



AGENDA CLALLAM COUNTY HOUSING SOLUTIONS COMMITTEE

**223 East 4th Street, Room 160
Port Angeles, Washington
September 6, 2024 – 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: 731 249 7453 and passcode: 08816

If you would like to participate in the meeting via Zoom video conference, visit <https://zoom.us/j/7312497453> and passcode: 08816

This meeting can be viewed on a live stream at this link:

<https://www.clallamcountywa.gov/669/Live-Archived-Meetings-Online>

Public comment and questions can be directed to the Housing Director at 360-417-2478 or timothy.dalton@clallamcountywa.gov

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. August 2, 2024

PRESENTATIONS

PUBLIC COMMENT – Please limit comments to three minutes

OLD BUSINESS

1. Bylaws Amendments

NEW BUSINESS

1. At-Large Position
2. Middle Housing Colorado Legislation

REPORTS

1. Committee Update
2. Community Update

PUBLIC COMMENT – Please limit comments to three minutes

NEXT MEETING DATE – October 4, 2024 at 9 a.m.

ADJOURNMENT 10:00 AM

Housing Solutions Committee

Draft Minutes
August 2, 2024



CLALLAM COUNTY HOUSING SOLUTIONS COMMITTEE MINUTES of August 2, 2024

MEETING OF THE HOUSING SOLUTIONS COMMITTEE (HSC)

Chair Christy Smith called the meeting to order at 9:04 a.m.

Present: Christy Smith, Colleen McAleer, Randy Johnson, Bruce Emery, Colleen Robinson, Caleb McMahon, Greg McCarry, Sharon Maggard, Cheri Tinker, Rod Fleck, Leslie Bond.

Excused: Sarah Martinez, Shawn McCourt, Nathan West, Glenn Ellis, Shawn Washburn and Wendy Sisk.

Commissioner Ozias were present.

Staff: Timothy Dalton

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: Greg McCarry moved to approve the agenda with the removal of both presentation which were shc Commissioner Johnson Seconded, motion passed unanimously.

APPROVAL OF MINUTES

- Minutes – June 7, 2024

ACTION TAKEN: Rod Fleck moved to approve the minutes as presented, Greg McCarry seconded motion; motion passed unanimously.

PUBLIC COMMENT – no comments.

OLD BUSINESS

1. **Bylaws** – Staff presented a draft copy of the edition of the Bylaws with a couple of corrections including the name change for the North Olympic Regional Veteran's Housing Network to Sarge's Veteran Support and the addition of Olympic Housing Trust to the member section of the Bylaws. These bylaws also include the addition of alternates for representative. This meeting is as brought up the need for a little more clarification on the realtors, building association and the At-large member with regards to term and number of terms they can serve. Staff will review other BOCC committee bylaws and bring back recommendations at the August HSC meeting.

NEW BUSINESS

1. **No New Business**

REPORTS

Director:

1. Timothy reported that a payment for \$162K has been submitted for 5th & Fir and they are looking to be complete by the end of August. There is a local individual looking to move the PBH's houses on 2nd & Oak. Timothy commented Wendy Sisk was busy working on a Apple Health and Housing grant through HTF grant application, he also imagine Sarah Martinez and Annie Orouke were also with grant applications due in September.
2. The topic of mobile homes parks for sale were brought up with Colleen McAleer had sent out a couple of email with several for available in both Port Angeles and Sequim. Discussion

HOUSING SOLUTIONS COMMITTEE
MINUTES of August 2, 2024
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center around protection for resident and whether they were being sold as investments or redevelopment. Commissioner Ozias asked if it was something the Housing Solutions Committee should be researching possible option for the parks. Commissioner Ozias agree to chair a sub taskforce to look at legislation and other option, other members who volunteer were Greg McCarry, Rod Fleck, Kathy Morgan and Cheri Tinker. Timothy and Commissioner Ozias will work on meeting times

Community Update

1. **Homelessness Taskforce Committee** – Sharon Maggard provide update on the 5yr Homelessness Taskforce plan and the fact they have put an RQP which will be closing 8/19 and they will be review for a consultant to help with the planning process.
2. **City of Port Angeles** – Ben Braudrick provided a report Ethan Walker has cataloged all of the City's program the City's housing stock with regards two those including fee waivers with 14 applications.

PUBLIC COMMENT – Danny Steiger, Port Angeles talked affordable housing issues is result of death by 1,000 cuts and will take a 1,000 band-aid to fix.

NEXT MEETING DATE

- Next meeting is scheduled for September 6, 2024, at 9 a.m.

ADJOURNMENT

- The meeting concluded at 9:53 am

Housing Solutions Committee

Draft Bylaw Amendments

CLALLAM COUNTY Housing Solutions Committee

Bylaws

Article I-Object

These Bylaws are promulgated and enacted by the Housing Solutions Committee (HSC) for the governance of the HSC.

Article II-Precedence

To the extent any text of these Bylaws is determined to be in conflict with either the state law or the County Code the text of the state law and/or County Code will be controlling. These Bylaws also expressly recognize that state law and County Code may, in the future, be the subject of amendment. Those amended state laws and/or County Code will also be controlling.

Article III-Membership and Terms

- A. Membership of the Housing Solutions Committee was established in Resolution Number 32, which was adopted by the Board of Clallam County Commissioners on March 15, 2022.
- B. The members ~~representing governmental, or quasi-governmental and non-governmental entities~~ shall not have limits on the length of their terms. Accordingly, the following members are standing members:
 - a. Clallam County Commissioner
 - b. Representative of Clallam County Department of Community Development
 - c. Representative of City of Forks
 - d. Representative of City of Port Angeles
 - e. Representative of City of Sequim
 - f. Representative of Peninsula Housing Authority
 - g. Representative of Peninsula Behavioral Health
 - h. Representative of Olympic Community Action Programs (OlyCap)
 - i. Representative of Port of Port Angeles
 - j. Representative of Economic Development Council
 - k. Representative of Tribal Governments
 - l. Representative of Habitat for Humanity of Clallam County
 - m. Representative of [North Olympic Regional Veteran's Housing Network](#)~~Sarge's Veteran Network~~
 - n. Representative of Serenity House of Clallam County
 - o. Representative of Healthy Families of Clallam County
 - p. Representative of United Way of Clallam County
 - q. [Representative of Olympic Housing Trust](#)

- r. Representative of North Peninsula Building Association
- s. Representative of Sequim Realtors Association
- t. Representative of Port Angeles Realtors Association
- u. At-large representative

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~~C. The following members shall be appointed for a term of three years in lengths. Terms may be adjusted as necessary to maintain a staggered expiration dates. There will be no limit on the number of terms an individual may serve representing one of the following organization:~~

- ~~a. Representative of North Peninsula Building Association~~
- ~~b. Representative of Sequim Realtors Association~~
- ~~c. Representative of Port Angeles Realtors Association~~
- ~~d. At-large representative~~

~~A full term shall be three (3) years in length and no longer. In order to preserve continuity, terms may be set for varying lengths so that vacancies occur in staggered years. Terms may be adjusted as necessary to maintain staggered expiration dates.~~

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~~C. Alternates: Each voting member of the HSC may propose an alternate with full membership privileges to be appointed to attend in their absence. Alternates must be designated in writing by a letter addressed to the HSC staff and chair. Alternates must also apply in the regular manner as a member and be appointed by the Board of County Commissioners.~~

~~D. Vacancies: When a vacancy occurs, the vacancy shall be published in an official county newspaper~~

~~E. Clallam County will appoint the Commissioners' Office staff to serve as the Administrative Assistant for the HSC.~~

~~F. E. An attorney from the Prosecuting Attorney's Office will provide legal advice and consultation to the HSC in its role as an advisory Board to the County Commission BUT not to individual HSC members.~~

Article IV-Purpose of Housing Solutions Committee

The purpose of the Housing Solutions Committee is to assess the need for housing in Clallam County, to identify problems and unmet needs to housing in Clallam County, and to develop recommendations to the Board of Clallam County Commissioners for programs to promote housing solutions in Clallam County and to make recommendations to the Board of Clallam County Commissioners and the Opportunity Fund Board for expenditures of 1406 funds, American Rescue Plan Act Funding related to housing solutions, Opportunity Fund infrastructure for housing and other funds that can be used for affordable housing.

Article V-Duties of the HSC

The HSC shall report to the Board of County Commissioners annually about the housing needs in Clallam County.

The HSC shall also make annual or more frequent recommendations to the Board of County Commissioners for projects to be funded to promote housing solutions in Clallam County.

Article VI-Meetings

- A. Regular meetings of the HSC shall be held on dates established at the first meeting of the HSC and shall be noticed and conducted in a manner consistent with Ch. 42.30 RCW, the Open Public Meetings Act.
- B. At the first meeting of the HSC, the "members" shall elect a chairperson to run the meetings and organize, with the assistance of the HSC's Administrative Assistant, the agenda for the meetings. The "members" shall also select a vice-chairperson that shall act as chairperson when the elected chairperson is not present.
- C. A record of attendance of HSC members shall be kept for all HSC meetings.
- D. Special meetings of the HSC may be called by the Chair of the HSC and shall be noticed and conducted in a manner consistent with Ch. 42.30 RCW, the Open Public Meetings Act.
- E. The HSC meetings shall be open to the public and members of the media and shall occur in a location that is handicapped accessible.
- F. Public input at HSC meetings shall be limited to that time on the meeting agenda set aside for public input.
- G. Unless otherwise established by the Chair of the HSC, public input (oral testimony) will be limited to three minutes per speaker until such time as all persons wishing to speak have spoken or waived their right to speak, at which time a prior speaker may again speak for not more than two minutes.
- H. HSC meetings will be held in compliance with all health and safety requirements in effect at the time of the meeting.
- I. All meetings will have a minimum of one public comment period.

Article VII-Agenda format

While the Chair has full discretion to establish the agenda for any and all HSC meetings, the following "Order of Business" is offered as a default or template agenda format for possible use:

- Open the meeting at the time set
- Roll call
- Approval of the agenda
- Public comment
- Approval of minutes from prior meeting
- Reports and presentations
- Business items
- Public comment

- Announce date for next meeting
- Adjourn

Article VIII-Quorum

Except as otherwise specifically provided in these Bylaws, the attendance (either in person or electronically) of a majority of the full membership of the HSC shall constitute a quorum for the transaction of business.

Article IX-Voting

- A. A majority vote of the HSC members present and forming a quorum shall be sufficient for adoption of any motion, including recommendations to the County Commission.
- B. There shall be no secret ballots.

Article X-Adoption by the HSC of amendments

- A. At any meeting of the HSC where a quorum (as defined in Article VIII above) is present the HSC may, by a majority affirmative vote, change these Bylaws.
- B. Any amendment suggested pursuant to Sections A this Article must be on the Agenda of one HSC meeting and may not be approved or rejected until the next "regular" meeting of the HSC in order to provide time for review and consideration of the proposed amendment.

Article XI-Public Hearings

- A. The HSC has authority to hold such public hearings as it deems necessary at a time, date and place chosen by the Chair and arranged by the Administrative Assistant.
- B. Such hearings shall be noticed and held in compliance with the Open Public Meetings Act.
- C. If such public hearings are to be held, the HSC is encouraged to hold them in diverse locations reflecting the population of the county that resides in the western, central and eastern regions of this County.

Article XII-Vacancies

Any vacancies in the HSC shall be filled by the decision of the County Commission as decided in a public meeting. If needed, and if applicable, the County Commission may enter into Executive Session pursuant to RCW 42.30.110(1) in order to complete the work of declaring the existence of a vacancy or filling a vacancy.

Adopted by the Housing Solutions Committee this ____ day of _____, 2022.

Chair, Housing Solutions Committee

Housing Solutions Committee

Article regarding
Colorado Middle Income
Housing Tax Credit

NEWS

HOME > NEWS > COLORADO TO LAUNCH NATION'S FIRST MIDDLE-INCOME HOUSING TAX CREDIT

Posted on: July 11, 2024

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AFFORDABLE HOUSING FINANCE

Colorado to Launch Nation's First Middle-Income Housing Tax Credit

The pilot program will go into effect next year.

By [Donna Kimura](#)

Colorado will soon launch a tax credit program to help support affordable housing for the "missing middle."

Believed to be the first of its kind in the nation, the middle-income housing tax credit (MIHTC) will help finance the development or preservation of rental housing for households with incomes between 80% and 120% of the area median income (AMI) or up to 140% of the AMI in designated rural resort counties in the state.



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The Colorado Housing and Finance Authority (CHFA) is working on establishing an allocation plan for the pilot program, which will go into effect next year after being recently approved by state lawmakers and signed into law by Gov. Jared Polis.

The MIHTC seeks to build on the success of the federal low-income housing tax credit (LIHTC) and Colorado's state affordable housing tax credit programs (AHTC), which serve residents with incomes up to 80% of the AMI.

It is also based on the recent success of CHFA's Middle-Income Access Program (MIAP), which was created in 2017 following strong community feedback about the need for more housing options affordable to middle-income households. The MIAP program offers mezzanine debt financing to help finance middle-income rental housing development. The MIHTC program will help residents with incomes above LIHTC and AHTC limits but who are still cost burdened when paying for market-rate housing.

"We know that there are many households in Colorado, both in rural resort as well as metro areas, that earn too much and are overqualified for more common subsidized housing and federally tax credit-supported housing, but they are not able to easily enter the market," says Kathryn Grosscup, housing tax credit manager at CHFA. "They are still cost burdened." In more than half of Colorado's counties, a two-person household with each person working a 40-hour minimum wage paying job is defined as middle-income, with incomes above 80% of the AMI, notes Grosscup.

The hope is that the MIHTC program will help address the equity challenges faced by these households.

The five-year pilot will allow CHFA to award \$5 million annually in 2025 and 2026. The program then increases to \$10 million in the following three years of the program. Developments supported with MIHTC will have a minimum 15-year affordability



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By [Christine Serlin](#)

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Just as with the LIHTC program, the housing will be built with investor dollars before any tax credits are issued, and the risk of tax credit recapture incentivizes developers and their investors to manage the housing appropriately over the 15-year compliance period—which are important protections for the state, adds Ruth Kelso Sorrell, counsel at the Polsinelli law firm, who assisted in drafting the new credit.

"The program allows allocations of tax credits to both for-profit and nonprofit affordable housing developers as well as governmental and quasi-governmental entities, opening the pool of potential applicants to support the stressed housing market," she says.

The MIHTC program is one of several housing-related bills recently approved by state lawmakers. They also passed laws to significantly increase the state AHTC program starting this year and continuing through 2031 and established a new transit-oriented communities credit that aims to support affordable housing development proximate to transit.

CHFA has seen interest in providing housing options for middle-income households. To date, it has closed 10 deals under MIAP to provide approximately \$31.2 million in mezzanine loans to help finance more than 1,000 middle-income rental units, with additional deals in the pipeline. The MIHTC program will support middle-income rental developments to strengthen housing opportunity along the housing continuum.

ABOUT THE AUTHOR



Donna Kimura

Donna Kimura is deputy editor of Affordable Housing Finance. She has covered the industry for more than 20 years. Before that, she worked at an Internet company and several daily newspapers. Connect with Donna at dkimura@zondahome.com or follow her [@DKimura_AHF](https://twitter.com/DKimura_AHF).

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Keywords:

Subject:

[Affordable Housing](#) [Workforce Housing](#) [Housing Policy](#) [Middle Market](#)

State:

[Colorado](#)

People:

[Kate or Geronimo](#) [Walt or Eric or Scott](#)

Organization:

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