



AGENDA

CLALLAM COUNTY HOUSING SOLUTIONS COMMITTEE

**223 East 4th Street, Room 160
Port Angeles, Washington
November 4, 2022 – 9 a.m.**

Housing Solutions Committee meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 875 561 7844 and passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/8755617844> and use meeting ID: 875 561 7844 and passcode: 12345

This meeting can be viewed on a live stream at this link: <http://www.clallam.net/features/meetings.html>

Public comment and questions can be directed to the Clerk of the Board at 360-417-2256 or agores@co.clallam.wa.us.

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

PUBLIC COMMENT – Please limit comments to three minutes

APPROVAL OF MINUTES

- October 7, 2022

BUSINESS ITEMS

- Peninsula Housing Authority Self Help Fund (Information)

REPORTS AND PRESENTATIONS

- Retreat planning – 10 mins
 - December 2, 9-11 am Port Angeles School District Building 905 W. 9th Port Angeles Room 208. RSVP required for lunch
 - Review draft agenda – Comments/feedback
- Preliminary goals/process discussion – prep for retreat and sub committees – 15 mins
 - Increase housing supply – drive innovation and efficiencies in local affordable and workforce housing development; provide incentives to attract builders
 - Increase affordable housing for low-income households – develop and implement model project/s using public funding
 - Create multi-jurisdictional task force to develop short term rental policy approaches
- Legislative policy agenda discussion -- 20 mins
 - Review results of October 20 listening session
 - Set priorities
 - Set meeting with Legislators?

PUBLIC COMMENT – Please limit comments to three minutes

NEXT MEETING DATE – December 2, 2022 at 9 a.m. Port Angeles School District Room 208

ADJOURNMENT

Housing Solutions Committee

Draft Minutes
October 7, 2022



CLALLAM COUNTY HOUSING SOLUTIONS COMMITTEE MINUTES of October 7, 2022

MEETING OF THE HOUSING SOLUTIONS COMMITTEE (HS)

Chair Christy Smith called the meeting to order at 9 a.m., October 7, 2022. Also present were Randy Johnson, Donella Clark, Lowell Rathbun, Shawn Washburn, Colleen McAleer, Glenn Ellis, Michael Sivia, Wendy Sisk, Sharon Maggard, Rod Fleck, Leslie Bond, Cheri Tinker, Colleen Robinson, Caleb McMahon and Gregory McCarry. Shawn McCourt, Nathan West, Kathy Morgan and Sara Martinez were excused.

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: Johnson moved to approve the agenda as presented, McCarry seconded; motion carried

APPROVAL OF MINUTES

- Minutes – September 2, 2022

ACTION TAKEN: Maggard moved to approve the minutes as presented, Sisk seconded motion; motion carried

BUSINESS ITEMS

- Housing Solutions Coordinator job posting (Information)

Smith gave update that job is posted on county website. Commissioner Johnson briefed the HSC Members on the details of the job posting.

- BIAW Building Codes

Smith asks if any discussion, if committee should act, or if commissioners should take action. McAleer makes suggestion for both to take action. HSC Members held discussion. Smith to draft letter, McAleer to review, propose to Commissioners.

ACTION TAKEN: McAleer moved to authorize the Chair to draft a letter outlining issues discussed in Building Code briefing with addition of electrical code requirements being implemented July 1, 2023 eliminating pieces regarding after that, McCarry seconded; motion carried

ACTION TAKEN: McAleer moved to request the County Commissioners review letter for their consideration as soon as possible, Sisk seconded; motion carried

REPORTS AND PRESENTATIONS

- Anacortes's housing experience Ryan Walters, JD, AICP Anacortes City Councilmember, Ward1 Walters provided a presentation Getting Housing Done – City of Anacortes.

He noted he is municipal and land use attorney, former deputy prosecuting attorney, former planning director, 10-year member of the Anacortes City Council, Association of Washington Cities Housing Solutions Group member. HSC Members held discussion.

- Update from Consultants Paul Knox and Beth Doglio

Knox briefed the HSC Members on the survey results regarding housing priorities. HSC Members held discussion.

NEXT MEETING DATE

- November 4, 2022 at 9 a.m.

ADJOURNMENT

Meeting concluded at 10:11 a.m.



Serving Clallam & Jefferson Counties

The Mutual Self-Help Housing Program



The Mutual Self-Help program is a grant-based program through the U.S. Department of Agricultural Rural Development (USDA RD) which funds organizations to assist low-income households build their own homes in rural areas.

- The PHA provides technical assistance in the form of
 - Preparing loan applications
 - Land purchase assistance
 - House plans
 - Materials management
 - Step by step construction supervision and instruction
- 100% construction to permanent financing through USDA RD
- Payments are subsidized based on income with terms ranging from 33 to 38 years
- Serves participants whose income is
 - Household of 1-4 less than \$63,100
 - Household of 5-8 less than \$83,300





- Groups of 8 to 10 houses are constructed at a time
- Participants contribute 32 hours per week, of which 16 can be from volunteers
 - Labor creates “sweat equity”
- Participants learn valuable skills and build a community together with their neighbors
- Since 2007 the PHA has assisted in the completion of over 125 single family homes in Clallam and Jefferson counties

- The PHA operates the program utilizing the USDA 523 Technical Assistance Grant
 - The grant covers wages and benefits for 3.2 FTE's
 - Administrative expenses such as insurance, office rent, office supplies, etc.
 - The grant funds cover a performance period of 24 months and a specific number of houses completed
- ARPA funding request to cover operating shortfall
 - Covid had a direct negative economic impact on the program
 - Cost of construction materials skyrocketed
 - Delays in manufacture and materials prompted site shutdowns
 - Participant and Contractor illness caused delays
 - PHA continued to employ support staff and performed many other duties while not furthering 523 goals





- USDA RD allows for a “no cost” extension granting more time, however additional funding was not available
- The ARPA funds will cover the period of performance through June of 2024
- The PHA will complete 6 home in Forks, WA which are currently under construction
- The PHA will begin construction of 12 homes in east Port Angeles in March of 2023



QUESTIONS?

Housing Solutions Committee

Draft December Agenda Review

Draft Housing Solutions Committee Retreat Agenda

Date: December 2nd 2022

Location: In Person 905 W 9th Street Port Angeles or via Zoom

Time: 9-11am with lunch provided immediately following

- Best practices/models presentation – what other communities are doing – 15 mins
 - Focus on rural communities
- HSC Goal setting process – 45 mins
 - 6 month plus timeline
 - Clear outcomes: goals and measurable objectives with timeline
 - Goal clusters – lead to sub teams
- Subcommittee initial work groups – 30 mins
 - Objectives, outcome targets, timeline
 - How do we commit and organize our sub teams to be accountable?
- Report outs/discussion – 15 mins
- Next steps
- Adjourn

11 am Lunch and informal discussion (RSVP)