

**RESOLUTION NO. 2026-03**

A RESOLUTION OF THE EXECUTIVE BOARD OF THE SOUTH KING COUNTY HOUSING AND HOMELESSNESS PARTNERS(SKHHP), ADOPTING THE 2027 SKHHP WORK PLAN AND OPERATING BUDGET

WHEREAS, pursuant to the Interlocal Agreement, the SKHHP Executive Board approves an annual work plan and budget each year to guide the work of SKHHP staff; and

WHEREAS, pursuant to the Interlocal Agreement, the annual budget includes an itemization of all categories of budgeted expenses and itemization of each Party's contribution, including in-kind services; and

WHEREAS, upon adoption by the Executive Board, the annual work plan and budget will be transmitted to each participating jurisdiction for approval by their legislative body; and

WHEREAS, the budget will not become effective until approved by the legislative body of each jurisdiction and adopted by the SKHHP Executive Board; and

WHEREAS, if a party does not approve the work plan or budget in a timely manner, the Executive Board may adopt the budget and work plan with a two-thirds majority vote; and

WHEREAS, the purpose of the annual work plan and budget is to provide management and budget guidance, and implement the overarching SKHHP mission to work together and share resources to increase the available options for South King County residents to access affordable housing and to preserve the existing affordable housing stock; and

WHEREAS, the 2027 work plan includes four goals with corresponding action items that further SKHHP's mission.

NOW, THEREFORE, THE EXECUTIVE BOARD RESOLVES as follows:

**Section 1.** The Executive Board adopts the 2027 SKHHP Work Plan in Attachment A.

**Section 2.** The Executive Board adopts the 2027 SKHHP Operating Budget in Attachment B.

**Section 3.** Each party's contribution to SKHHP's operating budget will be transmitted on an annual basis during the first quarter of the calendar year.

**Section 4.** The Executive Manager shall conduct a comprehensive budget analysis and fiscal performance report prior to the development of the 2028 budget. This report will evaluate the financial efficiency of operations and establish cost-performance benchmarks to inform future funding requirements.

**Section 5.** The Executive Manager is authorized to implement those administrative procedures necessary to carry out the directives of this legislation.

**Section 6.** SKHHP staff is authorized to make necessary corrections to this Resolution including, but not limited to, the correction of scrivener's/clerical errors, references, Resolution numbering, section/subsection numbers, and any references thereto.

**Section 7.** This Resolution will take effect and be in full force on passage and signatures.

Dated and Signed this 22nd day of May, 2026.

**SOUTH KING COUNTY HOUSING AND HOMELESSNESS PARTNERS**

Signed by:



\_\_\_\_\_  
NANCY BACKUS, CHAIR

ATTEST:

Signed by:



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Dorsol Plants

Acting Executive Manager

**RESOLUTION 2026-03 – ATTACHMENT A  
SKHHP 2027 WORK PLAN**

**PURPOSE**

Establish a 2027 SKHHP work plan and budget that is guided by Executive Board priorities, is consistent with the SKHHP Interlocal Agreement, and furthers SKHHP’s mission.

**BACKGROUND**

Established by an interlocal agreement, SKHHP jurisdictions work together and share resources to increase options for South King County residents to access affordable housing and preserve existing affordable housing. The 2027 SKHHP work plan builds on work done in previous years and was developed in collaboration with the Executive Board and staff work group.

The work plan is organized into four goals with corresponding action items. Each action is identified by priority as follows:

- Higher – Identified as higher priority by Executive Board or is necessary to carry out the Interlocal Agreements
- Medium – Identified as mid-level priority
- Lower – Identified as lower priority

Quarterly budget and progress reports on the status of the work plan elements will be submitted to the SKHHP Executive Board and the legislative body of each member jurisdiction as follows:

**Quarter 1:** May | **Quarter 2:** August | **Quarter 3:** November | **Quarter 4:** February

In accordance with the Interlocal Agreement, the 2027 SKHHP work plan and budget will be approved by the SKHHP Executive Board and the legislative body of each member jurisdiction.

**SKHHP MISSION**

South King County jurisdictions working together and sharing resources to create a coordinated, comprehensive, and equitable approach to increasing housing stability, reducing homelessness, and producing and preserving quality affordable housing in South King County.

**GOALS & ACTIONS**

Goal	Actions
1. Fund the expansion and preservation of affordable housing.	1 through 5
2. Develop policies to expand and preserve affordable housing.	6 through 9
3. Serve as an advocate for South King County.	10 through 15
4. Manage operations and administration.	16 through 22



## Goal 1

### Fund the expansion and preservation of affordable housing.

Actions	Priority of Actions ●●● = Higher ●● = Medium ● = Lower
1. Pool resources from member cities for the Housing Capital Fund, including SHB 1406 funds, HB 1590 funds, and general funds.	●●●
2. Develop and execute contract documents and covenants for projects ready to move forward from 2023-25 Housing Capital Fund funding rounds.	●●●
3. Facilitate approval from participating Councils of recommended projects from 2026 Housing Capital Fund funding round and prepare contract documents and covenants for any projects ready to move forward.	●●●
4. Manage 2027 Housing Capital Fund funding round including adopting annual guidelines, updating application materials, soliciting proposals, and facilitating project selection.	●●●
5. Encourage investment in South King County by private investors, lenders, and philanthropies.	●●●
<b>Indicators</b>	
○ Number of housing units and number of projects funded with financial support from SKHHP	
○ Number of housing units preserved with financial support from SKHHP	
○ Total dollar amount pooled by member jurisdictions for Housing Capital Fund	
○ Total dollar amount from new sources of revenue added to the Housing Capital Fund	
○ Geographic diversity of applications received for annual Housing Capital Fund funding round	



**Goal 2**

**Develop policies to expand and preserve affordable housing.**

Actions	Priority of Actions ••• = Higher •• = Medium • = Lower
6. Facilitate a review of inclusionary zoning models and feasibility requirements to identify potential shared policy goals among member jurisdictions.	••
7. Convene land use planners (SoKiHo) to increase coordination and collaboration on housing policy and planning.	•
8. Build relationships with developers to learn from their perspective the ways to encourage housing development, especially affordable housing.	•
9. Develop SKHHP Executive Board briefings on key housing and homelessness topics, especially as they relate to the goals of the work plan.	•
<b>Indicators</b>	
○ Subregional inclusionary zoning potential shared policy goals and feasibility report prepared and presented	
○ Number of relationships fostered with developers	
○ Number of Executive Board briefings on key housing and homelessness topics	



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

<b>Actions</b>	<b>Priority of Actions</b> ●●● = Higher ●● = Medium ● = Lower
10. Work collaboratively with public funders at the state and local levels to increase alignment and promote shared affordable housing goals and equitable geographic distribution of resources.	●●
11. Coordinate with the Advisory Board in collaboration with housing organizations and stakeholder groups to provide education and engagement opportunities for elected officials and community members.	●
12. Represent SKHHP at relevant local and regional meetings and forums that help advance SKHHP’s mission and provide a voice for increasing access to safe, healthy, and affordable housing in South King County.	●
13. Connect affordable housing developers with property owners who intend to sell naturally occurring affordable housing in coordination with member cities.	●
14. Meet with legislators as opportunities arise to inform about SKHHP’s mission, goals, and the Housing Capital Fund and host a legislative forum (odd numbered years).	●
15. Host a South King County legislative forum to amplify awareness of SKHHP’s work and subregional housing needs.	●
<b>Indicators</b>	
○ Number of collaborative work sessions held with public funders	
○ Number of events or engagement opportunities Advisory Board members organize or support	
○ Number of meetings, forums, or events attended that advance SKHHP's mission	
○ Number of meetings with legislators that promote SKHHP and South King County	
○ Number of affordable housing developers connected with property owners intending to sell naturally occurring affordable housing	
○ South King County legislative forum successfully executed	



**Goal 4**  
**Manage operations and administration.**

<b>Actions</b>	Priority of Actions ●●● = Higher ●● = Medium ● = Lower
16. Develop annual work plan and budget.	●●●
17. Generate and distribute quarterly progress reports to SKHHP Executive Board and member jurisdictions.	●●●
18. Work with administering agency to maintain records and produce regular financial reports for the SKHHP Housing Capital Fund and SKHHP Operating Account.	●●●
19. Organize and host monthly Executive and Advisory Board public meetings.	●●●
20. Implement and refine monitoring and compliance process to ensure Housing Capital Fund projects maintain affordability for tenants.	●●●
21. Facilitate membership outreach to interested South King County cities to engage potential partners and scale regional housing impact.	●●
22. Evaluate current staff capacity and establish comparative growth models to inform SKHHP's long-term expansion.	●●
23. Maintain and update the SKHHP website.	●●
<b>Indicators</b>	
○ Work plan and budget adopted	
○ Quarterly progress reports prepared and presented to Executive Board	
○ Financial reports and public records maintained	
○ Monthly Executive and Advisory Board meetings held	
○ Process established for monitoring and compliance of Housing Capital Fund projects	
○ Number of outreach meetings, informational briefings, or regional workshops conducted with non-member South King County cities.	
○ Staffing capacity report and growth models prepared and presented to Executive Board	
○ Website maintained	

**RESOLUTION 2026-03 – ATTACHMENT B  
2027 SKHHP Operating Budget**

Estimated beginning fund balance - January 1, 2027	\$ 398,094
Estimated ending fund balance - December 31, 2027	\$ 331,185

**REVENUES**

Auburn	\$ 52,295
Burien	\$ 30,171
Covington	\$ 15,086
Des Moines	\$ 15,086
Federal Way	\$ 68,386
Kent	\$ 68,386
Maple Valley	\$ 15,086
Normandy Park	\$ 8,045
Renton	\$ 68,386
SeaTac	\$ 15,086
Tukwila	\$ 15,086
King County*	\$ 68,386
Additional King County*	\$ 6,614
Office space (in-kind donation)	\$ 12,000
<b>TOTAL REVENUES</b>	<b>\$ 458,099</b>
Spend down balance	\$ 66,909
<b>TOTAL</b>	<b>\$ 525,008</b>

**EXPENSES**

Salaries & Wages	\$ 269,648
Benefits	\$ 85,662
Professional Services	\$ 63,970
Interfund Allocations	\$ 44,000
Office Space (in-kind donation)	\$ 12,000
Supplies	\$ 2,000
<b>Subtotal</b>	<b>\$ 477,280</b>
Administering agency - 10% admin fee**	\$ 47,728
<b>TOTAL</b>	<b>\$ 525,008</b>

**RESERVE**

<b>TOTAL</b>	<b>\$ 1,026,983</b>
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\*King County contribution based on the population of unincorporated King County is shown as increasing at the same rate as other partner jurisdictions and the additional allocation decreasing to maintain a total contribution of \$75,000 per year.

\*\*10% administrative fee is calculated as a percentage of operating costs which excludes in-kind donations and carry-forwards.