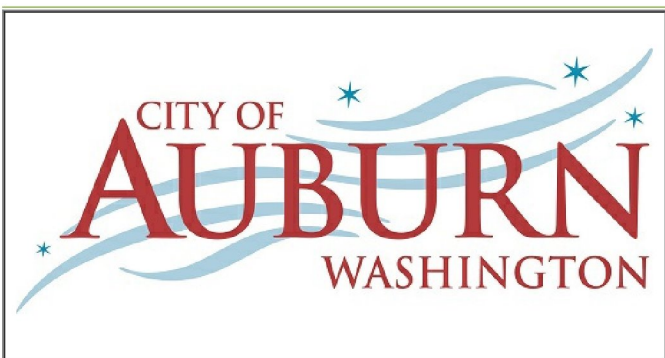


	City Council Meeting March 4, 2024 - 7:00 PM City Hall Council Chambers AGENDA Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
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I. CALL TO ORDER

II. LAND ACKNOWLEDGMENT

We would like to acknowledge the Federally Recognized Muckleshoot Indian Tribe, the ancestral keepers of the land we are gathered on today. We thank them for their immense contributions to our state and local history, culture, economy, and identity as Washingtonians.

III. PUBLIC PARTICIPATION

1. Public Participation

The Auburn City Council Meeting scheduled for Monday March 4, 2024 at 7:00 p.m. will be held in person and virtually.

Virtual Participation Link:

To view the meeting virtually please click the below link, or call into the meeting at the phone number listed below. The link to the Virtual Meeting is:

<https://www.youtube.com/user/watchauburn/live/?nomobile=1>

To listen to the meeting by phone or Zoom, please call the below number or click the link:

Telephone: 253 205 0468

Toll Free: 888 475 4499

Zoom: <https://us06web.zoom.us/j/81238303968>

A. Pledge of Allegiance

IV. Roll Call

V. APPOINTMENTS

A. Salary Commission

City Council to approve the appointment of Lisa Stirgus and Trevon Cooper to the Salary Commission for a four year term expiring August 31, 2027

(RECOMMENDED ACTION: Move to approve the appointment of Lisa Stirgus and Trevon Cooper to the Salary Commission for a four year term expiring August 31, 2027.)

VI. ANNOUNCEMENTS, MAYOR'S PROCLAMATIONS, AND PRESENTATIONS

VII. AGENDA MODIFICATIONS

VIII. CITIZEN INPUT, PUBLIC HEARINGS AND CORRESPONDENCE

A. Audience Participation

This is the place on the agenda where the public is invited to speak to the City Council on any issue.

1. The public can participate in-person or submit written comments in advance.

Participants can submit written comments via mail, fax, or email. All written comments must be received prior to 5:00 p.m. on the day of the scheduled meeting and must be 350 words or less.

Please mail written comments to:
City of Auburn
Attn: Shawn Campbell, City Clerk
25 W Main St
Auburn, WA 98001

Please fax written comments to:
Attn: Shawn Campbell, City Clerk
Fax number: 253-804-3116

Email written comments to:
publiccomment@auburnwa.gov

If an individual requires an accommodation to allow for remote oral comment because of a difficulty attending a meeting of the governing body, the City requests notice of the need for accommodation by 5:00 p.m. on the day of the scheduled meeting. Participants can request an accommodation to be able to provide remote oral comment by contacting the City Clerk's Office in person, by phone (253) 931-3039, or email to publiccomment@auburnwa.gov

B. Correspondence - (There is no correspondence for Council review.)

IX. COUNCIL AD HOC COMMITTEE REPORTS

Council Ad Hoc Committee Chairs may report on the status of their ad hoc Council Committees' progress on assigned tasks and may give their recommendation to the City Council, if any.

1. Finance Ad Hoc Committee (Chair Baldwin)

X. CONSENT AGENDA

All matters listed on the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion in the form listed.

- A. Minutes of the February 12, and February 26, 2024 Study Session Meetings
- B. Minutes of the February 20, 2024, Special and Regular City Council Meetings
- C. Claims Vouchers (Thomas)
Claims voucher list dated February 28, 2024 which includes voucher number 475097 through 475215, in the amount of \$1,282,177.79, two electronic fund transfers in the amount of \$3,061.28, and five wire transfers in the amount of \$1,542,391.45
- D. Payroll Voucher (Thomas)
Payroll check numbers 539569 through 539571 in the amount of \$628,897.86, electronic deposit transmissions in the amount of \$2,603,187.53, for a grand total of \$3,232,085.39 for the period covering February 15, 2024 to February 28, 2024

(RECOMMENDED ACTION: Move to approve the Consent Agenda.)

XI. UNFINISHED BUSINESS

XII. NEW BUSINESS

XIII. RESOLUTIONS

- A. Resolution No. 5753 (Krum)
A Resolution to authorize the Allocation of \$137,595.00 from the City of Auburn's Contribution to the SKHHP Housing Capital Fund to Finance Affordable Housing in South King County Communities in Concurrence with the SKHHP Executive Board's Recommendation

(RECOMMENDED ACTION: Move to adopt Resolution No. 5753.)

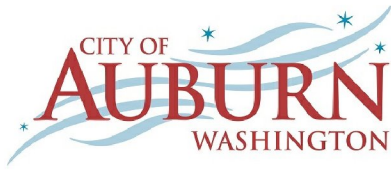
XIV. MAYOR AND COUNCILMEMBER REPORTS

At this time the Mayor and City Council may report on significant items associated with their appointed positions on federal, state, regional and local organizations.

- A. **From the Council**
- B. **From the Mayor**

XV. ADJOURNMENT

Agendas and minutes are available to the public at the City Clerk's Office, on the City website (<http://www.auburnwa.gov>), and via e-mail. Complete agenda packets are available for review at the City Clerk's Office.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Minutes of the February 12, and February 26, 2024 Study Session Meetings

Date:

February 26, 2024

Department:

City Council

Attachments:

[02-12-2024 Minutes](#)

[02-26-2024 Minutes](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

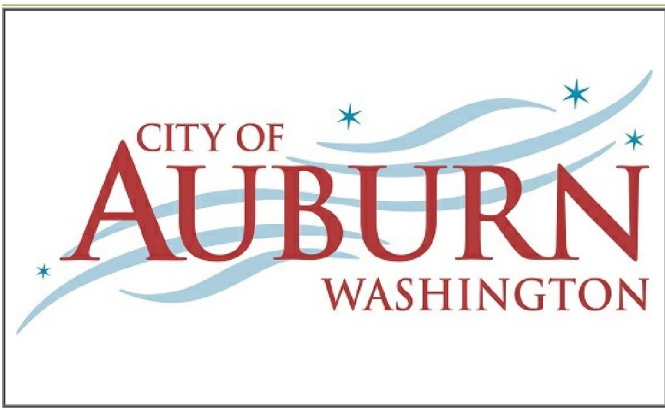
Revised Budget: \$0

Administrative Recommendation:**Background for Motion:****Background Summary:****Reviewed by Council Committees:****Councilmember:**

Meeting Date: March 4, 2024

Staff:

Item Number: CA.A

	City Council Study Session Muni Services SFA February 12, 2024 - 5:30 PM City Hall Council Chambers MINUTES Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
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I. CALL TO ORDER

Deputy Mayor Brown called the meeting to order at 5:30 p.m. in the Council Chambers of Auburn City Hall, 25 West Main Street in Auburn.

II. PUBLIC PARTICIPATION

A. Public Participation

The City Council Meeting was held in person and virtually.

B. Roll Call

Councilmembers present: Deputy Mayor Larry Brown, Hanan Amer, Kate Baldwin, Cheryl Rakes, Clinton Taylor, Tracy Taylor, and Yolanda Trout-Manuel.

Mayor Nancy Backus and the following staff members present included: Acting City Attorney Harry Boesche, Assistant Chief of Police Samuel Betz, Director of Public Works Ingrid Gaub, Director of Human Resources and Risk Management Candis Martinson, Director of Anti-Homelessness Kent Hay, Director of Finance Jamie Thomas, Director of Parks, Arts and Recreation Daryl Faber, Director of Community Development Jeff Tate, Acting Director of Community Development Jason Krum, Director of Equity and Inclusion Brenda Goodson-Moore, Director of Administration Dana Hinman, Right-of-Way Specialist Amber Olds, Recreation Program Coordinator Keisha Taylor, Business Systems Analyst Jonathan Barbano, and City Clerk Shawn Campbell.

III. AGENDA MODIFICATIONS

Resolution No. 5753 was removed from the agenda and will be rescheduled to a future meeting.

IV. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Department Overview - Anti-Homelessness (Hay) (30 Minutes)

Director Hay provided Council with a presentation on the Anti-Homelessness Department including the Departmental philosophy, Department staffing, services provided, who is served by the Department, achievements of the Department, and encampments.

Council discussed staff experience, the Housing Management Information Services system, service hours and availability during the evening hours, working in both Pierce and King County, the makeup of people receiving services, children aging out of the foster system, volunteer opportunities, people returning to homelessness, and the statistics of people currently experiencing homelessness in Auburn. Council expressed their appreciation for the Department.

B. Overview of the Auburn Consolidated Resource Center (Hay) (15 Minutes)

Director Hay provided Council with a presentation on the Auburn Consolidated Resource Center including the Ray of Hope Day and Sundown Night Shelter, the Auburn Resource Center, Community Court, and the Neighborhood Center.

Council discussed the lease of the Resource Center.

C. REDI Report Out

Councilmember Baldwin provided Council with a report on the Racially Equitable, Diverse, and Inclusive (REDI) Coalition.

D. Ordinance No. 6927 (Thomas) (10 Minutes)

An Ordinance establishing the Local Sales and Use Tax Rate for Local Revitalization Financing for 2024

Director Thomas provided Council with an overview of Ordinance No. 6927 regarding using a portion of the Sales Tax for Revitalization Financing in 2024. She noted this is not a new tax, the funds are already collected by the State, the City is requesting the additional funds to be provided to the City.

E. Ordinance No. 6930 (Thomas) (10 Minutes)

An Ordinance amending Auburn City Code (ACC) Chapters 3.53, 3.54 and 3.62 related to the Administration of City Taxes

Director Thomas provided Council with an overview of Ordinance No. 6930 regarding updates to the Business and Occupation Tax Code.

Council discussed the Finance Director waiver process, and the square footage tax.

F. Ordinance No. 6929 (Gaub) (15 Minutes)

An Ordinance vacating City Right-of-Way located within a portion of 108th Avenue SE that lies South of Lea Hill Road within the City of Auburn

Specialist Olds provided Council with an overview of Ordinance No. 6929 including an explanation of what a Right-of-Way Vacation is and the process to attain one.

Council discussed the Public Right-of-Way.

G. Ordinance No. 6932 (Gaub) (15 Minutes)

An Ordinance transferring a City Telecommunications Franchise from Sprint Communications Company, L.P. (as a T-Mobile Subsidiary) to Sprint Communications Company, L.P. (as a Cogent Subsidiary)

Specialist Olds provided Council with an overview of Ordinance No. 6932 including a brief overview of Franchise Agreements.

V. MUNICIPAL SERVICES DISCUSSION ITEMS

A. Auburn Teen Leadership Presentation (Hinman/Faber) (15 Minutes)

Presentations from Auburn Youth Council and Auburn Junior City Council

Councilmember Rakes Chaired this portion of the meeting.

Coordinator Taylor, Auburn Youth Council Advisor Maddy Lindsay, and Auburn Youth Councilmember Kelly Murrey provided Council with a presentation of the Auburn Teen Leadership including the Auburn Youth Council, the values, benefits, service projects, fundraising, and future projects of the Auburn Youth Council.

Director Hinman provided Council with the history of the Junior City Council, and the achievements of the Junior City Council.

Council discussed the Teen Closet, bullying in Auburn, the National League of Cities Conference, Council relations with the Auburn Youth Council, and the Junior City Council.

B. Municipal Court Update (Martinson) (20 Minutes)

Director Martinson provided Council with an update on the Municipal Court including a history of the King County District Court Services, Role of Human Resources and Risk Management in the Court, the Municipal Court Study from 2022/2023, current developments with Court Services, the notice and planning requirements for termination of King County District Court Interlocal Agreement (ILA), the Budget, and Court operations costs.

Presiding Judge Rebecca Robertson, addressed questions from the Council regarding the ILA cost model, location of judges, speedy trial concerns, ability to hear protection orders, name changes, and other King

County District Court services.

Assistant Judge Corinna Harn, addressed the process and procedures for judge selection.

Council discussed the reason for considering termination of the ILA, election of local judges, judges' anonymity, benefits of District Court services, project costs for a second court study, selection of judges, location of the Court, effect on Auburn population for Court services, and the public's perception of consequences to crimes.

Mayor Backus stated if it is an arrestable offense, the Auburn Police will arrest and if it is prosecutable offense, the City of Auburn will prosecute.

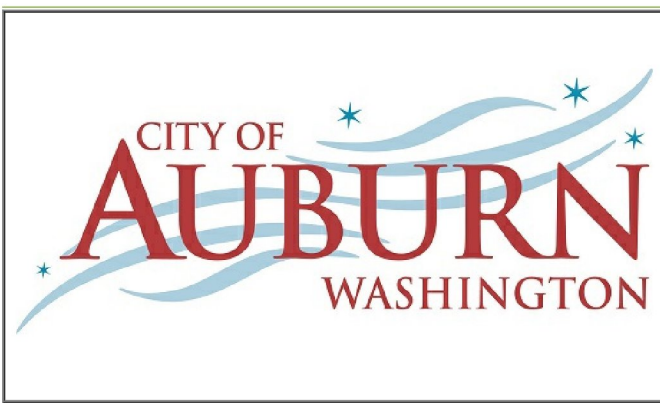
VI. ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 8:11 p.m.

APPROVED this 4th day of March, 2024.

LARRY BROWN, DEPUTY MAYOR Shawn Campbell, City Clerk

Agendas and minutes are available to the public at the City Clerk's Office, on the City website (<http://www.aubumwa.gov>), and via e-mail. Complete agenda packets are available for review at the City Clerk's Office.

	City Council Study Session Community Wellness Special Focus Area February 26, 2024 - 5:30 PM City Hall Council Chambers MINUTES Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
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I. CALL TO ORDER

Deputy Mayor Brown called the meeting to order at 5:30 p.m. in the Council Chambers of Auburn City Hall, 25 West Main Street in Auburn.

II. PUBLIC PARTICIPATION

A. Public Participation

The City Council Meeting was held in person and virtually.

B. Roll Call

Councilmembers present: Deputy Mayor Larry Brown, Hanan Amer, Kate Baldwin, Cheryl Rakes, Clinton Taylor, Tracy Taylor, and Yolanda Trout-Manuel.

Mayor Nancy Backus and the following staff members present included: Acting City Attorney Harry Boesche, Assistant Chief of Police Samuel Betz, Director of Anti-Homelessness Kent Hay, Director of Special Projects Jeff Tate, Acting Director of Community Development Jason Krum, Director of Equity and Inclusion Brenda Goodson-Moore, Curator of Collections Specialist Hilary Pittenger, Recreation Program Coordinator Keisha Taylor, South King Housing and Homelessness Partners (SKHHP) Executive Manager Claire Goodwin, SKHHP Program Coordinator Dorsol Plants, Business Systems Analyst Chrissy Malave, and Deputy City Clerk Hannah Scholl.

III. AGENDA MODIFICATIONS

There were no modifications to the agenda.

IV. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Office of Equity Department Overview (Goodson-Moore) (30 Minutes)

Director Goodson-Moore provided Council with a presentation of the Office of Equity Department including a history of the creation of the Department, organizational structure, compliance, community engagement,

outreach programs, and the Department values.

Coordinator Taylor discussed the Inclusive Auburn Employee Advisory Team (IAAT), and the Racially Equitable Diverse & Inclusive (REDI) Coalition.

Specialist Pittenger presented on the Employee DEI Training Museum Tour including goals, program evaluation results, and additional feedback from staff.

Council discussed the REDI Coalition, Museum tours, grant funding, and Civics Academy.

B. Resolution No. 5753 (Krum) (10 Minutes)

A Resolution authorizing the duly appointed Administering Agency for the South King Housing and Homelessness Partners to execute all documents necessary to enter into agreements for the Funding of Affordable Housing Projects, as recommended by the SKHHP Executive Board, utilizing funds contributed by the City to the SKHHP Housing Capital Fund

Director Tate and Executive Manager Goodwin provided Council with an overview of Resolution No. 5753 including the establishment of South King Housing and Homelessness Partners (SKHHP) and the Housing Capital Fund, the 2023 Housing Capital Fund, recommended projects, and proposed funding sources.

Council discussed the application requirements and process, funding, projects, and homelessness.

C. PAC Update (Caillier) (20 Minutes)

Assistant Chief Betz and Police Advisory Committee (PAC) members Bob Holt and Nora Hershberger provided Council with an update on the PAC including staffing statistics, DEI, crime statistics, crime reporting, and meeting schedules.

Council discussed annual reports, staffing and budget, and budget amendments.

D. Ordinance No. 6938 (Hay) (10 Minutes)

An Ordinance amending Chapter 9.50 of the Auburn City Code to create a Transparency Requirement for tents and shelters located on Non-Park City Owned Land, and providing for severability and an effective date

Director Hay and Director Tate provided Council with an overview of Ordinance No. 6938.

Council discussed non-compliance, encampments, functionality of tents and shelters, and safety aspects.

E. Changing Land Use Laws (Krum) (30 Minutes)

Director Tate provided Council with a presentation on Land Use Regulations and the process to change Land Use Laws.

Council discussed staff hours.

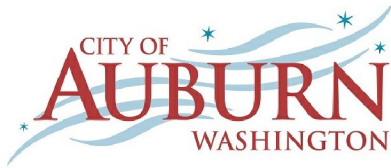
V. ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 7:01 p.m.

APPROVED this 4th day of March, 2024.

LARRY BROWN, DEPUTY MAYOR Hannah Scholl, Deputy City Clerk

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AGENDA BILL APPROVAL FORM

Agenda Subject:

Minutes of the February 20, 2024, Special and Regular City Council Meetings

Date:

February 26, 2024

Department:

City Council

Attachments:

[02-20-2024 Special City Council Minutes](#)

[02-20-2024 Regular City Council Minutes](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

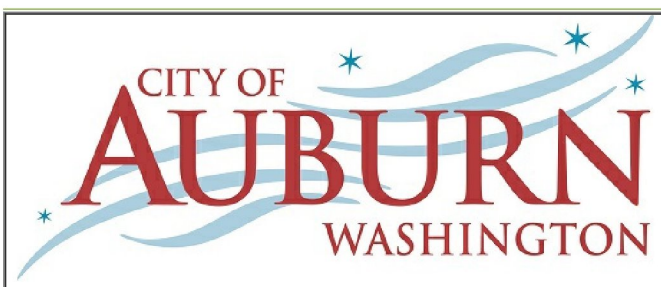
Revised Budget: \$0

Administrative Recommendation:**Background for Motion:****Background Summary:****Reviewed by Council Committees:****Councilmember:**

Meeting Date: March 4, 2024

Staff:

Item Number: CA.B



**Special City Council Meeting
February 20, 2024 - 6:00 PM
City Hall Council Chambers
MINUTES**

I. CALL TO ORDER

Deputy Mayor Larry Brown called the meeting to order at 6:00 p.m. in the Council Chambers of Auburn City Hall, 25 West Main Street.

II. LAND ACKNOWLEDGEMENT

III. PUBLIC PARTICIPATION

1. Public Participation

The City Council Meeting was held in person and virtually.

A. Pledge of Allegiance

Deputy Mayor Brown led those in attendance in the Pledge of Allegiance.

IV. ROLL CALL

Councilmembers present: Deputy Mayor Larry Brown, Hanan Amer, Kate Baldwin, Cheryl Rakes, Clinton Taylor, Tracy Taylor, and Yolanda Trout-Manuel. Mayor Nancy Backus was excused.

The following staff members present included: Acting City Attorney Harry Boesche, Chief of Police Mark Caillier, Director of Finance Jamie Thomas, Director of Innovation and Technology David Travis, Assistant Director of Innovation and Technology Ashley Riggs, Director of Public Works Ingrid Gaub, Director of Human Resources and Risk Management Candis Martinson, Assistant Director of Human Resources and Risk Management Aaron Barber, Human Resources Manager Melissa Medisch, Business Systems Analyst Jonathan Barbano, and Deputy City Clerk Hannah Scholl. Outside Counsel Stephen DiJulio with Foster Garvey PC attended the meeting virtually.

V. DISCUSSION ITEMS

A. Department Overview - Human Resources (Martinson) (30 Minutes)

Director Martinson provided Council with a presentation on the Human Resources and Risk Management Department including an overview of the department organizational structure, Collective Bargaining Agreements

(CBAs), the various represented groups, employee relations including policies and procedures, flex schedules, telework schedules, investigations, and training for management. Director Martinson also discussed the hiring process, 2023 hiring statistics, benefits, 2023 achievements, and insurance/claim statistics. She also discussed the Public Defender and Court Liaison, case filings, Community Court and the Resource Center, and 2023 Court metrics.

Council discussed flex schedules, CBAs, the hiring process, the REDI Coalition, NeoGov Dashboard, and employee relations.

B. Department Overview - Innovation & Technology (Travis) (30 Minutes)

Director Travis and Assistant Director Riggs provided Council with a presentation on the Innovation & Technology Department including their guiding principles, organizational structure, hiring requirements, and support volume. They discussed the different divisions within the Department including customer success, projects, infrastructure & cybersecurity and the main responsibilities of each division.

Council discussed service desk software, cybersecurity training for employees, and City social media sites.

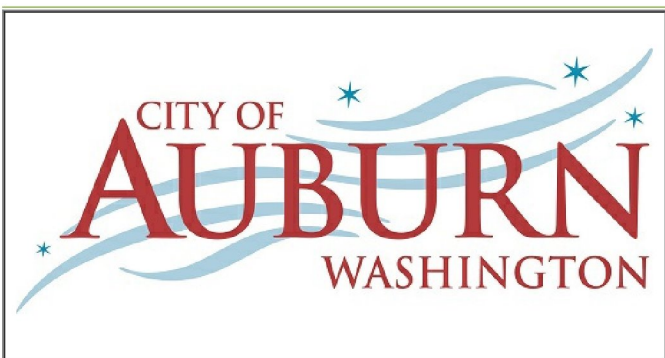
VI. ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 7:06 p.m.

APPROVED this 4th day of March, 2024.

LARRY BROWN, DEPUTY MAYOR Hannah Scholl, Deputy City Clerk

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	City Council Meeting February 20, 2024 - 7:00 PM City Hall Council Chambers MINUTES Watch the meeting LIVE! Watch the meeting video Meeting videos are not available until 72 hours after the meeting has concluded.
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I. **CALL TO ORDER**

Deputy Mayor Larry Brown called the meeting to order at 7:06 p.m. in the Council Chambers of Auburn City Hall, 25 West Main Street.

II. **LAND ACKNOWLEDGMENT**

III. **PUBLIC PARTICIPATION**

1. Public Participation

The City Council Meeting was held in person and virtually.

A. **Pledge of Allegiance**

Deputy Mayor Brown led those in attendance in the Pledge of Allegiance.

IV. **Roll Call**

Councilmembers present: Deputy Mayor Larry Brown, Hanan Amer, Kate Baldwin, Cheryl Rakes, Clinton Taylor, Tracy Taylor, and Yolanda Trout-Manuel. Mayor Nancy Backus was excused.

The following staff members present included: Acting City Attorney Harry Boesche, Chief of Police Mark Caillier, Director of Finance Jamie Thomas, Director of Innovation and Technology David Travis, Director of Public Works Ingrid Gaub, Business Systems Analyst Jonathan Barbano, and Deputy City Clerk Hannah Scholl. Outside Counsel Stephen DiJulio with Foster Garvey PC attended the meeting virtually.

V. **APPOINTMENTS**

A. Junior City Council

City Council to approve the appointment of Nnamdi Ometu to Auburn Junior City Council for a two year term expiring August 31, 2026

Councilmember Baldwin moved and Councilmember Trout-Manuel seconded to approve the appointment of Nnamdi Ometu to the Auburn Junior City Council for a two year term expiring August 31, 2026.

MOTION CARRIED UNANIMOUSLY. 7-0

VI. ANNOUNCEMENTS, MAYOR'S PROCLAMATIONS, AND PRESENTATIONS

There were no announcements, Mayor's proclamations, or presentations.

VII. AGENDA MODIFICATIONS

There were no modifications to the agenda.

VIII. CITIZEN INPUT, PUBLIC HEARINGS AND CORRESPONDENCE

A. Public Hearings

1. Public Hearing for Right-of-Way Vacation No. VAC23-0001

City Council to conduct a Public Hearing to consider Right-of-Way Vacation No. VAC23-0001

Deputy Mayor Brown opened the Public Hearing at 7:11 p.m.

Virginia Haugen, Auburn

They expressed their concerns regarding loss of trees in the Vacation area.

Deputy Mayor Brown closed the Public Hearing at 7:12 p.m.

B. Audience Participation

This is the place on the agenda where the public is invited to speak to the City Council on any issue.

1. The public can participate in-person or submit written comments in advance.

Written Comment:

Todd Hunt, Auburn

They expressed their concerns regarding Palestinians in Gaza and urged Council to support a ceasefire.

In-Person Comments:

Virginia Haugen, Auburn

They expressed their concerns regarding the Right-of-Way Vacation No. VAC23-0001.

C. Correspondence

There was no correspondence for Council to review.

IX. COUNCIL AD HOC COMMITTEE REPORTS

Council Ad Hoc Committee Chairs may report on the status of their ad hoc Council Committees' progress on assigned tasks and may give their recommendation to the City Council, if any.

1. Finance Ad Hoc Committee (Chair Baldwin)

Councilmember Baldwin, Chair of the Finance Ad Hoc Committee, reported she and Councilmember Amer have reviewed the claims and payroll vouchers described on the agenda this evening and recommended their approval.

X. CONSENT AGENDA

All matters listed on the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion in the form listed.

A. Minutes of the February 5, 2024, Special City Council Meeting

B. Minutes of the February 5, 2024, Regular City Council Meeting

C. Claims Vouchers (Thomas)

Claims voucher list dated February 14, 2024 which includes voucher number 474965 through 475096, in the amount of \$4,057,471.52 and four wire transfers in the amount of \$809,422.62

D. Payroll Voucher (Thomas)

Payroll check numbers 539565 through 539568 in the amount of \$81,607.62, electronic deposit transmissions in the amount of \$2,744,877.81, for a grand total of \$2,826,485.43 for the period covering February 1, 2024 to February 14, 2024

Councilmember T. Taylor moved and Councilmember Amer seconded to approve the consent agenda.

MOTION CARRIED UNANIMOUSLY. 7-0

XI. UNFINISHED BUSINESS

There was no unfinished business.

XII. NEW BUSINESS

There was no new business.

XIII. ORDINANCES

A. Ordinance No. 6927 (Thomas)

An Ordinance establishing the Local Sales and Use Tax Rate for Local Revitalization Financing for 2024

Councilmember Baldwin moved and Councilmember Rakes seconded to approve Ordinance No. 6927.

MOTION CARRIED UNANIMOUSLY. 7-0

B. Ordinance No. 6929 (Gaub)

An Ordinance vacating City Right-of-Way located within a portion of 108th Avenue SE that lies South of Lea Hill Road within the City of Auburn

Councilmember T. Taylor moved and Councilmember Trout-Manuel seconded to approve Ordinance No. 6929.

MOTION CARRIED UNANIMOUSLY. 7-0

C. Ordinance No. 6930 (Thomas)

An Ordinance amending Auburn City Code (ACC) Chapters 3.53, 3.54 and 3.62 related to the administration of City taxes

Councilmember Baldwin moved and Councilmember Amer seconded to approve Ordinance No. 6930.

MOTION CARRIED UNANIMOUSLY. 7-0

D. Ordinance No. 6932 (Gaub)

An Ordinance transferring a City Telecommunications Franchise from Sprint Communications Company, L.P. (as a T-Mobile Subsidiary) to Sprint Communications Company, L.P. (as a Cogent Subsidiary)

Councilmember T. Taylor moved and Councilmember C. Taylor seconded to approve Ordinance No. 6932.

MOTION CARRIED UNANIMOUSLY. 7-0

XIV. MAYOR AND COUNCILMEMBER REPORTS

At this time the Mayor and City Council may report on significant items associated with their appointed positions on federal, state, regional and local organizations.

A. From the Council

Councilmember Amer reported she attended and judged the Miss Auburn and Miss Auburn Teen Competition.

Councilmember Baldwin reported she attended the Police Advisory Committee meeting, and the REDI Coalition meeting.

Councilmember T. Taylor reported she attended the Association of Washington Cities (AWC) Action Days conference, Daughters of the American Revolution - Lakota Chapter meeting, Valley Regional Fire Authority VRFA Regional meeting, and the Seattle Animal Shelter Board meeting.

Councilmember Trout-Manuel reported she attended the Association of Washington Cities (AWC) Action Days conference, Domestic Violence Task Force meeting, National Association of Latino Elected and Appointed Officials (NALEO), and the Hispanic Elected Local Officials (HELO) Board meeting.

B. From the Mayor

No report.

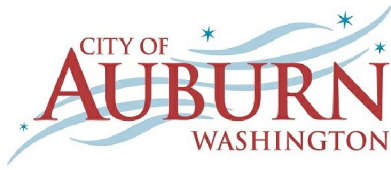
XV. ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 7:36 p.m.

APPROVED this 4th day of March, 2024.

LARRY BROWN, DEPUTY MAYOR Hannah Scholl, Deputy City Clerk

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AGENDA BILL APPROVAL FORM

Agenda Subject:

Claims Vouchers (Thomas)

Date:

January 31, 2024

Department:

Finance

Attachments:

No Attachments Available

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

Approve Claim Vouchers.

Background for Motion:**Background Summary:**

Claims voucher list dated February 28, 2024 which includes voucher number 475097 through 475215, in the amount of \$1,282,177.79, two electronic fund transfers in the amount of \$3,061.28, and five wire transfers in the amount of \$1,542,391.45.

Reviewed by Council Committees:

Councilmember: Kate Baldwin

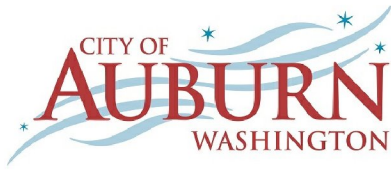
Staff:

Jamie Thomas

Meeting Date: March 4, 2024

Item Number:

CA.C



AGENDA BILL APPROVAL FORM

Agenda Subject:

Payroll Voucher (Thomas)

Date:

January 31, 2024

Department:

Finance

Attachments:

No Attachments Available

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

Approve Payroll Vouchers.

Background for Motion:**Background Summary:**

Payroll check numbers 539569 through 539571 in the amount of \$628,897.86, electronic deposit transmissions in the amount of \$2,603,187.53, for a grand total of \$3,232,085.39 for the period covering February 15, 2024 to February 28, 2024.

Reviewed by Council Committees:

Councilmember: Kate Baldwin

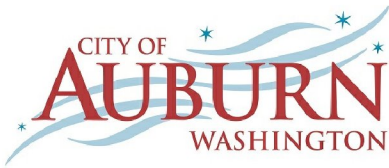
Staff:

Jamie Thomas

Meeting Date: March 4, 2024

Item Number:

CA.D



AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5753 (Krum)

Date:

February 29, 2024

Department:

Community Development

Attachments:

[Resolution 5753 2023 SKHHP Capital Fund](#)

[Resolution 5753 - Exhibit A](#)

Budget Impact:

Current Budget: \$0

Proposed Revision: \$0

Revised Budget: \$0

Administrative Recommendation:

City Council to adopt Resolution No. 5753.

Background for Motion:

Per the agreement of the 2021 ILA between SKHHP and the City of Auburn, the City of Auburn has contributed funding to the SKHHP Housing Capital Fund for purposes of supporting affordable housing projects. The allocation of those funds to specific projects requires the authorization from each contributing member jurisdiction's legislative body.

Background Summary:

SKHHP was established in 2019 through an interlocal agreement (Establishing ILA) to address the affordable housing challenges facing the subregion as a coordinated, unified, and collaborative coalition. SKHHP currently has 11 member jurisdictions including the cities of Auburn, Burien, Covington, Des Moines, Federal Way, Kent, Maple Valley, Normandy Park, Renton, and Tukwila, plus King County.

In 2019, RCW 82.14.540 (SHB 1406) became law allowing jurisdictions to enact a local sales and use tax for the purpose of supporting affordable housing. In 2021, eight of the nine SKHHP member cities entered into a second interlocal agreement for purposes of pooling sales tax receipts authorized by RCW 82.14.540 with SKHHP to create the Housing Capital Fund (Pooling ILA – SHB 1406). In 2022, SKHHP awarded two projects in South King County almost \$1.4 million during the first annual funding round.

In 2023, two of the four SKHHP member cities who are able to collect RCW 82.14.530 (HB 1590) revenues desired to pool a portion of those funds with SKHHP for the 2023 funding round of the Housing Capital Fund to add to existing SHB 1406 pooled revenue and entered into an additional interlocal agreement (Pooling ILA – HB 1590).

The Establishing ILA and Pooling ILAs established the SKHHP Housing Capital Fund, set parameters for the process for the selection of awards involving pooled funds, and determined the approval process. Pursuant to the ILAs, the SKHHP Executive Board recommends allocations for funding affordable housing projects to the participating City Councils. Even though the Council has already contributed funds to the 2023 Housing Capital Fund funding round, Council approval is needed to authorize the allocation of funds to specific projects.

The SKHHP Executive Board adopts annual funding guidelines and priorities for each funding round. The SKHHP Advisory Board subsequently reviewed applications and provided a funding recommendation based on adopted priorities to the SKHHP Executive Board. The SKHHP Executive Board concurred with the majority of the SKHHP Advisory Board's recommendation and recommends funding four projects totaling \$5,747,306 as described in the 2023 SKHHP Housing Capital Fund Recommendation memo dated January 17, 2024 (attached).

The SKHHP Executive Board requests approval to use \$137,595 of the total \$152,865 contributed funds from 2023 from the City of Auburn for the following recommended projects:

Project Sponsor and Project Name	Location	# of Units	Total Development Cost	Total SKHHP Contribution	Total City Contribution
Mercy Housing NW – Kent Multicultural Village	Kent	199	\$134,323,456	\$1,000,000	\$0
LIHI – Skway Affordable Housing and Early Learning Center	Skyway	55	\$36,295,892	\$2,800,000	\$0
TWG – Pandion at Star Lake	Kent	168	\$87,149,708	\$1,170,000	\$0
Multi-Service Center – Victorian Place II	Des Moines	20	\$785,125	\$777,306	\$137,595

As outlined in the attached memo, sales and use tax receipts from your jurisdiction have already been contributed to SKHHP's 2023 Housing Capital Fund, and with this Council approval of \$137,595 those funds may be allocated to the projects recommended by the SKHHP Executive Board. Detailed descriptions of the projects, funding requests, rationale, and recommended conditions of funding for projects by the SKHHP Executive Board are included in the attached memo.

Resolution 5753 was presented to City Council during the February 26, 2024 Study Session.

Reviewed by Council Committees:

Councilmember: Yolanda Trout-Manuel

Staff: Jason Krum

Meeting Date: March 4, 2024

Item Number: RES.A

RESOLUTION NO. 5753

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AUTHORIZING THE DULY-APPOINTED ADMINISTERING AGENCY FOR THE SOUTH KING HOUSING AND HOMELESSNESS PARTNERS TO EXECUTE ALL DOCUMENTS NECESSARY TO ENTER INTO AGREEMENTS FOR THE FUNDING OF AFFORDABLE HOUSING PROJECTS, AS RECOMMENDED BY THE SKHHP EXECUTIVE BOARD, UTILIZING FUNDS CONTRIBUTED BY THE CITY TO THE SKHHP HOUSING CAPITAL FUND

WHEREAS, on February 19, 2019 the City of Auburn enacted an interlocal agreement to form the South King Housing and Homelessness Partners (SKHHP) to help coordinate the efforts of South King County cities to provide affordable housing; and

WHEREAS, on February 22, 2021 the City of Auburn enacted an interlocal agreement for the purposes of pooling sales tax receipts with SKHHP to administer funds through the SKHHP Housing Capital Fund; and

WHEREAS, the SKHHP Executive Board has recommended that the City of Auburn participate in the funding of certain affordable housing projects and programs hereinafter described; and

WHEREAS, the SKHHP Executive Board has developed recommended conditions to ensure that the City's affordable housing funds are used for their intended purpose and that projects maintain their affordability over time; and

WHEREAS, pursuant to the SKHHP formation Interlocal Agreement, each legislative body participating in funding a project or program through SKHHP's Housing Capital Fund must authorize the application of a specific amount of the City funds contributed to the SKHHP Housing Capital Fund to a specific project or program; and

WHEREAS, the City Council desires to use \$137,595 from funds contributed to the SKHHP Housing Capital Fund as designated below to finance the projects recommended by the SKHHP Executive Board.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, RESOLVES as follows:

Section 1. Pursuant to the Interlocal Agreement, the City Council authorizes the duly-appointed administering agency of SKHHP to execute all documents and take all necessary actions to enter into agreements on behalf of the City to fund the rehabilitation of the Multi-Service Center's Victorian Place II and to use \$137,595 from the City's SHB 1406 contribution.

Section 2. The agreements entered into pursuant to Section 1 of this Resolution shall include terms and conditions to ensure that the City's funds are used for their intended purpose and that the projects maintain affordability over time. In determining what conditions should be included in the agreements, the duly-appointed administering agency of SKHHP shall be guided by the recommendations set forth in the SKHHP Executive Board's Memorandum dated January 17, 2024, a copy of which is attached as Exhibit A.

Section 3. This Resolution will take effect and be in full force on passage and signatures.

Dated and Signed: _____

CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

APPROVED AS TO FORM:

Shawn Campbell, MMC, City Clerk

Harry Boesche, Acting City Attorney



South King Housing and Homelessness Partners

Memorandum

TO: City of Auburn City Council
City of Burien City Council
City of Covington City Council
City of Des Moines City Council
City of Federal Way City Council
City of Kent City Council
City of Normandy Park City Council
City of Renton City Council
City of Tukwila City Council

FROM: SKHHP Executive Board

DATE: January 17, 2024

RE: 2023 SKHHP Housing Capital Fund Recommendation

OVERVIEW

The 2023 SKHHP Housing Capital Fund was the second funding round made possible by pooling resources among SKHHP member jurisdictions. 2023 was the first year members pooled funds sourced from HB 1590, which led to quadrupling the amount of funding available over the previous year totaling \$5,899,297. SKHHP received six applications for funding representing over \$8.6 million in requests to develop or preserve 493 units of housing. The SKHHP Executive Board concurred with the majority of the SKHHP Advisory Board's recommendation and recommends funding four projects totaling \$5,747,306 (see Table 1). Of this total, the Executive Board recommends using \$777,306 of the total \$928,812 sourced from SHB 1406 revenue contributions for one preservation project; and \$4,970,000 sourced from HB 1590 revenue contributions for three new construction projects. This recommendation leaves a balance of \$151,506 in SHB 1406 funds and \$485 in HB 1590 funds in the Housing Capital Fund that will rollover into the next funding round in 2024 (see Tables 2 and 3). A summary of the recommended projects, funding rationale, and the conditions for funding are described in this memo. Included as an attachment are the economic summaries of the recommended projects.

Table 1: Recommended Projects and Recommended Funding Level

Project Sponsor	Location	# of Units	Project type	Amount requested	Recommended Funding – HB 1590	Recommended Funding – SHB 1406
Mercy Housing NW	Kent	199	New Construction Rental	\$1,000,000	\$1,000,000	--
LIHI	Skyway	55	New Construction Rental	\$2,800,000	\$2,800,000	--
TWG	Kent	168	New Construction Rental	\$2,856,000	\$1,170,000	--
Multi-Service Center	Des Moines	20	Preservation Rental	\$500,000	--	\$777,306
TOTAL	--	442	--	--	\$4,970,000	\$777,306

Table 2: Proposed HB 1590 Allocations by Jurisdiction for Recommended Projects

Jurisdiction	1. Mercy Housing-KMV	2. LIHI-Skyway	3. TWG-Pandion	Total Contributed in 2023	Unallocated
Covington	\$ 88,126	\$ 246,752	\$ 103,107	\$ 438,028	\$ 43
Kent	\$ 911,874	\$ 2,553,248	\$ 1,066,893	\$ 4,532,457	\$ 442
Total	\$ 1,000,000	\$ 2,800,000	\$ 1,170,000	\$ 4,970,485	\$ 485

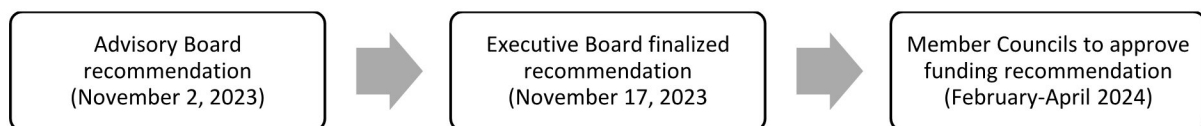
Table 3: Proposed SHB 1406 Allocations by Jurisdiction for Recommended Projects

Jurisdiction	4. MSC-Victorian Place II	Total Contributed in 2023	Carry-Over from 2022	Unallocated
Auburn	\$ 137,595	\$ 152,865	\$ 11,548	\$ 26,819
Burien	\$ 63,128	\$ 69,897	\$ 5,535	\$ 12,304
Des Moines	\$ 30,261	\$ 34,301	\$ 1,858	\$ 5,898
Federal Way	\$ 119,468	\$ 133,558	\$ 9,196	\$ 23,286
Kent	\$ 188,422	\$ 212,655	\$ 12,493	\$ 36,726
Normandy Park	\$ 5,942	\$ 6,992	\$ 108	\$ 1,158
Renton	\$ 217,088	\$ 246,643	\$ 12,758	\$ 42,313
Tukwila	\$ 15,402	\$ 17,233	\$ 1,171	\$ 3,002
Total	\$ 777,306	\$ 874,145	\$ 54,667	\$ 151,506

BACKGROUND

The SKHHP Advisory Board met on October 5, 2023 and November 2, 2023 to review project applications and develop a funding recommendation for the SKHHP Executive Board's consideration. The SKHHP Executive Board met on October 20, 2023 and November 17, 2023 to review each project and consider the recommendations of the Advisory Board. The Advisory Board adopted its recommendation on November 2, 2023 and the Executive Board took final action on November 17, 2023.

PROCESS



ATTACHMENTS

1. Economic summaries for recommended projects

1. Mercy Housing NW - Kent Multicultural Village

Funding request: \$1,000,000

Executive Board recommendation: \$1,000,000 (forgivable loan)

Address: 23446 Pacific Highway South, Kent, WA 98032

PROJECT SUMMARY

Kent Multicultural Village is a 199-unit multifamily rental project in Kent adjacent to the future Kent Des Moines Link light rail station. The light rail station is scheduled to open in 2026. The project will support households earning 30% area median income (AMI) to 80% AMI with a 20% set-aside (39 units) for households with an intellectual and/or developmental disability (I/DD). The I/DD units will benefit from on-site supportive services. A 30% set-aside (61 units) will be for families with children. The project includes studios, 1-bedrooms, 2-bedrooms, and three-bedroom units. The site is comprised of eight stories and will include a community center, a family resource center, and a licensed early learning facility with six classrooms to accommodate 96 infants and children with a focus on serving children with I/DD. The project was awarded the RFP by Sound Transit to be located on surplus land, but the terms of development are forthcoming, and the final project may be slightly different than described. 39 units are eligible for SKHHP funds sourced from HB 1590 revenue.

The project is a partnership between Mercy Housing NW and Open Doors for Multicultural Families, who will provide support to the I/DD households and will relocate their headquarters to the property. Open Doors for Multicultural Families will also operate the Community Center which will include space for recreational activities and community-focused programming. Open Doors for Multicultural Families is a non-profit organization dedicated to meeting the needs of persons of color living with I/DD, especially immigrants and refugees.

PROJECT SCHEDULE

Activity	Date
Site Control	2024 – to be coordinated in Sound Transit negotiations
Building Permits Issued	4/2025
Begin Construction	6/2025
Begin Lease Up	2/2027
Certificate of Occupancy Issued	6/2027
First LIHTC Year Start	6/2027
100% Lease Up	2/2028

FUNDING RATIONALE

The Executive Board supports the intent of this application for the following reasons:

- The project has a 20% set-aside for households with an I/DD.
- The project serves a diverse range of incomes from 30% AMI to 80% AMI.
- The project proposal is thorough, well planned, and has funding commitments already established.

- The project is located adjacent to the future Kent Des Moines Link light rail station and has convenient access to transit, schools, medical clinics, grocery stores, and services.
- The project strongly aligns with SKHHP Housing Capital Fund adopted priorities including: being a transit-oriented development (TOD) project, collaboration with local community-based organizations, addressing the needs of populations most disproportionately impacted by housing costs, advancing economic opportunity due to its proximity to the future Link light rail station and other amenities, advancing geographic equity of the Housing Capital Fund, and the leverage of private and public investment.
- Mercy Housing NW is a well-established nonprofit developer in the region.
- A third-party construction report found the proposed budget to be appropriate.

PROPOSED CONDITIONS

Standard Conditions

1. Contractor shall provide SKHHP with development and operating budgets based upon actual funding commitments for approval by SKHHP staff. Contractor must notify SKHHP staff immediately if it is unable to adhere to these budgets, and must submit new budget(s) to SKHHP staff for approval. SKHHP staff shall not unreasonably withhold its approval of these budget(s), so long as they do not materially or adversely change the Project. This shall be a continuing obligation of the Contractor. Contractor's failure to adhere to budgets (either original or new/amended) may result in SKHHP's withdrawal of its funding commitment. Contractor must prepare and submit final budgets to SKHHP at the time it starts project construction and at the project's completion.
2. Contractor shall submit to SKHHP evidence of funding commitments from all proposed public and private funding sources. If Contractor cannot secure an identified commitment within an application's time frame, Contractor shall immediately notify SKHHP staff and describe its anticipated actions and time frame for securing alternative funding.
3. Contractor shall use SKHHP provided funds toward specific project costs as included in the funding agreement and consistent with RCW 82.14.530. Contractor may not use SKHHP funds for any other purpose unless SKHHP staff authorizes such alternate use in writing. If budget line items with unexpended balances exist after completion of the project, SKHHP and other public funders shall approve adjustments to the project capital sources (including potential reductions in public fund loan balances).
4. Contractor shall evaluate and consider maximizing sustainability features for the Project (such as an efficient building envelope and heat pumps) and shall propose a plan to maximize the Project's sustainability.
5. If Contractor uses federal funds toward the Project, it must meet applicable federal guidelines, including but not limited to: contractor solicitation; bidding and selection; wage rates; and federal laws and regulations.

6. Contractor shall maintain documentation of any necessary land use approvals, permits, and licenses required by the jurisdiction in which the project is located.
7. Quarterly Status Reports. Contractor is required to provide SKHHP with quarterly status reports for projects funded through SKHHP's Housing Capital Fund during the project's development stage (from the time funds are awarded until the project's completion and occupancy). These quarterly reports must include at a minimum the status of funds expended and progress to date. SKHHP will rely on these quarterly reports to determine whether Contractor is making satisfactory progress on the project. Contractor shall submit a final budget to SKHHP upon project completion. If applicable, Contractor shall submit initial tenant information as required by SKHHP.
8. SKHHP will inspect the project site at least once during the project's construction.
9. Ongoing Monitoring. After occupancy, Contractor will submit annual reports to SKHHP summarizing the number of project beneficiaries, housing expenses for the target population, and the proportion of those beneficiaries that are low- and/or moderate-income and that meet other eligibility criteria established in the Contract. In addition, for projects with loan payments, Contractor must annually report financial information to SKHHP that it will use to assess contingent loan payments and project health. These annual reports will be required for the full duration of affordability. SKHHP will also periodically evaluate all projects for long term sustainability.
10. For rental projects, Contractor shall maintain the project in good and habitable condition for the duration of its affordability term.
11. SKHHP shall reimburse the Contractor for satisfactory completion of the requirements specified in the Contract and upon Contractor's submission to SKHHP of invoices and supporting documentation of eligible expenses.
12. A covenant is recorded ensuring affordability for at least 50 years, with unit size, number of units, and affordability distribution established prior to executing Contract.

Special Conditions

1. SKHHP will provide project funds to the Contractor in the form of a **deferred, contingent, forgivable loan**. Loan terms will account for various factors, including loan terms from other fund sources and available cash flow. Final loan terms shall be determined prior to release of funds and must be approved by SKHHP staff. The loan will be secured by a deed of trust recorded against the development property to ensure that Contractor maintains the project's affordability and target population. Contractor shall not be required to repay the loan so long as it maintains these project requirements.
2. Timeframe for funding commitment. The funding commitment continues for **thirty-six (36) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to SKHHP staff no later than sixty (60) days prior to the expiration date. At that time, the Agency will provide a

status report on progress to date and expected schedule for start of construction and project completion. The SKHHP Executive Board will consider a twelve-month extension only on the basis of documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the Contractor will demonstrate that all capital funding has been secured or is likely to be secured within a reasonable period of time.

3. At least 39 of the housing units shall be set-aside for households with an I/DD who earn no more than 60% AMI. Use of funds and population eligibility must be in-alignment with RCW 82.14.530.
4. SKHHP funds shall be used solely for new construction, unless otherwise approved by SKHHP staff.
5. Receipt of the documentation of remediation results and Department of Ecology approval of remediation efforts shall be submitted to SKHHP prior to proceeding with construction.

2. Low Income Housing Institute (LIHI) - Skyway Affordable Housing and Early Learning Center

Funding request: \$2,800,000

Executive Board recommendation: \$2,800,000 (forgivable loan)

Address: 12712-12724 & 12742 Renton Ave. South, Seattle, WA 98178

PROJECT SUMMARY

Skyway Affordable Housing and Early Learning Center is a multifamily rental project in Unincorporated King County. The project will provide 55 housing units for individuals and families, including 12 studios, 19 one-bedroom, 13 two-bedroom, and 11 three-bedroom units for households earning between 30% and 50% AMI with a 75% set-aside (42 units) for households transitioning out of homelessness. An early learning center will be located on the ground floor of the building, featuring four classrooms to accommodate up to 80 children, a parent resource room, and offices. The surrounding community will be prioritized in the early learning center activities. Additional amenities include a community room, case manager offices, and a roof deck for resident use. LIHI will provide on-site case management. This project has been previously awarded predevelopment and acquisition funds from King County.

The project will serve individuals (25 units) and families (17 units) exiting homelessness earning 30% AMI (42 total units) and will support general population households earning up to 50% AMI (12 units). A common room will support all residents (1 unit). 42 units are eligible for SKHHP funds sourced from HB 1590 revenue.

Childhaven, a nonprofit dedicated to strengthening families and preventing childhood trauma, plans to lease the early learning center and relocate their program to the site and will assist in applying for local funding for this portion of the project. The early learning center will be financed separately from the residential space, without using tax credits on the commercial space.

PROJECT SCHEDULE

Activity	Date
Site Control	1/30/2023
Building Permits Issued	1/23/2025
Begin Construction	6/1/2025
Begin Lease Up	9/15/2026
Certificate of Occupancy Issued	10/15/2026

FUNDING RATIONALE

The Executive Board supports the intent of this application for the following reasons:

- The project has a 75% set-aside for households transitioning out of homelessness.
- The project brings quality, affordable housing to a historically underserved neighborhood.
- The project will house Childhaven on-site to run an early learning center.
- The project is located near schools, a library, and a future community center.
- The project strongly aligns with SKHHP Housing Capital Fund adopted priorities including: collaboration with local community-based organizations, addressing the needs of populations

most disproportionately impacted by housing costs, advancing geographic equity of the Housing Capital Fund, leverage of private and public investment, and promoting racial equity by prioritizing residents with a connection to the neighborhood.

- The project will prioritize residents with a connection to the neighborhood.
- LIHI is an established developer in the region.
- A third-party construction report found the proposed budget to be appropriate.

PROPOSED CONDITIONS

Standard Conditions

1. Contractor shall provide SKHHP with development and operating budgets based upon actual funding commitments for approval by SKHHP staff. Contractor must notify SKHHP staff immediately if it is unable to adhere to these budgets, and must submit new budget(s) to SKHHP staff for approval. SKHHP staff shall not unreasonably withhold its approval of these budget(s), so long as they do not materially or adversely change the Project. This shall be a continuing obligation of the Contractor. Contractor's failure to adhere to budgets (either original or new/amended) may result in SKHHP's withdrawal of its funding commitment. Contractor must prepare and submit final budgets to SKHHP at the time it starts project construction and at the project's completion.
2. Contractor shall submit to SKHHP evidence of funding commitments from all proposed public and private funding sources. If Contractor cannot secure an identified commitment within an application's time frame, Contractor shall immediately notify SKHHP staff and describe its anticipated actions and time frame for securing alternative funding.
3. Contractor shall use SKHHP provided funds toward specific project costs as included in the funding agreement and consistent with RCW 82.14.530. Contractor may not use SKHHP funds for any other purpose unless SKHHP staff authorizes such alternate use in writing. If budget line items with unexpended balances exist after completion of the project, SKHHP and other public funders shall approve adjustments to the project capital sources (including potential reductions in public fund loan balances).
4. Contractor shall evaluate and consider maximizing sustainability features for the Project (such as an efficient building envelope and heat pumps) and shall propose a plan to maximize the Project's sustainability.
5. If Contractor uses federal funds toward the Project, it must meet applicable federal guidelines, including but not limited to: contractor solicitation; bidding and selection; wage rates; and federal laws and regulations.
6. Contractor shall maintain documentation of any necessary land use approvals, permits, and licenses required by the jurisdiction in which the project is located.
7. Quarterly Status Reports. Contractor is required to provide SKHHP with quarterly status reports for projects funded through SKHHP's Housing Capital Fund during the project's

development stage (from the time funds are awarded until the project's completion and occupancy). These quarterly reports must include at a minimum the status of funds expended and progress to date. SKHHP will rely on these quarterly reports to determine whether Contractor is making satisfactory progress on the project. Contractor shall submit a final budget to SKHHP upon project completion. If applicable, Contractor shall submit initial tenant information as required by SKHHP.

8. SKHHP will inspect the project site at least once during the project's construction.
9. Ongoing Monitoring. After occupancy, Contractor will submit annual reports to SKHHP summarizing the number of project beneficiaries, housing expenses for the target population, and the proportion of those beneficiaries that are low- and/or moderate-income and that meet other eligibility criteria established in the Contract. In addition, for projects with loan payments, Contractor must annually report financial information to SKHHP that it will use to assess contingent loan payments and project health. These annual reports will be required for the full duration of affordability. SKHHP will also periodically evaluate all projects for long term sustainability.
10. For rental projects, Contractor shall maintain the project in good and habitable condition for the duration of its affordability term.
11. SKHHP shall reimburse the Contractor for satisfactory completion of the requirements specified in the Contract and upon Contractor's submission to SKHHP of invoices and supporting documentation of eligible expenses.
12. A covenant is recorded ensuring affordability for at least 50 years, with unit size, number of units, and affordability distribution established prior to executing Contract.

Special Conditions

1. SKHHP will provide project funds to the Contractor in the form of a **deferred, contingent, forgivable loan**. Loan terms will account for various factors, including loan terms from other fund sources and available cash flow. Final loan terms shall be determined prior to release of funds and must be approved by SKHHP staff. The loan will be secured by a deed of trust recorded against the development property to ensure that Contractor maintains the project's affordability and target population. Contractor shall not be required to repay the loan so long as it maintains these project requirements.
2. Timeframe for funding commitment. The funding commitment continues for **thirty-six (36) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to SKHHP staff no later than sixty (60) days prior to the expiration date. At that time, the Agency will provide a status report on progress to date and expected schedule for start of construction and project completion. The SKHHP Executive Board will consider a twelve-month extension only on the basis of documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the Contractor will demonstrate that all capital funding has been secured or is likely to be secured within a reasonable period of time.

3. At least 75% of the housing units shall be set-aside for households transitioning out of homelessness and be for an eligible population defined in RCW 82.14.530 and who earn no more than 60% AMI.
4. SKHHP funds shall be used solely for new construction, unless otherwise approved by SKHHP staff.
5. LIHI shall reexamine the guest policy allowing only one guest at a time to determine if it is necessary.

3. TWG – Pandion at Star Lake

Funding request: \$2,856,000

Executive Board recommendation: \$1,170,000 (loan)

Address: 2526 S 272nd Street, Kent, WA 98059

PROJECT SUMMARY

The South Building (building one of two) of Pandion at Star Lake is a multifamily rental, mixed use project consisting of 168 affordable housing units for households earning between 30% and 60% AMI in Kent. The project is located adjacent to the Kent/Star Lake Link light rail station. This transit-oriented development (TOD) project will provide a mix of studio, one, two and three-bedroom units. The project will include ground floor commercial space consisting of an early learning center for low-income children and other non-profit tenants. The property was purchased by the developer in December 2022. The project is a seven-story building with six stories of affordable housing over one story of commercial space, plus basement level parking.

The 168 units includes 109 units for the general population, 30 units for families with children, 25 units for families with children that require permanent supportive services and who are transitioning out of homelessness or are at-risk of homelessness, and 4 units supporting households with an intellectual and/or developmental disability (I/DD) requiring supportive services.

Pandion at Star Lake is a partnership between TWG Development and Vision House, with Vision House providing on-site supportive services for 140 units or those receiving 4% LIHTC support. In collaboration with the City of Kent, an additional service provider will be selected to serve residents of the remaining 28 units or those receiving 9% LIHTC support.

29 units of the project are eligible for HB 1590 funds which includes 25 units for families with children transitioning out of homelessness or are at-risk of homelessness and require permanent supportive services and the four units set-aside for I/DD households.

PROJECT SCHEDULE

Activity	Date
Site Control	12/6/2022
Building Permits Issued	10/1/2025
Begin Construction	12/31/2025
Certificate of Occupancy Issued	12/31/2027
Placed in service	1/1/2028
First LIHTC Year	2028

FUNDING RATIONALE

The Executive Board supports the intent of this application for the following reasons:

- The project is located adjacent to the future Kent/Star Lake Link light rail station and has convenient access to transit, schools, grocery stores, and services.

- The project strongly aligns with SKHHP Housing Capital Fund adopted priorities including: being a transit-oriented development (TOD) project, collaboration with local community-based organizations, addressing the needs of populations most disproportionately impacted by housing costs, advancing economic opportunity due to its proximity to the future Link light rail station and other amenities, advancing geographic equity of the Housing Capital Fund, and the leverage of private and public investment.
- The project construction start date is anticipated by early 2026, six months later than other recommended projects. The sponsor may have more time to secure the additional funds than other projects prior to beginning construction.
- The project has a strong partnership with Vision House who will provide on-site supportive services for 140 households.
- A second building supporting 173 units for seniors earning 80% to 100% AMI is part of the overall project, but is not part of the application to public funders. The overall project supports mixed-income housing from 30% AMI-100% AMI.
- The project sponsor has been in close communication with the City of Kent on project feasibility and zoning requirements since the property was purchased in December 2022.
- The project sponsor has agreed to voluntarily meet the design standards for properties zoned as 'Midway Transit Community,' which is a higher degree of development than what is required under general mixed-use commercial standards for the City of Kent.
- A third-party construction report found the proposed budget to be appropriate.

PROPOSED CONDITIONS

Standard Conditions

1. Contractor shall provide SKHHP with development and operating budgets based upon actual funding commitments for approval by SKHHP staff. Contractor must notify SKHHP staff immediately if it is unable to adhere to these budgets, and must submit new budget(s) to SKHHP staff for approval. SKHHP staff shall not unreasonably withhold its approval of these budget(s), so long as they do not materially or adversely change the Project. This shall be a continuing obligation of the Contractor. Contractor's failure to adhere to budgets (either original or new/amended) may result in SKHHP's withdrawal of its funding commitment. Contractor must prepare and submit final budgets to SKHHP at the time it starts project construction and at the project's completion.
2. Contractor shall submit to SKHHP evidence of funding commitments from all proposed public and private funding sources. If Contractor cannot secure an identified commitment within an application's time frame, Contractor shall immediately notify SKHHP staff and describe its anticipated actions and time frame for securing alternative funding.
3. Contractor shall use SKHHP provided funds toward specific project costs as included in the funding agreement and consistent with RCW 82.14.530. Contractor may not use SKHHP funds for any other purpose unless SKHHP staff authorizes such alternate use in writing. If budget line items with unexpended balances exist after completion of the

project, SKHHP and other public funders shall approve adjustments to the project capital sources (including potential reductions in public fund loan balances).

4. Contractor shall evaluate and consider maximizing sustainability features for the Project (such as an efficient building envelope and heat pumps) and shall propose a plan to maximize the Project's sustainability.
5. If Contractor uses federal funds toward the Project, it must meet applicable federal guidelines, including but not limited to: contractor solicitation; bidding and selection; wage rates; and federal laws and regulations.
6. Contractor shall maintain documentation of any necessary land use approvals, permits, and licenses required by the jurisdiction in which the project is located.
7. Quarterly Status Reports. Contractor is required to provide SKHHP with quarterly status reports for projects funded through SKHHP's Housing Capital Fund during the project's development stage (from the time funds are awarded until the project's completion and occupancy). These quarterly reports must include at a minimum the status of funds expended and progress to date. SKHHP will rely on these quarterly reports to determine whether Contractor is making satisfactory progress on the project. Contractor shall submit a final budget to SKHHP upon project completion. If applicable, Contractor shall submit initial tenant information as required by SKHHP.
8. SKHHP will inspect the project site at least once during the project's construction.
9. Ongoing Monitoring. After occupancy, Contractor will submit annual reports to SKHHP summarizing the number of project beneficiaries, housing expenses for the target population, and the proportion of those beneficiaries that are low- and/or moderate-income and that meet other eligibility criteria established in the Contract. In addition, for projects with loan payments, Contractor must annually report financial information to SKHHP that it will use to assess contingent loan payments and project health. These annual reports will be required for the full duration of affordability. SKHHP will also periodically evaluate all projects for long term sustainability.
10. For rental projects, Contractor shall maintain the project in good and habitable condition for the duration of its affordability term.
11. SKHHP shall reimburse the Contractor for satisfactory completion of the requirements specified in the Contract and upon Contractor's submission to SKHHP of invoices and supporting documentation of eligible expenses.
12. A covenant is recorded ensuring affordability for at least **50 years**, with unit size, number of units, and affordability distribution established prior to executing Contract.

Special Conditions

1. SKHHP will provide project funds to the Contractor in the form of a **deferred, 1% interest, non-forgivable loan to the LIHTC partnership**. The form of the funds are subject to change, but shall be agreed upon prior to contract execution. Loan terms will

account for various factors, including loan terms from other fund sources and available cash flow. Final loan terms shall be determined prior to release of funds and must be approved by SKHHP staff. The loan will be secured by a deed of trust recorded against the development property to ensure that Contractor maintains the project's affordability and target population.

2. Timeframe for funding commitment. The funding commitment continues for **thirty-six (36) months** from the date of Council approval and shall expire thereafter if all conditions are not satisfied. An extension may be requested to SKHHP staff no later than sixty (60) days prior to the expiration date. At that time, the Agency will provide a status report on progress to date and expected schedule for start of construction and project completion. The SKHHP Executive Board will consider a twelve-month extension only on the basis of documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the Contractor will demonstrate that all capital funding has been secured or is likely to be secured within a reasonable period of time.
3. At least 29 housing units of the total shall be for an eligible population defined in RCW 82.14.530 including households transitioning out of homelessness or are at-risk of homelessness or households with an I/DD and who also earn no more than 60% AMI.
4. SKHHP funds shall be used solely for new construction of the South Building, unless otherwise approved by SKHHP staff.

4. Multi-Service Center - Victorian Place II

Funding request: \$500,000

Executive Board recommendation: \$777,306 (grant)

Address: 24517 26th Place South, Des Moines, WA 98198

PROJECT SUMMARY

Victorian Place II is a multifamily, preservation 20-unit rental project in Des Moines. Since 1996, the nonprofit Multi-Service Center has owned the two adjacent buildings that comprise the project which includes five units for households earning up to 35% AMI, ten units for households up to 40% AMI, and five units for households up to 50% AMI. The 20 three bedroom/two bath affordable rental units are in active use and the target population is families with children.

The original request was for \$500,000 in the form of a grant. Initial estimates were based on a 2018 construction estimate. An updated cost estimate of the project received on October 25, 2023 totaled \$675,918. The Advisory Board recommended fully funding the project at the revised amount, however, after the recommendation was made, it was discovered that the revised estimate did not include contingency funding. The Executive Board recommend funding the project with a 15% contingency which totals \$777,306.

SKHHP funds are requested to support the rehabilitation of the two buildings including: landscape improvements, staircase repairs, installation of new railings, seal coating the parking lot, upgrading external lighting, recoating tenant decks, installation of new siding, replacing gutters and downspouts, replacing windows, replacing sliding glass doors, replacing unit entry doors, and replacing baseboard heating with energy-efficient heating systems.

PROJECT SCHEDULE

Activity	Date
Site Control	1/1/2000
Building Permit Issued	Mid-2024
Begin Rehabilitation and Renovation	Mid-late 2024
End Rehabilitation and Renovation	Mid-late 2025

FUNDING RATIONALE

The Advisory Board supports the intent of this application for the following reasons:

- There are limited funding sources available for preservation and rehabilitation. The focus for larger public funders has historically been on creating new units of affordable housing. Smaller preservation projects like this one are not as competitive against larger preservation projects competing for the same funds.
- The property is in need of rehabilitation to support the health and safety of residents which are families with children.
- Preservation of affordable housing is a high-priority for SKHHP.
- 75% of the households earn no more than 40% AMI.

- The project's proximity to the future Kent Des Moines Link light rail station an asset (1.3 miles).
- Multi-Service Center is a well-established South King County-based nonprofit that owns and operates over 650 units of affordable housing.
- Multi-Service Center's housing programs have a history of serving BIPOC community members with 72% of clients self-identifying as BIPOC.
- The project strongly aligns with SKHHP Housing Capital Fund adopted priorities including: the project sponsor's community connection and engagement with the populations they intend to serve, advancing racial equity, addressing the needs of populations most disproportionately impacted by housing costs, advancing geographic equity of the Housing Capital Fund, and preservation.
- Of the two applications submitted by the project sponsor, this project is the higher of the two priorities as the larger housing units are more difficult for families in need to access, and the current safety concerns at the project site are more immediate.

PROPOSED CONDITIONS

Standard Conditions

1. Contractor shall provide SKHHP with development and operating budgets based upon actual funding commitments for approval by SKHHP staff. Contractor must notify SKHHP staff immediately if it is unable to adhere to these budgets, and must submit new budget(s) to SKHHP staff for approval. SKHHP staff shall not unreasonably withhold its approval of these budget(s), so long as they do not materially or adversely change the Project. This shall be a continuing obligation of the Contractor. Contractor's failure to adhere to budgets (either original or new/amended) may result in SKHHP's withdrawal of its funding commitment. Contractor must prepare and submit final budgets to SKHHP at the time it starts project rehabilitation and at the project's completion.
2. Contractor shall submit to SKHHP evidence of funding commitments from all proposed public and private funding sources. If Contractor cannot secure an identified commitment within an application's time frame, Contractor shall immediately notify SKHHP staff and describe its anticipated actions and time frame for securing alternative funding.
3. Contractor shall use SKHHP provided funds toward specific project costs as included in the funding agreement and consistent with RCW 82.14.540. Contractor may not use SKHHP funds for any other purpose unless SKHHP staff authorizes such alternate use in writing. If budget line items with unexpended balances exist after completion of the project, SKHHP shall approve adjustments to the project capital sources (including potential reductions in public fund loan balances).
4. Contractor shall evaluate and consider maximizing sustainability features for the Project (such as an efficient building envelope and heat pumps) and shall propose a plan to maximize the Project's sustainability.

5. If Contractor uses federal funds toward the Project, it must meet applicable federal guidelines, including but not limited to: contractor solicitation; bidding and selection; wage rates; and federal laws and regulations.
6. Contractor shall maintain documentation of any necessary land use approvals, permits, and licenses required by the jurisdiction in which the project is located.
7. Quarterly Status Reports. Contractor is required to provide SKHHP with quarterly status reports for projects funded through SKHHP's Housing Capital Fund during the project's development stage (from the time funds are awarded until the project's completion). These quarterly reports must include at a minimum the status of funds expended and progress to date. SKHHP will rely on these quarterly reports to determine whether Contractor is making satisfactory progress on the project. Contractor shall submit a final budget to SKHHP upon project completion. If applicable, Contractor shall submit initial tenant information as required by SKHHP.
8. SKHHP will inspect the project site at least once during the project's rehabilitation.
9. Ongoing Monitoring. After occupancy, Contractor will submit annual reports to SKHHP summarizing the number of project beneficiaries, housing expenses for the target population, and the proportion of those beneficiaries that are low- and/or moderate-income and that meet other eligibility criteria established in the Contract. In addition, for projects with loan payments, Contractor must annually report financial information to SKHHP that it will use to assess contingent loan payments and project health. These annual reports will be required for the full duration of affordability. SKHHP will also periodically evaluate all projects for long term sustainability.
10. For rental projects, Contractor shall maintain the project in good and habitable condition for the duration of its affordability term.
11. SKHHP shall reimburse the Contractor for satisfactory completion of the requirements specified in the Contract and upon Contractor's submission to SKHHP of invoices and supporting documentation of eligible expenses.
12. A covenant is recorded ensuring affordability for at least 50 years, with unit size, number of units, and affordability distribution established prior to executing Contract.

Special Conditions

1. SKHHP will provide project funds to the Contractor in the form of a **secured grant with no repayment**. Final Contract terms shall be determined prior to release of funds and must be approved by SKHHP staff. The grant will be secured by a deed of trust recorded against the property to ensure that Contractor maintains the project's affordability and target population. Contractor shall not be required to repay the grant so long as it maintains these project requirements.
2. Timeframe for funding commitment. The funding commitment continues for **thirty-six (36) months** from the date of Council approval and shall expire thereafter if all

conditions are not satisfied. An extension may be requested to SKHHP staff no later than sixty (60) days prior to the expiration date. At that time, the Agency will provide a status report on progress to date and expected schedule for start of construction and project completion. The SKHHP Executive Board will consider a twelve-month extension only on the basis of documented, meaningful progress in bringing the project to readiness or completion. At a minimum, the Contractor will demonstrate that all capital funding has been secured or is likely to be secured within a reasonable period of time.

3. SKHHP funds shall be used solely for the rehabilitation of the property to include, but not be limited to, the following, unless otherwise approved by SKHHP staff:
 - a. landscape improvements
 - b. staircase repairs
 - c. installation of new railings
 - d. seal coating the parking lot
 - e. upgrading external lighting
 - f. recoating tenant decks
 - g. installation of new siding
 - h. applying exterior paint
 - i. replacing gutters and downspouts
 - j. replacing windows
 - k. replacing sliding glass doors
 - l. replacing unit entry doors
 - m. replacing baseboard heating with energy-efficient heating systems
4. SKHHP and Contractor shall agree to the specifics on what will be funded prior to executing a contract to ensure eligibility of expenses in alignment with RCW 82.14.540 and to mitigate cost-overruns.
5. Five housing units shall serve households earning up to 35% AMI, ten units for households up to 40% AMI, and five units for households up to 50% AMI for the duration of the term of affordability.
6. Should cost overruns occur that require funds above SKHHP's contribution, sponsor will work towards filling the funding need through their capital budget process or seeking funds through other sources.

ATTACHMENT 1: Economic Summaries of Recommended Projects

Project: Mercy Housing NW – Kent Multicultural Village

Proposed Funding Sources by Amounts and Status

Funding source	Proposed Amount	Status
SKHHP	\$1,000,000	Applied
4% LIHTC Equity	\$48,849,278	Applied
King County (2022)	\$5,000,000	Committed
GP Equity	\$1,000	Self-funded
Permanent Loan	\$23,500,000	Applied
State HTF	\$8,000,000	Awarded
Deferred Fee	\$4,850,000	Self-funded
Amazon Grant	\$2,000,000	Applied
Amazon Loan	\$11,369,574	Applied
Private: Non-Residential	\$7,841,869	Will Apply
State: Non-Residential	\$10,735,000	Will Apply
Federal: Non-Residential	\$2,552,000	Will Apply
County: Non-Residential	\$3,150,000	Will Apply
Debt: Non-Residential	\$5,474,735	Will Apply
TOTAL	\$134,323,456	

Proposed Use of Funds and Total Residential Cost Per Unit

Proposed use	Amount	Per Unit
Land acquisition	\$384,504	--
Construction costs	\$98,698,553	--
Soft costs	\$12,761,870	--
Development costs	\$8,372,636	--
Other development costs	\$4,002,261	--
Community facility	\$9,402,356	--
4% bond issuance	\$701,276	--
TOTAL	\$134,323,456	--
TOTAL NON-RESIDENTIAL	\$29,753,604	--
TOTAL RESIDENTIAL (Includes common areas)	\$104,569,852	\$525,476

Residential Cost Per Square Foot

Item	Amount
Residential square footage	246,019
Residential development cost	\$104,569,852
Cost per square foot	\$425.05

Residential Cost Per Unit Based on Unit Size

Unit Size	Number of Units	Unit Square Footage	Cost per Unit
Average Studio	54	392	\$166,619
Average 1-bedroom	40	484	\$205,724
Average 2-bedroom	65	710	\$301,785
Average 3-bedroom	40	982	\$417,399
Common area and other residential spaces, including parking	--	85,700	\$36,426,785

Project: LIHI – Skyway Affordable Housing and Early Learning Center

Proposed Funding Sources by Amounts and Status

Funding source	Proposed Amount	Status
SKHHP	\$2,800,000	Applied
State HTF	\$7,465,748	Will apply in fall 2024
King County 2023	\$2,500,000	Awarded \$2.1M
9% LIHTC	\$13,080,144	Will apply in fall 2024
King County 2022 (pre-development funds)	\$2,500,000	Received
Direct Appropriations-Federal	\$700,000	Received
Direct Appropriations-State	\$3,000,000	Received
Wyncote Foundation	\$1,000,000	Received
PSTAA	\$300,000	Received
TOTAL	\$36,295,892	

Proposed Use of Funds and Total Residential Cost Per Unit

Proposed use	Amount	Cost per Unit
Land acquisition	\$2,041,000	--
Construction costs	\$26,761,254	--
Soft costs	\$4,624,073	--
Development costs	\$1,737,565	--
Other development costs	\$1,132,000	--
TOTAL	\$36,295,892	--
TOTAL NON-RESIDENTIAL	\$3,250,000	--
TOTAL RESIDENTIAL (Includes common areas)	\$33,045,892	\$600,834

Residential Cost Per Square Foot

Item	Amount
Residential square footage	50,608
Residential development cost	\$33,045,892
Cost per square foot	\$652.97

Residential Cost Per Unit Based on Unit Size

Unit Size	Number of Units	Unit Square Footage	Cost per Unit
Average studio square footage	12	400	\$261,188
Average 1-bedroom square footage	19	516	\$336,932
Average 2-bedroom square footage	13	816	\$532,823
Average 3-bedroom square footage	11	900	587,673
Common area and other residential spaces, including parking	--	12,121	\$7,914,649

Project: TWG – Pandion at Star Lake

Proposed Funding Sources by Amounts and Status

Funding source	Proposed Amount	Status
SKHHP	\$2,856,000	Applied
LIHTC & Energy Credits	\$31,023,163	Applied
Amazon	\$22,000,000	Applied
Permanent Loan	\$15,340,000	Applied
State HTF	\$4,218,915	Applied-Not awarded in 2023
King County	\$4,500,000	Applied-Not awarded in 2023
Deferred Development Fee	\$2,355,370	Self-funded
Non-Residential Commercial	\$4,856,260	--
TOTAL	\$87,149,708	

Proposed Use of Funds and Total Residential Cost Per Unit

Proposed use	Amount	Per Unit
Land acquisition	\$3,435,523	--
Construction costs	\$63,626,629	--
Soft costs	\$9,689,519	--
Development costs	\$6,902,268	--
Other Development costs	\$3,154,594	--
4% Bond Issuance	\$341,175	--
TOTAL	\$87,149,708	--
TOTAL NON-RESIDENTIAL	\$4,856,260	--
TOTAL RESIDENTIAL (Includes common areas)	\$82,293,448	\$489,841

Residential Cost Per Square Foot

Item	Amount
Residential square footage	180,197
Residential development cost	\$82,293,448
Cost per square foot	\$456.68

Residential Cost Per Unit Based on Unit Size

Unit Size	Number of Units	Unit Square Footage	Cost per Unit
Average Studio	30	381	\$173,995
Average 1-bedroom	78	615	\$280,858
Average 2-bedroom	24	950	\$433,846
Average 3-bedroom	36	1,095	\$500,064
Common area and other residential spaces, including parking	--	59,772	\$27,296,676

Project: Multi-Service Center - Victorian Place II

Proposed Funding Sources by Amounts and Status

Funding source	Proposed Amount	Status
SKHHP	\$777,306	Applied
Multi-Service Center	\$7,819	Self-Funded
TOTAL	\$785,125	

Proposed Use of Funds and Total Residential Cost Per Unit

Proposed use	Amount	Per Unit
Title document recording fees	\$5,000	\$250
Rehabilitation costs	\$780,125	\$39,006
TOTAL	\$785,125	\$39,256