

SKHHP Executive Board
November 21, 2025, 1:00 – 3:00 PM
Virtual Meeting

Video conference:

<https://us06web.zoom.us/j/99857398028?pwd=eXFiMmJpQm1abDZmMmRQbHNOYS8ydz09>

OR by phone: 253-205-0468

Meeting ID: 998 5739 8028

Password: 085570

I.	CALL TO ORDER	1:00
a.	ROLL CALL	
b.	INTRODUCTIONS OF STAFF WORK GROUP MEMBERS AND ADVISORY BOARD REPRESENTATIVE	
II.	PUBLIC COMMENT	1:05
III.	APPROVAL OF OCTOBER 17, 2025	1:07
	<u>Motion</u> is to approve the October 17, 2025 SKHHP Executive Board meeting minutes.	
IV.	AGENDA MODIFICATIONS	1:09
V.	BOARD BUSINESS	1:10
a.	TWG POTENTIAL AWARD REALLOCATION	
	<u>Presenter:</u> Claire Goodwin, SKHHP Executive Manager	
	<u>Purpose:</u> Consider and adopt the criteria under which the SKHHP award to TWG Development's Pandion at Star Lake would be rescinded.	
	<u>Background:</u> TWG Development was awarded \$1,940,000 from the 2023 and 2024 funding rounds of the SKHHP Housing Capital Fund for the construction of Pandion at Star Lake in Kent. TWG Development is currently prohibited from accessing any Washington State Housing Finance Commission financial resources and the project has struggled to get additional funding commitments. TWG has listed the site at Pandion at Star Lake for sale. Simultaneously, TWG applied for funding in October 2025 from Amazon's Housing Equity Fund with a decision expected by the end of November 2025. In August 2025, the Executive Board agreed to wait until the outcome of the Amazon award was known until making a decision about the SKHHP award. TWG has communicated that without the Amazon funding, the project is not viable.	
	Should the TWG awards be rescinded by the time City Council action is required for the 2025 Housing Capital Fund allocations, the funding would be reallocated to this year's funding round.	

Motion is to adopt the criteria under which SKHHP would rescind the two SKHHP Housing Capital Fund awards made to TWG for the Pandion at Star Lake project.

b. 2025 SKHHP HOUSING CAPITAL FUND RECOMMENDED ALLOCATIONS

1:30

Presenter: Claire Goodwin, SKHHP Executive Manager

Purpose: Consider and adopt the 2025 SKHHP Housing Capital Fund allocations based on the Advisory Board's two funding scenarios' recommendations.

Background: SKHHP makes funding available every year for the construction and preservation of affordable housing in South King County. The application period for the 2025 SKHHP Housing Capital Fund opened in June and closed on September 3, 2025. The SKHHP Advisory Board met in October and November to review and discuss the project applications. At its meeting on November 6, 2025, the Advisory Board recommended allocations based on multiple funding scenarios for the Executive Board's consideration and adoption on November 21, 2025.

Motion is to approve/amend SKHHP's 2025 primary Housing Capital Fund allocation recommendation and secondary Housing Capital Fund allocation recommendation with direction to forward the primary allocation recommendation to member City Councils participating in the 2025 Housing Capital Fund funding round; provided that, should the TWG awards be rescinded by December 31, 2025, the Board's direction is to forward the secondary allocation recommendation to member City Councils participating in the 2025 Housing Capital Fund funding round.

c. SKHHP BIENNIAL BUDGET

2:20

Presenter: Claire V. Goodwin, SKHHP Executive Manager

Purpose: Discuss implementing a biennial process for the SKHHP Work Plan and Budget.

Background: As part of the SKHHP Five-Year Plan ideas development, a proposal was raised to transition the SKHHP work plan and budget to a biennial process, beginning with the 2027-2028 work plan and budget. This shift is projected to save staff time across SKHHP and member jurisdictions, leading to a more effective administrative process.

For review, discussion, and receipt of Board feedback, no action proposed.

d.	2025 THIRD QUARTER PROGRESS REPORT	2:40
	<p><u>Presenter:</u> Claire V. Goodwin, SKHHP Executive Manager</p>	
	<p><u>Purpose:</u> Presentation of the 2025 quarter three budget and progress report for the Executive Board review.</p>	
	<p><u>Background:</u> Consistent with the SKHHP Interlocal Agreement, a quarterly budget and progress report is presented to the Executive Board every three months and shared with member jurisdictions. The report serves as an accountability tool and opportunity for Board Members to update their member Councils and other interested parties on SKHHP's work. A presentation to the Board offers the opportunity for feedback prior to finalization and distribution to member jurisdictions. As requested by the Executive Board in August 2025, an update on the status of each of the SKHHP awarded Housing Capital Fund projects is also attached to this update.</p>	
	<p>For review, discussion, and receipt of Board feedback, no action proposed.</p>	
VI.	UPDATES/ANNOUNCEMENTS	2:50
	<ul style="list-style-type: none"> • December Executive Board meeting • Chair and Vice Chair nominations for 2026 • Calendar series • Annual check-in Executive Manager – invitation forthcoming 	
VII.	ADJOURN	3:00



I. CALL TO ORDER

Claire Goodwin called the meeting to order at 1:04 PM.

ROLL CALL/ESTABLISHMENT OF QUORUM

Executive Board members present: Merina Hanson, City of Kent; Kristina Soltys, City of Covington; Gene Achziger, City of Des Moines; Brian Davis, City of Federal Way; Victoria Schroff, City of Maple Valley; Eric Zimmerman, City of Normandy Park; Carmen Rivera, City of Renton; James Lovell, City of SeaTac; Dennis Martinez, City of Tukwila; Diana Glauber, King County.

Others present: Claire Goodwin, SKHHP Executive Manager; Dorsol Plants, SKHHP Program Coordinator; James Alberson, City of Renton (Alternate); Jessica de Baros, SKHHP Advisory Board; Saja Ahmed, KCHA; Marc Cote, Parkview Services; Ryan Makinster, Habitat for Humanity Seattle/King & Kittitas County; Amanda McElvaney, WaFd Bank; Evan Maxim, City of SeaTac; Laurel Humphrey, City of Tukwila; Angie Mathias, City of Renton; McCaela Daffern, King County; Owen Goode, City of Auburn; Dafne Hernandez, City of Covington; Jason Gauthier, SSHA3P; Sarah Loeffler, City of Burien.

Carmen Rivera joined at 1:30 PM

II. PUBLIC COMMENT

No public comment was received.

III. APPROVAL OF JULY 18, 2025 MINUTES

Eric Zimmerman moved to approve the August 15, 2025 and September 19, 2025 minutes as presented, seconded by Kristina Soltys. Motion was approved (10-0)

IV. AGENDA MODIFICATIONS

No modifications to the agenda were made.

V. BOARD BUSINESS

a. APPOINTING MEMBERS TO THE SKHHP ADVISORY BOARD

Dorsol Plants reviewed the SKHHP Advisory Board recruitment process which began in June 2025 and introduced two candidates for reappointment and five candidates for appointment to the SKHHP Advisory Board

James Lovell moved to adopt SKHHP Resolution 2025-03, seconded by Dennis Martinez. Motion was approved (10-0)

Jessica de Baros, Saja Ahmed, Marc Cote, Ryan Makinster, and Amanda McElvaney introduced themselves to the Board following their appointment to the SKHHP Advisory Board.

b. HOUSING CAPITAL FUND PROJECT APPLICATION REVIEW

Claire Goodwin provided a summary of the six projects which applied to the 2025 SKHHP Housing Capital Fund to the Board.

c. SKHHP LEGISLATIVE FORUM DEBRIEF

Claire Goodwin reported on the SKHHP Legislative Forum held on September 19, 2025.

The Board provided favorable feedback, noting the forum's effectiveness, and provided input to be incorporated into planning for future forums.

VI.UPDATES/ANNOUNCEMENTS

Claire Goodwin informed the Board that the King County Council adopted the 2026 SKHHP Work Plan and Budget on October 6, 2025.

Claire Goodwin informed the Board that the Maple Valley City Council is scheduled to hold a study session on Monday, October 20, to discuss options for pooling funds for SKHHP's Housing Capital Funds.

Claire Goodwin informed the Board that SKHHP staff are actively developing contracts for the following projects: Mercy Housing NW's Kent Multicultural Village, Multiservice Center's White River, and Habitat for Humanity Seattle/King & Kittitas Counties' Burien Miller Creek.

Claire Goodwin reported that she attended the Mercy Housing NW Burien Family Housing project groundbreaking ceremony on September 19, along with Vice Chair Dana Ralph and Burien Mayor Kevin Schilling.

Claire Goodwin informed the Board that SKHHP staff will discontinue attaching meeting packets to Microsoft Outlook Calendar invitations. This change is being implemented to comply with internal data storage policy requirements.

Claire Goodwin informed the Board that she will be attending the Affordable Housing Finance Live Conference in Chicago from November 17–19. She noted that she will be reachable via cellphone if needed.

VII.ADJOURN

Kristina Soltys moved to adjourn the meeting at 2:29 PM, seconded by Victoria Schroff. Motion was approved (9-0)

Dorsol Plants, Program Coordinator



Memorandum

South King Housing and Homelessness Partners

TO: SKHHP Executive Board
FROM: Claire V. Goodwin, Executive Manager
DATE: November 14, 2025
SUBJECT: TWG Potential Award Reallocation

SUMMARY

TWG Development's Pandion at Star Lake may not be a viable project and the Executive Board is asked to consider the possibility to reallocate the two SKHHP awards made to the project to the Housing Capital Fund should the project's application to Amazon not be successful, TWG sells the property, or TWG forfeits the SKHHP award.

BACKGROUND

TWG Development was awarded \$1,940,000 from the 2023 and 2024 funding rounds of the SKHHP Housing Capital Fund for the construction of Pandion at Star Lake in Kent. TWG Development is currently prohibited from accessing any Washington State Housing Finance Commission financial resources for three years and the project has struggled to get additional funding commitments. TWG has listed the site at Pandion at Star Lake for sale. Simultaneously, TWG applied for funding in October 2025 from Amazon's Housing Equity Fund with a decision expected by the end of November 2025. In August 2025, the Executive Board agreed to wait until the outcome of the Amazon award was known until making a decision about the SKHHP award. The SKHHP awards to TWG must be used by February 2027, otherwise they are reallocated back to SKHHP's Housing Capital Fund for allocation to other projects. TWG has communicated that without Amazon funding, the project is not viable. Should the TWG awards be rescinded by the time City Council action is required for the 2025 Housing Capital Fund allocations, the funding would be reallocated to the 2025 funding round. Should the TWG awards be rescinded after City Council action is required for the 2025 Housing Capital Fund allocations, the funding would be reallocated to the 2026 funding round.

RECOMMENDATION

- Adopt criteria to reallocate the TWG Pandion at Star Lake awards
 - One of the following must be true to rescind the TWG awards:
 - i. Application to the 2025 Amazon Equity Fund not successful; or
 - ii. TWG sells the property; or
 - iii. TWG forfeits the SKHHP award
 - PROS:
 - i. Funding would be reallocated to projects ready to move forward
 - ii. Recommendation ready from Advisory Board modeling potential reallocation this funding round (see SKHHP Executive Board meeting agenda for November 21, 2025: Board Business Item b – 2025 SKHHP Housing Capital Fund Recommended Allocations)
 - CONS:
 - i. TWG would not have the award for Pandion at Star Lake should an alternate plan be developed before February 2027



South King Housing and Homelessness Partners

Memorandum

TO: SKHHP Executive Board
FROM: Claire V. Goodwin, SKHHP Executive Manager
DATE: November 18, 2025
RE: 2025 SKHHP Housing Capital Fund Recommendation

OVERVIEW

2025 represents the fourth annual funding round of the SKHHP Housing Capital Fund made possible by pooling resources among SKHHP member jurisdictions. Ten member cities pooled funds for the Housing Capital Fund this year and contributions totaled \$3,926,340. Contributions sourced from SHB 1406 totaled \$883,725 and those sourced from HB 1590 totaled \$3,042,615. With the remaining unused funds from the 2024 funding round and the 2024 interest earnings from those cities pooling funds this year, SKHHP made \$3,974,000 available in the 2025 funding round. With a previous SKHHP award to TWG being potentially reallocated, an additional \$1,940,000 in HB 1590 funds may be available by the end of the year. SKHHP received six applications for funding representing over \$11.4 million in requests to develop or preserve 262 units of housing. The SKHHP Advisory Board recommends two funding scenarios: Scenario 1 recommends funding three projects totaling \$3,942,850 which excludes the TWG reallocated award (see Table 1); and Scenario 2 recommends funding four projects totaling \$5,842,850 which includes the TWG reallocation (see Table 2). Scenario 1 leaves a balance of \$31,150 in HB 1590 funds in the Housing Capital Fund that will rollover into the next funding round in 2026 and Scenario 2 leaves a balance of \$71,150 in HB 1590 funds. 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 and standard conditions for funding.

Table 1: Recommended Projects and Recommended Funding Level - Scenario 1

Project sponsor and name	Location	# of units	Project type	Amount requested	Recommended funding – HB 1590	Recommended funding – SHB 1406
African Community Housing & Development – African Diaspora Cultural Anchor Village	SeaTac	129	New Construction Rental	\$3,500,000	\$1,200,000	--
St. Stephen Housing Association – Steele House	Renton	6	New Construction Rental	\$1,820,850	\$1,820,850	--
Mental Health Housing Foundation – Steel Lake	Federal Way	20	New Construction Rental	\$1,500,000	--	\$922,000
TOTAL	--	155	--	--	\$3,020,850	\$922,000

Table 2: Recommended Projects and Recommended Funding Level - Scenario 2

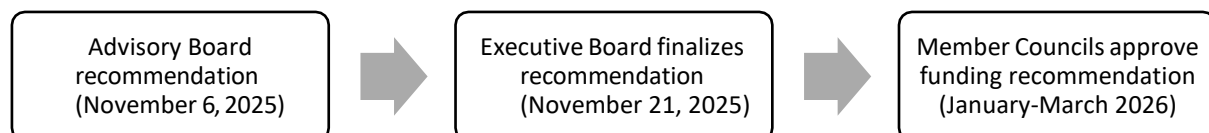
Project sponsor and name	Location	# of units	Project type	Amount requested	Recommended Funding – HB 1590	Recommended Funding – SHB 1406
African Community Housing & Development – African Diaspora Cultural Anchor Village	SeaTac	129	New Construction Rental	\$3,500,000	\$2,100,000	--
St. Stephen Housing Association – Steele House	Renton	6	New Construction Rental	\$1,820,850	\$1,820,850	--
Mental Health Housing Foundation – Steel Lake	Federal Way	20	New Construction Rental	\$1,500,000	\$1,000,000	--
Multi-Service Center – Maple Lane Estates	Kent	16	Rehabilitation Rental	\$922,000	--	\$922,000
TOTAL	--	171	--	--	\$4,920,850	\$922,000

BACKGROUND

The SKHHP Advisory Board met on October 2, 2025 and November 6, 2025 to review each project application and develop a funding recommendation for the SKHHP Executive Board’s consideration. The Advisory Board began the evaluation of each project based on the established criteria and funding priorities adopted in the 2025 Housing Capital Fund Guidelines. In preparing the initial discussion of the Advisory Board’s recommendation, two conflicts of interest were disclosed by the Advisory Board and two potential conflicts of interest were disclosed. Two members are employed by organizations that submitted applications to this year’s funding round; one member is employed by an organization that refers clients to one of the project applicant’s organizations; and one member is employed by an organization that has worked with two applicants. Of the disclosed potential conflicts of interest, the two members have no personal or financial interest in any of the applications being considered.

On November 17, 2025, the City of Maple Valley voted to allocate \$500,000 to the 2025 funding round of the SKHHP Housing Capital Fund. That contribution was incorporated into the overall funding made available under Scenario 1 and 2. This contribution was not reflected in the advertised funding available as it was not known until recently. Member jurisdictions are always welcome to contribute additional funds to the Housing Capital Fund at any point in the year.

PROCESS



ATTACHMENTS

1. Economic summaries of recommended projects
2. Standard conditions for funding

1. African Community Housing & Development – African Diaspora Cultural Anchor Village

Funding request: \$3,500,000

Advisory Board recommendation – Scenario 1: \$1,200,000

Advisory Board recommendation – Scenario 2: \$2,100,000

Address: 15005 Military Road S, SeaTac, 98188

PROJECT SUMMARY

The African Diaspora Cultural Anchor Village is a 129-unit new construction 4% Low-Income Housing Tax Credit rental project with a mix of studios to four-bedrooms for households earning 30-60% AMI. 55 units will be set-aside for families with children and 13 units set-aside for households with a physical disability. The project aims to respond to community members' desire for a central anchor for South King County's African Diaspora immigrant and refugee community.

This project is a partnership between African Community Housing & Development (ACHD) and Mercy Housing Northwest. Four parcels represent the project across 2.2 acres acquired by ACHD in 2023. The parcels are located in SeaTac, 0.4 mile north of the Tukwila International Boulevard Link light rail station, making this a prime transit-oriented development location. Existing structures include two houses and commercial structures to be demolished.

The seven-story building will house residential units on levels three through seven while the first two levels will include a community center event space, retail space, and office space for ACHD. Level two will include a childcare center and classroom space for ACHD after-school programming. Additionally, there will be outdoor gardening and recreation space. Level three will have a courtyard in addition to the residential units. Below ground parking will be provided on part of Level one.

PROJECT SCHEDULE

Activity	Date
Site Control	12/1/2023
Building Permits Issued	9/25/2026
Begin Construction	10/12/2026
Issued Certificate of Occupancy	6/1/2028
Begin Lease-Up	6/2/2028
Projected First LIHTC Year Start	6/1/2028

FUNDING RATIONALE

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

- The City of SeaTac is a central hub for the African Diaspora immigrant and refugee community, who are facing increasing displacement pressures, and the project responds directly to those needs.
- ACHD is considered a "By and For Organization" by the Department of Commerce's Housing Division. Department of Commerce describes By and For Organizations as the following: "By-

and-For Organizations are operated by and for the communities they serve. Their primary mission and history is serving a specific community. They are culturally based, directed, and substantially controlled by individuals from the population they serve. At the core of their programs, these organizations embody the community's central cultural values. In the affordable housing context, these communities must have demonstrated disproportionate representation in homelessness, housing instability, and housing affordability.”¹

- A primary goal of the project is to support large and intergenerational families, including specific gathering spaces requested by elders.
- The proposal was driven by extensive community engagement including a series of community conversations and community cafes within the South King County African Diaspora immigrant and refugee community.
- The project will include early learning classrooms, workforce training, outdoor gardening and recreation space, retail space for community businesses, and community gathering space.
- The project includes a large portion of 2,3, and 4-bedroom units.
- The project is located near the Tukwila International Boulevard Link light rail station, providing critical transit access.
- Outreach and marketing will be conducted in multiple languages.
- The project strongly aligns with SKHHP Housing Capital Fund adopted priorities including collaboration with local community-based organizations, connections and direct experience with populations the project is proposing to serve, addressing the needs of populations most disproportionately impacted by housing costs, advancing economic opportunity due to its proximity to transit and other amenities, providing rental housing for households earning 0-30% AMI, geographic distribution, leverage of private and public investment, and racial equity.
- The project is located in SeaTac which has not had a SKHHP funded project located in the city yet.
- ACHD is a new developer but is partnering with the more experienced developer, Mercy Housing Northwest, for this project.
- A partial award is recommended as another applicant's project was a higher priority and ready to move forward with construction.

PROPOSED CONDITIONS

Standard conditions apply to all projects and are included as Attachment 2 at the end of this memo.

1. SKHHP will provide project funds to the Contractor in the form of a **deferred 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.

¹ Department of Commerce's Capacity Building, Outreach, and Support Program: <https://www.commerce.wa.gov/multifamily-rental-housing/cbos-team/> and <https://app.smartsheet.com/b/form/06feee2dc8644602a884beb5cb4081e2>

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 Contractor 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 13 of the housing units shall be set-aside for individuals with a physical disability who earn no more than 60% AMI. Use of funds and population eligibility must be in-alignment with RCW 82.14.530. Additionally, at least 55 units will be set-aside for families with children.
4. SKHHP funds shall be used solely for new construction and other development costs, unless otherwise approved by SKHHP staff.
5. A covenant is recorded ensuring affordability for at least 50 years with size and affordability distribution per the following table. Changes may be considered based on reasonable justification as approved by SKHHP.

AMI	Studio	1-bedroom	2-bedroom	3-bedroom	4-bedroom	Total Units
30%	1	2	4	6	1	14
40%	1	5	12	13	3	34
50%	2	8	13	16	4	43
60%	1	6	14	14	2	37
Manager Units	--	--	1	--	--	1
Total Units	5	21	44	49	10	129

2. St. Stephen Housing Association – Steele House

Funding request: \$1,820,850

Advisory Board recommendation – Scenario 1: \$1,820,850

Advisory Board recommendation – Scenario 2: \$1,820,850

Address: 3001 NE 16th St., Renton, 98056

PROJECT SUMMARY

Steele House is proposed as a demolition and new construction rental project of six three-bedroom townhomes for families exiting homelessness or at risk of homelessness who earn up to 50% AMI. The property was purchased in 2016 and includes a duplex built in 1943 operating as transitional housing. The transitional housing program will end before the project begins so no relocation will be needed before demolition of the duplex. Most case management and supportive services will take place on-site, at the families' housing unit.

St. Stephen Housing and Way Back Inn merged in December 2024 and have become a single non-profit organization under the name St. Stephen Housing Association. The boards of both organizations have combined and former Way Back Inn Board Members, who have assisted in the Steele House project's pre-development work, will remain involved to guide expansion plans.

The project is located across the street from the Bezos Academy – North Highlands location, Meadow Crest Early Learning Center, and a playground. McKnight Middle School, Renton Highlands Park and Ride, multiple restaurants and retail stores along Sunset Boulevard, and a Rite Aid Pharmacy are all located within 0.5 mile radius. A grocery store is located within 0.6 mile radius.

This is the second time the project sponsor has applied to the SKHHP Housing Capital Fund for the project and the City of Renton has committed \$500,000 to the project since the previous application was received.

PROJECT SCHEDULE

Activity	Date
Site Control	1/21/2025
Building Permits Issued	4/15/2026
Begin Construction	4/16/2026
Begin Lease-up	3/2/2027
Issued Certificate of Occupancy	4/16/2027

FUNDING RATIONALE

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

- The project will serve families experiencing homelessness or are at-risk of homelessness.
- The City of Renton has committed \$500,000 of HB 1590 funds directly to the project and has not had a SKHHP funded project located in the city yet.

- Pending successful awards from SKHHP and the Department of Commerce this funding round, the project would be ready to begin construction in April 2026.
- The application was well-crafted and complete. Additionally, all underwriting benchmarks were met in the SKHHP Addendum.
- The proposal has been discussed for the past eight years including at the sponsor's annual fundraisers.
- The project budgets \$15,745 in operating expenses per unit per year which is a generous budget (\$8,000 per unit per year is the minimum benchmark).
- St. Stephen Housing Association reports that the project will focus on Black, Indigenous, and People of Color (BIPOC) families, who are disproportionately impacted by homelessness due to systemic factors, and the goal will be to have four or five of the homes serving BIPOC households.
- The Sponsor has a long-standing history of working with homeless families and is well-established within the local crisis housing community. The project is built on strong partnerships and deep community connections.
- Close access to schools, an early learning center, grocery stores, retail, and a pharmacy.
- Program design is informed by surveys and interviews with families.
- Utilizes monthly Conversation Cafés for continuous community input.
- The project strongly aligns with SKHHP Housing Capital Fund adopted priorities including connections and direct experience with populations the project is proposing to serve, addressing the needs of populations most disproportionately impacted by housing costs, advancing economic opportunity due to its proximity to transit and other amenities, environmental benefit due to its proximity to parks, providing rental housing for households earning 0-30% AMI, geographic distribution, leverage of private and public investment, and racial equity.

PROPOSED CONDITIONS

Standard conditions apply to all projects and are included as Attachment 2 at the end of this memo.

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 Contractor 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. All 6 housing units shall be set-aside for families exiting homelessness or are at-risk of homelessness who earn no more than 50% 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, including demolition, and soft costs, unless otherwise approved by SKHHP staff.
5. A covenant is recorded ensuring affordability for at least 50 years with size and affordability distribution per the following table. Changes may be considered based on reasonable justification as approved by SKHHP.

AMI	3-bedroom	Total Units
50%	6	6
Total Units	6	6

3. Mental Health Housing Foundation – Steel Lake

Funding request: \$1,500,000

Advisory Board recommendation – Scenario 1: \$922,000

Advisory Board recommendation – Scenario 2: \$1,000,000

Address: 29020 and 29026 Military Road, Federal Way, 98003

PROJECT SUMMARY

Mental Health Housing Foundation’s (MHHF) Steel Lake Affordable Housing is a 20-unit rental project for individuals with severe and persistent mental illness with incomes at 30% and 50% AMI. This is the first phase of a two-phased new construction project. The second phase would add an additional ten units for a total of 30 units. The first phase will construct four two-bedroom units and sixteen one-bedroom units, including one manager unit.

The project will be owned, developed, and operated by MHHF. A live-in property manager will occupy one of the one-bedroom units, and all maintenance needs will be addressed through a shared superintendent and maintenance staff. Residents live independently, receiving services from community behavioral health providers offsite. The majority of tenants in the portfolio have case managers. When issues arise with tenants that may benefit from contact with the case manager, MHHF makes contact.

The new building will be a two-story walk-up with ten apartments on each level. The site will include a community gathering space, shared laundry facilities, management offices, outdoor seating areas, and parking. Two large grocery stores, drugstore and other shops and amenities are located across the street, as well as access to public transit. Laurelwood Park with open space is within 0.5 mile. MHHF acquired the parcels in December 2024.

MHHF was organized and incorporated as a non-profit in 1990 to support those living with mental illness in their efforts to live independently. The founders were concerned about the lack of affordable housing for individuals with serious and persistent mental illness in King County. The organization has grown to own seven housing projects, with a total of 90 housing units, that vary from single family shared homes to small apartment buildings.

PROJECT SCHEDULE

Activity	Date
Site Control	12/23/2024
Building Permits Issued	2/1/2027
Begin Construction	3/15/2027
Begin Lease-up	1/1/2028
Issued Certificate of Occupancy	3/15/2028

FUNDING RATIONALE

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

- The project directly addresses a critical regional need for housing dedicated to individuals with mental illness.
- The project will provide deep affordability for households earning up to 30% and 50% AMI.
- The project provides an opportunity to ensure SKHHP funds are distributed across all of South King County as Federal Way has not had a SKHHP funded project located in the city, yet.
- The scale of the project is considered appropriate for the identified need.
- The construction timeline is further out, which justifies the recommendation for partial funding.
- The application was strong and all underwriting benchmarks were met in the SKHHP Addendum.
- MHHP has longstanding relationships with multiple behavioral health agencies in King County, including Sound Behavioral Health, Navos, and Valley Cities, and will utilize those to seek referrals for residents of Steel Lake.
- Sponsor secured a \$31,000 pre-development grant from Enterprise Community Partners, a commitment up to \$60,000 in State funded technical assistance, an Impact Capital loan to purchase the site, and \$44,000 commitment from MHHP to support the project's operating reserves to be deposited once construction is complete.
- The project strongly aligns with SKHHP Housing Capital Fund adopted priorities including connections and direct experience with populations the project is proposing to serve, addressing the needs of populations most disproportionately impacted by housing costs, advancing economic opportunity due to its proximity to transit and other amenities, environmental benefit due to its proximity to a park, providing rental housing for households earning 0-30% AMI, geographic distribution, and leverage of private and public investment.

PROPOSED CONDITIONS

Standard conditions apply to all projects and are included as Attachment 2 at the end of this memo.

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 Contractor 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. All 20 housing units in Phase 1 shall be set-aside for individuals with severe and persistent mental illness who earn no more than 50% AMI. Use of funds and population eligibility must be in-alignment with RCW 82.14.530.
4. SKHHP funds shall be used solely for acquisition, new construction, softs costs, and other development costs unless otherwise approved by SKHHP staff.
5. A covenant is recorded ensuring affordability for at least 50 years with size and affordability distribution per the following table. Changes may be considered based on reasonable justification as approved by SKHHP.

AMI	1-bedroom	2-bedroom	Total Units
30%	10	2	12
50%	5	2	7
Manager Units	1	--	1
Total Units	16	4	20

4. Multi-Service Center – Maple Lane Estates

Funding request: \$922,000

Advisory Board recommendation – Scenario 1: \$0

Advisory Board recommendation – Scenario 2: \$922,000

Address: 1622 Maple Lane, Kent, 98030

PROJECT SUMMARY

The Multi-Service Center's (MSC) Maple Lane Estates contains 16 two-bedroom, one-bathroom units across four buildings serving households earning 30% and 50% AMI. The buildings were constructed in 1992 and MSC has owned the property since 1994. The renovations are proposed to include replacement of siding, gutters, downspouts, railings, windows, sliding glass doors, front entry door replacement, recoating tenant decks, painting, exterior HVAC alterations, re-grading areas adjacent to siding and replacement of exterior entry doors.

MSC is a South King County based non-profit that owns and operates 1,168 units of affordable housing. MSC provides multiple housing program services such as rental assistance, emergency housing, transitional housing, and permanent supportive housing.

SKHHP has funded the rehabilitation of two MSC projects previously as the sole funder: Victorian Place II in Des Moines and the White River Apartments in Auburn. SKHHP would be the sole funder on the rehabilitation of Maple Lane Estates.

PROJECT SCHEDULE

Activity	Date
Site Control	11/16/1993
Building Permits Issued	4/30/2027
Begin Construction	5/1/2027
Issued Certificate of Occupancy	12/31/2027

FUNDING RATIONALE

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

- The property is in need of rehabilitation to support the health and safety of the residents.
- The project is made up of 2-bedroom units to support larger household sizes.
- The project provides deep affordability for households earning up to 30% and 50% AMI.
- The project is smaller than other proposed rehabilitation projects and the Sponsor only applied for SKHHP funds.
- The project is not leveraging other public funds and would benefit from SKHHP funding. As the sole funder, it makes the contracting phase easier and quicker.

- There are limited funding sources available for preservation and rehabilitation and the larger sources have historically overlooked smaller rehabilitation projects, though that may be changing.
- MSC has been the recipient of two previous SKHHP awards.
- The project strongly aligns with SKHHP Housing Capital Fund adopted priorities including connections and direct experience with populations the project is proposing to serve, addressing the needs of populations most disproportionately impacted by housing costs, providing rental housing for households earning 0-30% AMI, advancing economic opportunity due to its proximity to transit, environmental benefit due to its proximity to open spaces, and preservation.

PROPOSED CONDITIONS

Standard conditions apply to all projects and are included as Attachment 2 at the end of this memo.

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 Contractor 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 and may include the following, unless otherwise approved by SKHHP staff:
 - a. New siding
 - b. Replacing gutters and downspouts
 - c. Replacing railings
 - d. New windows
 - e. Replacing sliding glass doors
 - f. Replacing front entry doors and exterior entry doors
 - g. Recoating tenant decks
 - h. Exterior paint
 - i. Exterior HVAC alterations

- j. Re-grading areas adjacent to siding
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. A covenant is recorded ensuring affordability for at least 50 years with unit size, number of units, and affordability distribution per the following table. Changes may be considered based on reasonable justification as approved by SKHHP.

AMI	2-bedroom	Total Units
30%	5	5
50%	11	11
Total Units	16	16

ATTACHMENT 1: Economic Summaries of Recommended Projects

Project: African Community Housing & Development – African Diaspora Cultural Anchor Village

Proposed Funding Sources by Amounts and Status

Funding source	Proposed Amount	Status
SKHHP (2025)	\$3,500,000	Applied
4% LIHTC	\$36,191,383	Will Apply 3/2026
King County (2024)	\$950,055	Committed
King County (2025)	\$9,531,499	Applied
Commerce HTF	\$12,000,000	Applied
CHIP	\$1,000,000	Applied
Perm Debt	\$12,929,768	
State Appropriation	\$3,880,000	Committed
Amazon	\$9,500,000	Will Apply
Deferred Fee	\$2,500,000	
Contributed Fee	\$2,000,000	
RESIDENTIAL TOTAL	\$93,982,705	
ACHD Sponsor Loan (Non-Residential)	\$18,184,525	
4% LIHTC (Non-Residential)	\$2,686,201	Will Apply 3/2026
TOTAL	\$114,853,431	

Proposed Use of Funds and Total Residential Cost Per Unit

Proposed use	Amount	Per Unit
Acquisition	\$6,852,926	--
Construction	\$62,578,467	--
Soft Costs	\$15,097,811	--
Other Development Costs	\$9,453,501	--
RESIDENTIAL TOTAL	\$93,982,705	\$728,548
Non-Residential Costs	\$20,870,725	--
TOTAL	\$114,853,430	--

Project: St. Stephens Housing Association – Steele HouseProposed Funding Sources by Amounts and Status

Funding source	Proposed Amount	Status
SKHHP (2025)	\$1,820,850	Applied
Sponsor Seller Note	\$295,000	Committed
City of Renton	\$500,000	Committed
Commerce HTF	\$1,000,000	Applied
Sponsor Operations and Service Agreements	\$125,285	Committed
Medina Foundation Grant	\$75,000	Committed
TOTAL	\$3,816,135	

Proposed Use of Funds and Total Residential Cost Per Unit

Proposed use	Amount	Per Unit
Acquisition	\$295,000	--
Construction	\$2,527,168	--
Soft Costs	\$635,332	--
Other Development Costs	\$358,635	--
TOTAL	\$3,816,135	\$636,023

Project: Mental Health Housing Foundation – Steel LakeProposed Funding Sources by Amounts and Status

Funding source	Proposed Amount	Status
SKHHP (2025)	\$1,500,000	Applied
Commerce HTF	\$5,732,155	Applied
Federal Home Loan Bank	\$1,700,000	Applied
King County	\$2,393,679	Applied
Sponsor Pre-Development Grants	\$123,749	Committed
CHIP	\$378,483	Applied
TOTAL	\$11,828,066	

Proposed Use of Funds and Total Residential Cost Per Unit

Proposed use	Amount	Per Unit
Acquisition	\$710,000	--
Construction	\$8,910,608	--
Soft Costs	\$1,480,283	--
Other Development Costs	\$727,175	--
TOTAL	\$11,828,066	\$591,403

Project: Multi-Service Center – Maple Lane Estates

Proposed Funding Sources by Amounts and Status

Funding source	Proposed Amount	Status
SKHHP (2025)	\$922,000	Applied
Property Cash Flow	\$30,969	
TOTAL	\$952,969	

Proposed Use of Funds and Total Residential Cost Per Unit

Proposed use	Amount	Per Unit
Acquisition	\$4,000	--
Construction	\$869,510	--
Soft Costs	\$72,459	--
Other Development Costs	\$7,000	--
TOTAL	\$952,969	\$59,561

ATTACHMENT 2: Standard Conditions for Funding

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, and shall survive the transfer or assignment of the Contract. 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 Contract and consistent with RCW 82.14.540 and/or 82.14.530, as applicable. 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. Contractor shall use and document an open and competitive bidding process (consisting of at least three bids) for construction and related consultant services associated with the project, regardless of the source of funds used to pay their costs.
6. Contractor shall pay or cause to be paid RCW 39.12 prevailing wages in all projects funded by SKHHP that include construction activities, unless federal funds awarded to the project mandate use of federal prevailing wage rates.
7. 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.
8. Contractor shall maintain documentation of any necessary land use approvals, permits, and licenses required by the jurisdiction in which the project is located.
9. Contractor shall submit to SKHHP project monitoring reports quarterly through its completion of the project, and annually thereafter. Contractor shall submit a final budget to SKHHP upon

project completion. If applicable, Contractor shall submit initial tenant information as required by SKHHP.

10. 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.
11. SKHHP may inspect the project site during the project's construction.
12. After occupancy, the 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. The Annual Report shall be submitted through the Washington State Housing Finance Commission's Web-Based Annual Reporting System (WBARS) unless otherwise approved by SKHHP. The Annual Report shall include certifications to SKHHP that it is in compliance with the Covenant, which shall include the most current occupancy information, rent schedule (showing which Units are in each income class), a calculation justifying any increases in rents from the previous rent schedule, consistent with the Covenant and the Contract, and the actual rents being charged to each unit. SKHHP shall have the right to review rents for compliance and approve or disapprove them every year. In the event the Contractor submits annual certifications to satisfy the reporting requirements of multiple funders, Contractor will designate and report all units at the income class required by the most restrictive funder as well as the classification for purposes of the Covenant and this Contract. The Contractor shall also include with such certification any changes in the management policies for the Property and such other information covering the prior calendar year as SKHHP may request by notice at least ninety (90) days in advance of the due date, and with such accompanying documentation as SKHHP may request. The Annual Reports shall be submitted through WBARS by June 30 of each year and will be required for the full duration of the Affordability Period. SKHHP will also periodically evaluate all projects for long term sustainability.
13. For rental projects, Contractor shall maintain the project in good and habitable condition for the duration of its affordability term.
14. 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.
15. SKHHP shall retain 5% of the funding award ("retainage") and shall release the retainage only after construction is complete and all other obligations outlined in the contract have been satisfied.



Memorandum

South King Housing and Homelessness Partners

TO: SKHHP Executive Board
FROM: Claire V. Goodwin, Executive Manager
DATE: November 14, 2025
SUBJECT: SKHHP Biennial Budget

SUMMARY

The SKHHP Executive Board is asked to consider the potential transition of SKHHP moving from an annual work plan and budget to a biennial work plan and budget.

BACKGROUND

During the June 13, 2025 Executive Board meeting, the Board was presented with several recommendations on items to explore further as part of the SKHHP Five-Year Plan development process. One of those recommendations was to transition to a biennial (two-year) budget and work plan. The SKHHP Staff Work Group recommended this transition to reduce the amount of time member jurisdictions spend on bringing this item Council each year and to provide SKHHP staff with added capacity. A Regional Coalition for Housing (ARCH) recently transitioned to a biennial process with successful outcomes. A biennial budget and work plan would begin January 1, 2027 and last through December 31, 2028. This schedule mirrors the biennial budget years of SKHHP's Administering Agency (City of Auburn).

A transition to a biennial process would require an amendment to the SKHHP Interlocal Agreement (ILA). To ease the burden on member jurisdictions in amending the ILA for this purpose, the ILA amendment would be presented to Councils immediately prior to the presentation on the SKHHP work plan and budget. If the Executive Board is supportive of the transition, a draft ILA amendment would be circulated to member jurisdictions' legal representatives in December 2025 and SKHHP's biennial work plan and budget development process would begin in early 2026.

QUESTIONS

1. Are you supportive of SKHHP transitioning to a biennial budget and work plan?
2. Should SKHHP transition to a biennial process, would you like a check-in in year two to confirm the year two budget and work plan?
3. What additional information do you need to make a decision?



South King Housing and Homelessness Partners (SKHHP)

2025 Quarter 3 Progress Report (July-September)

Quarter 3 centered on essential preparation and strategic outreach with SKHHP staff coordinating and supporting applicants for the fourth annual funding round of the SKHHP Housing Capital Fund, facilitating discussions on the effects of federal and state policy on affordable housing development, and organizing SKHHP's inaugural Legislative Forum.

Who We Are

Formed in 2019 by an Interlocal Agreement, we are a collaboration between 11 South King County cities and King County united under the common goal to ensure the availability of housing for all income levels of residents in South King County. We achieve this through a focus on the production and preservation of affordable housing, partnership with public and private organizations, pooling and sharing resources, and advancing housing policies.

Purpose

Create a coordinated, comprehensive, and equitable approach to increasing housing stability, reducing homelessness, and producing and preserving quality affordable housing in South King County.

Contact

Claire Vanessa Goodwin
Executive Manager

Phone: 253.931.3042
cvgoodwin@skhhp.org



For more info

Scan QR Code or visit
skhhp.org



Goal 1: Fund the expansion and preservation of affordable housing.

2025 Housing Capital Fund – \$3.5 million was pooled from nine SKHHP member cities to finance affordable housing construction, acquisition, and preservation in South King County. Following six pre-application meetings, six applications were received by the September 3, 2025 deadline.

Housing Capital Fund Project Application Evaluation – Prepared the Advisory Board to evaluate and recommend projects for funding by providing targeted training on SKHHP funding priorities, the evaluation process, and coordination with other public funders.

Contract Drafting – Draft contract and loan documents were developed for awards to White River Apartments, Kent Multicultural Village, and Burien Miller Creek.



Goal 2: Develop policies to expand and preserve affordable housing.

SKHHP Legislative Priorities – In coordination with the SKHHP Executive Board, developed SKHHP's 2026 legislative priorities and accompanying talking points.

SKHHP Legislative Forum – Hosted the first SKHHP Legislative Forum on September 19, 2025 at the Tukwila Community Center. The event successfully amplified SKHHP's collaborative efforts to advance affordable housing in South King County. Attendees included seven Washington State Legislators, two legislative assistants, a representative from the Governor's Office, nine Executive Board Members, two Advisory Board Members, seven Staff Work Group Members, and SKHHP staff.

South King County Joint Planners and Developers – Convened and moderated a discussion between US Representative Adam Smith (WA-9), housing developers, and long-range planners regarding the impact of federal legislative and state regulatory changes on the affordable housing sector.



Goal 3: Serve as an advocate for South King County.

Burien Family Housing Groundbreaking – Attended the groundbreaking ceremony for Mercy Housing Northwest's Burien Family Housing project on September 19, 2025.

Community Practice Panel – Served as a panelist for a Housing Development Consortium event to discuss the impacts of federal policy changes on affordable housing.

Participation in Local Meetings and Forums – Represented SKHHP at 40+ regional meetings representing 12 unique groups including attendance at the annual Housing Washington Conference and the Housing Development Consortium's Policy Summit.



Goal 4: Manage operations and administration.

SHB 1406 Expense Reporting – Annual expense reporting for funding sourced from RCW 82.14.540 (SHB 1406) was completed and submitted to the Washington State Department of Commerce.

Advisory Board Recruitment – 30 potential candidates were contacted and invited to apply to serve on the SKHHP Advisory Board to fill open seats. Seven candidates were recommended for re-appointment or appointment to serve four-year terms at the October Executive Board meeting.

Document Archiving – Archived SKHHP's public meetings documents through paper records storage to ensure compliance with Chapter 40.14 RCW and initiated migration of digital documents to Laserfiche.

**South King Housing and Homelessness Partners
Fund Status as of September 30, 2025**

REVENUES	OPERATING ACTUAL	HOUSING CAPITAL FUND CONTRIBUTIONS 2025	TOTAL CONTRIBUTIONS 2025
Auburn	\$45,474	\$134,352	\$179,826
Burien	\$26,236	\$64,134	\$90,370
Covington	\$13,118	\$220,387	\$233,505
Des Moines	\$13,118	\$30,667	\$43,785
Federal Way	\$59,466	\$119,350	\$178,816
Kent	\$59,466	\$2,507,789	\$2,567,255
Maple Valley	\$13,118	-	\$13,118
Normandy Park	\$6,996	\$5,554	\$12,550
Renton	\$59,466	\$223,465	\$282,931
SeaTac	\$17,963	-	\$17,963
Tukwila	\$13,118	\$120,642	\$133,760
King County	\$59,466	-	\$59,466
King County additional contribution	\$15,534	-	\$15,534
INTEREST EARNINGS	\$423,350	-	\$423,350
TOTAL	\$825,889	\$3,426,340	\$4,252,229

EXPENDITURES	OPERATING ACTUAL	HOUSING CAPITAL FUND ACTUAL	TOTAL EXPENDITURES
Wages	\$176,442	-	\$176,442
Benefits	\$45,099	-	\$45,099
Interfund Allocations	\$26,253	-	\$26,253
Professional Services/Misc	\$34,931	-	\$34,931
Travel	\$822	-	\$822
Supplies	\$79	-	\$79
Administration Fee	\$31,107	-	\$31,107
Capital Projects	-	\$3,674,391	\$3,674,391
TOTAL	\$314,733	\$3,674,391	\$3,989,124
Beginning Fund Balance – January 1, 2025	\$957,119	\$11,251,725	-
Estimated net change in fund balance – September 30, 2025	\$511,156	(\$248,051)	-
Unrestricted fund balance in reserve – September 30, 2025	(\$501,975)	-	-
Estimated Ending Fund Balance – September 30, 2025	\$966,300	\$11,003,674	-

HOUSING CAPITAL FUND DETAIL	
EXPENDITURES	
Victorian Place II (Des Moines)	\$777,306
Burien Miller Creek (Burien)	\$285,000
Burien Family Housing (Burien)	\$2,597,085
Project Retainage	\$15,000
TOTAL	\$3,674,391

SKHHP Housing Capital Fund Awarded Project Status



Multi-Service Center – Victorian Place II

The rehabilitation was completed in June 2025. The full exterior renovation included the replacement of all siding, insulation, windows, sliding glass doors, unit entry doors, soffits, gutters, and downspouts. All deck surfaces were recoated, new deck railings were installed, and both buildings received a full repaint.



Habitat for Humanity Seattle-King & Kittitas Counties – Burien Miller Creek

The project is on schedule to complete construction in the first quarter of 2026 and begin home sales by April 2026. Work is being completed on-site for common areas and the remaining homes. Buyer identification has already begun, and an open house of an example unit was held in October 2025.



Mercy Housing Northwest – Burien Family Housing

As of September 2025, the project has achieved over 15% completion and is on schedule. Construction began in June 2025 and has included the demolition of existing structures, site grading, the installation of storm systems and utilities, and initial roadwork along 130th Street. Mary's Place has begun construction on the adjacent shelter facility for unhoused families.



Multi-Service Center – White River Apartments

SKHHP anticipates closing by the end of the year with an estimated start date of rehabilitation in Summer 2026 and lasting until June 2027.



Mercy Housing Northwest – Kent Multicultural Village

The project has secured all necessary funding and is on track to complete financing and begin construction in January 2026. Construction is anticipated to last 30 months and the project expects to open in Summer 2028.



Low Income Housing Institute (LIHI) – Skyway Affordable Housing

The building permit request was submitted in April 2025 and the project has recently responded to the first round of feedback comments. The project was awarded tax credits in early 2025 and released a Request for Proposal (RFP) to equity investors in October 2025.



TWG – Pandion at Star Lake

The project is on hold pending additional funding commitments.

While the residential portion of the project is fully funded, a budget gap remains for the Early Learning Center (ELC) which will occupy on-site commercial space. LIHI intends to apply for Washington State Early Learning Funding (ELF) to address the gap. Akin has stepped down as the initial ELC provider and LIHI is in the process of identifying a new provider.