



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Affordable Housing Commission Meeting

April 15, 2026

4:30 PM

Council Chambers 501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

1. Call to Order and Roll Call

Present: Dan Witkowski, Courtney Garzone, Delano Palmer, and Kim Funtson.

Not present: Sarah Syverson (excused), John Perrie

Also present: Dan Carlson, Community Development Director; Lily Frey, Housing Program Manager; Denise Tlatelpa, Planning Technician.

Chair Garzone called the meeting to order at 4:30 p.m. Councilmember Palmer moved to excuse Commissioner Syverson's absence. Motion passed 4-0.

2. Approval of Agenda

Councilmember Palmer moved to approve the agenda as presented. Motion passed 4-0.

3. Approval of Minutes

3.A. April 1st, 2026 Meeting minutes

Councilmember Palmer moved to approve the meeting minutes as presented. Motion passed 4-0.

4. Public Comments

None.

5. New Business

5.A. Review racially disparate impact memo (Comprehensive plan housing elements) (Public Comment Opportunity)

Frey reviewed the memo draft with commissioners highlighting sections including historical context, demographic changes, and cost burden by race. Commissioner Palmer highlighted the margin of error potentially affecting analysis results.

Commissioners discussed and recommended adding a note on the margin of error.

Frey summarized the policy evaluation that categorizes current housing element policies as supportive, approaching, or challenging racial equity to identify needed edits. This evaluation identified areas of exclusionary standards and subjective terminology for revision in the update goals and policies. Commissioners discussed opportunities to explore emergency housing services, address displacement risk, and platforms for public support.

No public comments were heard. Councilmember Palmer moved to recommend the racially disparate impact memo to the Planning Commission for approval. Motion passed 4-0.

5.B. Discuss adequate provisions checklist (Comprehensive plan housing element) (Public Comment Opportunity)

Frey presented an early draft of the adequate provisions checklist. For this draft, staff evaluated current barriers to housing production and the actions needed to address identified barriers. Frey requested feedback on identified barriers and to encourage targeted housing types.

During the discussion, commissioners recommended exploring examples from other municipalities, considering options to reduce parking requirements for affordable housing, and providing the public with guidance throughout the permitting process. Additionally, commissioners discussed the value of conducting a financial analysis of affordability and providing tools to address the findings. No public comments were heard.

6. Unfinished Business

None.

7. Staff Update/ Discussion Items

7.A. Commissioner & Staff Updates

Frey shared the housing terms draft with commissioners to review and provide feedback. Councilmember Palmer suggested an additional term for inclusion.

8. Commission Representative Update

None.

9. Adjournment

Chair Garzone adjourned the meeting at 5:28 p.m.