

# AGENDA

## AFFORDABLE HOUSING COMMISSION

### October 2, 2024

Hybrid Meeting In-person and via Zoom



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

Meeting ID: 839 8448 1298

Passcode: 500777

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**CITY OF ELLENSBURG  
AFFORDABLE HOUSING COMMISSION AGENDA  
Council Chambers  
501 North Anderson Street  
Ellensburg, WA 98926  
And remotely via Zoom  
Wednesday, October 2, 2024  
4:30 PM - Regular Meeting**

- 1. Call to Order and Roll Call of Members**
- 2. Approval of Agenda** (No Public Comment)
- 3. Approval of Minutes**
  - 3.A September 18, 2024 regular meeting minutes
- 4. New Business**
- 5. Unfinished Business**
  - 5.A Dashboard discussion
- 6. Citizen Comment**
- 7. Staff Update/Discussion Items**
  - 7.A Highlights and follow up from Housing WA Conference
- 8. Commission Representative Update**
- 9. Adjournment**



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

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## **CITY OF ELLENSBURG**

## **Minutes of Affordable Housing Commission, Regular Meeting**

**Date of Meeting**

**September 18, 2024**

**Time of Meeting**

**4:30 PM**

**Place of Meeting**

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

### **1. Call to Order and Roll Call of Members**

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

Present: Courtney Garzone, Peter Stone, Dan Witkowski, John Perrie, Delano Palmer, Sarah Bedsaul

Absent (excused): Kim Funston

Others present: Lily Frey - Housing & Grants Administrator; Jeremy Johnston - Planning Manager

Commissioner Garzone moved to excuse Commissioner Funston's absence. Commissioner Palmer seconded the motion. Motion approved 6-0.

### **2. Approval of Agenda**

Commissioner Garzone moved to approve the agenda. Commissioner Palmer seconded the motion. Motion approved 6-0.

### **3. Approval of Minutes**

#### **3.A August 7, 2024 Meeting Minutes**

Commissioner Palmer moved to approve the August 7, 2024 meeting minutes. Commissioner Garzone seconded the motion. Motion approved 6-0.

### **4. New Business**

#### **4.A Dashboard design discussion**

Staff member Frey shared a powerpoint on communication and dashboard options. Commissioners discussed housing communication objectives, audiences, and the need for an overall communication plan to accompany any additional resources, including outreach to citizens who are less technology savvy and opportunities for distribution through community influencers, radio and/or utility mailers.

Frey presented communication examples from other jurisdictions and commissioners highlighted examples that resonated with them, such as

Commissioner Garzone recommending enhancing resources for residents seeking housing and Commissioner Bedsaul recommending hourly rate equivalents for annual income figures. Commissioner Perrie recommended that materials for the general public are presented simply. Commissioner Garzone suggested engaging a CWU student with data manipulation skills to assist with development of a housing map.

Commissioners discussed indicators recommended by the housing action plan, including housing production, number of cost burdened, households and measurements of displacement, as well as possible additional indicators. Commissioner Stone recommended clarifying number of bedrooms in developed units in information comparing to counts of individuals needing affordable housing.

Frey asked commissioners for their feedback on the existing affordable housing page. Commissioner Garzone recommended improving clarity of links to the housing dashboard page from the City housing page and opportunities for user-friendly navigation and Commissioner Palmer noted advantages and disadvantages of the current narrative format.

Commissioner Witkowski recommended including practical information like wait times for affordable housing where known and commissioners discussed availability of this information.

Commissioners are invited to review the existing affordable housing page and bring feedback to the next meeting or share directly with staff.

## **5. Unfinished Business**

None

## **6. Citizen Comment**

None

## **7. Staff Update/Discussion Items**

### **7.A Emergency shelter update**

Frey reported that the Cold Weather Shelter will be located at the fairgrounds Western Village for the 2024-2025 season and will circulate the link for interested commissioners to sign up to volunteer. Frey reported that the survey for the five-year homeless plan will remain open through October.

Frey requested suggestions for agenda items for the October 2 meeting.

## **8. Commission Representative Update**

Commissioner Palmer shared an update on the Stuart Meadows project. Construction on the second phase of houses is continuing for the scheduled spring 2025 completion. Individuals or groups can sign up to volunteer on a build at [Volunteer - Kittitas County Habitat for Humanity \(kchabitat.org\)](https://www.kchabitat.org).

Commissioner Perrie asked about progress on the old Motel 6 planned renovation and commissioners discussed the project and outreach to property owners.

**9. Adjournment**

Commissioner Garzone adjourned the meeting at 5:43 p.m.