



King County

1200 King County
Courthouse
516 Third Avenue
Seattle, WA 98104

Meeting Agenda Committee of the Whole

Claudia Balducci, Chair;
Jorge Barón, Vice Chair;
Rod Dembowski, Reagan Dunn, Teresa Mosqueda, Sarah Perry,
Dave Upthegrove, Pete von Reichbauer, Girmay Zahilay

Lead Staff: Andy Micklow (206-263-3226)
Committee Clerk: Blake Wells (206-263-1617)

9:30 AM

Monday, October 7, 2024

Hybrid Meeting

Hybrid Meetings: Attend the King County Council committee meetings in person in Council Chambers (Room 1001), 516 3rd Avenue in Seattle, or through remote access. Details on how to attend and/or to provide comment remotely are listed below.

Pursuant to K.C.C. 1.24.035 A. and F., this meeting is also noticed as a meeting of the Metropolitan King County Council, whose agenda is limited to the committee business. In this meeting only the rules and procedures applicable to committees apply and not those applicable to full council meetings.

HOW TO PROVIDE PUBLIC COMMENT: The Committee of the Whole values community input and looks forward to hearing from you on agenda items.

There are three ways to provide public comment:

1. **In person:** You may attend the meeting and provide comment in the Council Chambers.
2. **By email:** You may comment in writing on current agenda items by submitting your email comments to kcccomitt@kingcounty.gov. If your email is received before 8:00 a.m. on the day of the meeting, your email comments will be distributed to the committee members and appropriate staff prior to the meeting.
3. **Remote attendance at the meeting by phone or computer:** You may provide oral comment on current agenda items during the meeting's public comment period by connecting to the meeting via phone or computer using the ZOOM application at <https://zoom.us/join>, and entering the webinar ID number below.

	<p>Sign language and interpreter services can be arranged given sufficient notice (206-848-0355). TTY Number - TTY 711.</p> <p>Council Chambers is equipped with a hearing loop, which provides a wireless signal that is picked up by a hearing aid when it is set to 'T' (Telecoil) setting.</p>	
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You are not required to sign up in advance. Comments are limited to current agenda items.

You have the right to language access services at no cost to you. To request these services, please contact Language Access Coordinator, Tera Chea, at 206 477 9259 or email Tera.chea2@kingcounty.gov by 8:00 a.m. three business days prior to the meeting.

CONNECTING TO THE WEBINAR:

Webinar Meeting ID: 853 1323 8538

If you do not have access to the ZOOM application, you can connect to the meeting by calling 1 253 215 8782 and using the Webinar ID. Connecting in this manner, however, may impact your ability to be unmuted to speak.

HOW TO WATCH/LISTEN TO THE MEETING REMOTELY: There are several ways to watch or listen in to the meeting:

- 1) Stream online via this link: www.kingcounty.gov/kctv, or input the link web address into your web browser.
- 2) Watch King County TV Comcast Channel 22 and 322(HD), Astound Broadband Channels 22 and 711(HD).
- 3) Listen to the meeting by telephone – See “Connecting to the Webinar” above.

To help us manage the meeting, if you do not wish to be called upon for public comment please use the Livestream or King County TV options listed above, if possible, to watch or listen to the meeting.

1. Call to Order



2. Roll Call

To show a PDF of the written materials for an agenda item, click on the agenda item below.

3. Approval of Minutes p. 5

September 24, 2024 meeting minutes

4. Public Comment

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Consent

5. [Proposed Ordinance No. 2024-0259](#) p. 9

AN ORDINANCE relating to the withdrawal of approximately 25 acres of land from the Sammamish Plateau water and sewer district to the Ames Lake water association, known as the Ames Lake Road water de-annexation, for the purpose of water service.

Sponsors: Perry

Andy Micklow, Council staff

6. [Proposed Motion No. 2024-0290](#) p. 16

A MOTION approving the extension of the executive's appointment of Ed Carter as acting director of the community corrections division within the King County department of adult and juvenile detention.

Sponsors: Balducci

Andy Micklow, Council staff

Discussion and Possible Action

7. [Proposed Motion No. 2024-0298](#) p. 22

A MOTION appointing a qualified person to a vacant position on the Coal Creek utility district board of commissioners.

Sponsors: Dunn

Sherrie Hsu, Council staff

8. [Proposed Motion No. 2024-0282](#) p. 27

A MOTION approving the 2025 budget and work program for ARCH, A Regional Coalition for Housing.

Sponsors: Balducci

Olivia Brey, Council staff



Sign language and interpreter services can be arranged given sufficient notice (206-848-0355).
TTY Number - TTY 711.
Council Chambers is equipped with a hearing loop, which provides a wireless signal that is picked up by a hearing aid when it is set to 'T' (Telecoil) setting.



9. [Proposed Motion No. 2024-0283](#) p. 55

A MOTION approving the 2025 budget and 2025 work plan for SKHHP, South King Housing and Homelessness Partners.

Sponsors: Balducci

Olivia Brey, Council staff

Briefings

10. [Briefing No. 2024-B0116](#) p. 72

Preventing Gender-Based Violence in King County

Sarah Reyneveld, Chair, Women's Advisory Board

Tanya Mathews, Vice Chair, Women's Advisory Board



Kate Krug, Chief Executive Officer, King County Sexual Assault Resource Center

Amarinthia Torres, Co-Executive Director, Coalition Ending Gender-based Violence

Lea Aramin, Co-Executive Director, Coalition Ending Gender-based Violence

Other Business

Adjournment

	<p>Sign language and interpreter services can be arranged given sufficient notice (206-848-0355). TTY Number - TTY 711.</p> <p>Council Chambers is equipped with a hearing loop, which provides a wireless signal that is picked up by a hearing aid when it is set to 'T' (Telecoil) setting.</p>	
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Meeting Minutes Committee of the Whole

*Claudia Balducci, Chair;
Jorge Barón, Vice Chair;
Rod Dembowski, Reagan Dunn, Teresa Mosqueda, Sarah
Perry,
Dave Upthegrove, Pete von Reichbauer, Girmay Zahilay*

*Lead Staff: Andy Micklow (206-263-3226)
Committee Clerk: Blake Wells (206-263-1617)*

9:30 AM

Tuesday, September 24, 2024

Hybrid Meeting

DRAFT MINUTES

1. **Call to Order**

Chair Balducci called the meeting to order at 9:35 AM.

2. **Roll Call**

Present: 9 - Balducci, Barón, Dunn, Dembowski, Mosqueda, Perry, Upthegrove, von Reichbauer and Zahilay

3. **Approval of Minutes**

Vice Chair Barón moved approval of the August 27, 2024 meeting minutes. There being no objections, the minutes were approved.

4. **Public Comment**

The following people provided public comment:

*Robert Larsen
Ken Konigsmark
Peter Rimbos
Angela Donaldson
Jessie Wasson*

Briefings

5. [Briefing No. 2024-B0111](#)

Equity and Social Justice (ESJ) Strategic Plan Refresh

Karan Gill, Chief of Staff, King County Executive's Office, Monisha Harrell, Director, Office of Equity, Racial and Social Justice, and Alison Holcomb, Chief of Staff, Office of Equity, Racial and Social Justice, briefed the committee via PowerPoint presentation and answered questions from the members.

This matter was presented.

6. [Briefing No. 2024-B0112](#)

Disability Equity Action Plan - Update on Implementation

Karan Gill, Chief of Staff, King County Executive's Office, Monisha Harrell, Director, Office of Equity, Racial and Social Justice, and Alison Holcomb, Chief of Staff, Office of Equity, Racial and Social Justice, briefed the committee via PowerPoint presentation and answered questions from the members.

This matter was presented.

Discussion Only

7. [Proposed Ordinance No. 2024-0236](#)

AN ORDINANCE approving the King County Doors Open Program implementation plan, required by Ordinance 19710, Section 9, to govern the expenditure of the cultural access sales and use tax from 2024 through 2031 to achieve outcomes related to public and educational benefits and economic support for arts, science, and heritage organizations.

Leah Krekel-Zoppi, Council staff, Gene Paul, Council staff, Andy Micklow, Council staff, and Brian Carter, Executive Director, 4Culture, briefed the committee and answered questions from the members.

This matter was deferred.

Discussion and Possible Action

8. [Proposed Ordinance No. 2024-0257](#)

AN ORDINANCE authorizing the executive to execute the amended and restated interlocal agreement for the establishment of the King County Regional Homelessness Authority, a joint or cooperative undertaking with the city of Seattle and with such public agencies as are eligible under the terms of the interlocal agreement and applicable law.

April Sanders, Council staff, briefed the committee and answered questions from the members.

Vice Chair Barón moved approval of Amendment 1. There being no objections, the Amendment 1 was adopted.

A motion was made by Councilmember Barón that this Ordinance be recommended do pass substitute consent. The motion carried by the following vote:

Yes: 9 - Balducci, Barón, Dunn, Dembowski, Mosqueda, Perry, Upthegrove, von Reichbauer and Zahilay

9. [Proposed Ordinance No. 2024-0278](#)

AN ORDINANCE relating to the imposition of a natural resource conservation rate and charge in the King Conservation District and authorizing the executive to enter into an interlocal agreement between King County and the King Conservation District.

Jenny Giambattista, Council staff, and Rosa Méndez-Perez, Director, King Conservation District, briefed the committee and answered questions from the members.

Vice Chair Barón moved approval of Amendment 1. There being no objections, the Amendment 1 was adopted.

A motion was made by Councilmember Barón that this Ordinance be Recommended Do Pass Substitute. The motion carried by the following vote:

Yes: 9 - Balducci, Barón, Dunn, Dembowski, Mosqueda, Perry, Upthegrove, von Reichbauer and Zahilay

Briefings

10. [Briefing No. 2024-B0113](#)

Briefing on the 2024 Comprehensive Plan

This matter was deferred.

Other Business

Chair Balducci provided a reminder to members regarding deadlines for striking amendments to the 2024 Comprehensive Plan.

Adjournment

The meeting was adjourned at 11:44 AM.

Approved this _____ day of _____

Clerk's Signature



King County

**Metropolitan King County Council
Committee of the Whole**

STAFF REPORT

Agenda Item:	5	Name:	Andy Micklow
Proposed No.:	2024-0259	Date:	October 7, 2024

SUBJECT

Proposed Ordinance 2024-0259 would approve the withdrawal of approximately 25 acres of land from the Sammamish Plateau water and sewer district to the Ames Lake Water Association for the purpose of water service.

SUMMARY

Proposed Ordinance 2024-0259 would approve the withdrawal of approximately 25 acres of land from the Sammamish Plateau Water and Sewer District to the Ames Lake Water Association for the purpose of water service. Council action on a withdrawal of territory is required, subject to criteria found in state law.

BACKGROUND

The area proposed to be withdrawn is comprised of four parcels zoned RA-5 (Rural Area, one dwelling unit per 5 acres) east of the City of Sammamish in Council District 3. The area is currently included in the Sammamish Plateau Water and Sewer District's (District) corporate limits. The District does not currently provide service to the area. The area proposed to be withdrawn is adjacent to the Ames Lake Water Association boundary.

The proposed withdrawal was initiated by the Sammamish Plateau Board of Commissioners under the statutory provisions of chapter 57.28 RCW. The Sammamish Plateau Water and Sewer District approved the withdrawal on July 15, 2024. The Notice of Intention was filed with the Council on July 31, 2024.

ANALYSIS

Under RCW 57.02.040(3), when reviewing the proposed action, the Council is required to consider three criteria:

- (a) Whether the proposed action in the area under consideration is in compliance with the development program that is outlined in the county comprehensive plan, or city or town comprehensive plan where appropriate, and its supporting documents;

- (b) Whether the proposed action in the area under consideration is in compliance with the basinwide water and/or sewage plan as approved by the state department of ecology and the state department of social and health services; and
- (c) Whether the proposed action is in compliance with the policies expressed in the county plan for water and/or sewage facilities.

When the UTRC reviewed the Sammamish Plateau Water and Sewer District's water comprehensive plan, which was approved by Council in 2020,¹ their review included consideration of these criteria. The UTRC also reviewed the Ames Lake Water Association Water System Plan, which was approved by Council in 2019.² While the review of the plans did not look at specific actions, at a planning level, the UTRC found that both districts' plans met these criteria. KCC 13.24.010(A)(2) requires comprehensive plans for water districts be adopted by the district and approved by the King County Council as a prerequisite for Council approval of annexation proposals. That requirement is satisfied with the current plans for the Sammamish Plateau Water and Sewer District and the Ames Lake Water Association.

ATTACHMENTS

1. Proposed Ordinance 2024-0259 (and its attachment)

¹ Ordinance 19069

² Ordinance 18896



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

Ordinance

Proposed No. 2024-0259.1

Sponsors Perry

1 AN ORDINANCE relating to the withdrawal of

2 approximately 25 acres of land from the Sammamish

3 Plateau water and sewer district to the Ames Lake water

4 association, known as the Ames Lake Road water de-

5 annexation, for the purpose of water service.

6 STATEMENT OF FACTS:

7 1. A notice of intention proposing the withdrawal of approximately 25

8 acres of land from the Sammamish Plateau water and sewer district to the

9 Ames Lake water association, known as the Ames Lake Road water

10 deannexation, for the purpose of providing water service was filed with

11 the county council on July 31, 2024.

12 2. The Sammamish Plateau water and sewer district has approved the

13 proposed withdrawal consistent with RCW 57.28.050 in Resolution No.

14 5267, passed on July 15, 2024.

15 3. The Sammamish Plateau water and sewer district issued a

16 determination of nonsignificance on the proposed withdrawal dated June

17 5, 2024.

18 4. The utilities technical review committee reviewed the Sammamish

19 Plateau water and sewer district water comprehensive plan and found that

20 plan met the criteria for approval. The county approved the most recent

21 plan for the Sammamish Plateau water and sewer district in 2020, as part
22 of Ordinance 19069.

23 5. The utilities technical review committee reviewed the Ames Lake
24 water association water system plan and found that the plan met the
25 criteria for approval. The county approved the most recent water system
26 plan for the Ames Lake water association in 2019, as part of Ordinance
27 18896.

28 6. The county council held the legally required public hearing and has
29 considered the criteria in RCW 57.02.040 and entered findings of fact per
30 RCW 57.28.080.

31 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

32 SECTION 1. The withdrawal of approximately 25 acres of land from the
33 Sammamish Plateau water and sewer district to the Ames Lake water association, for the
34 purpose of water service described in Attachment A to this ordinance, is approved.

35 Approval of this proposed withdrawal is consistent with RCW 57.02.040.

36 SECTION 2. The Ames Lake water association is the appropriate entity to serve
37 the area proposed to be withdrawn.

38 SECTION 3. Completion of this withdrawal does not constitute county approval

39 or disapproval of any other permits, certifications, or actions necessary to provide service
40 to this area.

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Dave Upthegrove, Chair

ATTEST:

Melani Pedroza, Clerk of the Council

APPROVED this ____ day of _____, ____.

Dow Constantine, County Executive

Attachments: A. Legal Description for Transfer of Territory From Sammamish Plateau Water to Ames Lake Water Association

3/21/2024

LEGAL DESCRIPTION FOR TRANSFER OF TERRITORY FROM SAMMAMISH PLATEAU
WATER TO AMES LAKE WATER ASSOCIATION

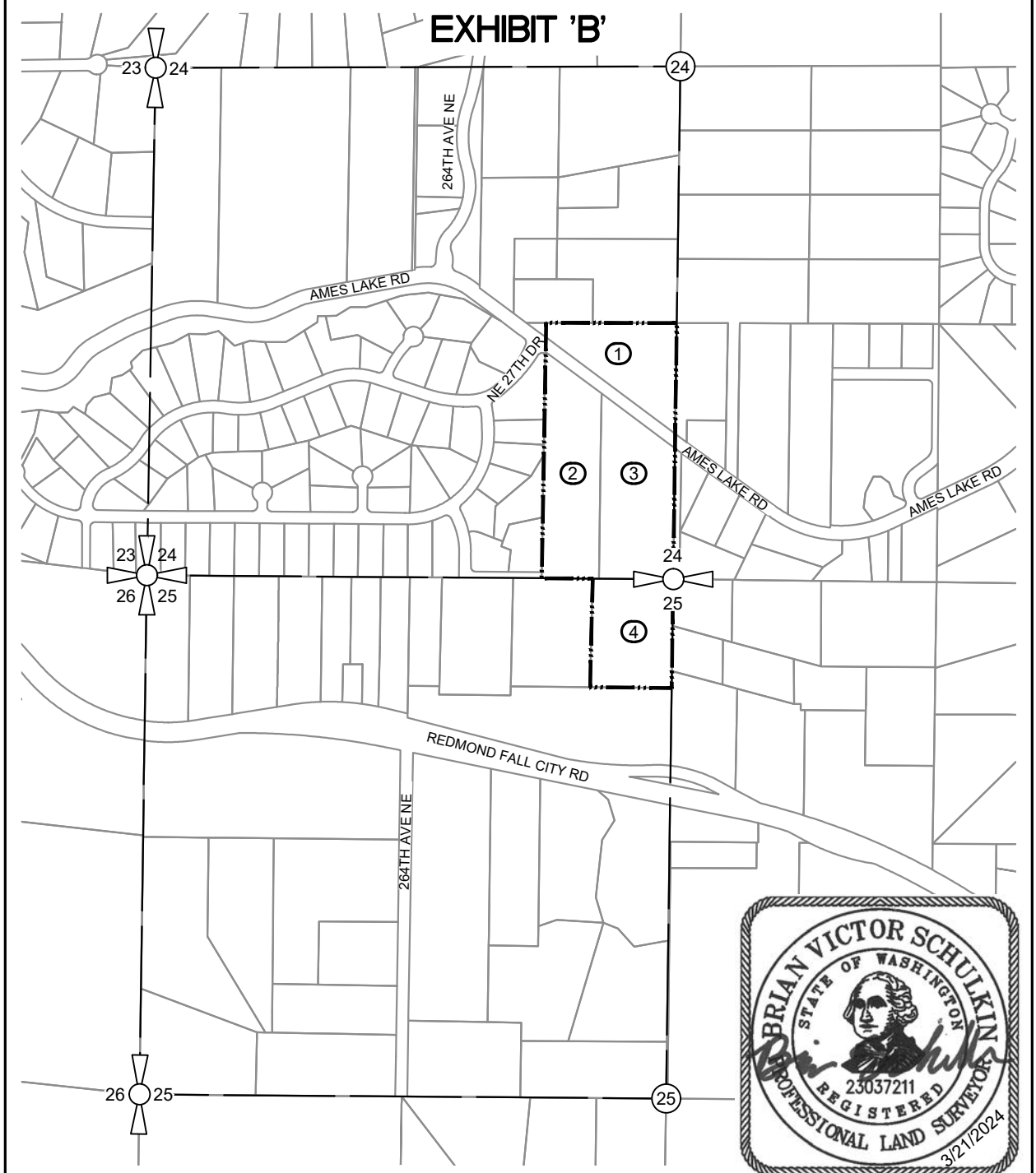
Exhibit "A"

The east 1/2 of the southeast 1/4 of the southwest 1/4 of Section 24, Township 25 North,
Range 6 East, W.M.

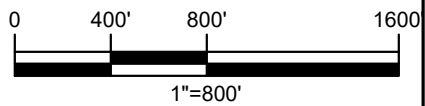
Together with the east 400 feet of the north 544 feet of the northeast 1/4 of the
northwest 1/4 of Section 25, Township 25 North, Range 6 East, W.M.



EXHIBIT 'B'



- ① TL #2425069059
- ② TL #2425069026
- ③ TL #2425069012
- ④ TL #2525069035



AMES LAKE WATER ASSOCIATION ANNEXATION AREA

Gray & Osborne, Inc.
CONSULTING ENGINEERS
1130 RAINIER AVENUE SOUTH, SUITE 300
SEATTLE, WASHINGTON 98144 (206) 284-0860



King County

**Metropolitan King County Council
Committee of the Whole**

STAFF REPORT

Agenda Item:	6	Name:	Andy Micklow
Proposed No.:	2024-0290	Date:	October 7, 2024

SUBJECT

Proposed Motion 2024-0290 would approve an extension of the Executive's appointment of Ed Carter as acting director of the Community Corrections Division within the King County Department of Adult and Juvenile Detention through December 11, 2024.

SUMMARY

King County Code (KCC) 2.16.110 defines the process for appointment and confirmation of exempt public officials. KCC requires that a motion be approved by the King County Council for the interim director to serve for more than 150 days. Ed Carter was initially appointed to serve as acting director effective March 16, 2024. Mr. Carter's appointment was extended through October 14, 2024, by Motion 16655. KCC allows the appointee to continue serving if the Executive transmits a motion to Council for continued confirmation. Proposed Motion 2024-0290 would extend Mr. Carter's appointment through December 11, 2024.

BACKGROUND

King County Department of Adult and Juvenile Detention (DAJD) Community Corrections Division. The DAJD is made up of five divisions: the King County Correctional Facility in Seattle, the Maleng Regional Justice Center in Kent, the Juvenile Division, the Community Corrections Division, and the Administrative Services Division.

King County is responsible for the detention of all felons arrested in the county and presented for booking into jail, as well as misdemeanants arrested in the unincorporated King County or who have committed offenses that are adjudicated by the King County District Court ("state cases"). Additionally, other jurisdictions contract with DAJD for the detention of misdemeanants who fall under their jurisdiction, including the University of Washington, the Port of Seattle, and approximately 30 cities in King County. In addition to housing such individuals pre-trial, DAJD is responsible for the detention of individuals post-adjudication who are serving sentences of less than one year.¹

¹ K.C.C. 2.16.120

In 2002,² the King County Council adopted as County policy that its secure detention facilities would only be used to house offenders who present a public safety risk. As a result, the County has developed alternatives to secure detention, provides treatment resources to offenders, and provides other community services to offenders to reduce recidivism. Alternatives to secure detention and treatment programs for adults are administered through the department's Community Corrections Division. The Community Corrections Division also provides services to the courts to support judicial placement decisions for both pre-trial and sentenced inmates.

KCC Requirements. KCC 2.16.110 outlines timeframes and requires specific actions be taken by the Executive and Council for the appointment and confirmation of exempt public officials. Individuals who are temporarily appointed during the recruitment for a permanent appointee serve in an acting capacity. Individuals appointed to acting positions may serve for no more than 150 days unless extended by a motion adopted by Council. Such extensions last no more than 60 days.

Appointee Information. Before being appointed acting director, Mr. Carter served as the Community Corrections Division deputy director since February 2017.

ANALYSIS

Proposed Motion 2024-0290 would extend Ed Carter's appointment as acting director of the Community Corrections Division within the King County Department of Adult and Juvenile Detention through December 11, 2024. The motion appears consistent with code requirements.

ATTACHMENTS

1. Proposed Motion 2024-0290
2. Transmittal Letter

² Adult Justice Operational Master Plan, Ordinance 14430, adopted July 22, 2002.



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

Motion

Proposed No. 2024-0290.1

Sponsors Balducci

1 A MOTION approving the extension of the executive's
2 appointment of Ed Carter as acting director of the
3 community corrections division within the King County
4 department of adult and juvenile detention.

5 BE IT MOVED by the Council of King County:

6 In accordance with KCC 2.16.110.E., the King County council approves the
7 continuation of Ed Carter as acting director of the community corrections division within

8 the King County department of adult and juvenile detention for a succeeding period
9 ending on December 11, 2024.

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Dave Upthegrove, Chair

ATTEST:

Melani Pedroza, Clerk of the Council

APPROVED this ____ day of _____, _____.

Dow Constantine, County Executive

Attachments: None



King County

Dow Constantine

King County Executive

401 Fifth Avenue, Suite 800

Seattle, WA 98104-1818

206-263-9600 Fax 206-296-0194

TTY Relay: 711

www.kingcounty.gov

September 12, 2024

The Honorable Dave Upthegrove
 Chair, King County Council
 Room 1200
 C O U R T H O U S E

Dear Councilmember Upthegrove:

On March 16, 2024, I appointed Edward (Ed) Carter to serve as the acting director of the Community Corrections Division within the Department of Adult and Juvenile Detention (DAJD). The enclosed proposed Motion would, if enacted, approve the extension of my appointment of Ed Carter as acting director of the Community Corrections Division at DAJD through December 11, 2024, as called for by King County Code 2.16.110(E).

Mr. Carter is successfully serving King County as the acting Community Corrections Division Director as we continue to provide alternatives to jail and promote more productive behaviors and lifestyles. Mr. Carter's extensive experience overseeing home detention programs, partnering with community service providers, and working with the courts make him uniquely qualified for this role.

The position of Community Corrections Division Director is subject to confirmation by the King County Council per King County Code 2.16.122. The County has retained the services of the Byers Group, a specialized recruiting firm, to lead the effort to fill the vacancy. To create a pool of qualified candidates, DAJD gathered input from interested parties, both internal and external, and built a candidate profile to be used in the search. The announcement was posted nationally in late August and DAJD expects to interview first candidates in mid-September. Final candidate presentations to interested parties are expected to occur in early to mid-October with the successful candidate being appointed shortly thereafter.

The Honorable Dave Upthegrove
September 12, 2024
Page 2

Thank you for your consideration of this proposed Motion. If your staff have questions regarding this matter, please contact Dwight Dively, Chief Operating Officer, Office of the Executive, at 206-263-9687.

Sincerely,



for

Dow Constantine
King County Executive

Enclosure

cc: King County Councilmembers
 ATTN: Stephanie Cirkovich, Chief of Staff, King County Council
 Melani Hay, Clerk of the Council
Karan Gill, Chief of Staff, Office of the Executive
Penny Lipsou, Council Relations Director, Office of the Executive
Whitney Abrams, Chief People Officer, Office of the Executive
Dwight Dively, Chief Operating Officer, Office of the Executive
Jay Osborne, Director, Department of Human Resources
Allen Nance, Director, Department of Adult and Juvenile Detention (DAJD)
Ed Carter, Acting Director, Community Corrections Division, DAJD



King County

**Metropolitan King County Council
Committee of the Whole**

STAFF REPORT

Agenda Item:	7	Name:	Sherrie Hsu
Proposed No.:	2024-0298	Date:	October 7, 2024

SUBJECT

Proposed Motion 2024-0298 would appoint a qualified person to the Coal Creek Utility District Board of Commissioners.

SUMMARY

Position 3 on the Coal Creek Utility District Board of Commissioners has been vacant since July 5, 2024. Under state law,¹ if the local governing body does not fill the vacancy within 90 days, then the county legislative authority is responsible for appointing a qualified person to fill the vacancy. The board did not fill the position within 90 days (by October 3, 2024), and the King County Council is now responsible for filling the vacancy within 180 days (by January 1, 2025).

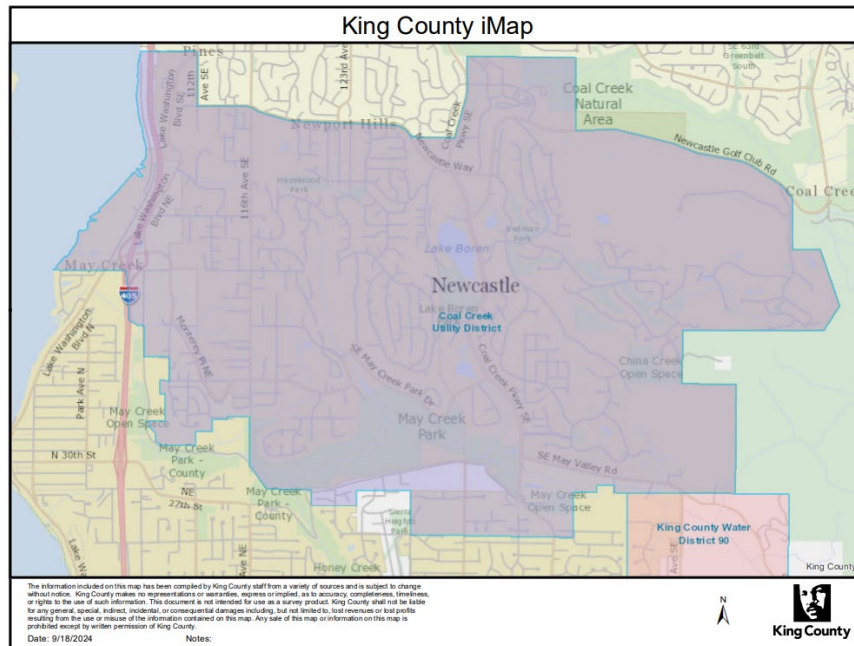
Proposed Motion 2024-0298 would appoint a qualified person to the Coal Creek Utility District Board of Commissioners. An oral amendment would be required to insert the name of the appointee on line 19 of the Proposed Motion.

BACKGROUND

Coal Creek Utility District (the "district") is a special purpose district located in King County. The district is located in King County Council District 9 and serves approximately 3,600 customers in portions of the cities of Newcastle, Renton, and unincorporated King County. The district also provides sanitary sewer services to over 2,900 connections, and it has an agreement with King County for wastewater conveyance, treatment, and disposal.

¹ RCW 42.12.080. [\[LINK\]](#)

Coal Creek Utility District Map



The district's governing body is a three-member board of commissioners ("board"). Position No. 3 on the board has been vacant since July 5, 2024, when former commissioner Douglas Kunkel resigned. Douglas Kunkel was elected to the position in the November 2021 election for a six-year term.

Under RCW 42.12.080, in case of a vacancy, remaining members of the governing body for the special purpose district nominate at least one candidate at a meeting of the governing body. They are required to post notice of the vacancy and name(s) of nominated candidate(s) for at least 15 days. After this period, they may appoint a qualified person to fill the vacancy. If the local governing body does not fill the vacancy within 90 days, then its authority to fill the vacancy ends, and the county legislative authority is then responsible for appointing a qualified person to fill the vacancy within 180 days of the vacancy.

The board has taken the following actions:

- At the board's July 24, 2024, meeting, the board nominated John Dulcich and Kim Lane to fill the vacancy. The notice was posted in three public places with the names of two nominees for at least 15 days as required by state law.
- At the board's August 14, 2024, meeting, the board received three applications to fill the vacancy: John Dulcich, Kim Lane, and Eric Vermeire. All candidates were interviewed at a special meeting of the district's board on August 20, 2024. No vote was taken.

- At the board's August 28, 2024, meeting, the board evaluated the qualifications of candidates. The board was unable to select a candidate to fill the position. Eric Vermeire withdrew on September 5.
- The board discussed candidates again at their September 11, 2024, meeting and was unable to select a candidate to fill the position.

The board has until October 3 to fill the vacancy. The district's staff informed King County staff that it is unlikely their board will fill the position by the deadline.

If the board does not fill the position within 90 days (by October 3), under RCW 42.12.080, the King County Council would now be responsible for appointing a commissioner to fill the vacancy within 180 days of the vacancy, by October 5, 2024. If the County Council does not fill the vacancy, then the County Council or the board may petition the governor to appoint a qualified person to fill the vacancy.

The person appointed would be up for election in November 2025, and at that time, the person elected would serve out the remainder of the unexpired term through 2027.²

Appointment Process by the King County Council. On September 25, 2024, the Chair of the County Council notified all County Councilmembers about the appointment process, which is that the County Council would consider the two applicants the district nominated to fill the vacancy. The Council intends to interview two candidates, John Dulcich and Kim Lane, at the Committee of the Whole meeting on October 7, 2024.

AMENDMENT

An oral amendment would be required to insert the name of the appointee on line 19 of Proposed Motion 2024-0298.

INVITED

- John Dulcich, Applicant for Coal Creek Utility District Board of Commissioners Position
- Kim Lane, Applicant for Coal Creek Utility District Board of Commissioners Position

ATTACHMENTS

1. Proposed Motion 2024-0298
2. Application materials for John Dulcich (distributed separately)
3. Application materials for Kim Lane (distributed separately)

² RCW 42.12.080



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

Motion

Proposed No. 2024-0298.1

Sponsors Dunn

1 A MOTION appointing a qualified person to a vacant
2 position on the Coal Creek utility district board of
3 commissioners.

4 WHEREAS, Coal Creek utility district is a special purpose district, and

5 WHEREAS, Coal Creek utility district's governing body is a three member board
6 of commissioners ("the board"), and

7 WHEREAS, Position No. 3 on the board has been vacant since July 5, 2024,
8 when the former commissioner resigned, and

9 WHEREAS, RCW 42.12.080 describes the process for filling a vacancy on local
10 governing bodies in special purpose districts, and

11 WHEREAS, in accordance with RCW 42.12.080, the board had ninety days from
12 the date of the vacancy to appoint a qualified person after fulfilling a public process, and

13 WHEREAS, in accordance with RCW 42.12.080, since the board did not fill the
14 vacancy within ninety days, its authority to fill the vacancy ceases, the council has one
15 hundred eighty days or, until January 1, 2025, to appoint a qualified person to fill the
16 vacancy;

17 NOW, THEREFORE, BE IT MOVED by the Council of King County:

18 In accordance with RCW 42.12.080 the King County council hereby

Motion

- 19 appoints _____ to fill Position No. 3 on the Coal Creek utility district
20 board of commissioners.

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Dave Upthegrove, Chair

ATTEST:

Melani Pedroza, Clerk of the Council

APPROVED this ____ day of _____, _____.

Dow Constantine, County Executive

Attachments: None



King County

**Metropolitan King County Council
Committee of the Whole**

STAFF REPORT

Agenda Item:	8	Name:	Olivia Brey
Proposed No.:	2024-0282	Date:	October 7, 2024

SUBJECT

Proposed Motion 2024-0282 would approve the 2025 budget and work plan for A Regional Coalition for Housing.

SUMMARY

A Regional Coalition for Housing (ARCH) is a partnership between King County and 15 eastside cities for the purpose of preserving and increasing the supply of affordable housing in east King County. The organization, formed by interlocal agreement (ILA), provides support and services for member cities, including the development of housing policies and development regulations, coordinating with cities and assisting individuals looking for affordable housing.

The proposed overall budget reflects a 20.9 percent increase over the previous budget's expenditures and revenues. The dues for King County would increase by 24.4 percent from \$183,216 in 2024 to \$227,952 in 2025, which is consistent with the average member contribution increase for other member jurisdictions. The additional funding will support the implementation of ARCH's 2024 Strategic Plan, including adding two new staff members and developing a new Trust Fund project and loan database.

The proposed work program continues much of the work from 2024, with additional priorities determined in the 2024 Strategic Plan, including completing a study of ARCH's legal and governance structure, implementing engagement efforts, facilitating proposals for a dedicated revenue source for affordable housing, and pursuing partnerships on high impact special projects.

The proposed work program and budget appear to meet the requirements of the ARCH ILA.

BACKGROUND

Regional Affordable Housing Taskforce and the Affordable Housing Committee. The King County Council established the Regional Affordable Housing Taskforce (RAHTF) in 2017 through Motion 14873. The Taskforce was charged with developing a recommended countywide affordable housing strategy. In December 2018, the RAHTF

released its Final Report and Recommendations¹ and the King County Council declared through Motion 15372 that the recommendations therein represented the policy of the Council.

The RAHTF Five-Year Action Plan includes the strategy to "support the creation and operation of sub-regional collaborations to increase and preserve affordable housing."² Of this strategy there are three sub-strategies: 1. support the creation of sub-regional collaborations in all parts of King County; 2. fund operations of sub-regional collaborations and 3; encourage the growth and success of existing sub-regional collaborations. An Affordable Housing Committee of the Growth Management Planning council was also formed as part of the RAHTF Action Plan and is responsible for the ongoing support for sub-regional collaborations, including ARCH.

ARCH. King County has participated in ARCH through an interlocal agreement (ILA) since 1993, which was last updated in 2010³. The membership of ARCH has grown over the years, from the original four members (Bellevue, Redmond, Kirkland and King County) to 15 cities and King County, as well as community partners throughout the region.

The ARCH ILA requires the Executive Board to deliver a recommended budget and work program to the councils of each member jurisdiction by June 1 for the following calendar year. This proposed motion was transmitted in September.

The ARCH partnership assists with preserving and increasing the supply of housing for low- and moderate-income households in the region. ARCH assists member governments in developing housing policies, strategies, programs, and development regulations; coordinates the cities' financial support to groups creating affordable housing for low- and moderate-income households; and assists people looking for affordable rental and ownership housing.

ARCH also administers a Housing Trust Fund, as defined by the ILA, composed of contributions by member governments and disbursed to specific projects or programs. Each member government has separate subaccounts within the Housing Trust Fund so each member government can individually decide how their contributions are allocated. The balance and distribution of the Housing Trust Fund is reported on separately from the Budget and Work Program and will not be discussed in this staff report.

Ordinance 19712. Adopted in December 2023, Ordinance 19712⁴ (referred to as the 2023 2nd Omnibus) changed the source for ARCH membership dues from the General Fund to short-term lodging tax revenue. RCW 36.100.040 provides the county broad authority to use their portion of short-term lodging tax revenues "to support affordable housing programs, as determined by the county, in its sole discretion."

¹ [RAH Report, Revised June 2019](#)

² Recommendation 1 is to "create and support an ongoing structure for regional collaboration," and Strategy B is to "support the creation and operation of sub-regional collaborations to increase and preserve affordable housing. Found in [RAH Report 2019](#), page 24.

³ [King County – File#: 2010 - 0382](#)

⁴ [King County – File #: 2023-0355](#)

ANALYSIS

The proposed 2025-2026 Budget and Work Program, found in Attachment A to the proposed motion, was adopted by a vote of the ARCH Executive Board on June 13, 2024. The ARCH Executive Board transitioned to biennial budgeting to streamline their work and better align with their member jurisdictions. This report will focus on the 2025 Budget and Work Program since the ILA requires annual approval of the budget and work plan by the legislative body of each member jurisdiction.

ARCH Strategic Plan Summary. The ARCH Executive Board initiated a strategic planning process in 2023, which concluded the following year. The 2024 Strategic Plan includes a focus on pursuing organizational and governance changes, engaging in targeted state and regional policy efforts that increase funding, supporting high impact special projects and local strategies, providing an efficient vehicle for members to implement local funding and developer incentive programs, and focusing on partnerships.

2025-26 ARCH Administrative Budget. Tables 1 and 2 below provide an overview of the proposed 2025 budget. It reflects a 20.9 percent increase in expenditures and revenues.

Table 1. 2025 Proposed Revenues

Source	Revenue	% increase over 2024
Member Total Contributions ⁵	\$2,377,357	24.4%
Bellevue Additional Contributions for the City's Housing Stability Program Staff Position ⁶	\$176,082	No change
Other Income (Homeownership Program Fees and Administrative Fees)	\$167,315	(11%)
Total	\$2,720,754	20.7%

⁵ Beaux Arts Village	\$3,187
Bellevue	\$600,541 (plus \$176,082 for Bellevue's Housing Stability Program FTE)
Bothell	\$172,748
Clyde Hill	\$11,205
Hunts Point	\$3,187
Issaquah	\$157,108
Kenmore	\$88,579
Kirkland	\$366,910
Medina	\$10,538
Mercer Island	\$95,259
Newcastle	\$50,076
Redmond	\$293,990
Sammamish	\$243,510
Woodinville	\$47,952
Yarrow Point	\$4,615
King County	\$227,952

⁶ Note, Bellevue's total contribution of \$776,623 include the cities base membership dues, in-kind contributions for personnel, insurance, and IT services, and funding for a new staff position to administer the Bellevue Housing Stability Program funded by city sales tax revenue under RCW 82.14.530.

King County dues increased from \$183,216 in 2024 to \$227,952 in 2025, which represents a 24.4 percent increase. Executive staff stated that the methodology for member contributions did not change from last year, which used a rate of \$2.87 per capita for cities⁷ and \$2.49 per capita for the County. The increase in King County's contributions is proportionate to the average member contribution increase for other ARCH jurisdictions. The Executive's 2025 Proposed Budget reflects the increase in dues, which would continue to be funded through short-term lodging tax revenues.

As to why the County's dues are lower than the cities' dues per capita, Executive staff indicate that when ARCH formed, King County's dues were equal to other ARCH members. As ARCH added programs and services, the County's per capita dues to ARCH decreased over the years reflecting the fact that King County staffs its own housing programs and does not rely on ARCH services as much as other member jurisdictions. ARCH does provide monitoring and stewardship services for King County projects in unincorporated areas.

Table 2. 2025 Proposed Expenditures

Source	Expenditure	% increase over 2024
Personnel	\$2,427,721	22.5%
Operating	\$120,787	14.8%
In-Kind Admin/Services	\$46,495	3.7%
Professional Services/Consulting	\$125,750	4.8%
Total	\$2,720,754	20.9%

Executive staff stated that the proposed budget includes two new staff positions to work on strategies identified in the Strategic Plan and an increase in wages for existing staff.

2025-2026 ARCH Work Program. For 2025-2026, the Executive Board developed a list of priorities, which are:

- Implement annual engagement efforts with ARCH member stakeholders (including staff, planning commissioners, and elected officials) to increase knowledge and understanding of affordable housing in the region;
- Convene ARCH coalition members to develop targeted legislative priorities related to funding for affordable housing and/or reducing barriers to affordable housing development;
- Facilitate and advance proposals for dedicated revenue sources for affordable housing in East King County;
- Complete a study of ARCH's legal and governance structure to facilitate changes that streamline processes and better advance ARCH's mission;
- Assist members to implement policies to reduce cost burden in affordable housing; and

⁷ A few small jurisdictions have established minimum dues which equate to paying more per capita.

- Pursue partnerships and advance the development of high-impact special projects, including transit-oriented development projects and other projects on public lands.

Below is a summary of the proposed work program activities, organized by categories, and a selection of subcategories and action items. Attachment A to the Budget and Work Program identifies local planning efforts by city.

Affordable Housing Investment. ARCH proposes to work within the subcategories of local investment coordination and administration, ARCH Housing Trust Fund, Bellevue Housing Stability Program, and special projects and other local housing investments.

The ARCH Housing Trust Fund invests funds from member jurisdictions towards creating and preserving affordable housing in east King County. In previous years, parity goals were established to recommend to jurisdictions how much they should contribute. The proposed work program includes activities for developing funding priorities and evaluation criteria, reviewing applications, and developing recommendations for the annual funding round. Executive staff stated that the 2024 ARCH Housing Trust Fund RFP included \$3.9 million available for the 2024 application round.

ARCH makes recommendations on the use of public funding for affordable housing by managing multiple coordinated programs to maximize the impact of local resources. The proposed work program also includes activities to provide expertise to leverage development opportunities through local housing investments, transit-oriented development sites, surplus or underdeveloped property, preservation of at-risk affordable housing, strategic predevelopment investment, and private sector engagement.

Housing Policy and Planning. ARCH proposes to work within the subcategories of local policy, planning, and code development, Interlocal and Eastside planning activities, and state and regional policy and funding engagement. ARCH provides direct assistance to member cities on local planning efforts (housing element updates, code updates, designing incentive programs, etc.).

The proposed work program includes facilitating targeted state and regional policy efforts to increase funding and reduce barriers to affordable housing development. This may include activities such as convening coalition members to develop targeted legislative priorities, coordinating advocacy efforts with ARCH members' government relations personnel, and supporting legislative engagement by ARCH members.

ARCH will continue engaging in interlocal planning activities, including data collection, analysis, and reporting, advancing proposals for dedicated revenue strategies, coordinate policy solutions on inclusionary housing programs, and supporting middle housing/HB 1110 implementation.

Housing Program Implementation. ARCH proposes to work within the subcategories of administration of housing incentive and inclusionary programs and stewardship of affordable housing assets. The proposed work program includes the following programs

to oversee affordable housing creation: ARCH Rental Program, ARCH Trust Fund Projects, ARCH Homeownership Program, and database and systems development. A list of ARCH Housing projects is available online.⁸ The proposed work program also includes development of a new Trust Fund project and loan database to support loan monitoring and reporting.

Member Education, Engagement, and Community Outreach. ARCH proposes to work within the subcategories of education efforts and elected official engagement, community outreach and assistance for the public, and equitable access to affordable housing in East King County. In the proposed work program, education efforts would be focused on informing councils, planning commissions, member staff, and other elected officials about current housing conditions and successful housing programs. Public outreach activities would also include community engagement, office hours, ARCH website updates, and additional assistance for community members.

Administration. The final category includes the subcategories of administrative procedures and organizational assessment and planning. The proposed work program includes a study of ARCH's legal and governance structure to streamline decision-making and empower member jurisdictions to tackle policy challenges.

INVITED

- Xochitl Maykovich, Deputy Division Director, Housing, Homelessness, and Community Development Division, DCHS
- Lindsay Masters, Executive Director, ARCH

ATTACHMENTS

1. Proposed Motion 2024-0282 (and its attachments)
2. Transmittal letter

⁸ <https://www.archhousing.org/housing-trust-fund>



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

Motion

Proposed No. 2024-0282.1

Sponsors Balducci

1 A MOTION approving the 2025 budget and work program
2 for ARCH, A Regional Coalition for Housing.

3 WHEREAS, King County and the cities of Bellevue, Kirkland, Redmond,
4 Bothell, Woodinville, Issaquah, Mercer Island, Newcastle, Beaux Arts Village, Clyde
5 Hill, Hunts Point, Medina, Yarrow Point, Kenmore, and Sammamish are parties to an
6 Amended and Restated Interlocal Agreement for ARCH A Regional Coalition for
7 Housing, as authorized by Ordinance 16898 in 2010, and extended through July 1, 2025,
8 by resolutions of the Executive Board of A Regional Coalition for Housing, most recently
9 on May 14, 2020, and

10 WHEREAS, the interlocal agreement indicates that the recommended annual
11 budget and work plan for A Regional Coalition for Housing ("ARCH") become effective
12 upon approval by the legislative body of each party and final adoption by the ARCH
13 Executive Board, and

14 WHEREAS, on June 13, 2024, the ARCH Executive Board recommended to the
15 legislative body of each party the 2025 ARCH Budget and Work Program as ARCH's
16 budget and work plan, which is Attachment A to this motion;

17 NOW, THEREFORE, BE IT MOVED BY THE COUNCIL OF KING
18 COUNTY:

19 The 2025 budget and work program for ARCH, A Regional Coalition for
20 Housing, which is Attachment A to this motion, is hereby approved.

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Dave Upthegrove, Chair

ATTEST:

Melani Pedroza, Clerk of the Council

APPROVED this ____ day of _____, ____.

Dow Constantine, County Executive

Attachments: A. ARCH 2025 Budget and Work Program



A Regional Coalition for Housing

Over 30 years of bringing cities together to house East King County

Together Center Campus
16307 NE 83rd St, Suite 201
Redmond, WA 98052
(425) 861-3677

MEMORANDUM

Date: June 26, 2024
From: Lindsay Masters, ARCH Executive Director
To: ARCH Member Councils
Subject: ARCH 2025-26 Budget and Work Program

Please find attached the 2025-26 ARCH Budget and Work Program, which was adopted by the ARCH Executive Board in June of 2024. Earlier this year, the ARCH Executive Board adopted a [Strategic Plan](#) designed to “Build More Affordable Housing Faster”. This 2025-26 Budget and Work Program was crafted with the intent to move the Strategic Plan into action, elevating new strategies, building organizational capacity to implement those strategies, and carrying forward existing core work program commitments. Both the Strategic Plan and this 2025-26 Budget and Work Program are the result of collaboration and discussion among our members, and ARCH will continue to value your input and guidance as we advance these efforts.

Thank you for your support of ARCH’s mission and your continued commitment to working as a coalition. Together, we are making meaningful progress and look forward to taking shared action to **build more affordable housing faster**.

Attachments:

1. ARCH Strategic Plan Summary
2. 2025-26 ARCH Administrative Budget
3. 2025-26 ARCH Work Program

ARCH MEMBERS

BEAUX ARTS VILLAGE ♦ BELLEVUE ♦ BOTHELL ♦ CLYDE HILL ♦ HUNTS POINT ♦
ISSAQUAH ♦ KENMORE ♦ KIRKLAND ♦ MEDINA ♦ MERCER ISLAND ♦ NEWCASTLE ♦ REDMOND ♦
SAMMAMISH ♦ WOODINVILLE ♦ YARROW POINT ♦ KING COUNTY

ARCH 2024 STRATEGIC PLAN SUMMARY

BUILDING MORE AFFORDABLE HOUSING FASTER

A Regional Coalition for Housing (ARCH) was founded in 1992 as a joint undertaking of local jurisdictions to address the growing need for affordable housing in East King County. Since then, the dramatic growth in need for affordable housing has created greater pressure on ARCH’s efforts and a widening gap in resources to effectively meet that need.



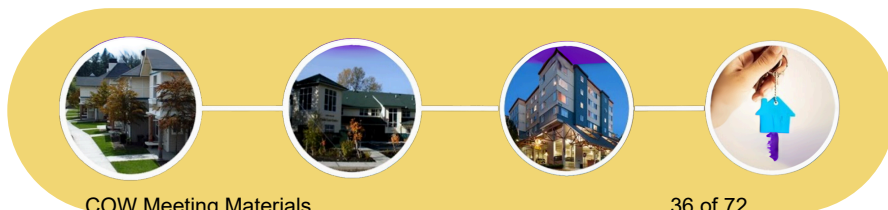
In 2023, the ARCH Executive Board initiated a strategic planning process to support its **VISION:**

“ —
That East King County is a thriving, inclusive community where the housing needs of people of all income levels are met. — ”

The resulting Strategic Plan creates a framework that will help align and guide ARCH over the coming years.

MEMBER JURISDICTIONS

- Beaux Arts Village
- Bellevue
- Bothell
- Clyde Hill
- Hunts Point
- Issaquah
- Kenmore
- King County
- Kirkland
- Medina
- Mercer Island
- Newcastle
- Redmond
- Sammamish
- Woodinville
- Yarrow Point



2024 STRATEGIC PLAN

TO BEGIN, WE'LL FOCUS ON:

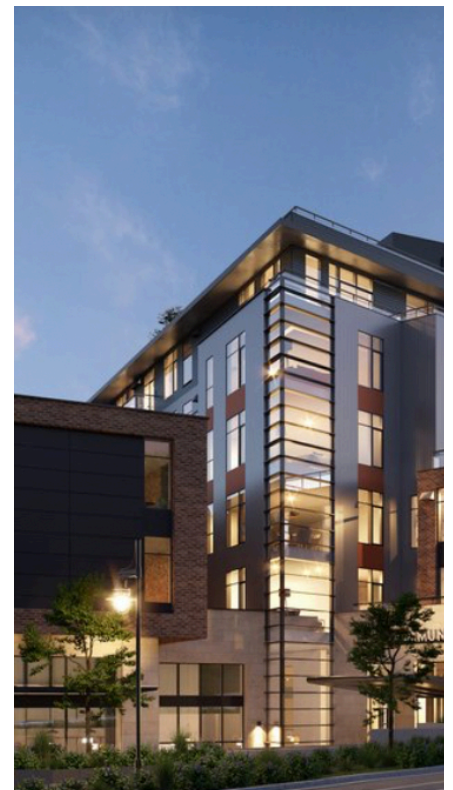
- **Pursuing organizational and governance changes** that streamline decision-making, empower the coalition to tackle major policy challenges, and increase education and engagement by members' elected officials in affordable housing.
- **Focusing on targeted state and regional policy efforts that increase funding** and reduce barriers that contribute to the cost of affordable housing development.
- **Supporting high impact special projects and local strategies** that result in creating more affordable housing faster.
- **Providing an efficient vehicle for members to implement local funding and developer incentive programs** and steward the affordable housing assets created through those programs.
- **Focusing on partnerships** to streamline our work and support the broader range of needs of low-income renters and homeowners.

FOR MORE INFORMATION CONTACT
[ARCH INFO@ARCHHOUSING.ORG](mailto:ARCH_INFO@ARCHHOUSING.ORG)



MISSION:

To preserve and increase housing for low- and moderate-income households in East King County.



BUILDING
MORE AFFORDABLE
HOUSING FASTER!

Final 2025-26 ARCH Administrative Budget

Adopted by ARCH Executive Board
June 13, 2024

	2024 Adopted Budget	2025-26 Budget Recommendation			
		2025	2026	% change from '24	% change from '25
I. TOTAL EXPENSES	\$ 2,251,199	\$ 2,720,754	\$ 2,827,690	20.9%	3.9%
A. Personnel	\$ 1,981,178	\$ 2,427,721	\$ 2,532,678	22.5%	4.3%
Salaries	\$ 1,492,415	\$ 1,848,491	\$ 1,911,173		
Benefits	\$ 488,763	\$ 579,230	\$ 621,505		
B. Operating	\$ 105,192	\$ 120,787	\$ 120,117	14.8%	-0.6%
Rent & Utilities	\$ 44,133	\$ 42,000	\$ 44,133		
Telephone	\$ 7,819	\$ 7,840	\$ 8,075		
Internet	\$ 3,042	\$ 3,042	\$ 3,164		
Travel/Training	\$ 2,600	\$ 6,000	\$ 6,180		
Auto Mileage	\$ 1,500	\$ 1,150	\$ 1,185		
Postage/Printing	\$ 2,678	\$ 2,500	\$ 2,678		
Office Supplies	\$ 2,500	\$ 2,700	\$ 2,678		
Software licensing (website, database, etc.)	\$ 21,420	\$ 25,000	\$ 25,750		
IT Equipment Replacement	\$ 4,500	\$ 8,600	\$ 5,000		
Periodical/Membership	\$ 15,000	\$ 15,450	\$ 15,914		
Misc. (furniture, events, job posting fees, etc.)	\$ 3,000	\$ 6,505	\$ 5,361		
C. In-Kind Admin/Services	\$ 44,830	\$ 46,495	\$ 48,223	3.7%	3.7%
Insurance	\$ 32,000	\$ 33,280	\$ 34,611		
IT Services	\$ 12,830	\$ 13,215	\$ 13,611		
D. Professional Services / Consulting	\$ 120,000	\$ 125,750	\$ 126,673	4.8%	0.7%
Consultant Contracts	\$ 25,000	\$ 25,750	\$ 26,523		
Outside Legal Counsel Contract	\$ 95,000	\$ 95,000	\$ 95,000		
Translation and Interpretation	\$	\$ 5,000	\$ 5,150		
II. TOTAL INCOME	\$ 2,251,199	\$ 2,720,754	\$ 2,827,690	20.9%	3.9%
A. Member Contributions (General Fund \$)	\$ 1,910,802	\$ 2,377,357	\$ 2,460,218	24.4%	3.5%
Beaux Arts Village	\$ 3,019	\$ 3,187	\$ 3,294	5.6%	3.3%
Bellevue	\$ 485,060	\$ 600,541	\$ 622,327	23.8%	3.6%
Bothell	\$ 135,990	\$ 172,748	\$ 178,110	27.0%	3.1%
Clyde Hill	\$ 8,954	\$ 11,205	\$ 11,553	25.1%	3.1%
Hunts Point	\$ 3,019	\$ 3,187	\$ 3,294	5.6%	3.3%
Issaquah	\$ 126,837	\$ 157,108	\$ 162,807	23.9%	3.6%
Kenmore	\$ 71,011	\$ 88,579	\$ 91,517	24.7%	3.3%
Kirkland	\$ 297,651	\$ 366,910	\$ 380,220	23.3%	3.6%
Medina	\$ 8,408	\$ 10,538	\$ 10,865	25.3%	3.1%
Mercer Island	\$ 76,611	\$ 95,259	\$ 98,405	24.3%	3.3%
Newcastle	\$ 40,281	\$ 50,076	\$ 51,819	24.3%	3.5%
Redmond	\$ 234,358	\$ 293,990	\$ 304,655	25.4%	3.6%
Sammamish	\$ 194,426	\$ 243,510	\$ 251,257	25.2%	3.2%
Woodinville	\$ 38,041	\$ 47,952	\$ 49,440	26.1%	3.1%
Yarrow Point	\$ 3,920	\$ 4,615	\$ 4,758	17.7%	3.1%
King County	\$ 183,216	\$ 227,952	\$ 235,897	24.4%	3.5%
B. Bellevue Detail (General Fund + 1590)	\$ 661,142	\$ 776,623	\$ 814,799	17.5%	4.9%
Cash Contributions	\$ 212,510	\$ 315,522	\$ 338,836		
In-Kind Contributions	\$ 448,631	\$ 461,101	\$ 475,963		
Personnel (Gen Fund and 1590)	\$ 403,801	\$ 414,606	\$ 427,740		
Insurance	\$ 32,000	\$ 33,280	\$ 34,611		
IT Services	\$ 12,830	\$ 13,215	\$ 13,611		
C. Other Income	\$ 167,315	\$ 167,315	\$ 175,000	0.0%	4.6%
Administrative Fees	\$ 165,000	\$ 165,000	\$ 135,000		
Interest Earnings	\$ 2,315	\$ 2,315	\$ 40,000		

ARCH WORK PROGRAM: 2025-26

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ARCH WORK PROGRAM: 2025-26

2025-26 Priorities

In 2025-26, ARCH will elevate the following priorities in its Work Program:

- Implement annual engagement efforts with ARCH member stakeholders (including staff, planning commissioners and elected officials) to increase knowledge and understanding of affordable housing in the region
- Convene ARCH coalition members to develop targeted legislative priorities related to funding for affordable housing and/or reducing barriers to affordable housing development
- Facilitate and advance proposals for dedicated revenue sources for affordable housing in East King County
- Complete a study of ARCH's legal and governance structure to facilitate changes that streamline processes and better advance ARCH's mission
- Assist members to implement policies to reduce cost burden in affordable housing
- Pursue partnerships and advance the development of high impact special projects, including transit-oriented development projects and other projects on public lands

I. AFFORDABLE HOUSING INVESTMENT

A. Local Investment Coordination and Administration

ARCH works on behalf of members to make recommendations on the use of public funding for the development and preservation of affordable housing and implement investment of local resources. This involves managing multiple types of funding through coordinated processes to maximize the impact of local resources. Specific programs are described below, with coordinated program activities including:

- **Annual Funding Round.** Advertise the collective set of available funds and manage competitive processes on behalf of member cities. Coordinate funding recommendations between programs.
- **Public Funding Coordination.** Work collaboratively with public funders at the State and local levels to promote shared affordable housing goals and equitable geographic distribution of resources. Review and provide input to other funders for Eastside projects that apply for County (HOF, RAHP, HOME, TOD, etc.) and State (Tax Credit, State Housing Trust Fund) resources. Provide input to the King County Joint Recommendations Committee (JRC) on behalf of participating Eastside jurisdictions. Assist N/E consortium members with evaluating and making a recommendation to the County regarding CDBG allocations to affordable housing.
- **Private Funding Coordination.** Work with private investors and lenders to maximize leverage of ARCH members' investments into affordable housing and negotiate public benefits from investment of housing funds. Engage with Enterprise Community Partners and other investors on administration and potential extension of the Regional Equitable Development Initiative (REDI) Fund. Complete implementation of a Bridge Financing Pilot in partnership with Microsoft. Coordinate with Amazon to ensure projects in ARCH pipeline are considered for Amazon Housing Equity Fund program.
- **Project Pipeline Management.** Work with member cities and project sponsors to develop a robust pipeline of projects to be funded over the next five years (see related work on Transit Center sites, below). Actively vet potential projects, and lead funding policy and prioritization discussions with the ARCH Executive Board to facilitate planning and decision-making.

B. ARCH Housing Trust Fund

Annual Funding Round and Community Advisory Board. Develop funding priorities and evaluation criteria for the annual Housing Trust Fund round. Review funding applications and develop recommendations through the Community Advisory Board (CAB), with input from member staff. Develop final recommendations by the ARCH Executive Board and facilitate funding allocations through member councils. Provide ongoing support to CAB throughout the year, including conducting educational sessions to build CAB members' knowledge and capacity.

Contract Development and Administration. Prepare contract documents in consultation with legal counsel and facilitate execution of contracts with the Administering Agency (Bellevue). Review and approve disbursement of funds to awarded projects in accordance with executed contracts. Maintain and update ARCH's standard form of agreements.

Centralized Trust Fund Reporting. Work with Administering Agency to maintain records and produce regular financial reports for the ARCH Trust Fund accounts. Update internal policies and procedures regarding records maintenance efforts coordinated with the Administering Agency.

HB 1406 Sales Tax. Develop systems and procedures to manage contributions, commitments and expenditures of pooled sales tax revenue authorized by HB 1406. Work with the Department of Commerce to ensure timely and complete reporting in compliance with state requirements.

Parity Goals. Maintain annual goals for individual member investments through the ARCH HTF, while pursuing broader strategies to increase overall investment levels in affordable housing in East King County.

C. Bellevue Housing Stability Program

Annual Request for Proposals. On an annual basis, verify and advertise available funds for capital, operating and maintenance and services funds. Solicit application interest and provide in-depth review of funding applications. Develop recommendations through a Bellevue interdepartmental staff team, ensuring coordination with the Trust Fund and other regional and state funding processes. Coordinate with City staff and present recommendations to the Bellevue City Council for approval.

Contract Development and Administration, Reporting. Prepare contract documents in consultation with legal counsel and facilitate approval of contracts. Review and approve disbursement of funds to awarded projects in accordance with executed contracts. Maintain contract data and assist with regular reporting to the Bellevue City Council.

Support for Other HSP Initiatives. Provide advice and support for other City initiatives funded through the Housing Stability Program, such as acquisition and preservation partnerships. Support may include assisting with overall outreach and engagement, evaluation of project feasibility, development of funding terms and conditions and preparation of project agreements.

D. Special Projects and Other Local Housing Investments

ARCH provides expertise to advance special projects and initiatives that require unique financing, land use or partnership strategies that leverage significant development opportunities, including projects on underutilized public, nonprofit or faith community property. Activities include:

Local Housing Investments. Provide strategic policy support and administrative capacity to cities making targeted investments in housing, including RFP development and administration. Example funding types include fee in lieu funds, dedicated sales tax funds, pass through of state grant funds or other sources directed by individual cities. Ensure coordination with regional funding processes to maximize affordable housing outcomes.

Transit-Oriented Development Sites. Assist cities with advancing and coordinating affordable housing projects near transit. Partner with Sound Transit, King County Metro and other public agencies to maximize opportunities on public property. Current opportunities include sites in Bel-Red, Overlake, Downtown Redmond, Marymoor, Issaquah, Kirkland, Bothell, and Kenmore.

Surplus Property/Underdeveloped Property. Assist with evaluation of public surplus or underutilized private property (e.g., faith community properties) for suitability of affordable housing. Provide technical assistance to property owners interested in supporting affordable housing. Develop an inventory of promising public and nonprofit property and begin to engage owners to gauge interest in disposition for housing. Complete financial feasibility studies to inform potential property offerings.

Preservation of At-Risk Affordable Housing. Work with member cities to facilitate acquisitions or other strategies to preserve existing housing where affordability is at risk of being lost, including at-risk manufactured housing communities. As needed, assist with responding to notices of sale of HUD assisted properties received by member cities, or other information indicating an impending loss of existing affordable housing.

Strategic Predevelopment Investment. With approval of the Executive Board, invest in predevelopment studies to investigate feasibility of special projects.

Private Sector Engagement. Support efforts by ARCH member cities to engage employers and private sector entities in discussions around the need for more affordable housing and identifying options for public-private partnerships.

II. HOUSING POLICY AND PLANNING

A. Local Policy, Planning and Code Development

ARCH provides assistance directly to member cities on a range of local planning efforts. Local planning efforts with individual member cities may be found in *Attachment A*. These efforts may take different forms, such as:

- **Housing Element Updates.** Work with members to update comprehensive plan housing elements.
 - Assist with understanding and complying with new housing-related requirements under the Growth Management Act and Countywide Planning Policies.
 - Prepare an east King County housing needs analysis with focused analyses for each city—including projected affordable housing needs—to fulfill GMA requirements.
 - Coordinate local and ARCH affordable housing goals with King County Affordable Housing Committee and Countywide Planning Policies.
 - Assist with policy writing, outreach, presentations, etc. as needed.
- **Housing Strategy and Action Plans.** Assist members to prepare housing strategies to implement housing elements and create council work plans. Cities with completed or ongoing strategy and action plans include Bellevue, Issaquah, Kenmore, Bothell, Kirkland, Redmond, and Sammamish.

- **Incentive Program Design.** Provide economic analysis and policy and program development support to design local housing incentive programs, including land use, property tax, impact fee waivers, parking reductions and other incentives. Develop standard tools or models that can be used by member cities/staff to evaluate and design their individual affordable housing incentive/inclusionary programs.
- **Land Use Code Amendments.** Assist city staff on land use and other code amendments in order to implement comprehensive plan policies.
- **Other Support.** Other areas in which ARCH could provide support to member cities include preservation of valuable community housing assets, assistance to households displaced by development activity, review of tenant protection regulations, or negotiation of agreements for specific development proposals. ARCH views this as a valuable service to its members and will continue to accommodate such requests to the extent they do not jeopardize active work program items.

B. Inter-Local / Eastside Planning Activities

Interlocal planning activities are coordinated by ARCH for the benefit of multiple members and the broader Eastside region.

Data Collection, Analysis and Reporting. Maintain and provide reporting on local housing and demographic data, including on members' progress toward meeting GMA and CPP housing requirements. Document members' investment in affordable housing in other jurisdictions and reflect these contributions in ongoing reporting. Conduct data analysis and make information available to members for planning efforts, including reporting on any locally adopted goals or initiatives or for ARCH educational efforts.

Long-Term Funding/Dedicated Revenue Strategy. Continue work on a long-term funding strategy for the ARCH Trust Fund. Facilitate conversations with member cities on identifying and exploring dedicated sources of revenue for affordable housing at the local and regional level (e.g., REET, property tax levy, commercial linkage fee, etc.). Provide relevant data and develop options for joint or individual revenue approaches across ARCH member cities and help inform potential shared state legislative priorities to authorize local options for funding.

Incentive/Inclusionary Housing Program Policies. As program implementation issues arise, assist member jurisdictions to develop coordinated policy solutions that incorporate input from the diverse range of stakeholders. Work with member city staff to develop code amendments that adapt programs to new knowledge and best practices (for example, implementing fee strategies to create sustainable revenue for monitoring, or rent limit policies for ARCH monitored housing that create more predictable outcomes for tenants and property owners).

Middle Housing/HB 1110 Implementation. Support members to implement new affordability incentives required by HB 1110, including evaluating new incentive programs and stewarding affordable units that may be created through the new regulations. In addition, support members to utilize input from a range of community-based organizations representing diverse constituents when considering middle housing regulations.

Tenant Protection Policies. Share information and help identify common policy priorities relating to tenant protections. Facilitate consideration of local regulations by ARCH members and help to encourage consistent protections for renters across the region that reduce evictions and economic displacement.

Explore Collaboration with Cities in North and East King County. As requested, engage cities interested in supporting affordable housing in north and east King County that are not currently members of ARCH. Explore collaboration that provides benefits for additional cities and current ARCH member cities. Enter into agreements to provide services to other cities, as directed by the ARCH Executive Board.

C. State and Regional Policy and Funding Engagement

ARCH will facilitate targeted state and regional policy efforts that increase funding and reduce barriers that contribute to the cost of affordable housing development. Activities may include:

- Convene coalition members to develop targeted legislative priorities related to funding for affordable housing and/or reducing barriers to affordable housing development
- Discuss and explore shared legislative priorities at the Executive Board, and identify one or two strategic legislative priorities to advance to member councils for consideration in the upcoming legislative session
- Explore opportunities to partner with relevant organizations (e.g., AWC, SCA, WLIHA, HDC)
- Collaborate with ARCH members' government relations and other key personnel to support implementation of identified legislative priorities, including coordination of advocacy efforts, informing strategy and coordinating with relevant partners
- Support legislative engagement by ARCH members, providing data, policy expertise and talking points as needed

ARCH will participate in broader regional planning efforts to advance Eastside priorities and ensure that the perspectives of communities in East King County are voiced in regional housing and homelessness planning. Such efforts include:

- **King County GMPC Affordable Housing Committee / Housing Inter-Jurisdictional Team (HIJT).** Help staff the HIJT, which provides support to the Growth Management Planning Council's Affordable Housing Committee (AHC).
- **King County Regional Homelessness Authority (KCRHA) / Eastside Homeless Advisory Committee (EHAC).** Support Eastside collaboration in regional homelessness efforts, as appropriate and as resources allow. Collaborate with KCRHA, EHAC and other relevant organizations and initiatives to advance shared work on homelessness. Promote best practices in development of housing solutions that move people out of homelessness. Coordinate allocation of resources, and work on specific initiatives.

III. HOUSING PROGRAM IMPLEMENTATION

A. Administration of Housing Incentive and Inclusionary Programs

ARCH partners with member cities to administer local housing incentive and inclusionary programs, including mandatory inclusionary, voluntary density bonus, multifamily tax exemption (MFTE) and other programs. Specific programs administered by ARCH include:

Jurisdiction	Incentive/Inclusionary Programs
Bellevue	Voluntary density bonuses, MFTE, impact fee waivers.
Bothell	Inclusionary housing, MFTE.
Issaquah	Development agreements, voluntary and

	inclusionary programs, impact and permit fee waivers.
Kenmore	Development agreements, voluntary and inclusionary programs, MFTE, impact fee waivers.
Kirkland	Inclusionary program, MFTE.
Mercer Island	Voluntary density bonus.
Newcastle	Inclusionary program, impact fee waivers.
Redmond	Inclusionary program, MFTE.
Sammamish	Inclusionary and voluntary density bonuses, impact fee waivers.
Woodinville	MFTE.
King County	Development agreements.

ARCH roles and responsibilities will typically include:

- Work with member city staff and legal counsel to align incentive and inclusionary programs with a unified set of administrative policies, practices and templates for legal agreements
- Communicate with developers/applicants and city staff to establish applicability of codes and policies to proposed developments
- Review and approve proposed affordable housing (unit count, location/distribution, bedroom mix, and quality)
- Review and recommend approval of MFTE applications.
- Review and recommend approval of alternative compliance proposals
 - For fee in lieu projects, provide invoices and receipts for developer payments
- Develop contracts and covenants containing affordable housing requirements
- Ensure implementation of affordable housing requirements during sale/lease-up
- Register MFTE certificates with County Assessor and file annual MFTE reports with state Commerce.
- On-going compliance monitoring (see Stewardship, below).

B. Stewardship of Affordable Housing Assets

ARCH provides long-term oversight of affordable housing created through city policies and investment to ensure stewardship of these critical public assets for residents, owners and the broader community.

ARCH Rental Program (Incentive and Inclusionary Projects). Monitor and enforce compliance in rental housing projects with incentive and inclusionary housing agreements. Administer a robust compliance monitoring program, including:

- Ensure compliance with rent and income restrictions through timely annual report reviews and supplemental on-site file audits
- Provide training and technical assistance for property managers
- Maintain written standards for eligibility, leasing and other program requirements
- Implement standard remedies for non-compliance
- Respond to tenant issues and questions

ARCH Trust Fund Projects. Oversee contracts and regulatory agreements with owners of projects supported through the direct assistance from members, including:

- Monitor project income and expenses to determine cash flow payments
- Conduct long-term sustainability monitoring of projects and owners

- Proactively problem-solve financial and/or organizational challenges in partnership with project owners and other funders
- Work with legal counsel to review and approve requests for contract amendments, subordination and other agreements
- Pursue formal MOUs with other funders to govern shared monitoring responsibilities that streamline processes for owners and funders.
- Collect annual compliance data and evaluate program beneficiaries

ARCH Homeownership Program. Provide effective administration to ensure strong stewardship of resale restricted homes in the ARCH Homeownership Program, including:

- Oversee resales and new construction sales to ensure ongoing compliance with affordability, buyer eligibility and other program requirements
- Implement adopted policies and procedures for monitoring and work with cities to address non-compliance
- Distribute an annual communication with relevant homeowner resources and respond to homeowners in financial distress
- Collect program fees to ensure sustainable operations

As time and resources allow, continue to make improvements that support the objective of creating and preserving long-term affordability, including:

- Work with member planning and legal staff to make improvements to boilerplate legal documents, in consultation with key stakeholders and outside counsel, as needed
- Develop strategies to preserve homes at risk of foreclosure
- Preserve expiring units and pursue strategies to re-capture lost affordability
- Build relationships with lenders to improve ARCH homebuyers' access to financing options.
- Explore offering brokerage services or developing partnerships with realtors to provide cost-savings to homebuyers and sellers, diversify program revenue, and expand ARCH's marketing reach
- Plan for additional staff capacity as the number of ARCH homes continues to grow.
- Engage the Washington State Housing Finance Commission to evaluate and improve the ARCH Eastside Down Payment Assistance Program and make updates to provide effective financial assistance to income-eligible first-time homebuyers in East King County.

Database/Systems Development. Continue to utilize the new ARCH Homeownership Program database to collect critical program data and evaluation, compliance monitoring, communication with program participants, and other key functions. Continue to improve and streamline data systems for ARCH Rental Program and Trust Fund Program. Develop a new Trust Fund project and loan database to assist with timely loan monitoring and reporting. Update information systems to ensure accurate, efficient recording of transactions within ARCH Trust Fund accounts.

IV. MEMBER EDUCATION, ENGAGEMENT AND COMMUNITY OUTREACH

A. Education Efforts and Elected Official Engagement

Member Education and Engagement. Develop educational tools and conduct or support events to inform councils, planning commissions and member staff of current housing conditions, and of successful housing

programs. Engage elected officials through tours, educational workshops and briefings to build understanding and support for affordable housing, key policy and funding tools, and the role of ARCH and local jurisdictions in meeting the needs of low-income households.

Housing 101. Plan and conduct a Housing 101 event.

B. Community Outreach and Assistance for the Public

Community Engagement. Host ARCH events to share information about ARCH programs with diverse communities. Participate in city and community events to promote ARCH programs across East King County (EKC). Build connections with community groups, faith communities, developers, nonprofits and others interested in housing issues.

Office Hours. Provide published office hours, consistent with public health guidelines, for appointments or walk-in customer service. Open office hours will be advertised on the ARCH website and ARCH Facebook page and shared with partner organizations.

ARCH Website. Continually update and build on information in the ARCH website. Maintain information on the most urgently needed resources in the community, including rental assistance, no-cost legal services, mortgage assistance, and senior resources available in East King County.

Assist Community Members Seeking Affordable Housing. Maintain up-to-date information on affordable housing in East King County (rental and ownership) and distribute to people looking for affordable housing. Continue to maintain a list of households interested in affordable ownership and rental housing and advertise newly available housing opportunities. Work with other community organizations and public agencies to develop appropriate referrals for different types of inquiries received by ARCH (e.g., rapid re-housing, eviction prevention, landlord tenant issues, building code violations, fair housing complaints, etc.).

C. Equitable Access to Affordable Housing in East King County

Develop outreach and marketing efforts to maximize awareness of affordable housing opportunities in East King County. Build relationships and partnerships with community-based organizations, faith communities, service providers and others interested in affordable housing access. Collect and analyze data on existing programs to determine potential gaps in access by different populations, such as communities of color, immigrant and refugee communities, homeless individuals and families, and workers in EKC commuting from other communities. Evaluate strategies and outreach goals to increase access to affordable housing in EKC by underserved communities.

V. ADMINISTRATION

A. Administrative Procedures

Maintain administrative procedures that efficiently and transparently provide services to both members of ARCH and community organizations utilizing programs administered through ARCH. Activities include:

- Prepare the Annual Budget and Work Program and ensure equitable allocation of administrative costs among ARCH members.

- Prepare quarterly budget and work program progress reports, Trust Fund reports, and monitor expenses to stay within budget.
- Manage the ARCH Community Advisory Board, including recruiting and maintaining membership that includes broad geographic representation and a wide range of housing and community perspectives.
- Staff the Executive Board.
- Work with Administering Agency to streamline financial systems.
- Review and update bylaws and ensure timely renewal of the ARCH Interlocal Agreement.

B. Organizational Assessment and Planning

The ARCH Executive Board will continue to evaluate ARCH's organizational capacity to accomplish its Work Program and broader mission. The Board will review ARCH's organizational structure, staffing resources, capital resources and other aspects of the organization to determine any gaps and assess options for right-sizing organizational capacity. The assessment will inform recommendations for the following year's work program and budget.

In 2025-26, this work will include implementing actions and recommendations from ARCH's strategic planning process, including completing a study of ARCH's legal and governance structure, and pursuing organizational changes. These changes will focus on streamlining decision-making, empowering the coalition to tackle major policy challenges, and increasing education and engagement of elected officials. The Board will monitor progress on ARCH's Strategic Plan and make adjustments to respond to new conditions and opportunities.

Attachment A: Local Planning Efforts by City

ARCH staff will assist members' staff, planning commissions, and elected councils with local policy, planning and special projects and initiatives, as described below. Member city staff may make adjustments to the proposed actions identified below as individual city work plans are updated.

Bellevue

Support ongoing monitoring and reporting required by the King County Countywide Planning Policies.

Support actions to implement Bellevue's Affordable Housing Strategy, including:

Assist staff with engagement and pre-development support for affordable housing on suitable land owned by public agencies, faith-based groups, and non-profit housing entities (C-1).

Participate in developer selection processes and work with staff to develop a funding strategy for affordable housing on suitable public lands in proximity to transit hubs, including Barrier Porsche, 130th TOD parcels, Metro (Civic Center site), and Lincoln Center parcel.

Provide consultation on a comprehensive acquisition strategy, such as preservation of existing naturally occurring affordable housing, setting up a community land trust, and an expanded homeownership program.

Support the update of Bellevue's Affordable Housing Strategy to achieve the City's new affordable housing target.

Provide ongoing support to implement investment of funds authorized by HB 1590, or other city funds as directed.

Provide research and input on potential code amendments concerning:

Affordability in middle housing under HB 1110

Affordability with the residential FAR increases in mixed-use land use districts (Phase 2 FAR Increase project)

Bothell

Support updating the city's (2018) Housing Strategy Plan to implement the City's updated Comprehensive Plan to be completed in 2024.

Assist in the refinement of local code updates, such as inclusionary zoning, middle housing, and MFTE standards, to increase housing supply and meet regional growth targets.

Support affordable housing opportunities, especially in the Downtown/Canyon Park areas, including production strategies for city-owned property.

Help to identify potential Bothell Trust Fund projects.

Evaluate affordable housing incentives and requirements such as parking reductions or other development incentives, code amendments that add capacity and rezones, and implement those adopted.

Support further updates to policies and codes for affordable housing options, including ADUs, micro-housing, small efficiency dwelling units, and "missing middle" housing.

Help pursue funding and implement further outreach, equity, and implementation measures to encourage more middle housing and address potential displacement.

Issaquah

Assist with implementation of affordable units within the Issaquah Highlands Hight Street Collection Residential Target Area.

Provide data for the annual Housing Report Card and Dashboard.

Provide technical support and assist with the housing analysis for development of potential code amendments concerning:

- Inclusionary zoning (in conjunction with changes to density, parking, and other regulations) and multifamily tax exemptions.
- Middle housing and ADUs in wake of new state legislation.

Help to evaluate potential projects/opportunities that arise under current or amended Development Agreements (e.g., Lakeside, Rowley) and prepare contractual agreements as needed.

Support implementation and funding of the city's TOD project with the King County Housing Authority.

Kenmore

Assist with implementing a high priority item identified in the Housing Strategy Plan, as requested.

Assist with updating the Housing Strategy Plan.

Continue support of the Preservation of Affordable Housing/Mobile Home Park project started in 2018.

Assist with any amendments needed to the Comprehensive Plan Housing Element update, including help with new affordable housing targets.

Assist with ongoing implementation and monitoring of the adopted Affordable Housing Targets.

Provide technical support, data, and best practices to assist with potential code changes, such as for "missing middle" housing amendments or amendments to the Multifamily Tax Exemption (MFTE) regulations.

Advance opportunities to site affordable housing in Kenmore, such as near ST3 transit investments, or on other public, nonprofit, and faith-based community property. Help evaluate and identify potential properties, partners, and financing strategies.

Provide technical support in proposal review, and assistance on financing strategies to advance siting the Imagine Housing affordable housing project on the City owned Holt property.

Provide technical support to assist with developing policies and regulations required to implement new state legislation (e.g. ADU regulations, missing middle regulations, TOD regulations).

Provide technical support with developing shelter, transitional housing, emergency housing, and permanent supportive housing (STEP) policies and regulations.

Kirkland

Evaluate housing-related issues in 2044 Comprehensive Plan Update.

Support the development of code amendments implementing housing policies in the 2044 Comprehensive Plan, such as:

- Evaluating inclusionary requirements across multiple scales of development and in zoning districts that do not currently have requirements (such as the downtown and lower intensity residential areas).

- Incentivizing larger (3+ bedroom) affordable housing units.
- Examining additional incentives for the creation of affordable housing.

Provide research and input on potential code amendments concerning affordability in middle housing under HB 1110.

Help review the effectiveness and value of the current MFTE program.

Assist with updating the City's Housing Dashboard and ongoing implementation and monitoring of the adopted Affordable Housing Targets.

Assist the City with its reevaluation of parking standards as they relate to affordable housing.

Mercer Island

Assist the City with implementation of goals and policies in the 2024 Comprehensive Plan Housing Element, including updates to regulations and programs to work toward achieving the City's affordable housing targets.

Provide technical assistance in developing policies and regulations required to implement new state legislation related to middle housing, ADUs and STEP housing.

Provide technical assistance in evaluating the City's existing affordable housing incentives and considering additional or expanded incentives and requirements.

Newcastle

Provide technical assistance in developing policies and regulations required to implement new state legislation (e.g. ADU regulations, missing middle regulations, STEP housing).

Provide technical assistance in evaluating the City's existing affordable housing incentives and considering additional or expanded incentives and requirements.

Redmond

Provide advice and technical support to evaluate and refine existing inclusionary and incentive programs, focusing on Downtown and Marymoor centers.

Provide technical support for outreach and education efforts.

Support partnerships with transit agencies to advance affordable housing within transit-oriented developments, including at Overlake and Southeast Redmond.

Help city staff write and propose comprehensive plan and code amendments for meeting existing and future housing needs, including residential zone consolidation and regulations. Support neighborhood plan update process.

Assist with potential strategies for increasing housing capacity from commercial development, such as housing over big box stores and commercial spaces in mixed-use buildings.

Continued support for implementing adopted Housing Action Plan. Continued support for evaluating opportunities identified in the HUD Thriving Communities Technical Assistance consultant work.

Sammamish

Partner with city staff to refine the Housing Action Plan/Housing Diversification Toolkit implementation plan by creating detailed work plans and identifying related budget needs.

Support city staff in responding to public inquiries related to affordable housing development.

Collaborate with city staff to evaluate the best use of HB 1590 Health Through Housing Initiative local share funding.

Collaborate with city staff to advocate for new and flexible funding options for local jurisdictions that address the need for affordable housing at low—and moderate-income levels, such as a local option, Real Estate Excise Tax (REET).

Collaborate with city staff to advocate for requirements and supporting resources to ensure affordable housing is included in future planning for growth near fixed-route transit, with affordability goals for transit-oriented development.

Assist the city with private development proposals that maximize affordable housing elements by leveraging the City's affordable housing requirements and incentives.

Support the city in negotiating and drafting affordable housing components of potential development agreements to strengthen developer housing affordability obligations

Support city staff in identifying and cultivating relationships with landowners, nonprofit developers, public agencies, faith-based organizations, and affordable housing providers to identify land appropriate for affordable housing development projects and facilitate housing development

Support city staff in developing and updating sub-area and neighborhood center plans to ensure the inclusion of affordable housing that maintains feasibility and supports the overall vision for those areas, starting with the completion of amending the City's Town Center Plan. This will include technical assistance related to the viability of different affordable housing scenarios and technical support in completing environmental impact statements

Woodinville

Assist in evaluating options and developing proposals for programs and code amendments following the city's new Housing Action Plan.

King County

Provide monitoring and stewardship services for affordable housing in the Northridge/Blakely Ridge and Redmond Ridge Phase II affordable housing development agreements.

Partner with King County to preserve affordable homes with expiring covenants in unincorporated areas.

Help advance the goals and policies of the Countywide Planning Policy Housing Chapter and where feasible, support the Affordable Housing Committee in executing the CPP Housing Chapter accountability framework, including annual monitoring and reporting.



King County

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September 3, 2024

The Honorable Dave Upthegrove
 Chair, King County Council
 Room 1200
 C O U R T H O U S E

Dear Councilmember Upthegrove:

This letter transmits the recommended 2025 budget and work program for A Regional Coalition for Housing (ARCH) and a proposed Motion that would, if enacted, approve the budget and work program. King County Council approval of the ARCH budget and work program is required pursuant to the Interlocal Agreement between King County and ARCH authorized by Ordinance 16898 and extended by resolutions of the ARCH Executive Board.

ARCH coordinates with public and private organizations to provide housing policies and programs that address homelessness and the lack of affordable housing in East King County. The coalition efficiently accomplishes this by combining local resources. This proposed legislation would approve the 2025 budget and work program as recommended by the ARCH Executive Board on June 13, 2024. It would serve north and east King County residents by ensuring ARCH has the necessary budgetary authority to operate in 2025 and complete its 2025 work program.

If approved by all parties, the 2025 budget includes a \$44,736 increase (24.4 percent) to King County's ARCH dues, up to \$227,952. The percent of increase in dues for King County matches the average member contribution increase for other ARCH jurisdictions. The added funding will support the organization's increased personnel and operating costs that are needed to implement the 2024 strategic plan. ARCH's overall budget increased 20.9 percent from 2024 to 2025.

While most of the 2025 work program continues the work from 2024, additional priorities include:

- completing a study of ARCH's legal and governance structure to streamline processes and better advance ARCH's mission

The Honorable Dave Upthegrove

September 3, 2024

Page 2

- implementing annual engagement efforts with ARCH member stakeholders to increase knowledge and understanding of affordable housing in the region.
- facilitating and advancing proposals for dedicated revenue sources for affordable housing in east King County
- pursuing partnerships and advancing the development of high impact special projects, including transit-oriented development projects and other projects on public lands

This proposed legislation reflects the collaboration of multiple local governments pooling resources for efficient and strategic spending. This approach directly supports the Regional Affordable Housing Task Force Five Year Action Plan strategy to support the creation and operation of subregional collaborations to increase and preserve affordable housing in King County.

Thank you for your consideration of this proposed Motion. If your staff have any questions, please contact Kelly Rider, Director, King County Department of Community and Human Services, at 206-263-5780.

Sincerely,



for

Dow Constantine
King County Executive

Enclosure

cc: King County Councilmembers

ATTN: Stephanie Cirkovich, Chief of Staff, King County Council
Melani Hay, Clerk of the Council

Shannon Braddock, Deputy King County Executive, Office of the Executive

Karan Gill, Chief of Staff, Office of the Executive

Penny Lipsou, Council Relations Director, Office of the Executive

Kelly Rider, Director, Department of Community and Human Services



King County

**Metropolitan King County Council
Committee of the Whole**

STAFF REPORT

Agenda	9	Name:	Olivia Brey
Proposed No.:	2024-0283	Date:	October 7, 2024

SUBJECT

Proposed Motion 2024-0283 would approve the 2025 operating budget and work plan for South King Housing and Homelessness Partners.

SUMMARY

South King Housing and Homelessness Partners (SKHHP) is a housing collaborative of 12 jurisdictions established by an interlocal agreement (ILA) focused on increasing housing stability, reducing homelessness, and producing and preserving affordable housing in the southern region of the County.

In the proposed 2025 budget, total revenues and expenditures would increase 12 percent, and member contributions would increase 15 percent per tier from 2024. King County 's contribution would be maintained at \$75,000 due to a prior agreement.

The proposed work plan includes four goals with action items and indicators under each goal. The goals for 2024 include funding the expansion and preservation of affordable housing, developing policies to expand and preserve affordable housing, serving as advocates for South King County, and managing operations and administration. The Executive 's transmittal letter noted that most goals are continuing the work from previous years, but notable changes include aligning the work plan with current priorities of the Executive Board, Advisory Board, and staff work group, as well as adding new actions to coordinate with jurisdictions and housing organizations to promote SKHHP 's mission.

The proposed work plan and budget appear to meet the requirements of the ILA.

BACKGROUND

Regional Affordable Housing Taskforce and the Affordable Housing Committee. The King County Council established the Regional Affordable Housing Taskforce (RAHTF) in 2017 through Motion 14873. The Taskforce was charged with developing a recommended countywide affordable housing strategy. In December 2018 the RAHTF

released its Final Report and Recommendations¹ and the King County Council declared through Motion 15372 that the recommendations therein represented the policy of the Council.

The RAHTF Five-Year Action Plan includes the strategy to "support the creation and operation of sub-regional collaborations to increase and preserve affordable housing."² Of this strategy there are three sub-strategies: 1. support the creation of sub-regional collaborations in all parts of King County; 2. fund operations of sub-regional collaborations and 3; encourage the growth and success of existing sub-regional collaborations. An Affordable Housing Committee of the Growth Management Planning Council was also formed as part of the RAHTF Action Plan and is responsible for the ongoing support for sub-regional collaborations, including SKHHP.

2019-2020 Biennial Budget. During the 2019-2020 Biennial Budget deliberations, the Council added Expenditure Restriction ER4 on the Housing and Community Development fund.³ ER4 restricted \$300,000 for the development of regional housing collaboration similar to A Regional Coalition for Housing (ARCH). ARCH is a coalition between King County and several cities in East King County to facilitate local government support for increasing the supply of affordable housing.

Of this amount, \$150,000 was required to support the development of a south King County housing collaboration. Remaining funds were to go towards housing collaborations in other areas of the county, including north King County and the Snoqualmie Valley.

Ordinance 18945 - SKHHP ILA. As a result of the restricted funds from the 2019-2020 Biennial Budget, the Council approved Ordinance 18945,⁴ which authorized the Executive to enter into an interlocal agreement (ILA) for the creation of SKHHP. The ILA cities are Auburn, Burien, Covington, Des Moines, Federal Way, Kent, Normandy Park, Renton & Tukwila.⁵

This ILA was modeled after the ILA between the County and ARCH, with requirements that include an Executive Board, as well as an Advisory Board. It also provided for a funding structure that would allow for contributions from city and county parties to cover operational costs, as well as possible contributions for additional affordable housing.

The SKHHP ILA requires that the legislative body of each party approve the recommended budget and work plan for adoption by the SKHHP executive board on an annual basis.

¹ [RAH Report, Revised June 2019](#)

² Recommendation 1 is to "create and support an ongoing structure for regional collaboration," and Strategy B is to "support the creation and operation of sub-regional collaborations to increase and preserve affordable housing. Found at:

https://www.kingcounty.gov/~media/initiatives/affordablehousing/documents/report/RAH_Report_Final.ashx?la=en, page 24.

³ [King County - File#: 2018-0465](#)

⁴ [King County - File#: 2019-0141](#)

⁵ Maple Valley and SeaTac have since been added as collaborative partners. According to the ILA, additional members can be added to the ILA with a vote of a two-thirds majority of the membership of the Executive Board.

ANALYSIS

The proposed 2025 Operating Budget and Work Plan, found in Attachment A to the proposed motion, was adopted by a unanimous vote of the SKHHP Executive Board on April 19, 2024.

Proposed 2025 Work Plan. The work plan was developed in collaboration with the Executive Board, Advisory Board, and staff work group.

The work plan includes the purpose of the document, background information, and the SKHHP mission statement. It also identifies four goals with corresponding action items and indicators under each goal. Each of the action items is prioritized as higher, medium, or lower priority.

Quarterly budget and progress reports will continue to be submitted to the SKHHP Executive Board and the legislative body of each member jurisdictions quarterly. The quarterly reports include reporting on the indicators for each goal.

Below is a summary of the proposed goals and a selection of action items, which are described in greater detail in Attachment A to the proposed motion under Resolution 2024-02.

Goal 1 - Fund the expansion and preservation of affordable housing. Higher priority action items under this goal include pooling resources for the Housing Capital Fund (HCF), developing contract documents for projects ready to move forward, facilitating approval for recommended projects from the HCF, and managing the 2025 HCF funding round. An action item to encourage investment by private investors, lenders, and philanthropies was included as a medium priority.

Goal 2 - Develop policies to expand and preserve affordable housing. Higher priority action items under this goal include facilitating implementation of housing preservation strategies and facilitating technical assistance and updates to the Affordable Housing Inventory Dashboard. Medium and lower priority action items include building relationships with developers, convening land use planners, and developing SKHHP Executive Board briefings on key housing and homelessness topics.

Goal 3 - Serve as an advocate for South King County. Medium Priority action items under this goal include coordinating with the Advisory Board, housing organizations and stakeholder groups and collaborating with public funders at state and local levels. Additional action items including representing SKHHP at local and regional meetings and forums, meeting with legislators to inform about SKHHP, and connecting affordable housing developers with property owners were listed as lower priority.

Goal 4 - Manage operations and administration. Higher priority action items under this goal include developing the annual work plan and budget, generating quarterly progress reports, working with the administering agency to maintain records, and organizing monthly Executive and Advisory Board public meetings. A medium priority action item to maintain the SKHHP website was also included.

Proposed 2025 Budget. The proposed 2025 Operating Budget, both revenues and expenses, is included in Attachment A to the proposed motion under "Resolution 2024-02, Attachment B."

Member contributions from cities would increase 15 percent, which is consistent with last year's increase. The revenues from King County are split into two contributions. Executive staff state that King County agreed in the early stages of SKHHP to contribute \$75,000 to support the collaboration. The first contribution is based on the County's unincorporated population size while the second amount is what King County agreed to contribute to reach the \$75,000. DCHS expects that as dues increase for other jurisdictions, the County's contribution will hold steady at \$75,000 until its additional contribution is fully absorbed into the regular population-based contribution.

Total revenues, as shown in Table 1, would increase 12 percent over 2024. The Executive Board proposes to spend down approximately \$59,000 in fund balance to cover the gap between revenues and expenses, which is about four percent less than last year's spend down balance.

Table 1. Proposed 2025 Revenues

Source	Revenue	% change from 2024
Auburn	\$45,474	15%
Burien	\$26,236	15%
Covington	\$13,118	15%
Des Moines	\$13,118	15%
Federal Way	\$59,466	15%
Kent	\$59,466	15%
Maple Valley	\$13,118	15%
Normandy Park	\$6,996	15%
Renton	\$59,466	15%
SeaTac	\$13,118	New member city
Tukwila	\$13,118	15%
Unincorporated King County (population based)	\$59,466	15%
King County Additional Contribution	\$15,534	(33%)
Office space (in-kind donation)	\$12,000	0%
TOTAL REVENUES	\$409,694	14%
<i>Spend down balance</i>	<i>\$58,543</i>	<i>(4%)</i>
TOTAL	\$468,237	12%

Proposed expenses for 2025, shown in Table 2, would increase 12 percent over 2024. Executive staff noted that the increase in the other professional services and miscellaneous source is due to legal assistance needed for the development of housing contracts and third-part construction review of Housing Capital Fund applications. It also incorporates professional development, which was previously a separate source listed

in expenditures, to be in alignment with how the Administering Agency tracks expenditures.

Table 2. Proposed 2025 Expenditures

Source	Expenditure	% change from 2024
Salaries and benefits	\$320,611	5%
Other professional services/misc.	\$37,500	486%
Travel	\$5,250	0%
Advisory Board compensation	\$14,400	0%
Office space (in-kind donation)	\$12,000	0%
Supplies	\$2,000	0%
Interfund IT	\$35,000	11%
10% Administrative Fee	\$41,476	12%
TOTAL	\$468,237	12%

The proposed revenues and expenditures would leave an ending fund balance at the end of 2025 of \$285,588.

The ILA requires that contributions to the operating fund from member jurisdictions are determined by groupings of like-sized cities based on population, or a contribution methodology that is approved by 2/3 majority of the Executive Board. Table 3 shows the population tiers and the corresponding member contributions for 2025. Member contributions have increased by 15 percent since 2024, which Executive staff noted is per a policy that the Executive Board adopted in July 2021 in order to work towards a balanced budget.

Table 3. 2025 Member Contributions

Population Tier	2025 Contribution
<10,000	\$6,996
10,001 to 35,000	\$13,118
35,001 to 65,000	\$26,236
65,001 to 100,000	\$45,474
100,000+	\$59,466

INVITED

- Xochitl Maykovich, Deputy Division Director, Housing, Homelessness, and Community Development Division, DCHS
- Claire Goodwin, Executive Director, SKHHP

ATTACHMENTS

1. Proposed Motion 2024-0283 (and its attachments)
2. Transmittal Letter



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

Motion

Proposed No. 2024-0283.1

Sponsors Balducci

1 A MOTION approving the 2025 budget and 2025 work
2 plan for SKHHP, South King Housing and Homelessness
3 Partners.

4 WHEREAS, King County and the cities of Auburn, Burien, Covington, Des
5 Moines, Federal Way, Kent, Maple Valley, Normandy Park, Renton, and Tukwila are
6 parties to an Interlocal Agreement for South King Housing and Homelessness Partners,
7 as authorized by Ordinance 18945, and

8 WHEREAS, the interlocal agreement indicates that the recommended annual
9 budget and work plan for South King Housing and Homelessness Partners ("SKHHP")
10 become effective upon approval by the legislative body of each party and adoption by the
11 SKHHP executive board, and

12 WHEREAS, on April 19, 2024, the SKHHP executive board recommended to the
13 legislative body of each party, as SKHHP's budget and work plan, the 2025 SKHHP
14 Budget and SKHHP 2025 Work Plan, which is Attachment A to this motion;

15 NOW, THEREFORE, BE IT MOVED BY THE COUNCIL OF KING
16 COUNTY:

- 17 The 2025 budget and 2025 work plan for SKHHP, South King Housing and
18 Homelessness Partners, which is Attachment A to this motion, is hereby approved.

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Dave Upthegrove, Chair

ATTEST:

Melani Pedroza, Clerk of the Council

APPROVED this ____ day of _____, ____.

Dow Constantine, County Executive

Attachments: A. SKHHP Executive Board Resolution 2024-02, 2025 SKHHP Budget, and 2025 Work Plan

RESOLUTION NO. 2024-02

A RESOLUTION OF THE EXECUTIVE BOARD OF THE SOUTH KING HOUSING AND HOMELESSNESS PARTNERS (SKHHP), ADOPTING THE 2025 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 2025 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 2025 SKHHP Work Plan in Attachment A.

Section 2. The Executive Board adopts the 2025 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. This Resolution will take effect and be in full force upon approval by the legislative body of each participating jurisdiction.

Dated and signed this 9th day of May, 2024.


NANCY BACKUS, CHAIR, SOUTH KING HOUSING AND HOMELESSNESS PARTNERS

DPR-----
Resolution No. 2024-02
April 19, 2024
Page 1 of 7

RESOLUTION 2024-02 – ATTACHMENT A
SKHHP 2025 WORK PLAN

PURPOSE

Establish a 2025 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 2025 SKHHP work plan builds on work done in previous years and was developed in collaboration with the Executive Board, Advisory 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 2025 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 10
3. Serve as an advocate for South King County.	11 through 15
4. Manage operations and administration.	16 through 20



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 (Burien Family Housing – 2022; Kent Multicultural Village – 2023; Skyway Affordable Housing and Early Learning Center – 2023).	•••
3. Facilitate approval from participating Councils of recommended projects from 2024 Housing Capital Fund funding round and preparing contract documents and covenants if any projects are ready to move forward.	•••
4. Manage 2025 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.	••
Indicators	
○ Number of housing units or 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 implementation of any subregional housing preservation strategies.	•••
7. Facilitate technical assistance and updates to the Affordable Housing Inventory Dashboard.	•••
8. Build relationships with developers to learn from their perspective the ways to encourage housing development, especially affordable housing.	••
9. Convene land use planners to increase coordination and collaboration on housing policy and planning.	•
10. Develop SKHHP Executive Board briefings on key housing and homelessness topics, especially as they relate to the goals of the work plan.	•
Indicators	
○ Number of subregional housing preservation strategies facilitated or supported	
○ Successful update of data to the Affordable Housing Inventory Dashboard	
○ Number of relationships built with developers	
○ Number of Executive Board briefings on key housing and homelessness topics	



Goal 3

Serve as an advocate for South King County.

Actions	Priority of Actions ••• = Higher •• = Medium • = Lower
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. Work collaboratively with public funders at the state and local levels to promote shared affordable housing goals and equitable geographic distribution of resources.	••
13. 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.	•
14. Meet with legislators as opportunities arise to inform about SKHHP's mission, goals, and the Housing Capital Fund.	•
15. Connect affordable housing developers with property owners who intend to sell naturally occurring affordable housing in coordination with member cities.	•
Indicators	
○ 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	



Goal 4

Manage operations and administration.

Actions	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. Maintain and update the SKHHP website.	••
Indicators	
○ 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	
○ Website maintained	

RESOLUTION 2024-02 – ATTACHMENT B

2025 SKHHP Operating Budget

Estimated beginning fund balance - January 1, 2025	\$ 344,131
Estimated ending fund balance - December 31, 2025	\$ 285,588
REVENUES	
Auburn	\$ 45,474
Burien	\$ 26,236
Covington	\$ 13,118
Des Moines	\$ 13,118
Federal Way	\$ 59,466
Kent	\$ 59,466
Maple Valley	\$ 13,118
Normandy Park	\$ 6,996
Renton	\$ 59,466
SeaTac	\$ 13,118
Tukwila	\$ 13,118
King County*	\$ 59,466
Additional King County*	\$ 15,534
Office space (in-kind donation)	\$ 12,000
TOTAL REVENUES	\$ 409,694
Spend down balance	\$ 58,543
TOTAL	\$ 468,237

EXPENSES	
Salaries and benefits	\$ 320,611
Interfund IT	\$ 35,000
Advisory Board compensation	\$ 14,400
Office space (in-kind donation)	\$ 12,000
Professional services/Misc.	\$ 37,500
Travel	\$ 5,250
Supplies	\$ 2,000
Subtotal	\$ 426,761
Administering agency - 10% admin fee**	\$ 41,476
TOTAL	\$ 468,237

*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.



King County

Dow Constantine
 King County Executive
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 TTY Relay: 711
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September 3, 2024

The Honorable Dave Upthegrove
 Chair, King County Council
 Room 1200
 C O U R T H O U S E

Dear Councilmember Upthegrove:

This letter transmits South King Housing and Homelessness Partners' (SKHHP) recommended 2025 budget and work plan, and a proposed Motion that, if enacted, would approve the budget and work plan. The Interlocal Agreement for SKHHP, authorized by Ordinance 18945, requires King County Council approval of the SKHHP budget and work plan for them to become effective.

South King Housing and Homelessness Partners coordinates with public and private organizations to provide housing policies and programs that complement efforts to address homelessness and the lack of affordable housing. This proposed legislation would approve the budget and work plan as recommended by the SKHHP Executive Board on April 19, 2024. This action would serve south King County residents by ensuring SKHHP has the necessary budgetary authority to operate in 2025 and complete its 2025 work plan.

The 2025 SKHHP work plan includes four high level goals:

1. funding the expansion and preservation of affordable housing
2. developing policies to expand and preserve affordable housing
3. serving as an advocate for South King County
4. managing operations and administration.

Each goal has specific actions for 2025 and indicators to measure progress towards each goal. While most goals continue the work from previous years, key changes in the 2025 SKHHP work plan include aligning the work plan with current priorities of the SKHHP Executive Board, Advisory Board, and Staff Work Group and adding new actions to coordinate with jurisdictions and housing organizations to promote SKHHP's mission of preserving and

The Honorable Dave Upthegrove

September 3, 2024

Page 2

producing quality affordable housing in South King County. The SKHHP 2025 budget will increase by about 12 percent, or from \$419,158 to \$468,237, as compared to the 2024 budget. King County's contribution will remain \$75,000.

This proposed legislation reflects the collaboration of multiple local governments which are coordinating to enhance and develop new local policies and programs and pooling resources for efficient and strategic spending. This approach directly supports the Regional Affordable Housing Task Force Five Year Action Plan strategy to support the creation and operation of subregional collaborations to increase and preserve affordable housing.

Thank you for your consideration of this proposed Motion. This important legislation will help support housing affordability for South King County residents of all income levels.

If your staff have any questions, please contact Kelly Rider, Director, King County Department of Community and Human Services, at 206-263-5780.

Sincerely,



for

Dow Constantine
King County Executive

Enclosure

cc: King County Councilmembers

ATTN: Stephanie Cirkovich, Chief of Staff

Melani Hay, Clerk of the Council

Shannon Braddock, Deputy King County Executive, Office of the Executive

Karan Gill, Chief of Staff, Office of the Executive

Penny Lipsou, Council Relations Director, Office of the Executive

Kelly Rider, Director, Department of Community and Human Services



King County

Committee of the Whole

October 7, 2024

**Agenda Item No. 10
Briefing No. 2024-B0116**

Preventing Gender-Based Violence in King County

**Any materials for this item will be available at the
meeting.**