



**CITY OF ELLENSBURG**

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

**Date of Meeting**

**May 21, 2025**

**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 Witkowski called the meeting to order at 4:30 p.m.

Present: Kim Funston, John Perrie, Peter Stone, Dan Witkowski, Delano Palmer (arrived 4:45 p.m.)

Absent: Sarah Bedsaul (excused); Courtney Garzone (excused)

Others Present: Dan Carlson-CD Director; Lily Frey-Housing Program Manager; one member of the public

Commissioner Witkowski motioned to approve the absence of Commissioner Sarah Bedsaul and Courtney Garzone. Motion passed 4-0. (Palmer not present)

**2. Approval of Agenda**

Commissioner Perrie motioned to approve the agenda. Motion passed 4-0. (Palmer not present)

**3. Approval of Minutes**

**3.A Approval of April 30, 2025 special meeting minutes**

Commissioner Stone motioned to approve the April 30, 2025, special meeting minutes. Motion passed 4-0. (Palmer not present)

**4. New Business**

**4.A Consider cold weather shelter lease opportunity**

Lily Frey gave an update on the cold weather shelter. Grace church at 1201 B Street is willing to complete a two-year lease for the cold weather shelter. Frey gave an overview of the lease amount and the space. There are no showers, but there may be an option to add showers. The operations are still being worked out. There is a warming kitchen but doesn't contain laundry facilities or a common space. Commissioner Stone motioned to recommend approval of a two-year contract lease with Grace Church for a cold weather shelter. Motion passed 4-0. (Palmer not present)

- 4.B ADU open house event planning  
Lily Frey followed up on a previous discussion of an Accessory Dwelling Unit (ADU) open house. Guidance will be added to the City webpage. The open house will involve presenters from the Planning Department, realtor, lending, building, contractor, and possibly County staff. Commissions recommended advertising including flyers, social media, and potentially a notice in utility bills. The space, time of year, length, and time of day were discussed. The event will be recorded. Photos of current ADUs and success stories may be included.

## **5. Unfinished Business**

None.

## **6. Public Comment**

None.

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

- 7.A HopeSource application follow up  
Frey stated that HopeSource was not able to lower rents or extend the length of the affordability. A proforma was provided. Commissioners would like clarification on the reserve amounts and an approximately \$150,000 dollar difference between the project cost estimate and purchase price. The City Council approved staff to work on a contract.

## **8. Commission Representative Update**

Commissioner Palmer advised that the Stuart Meadows dedication is July 19, 2025. Habitat for Humanity is in need of volunteers. Federal cuts to the AmeriCorps program will impact the next phase of the Stuart Meadows project.

Frey stated that she met with the Independent Order of Odd Fellows and their consultant. They are interested in applying for pre-development funding.

The next meeting is June 4, 2025.

Commissioner Palmer gave an overview of a planned parcel swap involving the City, County, and Central Washington University. The resultant City property may be used in the future for affordable housing. The City and County discussion of a year-round sleep center has been tabled and the focus will be on offering a seasonal cold weather shelter.

Commissioner Stone advised that the June 2025 meeting would be his last due to relocation.

## **9. Adjournment**

The meeting was adjourned at 5:06 p.m.