

AGENDA AFFORDABLE HOUSING COMMISSION

July 7, 2021, 4:30 pm

Remote Meeting via Zoom



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Passcode: 714670

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**AGENDA OF THE REGULAR MEETING OF THE
ELLENSBURG AFFORDABLE HOUSING COMMISSION**

July 7, 2021, 4:30 pm

Remotely Held Meeting (via Zoom)

- 1) CALL TO ORDER AND ROLL CALL OF MEMBERS
- 2) APPROVAL OF THE AGENDA
- 3) APPROVAL OF MINUTES – [Regular Meeting of June 2, 2021](#)
- 4) NEW BUSINESS
- 5) OLD BUSINESS
- 6) CITIZEN COMMENT
- 7) STAFF UPDATE/DISCUSSION ITEMS
 - a. Affordable Housing Project Status
 - b. Monthly Budget Report
 - c. Housing Action Plan
- 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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**COMMUNITY DEVELOPMENT DEPARTMENT
501 North Anderson Street, Ellensburg WA 98926**

MINUTES OF ELLENSBURG CITY AFFORDABLE HOUSING COMMISSION

Date and Time: Affordable Housing Commission meeting, June 2, 2021 - 4:30 p.m.

Place of Meeting: Remote meeting held via Zoom

Present: Bruce Tabb, Charli Sorenson, Sarah Bedsaul, Hangtao Dang, John Perrie and Hannah Tower

Absent: Delores Gonzalez.

Others Present: Planning Manager, Jamey Ayling; Heidi Behrends Cerniwey, City Manager; Kelle Dvorak Vandenberg, Habitat for Humanity SKC, Community Development Secretary Alicia Winbauer, and Members of the Public: Milenne Quinonez

1. CALL TO ORDER

Chair Tabb called the meeting to order at 4:32 pm.

City Manager Heidi Behrends Cerniwey introduced herself and commented that she looks forward to working with the commission. She also thanked the commission for their work for the City of Ellensburg.

2. APPROVAL OF THE AGENDA

Commissioner Sorenson made a motion to approve the agenda as presented. Commissioner Dang seconded. All in favor, motion passed.

3. APPROVAL OF MINUTES OF MAY 5, 2021

Commissioner Bedsaul moved to approve the May 5, 2021 minutes with one correction noted by Planning Manager Ayling. Commissioner Sorenson seconded. All in favor, motion passed.

4. NEW BUSINESS-NONE

5. OLD BUSINESS-NONE

6. STAFF UPDATE/DISCUSSION ITEMS

a. Affordable Housing Project Status

Ayling stated the Stalder Interests LLC proposal for the City-owned property on 1st and Pine

will be considered by City Council during their June 7th meeting.

Ayling said that HopeSource's Addison Place project is somewhat stalled as the RFP is still out for applications. If a project can't be started on the site, the commission may need to revisit the current grant agreement. Tabb asked what options the commission has if there is no progress. Ayling says the city has some leeway on what they do. Tabb also asked if there is way for the City to utilize the affordable housing funds in other ways, perhaps to redirect the funds to renovations instead of new build to keep momentum on the affordable housing agenda. The commission should review the RCW and the changes that have been made recently to see if there is anything we can do differently.

The Habitat for Humanity Water Bender project is currently in the SEPA review process, and the appeal period is almost over. Their subdivision Long Plat application has been submitted and is currently under review. Once the platting process is fully completed Habitat will then be able to start submitting for building permits. The contract with the HFHSC is almost completed and then will go to Council for approval. The subdivision review is happening concurrently with review of the contract to keep the project moving forward in a more streamlined manner. Kelle Dvorak Vandenburg of Habitat noted that the project is now called Stewart Meadows. The biggest concern for HFHSC is the weather when they are starting to break ground. HFHSC would like to have a groundbreaking event in the fall with all they have to celebrate.

b. Monthly Budget Report

Ayling shared the April 2021 budget on the screen, and Ayling talked through the status of the budget. There were no questions on the budget but Tabb noted that even though we were ahead of the budget revenue, we are behind.

c. Housing Action Plan

Ayling said that Berk Consulting has prepared a draft of the Housing Action Plan (HAP) along with a draft Housing Needs Assessment. These documents will be submitted by the June 30 deadline for the draft version. Ayling believes that we have enough information from Berk begin the community outreach in the very near future. We will use the Bang the Table software as a platform for online engagement. After we have more information then we will come back to the commission to use that information to formulate policies and strategies for the final plan due in October. Bedsaul and Dang shared their comments from the Stakeholder Advisory Group meeting. Vandenberg also commented on the materials that were sent out ahead of the meeting and she feels that beyond the students there is a large influx of people as Kittitas County is one of the quickest growing areas. Other comments included Perrie being concerned regarding the survey and is not sure it will be a valid survey. Perrie also asked about the Affordable Housing funding. He asked if the city has the legal right to put restrictions on the money and control the uses of it. He also asked if the City can restrict students from accessing the housing that is created by that money. Ayling said that part of the HAP would be researching other ways to go forward, which could include more restrictive ordinances or policies that restrict students but we also need to be careful how we frame the conversation regarding students and the housing needs. City Manager Behrends Cerniwey commented on the process and where does the commission want to weigh in. Discussion was held about the new online community engagement program and this topic will be one of the first items it is used for. Behrends Cerniwey noted that true valid surveys need to be random and not self-selected. Tabb thinks this is a great conversation to get all of these items out in the open and talked about in this committee. Ayling has a power point presentation about the HAP that he will send to the Commissioner's for review.

7. CITIZEN COMMENT

None.

8. COMMISSION REPRESENTATIVE UPDATE

None.

9. ADJOURNMENT

Chair Tabb adjourned the meeting at 5:36 pm.

CITY OF ELLENSBURG
May 2021 Monthly Budget Update Report
For the Five Months Ending Monday, May 31, 2021

41.67% of year complete
37.50% of payroll complete

	Budget	May	Monthly % Rev/Exp	YTD	Budget Remaining	YTD % Rev/Exp
Dept 172- Housing & Related Services						
Beg. Fund Balance:						
100-172-308-31-00-000-000 Restricted Beginning Fund Balance	1,391,269		0.00%	1,550,062	-158,793	111.41%
100-172-308-51-00-000-000 Assigned Beginning Fund Balance			0.00%	20,989	-20,989	0.00%
Total Beg. Fund Balance	1,391,269		0.00%	1,571,051	-179,782	112.92%
Revenues:						
100-172-313-25-00-000-000 Sales Tax- Housing & Related Services	568,547	60,472.68	10.64%	264,289	304,258	46.49%
100-172-313-27-00-000-000 Affordable & Supportive Housing Sales & Use Tax		6,428.18	0.00%	36,432	-36,432	0.00%
100-172-361-11-00-000-000 Interest Income		101.56	0.00%	686	-686	0.00%
Total Revenues	568,547	67,002.42	11.78%	301,408	267,139	53.01%
Expenditures:						
100-172-551-00-00-000-000 Affordable Housing - Placeholder account	1,565,000		0.00%		1,565,000	0.00%
100-172-551-00-31-000-000 Housing Services- Supplies	17,500		0.00%		17,500	0.00%
100-172-551-00-48-000-000 Housing Services- Repairs & Maintenance	140,000		0.00%		140,000	0.00%
Total Expenditures	1,722,500		0.00%	0	1,722,500	0.00%
Fund Balance	237,316	67,002.42	28.23%	1,872,459	-1,635,142	789.01%
Cash Balance:						
100-172-111-10-00-000-000 Cash - Housing & Related Services		60,574.24	0.00%	1,805,782	-1,805,782	0.00%
100-172-111-10-00-001-000 Cash - Affordable & Supportive Housing		6,428.18	0.00%	66,677	-66,677	0.00%
Total Cash Balance		67,002.42	0.00%	1,872,459	-1,872,459	0.00%