



**COMMUNITY DEVELOPMENT DEPARTMENT
501 North Anderson Street, Ellensburg WA 98926**

MINUTES OF ELLENSBURG CITY AFFORDABLE HOUSING COMMISSION

Date and Time: Affordable Housing Commission meeting, January 5, 2022 - 4:30 p.m.

Place of Meeting: Remote meeting held via Zoom

Present (in-person):

Present (virtual): Sarah Bedsaul, John Perrie, Hannah Tower, Hongtao Dang, Charli Sorenson, Jordan Ruhle, Bruce Tabb

Absent:

Others Present: Planning Manager, Jamey Ayling; Community Development Director, Kirsten Sackett

1. CALL TO ORDER

Vice-Chair Bedsaul called the meeting to order at 4:30 pm.

Introduction of new commission member Jordan Ruhle. Chair Tabb suggested that he meet with Planner Ayling and himself to go over information about the commission.

2. APPROVAL OF THE AGENDA

Commissioner Bedsaul made a motion to approve the agenda with an amendment to review New Business last. Commissioner Perrie seconded. **All in favor, motion passed.**

3. APPROVAL OF MINUTES OF DECEMBER 1, 2021

Commissioner Tower moved to approve the December 1, 2021 minutes. Commissioner Perrie seconded. **All in favor, motion passed.**

4. NEW BUSINESS

a. Catherine Park – discuss potential options for affordable housing project

Planning Manager Ayling explained that City Council is considering surplus a City-owned parcel of property for the purposes of affordable housing. He shared an aerial photo on the screen, to depict the location off Vantage Hwy next to the radio station. He also explained the various easements (access and utility) on the property. Chair Tabb said that Council had considered looking at selling some surplus property, but this parcel was deemed as possibly eligible for an affordable housing project.

He also said the property could be considered as the location for a demonstration project for perhaps a cottage housing project. Commissioner Perrie said that when the property was donated, there was a lot of feeling in the neighborhood. The person who donated it, did not want to donate it, but Commissioner Perrie said that the City should look into whether or not there were any conditions restricting the type of use or development on the property. Chair Tabb said that the only caveat he was aware of was regarding the naming of the park. Planner Ayling also didn't recall reading any other restrictions, but he said that staff would do additional research.

Commissioner Bedsaul wanted to know if City Staff could take some time to determine how 'developable' the property actually is – regarding access and other land development code requirements. She said she doesn't want developers to be presenting proposals that will just not be workable on the site.

Commissioner Sorenson said she had been surprised when she saw it on the City Council agenda. She does feel that the Commission should be part of the conversation, but she also thinks that if it was donated for the purposes of a park, but if it is going to be converted to housing there should be some outreach to the surrounding neighborhood. She was also curious to know why the commission had not been included in the process.

Director Sackett provided some explanation about the executive session process with Council for reviewing surplus properties. Chair Tabb asked Planner Ayling what the next steps would be to decide if the Catherine Park parcel is usable for affordable housing before looking for developers to develop the area and then there would need to be communication with the neighbors.

Commissioner Sorenson thinks the parcel would be a good location for multifamily building instead of a single family house.

Commissioner Dang asked if when the city decided to surplus a parcel is there any indication for a developer to know that the city is thinking about using it for affordable housing. Commissioner Dang thought it might be useful to find developers to work with to design a project versus simply offering up property. Chairman Tabb suggested that we could make more effort to reach out to the development community beyond the online resources and announcements. Commissioner Bedsaul thinks this goes along with the idea of being more prescriptive with what the city wants to see developed on a property. Chair Tabb would also like to see a parallel process of accruing the funding that could be used for a wide range of projects. He would like to see the City help with the retention of affordable housing, in addition to creation. Chair Tabb said that the Housing Action Plan called for this type of activity as well.

5. OLD BUSINESS

6. CITIZEN COMMENT

There was no citizen comment.

7. STAFF UPDATE/DISCUSSION ITEMS

a. Update on Affordable Housing Projects

Planning Manager Ayling said that Hopesource is ready to proceed with their Addison Place project once they close their finance gap. They are looking for other sources beyond the Affordable Housing Commission and will provide a more thorough report to the City by next week.

Chairman Tabb asked about the time frame in the performance contract, and Ayling responded that he is working with the City Attorney and Hopesource to compile more detailed information to bring back to the Commission.

There was some additional discussion about the reasons for the delay and the funding gap. Commissioner Dang asked what the funding gap? Planner Ayling noted it was \$330,000.00 short. Commissioner Sorenson asked if the shortage is Covid related or if it is something else. Planner Ayling noted that part of HopeSource's shortage is attributed to Pandemic and new plans- cost changed. Hopesource will be coming to a future meeting to further discuss with the AHC.

Update on Habitat-Stuart Meadows. The final plat application has been submitted to Community Development just today. Civils have been approved by Public Works and a bond is in place for that part of it. The Final Plat will get a review and then be put onto a Council agenda soon so that they are able get the lot/parcel numbers assigned.

The contract is still in development for the 1st and Pine St site, with more information needed from the awardee.

b. Multi Family Tax Exemption Project.

Planning Manager Ayling said that he presented to City Council this past Monday to consider expanding the MFTE program into the CC-II zone. Staff presented a resolution to the commission in December, and with the first reading of the ordinance in January to Council. There will be a second reading in February and then the updated information will be incorporated.

c. Monthly Budget Report.

Ayling said he failed to include the budget report in the packet, but the revenues collected over the year were over \$624,129.00, which was 110% of what was anticipated for the year. He said he will email it to the Commission following the meeting. The next step is to work on an advertisement scheme to look for partners to spend this money.

8. COMMISSION REPRESENTATIVE UPDATE

Chair Tabb said that he has just completed two consecutive-two year terms serving as Mayor. At the Council meeting this past Monday, the Council selected Nancy Lilquist to serve as Mayor. Tabb explained that he is still a member of City Council and will remain as chair of the Affordable Housing Commission.

Tabb then mentioned the collaboration between the City and County on developing an Interlocal Agreement. He said that this has huge implications for ensuring that development in the UGA will align with City standards for both road construction and permitted land uses. He said there were also discussions with the County about homelessness in the community on a year-round basis, beyond the cold weather shelter. He is looking to bring together the different players in the community to progress the physical capacities and supportive services that could be made available.

Commissioner Sorenson said she had been on the COVID recovery fund committee, which was a local effort to raise money and help local businesses and homeowners get through and survive. She said they helped raise \$90,000, and until that time, she didn't realize how many people were living in RV's and similar locations. The federal funding opportunities were not available for people

in those living situations. In light of this, she thought it would be useful for the City to determine if there is some property that might be useable for transitional housing.

9. ADJOURNMENT

Chairman Tabb adjourned the meeting at 5:32 pm.