig Hill Reservoir Seismic Study/Retrofit
- **New 1824 Zone Reservoir**



Major Long-Term CIP Projects

- Backup generators for all sources
- New 1860 Pressure Zone
- Additional source capacity



WSP Q&A





Meeting Date: June 17, 2024
City of Ellensburg
City Council Agenda Report

Agenda Subject: Recommendation for Allocation of 1st and Pine Surplus
Property for Affordable Housing
Submitted by: Lily Frey, Housing and Grants Manager
Department: Community Development

Suggested Motion/Action:

Move to authorize staff to prepare letter of intent to award 1st and Pine City Surplus Property to Inversion Design Build

Background/Summary:

Consistent with RCW 39.33.015, in October 2021, the City Council designated two city-owned parcels located at the intersection of E 1st Avenue and N Pine Street as surplus for the construction of affordable housing (Resolution 2021-32). The City entered into an affordable housing agreement for the property with a developer in August 2022. However, the City canceled the agreement in September 2023 due to the developer's failure to meet conditions contained in the agreement's schedule of performance. The City Council and Affordable Housing Commission (AHC) conducted a joint study session in November 2023 to establish priorities for development of the site.

On February 16, 2024, the AHC re-issued a request for proposals (RFP) for the First and Pine property (parcels 937033 and 617033). Two proposals were received in response to the RFP, one of which includes a request for affordable housing sales tax funds in addition to the property contribution.

The AHC heard presentations from both applicants on May 1, 2024, and asked additional questions of applicants and discussed the proposals on May 15, 2024. The AHC used the attached matrix based on the priorities identified in the joint City Council and Affordable Housing Commission study session from November to evaluate the proposals. The following evaluation criteria were also included in the RFP.

Design requirements – the following were considered as prerequisites by the Affordable Housing Commission.

1. Multifamily Design.
2. Adequate parking plan.
3. Demonstration of financial means to execute the proposal.
4. A reasonable timeline for completion.

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

5. Accessible units (universal design, Americans with Disabilities Act accessibility, other accessibility elements)
6. Proposals that maximize density (Studio & 1BR units)
7. Proposals that maximize affordability timeline commitments
8. Proposals that account for livability (green space, resident amenities, etc.)

Previous Council Action:

On September 7, 2021, City Council approved a conditional award letter to Stalder Interests to develop the 1st and Pine properties as an affordable housing project. On October 18, 2021, the City of Ellensburg declared these properties surplus for affordable housing purposes through Resolution 2021-32.

Analysis:

The AHC appreciated both presentations and noted that they are very different projects. Both respond effectively to the RFP and are structured to meet different community housing needs. The AHC recommended the Inversion proposal on a 5-0 vote with one abstention from a Commissioner who was not able to attend the full presentations on May 1. The discussion included that some of the criteria are in tension with one another (for example maximizing density and livability, such as green space/amenities). While uncertainties remain with both proposals, the recommended proposal had a significantly shorter timeline for completion and provides some green space for residents and the surrounding community. It offers a new-to-Ellensburg model for providing a combination of home ownership opportunities and income-restricted rental units in the proposed development.

Both projects met the multifamily design and parking plan requirements. The following summary information was included in the staff report to the AHC.

Project: Inversion Design Build

Total project budget:	\$4,685,000 (includes \$250,000 est. property value)
Construction start date:	December 2024
Expected project completion:	August 2025 (phase 1)
Total units planned:	36 units (12 x studio; 24 x 1BR)
City funds requested:	N/A
City funds/unit:	N/A
Total cost/unit:	\$130,138 (includes estimated property value)
Total cost/square foot:	\$230 (includes estimated property value)

Uncertainties: Inversion Design Build has not previously developed and does not currently manage affordable housing in Ellensburg. The model for the proposed project is a five-unit development in Yakima.

This proposal uses very different funding sources and is structured to move much more quickly than a project with additional funding sources and lower affordability set asides, though the success of this approach will depend on securing financing and income-qualified buyers.

Project: HopeSource Senior Housing

Total project budget:	\$27,613,021 (includes \$186,401 est. property value)
Construction start date:	July 2026
Expected project completion:	August 2027
Total units planned:	55 units (49 x 1BR; 4 x 2BR)
City funds requested:	\$1,500,000
City funds/unit:	\$27,272 (does not include property value)
Total cost/unit:	\$502,055 (includes estimated property value)
Total cost/square foot:	\$750 (includes estimated property value and common spaces)

Uncertainties: HopeSource has a history of completing large, complicated affordable housing projects and managing affordable housing developments in Ellensburg. The project would require significant budget commitments from other sources, including \$6 million from the Housing Trust Fund (HTF) in 2025 and a \$3.9 million gap that could be met through County funds among other sources.

The total HTF envelope for 2025 has yet to be set by the legislature, but recent rounds have been increasingly competitive and with a small envelope in 2024, 2025 is expected to be highly competitive.

Funding this project would be making a commitment to a future project that is dependent on raising additional funds through a variety of other processes. Funding would demonstrate municipal commitment to the project.

Financial Impact:

The City-owned property is valued between \$186,000 and \$250,000 in applicant calculations. The recommended project does not include a request for affordable housing sales tax funds.

Budget Adjustment: No

Attachments:

1. RFP score sheet - final
2. Inversion Design Build combined
3. HopeSourcecombined

SCORE SHEET: 1st and Pine RFP

RECOMMENDATION:
(circle one)

YES

NO

APPLICANT

PROJECT TITLE

REQUEST AMOUNT (if applicable)

REVIEWER

DATE

Evaluation Criteria	Evaluation	Considerations / Notes
Multifamily Design ☐ Uses site space effectively ☐ Meets requirements for multifamily buildings and landscape requirements	Met / Not Met	
Parking Plan ☐ Corresponds with city parking requirements (0.7 spaces per studio or 1BR unit, or per BR)	Met / Not Met	# Off-street spaces ____
Financial Means to Execute ☐ Other funds confirmed/committed/expected ☐ In-kind contributions ☐ History securing funds to complete similar projects	☐ Recommended ☐ With reservations ☐ Not recommended	
Timeline for Completion ☐ Construction start date: _____ ☐ Expected project completion date: _____ ☐ Demonstrated experience on project/programs of similar size and scope	☐ Recommended ☐ With reservations ☐ Not recommended	
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	☐ Recommended ☐ With reservations ☐ Not recommended	
Maximize Density ☐ Housing type (i.e. studio, and 1 bedroom units) ☐ Total number of units ☐ Effective use of available space	☐ Recommended ☐ With reservations ☐ Not recommended	# Studio units ____ # 1BR units ____ # 2+ BR units ____ Total # units ____
Extended Affordability ☐ Length of time committed to affordability in relation to assistance request (minimum affordability retention period 40 years for property contribution) ☐ Ability to meet annual affordability reporting requirements	☐ Recommended ☐ With reservations ☐ Not recommended	
Liveability ☐ Services/amenities (green space / resident amenities) ☐ Project/activity promotes sense of place and community	☐ Recommended ☐ With reservations ☐ Not recommended	



AFFORDABLE HOUSING APPLICATION

FOR CITY SALES TAX FUNDING OR PROPERTY CONTRIBUTION

APPLICATION COVER SHEET

Application Instructions

A complete application must include a signed application and the following attachments:

1. Documentation of site control (i.e. fee simple title, valid lease agreement, contract for the purchase and sale of property), not necessary if your application is limited to one of the city-owned properties
2. Completed City of Ellensburg [Pre-Funding Submittal Meeting Application](#)
3. Documentation to support collaboration
4. Project site/development plan

Incomplete applications will not be considered. Missing or incomplete information will result in a forfeiture of application. Do not include any information beyond what is requested in the application. Please note, all funding applications are public record.

Questions

- Questions on land use regulations and building codes, please contact the Community Development Department at 509-962-7231
- Questions on affordable housing funding, please contact Lily Frey at 509 962-7270 or freyl@ci.ellensburg.wa.us.

CERTIFICATION and AUTHORIZED SIGNATURE: To the best of my knowledge and belief, the information contained in this application, and in the additional required documentation submitted with this application, is true and correct. I understand that any false information or omission may disqualify my organization from further consideration for City assistance. I authorize the investigation of any or all statements contained in this application and any other information pertinent to this application and my organization and its employees and board members.

The signatory possesses the legal authority to apply for and receive City of Ellensburg assistance, and the person signing the application has the proper authority from the governing body of the organization. The applicant understands the City will not be responsible for any costs incurred by the applicant in developing and submitting this application, and that all applications submitted become the property of the City and applications are public record.

The applicant agrees that if this project is allocated City funding or property, the applicant will enter into a contract with the City of Ellensburg and will be required to submit annual reports attesting to compliance with the agreed upon retention of affordability and residents of housing developments funded through the City's local housing fund or constructed on property contributed by the City. The applicant further agrees that if this project is allocated City funding or property, it will comply with all federal, state, and local statutes, regulations, policies, and requirements applicable to City assistance. If the awarded project does not show substantial progress within two years of funding award the funds will revert back to the City's affordable housing program for reallocation.

Signature of Authorized Applicant Representative

Date

Name of Authorized Applicant Representative (Please Print or Type)

Title (Please Print or Type)

1. PROJECT DESCRIPTION AND ELIGIBILITY

A. Project Name:

Agency Name:

Contact Person

Mailing Address:

City, State, Zip:

Phone:

Email:

Federal Tax ID:

Unified Business Identifier (UBI):

B. Project Location

Primary Street Address:

City, State, Zip

Tax Parcel ID#:

C. Project Activity (check all that apply)

- | | | |
|---|---|---|
| ☐ Acquisition | ☐ Demolition/Redevelopment | ☐ New Construction |
| ☐ Adaptive Reuse | ☐ Rehabilitation | ☐ Other |

If you checked Other above, please explain:

D. Type of organization or company

- | | |
|---|--|
| ☐ Nonprofit organization 501(c)(3) | ☐ Public organization |
| ☐ For profit organization | ☐ Other: _____ |

E. Has this organization/developer previously received funding from the City of Ellensburg?

☐ Yes ☐ No If yes, please indicate funding source _____

F. City Assistance Request. Please indicate City sales tax funding request and/or property contribution parcel number. *If you are not applying for sales tax funding or property contribution, please indicate N/A.*

Sales tax funding request: \$ _____ Total project budget: \$ _____

City property contribution: _____
(Parcel Number)

G. Project Summary. Briefly summarize your proposed project in a couple of paragraphs; include a general statement of the project’s overall purpose, scope, and intent. (300 words or less)

H. Populations to be served. Please select the primary target population and household income for each unit or group of units requested to be funded by City sales tax and/or to be developed on a City-owned property. If a unit has the potential to be targeted to more than one population group listed, please select “multiple population groups” and describe in the notes field provided below.

PLEASE NOTE: Development proposals that serve households earning greater than 60% of AMI and no identified population group are only eligible for City assistance in the form of city-owned property contributions.

% of Area Median Income	Population group	Qty.	Unit type	Tenant monthly rent/mortgage
Choose an item	Choose an item.			
Choose an item	Choose an item.			
Choose an item.	Choose an item.			
Choose an item.	Choose an item.			
Choose an item.	Choose an item.			
Choose an item.	Choose an item.			
Choose an item.	Choose an item.			
Choose an item.	Choose an item.			
Total				

If applicable, multiple population group notes

- I. Summary of all housing units.** Please include ALL housing units in the project. Projects proposed for City-owned property may be eligible for households earning 80% or below Area Median Income. Projects proposed for City funding must serve households earning 60% or less of Area Median Income and meet one or more of the identified population groups in Section H.

If applicant is applying for City funding for a mixed-income development the funding request must be proportional to the number of units that will serve households earning 60% or less of Area Median Income and meet one or more of the identified population groups in Section H.

Area Median Income	Studio	1 Bedroom	2 Bedroom	3 Bedroom	4+ Bedroom	Total Units
At or below 30%						
40%						
50%						
60%						
70%*						
80%*						
Above 80%**						
Total						
# of ADA Compliant Units						
Average Square feet						

*Not eligible for City funding.

**Not eligible for City-owned property contribution or City funding.

2. COMMUNITY IMPACT

A. Community impacts. The following targets have been identified as having a tangible benefit for intended residents. Please check all that apply to the proposed project location.

- | | |
|---|---|
| ☐ Within ½ mile of public transit stop | ☐ Within ½ mile of senior center |
| ☐ Within ½ mile of park or recreation area | ☐ Within ½ mile of grocery store with fresh food |
| ☐ Within ½ mile of public school | ☐ Within ½ mile of medical services |
| ☐ Other _____ | |

B. Housing needs and financial stability. Please describe how this project will address housing needs in Ellensburg including opportunities for beneficiaries to build financial stability. (200 words or less)

C. Sense of place and community. Please describe how the proposed project will promote a sense of place and community for intended residents and the greater Ellensburg community. (100 words or less)

D. Other community impacts. Please describe other tangible benefits the project will have for the intended beneficiaries as well as the greater Ellensburg community. (200 words or less)

3. RETENTION OF AFFORDABILITY

A. Please indicate how this project will help to retain affordable housing units in the community. Please note a *minimum* 20-year period of affordability will be required for any housing projects receiving City funding or *minimum* 40-year period of affordability for property contribution. (200 words or less)

B. Describe how you plan to monitor and report on affordability requirements. (200 words or less)

4. PROPERTY MANAGEMENT AND DEVELOPMENT

A. Architect (if known)

Firm Name	
Contact Person and Title	
Phone	
Email	

B. General Contractor (if known)

Firm Name	
Contact Person and Title	
Phone	
Email	

C. Property Management Firm (as applicable)

Firm Name	
Contact Person and Title	
Phone	
Email	

5. PROPERTY MANAGEMENT AND DEVELOPMENT TEAM EXPERIENCE

A. Project Applicant/Developer Experience. For completed projects, list only projects completed in the last five years. For pipeline projects, list projects for which you plan to seek funding in the next 12 months or have received at least one funding commitment.

Projects Completed							
Project Type	Activity Type	Role (i.e. owner, developer)	City and State	# Units	Date development activities began	Placed in service date	Type of financing
Choose an item.	Choose an item.						
Choose an item.	Choose an item.						
Choose an item.	Choose an item.						
Choose an item.	Choose an item.						
Choose an item.	Choose an item.						

Project Pipeline						
Project Type	Activity Type	Role (i.e. owner, developer)	City and State	# Units	Date development activities began	Type of financing
Choose an item.	Choose an item.					
Choose an item.	Choose an item.					
Choose an item.	Choose an item.					

B. Project Property Management Firm Experience. Please list up to 10 similar projects that your organization, or your selected Property Management firm, has managed or currently manages.

Project	City and State	# Units	Population Served	Effective date of management contract	End date (current if still managing)

6. LEVERAGE AND COLLABORATION

A. Financing Sources. Please complete all information applicable to your project. Include all financing term assumptions even if they are funder's standard terms. Include funds contributed by applicant through initial start-up capital or expected applicant contribution.

Name	Type	Proposed Amount	Committed Amount	Date Applied	(Projected) award date	Grant/ loan	Term	Payment structure
	Choose an item.	\$	\$					
	Choose an item.	\$	\$					
	Choose an item.	\$	\$					
	Choose an item.	\$	\$					
TOTAL		\$						
CITY FUNDS REQUESTED		\$						

B. Please describe how the City funds/property contribution requested will be leveraged. What other funds are expected, how will the city funds/property contribution be used to leverage other funds?

C. Please describe active partnerships, collaboration and/or in-kind contributions and/or volunteers/pro-bono services that support project development. Examples might include membership on advisory groups, in-kind, volunteer time or financial contributions, sharing data or best practices, and/or soliciting input from community partners. Please focus your narrative on contributions to the proposed project, not for the agency in general.

7. PROJECT SCHEDULE AND BUDGET

A. Project Schedule. Provide date completed and status information for the following project tasks. If a task does not apply to your project, enter N/A. To add additional tasks, insert additional lines as needed. For each new task you enter in this form, also enter the appropriate category in the “Category” column. For tasks that require additional details, please enter the details only in the “Notes/Status” Column.

Category	Tasks	Date completed or expected completion	Notes/Status
Site Control	Purchase and Sale Agreement/Option		
Site Control	Closing		
Feasibility/Due Diligence	SEPA		
Financing	Appraisal		
Financing	Financial underwriting		
Financing	Application(s) for other funding source(s)		
Design/Permitting	Preliminary drawings completed		
Design/Permitting	Site plan approval		
Design/Permitting	Building/civil permit submitted		
Design/Permitting	Building/civil permits issued		
Design/Permitting	Other agency permits issued		
Construction	Selection of general contractor		
Construction	Begin construction		
Construction	Issued certificate of occupancy		
Occupancy	Selection of management firm		
Occupancy	Begin leasing		

B. Project Budget. Amounts in the total project cost must be accounted for in full by assigning them to funding sources as appropriate. Do not combine funding sources in a column. All residential development costs should be included in this budget.

	\$ amount	% of total project cost	City funds	Applicant funds	Bank funds	Other funds
Cost Category						
Acquisition Costs (existing structures, land, closing costs, etc.)						
Construction Costs (demo, new, rehab, overhead/profit, site work, infrastructure costs, etc.)						
Soft Costs (appraisal, legal, tech. experts, enviro. studies, project management, other consultant)						
Other Development Costs (permits, utility hook-ups, etc.)						
Financing Costs (loans, legal fees, etc.)						
Operational or Reserve Costs						
Total Project Cost						

C. Budget Narrative. As necessary, include budget narrative to support and/or supplement the information included in the budget tables above (100 words or less)

8. ATTACHMENTS TO APPLICATION

- ☐ Documentation of site control (not necessary if project proposal is limited to city-owned property)
- ☐ Completed City of Ellensburg [Pre-Funding Submittal Meeting Application](#)
- ☐ Documentation to support collaboration
- ☐ Project site/development plan

HOME EQUITY NOW

AFFORDABLE HOUSING IN ELLENSBURG

Inversion Design Build 3.29.24

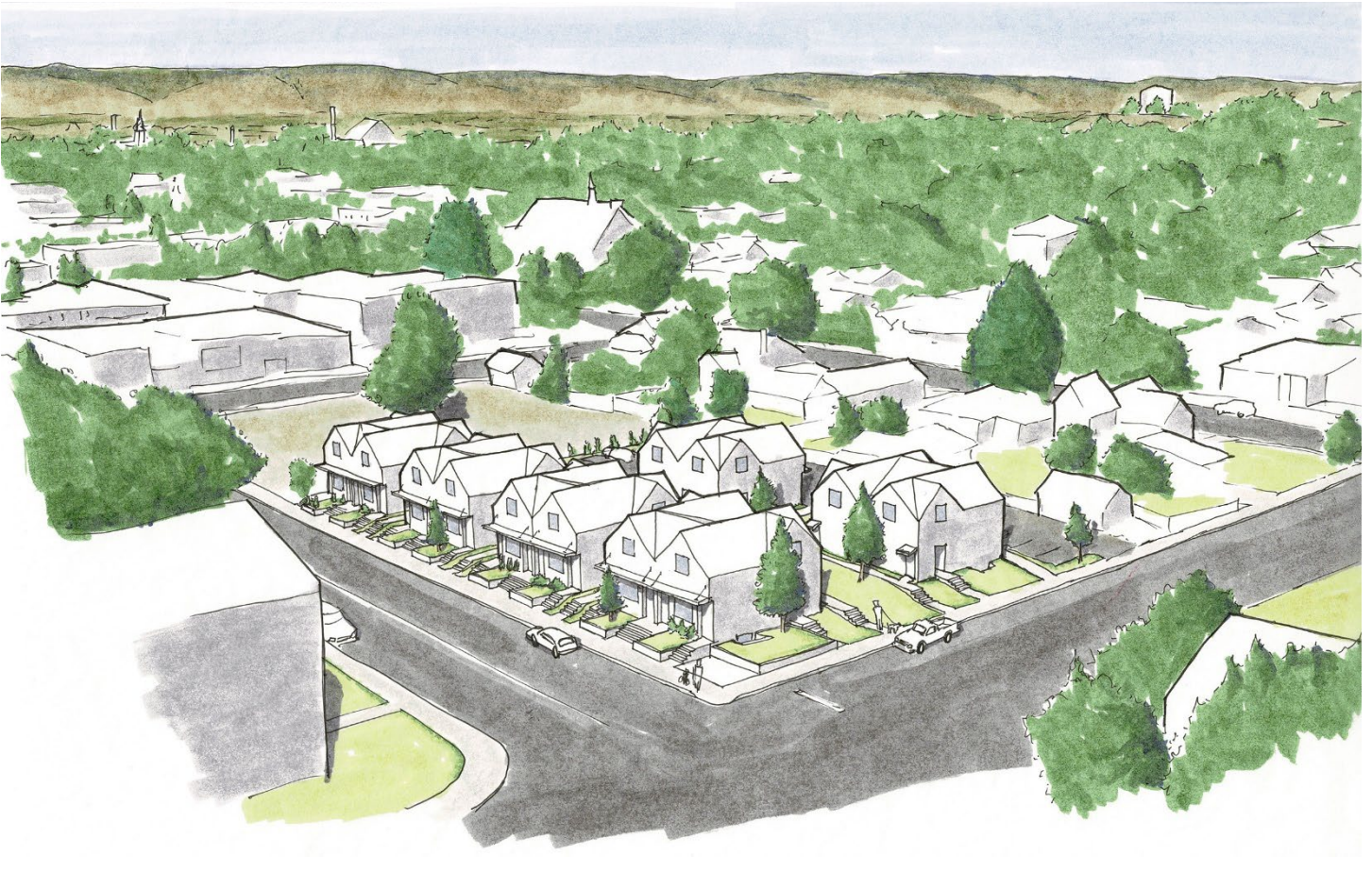


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PROPOSAL

THE BIG IDEA

36 Units of new housing that are affordable to households earning 80% of the area median income. 12 home ownership units, 12 1-bedroom apartments and 12 studio apartments. The units will be divided into 12 tri-plex 'stacks' to break up the buildings and complement the existing neighborhood scale.

WHY THIS IS A GREAT IDEA

Neighborhood Equity

When a neighborhood grows and prospers, the people who have an equity stake in that neighborhood do well financially regardless of whether they live there. The people who live there but do not have an equity stake either only benefit tangentially through improved amenities, or more often, get pushed out as rents increase and become unaffordable. We believe that the people who live in a community ought to be the ones who benefit financially when the neighborhood is doing well. By linking equity and physical location, we are creating a positive feedback loop of people who care about their place and look after it's well-being. That's why, instead of proposing a rental-only development, we are selling the buildings to 12 new homeowners.

We build to a very high standard. Inversion Design Build is a DOE Net Zero Energy Ready Home Builder Partner which means all our homes are designed to meet the Energy Star Hopes program, the EPA Indoor airPLUS program. These are voluntary programs that we adhere to as builders to ensure that our homes meet the highest standard of energy efficiency and healthy living.

Subtle Density

With 36 units on a half-acre parcel, our proposal is certainly dense. A traditional development would only fit four units in the same area. At the same time, this site is nestled into an existing neighborhood, and we felt that complementing and enhancing the established neighborhood scale would make the units and the neighborhood feel more livable making a smoother transition into the central core. It matters that the places we build for people to live in are places they like being in.

Each unit has direct access to the outdoors with well-proportioned outdoor rooms, porches, and yard areas create a place that is truly attractive and a joy to be in.

Know your Landlord

Rather than a single building, we broke the units into 12 separate 'stacks'. Each stack is owned by an owner-occupant with up to two rental units in the same building. Human connections matter, and when your landlord knows you by name and you see them around the neighborhood it is much easier to work through the little things and not be taken advantage of by corporate managers who make decisions about your living situation from miles or even states away. At the same time, we recognize that not all new homeowners are ready to act as landlords on the first day. All rental units will be set up and managed by a third-party management company for the first 12 months. After that, owner occupants may opt out or continue with the current management company, all while building relationships with their renters and neighbors.

A Bigger Financial Pie for Affordable Housing

Despite historic investments in affordable housing in Washington State, there are still only a handful of sources that most affordable housing providers use to develop new units. Competition for these funds is intense and the total amount available only covers a fraction of the need in any given community. If we are going to address affordable housing holistically for Ellensburg, we need to grow the pie and find new finance sources that can scale to meet the need. In 2021 mortgage lending in Kittitas County alone totaled \$1.97 Billion. In contrast, The Washington State Housing Trust fund, a primary funding source for many affordable housing projects, recently announced an historic investment of \$312 million in 2023 for the entire State, of which, Kittitas County received \$6.7million, and the Ellensburg received \$0. If we are going to address the total need for affordability, if we are going to do it quickly and at scale, then we need to tap into fundings sources that are scaled to meet the need.

Our proposal taps into the private mortgage industry to build affordable units. This gives us three distinct advantages. The first is scale. We know the private mortgage industry can accommodate 12 more units easily and in fact we have dozens of banks and mortgage lenders to choose from. In contrast, public funds are scarce and aggressively sought after by many housing developers. The second is speed. A tradition construction loan and private mortgage lending can typically be underwritten in 3-5 weeks and are accessible year-round. Most public funds are only available once a year and even after funds are awarded, the underwriting and due diligence process takes a minimum of four months and often up to a year or more, and that's only if you are successful on your first application most projects either apply multiple times or wait in a queue for several years before they are awarded funds. If we are awarded this proposal we can start design development immediately and break ground as soon as permits are available, likely still in 2024. The third advantage is regulatory. Most public funds come with strings attached including green building criteria, prevailing wage rate requirements, apprenticeship requirements, as well as overlapping codes like requiring projects to follow both ansi and ufas (accessibility codes). These are all good criteria individually and we truly believe they are well intentioned, but the net result is that all the additional inspections, paperwork, and review processes slow projects down which makes them cost more, but more importantly makes them come online much slower which does not allow them to meet the need on the ground in a timely fashion.

LINE BY LINE PROPOSAL RESPONSE

In order to simplify the proposal review, we have taken the narrative above and broken it out into a question and answer format that follows the proposal criteria line by line as presented in the RFP. After that we created an additional Q&A section to address some of the questions that came up in our meeting with City staff on March 25 and a few more that we anticipate may come up.

RFP PAGE 2

1. *"Applicants are encouraged to meet with City staff" – on March 25 we met with Lily Frey and Jeremy Johnston from the City of Ellensburg. Both were extremely helpful in answering our questions and giving guidance on how to best meet the goals and objectives of this RFP. If awarded, we look forward to working with both of them to bring this proposal into reality*

RFP PAGE 3

3. *"Housing on these properties is required to serve households earning 80% or less of Area Median Income" – Site use will be enforced through a restrictive covenant recorded to the property and held by the City of Ellensburg that restricts rental and sale of units to rents and sale prices that are affordable, and that serve households that earn 80% or less of the area median income. Annual reporting through a third- party management company will ensure compliance.*
 - a. *Zoning: "Allows duplexes, townhouses, and multifamily residential development up to 60 feet" – Our proposed triplex 'stacks' would be considered multifamily residential per the city zoning and have a maximum height of 30 feet.*
 - b. *Parking: "requirements are 0.7 off-street parking spaces per studio, one, or two bedroom unit. In addition, 0.5 off-street bicycle parking spaces per dwelling unit for multifamily dwellings" – with our proposal at 36 units we are required to have 26 parking spaces are proposing 26 spaces. We are also required to have 18 bicycle parking spaces and propose one space per unit for a total of 36 bicycle parking spaces.*
 - c. *Setbacks "Side yard Setback – 5-10 feet; rear yard setback – 20 feet" – All proposed setbacks meet requirements. Please see attached site plan*
 - d. *Streetscape Requirements*
 - i. *Pine Steet is a secondary street; relevant street standards are set forth in ECC 15.510.060.- Proposal meets relevant street standards. See attached site plan*
 - ii. *Landscaped frontage standards on secondary streets:*
 1. *10 feet minimum building setback. – All Buildings have a minimum 10' setback. See attached site plan*
 2. *At least one building entry shall be visible from the sidewalk. – All buildings have at least one visible entry from the sidewalk. Please see attached site perspective*

-
3. *Weather protection at least 3 feet deep shall be provided over all primary entries. – All entries will be covered by at least 3 feet of weather protection. Final design TBD*
 4. *Transparent window area shall be provided along at least 15 percent of the façade of the building. – Design Complies. Please see attached renderings*
 5. *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. – Design Complies. Please see attached site plan.*
- iii. *No more than 50 percent of the street frontage can be occupied by off-street parking and driveways. – All parking is accessed through the alley and complies to this requirement. Please see attached site plan*
 - iv. *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. – Design for the first street streetscape is landscaped and complies with the 15 foot minimum setback. Please see attached site plan*
- e. **Height:** *“The maximum height for a building in the Central Commercial zone is 60 feet.” - The proposed buildings all have a maximum height of 30 feet.*
 - f. **Open space requirements:** *“For multifamily buildings, City Code requires open space at least equal to ten percent of the building living space.” - Proposed open space equals roughly 30% of the building living space.*
4. **Considerations**
 - a. *“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.” – We are not seeking contribution of affordable housing sales tax funds for this proposal.*
 - b. *“This property is eligible for the city’s multifamily tax exemption (MFTE) if other program requirements are met.” – We intend to apply for the City’s MFTE program and will comply with all applicable requirements*
-

7. Eligibility Criteria

A. ELIGIBILITY REQUIREMENTS

Eligible households – city-owned property contribution 80% AMI or below (see description in subsection B below)

Eligible applicants – Inversion Design Build is a Private developer and builder

Types of projects/activities - City investment must directly support creation of new affordable housing units – Our proposal creates 36 new affordable housing units

Compliance with city regulations and consistency with comprehensive plan – Our proposal complies with City code and the Goals and Policies of the Ellensburg Comprehensive Plan. Specifically the Goals, Policies and Programs outlined in Chapter 2. For a comprehensive list of the programs supported by this proposal see Addendum A

Compliance with previous financial awards – Inversion Design Build does not have any previous financial awards from the City of Ellensburg

Retention of affordability –“ *Minimum affordability retention of 40 years required for City-owned property contribution.*” - Our proposal would retain affordability in perpetuity or a minimum of 40 years whichever is longer.

B. ELIGIBLE HOUSEHOLDS

Our proposal is intended to comply with all rent and income limits including utility allowances. Please see the attached project Budget proposal and operating pro-forma for details

8. EVALUATION CRITERIA

Design Requirements

1. **Multifamily:** *Our proposal is multifamily and high density residential while also creating ample adjacent outdoor space*
2. **Parking Plan :** *Our parking plan meets minimum requirements by the city of 0.7 parking spaces per unit with 26 parking spaces for 36 units*

Staff Review

3. **Demonstration of financial means to execute the proposal:** *Our team has the capacity and access to execute this proposal immediately. We have demonstrated our ability to execute through the Rose Door Homes development in Yakima which uses the same financing structure and because units will be sold as ownership units, sale financing will be accessed through the buyers using the private mortgage industry and is not dependent on future grant applications.*
4. **A Reasonable Timeline for Completion:** *(please see attached project timeline for details) Phase I could begin construction as soon as permits are secured, which is projected for fall 2024 with a 6 month build schedule. Phase II is scheduled to begin immediately after with a 12 month build schedule. First units would be leased up and occupied Summer of 2025 and the projected completion date for all units and phases is Spring 2026.*

Preferred Features

5. **Accessible Units** – *All ground floor units will be completely ADA accessible and site design will follow universal design principles, specifically focused on creating positive*

sensory experiences and an environment that supports the real and perceived safe places through trauma informed design.

- 6. *Proposals that maximize density*** – 36 units on a half-acre is a dense development. It is possible to have more density, but it would significantly impact the site's open space and livability as well as its ability to moderate the scale transition between residential neighborhoods to the South and East. And the downtown to the North. We are proud that our proposal delivers on density while optimizing for livability.
 - 7. *Proposals that maximize affordability timeline commitments*** – Our proposal moves fast. We plan to be moving dirt this year which is much quicker than is normal for affordable housing developments. The timeline is designed to scale to meet the need for affordable housing and we hope to use the finance and delivery model as a precedent for future sites.
 - 8. *Proposals that account for livability*** – Livability was top of mind as we created our proposal and we hope it shows. Giving all units direct access to the outside, allowing light on three sides of each unit, creating positive connections to the street front and central outdoor space. Committing to Energy Star, Net Zero Energy Ready and Indoor airPLUS all contribute to homes that are filled with natural light and healthy materials.
-

ADDITIONAL QUESTIONS AND ANSWERS:

Q : How would you envision encumbering the site for the affordability commitment?

A: There are a number of ways to do this given our proposal. Our preferred method would be to record a covenant to the title that could be carried and enforced by the City of Ellensburg that commits all rental units to serve households with incomes at or below 80% of the Area Median Income as reported annually by HUD, and to commit all unit sales to buyers with incomes at or below 80% of area median income. The details will need to be negotiated with the City prior to signing contracts and based on our communications thus far we are confident we can agree on language that will preserve the City's affordability interest in the property.

Q: How would homeownership work? Would the units be condominiums? Or would the site need to be subdivided?

A: We would follow the same template that we used with our Rose Door Homes development (see attached reference work) where owners would own the dirt under and around their unit, they would own their roof, and everything in-between. The site would remain a single parcel, but each unit would be recorded to the title through a declaration of condominium and common areas would be managed the a Home Owners Association. We have found that ownership units that encompass the entire building and the land under it are much easier to underwrite and finance.

Q: Do you have any experience with this type of hybrid funding and ownership arrangement?

A: Yes, our Rose Door Homes follows a very similar template and we plan to develop more properties of this type.

Q: Who would be the contractor?

A: As an architect led design/build firm Inversion Design/Build is both a licensed architecture firm and we are a general contractor through our partner organization, Inversion Construction. This is the model we used for Rose Door Homes and is integral to our ability to design and build high quality homes quickly.

TEAM

ABOUT INVERSION DESIGN BUILD

Inversion Design Build is a Social Purpose Corporation which means we are a for-profit business, but we are organized around a common mission which for us, is to afford anyone the chance to own a home.

BRINING HOME OWNERSHIP WITHIN REACH

Everyone deserves an equity stake in their community. That's why at Inversion Design Build we create homes that you can afford right now and will be around for many generations to come.

Inversion is an architect-led design/build firm based in Yakima, Washington. We specialize in sustainable, resilient and affordable homes. We work with homeowners and local organizations to build "missing middle" houses that weave themselves into their natural surroundings and historic context.

A HOME IS A LAYER CAKE OF EQUITY.

Financial equity

Social equity

Environmental equity

Neighborhood equity

When residents of a neighborhood own their home, they have a financial stake in the wellbeing of their neighborhood and see real dividends when it prospers. We believe neighborhoods work best when the people who live there benefit financially as well as socially when the community develops.

OUR MISSION IS TO AFFORD ANYONE THE CHANCE TO OWN A HOME

- INVERSION DESIGN BUILD MISSION STATEMENT

TEAM MEMBERS

NATHAN POEL

Nathan founded Inversion Design Build in 2021 with a vision that there was a better way to build affordable housing in our communities. Nathan has been designing and developing multi-family homes in Washington State for twelve years.

Nathan is a LEED Accredited Professional and a licensed Architect in Washington State.



JORDAN LOWE

Jordan was employee number one when Inversion started. He has enjoyed professional growth (received his architecture license in the first year!) but is energized by the mission and the chance to make positive change in his community. Jordan and his family settled in Ellensburg with their two boys and live two blocks away from 1st Avenue and Pine Street



ALEX JAMES

Alex is a master carpenter and comes to Inversion with 30 years of experience. With a record of success that led to great proficiency and an established record of safe jobsite practices. He has a proven history of on-time, on-budget and high-quality project completions. With strong interpersonal skills, he is adept at working with architects, designers, laborers, engineers, and stakeholders of varying backgrounds.



BARBARA CLINE

Barbara's professional practice celebrates the dance between art and science. Her hands-on style of integrating the project team generates projects of all types and sizes whose outcomes are appropriate to project goals, budget, and schedule parameters. Her professional leadership specifically targets detailed pre-project planning; programming; design identification; code and compliance reviews; interior design; and documentation of these critical steps of project implementation. Barbara's direct experience with housing has been augmented by 35 years as an architect and owner working directly with contractors and subcontractors to build and remodel houses and buildings.

Barbara is a licensed Architect in Washington State.



EXPERIENCE

COTTAGE HILL PLACE

Yakima, Washington | In Progress

Developed with Justice Housing Yakima
Trauma informed design approach for
Permanent Supportive Housing.

Establishing a multifamily development
consisting of 17 dwelling units in two
buildings and an amenity building.

7,500 square feet | Contract Amount
\$220,000



PATHWAYS

Ellensburg, Washington | In Progress

Developed with Hopesource

Conversion of a 2-bedroom motel
building into 16 one bedroom
apartments plus one manager unit.

10,600 square feet | Contracted Amount
\$86,000



ROSE DOOR HOMES

Yakima, Washington | In Progress

5 new net-zero energy ready homes
designed for first time home owners to
have an equity stake in their homes.

4,900 square feet | Contract Amount
\$220,000



TL;DR

EQUITY IN YOUR PLACE

- *Leverage the private mortgage industry to build more affordable housing and leave public grants open for non-profits*
- *Move fast, break ground in 2024*
- *Build 36 new units*
 - *12 new homeowner "stacks"*
 - *24 new rental units*
- *Allow more residents to have an equity stake in their homes and neighborhoods*
- *Leverage rents to create more affordability locally*
- *Scale the design to fit the neighborhood*
- *All units designed to meet DOE Net Zero Energy Ready program*
- *all affordable at 80% of area median income*
- *12 accessible one-bedroom units*
- *12 'convertible' 1 bedroom lower units*
- *12 studio loft units*

ADDENDA

	TITLE
	COMPREHENSIVE PLAN SUPPORT FOR GOALS, POLICIES, AND PROGRAMS
	SITE PLAN
	STACK DIAGRAM
	BIRDS EYE PERSPECTIVE
	CONSTRUCTION BUDGET
	HOMEBUYER BUDGET

ADDENDUM A

COMPREHENSIVE PLAN SUPPORT FOR GOALS, POLICIES, AND PROGRAMS

This is a list of the goals, policies, and programs, directly supported by our proposal as listed in Chapter 2 of the Ellensburg Comprehensive Plan.

Goal H-1: Preserve, protect, and strengthen the vitality and stability of existing neighborhoods.

Policy A

Program 1 - Integrate new development, with consideration to design and scale that complements existing neighborhoods, and provides effective transitions between different uses and intensities.

Program 2 - Encourage infill development on vacant and underused sites.

Policy C - Protect and connect residential neighborhoods so they retain identity and character and provide amenities that enhance quality of life.

Program 1 - Encourage housing opportunities in mixed residential/commercial settings throughout the city.

Program 2 - Provide increased residential density and improve infrastructure along arterials and transit routes through redevelopment and retrofitting, such as sidewalks and stormwater treatment.

Program 3 - Assure that site, landscaping, building, and design regulations create effective transitions between different land uses and densities.

Policy D - Promote sense of place in neighborhoods.

Program 1 - Promote high quality design that is compatible with the overall style and character of established neighborhoods.

Program 3 - Encourage the use of long-lived, low-maintenance building materials; high efficiency energy systems; and low impact development techniques that reduce housing life-cycle costs and provide better environmental performance.

Program 4 - Foster innovative housing and mixtures of housing types that preserve natural resources and consolidate open space.

Goal H-2: Allow and encourage and accommodate a variety of housing types and densities to meet housing needs of all economic segments of the community.

Policy B - Encourage residential development in commercial and mixed use zones, especially those within proximity to transit.

Program 1 - Expand the Multifamily Tax Exemption program beyond the downtown area to encourage multifamily housing in other areas where it is needed.

Policy D - Create and preserve ADA accessible and affordable housing opportunities locally and with a regional perspective.

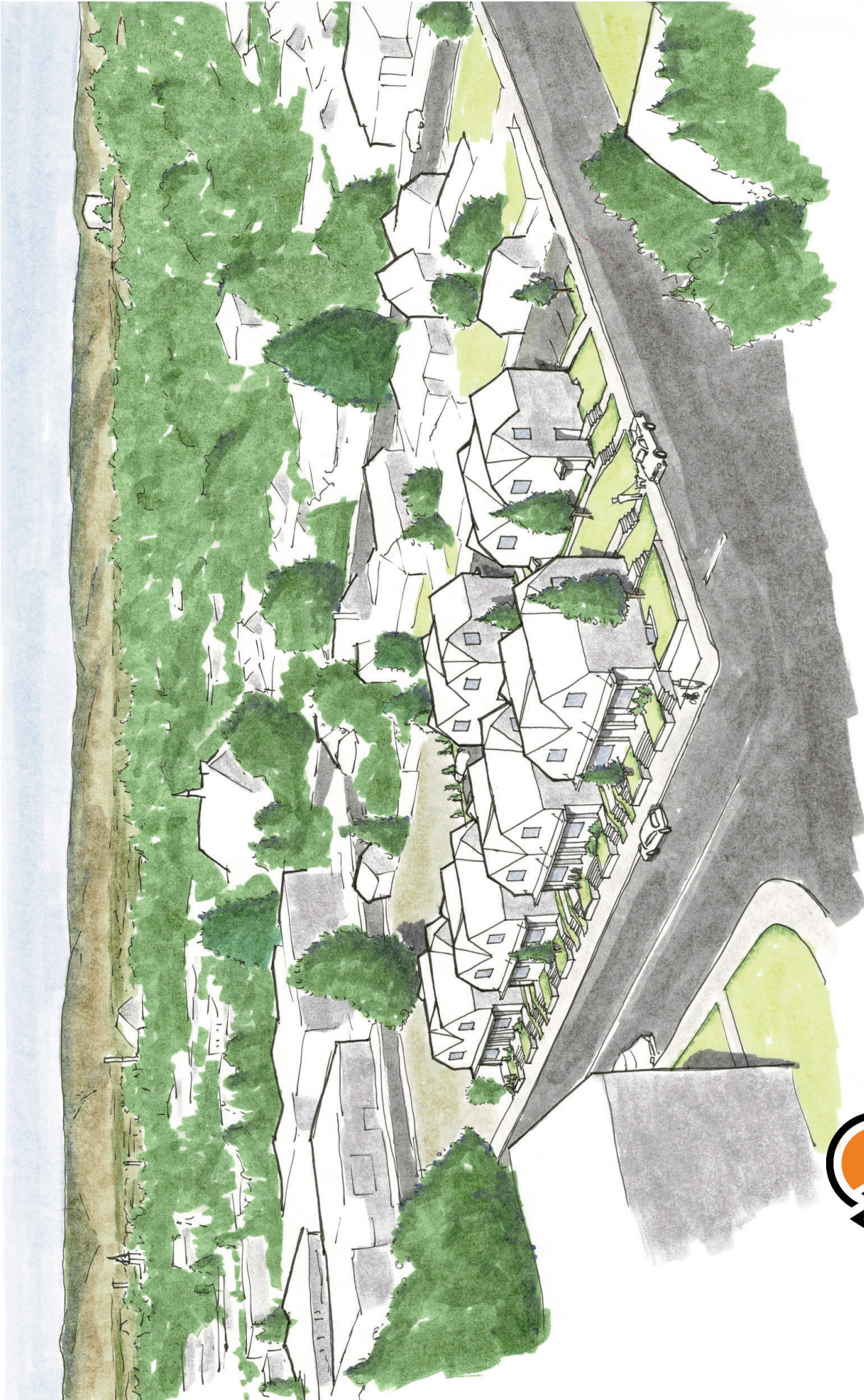
Program 1 - Promote working partnerships with public, private, non-profit groups, and developers to plan and develop a range of housing choices.

Goal H-3: Encourage and support a variety of housing opportunities for older adults and people with disabilities.

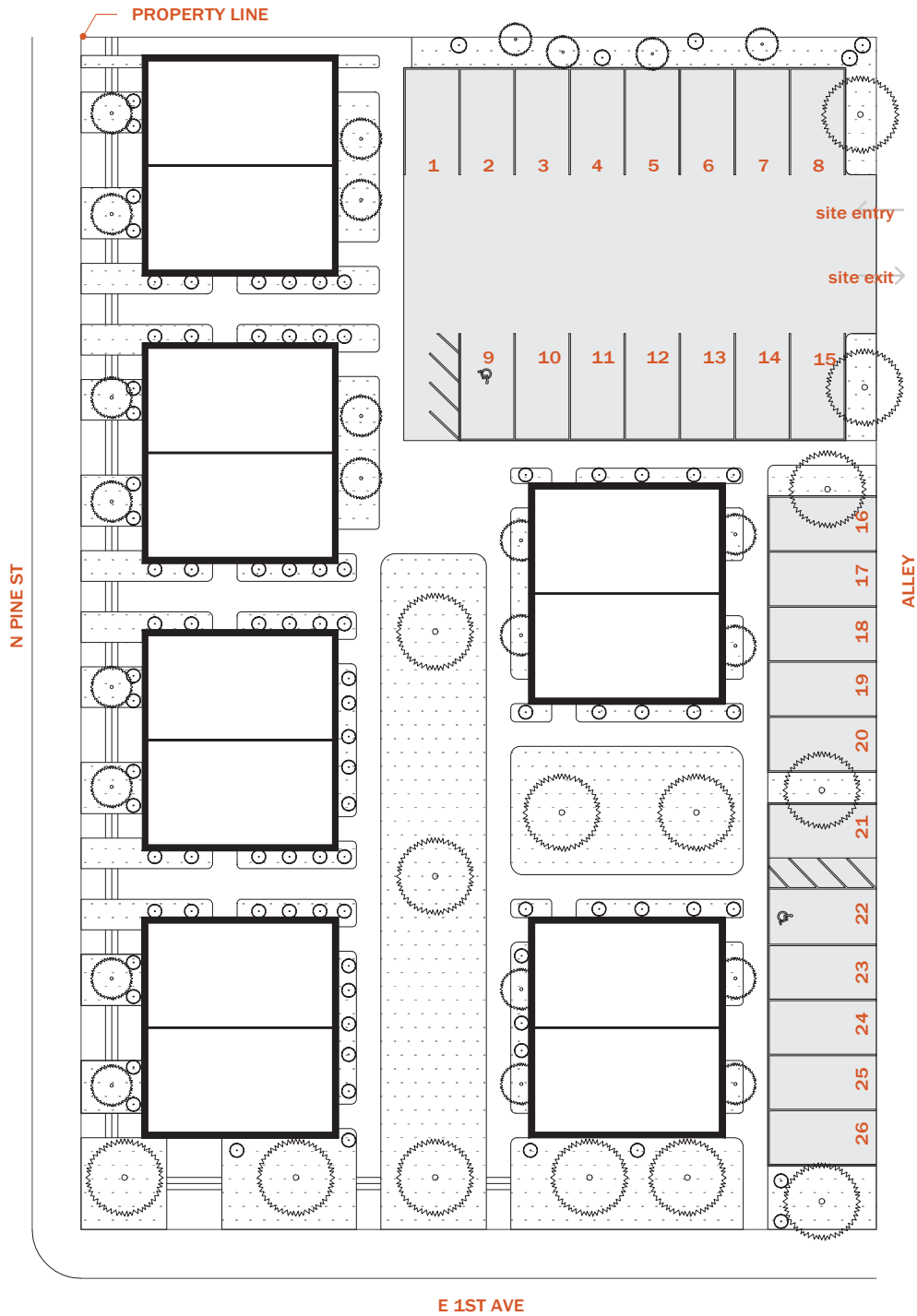
Policy A - Collaborate with other jurisdictions, organizations, and private developers to meet special housing needs that address a broad spectrum of solutions.

Program 1 - Promote accessible and affordable housing in areas that are close to services and the rest of the community.

Program 2 - Coordinate with local organizations and agencies to provide sufficient and affordable home maintenance and support services.



INVERSION
DESIGN · BUILD



REQUIREMENTS (CC)

- 0.7 spaces per dwelling units
- 36 units for 26 parking spaces

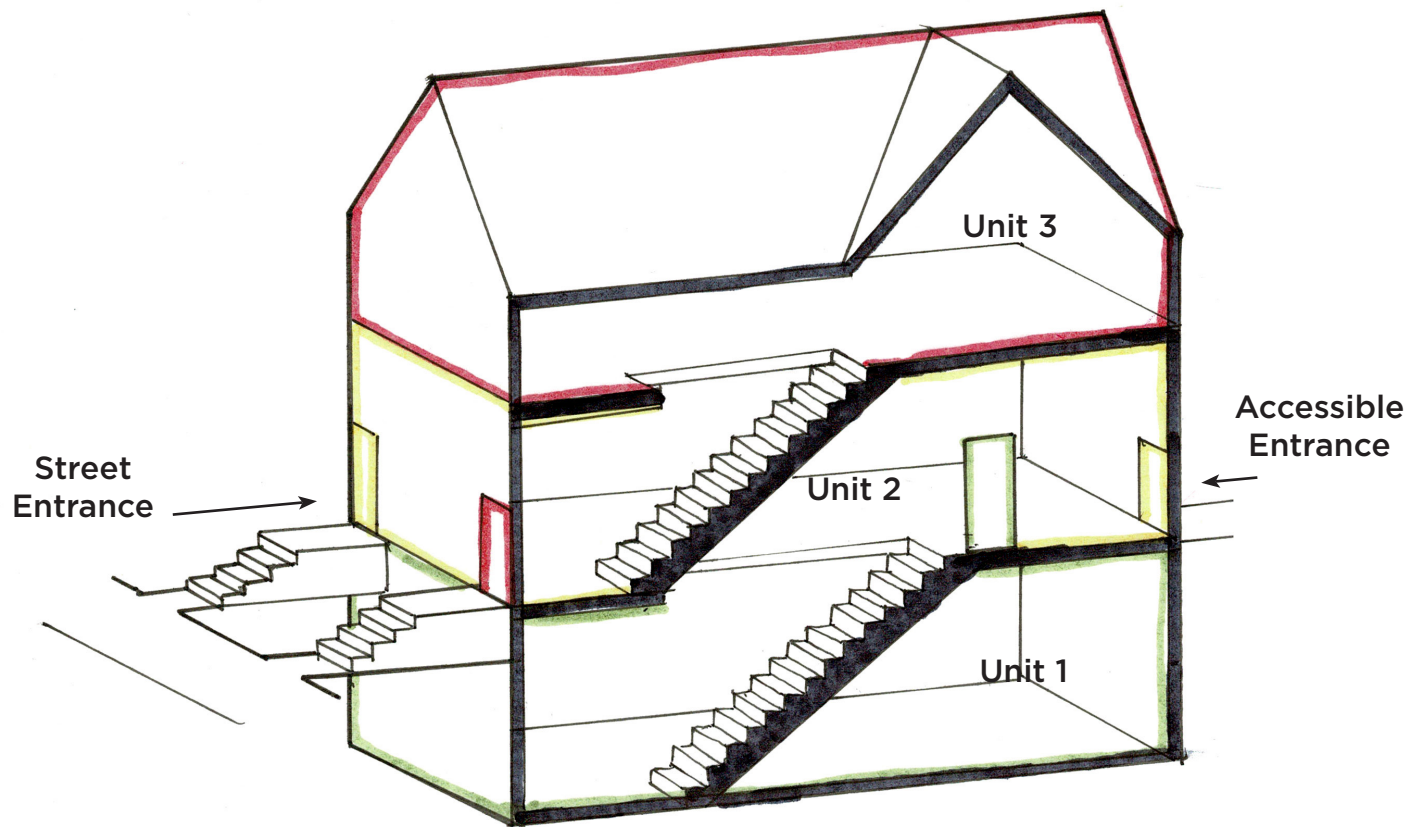
- 0.5 off-street bicycle parking spaces per dwelling unit
- 18 bicycle parking spaces for 36 units

- 10% of building sqft for open space (not including corridors, lobbies, ect.) no dimension less than 15' in width

PARKING REQUIREMENTS

- all parking spaces shall be within 50' of a planting island w/tree
- one tree required per island





Stack Diagram



EXHIBIT: SOURCES AND USES

Projected Development Costs (Both Phases)

Projects Costs

Site Acquisition Cost	\$24,373 ^a
Construction Hard Costs	\$3,578,232
Construction Contingency	\$328,400
Project Soft Costs	\$750,537
Total Project Cost	\$4,681,542

Contributions

Equity Contribution	\$1,191,542
City of Ellensburg Land	\$250,000 ^b
Construction Loan	\$3,490,000
Total Contributions	\$4,931,542

	SF per unit	Number	Total Square Feet
Level 1 ADA Accessible 1-2 Bed	650	12	7,800
Level 2 Studio	450	12	5,400
Level Ground 1 Bed	600	12	7,200
Total		36	20,400

^a includes appraisal, survey, phase I environmental and legal

^b estimated value. Final value to be assessed through appraisal



EXHIBIT: EXAMPLE BUYER BUDGET

2 Person Household	100%	97300
at 80% AMI	80%	Income: \$57,600
	\$	28.80 hour
		2000 hours/year
	\$	57,600 Year
	30%	\$ 17,280 Can pay Towards PITI

Income Towards Rent	\$ 1,440.00 /month
Rent From 1br	\$ 1,350.00
Rent From Studio	\$ 1,260.00
Less Vacancy	\$ (652.50) 25%
Less HOA Fee	\$ (52.20)
Less Prop Management Fee	\$ (156.60)
Less Utility Allowance	\$ (212.00)
	\$ 2,976.70

Mortgage		
Rate	7.00%	
NPER	360	
PI	\$1,190.00	
Taxes	\$ 1,500	(annual)
Insurance	\$ 1,500	(annual)
PITI	\$ 1,440.00	Monthly

Affordable Mortgage Payment
\$447,421
Home Sale Price
\$447,200

*Down payment assistance available through seller for income qualified buyers.
Subject to approval by mortgage lender.

Inversion Design Build - RFP Follow Ups

The following questions are were sent by Community Development to the applicant. **Responses are provided by the applicant.**

Schedule:

1. What is the Phase I/II breakdown? How would they manage construction alongside habitation on the limited-size parcel? **The Phase I scope would have a minimum of the first six units or two stacks (this is the most likely scenario) but could include all 36 units depending on the number of buyers that express interest prior to construction start. Phase 2 would include the remainder of the total 36 units. The intention here is to move as quickly as possible to build and fit out at least one unit to show interested buyers. From our experience, having a show unit is especially important for price sensitive buyers and staggering the build into two phases is the fastest way to ensure we sell and/or lease all units as quickly as possible.**
2. Are all of the dates in the proposed schedule limited to phase I? **That is correct. It was all that we were able to fit in the given form. We can make a schedule addendum or supplemental showing all phases if that is acceptable.**

Design:

3. What are outdoor rooms? (proposal page 3) Where would they be located on the site? **Outdoor rooms include porches, patios, balconies, decks, and well-defined yard space that acts as a discreet and defensible outdoor space. Final designs will take more effort but we attached a diagram to illustrate the concept further. Outdoor rooms play several essential and overlapping functions. They act as a semi-private 'buffer' between the public right of way and a private residence, they allow neighborly connection and conversation while still maintaining clear social boundaries, they allow personalization of the expression of a home to the neighborhood and allow residents to enjoy being outdoors while still being at home. They are also a fraction of the cost of indoor living space so while they do not replace living rooms or bedrooms, they can greatly increase the livability of a home without much added cost. Finally, if done well, outdoor rooms can expand the feel of the indoor spaces through strategic use of windows and sightlines so the home itself feels bigger and more accommodating than the square footage would suggest.**
4. Where would porches be located on the buildings? **See above and the updated diagram attached.** [Note: diagram follows]
5. The proposal indicates 12 ADA-accessible units and rendering shows stairs from street to internal courtyard/second floor entrances. How are you envisioning managing the currently level site to provide ADA access to second floor units? **The site has a slight step-up from Pine street and the steps in our renderings were meant to reflect our strategy to navigate that grade. All ground floor units (second one up in our diagram) would be cited to be at grade off the central courtyard to ensure accessibility.**
6. How would ground floor or basement units be accessed? How would third floor units be accessed? **We updated our unit diagram (attached) to reflect how access to each unit would be achieved. Please keep in mind these are schematic concepts and will likely shift**

as we resolve floor plans and outdoor space for each unit. [Note: revised diagram provided earlier in packet]

7. Are you budgeting/planning for sprinklers throughout the buildings? **Our current strategy allows for an un-sprinklered building however that may not be cost effective given the added fire separation requirements. Our final strategy will be decided during design development after we can conduct a more thorough cost/benefit analysis.**

Budget and Financing:

8. How would changes related to items 1, 2 and 5 above affect project feasibility? **The project is feasible including all adjustments suggested from 1,2, and 5. Please see the attached updated budget.** [Note: these questions and responses are reflected in the updated budget in the packet]
9. How have you estimated hard and soft costs for the project? **Hard and soft costs are based on past project data from our most recent bids at Rose Door Homes and Cottage Hill Place.**
10. Where are you in the process of identifying/securing additional funding? **We have made our current lenders aware that we are submitting a proposal but will not pursue additional funding until and award is announced.**
11. Rents from non-ownership units are calculated based on the maximum affordability at 80% AMI. What reviews have you done to substantiate the demand for rental units at this price point and location? **We have gathered market data from the City of Ellensburg as well as the U of Washington Runstad Center for Real Estate. We have not conducted a formal market study.**
12. The rental amount is also the maximum inclusive of utility allowances for renters; how is the utility allowance in the example budget calculated? Does it include all costs for all three units? **Allowances were calculated based on the Yakima Housing Authority utility allowances. Given the level of air tightness and energy efficiency it may be more cost effective to include utilities in the cost of rent and not pass them on to residents.**
13. Have you gathered information about demand for a three-unit rental property in this sale price range in Ellensburg? What would happen to the project if you did not identify income-qualified buyers? (By way of example, it would be interesting to hear how many qualified buyers you have identified for the Rose Door Homes project.) **We have not but can certainly have that information available at the interview with the affordable housing committee.**
14. If you have incorporated any learning from your feasibility assessment from the Catherine property ownership design proposal, we would be interested to hear how your model has developed. **I am not sure which project you are referring to. Was this the property we applied for alongside Habitat for Humanity two years ago? We do have several learnings from our work both with Rose Door Homes as well as the Live/Work development we have in process for Downtown Yakima and can share what we have from those developments with the affordable housing committee.**



Visual of outdoor rooms

AFFORDABLE HOUSING APPLICATION

Project Name	HopeSource Senior Housing
Agency Name	HopeSource
Contact Person	Craig Kelly
Mailing Address	606 W 3rd Ave.
City	Ellensburg
State	Washington
Zip Code	98926
Phone Number	509-925-1448
Email Address	contracts@hopesource.us
Federal Tax ID #	91-0814544
Unified Business Identifier	600-263-085
Primary Street Address	East 1st Avenue and North Pine Street
City	Ellensburg
State	Washington
Zip Code	98926
Tax Parcel ID#	937033
Check all that apply	New Construction
Select one	Nonprofit organization 501(c)3
Select one	Yes
If you answered yes, please indicate funding source	Central Transit, Paratransit, Cabulance, Low Income Utility Rate Program
Sales Tax funding request:	\$1,500,000
Total project budget:	\$27,613,021
City property contribution (parcel number):	937033 and 617033
Briefly summarize your proposed project in a	This project will develop up to 55 affordable

couple of paragraphs; include a general statement of the project's overall purpose, scope, and intent. (300 words or less)

housing units for seniors 55 years old and over, and for people with disabilities. To maximize density, there will be a mixture of 45 1-bedroom units and 4 2-bedroom units, with an additional 6 1-bedroom units for households experiencing homelessness or at risk of being homeless. Resident income will not exceed 60% AMI, allowing for the contribution of city-provided affordable housing sales tax funds.

Units located throughout the building are adaptable, providing accessibility features while allowing units to best match individual needs when occupied. This project has maximized parking availability by providing 40 total spaces, including 2 ADA spaces. The entrance into the parking area is also located away from the intersection to reduce traffic congestion. Residential amenities include a lobby for office use and resident mailboxes, a centralized laundry facility, a communal recreation room for resident dictated activities, and an open lounge area for additional socialization space.

Overall, this project intends to alleviate cost burdened households, especially those within vulnerable populations, stimulate the local housing inventory, and increase vacancy rates, all while promoting quality of life for residents and creating a more inclusive and supportive neighborhood environment.

Seniors who choose to age in place and people with disabilities can require specific and inclusive support, including transportation services, socialization, care management, and other services focused on stabilization and positive advancement. This project is driven by

HopeSource's mission to move people to self-sufficiency by providing access to...

... education, employment, economic development, and vital services. Residents will be supported by HopeSource's reputable wraparound services, tailored to meet the needs of those who access it.

Please select the primary target population and household income (as a percentage of Area Median Income – AMI) for each unit or group of units requested to be funded by City sales tax and/or to be developed on a City-owned property. If a unit has the potential to be targeted to more than one population group listed, please type in “multiple population groups” and describe in the notes field provided below.

At or below 30% AMI

40% AMI

50% AMI

Population group (e.g. senior citizens, people with disabilities)	Multiple Population
---	---------------------

Qty	27
-----	----

Unit type	26 1-bed & 1 2-bed
-----------	--------------------

Tenant monthly rent/mortgage	\$797 / \$946
------------------------------	---------------

60% AMI

Population group (e.g. senior citizens, people with disabilities)	Seniors
---	---------

Qty	28
-----	----

Unit type	25 1-bed & 3 2-bed
-----------	--------------------

Tenant monthly rent/mortgage	\$966 / \$1,149
------------------------------	-----------------

70%* AMI

80%* AMI

Above 80%** AMI

If applicable, multiple population group notes

Multiple Population serves Seniors and Homeless/At Risk of Being Homeless. Please see attachment for full breakdown, accommodating for webform limitations.

Please include ALL housing units in the project. Projects proposed for City-owned property may be eligible for households earning 80% or below Area Median Income. Projects proposed for City funding must serve households earning 60% or less of Area Median Income and meet one or more of the identified population groups in Section H. If applicant is applying for City funding for a mixed-income development the funding request must be proportional to the number of units that will serve households earning 60% or less of Area Median Income and meet one or more of the identified population groups in Section H.

At or below 30% AMI

40% AMI

50% AMI

1 Bed	26
2 Bed	1
Total Units	27

60% AMI

1 Bed	25
2 Bed	3
Total Units	28

70%* AMI

80%* AMI

Above 80%** AMI

Total

1 Bed	51
2 Bed	4

of ADA Compliant Units

1 Bed	2
-------	---

2 Bed	2
Average Square feet	
1 Bed	555
2 Bed	820
The following targets have been identified as having a tangible benefit for intended residents. Please check all that apply to the proposed project location.	• Within 1/2 miles of public transit stop • Within 1/2 mile of park or recreation area • Within 1/2 mile of public school • Within 1/2 mile of senior center • Within 1/2 mile of grocery store with fresh food • Within 1/2 mile of medical services
Please describe how this project will address housing needs in Ellensburg including opportunities for beneficiaries to build financial stability. (200 words or less)	Ellensburg has a significant number of residents over the age of 55, and it is expected to continually rise. According to the most recent City of Ellensburg needs assessment, almost half (46%) of older adults who live alone are cost burdened. Seniors on a fixed income are significantly more likely to be cost-burdened and unable to find affordable housing. This project will meet community need by increasing available housing stock for seniors and people with disabilities. This project will be supported by multiple programs that HopeSource operates explicitly designed to serve vulnerable populations. Rent assistance and case management, transportation services, food security, budgeting skills, and partnerships with Aging and Long-Term Care and Medicaid are some of the support services offered, creating opportunities for participating clients to build financial stability.
Please describe how the proposed project will promote a sense of place and community for intended residents and the greater Ellensburg community. (100 words or less)	This project features a communal recreation room and additional lounge space. This aims to foster community and facilitate social interaction, addressing a common lack of connection within

	the target populations. Located near the downtown Ellensburg core, this project offers close proximity to a wide variety of community amenities including grocery stores, banks, gas stations, medical and urgent care, the library, city parks, and locally owned businesses. The Kittitas County Connector and Central Transit bus stops are within a mile of the site, providing vital access to commercial, retail, and social and support services the community has to offer.
Please describe other tangible benefits the project will have for the intended beneficiaries as well as the greater Ellensburg community. (200 words or less)	By offering affordable housing options to seniors and people with disabilities, this project intends to foster a sense of community and reduce social isolation; promote healthier living and aging by ensuring access to necessary services; stimulate the local economy through increased spending available from no longer cost-burdened households; and reduce the risk of homelessness among these vulnerable populations who are at a higher risk of displacement. This leads to more stability and security overall, and it contributes to the vitality and sustainability of the greater Ellensburg community.
A. Please indicate how this project will help to create or retain affordable housing units in the community. Please note a minimum 20-year period of affordability will be required for any housing projects receiving City funding assistance or a minimum 40-year period of affordability for property contribution. (200 words or less)	HopeSource owns and manages over 900 units of homeless and affordable housing. All projects have maintained their affordability over the years, are fully funded, and have sufficient operating reserves to maintain the structures and serve the populations as intended. HopeSource has developed many projects that include extended affordability periods up to 50 years. For this project, an asset management team will be employed to ensure operations maintain the property for that 50-year period.
B. Monitoring Describe how you plan to monitor and report on affordability requirements. (200	HopeSource cooperates with funders on annual reviews of eligibility and compliance – this

words or less)

includes file review by auditors and site visits by third-party asset managers. Further, HopeSource will employ a third-party management company that provides professional affordable housing services. To date, HopeSource has never had any significant findings as to eligibility of residents nor any deficiencies in property maintenance.

Architect Firm Name	Dahlin Architecture
Contact person and title	Justin Julian, Senior Architect
Phone Number	425-454-8115
Email Address	justin.julian@dahlingroup.com
General Contractor Firm Name	SRI/Rochlin
Contact person and title	Jim Rochlin, Managing Member
Phone Number	425-681-6894
Email Address	jim@sri-rochlin.com
Property Management Firm Name	Quantum Residential
Contact person and title	Kalib Lock, CEO
Phone Number	360-905-0150
Email Address	kalibl@qresinc.com

For completed projects, list only projects completed in the last 5 years.

1

Project Type (single, multifamily, other)	Single
Activity Type (new construction, rehabilitation, acquisition)	Acquisition
Role (owner, developer, etc.)	Owner
City and State	Ellensburg,
# Units	19
Project Start Date	2023

Placed in Service Date	2023
Type of Financing	Legislative
2	
Project Type (single, multifamily, other)	Single
Activity Type (new construction, rehabilitation, acquisition)	Rehabilitati
Role (owner, developer, etc.)	Developer/Ow
City and State	Yakima, WA
# Units	256
Project Start Date	2023
Placed in Service Date	2023
Type of Financing	LIHTC/HTF/
3	
Project Type (single, multifamily, other)	Multifamily
Activity Type (new construction, rehabilitation, acquisition)	New Construc
Role (owner, developer, etc.)	Developer/Ow
City and State	Ellensburg,
# Units	54
Project Start Date	2021
Placed in Service Date	2022
Type of Financing	HOME/LIHTC
For pipeline projects, list projects for which you plan to seek funding in the next 12 months or have received at least one funding commitment.	
1	
Project Type	Multifamily
Activity Type	New Construc
Role (owner, developer, etc.)	Developer/Ow

City and State	Cle Elum, WA
# Units	48
Project Start Date	2023
Type of Financing	HTF/LIHTC/
2	
Project Type	Multifamily
Activity Type	New Construc
Role (owner, developer, etc.)	Developer/Ow
City and State	Ellensburg,
# Units	12
Project Start Date	2024
Type of Financing	CPF
3	
Project Type	Multifamily
Activity Type	Rehabilitati
Role (owner, developer, etc.)	Developer/Ow
City and State	Ellensburg,
# Units	167
Project Start Date	2024
Type of Financing	LIHTC
As applicable, please list similar projects that your organization, or your selected Property Management firm, has managed or currently manages.	
1	
Projects	Hillside M
City and State	Portland,
# Units	100
Target Population	Senior/Dis

Eff. Date of Mgt. Contract	09/21/2020
End Date (or current)	Current
2	
Projects	Lewis & Cl
City and State	Vancouver,
# Units	46
Target Population	Senior
Eff. Date of Mgt. Contract	08/01/2020
End Date (or current)	Current
3	
Projects	Lents Vill
City and State	Portland,
# Units	63
Target Population	Senior
Eff. Date of Mgt. Contract	07/19/2019
End Date (or current)	Current
4	
Projects	Lumen Park
City and State	Anchorage,
# Units	20
Target Population	Senior
Eff. Date of Mgt. Contract	03/01/2023
End Date (or current)	Current
Notes on target population served	Please see attachment for full breakdown, accommodating for webform limitations.

Please complete all information applicable to your project. Include all financing term assumptions even if they are funder's standard terms. Include funds contributed by applicant through initial start-up capital or expected applicant

contribution.

1

Name	Tax Credits
Type	Private Inve
Proposed Amt.	13,213,021
Committed Amt.	1,122,698
Date Applied	01/01/2026
(Projected) award date	03/01/2026
Grant/Loan	N/A
Term	N/A
Payment Structure	N/A

2

Name	HTF
Type	State
Proposed Amt.	6,000,000
Committed Amt.	0
Date Applied	09/01/2025
(Projected) award date	12/01/2025
Grant/Loan	Loan
Term	50
Payment Structure	N/A

3

Name	Perm Loan
Type	Applicant
Proposed Amt.	3,000,000
Committed Amt.	0
Date Applied	09/01/2025

(Projected) award date	12/01/2025
Grant/Loan	Loan
Term	17
Payment Structure	Refinance
What other funds are expected, how will the city funds be used to leverage other funds? (100 words or less)	Please see attachment for full breakdown, accommodating for webform limitations. Total Proposed Amount: \$27,613,021. City Funds Requested: \$1,500,000. The City funds are currently estimated at \$1,500,000 and will be well levered as a 4% LIHTC with public funding. The assumption is that the project will have \$12,090,323 in tax credit equity, \$1,122,698 in deferred developer fee, \$6,000,000 in Housing Trust Fund, \$3,000,000 in a perm loan and an additional \$3,900,000 from other sources including Kittitas County.
Please describe active partnerships, collaboration and/or in kind contributions, volunteer/pro-bono services that support this project. Examples include membership on advisory groups, in-kind, volunteer or financial contributions, sharing data or best practices or community input. Please focus your narrative on contributions to the proposed project, not the agency in general (100 words or less).	HopeSource and Shelter Resources, Inc. have a strong relationship based on over 15 years of collaboration on affordable housing projects in Central Washington. In every project HopeSource and SRI have partnered on, there has been a focus to engage with the local community through the development of the project, seeking participation from a myriad of sources including municipal, residential, and stakeholder contribution. Many of HopeSource's executive leaders and board members are native to the local area and are actively involved in the community, both inside and outside of their official duties, allowing for input that would best serve the community.
Item #121	

Site Control - Purchase and Sale Agreement/Option

Date completed or expected completion	8/1/2024
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Site Control - Closing

Date completed or expected completion	7/1/2026
---------------------------------------	----------

Notes/Status	At construction closing.
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Feasibility/Due Diligence - SEPA

Date completed or expected completion	1/1/2026
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Financing - Appraisal

Date completed or expected completion	10/1/2024
---------------------------------------	-----------

Financing - Financial underwriting

Date completed or expected completion	2/1/2026
---------------------------------------	----------

Financing - Application/s for other funding source/s

Date completed or expected completion	2/1/2026
---------------------------------------	----------

Notes/Status	Maybe able to go in HTF 2024 round.
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Design/Permitting - Prelim. drawings complete

Date completed or expected completion	2/1/2025
---------------------------------------	----------

Design/Permitting - Site plan approval

Date completed or expected completion	1/1/2026
---------------------------------------	----------

Design/Permitting - Building/civil permit submitted

Date completed or expected completion	5/1/2026
---------------------------------------	----------

Design/Permitting - Building/civil permit issued

Date completed or expected completion	5/1/2026
---------------------------------------	----------

Design/Permitting - Other agency permits issued**Construction - Selection of general contractor**

Date completed or expected completion	10/1/2025
---------------------------------------	-----------

Construction - Begin construction

Date completed or expected completion	7/1/2026
---------------------------------------	----------

Construction - Issued certificate of occupancy

Date completed or expected completion	8/11/2027
---------------------------------------	-----------

Occupancy - Selection of management firm

Date completed or expected completion	2/1/2026
---------------------------------------	----------

Occupancy - Begin leasing/sales

Date completed or expected completion	4/1/2027
---------------------------------------	----------

Amounts in the total project cost must be accounted for in full by assigning them to funding sources as appropriate. Do not combine funding sources in a column. All residential development costs should be included in this budget.

Acquisition Costs (existing structures, land, closing costs, etc.)

\$\$ amount of this category	186,401
------------------------------	---------

% of total project cost	.6%
-------------------------	-----

City funds	186,401
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Applicant funds	N/A
-----------------	-----

Bank funds	N/A
------------	-----

Other funds	N/A
-------------	-----

Construction Costs (demo, new, rehab, overhead/profit, site work, infrastructure costs, etc.)

\$\$ amount of this category	21,362,458
------------------------------	------------

% of total project cost	77.4%
-------------------------	-------

City funds	N/A
------------	-----

Applicant funds	11,058,155
-----------------	------------

Bank funds	904,303
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Other funds	9,400,000
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Soft Costs (appraisal, legal, tech. experts, enviro. studies, project mgt., other consultants)

\$\$ amount of this category	3,194,803
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% of total project cost	11.6%
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City funds	1,313,599
Applicant funds	1,881,204
Bank funds	N/A
Other funds	N/A
Other Development Costs (permits, utility hook-ups, etc.)	
\$\$ amount of this category	500,000
% of total project cost	1.8%
City funds	N/A
Applicant funds	N/A
Bank funds	N/A
Other funds	500,000
Financing Costs (loan and legal fees, etc.)	
\$\$ amount of this category	2,095,697
% of total project cost	7.6%
City funds	N/A
Applicant funds	N/A
Bank funds	2,095,697
Other funds	N/A
Operational or Reserve Costs	
\$\$ amount of this category	273,662
% of total project cost	1%
City funds	N/A
Applicant funds	273,662
Bank funds	N/A
Other funds	N/A
Total Project Cost	
\$\$ amount of this category	27,613,021

% of total project cost	100%
City funds	1,500,000
Applicant funds	13,213,021
Bank funds	3,000,000
Other funds	9,900,000
As necessary, include budget narrative to support and/or supplement the information included in the project budget tables above. (100 words or less)	The budget estimate is based on other affordable housing projects similar in development and design. The hard costs were estimated by SRI based on the conceptual plan attached in the RFP, as well as on other projects and applying wage rates. Soft costs include the typical uses for a 4% LIHTC project and permit costs. A more accurate hard cost can be established once the ALTA survey, geo-tech, and environmental assessment are commissioned and a meeting with the City takes place.
Upload all of the following documents: 1. Documentation of site control 2. Completed City of Ellensburg Pre-Funding Submittal Meeting form3. Documentation to support collaboration 4. Project site/development plan	5._Property_Management_and_Development_Team_Experience_Detailed_Table.pdf (245 KB) 6.A._Financing_Sources_Detailed_Table.pdf (228 KB) Documentation_to_Support_Collaboration_SRI_Letter_of_Commitment.pdf (584 KB) H._Populations_to_be_Served_Detailed_Table.pdf (103 KB) HopeSource_PreFunding_Submittal_Meeting_Form.pdf (106 KB) HopeSource_Project_Site_Development_Plan.pdf (1.34 MB)
Signature of Authorized Applicant Representative	
Date signed	03/29/2024
Name of Authorized Applicant Representative and their title	Susan Grindle, CEO

H. Populations to be served. Please select the primary target population and household income for each unit or group of units requested to be funded by City sales tax and/or to be developed on a City-owned property. If a unit has the potential to be targeted to more than one population group listed, please select "multiple population groups" and describe in the notes field provided below.

PLEASE NOTE: Development proposals that serve households earning greater than 60% of AMI and no identified population group are only eligible for City assistance in the form of city-owned property contributions.

% of Area Median Income	Population group	Qty.	Unit type	Tenant monthly rent/mortgage
50%	Senior citizens	20	1 Bedroom	797
50%	Homeless, at risk of being homeless	8	1 Bedroom	797
50%	Senior citizens	1	2 Bedroom	948
60%	Senior citizens	24	1 Bedroom	968
60%	Senior citizens	3	2 Bedroom	1,149
60%	Senior citizens	1	1 Bedroom	0
60%	Multiple population groups		3 Bedroom	
60%	Multiple population groups		3 Bedroom	
Total		55		

If applicable, multiple population group notes

All units are adaptable to accommodate people with disabilities.
The 1-bedroom with \$0 rent is a manager's unit.

5. PROPERTY MANAGEMENT AND DEVELOPMENT TEAM EXPERIENCE

A. Project Applicant/Developer Experience. For completed projects, list only projects completed in the last five years. For pipeline projects, list projects for which you plan to seek funding in the next 12 months or have received at least one funding commitment.

Projects Completed							
Project Type	Activity Type	Role (i.e. owner, developer)	City and State	# Units	Date development activities began	Placed in service date	Type of financing
Choose an item.	Choose an item.						
Choose an item.	Choose an item.						
Choose an item.	Choose an item.						
Choose an item.	Choose an item.						
Choose an item.	Choose an item.						

Project Pipeline						
Project Type	Activity Type	Role (i.e. owner, developer)	City and State	# Units	Date development activities began	Type of financing
Choose an item.	Choose an item.					
Choose an item.	Choose an item.					
Choose an item.	Choose an item.					

B. Project Property Management Firm Experience. Please list up to 10 similar projects that your organization, or your selected Property Management firm, has managed or currently manages.

Project	City and State	# Units	Population Served	Effective date of management contract	End date (current if still managing)

6. LEVERAGE AND COLLABORATION

A. **Financing Sources.** Please complete all information applicable to your project. Include all financing term assumptions even if they are funder’s standard terms. Include funds contributed by applicant through initial start-up capital or expected applicant contribution.

Name	Type	Proposed Amount	Committed Amount	Date Applied	(Projected) award date	Grant/ loan	Term	Payment structure
	Choose an item.	\$	\$					
	Choose an item.	\$	\$					
	Choose an item.	\$	\$					
	Choose an item.	\$	\$					
TOTAL		\$						
CITY FUNDS REQUESTED		\$						

B. **Please describe how the City funds/property contribution requested will be leveraged.** What other funds are expected, how will the city funds/property contribution be used to leverage other funds?

C. **Please describe active partnerships, collaboration and/or in-kind contributions and/or volunteers/pro-bono services that support project development.** Examples might include membership on advisory groups, in-kind, volunteer time or financial contributions, sharing data or best practices, and/or soliciting input from community partners. Please focus your narrative on contributions to the proposed project, not for the agency in general.

March 28, 2024

Community Development Department
501 North Anderson Street
Ellensburg, WA 98926
509-962-7231

Re: City of Ellensburg 2024 Affordable Housing Property Contribution Application

I am writing to express our commitment to HopeSource's Senior Housing project. At Shelter Resources, Inc., we recognize the vital role that affordable housing plays in fostering vibrant and inclusive communities.

We have had the privilege of working closely with HopeSource for over 15 years, collaborating on crucial affordable housing projects in Central Washington. We are deeply committed to supporting HopeSource as they continue to address the pressing need for affordable housing in their local communities.

As part of our commitment to this project, we are prepared to offer our full range of resources. We firmly believe that by working in partnership with HopeSource, we can help ensure the success of this important project.

Please contact Jeremy Wilkening, Vice President of Development at 425-324-9456 or jeremyw@shelterresourcesinc.com if you require any further information or assistance.

Sincerely,


Len Brannen
President

Site Summary

- » Area: 0.50 acres
- » Zoning: C-C
- » Allowed Building Height: 60'
- » Parking Requirements:
 - 0.7 spaces **per unit** required for studio & one bedroom units
 - 0.7 spaces **per bedroom** required for two or more bedroom units

Ground Level

- » **40 total parking spaces (2 ADA)**
- » 1,300sf Lobby/Amenity/Office & Mail Room

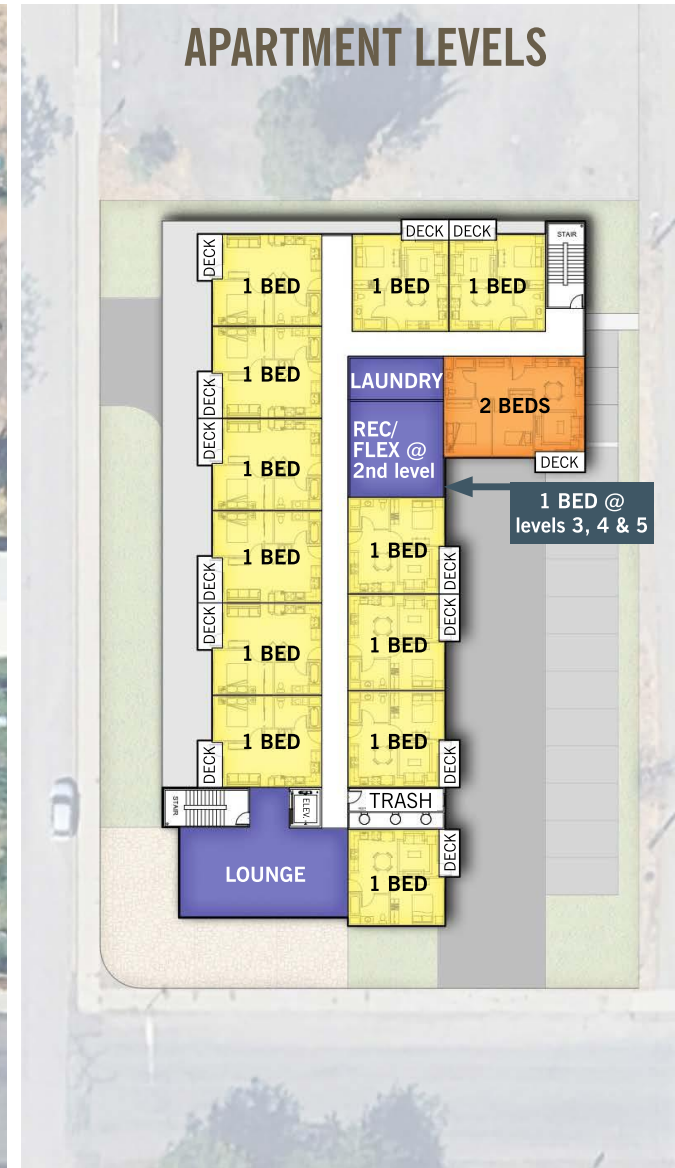
Level 2

- » 12 One Bedroom Adaptable Units at 555 sf (six to be homeless housing)
- » 01 Two Bedroom Adaptable Units at 820 sf
- » 980sf Lounge Area
- » 240sf Laundry facility
- » 540sf Rec/Flex room

Levels 3-5

- » 13 One Beds at 555 sf
- » 01 Two Beds at 820 sf
- » 980sf Lounge Area
- » **55 Total Apartments**
- » Total gross leasable apt. area: **31,585sf** (incl. homeless units)
- » Total parking provided: **40**
- » Total parking required: **38**
 - (45 x 0.7 = 31.5 ~ 32)
 - (4 x 1.4 = 5.6 ~ 6)
 - (2 ADA stalls)

Note: Provided 2 parking spaces for 6 homeless units



E 1st Ave & Pine Street | Ellensburg

Shelter Resources, Inc

3-29-2024

0 15 30 45 FEET



DAHLIN



E 1st Ave & Pine Street | Ellensburg

Shelter Resources, Inc



1st and Pine RFP – HopeSource Application Follow Ups

The following questions are were sent by Community Development to the applicant.

Responses were provided by the applicant.

Project Design:

How would HopeSource programs be integrated with this facility plan? Would programs be offered onsite or another approach? Is the rental assistance program intended to link with the recently homeless/at risk of homelessness groups or with this property in another way?

Programs aren't inherently offered on-site, but HopeSource Client Advocates can utilize the available on-site areas when meeting with residents, providing added convenience to those accessing the programs. The rental assistance program, like all offered HopeSource programs, can be accessed by any client who qualifies. Rental assistance is not limited to individuals who are recently homeless/at risk of homelessness. HopeSource could potentially offer rental assistance to qualifying residents at this property.

Financing:

The projected HTF application date is 9/25 with 12/25 as the award date. Is that how long that cycle typically takes?

HFT only accepts applications once a year in early fall, and awards are granted at the end of the year. Given the timing on City's selection of developer in June, there will not be enough time to complete the necessary due diligence, design, and early permitting to submit for HTF funding in 2024.

Kittitas County funds will be well below the \$3.9 million in other funds needed; what other sources are envisioned to meet the funding gap?

Every affordable housing project today has some version of a gap in financing that will get filled – it just takes time. Funding sources for affordable housing vary from year to year. Assuming the currently available source are available in 2025, a potential source is CHIP funding and Apple Health and Homes. HopeSource can also seek a direct appropriation from the State delegation.

Given the amount and complexity of funding needed, how would you envision adjusting the plan if any funding component cannot be secured? (particularly the most challenging funding components)

If a funding source is not achievable, or the funding gap is unable to be filled, a reduction in unit count could decrease the overall budget for the project.

Site Plan / Building Design:

55 total units, including 4x2BRs = 41 total parking spaces needed; we appreciate the explanation of reduced expectation of homeless unit parking usage; is that consistent with what you've seen with homeless units at Spurling Court?

The calculations shown in the left margin used the following logic to land on the 40 parking spots shown:

45 (1-bedroom units) x 0.7 = 31.5 – 32 parking spots required.

4 (2-bedroom units) x 1.4 = 5.4 – 6 parking spots required.

6 (1-bedroom homeless units) x 0.35 = 2.1 – 2 parking spots provided.

This is based under the assumption of asking for an exception with a reduction in the parking rate for these units to be $\frac{1}{2}$ of 0.7 = 0.35. There is no code section that clearly identifies the rate for homeless units. If the 6 homeless units utilizing the parking rate of 0.35 is not acceptable, then it should be noted that there is built-in flexibility within the design to easily eliminate 2 one-bedroom units and provide additional storage and/or rec-flex space. With this study, maximizing the amount of affordable and homeless units to facilitate this type of housing for the City of Ellensburg was a priority. The quick fix (if the 0.35 parking rate for homeless units is not acceptable) would be to eliminate 2 units, as mentioned above.

TOTAL: 55 UNITS

TOTAL: 40 PARKING SPOTS, INCLUDING 2 ADA



MANAGER'S REPORT

DATE: June 17, 2024

To: Ellensburg City Council

FROM: Heidi Behrends Cerniwey, City Manager

1. 2025 Grant Applications Available

Applications are available on the City website for grant programs for work to be completed in 2025. Each program has a specific purpose, application, and review criteria:

- Community Grants (\$18,523.54 available to support actions to address community needs)
- Parks Partnership Grants (\$18,523.54 available to support capital projects to improve City parks, trails, open space, and recreation facilities)
- Historic Preservation Grants (total of \$18,523.54 available to support historic preservation activities)
- Water Quality Grants (total of \$10,000 to improve and protect local surface water quality)
- Arts Commission Grants (up to \$2,500 for groups and \$1,000 for individual artists to expand creative programs and performances)

Applications are due by 5:00 p.m. on Friday, August 30, 2024. Contact the City Manager's office for more information at citymanager@ellensburgwa.gov or 509-962-7221.

2. Touch A Truck and Bike Rodeo on June 18

Touch A Truck will be held at Rotary Park on Tuesday, June 18 from 11 a.m. to 2:30 p.m. Children can see, touch, climb on, and learn about City vehicles and equipment in a safe environment. There will be games with prizes, popcorn, and more! The event is free to attend.

The Bike Rodeo will be held concurrently at the mountain bike skills area at the park. Kids can bring their bikes and helmets to the Touch A Truck event, and make the bike rodeo part of their day. Learn road safety and get a guided tour of the bike skills park area with the Evergreen Mountain Bike Alliance. Free bikes and helmets will be available while supplies last.

3. Juneteenth Community Celebration This Month

Everyone is invited to celebrate Juneteenth in Ellensburg. This inaugural event is packed with enriching cultural programming and community engagement opportunities throughout the month of June, culminating in a day of celebration on June 19 in Downtown Ellensburg. Join in the festivities and educational programs that honor the past and embrace the unity and strength of our Ellensburg community. Find a list of events at [Ellensburg Juneteenth Celebration - Juneteenth - LibGuides at Central Washington University \(cwu.edu\)](https://www.cwu.edu/libguides/juneteenth)

4. Summer City Construction Schedule

Summer season is packed with numerous projects around the City. Folks are encouraged to register for news feed to receive public notices on the City website at [Subscribe • City of](#)

[Ellensburg • CivicEngage \(ellensburgwa.gov\)](https://ellensburgwa.gov) (find this under How do I...?; Receive E-mail Notifications). This summer, general projects include:

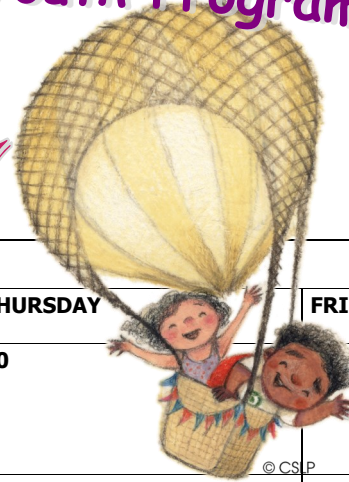
- Pfenning Rd Shared Use Pathway – Underway, Completion estimated June 13 (install Rectangular Rapid Flashing Beacons (RRFB))
- Brick Rd Improvements – Underway, Completion planned for October 4
- Craig Ave Water Pressure Improvements Project – Underway, Repaving Craig Ave on June 21
- University Way Overlay – Underway, Striping June 24 to June 28 (night work)
- Residential Sidewalk Repair – Underway, Wenas Sidewalk nearly complete; Alder St Sidewalk work from June 17 to July 5
- Mountain View and Ruby Signal Replacement – June 25 to June 28 (night work)
- Pfenning Road Sidewalk Extension (Vantage Hwy to Radio Road) – July 1 to Sept 7
- City-Wide Crosswalk Striping – July 8 to July 26
- City-Wide Chipseal – July 22 to July 25
- Seattle Avenue Utility Extension – Sept 3 to Sept 27
- 5th Ave Paverstone Sidewalk Project (Main Street to Water Street) with Central Business District (CBD) Alley Driveways and Street Trees – Fall of 2024
- Complete Streets Sidewalk Gaps (15th Ave, Anderson St at Ellensburg Christian School) – Fall of 2024

Ellensburg Public Library * Summer Youth Programs 2024

Adventure!

begins at the

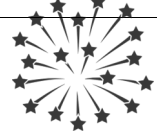
LIBRARY



JUNE 2024

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
17	18 Summer Reading Program Kick Off Party! 4:30-6:00pm On the Library Lawn & in the Library	19 Juneteenth Library Closed 	20	
24 9:30am Sensory Inclusive Storytime	25 10:15am Preschool Storytime 11:15am Toddler Storytime 	26 SPECIAL EVENT Cultures of the World 10 am to 12 pm All ages welcome! TEEN SCENE - D & D 6:00 - 9:00pm * Sign up	27 10:30 Outdoor Storytime N. Alder Park - Lunch at Noon	28 11:15am Baby Bounce

JULY 2024

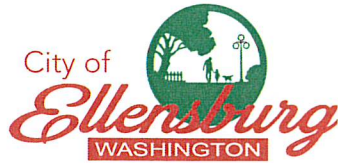
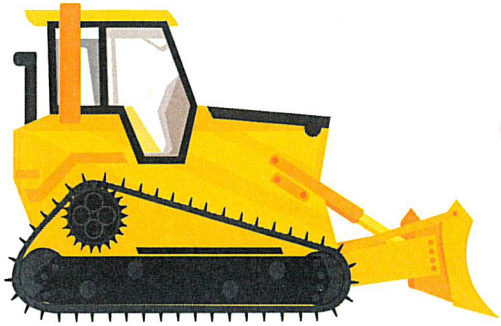
1	2 10:15am Preschool Storytime 11:15am Toddler Storytime	3 SPECIAL EVENT Free Book Grab 10 am to 12 pm Ages birth - 17 Welcome	4 Library Closed 	5 NO Baby Bounce
8	9 10:15am Preschool Storytime 11:15am Toddler Storytime	10 SPECIAL EVENT Hillia Hula at the Park Mountain View Park 10am - ALL Ages welcome	11 10:30 Outdoor Storytime N. Alder Park - Lunch at Noon Teen Scene - Scavenger Hunt 5:30-7pm * Sign up After Hours in the Library	12 11:15am Baby Bounce
15	16 10:15am Preschool Storytime 11:15 am Toddler Storytime	17 SPECIAL EVENT Summer Safety w/ Smokey Bear 10:00am ages 5 years and under 11:00am ages 6 years and up 	18 10:30 Outdoor Storytime N. Alder Park - Lunch at Noon TEEN SCENE - Disc Golf 10:00-11:30am * Sign up @ Irene Rhinehart Ponds	19 11:15am Baby Bounce
22	23 10:15am Preschool Storytime 11:15am Toddler Storytime	24 SPECIAL EVENT Choose Your Own Adventure Fun activity stations at Kiwanis Park 10am - 11:30 am ALL Ages welcome	25 10:30 Outdoor Storytime N. Alder Park - Lunch at Noon TEEN SCENE - Rock Climbing 3:00-5:00pm * Must sign up CWU Climbing Wall	26 11:15am Baby Bounce

AUGUST 2024

July 29 9:30am Sensory Inclusive Storytime	July 30 10:15am Preschool Storytime 11:15am Toddler Storytime	July 31 SPECIAL EVENT Happy 2 Move with Ms. Sara  10:00am ages 5 years and under 11:00am ages 6 years and up	1 10:30 Outdoor Storytime N. Alder Park - Lunch at Noon TEEN SCENE - Escape Room 3:00-5:00pm * Sign up	2 11:15am Baby Bounce
5 	7 Game Day in Hal Holmes! All Ages welcome 10am-4pm Board games, Nintendo Switch, Card games, Chess Bring a game to share!	8 SPECIAL EVENT Grand Finale Family Concert Global Heat @ N. Alder Park 6:30 pm TEEN SCENE - Lyrics Writing Workshop 3:00-4:30pm With Pro musicians	9 	

209 N Ruby ~ 509-962-7218

Storytime resumes on Tuesday, September 10th



TOUCH A TRUCK

TUESDAY, JUNE 18th 11:00AM to 2:30PM
ROTARY PARK—1200 WEST 5TH AVENUE
FREE EVENT COME ENJOY THE FUN



BRING YOUR BIKE AND LEARN
BIKE SAFETY AND RIDING SKILLS
AT THE BIKE RODEO



Sponsored by Department of Public
Works & Utilities 509-962-7230

