



**AGENDA  
CLALLAM COUNTY  
HOUSING SOLUTIONS  
COMMITTEE**

**223 East 4<sup>th</sup> Street, Room 160  
Port Angeles, Washington  
October 3, 2025 – 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: 813 8702 3267 Passcode: 12345

If you would like to participate in the meeting via Zoom video conference, visit <https://us06web.zoom.us/j/81387023267> and passcode: 12345

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](mailto:timothy.dalton@clallamcountywa.gov)

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL  
REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

1. September 5, 2025

**PUBLIC COMMENT – This comment period is for Agenda Items only, please limit comments to three minutes**

**PRESENTATIONS**

**OLD BUSINESS**

1. 2025 Commerce Grant Cycle
2. Sequim Sunbelt Apartment 1590 Funding

**NEW BUSINESS**

1. Housing Washington Update
2. November 7<sup>th</sup> Possible 24<sup>th</sup> Legislative Joint Meeting

**REPORTS**

1. Community Update

**PUBLIC COMMENT – This comment period is for open housing items, please limit comments to three minutes**

**NEXT MEETING DATE – November 7, 2025, at 9 a.m.**

**ADJOURNMENT 10:00 AM**

# Housing Solutions Committee

Draft Minutes  
09/05/2025



## CLALLAM COUNTY HOUSING SOLUTIONS COMMITTEE MINUTES of September 5, 2025

### MEETING OF THE HOUSING SOLUTIONS COMMITTEE (HSC)

Chair Christy Smith called the meeting to order at 9:00 a.m.

Present: Christy Smith, Greg McCarry, Sarah Martinez, Nathan West, Wendy Sisk, Sharon Maggard, Steve Workman, Colleen Robinson, Rod Fleck, Sequim Deputy Mayor Anderson.

Absent: Commissioner Johnson, Colleen McAleer, Bruce Emery, Caleb McMahon, Shawn Washburn, Leslie Bond, Viola Ware, Cheri Tinker, and Kathy Morgan.

Commissioner French was present.

Clallam County Staff: Timothy Dalton,

### REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

**ACTION TAKEN:** Nathan West moved to approve the agenda, Wendy Sisk seconded, motion passed unanimously.

### APPROVAL OF MINUTES

- Minutes – August 1, 2025

**ACTION TAKEN:** Sharon Maggard moved to approve the minutes, Colleen Robinson seconded, motion passed unanimously.

### PUBLIC COMMENT ON AGENDA ITEMS – No Comments

### PRESENTATION – No presentation

### OLD BUSINESS

1. **Tribal Representative** – the HSC has received one application from Jennifer Hutto, Executive Director of the Lower Elwha Housing Authority (LEHA) for the open Tribal Representative position with the resignation of Glenn Ellis of the Makah Tribe, Christy introduced Jennifer and asked her to provide a brief outline of her background in the Housing industry.

**Action:** Nathan West made a motion to recommend to the BOCC Jennifer Hutto for the tribal representative for the position on the Housing Solutions Committee, Sharon Maggard second the motion, passed unanimously.

2. **2025 Commerce Housing Grant HTF and CHIP** – Timothy outlined upcoming grants, he also spoke about the problems with recent conversation concerning a possible Habitat CHIP which wasn't going to work with the need for a binding site plan. Timothy is also working with PHA on a CHIP grant for Eklund at Gales.

### NEW BUSINESS

1. **Sunbelt** – Serenity House has submitted an application requesting Affordable Housing Sales and Use Tax 1590 funding \$1 million dollars for Sunbelt Apartments located at 5<sup>th</sup> Avenue in Sequim. Sunbelt Apartment is currently a 16-unit Multifamily development which Serenity House is looking to redevelop into a 36-unit Multifamily development. Sharon Maggard outlined Sunbelt resident demographic and the need within Sequim for the expansion. There was discussion about who would sit on the subcommittee to review the application. The subcommittee will include

## HOUSING SOLUTIONS COMMITTEE

### MINUTES of September 5, 2025

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Christy Smith, and Stephen Workman; Timothy will check Commissioner Ozias, maybe Rachel Anderson, and Jalyn Boado. Timothy will get will everyone and coordinate the meeting.

2. **Temporary Dwelling Unit (Tiny Home Villages)** – Timothy outlined discussion at the most recent Homelessness Task Force meeting concerning temporary dwelling unit and how it got referred to HSC due to the construction of the units and the need for some sort of oversight concerning construction and the placement of these units. It was clear this is a topic which will need more discussion.

#### REPORTS

##### 1. Community Updates

- a. Wendy Sisk reported Northview Apartments and progress is moving right along, they are currently working on the flooring for the fourth floor and will be raising walls by the end of the month.
- b. Colleen Robinson reported on Ketchum Veterans Build the fourplex located on Fairmont and with some staff turnover is taking longer the expected, but Colleen also said she was meeting with the city for permitting on the single-family home in the same location.
- c. Sarah Martinez reported unfortunate news related to the Oxbow in Forks; the board has chosen to discontinue negotiation for the purchase of the complex. Sarah also discussed the self help build on 7<sup>th</sup> and Gales and talked about the four townhouses and USDA not understanding zero lot lines and simple fees and that they will be splitting the townhouses with a little walkway in between and are set to start construction in October.

#### PUBLIC COMMENT

1. **Rick Dickenson** – Native American Housing Liaison for Habitat for Humanity, reported he is working with Mariposa out of the West end and doing a variety of community listening and the first is Wednesday, Oct. 8<sup>th</sup> at the Peninsula College building in Forks at 8pm.
2. **Asha? with Angeles Evergreen**, she is working on a new pilot project which creates bioregional organization Regenerate Cascadia

#### NEXT MEETING DATE

- Next meeting is scheduled for October 3, 2025, at 9 a.m.

#### ADJOURNMENT

- The meeting concluded at 9:59 am

# Housing Solutions Committee

## Draft Resolution

Allocation of Affordable Housing Sales  
and Use Tax 1406/1590

Serenity House  
of Clallam County

Sunbelt Apartments



RESOLUTION \_\_\_\_\_, 2025

AUTHORIZING EXPENDITURE FROM THE AFFORDABLE HOUSING SALES AND USE TAX  
FUND FOR APPROVAL 2025 HOUSING TAX FUNDING APPLICATIONS

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Resolution No. 32-2022 assigns responsibility to the Clallam County Housing Solutions Committee to provide guidance and support for the administration of the Clallam County Affordable Housing Sales and Use Tax 1406/1590 Grant fund and make recommendations to the Board of Clallam County Commissioners.
2. The Clallam County Housing Solution Committee received an Affordable Housing Sales Tax (1590) Fund application in August 15, 2025 from Serenity House of Clallam County for the construction of a 36-unit Multi-family Apartment Complex located at 5<sup>th</sup> Avenue in Sequim, WA called Sunbelt Apartment in the amount of One Million Dollars (\$1,000,000.000).
3. The Housing Solutions Committee met on October 3, 2025, hereby makes the following recommendation to the Clallam County Board of County Commissioners for a commitment from the Affordable Housing Sales Tax (1406/1590) Fund not to exceed One Million Dollars (\$1,000,000.000) contingent on the Serenity House of Clallam County's ability to secure all additional funding necessary to complete this project by January 15th, 2027.

NOW, THEREFORE, BE IT RESOLVED by the Board of Clallam County Commissioners, in consideration of the above findings of fact:

1. Concurs in the recommendation of the Clallam County Housing Solutions Committee recommendation and hereby authorizes a commitment from the Affordable Housing Sales Tax (1590) Fund not to exceed One Million Dollars (\$1,000,000.000) contingent on the Serenity House of Clallam County's ability to secure all additional funding necessary to complete this project by January 15, 2027

PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2025

BOARD OF CLALLAM COUNTY COMMISSIONERS

\_\_\_\_\_  
Mark Ozias

\_\_\_\_\_  
Randy Johnson

\_\_\_\_\_  
Mike French, Chair

ATTEST:

\_\_\_\_\_  
Loni Gores, MMC, Clerk of the Board