



**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 15, 2020 - 4:30 p.m.

Place of Meeting: City Council Chambers

Present: Charli Sorenson, Nancy Goodloe, Nathan McQuinn, Dolores Gonzalez, Hannah Tower

Absent: Sarah Bedsaul (excused), John Perrie (excused)

Others Present: Senior Planner, Shannon Johnson; Community Development Director Kirsten Sackett

1. CALL TO ORDER

Chairwoman Goodloe called the meeting to order at 4:30 pm.

2. APPROVAL OF THE AGENDA

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

3. APPROVAL OF MINUTES

Commissioner Gonzalez made a motion to approve the minutes of December 18, 2019 as presented. Commissioner Tower seconded. All in favor, motion passed.

4. NEW BUSINESS

a. Housing Needs Assessment Update

Director Sackett gave a brief update on the status of the work already completed on the annual update to the housing needs assessment dashboard. She will be in contact with BERK to find out when the remaining information will be updated on the website, and communicate that information to the commission.

b. Status of Bender Property Project

Sackett provided a status of the work conducted to date to develop the contract for the award to Crytly Enterprises. She explained that Staff was contracting with an outside consultant to ensure that the first contract developed for the affordable housing grant program would be a viable template for all City grant projects moving forward. She stated that while the application submittal requirements related to project financing had been minimized, a more detailed proforma was now needed from the developer in order to create the contract document.

Sackett also explained the importance of ensuring that the property was conveyed to the developer at the appropriate time during project development, to protect both the City and the developer. Staff will have additional coordination meetings near the end of January, and an additional meeting will also be held with Crytl to outline next steps and required documentation. Commissioner Gonzalez thanked Sackett for the update.

c. Review 2020 Priorities and Develop Work Program

Sackett referred the commission to the Work Program template through June 2020 that was included with their agenda materials. She suggested going through each step of the template to discuss each item and add to and/or correct items and timelines along the way. She then thanked the commission for the hard work they had accomplished over the last year. She also explained that with much of the hard work that was accomplished in 2019, Staff was suggesting that the Commission begin meeting only once a month, instead of twice. She asked for discussion on this item and Chairwoman Goodloe responded in favor, noting that it seemed to her that the commission was now at a good point to reduce meetings to one a month.

Sackett guided the group through the template steps, made suggested additions and timeline corrections. Discussion ensued which resulted in the following list of 2020 Priorities:

- List of City owned properties to consider surplus.
- County owned properties available within city limits.
- Tracking other community trends for housing solutions
 - Shared Housing (aging in place), multi-generational
- Tiny Houses
 - Develop code provisions to allow
- Explore other ways of awarding funding, property
 - Be more proactive, selective solicitation
 - Public-private partnerships
- Be more inclusive with other counties
 - (Yakima County)
- Presentation from Margaret Reich, Community/Government Relations Officer on pending legislative bills that could impact Affordable Housing

Further discussion ensued regarding how the above goals and priorities could best be achieved. Goodloe and Sorenson discussed being proactive rather than reactive with the funding source goals. Gonzalez spoke about finding the AMI that works best for the various different population groups that need it the most. Goodloe spoke about needs assessment information and examples of senior housing rental assistance programs. Sackett offered to get updated needs assessment information for the next meeting. Goodloe noted the importance of being able to look back five years from now and see a difference made from the money spent and work done for affordable housing.

5. STAFF UPDATE DISCUSSION ITEMS

Chairwoman Goodloe stated that the Spurling Court Project located on Rainier Street will be hosting a groundbreaking ceremony on January 31, 2020 at noon. Director Sackett will follow up with the City Attorney regarding commission attendance at this event.

Sackett gave a brief update on the status of filling former Senior Planner San Filippo's vacant position. The position will still oversee the Affordable Housing Commission and conduct other

long range planning work for the City; however the role will also have added duties as the job was advertised as a Planning Manager position.

Director Sackett and Chair Goodloe agreed to meet prior to the next regular meeting to go over agenda items. Sackett will follow up to invite Jerica Pascoe, Finance Director and Margaret Reich, Community/Government Relations Officer regarding their attendance at the February meeting.

6. CITIZEN COMMENT

No citizen comment.

7. ADJOURNMENT

Goodloe adjourned the meeting at 5:35 pm.