



**MEETING OF THE  
BOARD OF COMMISSIONERS**

**TELEPHONIC MEETING**

**Monday, December 21, 2020**

**Zoom Meeting:**

<https://zoom.us/j/99815827353?pwd=NHhreEpzczlwTVROUWVEaW4wdDdDUT09>

**PASSCODE: 056147**

**Meeting ID: 929 8475 0146**

**Dial by your location  
+1 253 215 8782 US (Tacoma)**

**King County Housing Authority  
700 Andover Park West  
Tukwila, WA 98188**



# **SPECIAL MEETING OF THE BOARD OF COMMISSIONERS TELEPHONIC AGENDA**

December 21, 2020  
8:15 a.m.

King County Housing Authority  
700 Andover Park West  
Tukwila, WA 98188

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**I. Call to Order**

**II. Roll Call**

**III. Public Comment**

**IV. Approval of Minutes**

**1**

A. Board Meeting Minutes – November 16, 2020

B. Board Meeting Minutes – December 4, 2020

C. Board Meeting Minutes – December 8, 2020

**V. Approval of Agenda**

**VI. Consent Agenda**

**2**

A. Voucher Certification Reports for October 2020

**VII. Resolution for Discussion and Possible Action**

A. **Resolution No. 5671** – A Resolution Authorizing to Increase in the Principal Amount of the Authority's Revolving Line of Credit Revenue Note, 2011. **3**

B. **Resolution No. 5672** – Approving KCHA's Moving to Work Annual Plan for Fiscal Year 2021. **4**

C. **Resolution No. 5673** – Authorizing Higher Payment Standards for the Housing Choice Voucher Program. **5**

D. **Resolution No. 5674** – Authorizing Approval of the Comprehensive Operating and Capital Budgets for Calendar Year Beginning January 1, 2021 **6**

## **VIII. Briefings & Reports**

A. Third Quarter CY 2020 Executive Dashboard Report	7
B. Third Quarter Financial Report	8
C. New Bank Accounts	9
D. Fleet Management Presentation	10

## **IX. Executive Session**

A. To review the performance of a public employee (RCW 42.30.110 (1) (g))	
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## **X. Executive Director Report**

## **XI. KCHA in the News 11**

## **XII. Commissioner Comments**

## **XIII. Adjournment**

Members of the public who wish to give public comment: We are only accepting written comments for the time being due to COVID-19. Please send your written comments to [kamir@kcha.org](mailto:kamir@kcha.org) prior to the meeting date. If you have questions, please call 206-574-1206.

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**MEETING MINUTES  
OF THE  
KING COUNTY HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
TELEPHONIC MEETING**

**Monday, November 16, 2020**

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**I. CALL TO ORDER**

The telephonic meeting of the King County Housing Authority Board of Commissioners was held on Monday, November 16, 2020 at 700 Andover Park West, Tukwila, WA 98188. There being a quorum, the telephonic meeting was called to order by Chair Doug Barnes at 8:30 a.m.

**II. ROLL CALL**

**Present:** Commissioner Doug Barnes (Chair) (via Telephone), Commissioner Susan Palmer (Vice-Chair) (via Telephone), and Commissioner TerryLynn Stewart (via Telephone).

**Excused:** Commissioner Michael Brown

**III. Public Comment**

None.

**IV. APPROVAL OF MINUTES**

A. Board Meeting Minutes – October 12, 2020

On motion by Commissioner Doug Barnes and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the November 16, 2020 Board of Commissioners' Meeting Minutes.

**V. APPROVAL OF AGENDA**

On motion by Commissioner TerryLynn Stewart and seconded by Commissioner Doug Barnes, the Board unanimously approved the November 16, 2020 telephonic Board of Commissioners' meeting agenda.

**VI. CONSENT AGENDA**

On motion by Commissioner Doug Barnes and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved the November 16, 2020 telephonic Board of Commissioners' meeting consent agenda.

**VII. RESOLUTION FOR DISCUSSION AND POSSIBLE ACTION**

**A. Resolution No. 5667** - Authorizing the Disposition of Greenbridge Division 8 Property by Negotiated Sale to Conner Homes and Greenbridge 8 LLC and/or Another Affiliate of Conner Homes

John Eliason, Development Director presented Resolution 5667.

- At the August board meeting, we went over most of the points of our intent to put the property on the market. July 30, 2020 is when it went on the market. The property features 107 single family lots.
- Oct 15 – we received six offers. These are some of the top builders in the Northwest that proposed. We had two interviews and we are recommending the Conner offer to move forward. They have the greatest architectural character and variety with a style that is new, old Seattle theme as well as the highest price.
- Acknowledgment to Keven Preston that worked on the majority of the approvals of the Property.

Questions of commissioners' were answered.

On motion by commissioner TerryLynn Stewart and seconded by Commissioner Doug Barnes, the Board unanimously approved Resolution No. 5667.

**B. Resolution No. 5668** – A Resolution Authorizing Acquisition of Pinewood Village Apartments

Tim Walter, Senior Director of Development and Asset Management presented Resolution number 5668.

Pinewood Village Apartments is a 108 unit apartment complex that is located on 148<sup>th</sup> and main street in the central Bellevue area. The ownership has owned for close to 30 years. This is a property that we are mindful of where other investors are moving into the Bellevue and Redmond market. With the announcement of Amazon, the pressure of rents over time, investors see it as a long term investment. We see it as a continued loss of affordability, especially in Bellevue. We are actively working on closing the property. Anytime there is change in management, there is a disruption to residents.

The following is the same for Resolution 5668, 5669 and 5670.

- Property is subject to the board approving and then we will do our due diligence .
  - Phase I - Environmental review. If we find anything suspect, we will do a phase 2 investigation.
- We will look at Titles
- Survey Completed
- Physical Inspections – We bring in a third party and we also use our own staff. The properties that we acquire, we specialize in. We bring in Asset Management and Construction folks from KCHA. We also leverage our Capital Construction Department and we have access to tools which help us inspect properties.
- The last part of due diligence is the appraisal which ensures these are within fair market value.

Questions of commissioners' were answered.

On motion by commissioner Doug Barnes and seconded by Commissioner TerryLynn Stewart, the Board unanimously approved Resolution No. 5668.

**C. Resolution No. 5669** – A Resolution Authorizing Acquisition of Illahee Apartments

Tim Walter, Senior Director of Development and Asset Management presented Resolution number 5669.

These apartments are in Bellevue as well. The structure is similar to Pinewood Village. This is a property that has been owned by the same family for about 30 years. The father passed away and they decided to sell. The owners are aware of our goals to preserve properties with rents below market. They brought this property to our attention. The majority of the renters are immigrants. We came to an agreement with the owner. It's a small unit property. There are so few properties that are small, when they go on the market, they sell quickly. The housing Authority has been able to negotiate \$300,000 per unit which is below market.

The motivation of the seller includes the ability to close by year end. We can close by the end of the year and offer other tax benefits from working with the HA.

Same due diligence.

Housing Authority would manage with our own staff. Ownership would work with us for a few months.

Financing – slightly different. We don't know what the long term plan is, but this is an excellent opportunity for public housing subsidies. We are considering options that keep people in place, but as people turnover, it would allow an opportunity for federal subsidies. Our waitlists are very long in Bellevue and there aren't many available units. Way of example – We have so few 1 bedroom units. The 1 bedroom units can free up units for families.

Questions of commissioners' were answered.

On motion by commissioner TerryLynn Stewart and seconded by Commissioner Doug Barnes, the Board unanimously approved Resolution No. 5669.

**D. Resolution No. 5670** – A Resolution Authorizing Acquisition of the Oaks at Forest Bay Property Located in Shoreline

Tim Walter, Senior Director of Development and Asset Management presented Resolution number 5670.

Would like to acknowledged the work of Beth, Wen and Asset Management on this.

Questions of commissioners' were answered.

On motion by commissioner TerryLynn Stewart and seconded by Commissioner Doug Barnes, the Board unanimously approved Resolution No. 5670.

## **VIII. Briefings & Reports**

### **A. 2021 Budget Briefing**

Jill Stanton, Deputy Executive Director for Administration presented the power point for the Budget Briefing.

#### **KCHA CY 2021 Draft Budget**

- Updated Mission Statement
- Concentrate the value to our mission
- There are 16 Department Budgets – then we roll everything into one budget.
- 2021 Major Budget Initiative Goals – they have not changed from last year
- Operating Budget
- Budget Revenues/Sources
- Budget Expenses/Uses
- MTW Block Grant Budget – This is our major HUD program
- Capital Budget
- Personal Service Costs

Questions of the commissioners were answered

If any Commissioner would like to get together with Craig to review a more detailed budget, please talk to Craig.

### **B. Third Quarter 2020 Quarterly Write-Off Summary Report**

Bill Cook, Director of Property Management explained the report.

Numbers are much lower right now, the fact of the eviction moratorium is not letting us write off any accounts. For this report, there's not much to report, but after the moratorium is over, the numbers could be much different.

Questions of commissioners were answered.

## **IX. Executive Session**

A. To review the performance of a public employee (RCW 42.30.110 (1) (g))

**9:45am** – Board meeting was suspended.

**10:25am** – Board meeting was re-convened.

## **X. Executive Director Report**

Executive Director Norman reported that new restrictions have been put in place by Governor Inslee in response to spiking COVID-19 infection rates across the state.

He noted that King County had not been as impacted as other parts of the state in recent weeks. While KCHA is not aware of significant numbers of newly reported positive tests among our residents or our staff, there is clearly a growing concern locally as we head into the holiday season. The new restrictions will not change how we are currently doing business as we have been operating in a conservative mode with our offices mostly closed. We will be maintaining the existing status quo, delaying the execution of routine work-orders and providing in-home services only on an emergency basis.

He reported that KCHA has been awarded an additional 200 VASH vouchers for homeless veterans this month. This is a real testament to the extraordinary efforts of the Housing Choice Voucher and Homeless Housing Initiatives staff. The VA and HUD decide who gets the vouchers based on both the regional need for these vouchers and the track record of local housing authorities in getting participants leased up. We are now administering 1150 VASH vouchers. Before this award, we had 300 unleased vouchers. The bottleneck in the pace of lease-up relates to the speed at which the VA is providing new referrals. We are pursuing two possible pilots with the VA that should help this move forward.

This month 36 VASH vouchers, as well as 44 vouchers for homeless individuals with disabilities, are coming on-line at a new permanent supportive housing project that Catholic Community Services is opening in Kent. This will move an additional 80 individuals off the streets and into housing.

Director Norman reported that the Firs housing complex has been purchased by LifeWire to house survivors of domestic violence. He noted that LifeWire was able to finance the acquisition without requiring a loan from KCHA.

## **XI. KCHA IN THE NEWS**

None.

## **XII. COMMISSIONER COMMENTS**

Commissioner Stewart wanted to congratulate Jenn Robson Ramirez as being appointed to the Highline Community College board of Trustees.

John Welch – Thanked staff for the health and wellness for residents.

### **XIII. ADJOURNMENT**

Chair Barnes adjourned the meeting at 10:36 a.m.

**THE HOUSING AUTHORITY OF THE  
COUNTY OF KING, WASHINGTON**

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**DOUGLAS J. BARNES**, Chair  
Board of Commissioners

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**STEPHEN J. NORMAN**  
Secretary

**MEETING MINUTES  
OF THE  
KING COUNTY HOUSING AUTHORITY  
SPECIAL BOARD OF COMMISSIONERS  
TELEPHONIC MEETING – EXECUTIVE SESSION ONLY**

**Friday, December 4, 2020**

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**I. CALL TO ORDER**

The telephonic special Executive Session meeting of the King County Housing Authority Board of Commissioners was held on Friday, December 4, 2020 via telephone/zoom. There being a quorum, the meeting was called to order by Chair Doug Barnes at 2:00 p.m.

**II. ROLL CALL**

**Present:** Commissioner Doug Barnes (Chair) (via Telephone), Commissioner Susan Palmer (Vice-Chair) (via Telephone), Commissioner John Welch (via Telephone), Commissioner Michael Brown (via Telephone) and Commissioner TerryLynn Stewart (via Telephone).

**IX. EXECUTIVE SESSION**

This special meeting in executive session is held to review the performance of a public employee (RCW 42.30.110 (1) (g)).

**XIII. ADJOURNMENT**

Chair Barnes adjourned the meeting at 3:30 p.m.

**THE HOUSING AUTHORITY OF THE  
COUNTY OF KING, WASHINGTON**

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**DOUGLAS J. BARNES**, Chair  
Board of Commissioners

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**STEPHEN J. NORMAN**  
Secretary

**MEETING MINUTES  
OF THE  
KING COUNTY HOUSING AUTHORITY  
SPECIAL BOARD OF COMMISSIONERS  
TELEPHONIC MEETING – EXECUTIVE SESSION ONLY**

**Tuesday, December 8, 2020**

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**I. CALL TO ORDER**

The telephonic special Executive Session meeting of the King County Housing Authority Board of Commissioners was held on Tuesday, December 8, 2020 via telephone/zoom. There being a quorum, the meeting was called to order by Chair Doug Barnes at 4:15 p.m.

**II. ROLL CALL**

**Present:** Commissioner Doug Barnes (Chair) (via Telephone), Commissioner Susan Palmer (Vice-Chair) (via Telephone), Commissioner John Welch (via Telephone), and Commissioner TerryLynn Stewart (via Telephone).

**Excused:** Commissioner Michael Brown

**IX. EXECUTIVE SESSION**

This special meeting in executive session is held to review the performance of a public employee (RCW 42.30.110 (1) (g)).

**XIII. ADJOURNMENT**

Chair Barnes adjourned the meeting at 5:30 p.m.

**THE HOUSING AUTHORITY OF THE  
COUNTY OF KING, WASHINGTON**

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**DOUGLAS J. BARNES**, Chair  
Board of Commissioners

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**STEPHEN J. NORMAN**  
Secretary



# T A B N U M B E R



**To:** Board of Commissioners

**From:** Ai Ly, Accounting Manager

**Date:** December 1, 2020

**Re:** **VOUCHER CERTIFICATION FOR OCTOBER 2020**

I, Ai Ly, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claims represented by the vouchers listed below were just obligations of the Housing Authority of the County of King, and that I am authorized to authenticate and certify said claims.

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Ai Ly  
Accounting Manager  
December 1, 2020

Bank Wires / ACH Withdrawals			7,952,203.21
		<i>Subtotal</i>	<b>7,952,203.21</b>
Accounts Payable Vouchers			
Key Bank Checks - #331476-#332028			6,183,331.20
Tenant Accounting Checks - #11249-#11276			5,817.39
		<i>Subtotal</i>	<b>6,189,148.59</b>
Payroll Vouchers			
Checks - #92383-92436			79,064.38
Direct Deposit			2,577,048.28
		<i>Subtotal</i>	<b>2,656,112.66</b>
Section 8 Program Vouchers			
Checks - #631695-632131; #632107-632109			303,917.88
ACH - #494295-497052			16,830,990.95
		<i>Subtotal</i>	<b>17,134,908.83</b>
Purchase Card / ACH Withdrawal			312,139.93
		<i>Subtotal</i>	<b>312,139.93</b>
		<b>GRAND TOTAL</b>	<b>\$ 34,244,513.22</b>

TO: THE BOARD OF COMMISSIONERS, HOUSING AUTHORITY OF  
THE COUNTY OF KING, WASHINGTON

FROM: Wen Xu, Director of Asset Management

I, Wen Xu, do hereby certify under penalty of perjury that the claims represented by the wire transactions below were just, due, and unpaid obligations against the Housing Authority, and that I, and my designees, are authorized to authenticate and certify said claims.

Wen Xu

Date

Property	Wired to Operating Account for Obligations of Property			Notes:
	Date	Wire Transaction	Claim	
ALPINE RIDGE	10/01/2020	\$ 5,927.99	A/P, Payroll	
ARBOR HEIGHTS	10/01/2020	\$ 10,680.55	A/P, Payroll	
Aspen Ridge	10/01/2020	\$ 14,275.62	A/P, Payroll	
Auburn Square	10/01/2020	\$ 18,013.29	A/P, Payroll	
Carriage House	10/01/2020	\$ 42,000.99	A/P, Payroll	
CASCADIAN	10/01/2020	\$ 61,011.10	A/P, Payroll	
Colonial Gardens	10/01/2020	\$ 14,275.28	A/P, Payroll	
FAIRWOOD	10/01/2020	\$ 58,803.93	A/P, Payroll	
HERITAGE PARK	10/01/2020	\$ 11,833.75	A/P, Payroll	
LAURELWOOD	10/01/2020	\$ 21,290.12	A/P, Payroll	
Meadows	10/01/2020	\$ 9,545.72	A/P, Payroll	
Newporter	10/01/2020	\$ 55,815.84	A/P, Payroll	
OVERLAKE TOD	10/01/2020	\$ 70,025.45	A/P, Payroll	
Parkwood	10/01/2020	\$ 5,726.00	Deposit Correction	
Parkwood	10/01/2020	\$ 23,442.76	A/P, Payroll	
RAINIER VIEW I	10/01/2020	\$ 714.12	A/P	
RAINIER VIEW II	10/01/2020	\$ 699.68	A/P	
SOUTHWOOD SQUARE	10/01/2020	\$ 19,611.92	A/P, Payroll	
Tall Cedars	10/01/2020	\$ 27,829.16	A/P	
Timberwood	10/01/2020	\$ 65,096.47	A/P, Payroll	
Walnut Park Apts	10/01/2020	\$ 22,623.93	A/P, Payroll	
WINDSOR HEIGHTS	10/01/2020	\$ 31,916.75	A/P, Payroll	
Woodridge Park	10/01/2020	\$ 40,553.86	A/P, Payroll	
Bellepark	10/07/2020	\$ 27,629.53	A/P, Payroll	
Cottonwood	10/07/2020	\$ 27,026.50	A/P, Payroll	
Cove East	10/07/2020	\$ 51,969.06	A/P, Payroll	
Hampton Greens	10/07/2020	\$ 39,168.57	A/P, Payroll	
Juanita View	10/07/2020	\$ 39,234.05	A/P, Payroll	
Kendall Ridge	10/07/2020	\$ 27,046.26	A/P, Payroll	
Kirkland Heights	10/07/2020	\$ 33,325.92	A/P, Payroll	
Landmark	10/07/2020	\$ 21,650.44	A/P, Payroll	
Riverstone	10/07/2020	\$ 56,934.52	A/P, Payroll	
Woodside East	10/07/2020	\$ 12,810.20	A/P, Payroll	
ALPINE RIDGE	10/09/2020	\$ 2,797.82	A/P	
ARBOR HEIGHTS	10/09/2020	\$ 4,680.12	A/P	
Aspen Ridge	10/09/2020	\$ 1,840.43	A/P	
Auburn Square	10/09/2020	\$ 2,949.88	A/P	
Carriage House	10/09/2020	\$ 15,794.31	A/P	
CASCADIAN	10/09/2020	\$ 2,785.11	A/P	
FAIRWOOD	10/09/2020	\$ 9,543.05	A/P	
HERITAGE PARK	10/09/2020	\$ 5,356.14	A/P	
LAURELWOOD	10/09/2020	\$ 1,629.54	A/P	
Meadows	10/09/2020	\$ 3,683.42	A/P	
Newporter	10/09/2020	\$ 275.96	A/P	
OVERLAKE TOD	10/09/2020	\$ 97,468.21	A/P	
Parkwood	10/09/2020	\$ 3,244.39	A/P	
RAINIER VIEW I	10/09/2020	\$ 9,949.40	A/P	
RAINIER VIEW II	10/09/2020	\$ 9,527.05	A/P	
SI VIEW	10/09/2020	\$ 3,909.54	A/P	
SOUTHWOOD SQUARE	10/09/2020	\$ 5,202.38	A/P	
Timberwood	10/09/2020	\$ 35,173.36	A/P	
Walnut Park Apts	10/09/2020	\$ 13,665.12	A/P	
WINDSOR HEIGHTS	10/09/2020	\$ 31,563.71	A/P	
Woodridge Park	10/09/2020	\$ 14,046.61	A/P	
Ballinger Commons	10/14/2020	\$ 161,508.25	A/P, Payroll	
Bellepark	10/14/2020	\$ 10,698.08	A/P	
CASCADIAN	10/14/2020	\$ 18,983.22	Analysis Fees	
Emerson	10/14/2020	\$ 66,139.14	A/P, Payroll	

GILMAN SQUARE	10/14/2020	\$ 80,691.90	A/P, Payroll	
Hampton Greens	10/14/2020	\$ 24,233.06	A/P	
Kendall Ridge	10/14/2020	\$ 55,036.47	A/P	
Landmark	10/14/2020	\$ 15,741.28	A/P	
Meadowbrook	10/14/2020	\$ 34,173.53	A/P, Payroll	
Riverstone	10/14/2020	\$ 31,936.11	A/P	
Villages at South Station	10/14/2020	\$ 131,267.84	A/P, Payroll	
Woodside East	10/14/2020	\$ 11,426.88	A/P	
ALPINE RIDGE	10/15/2020	\$ 5,513.64	A/P, Payroll	
ARBOR HEIGHTS	10/15/2020	\$ 16,438.32	A/P, Payroll	
Aspen Ridge	10/15/2020	\$ 14,409.34	A/P, Payroll	
Auburn Square	10/15/2020	\$ 26,935.53	A/P, Payroll	
Carriage House	10/15/2020	\$ 98,692.66	A/P, Payroll	
CASCADIAN	10/15/2020	\$ 28,135.14	A/P, Payroll	
Colonial Gardens	10/15/2020	\$ 18,392.12	A/P, Payroll	
FAIRWOOD	10/15/2020	\$ 48,753.61	A/P, Payroll	
HERITAGE PARK	10/15/2020	\$ 11,653.38	A/P, Payroll	
LAURELWOOD	10/15/2020	\$ 17,568.96	A/P, Payroll	
Meadows	10/15/2020	\$ 14,773.50	A/P, Payroll	
Newporter	10/15/2020	\$ 15,351.48	A/P, Payroll	
OVERLAKE TOD	10/15/2020	\$ 75,213.58	A/P, Payroll	
Parkwood	10/15/2020	\$ 34,840.71	A/P, Payroll	
RAINIER VIEW I	10/15/2020	\$ 7,800.13	A/P	
RAINIER VIEW II	10/15/2020	\$ 5,350.24	A/P	
SI VIEW	10/15/2020	\$ 3,652.47	A/P	
SOUTHWOOD SQUARE	10/15/2020	\$ 28,840.78	A/P, Payroll	
Timberwood	10/15/2020	\$ 25,187.01	A/P, Payroll	
Vashon Terrace	10/15/2020	\$ 4,360.26	A/P, Payroll	
Walnut Park Apts	10/15/2020	\$ 49,443.83	A/P, Payroll	
WINDSOR HEIGHTS	10/15/2020	\$ 71,807.77	A/P, Payroll	
Woodridge Park	10/15/2020	\$ 35,271.59	A/P, Payroll	
Bellepark	10/21/2020	\$ 20,319.55	A/P, Payroll	
Cottonwood	10/21/2020	\$ 21,181.28	A/P, Payroll	
Cove East	10/21/2020	\$ 51,136.84	A/P, Payroll	
Hampton Greens	10/21/2020	\$ 50,842.24	A/P, Payroll	
Juanita View	10/21/2020	\$ 28,437.88	A/P, Payroll	
Kendall Ridge	10/21/2020	\$ 27,407.97	A/P, Payroll	
Kirkland Heights	10/21/2020	\$ 39,099.81	A/P, Payroll	
Landmark	10/21/2020	\$ 18,669.20	A/P, Payroll	
Riverstone	10/21/2020	\$ 82,479.63	A/P, Payroll	
Woodland North	10/21/2020	\$ 450.13	A/P, Payroll	
Woodside East	10/21/2020	\$ 35,738.11	A/P, Payroll	
ALPINE RIDGE	10/22/2020	\$ 10,533.56	A/P	
ARBOR HEIGHTS	10/22/2020	\$ 6,173.25	A/P	
Aspen Ridge	10/22/2020	\$ 2,842.09	A/P	
Auburn Square	10/22/2020	\$ 9,538.46	A/P	
Carriage House	10/22/2020	\$ 4,751.04	A/P	
CASCADIAN	10/22/2020	\$ 4,462.16	A/P	
Colonial Gardens	10/22/2020	\$ 32,562.25	A/P	
FAIRWOOD	10/22/2020	\$ 27,751.55	A/P	
HERITAGE PARK	10/22/2020	\$ 22,415.38	A/P	
LAURELWOOD	10/22/2020	\$ 6,368.88	A/P	
Meadows	10/22/2020	\$ 3,550.53	A/P	
Newporter	10/22/2020	\$ 7,393.60	A/P	
OVERLAKE TOD	10/22/2020	\$ 22,828.63	A/P	
Parkwood	10/22/2020	\$ 3,102.64	A/P	
RAINIER VIEW I	10/22/2020	\$ 7,175.64	A/P	
RAINIER VIEW II	10/22/2020	\$ 4,760.14	A/P	
SI VIEW	10/22/2020	\$ 8,006.89	A/P	
SOUTHWOOD SQUARE	10/22/2020	\$ 12,650.36	A/P	
Tall Cedars	10/22/2020	\$ 28,747.05	A/P	
Timberwood	10/22/2020	\$ 11,472.54	A/P	
Vashon Terrace	10/22/2020	\$ 4,456.36	A/P	
Walnut Park Apts	10/22/2020	\$ 9,956.66	A/P	
WINDSOR HEIGHTS	10/22/2020	\$ 28,001.95	A/P	
Woodridge Park	10/22/2020	\$ 27,601.52	A/P	
Ballinger Commons	10/28/2020	\$ 108,171.38	A/P, Payroll	
Bellepark	10/28/2020	\$ 2,298.93	A/P	
Emerson	10/28/2020	\$ 64,530.44	A/P, Payroll	
GILMAN SQUARE	10/28/2020	\$ 145,248.09	A/P, Payroll	

Hampton Greens	10/28/2020	\$ 19,759.89	A/P	
Kendall Ridge	10/28/2020	\$ 30,948.75	A/P	
Landmark	10/28/2020	\$ 31,532.14	A/P	
Meadowbrook	10/28/2020	\$ 23,233.09	A/P, Payroll	
Riverstone	10/28/2020	\$ 31,502.32	A/P	
Villages at South Station	10/28/2020	\$ 53,513.62	A/P, Payroll	
Woodside East	10/28/2020	\$ 12,610.74	A/P	
ALPINE RIDGE	10/29/2020	\$ 6,994.79	A/P, Payroll	
ARBOR HEIGHTS	10/29/2020	\$ 14,043.03	A/P, Payroll	
Aspen Ridge	10/29/2020	\$ 13,477.94	A/P, Payroll	
Auburn Square	10/29/2020	\$ 44,035.12	A/P, Payroll	
Carriage House	10/29/2020	\$ 23,566.56	A/P, Payroll	
CASCADIAN	10/29/2020	\$ 28,969.78	A/P, Payroll	
Colonial Gardens	10/29/2020	\$ 8,551.72	A/P, Payroll	
FAIRWOOD	10/29/2020	\$ 46,025.39	A/P, Payroll	
HERITAGE PARK	10/29/2020	\$ 60,182.57	A/P, Payroll	
LAURELWOOD	10/29/2020	\$ 26,760.97	A/P, Payroll	
Meadows	10/29/2020	\$ 18,768.57	A/P, Payroll	
Newporter	10/29/2020	\$ 16,753.12	A/P, Payroll	
OVERLAKE TOD	10/29/2020	\$ 49,558.12	A/P, Payroll	
Parkwood	10/29/2020	\$ 16,975.86	A/P, Payroll	
SI VIEW	10/29/2020	\$ 3,580.85	A/P	
SOUTHWOOD SQUARE	10/29/2020	\$ 25,626.01	A/P, Payroll	
Tall Cedars	10/29/2020	\$ 2,311.33	A/P, Payroll	
Timberwood	10/29/2020	\$ 31,399.69	A/P, Payroll	
Walnut Park Apts	10/29/2020	\$ 20,095.44	A/P, Payroll	
WINDSOR HEIGHTS	10/29/2020	\$ 38,385.96	A/P, Payroll	
Woodridge Park	10/29/2020	\$ 29,996.22	A/P, Payroll	
156 Wires		\$ 4,276,090.89		

# T A B N U M B E R

3



**To:** Board of Commissioners

**From:** Tim Walter, Senior Director of Development & Asset Management

**Date:** December 15, 2020

**Re:** **Resolution No.5671: Authorization to increase the principal amount of the Authority's Revolving Line of Credit Revenue Note, 2011**

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Resolution No. 5671 authorizes the Executive Director to increase one of the Authority's existing lines of credit with KeyBank from an existing not to exceed amount of \$11.5 million to a not to exceed amount of \$30 million. The increase is necessary to provide additional credit capacity to finance the acquisition of the Illahee and Oaks at Forest Bay properties.

KCHA is scheduled to close on the acquisition of the Illahee Apartments in late December, 2020 and the Oaks at Forest Bay site on February 1, 2021 and the Authority intended to use its KeyBank lines of credit to finance the cost of the acquisitions. Prior to the closings, KCHA expected to receive proceeds from King County related to the County's various transit oriented development (TOD) loans that were earlier committed to the Authority, and to use these proceeds to retire an equal amount of bridge financing on the KeyBank lines of credit. The total of the County loan commitments to KCHA is approximately \$32.6 million. Unfortunately, the anticipated timing for the receipt of these loan proceeds has been delayed and KCHA does not expect to receive these funds until the first quarter of 2021.

Because of the delay in the timing of the receipt of these funds, KCHA does not currently have sufficient capacity on its existing lines of credits to close and fully fund the Illahee and Oaks at Forest Bay acquisitions. The increase in KCHA's existing \$11.5 million line of credit by \$18.5 million to a total available capacity of \$30 million will provide sufficient capacity to finance the acquisition of both of these sites. When the County funds are received in 1<sup>st</sup> quarter 2021, the TOD loans funds will be applied to the lines of credits as planned. The increase in the \$11.5 million line of credit to \$30 million is anticipated to be temporary and will revert back to its current not-to-exceed cap of \$11.5 million when the current facility is renewed at its next renewal date (June, 2021).

In order to minimize the amount of work required to document the loan for federal tax and filing requirements, the additional capacity will be restricted to advances that are treated as taxable (as opposed to tax-exempt) for federal tax purposes. There are no proposed changes to the terms of the line of credit other than the increase in the amount of available capacity. The current indicative interest rate on the line of credit is 2.3%

Staff recommends passage of Resolution No. 5671.

**HOUSING AUTHORITY OF THE COUNTY OF KING**

**RESOLUTION NO. 5671**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE COUNTY OF KING AUTHORIZING  
AN INCREASE IN THE PRINCIPAL AMOUNT OF THE AUTHORITY'S  
REVOLVING LINE OF CREDIT REVENUE NOTES, 2011.**

**WHEREAS**, the Board of Commissioners (the "Board") of the Housing Authority of the County of King (the "Authority") previously adopted Resolution No. 5344, providing for the issuance of the Authority's Revolving Line of Credit Revenue Note, 2011 (Tax-Exempt) (the "Tax-Exempt Note") and the Authority's Revolving Line of Credit Revenue Note, 2011 (Taxable) (the "Taxable Note" and, together with the Tax-Exempt Note, the "Notes"), and Resolution No. 5563, which, among other things, authorized the extension of maturity and modification of the terms of the Notes; and

**WHEREAS**, pursuant to Resolution No. 5344 and Resolution No. 5563 (together, the "Note Resolutions"), the Authority has issued and delivered the Notes to KeyBank National Association (the "Bank") in a combined principal amount of not to exceed \$11,500,000 at any one time outstanding, of which not more than \$10,000,000 shall be outstanding at any one time on the Tax-Exempt Note, and has extended the maturity dates and modified certain other terms of the Notes from time to time; and

**WHEREAS**, the Bank has offered to increase the principal amount of the Taxable Note to an amount not to exceed \$30,000,000 at any one time outstanding; and

**WHEREAS**, the Board of Commissioners of the Authority has determined that it is in the best interest of the Authority to accept such offer and to authorize related modifications of the Notes;  
**NOW, THEREFORE**,



**WHEREAS**, RCW 35.82.040 provides that a housing authority may delegate to one or more of its agents or employees such powers or duties as it may deem proper;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING as follows:**

**Section 1.** Definitions. Capitalized terms used but not otherwise defined in this resolution shall have the meanings assigned to them in the Note Resolutions.

**Section 2.** Authorization for Increase in Principal Amount. The Authority's Executive Director and any Deputy Executive Director of the Authority (each, an "Authorized Officer" and together, the "Authorized Officers"), and each of them acting alone, are authorized, without further action of the Board but with the consent and approval of the Bank, in the Bank's sole discretion, to modify the principal amount of the Notes to a combined amount of not to exceed \$30,000,000 at any one time outstanding; provided that the principal amount of the Tax-Exempt Note shall continue to be limited to not more \$10,000,000 outstanding at any one time. The Authorized Officers, and each of them acting alone, are authorized to do everything necessary in connection with such modifications of the Notes, including but not limited to the negotiation, execution and delivery of such documents and payment of Bank fees. Execution of documents in connection with the modification or extension of the Notes as described herein by an Authorized Officer will constitute conclusive evidence of his or her approval of the extensions and/or modifications described therein and the approval of the Authority of such extensions and/or modifications. The authorization to modify the Notes contained in this resolution is in addition to, and not in limitation of, the existing authorization to modify the terms of the Notes contained in the Note Resolutions.

**Section 3.** Acting Officers Authorized. Any action required by this resolution to be taken by the Executive Director of the Authority may in his or her absence be taken by a Deputy Executive Director of the Authority. Any action authorized by this resolution to be taken by a

Deputy Executive Director, may in his or her absence be taken by a duly authorized acting Deputy Executive Director of the Authority.

**Section 4.**     **General Authorization and Ratification.** The Authorized Officers (and each of them acting alone) and other appropriate officers of the Authority are severally authorized to take such actions and to create, accept, execute, send, use and rely upon such documents, records and signatures (including in tangible medium, manual, facsimile or electronic form, under any security procedure or platform, and notwithstanding any other Authority resolution, rule or policy) as in their judgment may be necessary or desirable to carry out the transactions contemplated in connection with this resolution. Any actions of the Authority or its officers prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

**Section 5.**     **Severability.** The provisions of this resolution are declared to be separate and severable. If a court of competent jurisdiction, all appeals having been exhausted or all appeal periods having run, holds any provision of this resolution to be invalid or unenforceable as to any person or circumstance, such offending provision shall, if feasible, be deemed to be modified to be within the limits of enforceability or validity. However, if the offending provision cannot be so modified, it shall be null and void with respect to the particular person or circumstance, and all other provisions of this resolution in all other respects, and the offending provision with respect to all other persons and all other circumstances, shall remain valid and enforceable.

**Section 6.**     Note Resolutions Otherwise in Full Force and Effect. Except as amended by this Resolution, all of provisions of Resolution No. 5344, as amended by Resolution No. 5563, shall remain in full force and effect.

**Section 7.**     Effective Date. This resolution shall be in full force and effect from and after its adoption and approval.

**ADOPTED AT A SPECIAL MEETING BY THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE COUNTY OF KING AT AN OPEN PUBLIC  
MEETING THIS 21<sup>ST</sup> DAY OF DECEMBER, 2020.**

**HOUSING AUTHORITY OF THE COUNTY  
OF KING**

By: \_\_\_\_\_  
**DOUGLAS J. BARNES**, Chair  
Board of Commissioners

ATTEST:

\_\_\_\_\_  
**Stephen Norman**  
Executive Director and Secretary-Treasurer

## CERTIFICATE

I, the undersigned, the duly chosen, qualified and acting Executive Director and Secretary-Treasurer of the Housing Authority of the County of King (the “Authority”), and keeper of the records of the Authority, CERTIFY:

1. That the attached Resolution No. 5671 (the “Resolution”) is a true and correct copy of the resolution of the Board of Commissioners of the Authority as adopted at a meeting of the Authority held on December 21, 2020 (the “Meeting”), and duly recorded in the minute books of the Authority;

2. That in accordance with RCW 43.06.220, and the Proclamations of the Governor of the State of Washington, as extended by the leadership of the Washington State Senate and House of Representatives (a) the Meeting was not conducted in person, (b) one or more options were provided for the public to attend the Meeting remotely, including by telephonic access, and (c) the means of attending the Meeting provided the ability for all persons attending the Meeting to hear each other at the same time;

3. The public was notified of access options for remote participation in the Meeting via the Authority’s website and email to stakeholders; and

4. The Meeting was duly convened and held in all respects in accordance with law, and to the extent required by law, due and proper notice of the Meeting was given; that a quorum was present throughout the Meeting through telephonic and/or internet means of remote access, and a majority of the members of the Board of Commissioners of the Authority present at the Meeting voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed; and that I am authorized to execute this Certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this 21<sup>st</sup> day of December, 2020.

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**Stephen J. Norman**

Secretary-Treasurer and Executive Director of the  
Authority

# T A B N U M B E R



**To:** Board of Commissioners

**From:** Andrew Calkins, Manager of Policy & Legislative Affairs

**Date:** December 21, 2020

**Re:** Resolution No. 5672: Approval of the King County Housing Authority's Moving to Work Annual Plan for FY 2021

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### **Summary**

Resolution No. 5672 authorizes the approval of KCHA's fiscal year 2021 Moving to Work (MTW) Plan. As a participant in the Department of Housing and Urban Development's (HUD) MTW program, KCHA is required to submit a board-approved annual plan that outlines the agency's goals, operations, programs, and proposed new MTW activities for HUD's review and approval. For FY 2021, KCHA is not proposing any new activities but is making targeted changes or additions to ongoing initiatives to ensure the agency has flexibility to respond to the ongoing COVID-19 pandemic while continuing to advance our efforts to expand the supply of affordable housing.

### **New Initiatives and Changes to Ongoing Activities**

While KCHA will not be proposing any new activities in 2021, we are modifying a number of ongoing activities to ensure an appropriate and effective response to the COVID-19 pandemic. This next year, KCHA will:

- Continue to identify streamlining measures in our Public Housing and Housing Choice Voucher programs, including policy changes to enable efficient lease-up of new vouchers, and simplifying forms, reporting requirements, and the interim and annual recertification processes to respond to the COVID-19 pandemic.
- Explore processes that allow the agency to address the backlog of inspections delayed due to the COVID-19 pandemic. For example, KCHA may implement time saving strategies, including but not limited to, shifting to triennial inspections for units identified as "low risk" of HQS failure, waiving inspections previously delayed as a result of the emergency, accepting Owner certification of HQS compliance and use of virtual inspections to ensure the most efficient use of KCHA resources.

- KCHA and Valley Cities will consider project-basing a portion of the “stepped-down” rental assistance program aimed at supporting young adults experiencing homelessness in order to address challenges youth face successfully leasing on the private market.
- Explore changes to the content, structure, and scope of our Utility Allowances to ensure they meet the needs of subsidized households.
- Identify the potential opportunities to leverage additional capital and turn on “banked” Annual Contribution Contracts with a Land Use Restriction Agreement (LURA) in place of or by subordinating the Declaration of Trust (DOT) for properties receiving Public Housing operating subsidy. This would be re-proposed for comment in a future plan.
- Use our single-fund authority to ensure our out-of-school time providers have the resources needed to support children and families during the COVID-19 pandemic.

### **Summary of Public Process and Comments**

The public comment period began on November 4<sup>th</sup> and concluded on December 4<sup>th</sup>, 2020. During this time, KCHA provided multiple and varied opportunities for residents, partner agencies, other stakeholders, and the general public to review and comment on the draft plan. KCHA’s outreach activities exceed HUD’s requirements and included:

- **Advertising the plan’s availability** and the date of the Public Hearing on KCHA’s website, in KCHA buildings, on KCHA’s Facebook page (over 5,000 followers), and in local newspapers including the Seattle Times, the Daily Journal of Commerce, and the NW Asian Weekly. These notices were available in the agency’s seven most prominent languages.
- **Presenting the plan to the Resident Advisory Committee (RAC)** (December 1<sup>st</sup>) and soliciting resident feedback; and
- **Holding a Virtual Public Hearing** (November 24<sup>th</sup>) to inform the public and residents of KCHA’s plans and proposals for the next fiscal year.

In response to these outreach efforts, KCHA generally received positive feedback on its actions to respond to the COVID-19 pandemic and plans for FY 2021. KCHA held its Public Hearing on November 24<sup>th</sup> where one person from a local social service organization attended. The attendee raised questions about the opportunity to partner on future programming to serve families experiencing homelessness through transitional housing. Staff plans to follow-up with this agency to explore any partnership opportunities.

Staff presented the FY 2021 MTW Plan to the Resident Advisory Committee (RAC) on December 1st and solicited comments on the agency focus areas and planned capital projects. Committee members raised concerns and questions regarding the use of safety protocols by contractors on projects completed during the COVID-19 pandemic. Additional inquiries included whether or not the agency would be changing payment standards and a suggestion that the agency look to acquire properties that have seen their vacancies rise during the pandemic's economic downturn. One comment was received via the agency's online submission tool, which recognized the agency's work during the pandemic but stated a desire for additional time to respond to questions from RAC members before the public comment period ended. Staff followed up with individual members who raised concerns with the protocols currently in place by KCHA's Capital Construction department and by contractors operating at KCHA's workforce housing sites.

KCHA considered all comments received from the public and from residents in finalizing the plan.

Approval of the resolution is recommended.





# MOVING TO WORK

FY 2021 ANNUAL PLAN





# KING COUNTY HOUSING AUTHORITY

## BOARD OF COMMISSIONERS

Doug Barnes, Chair

Michael Brown

Susan Palmer

TerryLynn Stewart

John Welch

## EXECUTIVE DIRECTOR

Stephen J. Norman

## KCHA SENIOR MANAGEMENT

Jeb Best

Ginger Peck

Bill Cook

Annie Pennucci

John Eliason

Jenn Ramirez Robson

Windy Epps

Rhonda Rosenberg

Tonya Harlan

Therese Ross

Shawli Hathaway

Jill Stanton

Karen House

Pam Taylor

Helen Howell

Craig Violante

Kristy Johnson

Tim Walter

Judi Jones

Dan Watson

Gary Leaf

Wen Xu

Nikki Parrott

Prepared By: Andrew Calkins and Katie Escudero

Date: November 4, 2020

# King County Housing Authority

## Moving to Work Annual Plan FY 2021

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# SECTION I

## INTRODUCTION

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### A. OVERVIEW OF SHORT-TERM MTW GOALS AND OBJECTIVES

The COVID-19 pandemic has reaffirmed the value of Moving to Work (MTW) and the flexibility it provides housing authorities to quickly pivot and respond to emergent resident needs, streamline operations, and ultimately, protect community health. As we look ahead, the pandemic that has upended the lives of many in our community cannot be ignored. It adds urgency to our efforts to expand affordable housing options and forces us to re-conceptualize how we provide resources. In 2021, the King County Housing Authority (KCHA) will continue to adapt and respond to present challenges associated with the pandemic while pursuing our MTW-established strategic goals and objectives. This next year, we will leverage MTW flexibility to:

- **SUPPORT RESIDENT HEALTH, STABILITY, AND WELL-BEING.** In response to the devastating community impacts of the pandemic, KCHA is developing and implementing new programming that responds to emergent resident needs. To respond to the increased levels of stress and anxiety associated with the pandemic, we are working in partnership with Sound Health to provide access to mental health services to public housing residents. In addition, we continue to seek out partnerships that bring health programming and resources to residents, including on-site COVID-19 testing, flu shot clinics, and wellness check-ins. Relatedly, we will continue to seek food security partnerships to bring emergency food boxes onsite and to connect residents to local resources. In 2021, we will continue to leverage our single fund flexibility to respond to emerging community and resident needs.

- **STREAMLINE OPERATIONS, POLICIES, AND PROCEDURES TO SUPPORT RESIDENTS AND STAFF DURING THE COVID-19 PANDEMIC.** As we continue to respond to the pandemic and the associated impacts, we will pursue opportunities to streamline and adapt our operations, policies, and procedures to better meet resident needs, ease administrative burdens, and remove barriers to efficiently administering federal housing assistance. Since a March 2020 emergency declaration, we have limited and modified inspection protocols, streamlined verification processes, modified client review schedules, and eased eligibility requirements, utilizing both our MTW flexibility and recent HUD waivers. In 2021, we will continue to implement these and other measures that ease the administrative burden on residents and staff and provide services in new ways.

- **ADVANCE RACIAL EQUITY AND SOCIAL JUSTICE IN THE COMMUNITIES WE SERVE.** The effects of historical and institutional racism are pervasive and continue to be born out in housing outcomes,

including disproportionate rates of homelessness, displacement, and neighborhood access. The pandemic is further driving inequitable health and economic outcomes among communities of color, adding even more urgency to this issue. In response, KCHA is doubling down on our efforts to center race and equity in operations, programming, policies, and practices. This effort includes staff training, the development of organizational goals and measures of equity, the adoption of a racial equity assessment tool, and increasing internal capacity to move this work forward. In 2021, KCHA will hire a senior leader focused on equity and inclusion, work to embed racial equity as a guiding principle in agency initiatives, and continue to provide agency-wide anti-racism training.

- **INCREASE THE NUMBER OF EXTREMELY LOW-INCOME HOUSEHOLDS WE SERVE.** Housing is an essential social determinant of health and key to our region's strategies to combat COVID-19, resident displacement and homelessness. While federal resources do not keep pace with community need, we will continue to pursue every available opportunity expand our housing assistance for low-income households, including: applications for new special purpose vouchers, as they become available; property acquisitions and new development in order to preserve and increase the overall supply of affordable multifamily housing in the region; use of banked Annual Contributions Contract (ACC) authority to expand housing options for extremely low-income households; project-basing voucher rental assistance to help increase the supply of permanent supportive housing (PSH); continued over-leasing of our existing Housing Choice Voucher (HCV) program; and continued use of locally designed, innovative subsidy programs to house and support diverse populations. We are partnering with local jurisdictions in support of an ambitious County initiative to provide 2,000 new units of PSH through emergency acquisition of hotels and existing housing.

- **LEVERAGE PARTNERSHIPS TO ADDRESS THE MULTI-FACETED NEEDS OF THE INDIVIDUALS AND FAMILIES EXPERIENCING HOMELESSNESS IN OUR REGION.** Nearly half of the households entering our federally subsidized programs last year reported that they were experiencing homelessness prior to receiving assistance. This share of households includes diverse populations with varying needs: veterans with complex health needs; individuals living with behavioral health issues; those involved with the criminal justice system; unaccompanied youth; youth experiencing homelessness and/or transitioning out of foster care; families fleeing domestic violence; and families involved with the child welfare system. KCHA will continue to partner with public and behavioral health care systems, local service provider partners, the U.S. Department of Veterans Affairs, the region's Continuum of Care, Community Colleges, and the child welfare system to provide supportive housing and advance regional goals to make homelessness rare, brief, and one-time. This goal is even more urgent in our current context. An

important emerging focus is KCHA support for the creation of a more robust development pipeline across the region for non-profit sponsored permanent supportive housing to complement our scatter-site tenant-based voucher initiatives serving targeted special needs populations.

- **DEEPEN PARTNERSHIPS WITH LOCAL SCHOOL DISTRICTS TO IMPROVE EDUCATIONAL OUTCOMES.** More than 15,100 children live in KCHA's federally subsidized housing over the course of a year. KCHA sees the academic success of these youth as an integral element of our core mission to prevent multi-generational cycles of poverty and promote economic mobility. This aim is ever the more challenging in the context of a pandemic that has exacerbated economic and educational disparities. KCHA will continue to prioritize students' educational success through partnerships with local education stakeholders, including school districts, out-of-school time and early learning providers, and parents. In 2021, we will continue to partner with the United Way and YMCA of Greater Seattle to ensure our out-of-school time providers have the resources needed to support children and families during the COVID-19 pandemic. This support includes expanded access to meals, addressing in-home broadband connectivity issues, virtual programming, and online learning support during and after the school day.

- **INVEST IN THE ELIMINATION OF ACCURED CAPITAL REPAIR AND SYSTEM REPLACEMENT NEEDS IN OUR FEDERALLY SUBSIDIZED HOUSING INVENTORY.** In 2021, KCHA will invest nearly \$15 million to upgrade our federally assisted housing stock. We will also commence pre-development work on the rehabilitation projects at Kirkland Heights and Juanita View, two recently acquired Project Based Rental Assistance properties in Kirkland. These investments improve housing quality, reduce maintenance costs and energy consumption, and extend the life expectancy of our housing stock, enabling us to fulfill our mission over the long term.



## **B. OVERVIEW OF LONG-TERM MTW GOALS AND OBJECTIVES**

Through participation in the MTW program, KCHA is able to address a wide range of affordable housing needs in the region. We use the regulatory flexibility available through MTW to support our overarching strategic goals:

- **STRATEGY 1:** Continue to strengthen the physical, operational, financial, and environmental sustainability of our portfolio of more than 11,500 affordable housing units.
- **STRATEGY 2:** Increase the supply of housing in the region that is affordable to extremely low-income households – those earning below 30 percent of Area Median Income (AMI) – through developing new housing, preserving existing housing, and expanding the size and reach of our rental subsidy programs.
- **STRATEGY 3:** Work to Affirmatively Further the Fair Housing efforts of the region by providing greater geographic choice for low-income households – including residents with disabilities and elderly residents with mobility impairments – so that our residents have the opportunity to live in neighborhoods with high-performing schools and convenient access to services, transit, health services, and employment.
- **STRATEGY 4:** Coordinate closely with the behavioral health care and homeless systems to increase the supply of supportive housing for people who have been chronically homeless or have special needs, with the goal of making homelessness rare, brief, and one-time.
- **STRATEGY 5:** Engage in the revitalization of King County’s low-income neighborhoods, with a focus on housing and services, amenities, institutions, and partnerships that create strong, healthy, and inclusive communities and promote economic mobility.
- **STRATEGY 6:** Work with King County, regional transit agencies, and suburban cities to support sustainable and equitable regional development by integrating new affordable housing into regional growth corridors aligned with mass transit.
- **STRATEGY 7:** Expand and deepen partnerships with school districts, early childhood education and after-school programs, health providers, community colleges, the philanthropic community, and our residents, with the goal of eliminating the achievement gap, and improving educational and life outcomes for the low-income children and families we serve.
- **STRATEGY 8:** Promote greater economic self-sufficiency for families and individuals in subsidized housing by addressing barriers to employment and facilitating access to training and education programs, with the goal of enabling moves to market-rate housing at the appropriate time.
- **STRATEGY 9:** Continue to develop institutional capacities and operational efficiencies to make

the most effective use of limited federal resources and provide extraordinary service to our residents, communities, and partners.

- **STRATEGY 10:** Continue to reduce KCHA’s environmental footprint through energy and water conservation, renewable energy generation, waste stream diversion, green procurement policies, waste reduction, fleet management practices, and tenant education.

- **STRATEGY 11:** Develop our capacity as a learning organization that uses research and evaluation to drive decisions that shape policies and programs.

- **STRATEGY 12:** Advance racial equity and social justice within KCHA and in King County through staff training, continuous review of policies and programs to identify and address practices that disproportionately harm Black, Indigenous, and other People of Color, and by engaging in further partnership with the communities we serve.

## SECTION II

### GENERAL HOUSING AUTHORITY OPERATING INFORMATION

#### A. HOUSING STOCK INFORMATION

##### *i. Planned New Public Housing Units*

AMP Name and Number	Bedroom Size							Total Units	Population Type	Fully Accessible	Adaptable
	0	1	2	3	4	5	6+				
N/A	0	0	0	0	0	0	0	0	N/A	N/A	N/A
Total Public Housing Units to be Added <sup>1</sup>								0			

##### *ii. Planned Public Housing Units to be Removed*

PIC Dev. # / AMP and PIC Dev. Name	Number of Units to be Removed	Explanation for Removal
N/A	0	N/A
Total Number of Units to be Removed		0

##### *iii. Planned New Project-based Vouchers*

Property Name	Anticipated Number of New Vouchers to be Project-based	RAD?	Description of Project
CHS Shoreline Modular	80	No	Supportive housing for Veterans exiting chronic homelessness and people with disabilities.
Esterra	8	No	Supportive housing for families exiting homelessness.

<sup>1</sup> Properties yet to be identified, may convert to Public Housing in 2021. Additionally, some housing units might be designated MTW Neighborhood Services units in 2021 should an opportunity arise to partner with a local service provider or to assign units to other eligible MTW purposes and upon approval from the HUD field office.

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Island Center Apartments	8	No	Supportive housing for people with disabilities.
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King County Combined Funders NOFA	200	No	Project-based vouchers will be awarded to projects serving people exiting chronic homelessness.
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<b>Planned Total Vouchers to be Newly Project-based</b>	296		
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***iv. Planned Existing Project-based Vouchers***

See Appendix B for a list of KCHA's existing project-based voucher contracts.

***v. Planned Other Changes to MTW Housing Stock Anticipated During the Plan Year***

While no additional changes to KCHA's housing stock are anticipated at the time of this plan's drafting, KCHA will continue to use every tool available to expand our reach, including but not limited to the designation of units as MTW Neighborhood Services Units, the use of banked ACC or MTW working capital to support development and acquisition activities, and the use of project-based and sponsor-based housing as partnership opportunities arise.

***vi. General Description of All Planned Capital Fund Expenditures During the Plan Year***

In 2021, KCHA will spend nearly \$15 million to complete capital improvements critical to maintaining our federally subsidized properties. These construction efforts will continue to utilize COVID-19 safety protocols to ensure resident safety. Expenditures include:

- **UNIT UPGRADES (\$3.70 MILLION).** KCHA's ongoing efforts to significantly upgrade the interiors of our affordable housing inventory as units turn over will continue in 2021. KCHA's in-house, skilled workforce will perform the renovations, which include the installation of new flooring, cabinets, and fixtures to extend by 20 years the useful life of up to 135 additional units.<sup>2</sup>

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<sup>2</sup> An inventory of potential units to be upgraded in 2021 is attached as Appendix F.

- **BUILDING ENVELOPE AND RELATED COMPONENTS UPGRADES (\$5.6 MILLION).** In 2021, building envelope improvements that were begun in 2020 will be completed at Houghton Properties (Kirkland). Additionally, the siding and windows at Kirkland Place (Kirkland) will be replaced after experiencing a delay due to the COVID-19 pandemic. The full envelopes (roof, siding, doors, and windows) at Ballinger Homes (Shoreline) and Woodcreek Lane (Woodinville) will be replaced, including new decks at Woodcreek Lane. The decks will also be replaced at Lake House (Shoreline).
- **SYSTEMS (HEATING, SEWER, ELECTRICAL, DRAINAGE, SPRINKLER) IMPROVEMENTS (\$3.6 MILLION).** Deteriorated sewer lines located in or under the concrete slab foundation at Lake House (Shoreline) and Yardley Arms (Burien) will be lined. By lining these components versus replacing them, we are able to minimize disruption for residents. The Yardley Arms project was originally planned for 2020 but experienced a delay due to the pandemic. In addition, dated electrical panels at Munro Manor (Burien) and Wayland Arms (Auburn) will be replaced. At Wayland Arms this work is being rescheduled from 2020 due to the pandemic. Two additional projects that also experienced a delay are the replacement of the in-unit radiant heaters at Casa Madrona (Olympia) and Mardi Gras (Kent). At Westminster Manor (Shoreline), fire sprinklers will be installed.
- **“509” INITIATIVE IMPROVEMENTS (\$1.7 MILLION).** Planned improvements included in the 2013 conversion of 509 scattered site Public Housing properties will continue in 2021. The envelope project at Avondale Manor (Redmond), which was planned for 2020, will be completed in 2021. Water lines will be replaced at Evergreen Court (Federal Way) and the water main will be replaced at Youngs Lake (Renton).

## B. LEASING INFORMATION

### *i. Planned Number of Households Served*

MTW Households to be Served through:	Planned Number of Households to be Served	Planned Number of Unit Months Occupied/ Leased
MTW Public Housing Units Leased	2,425	29,100
MTW Housing Choice Vouchers (HCV) Utilized <sup>3</sup>	10,715	128,580

<sup>3</sup> In 2021, KCHA also plans to administer housing assistance to an additional 3,061 households who have ported-in to KCHA's jurisdiction.

Local, Non-traditional: Tenant-based	175	2,100
Local, Non-traditional: Property-based	0	0
Local, Non-traditional: Homeownership	0	0
<b>Planned Total Households Served</b>	<b>13,300</b>	<b>159,600</b>

Local, Non-traditional Category	MTW Activity Name/Number	Planned Number of Households to be Served	Planned Number of Unit Months Occupied/Leased
Tenant-based	2007-6: Develop a Sponsor-based Housing Program	72	864
Tenant-based	2013-2: Flexible Rental Assistance	80	960
Tenant-based	2014-1: Stepped-down Assistance for Homeless Youth	23	276
<b>Planned Total Households Served</b>		<b>175</b>	<b>2,100</b>

## *ii. Discussion of Any Anticipated Issues/Possible Solutions Related to Leasing*

Housing Program	Description of Anticipated Leasing Issues and Possible Solutions
MTW Public Housing	No leasing issues are anticipated for this program in 2021.
MTW Voucher (HCV)	King County continues to experience unprecedented population growth and low vacancy rates. The result is decreased housing availability and affordability, and increased competition among renters. The pandemic has only increased the challenges voucher holders face on the private market. To address these issues, we are continuing to deploy a variety of interventions including our multi-tiered, ZIP code-based payment standard system that better matches submarket rents, landlord outreach and retention, expedited inspection processes, deposit assistance, housing search assistance for special populations, including veterans receiving VASH assistance, and establishment of MOUs with property owners to reduce or use alternative screening criteria.
Local, Non-traditional	Successfully leasing an apartment and maintaining housing stability in a tight rental market is a challenge for households with complex physical and behavioral health needs. Our program partners administering sponsor-based and short-term rental assistance are finding it increasingly difficult to recruit and retain landlords willing to maintain affordable, accessible rents for these programs. COVID-19 has only heightened these challenges. KCHA and our program partners continue to work together to develop new strategies to support housing access and stability for populations served through these and other special purpose voucher programs.

## C. WAITING LIST INFORMATION

### *i. Waiting List Information Anticipated*

Waiting List Name	Description	Number of Households on Waiting List	Waiting List Open, Partially Open, or Closed	Are There Plans to Open the Wait List During 2021?
Housing Choice Voucher	Community-wide	2,455	Partially open ( <i>accepting targeted voucher referrals only</i> )	No
Public Housing	Regional	7,624	Open	N/A
Public Housing	Site-based	7,596	Open	N/A
Project-based	Regional	4,600	Open	N/A
Public Housing – Conditional Housing	Program-specific	48	Open	N/A

### *ii. Planned Changes to Waiting List in the Plan Year*

KCHA does not plan to make any changes to our waiting lists in 2021.

## **SECTION III**

### **PROPOSED MTW ACTIVITIES**

KCHA is not proposing any new activities in 2021.



## SECTION IV

### APPROVED MTW ACTIVITIES

#### A. IMPLEMENTED ACTIVITIES

The following table provides an overview of KCHA's implemented activities, the statutory objectives they aim to meet, and the page number in which more detail can be found.

<b>Year- Activity #</b>	<b>MTW Activity</b>	<b>Statutory Objective</b>	<b>Page Number</b>
2019-1	Acquire and Develop New Affordable Housing	Housing Choice	13
2018-1	Encouraging the Successful Lease-up of the Housing Choice Voucher Program	Housing Choice	13
2016-2	Conversion of Former Opt-out Developments to Public Housing	Cost-effectiveness	14
2015-2	Reporting on the Use of Net Proceeds from Disposition Activities	Cost-effectiveness	16
2014-1	Stepped-down Assistance for Homeless Youth	Self-sufficiency	17
2014-2	Revised Definition of "Family"	Housing Choice	18
2013-1	Passage Point Re-entry Housing Program	Housing Choice	18
2013-2	Flexible Rental Assistance	Housing Choice	19
2009-1	Project-based Section 8 Local Program Contract Term	Housing Choice	20
2008-1	Acquire New Public Housing	Housing Choice	21
2008-3	FSS Program Modifications	Self-sufficiency	22
2008-10 & 2008-11	EASY and WIN Rent Policies	Cost-effectiveness	23
2008-21	Public Housing and Housing Choice Voucher Utility Allowances	Cost-effectiveness	25
2007-6	Develop a Sponsor-based Housing Program	Housing Choice	26
2007-14	Enhanced Transfer Policy	Cost-effectiveness	27
2005-4	Payment Standard Changes	Housing Choice	28
2004-2	Local Project-based Section 8 Program	Cost-effectiveness	29
2004-3	Develop Site-based Waiting Lists	Housing Choice	32
2004-5	Modified Housing Quality Standards (HQS) Inspection Protocols	Cost-effectiveness	33
2004-7	Streamlining Public Housing and Housing Choice Voucher Forms and Data Processing	Cost-effectiveness	34
2004-9	Rent Reasonableness Modifications	Cost-effectiveness	36
2004-12	Energy Performance Contracting	Cost-effectiveness	36
2004-16	Housing Choice Voucher Occupancy Requirements	Cost-effectiveness	37

## ***ACTIVITY 2019-1: ACQUIRE AND DEVELOP NEW AFFORDABLE HOUSING***

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**MTW STATUTORY OBJECTIVE:** Increase Housing Choice

**APPROVAL:** 2019

**IMPLEMENTED:** 2019

**CHALLENGE:** King County continues to experience extraordinary population growth. With escalating rents – especially in historically more affordable neighborhoods – and with the failure of wages to keep pace with rising housing costs, many families are struggling to pay rent and an unprecedented number are experiencing homelessness.

**SOLUTION:** KCHA’s primary mission is to preserve and expand housing options for low-income families utilizing all available funding and financing tools. To expand existing efforts, we use MTW funds to support the development and acquisition of non-federally subsidized affordable housing that includes, but is not limited to, properties also leveraging Low Income Housing Tax Credits (LIHTC). While traditional third-party debt can support a significant portion of total development or acquisition costs, it generally is not sufficient to finance the full cost of these projects. This financing gap can be mitigated in whole or in part by using MTW funds for development, acquisition, financing, or renovation costs, in accordance with PIH Notice 2011-45.

**PROPOSED CHANGES TO ACTIVITY:** No major modifications are anticipated and no additional authorizations are needed at this time.

**CHANGES TO METRICS:** There are no changes to this activity’s metrics.

## ***ACTIVITY 2018-1: Encouraging the Successful Lease-up of the Housing Choice Voucher Program***

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**MTW STATUTORY OBJECTIVE:** Increase Housing Choice

**APPROVAL:** 2018

**IMPLEMENTED:** 2018

**CHALLENGE:** King County’s low vacancy rate, coupled with the large in-migration of an affluent and skilled workforce, make it difficult for KCHA’s voucher holders to compete on the private market. The shopping success rate after eight months of searching hovers around 75 percent – an achievement in this market, but not high enough.

**SOLUTION:** KCHA is working to preserve and increase the number of housing options available by recruiting and retaining landlords in the HCV program. In order to secure units, KCHA is exploring the

implementation of incentive payments to landlords who agree to lease a recently vacated unit to another voucher holder, not to exceed one month of the Housing Assistance Payment (HAP). These payments will serve as an incentive for landlords to continue their participation in the HCV program by minimizing the owner's losses typically experienced during turnover. KCHA also streamlines our Housing Quality Standards (HQS) protocol even further by allowing landlords to inspect and self-certify that the unit passes HUD's standards. The program takes a phased-in approach and starts with newly constructed, not-previously-occupied units issued a Certificate of Occupancy or Temporary Certificate of Occupancy. The second phase extends the pilot to KCHA-owned properties built after 1978, and the third phase to non-KCHA affiliated LIHTC properties. To ensure that these units meet KCHA's high inspection standards, quality control audits will be performed on no fewer than 20 percent of the self-certified units every 90 days of the two-year pilot. These efficiencies will enable faster lease-up times and cause less disruption for landlords while ensuring program compliance. In early 2020, in response to the COVID-19 pandemic, KCHA implemented a catastrophic plan that extended self-certified inspections to all landlords who qualify.

In addition to strategies to improve landlord recruitment and retention, KCHA will continue to invest in strategies to aid voucher holders in leasing a unit in the geographic location of their choice. Examples of previously implemented activities include providing access to a security deposit assistance fund; use of multi-tiered, ZIP-code based payment standards; and continuing to focus on customer service. In addition, KCHA continues to support and participate in the Creating Moves to Opportunity (CMTO) research partnership, which tests new strategies that assist families with young children to access and move to high-opportunity neighborhoods.

**PROPOSED CHANGES TO ACTIVITY:** Building upon the streamlining measures adopted in response to the pandemic, KCHA may adopt additional measures to ease the lease-up process and streamline operations.

**CHANGES TO METRICS:** There are no changes to this activity's metrics.

### ***ACTIVITY 2016-2: Conversion of Former Opt-out Developments to Public Housing***

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**MTW STATUTORY OBJECTIVE:** Increase Cost-effectiveness

**APPROVAL:** 2016

**IMPLEMENTED:** 2016

**CHALLENGE:** The process to convert a property's subsidy model from project-based Section 8 to Public Housing is slow, burdensome, and administratively complex. Under current federal guidelines, units

convert only when the original resident moves out with a voucher. This transition is gradual, and at properties housing seniors or residents with disabilities, turnover of units tends to be particularly low. In the meantime, two sets of rules – project-based Section 8 and Public Housing – simultaneously govern the management of the development, adding to the administrative complexity of providing housing assistance.

**SOLUTION:** This policy allows KCHA to convert entire Project-based Section 8 opt-out properties to Public Housing at once, while preserving the rights of existing tenants.

This activity builds upon KCHA’s previously approved initiative (2008-1) to expand housing through the use of banked Public Housing ACC units. KCHA can convert former project-based “opt-out” sites to Public Housing through the development process outlined in 24 CFR 905, rather than through the typical gradual transition. As a result, this policy greatly streamlines operations and increases administrative efficiency. With transition to Public Housing subsidy, current enhanced voucher participants retain protections against future rent increases in much the same manner previously provided. As Public Housing residents, these households pay an affordable rent (based on policies outlined in KCHA’s Public Housing Admissions and Continued Occupancy Policy) and thus remain protected from a private owner’s decision to increase the contract rent. At the same time, KCHA’s MTW-enhanced Transfer Policy ensures that former enhanced voucher recipients retain the same (if not greater) opportunity for mobility by providing access to transfer to other subsidized units within KCHA’s portfolio or through use of a general Housing Choice Voucher should future need arise.

KCHA works with affected residents of selected former opt-out properties, providing ample notification and information (including the right to move using a general voucher for current enhanced voucher participants) in order to ensure the development’s seamless transition to the Public Housing program.

**PROPOSED CHANGES TO ACTIVITY:** No major modifications are anticipated and no additional authorizations are needed at this time.

**CHANGES TO METRICS:** There are no changes to this activity’s metrics.

***ACTIVITY 2015-2: Reporting on the Use of Net Proceeds from Disposition Activities***

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**MTW STATUTORY OBJECTIVE:** Increase Cost-effectiveness

**APPROVAL:** 2015

**IMPLEMENTED:** 2015

**CHALLENGE:** The reporting process for the use of net proceeds from KCHA's disposition activities is duplicative and burdensome. The reporting protocol for the MTW program aligns with the Section 18 disposition code reporting requirements, allowing for an opportunity to simplify this process.

**SOLUTION:** KCHA reports on the use of net proceeds from disposition activities in the annual MTW report. This streamlining activity allows us to realize time-savings and administrative efficiencies while continuing to adhere to the guidelines outlined in 24 CFR 941 Subpart F of Section 18 demolition and disposition code.

We use our net proceeds from disposition in some of the following ways, all of which are accepted uses under Section 18(a)(5):

- Repair or rehabilitation of existing ACC units.
- Development and/or acquisition of new ACC units.
- Provision of social services for residents.
- Implementation of a preventative and routine maintenance strategy for specific single-family scattered-site ACC units.
- Modernization of a portion of a residential building in our inventory to develop a recreation room, laundry room, or day-care facility for residents.
- Leveraging of proceeds in order to partner with a private entity for the purpose of developing mixed-finance Public Housing under 24 CFR 905.604.

We report on the uses of the proceeds, including administrative and overhead costs, in annual MTW reports.

**PROPOSED CHANGES TO ACTIVITY:** No major modifications are anticipated and no additional authorizations are needed at this time.

**CHANGES TO METRICS:** There are no changes to this activity's metrics.

### ***ACTIVITY 2014-1: Stepped-down Assistance for Homeless Youth***

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**MTW STATUTORY OBJECTIVE:** Increase Self-sufficiency

**APPROVAL:** 2014

**IMPLEMENTED:** 2014

**CHALLENGE:** During the January 2020 point-in-time homelessness count in King County, 955 youth and young adults were identified as experiencing homelessness or unstably housed.<sup>4</sup> Local service providers have identified the need for a short-term, gradually diminishing rental subsidy structure to meet the unique needs of these youth.

**SOLUTION:** KCHA has implemented a flexible, “stepped-down” rental assistance model in partnership with local youth service providers. Our provider partners find that a short-term rental subsidy, paired with supportive services, is the most effective way to serve youth experiencing homelessness as a majority of them do not require extended tenure in a supportive housing environment. By providing limited-term rental assistance and promoting graduation to independent living, more youth can be served effectively through this program model. KCHA is partnering with Valley Cities Counseling and Consultation to operate the Coming Up program. This program offers independent housing opportunities to young adults (ages 18 to 25) who are transitioning out of homelessness. With support from the provider, the youth move into housing in the private rental market, sign a lease, and work with a resource specialist who prepares them to take over the lease after a period of being stabilized in housing.

**PROPOSED CHANGES TO ACTIVITY:** In 2021, KCHA and Valley Cities may project-base this assistance in an effort to address challenges the youth face successfully leasing on the private market.

**CHANGES TO METRICS:** Challenging market conditions in addition to the pandemic have impacted the clients’ success finding and securing housing on the private market. The metrics are adjusted downwards to reflect these challenges.

<b>MTW Statutory Objective</b>	<b>Unit of Measurement</b>	<b>Baseline</b>	<b>Benchmark</b>
Increase self-sufficiency	SS #5: Number of households receiving services	0 households	20 households

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<sup>4</sup> Count Us In 2020: Seattle/King County Point-in-Time Count of Persons Experiencing Homelessness.  
[https://regionalhomelesssystem.org/wp-content/uploads/2020/07/Count-Us-In-2020-Final\\_7.29.2020.pdf](https://regionalhomelesssystem.org/wp-content/uploads/2020/07/Count-Us-In-2020-Final_7.29.2020.pdf)

### ***ACTIVITY 2014-2: Revised Definition of “Family”***

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**MTW STATUTORY OBJECTIVE:** Increase Housing Choice

**APPROVAL:** 2014

**IMPLEMENTED:** 2014

**CHALLENGE:** According to a January 2020 point-in-time count, 3,743 individuals identified as experiencing homelessness in King County were in families with children.<sup>5</sup> Thousands more elderly and people with disabilities, many with severe rent burdens, are living homeless or on our waiting lists.

**SOLUTION:** This policy directs KCHA’s limited resources to populations facing the greatest need: elderly and near-elderly households, people with disabilities, and families with children. We modified the eligibility standards outlined in the Public Housing Admissions and Continued Occupancy Policy (ACOP) and HCV Administrative Plans to limit eligible households to those that include at least one elderly member, person with a disability, or a minor/dependent child. The current policy affects only admissions and does not affect the eligibility of households currently receiving assistance. Exceptions will be made for participants in programs that target specialized populations, such as victims of domestic violence or individuals who have been living chronically homeless.

**PROPOSED CHANGES TO ACTIVITY:** No major modifications are anticipated and no additional authorizations are needed at this time.

**CHANGES TO METRICS:** There are no changes to this activity’s metrics.

### ***ACTIVITY 2013-1: Passage Point Re-entry Housing Program***

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**MTW STATUTORY OBJECTIVE:** Increase Housing Choice

**APPROVAL:** 2013

**IMPLEMENTED:** 2013

**CHALLENGE:** In 2018, 1,319 individuals in King County returned to the community after a period of incarceration.<sup>6</sup> Nationally, more than half of all inmates are parents who will face barriers to securing housing and employment upon release due to their criminal record or lack of traditional job skills.<sup>7</sup> Without a home or employment, many of these parents are unable to reunite with their children.

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<sup>5</sup> Count Us In 2020: Seattle/King County Point-in-Time Count of Persons Experiencing Homelessness.  
[https://regionalhomelessssystem.org/wp-content/uploads/2020/07/Count-Us-In-2020-Final\\_7.29.2020.pdf](https://regionalhomelessssystem.org/wp-content/uploads/2020/07/Count-Us-In-2020-Final_7.29.2020.pdf)

<sup>6</sup> Washington State Department of Corrections. Number of Prison Releases by County of Release.  
<https://www.doc.wa.gov/docs/publications/reports/200-RE001.pdf>

<sup>7</sup> Glaze, L E and Maruschak, M M (2008). Parents in Prison and Their Minor Children.  
<http://www.bjs.gov/index.cfm?ty=pbdetail&iid=823>

**SOLUTION:** Passage Point is a unique supportive housing program in Maple Valley that serves parents trying to reunify with their children following a period of incarceration. KCHA provides 46 project-based Section 8 vouchers while the YWCA Seattle | King | Snohomish provides property management and supportive services. The YWCA identifies eligible individuals through outreach to prisons and correctional facilities and through relationships with the local public child welfare agency. In contrast to typical transitional housing programs that have strict 24-month occupancy limits, Passage Point residents may remain in place until they have completed the reunification process, are stabilized in employment, and are able to succeed in a less service-intensive environment. Passage Point residents who complete the program and regain custody of their children may apply to KCHA's Public Housing program and receive priority placement on the wait list.

KCHA continues to consider project-basing a portion of the units at Passage Point as Family Unification Program (FUP) vouchers. This would allow us to repurpose vouchers currently in use at Passage Point to serve additional families from the HCV waiting list.

**PROPOSED CHANGES TO ACTIVITY:** No major modifications are anticipated and no additional authorizations are needed at this time.

**CHANGES TO METRICS:** There are no changes to this activity's metrics.

### ***ACTIVITY 2013-2: Flexible Rental Assistance***

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**MTW STATUTORY OBJECTIVE:** Increase Housing Choice

**APPROVAL:** 2013

**IMPLEMENTED:** 2013

**CHALLENGE:** The one-size-fits-all approach of traditional federal housing programs does not provide the flexibility needed to quickly and effectively meet the needs of low-income individuals facing distinct housing crises. In many of these cases, a short-term rental subsidy paired with responsive, individualized case management can help a family or individual out of a crisis situation and into stable housing.

**SOLUTION:** This activity, developed with local service providers and cross-sector partners, offers tailored flexible housing assistance programs to families and individuals living homeless. KCHA provides flexible financial and rental assistance, which could include time-limited rental subsidy, security deposits, rent arrears, and funds to cover move-in costs, while our partners provide individualized support services.

KCHA currently administers two distinct flexible rental assistance programs:



- **Student and Family Stability Initiative (SFSI):** SFSI pairs short-term rental assistance with housing stability and employment navigation services for families experiencing or on the verge of homelessness. School-based McKinney-Vento liaisons identify and connect these families with community-based service providers while caseworkers have the flexibility to determine the most effective approach to quickly stabilize participants in housing.
- **While in School Housing Program (WISH):** In the 2019 MTW Plan, KCHA proposed and received approval for the application of the flexible housing assistance model to a new population – college students experiencing homelessness or housing instability. This tenant-based, time-limited subsidy, developed in partnership with Highline College, provides up to 54 months of housing support while leveraging existing, on-campus services that support students beyond their housing needs. This program was launched in 2020.

**PROPOSED CHANGES TO ACTIVITY:** We will continue to consider the application of the short-term rent assistance approach to other populations and jurisdictions as we learn more about the effectiveness of these programs.

**CHANGES TO METRICS:** In addition to the competitive rental market, the COVID-19 pandemic has added new challenges to finding and securing units especially for SFSI families. To reflect these challenges, we are adjusting the targeted benchmark downward while continuing to work with our partners to find additional ways to support the lease-up process.

MTW Statutory Objective	Unit of Measurement	Baseline	Benchmark
Increase housing choices	HC #5: Number of households able to move to a better unit	0 households	80 households
Increase housing choices	HC #7: Number of households receiving services aimed to increase housing choice	0 households	100 households

#### **ACTIVITY 2009-1: Project-based Section 8 Local Program Contract Term**

**MTW STATUTORY OBJECTIVE:** Increase Housing Choice

**APPROVAL:** 2009

**IMPLEMENTED:** 2009

**CHALLENGE:** Prior to 2009, our nonprofit development partners faced difficulties securing private financing for the development and acquisition of affordable housing projects where short-term rental

assistance commitments provided the cash flow. Measured against banking and private equity underwriting standards, the maximum Housing Assistance Payments (HAP) contract term allowed by HUD is too short and hinders the underwriting of debt on affordable housing projects.

**SOLUTION:** This activity extends the allowable term for Project-based Section 8 contracts up to 30 years for the initial HAP term and a 30-year cumulative maximum contract renewal term, not to exceed 60 years total. The longer term assists our partners in underwriting and leveraging private financing for development and acquisition projects. At the same time, the longer-term commitment from KCHA signals to lenders and underwriters that proposed projects have sufficient cash flow to take on the debt necessary to develop or acquire affordable housing units.

**PROPOSED CHANGES TO ACTIVITY:** No major modifications are anticipated and no additional authorizations are needed at this time.

**CHANGES TO METRICS:** There are no changes to this activity's metrics.

#### ***ACTIVITY 2008-1: Acquire New Public Housing***

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**MTW STATUTORY OBJECTIVE:** Increase Housing Choice

**APPROVAL:** 2008

**IMPLEMENTED:** 2008

**CHALLENGE:** In King County, almost half of all renter households spend more than 30 percent of their income on rent.<sup>8</sup> Countywide, fewer than 10 percent of all apartments are considered affordable to households earning less than 30 percent of AMI.<sup>9</sup> In the context of these challenges, KCHA's Public Housing wait lists continue to grow. Given the gap between the availability of affordable housing and the number of low-income renters, KCHA must continue to increase the inventory of units that are affordable to extremely low-income households.

**SOLUTION:** KCHA's Public Housing Annual Contributions Contract (ACC) is currently below the Faircloth limit in the number of allowable units. These "banked" Public Housing subsidies allow us to add to the affordable housing supply in the region by acquiring new units. This approach is challenging, however, because Public Housing units cannot support debt. We continued our innovative use of MTW working

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<sup>8</sup> US Census Bureau, ACS 2019 1-year estimate.

<sup>9</sup> US Census Bureau, ACS 2019 1-year estimate.

capital, with a particular focus on the creation or preservation of units in high-opportunity neighborhoods.<sup>10</sup>

We further simplify the acquisition and addition of units to our Public Housing inventory by partnering with the local HUD field office to streamline the information needed to add these units to the PIH Information Center (PIC) system and obtain operating and capital subsidies. We also use a process for self-certification of neighborhood suitability standards and Faircloth limits, necessitating the flexibility granted in Attachment D, Section D of our MTW Agreement.<sup>11</sup>

In addition, KCHA seeks out opportunities to turn on banked ACC units in apartment buildings it owns or acquires that meet the definition of physically obsolete and then convert the units through the Section 18 process to facilitate the rehabilitation of the units.

**PROPOSED CHANGES TO ACTIVITY:** In 2021, KCHA will explore the potential to turn on banked ACC through the use of a Land Use Restriction Agreement (LURA) while releasing or subordinating the Declaration of Trust (DOT) in properties KCHA owns or seeks to acquire. Adopting a LURA would allow KCHA to leverage needed capital funds to rehabilitate properties while infusing new low-income housing subsidies into the community. No new authorizations are required at this time. Should KCHA pursue this opportunity it will re-propose this activity for public comment.

**CHANGES TO METRICS:** There are no changes to this activity's metrics.

### ***ACTIVITY 2008-3: FSS Program Modifications***

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**MTW STATUTORY OBJECTIVE:** Increase Self-sufficiency

**APPROVAL:** 2008

**IMPLEMENTED:** 2018

**CHALLENGE:** Nationally, only 25 percent of low-income households that qualify for housing assistance receive it.<sup>12</sup> To serve more households with limited resources, subsidized households need to be supported in their efforts to achieve economic independence and cycle out of the program. HUD's

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<sup>10</sup> Neighborhood opportunity designations are from the Puget Sound Regional Council and Kirwan Institute's Opportunity Mapping index (<https://www.psrc.org/opportunity-mapping>).

<sup>11</sup> Some Public Housing units might be designated MTW Neighborhood Services units over this next year upon approval from the HUD field office.

<sup>12</sup> Worst Case Housing Needs 2019: Report to Congress, page viii.

<https://www.huduser.gov/portal/sites/default/files/pdf/Worst-Case-Housing-Needs.pdf>

standard Family Self-Sufficiency (FSS) program may not provide the full range of services and incentives needed to support greater self-sufficiency among participants.

**SOLUTION:** KCHA is exploring possible modifications to the FSS program that could increase incentives for resident participation, education and training outcomes, and income growth. These outcomes could pave the way for residents to realize a higher degree of economic independence. To further the program's reach, KCHA is considering extending the program to other adult household members by allowing them to enter into an FSS contract without the participation of the head of household. We also continue to explore the manner and rate at which participants accumulate and access escrow funds as part of a broader workforce development strategic planning process.

**PROPOSED CHANGES TO ACTIVITY:** No major modifications are anticipated and no additional authorizations are needed at this time.

**CHANGES TO METRICS:** There are no changes to this activity's metrics.

#### ***ACTIVITY 2008-10 and 2008-11: EASY and WIN Rent Policies***

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**MTW STATUTORY OBJECTIVE:** Increase Cost-effectiveness

**APPROVAL:** 2008

**IMPLEMENTED:** 2008

**CHALLENGE:** The administration of rental subsidies under existing HUD rules can be complex and confusing to the residents we serve. Significant staff time was being spent complying with federal requirements that do not promote better outcomes for residents, safeguard program integrity, or save taxpayer money. The rules regarding medical deductions, annual reviews and recertifications, and income calculations were cumbersome and often hard to understand. In addition, many households headed by seniors and people with disabilities live on fixed incomes that change only when there is a Cost of Living Adjustment (COLA), making annual reviews superfluous. For working households, HUD's rent rules include complicated earned-income disregards that serve as disincentives to income progression and employment advancement.

**SOLUTION:** KCHA has instituted two rent reform policies. The first, EASY Rent, simplifies rent calculations and recertifications for households headed by a senior or person with a disability who derive 90 percent of their income from a fixed source (such as Social Security, Supplemental Security Income [SSI] or pension benefits), and are enrolled in our Public Housing, Housing Choice Voucher, or project-based Section 8 programs. Rents are calculated at 28 percent of adjusted income – with

deductions for medical- and disability-related expenses – in \$2,500 bands, and a cap is put on deductions at \$10,000. EASY Rent streamlines KCHA operations and simplifies the burden placed on residents by reducing recertification reviews to a three-year cycle and placing rent adjustments based on COLA increases in Social Security and SSI payments on an annual cycle.

The second policy, WIN Rent, was implemented in FY 2010 to encourage increased economic self-sufficiency among households where individuals are able to work. WIN Rent is calculated based on a series of income bands and the tenant's share of the rent is calculated at 28.3 percent of the lower end of each income band. This tiered system – in contrast to existing rent protocols – does not punish increases in earnings, as the tenant's rent does not change until household income increases to the next band level. Additionally, recertifications are conducted biennially instead of annually, allowing households to retain all increases in earnings during that time period without an accompanying increase to the tenant's share of rent. The WIN Rent structure also eliminates flat rents, income disregards and deductions (other than childcare for eligible households), and excludes the employment income of household members under age 21. Households with little or no income are given a six-month reprieve during which they are able to pay a lower rent or, in some cases, receive a credit payment. Following this period, a WIN Rent household pays a minimum monthly rent of \$25 regardless of income calculation.

In addition to changes to the recertification cycle, we also have streamlined processing and reviews. For example, we limit the number of tenant-requested reviews to reduce rent to two occurrences in a two-year period in the WIN Rent program. We estimate that these policy and operational modifications have reduced the relevant administrative workloads in the Public Housing and HCV programs by 20 percent.

In 2020, through the COVID-19 emergency declaration, we implemented additional measures to respond to resident needs, including expedited approval of a hardship request for WIN rent households and a streamlined hardship review process.

**PROPOSED CHANGES TO ACTIVITY:** Building upon the measures adopted in response to the pandemic, in 2021, KCHA will explore additional streamlining measures that simplify the administration of our federally assisted programs during a pandemic.

**CHANGES TO METRICS:** There are no changes to this activity's metrics.

## ***ACTIVITY 2008-21: Public Housing and Housing Choice Voucher Utility Allowances***

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**MTW STATUTORY OBJECTIVE:** Increase Cost-effectiveness

**APPROVAL:** 2008

**IMPLEMENTED:** 2010

**CHALLENGE:** KCHA was spending an estimated \$20,000 or more annually in staff time to administer utility allowances under HUD's one-size-fits-all national guidelines. HUD's national approach failed to capture average consumption levels in the Puget Sound area.

**SOLUTION:** This activity simplifies the HUD rules on Public Housing and HCV Utility Allowances by applying a single methodology that reflects local consumption patterns and costs. Before this policy change, allowances were calculated for individual units and households using different rules under the various HUD programs. Additionally, HUD required an immediate update of the allowances with each cumulative 10 percent rate increase by utility companies. Now, KCHA provides allowance adjustments annually when the Consumer Price Index produces a cumulative change of more than 10 percent rather than every time an adjustment is made to the utility equation. We worked with data from a Seattle City Light study completed in late 2009 to identify key factors in household energy use and develop average consumption levels for various types of units in the Puget Sound region. We used this information to create a new utility schedule that considers multiple factors: type of unit (single vs. multi-family), size of unit, high-rise vs. low-rise units, and the utility provider. We modified allowances for units where the resident pays water and/or sewer charges. KCHA's Hardship Policy, adopted in July 2010, also allows KCHA to respond to unique household or property circumstances, and documented cases of financial hardship.

In 2020, through our COVID-19 emergency declaration, we implemented changes to simplify Utility Allowance reporting and requirements.

**PROPOSED CHANGES TO ACTIVITY:** In 2021, KCHA will explore making changes to the content, structure, and scope of our Utility Allowances to ensure they are meeting the needs of subsidized households.

**CHANGES TO METRICS:** There are no changes to this activity's metrics.

### ***ACTIVITY 2007-6: Develop a Sponsor-based Housing Program***

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**MTW STATUTORY OBJECTIVE:** Increase Housing Choice

**APPROVAL:** 2007

**IMPLEMENTED:** 2007

**CHALLENGE:** According to the January 2020 point-in-time count, 11,751 individuals in King County were identified as living homeless.<sup>13</sup> Of those, 3,355 people were experiencing chronic homelessness.

**SOLUTION:** In the sponsor-based housing program, KCHA provides housing funds directly to our behavioral health care and nonprofit partners, including Sound Mental Health, Navos Mental Health Solutions, and Valley Cities Counseling and Consultation. These providers use the funds to secure private market rentals that are then sub-leased to program participants. The programs operate under the “Housing First” model of supportive housing, which couples low-barrier placement in permanent, scattered-site housing with intensive, individualized services that help residents maintain long-term housing stability. Recipients of this type of support are referred through the mental health system, street outreach teams, and King County’s Coordinated Entry for All system. Once a resident is stabilized and ready for a more independent living environment, KCHA offers a move-on strategy through a tenant-based non-elderly disability voucher.

KCHA continues to explore applying the sponsor-based subsidy model to extremely low-income families with children seeking to lease-up in the county’s Eastside cities or neighborhoods adjacent to high-capacity mass transit stations in order to increase access to opportunity. Under this model, we would select nonprofit housing or supportive service providers that will co-design the subsidy model, identify eligible families, and administer the housing subsidy program. KCHA would provide long-term funding commitments that would allow the sponsor agencies to master lease units from private market landlords.

**PROPOSED CHANGES TO ACTIVITY:** No major modifications are anticipated and no additional authorizations are needed at this time.

**CHANGES TO METRICS:** Provider partners are facing a combination of challenges due to the pandemic, including staffing shortages and increasingly difficult market conditions. To account for these challenges and the recent right sizing of a program with capacity, we are decreasing the targeted benchmark.

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<sup>13</sup> Count Us In 2020: Seattle/King County Point-in-Time Count of Persons Experiencing Homelessness.  
[https://regionalhomelesssystem.org/wp-content/uploads/2020/07/Count-Us-In-2020-Final\\_7.29.2020.pdf](https://regionalhomelesssystem.org/wp-content/uploads/2020/07/Count-Us-In-2020-Final_7.29.2020.pdf)

MTW Statutory Objective	Unit of Measurement	Baseline	Benchmark
Increase housing choices	HC #1: Number of new units made available for households at or below 80% AMI	0 units	72 units
Increase housing choices	HC #5: Number of households able to move to a better unit	0 households	72 households
Increase self-sufficiency	SS #5: Number of households receiving services aimed to increase self-sufficiency	0 households	72 households
Increase self-sufficiency	SS #8: Number of households transitioned to self-sufficiency <sup>14</sup>	0 households	72 households

### ***ACTIVITY 2007-14: Enhanced Transfer Policy***

**MTW STATUTORY OBJECTIVE:** Increase Cost-effectiveness

**APPROVAL:** 2007

**IMPLEMENTED:** 2007

**CHALLENGE:** HUD rules restrict a resident from moving from Public Housing to HCV or from HCV to Public Housing, which hampers KCHA's ability to meet the needs of our residents. For example, project-based Section 8 residents may need to move if their physical abilities change and they no longer can access their second-story, walk-up apartment. A Public Housing property may have an accessible unit available. Under traditional HUD regulations, this resident would not be able to move into this available unit.

**SOLUTION:** KCHA's policy allows a resident to transfer among KCHA's various subsidized programs and expedites access to Uniform Federal Accessibility Standards (UFAS)-rated units for mobility-impaired households. In addition to mobility needs, a household might grow in size and require a larger unit with more bedrooms. The enhanced transfer policy allows a household to move to a larger unit when one becomes available in either program. In 2009, KCHA took this one step further by actively encouraging over-housed or under-housed residents to transfer when an appropriately sized unit becomes available through incentive payments. The flexibility provided through this policy allows us to swiftly meet the needs of our residents by housing them in a unit that suits their situation best and enables KCHA to

<sup>14</sup> Self-sufficiency for this activity is defined as securing and maintaining housing.



provide the most efficient fit of family and unit size, regardless of which federal subsidy is being received.

**PROPOSED CHANGES TO ACTIVITY:** No major modifications are anticipated and no additional authorizations are needed at this time.

**CHANGES TO METRICS:** There are no changes to this activity's metrics.

#### ***ACTIVITY 2005-4: Payment Standard Changes***

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**MTW STATUTORY OBJECTIVE:** Increase Housing Choice

**APPROVAL:** 2005

**IMPLEMENTED:** 2005

**CHALLENGE:** Currently, 32 percent of all KCHA's tenant-based voucher households live in high-opportunity neighborhoods of King County. These neighborhoods offer benefits to their residents, including improved educational opportunities, increased access to public transportation, and greater economic opportunities.<sup>15</sup> Not surprisingly, high-opportunity neighborhoods have more expensive rents. According to recent market data, a two-bedroom rental unit at the 40<sup>th</sup> percentile in East King County – typically a high-opportunity area – costs \$639 more than the 40<sup>th</sup> percentile unit in South King County.<sup>16</sup> To move to high-opportunity areas, voucher holders need higher subsidy levels, which are not available under traditional payment standards. Conversely, broadly applied payment standards that encompass multiple housing markets – low and high – result in HCV rents “leading the market” in lower priced areas.

**SOLUTION:** This initiative develops local criteria for the determination and assignment of payment standards to better match local rental markets, with the goals of increasing affordability in high-opportunity neighborhoods and ensuring the best use of limited financial resources. We develop our payment standards through an annual analysis of local submarket conditions, trends, and projections. This approach means that we can provide subsidy levels sufficient for families to afford the rents in high-opportunity areas of the county and not have to pay market-leading rents in less expensive neighborhoods. As a result, our residents are less likely to be squeezed out by tighter rental markets and have greater geographic choice. In 2007, we expanded this initiative and allowed approval of payment standards of up to 120 percent of Fair Market Rent (FMR) without HUD approval. In early 2008, we

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<sup>15</sup> Neighborhood opportunity designations are from the Puget Sound Regional Council and Kirwan Institute's Opportunity Mapping index (<https://www.psrc.org/opportunity-mapping>).

<sup>16</sup> Apartment Insights, September, 2020.

decoupled the payment standards from HUD's FMR calculations entirely so that we could be responsive to the range of rents in Puget Sound's submarkets. Current payment standards for two-bedroom apartments range from 76 percent to 112 percent of the regional HUD FMR.

In 2016, KCHA implemented a five-tiered payment standard system based on ZIP codes. We arrived at a five-tiered approach by analyzing recent tenant lease-up records, consulting local real estate data, holding forums with residents and staff, reviewing small area FMR payment standard systems implemented by other housing authorities, and assessing the financial implications of various approaches. In designing the new system, we sought to have enough tiers to account for submarket variations but not so many that the new system became burdensome and confusing for staff and residents. Early outcomes demonstrate a promising increase in lease-up rates in high-opportunity neighborhoods within the top two tiers.

In 2018, we added an additional tier and instituted the practice of conducting a second market analysis and potential payment standard adjustment each year to account for the rapidly changing rental submarkets.

**PROPOSED CHANGES TO ACTIVITY:** No major modifications are anticipated and no additional authorizations are needed at this time.

**CHANGES TO METRICS:** There are no changes to this activity's metrics.

#### ***ACTIVITY 2004-2: Local Project-based Section 8 Program***

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**MTW STATUTORY OBJECTIVE:** Increase Cost-effectiveness

**APPROVAL:** 2004

**IMPLEMENTED:** 2004

**CHALLENGE:** Current project-basing regulations are cumbersome and present multiple obstacles to serving high-need households, partnering effectively and efficiently with nonprofit developers, and promoting housing options in high-opportunity areas.

**SOLUTION:** The ability to streamline the Project-based Section 8 program is an important factor in addressing the distribution of affordable housing in King County and coordinating effectively with local initiatives. KCHA places Project-based Section 8 subsidies in high-opportunity areas of the county in

order to increase access to these neighborhoods for low-income households.<sup>17</sup> We also partner with nonprofit community service providers to create housing targeted to special-needs populations, opening new housing opportunities for people who are chronically homeless, mentally ill, or disabled, as well as young adults and families experiencing homelessness who traditionally are not served through our mainstream Public Housing and Housing Choice Voucher programs. Additionally, we coordinate with county government and suburban jurisdictions to underwrite a pipeline of new affordable housing developed by local nonprofit housing providers. MTW flexibility granted by this activity has helped us implement the following policies.

**CREATE HOUSING TARGETED TO SPECIAL-NEEDS POPULATIONS BY:**

- Assigning Project-based Section 8 (PBS8) subsidy to a limited number of demonstration projects not qualifying under standard policy in order to serve important public purposes. (FY 2004)
- Modifying eligibility and selection policies as needed to align with entry criteria for nonprofit-operated housing programs. (FY 2004)
- Project-basing Family Unification Program vouchers for youth engaged with the child welfare system. (FY 2019)

**SUPPORT A PIPELINE OF NEW AFFORDABLE HOUSING BY:**

- Prioritizing assignment of PBS8 assistance to units located in high-opportunity census tracts, including those with poverty rates lower than 20 percent. (FY 2004)
- Waiving the 25 percent cap on the number of units that can be project-based on a single site. (FY 2004)
- Allocating PBS8 subsidy non-competitively to KCHA-controlled sites or other jurisdictions, and using an existing local government procurement process for project-basing Section 8 assistance. (FY 2004)
- Allowing owners and agents to conduct their own construction and/or rehab inspections, and having the management entity complete the initial inspection rather than KCHA, with inspection sampling at annual review. (FY 2004)
- Modifying eligible unit and housing types to include shared housing, cooperative housing, transitional housing, and high-rise buildings. (FY 2004)

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<sup>17</sup> Neighborhood opportunity designations are from the Puget Sound Regional Council and Kirwan Institute's Opportunity Mapping index (<https://www.psrc.org/opportunity-mapping>).

- Allowing PBS8 rules to defer to Public Housing rules when used in conjunction with a mixed finance approach to housing preservation or when assigned to a redeveloped former Public Housing property. (FY 2008)
- Partnering with local municipalities to develop a local competitive process that pairs project-based assistance with local zoning incentives. (FY 2016)
- Allowing KCHA to enter into a HAP contract for any type of unit that does not qualify as existing housing and is under construction or has been recently constructed, regardless of whether an AHAP has been executed. (FY 2019)
- As part of our efforts to target rental assistance to college students experiencing homelessness, KCHA may expand the list of modified housing types to include housing units that are owned or controlled by an educational institution or its affiliate, and are designed for students of the institution to occupy. (FY2020)

**IMPROVE PROGRAM ADMINISTRATION BY:**

- Allowing project sponsors to manage project wait lists as determined by KCHA. (FY 2004)
- Using KCHA's standard HCV process for determining Rent Reasonableness for units in lieu of requiring third-party appraisals. (FY 2004)
- Allowing participants in "wrong-sized" units to remain in place, if needed, and pay the higher rent. (FY 2004)
- Assigning standard HCV payment standards to PBS8 units, allowing modification with approval of KCHA where deemed appropriate. (FY 2004)
- Offering moves to Public Housing in lieu of an HCV exit voucher (FY 2004) or allow offer of a tenant-based voucher for a limited period as determined by KCHA in conjunction with internal Public Housing disposition activity. (FY 2012)
- Allowing KCHA to modify the HAP contract. (FY 2004)
- Using Public Housing preferences for PBS8 units in place of HCV preferences. (FY 2008)
- Allowing KCHA to inspect units at contract execution rather than contract proposal. (FY 2009)
- Modifying the definition of "existing housing" to include housing that could meet Housing Quality Standards within 180 days. (FY 2009)
- Allowing direct owner or provider referrals to a PBS8 vacancy when the unit has remained vacant for more than 30 days. (FY 2010)

- Waiving the 20 percent cap on the amount of HCV budget authority that can be project-based, allowing KCHA to determine the size of our PBS8 program. (FY 2010)

**PROPOSED CHANGES TO ACTIVITY:** No major modifications are anticipated and no additional authorizations are needed at this time.

**CHANGES TO METRICS:** There are no changes to this activity's metrics.

### ***ACTIVITY 2004-3: Develop Site-based Waiting Lists***

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**MTW STATUTORY OBJECTIVE:** Increase Housing Choice

**APPROVAL:** 2004

**IMPLEMENTED:** 2004

**CHALLENGE:** Under traditional HUD wait list guidelines, an individual can wait more than two-and-a-half years for a Public Housing unit. This wait is too long. Once a unit becomes available, it might not meet the family's needs or preferences, such as proximity to a child's school or access to local service providers.

**SOLUTION:** Under this initiative, we have implemented a streamlined waitlist system for our Public Housing program that provides applicants additional options for choosing the location where they want to live. In addition to offering site-based wait lists, we also maintain regional wait lists and have established a Conditional Housing waiting list to accommodate the needs of households ready to transition from the region's network of transitional housing and KCHA's targeted housing programs that assist homeless and at-risk households move toward self-sufficiency. In general, applicants are selected for occupancy using a rotation between the site-based, regional, and transitional housing applicant pools, based on an equal ratio. Units are not held vacant if a particular wait list is lacking an eligible applicant. Instead, a qualified applicant is pulled from the next wait list in the rotation.

In 2020, under our COVID-19 emergency declaration, we modified the definition of good cause reasons for an applicant to turn down a unit to include reasons related to the pandemic.

**PROPOSED CHANGES TO ACTIVITY:** No major modifications are anticipated and no additional authorizations are needed at this time.

**CHANGES TO METRICS:** There are no changes to this activity's metrics.

### ***ACTIVITY 2004-5: Modified Housing Quality Standards (HQS) Inspection Protocols***

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**MTW STATUTORY OBJECTIVE:** Increase Cost-effectiveness

**APPROVAL:** 2004

**IMPLEMENTED:** 2004

**CHALLENGE:** HUD's HQS inspection protocols often require multiple trips to the same neighborhood, the use of third-party inspectors, and blanket treatment of diverse housing types, adding an estimated \$100,000 or more to annual administrative costs. Follow-up inspections for minor "fail" items impose additional burdens on landlords, who in turn may resist renting to families with Housing Choice Vouchers.

**SOLUTION:** Through a series of HCV program modifications, we have streamlined the HQS inspection process to simplify program administration, improve stakeholder satisfaction, and reduce administrative costs. Specific policy changes include: (1) allowing the release of HAP payments when a unit fails an HQS inspection due to minor deficiencies (applies to both annual and initial move-in inspections); (2) geographically clustering inspections to reduce repeat trips to the same neighborhood or building by accepting annual inspections completed eight to 20 months after initial inspection, allowing us to align inspection of multiple units in the same geographic location; and (3) self-inspecting KCHA-owned units rather than requiring inspection by a third party. KCHA also piloted a risk-based inspection model that places well-maintained, multi-family apartment complexes on a biennial inspection schedule. After closely monitoring the outcomes from the risk-based inspection pilot, KCHA decided to expand the program and move all units in multi-family apartment complexes to a biennial inspection schedule.

We also streamline our protocol even further by allowing landlords to inspect and self-certify that the unit passes HUD's standards. The program takes a phased-in approach and starts with newly constructed, not-previously-occupied units issued a Certificate of Occupancy or Temporary Certificate of Occupancy. The second phase extends the pilot to KCHA-owned properties built after 1978, and the third phase to non-KCHA affiliated LIHTC properties. To ensure that these units meet KCHA's high inspection standards, quality control audits will be performed on no fewer than 20 percent of the self-certified units every 90 days of the two-year pilot. These efficiencies will enable faster lease-up times and cause less disruption for landlords while ensuring program compliance. In early 2020, in response to the COVID-19 pandemic, KCHA implemented a catastrophic plan that extended self-certified inspections to all landlords who qualify and delayed biennial inspections.

**PROPOSED CHANGES TO ACTIVITY:** In 2021, in response to COVID-19, KCHA may implement additional flexibilities incorporating lessons learned during the pandemic to allow a safe return to normal operations in a manner that safeguards resident, staff and community health while upholding program integrity. These flexibilities may include reducing inspection frequency or implementing alternate inspection methods to facilitate a return to normal operations while limiting the number of “backlogged” inspections resulting from program disruption. For example, KCHA may implement time saving strategies, including but not limited to, shifting to triennial inspections for units identified as “low risk” of HQS failure, waiving of inspections previously delayed as a result of the emergency, accepting Owner certification of HQS compliance and use of virtual inspections to ensure the most efficient use of KCHA resources. Any changes will be incorporated into KCHA’s standard HQS policy, which includes a component for residents to report urgent repair needs that have not been addressed by their landlord and to request an emergency inspection by KCHA.

**CHANGES TO METRICS:** There are no changes to this activity’s metrics.

***ACTIVITY 2004-7: Streamlining Public Housing and Housing Choice Voucher Forms and Data Processing***

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**MTW STATUTORY OBJECTIVE:** Increase Cost-effectiveness

**APPROVAL:** 2004

**IMPLEMENTED:** 2004

**CHALLENGE:** Duplicative recertifications, complex income calculations, and strict timing rules cause unnecessary intrusions into the lives of the people we serve and expend limited resources for little purpose.

**SOLUTION:** After analyzing our business processes, forms, and verification requirements, we have eliminated or replaced those with little or no value. Through the use of lean engineering techniques, KCHA continues to review office workflow and identify ways that tasks can be accomplished more efficiently and intrude less into the lives of program participants, while still assuring program integrity and quality control. Under this initiative, we have made a number of changes to our business practices and processes for verifying and calculating tenant income and rent.

**CHANGES TO BUSINESS PROCESSES:**

- Modify HCV policy to require notice to move prior to the 20<sup>th</sup> of the month in order to have paperwork processed during the month. (FY 2004)

- Allow applicant households to self-certify membership in the family at the time of admission. (FY 2004)
- Modify HQS inspection requirements for units converted to project-based subsidy from another KCHA subsidy, and allow the most recent inspection completed within the prior 12 months to substitute for the initial HQS inspection required before entering the HAP contract. (FY 2012)
- Modify standard PBS8 requirements to allow the most recent recertification (within last 12 months) to substitute for the full recertification when tenant's unit is converted to a PBS8 subsidy. (FY 2012)
- Allow Public Housing and HCV applicant households to qualify for a preference when household income is below 30 percent of AMI. (FY 2004)
- Streamline procedures for processing interim rent changes resulting from wholesale reductions in state entitlement programs. (FY 2011)
- Modify the HQS inspection process to allow streamlined processing of inspection data. (FY 2010)
- Establish a local release form that replaces HUD Form 9886 – clearly defining verifications that could be obtained and extending authorization for use to 40 months. (FY 2014)
- Implement emergency measures to streamline operations and ensure resident stability during the COVID-19 pandemic including but not limited to, suspending non-payment of rent notices, late rent fees, evictions and terminations (except those related to life/safety matters), and processing contract rent increases that result in a gross rent above the payment standard. (FY 2020)

#### **CHANGES TO VERIFICATION AND INCOME CALCULATION PROCESSES:**

- Exclude state Department of Social and Health Services (DSHS) payments made to a landlord on behalf of a tenant from the income and rent calculation under the HCV program. (FY 2004)
- Allow HCV residents to self-certify income of \$50 or less received as a pass-through DSHS childcare subsidy. (FY 2004)
- Extend to 180 days the term over which verifications are considered valid. (FY 2008)
- Modify the definition of "income" to exclude income from assets with a value less than \$50,000 and income from Resident Service Stipends less than \$500 per month. (FY 2008)
- Apply any change in Payment Standard at the time of the resident's next annual review or update, and for entering households, on the effective date. (FY 2004)
- Allow HCV residents who are at \$0 HAP to self-certify income at the time of review. (FY 2004)
- Streamline verification processes during the COVID-19 pandemic under an emergency declaration, including but not limited to equally weighting all forms of verification, immediately processing



interims upon resident notification of lost income, waiving the requirement that residents must report decreases in income prior to the 22<sup>nd</sup> of the month, and allowing COVID-19 related rent decreases to take effect the 1<sup>st</sup> day of the month following the date income decreased. (FY 2020)

**PROPOSED CHANGES TO ACTIVITY:** In 2021, building upon the measures adopted in response to the pandemic, KCHA will explore further streamlining policies in response to changing resident and operational needs.

**CHANGES TO METRICS:** There are no changes to this activity's metrics.

#### ***ACTIVITY 2004-9: Rent Reasonableness Modifications***

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**MTW STATUTORY OBJECTIVE:** Increase Cost-effectiveness

**APPROVAL:** 2004

**IMPLEMENTED:** 2004

**CHALLENGE:** Under current HUD regulations, a housing authority must perform an annual Rent Reasonableness review for each voucher holder. If a property owner is not requesting a rent increase, however, the rent does not fall out of federal guidelines and does not necessitate a review.

**SOLUTION:** KCHA now performs Rent Reasonableness determinations only when a landlord requests an increase in rent. Under standard HUD regulations, a Rent Reasonableness review is required annually in conjunction with each recertification completed under the program. After reviewing this policy, we found that if an owner had not requested a rent increase, it was unlikely the current rent fell outside of established guidelines. In response to this analysis, KCHA eliminated an annual review of rent levels. In bypassing this burdensome process, we intrude less in the lives of residents and can redirect our resources to more pressing needs. Additionally, KCHA performs Rent Reasonableness inspections at our own properties rather than contracting with a third party, allowing us to save additional resources. We also continue to consider a modification to the Rent Reasonableness review that would exclude any properties that are financed in whole or in part by local or federal programs, including tax credit properties.

**PROPOSED CHANGES TO ACTIVITY:** No major modifications are anticipated and no additional authorizations are needed at this time.

**CHANGES TO METRICS:** There are no changes to this activity's metrics.

### ***ACTIVITY 2004-12: Energy Performance Contracting***

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**MTW STATUTORY OBJECTIVE:** Increase Cost-effectiveness

**APPROVAL:** 2004

**IMPLEMENTED:** 2004

**CHALLENGE:** KCHA could recapture up to \$3 million in energy savings per year if provided the upfront investment necessary to make efficiency upgrades to our aging housing stock.

**SOLUTION:** KCHA employs energy conservation measures and improvements through the use of Energy Performance Contracts (EPCs) – a financing tool that allows housing authorities to make needed energy upgrades without having to self-fund the upfront necessary capital expenses. The energy services partner identifies these improvements through an investment-grade energy audit that is then used to underwrite loans to pay for the measures. Project expenses, including debt service, are then paid for out of the energy savings while KCHA and our residents receive the long-term savings and benefits. Upgrades may include: installation of energy-efficient light fixtures, solar panels, and low-flow faucets, toilets, and showerheads; upgraded appliances and plumbing; and improved irrigation and HVAC systems.

In 2016, we extended the existing EPC for an additional eight years and implemented a new 20-year EPC with Johnson Controls for both incremental and existing Public Housing properties to make needed capital improvements.

**PROPOSED CHANGES TO ACTIVITY:** No major modifications are anticipated and no additional authorizations are needed at this time.

**CHANGES TO METRICS:** The benchmark has been changed to reflect the increase in annual savings attributed to this activity.

MTW Statutory Objective	Unit of Measurement	Baseline	Benchmark
Reduce costs and achieve greater cost-effectiveness	CE #1: Total cost of task in dollars	\$0 saved	\$3,400,000 saved

### ***ACTIVITY 2004-16: Housing Choice Voucher Occupancy Requirements***

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**MTW STATUTORY OBJECTIVE:** Increase Cost-effectiveness

**APPROVAL:** 2004

**IMPLEMENTED:** 2004

**CHALLENGE:** More than 20 percent of tenant-based voucher households move two or more times while receiving subsidy. Moves can be beneficial for the household if they lead to gains in neighborhood or housing quality, but moves also can be burdensome because they incur the costs of finding a new unit through application fees and other moving expenses. KCHA also incurs additional costs in staff time through processing moves and working with families to locate a new unit.

**SOLUTION:** Households may continue to live in their current unit when their family size exceeds the standard occupancy requirements by just one member. Under standard guidelines, a seven-person household living in a three-bedroom unit would be considered overcrowded and thus be required to move to a larger unit. Under this modified policy, the family may remain voluntarily in its current unit, avoiding the costs and disruption of moving. This initiative reduces the number of processed annual moves, increases housing choice among these families, and reduces our administrative and HAP expenses.

**PROPOSED CHANGES TO ACTIVITY:** No major modifications are anticipated and no additional authorizations are needed at this time.

**CHANGES TO METRICS:** There are no changes to this activity's metrics.

## **B. Not Yet Implemented Activities**

Activities listed in this section are approved but have not yet been implemented.

### ***ACTIVITY 2015-1: Flat Subsidy for Local, Non-traditional Housing Programs***

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**APPROVAL:** 2015

This activity provides a flat, per-unit subsidy in lieu of a monthly HAP and allows the service provider to dictate the terms of the tenancy (such as length of stay and the tenant portion of rent). The funding would be block-granted based on the number of units authorized under contract and occupied in each program. This flexibility would allow KCHA to better support a “Housing First” approach that places high-risk homeless populations in supportive housing programs tailored to nimbly meet an individual’s needs.

### ***ACTIVITY 2010-1: Supportive Housing for High-need Homeless Families***

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**APPROVAL:** 2010

This activity is a demonstration program for up to 20 households in a project-based Family Unification Program (FUP)-like environment. The demonstration program currently is deferred, as our program partners opted for a tenant-based model. It might return in a future program year.

### ***ACTIVITY 2010-9: Limit Number of Moves for an HCV Participant***

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**APPROVAL:** 2010

This policy aims to increase family and student classroom stability and reduce program administrative costs by limiting the number of times an HCV participant can move per year or over a set time. Reducing household and classroom relocations during the school year is currently being addressed through a counseling pilot. This activity is currently deferred for consideration in a future year, if the need arises.

### ***ACTIVITY 2010-11: Incentive Payments to HCV Participants to Leave the Program***

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**APPROVAL:** 2010

KCHA may offer incentive payments to families receiving less than \$100 per month in HAP to voluntarily withdraw from the program. This activity is not currently needed in our program model but may be considered in a future fiscal year.

***ACTIVITY 2008-5: Allow Limited Double Subsidy between Programs (Project-based Section 8/Public Housing/Housing Choice Vouchers)***

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**APPROVAL:** 2008

This policy change facilitates program transfers in limited circumstances, increases landlord participation and reduces the impact on the Public Housing program when tenants transfer. Following the initial review, this activity was tabled for future consideration.

### **C. Activities on Hold**

None

## **D. Closed-out Activities**

Activities listed in this section are closed out, meaning they never have been implemented, that we do not plan to implement them in the future, or that they are completed or obsolete.

### ***ACTIVITY 2016-1: Budget-based Rent Model***

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**APPROVAL:** 2016

**CLOSEOUT YEAR:** 2018

This activity allows KCHA to adopt a budget-based approach to calculating the contract rent at our Project-based Section 8 developments. Traditionally, HUD requires Public Housing Authorities to set rent in accordance with Rent Reasonableness statutes. These statutes require that a property's costs reflect the average costs of a comparable building in the same geographic region at a particular point in time. However, a property's needs and purpose can change over time. This set of rules does not take into consideration variations in costs, which might include added operational expenses, necessary upgrades, and increased debt service to pay for renovations. This budget-based rent model allows KCHA to create an appropriate annual budget for each property from which a reasonable, cost-conscious rent level would derive.

This policy is no longer under consideration.

### ***ACTIVITY 2013-3: Short-term Rental Assistance Program***

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**APPROVAL:** 2013

**CLOSEOUT YEAR:** 2015

In partnership with the Highline School District, KCHA implemented a program called the Student and Family Stability Initiative (SFSI), a Rapid Re-housing demonstration program. Using this evidence-based approach, our program paired short-term rental assistance with housing stability and employment connection services for families experiencing or on the verge of homelessness. This activity is ongoing but has been combined with Activity 2013-2: Flexible Rental Assistance, as the program models are similar and enlist the same MTW flexibilities.

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**ACTIVITY 2012-2: Community Choice Program**

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**APPROVAL:** 2012

**CLOSEOUT YEAR:** 2016

This initiative was designed to encourage and enable HCV households with young children to relocate to areas of the county with higher achieving school districts and other community benefits. Through collaboration with local nonprofits and landlords, the Community Choice Program offered one-on-one counseling to households in deciding where to live, helped households secure housing in their community of choice, and provided ongoing support once a family moved to a new neighborhood. Lessons learned from this pilot are informing Creating Moves to Opportunity, KCHA's research partnership that seeks to expand geographic choice.

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**ACTIVITY 2012-4: Supplemental Support for the Highline Community Healthy Homes Project**

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**APPROVAL:** 2012

**CLOSEOUT YEAR:** 2012

This project provided supplemental financial support to low-income families not otherwise qualified for the Healthy Homes project but that required assistance to avoid loss of affordable housing. This activity is completed. An evaluation of the program by Breyse *et al* was included in KCHA's 2013 Annual MTW Report.

---

**ACTIVITY 2011-1: Transfer of Public Housing Units to Project-based Subsidy**

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**APPROVAL:** 2011

**CLOSEOUT YEAR:** 2012

By transferring Public Housing units to Project-based subsidy, KCHA preserved the long-term viability of 509 units of Public Housing. By disposing these units to a KCHA-controlled entity, we were able to leverage funds to accelerate capital repairs and increase tenant mobility through the provision of tenant-based voucher options to existing Public Housing residents. This activity is completed.

---

**ACTIVITY 2011-2: Redesign the Sound Families Program**

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**APPROVAL:** 2011

**CLOSEOUT YEAR:** 2014

KCHA developed an alternative model to the Sound Families program that combines HCV funds with DSHS funds. The goal was to continue the support of at-risk, homeless households in a FUP-like model



after the completion of the Sound Families demonstration. This activity is completed and the services have been incorporated into our existing conditional housing program.

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***ACTIVITY 2010-2: Resident Satisfaction Survey***

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**APPROVAL:** 2010

**CLOSEOUT YEAR:** 2010

KCHA developed our own resident survey in lieu of the requirement to comply with the Resident Assessment Subsystem portion of HUD's Public Housing Assessment System (PHAS). The Resident Assessment Subsystem is no longer included in PHAS so this activity is obsolete. KCHA nevertheless continues to survey residents on a regular basis.

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***ACTIVITY 2010-10: Implement a Maximum Asset Threshold for Program Eligibility***

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**APPROVAL:** 2010

**CLOSEOUT YEAR:** 2016

This activity limits the value of assets that can be held by a family in order to obtain (or retain) program eligibility. This policy is no longer under consideration.

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***ACTIVITY 2009-2: Definition of Live-in Attendant***

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**APPROVAL:** 2009

**CLOSEOUT YEAR:** 2014

In 2009, KCHA considered a policy change that would redefine who is considered a "Live-in Attendant." This policy is no longer under consideration.

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***ACTIVITY 2008-4: Combined Program Management***

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**APPROVAL:** 2008

**CLOSEOUT YEAR:** 2009

This activity streamlined program administration through a series of policy changes that ease operations of units converted from Public Housing to Project-based Section 8 subsidy or those located in sites supported by mixed funding streams. This policy change is completed.

---

***ACTIVITY 2008-6: Performance Standards***

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**APPROVAL:** 2008

**CLOSEOUT YEAR:** 2014

In 2008, KCHA investigated the idea of developing performance standards and benchmarks to evaluate the MTW program. We worked with other MTW agencies in the development of the performance

standards. This activity is closed out as KCHA continues to collaborate with other MTW agencies on industry metrics and standards.

---

***ACTIVITY 2008-17: Income Eligibility and Maximum Income Limits***

APPROVAL: 2008

CLOSEOUT YEAR: 2016

This policy would cap the income that residents may have and also still be eligible for KCHA programs. KCHA is no longer considering this activity.

---

***ACTIVITY 2007-4: Housing Choice Voucher Applicant Eligibility***

APPROVAL: 2007

CLOSEOUT YEAR: 2007

This activity increased program efficiency by removing eligibility for those currently on a federal subsidy program.

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***ACTIVITY 2007-8: Remove Cap on Voucher Utilization***

APPROVAL: 2007

CLOSEOUT YEAR: 2014

This initiative allows us to award HCV assistance to more households than permissible under the HUD-established baseline. Our savings from a multi-tiered payment standard system, operational efficiencies, and other policy changes have been critical in helping us respond to the growing housing needs of the region's extremely low-income households. Despite ongoing uncertainties around federal funding levels, we intend to continue to use MTW program flexibility to support housing voucher issuance levels above HUD's established baseline. This activity is no longer active as agencies are now permitted to lease above their ACC limit.

---

***ACTIVITY 2007-9: Develop a Local Asset Management Funding Model***

APPROVAL: 2007

CLOSEOUT YEAR: 2007

This activity streamlined current HUD requirements to track budget expenses and income down to the Asset Management Project level. This activity is completed.

---

**ACTIVITY 2007-18: Resident Opportunity Plan (ROP)**

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**APPROVAL:** 2007

**CLOSEOUT YEAR:** 2015

An expanded and locally designed version of FSS, ROP's mission was to advance families toward self-sufficiency through the provision of case management, supportive services, and program incentives, with the goal of positive transition from Public Housing or HCV into private market rental housing or home ownership. KCHA implemented this five-year pilot in collaboration with community partners, including Bellevue College and the YWCA. These partners provided education and employment-focused case management, such as individualized career planning, a focus on wage progression, and asset-building assistance. In lieu of a standard FSS escrow account, each household received a monthly deposit into a savings account, which continues throughout program participation. Deposits to the household savings account are made available to residents upon graduation from Public Housing or HCV subsidy. After reviewing the mixed outcomes from the multi-year evaluation, KCHA decided to close out the program and re-evaluate the best way to assist families in achieving economic independence.

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**ACTIVITY 2006-1: Block Grant Non-mainstream Vouchers**

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**APPROVAL:** 2006

**CLOSEOUT YEAR:** 2006

This policy change expanded KCHA's MTW Block Grant by including all non-mainstream program vouchers. This activity is completed.

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**ACTIVITY 2005-18: Modified Rent Cap for Housing Choice Voucher Participants**

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**APPROVAL:** 2005

**CLOSEOUT YEAR:** 2005

This modification allowed a tenant's portion of rent to be capped at up to 40 percent of gross income upon initial lease-up rather than 40 percent of adjusted income. *Note: KCHA may implement a rent cap modification in the future to increase housing choice.*

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**ACTIVITY 2004-8: Resident Opportunities and Self-Sufficiency (ROSS) Grant Homeownership**

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**APPROVAL:** 2004

**CLOSEOUT YEAR:** 2006

This grant funded financial assistance through MTW reserves with rules modified to fit local circumstances, modified eligibility to include Public Housing residents with HCV, required minimum

income and minimum savings prior to entry, and expanded eligibility to include more than first-time homebuyers. This activity is completed.

## SECTION V

### SOURCES AND USES OF MTW FUNDS

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#### A. ESTIMATED SOURCES AND USES OF MTW FUNDS<sup>18</sup>

##### *i. Estimated Sources of MTW Funds*

FDS Line Item	FDS Line Item Name	Dollar Amount
70500 (70300+70400)	Total Tenant Revenue	\$8,465,747
70600	HUD PHA Operating Grants	\$170,990,027
70610	Capital Grants	\$3,600,000
70700 (70710+70720+70730+70740+70750)	Total Fee Revenue	\$0
71100+72000	Interest Income	\$125,556
71600	Gain or Loss on Sale of Capital Assets	\$0
71200+71300+71310+71400+71500	Other Income	\$58,723,981
70000	<b>Total Revenue</b>	<b>\$241,905,311</b>

##### *ii. Estimated Uses of MTW Funds*

FDS Line Item	FDS Line Item Name	Dollar Amount
91000 (91100+91200+91400+91500+91600+91700+91800+91900)	Total Operating - Administrative	(\$15,922,672)
91300+91310+92000	Management Fee Expense	(\$6,403,094)
91810	Allocated Overhead	\$0
92500 (92100+92200+92300+92400)	Total Tenant Services	(\$9,946,357)
93000 (93100+93600+93200+93300+93400+93800)	Total Utilities	(\$3,272,613)
93500+93700	Labor	\$0
94000 (94100+94200+94300+94500)	Total Ordinary Maintenance	(\$6,101,074)
95000 (95100+95200+95300+95500)	Total Protective Services	\$0
96100 (96110+96120+96130+96140)	Total Insurance Premiums	(\$302,053)
96000 (96200+96210+96300+96400+96500+96600+96800)	Total Other General Expenses	\$0

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<sup>18</sup> The MTW Plan is due to HUD in advance of KCHA completing a final budget for its 2021 Fiscal Year. These numbers are preliminary and are subject to change in the budgeting process.

96700 (96710+96720+96730)	Total Interest Expense and Amortization Cost	\$0
97100+97200	Total Extraordinary Maintenance	(\$3,600,000)
97300+97350	Housing Assistance Payments + HAP Portability-in	(\$184,750,897)
97400	Depreciation Expense	(\$8,433,883)
97500+97600+97700+97800	All Other Expenses	(\$10,404,822)
90000	<b>Total Expenses</b>	<b>(\$249,137,464)</b>

### ***iii. Planned Use of MTW Single Fund Flexibility***

KCHA seeks to make the most efficient, effective, and creative use of our single-fund flexibility while adhering to the statutory requirements of the MTW program. Our ability to blend funding sources gives us the freedom to implement new approaches to program delivery in response to the varied and challenging housing needs of low-income people in the Puget Sound region. With MTW flexibility, we have been able to quickly respond to community and resident needs during the COVID-19 pandemic, which will continue to be a focus in 2021 in addition to our ongoing single fund activities.

- **KCHA’S HOMELESS HOUSING INITIATIVES.** These initiatives address the varied and diverse needs of the most vulnerable populations experiencing homelessness – those living with behavioral health issues; individuals with criminal justice involvement; young adults experiencing homelessness; youth recently transitioned out of foster care; students experiencing homelessness and their families; and veterans experiencing homelessness. The traditional housing subsidy programs have failed to reach many of these households and lack the supportive services necessary to meet their complex needs. In 2021, KCHA will invest approximately \$44 million in these programs and will continue to grow this investment, pending the outcome of recent federal funding applications.
- **HOUSING STABILITY FUND.** This fund provides emergency financial assistance to qualified residents to maintain stable and secure housing, including limited rental assistance to avoid eviction, security deposits, and utility support. Under the program design, a designated agency partner disburses funding to program participants and screens for eligibility according to the program’s guidelines. As a result of this assistance, families are able to maintain their housing, which is all the more critical during a pandemic.

- **EDUCATION INITIATIVES.** KCHA continues to actively partner with local education stakeholders to improve outcomes for the more than 15,100 children who live in our federally funded housing each year. The results of these efforts, including improved attendance and increases in grade-level performance and access to early learning opportunities, carry out an integral part of our core mission. By investing in the next generation, we are working to close the cycle of poverty that persists among many of the families we serve. In 2021, we will continue to partner with the United Way and YMCA of Greater Seattle to ensure our out-of-school time providers have the resources needed to support children and families during the COVID-19 pandemic. This support includes expanding access to meals, strategies for expanding broadband connectivity, virtual programming, and online learning support during and after the school day.
- **ACQUISITION AND PRESERVATION OF AFFORDABLE HOUSING.** We continue to use MTW resources to preserve affordable housing at risk of market-rate redevelopment and create additional affordable housing opportunities in partnership with state and local jurisdictions. This next year, we are partnering with local jurisdictions on an ambitious initiative to provide 2,000 new units of PSH through emergency acquisition of hotels and existing housing.
- **INCREASE ACCESS TO HEALTHCARE THROUGH PARTNERSHIPS AND COLLABORATIVE PLANNING.** KCHA is increasingly partnering with the local healthcare delivery system to support residents in accessing the services they need to maintain housing stability and a high quality of life. In 2021, KCHA will continue our partnership with Sound Health to provide mental health services to public housing residents. Additionally, we will continue to leverage the supportive housing Medicaid benefit, Foundational Community Supports, with searching special purpose voucher holders.
- **LONG-TERM VIABILITY OF OUR GROWING PORTFOLIO.** KCHA uses our single-fund flexibility to reduce outstanding financial liabilities and protect the long-term viability of our inventory. Single-fund flexibility allows us to make loans in conjunction with Low Income Housing Tax Credit (LIHTC) financing to recapitalize properties in our federally subsidized inventory. MTW working capital also provides an essential backstop for outside debt, addressing risk concerns of lenders, enhancing our credit worthiness, and enabling our continued access to private capital markets.
- **REMOVAL OF THE CAP ON VOUCHER UTILIZATION.** This initiative enables us to utilize savings achieved through MTW initiatives to over-lease and provide HCV assistance to more households than permissible under our HUD-established baseline. Our cost containment from operational

efficiencies and policy changes has been critical in helping us respond to the growing housing needs of the region's extremely low-income households. Despite ongoing uncertainties around future federal funding levels, we continue to use MTW program flexibility to support housing voucher issuance at 300 households above HUD baseline levels.



## B. LOCAL ASSET MANAGEMENT PLAN

Is the MTW PHA allocating costs within statute?

No
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Is the MTW PHA implementing a local asset management plan (LAMP)?

Yes
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Has the MTW PHA provided a LAMP in the appendix?

Yes
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In FY 2008, as detailed in the MTW Annual Plan for that year and adopted by our Board of Commissioners under Resolution No. 5116, KCHA developed and implemented our own local funding model for the Public Housing and HCV programs using our MTW block grant authority. Under our current agreement, KCHA's Public Housing Operating, Capital, and HCV funds are considered fungible and may be used interchangeably. In contrast to 990.280 regulations, which require transfers between projects only after all project expenses are met, KCHA's model allows budget-based funding at the start of the fiscal year from a central ledger, not other projects. We maintain a budgeting and accounting system that gives each property sufficient funds to support annual operations, including allowable fees. Actual revenues include those provided by HUD and allocated by KCHA based on annual property-based budgets. As envisioned, all block grants are deposited into a single general ledger fund.

No changes will be made to the LAMP in 2021.

## SECTION VI

### ADMINISTRATIVE

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#### A. BOARD OF COMMISSIONERS RESOLUTION AND CERTIFICATIONS OF COMPLIANCE

Attached as Appendix A.

#### B. PUBLIC PROCESS

##### *MTW Plan Public Review Period*

*November 4, 2020, to December 4, 2020*

- **MEETINGS AND HEARINGS**
  - December 1: Resident Advisory Committee Meeting
  - November 24: Public Hearing
- **PUBLISHING AND POSTING**
  - November 4: Notice and Draft 2021 MTW Plan posted on KCHA's website ([www.kcha.org](http://www.kcha.org)).
  - November 4: Notice posted in KCHA's Public Housing and Project-based Section 8 developments in the seven most prominent languages of KCHA residents (English, Korean, Russian, Ukrainian, Somali, Spanish, and Vietnamese).
  - November 4: Notice published in the Seattle Times and the Daily Journal of Commerce.
  - November 5: Notice published in the Northwest Asian Weekly.

##### *Comments Received*

KCHA held its Public Hearing on the FY 2021 MTW Plan on November 24<sup>th</sup> where one person from a local social service organization attended. The attendee raised questions about the opportunity to partner on future programming to serve families experiencing homelessness through transitional housing. Staff plans to follow-up with this agency to explore any opportunities.

Staff presented the FY 2021 MTW Plan to the Resident Advisory Committee (RAC) on December 1<sup>st</sup> and solicited comments on the agency focus areas and planned capital projects. Committee members raised concerns and questions regarding the use of safety protocols by contractors on projects completed during the COVID-19 pandemic. Additional inquiries included whether or not the agency would be changing payment standards, a suggestion that the agency look to acquire properties that have seen their vacancies rise during the pandemic's economic downturn, and changes to inspection protocols.

One comment was received via the agency's online submission tool:

**Name:** *Cindy Ference*

**Comments:** *As a resident of Northridge, a KCHA owned property, I am very grateful for all the precautionary measures being taken due to COVID -19. From my perspective, KCHA is doing a stellar job where I reside. As a member of the Resident Advisory Committee, I am very disappointed this year. The MTW 2021 plan was presented to the committee December 1. No one from KCHA Public Housing management or Capital Construction was present. We had questions and concerns - and still do - without sufficient time to have them asked and answered prior to the comments deadline.*

Staff followed up with individual members who raised concerns with the protocols currently in place by KCHA's Capital Construction department, by contractors operating at KCHA's workforce housing sites, and incorporated suggestions for future planning processes.

KCHA considered all comments received from the public and from residents in finalizing the plan.

## **C. PLANNED AND ONGOING EVALUATIONS**

KCHA shares evaluation findings and reports in our MTW Reports.

## **D. LOBBYING DISCLOSURES**

Attached as Appendix D.

## **APPENDIX A**

### **BOARD OF COMMISSIONERS RESOLUTION AND CERTIFICATIONS OF COMPLIANCE**

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**THE HOUSING AUTHORITY OF THE COUNTY OF KING**  
**RESOLUTION NO. 5672**  
**APPROVING KCHA’S MOVING TO WORK ANNUAL PLAN**  
**FOR FISCAL YEAR 2021**

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**WHEREAS**, the King County Housing Authority (KCHA) entered the Department of Housing and Urban Development’s (HUD) Moving to Work Demonstration Program (MTW) under a 2003 MTW Agreement with HUD; and

**WHEREAS**, as intended by Congress, the MTW Agreement authorizes KCHA to design and test new ways of providing housing assistance and needed services to low-income households; and

**WHEREAS**, in 2016 HUD and KCHA executed an amendment to extend the Agency’s MTW participation through fiscal year 2028 on the conditions and requirements of participation outlined in the Amended and Restated Agreement (Restated Agreement) between HUD and KCHA; and

**WHEREAS**, the Restated Agreement requires the Authority to develop an MTW Annual Plan (the Plan) that identifies anticipated MTW program resources and expenditures, while outlining ongoing MTW activities and detailing new initiatives that KCHA intends to pursue during the coming fiscal year; and

**WHEREAS**, staff has developed the required MTW Annual Plan covering Fiscal Year 2021 (January 1, 2021 through December 31, 2021) in a manner that is responsive to and complies with the Restated Agreement requirements; and

**WHEREAS**, in developing the FY 2021 MTW Annual Plan, KCHA provided opportunity for public and resident input regarding the Plan components, including a meeting with the KCHA Resident Advisory Council and a Public Hearing; and

**WHEREAS**, the Plan envisions some changes in operational policies and programs which are consistent with the goals of the MTW Demonstration and KCHA’s mission; and

**WHEREAS**, a Board Resolution approving the Plan and certifying that the Plan complies with MTW Plan requirements must be included when it is submitted to HUD; and

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING, THAT:**

1. The Board of Commissioners hereby approves the MTW Plan attached to this resolution and the accompanying memorandum for implementation and submission to HUD.
2. The Board of Commissioners certifies that the Public Hearing requirements have been met and authorizes the Chair of the Board to execute the attached HUD Certification of Compliance with MTW Plan Requirements and Related Regulations.

**ADOPTED AT A MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING THIS 21<sup>st</sup> DAY OF DECEMBER 2020.**

**THE HOUSING AUTHORITY OF THE  
COUNTY OF KING, WASHINGTON**

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**DOUG BARNES**, Chair  
Board of Commissioners

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**STEPHEN NORMAN**  
Secretary-Treasurer

## CERTIFICATIONS OF COMPLIANCE

### ***U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT OFFICE OF PUBLIC AND INDIAN HOUSING***

#### **Certifications of Compliance with Regulations: Board Resolution to Accompany the Annual Moving to Work Plan**

Acting on behalf of the Board of Commissioners of the Moving to Work Public Housing Agency (MTW PHA) listed below, as its Chairman or other authorized MTW PHA official if there is no Board of Commissioners, I approve the submission of the Annual Moving to Work Plan for the MTW PHA Plan Year beginning (01/01/2021), hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

- (1) The MTW PHA published a notice that a hearing would be held, that the Plan and all information relevant to the public hearing was available for public inspection for at least 30 days, that there were no less than 15 days between the public hearing and the approval of the Plan by the Board of Commissioners, and that the MTW PHA conducted a public hearing to discuss the Plan and invited public comment.
- (2) The MTW PHA took into consideration public and resident comments (including those of its Resident Advisory Board or Boards) before approval of the Plan by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the Annual MTW Plan.
- (3) The MTW PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).a
- (4) The MTW PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
- (5) The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
- (6) The Plan contains a certification by the appropriate state or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the MTW PHA's jurisdiction and a description of the manner in which the Plan is consistent with the applicable Consolidated Plan.
- (7) The MTW PHA will affirmatively further fair housing by fulfilling the requirements at 24 CFR 903.7(o) and 24 CFR 903.15(d), which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR 903.7(o)(3). Until such time as the MTW PHA is required to submit an AFH, and that AFH has been accepted by HUD, the MTW PHA will address impediments to fair housing choice identified in the Analysis of Impediments to fair housing choice associated with any applicable Consolidated or Annual Action Plan under 24 CFR Part 91.
- (8) The MTW PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
- (9) In accordance with 24 CFR 5.105(a)(2), HUD's Equal Access Rule, the MTW PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
- (10) The MTW PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
- (11) The MTW PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
- (12) The MTW PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.

- (13) The MTW PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.
- (14) The MTW PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
- (15) The MTW PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
- (16) The MTW PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the MTW PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
- (17) With respect to public housing and applicable local, non-traditional development the MTW PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
- (18) The MTW PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
- (19) The MTW PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- (20) The MTW PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 200.
- (21) The MTW PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the Moving to Work Agreement and Statement of Authorizations and included in its Plan.
- (22) All attachments to the Plan have been and will continue to be available at all times and all locations that the Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the MTW PHA in its Plan and will continue to be made available at least at the primary business office of the MTW PHA.

\_\_\_\_\_  
**MTW PHA NAME**

\_\_\_\_\_  
**MTW PHA NUMBER/HA CODE**

***I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).***

\_\_\_\_\_  
**NAME OF AUTHORIZED OFFICIAL**

\_\_\_\_\_  
**TITLE**

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE**

***\* Must be signed by either the Chairman or Secretary of the Board of the MTW PHA's legislative body. This certification cannot be signed by an employee unless authorized by the MTW PHA Board to do so. If this document is not signed by the Chairman or Secretary, documentation such as the by-laws or authorizing board resolution must accompany this certification.***



## **APPENDIX B**

### **PLANNED EXISTING PROJECT-BASED VOUCHERS**

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**Project-based Voucher Contracts**

<b>Property Name</b>	<b>Number of Project-based Vouchers</b>	<b>Status as of End of 2020</b>	<b>Population Served</b>	<b>RAD?</b>
Parkview Group Home	1	Leased	Disabled Individuals	No
Inland Empire Group Home	1	Leased	Disabled Individuals	No
Inland Empire Group Home	1	Leased	Disabled Individuals	No
Inland Empire Group Home	1	Leased	Disabled Individuals	No
Inland Empire Group Home	1	Leased	Disabled Individuals	No
Parkview Group Home	1	Leased	Disabled Individuals	No
Inland Empire Group Home	1	Leased	Disabled Individuals	No
Parkview Group Home	1	Leased	Disabled Individuals	No
Parkview Group Home	1	Leased	Disabled Individuals	No
Inland Empire Group Home	1	Leased	Disabled Individuals	No
Inland Empire Group Home	1	Leased	Disabled Individuals	No
Inland Empire Group Home	1	Leased	Disabled Individuals	No
Petter Court	4	Leased	Homeless Families	No
Kensington Square	6	Leased	Homeless Families	No
Villa Esperanza	23	Leased	Homeless Families	No
Villa Capri	5	Leased	Homeless Families	No
Plum Court	10	Leased	Low Income Families	No
Enumclaw Fourplex	5	Leased	Homeless Families	No
Friends of Youth Shared Housing	2	Leased	Homeless Young Adults	No
The Willows	15	Leased	Homeless Families	No
Chalet	5	Leased	Low Income Families	No
Francis Village	10	Leased	Homeless Young Families	No
Independence Bridge	24	Leased	Homeless Young Adults	No
Chalet	4	Leased	Homeless Families	No
August Wilson Place	8	Leased	Homeless Veterans	No
Lauren Heights	5	Leased	Homeless Families	No
City Park Townhomes	11	Leased	Homeless Families	No
Burien Heights	15	Leased	Homeless Young Adults	No
Evergreen Court Apartments	30	Leased	Low Income Seniors	No
Village at Overlake Station	8	Leased	Disabled Individuals	No

**Project-based Voucher Contracts**

Summerfield Apartments	13	Leased	Low Income Families	No
Phoenix Rising	24	Leased	Homeless Young Adults	No
Sophia's Home - Timberwood	2	Leased	Homeless Individuals	No
Sophia's Home - Woodside East	4	Leased	Homeless Individuals	No
Woodland North	10	Leased	Homeless Veterans	No
Passage Point	46	Leased	Homeless Families/Re-entry	No
Family Village	10	Leased	Homeless Families	No
Discovery Heights	10	Leased	Homeless Individuals	No
Unity Village of White Center	6	Leased	Homeless Families	No
Andrew's Glen	10	Leased	Low Income Families	No
Eernisse	13	Leased	Low Income Families	No
Avondale Park	43	Leased	Homeless Families	No
Woodside East	23	Leased	Low Income Families	No
Landmark Apartments	28	Leased	Low Income Families	No
Timberwood	20	Leased	Low Income Families	No
Newporter Apartments	22	Leased	Low Income Families	No
Village at Overlake Station	12	Leased	Low Income Families	No
Harrison House	48	Leased	Low Income Seniors	No
Valley Park East & West	12	Leased	Homeless Families	No
Valley Park East & West	16	Leased	Low Income Families	No
Valley Park East & West	2	Leased	Disabled Individuals	No
Heritage Park	15	Leased	Homeless Families	No
August Wilson Place	8	Leased	Homeless Families	No
Appian Way	6	Leased	Homeless Families	No
Seola Crossing I & II	63	Leased	Low Income Families	No
Rose Crest	10	Leased	Homeless Families	No
Rose Crest	8	Leased	Homeless Families	No
Copper Lantern	4	Leased	Homeless Individuals	No
Copper Lantern	7	Leased	Low Income Families	No
Summerwood	25	Leased	Low Income Families	No
Creston Point	5	Leased	Homeless Families	No
Joseph House	10	Leased	Low Income Seniors	No

**Project-based Voucher Contracts**

Johnson Hill	8	Leased	Low Income Families	No
Velocity Apartments	8	Leased	Homeless Families	No
Compass Housing Renton	58	Leased	Homeless Veterans	No
Family Village	26	Leased	Low Income Families	No
William J. Wood Veterans House	44	Leased	Homeless Veterans	No
Timberwood Apartments	18	Leased	Homeless Veterans	No
Francis Village	10	Leased	Homeless Veterans	No
Bellepark East	12	Leased	Low Income Families	No
Laurelwood Gardens	8	Leased	Low Income Families	No
Woodland North	5	Leased	Low Income Families	No
Carriage House	13	Leased	Homeless Veterans	No
Villages at South Station	20	Leased	Homeless Veterans	No
Cove East Apartments	16	Leased	Homeless Veterans	No
Ronald Commons	8	Leased	Homeless Veterans	No
Velocity Apartments	8	Leased	Homeless Veterans	No
Providence John Gabriel House	8	Leased	Low Income Seniors	No
Kirkland Avenue Townhomes	2	Leased	Homeless Veterans	No
Athene	8	Leased	Low Income Seniors	No
Francis Village	3	Leased	Low Income Families	No
Houser Terrace	25	Leased	Homeless Veterans	No
NIA Apartments	42	Leased	Low Income Seniors	No
Spiritwood Manor	128	Leased	Low Income Families, Elderly, or Disabled	No
Birch Creek	262	Leased	Low Income Families	No
Salmon Creek	9	Leased	Low Income Families	No
Newport	23	Leased	Low Income Families, Elderly, or Disabled	No
Eastbridge	31	Leased	Low Income Families	No
Hidden Village	78	Leased	Low Income Families, Elderly, or Disabled	No
Heritage Park	36	Leased	Low Income Families	No
Alpine Ridge	27	Leased	Low Income Families	No
Bellevue House # 1	1	Leased	Homeless Families	No
Eastridge House	40	Leased	Low Income Seniors/Disabled	No

### Project-based Voucher Contracts

Evergreen Court	15	Leased	Low Income Families	No
Green Leaf	27	Leased	Low Income Families, Elderly, or Disabled	No
Avondale Manor	20	Leased	Low Income Families, Elderly, or Disabled	No
Bellevue House # 2	1	Leased	Homeless Families	No
Bellevue House # 3	1	Leased	Homeless Families	No
Bellevue House # 4	1	Leased	Homeless Families	No
Bellevue House # 5	1	Leased	Homeless Families	No
Bellevue House # 6	1	Leased	Homeless Families	No
Bellevue House # 7	1	Leased	Homeless Families	No
Bellevue House # 8	1	Leased	Homeless Families	No
Campus Court I	12	Leased	Low Income Families, Elderly, or Disabled	No
Campus Court II (House)	1	Leased	Low Income Families, Elderly, or Disabled	No
Cedarwood	25	Leased	Low Income Families, Elderly, or Disabled	No
Federal Way House #1	1	Leased	Low Income Families, Elderly, or Disabled	No
Federal Way House #2	1	Leased	Low Income Families, Elderly, or Disabled	No
Federal Way House #3	1	Leased	Low Income Families, Elderly, or Disabled	No
Forest Grove	25	Leased	Low Income Families, Elderly, or Disabled	No
Glenview Heights	10	Leased	Low Income Seniors/Disabled	No
Juanita Court	30	Leased	Low Income Families, Elderly, or Disabled	No
Juanita Trace I & II	39	Leased	Low Income Families, Elderly, or Disabled	No
Kings Court	30	Leased	Low Income Families	No
Kirkwood Terrace	28	Leased	Low Income Families, Elderly, or Disabled	No
Pickering Court	30	Leased	Low Income Families, Elderly, or Disabled	No
Riverton Terrace I	30	Leased	Low Income Families	No
Shoreham	18	Leased	Low Income Families, Elderly, or Disabled	No
Victorian Woods	15	Leased	Low Income Families, Elderly, or Disabled	No
Vista Heights	30	Leased	Low Income Families, Elderly, or Disabled	No
Wellswood	30	Leased	Low Income Families, Elderly, or Disabled	No
Young's Lake	28	Leased	Low Income Families	No

### Project-based Voucher Contracts

Sophia's Home - Bellepark East	1	Leased	Homeless Individuals	No
Green River Homes	59	Leased	Low Income Families, Elderly, or Disabled	No
Bellevue Manor	66	Leased	Low Income Seniors/Disabled	No
Vashon Terrace	16	Leased	Low Income Seniors/Disabled	No
Northwood Square	24	Leased	Low Income Families, Elderly, or Disabled	No
Patricia Harris Manor	41	Leased	Low Income Seniors/Disabled	No
Gilman Square	25	Leased	Low Income Families	No
Woodcreek Lane	20	Leased	Low Income Families, Elderly, or Disabled	No
Southwood Square	104	Leased	Low Income Families	No
Foster Commons	4	Leased	Homeless Families	No
Linden Highlands	2	Leased	Homeless Families	No
New Arcadia	5	Leased	Homeless Young Adults	No
Renton Commons	12	Leased	Homeless Families	No
Renton Commons	14	Leased	Homeless Veterans	No
30Bellevue	23	Leased	Mainstream/NED	No
30Bellevue	8	Leased	Low Income Families	No
Kent PSH	36	Issued through AHAP	Homeless Veterans	No
Kent PSH	44	Issued through AHAP	Mainstream/NED	No
Shoreline Veteran's Center	25	Leased	Homeless Veterans	No
Somerset Gardens	8	Leased	Low Income Families	No
Juanita View	51	Leased	Low Inome Families	No
Kirkland Heights	106	Leased	Low Income	No
Highland Village	8	Leased	Low Income Families	No
Island Center Homes	8	Issued through AHAP	Maintream/NED	No
Esterra Park	8	Issued through AHAP	Homeless Families	No

**Total Units      2,893**

Issued through AHAP      96

## APPENDIX C

### KCHA'S LOCAL ASSET MANAGEMENT PLAN

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As detailed in KCHA's FY 2008 MTW Annual Plan and adopted by the Board of Commissioners under Resolution No. 5116, KCHA has implemented a Local Asset Management Plan that considers the following:

- KCHA will develop its own local funding model for Public Housing and Section 8 using its block grant authority. Under its current agreement, KCHA can treat these funds and CFP dollars as fungible. In contrast to 990.280 regulations, which require transfers between projects after all project expenses are met, KCHA's model allows budget-based funding at the start of the fiscal year from a central ledger, not other projects. KCHA will maintain a budgeting and accounting system that gives each property sufficient funds to support annual operations, including allowable fees. Actual revenues will include those provided by HUD and allocated by KCHA based on annual property-based budgets. As envisioned, all block grants will be deposited into a single general ledger fund. This will have multiple benefits.
- KCHA gets to decide subsidy amounts for each public housing project. It's estimated that HUD's new funding model has up to a 40% error rate for individual sites. This means some properties get too much, some too little. Although funds can be transferred between sites, it's simpler to determine the proper subsidy amount at the start of the fiscal year rather than when shortfalls develop. Resident services costs will be accounted for in a centralized fund that is a sub-fund of the single general ledger, not assigned to individual programs or properties.
- KCHA will establish a restricted public housing operating reserve equivalent to two months' expenses. KCHA will estimate subsidies and allow sites to use them in their budgets. If the estimate exceeds the actual subsidy, the difference will come from the operating reserve. Properties may be asked to replenish this central reserve in the following year by reducing expenses, or KCHA may choose to make the funding permanent by reducing the unrestricted block grant reserve.

- Using this approach will improve budgeting. Within a reasonable limit, properties will know what they have to spend each year, allowing them autonomy to spend excess on “wish list” items and carefully watch their budgets. The private sector doesn’t wait until well into its fiscal year to know how much revenue is available to support its sites.
- Reporting site-based results is an important component of property management and KCHA will continue accounting for each site separately; however, KCHA, as owner of the properties will determine how much revenue will be included as each project’s subsidy. All subsidies will be properly accounted for under the MTW rubric.
- Allowable fees to the central office cost center (COCC) will be reflected on the property reports, as required. The MTW ledger won’t pay fees directly to the COCC. As allowable under the asset management model, however, any subsidy needed to pay legacy costs, such as pension or terminal leave payments and excess energy savings from the Authority’s ESCO, may be transferred from the MTW ledger or the projects to the COCC.
- Actual Section 8 amounts needed for housing assistance payments and administrative costs will be allotted to the Housing Choice Voucher program, including sufficient funds to pay asset management fees. Block grant reserves and their interest earnings will not be commingled with Section 8 operations, enhancing budget transparency. Section 8 program managers will become more responsible for their budgets in the same manner as public housing site managers.
- Block grant ledger expenses, other than transfers out to sites and Section 8, will be those that support MTW initiatives, such as the South County Pilot or resident self-sufficiency programs. Isolating these funds and activities will help KCHA’s Board of Commissioners and its management keeps track of available funding for incremental initiatives and enhances KCHA’s ability to compare current to pre-MTW historical results with other housing authorities that do not have this designation.
- In lieu of multiple submissions of Operating Subsidy for individual Asset Management Projects, KCHA may submit a single subsidy request using a weighted average project expense level (WAPEL) with aggregated utility and add-on amounts.



**APPENDIX D**  
DISCLOSURE OF LOBBYING ACTIVITIES

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# DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance		<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award c. post-award		<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input checked="" type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _ _	
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  <b>Congressional District, if known:</b> 4c			<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  <b>Congressional District, if known:</b>		
<b>6. Federal Department/Agency:</b> Housing & Urban Development			<b>7. Federal Program Name/Description:</b> MTW Annual Plan CFDA Number, if applicable: _____		
<b>8. Federal Action Number, if known:</b>			<b>9. Award Amount, if known:</b> \$		
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI):			<b>b. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI):		
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.			Signature: _____ Print Name: <u>Stephen Norman</u> Title: <u>Executive Director</u> Telephone No.: <u>(206)574-1100</u> Date: _____		
<b>Federal Use Only:</b>				Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	

## INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

## **APPENDIX E**

### Designation Plan

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## Designation Plan Status as of 9/30/2020

Project #	Project	Units	Occupied	%Target	Target	#Elderly	%Elderly	Pre-Imp.	Status	Action
<b>NORTH MIXED POPULATION</b>										
150TC	Paramount House	70	70	0.78	55	55	78	-12	0	Monitor for next vacancy
151	Northridge I	70	70	0.78	55	55	78	-7	0	Monitor for next vacancy
152	Briarwood	70	70	0.78	55	64	91	-2	9	No restrictions on younger households
153	Northridge II	70	70	0.78	55	60	85	-2	5	No restrictions on younger households
154	The Lake House	70	70	0.78	55	55	78	-5	0	Monitor for next vacancy
156	Westminster Manor	60	59	0.78	47	51	85	-	4	No restrictions on younger households
191	Northwood	34	33	0.78	27	31	91	-	4	No restrictions on younger households
251	Casa Juanita	80	80	0.78	63	70	87	4	7	No restrictions on younger households
290	Northlake House	38	38	0.78	30	34	89	-	4	No restrictions on younger households
<b>EASTSIDE MIXED POPULATION</b>										
250	Forest Glen	40	40	0.78	32	36	90	-2	4	No restrictions on younger households
487TC	Vantage Point	77	77	0.78	61	67	87		6	No restrictions on younger households
<b>SOUTHEAST MIXED POPULATION</b>										
550	Wayland Arms	67	67	0.78	53	56	83	2	3	No restrictions on younger households
552	Southridge House	80	77	0.78	63	71	88	14	8	No restrictions on younger households
551TC	Plaza 17	70	69	0.78	55	61	87	7	6	No restrictions on younger households
553TC	Casa Madrona	70	69	0.78	55	56	80	6	1	No restrictions on younger households
554TC	Gustaves Manor	35	35	0.78	28	29	82	6	1	No restrictions on younger households
<b>SOUTHWEST MIXED POPULATION</b>										
350	Boulevard Manor	70	69	0.78	55	60	85	-11	5	No restrictions on younger households
353	Yardley Arms	67	67	0.78	53	55	82	-9	2	No restrictions on younger households
390	Burien Park	102	102	0.78	80	93	91	-	13	No restrictions on younger households
342TC	Nia	82	80	0.78	64	73	89	0	9	No restrictions on younger households
352TC	Munro Manor	60	60	0.78	47	50	83	-5	3	No restrictions on younger households
354TC	Brittany Park	43	41	0.78	34	33	76	-8	-1	Freeze admission of younger households
358TC	Riverton Terrace EGIS	30	30	0.78	24	26	86	-3	2	No restrictions on younger households
450TC	Mardi Gras	61	61	0.78	48	50	81	10	2	No restrictions on younger households
<b>HOPA</b>										
451	Eastridge House	40	40	0.9	36	36	90	-	0	Monitor for next vacancy
466	Patricia Harris	41	39	0.9	37	39	95	6	2	No restrictions on younger households
465TC	Bellevue Manor	66	65	0.9	60	62	93	5	2	No restrictions on younger households
<b>SEDRO WOOLLEY</b>										
155	Hillview	60	60		-	47	78	-	-	

# **APPENDIX F**

## **UNIT UPGRADE COMPLETION REPORT**

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		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
<b>Project Based Section 8 Housing</b>															
<b>Avondale Manor</b>															
	1	126	201		Avondale Manor	12	2		6/30/2006	7/14/2006	153	\$6,820	\$3,808	\$10,628	537911
	2	126	201		Avondale Manor	16	3		11/13/2006	12/27/2006	261	\$11,540	\$5,885	\$17,424	550131
	3	126	201		Avondale Manor	2	3		12/13/2006	2/5/2007	319	\$13,203	\$8,492	\$21,695	553484
	4	126	201		Avondale Manor	9	3		11/23/2011	2/29/2012	316	\$18,307	\$11,361	\$29,668	686115
	5	126	201		Avondale Manor	17	3		5/31/2012	8/23/2012	323	\$19,681	\$11,197	\$30,878	698083
	6	126	201		Avondale Manor	11	3		10/19/2012	11/21/2012	282	\$18,010	\$12,876	\$30,886	707107
	7	126	201		Avondale Manor	8	3		2/20/2013	3/27/2013	289	\$17,668	\$11,594	\$29,262	715412
	8	126	201		Avondale Manor	10	3		4/16/2013	6/26/2013	331	\$18,957	\$10,995	\$29,952	718995
	9	126	201		Avondale Manor	4	2		7/9/2013	10/29/2013	266	\$15,861	\$11,749	\$27,610	725072
	10	126	201		Avondale Manor	14	4		8/8/2013	1/16/2014	346	\$20,279	\$13,207	\$33,486	726808
	11	126	201		Avondale Manor	18	4		11/29/2013	2/18/2014	305	\$19,065	\$11,877	\$30,942	735904
	12	126	201		Avondale Manor	19	4		8/21/2015	9/29/2015	327	\$20,679	\$13,986	\$34,664	782805
	13	126	201		Avondale Manor	12	2		8/19/2015	9/30/2015	276	\$17,436	\$11,429	\$28,865	782806
	14	126	201		Avondale Manor	5	3		10/13/2015	11/25/2015	337	\$21,489	\$14,215	\$35,704	786607
	15	126	201		Avondale Manor	6	4		10/27/2015	11/30/2015	336	\$21,232	\$14,800	\$36,032	384
	16	509	201		Avondale Manor	13	3	00202020001	9/6/2017	12/11/2017	275	\$17,545	\$14,176	\$31,720	38263
	17	509	201		Avondale Manor	20	4	00202010020	7/17/19	9/16/19	293	\$17,087	\$14,773	\$31,860	81742
	18	509	201		Avondale Manor	14	4	00202010014	9/5/19	10/24/19	287	\$17,165	\$19,171	\$36,336	84962
		<b>Avondale Manor</b>		1970	Total Units	<b>20</b>	Upgraded	<b>18</b>	Remaining	<b>2</b>			Avg. \$ (since 2017)	<b>\$33,306</b>	
<b>Bellevue Houses</b>															
	1	127	211		Bellevue Houses	3	3		11/3/2008	1/30/2009	323	\$19,970	\$13,383	\$33,353	611404
	2	127	211		Bellevue Houses	4	3		2/22/2011	3/30/2011	313	\$18,337	\$11,901	\$30,237	663972
	3	127	211		Bellevue Houses	2	3		7/1/2013	10/15/2013	276	\$14,454	\$9,668	\$24,121	724028
	4	127	211		Bellevue Houses	8	3		12/8/2014	1/27/2015	343	\$20,622	\$9,001	\$29,623	762029
	5	509	211		Bellevue Houses	6	3	00202110006	11/4/19	1/30/20	296	\$17,025	\$17,458	\$34,483	90371
		<b>Bellevue Houses</b>			Total Units	<b>8</b>	Upgraded	<b>5</b>	Remaining	<b>3</b>			Avg. \$ (since 2017)	<b>\$34,483</b>	
<b>Bellevue Manor</b>															
	1	206	465		Bellevue Manor	101	1	00404650101	2/3/2016	3/23/2016	228	\$13,603	\$9,950	\$23,553	7642
	2	206	465		Bellevue Manor	Key Keeper	3	00404650200	3/11/2016	5/4/2016	322	\$20,678	\$11,530	\$32,208	9352
	3	206	465		Bellevue Manor	111	1	00404650111	6/8/2016	7/1/2016	222	\$13,790	\$12,292	\$26,082	12456
	4	206	465		Bellevue Manor	108	1	00404650108	6/8/2016	7/26/2016	222	\$13,379	\$11,771	\$25,150	12454
	5	206	465		Bellevue Manor	104	1	00404650104	7/11/2016	8/19/2016	218	\$13,565	\$12,002	\$25,566	14447
	6	206	465		Bellevue Manor	205	1	00404650205	7/11/2016	8/23/2016	222	\$13,684	\$11,182	\$24,866	14448
	7	206	465		Bellevue Manor	115	1	00404650115	10/30/2016	12/14/2016	233	\$14,793	\$10,317	\$25,110	19977
	8	206	465		Bellevue Manor	319	1	00404650319	9/30/2016	1/4/2017	233	\$14,531	\$9,939	\$24,470	20249
	9	206	465		Bellevue Manor	219	1	00404650219	4/7/2017	6/23/2017	218	\$14,335	\$9,509	\$23,844	29209
	10	206	465		Bellevue Manor	121	1	00404650121	6/30/2017	8/30/2017	179	\$11,512	\$10,241	\$21,753	32254
	11	206	465		Bellevue Manor	103	1	00404650103	8/1/2017	10/25/2017	245	\$14,675	\$10,541	\$25,216	33936
	12	206	465		Bellevue Manor	202	1	00404650202	10/25/2017	1/18/2018	250	\$15,195	\$9,815	\$25,009	38998

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	13	206	465		Bellevue Manor	120	1	00404650120	1/23/2018	4/30/2018	292	\$18,842	\$14,582	\$33,424	47046
	14	206	465		Bellevue Manor	117	1	00404650117	6/22/2018	9/6/2018	250	\$16,418	\$7,796	\$24,214	55965
	15	206	465		Bellevue Manor	109	1	00404650109	4/22/2019	5/17/2019	203	\$12,893	\$11,611	\$24,504	75099
	16	206	465		Bellevue Manor	318	1	00404650318	6/14/19	7/23/19	195	\$11,731	\$11,585	\$23,316	79219
	17	206	465		Bellevue Manor	317	1	00404650317	7/9/19	7/31/19	196	\$11,351	\$11,879	\$23,231	80282
	18	206	465		Bellevue Manor	106	1	00404650106	8/30/19	10/17/19	194	\$11,651	\$12,215	\$23,866	84584
	19	206	465		Bellevue Manor	215	1	00404650215	10/25/2019	12/4/2019	196	\$11,531	\$12,371	\$23,902	88511
	20	206	465		Bellevue Manor	323	1	00404650323	10/28/2019	12/9/2019	195	\$11,759	\$12,358	\$24,117	88799
	21	206	465		Bellevue Manor	322	1	00404650322	11/5/2019	12/31/2019	196	\$12,347	\$12,689	\$25,036	89566
	22	206	465		Bellevue Manor	221	1	00404650221	11/26/19	1/14/20	196	\$10,739	\$13,210	\$23,949	91276
	23	206	465		Bellevue Manor	207	1	00404650207	7/1/2020	8/25/2020	200	\$12,776	\$12,762	\$25,538	105048
	24	206	465		Bellevue Manor	303	1	00404650303	7/7/2020	9/29/2020	208	\$13,552	\$13,088	\$26,640	105049
		Bellevue Manor			Total Units	65	Upgraded	24	Remaining	41			Avg. \$ (since 2017)	\$24,825.25	
Birch Creek				2009	Total Units	262	CCD Renovated	262	Remaining		Uncertain	0			
Campus Court															
	1	164	303		Campus Court	1	3		8/3/2007	9/20/2007	322	\$14,329	\$6,485	\$20,814	574891
	2	164	303		Campus Court	8	3		10/1/2008	10/21/2008	228	\$14,124	\$9,445	\$23,569	604226
	3	164	303		Campus Court	3	3		2/6/2009	3/23/2009	308	\$17,610	\$11,350	\$28,961	615456
	4	164	303		Campus Court	2	3		1/12/2009	2/13/2009	272	\$17,810	\$10,159	\$27,969	614814
	5	164	303		Campus Court	12	3		9/8/2009	10/1/2009	282	\$16,884	\$9,789	\$26,673	631431
	6	164	303		Campus Court	7	3		8/30/11	11/22/2011	395	\$24,975	\$10,028	\$35,003	679507
	7	164	303		Campus Court	11	3		9/4/12	12/19/2012	248	\$15,880	\$15,543	\$31,422	703941
	8	164	303		Campus Court	6	3		11/7/12	12/27/2012	270	\$17,045	\$13,998	\$31,043	708340
	9	164	303		Campus Court	4	3		10/31/12	12/31/2012	362	\$23,441	\$14,282	\$37,722	707928
	10	164	303		Campus Court	5	3		11/7/12	12/31/2012	303	\$19,359	\$16,350	\$35,709	708249
	11	164	303		Campus Court	10	3		12/2/2014	2/23/2015	310	\$19,764	\$16,761	\$36,524	762134
	12	509	303		Campus Court	A2	3	303030002	3/1/2018	5/18/2018	336	\$22,071	\$13,970	\$36,041	48276
	13	509	303		Campus Court	2	3	00303030008	7/24/2018	10/17/2018	354	\$23,173	\$12,630	\$35,803	57441
		Campus Court		1991	Total Units	12	Upgraded	13	Remaining	0			Avg. \$ (since 2017)	\$35,922	
Cedarwood															
	1	129	205		Cedarwood	18	2		4/6/2009	5/5/2009	285	\$16,750	\$9,422	\$26,172	620343
	2	129	205		Cedarwood	24	2		5/15/2009	6/17/2009	224	\$12,852	\$8,589	\$21,441	623701
	3	129	205		Cedarwood	11	2		6/30/2009	7/31/2009	217	\$11,613	\$9,548	\$21,161	626887
	4	129	205		Cedarwood	12	2		8/3/2009	8/31/2009	216	\$12,042	\$10,352	\$22,394	629145
	5	129	205		Cedarwood	23	2		8/24/2009	10/2/2009	228	\$13,389	\$9,267	\$22,655	630592
	6	129	250		Cedarwood	10	3		6/28/2010	7/15/2010	228	\$13,300	\$9,226	\$22,526	649639
	7	129	205		Cedarwood	21	2		9/21/2011	10/31/2011	217	\$13,579	\$10,372	\$23,951	682055
	8	129	205		Cedarwood	9	2		8/23/2012	9/21/2012	234	\$13,828	\$11,194	\$25,022	703419
	9	129	205		Cedarwood	25	2		1/7/2013	2/12/2013	233	\$13,007	\$10,028	\$23,035	712629
	10	129	205		Cedarwood	17	3		4/5/2013	5/21/2013	241	\$13,287	\$9,834	\$23,120	718576



		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	11	129	205		Cedarwood	5	3		5/8/2013	8/19/2013	234	\$12,979	\$8,680	\$21,658	720777
	12	129	205		Cedarwood	1	2		7/3/2013	8/26/2013	205	\$12,172	\$9,223	\$21,395	724581
	13	129	205		Cedarwood	14	3		12/1/2014	1/23/2015	226	\$14,290	\$11,332	\$25,622	761736
	14	509	205		Cedarwood	3	3	00202050003	08/05/16	10/27/16	242	\$15,420	\$10,864	\$26,283	15956
	15	509	205		Cedarwood	7	2	00202050007	8/29/2017	11/28/2017	240	\$15,008	\$11,422	\$26,430	38255
	16	509	205		Cedarwood	6	2	00202050006	1/26/2018	4/6/2018	249	\$15,707	\$10,205	\$25,912	45562
	17	509	205		Cedarwood	17	3	00202050017	7/13/2018	10/29/2018	247	\$15,001	\$12,364	\$27,365	57904
	18	509	205		Cedarwood	15	3	00202050015	8/13/19	9/30/19	247	\$15,172	\$14,537	\$29,709	83341
			Cedarwood	1981	Total Units	25	Upgraded	18	Remaining	7			Avg. \$ (since 2017)	\$27,354	
<b>Eastridge House</b>															
	1	131	451		Eastridge House	302	1		9/15/2006	10/3/2006	135	\$6,087	\$5,968	\$12,055	545356
	2	131	451		Eastridge House	312	1		11/6/2006	11/24/2006	92	\$4,069	\$5,374	\$9,442	549489
	3	131	451		Eastridge House	305	1		8/27/2007	10/11/2007	128	\$5,758	\$4,212	\$9,970	575805
	4	131	451		Eastridge House	205	1		8/31/2007	10/11/2007	111	\$4,978	\$5,115	\$10,092	575804
	5	131	451		Eastridge House	211	1		1/29/2008	2/13/2008	148	\$6,674	\$6,455	\$13,129	586707
	6	131	451		Eastridge House	103	1		2/25/2008	3/13/2008	121	\$5,466	\$4,992	\$10,457	588496
	7	131	451		Eastridge House	209	1		3/19/2008	4/1/2008	122	\$5,434	\$6,123	\$11,557	590281
	8	131	451		Eastridge House	109	1		10/31/2008	1/13/2009	112	\$7,168	\$6,508	\$13,676	612068
	9	131	451		Eastridge House	107	1		11/26/2008	1/15/2009	101	\$6,416	\$6,167	\$12,583	612069
	10	131	451		Eastridge House	314	1		12/9/2008	2/3/2009	134	\$7,268	\$7,384	\$14,653	614093
	11	131	451		Eastridge House	201	1		2/10/2009	3/3/2009	113	\$6,609	\$7,220	\$13,830	616600
	12	131	451		Eastridge House	207	1		6/29/2009	7/17/2009	150	\$8,234	\$6,311	\$14,545	626742
	13	131	451		Eastridge House	303	1		7/31/2009	8/24/2009	138	\$7,336	\$6,808	\$14,144	629121
	14	131	451		Eastridge House	215	1		3/9/2010	3/31/2010	151	\$8,955	\$6,933	\$15,888	643081
	15	131	451		Eastridge House	204	1		6/1/2010	6/24/2010	159	\$8,569	\$6,893	\$15,462	648211
	16	131	451		Eastridge House	304	1		8/31/2010	9/22/2010	169	\$8,839	\$6,139	\$14,977	653354
	17	131	451		Eastridge House	115	1		8/31/2010	9/27/2010	160	\$8,777	\$6,498	\$15,274	653475
	18	131	451		Eastridge House	111	1		9/30/2010	10/15/2010	164	\$9,576	\$6,070	\$15,647	654926
	19	131	451		Eastridge House	101	2		3/23/2011	4/22/2011	200	\$10,794	\$10,163	\$20,958	666104
	20	131	451		Eastridge House	301	1		5/9/2011	7/8/2011	169	\$8,934	\$7,026	\$15,959	669286
	21	131	451		Eastridge House	105	1		7/6/2011	9/2/2011	188	\$10,144	\$7,440	\$17,584	674202
	22	131	451		Eastridge House	110	1	RAFN (GC) - 1		5/1/2011					
	23	131	451		Eastridge House	112	1	RAFN (GC) - 2		5/1/2011					
	24	131	451		Eastridge House	113	1	RAFN (GC) - 3		5/1/2011					
	25	131	451		Eastridge House	307	1		5/16/2012	6/27/2012	195	\$10,123	\$7,650	\$17,773	697087
	26	131	451		Eastridge House	309	1		10/15/2012	10/26/2012	170	\$9,576	\$6,720	\$16,296	706738
	27	131	451		Eastridge House	214	1		12/26/2012	1/15/2013	159	\$9,315	\$6,886	\$16,201	711458
	28	131	451		Eastridge House	206	1		6/15/2015	7/22/2015	197	\$10,613	\$10,272	\$20,884	778551
	29	131	451		Eastridge House	213	1		9/2/2015	10/16/2015	194	\$10,471	\$10,824	\$21,295	783657
	30	131	451		Eastridge House	311	1	00204510311	12/21/2015	1/22/2016	175	\$9,688	\$10,382	\$20,070	3508
	31	131	451		Eastridge House	203	1	00204510203	9/30/2016	1/10/2017	189	\$11,181	\$9,893	\$21,074	18776
	32	509	451		Eastridge House	202	1	00204510202	1/5/2018	3/26/2018	200	\$12,006	\$11,599	\$23,605	44663
	33	509	451		Eastridge House	208	1	00204510208	3/16/2018	7/10/2018	227	\$14,418	\$8,645	\$23,063	50161
	34	509	451		Eastridge House	308	1	00404510308	5/1/2019	6/18/2019	196	\$12,229	\$14,590	\$26,818	75832
	35	509	451		Eastridge House	303	1	00204650303	1/16/2020	5/13/2020	245	\$15,843	\$15,299	\$31,141	95236

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	36	509	451		Eastridge House	312	1	00404510312	3/30/2020	6/1/2020	200	\$13,016	\$14,890	\$27,906	101221
		Eastridge House		1972	Total Units	40	Upgraded	36	Remaining	4			Avg. \$ (since 2018)	\$26,507	
Evergreen Court															
	1	166	505		Evergreen Court	5	2		10/13/2006	10/30/2006	186	\$8,140	\$7,110	\$15,250	547641
	2	166	505		Evergreen Court	26	2		5/27/2008	6/20/2008	302	\$19,598	\$8,707	\$28,305	595322
	3	166	505		Evergreen Court	28	2		6/14/2009	7/29/2009	207	\$13,053	\$8,682	\$21,735	627189
	4	166	505		Evergreen Court	11	3		5/1/2010	6/11/2010	324	\$19,732	\$10,527	\$30,528	647193
	5	166	505		Evergreen Court	14	3		7/1/2010	9/13/2010	299	\$18,947	\$12,468	\$31,415	649763
	6	166	505		Evergreen Court	13	3		11/9/2010	12/30/2010	227	\$14,427	\$12,040	\$26,466	657853
	7	166	505		Evergreen Court	25	2		1/3/2011	2/10/2011	269	\$17,031	\$8,332	\$25,363	660440
	8	166	505		Evergreen Court	3	2	RAFN (GC) - 4		5/1/2011					
	9	166	505		Evergreen Court	4	2	RAFN (GC) - 5		5/1/2011					
	10	166	505		Evergreen Court	21	3		9/3/2012	11/28/2012	412	\$24,867	\$12,512	\$37,379	705361
	11	166	505		Evergreen Court	8	2		1/17/2013	2/21/2013	225	\$13,648	\$12,170	\$25,819	713001
	12	166	505		Evergreen Court	10	2		1/17/2013	2/25/2013	227	\$13,853	\$12,535	\$26,389	712999
	13	166	505		Evergreen Court	12	3		1/17/2013	2/26/2013	268	\$15,782	\$14,033	\$29,814	713524
	14	166	505		Evergreen Court	9	2		1/28/2013	2/28/2013	244	\$14,625	\$11,442	\$26,068	714027
	15	166	505		Evergreen Court	30	2		4/1/2013	6/26/2013	316	\$20,132	\$11,394	\$31,526	718421
	16	166	505		Evergreen Court	1	2		4/14/2013	7/23/2013	296	\$18,944	\$10,703	\$29,647	719736
	17	166	505		Evergreen Court	27	3		5/13/2013	7/31/2013	302	\$19,403	\$11,015	\$30,417	720744
	18	166	505		Evergreen Court	7	2		5/22/2013	7/31/2013	269	\$17,064	\$11,435	\$28,498	721329
	19	166	505		Evergreen Court	23	2		7/8/2013	9/12/2013	290	\$18,148	\$11,341	\$29,489	726324
	20	509	505		Evergreen Court	19	2		12/27/2013	4/15/2014	379	\$23,131	\$12,561	\$35,692	739479
	21	509	505		Evergreen Court	29	2		7/23/2014	8/19/2014	283	\$17,499	\$11,634	\$29,133	752200
	22	509	505		Evergreen Court	18	3		6/20/2015	8/17/2015	340	\$20,094	\$12,812	\$32,906	779097
	23	509	505		Evergreen Court	17	2		8/24/2015	10/19/2015	301	\$19,065	\$14,945	\$34,009	782968
	24	509	505		Evergreen Court	24	2		10/26/2015	12/30/2015	289	\$18,240	\$13,528	\$31,768	1063
	25	509	505		Evergreen Court	2	2	00505050002	1/3/2016	2/23/2016	267	\$17,023	\$12,409	\$29,431	4073
	26	509	505		Evergreen Court	22	3	505050022	10/12/2017	11/30/2017	300	\$19,611	\$15,741	\$35,351	37901
	27	509	505		Evergreen Court	15	2	505050015	12/3/2018	1/25/2019	341	\$21,804	\$14,106	\$35,910	65044
	28	509	505		Evergreen Court	6	2	00505050006	4/1/2019	4/30/2019	374	\$22,343	\$9,690	\$32,033	73057
	29	509	505		Evergreen Court	5	2	00505050005	3/5/2020	5/15/2020	205	\$15,510	\$15,250	\$30,760	99017
		Evergreen Court		1981	Total Units	30	Upgraded	29	Remaining	1			Avg. \$ (since 2012)	\$32,481	
Forest Grove															
	1	509	204		Forest Grove	13	2		2/10/2014	4/29/2014	214	\$13,782	\$11,258	\$25,040	741603
	2	509	204		Forest Grove	19	2		9/3/2014	10/31/2014	178	\$10,951	\$12,679	\$23,630	755257
	3	509	204		Forest Grove	15	2		10/27/2014	12/30/2014	229	\$14,661	\$14,085	\$28,746	759402
	4	509	204		Forest Grove	2	3		11/21/2014	1/22/2015	348	\$22,076	\$12,844	\$34,920	761105
	5	509	204		Forest Grove	12	2		10/30/2015	12/18/2015	225	\$14,337	\$12,855	\$27,192	770
	6	509	204		Forest Grove	8	2		4/20/2015	5/19/2015	289	\$18,112	\$11,418	\$29,531	775175
	7	509	204		Forest Grove	4	2	00202040004	2/15/2018	5/15/2018	241	\$15,383	\$12,978	\$28,361	49137
	8	509	204		Forest Grove	10	2	00202040010	5/3/2018	7/31/2018	241	\$14,431	\$15,561	\$29,992	54310
	9	509	204		Forest Grove	25	3	00202040025	1/28/2019	3/22/2019	238	\$14,046	\$14,087	\$28,132	69646

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	10	509	204		Forest Grove	20	2	00202040020	7/15/19	8/30/19	248	\$15,152	\$14,516	\$29,668	81743
		Forest Grove		1981	Total Units	25	Upgraded	10	Remaining	15			Avg. \$ (since 2017)	\$29,264	
Glenview Heights															
	1	142	405		Glenview Heights	7	2		8/8/2008	9/12/2008	234	\$14,312	\$7,971	\$22,283	600453
	2	142	405		Glenview Heights	8	2		7/22/2010	8/12/2010	288	\$17,739	\$8,873	\$26,611	650947
	3	142	405		Glenview Heights	10	2		12/16/2010	12/30/2010	210	\$11,611	\$8,637	\$20,249	659901
	4	142	405		Glenview Heights	3	3		5/4/2009	5/22/2009	229	\$14,199	\$8,140	\$22,340	622814
	5	142	405		Glenview Heights	6	2		10/5/2011	11/10/2011	206	\$9,756	\$10,021	\$19,777	683126
	6	142	405		Glenview Heights	9	2		8/15/2012	9/10/2012	241	\$15,395	\$9,666	\$25,061	703089
	7	142	405		Glenview Heights	5	2		8/27/2012	9/27/2012	233	\$14,531	\$9,507	\$24,038	703637
	8	142	405		Glenview Heights	1	3		9/4/2012	10/11/2012	274	\$17,472	\$11,769	\$29,240	704042
	9	142	405		Glenview Heights	4	2		10/24/2012	11/27/2012	240	\$15,296	\$11,389	\$26,684	707910
	10	142	405		Glenview Heights	2	3		12/31/2012	1/25/2013	246	\$15,646	\$11,482	\$27,128	712182
		Glenview Heights		1981	Total Units	10	Upgraded	10	Remaining	0			Avg. \$ (since 2012)	\$26,430	
Green Leaf															
	1	128	102		Green Leaf	7	2		4/26/2007	5/16/2007	220	\$9,842	\$8,618	\$18,460	565719
	2	128	102		Green Leaf	26	2		7/30/2007	8/24/2007	188	\$8,390	\$9,150	\$17,541	572957
	3	128	102		Green Leaf	17	2		7/1/2008	7/29/2008	203	\$12,365	\$10,267	\$22,632	597733
	4	128	102		Green Leaf	18	2		8/21/2009	9/30/2009	212	\$12,444	\$9,834	\$22,278	630427
	5	128	102		Green Leaf	22	3		7/1/2010	8/16/2010	224	\$12,302	\$11,204	\$23,506	649812
	6	128	102		Green Leaf	19	2		9/15/2011	11/16/2011	227	\$13,342	\$11,156	\$24,498	680997
	7	128	102		Green Leaf	16	2		11/30/2011	2/24/2012	256	\$14,319	\$10,386	\$24,704	686027
	8	128	102		Green Leaf	6	2		7/2/2012	8/30/2012	206	\$13,150	\$12,444	\$25,594	700105
	9	128	102		Green Leaf	25	2		10/31/2012	12/10/2012	200	\$12,744	\$10,430	\$23,618	707940
	10	128	102		Green Leaf	15	2		11/26/2012	12/19/2012	218	\$13,264	\$10,301	\$23,565	709661
	11	128	102		Green Leaf	27	3		8/27/2012	9/28/2012	243	\$14,436	\$12,419	\$26,855	703760
	12	128	102		Green Leaf	8	2		6/11/2013	10/24/2013	229	\$13,751	\$10,701	\$24,452	723214
	13	509	102		Green Leaf	14	2		8/29/2014	12/30/2014	223	\$13,608	\$14,592	\$28,199	754985
	14	509	102		Green Leaf	21	3		10/20/2015	12/21/2015	208	\$15,156	\$11,879	\$27,035	786754
	15	509	102		Green Leaf	A4	2	00101020004	7/25/2016	8/31/2016	240	\$15,126	\$11,891	\$27,016	17098
	16	509	102		Green Leaf	B6	2	00101020011	8/4/2016	9/30/2016	249	\$15,865	\$11,809	\$27,673	17386
	17	509	102		Green Leaf	12 -B7	2	00101020012	12/5/2016	1/30/2017	248	\$15,288	\$12,251	\$27,539	22662
	18	509	102		Green Leaf	23-E2	2	00101020023	7/31/2017	9/28/2017	239	\$15,622	\$12,012	\$27,633	35367
	19	509	102		Green Leaf	10-B5	3	00101020010	8/1/2017	9/28/2017	342	\$22,446	\$14,509	\$36,955	35368
	20	509	102		Green Leaf	24	2	00101020024	10/19/2017	12/12/2017	249	\$15,907	\$12,479	\$28,386	38267
	21	102	509		Green Leaf	5	3	00101020005	11/20/2018	1/25/2019	248	\$15,132	\$11,932	\$27,064	66881
		Green Leaf		1983	Total Units	27	Upgraded	21	Remaining	6			Avg. \$ (since 2017)	\$29,515	
Harrison House															
	1	180	484		Harrison House	217	1	00404840217	2/28/2019	4/17/2019	388	\$24,713	\$11,328	\$36,040	71941

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	2	180	484		Harrison House	324	1	00404840324	9/20/19	10/24/19	221	\$14,144	\$12,596	\$26,740	86063
	3	180	484		Harrison House	310	1	00404840310	10/29/2019	1/6/2020	230	\$13,650	\$17,456	\$31,106	89500
		Harrison House		1992	Total Units	94	Upgraded	3	Remaining	91			Avg. \$	\$31,295	
Hidden Village															
	1	114	293		Hidden Village	9	2		3/25/2013	4/22/2013	212	\$13,504	\$8,722	\$22,226	717713
	2	114	293		Hidden Village	211	2		11/18/2013	12/30/2013	184	\$12,264	\$7,974	\$20,238	733123
	3	114	293		Hidden Village	302	3		6/11/2013	10/28/2013	208	\$13,268	\$9,905	\$23,173	726943
	4	114	293		Hidden Village	308	2		6/6/2013	10/31/2013	230	\$14,638	\$9,744	\$24,382	726942
	5	114	293		Hidden Village	208	3		11/1/2013	3/31/2014	252	\$16,086	\$9,428	\$25,514	735349
	6	114	293		Hidden Village	213	1		11/1/2013	3/31/2014	207	\$13,135	\$8,861	\$21,996	732307
	7	114	293		Hidden Village	110	3		12/2/2013	3/31/2014	248	\$15,768	\$11,027	\$26,795	734041
	8	114	293		Hidden Village	A201 (15)	3		2/24/2015	3/31/2015	237	\$15,053	\$12,743	\$27,796	769747
	9	114	293		Hidden Village	A304 (32)	3		6/30/2015	8/25/2015	246	\$15,480	\$13,295	\$28,774	780369
	10	114	293		Hidden Village	B109 (51)	2		10/1/2014	2/11/2015	427	\$26,932	\$13,067	\$39,999	748435
	11	114	293		Hidden Village	B110 (52)	2		10/1/2014	2/13/2015	298	\$18,513	\$13,953	\$32,466	744863
	12	114	293		Hidden Village	A203 (17)	2		12/8/2014	2/27/2015	259	\$16,475	\$12,540	\$29,015	763351
	13	114	293		Hidden Village	A301 (29)	3		1/30/2015	3/10/2015	303	\$19,223	\$11,983	\$31,206	768053
	14	114	293		Hidden Village	B108	2	00802930050	1/4/2016	1/29/2016	285	\$18,197	\$13,142	\$31,339	3649
	15	114	293		Hidden Village	A111	3	00802930011	3/14/2016	5/6/2016	293	\$18,297	\$12,495	\$30,792	7456
	16	114	293		Hidden Village	A314	1	00802930042	4/4/2016	5/12/2016	257	\$16,363	\$9,904	\$26,266	8882
	17	114	293		Hidden Village	B-306	4	00802930072	10/11/2016	1/30/2017	336	\$21,704	\$18,946	\$40,650	19456
	18	114	293		Hidden Village	B-202	3	0080293	11/14/2016	1/25/2017	301	\$18,154	\$13,890	\$32,044	21094
	19	114	293		Hidden Village	B104	3	0080293	12/20/16	3/8/2017	294	\$19,222	\$13,470	\$32,693	23041
	20	114	293		Hidden Village	B312	3	0080293	12/20/16	3/10/2017	291	\$19,178	\$15,561	\$34,740	23042
	21	114	293		Hidden Village	A305	2	0080293033	02/14/17	4/18/2017	288	\$18,952	\$15,310	\$34,262	25548
	22	114	293		Hidden Village	A307	1	00802930035	02/14/17	4/24/2017	301	\$19,719	\$12,537	\$32,256	25549
	23	114	293		Hidden Village	B101	3	802930043	3/22/2017	6/28/2017	295	\$19,317	\$14,260	\$33,577	27586
	24	114	293		Hidden Village	B204	3	80293	5/30/2017	7/31/2017	304	\$19,895	\$14,610	\$34,505	30850
	25	114	293		Hidden Village	A212	2	80293	5/31/2017	8/1/2017	308	\$20,140	\$14,275	\$34,415	31055
	26	114	293		Hidden Village	A10	1	802930001	6/27/2017	8/30/2017	292	\$19,116	\$15,928	\$35,044	32375
	27	114	293		Hidden Village	A101	3	802930002	6/26/2017	8/31/2017	296	\$19,464	\$14,727	\$34,191	32374
	28	114	293		Hidden Village	A311	3	802930039	7/28/2017	10/4/2017	296	\$19,320	\$16,258	\$35,578	33720
	29	114	293		Hidden Village	A310	3	802930038	7/31/2017	10/5/2017	288	\$18,784	\$15,079	\$33,863	33798
	30	118	293		Hidden Village	B-304	3	802930070	1/11/2018	3/15/2018	296	\$19,263	\$15,640	\$34,903	44892
	31	118	293		Hidden Village	A108	3	0080293	2/1/2018	3/28/2018	312	\$20,399	\$17,313	\$37,712	45917
	32	118	293		Hidden Village	B311	3	80293000	2/8/2018	4/24/2018	360	\$23,615	\$15,255	\$38,870	47328
	33	118	293		Hidden Village	A306	3	0080293A306	3/29/2018	5/31/2018	312	\$20,496	\$16,290	\$36,786	50580
	34	118	293		Hidden Village	A312	2	0080293A312	5/2/2018	7/2/2018	315	\$20,497	\$14,544	\$35,041	52725
	35	118	293		Hidden Village	A204	3	802930018	6/7/2018	8/22/2018	317	\$20,867	\$16,732	\$37,599	54953
	36	118	293		Hidden Village	B309	3	802930075	8/24/2018	11/16/2018	293	\$19,020	\$16,079	\$35,099	59648
	37	118	293		Hidden Village	A209	3	802930023	8/24/2018	11/21/2018	387	\$24,326	\$14,726	\$39,052	59647
	38	118	293		Hidden Village	B208	2	00802930062	10/1/2018	11/29/2018	273	\$16,743	\$15,458	\$32,201	62237
	39	118	293		Hidden Village	B201	3	00802930055	8/27/2018	11/30/2018	288	\$16,781	\$16,158	\$32,938	60067
	40	118	293		Hidden Village	A-303	3	00802930031	11/30/2018	1/30/2019	280	\$16,460	\$14,635	\$31,095	66678
	41	118	293		Hidden Village	A-205	2	00802930019	11/20/2018	1/31/2019	281	\$16,475	\$14,799	\$31,274	66791

[illegible]

Hillsview (Sedro Woolley)															
	1	121	155		Hillsview (Sedro Woolley)	347	1		11/13/2007	12/19/2007	193	\$8,641	\$6,982	\$15,623	581306
	2	121	155		Hillsview (Sedro Woolley)	348	1		12/17/2007	1/22/2008	199	\$8,598	\$7,398	\$15,996	583232
	3	121	155		Hillsview (Sedro Woolley)	345	1		2/2/2009	3/18/2009	166	\$9,027	\$6,669	\$15,696	616164
	4	121	155		Hillsview (Sedro Woolley)	358	1		3/4/2009	3/25/2009	162	\$9,334	\$7,901	\$17,235	618141
	5	121	155		Hillsview (Sedro Woolley)	228	1		1/3/2011	1/25/2011	163	\$10,044	\$7,505	\$17,549	660392
	6	121	155		Hillsview (Sedro Woolley)	107	1		1/25/2011	2/15/2011	168	\$10,856	\$8,088	\$18,944	661925
	7	121	155		Hillsview (Sedro Woolley)	359	1		4/25/2011	5/19/2011	179	\$10,201	\$8,547	\$18,749	668617
	8	121	155		Hillsview (Sedro Woolley)	102	1		5/5/2011	6/29/2011	170	\$9,585	\$7,479	\$17,064	669295
	9	121	155		Hillsview (Sedro Woolley)	350	1		5/5/2011	6/29/2011	177	\$9,412	\$7,627	\$17,039	669296
	10	121	155		Hillsview (Sedro Woolley)	109	1		7/6/2011	9/22/2011	181	\$10,712	\$7,405	\$18,117	674231
	11	121	155		Hillsview (Sedro Woolley)	346	1		7/30/2012	8/22/2012	195	\$11,499	\$7,676	\$19,175	701908
	12	121	155		Hillsview (Sedro Woolley)	115	1	RA-Shower	8/7/2012	8/29/2012	226	\$13,407	\$10,378	\$23,785	702379
	13	121	155		Hillsview (Sedro Woolley)	340	1		3/29/2013	5/13/2013	157	\$10,045	\$6,827	\$16,872	717862
	14	121	155		Hillsview (Sedro Woolley)	232	1		4/29/2014	6/30/2014	165	\$10,501	\$7,992	\$18,493	747680
	15	121	155		Hillsview (Sedro Woolley)	344	1		4/30/2014	6/30/2014	162	\$10,306	\$8,266	\$18,572	747681
	16	121	155		Hillsview (Sedro Woolley)	360	1		9/30/2014	11/25/2014	177	\$11,313	\$9,802	\$21,115	757252
	17	121	155		Hillsview (Sedro Woolley)	221	1		10/14/2014	11/25/2014	176	\$11,120	\$10,536	\$21,656	758279
	18	121	155		Hillsview (Sedro Woolley)	217	1		1/31/2015	3/27/2015	223	\$13,773	\$11,474	\$25,247	768693
	19	121	155		Hillsview (Sedro Woolley)	110	1		3/9/2015	4/21/2015	227	\$13,861	\$8,855	\$22,716	770967
	20	121	155		Hillsview (Sedro Woolley)	222	1		3/9/2015	4/21/2015	216	\$13,142	\$8,910	\$22,052	770968
	21	121	155		Hillsview (Sedro Woolley)	339	1	00101550339	4/27/2016	6/30/2016	175	\$11,087	\$10,561	\$21,648	10114
	22	121	155		Hillsview (Sedro Woolley)	354	1	00101550354	1/10/2017	3/31/2017	194	\$12,755	\$10,505	\$23,260	24847
	23	121	155		Hillsview (Sedro Woolley)	218	1	00101550218	4/25/2017	7/21/2017	197	\$12,403	\$9,687	\$22,090	30692
	24	121	155		Hillsview (Sedro Woolley)	227	1	00101550227	11/21/2017	2/21/2018	203	\$12,777	\$12,946	\$25,723	42189
	25	121	155		Hillsview (Sedro Woolley)	235	1	00101550343	8/7/2018	10/31/2018	199	\$12,079	\$11,797	\$23,876	58458
	26	121	155		Hillsview (Sedro Woolley)	116	1	00101550116	12/2/2019	1/3/2020	200	\$11,576	\$14,445	\$26,021	92289

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	27	121	155		Hillsview (Sedro Woolley)	219	1	00101550219	1/28/2020	4/2/2020	200	\$13,112	\$14,769	\$27,881	97005
	Hillsview (Sedro Woolley)			1971	Total Units	60	Upgraded	27	Remaining	33			Avg. \$ (since 2017)	\$24,808	
Juanita Court															
	1	128	206		Juanita Court	16	2		12/11/2006	12/29/2006	181	\$8,015	\$6,415	\$14,430	553625
	2	128	206		Juanita Court	29	2		6/15/2007	7/3/2007	199	\$8,811	\$8,187	\$16,998	569645
	3	128	206		Juanita Court	1	2		4/1/2008	5/13/2008	235	\$13,359	\$6,818	\$20,176	591541
	4	128	206		Juanita Court	4	2		7/3/2008	7/30/2008	215	\$13,045	\$9,073	\$22,118	597816
	5	128	206		Juanita Court	2	2		8/18/2008	9/10/2008	207	\$11,966	\$8,613	\$20,579	598715
	6	128	206		Juanita Court	26	2		10/30/2008	12/16/2008	187	\$11,452	\$9,220	\$20,673	610654
	7	128	206		Juanita Court	18	2		11/24/2008	1/15/2009	225	\$14,176	\$8,523	\$22,699	612090
	8	128	206		Juanita Court	23	2		9/9/2009	10/20/2009	200	\$11,459	\$9,238	\$20,697	631464
	9	128	206		Juanita Court	17	2		8/27/2010	9/30/2010	241	\$12,590	\$9,051	\$21,641	653353
	10	128	206		Juanita Court	28	2		1/7/2010	1/29/2010	232	\$13,627	\$9,131	\$22,758	639385
	11	128	206		Juanita Court	15	2		3/1/2010	3/15/2010	232	\$13,635	\$8,906	\$22,542	642513
	12	128	206		Juanita Court	9	2		10/18/2010	11/12/2010	233	\$14,002	\$9,166	\$23,168	656067
	13	128	206		Juanita Court	14	3		8/12/2011	9/27/2011	221	\$12,977	\$9,979	\$22,955	679106
	14	128	206		Juanita Court	21	2		7/6/2011	9/28/2011	223	\$13,569	\$11,020	\$24,589	674213
	15	128	206		Juanita Court	6	2		10/31/2011	12/29/2011	244	\$14,647	\$10,486	\$25,133	684602
	16	128	206		Juanita Court	12	2		10/31/2012	11/29/2012	241	\$14,305	\$9,857	\$24,162	707941
	17	128	206		Juanita Court	24	2		12/27/2012	1/24/2013	237	\$14,458	\$10,596	\$25,054	711569
	18	128	206		Juanita Court	3	3		5/3/2013	6/14/2013	214	\$13,630	\$8,949	\$22,579	720778
	19	128	206		Juanita Court	13	3		6/21/2013	7/15/2013	225	\$13,834	\$9,228	\$23,062	723880
	20	128	206		Juanita Court	10	2		6/26/2013	10/17/2013	233	\$14,118	\$11,911	\$26,029	725069
	21	128	206		Juanita Court	5	2		7/8/2013	10/21/2013	240	\$14,515	\$11,511	\$26,025	725071
	22	128	206		Juanita Court	11	2		10/1/2013	1/29/2014	217	\$13,817	\$12,774	\$26,590	735553
	23	128	206		Juanita Court	27 (J3)	3		10/29/2015	12/14/2015	245	\$15,509	\$11,627	\$27,136	781
	24	509	206		Juanita Court	19 (G3)	3	00202060019	12/23/2015	1/26/2016	238	\$15,054	\$13,765	\$28,818	3509
	25	509	206		Juanita Court	I-1	2	00202060022	1/23/2017	2/28/2017	243	\$16,025	\$10,887	\$26,912	24848
	26	509	206		Juanita Court	8	3	00202060008	03/08/17	4/28/2017	246	\$16,142	\$11,393	\$27,535	28773
	27	509	206		Juanita Court	20	2	00202060020	2/27/2017	3/30/2017	249	\$16,299	\$9,748	\$26,047	26404
		Juanita Court		1982	Total Units	30	Upgraded	27	Remaining	3			Avg. \$ (since 2017)	\$26,831	
Juanita Trace															
	1	129	207		Juanita Trace	6	2		8/28/2006	9/8/2006	129	\$5,767	\$6,388	\$12,155	542795
	2	129	207		Juanita Trace	11	2		10/11/2006	10/23/2006	172	\$7,588	\$8,287	\$15,874	546860
	3	129	207		Juanita Trace	25	2		11/30/2007	1/7/2008	243	\$10,847	\$6,882	\$17,728	582116
	4	129	212		Juanita Trace	106	2		3/31/2008	4/23/2008	194	\$8,687	\$6,825	\$15,512	591045
	5	129	207		Juanita Trace	7	2		4/2/2008	5/2/2008	187	\$8,402	\$6,939	\$15,341	591293
	6	129	207		Juanita Trace	17	2		7/29/2008	8/15/2008	184	\$10,941	\$7,033	\$17,974	
	7	129	212		Juanita Trace	105	2		7/14/2008	8/18/2008	206	\$11,639	\$7,305	\$18,944	598472
	8	129	207		Juanita Trace	13	2		10/20/2008	12/12/2008	209	\$12,565	\$8,534	\$21,099	607380
	9	129	207		Juanita Trace	26	2		10/17/2008	12/10/2008	256	\$15,715	\$11,112	\$26,827	607823
	10	129	207		Juanita Trace	2	2		11/3/2008	2/5/2009	201	\$11,652	\$9,524	\$21,176	612418

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	11	129	207		Juanita Trace	9	3		4/30/2009	5/22/2009	252	\$14,715	\$10,391	\$25,106	622602
	12	129	207		Juanita Trace	5	3		6/29/2009	7/17/2009	194	\$10,687	\$11,085	\$21,771	626719
	13	129	207		Juanita Trace	29	2		6/29/2009	7/24/2009	152	\$8,606	\$9,040	\$17,646	626743
	14	129	207		Juanita Trace	30	2		7/13/2009	8/10/2009	180	\$10,969	\$8,317	\$19,285	627758
	15	129	207		Juanita Trace	18	3		8/10/2009	9/22/2009	211	\$12,336	\$11,703	\$24,039	629664
	16	129	207		Juanita Trace	3	2		12/28/2009	1/19/2010	207	\$12,598	\$8,836	\$21,434	638740
	17	129	207		Juanita Trace	15	2		3/30/2010	4/21/2010	214	\$13,036	\$9,322	\$22,357	644558
	18	129	207		Juanita Trace	8	2		10/18/2010	11/8/2010	222	\$12,685	\$8,502	\$21,187	656008
	19	129	207		Juanita Trace	19	2		10/29/2010	11/19/2010	221	\$12,357	\$8,949	\$21,306	656731
	20	129	212		Juanita Trace	103	3		1/28/2009	2/19/2010	211	\$12,464	\$10,687	\$23,151	640439
	21	129	212		Juanita Trace	102	3		1/25/2010	2/22/2010	220	\$12,616	\$10,258	\$22,874	640330
	22	129	207		Juanita Trace	10	2		1/3/2011	1/26/2011	237	\$13,577	\$9,044	\$22,621	660639
	23	129	207		Juanita Trace	28	2		5/4/2011	6/17/2011	241	\$13,385	\$10,455	\$23,839	668975
	24	129	207		Juanita Trace	14	1	RAFN (GC) - 6		7/1/2011					
	25	129	207		Juanita Trace	1	2		4/20/2012	5/25/2012	217	\$12,953	\$9,724	\$22,678	695591
	26	129	212		Juanita Trace	108	2		4/3/2012	5/31/2012	259	\$14,720	\$9,794	\$24,514	694371
	27	129	212		Juanita Trace	104	3		5/31/2012	7/19/2012	233	\$13,643	\$10,391	\$24,034	698337
	28	129	207		Juanita Trace	27	2		9/7/2012	9/26/2012	226	\$13,768	\$10,514	\$24,282	704336
	29	129	207		Juanita Trace	23	3		10/30/2012	11/28/2012	238	\$13,565	\$9,607	\$23,172	707814
	30	129	207		Juanita Trace	20	2		1/28/2013	3/8/2013	210	\$12,429	\$10,556	\$22,984	713753
	31	129	207		Juanita Trace	4	2		9/20/2013	1/16/2014	219	\$13,400	\$10,323	\$23,723	729740
	32	129	212		Juanita Trace	101	2		12/9/2013	1/30/2014	208	\$13,200	\$12,407	\$25,606	735566
	33	124	207		Juanita Trace	107	2		3/17/2014	6/9/2014	240	\$14,554	\$12,964	\$27,518	742472
	34	509	207		Juanita Trace	21	2	00202070021	11/5/2018	12/21/2018	227	\$13,480	\$12,139	\$25,619	65083
	35	509	207	509	Juanita Trace	12	3	00207020012	3/18/2020	6/23/2020	248	\$16,104	\$14,637	\$30,741	100167
		Juanita Trace		1983	Total Units	39	Upgraded	35	Remaining	4			Avg. \$ (since 2012)	\$27,487	
King's Court															
	1	166	506		King's Court	C-1	2			2/15/2007	138	\$5,853	\$5,774	\$11,627	557089
	2	166	506		King's Court	F5	2	Fire Repair	8/15/2006	3/2/2007	226	\$9,584	\$6,819	\$16,403	559809
	3	166	506		King's Court	F4	2	Fire Repair	8/15/2006	4/10/2007	142	\$6,035	\$7,120	\$13,155	559807
	4	166	506		King's Court	F2	2	Fire Repair	8/15/2006	5/11/2007	141	\$5,971	\$6,263	\$12,235	559805
	5	166	506		King's Court	F3	2	Fire Repair	8/15/2006	5/11/2007	146	\$6,111	\$6,183	\$12,294	559806
	6	166	506		King's Court	F1	2	Fire Repair	8/15/2006	5/11/2007	110	\$4,654	\$6,801	\$11,455	559804
	7	166	506		King's Court	H-1	3		3/11/2008	4/1/2008	334	\$15,197	\$7,746	\$22,943	589929
	8	166	506		King's Court	D-3	2		8/14/2008	9/23/2008	233	\$14,529	\$8,184	\$22,713	600616
	9	166	506		King's Court	D-2	2		9/3/2008	10/6/2008	258	\$16,194	\$8,225	\$24,420	602025
	10	166	506		King's Court	4	3		7/1/2010	9/2/2010	268	\$17,064	\$8,959	\$26,022	649418
	11	166	506		King's Court	22	2		2/28/2011	3/30/2011	241	\$15,357	\$8,987	\$24,344	664511
	12	166	506		King's Court	8	3		3/20/2012	5/16/2012	341	\$20,063	\$13,127	\$33,190	693529
	13	166	506		King's Court	3	2		4/16/2012	6/22/2012	254	\$15,156	\$10,617	\$25,773	695252
	14	166	506		King's Court	28	3		7/31/2012	10/2/2012	452	\$27,726	\$10,655	\$38,381	702393
	15	166	506		King's Court	6	3		10/1/2012	2/7/2012	420	\$25,875	\$14,891	\$40,766	705848
	16	166	506		King's Court	2	2		12/31/2012	2/15/2013	277	\$15,794	\$10,971	\$26,765	711935
	17	166	506		King's Court	25	2		1/17/2013	2/20/2013	249	\$14,593	\$12,232	\$26,825	713525
	18	166	506		King's Court	24	2		4/1/2013	6/21/2013	314	\$20,078	\$10,946	\$31,024	718420

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		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	6	114	292		Newport	25	2	802920025	5/31/2017	8/8/2017	301	\$19,718	\$17,644	\$37,362	30849
	7	114	292		Newport	4	2	802920004	6/29/2017	9/6/2017	280	\$18,424	\$15,397	\$33,821	32373
	8	114	292		Newport	7	3	802920007	7/24/2017	9/12/2017	297	\$19,421	\$16,368	\$35,788	33495
	9	112	292		Newport	34	802930019	3	10/25/2018	2/27/2019	386	\$24,674	\$20,832	\$45,507	64960
	10	112	292		Newport	28	00802920028	2	3/1/2019	4/30/2019	293	\$17,957	\$15,339	\$33,296	72526
	11	112	292		Newport	3	00802920003	2	5/10/2019	7/1/2019	288	\$17,684	\$14,816	\$32,500	76635
			Newport	1992	Total Units	23	Upgraded	11	Remaining	12			Avg. \$ (since 2017)	\$36,379	
Parkway															
	1	116	294		Parkway	310	2		6/27/2013	10/15/2013	203	\$12,847	\$12,410	\$25,257	725661
	2	116	294		Parkway	106	2		6/19/2013	10/16/2013	197	\$12,561	\$9,890	\$22,451	725662
	3	116	294		Parkway	112	2		7/31/2013	10/17/2013	216	\$13,776	\$9,817	\$23,593	728396
	4	116	294		Parkway	114	2		8/12/2013	10/17/2013	217	\$13,767	\$11,845	\$25,612	728397
	5	116	294		Parkway	312	1		12/2/2013	1/16/2014	206	\$13,062	\$9,207	\$22,269	734040
	6	116	294		Parkway	111	3		10/31/2013	1/22/2014	228	\$14,448	\$10,572	\$25,019	732305
	7	116	294		Parkway	206	2		10/31/2013	1/27/2014	213	\$14,563	\$9,595	\$24,158	732306
	8	116	294		Parkway	208	2		1/22/2014	5/22/2014	229	\$14,441	\$10,739	\$25,180	739885
	9	116	294		Parkway	109	2		2/19/2014	5/23/2014	233	\$14,857	\$9,746	\$24,603	739884
	10	116	294		Parkway	311	3		6/9/2014	9/30/2014	234	\$14,742	\$11,735	\$26,477	750817
	11	116	294		Parkway	110	2		6/9/2014	9/29/2014	247	\$15,591	\$11,908	\$27,499	750815
	12	116	294		Parkway	102	3		6/25/2014	10/7/2014	269	\$16,997	\$12,919	\$29,916	753830
	13	116	294		Parkway	307	2		7/31/2014	10/9/2014	270	\$17,118	\$12,384	\$29,502	755116
	14	116	294		Parkway	104	2		5/26/2015	7/21/2015	249	\$15,769	\$10,992	\$26,761	778653
	15	116	294		Parkway	301	3		6/26/2015	7/31/2015	252	\$16,012	\$12,879	\$28,891	779317
	16	116	294		Parkway	108	2		4/1/2015	5/15/2015	294	\$18,712	\$12,767	\$31,479	772823
	17	116	294		Parkway	105	1		7/30/2015	9/22/2015	283	\$17,238	\$12,745	\$29,983	781319
	18	116	294		Parkway	211	2		8/19/2015	9/17/2015	284	\$17,964	\$12,836	\$30,800	782694
	19	110	294		Parkway	103	3	00802940103	10/7/2015	1/25/2016	315	\$18,296	\$13,438	\$31,734	785816
	20	110	294		Parkway	314	2	00802940314	10/29/2005	1/28/2016	298	\$18,980	\$14,314	\$33,294	164
	21	110	294		Parkway	304	2	00802940304	2/19/2016	3/28/2016	299	\$18,507	\$10,589	\$29,096	6227
	22	110	294		Parkway	202	2	00802940202	3/24/2016	4/29/2016	263	\$16,935	\$11,449	\$28,383	9350
	23	481	294		Parkway	213	2	00802940213	11/17/2016	2/17/2017	254	\$16,717	\$11,663	\$28,379	21504
	24	481	294		Parkway	205	2	00802940205	03/01/17	5/23/2017	252	\$16,484	\$11,990	\$28,474	26435
	25	481	294		Parkway	313	1	00802940313	03/01/17	5/31/2017	229	\$14,991	\$11,051	\$26,042	26436
	26	481	294		Parkway	207	3	802940207	8/28/2017	11/17/2017	264	\$17,215	\$10,282	\$27,497	35420
	27	116	294		Parkway	214	3	802940214	8/24/2018	11/1/2018	400	\$25,113	\$16,181	\$41,294	59645
			Parkway	1995	Total Units	41	Upgraded	27	Remaining	14			Avg. \$ (since 2017)	\$30,337	
Patricia Harris Manor															
	1	207	466		Patricia Harris Manor	Key Keeper Office	3		3/11/2016	6/30/2016	312	\$18,506	\$12,980	\$31,485	9079
	2	207	466		Patricia Harris Manor		1	00404660214	6/2/2016	6/30/2016	250	\$15,131	\$12,848	\$27,978	12334
	3	207	466		Patricia Harris Manor		1	00404660212	7/22/2016	8/31/2016	221	\$14,077	\$9,989	\$24,066	17097

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		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	1	164	351		Riverton Terrace (Family)	9	4		11/5/2012	4/8/2013	263	\$14,262	\$15,025	\$29,287	708180
	2	164	351		Riverton Terrace (Family)	12	4		12/12/2012	4/10/2013	241	\$15,280	\$13,815	\$29,095	710679
	3	164	351		Riverton Terrace (Family)	13	5		12/14/2012	4/16/2013	264	\$16,775	\$18,352	\$35,127	710861
	4	164	351		Riverton Terrace (Family)	21	2		12/19/2012	4/18/2013	217	\$13,832	\$11,912	\$25,744	715508
	5	164	351		Riverton Terrace (Family)	28	3		2/25/2013	4/19/2013	234	\$14,930	\$13,319	\$28,249	715508
	6	164	351		Riverton Terrace (Family)	23	3		4/30/2013	8/30/2013	222	\$13,769	\$10,272	\$24,041	719765
	7	164	351		Riverton Terrace (Family)	4	2		6/15/2013	8/30/2013	219	\$14,011	\$10,315	\$24,326	723494
	8	164	351		Riverton Terrace (Family)	18	2		7/22/2013	8/30/2013	213	\$13,552	\$10,488	\$24,040	725698
	9	164	351		Riverton Terrace (Family)	10	4		10/2/2013	12/20/2013	373	\$21,283	\$13,411	\$34,694	729981
	10	164	351		Riverton Terrace (Family)	22	3		10/1/2013	12/16/2013	231	\$14,691	\$11,954	\$26,645	730283
	11	509	351		Riverton Terrace (Family)	2	3		5/16/2014	9/15/2014	278	\$16,182	\$10,719	\$26,902	747408
	12	509	351		Riverton Terrace (Family)	27	3		7/15/2014	9/24/2014	288	\$17,126	\$10,508	\$27,634	752023
	13	164	351		Riverton Terrace (Family)	24	3		5/28/2015	6/29/2015	309	\$19,693	\$12,798	\$32,491	777426
	14	164	351		Riverton Terrace (Family)	11	5		3/3/2015	3/30/2015	316	\$20,126	\$17,794	\$37,920	770136
	15	164	351		Riverton Terrace (Family)	30	2		3/24/2015	4/21/2015	219	\$13,939	\$10,099	\$24,037	772107
	16	509	351		Riverton Terrace (Family)	17	2	00303510017	12/4/2015	2/5/2016	217	\$13,863	\$11,893	\$25,756	2376
	17	509	351		Riverton Terrace (Family)	1	2	303510001	8/14/2017	11/15/2017	252	\$16,395	\$11,920	\$28,315	34475
	18	509	351		Riverton Terrace (Family)	14434	4	30351	12/31/2017	2/14/2018	306	\$20,005	\$14,378	\$34,383	43703
	19	509	351		Riverton Terrace (Family)	14424	3	300351	4/23/2018	7/3/2018	336	\$21,991	\$11,893	\$33,883	52329
	20	509	351		Riverton Terrace (Family)	14428	2	303510005	7/24/2018	10/12/2018	322	\$21,183	\$15,170	\$36,353	57663
	21	509	351	509	Riverton Terrace (Family)	14466	3	00303510026	12/30/2018	3/13/2019	375	\$23,707	\$16,467	\$40,174	68403
	22	509	351	509	Riverton Terrace (Family)	14452	2	00303510014	5/15/19	7/10/19	301	\$18,960	\$18,330	\$37,290	78828
		509	351	509	Riverton Terrace (Family)	14471	3	00303510030	1/13/2020	4/23/2020	288	\$19,008	\$13,327	\$32,335	96669
	Riverton Terrace (Family)			1969	Total Units	30	Upgraded	22	Remaining	8			Avg. \$ (since 2017)	\$34,676	
Shoreham															
	1	164	305		Shoreham	B-4	3		8/5/2008	9/23/2008	339	\$20,909	\$9,352	\$30,262	590960
	2	164	305		Shoreham	A-1	3		4/21/2009	6/12/2009	311	\$17,530	\$10,768	\$28,298	622294
	3	164	305		Shoreham	C-4	3		5/4/2009	6/29/2009	381	\$21,456	\$12,101	\$33,556	622668
	4	164	305		Shoreham	A-2	3		5/20/2010	7/13/2010	332	\$19,129	\$12,520	\$31,649	647665
	5	164	305		Shoreham	B-5	3		7/29/2010	12/3/2010	298	\$18,964	\$12,753	\$31,716	657764
	6	164	305		Shoreham	C-6	3		6/3/2009	7/22/2009	323	\$19,774	\$9,413	\$29,187	625201
	7	164	305		Shoreham	B-6	3		3/25/2011	5/24/2011	400	\$24,560	\$13,007	\$37,567	666257
	8	164	305		Shoreham	B-1	3		11/1/11	12/30/2011	284	\$18,228	\$12,635	\$30,862	684837
	9	164	305		Shoreham	A-6	3		8/22/12	11/14/2012	391	\$22,427	\$13,353	\$35,780	703301
	10	509	305		Shoreham	A-5	3		2/1/13	4/18/2013	401	\$25,639	\$14,148	\$39,787	714163
	11	509	305		Shoreham	A-4	3		3/2/13	4/26/2013	377	\$24,149	\$16,213	\$40,362	717400
	12	509	305		Shoreham	C-4	3		1/28/13	4/30/2013	315	\$20,165	\$16,479	\$36,644	713590
	13	509	305		Shoreham	C-1	3		7/8/2013	5/9/2014	454	\$26,737	\$19,942	\$46,679	724776
	14	509	305		Shoreham	B-2	3		10/24/2014	12/30/2014	338	\$21,158	\$15,475	\$36,633	758266
	15	509	305		Shoreham	C-5	3		3/5/2015	4/7/2015	328	\$20,828	\$15,070	\$35,898	770157
	16	509	305		Shoreham	A-2	3		5/27/2015	7/15/2015	335	\$21,111	\$19,668	\$40,778	777866
	17	509	305	Damaged	Shoreham	C-4	3		11/27/2017	12/29/2017	298	\$19,361	\$14,021	\$33,382	30305
	18	509	305		Shoreham	C-2	3	303050014	7/23/2018	10/4/2018	383	\$25,032	\$11,819	\$36,851	57520
	19	509	305	Damaged	Shoreham	A-2	3	303050002	8/8/2018	10/11/2018	276	\$18,205	\$15,789	\$33,994	59167
	20	509	305	Damaged	Shoreham	A-1	3	303050001	8/14/2018	11/14/2018	380	\$24,103	\$14,573	\$38,676	57663

[illegible]

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
		Victorian Woods		1993	Total Units	15	Upgraded	13	Remaining	2			Avg. \$ (since 2013)	\$41,364	
Vista Heights															
	1	140	407		Vista Heights	17	3		8/17/2007	10/5/2007	284	\$12,130	\$7,914	\$20,044	576622
	2	140	407		Vista Heights	27	3	Fire Repair	12/6/2007	2/20/2008	713	\$31,884	\$20,978	\$52,862	582569
	3	140	407		Vista Heights	16	3		7/2/2009	8/5/2009	260	\$16,580	\$9,343	\$25,923	628383
	4	140	407		Vista Heights	14	3		11/5/2009	12/14/2009	224	\$10,268	\$13,954	\$24,222	636104
	5	140	407		Vista Heights	7	3		6/2/2010	7/16/2010	305	\$19,425	\$8,168	\$27,592	648496
	6	140	407		Vista Heights	26	3		8/20/2010	9/30/2010	253	\$16,081	\$10,987	\$27,067	652752
	7	140	407		Vista Heights	4	3		11/29/2010	12/28/2010	222	\$14,130	\$10,828	\$24,957	658795
	8	140	407		Vista Heights	28	3		7/29/2011	10/12/2011	254	\$16,206	\$10,584	\$26,790	676924
	9	140	407		Vista Heights	15	3		12/13/2011	3/9/2012	256	\$16,356	\$10,127	\$26,483	687695
	10	140	407		Vista Heights	9	3		12/16/2011	3/23/2012	211	\$13,431	\$10,393	\$23,824	687696
	11	140	407		Vista Heights	20	3		10/1/2012	12/18/2012	200	\$12,922	\$12,911	\$25,833	706032
	12	140	407		Vista Heights	10	3		8/6/2012	12/20/2012	193	\$12,331	\$11,815	\$24,145	702410
	13	140	407		Vista Heights	21	3		8/7/2012	12/31/2012	227	\$14,473	\$10,107	\$24,580	702409
	14	140	407		Vista Heights	22	3		9/11/2012	12/31/2012	213	\$13,429	\$10,728	\$24,156	706033
	15	140	407		Vista Heights	6	3		9/4/2012	12/31/2012	153	\$13,900	\$11,010	\$24,910	704043
	16	140	407		Vista Heights	12	3		10/29/2012	12/31/2012	210	\$13,466	\$11,059	\$24,525	709121
	17	140	407		Vista Heights	13	3		10/29/2012	3/20/2013	237	\$15,085	\$11,359	\$26,443	709122
	18	140	407		Vista Heights	2	3		10/29/2012	4/29/2013	199	\$12,467	\$8,207	\$20,854	709119
	19	140	407		Vista Heights	3	3		10/29/2012	4/30/2013	203	\$12,843	\$7,736	\$20,579	709120
	20	140	407		Vista Heights	25	3		11/30/2012	5/23/2013	209	\$13,209	\$6,861	\$20,070	712184
	21	140	407		Vista Heights	11	3		9/10/2012	5/24/2013	205	\$12,941	\$6,055	\$18,996	706031
	22	140	407		Vista Heights	19	3	ADA	5/24/2013	6/25/2013	196	\$12,332	\$10,888	\$23,220	721854
	23	140	407		Vista Heights	24	3		5/3/2013	7/22/2013	203	\$12,987	\$12,426	\$25,413	720153
	24	140	407		Vista Heights	8	3		7/12/2013	7/23/2013	207	\$13,119	\$10,589	\$23,708	712188
	25	140	407		Vista Heights	23	3	ADA	3/26/2013	7/24/2013	208	\$13,244	\$11,530	\$24,774	717661
	26	140	407		Vista Heights	29	3		6/7/2013	7/30/2013	162	\$10,298	\$11,685	\$21,983	723598
	27	140	407		Vista Heights	18	3		6/1/2013	7/31/2013	164	\$10,280	\$10,378	\$20,658	723597
	28	140	407		Vista Heights	1	3		5/22/2013	7/31/2013	176	\$11,236	\$10,859	\$22,094	723595
	29	140	407		Vista Heights	5	3		5/22/2013	9/27/2013	261	\$16,481	\$11,517	\$27,998	723596
	30	140	407		Vista Heights	30	3		Resident would not relocate						
		Vista Heights		1995	Total Units	30	Upgraded	30	Remaining	0			Avg. \$ (since 2012)	\$23,583	
Wells Wood															
	1	129	208		Wells Wood	G-1 (17)	3		8/29/2008	10/6/2008	270	\$13,423	\$8,526	\$21,949	601780
	2	129	208		Wells Wood	C-2 (10)	3		9/2/2009	10/13/2009	251	\$14,556	\$11,101	\$25,657	631103
	3	129	208		Wells Wood	F-2 (16)	2		12/7/2009	1/13/2010	225	\$12,441	\$10,039	\$22,480	637511
	4	129	208		Wells Wood	A-2 (2)	2		12/31/2009	1/27/2010	254	\$14,528	\$9,570	\$24,098	638932
	5	129	208		Wells Wood	B-2 (6)	2		6/28/2011	8/25/2011	190	\$11,816	\$9,544	\$21,360	673474
	6	129	208		Wells Wood	L-4 (30)	2	RAFN (GC) - 7		4/1/2011					
	7	129	208		Wells Wood	H-2 (20)	2		9/17/2012	10/8/2012	246	\$14,582	\$11,258	\$25,840	704667
	8	129	208		Wells Wood	A-4 (4)	2		10/29/2012	12/12/2012	243	\$12,871	\$9,373	\$22,245	707813

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	9	129	208		Wells Wood	E-2 (14)	2		1/3/2013	1/31/2013	244	\$13,843	\$8,746	\$22,589	712181
	10	129	208		Wells Wood	K-2 (24)	2		2/4/2013	3/18/2013	229	\$12,817	\$10,228	\$23,044	714331
	11	129	208		Wells Wood	D-1 (11)	3		7/15/2013	9/17/2013	232	\$13,116	\$10,435	\$23,551	725474
	12	129	208		Wells Wood	H-1 (19)	2		6/19/2013	9/17/2013	223	\$12,628	\$8,781	\$21,409	723215
	13	129	208		Wells Wood	K-4 (26)	2		7/8/2013	9/17/2013	229	\$12,832	\$9,308	\$22,140	724726
	14	140	208		Wells Wood	L-3 (29)	2		11/12/2013	2/3/2014	199	\$12,679	\$11,634	\$24,313	735556
	15	129	208		Wells Wood	D-2 (12)	2		8/4/2014	10/17/2014	235	\$13,884	\$9,766	\$23,650	753159
	16	129	208		Wells Wood	F-1 (15)	2		8/1/2014	10/20/2014	227	\$13,475	\$9,715	\$23,190	753160
	17	129	208		Wells Wood	B-4 (8)	3		8/4/2015	9/25/2015	225	\$14,305	\$12,186	\$26,491	783448
	18	129	208		Wells Wood	J-22 (22)	3		10/13/2015	12/16/2015	239	\$15,087	\$10,753	\$25,840	786753
	19	509	208		Wells Wood	A-1 (1)	2		10/18/2016	1/17/2017	249	\$15,603	\$11,198	\$26,801	20252
	20	509	208		Wells Wood	B-3 (7)	2	00202080001	2/27/2017	4/17/2017	245	\$15,967	\$12,283	\$28,250	27781
	21	509	208		Wells Wood	L-2 (28)	3	00202080028	4/27/2017	7/31/2017	247	\$16,049	\$11,949	\$27,998	31109
	22	509	208		Wells Wood	A-3 (3)	2	00202080003	10/30/2017	12/15/2017	241	\$15,583	\$12,790	\$28,373	38965
	23	509	208		Wells Wood	C-2 (10)	3	00202080010	10/29/2018	12/14/2018	220	\$13,372	\$11,660	\$25,032	64646
	24	509	208		Wells Wood	K-1 (23)	2	00202080023	6/3/19	7/19/19	242	\$14,512	\$13,105	\$27,616	78181
		Wells Wood		1983	Total Units	30	Upgraded	24	Remaining	6			Avg. \$ (since 2017)	\$27,345	
Woodcreek Lane															
	1	190	192		Woodcreek	14	2	00101920014	12/6/2017	2/12/2018	226	\$14,645	\$7,092	\$21,736	42304
	2	190	192		Woodcreek	B17	2	00101920017	5/14/2018	8/3/2018	345	\$20,011	\$10,646	\$30,657	50509
	3	190	192		Woodcreek	B-15	2	00101920015	7/9/2018	10/25/2018	238	\$14,719	\$11,263	\$25,981	57903
	4	190	192		Woodcreek	A-1	2	00101920001	11/15/2018	12/29/2018	240	\$14,456	\$10,977	\$25,433	65585
	5	190	192		Woodcreek	9	2	00101920009	2/27/2019	3/29/2019	276	\$16,948	\$12,970	\$29,918	71859
		Woodcreek Lane			Total Units	20	Upgraded	5	Remaining	15			Avg. \$ (since 2017)	\$26,745	
Young's Lake															
	1	509	408	509	Young's Lake	18930 (L-18)	3	00404080018	9/16/2020	10/7/2020	238	\$17,136	\$17,681	\$34,817	107328
	2	509	408	509	Young's Lake	18929 (L-2)	3	00404080002	8/19/2020	9/20/2020	250	\$18,688	\$18,518	\$37,206	106215
	3	509	408	509	Young's Lake	11520 (L-21)	3	00404080021	8/20/2020	9/17/2020	254	\$18,987	\$18,356	\$37,343	106212
	4	509	408	509	Young's Lake	18935 (L-3)	3	00404080003	9/16/2020	10/7/2020	252	\$18,144	\$17,582	\$35,726	103742
	5	509	408	509	Young's Lake	18923 (L-1)	3	00404080001	5/26/2020	6/22/2020	277	\$18,470	\$19,718	\$38,188	101383
	6	509	408	509	Young's Lake	18953 (L-6)	3	00404080006	6/8/2020	7/1/2020	254	\$16,976	\$17,360	\$34,336	101389
	7	509	408	509	Young's Lake	11521 (L-10)	3	00404080010	7/20/2020	8/17/2020	238	\$15,946	\$19,212	\$35,158	104798
	8	509	408	509	Young's Lake	19021 (L-12)	2	00404080012	8/3/2020	9/1/2020	222	\$15,385	\$17,647	\$33,032	105954
	9	509	408	509	Young's Lake	18948 (L-15)	3	00404080015	6/22/2020	7/15/2020	250	\$16,700	\$18,721	\$35,421	102772
	10	509	408	509	Young's Lake	11508 (L-19)	3	00404080019	6/22/2020	7/17/2020	250	\$16,700	\$16,990	\$33,690	102773
	11	509	408	509	Young's Lake	11514 (L-20)	3	00404080020	7/6/2020	8/3/2020	236	\$15,812	\$16,870	\$32,682	104707
	12	509	408	509	Young's Lake	19003 (L-26)	3	00404080026	7/20/2020	8/17/2020	250	\$16,750	\$18,679	\$35,429	104800
	13	509	408	509	Young's Lake	18941 (L-4)	3	00404080004	6/8/2020	7/1/2020	248	\$14,298	\$17,614	\$31,912	101390
	14	509	408	509	Young's Lake	18947 (L-5)	3	00404080005	5/26/2020	6/23/2020	230	\$15,875	\$19,836	\$35,711	101387
	15	509	408	509	Young's Lake	18959 (L-7)	3	00404080007	8/3/2020	8/31/2020	248	\$16,616	\$18,141	\$34,757	105955
	16	509	408	509	Young's Lake	11515 (L-9)	2	00404080009	7/6/2020	8/3/2020	253	\$16,950	\$15,206	\$32,156	104708

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
		Young's Lake			Total Units	28	Upgraded	16	Remaining	12			Avg. \$ (since 2020)	\$34,848	
		Public Housing													
		Ballinger Homes													
	1	122	101		Ballinger Homes	119	1		3/10/2010	4/6/2010	182	\$11,590	\$7,841	\$19,430	642523
	2	122	101		Ballinger Homes	167	2		2/9/2011	3/29/2011	317	\$19,824	\$14,440	\$34,264	663083
	3	122	101		Ballinger Homes	169	2		8/15/2011	11/8/2011	310	\$19,410	\$11,016	\$30,425	679184
	4	122	101		Ballinger Homes	121	1	RAFN (GC) - 8		6/1/2011					
	5	122	101		Ballinger Homes	123	1	RAFN (GC) - 9		6/1/2011					
	6	122	101		Ballinger Homes	124	1	RAFN (GC) - 10		6/1/2011					
	7	122	101		Ballinger Homes	125	1	RAFN (GC) - 11		6/1/2011					
	8	122	101		Ballinger Homes	127	1	RAFN (GC) - 12		6/1/2011					
	9	122	101		Ballinger Homes	128	1	RAFN (GC) - 13		6/1/2011					
	10	122	101		Ballinger Homes	191	3		12/16/2011	3/8/2012	367	\$22,719	\$11,797	\$34,516	688150
	11	122	101		Ballinger Homes	188	3		11/3/2011	3/16/2012	332	\$21,127	\$12,808	\$33,935	685347
	12	122	101		Ballinger Homes	178	2		11/2/2011	3/22/2012	333	\$21,018	\$13,814	\$34,832	684603
	13	122	101		Ballinger Homes	171	3		1/5/2012	3/28/2012	355	\$22,304	\$13,022	\$35,326	688965
	14	122	101		Ballinger Homes	133	2		11/30/2012	12/27/2012	278	\$17,800	\$10,764	\$28,564	709775
	15	122	101		Ballinger Homes	135	3		11/30/2012	12/28/2012	264	\$16,872	\$11,652	\$28,524	709839
	16	122	101		Ballinger Homes	163	2		12/5/2012	12/31/2012	292	\$18,430	\$11,234	\$29,663	710368
	17	122	101		Ballinger Homes	190	2		10/3/2012	10/30/2012	347	\$22,151	\$11,559	\$33,710	706108
	18	122	101		Ballinger Homes	194	3		12/13/2012	1/22/2013	329	\$21,049	\$12,951	\$34,000	710879
	19	122	101		Ballinger Homes	152	4		1/3/2013	1/29/2013	357	\$22,693	\$15,972	\$38,665	711845
	20	122	101		Ballinger Homes	147	5		4/30/2013	8/21/2013	367	\$23,327	\$15,923	\$39,250	720279
	21	122	101		Ballinger Homes	180	2		6/20/2013	10/8/2013	273	\$17,457	\$13,673	\$31,130	724400
	22	122	101		Ballinger Homes	155	2		7/1/2013	10/31/2013	265	\$16,662	\$13,294	\$29,956	724724
	23	122	101		Ballinger Homes	197	3		8/7/2013	11/18/2013	270	\$17,337	\$10,046	\$27,383	726807
	24	122	101		Ballinger Homes	168	3		7/26/2013	11/21/2013	268	\$16,691	\$9,956	\$26,646	726331
	25	122	101		Ballinger Homes	150	4		8/2/2013	11/25/2013	279	\$18,024	\$12,097	\$30,120	726806
	26	122	101		Ballinger Homes	145	4		9/5/2013	11/27/2013	278	\$18,623	\$17,067	\$35,689	728399
	27	122	101		Ballinger Homes	134	3		12/20/2013	2/24/2014	325	\$20,305	\$12,627	\$32,932	735905
	28	122	101		Ballinger Homes	138	5		12/10/2013	2/24/2014	356	\$22,343	\$16,924	\$39,267	735563
	29	122	101		Ballinger Homes	132	4		2/3/2014	4/29/2014	325	\$20,175	\$16,800	\$36,975	738529
	30	122	101		Ballinger Homes	153	2		4/11/2014	7/30/2014	338	\$21,224	\$10,553	\$31,777	745731
	31	122	101		Ballinger Homes	115	2		9/15/2014	12/11/2014	357	\$22,146	\$15,973	\$38,118	756502
	32	122	101		Ballinger Homes	141	2		12/22/2014	2/19/2015	303	\$18,900	\$14,548	\$33,448	763440
	33	122	101		Ballinger Homes	161	3		3/31/2015	5/15/2015	334	\$20,929	\$14,713	\$35,642	772576
	34	122	101		Ballinger Homes	110	3		4/27/2015	6/17/2015	295	\$18,259	\$14,659	\$32,918	775684
	35	122	101		Ballinger Homes	148	4		8/31/2015	10/20/2015	321	\$18,783	\$17,966	\$36,749	783449
	36	122	101		Ballinger Homes	173	2		10/15/2015	12/22/2015	309	\$21,781	\$12,762	\$34,543	758
	37	122	101		Ballinger Homes	157	3	00101010157	10/29/2015	1/7/2016	337	\$21,429	\$13,552	\$34,980	765
	38	122	101		Ballinger Homes	165	3	00101010165	2/1/2016	4/28/2016	337	\$21,121	\$14,943	\$36,064	6476
	39	122	101		Ballinger Homes	120	1	00101010120	3/15/2016	5/27/2016	330	\$20,874	\$11,248	\$32,122	9351
	40	122	101		Ballinger Homes	203	2	00101010203	9/1/2016	11/16/2016	329	\$21,097	\$11,588	\$32,685	18746
	41	122	101		Ballinger Homes	185	3	00101010185	3/7/2017	5/31/2017	347	\$22,773	\$12,311	\$35,084	29203
	42	122	101		Ballinger Homes	170	3	00101010170	5/31/2017	8/23/2017	337	\$20,755	\$10,977	\$31,732	31114

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	43	122	101		Ballinger Homes	160	3	00101010160	5/16/2017	10/6/2017	341	\$22,179	\$13,439	\$35,618	31113
	44	122	101		Ballinger Homes	130	4	00101010130	8/18/2017	11/22/2017	361	\$22,659	\$12,042	\$34,701	35374
	45	122	101		Ballinger Homes	195	3	00101010195	8/22/2017	12/20/2017	349	\$21,934	\$14,288	\$36,222	38266
	46	130	101		Ballinger Homes	106	4	00101010106	10/16/2017	1/19/2018	341	\$21,847	\$15,222	\$37,069	41194
	47	122	101		Ballinger Homes	205	3	00101010205	1/2/2018	3/14/2018	329	\$20,579	\$16,532	\$37,111	45560
	48	130	101		Ballinger Homes	159	3	00101010159	7/20/2018	11/9/2018	329	\$19,151	\$16,985	\$36,136	57905
	49	130	101		Ballinger Homes	129	4	00101010129	11/1/2018	12/31/2018	327	\$18,865	\$20,651	\$39,516	65599
	50	122	101		Ballinger Homes	172	2	00101010172	11/30/2018	1/31/2019	344	\$20,780	\$17,504	\$38,284	66882
	51	122	101		Ballinger Homes	175	3	00101010175	12/28/2019	2/28/2019	329	\$20,703	\$18,027	\$38,730	68214
	52	122	101		Ballinger Homes	179	3	00101010179	6/25/19	8/12/19	290	\$17,446	\$18,242	\$35,688	79974
	53	122	101		Ballinger Homes	139	5	00101010139	7/22/19	8/30/19	344	\$20,800	\$21,450	\$42,250	81744
	54	122	101		Ballinger Homes	207	2	00101010207	7/9/19	9/3/19	294	\$17,495	\$19,606	\$37,101	80792
	55	122	101		Ballinger Homes	111	3	00101010111	8/20/19	10/2/19	296	\$18,304	\$20,454	\$38,758	84222
	56	122	101		Ballinger Homes	108	4	00101010108	9/6/19	10/31/19	294	\$17,997	\$23,244	\$41,241	85414
	57	122	101		Ballinger Homes	144	2	00101010144	9/17/2019	11/20/2019	299	\$18,481	\$20,108	\$38,589	85417
	58	122	101		Ballinger Homes	177	2	00101010177	11/1/2019	1/6/2020	297	\$19,997	\$18,102	\$38,099	90402
	59	122	101		Ballinger Homes	166	2	00101010166	11/1/19	2/7/20	269	\$16,315	\$19,486	\$35,801	90403
	60	122	101		Ballinger Homes	146	4	00101010146	11/4/2019	2/13/2020	291	\$20,925	\$20,128	\$41,052	91287
	61	12	101		Ballinger Homes	186	2	00101010186	11/22/2019	2/13/2020	237	\$17,669	\$19,159	\$36,828	91288
	62	122	101		Ballinger Homes	117	3	00101010117	12/30/2019	3/13/2020	344	\$22,596	\$19,347	\$41,943	96996
	63	122	101		Ballinger Homes	187	2	00101810187	1/21/2020	4/1/2020	296	\$19,192	\$20,112	\$39,304	97004
	64	122	101		Ballinger Homes	149	4	00101010149	2/21/2020	4/29/2020	344	\$22,184	\$23,118	\$45,302	98894
	65	122	101		Ballinger Homes	210	2	00101010210	2/21/2020	4/30/2020	288	\$18,184	\$19,352	\$37,536	98895
	66	122	101		Ballinger Homes	101	2	00101010101	2/24/2020	5/1/2020	299	\$19,745	\$21,122	\$40,867	98897
	67	122	101		Ballinger Homes	136	2	00101010136	5/1/2020	7/28/2020	296	\$19,224	\$22,359	\$41,583	103447
	68	122	101		Ballinger Homes	102	3	00101010102	3/16/2020	8/24/2020	296	\$19,416	\$20,680	\$40,096	103449
	69	122	101		Ballinger Homes	151	5	00101010151	5/26/2020	9/25/2020	360	\$23,544	\$31,420	\$54,964	103540
		Ballinger Homes		1969	Total Units	110	Upgraded	69	Remaining	41			Avg. \$ (since 2017)	\$38,869	
Boulevard Manor															
	1	162	350		Boulevard Manor	120	1		12/1/2006	12/21/2006	166	\$7,293	\$5,118	\$12,411	551361
	2	162	350		Boulevard Manor	214	1		10/19/2007	11/14/2007	167	\$7,628	\$6,027	\$13,654	579584
	3	162	350		Boulevard Manor	308	1		12/21/2007	1/16/2008	189	\$8,505	\$6,239	\$14,744	583681
	4	162	350		Boulevard Manor	418	1		11/17/2008	12/5/2008	167	\$10,361	\$6,670	\$17,031	610880
	5	162	350		Boulevard Manor	222	1		11/25/2008	12/24/2008	184	\$11,928	\$6,866	\$18,793	611528
	6	162	350		Boulevard Manor	306	1		6/30/2008	7/8/2008	244	\$14,914	\$5,922	\$20,836	596217
	7	162	350		Boulevard Manor	118	1		12/1/2008	1/7/2009	209	\$13,585	\$7,357	\$20,942	611891
	8	162	350		Boulevard Manor	210	1		12/24/2008	1/26/2009	319	\$20,740	\$7,037	\$27,777	613483
	9	162	350		Boulevard Manor	206	1		3/16/2009	4/23/2009	328	\$21,089	\$6,738	\$27,826	619257
	10	162	350		Boulevard Manor	216	1		3/16/2009	4/8/2009	248	\$15,837	\$8,148	\$23,985	618963
	11	162	350		Boulevard Manor	405	1		3/2/2009	4/6/2009	288	\$18,638	\$6,816	\$25,454	617968
	12	162	350		Boulevard Manor	216	1		3/16/2009	4/8/2009	248	\$15,837	\$8,148	\$23,985	618963
	13	162	350		Boulevard Manor	206	1		3/16/2009	4/23/2009	328	\$21,089	\$6,738	\$27,826	619257
	14	162	350		Boulevard Manor	320	1		6/2/2009	7/17/2009	265	\$16,233	\$7,569	\$23,802	625008
	15	162	350		Boulevard Manor	314	1		7/15/2009	8/17/2009	216	\$13,740	\$7,359	\$21,098	628006
	16	162	350		Boulevard Manor	410	1		8/3/2009	8/29/2009	241	\$15,529	\$7,068	\$22,597	629113



		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	17	162	350		Boulevard Manor	128	1		8/3/2009	9/4/2009	269	\$16,307	\$7,160	\$23,466	629166
	18	162	350		Boulevard Manor	215	1		2/2/2010	2/25/2010	253	\$15,803	\$6,943	\$22,746	640824
	19	162	350		Boulevard Manor	213	1		2/19/2010	4/2/2010	357	\$22,251	\$7,920	\$30,172	641800
	20	162	350		Boulevard Manor	207	1		3/24/2010	5/10/2010	313	\$19,435	\$7,021	\$26,456	644002
	21	162	350		Boulevard Manor	212	1		5/19/2010	6/22/2010	276	\$17,327	\$7,949	\$25,277	647574
	22	162	350		Boulevard Manor	221	1		6/28/2010	10/13/2010	265	\$16,783	\$8,891	\$25,674	649576
	23	162	350		Boulevard Manor	316	1		7/6/2010	10/15/2010	248	\$15,149	\$8,139	\$23,288	649985
	24	162	350		Boulevard Manor	123	1		9/24/2010	11/9/2010	258	\$16,218	\$8,582	\$24,800	654826
	25	162	350		Boulevard Manor	121	1		9/24/2010	11/17/2010	225	\$14,259	\$7,967	\$22,226	654827
	26	162	350		Boulevard Manor	125	1		9/24/2010	11/29/2010	298	\$18,914	\$9,128	\$28,042	654828
	27	162	350		Boulevard Manor	319	1		10/19/2010	12/10/2010	216	\$12,450	\$8,247	\$20,697	656304
	28	162	350		Boulevard Manor	321	1		10/26/2010	12/17/2010	282	\$16,901	\$8,387	\$25,288	656718
	29	162	350		Boulevard Manor	219	1		10/21/2010	12/24/2010	301	\$18,118	\$8,527	\$26,645	656305
	30	162	350		Boulevard Manor	317	1		11/15/2010	12/30/2010	254	\$15,593	\$7,367	\$22,960	658045
	31	162	350		Boulevard Manor	312	1		11/29/2010	1/28/2011	226	\$13,561	\$9,322	\$22,883	660528
	32	162	350		Boulevard Manor	406	1		12/10/2010	2/9/2011	286	\$18,248	\$5,447	\$23,695	659582
	33	162	350		Boulevard Manor	124	1		1/18/2011	2/18/2011	238	\$14,529	\$8,256	\$22,785	661479
	34	162	350		Boulevard Manor	129	1		2/28/2011	4/18/2011	284	\$17,393	\$8,023	\$25,416	665029
	35	162	350		Boulevard Manor	420	1		3/1/2011	4/21/2011	274	\$17,052	\$7,318	\$24,370	665030
	36	162	350		Boulevard Manor	409	1		5/4/2011	6/17/2011	261	\$15,820	\$8,719	\$24,539	669027
	37	162	350		Boulevard Manor	130	1		5/25/2011	7/15/2011	268	\$16,578	\$7,918	\$24,496	670578
	38	162	350		Boulevard Manor	322	1		6/23/11	8/3/2011	248	\$15,759	\$5,895	\$21,654	673036
	39	162	350		Boulevard Manor	313	1		7/11/11	8/23/2011	249	\$15,312	\$8,514	\$23,826	674527
	40	162	350		Boulevard Manor	412	1		8/10/11	10/21/2011	277	\$17,557	\$7,313	\$24,870	678295
	41	162	350		Boulevard Manor	310	1		10/12/11	12/28/2011	258	\$15,668	\$7,515	\$23,182	683182
	42	162	350		Boulevard Manor	318	1		1/9/12	2/27/2012	304	\$19,623	\$8,331	\$27,955	688433
	43	162	350		Boulevard Manor	411	1		5/31/12	10/16/2012	318	\$18,922	\$7,176	\$26,098	698311
	44	162	350		Boulevard Manor	315	1		9/28/12	10/30/2012	264	\$16,635	\$6,566	\$23,201	705733
	45	162	350		Boulevard Manor	211	1		10/23/12	12/31/2012	227	\$13,641	\$8,935	\$22,576	707302
	46	162	350		Boulevard Manor	408	1		12/31/2013	3/31/2014	219	\$13,951	\$9,789	\$23,740	736162
	47	162	350		Boulevard Manor	304	1		12/23/2013	3/31/2014	225	\$14,295	\$10,319	\$24,613	736163
	48	162	350		Boulevard Manor	404	1		4/4/2014	6/26/2014	235	\$14,941	\$10,595	\$25,535	744149
	49	162	350		Boulevard Manor	220	1		4/6/2014	6/30/2014	204	\$12,988	\$10,515	\$23,503	744150
	50	162	350		Boulevard Manor	419	1		7/8/2014	10/17/2014	232	\$14,770	\$9,580	\$24,349	751046
	51	162	350		Boulevard Manor	217	1		10/29/2014	12/30/2014	234	\$14,794	\$10,931	\$25,724	759436
	52	162	350		Boulevard Manor	218	1		1/23/2015	2/27/2015	227	\$14,359	\$9,929	\$24,288	766191
	53	162	350		Boulevard Manor	305	1	00303500305	11/10/2016	12/30/2016	201	\$12,761	\$9,712	\$22,473	20936
	54	162	350		Boulevard Manor	119	1	00303500119	01/03/17	3/27/2017	201	\$13,178	\$10,706	\$23,883	23462
	55	22	350		Boulevard Manor	208	1	303500208	4/2/2018	6/5/2018	220	\$14,287	\$10,469	\$24,756	50690
	56	162	350		Boulevard Manor	307	1	303500307	7/20/2018	10/26/2018	299	\$18,785	\$11,424	\$30,209	58321
	57	162	350		Boulevard Manor	122	1	303500122	9/13/2018	11/29/2018	305	\$18,773	\$14,500	\$33,272	60983
	58	162	350		Boulevard Manor	308	1	303500308	9/24/2018	12/7/2018	359	\$22,167	\$14,566	\$36,732	61708
	59	162	350		Boulevard Manor	120	1	303500120	10/26/2018	1/29/2019	259	\$16,254	\$14,648	\$30,902	65280
	60	162	350		Boulevard Manor	413	1	00303500413	2/13/2019	4/9/2019	337	\$20,471	\$10,370	\$30,841	70606
	61	162	350		Boulevard Manor	204	1	00303500204	6/17/19	8/5/19	352	\$21,924	\$13,079	\$35,003	79193
	62	162	350		Boulevard Manor	422	1	00303500422	7/6/2020	9/22/2020	275	\$17,796	\$13,655	\$31,451	105471
	63	162	350		Boulevard Manor	316	1	00303500316	10/31/19	1/22/20	288	\$18,562	\$13,899	\$32,461	88614
	64	162	350		Boulevard Manor	414	1	00303500414	10/31/19	1/23/20	283	\$19,154	\$13,849	\$33,003	87240

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	65	162	350		Boulevard Manor	421	1	00303500421	1/30/2020	3/30/2020	264	\$16,169	\$14,552	\$30,721	96294
	66	162	350		Boulevard Manor	310	1	00303500310	1/3/2020	4/3/2020	250	\$15,825	\$12,714	\$28,539	96467
	67	162	350		Boulevard Manor	417	1	00303500417	2/10/2020	5/5/2020	239	\$17,963	\$16,543	\$34,506	97054
		Boulevard Manor		1969	Total Units	70	Upgraded	67	Remaining	3			Avg. \$ (since 2017)	\$31,163	
Briarwood															
	1	124	152		Briarwood	112	1		2/1/2008	2/25/2008	137	\$6,158	\$7,135	\$13,293	586920
	2	124	152		Briarwood	203	1		2/19/2008	3/5/2008	140	\$6,204	\$6,755	\$12,959	588032
	3	124	152		Briarwood	221	1		9/19/2008	10/14/2008	152	\$8,790	\$4,518	\$13,309	602645
	4	124	152		Briarwood	308	1		9/22/2008	10/10/2008	153	\$8,519	\$4,988	\$13,508	602911
	5	124	152		Briarwood	208	1		11/10/2008	1/16/2009	215	\$12,242	\$6,888	\$19,130	612420
	6	124	152		Briarwood	219	1		12/19/2008	2/17/2009	162	\$9,253	\$7,464	\$16,716	613513
	7	124	152		Briarwood	313	1		2/3/2009	2/26/2009	148	\$8,593	\$7,430	\$16,023	616315
	8	124	152		Briarwood	101	1		7/31/2009	8/27/2009	142	\$8,200	\$7,162	\$15,363	629047
	9	124	152		Briarwood	204	1		9/17/2009	10/21/2009	141	\$7,968	\$6,320	\$14,288	632080
	10	124	152		Briarwood	104	1		8/7/2009	9/9/2009	152	\$8,256	\$6,496	\$14,752	629419
	11	124	152		Briarwood	320	1		2/1/2010	2/24/2010	165	\$9,781	\$8,067	\$17,847	640936
	12	124	152		Briarwood	302	1		3/4/2010	3/24/2010	157	\$9,854	\$6,868	\$16,722	642892
	13	124	152		Briarwood	105	1		7/8/2010	8/26/2010	177	\$9,612	\$7,366	\$16,978	651519
	14	124	152		Briarwood	222	1		7/28/2010	8/31/2010	166	\$9,624	\$6,916	\$16,540	651520
	15	124	152		Briarwood	109	1		8/23/2010	9/16/2010	171	\$9,834	\$7,389	\$17,223	652824
	16	124	152		Briarwood	214	1		10/1/2010	10/22/2010	165	\$9,567	\$7,442	\$17,009	655334
	17	124	152		Briarwood	212	1		11/1/2010	11/30/2010	160	\$9,420	\$6,364	\$15,783	656833
	18	124	152		Briarwood	119	1		11/15/2010	12/13/2010	152	\$9,017	\$7,455	\$16,472	657711
	19	124	152		Briarwood	301	1		12/6/210	12/17/2010	169	\$10,389	\$7,504	\$17,893	658872
	20	124	152		Briarwood	206	1		1/3/2011	1/21/2011	162	\$9,934	\$8,984	\$18,917	660426
	21	124	152		Briarwood	115	1		1/14/2011	1/31/2011	161	\$9,867	\$6,909	\$16,775	661324
	22	124	152		Briarwood	201	1		2/4/2011	2/25/2011	169	\$10,137	\$6,725	\$16,862	662808
	23	124	152		Briarwood	113	1		2/7/2011	2/25/2011	172	\$10,028	\$7,122	\$17,150	662951
	24	124	152		Briarwood	220	1		4/1/2011	4/29/2011	188	\$10,698	\$8,169	\$18,867	666742
	25	124	152		Briarwood	310	1		4/11/2011	5/6/2011	163	\$9,442	\$7,246	\$16,688	667463
	26	124	152		Briarwood	314	1		5/5/2011	6/24/2011	182	\$10,101	\$7,510	\$17,611	669065
	27	124	152		Briarwood	210	1		5/9/2011	6/24/2011	186	\$10,350	\$7,478	\$17,828	669311
	28	124	152		Briarwood	209	1		7/6/2011	8/30/2011	155	\$9,219	\$7,861	\$17,080	674212
	29	124	152		Briarwood	108	1		7/5/2011	8/31/2011	161	\$9,400	\$7,819	\$17,220	674724
	30	124	152		Briarwood	207	1		9/7/2011	11/15/2011	159	\$9,439	\$7,869	\$17,308	681623
	31	124	152		Briarwood	111	1	Capital Const - 1		12/1/2010					
	32	124	152		Briarwood	106	1	Capital Const - 2		12/1/2010					
	33	124	152		Briarwood	215	1		4/30/2012	6/28/2012	182	\$10,578	\$7,991	\$18,569	696012
	34	124	152		Briarwood	316	1		5/29/2012	6/29/2012	192	\$10,480	\$7,508	\$17,988	697950
	35	124	152		Briarwood	312	1		10/31/2012	11/30/2012	168	\$10,752	\$8,245	\$18,997	707969
	36	124	152		Briarwood	205	1		2/28/2014	4/30/2014	161	\$8,833	\$6,836	\$15,669	740877
	37	124	152		Briarwood	307	1		5/12/2014	7/31/2014	149	\$9,525	\$9,637	\$19,162	747040
	38	124	152		Briarwood	218	1		6/4/2014	8/28/2014	181	\$11,445	\$8,686	\$20,131	748605
	39	124	152		Briarwood	304	1		10/31/2014	12/30/2014	180	\$10,550	\$9,360	\$19,910	759534
	40	124	152		Briarwood	103	1		2/26/2015	4/15/2015	183	\$11,431	\$10,039	\$21,470	769699
	41	124	152		Briarwood	324	1		7/27/2015	8/31/2015	153	\$9,689	\$11,175	\$20,864	781315
	42	124	152		Briarwood	202	1	00101520202	8/2/2016	9/30/2016	193	\$12,353	\$9,810	\$22,163	15651
	43	124	152		Briarwood	322	1	00101520322	11/1/2016	12/21/2016	193	\$12,449	\$10,064	\$22,513	20785
	44	124	152		Briarwood	120	1	00101520120	3/2/2017	5/23/2017	202	\$13,135	\$9,081	\$22,216	29200
	45	124	152		Briarwood	223	1	00101520223	8/29/2017	11/27/2017	194	\$12,330	\$9,459	\$21,789	38256
	46	124	152		Briarwood	315	1	00101520315	1/5/2018	3/27/2018	190	\$12,456	\$11,737	\$24,194	45427
	47	124	152		Briarwood	217	1	00101520217	6/7/2018	9/27/2018	193	\$12,027	\$11,436	\$23,463	57189

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	48	124	152		Briarwood	211	1	00101520211	10/2/2018	11/20/2018	196	\$11,698	\$13,230	\$24,927	62310
	49	124	152		Briarwood	117	1	00101520117	7/15/19	8/22/19	195	\$11,285	\$13,160	\$24,445	81116
	50	124	152		Briarwood	319	1	00101520319	12/9/2019	2/21/2020	200	\$12,453	\$13,949	\$26,401	91923
	51	124	152		Briarwood	224	1	00101520224	12/16/2019	2/21/2020	196	\$11,936	\$14,334	\$26,270	93739
		Briarwood		1970	Total Units	70	Upgraded	51	Remaining	19			Avg. \$ (since 2018)	\$24,950	
Burien Park															
	1	188	390		Burien Park	329	1		9/30/2010	11/12/2010	145	\$9,074	\$4,476	\$13,550	655652
	2	188	390		Burien Park	303	1		8/9/11	10/12/2011	288	\$18,203	\$7,662	\$25,864	678160
	3	188	390		Burien Park	306	1		9/12/11	11/30/2011	219	\$13,883	\$6,555	\$20,438	680734
	4	188	390		Burien Park	112	1		10/3/11	12/15/2011	197	\$12,557	\$6,389	\$18,946	682813
	5	188	390		Burien Park	230	1		1/23/12	2/15/2012	209	\$13,445	\$6,406	\$19,851	689423
	6	188	390		Burien Park	230	1		2/21/12	3/21/2012	193	\$12,295	\$6,838	\$19,133	691189
	7	188	390		Burien Park	2	1		9/4/12	10/9/2012	173	\$10,815	\$7,465	\$18,281	703955
	8	188	390		Burien Park	300	1		1/15/13	3/29/2013	230	\$14,278	\$7,618	\$21,896	712967
	9	188	390		Burien Park	206	1		4/15/2013	6/7/2013	259	\$16,569	\$7,775	\$24,344	721008
	10	188	390		Burien Park	114	1		10/2/2013	11/29/2013	174	\$11,046	\$6,674	\$17,720	731184
	11	188	390		Burien Park	311	1		10/2/2013	11/29/2013	161	\$10,213	\$7,244	\$17,462	731185
	12	188	390		Burien Park	109	1		10/21/2013	11/29/2013	164	\$10,318	\$7,345	\$17,663	731610
	13	188	390		Burien Park	120	1		11/6/2013	11/29/2013	163	\$10,257	\$7,349	\$17,606	732368
	14	188	390		Burien Park	203	1		12/23/2014	1/30/2015	180	\$11,492	\$8,406	\$19,898	718992
	15	188	390		Burien Park	118	1		4/2/2015	4/27/2015	197	\$12,521	\$7,663	\$20,184	772883
	16	188	390		Burien Park	319	1		4/6/2015	4/27/2015	195	\$12,331	\$7,606	\$19,937	772992
	17	188	390		Burien Park	8	1		6/19/2015	7/28/2015	199	\$12,691	\$9,073	\$21,764	778890
	18	188	390		Burien Park	316	1		6/30/2015	7/30/2015	204	\$12,932	\$8,958	\$21,889	779399
	19	188	390		Burien Park	217	1		9/1/2015	9/30/2015	173	\$10,945	\$7,729	\$18,673	783666
	20	188	390		Burien Park	322	1		9/3/2015	10/22/2015	196	\$12,205	\$8,338	\$20,543	783773
	21	188	390		Burien Park	104	1		9/3/2015	10/27/2015	174	\$10,572	\$9,338	\$19,910	784005
	22	188	390		Burien Park	7	1		9/8/2015	11/23/2015	218	\$12,945	\$9,210	\$22,155	784006
	23	188	390		Burien Park	208	1		10/9/2015	11/23/2015	192	\$11,688	\$9,197	\$20,884	786279
	24	188	390		Burien Park	205	1	00303900205	12/2/2015	1/11/2016	203	\$12,579	\$7,105	\$19,684	1644
	25	188	390		Burien Park	4	1	00303900004	12/2/2015	1/14/2016	199	\$12,355	\$7,496	\$19,851	1643
	26	188	390		Burien Park	321	1	00303900321	12/18/2015	2/10/2016	193	\$12,283	\$8,880	\$21,163	2697
	27	188	390		Burien Park	111	1	00303900111	01/19/16	2/29/2016	188	\$11,876	\$9,223	\$21,099	4333
	28	188	390		Burien Park	301	1	00303900301	1/26/2016	3/8/2016	190	\$12,050	\$9,050	\$21,100	4518
	29	188	390		Burien Park	128	1	00303900128	1/11/2016	3/11/2016	208	\$13,192	\$8,519	\$21,711	3941
	30	188	390		Burien Park	211	1	00303900211	2/19/2016	3/30/2016	197	\$12,308	\$8,122	\$20,430	6134
	31	188	390		Burien Park	216	1	00303900216	4/6/2016	5/16/2016	207	\$12,743	\$7,847	\$20,589	9068
	32	188	390		Burien Park	323	1	00303900323	01/05/17	2/28/2017	188	\$12,373	\$9,798	\$22,172	23615
	33	188	390		Burien Park	101	1	00303900101	01/06/17	2/22/2017	193	\$12,636	\$9,596	\$22,232	23762
	34	188	390		Burien Park	126	1	00303900126	03/06/17	6/5/2017	201	\$13,159	\$9,209	\$22,368	26789
	35	188	390		Burien Park	125	1	303900125	6/16/2017	8/25/2017	195	\$12,830	\$8,817	\$21,647	31605
	36	188	390		Burien Park	221	1	303900221	7/31/2017	10/10/2017	201	\$13,083	\$9,912	\$22,995	33719
	37	188	390		Burien Park	309	1	303900309	8/17/2017	11/1/2017	196	\$12,915	\$9,154	\$22,069	34680
	38	188	390		Burien Park	229	1	303900229	11/13/2017	12/29/2017	212	\$13,916	\$9,112	\$23,028	39782
	39	188	390		Burien Park	230	1	303900230	1/10/2018	2/7/2018	204	\$13,364	\$8,724	\$22,088	43067
	40	188	390		Burien Park	213	1	303900213	1/30/2018	2/27/2018	196	\$12,851	\$7,384	\$20,235	45789

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	41	188	390		Burien Park	330	1	303900330	5/1/2018	7/17/2018	238	\$15,602	\$6,555	\$22,157	52907
	42	188	390		Burien Park	210	1	00303900210	7/2/2018	9/18/2018	162	\$10,597	\$8,987	\$19,584	56595
	43	188	390		Burien Park	B2	1	30900002	10/23/2018	12/14/2018	202	\$12,746	\$8,455	\$21,201	64133
	44	188	390		Burien Park	305	1	303900305	12/18/2018	3/1/2019	234	\$14,878	\$11,050	\$25,928	67955
	45	188	390		Burien Park	106	1	00303900106	1/9/2019	3/15/2019	241	\$15,616	\$10,196	\$25,812	68861
	46	188	390		Burien Park	212	1	00303900212	5/15/2019	7/5/2019	228	\$14,661	\$7,801	\$22,462	79126
	47	188	390		Burien Park	212	1	00303900212	5/15/19	7/5/19	228	\$14,661	\$7,801	\$22,462	79126
	48	188	390		Burien Park	225	1	00303900225	1/3/2020	3/27/2020	190	\$12,350	\$9,730	\$22,080	93160
	49	188	390		Burien Park	117	1	00303900117	2/28/2020	5/22/2020	202	\$11,602	\$10,005	\$21,607	98511
	50	188	390		Burien Park	300	1	00303900300	5/6/2020	7/21/2020	231	\$13,535	\$11,355	\$24,890	102255
	51	188	390		Burien Park	303	1	00303900303	6/30/2020	9/4/2020	200	\$13,200	\$11,997	\$25,197	104853
		Burien Park			Total Units	102	Upgraded	51	Remaining	51			Avg. \$ (since 2017)	\$22,611	
Burndale Homes															
	1	20	504		Burndale Homes	1734	505040020	3	3/1/2008	5/24/2018	312	\$20,599	\$13,091	\$33,690	48860
				1971	Total Units	50	Upgraded	0	Remaining	50			Avg. \$	\$33,689.64	
Casa Juanita															
	1	130	251		Casa Juanita	205	1		9/12/2006	9/22/2006	76	\$3,409	\$4,193	\$7,602	544477
	2	130	251		Casa Juanita	318	1		9/25/2006	10/12/2006	141	\$6,256	\$4,112	\$10,369	545671
	3	130	251		Casa Juanita	306	1		10/19/2006	10/31/2006	112	\$5,007	\$4,183	\$9,190	547825
	5	130	251		Casa Juanita	103	1		10/30/2006	11/6/2006	96	\$4,297	\$4,208	\$8,505	548613
	6	130	251		Casa Juanita	12	1		2/12/2007	3/1/2007	87	\$3,824	\$4,617	\$8,441	559505
	7	130	251		Casa Juanita	315	1		3/27/2007	4/5/2007	110	\$4,944	\$4,981	\$9,925	563864
	8	130	251		Casa Juanita	210	1		5/1/2007	5/18/2007	148	\$6,430	\$4,720	\$11,151	566057
	9	130	251		Casa Juanita	310	1		12/26/2007	1/16/2008	88	\$3,935	\$4,496	\$8,430	583753
	10	130	251		Casa Juanita	116	1		12/31/2007	1/18/2008	97	\$4,274	\$4,221	\$8,495	584171
	11	130	251		Casa Juanita	314	1		6/11/2008	7/16/2008	101	\$6,206	\$4,652	\$10,857	597730
	12	130	251		Casa Juanita	307	1		8/1/2008	8/20/2008	95	\$6,042	\$4,366	\$10,408	598713
	13	130	251		Casa Juanita	203	1		8/31/2008	9/22/2008	96	\$6,061	\$4,590	\$10,650	601779
	14	125	251		Casa Juanita	211	1		11/2/2008	12/12/2008	85	\$5,165	\$4,360	\$9,524	611251
	15	130	251		Casa Juanita	320	1		12/31/2008	2/11/2009	107	\$6,075	\$4,867	\$10,942	614090
	16	130	251		Casa Juanita	120	1		2/9/2009	3/3/2009	100	\$5,733	\$4,991	\$10,725	616592
	17	130	251		Casa Juanita	207	1		2/17/2009	3/6/2009	115	\$6,252	\$4,744	\$10,995	617058
	18	130	251		Casa Juanita	212	1		3/9/2009	3/27/2009	92	\$5,872	\$5,075	\$10,947	618612
	19	130	251		Casa Juanita	110	1		3/10/2009	3/31/2009	118	\$6,703	\$4,632	\$11,336	618697
	20	130	251		Casa Juanita	312	1		4/6/2009	4/21/2009	145	\$8,530	\$5,924	\$14,454	620344
	21	130	251		Casa Juanita	16	1		3/30/2009	4/30/2009	172	\$9,935	\$6,595	\$16,529	619963
	22	130	251		Casa Juanita	218	1		4/27/2009	5/12/2009	123	\$7,184	\$4,659	\$11,843	620847
	23	130	251		Casa Juanita	309	1		5/12/2009	6/1/2009	121	\$6,896	\$5,291	\$12,187	623583
	24	130	251		Casa Juanita	223	1		5/15/2009	6/5/2009	126	\$7,123	\$5,996	\$13,119	623771
	25	130	251		Casa Juanita	102	1		5/26/2009	6/15/2009	140	\$8,063	\$6,963	\$15,026	624514
	26	130	251		Casa Juanita	221	1		6/11/2009	7/6/2009	124	\$7,238	\$5,938	\$13,177	625541
	27	130	251		Casa Juanita	117	1		6/16/2009	7/8/2009	127	\$7,317	\$6,171	\$13,489	625881

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	28	130	251		Casa Juanita	112	1		6/30/2009	7/20/2009	133	\$7,847	\$5,596	\$13,443	626832
	29	130	251		Casa Juanita	101	1		7/14/2009	8/13/2009	131	\$7,645	\$6,085	\$13,730	627760
	30	130	251		Casa Juanita	215	1		9/28/2009	10/28/2009	127	\$7,186	\$6,225	\$13,411	632620
	31	130	251		Casa Juanita	104	1		2/17/2010	3/1/2010	116	\$6,738	\$5,630	\$12,368	641648
	32	130	251		Casa Juanita	322	1		3/31/2010	4/22/2010	148	\$8,321	\$5,852	\$14,174	644592
	33	130	251		Casa Juanita	107	1		4/19/2010	4/30/2010	149	\$8,963	\$5,797	\$14,761	645505
	34	130	251		Casa Juanita	3	1		10/27/2010	11/29/2010	132	\$7,975	\$5,914	\$13,888	656580
	35	130	251		Casa Juanita	317	1		12/1/2010	12/22/2010	139	\$8,638	\$5,797	\$14,435	658665
	36	130	251		Casa Juanita	301	1		12/10/2010	12/29/2010	142	\$8,381	\$6,832	\$15,213	659318
	37	130	251		Casa Juanita	311	1		4/7/2011	4/27/2011	135	\$7,907	\$6,095	\$14,002	667213
	38	130	251		Casa Juanita	308	1		5/2/2011	5/27/2011	139	\$8,066	\$5,864	\$13,930	668828
	39	130	251		Casa Juanita	1	1		5/2/2011	5/27/2011	137	\$8,006	\$5,821	\$13,827	668829
	40	130	251		Casa Juanita	214	1		5/31/2011	7/18/2011	128	\$7,360	\$5,984	\$13,343	670932
	41	130	251		Casa Juanita	109	1		6/3/2011	7/19/2011	148	\$8,377	\$5,958	\$14,335	671315
	42	130	251		Casa Juanita	121	0	RAFN (GC) - 14		6/1/2011					
	42	130	251		Casa Juanita	122	0	RAFN (GC) - 15		6/1/2011					
	44	130	251		Casa Juanita	123	0	RAFN (GC) - 16		6/1/2011					
	45	130	251		Casa Juanita	124	0	RAFN (GC) - 17		6/1/2011					
	46	130	251		Casa Juanita	106	1	ARRA	1/23/2012	8/23/2012	569	\$36,761	\$26,526	\$63,287	693431
	47	130	251		Casa Juanita	108	1	ARRA	1/23/2012	8/23/2012	566	\$36,398	\$26,186	\$62,584	693432
	48	130	251		Casa Juanita	305	1		9/21/2012	10/12/2012	157	\$9,467	\$6,884	\$16,351	705214
	49	130	251		Casa Juanita	5	1		10/22/2012	11/9/2012	145	\$8,245	\$6,531	\$14,776	707314
	50	130	251		Casa Juanita	219	1		1/2/2014	2/26/2014	137	\$8,745	\$6,992	\$15,737	736432
	51	130	251		Casa Juanita	323	1		3/3/2014	5/28/2014	141	\$9,005	\$6,805	\$15,810	742374
	52	130	251		Casa Juanita	220	1		4/1/2015	5/20/2015	169	\$10,713	\$7,872	\$18,585	772822
	53	130	251		Casa Juanita	208	1	00202510208	12/17/2015	1/27/2016	177	\$11,249	\$9,291	\$20,540	3513
	54	130	251		Casa Juanita	217	1	00202510217	09/01/16	10/28/16	185	\$11,897	\$8,503	\$20,400	18745
	55	130	251		Casa Juanita	213	1	00202510213	1/9/2017	3/29/2017	197	\$12,847	\$9,559	\$22,406	23872
	56	130	251		Casa Juanita	7	1	00202510007	3/27/2017	6/28/2017	191	\$12,613	\$9,015	\$21,628	29205
	57	130	251		Casa Juanita	14	1	00202510014	7/6/2017	9/25/2017	198	\$12,682	\$10,214	\$22,896	33582
	58	130	251		Casa Juanita	10	1	00202510010	11/1/2017	1/22/2018	193	\$12,431	\$11,900	\$24,331	41196
	59	130	251		Casa Juanita	303	1	00202510303	1/22/2018	3/26/2018	198	\$12,729	\$13,236	\$25,965	45558
	60	130	251		Casa Juanita	316	1	00202510316	3/1/2018	6/29/2018	197	\$12,391	\$11,699	\$24,090	49865
	61	130	251		Casa Juanita	124	00202510124	1	2/26/2019	4/1/2019	200	\$12,414	\$10,283	\$22,697	71951
		Casa Juanita		1970	Total Units	80	Upgraded	61	Remaining	19			Avg. \$ (since 2017)	\$23,431	
Cascade Homes															
	1	142	403		Cascade Homes	98	1		4/9/2009	4/24/2009	204	\$12,364	\$6,125	\$18,489	620860
	2	142	403		Cascade Homes	95	1		10/24/2011	12/6/2011	201	\$11,287	\$8,857	\$20,144	684174
	3	142	403		Cascade Homes	93	1	RAFN (GC) - 18		6/1/2011					
	4	142	403		Cascade Homes	97	1	RAFN (GC) - 19		6/1/2011					
	5	142	403		Cascade Homes	99	1	RAFN (GC) - 20		6/1/2011					
	6	142	403		Cascade Homes	100	1	RAFN (GC) - 21		6/1/3011					
	7	142	403		Cascade Homes	Q-103	3	00404030054	3/11/2019	4/30/2019	295	\$18,564	\$3,681	\$22,245	72245
	8	142	403		Cascade Homes	W-103	2	00404030030	3/12/2019	4/30/2019	381	\$23,646	\$3,311	\$26,956	72380
	9	142	403		Cascade Homes	BB-104	2	00404030009	4/29/2019	7/2/2019	273	\$17,325	\$13,151	\$30,476	75623
	10	142	403		Cascade Homes	AA-102	2	00404030015	4/29/2019	7/5/2019	305	\$19,161	\$12,611	\$31,772	75622

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
		Cascade Homes		1968	Total Units	108	Upgraded	10	Remaining	98			Avg. \$ (Since 2019)	\$27,862.07	
Cedar Grove (Sedro Woolley)															
	1	120	103		Cedar Grove (Sedro Woolley)	11	3		1/2/2008	2/13/2008	319	\$13,919	\$9,210	\$23,129	584104
	2	120	103		Cedar Grove (Sedro Woolley)	8	4		5/1/2009	6/24/2009	317	\$18,252	\$17,137	\$35,389	622731
	3	120	103		Cedar Grove (Sedro Woolley)	14	4		6/20/2013	7/26/2013	298	\$18,745	\$10,848	\$29,593	723216
	4	120	103		Cedar Grove (Sedro Woolley)	19	3		12/22/2014	2/26/2015	274	\$17,330	\$11,484	\$28,814	763447
	5	120	103		Cedar Grove (Sedro Woolley)	9	4		6/28/2017	9/29/2017	235	\$14,981	\$11,563	\$26,544	32162
	6	120	103		Cedar Grove (Sedro Woolley)	7	4	00101030007	9/24/2018	12/13/2018	286	\$16,520	\$20,338	\$36,858	61839
	7	120	103		Cedar Grove (Sedro Woolley)	4	4	00101030004	12/12/2018	3/5/2019	282	\$16,582	\$17,207	\$33,790	68328
	8	120	103		Cedar Grove (Sedro Woolley)	3	4	00101030003	10/1/2019	12/18/2019	299	\$18,002	\$15,013	\$33,014	86672
Cedar Grove (Sedro Woolley)				1971	Total Units	20	Upgraded	8	Remaining	12			Avg. \$ (since 2017)	\$32,552	
College Place															
	1	127	203		College Place	3			2/27/2007	3/23/2007	234	\$10,607	\$7,606	\$18,213	561921
	2	127	203		College Place	36	2		3/29/2007	4/20/2007	222	\$10,007	\$9,510	\$19,517	564153
	3	127	203		College Place	26	3		10/3/2007	11/1/2007	216	\$9,609	\$9,469	\$19,078	577973
	4	127	203		College Place	14	2		4/21/2008	5/23/2008	167	\$9,298	\$8,955	\$18,253	592673
	5	127	203		College Place	45	2		1/7/2009	2/20/2009	218	\$11,859	\$11,103	\$22,963	614094
	6	127	203		College Place	48	2		2/13/2009	3/16/2009	210	\$12,804	\$9,962	\$22,766	616868
	7	127	203		College Place	10	2		6/16/2009	7/14/2009	205	\$11,221	\$12,625	\$23,846	625583
	8	127	203		College Place	11	2		9/8/2009	10/16/2009	212	\$12,380	\$11,057	\$23,438	631290
	9	127	203		College Place	31	3		5/26/2010	6/22/2010	222	\$12,640	\$9,836	\$22,475	647918
	10	127	203		College Place	35	3		7/23/2010	8/27/2010	223	\$12,528	\$10,099	\$22,626	651237
	11	127	203		College Place	37	3		8/31/2010	9/30/2010	240	\$13,943	\$9,510	\$23,454	653476
	12	127	203		College Place	32	3		10/12/2010	11/5/2010	238	\$13,712	\$8,011	\$21,723	655838
	13	127	203		College Place	16	2		2/1/2011	2/16/2011	236	\$13,804	\$9,639	\$23,443	662186
	14	127	203		College Place	25	3		2/23/2011	3/15/2011	232	\$13,273	\$9,474	\$22,747	664128
	15	127	203		College Place	4	2		5/3/2011	5/27/2011	230	\$13,543	\$9,383	\$22,926	668903

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	32	124	203		College Place	27	2		3/4/2014	4/30/2014	233	\$13,330	\$13,403	\$26,732	741241
	33	124	203		College Place	17	2		4/25/2014	7/31/2014	238	\$13,382	\$8,974	\$22,356	745173
	34	124	203		College Place	2	2		5/21/2014	8/29/2014	201	\$12,128	\$12,333	\$24,461	747563
	35	127	203		College Place	7	2	00202030007	10/31/2016	12/12/2016	298	\$18,810	\$12,018	\$30,893	20870
	36	127	203		College Place	24	3	00202030024	4/2/2018	6/21/2018	315	\$19,573	\$11,517	\$31,090	50612
	37	127	203		College Place	1	2	00202030001	5/20/2019	6/20/2019	250	\$14,768	\$14,586	\$29,354	77216
		College Place		1981	Total Units	51	Upgraded	37	Remaining	14			Avg. \$ (since 2016)	\$30,446	
Eastside Terrace															
	1	127	202		Eastside Terrace	37	2		2/29/2008	3/24/2008	218	\$9,785	\$10,623	\$20,408	589165
	2	127	202		Eastside Terrace	24	2		7/23/2009	8/20/2009	217	\$12,393	\$11,703	\$24,096	628569
	3	127	202		Eastside Terrace	46	3		8/4/2009	9/3/2009	235	\$13,053	\$10,703	\$23,755	629239
	4	127	202		Eastside Terrace	41	3		9/29/2009	11/3/2009	231	\$13,011	\$10,458	\$23,469	632619
	5	127	202		Eastisde Terrace	42	3		7/1/2010	7/22/2010	239	\$13,668	\$10,448	\$24,115	649800
	6	127	202		Eastisde Terrace	38	2		7/1/2010	7/29/2010	221	\$12,688	\$11,220	\$23,908	649799
	7	127	202		Eastside Terrace	28	2		3/31/2010	4/26/2010	273	\$15,852	\$11,627	\$27,479	644557
	8	127	202		Eastside Terrace	39	2		3/7/2011	4/6/2011	241	\$13,707	\$10,228	\$23,934	664930
	9	127	202		Eastside Terrace	3	2		3/14/2011	4/8/2011	258	\$14,469	\$13,130	\$27,599	665354
	10	127	202		Eastside Terrace	30	1		5/4/2011	6/30/2011	235	\$13,196	\$9,701	\$22,897	668991
	11	127	202		Eastside Terrace	4	2		10/27/2011	12/30/2011	243	\$14,737	\$11,370	\$26,107	683743
	12	127	202		Eastside Terrace	33	1	ADA	11/30/2011	1/27/2012	221	\$12,659	\$10,504	\$23,163	686026
	13	127	202		Eastside Terrace	25	2		8/16/2012	9/17/2012	257	\$13,919	\$10,222	\$24,141	702958
	14	127	202		Eastside Terrace	2	2		11/2/2012	12/14/2012	246	\$12,976	\$10,965	\$23,940	708061
	15	127	202		Eastside Terrace	15	2		3/29/2013	5/7/2013	229	\$13,357	\$11,042	\$24,399	717985
	16	127	202		Eastside Terrace	32	1	ADA	4/23/2013	7/16/2013	250	\$13,557	\$8,820	\$22,377	719448
	17	127	202		Eastside Terrace	8	2		7/15/2013	12/23/2013	232	\$12,580	\$15,993	\$28,572	725159
	18	127	202		Eastside Terrace	21	3		8/14/2013	12/23/2013	263	\$14,154	\$13,165	\$27,319	727219
	19	127	202		Eastside Terrace	6	2		7/31/2014	10/30/2014	245	\$12,823	\$12,842	\$25,665	752687
	20	127	202		Eastside Terrace	34	1		11/10/2014	December	280	\$16,793	\$12,200	\$28,993	760113
	21	127	202		Eastside Terrace	44	3	00202020044	12/28/2015	1/28/2016	320	\$18,757	\$12,091	\$30,848	3510
	22	127	202		Eastside Terrace	27	2	00202020027	5/16/2016	6/14/2016	250	\$14,106	\$13,298	\$27,403	11235
	23	127	202		Eastside Terrace	11	2	00202020011	12/13/2016	1/30/2017	250	\$14,852	\$11,630	\$26,482	22552
	24	127	202		Eastside Terrace	26	2	00202020026	1/30/2017	3/29/2017	247	\$16,165	\$10,742	\$26,907	24793
	25	127	202		Eastside Terrace	23	2	00202020023	1/30/2017	3/29/2017	242	\$15,862	\$11,488	\$27,350	24832
	26	127	202		Eastside Terrace	8	2	00202020008	4/5/2017	6/21/2017	262	\$15,643	\$7,130	\$22,773	28194
	27	127	202		Eastside Terrace	35	1	00202020035	8/22/2017	10/30/2017	244	\$15,862	\$9,916	\$25,779	34927
	28	127	202		Eastside Terrace	1	3	00202020001	8/29/2017	11/28/2017	297	\$19,433	\$12,203	\$31,636	35631
	29	127	202		Eastside Terrace	14	2	00202020014	4/2/2018	6/26/2018	326	\$21,340	\$15,647	\$36,987	51271
	30	127	202		Eastside Terrace	16	2	00202020016	6/11/2018	9/6/2018	356	\$22,982	\$10,008	\$32,991	55042
	31	127	202		Eastside Terrace	29	3	00202020029	7/30/2018	10/11/2018	239	\$15,020	\$12,494	\$27,513	57976
	32	127	202		Eastside Terrace	43	3	00202020043	2/19/2019	4/2/2019	249	\$14,580	\$15,241	\$29,821	71421
	33	127	202		Eastside Terrace	31	1	00202020031	5/22/2019	7/16/2019	291	\$17,740	\$14,458	\$32,198	77411
	34	127	202		Eastside Terrace	12	2	00202020012	7/1/2019	8/1/2019	260	\$15,764	\$15,289	\$31,053	80156
	35	127	202		Eastside Terrace	18	2	00202020018	7/31/2019	9/23/2019	248	\$14,599	\$15,247	\$29,847	82376
	36	127	202		Eastside Terrace	17	2	00202020017	8/6/2019	9/26/2019	243	\$14,363	\$15,059	\$29,422	82797
	37	127	202		Eastside Terrace	50	3	00202020050	9/30/2019	11/1/2019	264	\$15,663	\$15,058	\$30,721	86513

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	38	125	202		Eastside Terrace	45	3	00202020045	11/3/2019	1/2/2020	258	\$15,712	\$14,698	\$30,410	90124
	39	125	202		Eastside Terrace	13	2	00202020013	1/20/2019	3/20/2020	261	\$16,805	\$15,837	\$32,642	95139
	40	125	202		Eastside Terrace	22	2	00202020022	1/16/2020	3/23/2020	272	\$17,604	\$16,306	\$33,911	95425
	41	125	202		Eastside Terrace	40	3	00202020040	5/13/2020	7/23/2020	273	\$17,571	\$13,063	\$30,634	103145
		Eastside Terrace		1980	Total Units	50	Upgraded	41	Remaining	9			Avg. \$ (since 2017)	\$29,951	
Federal Way Houses															
	1	166	508		Federal Way Houses	2	2		4/6/2009	6/8/2009	581	\$36,182	\$10,145	\$46,326	620894
	2	166	508		Federal Way Houses	3	3		9/1/2014	11/24/2014	608	\$38,532	\$15,835	\$54,367	756084
	3	509	508		Federal Way Houses	1	3	00505080001	1/13/2020	5/28/2020	491	\$30,721	\$15,869	\$46,590	97456
		Federal Way Houses		1993	Total Units	3	Upgraded	3	Remaining	0			Avg. \$	\$49,094.51	
Firwood Circle															
	1	148	503		Firwood Circle	337	1	505030042	11/2/2018	12/31/2018	231	\$14,612	\$13,632	\$28,244	65156
	2	148	503		Firwood Circle	329	2	00505030046	4/12/2019	6/5/2019	245	\$15,374	\$12,377	\$27,751	74492
	3	148	503		Firwood Circle	229	3	00505030010	5/7/2019	6/17/2019	254	\$16,248	\$12,935	\$29,183	76125
		Firwood Circle		1971	Total Units	50	Upgraded	3	Remaining	47			Avg. \$	\$28,392	
Forest Glen															
	-	126	250		Forest Glen	7	1		10/1/2008	11/12/2008	256	\$15,832	\$7,500	\$23,332	604911
	-	126	250		Forest Glen	19	1		5/1/2009	5/22/2009	249	\$14,020	\$8,056	\$22,077	622706
	-	126	250		Forest Glen	8	1		5/29/2009	6/29/2009	204	\$11,802	\$7,923	\$19,724	624581
	-	126	250		Forest Glen	13	1		1/15/2010	2/23/2010	201	\$12,644	\$8,549	\$21,194	639928
	-	126	250		Forest Glen	2	1		3/2/2010	3/22/2010	195	\$12,419	\$7,661	\$20,080	642787
	-	126	250		Forest Glen	35	1		7/2/2010	8/24/2010	194	\$11,292	\$8,322	\$19,615	649991
	-	126	250		Forest Glen	1	1		7/29/2010	8/31/2010	205	\$12,023	\$8,248	\$20,271	651522
	-	126	250		Forest Glen	15	1		9/10/2010	10/8/2010	192	\$11,017	\$7,841	\$18,858	653816
	-	126	250		Forest Glen	38	1		11/3/2010	12/3/2010	194	\$10,924	\$6,748	\$17,672	657166
	-	126	250		Forest Glen	12	1		12/6/2010	12/23/2010	190	\$11,785	\$6,537	\$18,322	658790
	-	126	250		Forest Glen	39	1		4/19/2011	5/12/2011	201	\$12,396	\$7,781	\$20,177	668071
	-	126	250		Forest Glen	23	1		5/23/2011	7/29/2011	180	\$10,633	\$8,749	\$19,382	670487
	-	126	250		Forest Glen	17	1		6/17/2011	7/29/2011	195	\$12,431	\$8,743	\$21,174	673478
	-	126	250		Forest Glen	18	1		8/22/2011	10/21/2011	208	\$13,232	\$8,832	\$22,064	679195
	-	126	250		Forest Glen	30	1		9/13/2011	12/19/2011	210	\$12,594	\$9,147	\$21,741	680837
	-	126	250		Forest Glen	40	2		10/4/2011	12/20/2011	216	\$13,081	\$10,188	\$23,269	683480
	-	126	250		Forest Glen	33	1		11/3/2011	12/30/2011	214	\$13,391	\$8,599	\$21,990	684593
	-	126	250		Forest Glen	29	1		1/24/2012	4/20/2012	187	\$11,386	\$8,269	\$19,654	689539
	-	126	250		Forest Glen	24	1		1/10/2014	3/25/2014	193	\$11,978	\$9,347	\$21,325	736975
	-	126	250		Forest Glen	6	1		12/31/2013	3/24/2014	190	\$12,074	\$9,113	\$21,187	736431
	-	126	250		Forest Glen	25	1		4/14/2014	7/31/2014	201	\$12,873	\$9,996	\$22,869	744561
	-	126	250		Forest Glen	11	1		1/31/2015	3/25/2015	189	\$11,905	\$10,435	\$22,339	767793
	1	126	250		Forest Glen	29	1	00202500029	01/05/16	6/10/2016	348	\$21,908	\$14,990	\$36,898	9629



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	2	126	250		Forest Glen	30	1	00202500030	01/05/16	6/10/2016	319	\$19,695	\$13,973	\$33,668	9630
	3	126	250		Forest Glen	31	1	00202500031	01/05/16	6/10/2016	292	\$18,420	\$14,174	\$32,594	9631
	4	126	250		Forest Glen	32	1	00202500032	01/05/16	6/10/2016	296	\$18,016	\$15,308	\$33,324	9632
	5	126	250		Forest Glen	33	1	00202500033	01/05/16	6/10/2016	283	\$17,107	\$14,547	\$31,654	9564
	6	126	250		Forest Glen	1	1	00202500001	05/02/16	7/29/2016	297	\$18,970	\$12,104	\$31,073	10654
	7	126	250		Forest Glen	2	1	00202500002	05/02/16	7/29/2016	294	\$18,642	\$13,445	\$32,087	10655
	8	126	250		Forest Glen	3	1	00202500003	05/02/16	7/29/2016	295	\$18,835	\$14,258	\$33,093	10656
	9	126	250		Forest Glen	4	1	00202500004	05/02/16	7/29/16%	306	\$19,538	\$14,004	\$33,542	10657
	10	126	250		Forest Glen	5	1	00202500005	05/02/16	7/29/2016	294	\$18,718	\$11,869	\$30,586	10658
	11	126	250		Forest Glen	6	1	00202500006	05/02/16	7/29/2016	279	\$17,835	\$10,960	\$28,794	10659
	12	126	250		Forest Glen	7	1	00202500007	05/02/16	7/29/2016	286	\$18,126	\$11,109	\$29,235	10660
	13	126	250		Forest Glen	8	1	00202500008	05/02/16	7/29/2016	282	\$17,962	\$9,215	\$27,177	10661
	14	126	250		Forest Glen	23	1	00202500023	06/01/16	8/26/2016	280	\$17,866	\$12,949	\$30,814	13191
	15	126	250		Forest Glen	24	1	00202500024	06/01/16	8/26/2016	308	\$19,524	\$11,209	\$30,733	13192
	16	126	250		Forest Glen	25	1	00202500025	06/01/16	8/26/2016	311	\$19,783	\$12,066	\$31,849	13193
	17	126	250		Forest Glen	26	1	00202500026	06/01/16	8/26/2016	246	\$15,542	\$11,157	\$26,699	13194
	18	126	250		Forest Glen	27	1	00202500027	06/01/16	8/26/2016	242	\$15,442	\$11,257	\$26,699	13195
	19	126	250		Forest Glen	28	1	00202500028	06/01/16	8/26/2016	237	\$15,129	\$12,040	\$27,169	13196
	20	126	250		Forest Glen	9	1	00202500009	07/07/16	9/30/2016	358	\$22,770	\$12,990	\$35,760	14499
	21	126	250		Forest Glen	10	1	00202500010	07/07/16	9/30/2016	327	\$20,639	\$11,948	\$32,587	14500
	22	126	250		Forest Glen	11	1	00202500011	07/07/16	9/30/2016	307	\$19,499	\$12,531	\$32,030	14501
	23	126	250		Forest Glen	12	1	00202500012	07/07/16	9/30/2016	312	\$19,832	\$12,273	\$32,105	14502
	24	126	250		Forest Glen	13	1	00202500013	07/07/16	9/30/2016	336	\$21,456	\$11,601	\$33,057	14503
	25	126	250		Forest Glen	14	1	00202500014	07/07/16	9/30/2016	312	\$19,774	\$11,750	\$31,524	14504
	26	126	250		Forest Glen	15	1	00202500015	07/07/16	9/30/2016	297	\$18,953	\$11,078	\$30,031	14505
	27	126	250		Forest Glen	16	1	00202500016	07/07/16	9/30/2016	313	\$20,025	\$11,222	\$31,247	14506
	28	126	250		Forest Glen	34	1	00202500034	08/15/16	11/9/2016	328	\$20,840	\$11,682	\$32,522	16942
	29	126	250		Forest Glen	35	1	00202500035	08/15/16	11/9/2016	336	\$21,376	\$11,633	\$32,489	16943
	30	126	250		Forest Glen	36	1	00202500036	08/15/16	11/9/2016	328	\$20,776	\$11,601	\$32,377	16944
	31	126	250		Forest Glen	37	1	00202500037	08/15/16	11/9/2016	331	\$21,055	\$11,661	\$32,716	16945
	32	126	250		Forest Glen	38	1	00202500038	08/15/16	11/9/2016	320	\$20,288	\$11,948	\$32,236	16946
	33	126	250		Forest Glen	39	1	00202500039	08/15/16	11/9/2016	339	\$21,671	\$11,699	\$33,370	16947
	34	126	250		Forest Glen	40	1	00202500040	08/15/16	11/9/2016	312	\$19,736	\$11,989	\$31,724	16948
	35	126	250		Forest Glen	20	1	00202500020	09/06/16	5/26/2017	165	\$10,831	\$10,807	\$21,638	26317
	36	126	250		Forest Glen	21	1	00202500021	09/06/16	5/26/2017	168	\$10,984	\$10,554	\$21,538	26319
	37	126	250		Forest Glen	22	1	00202500022	09/06/16	5/26/2017	162	\$10,662	\$10,685	\$21,347	26320
	38	126	250		Forest Glen	17	1	00202500017	09/06/16	5/30/2017	168	\$11,000	\$10,551	\$21,551	26313
	39	126	250		Forest Glen	18	1	00202500018	09/06/16	5/30/2017	168	\$11,096	\$10,625	\$21,721	26315
	40	126	250		Forest Glen	19	1	00202500019	09/06/16	5/30/2017	168	\$11,032	\$9,794	\$20,826	26318
		Forest Glen		1970	Total Units	40	Upgraded	40	Remaining	0			Avg. \$ (since 2016)	\$30,052	
Houghton Court															
2021500	1	153	215		Houghton Court	201	3	00202150010	5/3/2018	7/27/2018	440	\$28,784	\$15,505	\$44,289	54951
	2	153	215		Houghton Court	4	2	00202150004	5/3/2018	8/2/2018	412	\$26,908	\$15,634	\$42,542	54950
2021500	3	153	215		Houghton Court	203	3	00202150015	5/3/2018	8/3/2018	486	\$31,762	\$16,081	\$47,843	54952
2021500	4	153	215		Houghton Court	101	3	00202150101	10/15/2018	11/28/2018	297	\$17,695	\$14,816	\$32,511	64391

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		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	10	124	154		Lake House	201	1		3/19/2008	4/11/2008	171	\$7,650	\$7,344	\$13,947	592350
	11	124	154		Lake House	318	1		4/2/2008	5/16/2008	151	\$7,943	\$6,005	\$13,220	602647
	12	124	154		Lake House	107	1		9/17/2008	10/2/2008	145	\$7,843	\$5,377	\$13,811	603329
	13	124	154		Lake House	8	1		10/8/2008	11/14/2008	136	\$8,417	\$5,393	\$13,811	
	14	124	154		Lake House	212	1		12/15/2008	2/12/2009	145	\$9,253	\$5,454	\$14,707	612982
	15	124	154		Lake House	120	1		11/25/2008	1/29/2009	165	\$9,392	\$5,422	\$14,814	612421
	16	124	154		Lake House	202	1		2/27/2009	3/23/2009	147	\$8,194	\$5,997	\$14,190	617600
	17	124	154		Lake House	314	1		3/31/2009	4/17/2009	148	\$8,220	\$6,310	\$14,531	620132
	18	124	154		Lake House	6	1		4/24/2009	5/15/2009	167	\$9,263	\$6,081	\$15,344	622336
	19	124	154		Lake House	122	1		5/22/2009	6/26/2009	143	\$8,373	\$6,398	\$14,771	624613
	20	124	154		Lake House	304	1		7/6/2009	8/3/2009	147	\$9,072	\$5,858	\$14,930	627243
	21	124	154		Lake House	14	1		8/13/2009	9/14/2009	148	\$8,203	\$6,704	\$14,907	629829
	22	124	154		Lake House	110	1		10/1/2009	10/16/2009	185	\$10,867	\$6,522	\$17,389	632741
	23	124	154		Lake House	302	1		2/12/2010	2/26/2010	150	\$8,737	\$6,745	\$15,482	641560
	24	124	154		Lake House	306	1		6/1/2010	6/29/2010	186	\$9,949	\$6,318	\$16,267	648158
	25	124	154		Lake House	102	2		6/7/2010	6/30/2010	207	\$11,835	\$7,770	\$19,605	648528
	26	124	154		Lake House	108	1		10/6/2010	10/29/2010	176	\$9,861	\$6,381	\$16,242	655593
	27	124	154		Lake House	7	1		12/9/2010	12/30/2010	180	\$10,860	\$6,873	\$17,733	659193
	28	124	154		Lake House	10	1		7/13/2011	9/13/2011	164	\$9,733	\$7,538	\$17,272	675246
	29	124	154		Lake House	112	1	RA - Modified	12/19/2011	1/31/2012	243	\$14,165	\$8,348	\$22,513	687823
	30	124	154		Lake House	208	1		10/15/2012	10/31/2012	179	\$10,159	\$7,821	\$17,980	706722
	31	124	154		Lake House	216	1		2/1/2013	3/13/2013	179	\$9,670	\$7,614	\$17,285	714113
	32	124	154		Lake House	310	1		3/25/2013	5/2/2013	169	\$9,497	\$7,764	\$17,261	717580
	33	124	154		Lake House	204	1		4/1/2013	5/17/2013	169	\$9,715	\$7,740	\$17,454	718037
	34	124	154		Lake House	221	1		7/8/2013	9/19/2013	157	\$9,699	\$6,888	\$16,588	724725
	35	130	154		Lake House	220	1		8/5/2014	10/21/2014	176	\$10,207	\$7,637	\$17,844	753383
	36	130	154		Lake House	111	1		10/1/2014	December	164	\$10,457	\$8,890	\$19,347	758379
	37	124	154		Lake House	303	1		9/1/2015	10/30/2015	173	\$10,925	\$10,011	\$20,935	785140
	38	124	154		Lake House	211	1		9/29/2015	10/30/2015	173	\$10,989	\$10,081	\$21,070	785317
	39	124	154		Lake House	12	1		9/30/2015	11/30/2015	179	\$11,185	\$9,946	\$21,131	786221
	40	124	154		Lake House	206	1	00101540206	4/25/2016	5/31/2016	169	\$10,729	\$10,248	\$20,977	9992
	41	124	154		Lake House	320	1	00101540320	8/30/2016	11/22/2016	197	\$12,565	\$9,937	\$22,502	18076
	42	124	154		Lake House	114	1	00101540114	11/28/2017	2/12/2018	198	\$13,032	\$11,674	\$24,707	42302
	43	124	154		Lake House	305	1	00101540305	12/13/2017	3/2/2018	184	\$11,377	\$11,175	\$22,552	41960
	44	124	154		Lake House	222	1	00101540222	4/30/2018	8/31/2018	196	\$12,443	\$11,391	\$23,834	53865
	45	124	154		Lake House	11	1	00101540011	6/24/2018	9/25/2018	195	\$12,201	\$10,182	\$22,383	57229
	46	124	154		Lake House	9	1	00101540009	5/1/2019	6/28/2019	200	\$12,604	\$14,523	\$27,127	75938
	47	124	154		Lake House	217	1	00101540217	7/9/19	8/30/19	200	\$8,797	\$14,027	\$22,825	80619
		Lake House		1972	Total Units	70	Upgraded	47	Remaining	23			Avg. \$ (since 2017)	\$23,905	
Northlake House															
	1	187	290		Northlake House	104	1		7/14/2009	8/17/2009	271	\$14,316	\$10,094	\$24,410	627898
	2	187	290		Northlake House	409	1		7/8/2010	8/10/2010	214	\$12,046	\$7,786	\$19,832	650157
	3	187	290		Northlake House	303	1		9/20/2010	10/11/2010	185	\$10,384	\$5,988	\$16,373	654797
	4	187	290		Northlake House	203	1		10/4/2010	10/22/2010	184	\$10,420	\$7,238	\$17,658	655319
	5	187	290		Northlake House	222	1		11/18/2010	12/14/2010	151	\$9,475	\$5,795	\$15,270	657712

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	6	187	290		Northlake House	102	1	Flood unit	12/2/2010	1/14/2011	332	\$17,109	\$7,997	\$25,107	658510
	7	187	290		Northlake House	105	1		2/18/2011	3/21/2011	246	\$13,760	\$9,892	\$23,652	664157
	8	187	290		Northlake House	405	1		9/30/2011	12/27/2011	176	\$11,097	\$8,306	\$19,403	682646
	9	187	290		Northlake House	307	1		12/28/2011	2/8/2012	192	\$12,260	\$8,132	\$20,392	688328
	10	187	290		Northlake House	115	1		10/2/2012	10/16/2012	187	\$11,786	\$6,246	\$18,032	705889
	11	187	290		Northlake House	114	1		10/26/2012	11/9/2012	165	\$10,469	\$7,407	\$17,876	707668
	12	187	290		Northlake House	204	1		5/3/2013	8/30/2013	176	\$11,161	\$7,220	\$18,381	722661
	13	187	290		Northlake House	211	1		3/5/2014	4/30/2014	178	\$11,274	\$6,638	\$17,912	742270
	14	187	290		Northlake House	302	1		9/24/2014	10/30/2014	194	\$11,933	\$6,080	\$18,013	756821
	15	187	290		Northlake House	310	1		11/30/2014	1/14/2015	181	\$11,461	\$8,921	\$20,382	763093
	16	187	290		Northlake House	219	1		1/21/2015	2/26/2015	176	\$11,312	\$9,404	\$20,716	767032
	17	187	290		Northlake House	208	1		4/8/2015	5/13/2015	181	\$11,481	\$8,259	\$19,740	774116
	18	187	290		Northlake House	311	1	00202900311	2/2/2017	3/31/2017	239	\$15,596	\$9,758	\$25,353	26401
	19	187	290		Northlake House	217	1	00202900217	2/27/2017	4/18/2017	239	\$15,596	\$9,758	\$25,353	26401
	20	187	290		Northlake House	309	1	00202900309	4/6/2017	6/28/2017	237	\$15,495	\$10,158	\$25,653	28562
	21	187	290		Northlake House	215	1	00202900215	4/27/2017	7/24/2017	194	\$12,263	\$10,034	\$22,296	31107
	22	187	290		Northlake House	403	1	00202900403	6/30/2017	8/25/2017	200	\$12,636	\$10,008	\$22,644	33578
	23	187	290		Northlake House	209	1	00202900209	7/3/2017	8/25/2017	185	\$11,595	\$10,373	\$21,968	33581
	24	187	290		Northlake House	205	1	00202900206	7/31/2017	9/29/2017	190	\$12,322	\$9,254	\$21,576	34605
	25	187	290		Northlake House	207	1	00202900207	11/19/2018	1/18/2019	193	\$11,395	\$10,613	\$22,008	66711
	26	187	290		Northlake House	308	1	00202900308	3/8/2019	4/30/2019	200	\$11,980	\$13,263	\$25,243	72164
	27	187	290		Northlake House	214	1	00202900214	12/26/2019	2/27/2020	200	\$12,752	\$14,153	\$26,905	94298
		Northlake House		1981	Total Units	38	Upgraded	27	Remaining	11			Avg. \$ (since 2017)	\$23,900	
Northridge I															
	1	125	151		Northridge I	110	1		8/11/2008	9/12/2008	203	\$9,932	\$8,274	\$18,206	601843
	2	125	151		Northridge I	208	1		10/30/2008	1/2/2009	147	\$8,928	\$3,930	\$12,858	612283
	3	125	151		Northridge I	205	1		12/1/2008	1/12/2009	197	\$11,086	\$6,709	\$17,795	612083
	4	125	151		Northridge I	112	1		12/1/2008	1/15/2009	156	\$8,826	\$5,843	\$14,670	612079
	5	125	151		Northridge I	11	1		1/27/2009	2/18/2009	169	\$9,797	\$7,421	\$17,218	615729
	6	125	151		Northridge I	218	1		3/5/2009	3/20/2009	133	\$7,834	\$6,684	\$14,519	617540
	7	125	151		Northridge I	221	1		5/18/2009	6/8/2009	160	\$8,955	\$6,796	\$15,751	623811
	8	125	151		Northridge I	3	1		6/5/2009	6/24/2009	154	\$8,781	\$7,897	\$16,678	624716
	9	125	151		Northridge I	201	1		6/17/2009	7/10/2009	148	\$8,734	\$7,972	\$16,706	625884
	10	125	151		Northridge I	2	1		12/30/2009	1/26/2010	199	\$11,665	\$7,905	\$19,570	638922
	11	125	151		Northridge I	202	1		1/12/2010	2/2/2010	203	\$11,624	\$7,774	\$19,398	639703
	12	125	151		Northridge I	223	1		3/24/2010	4/21/2010	201	\$11,329	\$7,606	\$18,934	644019
	13	125	151		Northridge I	216	1		11/18/2010	12/21/2010	169	\$9,418	\$7,329	\$16,747	658018
	14	125	151		Northridge I	1	1		3/28/2011	5/3/2011	199	\$11,662	\$6,614	\$18,276	667030
	15	125	151		Northridge I	304	1		6/29/2011	8/16/2011	187	\$10,545	\$7,122	\$17,667	673883
	16	125	151		Northridge I	12	1		8/29/2011	11/28/2011	179	\$10,815	\$8,298	\$19,112	680995
	17	125	151		Northridge I	115	1		9/30/2011	12/5/2011	166	\$10,042	\$8,017	\$18,059	682648
	18	125	151		Northridge I	102	0	RAFN (GC) - 25		7/1/2011					
	19	125	151		Northridge I	104	0	RAFN (GC) - 26		7/1/2011					
	20	125	151		Northridge I	105	1	RAFN (GC) - 27		7/1/2011					
	21	125	151		Northridge I	108	0	RAFN (GC) - 28		7/1/2011					

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	22	125	151		Northridge I	111	1	RAFN (GC) - 29		7/1/2011					
	23	125	151		Northridge I	209	1		9/13/2013	12/6/2013	157	\$10,029	\$6,196	\$16,225	728937
	24	125	151		Northridge I	214	1		2/19/2014	5/12/2014	182	\$11,446	\$6,567	\$18,013	741703
	25	125	151		Northridge I	6	1		6/26/2014	9/23/2014	177	\$11,249	\$10,361	\$21,610	752566
	26	125	151		Northridge I	107	1		5/26/2015	7/28/2015	170	\$10,786	\$10,359	\$21,145	777450
	27	125	151		Northridge I	119	1		9/29/2015	11/20/2015	175	\$11,119	\$8,886	\$20,005	328
	28	125	151		Northridge I	211	1		9/30/2015	11/20/2015	182	\$11,574	\$8,597	\$20,171	345
	29	125	151		Northridge I	118	1	00101510118	3/30/2016	6/7/2016	160	\$10,118	\$9,271	\$19,389	11060
	30	125	153		Northridge I	142	1	00101530142	05/30/16	7/25/2016	176	\$11,120	\$9,796	\$20,916	14363
	31	125	151		Northridge I	13	1	00101510013	10/30/2015	1/14/2016	189	\$11,949	\$9,144	\$21,093	796
	32	125	153		Northridge I	224	1	00101510224	11/24/2015	1/14/2016	196	\$12,282	\$8,914	\$21,196	3507
	33	125	151		Northridge I	206	1	00101510206	1/22/2016	3/8/2016	173	\$10,987	\$9,268	\$20,255	5774
	34	125	153		Northridge I	231	1	00101530231	2/19/2016	4/6/2016	196	\$12,004	\$9,813	\$21,817	6506
	35	125	151		Northridge I	9	1	00101510009	5/15/2017	8/23/2017	193	\$12,103	\$10,306	\$22,409	31112
	36	125	151		Northridge I	124	1	00101510124	7/21/2017	9/22/2017	193	\$12,643	\$10,317	\$22,960	33583
	37	125	151		Northridge I	301	1	00101510301	9/18/2017	12/1/2017	193	\$12,411	\$11,149	\$23,560	38264
	38	125	151		Northridge I	10	1	00101530010	6/1/2018	8/31/2018	200	\$11,999	\$11,068	\$23,067	57900
	39	125	151		Northridge I	123	1	00101510123	4/22/2019	5/31/2019	200	\$11,800	\$13,920	\$25,720	75182
	40	125	151		Northridge I	116	1	00101510116	8/30/19	10/8/19	200	\$11,852	\$13,736	\$25,588	85420
	41	125	151		Northridge I	220	1	00101510220	10/9/2019	12/4/2019	200	\$12,476	\$13,555	\$26,031	87547
	42	125	151		Northridge I	222	1	00101510222	10/31/2019	12/19/2019	200	\$11,460	\$13,509	\$24,969	90401
	43	125	151		Northridge I	203	1	00101510203	12/5/2019	3/6/2020	197	\$12,879	\$14,526	\$27,405	94300
	44	125	151		Northridge I	307	1	00101510307	1/3/2019	3/10/2020	200	\$12,720	\$14,437	\$27,157	94301
	45	125	151		Northridge I	103	1	00101510103	3/7/2020	5/14/2020	200	\$12,952	\$14,495	\$27,447	101220
	46	125	151		Northridge I	302	1	00101510302	5/14/2020	7/29/2020	200	\$13,080	\$14,158	\$27,238	104351
		Northridge I		1969	Total Units	70	Upgraded	46	Remaining	24			Avg. \$ (since 2017)	\$25,296	
Northridge II															
	1	125	153		Northridge II	232	1		3/2/2009	3/17/2009	139	\$8,014	\$7,598	\$15,611	617538
	2	125	153		Northridge II	241	1		8/31/2009	9/21/2009	152	\$8,536	\$8,121	\$16,657	630716
	3	125	153		Northridge II	148	1		10/2/2009	10/29/2009	148	\$8,384	\$8,326	\$16,710	633108
	4	125	153		Northridge II	146	1		12/9/2009	1/15/2010	179	\$10,307	\$6,905	\$17,213	638163
	5	125	153		Northridge II	246	1		5/5/2010	5/26/2010	185	\$11,207	\$7,570	\$18,777	646911
	6	125	153		Northridge II	133	1		5/14/2010	6/8/2010	203	\$11,810	\$8,173	\$19,983	647365
	7	125	153		Northridge II	147	1		6/22/2010	7/14/2010	177	\$10,090	\$8,808	\$18,898	649308
	8	125	153		Northridge II	228	1		12/11/2009	9/21/2010	191	\$11,181	\$8,383	\$19,564	638165
	9	125	153		Northridge II	328	1		8/27/2010	9/21/2010	186	\$10,694	\$8,659	\$19,352	650895
	10	125	153		Northridge II	31	1		11/4/2010	12/7/2010	181	\$10,273	\$7,277	\$17,550	657219
	11	125	153		Northridge II	141	1		3/3/2011	3/25/2011	182	\$10,196	\$7,409	\$17,605	664876
	12	125	151		Northridge II	117	1		3/1/2011	3/30/2011	191	\$10,905	\$7,830	\$18,735	664464
	13	125	153		Northridge II	235	1		6/30/2011	8/16/2011	187	\$10,435	\$7,300	\$17,735	673884
	14	125	153		Northridge II	247	1		7/27/2011	9/28/2011	192	\$10,678	\$7,602	\$18,281	679759
	15	125	153		Northridge II	325	1		8/25/2011	9/29/2011	182	\$10,334	\$7,517	\$17,851	679760
	16	125	153		Northridge II	233	1		9/26/2011	12/2/2011	182	\$10,487	\$8,125	\$18,612	682354
	17	125	153		Northridge II	242	1		11/7/2011	12/16/2011	190	\$10,409	\$8,128	\$18,536	684863
	18	125	153		Northridge II	137	1	ARRA	5/12/2011	12/28/2011	362	\$23,302	\$17,936	\$41,238	683778

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	19	125	153		Northridge II	149	1		11/29/2011	12/30/2011	200	\$11,819	\$9,833	\$21,651	686016
	20	125	153		Northridge II	125	0	RAFN (GC) - 30		7/1/2011					
	21	125	153		Northridge II	130	0	RAFN (GC) - 31		7/1/2011					
	22	125	153		Northridge II	132	0	RAFN (GC) - 32		7/1/2011					
	23	125	153		Northridge II	134	0	RAFN (GC) - 33		7/1/2011					
	24	125	153		Northridge II	131	1	ARRA	3/30/2012	6/13/2012	389	\$24,796	\$17,821	\$42,617	694296
	25	125	153		Northridge II	337	1		12/5/2012	12/28/2012	151	\$9,576	\$6,079	\$15,654	710011
	26	125	153		Northridge II	135	1		7/23/2013	12/4/2013	161	\$10,209	\$6,579	\$16,788	726805
	27	125	153		Northridge II	244	1		5/20/2014	8/28/2014	178	\$10,804	\$7,499	\$18,304	747983
	28	125	153		Northridge II	127	1		5/1/2014	9/23/2014	172	\$10,442	\$9,270	\$19,712	747878
	29	125	153		Northridge II	219	1		5/19/2014	9/23/2014	169	\$10,332	\$9,495	\$19,827	747980
	30	125	153		Northridge II	143	1		10/31/2014	12/30/2014	189	\$12,029	\$9,100	\$21,129	760792
	31	125	153		Northridge II	29	1		10/20/2014	12/30/2014	188	\$11,543	\$9,651	\$21,194	759401
	32	125	153		Northridge II	327	1		1/6/2015	2/11/2015	178	\$10,916	\$10,786	\$21,702	763933
	33	125	153		Northridge II	121	1		3/12/2015	5/19/2015	183	\$11,633	\$11,475	\$23,107	771555
	34	125	153		Northridge II	26	1		4/27/2015	7/2/2015	168	\$10,526	\$10,984	\$21,511	776150
	35	125	153		Northridge II	334	1		8/3/2015	9/28/2015	169	\$10,729	\$10,476	\$21,205	782527
	36	125	153		Northridge II	339	1		10/13/2015	11/20/2015	179	\$11,355	\$9,526	\$20,881	326
	37	125	153		Northridge II	27	1	00101530027	11/30/2015	2/4/2016	193	\$11,945	\$9,920	\$21,865	3543
	38	125	153		Northridge II	230	1	00101530230	11/30/2015	2/4/2016	192	\$11,808	\$9,773	\$21,581	3545
	39	125	153		Northridge II	329	1	00101530329	10/28/2016	1/10/2017	191	\$11,177	\$9,628	\$20,805	21560
	40	125	153		Northridge II	333	1	00101530333	10/26/2017	1/24/2018	230	\$14,766	\$12,278	\$27,044	41195
	41	125	153		Northridge II	129	1	00101530129	11/28/2017	2/9/2018	192	\$12,464	\$11,836	\$24,300	42190
	42	125	153		Northridge II	136	1	00101530136	1/3/2018	3/12/2018	237	\$15,055	\$11,026	\$26,081	43613
	43	125	153		Northridge II	234	1	00101530234	5/2/2018	8/30/2018	197	\$12,303	\$11,290	\$23,593	57901
	44	125	153		Northridge II	30	1	00101530030	1/11/2019	3/21/2019	191	\$11,347	\$13,255	\$24,601	69045
	45	125	153		Northridge II	126	1	00101530126	10/1/2019	11/18/2019	197	\$12,159	\$13,747	\$25,906	86673
	46	125	153		Northridge II	28	1	00101530028	10/5/2019	11/26/2019	198	\$11,499	\$14,191	\$25,690	87546
	47	125	151		Northridge II	336	1	00101530336	11/11/2019	12/23/2019	200	\$11,524	\$14,935	\$26,459	90399
	48	125	153		Northridge II	229	1	00101530229	11/20/2019	3/12/2020	200	\$12,836	\$14,912	\$27,748	94299
	49	125	153		Northridge II	332	1	00101530332	6/12/2020	9/1/2020	200	\$13,048	\$15,202	\$28,250	105050
		Northridge II		1975	Total Units	70	Upgraded	49	Remaining	21			Avg. \$ (since 2017)	\$25,498	
Northwood															
	1	187	191		Northwood	205	1		2/25/2010	3/9/2010	175	\$10,483	\$7,139	\$17,621	642337
	2	187	191		Northwood	308	1		3/5/2010	3/29/2010	189	\$10,732	\$7,195	\$17,927	643029
	3	187	191		Northwood	204	1		2/7/2011	2/23/2011	170	\$10,199	\$6,795	\$16,994	662931
	4	187	191		Northwood	208	1		3/22/2011	4/18/2011	171	\$9,794	\$6,812	\$16,606	666566
	5	187	191		Northwood	207	1		11/30/2011	1/24/2012	163	\$9,441	\$7,861	\$17,303	686116
	6	187	191		Northwood	105	1		12/14/2011	1/26/2012	178	\$9,947	\$7,394	\$17,341	687827
	7	187	191		Northwood	314	1		4/24/2013	6/21/2013	151	\$9,555	\$6,548	\$16,103	720280
	8	187	191		Northwood	203	1		5/6/2013	6/21/2013	154	\$9,706	\$6,654	\$16,360	720779
	9	187	191		Northwood	210	1		5/5/2014	8/28/2014	181	\$11,383	\$7,699	\$19,081	746624
	10	187	191		Northwood	201	1		11/15/2014	December	180	\$11,231	\$7,901	\$19,132	759744
	11	187	191		Northwood	109	1		12/30/2014	2/26/2015	162	\$10,386	\$7,364	\$17,750	764227
	12	187	191		Northwood	106	1		3/16/2015	4/29/2015	169	\$10,633	\$8,788	\$19,421	771558

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	13	187	191		Northwood	305	1		4/13/2015	5/22/2015	165	\$10,501	\$8,287	\$18,787	774978
	14	187	191		Northwood	102	1		5/11/2015	6/8/2015	166	\$10,502	\$9,115	\$19,617	777449
	15	187	191		Northwood	312	1		5/29/2015	6/29/2015	170	\$10,786	\$8,918	\$19,704	778652
	16	187	191		Northwood	107	1		9/17/2015	10/19/2015	163	\$10,347	\$9,189	\$19,536	785138
	17	187	191		Northwood	301	1		9/23/2015	10/19/2015	163	\$9,998	\$9,315	\$19,313	785146
	18	187	191		Northwood	307	1	00101910307	8/22/2016	9/30/2016	193	\$12,225	\$10,062	\$22,287	17099
	19	189	191		Northwood	309	1	00101910309	2/24/2017	3/31/2017	197	\$12,815	\$10,097	\$22,912	25983
	20	189	191		Northwood	311	1	00101910311	5/15/2017	7/25/2017	193	\$12,559	\$10,125	\$22,684	31111
	21	180	191		Northwood	202	1	00101910180	2/27/2018	4/30/2018	237	\$14,559	\$10,860	\$25,419	49870
	22	189	191		Northwood	108	1	00101910180	3/12/2018	4/30/2018	248	\$15,216	\$10,392	\$25,608	49871
	23	189	191		Northwood	103	1	00101910103	2/28/2020	5/21/2020	200	\$12,952	\$12,934	\$25,886	101219
	24	189	191		Northwood	306	1	00101910306	6/8/2020	9/1/2020	201	\$13,083	\$13,573	\$26,656	106149
	25	189	191		Northwood	313	1	00101910313	6/8/2020	9/30/2020	192	\$12,576	\$13,987	\$26,563	106150
		Northwood			Total Units	34	Upgraded	25	Remaining	9			Avg. \$ (since 2017)	\$25,104	
Northwood Square															
	1	208	467		Northwood Square	B-5	2	00404670013	3/14/2016	4/13/2016	312	\$19,678	\$14,976	\$34,653	7452
	2	208	467		Northwood Square	A-6	3	00404670006	3/2/2016	4/29/2016	333	\$21,147	\$17,179	\$38,325	6947
	3	208	467		Northwood Square	B-9	3	00404670017	5/27/2016	6/29/2016	301	\$18,790	\$12,651	\$31,441	11675
	4	208	467		Northwood Square	A-4	2	00404670004	10/3/2016	12/22/2016	297	\$18,953	\$14,260	\$33,213	18903
	5	208	467		Northwood Square	B-1	3	00404670009	10/24/2016	12/29/2016	287	\$18,319	\$15,210	\$33,529	20026
	6	208	467		Northwood Square	C-2		00404670020	02/24/17	4/27/2017	276	\$18,084	\$11,771	\$29,855	26023
	7	208	467		Northwood Square	B-8	3	40467	4/4/2017	6/19/2017	280	\$18,328	\$11,605	\$29,933	28062
	8	208	467		Northwood Square	A2	3	504670002	3/1/2018	5/14/2018	323	\$21,156	\$13,711	\$34,867	48277
	9	208	467		Northwood Square	C-6	3	404670024	6/18/2018	8/27/2018	343	\$22,647	\$11,249	\$33,896	55501
	10	208	467		Northwood Square	C1	3	404670019	9/26/2018	12/18/2018	350	\$22,489	\$12,955	\$35,444	61882
	11	208	467		Northwood Square	B4	2	404670012	12/6/2018	1/22/2019	307	\$20,453	\$14,354	\$34,807	66856
	12	208	467		Northwood Square	B-2	3	00404670010	2/28/2019	4/25/2019	397	\$24,288	\$7,887	\$32,175	71510
	13	208	467		Northwood Square	A8	2	00404670008	6/1/2020	8/3/2020	276	\$13,510	\$14,177	\$27,687	104421
		Northwood Square			Total Units	24	Upgraded	13	Remaining	11			Avg. \$ (since 2017)	\$32,333	
Pacific Court															
	1	164	365		Pacific Court	A 7	2	Fully mod	1/4/2010	4/9/2010	643	\$41,293	\$17,242	\$58,535	639042
	2	164	365		Pacific Court	A 8	1	Fully mod	1/4/2010	4/9/2010	525	\$33,593	\$17,017	\$50,610	639043
	3	164	365		Pacific Court	A8	1	00303650108	3/26/2019	5/17/2019	394	\$25,446	\$12,756	\$38,202	73432
		Pacific Court		2009	Total Units	32	Upgraded	3	Remaining	29			Avg. \$ (since 2019)	\$38,202	
Park Royal															
				2010	Total Units	25	Upgraded	0	Remaining	25					
Pepper Tree															
	1	122	104		Pepper Tree	10	2		4/1/2009	5/12/2009	309	\$19,813	\$9,411	\$29,224	620574

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	2	122	104		Pepper Tree	28	2		6/3/2011	7/26/2011	265	\$16,257	\$10,742	\$26,999	671379
	3	122	104		Pepper Tree	17	2		8/23/2011	10/26/2011	200	\$12,632	\$10,846	\$23,478	680867
	4	122	104		Pepper Tree	21	2		9/2/2011	10/28/2011	217	\$13,721	\$10,171	\$23,892	680868
	5	122	104		Pepper Tree	19	2		4/11/2012	6/19/2012	220	\$14,044	\$9,930	\$23,974	694891
	6	122	104		Pepper Tree	11	2		4/17/2012	6/22/2012	251	\$15,647	\$10,793	\$26,440	695438
	7	122	104		Pepper Tree	32	2		10/24/2012	11/26/2012	192	\$12,200	\$8,765	\$20,965	707669
	8	122	104		Pepper Tree	29	2		4/11/2013	5/24/2013	247	\$15,711	\$9,857	\$25,568	718654
	9	122	104		Pepper Tree	16	1		6/20/2013	10/9/2013	239	\$15,020	\$8,832	\$23,852	724723
	10	122	104		Pepper Tree	20	2		5/8/2014	8/18/2014	229	\$14,349	\$12,702	\$27,051	746706
	11	122	104		Pepper Tree	39	2		5/27/2014	8/29/2014	249	\$15,525	\$12,936	\$28,461	747985
	12	122	104		Pepper Tree	33	2		4/24/2015	6/3/2015	234	\$14,140	\$11,917	\$26,056	775472
	13	122	104		Pepper Tree	15	1		5/26/2015	6/30/2015	230	\$14,356	\$10,644	\$24,999	777547
	14	122	104		Pepper Tree	12	2		9/4/2015	9/30/2015	231	\$13,784	\$10,451	\$24,235	783839
	15	122	104		Pepper Tree	37	2	00101040037	6/6/2016	7/28/2016	262	\$15,583	\$11,616	\$27,199	13311
	16	122	104		Pepper Tree	14	2	00101040014	6/8/2016	7/28/2016	262	\$16,432	\$11,696	\$28,128	13310
	17	122	104		Pepper Tree	27	2	00101040027	11/13/2017	1/29/2018	232	\$14,240	\$13,256	\$27,497	41465
	18	122	104		Pepper Tree	13	2	00101040013	1/2/2018	2/26/2018	249	\$15,739	\$12,422	\$28,161	44722
	19	122	104		Pepper Tree	24	2	00101040024	1/2/2018	2/26/2018	233	\$14,423	\$13,131	\$27,554	45559
	20	122	104		Pepper Tree	26	2	00101040023	4/10/2018	6/29/2018	249	\$15,771	\$12,299	\$28,070	54309
		Pepper Tree		2009	Total Units	30	Upgraded	20	Remaining	10			Avg. \$ (since 2017)	\$27,821	
Southridge House															
	1	167	552		Southridge House	411	1		7/27/2006	8/9/2006	147	\$6,489	\$5,933	\$12,422	541202
	2	167	552		Southridge House	505	1		12/26/2006	1/21/2007	151	\$6,418	\$5,613	\$12,031	553794
	3	167	552		Southridge House	202	1		7/15/2008	8/6/2008	194	\$11,525	\$6,530	\$18,056	598097
	4	167	552		Southridge House	303	1		7/25/2008	8/25/2008	282	\$17,906	\$6,494	\$24,400	599576
	5	167	552		Southridge House	609	1		7/27/2009	8/13/2009	166	\$10,690	\$6,522	\$17,212	628811
	6	167	552		Southridge House	307	1		8/11/2009	9/3/2009	159	\$10,147	\$7,383	\$17,529	629900
	7	167	552		Southridge House	402	1		12/30/2009	1/27/2010	164	\$10,580	\$6,085	\$16,665	638976
	8	167	552		Southridge House	201	1		8/27/2010	10/25/2010	196	\$12,428	\$6,739	\$19,167	653356
	9	167	552		Southridge House	507	1		9/14/2010	10/27/2010	205	\$12,851	\$6,659	\$19,510	654593
	10	167	552		Southridge House	508	1		transfer	1/6/2010	224	\$13,984	\$6,689	\$20,673	638109
	11	167	552		Southridge House	309	1		3/4/2010	5/7/2010	242	\$15,348	\$6,081	\$21,429	644187
	12	167	552		Southridge House	212	1		4/27/2010	6/2/2010	277	\$17,288	\$7,085	\$24,373	646235
	13	167	552		Southridge House	403	1		6/21/2010	8/18/2010	224	\$13,269	\$7,215	\$20,438	649276
	14	167	552		Southridge House	103	1		5/13/2010	8/23/2010	233	\$14,649	\$7,370	\$22,018	651324
	15	167	552		Southridge House	511	1		1/27/2011	2/23/2011	206	\$13,150	\$6,871	\$20,021	661781
	16	167	552		Southridge House	214	1		3/21/2011	5/9/2011	257	\$15,685	\$6,979	\$22,664	665695
	17	167	552		Southridge House	305	1		3/25/2011	5/12/2011	216	\$13,632	\$6,787	\$20,418	666206
	18	167	552		Southridge House	607	1		5/26/2011	7/26/2011	265	\$16,793	\$4,977	\$21,769	671142
	19	167	552		Southridge House	211	1		7/29/11	8/31/2011	223	\$13,969	\$7,518	\$21,488	677006
	20	167	552		Southridge House	510	1		8/25/11	11/4/2011	252	\$16,604	\$7,217	\$23,821	679370
	21	167	552		Southridge House	101	1	RAFN (GC) - 34		5/1/2010					
	22	167	552		Southridge House	102	1	RAFN (GC) - 35		5/1/2010					
	23	167	552		Southridge House	104	1	RAFN (GC) - 36		5/1/2010					
	24	167	552		Southridge House	106	1	RAFN (GC) - 37		5/1/2010					



		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	25	167	552		Southridge House	107	1	RAFN (GC) - 38		5/1/2010					
	26	167	552		Southridge House	108	1	RAFN (GC) - 39		5/1/2010					
	27	167	552		Southridge House	204	1		11/16/11	1/26/2012	261	\$16,054	\$7,510	\$23,564	685723
	28	167	552		Southridge House	404	1		12/14/11	2/6/2012	242	\$15,747	\$7,491	\$22,965	687168
	29	167	552		Southridge House	207	1		2/2/12	3/20/2012	244	\$14,673	\$7,668	\$22,341	690009
	30	167	552		Southridge House	612	1		3/5/12	4/3/2012	184	\$11,776	\$7,441	\$19,217	692107
	31	167	552		Southridge House	313	1		4/24/12	7/11/2012	275	\$16,835	\$7,243	\$24,077	695601
	32	167	552		Southridge House	611	1		6/11/12	8/31/2012	233	\$14,022	\$7,267	\$21,289	698443
	33	167	552		Southridge House	407	1		9/9/12	10/18/2012	169	\$10,877	\$7,560	\$18,437	705360
	34	167	552		Southridge House	114	1		9/28/12	11/5/2012	235	\$14,475	\$7,231	\$21,706	705731
	35	167	552		Southridge House	414	1		10/18/12	12/3/2012	137	\$8,749	\$7,278	\$16,027	707095
	36	167	552		Southridge House	505	1		1/7/13	2/27/2013	211	\$12,779	\$6,828	\$19,607	712542
	37	167	552		Southridge House	602	1		1/3/13	2/28/2013	257	\$15,951	\$8,639	\$24,591	711938
	38	167	552		Southridge House	206	1		12/13/12	2/28/2013	248	\$15,210	\$7,814	\$23,041	710745
	39	167	552		Southridge House	205	1		3/27/2013	5/20/2013	242	\$15,288	\$4,424	\$19,711	717758
	40	167	552		Southridge House	401	1		3/15/2013	5/23/2013	252	\$16,044	\$8,681	\$24,725	717020
	41	167	552		Southridge House	603	1		3/15/2013	5/27/2013	238	\$15,118	\$8,382	\$23,499	717019
	42	167	552		Southridge House	406	1		11/6/2013	12/23/2013	201	\$12,242	\$8,462	\$20,704	732348
	43	167	552		Southridge House	502	1		12/2/2013	12/27/2013	208	\$12,832	\$8,444	\$21,276	734104
	44	167	552		Southridge House	410	1		3/5/2014	5/28/2014	194	\$12,336	\$6,938	\$19,274	741360
	45	167	552		Southridge House	503	1		9/11/2014	10/31/2014	206	\$13,102	\$7,713	\$20,815	755846
	46	167	552		Southridge House	601	1		11/17/2014	12/30/2014	201	\$12,268	\$7,679	\$19,948	760617
	47	167	552		Southridge House	308	1		5/18/2015	6/23/2015	220	\$13,087	\$8,593	\$21,680	777031
	48	167	552		Southridge House	405	1	00505520405	11/16/2016	12/30/2016	179	\$11,980	\$10,404	\$22,384	21280
	49	167	552		Southridge House	509	1	00505520509	12/8/2016	1/17/2017	209	\$12,747	\$11,145	\$23,893	22364
	50	167	552		Southridge House	412	1	00505520412	12/29/16	3/15/2017	210	\$13,068	\$9,202	\$22,271	23278
	51	167	552		Southridge House	208	1	00505520208	03/02/17	4/28/2017	206.0	\$13,450	\$10,477	\$23,927	26526
	52	167	552		Southridge House	613	1	505520612	12/27/2017	1/31/2018	220	\$14,399	\$9,673	\$24,072	43068
	53	167	552		Southridge House	413	1	505520413	1/30/2018	3/12/2018	216	\$14,215	\$8,842	\$23,056	45790
	54	167	552		Southridge House	301	1	00505520301	3/17/2020	6/17/2020	251	\$15,275	\$12,500	\$27,775	99749
	55	167	552		Southridge House	105	1	00505520105	3/24/2020	6/19/2020	210	\$13,650	\$12,680	\$26,330	100153
		Southridge House		1970	Total Units	80	Upgraded	55	Remaining	25			Avg. \$ (since 2017)	\$24,475	
Valli Kee															
	1	140	401		Valli Kee	89	4		11/22/2010	1/25/2011	338	\$21,454	\$11,587	\$33,041	658052
	2	140	401		Valli Kee	12	3		9/9/2013	9/23/2013	184	\$11,800	\$10,405	\$22,205	728429
	3	140	401		Valli Kee	11	3		9/9/2013	9/23/2013	188	\$11,916	\$11,019	\$22,935	728430
	4	140	401		Valli Kee	3	2		9/9/2013	9/24/2013	168	\$10,632	\$9,793	\$20,425	727052
	5	140	401		Valli Kee	8	2		9/9/2013	9/26/2013	170	\$10,826	\$10,145	\$20,971	728431
	6	140	401		Valli Kee	1	2		9/9/2013	10/1/2013	164	\$10,596	\$9,414	\$20,010	726553
	7	140	401		Valli Kee	2	2		9/9/2013	10/2/2013	162	\$10,338	\$9,836	\$20,174	726979
	8	140	401		Valli Kee	5	2		9/9/2013	10/3/2013	164	\$10,486	\$9,420	\$19,906	727195
	9	140	401		Valli Kee	6	2		9/9/2013	10/4/2013	167	\$10,603	\$9,880	\$20,483	728433
	10	140	401		Valli Kee	4	2		9/9/2013	10/7/2013	160	\$10,160	\$9,541	\$19,701	727126
	11	140	401		Valli Kee	7	2		9/9/2013	10/8/2013	167	\$10,699	\$9,001	\$19,700	728435
	12	140	401		Valli Kee	9	2		9/9/2013	10/9/2013	160	\$10,304	\$9,107	\$19,411	728432

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	13	140	401		Valli Kee	10	2		9/9/2013	10/10/2013	161	\$10,305	\$8,996	\$19,301	728436
	14	140	401		Valli Kee	17	4		10/1/2013	11/1/2013	178	\$11,314	\$11,961	\$23,275	729704
	15	140	401		Valli Kee	18	4		10/1/2013	11/4/2013	179	\$11,283	\$11,147	\$22,430	729705
	16	140	401		Valli Kee	19	4		10/1/2013	11/6/2013	177	\$11,201	\$11,277	\$22,478	729706
	17	140	401		Valli Kee	20	4		10/1/2013	11/8/2013	175	\$11,023	\$11,897	\$22,920	729707
	18	140	401		Valli Kee	13	3		10/1/2013	11/12/2013	164	\$10,436	\$9,882	\$20,318	729708
	19	140	401		Valli Kee	14	3		10/1/2013	11/13/2013	160	\$10,128	\$10,015	\$20,143	729709
	20	140	401		Valli Kee	15	3		10/1/2013	11/15/2013	163	\$10,371	\$10,378	\$20,749	729710
	21	140	401		Valli Kee	16	3		10/1/2013	11/20/2013	160	\$10,208	\$9,941	\$20,149	729711
	22	140	401		Valli Kee	22	3		10/30/2013	12/5/2013	160	\$10,224	\$9,806	\$20,030	732868
	23	140	401		Valli Kee	23	3		10/30/2013	12/9/2013	160	\$10,256	\$9,932	\$20,188	732871
	24	140	401		Valli Kee	24	3		10/30/2013	12/10/2013	144	\$9,216	\$9,218	\$18,434	732872
	25	140	401		Valli Kee	25	3		10/30/2013	12/13/2013	160	\$10,160	\$8,653	\$18,813	732873
	26	140	401		Valli Kee	26	3		10/30/2013	12/18/2013	158	\$10,206	\$8,599	\$18,805	732874
	27	140	401		Valli Kee	28	3		10/30/2013	12/24/2013	151	\$9,528	\$8,892	\$18,419	732875
	28	140	401		Valli Kee	29	3		12/9/2013	1/2/2014	151	\$9,655	\$8,800	\$18,455	734866
	29	140	401		Valli Kee	30	3		12/9/2013	1/6/2014	144	\$9,072	\$7,952	\$17,024	734868
	30	140	401		Valli Kee	31	3		12/9/2013	1/14/2014	152	\$9,752	\$6,616	\$16,368	734870
	31	140	401		Valli Kee	32	3		12/9/2013	1/17/2014	152	\$9,720	\$10,585	\$20,305	734871
	32	140	401		Valli Kee	33	4		12/9/2013	1/24/2014	160	\$10,192	\$13,745	\$23,937	734872
	33	140	401		Valli Kee	34	4		12/9/2013	1/30/2014	160	\$10,224	\$10,089	\$20,313	734873
	34	140	401		Valli Kee	35	4		12/9/2013	1/31/2014	160	\$10,208	\$10,694	\$20,902	734874
	35	140	401		Valli Kee	36	4		12/9/2013	1/31/2014	159	\$10,110	\$10,051	\$20,161	734875
	36	140	401		Valli Kee	37	3		1/2/2014	2/7/2014	150	\$9,558	\$10,642	\$20,200	736606
	37	140	401		Valli Kee	38	3		1/2/2014	2/10/2014	148	\$9,492	\$8,791	\$18,283	736607
	38	140	401		Valli Kee	39	3		1/2/2014	2/12/2014	151	\$9,655	\$7,491	\$17,146	736608
	39	140	401		Valli Kee	40	3		1/2/2014	2/14/2014	156	\$9,852	\$8,187	\$18,039	736609
	40	140	401		Valli Kee	41	3		1/2/2014	2/19/2014	150	\$9,982	\$8,341	\$18,323	736610
	41	140	401		Valli Kee	42	3		1/2/2014	2/21/2014	150	\$9,558	\$8,224	\$17,782	736611
	42	140	401		Valli Kee	43	3		1/2/2014	2/28/2014	158	\$10,334	\$8,007	\$18,341	736613
	43	140	401		Valli Kee	44	3		1/2/2014	2/28/2014	166	\$11,002	\$8,200	\$19,202	736615
	44	140	401		Valli Kee	45	3		1/2/2014	3/6/2014	155	\$10,471	\$6,937	\$17,408	738960
	45	140	401		Valli Kee	46	3		1/2/2014	3/10/2014	150	\$9,998	\$7,416	\$17,414	738961
	46	140	401		Valli Kee	301	2		2/6/2014	3/12/2014	154	\$10,358	\$8,970	\$19,328	738963
	47	140	401		Valli Kee	302	2		2/6/2014	3/14/2014	146	\$9,658	\$8,856	\$18,513	738965
	48	140	401		Valli Kee	305	2		2/6/2014	3/24/2014	146	\$9,202	\$8,854	\$18,056	738956
	49	140	401		Valli Kee	306	2		2/6/2014	2/25/2014	146	\$9,330	\$8,660	\$17,990	738958
	50	140	401		Valli Kee *	97	3		2/14/2014	3/26/2014	199	\$2,990	\$23,161	\$26,151	739578
	51	140	401		Valli Kee *	98	3		2/14/2014	3/26/2014	205	\$3,315	\$22,830	\$26,145	739580
	52	140	401		Valli Kee *	99	3		2/14/2014	3/26/2014	201	\$3,120	\$22,841	\$25,961	739582
	53	140	401		Valli Kee *	100	3		2/14/2014	3/26/2014	203	\$3,234	\$23,396	\$26,629	740158
	54	140	401		Valli Kee	304	2		2/6/2014	3/28/2014	150	\$9,462	\$8,988	\$18,449	738971
	55	140	401		Valli Kee	303	2		2/6/2014	3/28/2014	152	\$9,688	\$8,645	\$18,333	738969
	56	140	401		Valli Kee *	91	2		2/14/2014	3/28/2014	201	\$2,990	\$21,553	\$24,543	739950
	57	140	401		Valli Kee *	92	2		2/14/2014	3/28/2014	199	\$2,860	\$22,110	\$24,970	739952
	58	140	401		Valli Kee *	93	2		2/14/2014	3/28/2014	201	\$2,990	\$21,897	\$24,887	739953
	59	140	401		Valli Kee *	94	2		2/14/2014	3/28/2014	203	\$3,120	\$22,448	\$25,568	739954
	60	140	401		Valli Kee *	95	2		2/14/2014	3/28/2014	201	\$2,990	\$22,650	\$25,640	739955

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	61	140	401		Valli Kee *	96	2		2/14/2014	3/28/2014	199	\$2,795	\$21,792	\$24,587	739956
	62	140	401		Valli Kee	313	1		2/10/2014	4/9/2014	134	\$8,550	\$7,955	\$16,505	740729
	63	140	401		Valli Kee	308	1		2/10/2014	4/11/2014	128	\$8,192	\$6,068	\$14,260	740722
	64	140	401		Valli Kee	309	1		2/10/2014	4/15/2014	132	\$8,516	\$7,963	\$16,479	740723
	65	140	401		Valli Kee	310	1		2/10/2014	4/22/2014	138	\$8,810	\$7,926	\$16,736	740725
	66	140	401		Valli Kee	311	1		2/11/2014	4/23/2014	134	\$8,583	\$8,057	\$16,639	740726
	67	140	401		Valli Kee	312	1		2/11/2014	4/25/2014	138	\$8,746	\$6,670	\$15,416	740727
	68	140	401		Valli Kee	307	1		2/11/2014	4/29/2014	134	\$8,518	\$7,324	\$15,842	740720
	69	140	401		Valli Kee	314	1		2/11/2014	4/30/2014	134	\$8,550	\$8,337	\$16,887	740731
	70	140	401		Valli Kee	80	3		2/25/2014	5/9/2014	152	\$9,656	\$9,144	\$18,800	745577
	71	140	401		Valli Kee	79	3		2/25/2014	5/12/2014	158	\$10,014	\$8,224	\$18,238	745578
	72	140	401		Valli Kee	87	4		2/16/2014	5/16/2014	162	\$10,226	\$11,241	\$21,467	744723
	73	140	401		Valli Kee	88	4		2/16/2014	5/21/2014	159	\$9,999	\$10,853	\$20,851	744724
	74	140	401		Valli Kee	86	2		2/16/2014	5/29/2014	143	\$9,087	\$7,774	\$16,861	744722
	75	140	401		Valli Kee	81	3		2/16/2014	5/30/2014	154	\$9,818	\$8,446	\$18,263	745579
	76	140	401		Valli Kee	82	3		2/16/2014	6/9/2014	148	\$9,428	\$10,344	\$19,772	745580
	77	140	401		Valli Kee	89	4		2/16/2014	6/12/2014	159	\$10,053	\$12,317	\$22,370	744725
	78	140	401		Valli Kee	65	4		2/16/2014	6/16/2014	152	\$9,560	\$11,406	\$20,966	750050
	79	140	401		Valli Kee	66	4		2/16/2014	6/17/2014	140	\$8,812	\$11,667	\$20,479	750053
	80	140	401		Valli Kee	83	2		2/16/2014	6/24/2014	149	\$9,397	\$10,005	\$19,402	744719
	81	140	401		Valli Kee	84	2		2/16/2014	6/25/2014	161	\$10,209	\$9,009	\$19,218	744720
	82	140	401		Valli Kee	85	4		2/16/2014	6/30/2014	166	\$10,470	\$11,387	\$21,857	744721
	83	140	401		Valli Kee	90	4		2/16/2014	7/7/2014	149	\$9,429	\$10,857	\$20,286	744726
	84	140	401		Valli Kee	77	3		6/6/2014	7/14/2014	154	\$9,658	\$9,210	\$18,868	750333
	85	140	401		Valli Kee	78	3		6/6/2014	7/17/2014	163	\$10,275	\$9,670	\$19,945	750334
	86	140	401		Valli Kee	50	1		6/6/2014	7/18/2014	151	\$9,639	\$7,064	\$16,702	750335
	87	140	401		Valli Kee	51	1		6/6/2014	7/22/2014	156	\$9,916	\$7,707	\$17,623	750336
	88	140	401		Valli Kee	49	1		6/6/2014	7/24/2014	140	\$9,088	\$7,419	\$16,507	750338
	89	140	401		Valli Kee	52	1		6/6/2014	7/24/2014	138	\$8,990	\$7,843	\$16,833	750339
	90	140	401		Valli Kee	64	3		6/6/2014	7/29/2014	155	\$9,787	\$9,211	\$18,998	750342
	91	140	401		Valli Kee	63	3		6/6/2014	7/31/2014	156	\$10,792	\$9,954	\$20,746	750343
	92	140	401		Valli Kee	58	1		7/8/2014	8/12/2014	134	\$8,422	\$7,324	\$15,745	752181
	93	140	401		Valli Kee	57	1		7/8/2014	8/13/2014	128	\$8,064	\$7,441	\$15,505	752654
	94	140	401		Valli Kee	55	1		7/8/2014	8/14/2014	135	\$8,487	\$7,193	\$15,680	752655
	95	140	401		Valli Kee	56	1		7/8/2014	8/15/2014	128	\$8,160	\$7,309	\$15,469	752658
	96	140	401		Valli Kee	59	3		7/8/2014	8/18/2014	160	\$10,208	\$10,034	\$20,242	752183
	97	140	401		Valli Kee	60	3		7/8/2014	8/19/2014	164	\$10,436	\$6,043	\$16,479	752659
	98	140	401		Valli Kee	61	3		7/8/2014	8/20/2014	152	\$9,656	\$9,303	\$18,959	752660
	99	140	401		Valli Kee	62	3		7/8/2014	8/22/2014	152	\$9,528	\$9,949	\$19,477	753263
	100	140	401		Valli Kee	101	2		7/8/2014	9/11/2014	140	\$8,780	\$9,132	\$17,912	754871
	101	140	401		Valli Kee	72	3		6/10/2014	9/17/2014	152	\$9,624	\$9,211	\$18,835	754858
	102	140	401		Valli Kee	69	3		7/8/2014	9/18/2014	154	\$9,722	\$9,301	\$19,023	754859
	103	140	401		Valli Kee	70	3		6/10/2014	9/19/2014	151	\$9,495	\$9,194	\$18,689	754860
	104	140	401		Valli Kee	71	3		6/10/2014	9/22/2014	153	\$9,625	\$9,433	\$19,058	754861
	105	140	401		Valli Kee	53	1		6/10/2014	9/26/2014	136	\$8,616	\$7,179	\$15,795	754862
	106	140	401		Valli Kee	54	1		6/10/2014	9/29/2014	141	\$9,403	\$9,826	\$19,229	754863
	107	140	401		Valli Kee	73	4		7/8/2014	9/30/2014	160	\$10,112	\$11,600	\$21,712	754864
	108	140	401		Valli Kee	74	4		7/8/2014	10/2/2014	165	\$10,437	\$11,444	\$21,881	754867

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	109	140	401		Valli Kee	75	4		7/8/2014	10/6/2014	168	\$10,632	\$10,935	\$21,567	754868
	110	140	401		Valli Kee	76	4		7/8/2014	10/7/2014	166	\$10,598	\$10,550	\$21,148	754869
	111	140	401		Valli Kee	82	3	00404010082	8/1/19	9/4/19	231	\$14,162	\$14,570	\$28,732	82066
			Valli Kee	1968	Total Units	114	Upgraded	111	Remaining	3			Avg. \$ (since 2019)	\$28,731.82	
Wayland Arms															
	1	485	550		Wayland Arms	408	0 to a 1		9/5/2006	9/28/2006	185	\$8,369	\$5,252	\$13,622	543541
	2	485	550		Wayland Arms	318	1		9/20/2006	10/6/2006	188	\$8,379	\$6,324	\$14,703	544474
	3	485	550		Wayland Arms	303	0 to a 1		11/1/2006	11/14/2006	181	\$4,852	\$8,125	\$12,977	548860
	4	485	550		Wayland Arms	106	0 to a 1		2/1/2007	2/22/2007	188	\$8,525	\$4,932	\$13,458	558686
	5	485	550		Wayland Arms	216	1		5/29/2007	6/13/2007	188	\$8,054	\$3,537	\$11,590	567945
	6	485	550		Wayland Arms	105	0 to a 1		6/18/2007	7/27/2007	178	\$7,917	\$4,566	\$12,480	571074
	7	485	550		Wayland Arms	203	Alcove		6/27/2008	7/21/2008	225	\$14,004	\$5,621	\$19,625	597532
	8	485	550		Wayland Arms	201	Alcove		7/14/2008	8/13/2008	229	\$14,314	\$4,025	\$18,339	598436
	9	485	550		Wayland Arms	301	Alcove		9/2/2008	10/3/2008	197	\$11,978	\$5,115	\$17,094	601936
	10	149	550		Wayland Arms	101	Alcove to 1		1/22/2009	2/11/2009	284	\$16,922	\$5,907	\$22,828	615335
	11	149	550		Wayland Arms	306	Al-1br		7/6/2009	7/24/2009	250	\$15,517	\$6,475	\$21,992	626986
	12	149	550		Wayland Arms	310	1		8/3/2009	8/27/2009	236	\$15,114	\$6,261	\$21,375	629394
	13	149	550		Wayland Arms	208	Al-1br		8/20/2009	10/1/2009	241	\$15,270	\$5,320	\$20,590	631022
	14	149	550		Wayland Arms	302	Al-1br		9/17/2009	10/14/2009	276	\$17,668	\$6,456	\$24,124	632095
	15	149	550		Wayland Arms	309	Al-1br		11/18/2009	2/12/2010	255	\$15,215	\$5,113	\$20,327	637755
	16	149	550		Wayland Arms	304	Al-1br		12/4/2009	3/1/2010	237	\$15,124	\$6,401	\$21,525	637756
	17	149	550		Wayland Arms	109	Al-1br		2/18/2010	3/19/2010	224	\$14,214	\$6,508	\$20,721	641653
	18	149	550		Wayland Arms	213	1		5/11/2010	6/17/2010	287	\$18,315	\$4,216	\$22,530	647187
	19	149	550		Wayland Arms	402	0 to 1		2/25/2011	3/17/2011	269	\$17,185	\$6,878	\$24,063	664316
	20	149	550		Wayland Arms	406	0 to 1		3/21/2011	4/15/2011	244	\$15,454	\$7,388	\$22,842	665972
	21	149	550		Wayland Arms	409	0 to 1		4/8/2011	5/9/2011	238	\$15,238	\$6,841	\$22,078	667676
	22	149	550		Wayland Arms	405	0 to 1		4/21/2011	5/26/2011	260	\$16,564	\$9,016	\$25,580	668129
	23	149	550		Wayland Arms	212	1		5/24/2011	7/1/2011	240	\$15,324	\$8,496	\$23,820	670492
	24	149	550		Wayland Arms	305	0 to 1		5/25/2011	7/18/2011	233	\$14,985	\$7,311	\$22,296	672157
	25	149	550		Wayland Arms	205	0 to 1		7/25/2011	7/22/2011	228	\$14,620	\$6,855	\$21,475	675910
	26	149	550		Wayland Arms	202	0 to 1		8/1/2011	9/15/2011	231	\$14,741	\$7,100	\$21,841	676925
	27	149	550		Wayland Arms	307	0 to 1		9/1/2011	11/8/2011	232	\$15,005	\$6,631	\$21,636	680168
	28	149	550		Wayland Arms	315	1		9/22/2011	11/30/2011	237	\$15,129	\$7,385	\$22,514	683550
	29	149	550		Wayland Arms	102	0 to 1		9/28/2011	12/20/2011	189	\$12,085	\$6,700	\$18,784	684176
	30	149	550		Wayland Arms	311	1		11/16/2011	12/30/2011	211	\$13,457	\$7,238	\$20,695	686585
	31	149	550		Wayland Arms	103	1	RAFN (GC) - 40		4/1/2011					
	32	149	550		Wayland Arms	107	1	RAFN (GC) - 41		4/1/2011					
	33	149	550		Wayland Arms	108	1	RAFN (GC) - 42		4/1/2011					
	34	149	550		Wayland Arms	319	1		12/7/2011	2/7/2012	214	\$13,642	\$6,853	\$20,494	686754
	35	149	550		Wayland Arms	414	1		12/14/2011	2/29/2012	221	\$14,135	\$7,474	\$21,609	687694
	36	149	550		Wayland Arms	410	1		1/6/2012	4/5/2012	212	\$13,532	\$7,915	\$21,446	688558
	37	149	550		Wayland Arms	412	1		2/14/2012	4/17/2012	253	\$16,189	\$8,330	\$24,519	690800
	38	149	550		Wayland Arms	407	0 to 1		4/23/2012	7/25/2012	255	\$16,267	\$7,322	\$23,588	695598
	39	149	550		Wayland Arms	413	1		4/11/2012	8/9/2012	269	\$17,221	\$7,270	\$24,491	695110
	40	149	550		Wayland Arms	206	0 to 1		1/9/2013	2/27/2013	283	\$17,889	\$9,420	\$27,309	714060

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	41	149	550		Wayland Arms	403	0 to 1		1/29/2013	2/28/2013	254	\$16,138	\$8,620	\$24,757	714202
	42	149	550		Wayland Arms	415	1		2/26/2013	4/30/2013	309	\$19,586	\$7,794	\$27,380	715579
	43	149	550		Wayland Arms	401	0 to 1		3/20/2013	5/16/2013	302	\$19,348	\$6,984	\$26,332	717233
	44	149	550		Wayland Arms	411	1		5/6/2013	6/29/2013	235	\$14,891	\$8,928	\$23,819	721006
	45	149	550		Wayland Arms	417	1		5/10/2013	6/28/2013	248	\$15,804	\$10,117	\$25,921	721004
	46	149	550		Wayland Arms	313	1		5/9/2013	6/29/2013	241	\$15,205	\$8,932	\$24,137	720648
	47	149	550		Wayland Arms	218	1		5/13/2013	6/29/2013	241	\$15,307	\$8,973	\$24,280	721844
	48	149	550		Wayland Arms	207	0 to 1		5/14/2013	7/15/2013	287	\$18,189	\$9,414	\$27,602	721077
	49	149	550		Wayland Arms	314	1		4/2/2014	8/22/2014	284	\$18,050	\$11,389	\$29,438	744874
	50	149	550		Wayland Arms	419	1	505500419	6/18/2018	8/29/2018	352	\$23,143	\$8,631	\$31,774	55502
	51	149	550		Wayland Arms	215	1	505500125	10/31/2018	12/19/2018	297	\$19,824	\$11,859	\$31,683	64719
		Wayland Arms		1968	Total Units	67	Upgraded	51	Remaining	16			Avg. \$ (since 2017)	\$31,729	
Westminster Manor															
	1	250	156		Westminster Manor	412	1		10/1/2014	12/30/2014	281	\$17,783	\$9,031	\$26,815	758625
	2	250	156		Westminster Manor	401	1		8/28/2014	12/30/2014	290	\$18,466	\$11,839	\$30,305	756114
	3	250	156		Westminster Manor	109	1		11/14/2014	1/28/2015	249	\$15,355	\$10,839	\$26,194	760803
	4	250	156		Westminster Manor	112	1		11/17/2014	1/30/2015	244	\$15,636	\$12,759	\$28,395	760805
	5	250	156		Westminster Manor	402	1		11/21/2014	2/26/2015	239	\$13,673	\$9,795	\$23,468	762513
	6	250	156		Westminster Manor	405	1		12/15/2014	3/23/2015	211	\$13,491	\$10,087	\$23,578	764056
	7	250	156		Westminster Manor	213	1		3/20/2015	5/13/2015	242	\$14,500	\$10,357	\$24,857	771788
	8	250	156		Westminster Manor	103	1		4/13/2015	6/2/2015	230	\$13,306	\$10,261	\$23,567	774017
	9	250	156		Westminster Manor	115	1		5/1/2015	6/18/2015	223	\$12,937	\$10,087	\$23,024	776157
	10	250	156		Westminster Manor	114	1		6/26/2015	7/27/2015	235	\$14,403	\$10,429	\$24,832	779316
	11	250	156		Westminster Manor	101	1		8/13/2015	10/22/2015	205	\$12,273	\$10,086	\$22,359	783450
	12	250	156		Westminster Manor	409	1		9/11/2015	10/23/2015	203	\$12,052	\$9,048	\$21,100	784281
	13	250	156		Westminster Manor	305	1	00101560305	11/4/2015	2/3/2016	232	\$14,572	\$10,400	\$24,972	1051
	14	125	156		Westminster Manor	208	1	00101560208	1/22/2016	2/29/2016	209	\$13,297	\$10,244	\$23,541	5248
	15	125	156		Westminster Manor	316	1	00101560316	1/18/2016	2/29/2016	217	\$13,745	\$10,154	\$23,899	5246
	16	125	156		Westminster Manor	204	1	00101560204	2/9/2016	3/24/2016	232	\$14,208	\$8,178	\$22,386	6042
	17	125	156		Westminster Manor	212	1	00101560212	3/7/2016	4/29/2016	223	\$14,111	\$10,063	\$24,174	8230
	18	125	156		Westminster Manor	403	1	00101560403	08/02/16	10/28/16	241	\$15,409	\$8,655	\$24,064	15650
	19	125	156		Westminster Manor	116	1	00101560116	08/02/16	10/28/16	240	\$15,318	\$8,665	\$23,983	15648
	20	125	156		Westminster Manor	413	1	00101560413	8/8/2016	11/21/2016	233	\$14,857	\$9,356	\$24,213	16452
	21	125	156		Westminster Manor	210	1	00101560210	10/5/2016	12/16/2016	249	\$15,833	\$9,098	\$24,931	20246
	22	125	156		Westminster Manor	302	1	00101560302	11/14/2016	12/20/2016	233	\$14,889	\$9,216	\$24,105	21558
	23	125	156		Westminster Manor	311	1	00101560311	2/21/2017	4/24/2017	250	\$16,370	\$10,325	\$26,695	26402
	24	250	156		Westminster Manor	215	1	00101560215	3/31/2017	6/29/2017	189	\$12,387	\$10,293	\$22,680	29207
	25	250	156		Westminster Manor	104	1	00101560104	8/15/2017	10/31/2017	249	\$15,855	\$9,426	\$25,281	35372
	26	124	156		Westminster Manor	209	1	00101560209	5/12/2018	9/28/2018	198	\$12,180	\$10,564	\$22,744	54662
	27	124	156		Westminster Manor	308	1	00101560308	8/3/2018	10/26/2018	200	\$12,236	\$12,711	\$24,947	58683
	28	124	156		Westminster Manor	404	1	00101560404	10/17/2018	12/19/2018	190	\$11,614	\$11,335	\$22,949	63578
		Westminster		2013	Total Units	60	Upgraded	28	Remaining	32			Avg. \$ (since 2017)	\$24,216	

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
Yardley Arms															
	1	162	353		Yardley Arms	110	1		7/6/2006	7/28/2006	154	\$6,886	\$6,746	\$13,633	538979
	2	162	353		Yardley Arms	211	1		7/26/2006	8/8/2006	131	\$5,773	\$6,488	\$12,261	540028
	3	162	353		Yardley Arms	216	1		5/10/2007	5/25/2007	134	\$5,695	\$4,680	\$10,375	566855
	4	162	353		Yardley Arms	315	1		7/1/2008	7/23/2008	243	\$15,075	\$7,440	\$22,516	597569
	5	162	353		Yardley Arms	313	1		7/1/2008	7/28/2008	228	\$13,354	\$7,440	\$20,794	597570
	6	163	353		Yardley Arms	218	1		1/23/2009	2/20/2009	284	\$17,674	\$7,993	\$25,667	614611
	7	163	353		Yardley Arms	311	1		2/5/2009	3/11/2009	229	\$14,643	\$7,473	\$22,115	616071
	8	163	353		Yardley Arms	205	1		3/31/2009	4/22/2009	278	\$17,670	\$6,953	\$24,623	620151
	9	163	353		Yardley Arms	103	1		6/2/2009	7/27/2009	200	\$12,424	\$8,467	\$20,891	625030
	10	163	353		Yardley Arms	106	1		8/19/2009	9/17/2009	233	\$15,091	\$7,313	\$22,404	630229
	11	163	353		Yardley Arms	319	1		12/21/2009	Complete	262	\$16,009	\$6,410	\$22,419	638555
	12	163	353		Yardley Arms	203	1		6/3/2010	7/15/2010	229	\$13,450	\$7,109	\$20,559	648499
	13	163	353		Yardley Arms	105	1		5/28/2010	7/22/2010	223	\$13,669	\$8,004	\$21,673	648240
	14	163	353		Yardley Arms	108	1		6/21/2010	7/27/2010	225	\$13,889	\$6,391	\$20,279	649293
	15	163	353		Yardley Arms	220	1		7/6/2010	9/29/2010	234	\$13,786	\$8,193	\$21,979	649984
	16	163	353		Yardley Arms	223	1		7/27/2010	10/1/2010	148	\$9,396	\$8,268	\$17,664	651321
	17	163	353		Yardley Arms	202	1		7/28/2010	10/4/2010	211	\$13,371	\$6,820	\$20,191	651332
	18	163	353		Yardley Arms	219	1		10/8/2010	12/6/2010	254	\$15,339	\$7,068	\$22,407	655909
	19	163	353		Yardley Arms	316	1		11/30/2010	1/21/2011	256	\$16,029	\$7,673	\$23,702	658616
	20	163	353		Yardley Arms	104	1		12/9/2010	1/28/2011	240	\$14,587	\$6,023	\$20,610	659212
	21	163	353		Yardley Arms	117	1		1/27/2011	3/23/2011	258	\$15,767	\$8,126	\$23,893	662168
	22	163	353		Yardley Arms	309	1		2/7/2011	3/24/2011	283	\$17,455	\$6,485	\$23,940	662886
	23	163	353		Yardley Arms	101	1		3/31/2011	5/31/2011	241	\$14,997	\$7,662	\$22,659	667497
	24	163	353		Yardley Arms	118	1		6/12/11	7/22/2011	231	\$14,041	\$7,407	\$21,448	672670
	25	163	353		Yardley Arms	301	1		8/2/11	9/20/2011	275	\$17,429	\$8,093	\$25,523	677242
	26	163	353		Yardley Arms	107	1		8/4/11	9/27/2011	200	\$12,802	\$7,222	\$20,024	677497
	27	163	353		Yardley Arms	102	1	RAFN (GC) - 43		4/1/2011					
	28	163	353		Yardley Arms	113	1	RAFN (GC) - 44		4/1/2011					
	29	163	353		Yardley Arms	119	1	RAFN (GC) - 45		4/1/2011					
	30	163	353		Yardley Arms	221	1		3/30/12	6/7/2012	258	\$15,019	\$8,678	\$23,697	694097
	31	163	353		Yardley Arms	314	1		4/23/12	7/3/2012	259	\$15,727	\$9,147	\$24,874	69595
	32	163	353		Yardley Arms	224	1		6/12/12	8/28/2012	300	\$18,681	\$6,558	\$25,238	698803
	33	163	353		Yardley Arms	321	1		11/15/12	1/25/2013	303	\$18,648	\$7,892	\$26,540	707904
	34	163	353		Yardley Arms	206	1		11/20/12	1/30/2013	297	\$18,039	\$10,233	\$28,272	709134
	35	163	353		Yardley Arms	112	1		12/26/12	1/31/2013	250	\$14,525	\$7,677	\$22,202	711578
	36	163	353		Yardley Arms	114	1		2/7/13	4/1/2013	235	\$14,192	\$7,917	\$22,109	714697
	37	163	353		Yardley Arms	222	1		2/6/13	4/10/2013	249	\$15,592	\$8,752	\$24,532	714614
	38	163	353		Yardley Arms	305	1		6/27/2014	10/15/2014	264	\$16,225	\$8,442	\$24,668	750346
	39	163	353		Yardley Arms	110	1		8/28/2015	10/2/2015	186	\$11,738	\$7,477	\$19,214	783348
	40	163	353		Yardley Arms	302	1		9/14/2015	11/10/2015	193	\$12,103	\$10,468	\$22,571	784416
	41	163	353		Yardley Arms	322	1		9/25/2015	11/13/2015	211	\$13,358	\$11,013	\$24,370	785579
	42	163	353		Yardley Arms	303	1		10/30/2015	12/23/2015	207	\$13,143	\$10,112	\$23,255	162
	43	163	353		Yardley Arms	204	1	00303530204	1/6/2015	2/16/2016	200	\$12,662	\$9,776	\$22,438	3780
	44	163	353		Yardley Arms	307	1	00303530307	2/24/2016	4/20/2016	222	\$13,660	\$9,206	\$22,865	6367
	45	163	353		Yardley Arms	116	1	00303530116	9/27/2016	11/30/2016	246	\$15,538	\$11,484	\$27,022	18793
	46	163	353		Yardley Arms	207	1	00303530207	01/11/17	3/30/2017	216	\$14,204	\$12,680	\$26,884	23882
	47	163	353		Yardley Arms	111	1	303530111	3/9/2017	6/9/2017	204	\$13,116	\$10,883	\$23,999	26873
	48	485	353		Yardley Arms	217	1	303520217	6/1/2017	7/19/2017	200	\$13,103	\$9,664	\$22,767	30848
	49	163	353		Yardley Arms	313	1	00303530313	1/2/2018	2/21/2018	202	\$13,197	\$8,669	\$21,865	43417

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	50	163	353		Yardley Arms	311	1	00303530311	1/2/2018	2/23//18	205	\$13,434	\$6,604	\$20,038	43416
	51	163	353		Yardley Arms	212	1	303530212	9/6/2018	12/12/2018	239	\$14,352	\$11,505	\$25,857	60482
	52	163	353		Yardley Arms	113	1	00303533113	6/11/19	7/30/19	294	\$18,801	\$12,675	\$31,475	78704
	53	163	352		Yardley Arms	312	1	00303533312	12/16/2019	2/21/2020	235	\$14,132	\$12,747	\$26,879	92772
	54	163	352		Yardley Arms	318	1	00303533318	12/10/2019	2/27/2020	229	\$14,656	\$15,064	\$29,720	88615
		Yardley Arms		1970	Total Units	67	Upgraded	54	Remaining	13			Avg. \$ (since 2017)	\$25,498	
EGIS Partnership															
Brittany Park															
	1	485	354	EGIS	Brittany Park	206	1		11/27/2006	12/19/2006	123	\$5,412	\$5,763	\$11,175	551307
	2	485	354	EGIS	Brittany Park	110	1		6/1/2007	7/5/2007	158	\$6,715	\$5,028	\$11,743	569061
	3	485	354	EGIS	Brittany park	114	1		3/4/2010	4/26/2010	229	\$13,779	\$6,558	\$20,337	642864
	4	485	354	EGIS	Brittany Park	209	1	ARRA	5/3/2010	8/18/2010	425	\$27,275	\$15,729	\$43,004	646868
	5	485	354	EGIS	Brittany Park	315	1		5/11/2011	6/23/2011	258	\$16,630	\$7,753	\$24,383	669555
	6	485	354	EGIS	Brittany Park	113	1	ARRA	6/1/2011	9/1/2011	390	\$25,110	\$15,217	\$40,327	670909
	7	485	354	EGIS	Brittany Park	115	1	ARRA	7/5/2011	9/30/2011	366	\$23,692	\$18,085	\$41,778	674110
	8	485	354	EGIS	Brittany Park	310	1		5/21/2012	7/30/2012	234	\$13,277	\$7,518	\$20,795	697417
	9	485	354	EGIS	Brittany Park	204	1		3/31/2013	5/30/2013	249	\$15,985	\$8,727	\$24,712	720063
	10	485	354	EGIS	Brittany Park	107	1		1/22/2014	4/18/2014	293	\$16,831	\$9,827	\$26,658	737807
	11	485	354	EGIS	Brittany Park	311	1		3/2/2014	4/28/2014	251	\$15,935	\$9,949	\$25,884	741100
	12	485	354	EGIS	Brittany Park	312	1		2/23/2015	3/30/2015	216	\$13,470	\$9,857	\$23,327	768049
	13	485	354	EGIS	Brittany Park	112	1		2/9/2015	3/24/2015	229	\$14,525	\$10,261	\$24,786	768312
	14	485	354	EGIS	Brittany Park	301	1		7/29/2015	9/28/2015	213	\$13,425	\$10,279	\$23,703	781294
	15	485	354	EGIS	Brittany Park	203	1		8/20/2015	9/24/2015	239	\$14,986	\$10,193	\$25,179	782791
	16	485	354	EGIS	Brittany Park	305	1	00303540305	1/29/2016	3/10/2016	201	\$12,741	\$10,994	\$23,735	4713
	17	485	354	EGIS	Brittany Park	314	1	00303540314	3/1/2016	4/29/2016	202	\$12,750	\$9,759	\$22,509	6576
	18	485	354	EGIS	Brittany Park	202	1	00303540202	7/6/2016	9/29/2016	300	\$18,795	\$10,567	\$29,362	14184
	19	485	354	EGIS	Brittany Park	308	1	00303540308	01/04/17	3/22/2017	201	\$13,212	\$11,300	\$24,513	23616
	20	485	354	EGIS	Brittany Park	206	1	303540206	3/24/2017	4/28/2017	196.0	\$12,780	\$9,447	\$22,227	27585
	21	485	354	EGIS	Brittany Park	215	1	00303540215	03/10/17	5/8/2017	198	\$13,010	\$9,944	\$22,954	26872
	22	485	354	EGIS	Brittany Park	205	1	303540205	5/22/2017	7/13/2017	206	\$13,482	\$8,943	\$22,425	30320
	23	164	354	EGIS	Brittany Park	201	1	00303540201	5/28/2020	7/29/2020	246	\$15,286	\$13,030	\$28,316	103282
	24	164	354	EGIS	Brittany Park	316	1	00303540316	5/28/2020	8/18/2020	250	\$16,500	\$13,867	\$30,367	103126
		Brittany Park		1970	Total Units	43	Upgraded	24	Remaining	19			Avg. \$ (since 2017)	\$25,134	
Casa Madrona															
	1	485	553	EGIS	Casa Madrona	106	1		6/28/2007	7/13/2007	134	5,695	\$5,313	\$11,008	570357
	2	485	553	EGIS	Casa Madrona	123	1		1/23/2009	1/23/2009	184	10,991.18	\$6,134	\$17,125	614311
	3	485	553	EGIS	Casa Madrona	266	1		2/27/2009	3/24/2009	160	9,678.39	\$7,411	\$17,090	617954
	4	485	553	EGIS	Casa Madrona	118	1		2/24/2011	3/23/2011	194	11,582.07	\$5,371	\$16,953	664610
	5	485	553	EGIS	Casa Madrona	112	1		4/20/2011	6/6/2011	279	17,003.64	\$6,475	\$23,479	668188
	6	485	553	EGIS	Casa Madrona	107	1	Capital Const - 3		1/1/2010					

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	7	485	553	EGIS	Casa Madrona	132	1	Capital Const - 4		1/1/2010					
	8	485	553	EGIS	Casa Madrona	103	1	Capital Const - 5		1/1/2010					
	9	485	553	EGIS	Casa Madrona	121	1		1/9/2012	2/27/2012	229	\$14,533	\$6,584	\$21,117	688546
	10	485	553	EGIS	Casa Madrona	268	1		4/2/2012	5/29/2012	180	\$11,616	\$6,473	\$18,088	694307
	11	485	553	EGIS	Casa Madrona	269	1		4/2/2012	5/26/2012	185	\$11,839	\$5,792	\$17,631	694309
	12	485	553	EGIS	Casa Madrona	270	1		5/1/2012	7/17/2012	224	\$11,788	\$7,338	\$19,126	696139
	13	485	553	EGIS	Casa Madrona	248	1		10/24/2012	12/7/2012	191	\$12,279	\$6,798	\$19,549	707382
	14	485	553	EGIS	Casa Madrona	255	1		3/12/2013	6/6/2013	257	\$15,640	\$7,038	\$22,678	717234
	15	485	553	EGIS	Casa Madrona	247	1		7/10/2013	9/26/2013	241	\$15,345	\$7,183	\$22,528	725561
	16	485	354	EGIS	Casa Madrona	108	1		2/28/2014	5/23/2014	187	\$11,939	\$6,692	\$18,631	739677
	17	485	553	EGIS	Casa Madrona	256	1		7/31/2014	10/23/2014	253	\$15,685	\$7,835	\$23,520	755857
	18	485	553	EGIS	Casa Madrona	257	1		8/3/2014	10/28/2014	205	\$12,506	\$8,714	\$21,220	755858
	19	485	553	EGIS	Casa Madrona	236	1		3/2/2015	4/16/2015	202	\$12,430	\$8,372	\$20,802	770683
	20	485	553	EGIS	Casa Madrona	117	1		2/23/2015	4/16/2015	203	\$12,279	\$8,430	\$20,709	769425
	21	485	553	EGIS	Casa Madrona	252	1		4/21/2015	5/29/2015	206	\$13,098	\$8,785	\$21,883	775147
	22	485	553	EGIS	Casa Madrona	128	1		4/23/2015	5/29/2015	210	\$13,426	\$9,196	\$22,622	775326
	23	485	553	EGIS	Casa Madrona	246	1		4/28/2015	5/29/2015	203	\$12,899	\$8,491	\$21,390	775522
	24	485	553	EGIS	Casa Madrona	245	1		6/1/2015	6/30/2015	191	\$12,083	\$8,976	\$21,059	777751
	25	485	553	EGIS	Casa Madrona	101	2		6/1/2015	6/30/2015	187	\$11,799	\$10,050	\$21,849	777733
	26	485	553	EGIS	Casa Madrona	238	1		6/8/2015	7/21/2015	204	\$12,868	\$9,593	\$22,461	778243
	27	485	553	EGIS	Casa Madrona	250	1		6/8/2015	7/21/2015	211	\$13,451	\$9,713	\$23,165	778244
	28	485	553	EGIS	Casa Madrona	264	1		6/30/2015	8/27/2015	205	\$12,989	\$8,667	\$21,655	779918
	29	485	553	EGIS	Casa Madrona	234	1		9/17/2015	11/30/2015	254	\$15,267	\$9,094	\$24,361	786176
	30	485	553	EGIS	Casa Madrona	267	1	00505530267	2/16/2016	3/25/2016	208	\$13,232	\$8,594	\$21,826	5888
	31	485	553	EGIS	Casa Madrona	109	1	00505530109	3/11/2016	6/7/2016	215	\$13,805	\$9,444	\$23,249	7530
	32	485	553	EGIS	Casa Madrona	102	1	00505530102	7/7/2016	8/19/2016	203	\$12,851	\$9,731	\$22,582	14248
	33	485	553	EGIS	Casa Madrona	126	1	00505530126	7/7/2016	8/29/2016	209	\$13,217	\$10,106	\$23,322	14249
	34	485	553	EGIS	Casa Madrona	111	1	00505530111	08/02/16	10/24/16	202	\$12,894	\$10,493	\$23,387	16008
	35	485	553	EGIS	Casa Madrona	239	1	00505530239	08/04/16	10/24/16	207	\$13,275	\$9,589	\$22,864	16009
	36	485	553	EGIS	Casa Madrona	260	1	00505530260	11/16/2016	12/18/2016	191	\$12,191	\$9,223	\$21,414	21265
	37	485	553	EGIS	Casa Madrona	114	1	00505530114	11/7/2016	12/27/2016	193	\$12,257	\$9,032	\$21,289	20912
	38	485	553	EGIS	Casa Madrona	253	1	00505530253	11/7/2016	12/28/2016	185	\$11,705	\$8,879	\$20,584	20911
	39	485	553	EGIS	Casa Madrona	113	1	00505530113	01/31/17	4/5/2017	225	\$14,759	\$9,876	\$24,635	24883
	40	485	554	EGIS	Casa Madrona	265	1	00505540265	2/8/2018	4/17/2018	236	\$15,467	\$8,538	\$24,005	46873
	41	485	553	EGIS	Casa Madrona	240	1	505530240	7/25/2018	10/18/2018	253	\$15,622	\$10,218	\$25,840	60078
	42	485	553	EGIS	Casa Madrona	249	1	505530249	12/13/2018	2/1/2019	251	\$15,472	\$13,935	\$29,407	67450
	43	485	553	EGIS	Casa Madrona	110	1	00505530110	12/3/2018	3/25/2019	455	\$27,620	\$17,118	\$44,738	66631
	44	485	553	EGIS	Casa Madrona	235	1	00505530235	5/2/2019	6/22/2019	173	\$10,263	\$11,182	\$21,444	75789
	45	485	553	EGIS	Casa Madrona	115	1	00505530115	10/8/19	1/10/20	286	\$22,029	\$13,050	\$35,079	86903
	46	485	553	EGIS	Casa Madrona	233	1	00505530115	11/30/19	1/24/20	263	\$17,055	\$12,880	\$29,935	93707
	47	485	553	EGIS	Casa Madrona	104	1	00505530104	12/17/2020	3/12/2020	238	\$15,778	\$11,323	\$27,101	96464
	48	485	553	EGIS	Casa Madrona	107	1	00505530107	12/20/2020	3/13/2020	196	\$12,099	\$11,234	\$23,333	96465
	49	168	553	EGIS	Casa Madrona	242	1	00505530242	3/27/2020	6/3/2020	247	\$15,210	\$12,825	\$28,035	100626
	50	168	553	EGIS	Casa Madrona	125	1	00505530125	8/4/2020	10/2/2020	231	\$15,708	\$13,217	\$28,925	107397
		<b>Casa Madrona</b>	1973		Total Units	<b>70</b>	Upgraded	<b>50</b>	Remaining	<b>20</b>			Avg. \$ (since 2017)	<b>\$28,540</b>	



		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
		<b>Eastbridge</b>		2010	Total Units	<b>13</b>	Newly Built	<b>13</b>							
		<b>Fairwind</b>		2013	Total Units	<b>87</b>	Newly Built	<b>87</b>							
		<b>Greenriver Homes</b>			<b>CCD Renovated 2012</b>										
				1958	Total Units	<b>70</b>	Upgraded	<b>70</b>	Remaining	<b>0</b>					
		<b>Gustaves Manor</b>													
	1	485	554	EGIS	Gustaves Manor	506	1		1/6/2009	1/22/2009	184	\$11,603	\$7,763	\$19,367	614156
	2	485	554	EGIS	Gustaves Manor	309	1		3/2/2009	3/13/2009	213	\$13,254	\$6,638	\$19,892	617931
	3	485	554	EGIS	Gustaves Manor	102	1		4/2/2009	4/14/2009	156	\$9,592	\$4,240	\$13,832	620294
	4	485	554	EGIS	Gustaves Manor	402	1		10/12/2009	10/27/2009	202	\$12,708	\$6,170	\$18,878	633568
	5	149	554	EGIS	Gustaves Manor	166	1		1/1/2010	1/21/2010	178	\$10,845	\$7,093	\$17,937	639082
	6	149	554	EGIS	Gustaves Manor	308	1		2/7/2011	2/28/2011	228	\$14,652	\$7,281	\$21,933	663007
	7	149	554	EGIS	Gustaves Manor	405	1		5/6/2011	6/13/2011	195	\$12,363	\$6,979	\$19,342	670491
	8	149	554	EGIS	Gustaves Manor	206	1		1/1/2012	2/17/2012	164	\$10,532	\$6,852	\$17,384	688559
	9	485	554	EGIS	Gustaves Manor	101	1	00505540101	2/16/2016	4/6/2016	199	\$12,715	\$9,254	\$21,969	5886
	10	485	554	EGIS	Gustaves Manor	313	1	00505540313	5/2/2016	5/27/2016	200	\$12,302	\$9,691	\$21,993	10598
	11	485	554	EGIS	Gustaves Manor	311	1	00505540311	6/28/2016	7/27/2016	246	\$15,710	\$9,678	\$25,388	13515
	12	485	554	EGIS	Gustaves Manor	304	1	00505540304	7/5/2016	7/29/2016	198	\$12,404	\$9,540	\$21,943	14051
	13	485	554	EGIS	Gustaves Manor	502	1	00505540502	7/29/2016	8/31/2016	241	\$15,273	\$9,771	\$25,044	15653
	14	485	554	EGIS	Gustaves Manor	314	1	00505540314	8/8/2016	9/20/2016	237	\$15,027	\$10,612	\$25,639	16011
	15	485	554	EGIS	Gustaves Manor	404	1	00505540404	09/16/16	10/31/16	260	\$16,507	\$9,489	\$25,996	18791
	16	485	554	EGIS	Gustaves Manor	201	1	00505540201	10/13/2016	12/6/2016	239	\$15,223	\$10,746	\$25,969	19555
	17	485	554	EGIS	Gustaves Manor	202	1	00505540202	12/15/16	2/7/2017	222	\$14,555	\$10,247	\$24,802	22792
	18	485	554	EGIS	Gustaves Manor	503	1	00505540503	2/1/2017	2/28/2017	193	\$12,643	\$10,961	\$23,604	24884
	19	485	554	EGIS	Gustaves Manor	302	1	00505540302	02/24/17	4/10/2017	219	\$14,301	\$9,096	\$23,397	26022
	20	485	554	EGIS	Gustaves Manor	305	1	505540305	4/19/2017	6/23/2017	199	\$13,104	\$10,674	\$23,777	28828
	21	485	554	EGIS	Gustaves Manor	403	1	505540403	6/26/2017	7/25/2017	230	\$15,186	\$10,802	\$25,988	32039
	22	485	554	EGIS	Gustaves Manor	203	1	505540203	7/5/2017	8/17/2017	211	\$13,793	\$11,511	\$25,304	32415
	23	485	554	EGIS	Gustaves Manor	103	1	505540103	8/21/2017	9/29/2017	205	\$13,338	\$11,357	\$24,695	35021
	24	485	554	EGIS	Gustaves Manor	310	1	505540310	8/21/2017	11/28/2017	198	\$12,921	\$11,994	\$24,915	35830
	25	485	554	EGIS	Gustaves Manor	504	1	505540504	9/11/2017	11/30/2017	198	\$12,729	\$11,361	\$24,090	35975
	26	485	554	EGIS	Gustaves Manor	303	1	505540303	12/4/2017	1/18/2018	240	\$15,731	\$11,826	\$27,556	41168
	27	485	554	EGIS	Gustaves Manor	501	1	505540501	2/20/2018	3/30/2018	212	\$13,955	\$10,474	\$24,429	47327
	28	485	554	EGIS	Gustaves Manor	505	1	505540505	5/1/2018	6/14/2018	215	\$14,125	\$12,551	\$26,676	52620
	29	149	554	EGIS	Gustaves Manor	406	1	00505540406	7/1/19	8/9/19	276	\$17,301	\$14,836	\$32,137	80197
	30	149	554	EGIS	Gustaves Manor	401	1	00505540401	7/3/19	8/15/19	298	\$18,887	\$14,427	\$33,314	80685
	31	149	554	EGIS	Gustaves Manor	306	1	00505540306	7/3/19	8/27/19	221	\$13,580	\$14,762	\$28,342	80648
	32	149	554	EGIS	Gustaves Manor	312	1	00505540312	9/6/19	10/11/19	281	\$17,370	\$14,659	\$32,029	86149
	33	149	554	EGIS	Gustaves Manor	307	1	00505540307	11/4/2019	12/31/2019	306	\$20,910	\$12,234	\$33,144	89103
		<b>Gustaves Manor</b>		1982	Total Units	<b>35</b>	Upgraded	<b>33</b>	Remaining	<b>2</b>			Avg. \$ (since 2017)	<b>\$26,953</b>	

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
Mardi Gras															
	1	485	450	EGIS	Mardi Gras	105	1		10/31/2006	11/17/2006	135	\$6,068	\$3,205	\$9,273	548858
	2	485	450	EGIS	Mardi Gras	207	1		1/2/2007	1/22/2007	50	\$2,223	\$3,819	\$6,042	
	3	485	450	EGIS	Mardi Gras	222	1		2/28/2007	3/14/2007	144	\$6,164	\$4,469	\$10,633	561454
	4	485	450	EGIS	Mardi Gras	112	1		6/6/2007	6/18/2007	137	\$6,165	\$4,320	\$10,485	568704
	5	485	450	EGIS	Mardi Gras	301	1		8/1/2007	8/22/2007	156	\$6,915	\$4,474	\$11,389	572983
	6	485	450	EGIS	Mardi-Gras	204	1		11/1/2007	11/28/2007	129	\$5,725	\$4,290	\$10,015	580109
	7	146	450	EGIS	Mardi Gras	103	0	Capital Const - 6		8/1/2009					
	8	146	450	EGIS	Mardi Gras	110	0	Capital Const - 7		8/1/2009					
	9	146	450	EGIS	Mardi Gras	117	0	Capital Const - 8		8/1/2009					
	10	146	450	EGIS	Mardi Gras	108	1		2/28/2010	4/5/2010	220	\$14,056	\$5,811	\$19,868	642974
	11	146	450	EGIS	Mardi Gras	213	1		2/23/2010	4/15/2010	180	\$11,426	\$3,571	\$14,997	643203
	12	146	450	EGIS	Mardi Gras	310	1		5/3/2010	5/28/2010	274	\$17,378	\$6,171	\$23,549	646573
	13	146	450	EGIS	Mardi Gras	215	1		1/27/2011	2/16/2011	194	\$12,400	\$5,758	\$18,158	662307
	14	146	450	EGIS	Mardi Gras	312	1		3/28/2012	4/30/2012	171	\$10,855	\$5,644	\$16,499	694594
	15	146	450	EGIS	Mardi Gras	208	1		4/26/2012	5/25/2012	171	\$10,798	\$5,733	\$16,531	696044
	16	146	450	EGIS	Mardi Gras	307	1		5/15/2012	7/31/2012	158	\$10,190	\$5,328	\$15,518	699903
	17	485	450	EGIS	Mardi Gras	302	1		3/14/2014	5/13/2014	180	\$11,478	\$6,935	\$18,413	743077
	18	146	450	EGIS	Mardi Gras	101	1		2/6/2013	3/20/2013	217	\$13,893	\$7,480	\$21,373	715814
	19	485	450	EGIS	Mardi Gras	214	1		9/3/2013	11/25/2013	189	\$11,907	\$6,258	\$18,165	731121
	20	146	450	EGIS	Mardi Gras	115	1	00404500115	8/14/19	9/20/19	259	\$16,219	\$13,322	\$29,541	83182
	21	146	450	EGIS	Mardi Gras	109	1	00404500109	10/4/2019	11/23/2019	244	\$14,955	\$13,245	\$28,200	86288
	22	146	450	EGIS	Mardi Gras	113	1	00404500113	8/28/19	10/2/19	225	\$13,980	\$13,452	\$27,432	84800
		Mardi Gras		1970	Total Units	35	Upgraded	22	Remaining	13			Avg. \$ (since 2019)	\$28,391	
Munro Manor															
	1	485	352	EGIS	Munro Manor	11	1		10/2/2006	10/23/2006	187	\$8,228	\$4,019	\$12,237	546285
	2	485	352	EGIS	Munro Manor	103	1		10/16/2007	10/22/2007	183	\$8,235	\$5,596	\$13,831	578705
	3	485	352	EGIS	Munro Manor	10	1		1/8/2009	2/5/2009	212	\$13,780	\$6,751	\$21,189	613895
	4	485	352	EGIS	Munro Manor	121	1		2/22/2010	4/8/2010	216	\$13,728	\$7,675	\$21,403	641972
	5	485	352	EGIS	Munro Manor	119	1		3/5/2010	4/16/2010	191	\$11,642	\$7,259	\$18,901	643021
	6	485	352	EGIS	Munro Manor	20	1	ARRA	7/26/2010	7/26/2010	400	\$25,968	\$29,168	\$55,136	646424
	7	485	352	EGIS	Munro Manor	212	1		2/7/2011	3/10/2011	294	\$17,945	\$6,598	\$24,543	662887
	8	485	352	EGIS	Munro Manor	14	1	ARRA	3/21/2011	5/20/2011	415	\$26,741	\$17,367	\$44,107	665971
	9	485	352	EGIS	Munro Manor	118	1		5/26/2011	6/30/2011	254	\$15,467	\$8,149	\$23,616	671031
	10	485	352	EGIS	Munro Manor	21	1	ARRA	7/12/2011	11/14/2011	428	\$27,626	\$16,477	\$44,103	674698
	11	485	352	EGIS	Munro Manor	213	1		1/30/2012	3/14/2012	269	\$15,943	\$8,567	\$24,510	689877
	12	485	352	EGIS	Munro Manor	13	1		4/18/2012	6/15/2012	184	\$11,205	\$9,677	\$20,882	695401
	13	485	352	EGIS	Munro Manor	12	1		3/25/2013	5/31/2013	213	\$13,190	\$9,302	\$22,492	717625
	14	485	352	EGIS	Munro Manor	114	1		8/30/2013	11/15/2013	224	\$14,224	\$8,090	\$22,923	728027
	15	485	352	EGIS	Munro Manor	19	1		10/31/2013	12/31/2013	205	\$12,437	\$9,978	\$22,415	732027
	16	485	352	EGIS	Munro Manor	108	1		6/30/2014	9/19/2014	265	\$16,196	\$8,123	\$24,319	750559
	17	485	352	EGIS	Munro Manor	104	1		9/15/2014	11/13/2014	211	\$12,850	\$9,113	\$21,963	756084
	18	485	352	EGIS	Munro Manor	210	1		11/14/2014	12/30/2014	218	\$13,824	\$8,446	\$22,269	760369
	19	485	352	EGIS	Munro Manor	101	1		2/27/2015	3/31/2015	230	\$14,610	\$10,552	\$25,162	769710
	20	485	352	EGIS	Munro Manor	112	1		4/30/2015	5/29/2015	200	\$12,417	\$10,985	\$23,402	775690

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	21	485	352	EGIS	Munro Manor	316	1		4/28/2015	6/5/2015	213	\$13,226	\$10,279	\$23,505	775533
	22	485	352	EGIS	Munro Manor	116	1		4/29/2015	6/8/2015	216	\$13,553	\$10,579	\$24,133	775608
	23	485	352	EGIS	Munro Manor	319	1		6/16/2015	7/29/2015	196	\$11,408	\$10,180	\$21,588	778618
	24	485	352	EGIS	Munro Manor	208	1		8/28/2015	10/9/2015	174	\$10,922	\$10,081	\$21,002	783349
	25	485	352	EGIS	Munro Manor	16	1		10/5/2015	12/8/2015	197	\$12,517	\$10,920	\$23,437	785656
	26	485	352	EGIS	Munro Manor	201	1	00303520201	11/30/2015	1/20/2016	225	\$14,253	\$9,797	\$24,050	1454
	27	485	352	EGIS	Munro Manor	18	1	00303520018	2/1/2016	3/16/2016	199	\$12,663	\$12,116	\$24,778	5184
	28	485	352	EGIS	Munro Manor	15	1	00303520015	3/28/2016	5/26/2016	248	\$15,287	\$10,841	\$26,128	8169
	29	485	352	EGIS	Munro Manor	111	1	00505320111	11/17/2016	1/30/2017	213	\$13,910	\$11,814	\$25,724	21264
	30	485	352	EGIS	Munro Manor	314	1	00303520314	12/28/2016	1/31/2017	209	\$13,612	\$11,197	\$24,809	23274
	31	485	352	EGIS	Munro Manor	214	1	303520214	3/29/2017	6/13/2017	203	\$13,225	\$10,955	\$24,180	27809
	32	485	352	EGIS	Munro Manor	217	1	303520217	6/22/2017	8/28/2017	200	\$13,576	\$11,496	\$25,072	31874
	33	485	352	EGIS	Munro Manor	107	1	303520107	8/2/2017	10/17/2017	200	\$13,091	\$12,126	\$25,217	33916
	34	485	352	EGIS	Munro Manor	209	1	303520209	8/4/2017	10/23/2017	199	\$12,984	\$13,119	\$26,103	34101
	35	485	352	EGIS	Munro Manor	321	1	303520321	4/3/2018	5/29/2018	238	\$15,651	\$10,910	\$26,560	50778
	36	485	352	EGIS	Munro Manor	216	1	00303520216	12/26/2018	3/5/2019	303	\$18,591	\$9,164	\$27,755	68040
	37	485	352	EGIS	Munro Manor	211	1	00303520211	3/13/2019	5/16/2019	409	\$24,972	\$13,018	\$37,990	72524
	38	485	352	EGIS	Munro Manor	218	1	00303520218	4/3/2019	5/23/2019	325	\$20,447	\$14,043	\$34,490	73731
	39	163	352	EGIS	Munro Manor	221	1	00303520221	5/31/19	7/17/19	275	\$17,147	\$13,215	\$30,362	77925
	40	163	352	EGIS	Munro Manor	109	1	00303520109	5/30/19	7/18/19	292	\$18,591	\$13,616	\$32,207	78442
	41	163	352	EGIS	Munro Manor	203	1	00303520203	8/1/19	9/16/19	255	\$16,094	\$14,523	\$30,617	82292
	42	163	352	EGIS	Munro Manor	207	1	00303520207	9/30/2019	11/19/2019	252	\$15,808	\$14,423	\$30,231	86013
	43	163	352	EGIS	Munro Manor	202	1	00303520202	10/4/2019	11/24/2019	279	\$15,248	\$14,216	\$29,464	87244
	44	485	352	EGIS	Munro Manor	17	1	00303520017	11/21/2019	2/14/2020	274	\$1,338	\$14,242	\$15,580	92107
	45	485	352	EGIS	Munro Manor	206	1	00303520206	11/26/2019	2/21/2020	218	\$13,952	\$13,630	\$27,582	92108
	46	485	352	EGIS	Munro Manor	121	1	00303520121	12/21/2019	2/28/2020	237	\$14,963	\$14,442	\$29,405	93598
	47	485	352	EGIS	Munro Manor	313	1	00303520313	2/21/2020	5/5/2020	294	\$19,404	\$13,692	\$33,096	97936
		Munro Manor		1971	Total Units	60	Upgraded	47	Remaining	13			Avg. \$ (since 2017)	\$28,234	
		Nia Apartments		2008	Total Units	40	Newly Built	40	Remaining	0					
		Paramount House													
	1	485	150		Paramount House	312	1		8/28/2006	9/15/2006	168	\$7,545	\$3,905	\$11,450	542913
	2	485	150		Paramount House	212	1		10/30/2006	11/20/2006	161	\$7,266	\$6,165	\$13,431	548584
	3	485	150		Paramount House	317	1		1/29/2007	2/23/2007	132	\$5,841	\$7,433	\$13,274	558068
	4	485	150		Paramount House	116	Alcove		3/13/2007	3/30/2007	167	\$7,469	\$5,391	\$12,860	562619
	5	485	150		Paramount House	207	Alcove		4/3/2007	5/1/2007	186	\$8,137	\$5,303	\$13,439	563880
	6	485	150		Paramount House	311	Alcove		4/26/2007	6/1/2007	147	\$6,562	\$5,122	\$11,684	565902
	7	485	150		Paramount House	203	Alcove		7/2/2007	8/8/2007	130	\$5,733	\$5,757	\$11,490	570673
	8	485	150		Paramount House	323	Alcove		7/13/2007	8/8/2007	127	\$5,673	\$4,982	\$10,656	571601
	9	485	150		Paramount House	315	Alcove		9/26/2007	10/16/2007	152	\$6,754	\$4,823	\$11,577	577489
	10	485	150		Paramount House	107	Alcove		10/12/2007	10/31/2007	151	\$6,704	\$5,203	\$11,907	578545
	11	485	150		Paramount House	217	1		3/24/2009	4/10/2009	196	\$11,372	\$8,666	\$20,038	619649
	12	485	150		Paramount House	302	1		3/8/2011	4/13/2011	185	\$10,483	\$9,119	\$19,602	665121
	13	485	150		Paramount House	109	1		4/29/2011	5/20/2011	178	\$10,098	\$6,745	\$16,843	668667

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	14	485	150		Paramount House	204	1		1/5/2012	3/9/2012	166	\$9,032	\$7,199	\$16,231	688333
	15	485	150		Paramount House	202	1		3/29/2012	5/10/2012	179	\$10,111	\$6,128	\$16,239	694286
	16	485	150		Paramount House	103	1		4/2/2012	5/10/2012	171	\$9,873	\$6,895	\$16,768	694285
	17	485	150		Paramount House	121	1		5/2/2012	6/21/2012	169	\$10,697	\$7,759	\$18,455	696502
	18	485	150		Paramount House	108	1		6/5/2012	7/20/2012	176	\$9,542	\$8,236	\$17,778	698342
	19	485	150		Paramount House	210	1		7/6/2012	8/21/2012	171	\$9,726	\$7,488	\$17,214	700271
	20	485	150		Paramount House	209	1		10/22/2012	11/15/2012	170	\$9,974	\$7,194	\$17,168	707258
	21	485	150		Paramount House	316	1		1/30/2013	3/15/2013	189	\$10,707	\$6,856	\$17,562	714112
	22	485	150		Paramount House	102	1		6/27/2013	8/30/2013	150	\$9,526	\$6,808	\$16,334	723212
	23	485	150		Paramount House	215	1		6/27/2013	8/30/2013	154	\$9,199	\$6,432	\$15,631	724727
	24	485	150		Paramount House	310	1		12/2/2013	1/31/2014	149	\$9,065	\$7,862	\$16,927	734625
	25	485	150		Paramount House	123	1		1/2/2014	1/31/2014	147	\$8,958	\$7,253	\$16,211	736348
	26	485	150		Paramount House	319	1		2/3/2014	2/28/2014	150	\$9,494	\$6,777	\$16,271	740146
	27	485	150		Paramount House	119	1		9/29/2014	12/30/2014	169	\$10,293	\$7,337	\$17,630	758622
	28	485	150		Paramount House	304	1		2/20/2015	4/10/2015	182	\$11,148	\$8,254	\$19,402	769746
	29	485	150		Paramount House	311	1		3/16/2015	5/5/2015	183	\$11,266	\$9,253	\$20,519	772534
	30	485	150		Paramount House	303	1	00101500303	8/30/2016	11/18/2016	185	\$11,801	\$9,201	\$21,002	18783
	31	485	150		Paramount House	313	1	00101500313	12/1/2016	2/6/2017	193	\$12,707	\$9,251	\$21,958	22663
	32	485	150		Paramount House	309	1	00101500309	12/2/2016	2/6/2017	198	\$12,977	\$9,694	\$22,671	22665
	33	485	150		Paramount House	120	1	00101500120	1/3/2017	2/24/2017	193	\$12,611	\$9,846	\$22,457	28373
	34	485	150		Paramount House	308	1	00101500308	3/10/2017	5/26/2017	191	\$12,509	\$9,392	\$21,901	29201
	35	485	150		Paramount House	112	1	00101500112	3/7/2017	5/26/2017	198	\$12,919	\$9,630	\$22,549	29202
	36	485	150		Paramount House	113	1	00101500113	4/9/2017	6/29/2017	193	\$12,643	\$9,150	\$21,793	29211
	37	485	150		Paramount House	110	1	00101500110	12/1/2017	1/31/2018	214	\$13,647	\$11,535	\$25,182	42001
	38	485	150		Paramount House	322	1	00101500322	3/10/2018	5/18/2018	254	\$16,306	\$25,834	\$42,140	48865
	39	485	150		Paramount House	117	1	00101500117	3/12/2019	5/2/2019	197	\$12,397	\$12,693	\$25,090	72488
	40	485	150		Paramount House	200	1	00101500200	5/1/2019	6/26/2019	200	\$12,772	\$14,465	\$27,237	75785
	41	128	150		Paramount House	101	2	00101500101	6/21/19	7/31/19	199	\$12,218	\$14,610	\$26,828	79613
	42	128	150		Paramount House	105	1	00101500105	7/8/19	8/21/19	199	\$12,477	\$12,712	\$25,189	80486
	43	128	150		Paramount House	216	1	00101500216	9/3/19	10/22/19	195	\$11,405	\$13,851	\$25,256	85422
	44	128	150		Paramount House	213	1	00101500213	10/23/2019	12/18/2019	200	\$11,312	\$13,631	\$24,943	88832
	45	128	150	Fire Restoration	Paramount House	101	2	00101500101	2/28/2020	4/2/2020	245	\$15,767	\$10,744	\$26,511	97247
	46	128	150		Paramount House	201	1	00101520201	2/5/2020	4/3/2020	244	\$15,816	\$14,001	\$29,817	97248
		Paramount House		1969	Total Units	70	Upgraded	46	Remaining	24			Avg. \$ (since 2017)	\$25,720	
Plaza Seventeen															
	1	485	551	EGIS	Plaza Seventeen	508	1		11/1/2006	11/22/2006	161	\$7,154	\$4,846	\$12,000	549437
	2	485	551	EGIS	Plaza Seventeen	408	1		2/25/2008	3/17/2008	199	\$8,856	\$5,161	\$14,017	589068
	3	485	551	EGIS	Plaza Seventeen	612	1		4/2/2008	3/18/2008	165	\$9,637	\$4,941	\$14,578	591464
	4	485	551	EGIS	Plaza Seventeen	307	1		4/30/2008	5/19/2008	181	\$8,062	\$4,994	\$13,056	593346
	5	485	551	EGIS	Plaza Seventeen	101	1		7/29/2008	8/20/2008	203	\$12,724	\$5,351	\$18,074	599619
	6	150	551	EGIS	Plaza Seventeen	310	1		8/11/2009	9/4/2009	190	\$13,261	\$6,577	\$19,837	629724
	7	485	551	EGIS	Plaza Seventeen	605	1		1/10/2010	2/5/2010	193	\$12,329	\$5,155	\$17,484	640070
	8	485	551	EGIS	Plaza Seventeen	109	1		4/15/2010	5/3/2010	230	\$14,529	\$5,800	\$20,329	645362
	9	485	551	EGIS	Plaza Seventeen	102	0	Capital Const - 9		9/1/2009					
	10	485	551	EGIS	Plaza Seventeen	103	0	Capital Const - 10		9/1/2009					

Riverton Terrace (Senior)

		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
		<b>Salmon Creek</b>		2009	Total Units	<b>50</b>	Newly Built	<b>50</b>							
		<b>Seola Crossing I</b>		2007	Total Units	<b>40</b>	Newly Built	<b>40</b>							
		<b>Seola Crossing II</b>		2007	Total Units	<b>37</b>	Newly Built	<b>37</b>							
		<b>Sixth Place</b>		2011	Total Units	<b>24</b>	Newly Built	<b>24</b>							
<b>Vantage Point</b>															
	1	486	487		Vantage Point	108	1	0040487N108	12/13/2019	12/30/2019	260	\$16,900	\$9,854	\$26,754	93565
		<b>Vantage Point</b>			Total Units	<b>15</b>	Upgraded	<b>1</b>	Remaining	<b>14</b>			Avg. \$	<b>\$26,754.09</b>	
		<b>Zephyr</b>		2011	Total Units	<b>25</b>	Newly Built	<b>25</b>							
<b>Local Programs</b>															
		<b>Avondale House</b>		1992	Total BEDS	<b>16</b>	Upgraded	<b>0</b>	Remaining		Uncertain	<b>16</b>			
<b>Anita Vista</b>															
	1	500	485		Anita Vista	203	1		11/16/2007	12/5/2007	137	\$6,093	\$4,676	\$10,770	581171
	2	500	485		Anita Vista	206	3		3/13/2009	3/27/2009	259	\$16,118	\$6,002	\$22,120	618870
	3	500	485		Anita Vista	203	2		6/2/2010	6/30/2010	247	\$15,741	\$7,301	\$23,042	648498
	4	500	485		Anita Vista	207	2		10/11/2012	11/5/2012	206	\$13,150	\$8,754	\$21,904	706699
	5	500	485		Anita Vista	104	2		7/24/2015	9/8/2015	272	\$17,117	\$10,309	\$27,426	781012
	6	500	485		Anita Vista	203	2		7/22/2015	9/11/2015	266	\$16,830	\$10,506	\$27,336	781008
	7	500	485		Anita Vista	108	2	00404850108	3/4/2016	3/29/2016	228	\$14,260	\$13,833	\$28,093	7254
	8	500	485		Anita Vista	101	2	00404850101	08/05/16	11/2/2016	252	\$15,827	\$13,286	\$29,113	16423
		<b>Anita Vista</b>			Total Units	<b>15</b>	Upgraded	<b>8</b>	Remaining	<b>7</b>			Avg. \$ (since 2016)	<b>\$28,603</b>	
		<b>Brookside</b>		1983	Total Units	<b>16</b>	Upgraded	<b>0</b>	Remaining		Uncertain	<b>16</b>			
<b>Campus Green</b>															



		Fund	Prop		Community	Apt #	Bedrooms	TenMast #	Start	Complete	Man Hrs	Labor	Materials	Total	WO #
	1	500	582		Campus Green	20-F	1	00505800004	11/15/2019	1/3/2020	57	\$4,225	\$3,500	\$7,725	89876
		Campus Green			Total Units	15	Upgraded	1	Remaining	14			Avg. \$	\$7,725.00	
Echo Cove															
	1	500	183		Echo Cove	326	1		7/1/2010	7/30/2010	188	\$11,425	\$8,843	\$20,268	649819
	2	500	183		Echo Cove (227)	26	2		2/27/2015	4/15/2015	280	\$17,862	\$10,972	\$28,834	769940
	3	500	183		Echo Cove (328)	28	2		8/14/2015	9/28/2015	275	\$16,750	\$11,471	\$28,221	782411
		Echo Cove			Total Units	4	Upgraded	3	Remaining	1			Avg. \$	\$25,774.25	
Federal Way Duplexes															
	1	166	508		Fed Way Duplex	1	3		5/20/2009	7/13/2009	343	19,992.67	10,286.63	30,279.30	624211
	2	166	508		Fed Way Duplex	3	2		7/21/2015	9/10/2015	383	\$24,419	\$14,111	\$38,530	781722
	3	166	508		Fed Way Duplex	4	2		10/14/2015	12/7/2015	426	\$27,260	\$13,134	\$40,394	1089
	4	500	581		Fed Way Duplex	2	2	00505810002	2/10/2016	3/22/2016	400	\$25,496	\$14,332	\$39,828	5647
	5	500	581		Fed Way Duplex	1	2	00505810001	3/4/2016	4/15/2016	368	\$23,464	\$9,698	\$33,162	7050
		Federal Way Duplexes			Total Units	6	Upgraded	5	Remaining	1			Avg. \$ (since 2015)	\$37,979	
Harbour Villa															
	1	500	182		Harbor Villa	24	1								
	2	500	182		Harbor Villa	119	2	00101820024	4/13/2017	7/21/2017	244	\$15,196	\$10,877	\$26,073	29212
	3	500	182		Harbor Villa	205	2	00101820023	8/14/2017	10/30/2017	231	\$14,977	\$10,302	\$25,279	35373
	4	500	182		Harbor Villa	113	1	00101820021	1/22/2018	4/3/2018	245	\$15,423	\$12,046	\$27,469	45561
	5	500	182		Harbor Villa	209	2	00101820025	4/19/2019	6/3/2019	248	\$14,740	\$10,518	\$25,258	75064
		Harbour Villa			Total Units	5	Upgraded	5	Remaining	0			Avg. \$ (since 2017)	\$26,020	
Holt House															
	1		387		Holt House	-	3			9/14/2012	405	25,849.00	10,666.81	39,515.81	703142
		Holt House			Total Units	1	Upgraded	1	Remaining	0			Avg. \$	\$39,516	
Nike				1990	Total Units	31	Upgraded	0	Remaining		Uncertain	31			
Shadrach				1984	Total Units	9	Upgraded	0	Remaining		Uncertain	9			
Shelcor															
	1	140	480		Shelcor	8	2		4/16/2014	6/6/2014	321	\$20,437	\$14,761	\$35,198	744873
	2	140	480		Shelcor	7	2		4/23/2014	6/13/2014	357.5	\$22,808	\$14,378	\$37,185	745089
	3	140	480		Shelcor	5	2		4/23/2014	6/27/2014	390.5	\$25,005	\$15,840	\$40,844	745792
	4	140	480		Shelcor	6	2		4/23/2014	6/30/2014	168.5	\$10,509	\$1,413	\$11,921	748172
	5	140	480		Shelcor	2	2		4/23/2014	8/26/2014	317	\$20,205	\$11,123	\$31,328	751047
	6	140	480		Shelcor	1	2		4/23/2014	8/28/2014	369	\$23,429	\$15,137	\$38,566	750692

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**THE HOUSING AUTHORITY OF THE COUNTY OF KING**  
**RESOLUTION NO. 5672**  
**APPROVING KCHA’S MOVING TO WORK ANNUAL PLAN**  
**FOR FISCAL YEAR 2021**

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**WHEREAS**, the King County Housing Authority (KCHA) entered the Department of Housing and Urban Development’s (HUD) Moving to Work Demonstration Program (MTW) under a 2003 MTW Agreement with HUD; and

**WHEREAS**, as intended by Congress, the MTW Agreement authorizes KCHA to design and test new ways of providing housing assistance and needed services to low-income households; and

**WHEREAS**, in 2016 HUD and KCHA executed an amendment to extend the Agency’s MTW participation through fiscal year 2028 on the conditions and requirements of participation outlined in the Amended and Restated Agreement (Restated Agreement) between HUD and KCHA; and

**WHEREAS**, the Restated Agreement requires the Authority to develop an MTW Annual Plan (the Plan) that identifies anticipated MTW program resources and expenditures, while outlining ongoing MTW activities and detailing new initiatives that KCHA intends to pursue during the coming fiscal year; and

**WHEREAS**, staff has developed the required MTW Annual Plan covering Fiscal Year 2021 (January 1, 2021 through December 31, 2021) in a manner that is responsive to and complies with the Restated Agreement requirements; and

**WHEREAS**, in developing the FY 2021 MTW Annual Plan, KCHA provided opportunity for public and resident input regarding the Plan components, including a meeting with the KCHA Resident Advisory Council and a Public Hearing; and

**WHEREAS**, the Plan envisions some changes in operational policies and programs which are consistent with the goals of the MTW Demonstration and KCHA’s mission; and

**WHEREAS**, a Board Resolution approving the Plan and certifying that the Plan complies with MTW Plan requirements must be included when it is submitted to HUD; and

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING, THAT:**

1. The Board of Commissioners hereby approves the MTW Plan attached to this resolution and the accompanying memorandum for implementation and submission to HUD.
2. The Board of Commissioners certifies that the Public Hearing requirements have been met and authorizes the Chair of the Board to execute the attached HUD Certification of Compliance with MTW Plan Requirements and Related Regulations.

**ADOPTED AT A SPECIAL MEETING BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING AT AN OPEN PUBLIC MEETING THIS 21<sup>th</sup> DAY OF DECEMBER 2020.**

**THE HOUSING AUTHORITY OF THE  
COUNTY OF KING, WASHINGTON**

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**DOUGLAS J. BARNES**, Chair  
Board of Commissioners

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**STEPHEN NORMAN**  
Executive Director and Secretary-Treasurer

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**To:** Board of Commissioners

**From:** Tyler Shannon, Research & Data Analyst

**Date:** December 21, 2020

**Re:** **Resolution No. 5673** Authorizing Higher Payment Standards for the Housing Choice Voucher Program

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### **Executive Summary**

Every night, KCHA supports over 10,800 households across the county through the tenant-based Housing Choice Voucher Program (HCV or Section 8). The payment standard determines the maximum subsidy amount KCHA will provide to a participating household and is a central component of the HCV program. Our system of multi-tiered payment standards ensures that KCHA provides a sufficient subsidy so that households can secure and maintain safe and affordable housing in all regions of the county while controlling program costs. Staff last reviewed payment standard amounts in July 2020 but did not recommend an adjustment. At the December 2020 Board of Commissioners meeting staff will present a proposal to moderately increase payment standards in Tier 1. The proposed payment standards, combined with previous adjustments and an expected market rent escalation of 4%, are expected to increase annualized housing assistance payments (HAP) funded through the Moving to Work block grant by \$3.7 million annually at full implementation. The proposed increase in Tier 1 is responsible for \$87.8 thousand of this cost, or two percent.

### **Background & Methodology**

Payment standards set the maximum amount that a housing authority will provide to a voucher holder, based on household size and market costs, to assist with rent and utilities. While most housing authorities typically have a single payment standard set at a level between 90% and 110% of the area's HUD determined Fair Market Rent, since 1999 KCHA has maintained multiple payment standards. In 2016, the Board expanded the two-tiered system of payment standards (which involved a regular standard and an "exception area" standard that covered East King County) to create a ZIP code-based, multi-tiered structure with five payment standard levels. Since implementation, the Board has approved additional increases in payment standards, and in November 2017 approved the creation of a new (sixth) tier.

The creation of multiple payment standard tiers reflects the reality that King County is not a single housing market and that housing costs vary dramatically from one sub-market to another. The HUD Fair Market Rent is set at the estimated 40<sup>th</sup> percentile of rents for the entire region. KCHA's

approach essentially establishes a Fair Market Rent at the 40<sup>th</sup> percentile for each ZIP code in the county, which are then grouped into six tiers.

The Board's initial adoption of multi-tiered payment standards recognized the importance of closely aligning payment standards to local rental sub-markets as a means of achieving four key aims: (1) increasing access to high opportunity areas and affirmatively furthering fair housing goals; (2) containing program costs by "right-sizing" subsidies in lower and middle cost markets; (3) ensuring that new and existing voucher holders can secure and maintain their housing in competitive and increasingly costly rental markets; and (4) limiting the number of households experiencing a housing cost burden and spending more than 40% of their income on rent.

As with prior reviews, we have examined a range of indicators, including: shopping success rates, rents paid by currently leased and newly leased voucher holders, household shelter burden, and market rent trends from multiple external data sources. The private rental data company CoStar continues to be our primary source for understanding the rental market and setting payment standards. As with each review of payment standards, we have incorporated feedback from housing specialists and other members of the HCV team.

### **Considerations and Consequences from the COVID-19 Pandemic**

The continued COVID-19 pandemic has significantly impacted the rental market in King County. There have been an incredible number of job losses, with many impacting recipients of KCHA housing assistance. Rents for vacant units have increased in lower tiers and decreased in higher tiers, and for 2021, CoStar projects these trends will continue. Additionally, in mid-March Governor Inslee declared a temporary moratorium on evictions, and in April a limit on rent increases. These moratoriums have been extended multiple times and are currently set to expire on January 1st, 2021. Due to the advance notice requirement for rent increases, if the moratorium is not extended, KCHA voucher holders would not see any new increases until March, 2021.

### **Findings from the Market Analysis**

#### ***Private Rental Market***

After multiple years of rapid growth in the King County rental market, the onset of the COVID-19 pandemic has led to dramatic changes and reversals. Costar reports that rents in our highest tiers have dropped considerably since the beginning of the pandemic, with asking 40th percentile rents in Tier 6 dropping eight percent since May for one bedroom units, and dropping five percent for two bedroom units. This is the first reported quarterly drop in rents in this area since the Great Recession. However, the opposite has been true in our lower tiers, with rents increasing in Tiers 1 through Tier 3. In Tier 1, one bedroom rents increased by almost ten percent since May, and 40th percentile rents for two bedroom units increased by four percent.

CoStar analysts credit this shift to a number of factors. With the pandemic leading more people to work from home and distance to the urban core a diminished priority, households looking for more space for a home office or otherwise are leaving more expensive areas (our Tiers 5 and 6), and moving to more affordable areas of the county (our Tiers 1 through 3) to find larger apartments for the same cost. The eviction moratorium meant households already living in these more affordable areas that lost income due to the pandemic could remain in their apartments, and for many of these families, the CARES act unemployment benefits were higher than the income they

were making before. These factors, according to CoStar analysts, have led to tighter vacancies and increasing rents in the Tiers 1 through 3.<sup>1</sup> Looking forward, CoStar has projected that rents will continue to drop in our higher tiers in 2021, particularly Tier 6, and continue to go up in Tier 1, although by a very slight amount.

***Effectiveness of Payment Standard for KCHA Voucher Holders***

When market rents exceed allowable subsidy levels provided under the payment standard, the participating HCV household must pay the overage directly out of pocket. Therefore, the failure of the payment standards to reflect rising housing costs increases the amount paid directly by program participants and can also hamper the ability of some households to secure new housing.

Our review of a range of indicators for existing tenant-based voucher holders illustrates that existing payment standard levels are not sufficiently limiting shelter burden in Tier 1. Currently, only 13% of existing tenant-based voucher households are experiencing a shelter burden (paying more than 40% of their income on rent), but in Tier 1, where five percent of our households reside, 15% of households are shelter burdened.<sup>2</sup> In two bedroom and three bedroom units the disparity is more pronounced. Overall shelter burden averaged 17% for two and three bedroom units, but in Tier 1, 29% of households in two bedroom units were shelter burdened and 23% of three bedroom households were shelter burdened. At the same point a year ago, Tier 1 shelter burden was 25% for 2BR households and 17% for 3BR households. Despite the same market pressures discussed above also affecting Tiers 2 and 3, households are not experiencing shelter burden at the same rate as they are in Tier 1.

Shopping success rates (the percentage of newly issued voucher holders leasing up within 240 days of issuance) have shown positive trends, with vouchers issued within the last twelve months averaging success rates of 75%, nearly to the HCV program's stretch goal of 80%. These data points align with on-the-ground reports from HCV staff, who report that households are not facing extreme difficulties finding a unit within the current level of our payment standards.

**Recommended Payment Standard Adjustments**

To account for the disproportionately high shelter burden and increase in 40<sup>th</sup> percentile rents observed during 2020 in Tier 1, staff is recommending a moderate increase in payment standard amounts in Tier 1. This recommendation balances the unknowns of a rapidly changing market with the ability to provide relief to these impacted households for a relatively low increase in costs.

Staff also spent time analyzing individual ZIP codes to ensure they are properly placed in a tier with similar 40<sup>th</sup> percentile rents. Data from our review of market rents and existing voucher holder rents suggested there is no need to move any ZIP codes to a different tier at this time.

**Payment Standard Amounts:** The proposed payment standard amounts are calculated based on the ZIP code weighted average of the 40<sup>th</sup> percentile rent estimates within Tier 1. The increases are then moderated to account for budgetary considerations and overall impact on shelter burden.

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<sup>1</sup> Costar. Seattle Multi-Family Report, October 2020, pages 2-3, 6; Kent Multi-Family Submarket Report, October 2020, pages 2-3.

<sup>2</sup> This calculation excludes households who are in a larger unit than their voucher will appropriately subsidize.

KCHA will again conduct a payment standards analysis beginning in April 2021, with any potential adjustments effective July 1, 2021. With the continued impact of the COVID-19 pandemic on the rental market in 2021 largely unknown, this mid-year analysis will likely take a more complete review of our payment standards similar to the annual analysis, and consider the effectiveness of the current tier configuration on program goals and consider changes to ZIP code groupings.

**PROPOSED PAYMENT STANDARDS TO BE EFFECTIVE JANUARY 1, 2021**

		<b>Studios</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR*</b>
<b>Tier 1</b>	<i>Current</i>	\$1,170    +\$20	\$1,230    +\$20	\$1,450    +\$60	\$1,890    +\$60	\$2,470    +\$80
	<b>Proposed</b>	\$1,190	\$1,250	\$1,510	\$1,950	\$2,550
<b>Tier 2</b>	<i>Current</i>	\$1,220	\$1,280	\$1,540	\$2,000	\$2,700
<b>Tier 3</b>	<i>Current</i>	\$1,260	\$1,330	\$1,590	\$2,070	\$2,730
<b>Tier 4</b>	<i>Current</i>	\$1,410	\$1,480	\$1,750	\$2,280	\$2,980
<b>Tier 5</b>	<i>Current</i>	\$1,610	\$1,690	\$1,920	\$2,500	\$3,260
<b>Tier 6</b>	<i>Current</i>	\$1,740	\$1,830	\$2,140	\$2,780	\$3,640

\* Five and six bedroom payment standards are determined by applying a factor of 1.15 and 1.30 to the four-bedroom payment standard.

While the 2021 payment standard proposal represents a moderate increase for households in Tier 1, staff believes it will significantly reduce shelter burdens for these households. Staff will continue to monitor rental costs, shelter burden, and shopping success trends over the next six months in advance of our mid-year review.

As with past adjustments, staff is proposing to implement new payment standards on a rolling basis and at a households' next interim or annual reexamination.

**Budgetary Impact**

Increasing payment standards involves a substantial investment from the housing authority's budget. In addition to increasing the costs associated with current households and existing rent levels, higher payment standards also raise the ceiling on the amount of HAP costs that KCHA may incur as a result of future rent increases. When modeling the full implementation of the payment standard increase with expected voucher-level rent increases of 4% across the program, it is expected that HAP costs will increase by \$3.7 million on an annualized basis, however only \$87.8 thousand, or two percent, is due to the proposed Tier 1 increase. The increase in HCV program costs driven by implementation of these new payment standards is assumed in the 2021 agency budget.

Approval of Resolution 5673 is recommended.

**APPENDIX A: 2020 Multi-Tiered Payment Standards**

**Proposed Payment Standards Amounts Effective January 1, 2021**

	<b>Studios</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>
<b>Tier 1</b>	\$1,190	\$1,250	\$1,510	\$1,950	\$2,550
<b>Tier 2</b>	\$1,220	\$1,280	\$1,540	\$2,000	\$2,700
<b>Tier 3</b>	\$1,260	\$1,330	\$1,590	\$2,070	\$2,730
<b>Tier 4</b>	\$1,410	\$1,480	\$1,750	\$2,280	\$2,980
<b>Tier 5</b>	\$1,610	\$1,690	\$1,920	\$2,500	\$3,260
<b>Tier 6</b>	\$1,740	\$1,830	\$2,140	\$2,780	\$3,640





# **2021 Payment Standards Annual Review**

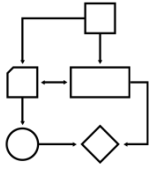
Housing Choice Voucher Program

**Tyler Shannon**

Research & Data Analyst

Presentation to the Board of Commissioners  
December 21, 2020

# Today's Discussion



Background & Context on Multi-Tiered Payment Standards



Review of Market Analysis & Internal Program Indicators



2021 Proposal

**01**

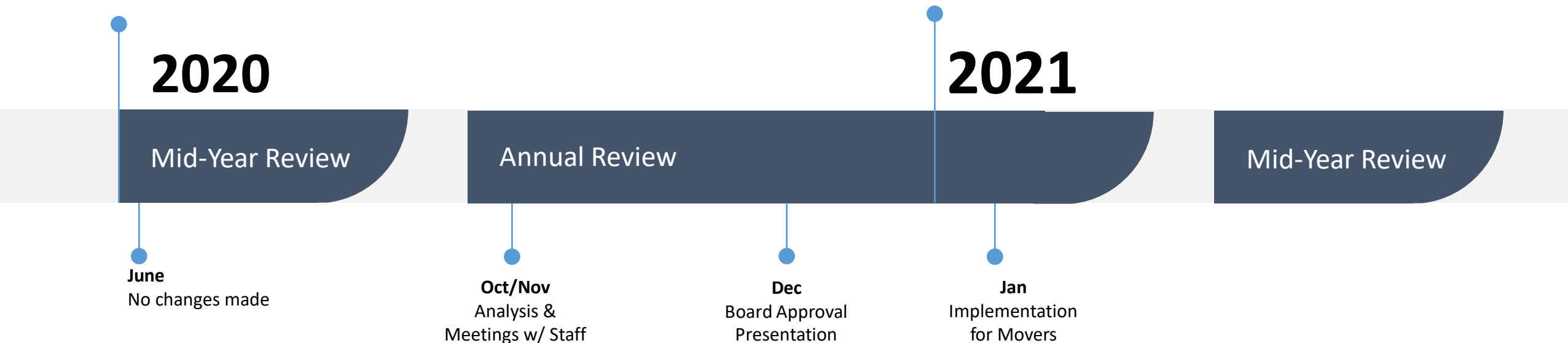
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# **Background**

# Parameters for Annual Analysis

For the annual analysis we look at changes to the payment standard amounts as well as changes to ZIP code groupings.

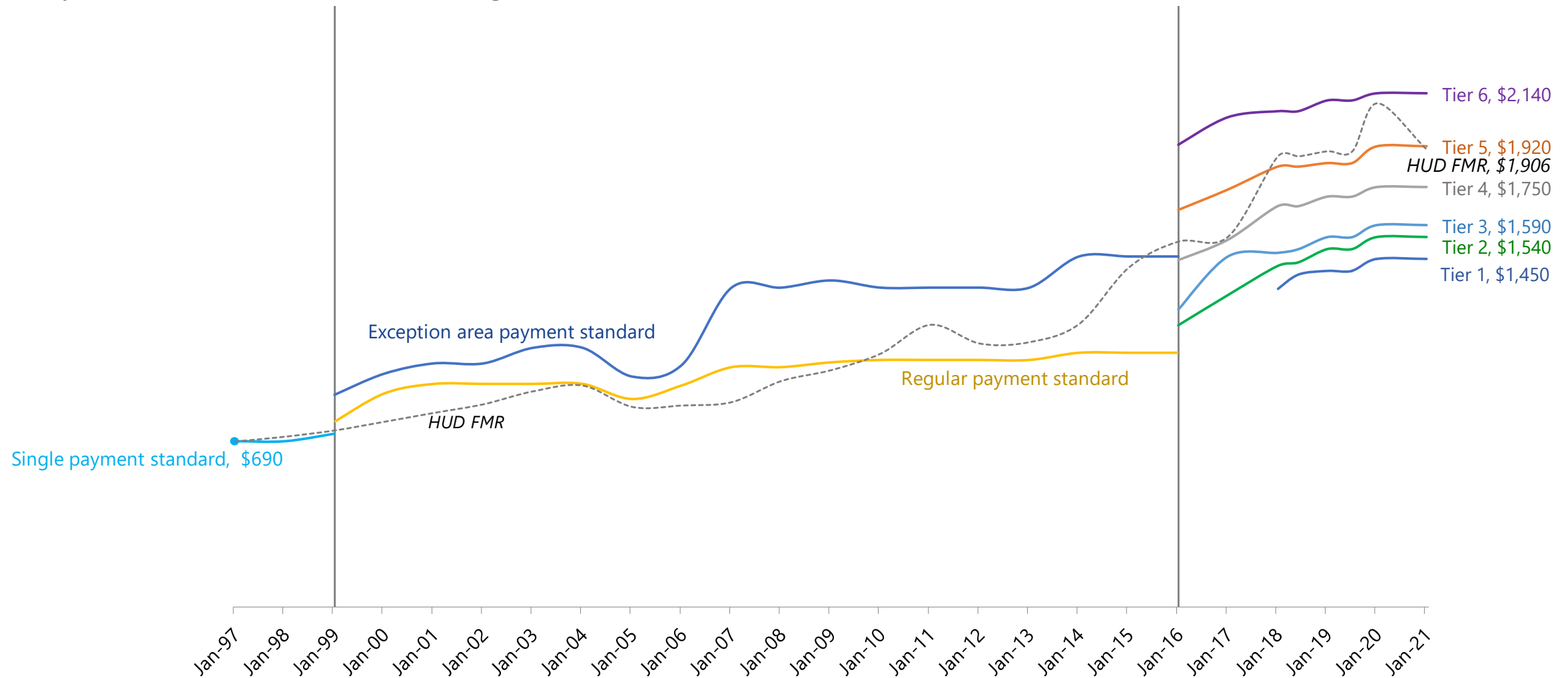
## Timeline



# Voucher payment standard:

The maximum subsidy a housing authority can pay on behalf of a family.

Payment standards are typically established based on HUD Fair Market Rents, however KCHA has local autonomy in setting its payment standards due to its **Moving to Work** status.



# Multi-Tiered Payment Standards **Goals**

Support  
Shopping  
Success



*As of 12/01/20*

**74%** Shopping Success Rate

Limit  
Shelter  
Burden



**13%** Shelter Burdened

Increase  
Geographic  
Choice



**30%** families with children  
living in Opportunity Areas

Support  
Cost  
Containment

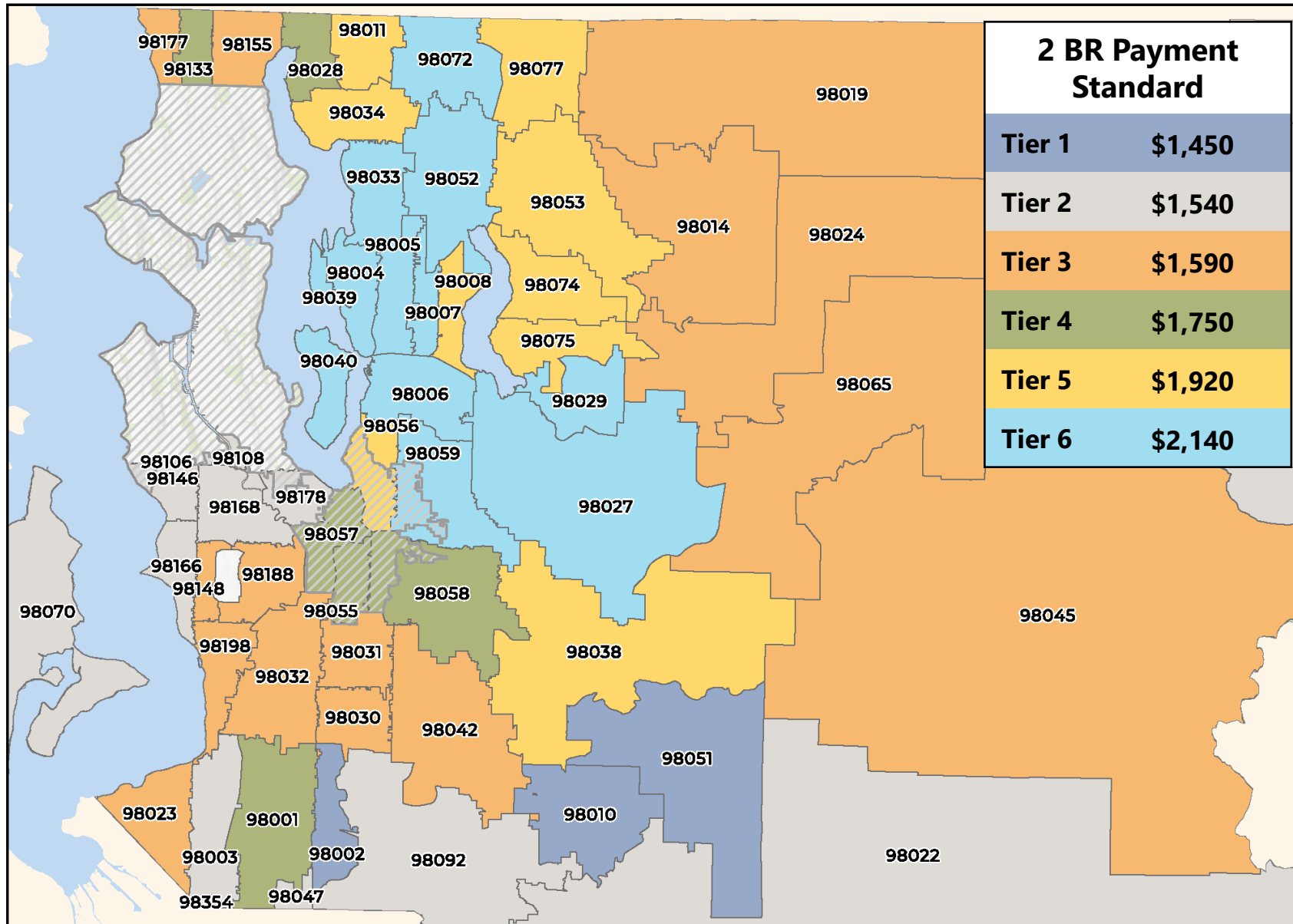


**652** vouchers over leased  
on MTW block grant

# Continued COVID-19 Considerations

- Pandemic continues to severely impacting rental market in multiple ways, although trends can be seen
- Statewide moratorium on evictions and rent increases likely to be extended past January 1st (in some form)

# KCHA 2020 Payment Standards





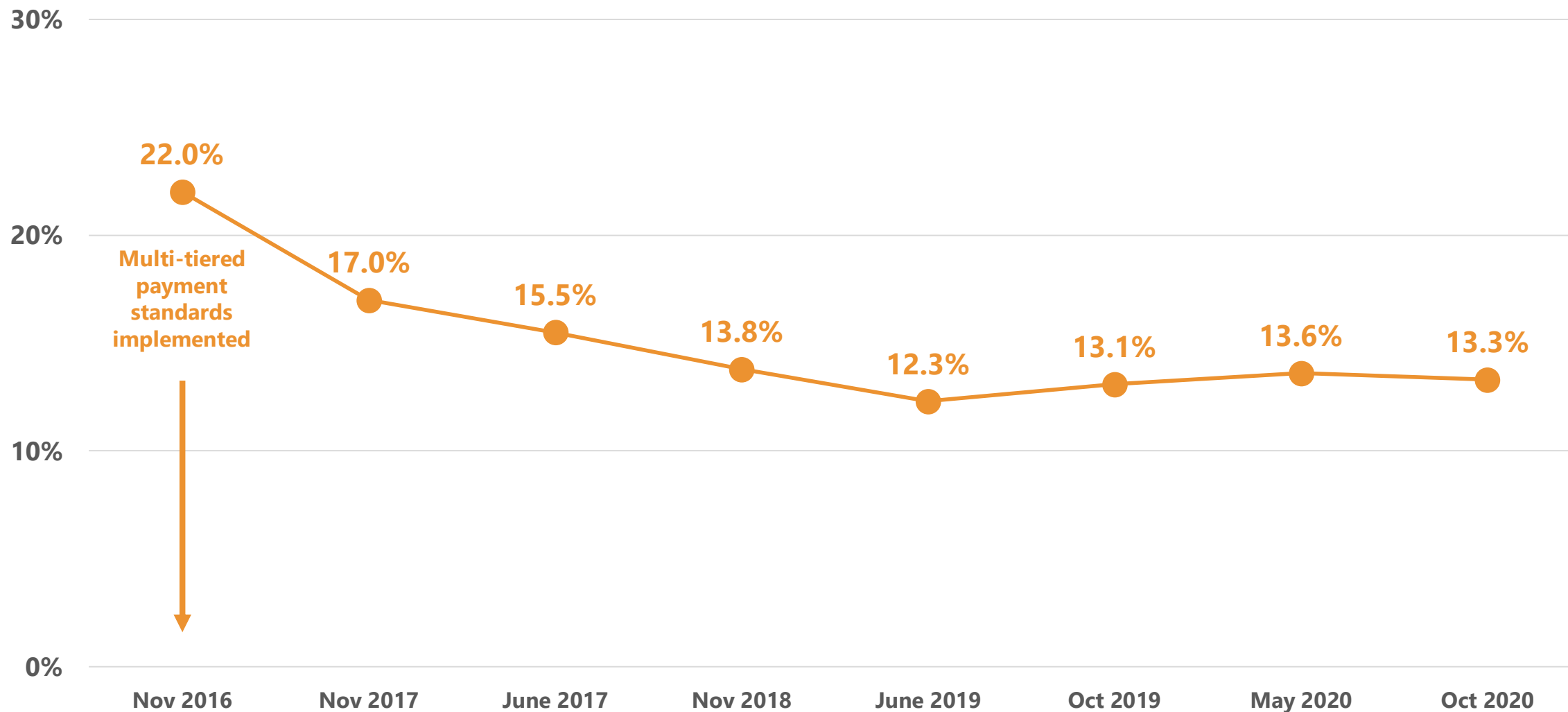
**02**

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# **Market Analysis**

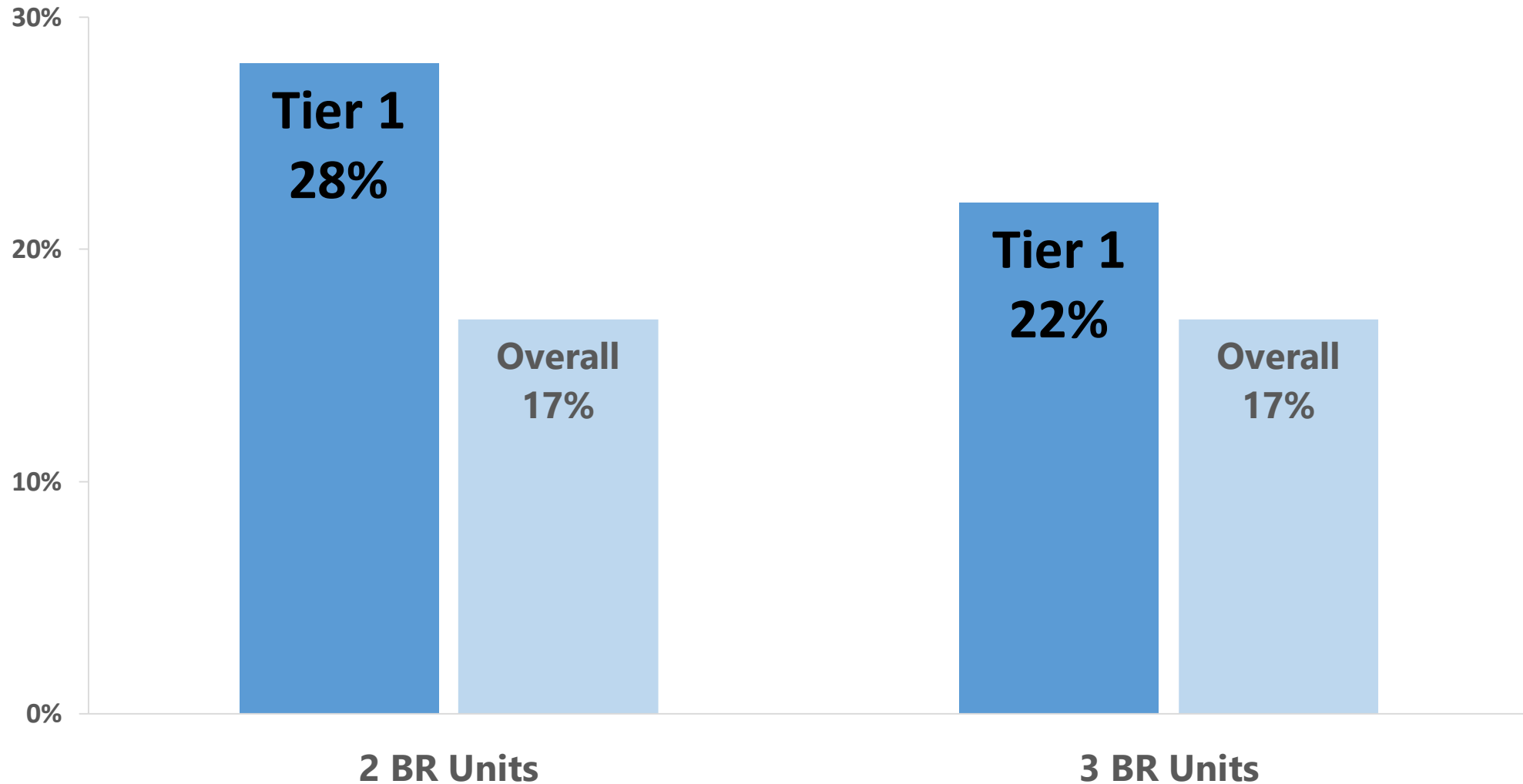
# Shelter burden remains relatively constant overall

Percentage of tenant-based households spending more than 40% of income on rent, excluding those in larger bedrooms.



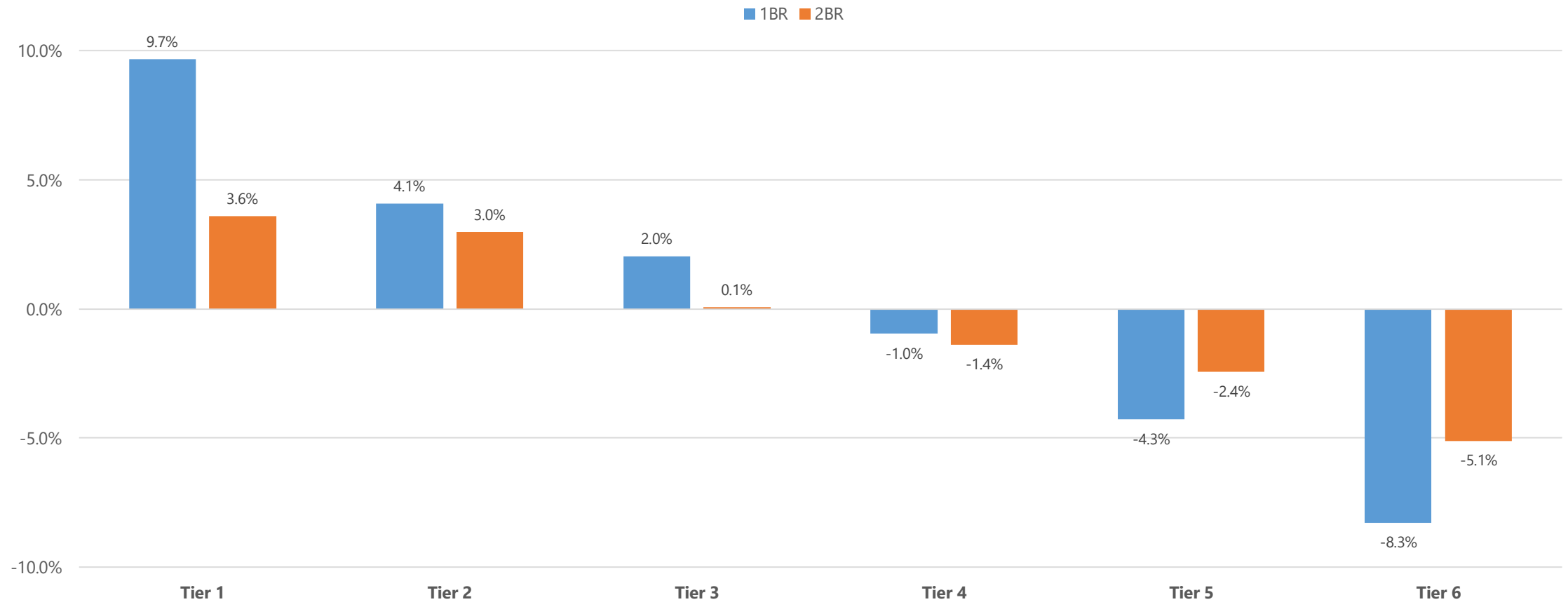
# Shelter burden significantly higher in Tier 1

Percentage of tenant-based households spending more than 40% of income on rent, excluding those in larger bedrooms.



# Rents have increased in lower tiers and decreased in higher tiers

Change in CoStar 40<sup>th</sup> percentile rent for 2BR units between January 2020 and September 2020



**03**

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# **Proposed Direction for 2021 Payment Standards**

# Factors influencing Proposal

- Tier 1 standards are not keeping up with pandemic-related changes in the market
- Provides relief to 230 households (49%) that are currently over the payment standard in Tier 1
- Preserves geographic choice across Tiers
- Relatively small cost for high impact

# Proposed Adjustment to Tier 1

Tier	0BR	Δ	1BR	Δ	2BR	Δ	3BR	Δ	4BR	Δ	Cost Burden with Full Implementation	Additional Cost
<b>Tier 1</b>	<b>\$1,190</b>	<b>\$20</b>	<b>\$1,250</b>	<b>\$20</b>	<b>\$1,510</b>	<b>\$60</b>	<b>\$1,950</b>	<b>\$60</b>	<b>\$2,550</b>	<b>\$80</b>	<b>12.6%</b>	<b>\$78,352</b>
<b>Tier 2</b>	\$1,220		\$1,280		\$1,540		\$2,000		\$2,700			
<b>Tier 3</b>	\$1,260		\$1,330		\$1,610		\$2,070		\$2,750			
<b>Tier 4</b>	\$1,410		\$1,480		\$1,770		\$2,280		\$3,030			
<b>Tier 5</b>	\$1,610		\$1,690		\$1,920		\$2,500		\$3,260			
<b>Tier 6</b>	\$1,740		\$1,830		\$2,160		\$2,780		\$3,640			

# In Summary

- Market rental rates are decreasing in higher tiers but increasing in lower tiers
- Shelter burden is ok for most households, but higher in Tier 1
- Shopping success remains high
- Likely eviction and rent increase moratorium extension



**05**

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# **Block Grant Projections**

# Annualized Cost Projections

	Current Rent Levels Full Payment Standards Implementation	With 4% Rent Increases Full Payment Standards Implementation
No Change	+ \$613,994	+ \$3,589,324
Increase in Tier 1	+ \$692,346    ( +\$78,352)	+ \$3,677,038    (+ \$87,824)

06

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# Questions & Discussion

**THE HOUSING AUTHORITY OF THE COUNTY OF KING**

**RESOLUTION No. 5673**

**AUTHORIZING HIGHER PAYMENT STANDARDS FOR THE  
HOUSING CHOICE VOUCHER PROGRAM**

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**WHEREAS**, the Housing Choice Voucher payment standards are the maximum subsidy levels used to calculate the housing assistance a household will receive under the Housing Choice Voucher program; and

**WHEREAS**, the Housing Authority's Board of Commissioners authorized implementation of a multi-tiered payment standard system with five tiers by passing Resolution No. 5531 dated the 16th of February 2016; and

**WHEREAS**, the Housing Authority has committed to reviewing the multi-tiered payment standards system and the configuration of ZIP codes therein at least once a year; and

**WHEREAS**, the Housing Authority last made adjustments to the grouping of ZIP codes and last increased payment standards in December 2019; and

**WHEREAS**, it has been determined that an additional increase in payment standards is necessary to keep pace with regional rental market trends and limit shelter burden; and

**WHEREAS**, the Housing Authority has sufficient resources to fund higher payment standards in 2021; and,

**WHEREAS**, increased payment standard amounts will Affirmatively Further Fair Housing objectives in the Seattle Metropolitan region;

**NOW THEREFORE, BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING THAT:**

The Payment Standards for the Housing Authority's Housing Choice Voucher program are hereby adjusted in accordance with the proposed recommendations, set

forth at the December 21<sup>th</sup> Board of Commissioners meeting and attached hereto, and effective immediately.

**ADOPTED AT A SPECIAL MEETING BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING AT AN OPEN PUBLIC MEETING THIS 21<sup>th</sup> DAY OF DECEMBER 2020.**

**THE HOUSING AUTHORITY OF THE  
COUNTY OF KING, WASHINGTON**

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**DOUGLAS J. BARNES**, Chair  
Board of Commissioners

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**STEPHEN NORMAN**  
Executive Director and Secretary-Treasurer

# T A B N U M B E R

6



**TO:** Board of Commissioners

**FROM:** Craig Violante, Director of Finance

**DATE:** December 14, 2020

**RE:** **Resolution No. 5674:** 2021 Operating and Capital Budgets

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Attached for your review are the 2021 Comprehensive Operating and Capital Budgets (Exhibits A and B, respectively). The proposed budget balances the regional need for additional affordable housing, the proper maintenance of the current housing stock and the vital services provided to residents while positioning the agency for the future. The budget makes significant investments in maintaining affordability and housing quality for current program participants while expanding housing opportunities across its programs. The Authority enters 2021 with 605 more households, either in our existing programs or in the pipeline, than at the beginning of 2020. Revenue assumptions are based upon reasonably conservative estimates regarding final congressional pro-rations of the HUD budget and of the inflation factor for the Housing Choice Voucher program.

Guiding this budget and the entire budgeting process are the main goals of KCHA as outlined by the Board:

- Preserve and expand the supply of affordable housing
- Help the region end homelessness
- Promote economic self-sufficiency for residents
- Strengthening the internal infrastructure of KCHA

## **EXECUTIVE SUMMARY**

The Comprehensive Budget is a combination of three distinct budgets:

- Operating Budget
- Capital Budget
- Cash Budget

Selected highlights from the Comprehensive Budget include:

- \$212.9 million toward the Housing Choice Voucher (HCV) program Housing Assistance Payments (HAP), supporting nearly 11,000 families funded by KCHA and another 3,300 expected “port-ins” to KCHA’s service area during the year.
- \$70.0 million as a placeholder for future acquisitions. The budget assumes that any such acquisition will be 100% debt funded in the short term. No actual acquisition would move forward without separate review and approval by the Board.

- \$44.6 million for construction projects at multiple properties. Not included in the budget, but adding significantly to the 2021 development department workload, is an additional \$32.6 million for the rehabilitation of Abbey Ridge and Woodland North. Because these properties are both owned by tax credit partnerships and not managed directly by KCHA, this construction activity will not flow through agency accounting records.
- \$2.8 million in other development costs at Greenbridge, the Issaquah Trailhead project, Kirkland Heights and Parkway Apartments.
- A funding commitment of \$3.3 million dedicated to a variety of locally-designed homeless programs such as sponsor-based supportive housing and flexible rental assistance. These programs complement the extensive use of Housing Choice Vouchers to support the region's rehousing efforts.
- \$5.9 million for a wide array of resident service and education programs focused on economic mobility, self-sufficiency, youth and senior services, student housing and educational outcomes for youth.

### ***Operating Budget Summary***

Below is a summary (in thousands of dollars) of the operating components of the proposed 2021 budget compared to the 2020 adopted budget:

	2020 Adopted Budget	2021 Proposed Budget	Dollar Change fm 2020 Bud	Percent Change fm 2020 Bud
<b><i>Revenues</i></b>				
Tenant Revenue	\$127,651.0	\$131,260.7	\$3,609.7	2.8%
Operating Fund Subsidy from HUD	10,379.0	10,698.1	319.1	3.1%
Section 8 Subsidy from HUD	177,800.3	190,934.9	13,134.6	7.4%
Other Operating Revenue	74,231.5	84,566.2	10,334.7	13.9%
<b>Total Operating Revenues</b>	<b>390,061.8</b>	<b>417,459.9</b>	<b>27,398.1</b>	<b>7.0%</b>
<b><i>Expenses</i></b>				
Salaries & Benefits	(54,690.6)	(57,762.6)	\$(3,072.0)	5.6%
Routine Maint, Utilities, Taxes & Insurance	(30,771.3)	(33,370.6)	\$(2,599.3)	8.4%
Other Social Service Support Expenses & HAP	(206,609.8)	(227,103.9)	\$(20,494.1)	9.9%
Administrative Support Expenses	(24,498.1)	(25,400.9)	\$(902.8)	3.7%
<b>Total Operating Expenses</b>	<b>(316,569.8)</b>	<b>(343,638.1)</b>	<b>\$(27,068.3)</b>	<b>8.6%</b>
<b>Operating Net Income</b>	<b>\$73,492.0</b>	<b>\$73,821.8</b>	<b>\$329.8</b>	<b>0.4%</b>

In most respects, the 2021 budget is steady-state compared to 2020. The most significant change is related to the Housing Choice Voucher (HCV) program, which will see expenses rising more quickly than its dedicated funding.

HCV revenue is projected to increase by \$11.0 million over the 2020 budget, but only \$6.4 million over 2020 actual funding levels. Of this \$6.4 million, \$1.1 million is due to the forecasted 1.5% RFIF, offset by a lower prorated, and the remainder to new tenant protection and incremental vouchers.



Offsetting this additional revenue is a projected uptick of \$10.5 million in 2021 Housing Assistance Payment (HAP) expenses, excluding HAP related to ports-in. The resulting \$4.1 million decline in cash flow will be funded partially by a draw of \$877,00 from existing Special Purpose Voucher (SPV) HAP reserves, and the remainder from the 2021 Block Grant.

Increased tenant revenue, both from properties within the bond portfolio and those with funding streams from Project-based Section 8 vouchers, will counter-balance the expected net cash decline in the HCV program.

Other key assumptions and highlights from the 2021 budget, all of which will be explored further, include:

- Other operating expenses funded by MTW (Resident Services, Homeless Initiatives, Social Impact), but net of separate dedicated funding, are increasing by \$1.1 million.
- A \$787,000 decrease in total budgeted COCC net operating income, exclusive of transfers of excess cash from locally-owned properties, is forecast in 2021, driven by an \$814,000 decline in investment earnings due to the extremely low interest rate environment. There is still sufficient net cash flow from these locally-owned properties to back-fill the budgeted operating deficit, although this cash flow is projected to shrink by \$820,000 in 2021 as net cash flows from certain properties have been leveraged to help secure the permanent financing of recent acquisitions.
- The 2021 Public Housing Operating Fund subsidy was budgeted assuming a 90% prorated, while the 2020 actual subsidy prorated has been closer to 96%. This conservative approach is prudent as the Federal Fiscal Year 2021 budget has not yet been adopted by Congress.
- The draw on MTW for traditional Public Housing purposes is forecast to increase by \$1.8 million in 2021, up from \$1.4 million in 2020 to \$2.9 million next year, driven by a focus on maintenance and special projects.

	2020 Budget	2021 Budget
MTW Funds to Provide Additional Public Housing Operating Resources	\$712,108	\$1,970,796
MTW Funds to Provide Additional Public Housing Special Project Resources	650,500	985,315
Total	\$1,362,608	\$2,956,111

As is typical, KCHA will reforecast anticipated revenues as part of the 2021 mid-year review once Federal funding levels are known, and will make adjustments in expenditure levels at that point if deemed prudent.

### ***Capital Budget Summary***

The 2021 proposed capital budget totals \$100.7 million. Including \$32.6 million of construction activity at Abbey Ridge and Woodland North not included in the KCHA budget, as they are neither owned nor managed by KCHA, the total construction and development activity for 2021 is pegged at \$80.3 million. A brief reconciliation follows, and more information can be found on page 11:

Reconciliation for memo

Proposed 2021 Capital Budget	\$100,727,905
Plus: Construction Activity of LIHTC Partnerships not on KCHA's Books	32,606,862
Plus: Technical Entry Related to Greenbridge Land Sales	17,000,000
Less: Cost of New Acquisition	(70,000,000)
2021 Construction/Development Budget	<u><u>\$80,334,767</u></u>

### ***Cash Budget Summary***

KCHA cash is divided into three broad categories: Unrestricted/program, Designated and Restricted. Unrestricted/program cash can be spent on any mission-oriented activity or specific program within the Agency. Designated reserves have been set aside for specific purposes by the Housing Authority. Restricted reserves have legal covenants associated with them.

Overall cash is slated to decline by \$5.3 million, primarily due to decreases in the HCV program and the Central Office Cost Center. Additional information can be found in the appropriate sections below, and in the Cash Budget section on page 12.

## **OPERATING BUDGET DETAIL**

KCHA's operating budget can be broken out into three broad categories:

- MTW-Funded Properties and Programs
- Agency Overhead Aggregated in the Central Office Cost Center
- Non-MTW-Funded Properties and Programs

Of these three, the first two require the greatest levels of decision making during the budget process as they are either Federally-supported and thus dependent upon uncertain congressional appropriations, or rely on the cash flows of other programs to sustain them. While the non-MTW-funded properties and programs are vitally important to KCHA as they pay a significant portion of agency overhead, they are self-sustaining and in many cases budget decisions are limited by agreements with bondholders and equity investors.

**MTW-funded Properties and Programs**

KCHA entered the MTW Program in 2003. Participation in the program gives KCHA three distinct financial benefits:

- 1) It allows the funding for the bulk of the vouchers in the Housing Choice Voucher (HCV) program (also known as the Section 8 program) to be received as a block grant.
- 2) Since funding is received as a block grant, savings realized in Housing Assistance Payment (HAP) or Section 8 administrative costs can be retained, and in combination with revenues from the Public Housing program (Operating Fund Subsidy and Capital Fund grants), can be used for any purpose allowed under the MTW program.
- 3) Full funding (subject to Congressional pro-ration) for all vouchers that are part of the block grant is automatically renewed each year, enabling KCHA to continue to receive the benefit of savings realized through efficiencies in program operations. This is in contrast to non-block-grant programs where renewal funding is limited to the actual cost of vouchers leased in the prior year.

Using a combination of 2021 program sources and existing reserves, funding for the range of programs and departments that utilize the MTW block grant will be sufficient in 2021 based on current assumptions.

The following table is a summary of 2021 Sources and Uses of MTW funding:

Projected Unrestricted MTW Cash, 1/1/2021 \$9,598,964 (1)

*Housing Choice Voucher Block Grant*

Block Grant Eligibility, 2021	162,305,918
Loss Due to Estimated Prorate	(2,434,589)
Budgeted Block Grant Revenue	159,871,329

*Other Available Resources*

Resources Returned to MTW Program from Lending Activities	6,518,625
Resources Returned to MTW Program from Collateral Activities	1,279,001
Public Housing Operating Fund Subsidy for Resident Services	457,341
Other Revenue Sources	1,715,554
Total Other Available Resources	9,970,521

Total Sources	169,841,850
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*Core Operating Uses*

HAP Payments to Landlords	(132,368,974)
Administrative Expenses of HCV Program	(9,737,701)
Backfill of Underfunded Special Purpose HCV Vouchers	0
Additional Support of Public Housing Operations	(3,346,895)
Resident Services	(4,888,778)
Social Impact	(2,444,985)
Homeless Programs	(3,011,724)
Administrative Expenses	(937,539)
Other Programmatic Uses	(476,736)
Total Core Operating Uses	(157,213,333)

Total Net Resources after Operations	12,628,517
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*Other Uses*

Additional Support of Public Housing for Capital Needs	(10,739,256)
Used for Debt Service	(2,370,277)
Total Other Uses	(13,109,533)

Change in 2021 MTW Resources	(\$481,016)
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Projected Unrestricted MTW Cash, 12/31/2021	\$9,117,948 (1)
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1) Includes cash held by both KCHA and HUD on behalf of KCHA

Programs that fall under the MTW umbrella include:

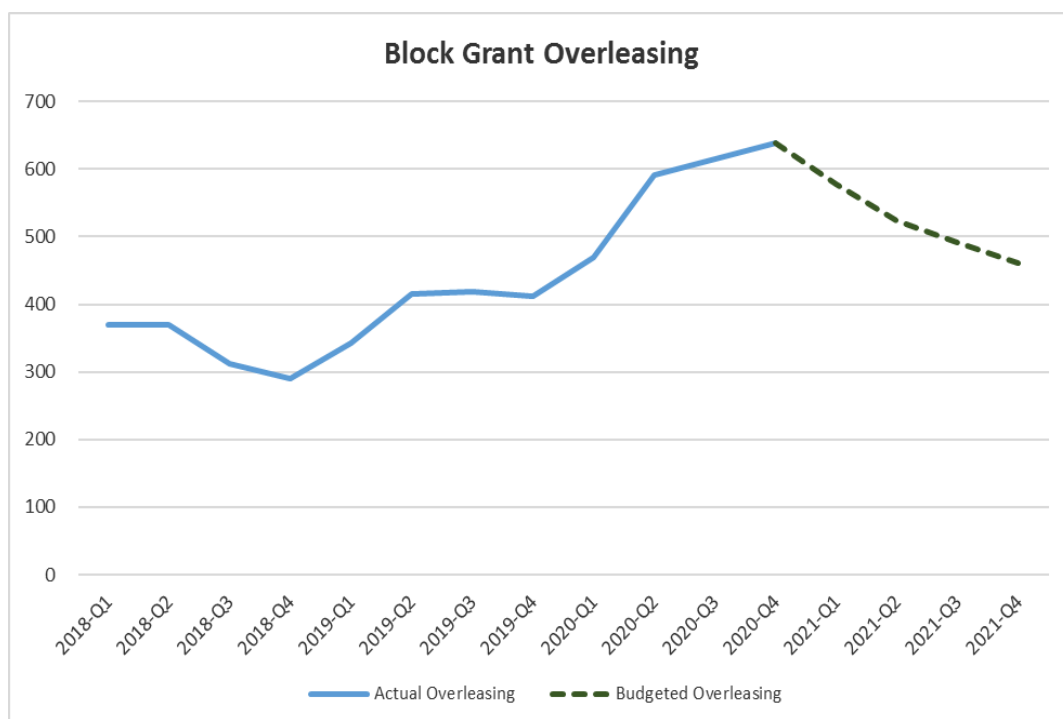
- Block-granted Housing Choice Vouchers
- Public Housing
- Resident Service programs
- Social Impact
- Homeless Initiatives

### **Block-granted Housing Choice Vouchers**

Approximately 78% of the KCHA vouchers administered under of the Housing Choice Voucher Program are “Block Granted” and are part of the MTW program. The Block Grant currently supports 8,253 vouchers with funding received from HUD in a monthly “block” of cash. This number will climb to 8,410 by the end of 2021 as 157 Tenant Protection vouchers related to Juanita View and Kirkland Heights will fold into the block grant towards the end of next year. Assuming a 1.5% RFIF inflation adjustment in 2021, KCHA will be eligible to receive \$162.3 million in funding. The pro-rate is estimated to deteriorate slightly, down from the actual 2020 of 99.4% to 98.5% in 2021. Although it is not expected to occur, there is a possibility that the pro-rate could be lower if Congress funds the entirety of the 2021 Federal fiscal year on a continuing resolution. If the RFIF differs from 1.5% or the pro-rate differs from 98.5%, each respective percentage point change results in a funding variance of approximately \$1.6 million.

Out of this revenue, KCHA subsidizes the rent of program participants by making monthly payments directly to landlords and paying the administrative costs of the program. Within the HCV program, the Authority uses its MTW authority in two key ways:

- KCHA currently supports more households than the baseline number of households for which it is funded in the block grant. This “over-leasing” reached a peak in 2020, driven by lease-up targets for eligible families under the Creating Moves to Opportunities (CMTO) research project, but is projected to decline throughout 2021. A chart showing actual and projected over-leasing from 2018 to 2021 follows.



When all locally-designed programs are factored in, KCHA anticipates housing 674 households above the number called for in the HUD baseline throughout 2021 at an annualized cost of \$9.9 million.

- KCHA has the flexibility to set different maximum values for vouchers, depending upon the number of bedrooms in the rental unit and its geographic location. These voucher values are known as Payment Standards. MTW allows KCHA to provide payment standards in high cost (and high opportunity) neighborhoods significantly above the regional Fair Market Rents. This expands geographic choice for program participants and supports KCHA's goal of increasing the number of households living in these neighborhoods. The Board last adopted a change in payment standards via resolution 5643 at the December 2019 board meeting, and another update will be presented for consideration at the December 2020 meeting. The 2020 budget includes the effects of the proposed changes, estimated at only \$78,000.

To administer the HCV program, HUD pays a fee for every voucher leased based on pre-determined published rates. For non-block grant vouchers, these fees are received monthly after leasing information is reported to HUD. For MTW vouchers, fees are embedded as part of KCHA's monthly block grant payment from HUD, and the revenue is recorded in the MTW fund. The Section 8 fund internally bills the MTW fund each month for MTW vouchers leased. The billing rate of this internal charge is determined by KCHA during the budget process and, as an operating metric, the value is compared to the non-block grant fee rate. For 2021, it is estimated that HUD's published fee will be \$102.06 per unit per month (PUM) while KCHA's internal rate is being set at \$91.58, meaning that KCHA is operating its Section 8 program within the cost parameters established by HUD although not necessarily within the actual funding provided by HUD, as the administrative fee for non-block grant vouchers has been subject to significant proration in recent funding cycles.

### **Public Housing**

The Public Housing program operates on a combination of tenant revenue and Operating Fund Subsidy provided by HUD. In 2021, KCHA is eligible, based on HUD's funding formula, to receive \$11.9 million of Operating Fund Subsidy. Due to chronic congressional underfunding, it is estimated that only 90% of eligible funding, or \$10.7 million, will actually be received. Of this amount, \$458,000 is dedicated toward the cost of resident service programs, and \$3.7 million will be used for debt repayment and other costs associated with the Energy Performance Contract. The remaining \$6.6 million will be used to partially offset the gap between the costs of the properties and the rents received from tenants, but a deficit of \$2.9 million will remain. This deficit will be funded with transfers from the MTW program.

### **Resident Services**

The Resident Services department has budget authority for 36.5 full-time equivalent (FTE) employees in 2021. It has an overall department budget of \$5.4 million, of which 89.4% is funded from the MTW block grant, 7.6% from Public Housing Operating Fund subsidy,

and the remainder from other sources. There will be a continued focus on housing stability and workforce development in 2021.

### **Homeless Initiatives**

KCHA's Public Housing and Section 8 programs continue their focus on ending regional homelessness. The Homeless Housing Initiatives (HHI) department oversees use of dedicated Section 8 vouchers in partnership with regional efforts and develops innovative new initiatives serving those who, for a variety of reasons, cannot use traditional federal programs. HHI's 2021 budget of \$3.3 million, including staff salaries and benefits, contains a wide array of locally designed rental assistance programs. Highlights of the 2021 work plan include:

- Aggressively pursue all opportunities to grow KCHA's reach in the community by applying for new Special Purpose Voucher (SPV) as they are made available by HUD. In 2020, this strategy resulted in the award of 461 additional vouchers in the Veterans Affairs Supportive Housing (VASH), Family Unification (FUP) and Mainstream programs.
- Continue efforts to maintain and achieve high lease-up rates across KCHA's Special Purpose Voucher (SPV) programs by partnering closely with the Housing Choice Voucher department and KCHA's contracted partners to help people experiencing homelessness find permanent housing. This will position KCHA to meet HUD eligibility requirements when applying for new voucher allocations as they are made available.
- Increase VASH voucher utilization rates by implementing new pilot programs in partnership with the King County Veterans Program and other veteran-serving organizations with the goal of pairing KCHA's VASH vouchers with leveraged support services.

### **Central Office Cost Center (COCC)**

Expenses for most administrative departments are aggregated in the COCC, and the costs are then recovered through a series of fees charged to properties and programs, plus the transfer of excess cash flow from locally-owned properties. The COCC covers most activities within the Human Resources, Information Technology, Administrative Services, Finance, Communications and Executive departments, as well as certain functions within Asset Management, Housing Management and Capital Construction.

A summary of the core COCC budget is below and excludes the activities of the Central Maintenance and Vehicle funds as those are not considered part of KCHA's general overhead activities. Although the budget reflects a \$3.8 million reduction in unrestricted cash, the decline is directly related to loans made for development purposes. \$1.1 million will be loaned to the Greenbridge project, \$2.3 million towards Issaquah Trailhead and other pre-development efforts, and \$1 million for the expansion at Rainier View Mobile Home Park that was delayed in 2020 due to the pandemic. There are sufficient reserves to cover any operating shortfalls in the unlikely event they occur.

Projected COCC Unrestricted Cash, 1/1/2021	\$49,966,956
<i>Core Operating Revenues</i>	
Fees and Other Revenue	11,448,834
Cash from Asset-Managed Properties	7,820,000
Total Operating Resources	19,268,834
<i>Core Operating Uses</i>	
Operating Expenses	(18,365,471)
Net Excess/(Deficit) Related to Core Overhead Activities	903,362
<i>Other Resources</i>	
Resources Related to COCC Lending Activities	2,220,030
Total Other Resources	2,220,030
<i>Other Uses</i>	
Greenbridge Development	(1,091,897)
Funding Capital Projects	(259,759)
Repayment and Interest on Borrowings	(1,947,601)
Loans to Development Projects	(3,300,000)
Support of Local Properties	(473,524)
Total Other Uses of Unrestricted Cash	(7,072,781)
Net Change in Unrestricted Cash	(3,949,389)
Projected COCC Unrestricted Cash, 12/31/2021	\$46,017,567
Designated Cash, 1/1/2021	\$16,021,362
Net Change in 2021	10,000
Designated Cash, 12/31/2021	\$16,021,362

75% of COCC operating costs are attributable to personnel, making it a challenge to reduce costs. The complexity of the organization generally requires the staffing level the Authority currently maintains. KCHA will need to continue to identify operational efficiencies or additional sources of revenue in future years to support operations at this level.



### **Non-MTW-funded Properties and Programs**

In its **Workforce Housing** portfolio, which includes properties under the ownership of tax credit investors but excludes the mobile home and Nike portfolio, KCHA currently has 41 separate properties with 6,839 apartments (including Pinewood Village). These properties are managed by outside fee-based property management companies. All properties have some form of debt outstanding, and the servicing of this debt comes from the cash flow of each of the properties. In addition, each property makes monthly contributions to replacement reserve accounts and annually self-funds capital repair and rehabilitation projects. After all such expenses, the 2021 net cash flow from these properties transferred to general KCHA cash accounts is projected to be \$5.2 million.

The **Weatherization and Housing Repair program** provides energy conservation improvements to low income residents of King County living in single family residences, mobile homes, and multifamily housing. It also provides repairs to single-family homes through the City of Bellevue Housing Repair program. The 2021 budget includes construction activity of \$5.4 million to weatherize or repair 320 housing units and is funded through six separate federal, state and local grants and contracts.

## **CAPITAL BUDGET**

Below is a summary of the capital budget. Full detail can be found on Attachment B.

Category	Budgeted Amount	Managed by	Funding Sources
Rehabilitation of existing properties	\$11,853,740	Capital Construction Department	MTW, CFP grant, COCC, MKCRF cash flow
	\$5,462,617	Housing Management Department	MTW, Operating Fund subsidy, site cash flow
	\$19,850,347	Asset Management Department	Replacement reserves and site cash flow
	\$40,201,529	Development Department	COCC, debt, investor equity
Pre-development Activities	\$2,300,000	Development Department	COCC, debt, investor equity
Work at Greenbridge sites	\$471,413	Development Department	Internal loans
Other	\$195,121	Various	Various
<b>Total</b>	<b>\$80,334,767</b>		

Plus: cost of new acquisition	70,000,000	
Less: cost of Greenbridge Land Sales	(17,000,000)	
Less: construction costs not flowing through KCHA	(32,606,862)	(1)

Net Budgeted Change in Capital Assets	<u><u>100,727,905</u></u>
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- 1) Capital work at Abbey Ridge and Woodland North to be performed by outside construction firms. Amounts are excluded from the budget as these two properties are neither owned nor managed by KCHA.

## CASH BUDGET

Below is the 2021 cash budget:

	Unrestricted & Program	Designated	Restricted	Total	
Projected Cash, 1/1/2021	\$114,598,761	\$87,766,604	\$44,691,803	\$247,057,169	(1)
Projected 2021 Change	(25,335,000)	6,066,926	13,949,589	(5,318,485)	
Projected Cash, 12/31/2021	<u>\$89,263,761</u>	<u>\$93,833,530</u>	<u>\$58,641,392</u>	<u>\$241,738,683</u>	(1)

1) Including cash held by HUD

KCHA is also awarded annual Capital Fund Program grants. These grants are on a reimbursement-only basis and thus are not shown as an asset of KCHA. However, it is forecast that as of the end of 2021, \$20.6 million in untapped grant awards will be available for capital purposes.

## THE INVESTMENT IN KCHA'S EMPLOYEE INFRASTRUCTURE

### Overview

KCHA will continue to invest in its employees on several fronts during 2021. In addition to staffing increases and boosts in compensation and benefits, the budget includes support for the following key initiatives, some of which have been rolled over from 2020 due to the pandemic:

- Development of an action plan in support of the concepts included is the proclamation adopted by the board titled "KCHA's Day of Solidarity", including the addition of a new Executive-level position to lead this critical transformation
- Review and implementation of recommendations from the outside consultant retained to analyze KCHA's compensation, classification and employee performance management structures and offer new approaches
- Creation of an overarching, comprehensive KCHA technology plan, based largely on an outside review performed in 2020 of the agency's current technology systems and future needs
- Acquisition and installation of new Human Resources Information System software
- Make significant investments in training and tuition reimbursement

### ***Employee Count***

The 2021 budget includes 444.3 full-time equivalent (FTE) positions, a net increase of 5.6 positions over the 2020 budget.

FTE Count, 2020 Budget	438.7
New FTEs approved during 2020	5.7
Current FTE Count	<hr/> 444.4
 Newly-Proposed Recurring Positions	 6.4
Newly-Proposed Temporary Positions	3.5
Eliminate Recurring Positions	0.0
Eliminate Temporary Positions	(10.0)
FTE Count, 2021 Budget	<hr/> <hr/> 444.3

### ***Personnel Costs***

A Board-approved Cost of Living Adjustment (COLA) wage increase of 1.9% was awarded to non-represented employees in November 2020. An estimated COLA of 2.5% has been factored into the budget for November, 2021.

The Public Employees Retirement System (PERS) contribution rate increased to 12.97% on September 1, 2020, up from 12.86%. It is projected this rate will fall to 10.25% midyear 2021, but due to an uncertain economic outlook, it is not clear that this reduction will actually occur. Consistent with the conservative budgeting practices employed by KCHA, the current, higher rate was used for all of 2021. Similarly, although it is expected that KCHA's portion of medical premiums should remain largely unchanged in 2021, actual employer contributions won't be known until the results of open enrollment are tallied. As a result, a 3% inflation factor was applied to medical premium costs for 2021, resulting in projected 2021 costs rising to \$14,993 per person per year.

Resolution 5674  
2021 Operating and Capital Budgets  
December 21, 2020 Board Meeting  
Page 14 of 15

EXHIBIT	KING COUNTY HOUSING AUTHORITY													
	2021 Budget (Cash Basis)													
	(In \$1,000's; excludes non-KCHA-managed component units)													
	Neutral Cash Flow			Positive Cash Flow			Other Programs			2021	2020	Percent		
	Public	Other		Workforce	Low Inc	Other	Section 8	MTW	Development	Other	COCC	Proposed	Dollar	Change
	Housing	Housing		Housing	Housing		Program	Program	Activities	Activities		Budget	Change	
Beginning Balance, Unrestricted Cash	\$6,692.4	\$2,179.4		\$25,141.4	\$14,460.8		\$2,049.5	\$9,598.9	\$1,793.5	\$2,233.4	\$50,449.5	\$114,598.8		
Revenues														
Tenant Revenue	\$9,073.9	\$16,007.1		\$88,939.0	\$17,075.7		\$165.0	\$0	\$0	\$0	\$0	\$131,260.7	\$3,609.7	2.8%
Operating Fund Subsidy from HUD	6,552.8	.0		.0	24.7		.0	457.3	.0	3,663.4	.0	10,698.1	319.1	3.1%
Section 8 Subsidy from HUD	.0	378.5		.0	.0		172,791.8	17,764.7	.0	.0	.0	190,934.9	13,134.6	7.4%
Other Operating Revenue	1,195.9	4,250.6		89.5	9.4		53,056.7	369.5	3,200.0	7,434.4	14,960.2	84,566.2	10,334.7	13.9%
Total Operating Revenues	16,822.6	20,636.1		89,028.5	17,109.8		226,013.5	18,591.5	3,200.0	11,097.7	14,960.2	417,459.9	27,398.1	7.0%
Expenses														
Salaries & Benefits	(6,815.3)	(3,048.2)		(10,911.0)	(2,506.1)		(8,888.9)	(5,406.9)	(1,026.5)	(2,163.9)	(16,995.8)	(57,762.6)	(3,072.0)	5.6%
Routine Maintenance, Utilities, Taxes & Insurance	(8,140.8)	(5,002.3)		(15,185.6)	(3,876.6)		(298.5)	.0	(19.3)	(28.5)	(819.1)	(33,370.6)	(2,599.3)	8.4%
Other Social Service Support Expenses & HAP	(2,216.0)	(53.1)		(257.7)	(312.5)		(213,348.0)	(5,257.8)	.0	(5,658.8)	.0	(227,103.9)	(20,494.1)	9.9%
Administrative Support Expenses	(4,820.8)	(1,557.5)		(7,522.8)	(1,380.9)		(4,501.0)	(768.3)	(215.1)	(117.0)	(4,517.5)	(25,400.9)	(902.8)	3.7%
Total Operating Expenses	(21,992.9)	(9,661.1)		(33,877.1)	(8,076.2)		(227,036.4)	(11,433.0)	(1,260.8)	(7,968.2)	(22,332.4)	(343,638.1)	(27,068.3)	8.6%
Operating Net Income	(5,170.3)	10,975.1		55,151.4	9,033.6		(1,023.0)	7,158.5	1,939.2	3,129.5	(7,372.2)	73,821.8	329.8	0.4%
Non-operating Revenue	7,039.4	50.9		14,902.0	2,458.0		16.7	1,004.9	57.7	.8	1,753.3	27,283.7	2,326.1	9.3%
Non-operating Expenses	(667.2)	(5,229.6)		(21,223.3)	(3,791.9)		.0	.0	(1,050.0)	(1,307.7)	(844.7)	(34,114.3)	5,314.6	-13.5%
Net Income	1,201.9	5,796.4		48,830.1	7,699.8		(1,006.3)	8,163.4	946.8	1,822.7	(6,463.6)	66,991.2	7,970.5	13.5%
Other Sources/(Uses) of Cash														
Capital Projects and Acquisitions	(11,801.9)	(5,653.4)		(16,541.1)	(2,374.0)		.0	(796.2)	(63,366.2)	.0	(195.0)	(100,727.9)	(6,971.0)	-6.5%
Changes in Designated Cash	195.0	(126.1)		(1,933.0)	(2,531.0)		.0	.0	(772.7)	(889.2)	(10.0)	(6,066.9)	(2,554.8)	72.7%
Changes in Restricted Cash	(75.1)	55.2		(156.0)	(131.7)		(.0)	1,279.0	(14,920.9)	.0	.0	(13,949.6)	(14,977.0)	-1457.8%
Changes in Receivables	(1,075.3)	.0		(38,954.3)	3,278.7		.0	6,518.6	.0	.0	(3,576.3)	(33,808.5)	(81,938.2)	-58.7%
Changes in Other Assets	.0	.0		.0	.0		.0	.0	.0	.0	81.7	.0	81.7	n/a
Changes in Debt	(170.0)	(2,562.1)		(4,604.1)	(5,658.1)		.0	.0	77,060.4	.0	(1,184.7)	62,881.3	(61,076.6)	-49.3%
Changes in Other Liabilities	.0	901.4		.0	857.0		.0	.0	(1,390.2)	(1,104.6)	.0	(736.3)	(8,785.6)	-109.1%
Changes in Equity	.0	.0		.0	.0		.0	.0	.0	.0	.0	.0	.0	n/a
Total Other Sources/(Uses) of Cash	(12,927.4)	(7,385.0)		(62,188.5)	(6,559.0)		(.0)	7,001.4	(3,389.6)	(1,993.8)	(4,884.2)	(92,326.2)	(32,211.6)	53.6%
Transfer In from (Out to) Other Funds														
Transfers In from Other Funds	12,265.5	3,030.8		3,910.0	3,424.7		.0	341.1	622.4	1,387.7	11,760.0	36,742,298	63,676,800	-42.3%
Transfers Out to Other Funds	(372.7)	(2,230.6)		(8,680.0)	(3,080.0)		(341.1)	(15,986.9)	.0	(1,387.7)	(4,663.3)	(36,742,298)	(63,749,000)	-42.4%
Net Transfer In/(Out)	11,892.8	800.3		(4,770.0)	344.7		(341.1)	(15,645.8)	622.4	.0	7,096.7	.0	(72.2)	-100.0%
Net Change in Unrestricted Cash	167.3	(788.4)		(18,128.4)	1,485.5		(1,347.5)	(481.0)	(1,820.3)	(171.2)	(4,251.1)	(25,335.0)	(1,166.1)	.0
Ending Balance, Unrestricted Cash	\$6,859.7	\$1,391.0		\$7,013.0	\$15,946.3		\$702.0	\$9,117.9	\$(26.8)	\$2,062.2	\$46,198.5	\$89,263.8		
Beginning Balance, Designated Cash	\$717.2	\$4,551.6		\$38,558.5	\$23,057.8		\$0	\$0	\$1,755.7	\$3,104.4	\$16,021.4	\$87,766.6		
Changes in Designated Cash	(195.0)	126.1		1,933.0	2,531.0		.0	.0	772.7	889.2	10.0	6,066.9		
Ending Balance, Designated Cash	\$522.2	\$4,677.7		\$40,491.5	\$25,588.8		\$0	\$0	\$2,528.4	\$3,993.6	\$16,031.4	\$93,833.5		
Beginning Balance, Restricted Cash	\$750.9	\$2,072.7		\$18,116.5	\$1,558.0		\$3,024.9	\$7,120.9	\$12,047.9	\$0	\$0	\$44,691.8		
Changes in Restricted Cash	75.1	(55.2)		156.0	131.7		.0	(1,279.0)	14,920.9	.0	.0	13,949.6		
Ending Balance, Restricted Cash	\$826.0	\$2,017.5		\$18,272.5	\$1,689.7		\$3,024.9	\$5,841.9	\$26,968.8	\$0	\$0	\$58,641.4		

EXHIBIT A

EXHIBIT B

**Capital Budget**  
**By Responsible Department**  
**2021 Budget**

**CONSTRUCTION ACTIVITIES**

***Managed by the Capital Construction Department***

Public Housing Properties	\$8,346,467	
MKCRF Properties	1,743,598	
Other Properties	<u>1,706,175</u>	11,796,240

***Managed by the Resident Services Department***

Various Relocation Expenses	<u>57,500</u>	57,500
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***Managed by the Housing Management Department***

Unit Upgrade Program	3,804,610	
Other Projects	<u>1,658,007</u>	5,462,617

***Managed by the Asset Management Department***

Projects at Workforce Housing Properties	17,060,097	
Projects at Mobile Home Properties and Other	<u>2,790,250</u>	19,850,347

***Managed by the Development Department***

Projects at Tax Credit Properties	40,201,529	<u>40,201,529</u>
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**DEVELOPMENT/ACQUISITION ACTIVITIES**

***Managed by the Development Department***

Hope VI Properties	471,413	
Pre-development Activities-Issaquah Trailhead	1,500,000	
Pre-development Activities-Other	<u>800,000</u>	2,771,413

**OTHER ACTIVITIES**

Vehicles & Other	<u>195,121</u>	195,121
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<b>TOTAL CONSTRUCTION &amp; DEVELOPMENT EXPENDITURES</b>	<u><b>\$80,334,767</b></u>
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Plus: Non-construction Capital Activity

Less: Construction Costs not Flowing through KCHA	(32,606,862)
Plus: Cost of New Acquisition	70,000,000
Less: Cost of Greenbridge Land Sales	(17,000,000)

<b>NET CAPITAL BUDGET</b>	<u><u><b>\$100,727,905</b></u></u>
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**THE HOUSING AUTHORITY OF THE COUNTY OF KING**

**RESOLUTION NO. 5674**

**AUTHORIZING APPROVAL OF THE COMPREHENSIVE OPERATING AND  
CAPITAL BUDGETS FOR CALENDAR YEAR BEGINNING JANUARY 1, 2021**

---

**WHEREAS**, the Executive Director has submitted Comprehensive Operating and Capital Budget for the Calendar Year beginning January 1, 2021 (Calendar Year 2021); and

**WHEREAS**, the Board of Commissioners has determined that the proposed expenditures are necessary for the efficient and economical operation of the Housing Authority for the purpose of serving low-income families; and

**WHEREAS**, the Budget indicates sources of funding adequate to cover all proposed expenditures; and

**WHEREAS**, all proposed rental charges and expenditures will be consistent with provisions of the Washington State Housing Authority Law (RCW 35.82) and the Annual Contributions Contract (where applicable); and

**WHEREAS**, the Authority hereby certifies that no employee of the Housing Authority is serving in a variety of positions which will exceed 100% of his/her time. This certification includes the proration of an employee's time between the various programs administered by the Housing Authority of the County of King; and

**WHEREAS**, the Authority certifies that none of the funds in the budget authorized under Section 8 (only with respect to the tenant-based rental assistance program) and Section 9 of the United States Housing Act of 1937 will be used for any amount of salary for any employee that exceeds the annual rate of basic pay payable for a position at Level IV of the Federal Executive Schedule; and

**WHEREAS**, the Authority certifies that a drug-free workplace is provided to employees as required by the Drug-Free Workplace Act of 1988; and

**WHEREAS**, the Authority certifies that no Federally appropriated funds will be paid on behalf of the Housing Authority to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.

**NOW THEREFORE, BE IT RESOLVED, BY THE BOARD OF  
COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF KING:**

**SECTION 1:** The following expenditures are hereby authorized for the Calendar Year beginning January 1, 2021:

<b>Fund Groups</b>	<b>Expenses</b>	<b>Capital</b>	<b>Total</b>
Public Housing	\$26,470,732	\$8,363,967	\$34,834,699
Other Non-Profit Housing	20,991,052	1,783,598	22,774,650
Workforce Housing	80,321,556	0	80,321,556
Other Subsidized Housing	16,412,067	909,960	17,322,027
Housing Choice Voucher Program	227,377,551	0	227,377,551
MTW Program	27,419,976	796,215	28,216,191
Development Activities	2,699,326	62,977,701	65,677,027
Other Activities	10,663,586	0	10,663,586
Central Services	27,840,371	195,000	28,035,371
 Total 2021 Expenditures	 <u>\$440,196,217</u>	 <u>\$75,026,441</u>	 <u>\$515,222,658</u>

**SECTION 2:** The Detail of Budgeted Revenues and Expenses as found in Exhibit A are hereby incorporated into this resolution.

**ADOPTED AT A SPECIAL MEETING BY THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE COUNTY OF KING AT AN OPEN PUBLIC  
MEETING THIS 21<sup>th</sup> DAY OF DECEMBER 2020.**

**THE HOUSING AUTHORITY OF THE  
COUNTY OF KING, WASHINGTON**

\_\_\_\_\_  
**Doug Barnes, Chair**  
Board of Commissioners

\_\_\_\_\_  
**Stephen J. Norman**  
Executive Director and Secretary-Treasurer

KING COUNTY HOUSING AUTHORITY  
2021 Budget (Cash Basis)  
(In \$1,000's; excludes non-KCHA-managed component units)

EXHIBIT A

	Neutral Cash Flow			Positive Cash Flow			Other Programs			COC	2021 Proposed Budget	2020 Adopted Budget	Dollar Change	Percent Change
	Public Housing	Low Inc Housing	Other	Workforce Housing	Housing	Other Housing	Section 8 Program	MTW Program	Development Activities	Other Activities				
<b>Beginning Balance, Unrestricted Cash</b>	<b>\$6,692.4</b>	<b>\$2,179.4</b>		<b>\$25,141.4</b>	<b>\$14,460.8</b>		<b>\$2,049.5</b>	<b>\$9,598.9</b>	<b>\$1,793.5</b>	<b>\$2,233.4</b>	<b>\$50,449.5</b>			
<b>Revenues</b>														
Tenant Revenue	\$9,073.9	\$16,007.1		\$88,939.0	\$17,075.7		\$165.0	\$0	\$0	\$0	\$0	\$127,651.0	\$3,609.7	2.8%
Operating Fund Subsidy from HUD	6,552.8	.0		.0	24.7		.0	457.3	.0	3,663.4	.0	10,379.0	319.1	3.1%
Section 8 Subsidy from HUD	.0	378.5		.0	.0		172,791.8	17,764.7	.0	.0	.0	177,800.3	13,134.6	7.4%
Other Operating Revenue	1,195.9	4,250.6		89.5	9.4		53,056.7	369.5	3,200.0	7,434.4	14,960.2	74,231.5	10,334.7	13.9%
<b>Total Operating Revenues</b>	<b>16,822.6</b>	<b>20,636.1</b>		<b>89,028.5</b>	<b>17,109.8</b>		<b>226,013.5</b>	<b>18,591.5</b>	<b>3,200.0</b>	<b>11,097.7</b>	<b>14,960.2</b>	<b>390,061.8</b>	<b>27,398.1</b>	<b>7.0%</b>
<b>Expenses</b>														
Salaries & Benefits	(6,815.3)	(3,050.7)		(10,911.0)	(2,507.6)		(8,888.9)	(5,406.9)	(1,026.5)	(2,163.9)	(16,995.8)	(57,766.7)	(3,076.1)	5.6%
Routine Maintenance, Utilities, Taxes & Insurance	(8,140.8)	(5,002.3)		(15,185.6)	(3,876.6)		(298.5)	.0	(19.3)	(28.5)	(819.1)	(30,771.3)	(2,599.3)	8.4%
Other Social Service Support Expenses & HAP	(2,216.0)	(53.1)		(257.7)	(312.5)		(213,348.0)	(5,257.8)	.0	(5,658.8)	.0	(206,608.8)	(20,494.1)	9.9%
Administrative Support Expenses	(4,820.8)	(1,557.5)		(7,522.8)	(1,380.9)		(4,501.0)	(768.3)	(215.1)	(117.0)	(4,517.5)	(24,498.1)	(902.8)	3.7%
<b>Total Operating Expenses</b>	<b>(21,992.9)</b>	<b>(9,663.5)</b>		<b>(33,877.1)</b>	<b>(8,077.7)</b>		<b>(227,036.4)</b>	<b>(11,433.0)</b>	<b>(1,260.8)</b>	<b>(7,968.2)</b>	<b>(22,332.4)</b>	<b>(316,569.8)</b>	<b>(27,072.3)</b>	<b>8.6%</b>
<b>Operating Net Income</b>	<b>(5,170.3)</b>	<b>10,972.6</b>		<b>55,151.4</b>	<b>9,032.1</b>		<b>(1,023.0)</b>	<b>7,158.5</b>	<b>1,939.2</b>	<b>3,129.5</b>	<b>(7,372.2)</b>	<b>73,817.8</b>	<b>325.8</b>	<b>0.4%</b>
Non-operating Revenue	7,039.4	50.9		14,902.0	2,458.0		16.7	1,004.9	57.7	.8	1,753.3	24,957.6	2,326.1	9.3%
Non-operating Expenses	(667.2)	(5,229.6)		(21,223.3)	(3,791.9)		.0	.0	(1,050.0)	(1,307.7)	(844.7)	(39,428.9)	5,314.6	-13.5%
<b>Net Income</b>	<b>1,201.9</b>	<b>5,793.9</b>		<b>48,830.1</b>	<b>7,698.3</b>		<b>(1,006.3)</b>	<b>8,163.4</b>	<b>946.8</b>	<b>1,822.7</b>	<b>(6,463.6)</b>	<b>59,020.7</b>	<b>7,966.4</b>	<b>13.5%</b>
<b>Other Sources/(Uses) of Cash</b>														
Capital Projects and Acquisitions	(11,801.9)	(5,535.3)		(16,541.1)	(2,301.3)		.0	(796.2)	(63,366.2)	.0	(195.0)	(107,698.9)	7,161.8	-6.6%
Changes in Designated Cash	195.0	(126.1)		(1,933.0)	(2,531.0)		.0	.0	(772.7)	(889.2)	(10.0)	(3,512.1)	(2,554.8)	72.7%
Changes in Restricted Cash	(75.1)	55.2		(156.0)	(131.7)		(.0)	1,279.0	(14,920.9)	.0	.0	(13,949.6)	1,027.4	-1457.8%
Changes in Receivables	(1,075.3)	.0		(38,954.3)	3,278.7		.0	6,518.6	.0	.0	(3,576.3)	(81,938.5)	48,129.7	-58.7%
Changes in Other Assets	.0	.0		.0	.0		.0	.0	.0	.0	81.7	.0	81.7	n/a
Changes in Debt	(170.0)	(2,562.1)		(4,504.1)	(5,658.1)		.0	.0	77,060.4	.0	(1,184.7)	123,957.9	(61,076.6)	-49.3%
Changes in Other Liabilities	.0	901.4		.0	857.0		.0	.0	(1,390.2)	(1,104.6)	.0	8,049.3	(8,785.6)	-109.1%
Changes in Equity	.0	.0		.0	.0		.0	.0	.0	.0	.0	.0	.0	n/a
<b>Total Other Sources/(Uses) of Cash</b>	<b>(12,927.4)</b>	<b>(7,266.9)</b>		<b>(62,188.5)</b>	<b>(6,486.3)</b>		<b>(.0)</b>	<b>7,001.4</b>	<b>(3,389.6)</b>	<b>(1,993.8)</b>	<b>(4,884.2)</b>	<b>(60,114.6)</b>	<b>(32,020.8)</b>	<b>53.3%</b>
<b>Transfer in from (Out to) Other Funds</b>														
Transfers in from Other Funds	12,265.5	2,915.2		3,910.0	3,424.7		.0	341.1	622.4	1,387.7	11,760.0	63,676,800	(27,050.1)	-42.5%
Transfers Out to Other Funds	(372.7)	(2,230.6)		(8,680.0)	(3,080.0)		(341.1)	(15,986.9)	.0	(1,387.7)	(4,547.7)	(63,749,000)	27,122.3	-42.5%
<b>Net Transfer in/(Out)</b>	<b>11,892.8</b>	<b>684.6</b>		<b>(4,770.0)</b>	<b>344.7</b>		<b>(341.1)</b>	<b>(15,645.8)</b>	<b>622.4</b>	<b>.0</b>	<b>7,212.3</b>	<b>(72.2)</b>	<b>72.2</b>	<b>-100.0%</b>
<b>Net Change in Unrestricted Cash</b>	<b>167.3</b>	<b>(788.4)</b>		<b>(18,128.4)</b>	<b>1,556.7</b>		<b>(1,347.5)</b>	<b>(481.0)</b>	<b>(1,820.3)</b>	<b>(171.2)</b>	<b>(4,135.4)</b>	<b>(1,166.1)</b>	<b>(23,982.1)</b>	<b>.0</b>
<b>Ending Balance, Unrestricted Cash</b>	<b>\$6,859.7</b>	<b>\$1,391.0</b>		<b>\$7,013.0</b>	<b>\$16,017.5</b>		<b>\$702.0</b>	<b>\$9,117.9</b>	<b>\$1,268.8</b>	<b>\$2,062.2</b>	<b>\$46,314.1</b>			
<b>Beginning Balance, Designated Cash</b>	<b>\$717.2</b>	<b>\$4,551.6</b>		<b>\$38,558.5</b>	<b>\$23,057.8</b>		<b>\$0</b>	<b>\$0</b>	<b>\$1,755.7</b>	<b>\$3,104.4</b>	<b>\$16,021.4</b>			
Changes in Designated Cash	(195.0)	126.1		(1,933.0)	(2,531.0)		.0	.0	772.7	889.2	10.0	6,066.9		
<b>Ending Balance, Designated Cash</b>	<b>\$522.2</b>	<b>\$4,677.7</b>		<b>\$40,491.5</b>	<b>\$25,588.8</b>		<b>\$0</b>	<b>\$0</b>	<b>\$2,528.4</b>	<b>\$3,993.6</b>	<b>\$16,031.4</b>			
<b>Beginning Balance, Restricted Cash</b>	<b>\$750.9</b>	<b>\$2,072.7</b>		<b>\$18,116.5</b>	<b>\$1,558.0</b>		<b>\$3,024.9</b>	<b>\$7,120.9</b>	<b>\$12,047.9</b>	<b>\$0</b>	<b>\$0</b>			
Changes in Restricted Cash	75.1	(55.2)		156.0	131.7		.0	(1,279.0)	14,920.9	.0	.0			
<b>Ending Balance, Restricted Cash</b>	<b>\$826.0</b>	<b>\$2,017.5</b>		<b>\$18,272.5</b>	<b>\$1,689.7</b>		<b>\$3,024.9</b>	<b>\$5,841.9</b>	<b>\$26,968.8</b>	<b>\$0</b>	<b>\$0</b>			



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# KCHA Executive Dashboard

2020 Q3

July - September 2020

## Households Served

point in time as of September 1, 2020<sup>1</sup>

22,256

## Finance

	Budgeted	Actual	Actual to Budget	
Revenue year-to-date	\$292,375,956	\$294,531,384	100.7%	
Expenditure year-to-date	\$242,812,115	\$234,260,185	96.5%	
LGIP Rate Investments	1.75%	0.21%	-1.54%	
Non-LGIP Investments	1.75%	1.03%	-0.72%	

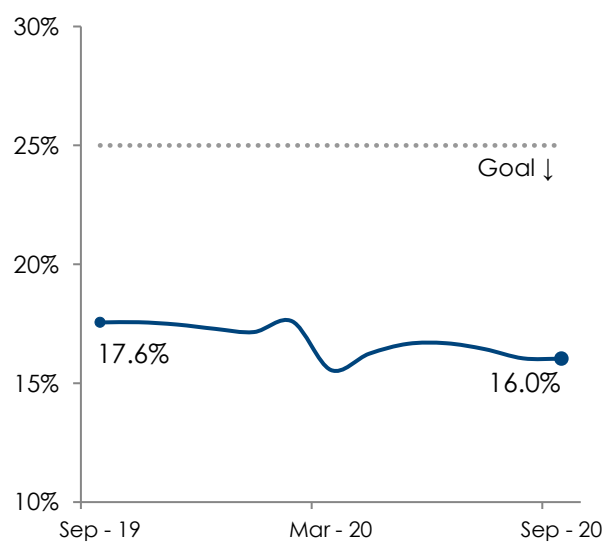
## Housing Management

	Scope	Target	Sept '20	
Public Housing Occupancy <sup>2</sup>	3,730 units	98.0%	98.4%	
Local Programs Occupancy	7,851 units	96.5%	98.0%	
Total Units Online <sup>3</sup>	11,581 units	11,105	11,581	

## Housing Choice Voucher Program Operations

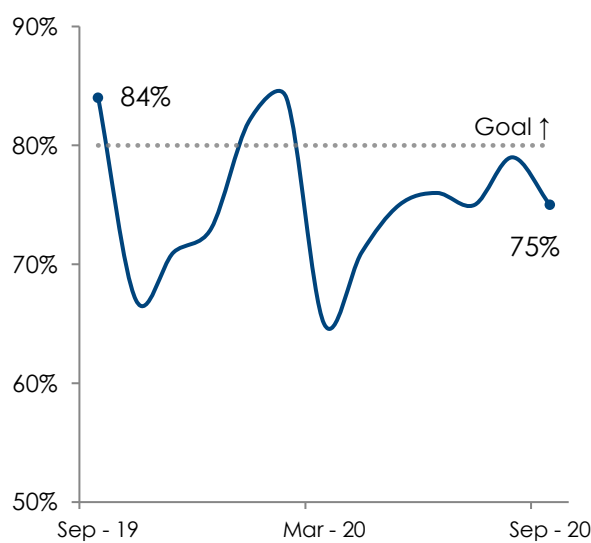
### Shelter Burden

Households paying more than 40% of income for rent and utilities.



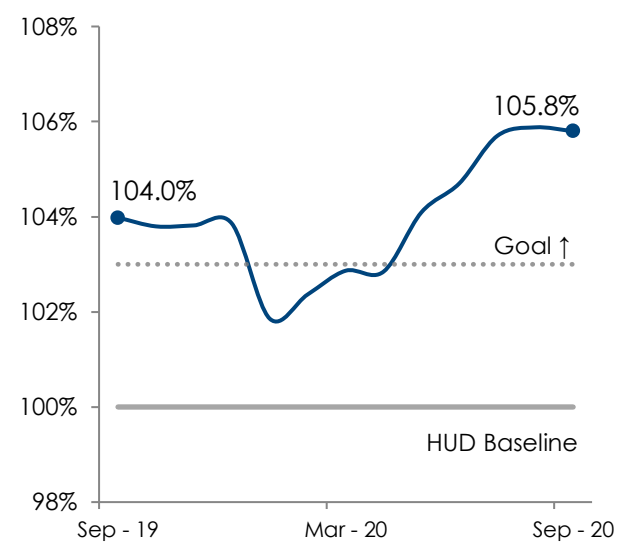
### Shopping Success<sup>4</sup>

Lease-up within 240 days after voucher issuance, by cohort.



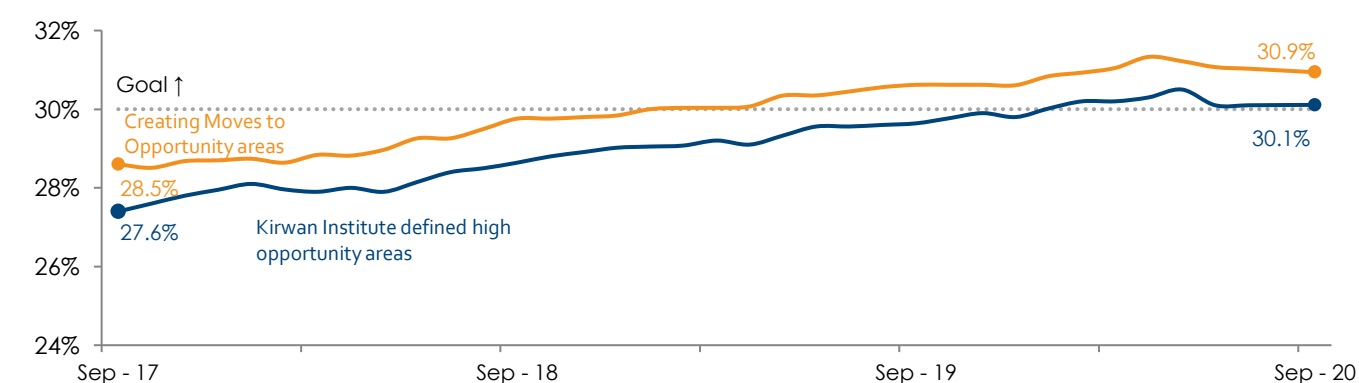
### Utilization Rate<sup>5</sup>

Percentage of HUD ACC leased by month.



## Increasing Access to Opportunity Areas

Percentage of federally-subsidized families with children living in high opportunity areas.



## Notes

- 1) Includes households in federally subsidized programs, workforce housing, and local programs.
- 2) Excludes 49 units in portfolio where turnover is not tracked monthly.
- 3) 11,105 represents the agency's acquisition stretch goal by the end of 2020.
- 4) Represents success of latest cohort to reach 240 days after voucher issuance.
- 5) Adjusted for 12-month incremental lease-up of new vouchers.

# T A B N U M B E R

8



**To:** Board of Commissioners

**From:** Windy K. Epps, Assistant Director of Finance

**Date:** November 30, 2020

**Re:** **Third Quarter 2020 Financial Results**

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### ***EXECUTIVE SUMMARY***

Third-quarter financial performance in 2020 was strong as both operating income and expenses reflected favorable variances compared to budget. Cash reserves remain solid, with \$89.3 million in unrestricted and program reserves and \$141.1 million in designated and restricted cash.

Net operating income exceeded initial 2020 budget projections, with operating revenues 0.7% above target and operating expenses 3.5% below. Most of the positive revenue variance came from federal CARES Act funding. \$5.9 million has been received to date, but \$1.2 million has been “deferred” as it has not yet been spent. All CARES Act proceeds will be spent by the due date of December 31, 2021. As a result, the financial statements include \$4.7 million of unanticipated grant revenue, \$1.7 million in the form of additional Operating Fund Subsidy in the Public Housing Program, and \$3.0 million for administrative fees in the Housing Choice Voucher (HCV) program. Operating expenses lagged the budget in several categories, most notably in maintenance expenses and utilities, administrative expenses, and other programmatic expenses.

The Public Housing Operating fund subsidy was budgeted using an estimated prorate of 90.0%, while the actual prorate through September was 96.49%. HUD based 2020 eligibility estimates on the 2020 operating subsidy request. HUD’s interim proration for November rose slightly to 97.21%.

Total third-quarter HCV HAP expense from all programs (excluding ports-in) was very close to budget, with a \$27 thousand or 0.1% variance. The variance is comprised of greater HAP costs related to the Block Grant and lower HAP costs related to VASH and FUP. Year-to-date, the HCV program is 1,180 unit months under initial budget projections, a variance of 1.2%. However, compared to the number of Annual Contribution Contract units for which we are funded, (i.e. our baseline), our actual leasing through September was 102% of baseline. The average HAP payment per voucher for the quarter was \$8.99 greater than budget estimates. Compared to the third quarter of 2019, total HAP expense climbed \$3.8 million or 11.2%.

Rising HAP expenses, Public Housing costs and reduced tenant rent payments related to the pandemic are being watched closely. While CARES Act funding has been sufficient to cover financial costs to date, revenue and cost implications will continue to be closely monitored as the longer-term impacts of the public health crisis and economic downturn become clearer.

### ***THIRD QUARTER HIGHLIGHTS***

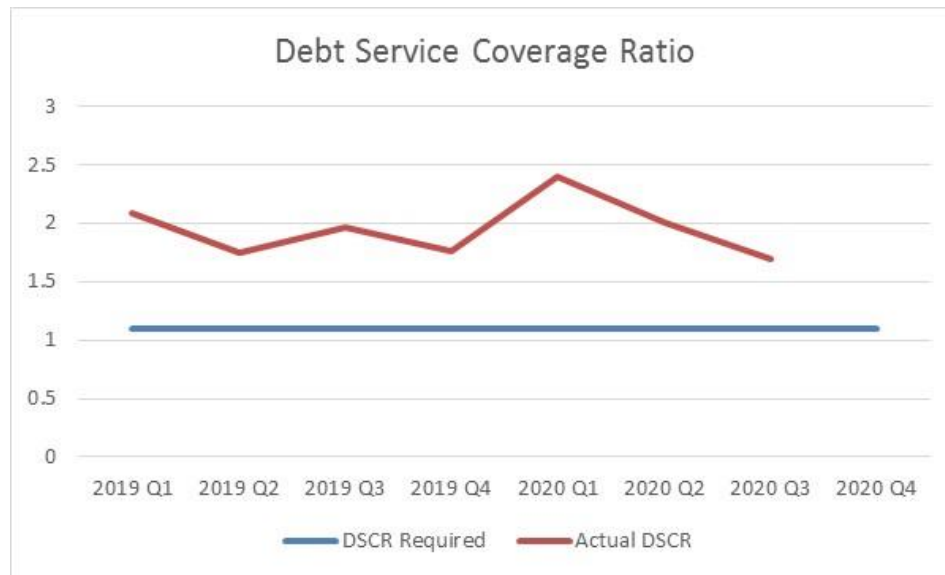
The Housing Authority was awarded a total of \$5.9 million in CARES Act funding, \$4.2 million for the HCV program, and \$1.7 million for Public Housing. As the grant rules allowed this new funding to be spent on normal operations, expenses through the third quarter totaling \$4.8 million were applied to the grants

KCHA received approximately \$1.2 million in additional HCV funding from HUD this quarter. Of this new funding, \$663,000 reflects an adjustment in the 2020 renewal formula for the Mainstream voucher program. The remaining \$531,000 is intended to compensate KCHA for expenses incurred in administering subsidies for the many Housing Choice Voucher holders who have ported into King County from other jurisdictions. \$894,000 of the additional funding is above what was included in the 2020 revenue projections. These supplemental funds, along with other funding received to date under the CARES Act, are helping meet rising rental subsidy costs in the HCV program as household incomes decline.

Juanita View and Kirkland Heights, the two properties purchased from IAM 751 in 2018, transitioned from Multifamily Project-Based Rental Assistance to Project-based Section 8. This transition gives the properties a richer subsidy stream, critical to supporting planned repairs and upgrades for the sites.

KCHA was successful in acquiring the investor member's interest in the Nia Apartments LLC. This 82 unit mid-rise, serving senior and disabled households, is located in the heart of the Greenbridge community. Ownership is now fully vested in KCHA and a wholly-owned affiliate, Northwest Affordable Communities LLC.

Due to certain debt covenants, KCHA must maintain a debt service coverage ratio of 1.1 or better. The debt service coverage ratio is calculated by dividing net operating income by the annual required debt service payments and is a measure of the ability of a borrower to meet current debt obligations. A ratio of 1.0 or greater means the borrower has sufficient income to cover its obligations. KCHA is meeting this covenant with a debt service coverage ratio of 1.7, a 0.27 decrease over last year. Below is a chart detailing the recent history of this important metric:



### ***CASH AND INVESTMENT SUMMARIES***

Overall, cash balances increased by \$28 million during the quarter with the primary driver being proceeds from the sale of bonds related to Bellevue Manor, Abbey Ridge, and Woodland North. Additional increases are attributable to cash generated from the workforce housing portfolio. For a complete report on KCHA's overall cash position at the end of the quarter, please see page 11.

The overall Return on Investment (ROI) on KCHA investments, including loans made for low-income housing and EPC project purposes, was 0.75%, down from 1.08% last quarter, reflecting continued downward pressure on rates. The Washington State Treasurer's Local Government Investment Pool (LGIP) average interest rate for the quarter was 0.26%. Total investment returns for the quarter were \$1.0 million against a projected return of \$1.6 million.

#### **Investment Summary (in millions) as of September 30, 2020**

	Amount	Yield	% of Total
Invested in the Local Government Investment Pool & Masterfund	\$81.5	0.21%	32.4%
Invested by KCHA	66.4	1.03%	26.4%
Cash held by trustees	20.7	0.02% *	8.2%
Cash held in checking and savings accounts	62.3	0.02% *	24.8%
Invested by KCHA	\$230.9	0.39%	91.7%
Cash loaned for low income housing & EPC project purposes	20.8	4.97%	8.3%
Loaned by KCHA	20.8	4.97%	8.3%
Total	\$251.7	0.75%	100.0%

\*Estimate

Balances and quarterly activity for MTW and COCC cash reserves are:

Reserve Balances

(in millions of dollars)

MTW Cash, Beginning of Quarter	\$20.9
--------------------------------	--------

*Quarterly change:*

Block grant cash receipts from HUD	33.2
Operating Fund subsidy related to resident service activities	0.1
Quarterly HAP payments sourced from the block grant	(32.2)
Quarterly block grant administrative fees paid to Section 8	(1.9)
Direct social service expenses	(1.2)
Homeless Housing expenses	(0.4)
Other net changes	(1.9)

MTW Cash, End of Quarter	\$16.6
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*Less Reserves:*

Restricted reserve-Green River collateral	(4.3)
Restricted reserve-FHLB collateral	(2.8)
FSS reserves	(0.2)

MTW Available Cash, End of Quarter	\$9.3
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COCC Cash, Beginning of Quarter	\$62.3
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*Quarterly change:*

Fee revenue	2.7
Used for construction projects	(0.6)
Short-term receivable	(0.8)
Administrative expenses	(3.7)
Other net change	6.5

COCC Cash, End of Quarter	\$66.4
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*Less Reserves:*

Liquidity reserves for King County credit enhancement	(13.0)
Exit tax reserve transferred from Egis	(3.0)

COCC Working Capital Cash, End of Quarter	\$50.4
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## ***CAPITAL INVESTMENTS (Including tax credit partnerships)***

The following schedule shows the budget versus actual costs of both KCHA-owned properties and KCHA-managed tax credit partnerships' capital projects through the third quarter.

	Actuals Thru 09/30/2020	Budget Thru 09/30/2020	YTD Variance	Percent of Annual Budget	2020 Annual Budget
<b>CONSTRUCTION ACTIVITIES</b>					
<i>Managed by Capital Construction Department</i>					
Public Housing	\$2,996,957	\$6,952,701	(\$3,955,745) (1)	41.2%	\$7,274,288
509 Properties	1,179,451	2,514,152	(1,334,700) (2)	39.1%	3,013,001
Other Properties	631,315	1,507,695	(876,380) (3)	41.5%	1,522,750
	<u>4,807,723</u>	<u>10,974,548</u>	<u>(6,166,826)</u>	<u>40.7%</u>	<u>11,810,039</u>
<i>Managed by Housing Management Department</i>					
Unit Upgrade Program	2,931,710	3,152,565	(220,855) (4)	69.8%	4,200,123
Energy Performance Contract	35,387	18,765	16,622	141.5%	25,000
Other Projects	77,051	45,036	32,015	128.4%	60,000
	<u>3,044,148</u>	<u>3,216,366</u>	<u>(172,218)</u>	<u>71.0%</u>	<u>4,285,123</u>
<i>Managed by Asset Management Department</i>					
Homeownership Projects-Managed by Internal staff	43,868	1,510,000	(1,466,132) (5)	2.8%	1,563,750
Bond Properties-Projects Managed by Internal Staff	1,490,622	4,455,000	(2,964,378) (6)	33.2%	4,485,000
	<u>1,534,491</u>	<u>5,965,000</u>	<u>(4,430,509)</u>	<u>25.4%</u>	<u>6,048,750</u>
<b>Subtotal Construction Activities</b>	<b>9,386,362</b>	<b>20,155,914</b>	<b>(10,769,553)</b>	<b>42.4%</b>	<b>22,143,912</b>
<b>DEVELOPMENT ACTIVITY</b>					
<i>Managed by Hope VI Department</i>					
Greenbridge	1,829,877	3,705,276	(1,875,400) (7)	43.6%	4,197,813
Notch	89,575	430,423	(340,848) (8)	15.0%	598,799
	<u>1,919,451</u>	<u>4,135,699</u>	<u>(2,216,248)</u>	<u>40.0%</u>	<u>4,796,612</u>
<i>Managed by Development Department</i>					
Other Projects	1,662,049	6,885,808	(5,223,759) (9)	13.7%	12,128,452
	<u>1,662,049</u>	<u>6,885,808</u>	<u>(5,223,759)</u>	<u>13.7%</u>	<u>12,128,452</u>
<b>Subtotal Development Activity</b>	<b>3,581,500</b>	<b>11,021,507</b>	<b>(7,440,007)</b>	<b>21.2%</b>	<b>16,925,064</b>
<b>TOTAL CONSTRUCTION &amp; DEVELOPMENT</b>	<b>\$12,967,862</b>	<b>\$31,177,421</b>	<b>(\$18,209,559)</b>	<b>33.2%</b>	<b>\$39,068,976</b>
<b>PROPERTY ACQUISITIONS &amp; OTHER ASSETS</b>					
Acquisitions- Bellevue Manor (KCHA Managed)	19,700,000				
Disposal of three properties to LIHTC partnerships	(36,200,803)				
Other adjustments	(110,283)				
<b>TOTAL PER CASH RECONCILIATION REPORT</b>	<b>(3,643,224)</b>				

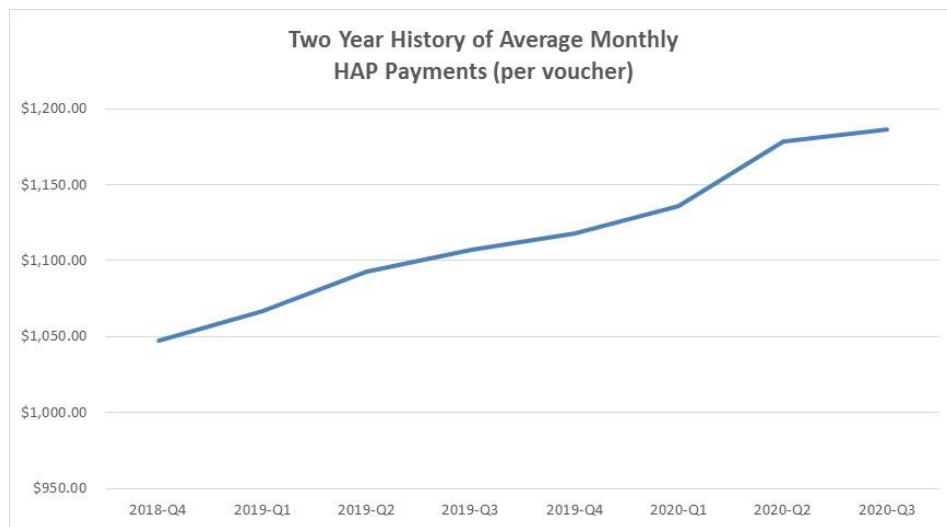
- Wayland Arms electrical panel replacement project has been pushed out to 2021-2022. Houghton envelope & roof has been split into two phases. The first phase will be completed by the end of the year, and the second phase will be completed in the first quarter of 2021. Munro Manor water/waste lines project was split into interior and exterior phases. The exterior phase was completed in the third quarter. The interior phase has been pushed out until 2021.
- MKCRF capital projects are under target. Several projects are delayed to late 2020 or 2021 and 2020 expenditures are expected to remain below budget.
- The 600 building office remodel project was completed under budget. \$668K was budgeted by the Capital Construction department as a placeholder for Architecture and Engineering project costs; actual costs are being coded directly to projects.
- Per unit costs are coming in below budget by about \$4,800/unit due to smaller than anticipated unit sizes.
- Due to COVID-19 and permit delays, the Rainier View site improvement project is under target. The project is expected to be completed in 2021.
- Various Workforce Housing capital projects are below target. Although spending is expected to increase as the year progresses, total spending will likely fall short of the budget.
- The Greenbridge Frontage Improvements project was budgeted throughout the year but was not started until September. The project is expected to be completed by year-end.
- Due to project delay, the Notch site development permit project is expected to be below target for 2020.
- The Bellevue Manor rehab project was below budget by \$3.6 million due to permit delays and other delays related to COVID-19. The Parkway predevelopment project has been postponed. Finally, the Kirkland Heights project will start in December but will under budget for the year.



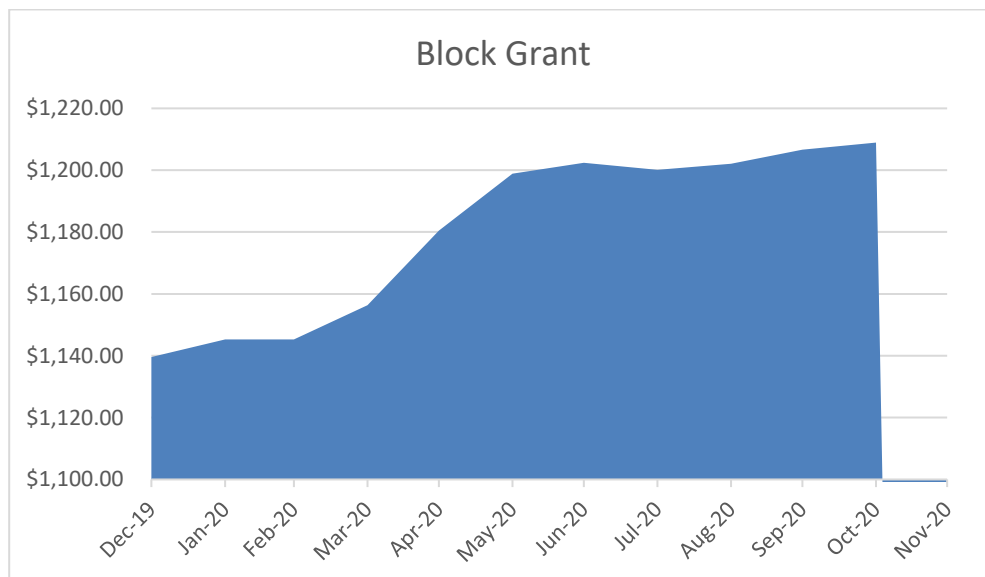
## ***PROGRAM ACTIVITIES***

### ***HOUSING CHOICE VOUCHERS***

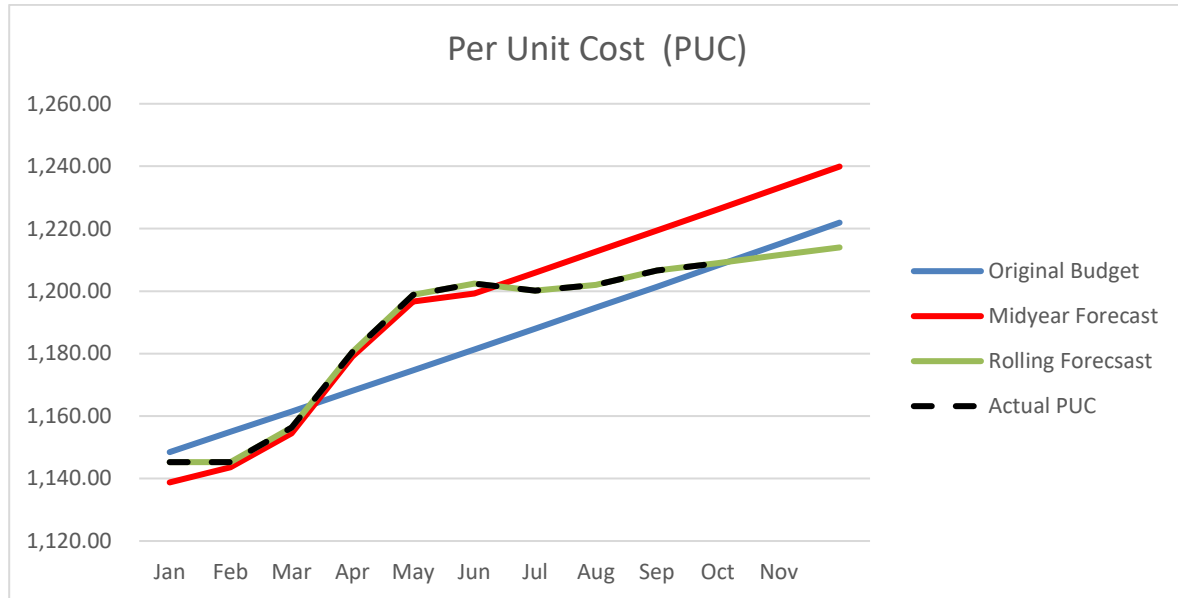
The average quarterly HAP payment to landlords for all HCV vouchers was \$1,186.36, compared to \$1,178.75 last quarter and \$1,107.14 one year ago.



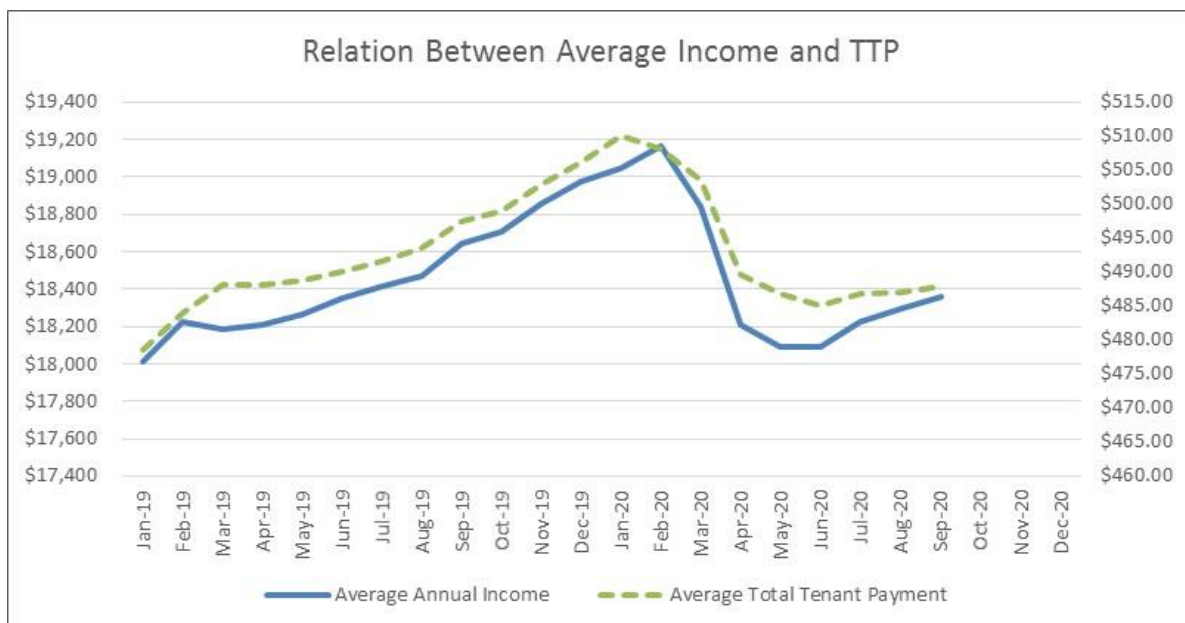
KCHA's average Block Grant HAP payments continued to rise during the third quarter and into October, but at a much slower pace than earlier in the year.



The rolling forecast for the block grant average now reflects lower average HAP costs through the end of the year than what was included in either the original budget or the midyear financial forecast.



Total Tenant Payment (TTP) is the tenant's monthly contribution towards rent and utilities and is benchmarked at 28.3% of their income. The average TTP for the quarter was \$487.24, down slightly from \$487.26 the previous quarter and \$494.20 one year ago. As indicated by the chart below, this decrease appears to be closely influenced by a lower average tenant annual income and is starting to show a modest uptick.



## **MTW PROGRAM**

In the *MOVING TO WORK (MTW) FUND*, KCHA combines certain HUD Public Housing revenues with Housing Choice Vouchers (HCV) Block Grant funding. Out of these aggregated revenues, there are five distinct uses:

### **1. Transfers to the Section 8 program to pay for Housing Assistance Payments to landlords and administrative expenses**

Through the first nine months, block grant payments from HUD have closely tracked against budget projections with a 0.3% positive variance. Amounts used for HAP payments have also been close to the budget, with essentially no variance. Transfers from MTW to fund Section 8 administrative costs was less than planned due to additional funding from the CARES Act.

<i>(In thousands of dollars)</i>	Actual	Budget	Variance Favorable (Unfavorable)	% Var
HCV Block Grant Revenue	113,275.3	112,923.1	\$352.2	0.3%
Funding of HAP Payments to Landlords	(94,387.5)	(94,404.4)	16.9	0.0%
Funding of Section 8 Administrative Costs	(6,180.3) <sup>(1)</sup>	(6,831.6)	651.3	9.5% <sup>(1)</sup>
Excess of HCV Block Grant Funding over Expenses	<u>\$ 12,707.5</u>	<u>\$ 11,687.1</u>	<u>\$ 1,020.4</u>	<u>8.7%</u>

1) Funding of Section 8 administrative costs was lower than planned due to funding from the CARES Act.

### **2. Payments to Public Housing sites to subsidize the difference between operating costs and tenant revenue**

Traditional Public Housing properties are budgeted to receive an additional subsidy from MTW in support of operations. The necessity of additional subsidy allocations is evaluated quarterly, and due to the deferment of maintenance projects caused by COVID-19, additional transfer amounts were less than budgeted through the third quarter.

<i>(In thousands of dollars)</i>	Actual	Budget	Variance	% Var
Transfers to PH AMPs Based on Need	(\$520.7)	(\$2,148.8)	(\$1,628.1)	75.8% <sup>(1)</sup>
Net Flow of Cash(from)/to MTW from/(to) PH	<u>(\$520.7)</u>	<u>(\$2,148.8)</u>	<u>\$1,628.1</u>	<u>(75.8%)</u>

1) Transfers from MTW to public housing projects have been below budget primarily due to maintenance projects being put on hold due to COVID-19.

### 3. Expenditures for homeless and resident service programs

MTW dollars support nearly all resident service programs and various initiatives designed to alleviate and prevent homelessness:

<i>(In thousands of dollars)</i>	Actual	Budget	Variance	% Var	
Public Housing Subsidy earmarked for resident services	\$319.6	\$326.0	(\$6.4)	(2.0%)	
Homeless Initiatives	(1,165.2)	(1,773.6)	\$608.4	(34.3%)	(1)
Resident Services	(3,250.9)	(3,570.8)	\$319.9	(9.0%)	(2)
Use of MTW Funds for Special Programs	<u>(\$4,096.6)</u>	<u>(\$5,018.5)</u>	<u>\$922.0</u>	<u>(18.4%)</u>	

- 1) The Highline School District program was below budget as utilization has been impacted due to school closures with COVID-19. The Coming Up program was also under-utilized and management is working with the contractor to explore shifting the subsidy model to a project-based voucher model to help increase utilization.
- 2) Community events and travel expenses were below budget mainly due to COVID-19. Resident services salaries were below budget due to unfilled positions.

### 4. Other uses of MTW funds

MTW working capital is used for a variety of other purposes. Year-to-date expenditures include:

<i>(In thousands of dollars)</i>	Actual	Budget	Variance	% Var	
Construction Activity & Management Fees	\$5,375.9	\$7,949.0	(\$2,573.0)	(32.4%)	(1)
Green River and Birch Creek debt payments	0.0	0.0	0.0	n/a	
Misc. Other Uses	1,774.4	3,397.1	(1,622.7)	(47.8%)	(2)
	<u>\$7,150.3</u>	<u>\$11,346.0</u>	<u>(\$4,195.7)</u>	<u>(37.0%)</u>	

- 1) Due to delays and slow starts in various capital construction projects, the budgeted transfers from MTW to fund the projects were below target. Total spending is now forecast to be approximately \$4 million less than budgeted at the end of the year, with half of the funding originally slated to come from MTW.
- 2) Transfers from MTW to public housing projects were budgeted evenly throughout the year. However, a management decision was made to evaluate the need and make any necessary transfers on a quarterly basis, which were less than budgeted for the first second and third quarters.

### 5. Costs to administer the MTW program

Administrative costs are primarily salaries and benefits of those who manage or analyze MTW-funded programs. Expenses for the first three quarters, totaling \$398,029, were 0.35% of program gross revenues and below the budget of \$1,023,998. Salaries and benefits were less than planned as transfers were made from MTW to the CARES Act fund and some positions were unfilled. Additionally, professional service expenses were lower than expected due to some initiatives being delayed due to the pandemic.

## **AGENCY OVERHEAD**

The Central Office Cost Center (COCC) aggregates overhead costs for the Authority. The COCC is supported by fees charged to both Federal and non-Federal programs and housing properties and by transfers of excess cash from non-Federal housing programs. KCHA continues to administer its programs in a fiscally-prudent manner and within HUD guidelines. The net change in available COCC resources was greater than anticipated in the budget, primarily due to lower salaries and benefits and administrative expenses, offset by lower management fees. The chart below reflects a summary of COCC activity.

*(In thousands of dollars)*

	YTD Actual	YTD Budget	Variance	% Var	
<b>Revenues</b>					
Management fees	7,018.2	7,825.2	(\$807.0)	(11.5%)	(1)
Cash transferred-in from properties	6,550.0	6,485.2	64.8	1.0%	
Investment income	1,626.9	1,957.3	(330.4)	(20.3%)	(2)
Other income	1,419.5	1,021.5	398.0	28.0%	(3)
	<u>\$16,614.6</u>	<u>\$17,289.2</u>	<u>(\$674.5)</u>	<u>(4.1%)</u>	
<b>Expenses</b>					
Salaries & Benefits	9,041.7	9,887.1	(\$845.4)	(9.4%)	(4)
Administrative Expenses	2,142.2	3,276.8	(1,134.6)	(53.0%)	(5)
Occupancy Expenses	254.4	339.5	(85.1)	(33.5%)	(6)
Other Expenses	673.5	566.5	107.0	15.9%	(7)
	<u>\$12,111.8</u>	<u>\$14,070.0</u>	<u>(\$1,958.2)</u>	<u>(16.2%)</u>	
Net Change in Available COCC Resources	<u><u>\$4,502.8</u></u>	<u><u>\$3,219.1</u></u>	<u><u>\$1,283.6</u></u>		

- 1) Management fees are lower than expected due to less than expected capital projects and unit upgrades.
- 2) As interest rates are falling, lower than anticipated interest income was earned on invested cash.
- 3) Administrative Fee of \$300,000 received for KCHA's roles in assisting the Aerospace properties transfer to KCHA and SHA (\$60,000 per property). Also, P-card revenue exceeded target.
- 4) Salaries and benefits were below target due to unfilled positions.
- 5) Various categories are under target (professional services, admin contracts, and computer equipment).
- 6) The Ballinger shop rebuilding invoices are on-hold until the contractor resolves the federal wage requirement issue. Also, the Ballinger Homes security camera installation project has yet to occur.
- 7) 2013 Pool interest expense allocated to the 700 building, which was unbudgeted.

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King County Housing Authority  
Consolidated Cash Report  
As of 9/30/2020

	KCHA Cash		Cash of Other Entities
	Current Quarter	Prior Quarter	
Unrestricted	\$69,941,726	\$33,955,106	\$4,956,017
Designated, but Available for General Use			
Excess Cash Flow from Birch Creek	11,717,258	11,701,265	0
Excess Cash Flow from Green River	4,834,469	4,830,204	0
Voluntary Debt Service Reserve-Birch Creek	2,526,122	2,521,346	0
Exit Tax Reserve, Birch Creek	3,002,539	3,045,306	0
Exit Tax Reserve, Egis	3,000,000	3,000,000	0
Liquidity Reserve-County Credit Enhancement Program	13,000,000	13,000,000	0
Total Cash Available for General Use	108,022,114	72,053,226	4,956,017
Other Designated Cash			
Voluntary Replacement Reserves	31,822,116	30,989,669	0
Funds Held by Outside Property Management Companies	24,228,850	37,583,913	0
Excess Cash Reserve	136,900	136,900	400,000
EPC Project Reserves	2,400,000	2,200,000	0
Unspent Debt Proceeds Reserves	0	(559,789)	0
Hope VI Loan Interest Income Reserves	1,752,507	1,761,130	0
Other Designated Funds	44,360	43,612	268,919
Total Other Designated Cash	60,384,733	72,155,435	668,919
Programmatic Cash			
MTW Program	9,294,591	13,507,958	0
Public Housing	5,073,008	4,899,474	697,669
Housing Choice Voucher Program	337,460	43,036	0
Energy Performance Contract Project	529,294	517,710	0
Greenbridge/Seola Gardens General Cash Balances	1,709,268	1,710,186	0
Other Programmatic Cash	2,435,196	2,517,598	0
Total Programmatic Cash	19,378,816	23,195,962	697,669
Restricted Cash			
MTW Pledged as Collateral	7,088,216	7,088,216	0
Bond Reserves-1 Year Payment	2,350,939	2,352,378	0
Bond Reserves-P & I	12,377,783	4,643,164	0
Hope VI Lot Sales Proceeds	11,760,547	11,676,457	0
Replacement Reserves	652,035	623,275	1,084,010
Highland Village/Somerset Projects	0	0	0
FSS Reserves	1,630,125	1,715,083	0
Overlake Interest Mitigation Reserve	1,076,147	1,000,189	0
Residual Receipts	116,124	116,124	0
Security Deposits	3,159,757	3,208,740	119,903
Other Restricted Cash	2,430,490	3,780,968	0
Total Restricted Cash	42,642,164	36,204,594	1,203,913
TOTAL CASH	230,427,827	203,609,217	7,526,518

<b>King County Housing Authority Statements of Financial Position As of September 30, 2020</b>	Public Housing Not For Profit Properties	Other LIH Not for Profit Properties	Housing Net Cash Flow Properties	Other LIH Net Cash Flow Properties	Housing Choice Voucher Program	MTW Program	Development Program	Other Funds	COCC Overhead	Total
<b>Assets</b>										
Cash-Unrestricted	\$7,438,274	\$2,365,079	\$8,921,310	\$9,906,337	\$2,762,808	\$9,294,591	\$2,198,378	\$1,677,404	\$50,410,047	\$94,974,228
Cash-Designated	717,060	4,399,631	47,749,966	25,545,829	0	0	1,752,507	2,947,685	16,021,362	99,134,040
Cash-Restricted	732,539	1,953,136	17,929,211	1,056,083	2,991,486	7,311,537	11,872,085	0	0	43,846,077
Accounts Receivable	1,076,837	168,629	3,141,985	6,204,078	341,470	1,760,374	0	167,789	807,346	13,668,507
Other Short-term Assets	16,990	436,464	106,863	21,339	8,520	(316)	(0)	28,461	24,484	642,805
Long-term Receivables	65,778,737	457,899	189,751,714	98,261,270	0	23,181,144	320,993	209,641	35,369,857	413,331,253
Capital Assets	233,058,858	135,448,840	674,115,939	159,678,304	0	0	41,284,306	27,725,736	13,895,480	1,285,207,463
Other Assets	488,632	314	76,172	219,377	(43,399)	0	49,550	2,258	600,630	1,393,534
Total Assets	<u>\$309,307,927</u>	<u>\$145,229,993</u>	<u>\$941,793,158</u>	<u>\$300,892,618</u>	<u>\$6,060,884</u>	<u>\$41,547,330</u>	<u>\$57,477,820</u>	<u>\$32,758,974</u>	<u>\$117,129,205</u>	<u>\$1,952,197,908</u>
<b>Liabilities and Equity</b>										
Short-term Liabilities	\$2,326,217	\$883,736	\$11,488,844	\$1,741,689	\$3,134,833	\$1,310,180	\$286,798	\$2,063,359	\$1,933,437	\$25,169,093
Current Portion of Long-term Debt	155,000	2,452,963	8,819,967	3,378,148	0	0	0	0	1,174,127	15,980,206
Long-term Debt	38,245,203	41,886,363	763,586,957	132,444,223	0	0	20,340,000	0	25,682,458	1,022,185,203
Other Long-term Liabilities	2,534,745	1,635,669	577,183	5,146,557	0	0	15,263,706	25,600,331	0	50,758,192
Total Liabilities	<u>43,261,165</u>	<u>46,858,731</u>	<u>784,472,951</u>	<u>142,710,617</u>	<u>3,134,833</u>	<u>1,310,180</u>	<u>35,890,504</u>	<u>27,663,690</u>	<u>28,790,022</u>	<u>1,114,092,694</u>
Equity	266,046,761	98,371,261	157,320,207	158,182,001	2,926,051	40,237,150	21,587,316	5,095,284	88,339,183	838,105,214
Total Liabilities and Equity	<u>\$309,307,927</u>	<u>\$145,229,993</u>	<u>\$941,793,158</u>	<u>\$300,892,618</u>	<u>\$6,060,884</u>	<u>\$41,547,330</u>	<u>\$57,477,820</u>	<u>\$32,758,974</u>	<u>\$117,129,205</u>	<u>\$1,952,197,908</u>



King County Housing Authority  
Cash Reconciliation Report  
Combined Operations  
Through September 30, 2020

Cash Reconciliation Report Combined Operations Through September 30, 2020	Actuals	Budget	Favorable (Unfavorable) \$ Variance	Favorable (Unfavorable) % Variance	
<b>BEGINNING UNRESTRICTED/PROGRAM CASH</b>	<b>\$85,993,319</b>				
<i>Rental Revenue and Subsidy</i>					
Tenant Revenue	\$98,836,463	\$95,556,052	\$3,280,412	3.4%	
Federal Operating Support	9,579,123	7,784,271	1,794,852	23.1%	(1)
<i>Total Rental Revenue and Federal Support</i>	<i>108,415,586</i>	<i>103,340,323</i>	<i>5,075,264</i>	<i>4.9%</i>	
<i>Other Operating Revenue</i>					
Federal Support for HCV Program	130,174,796	131,354,887	(1,180,091)	-0.9%	
Other Revenue	55,941,001	57,680,746	(1,739,745)	-3.0%	
<i>Total Other Operating Revenue</i>	<i>186,115,797</i>	<i>189,035,633</i>	<i>(2,919,835)</i>	<i>-1.5%</i>	
<i>Total Operating Revenue</i>	<i>294,531,384</i>	<i>292,375,956</i>	<i>2,155,428</i>	<i>0.7%</i>	
<i>Operating Expenses</i>					
Salaries and Benefits	(39,412,035)	(40,289,424)	877,390	2.2%	
Administrative Expenses	(9,197,062)	(11,006,412)	1,809,350	16.4%	(2)
Maintenance Expenses, Utilities, Taxes	(28,127,556)	(34,094,033)	5,966,477	17.5%	(3)
Management Fees Charged to Properties and Programs	(6,649,905)	(6,417,990)	(231,914)	-3.6%	
HCV Housing Assistance Payments to Landlords	(146,804,441)	(143,954,397)	(2,850,044)	-2.0%	
Other Programmatic Expenses	(4,425,831)	(7,049,858)	2,624,027	37.2%	(4)
Other Expenses	356,645	0	356,645	n/a	(5)
<i>Total Operating Expenses</i>	<i>(234,260,185)</i>	<i>(242,812,115)</i>	<i>8,551,931</i>	<i>3.5%</i>	
<i>Net Operating Income</i>	<i>60,271,199</i>	<i>49,563,840</i>	<i>10,707,359</i>	<i>21.6%</i>	
<i>Non Operating Income/(Expense)</i>					
Interest Income from Loans	8,433,036	8,537,648	(104,612)	-1.2%	
Interest Expense	(20,835,546)	(26,446,366)	5,610,821	21.2%	(6)
Transfers-in	81,427,529	57,438,618	23,988,912	41.8%	(7,8)
Transfers-out	(81,427,529)	(57,492,838)	(23,934,692)	-41.6%	(7,8)
Other Non-operating Income/(Expense)	35,939,696	(1,965,082)	37,904,778	1928.9%	(9)
<i>Total Non Operating Income/(Expense)</i>	<i>23,537,186</i>	<i>(19,928,021)</i>	<i>43,465,207</i>	<i>218.1%</i>	
<i>Capital Activity</i>					
Capital Project Funding, Excluding Debt Issuance	149,414	2,397,582	(2,248,168)	-93.8%	(10)
Capital Project Expenditures	3,643,224	(85,547,278)	89,190,501	104.3%	(11)
<i>Total Change in Capital Assets, net of Direct Funding and Debt</i>	<i>3,792,638</i>	<i>(83,149,696)</i>	<i>86,942,334</i>	<i>104.6%</i>	
<i>Change in Assets/Liabilities</i>					
Change in Designated/Restricted Cash	(15,879,684)	(2,499,240)	(13,380,444)	-535.4%	(12)
Change in Short-term Assets	29,044,203	(10,223,213)	39,267,416	384.1%	(13, 14)
Change in Long-term Receivables	(97,597,369)	(70,310,606)	(27,286,763)	-38.8%	(14)
Change in Other Assets	59,056	0	59,056	n/a	
Change in Short-term Liabilities	(11,584,444)	(26,189,581)	14,605,137	55.8%	(15)
Change in Long-term Debt	28,042,118	109,345,965	(81,303,847)	-74.4%	(16)
Change in Other Liabilities	1,854,783	6,670,056	(4,815,273)	-72.2%	(17)
Change in Equity	(571,862)	0	(571,862)	n/a	(18)
<i>Change in Other Assets/Liabilities</i>	<i>(66,633,199)</i>	<i>6,793,380</i>	<i>(73,426,580)</i>	<i>-1080.9%</i>	
Change in Unrestricted/Program Cash	\$20,967,823	(\$46,720,497)	\$67,688,320	144.9%	
<b>ENDING UNRESTRICTED/PROGRAM CASH</b>	<b>\$106,961,143</b>				
<b>BEGINNING DESIGNATED/RESTRICTED CASH</b>	<b>\$115,113,518</b>				
Change in Replacement Reserves	4,530,668	1,973,331	2,557,337	129.6%	(12)
Change in Debt Service Reserves	8,505,625	658,281	7,847,343	1192.1%	(12)
Change in Other Reserves	2,843,392	(132,372)	2,975,764	2248.0%	(12)
Change in Designated/Restricted Cash	15,879,684	2,499,240	13,380,444	535.4%	
<b>ENDING DESIGNATED/RESTRICTED CASH</b>	<b>\$130,993,202</b>				

- 1) The operating subsidy exceeded budget due to additional funding from the CARES Act.
- 2) Various categories are under target (professional services, admin contracts, and computer equipment).
- 3) Maintenance projects and contracts expenses were well below budget due to projects being put on hold due to COVID-19. Also, due to lower turnover than expected, upgrade projects were below target in workforce housing projects.
- 4) Due to COVID-19, all weatherization projects were put on hold, resulting in lower spending and reimbursements. The Highline School District program was below budget as utilization has been impacted due to school closures with COVID-19. The Coming Up program was also under-utilized and management is working with the contractor to explore shifting the subsidy model to project-based vouchers to help increase utilization.
- 5) Due to unbudgeted billing for the repairs at Ballinger Homes from a fire back in 2017. The shop is now being converted to a Central Applications Center office.
- 6) The Hampton Greens LOC interest expense was under budget as the budget assumed the variable rate would increase in 2020, but rates have instead dropped. Also, the Kendall Ridge acquisition line of credit was refinanced with the 2019 pool bond resulting in lower interest than assumed in the budget.
- 7) With the sale of Abbey Ridge and Bellevue Manor to a tax credit partnership, \$28.3 million LOC allocated to the project was transferred into the new General Partner fund.
- 8) Subsidy transfers from MTW to public housing projects have been below budget primarily due to maintenance projects being put on hold due to COVID-19. Additionally, capital projects have been delayed due to COVID-19 resulting in lower than budgeted transfer from MTW.
- 9) Bellevue Manor, Abbey Ridge, and Woodland North were sold to tax credit partnerships under financing leases totaling \$70 million. Of this amount, \$36 million equivalent to the book value of the assets was not included in the budget.
- 10) Capital projects have been delayed due to COVID-19 resulting in lower than budgeted draw from CFP grant and transfer from MTW.
- 11) The budgeted \$70 million new property acquisition has yet to occur. MKCRF capital projects are under target. Several projects are delayed to late 2020 or 2021 resulting in less than budgeted reimbursement for MKCRF capital projects. The Bellevue Manor rehab project was below target. Bellevue Manor is a senior building and COVID-19 stopped work at the property.
- 12) Increases in debt service, excess cash reserve and replacement reserves in workforce Housing projects. Cash transfer from MTW to EPC rehab reserve to finish elevator work. Also due to the unbudgeted increase in Bellevue Manor project reserve.
- 13) Due to an advance of a \$12.5 million pass-through long-term debt to Somerset Garden Partnership, which was budgeted as a short-term interim loan.
- 14) Receipt of the \$27.5 million Highland Village pass-through line of credit from Somerset Gardens Partnership, which was budgeted as a long-term receivable.
- 15) The payoff of the \$27.5 million Highland Village long-term line of credit, which was budgeted as a short-term payable. This partially offset by repayment of Riverstone Line of Credit totaling \$9.9 million budgeted as a long-term line of credit. Also, an due to unbudgeted decrease in accounts payable.
- 16) The budgeted draw of \$70 million from line-of-credit for new property acquisition has yet to occur. The payoff of the \$27.5 million Highland Village long-term line of credit, which was budgeted as a short-term payable. This partially offset by repayment of Riverstone Line of Credit totaling \$9.9 million s budgeted as a long-term line of credit.
- 17) The draw from the COCC internal loan was less than budgeted as Greenbridge projects are behind schedule. Also, due to COVID-19 and permit delays, the Rainier View site improvement project is under target resulting in no loan draw from the COCC. Finally, the \$800,000 internal loan budgeted for Parkway and Kirkland Heights predevelopment projects have yet to be used due to project delays.
- 18) Technical accounting entry recording Overlake operating expenses from prior year.

King County Housing Authority  
Cash Reconciliation Report  
Public Housing Not for Profit  
Through September 30, 2020

	Actual	Budget	Favorable (Unfavorable) \$ Variance	Favorable (Unfavorable) % Variance	
<b>BEGINNING UNRESTRICTED/PROGRAM CASH</b>	<b>\$8,790,405</b>				
<i>Rental Revenue and Subsidy</i>					
Tenant Revenue	\$6,127,415	\$6,150,464	(\$23,049)	-0.4%	
Federal Operating Support	6,515,831	4,896,738	1,619,093	33.1%	(1)
Transfer- Operating fund Support	520,722	2,195,070	(1,674,348)	-76.3%	(2)
<i>Total Rental Revenue and Federal Support</i>	<i>13,163,968</i>	<i>13,242,272</i>	<i>(78,304)</i>	<i>-0.6%</i>	
<i>Other Operating Revenue</i>					
Other Revenue	120,677	211,340	(90,663)	-42.9%	(3)
<i>Total Other Operating Revenue</i>	<i>120,677</i>	<i>211,340</i>	<i>(90,663)</i>	<i>-42.9%</i>	
<i>Total Operating Revenue</i>	<i>13,284,645</i>	<i>13,453,612</i>	<i>(168,967)</i>	<i>-1.3%</i>	
<i>Operating Expenses</i>					
Salaries and Benefits	(5,087,214)	(4,357,900)	(729,313)	-16.7%	(4)
Administrative Expenses	(676,120)	(606,654)	(69,466)	-11.5%	(5)
Maintenance Expenses, Utilities, Taxes	(4,630,320)	(5,575,209)	944,889	16.9%	(6)
Management Fees Charged to Properties and Programs	(1,722,796)	(1,725,608)	2,812	0.2%	
Other Programmatic Expenses	(90,089)	(75,578)	(14,511)	-19.2%	
Other Expenses	(137,717)	0	(137,717)	n/a	(7)
<i>Total Operating Expenses</i>	<i>(12,344,255)</i>	<i>(12,340,949)</i>	<i>(3,305)</i>	<i>0.0%</i>	
<i>Net Operating Income</i>	<i>940,391</i>	<i>1,112,663</i>	<i>(172,272)</i>	<i>-15.5%</i>	
<i>Non Operating Income/(Expense)</i>					
Interest Income from Loans	1,724,283	1,732,211	(7,929)	-0.5%	
Interest Expense	(814,737)	(821,533)	6,796	0.8%	
Other Non-operating Income/(Expense)	(1,236,721)	(1,292,572)	55,850	4.3%	
<i>Total Non Operating Income/(Expense)</i>	<i>(327,176)</i>	<i>(381,894)</i>	<i>54,718</i>	<i>14.3%</i>	
<i>Capital Activity</i>					
Capital Project Funding, Excluding Debt Issuance	4,410,169	8,670,287	(4,260,118)	-49.1%	(8)
Capital Project Expenditures	(5,016,572)	(8,670,287)	3,653,715	42.1%	(8)
<i>Total Change in Capital Assets, net of Direct Funding and Debt</i>	<i>(606,403)</i>	<i>0</i>	<i>(606,403)</i>	<i>n/a</i>	
<i>Change in Other Assets/Liabilities/Equity</i>					
Change in Designated/Restricted Cash	(52,726)	(55,692)	2,966	5.3%	
Change in Receivables	(30,986)	(528,683)	497,697	94.1%	(9)
Change in Other Assets	345,273	0	345,273	n/a	(10)
Change in Other Liabilities	(1,510,420)	358,113	(1,868,533)	-521.8%	(11)
<i>Change in Other Assets/Liabilities/Equity</i>	<i>(1,358,942)</i>	<i>(226,262)</i>	<i>(1,132,680)</i>	<i>-0,500.6%</i>	
<i>Change in Unrestricted/Program Cash</i>	<i>(\$1,352,131)</i>	<i>\$504,507</i>	<i>(\$1,856,638)</i>	<i>-0,368.0%</i>	
<b>ENDING UNRESTRICTED/PROGRAM CASH</b>	<b>\$7,438,274</b>				

<b>BEGINNING DESIGNATED/RESTRICTED CASH</b>	<b>\$1,396,873</b>				
Change in Replacement Reserves	54,916	55,197	(281)	-0.5%	
Change in Debt Service Reserves	0	0	0	n/a	
Change in Other Reserves	(2,190)	495	(2,685)	-542.4%	
<i>Change in Designated/Restricted Cash</i>	<i>52,726</i>	<i>55,692</i>	<i>(2,966)</i>	<i>-0,005.3%</i>	
<b>ENDING DESIGNATED/RESTRICTED CASH</b>	<b>\$1,449,599</b>				

- 1) The operating subsidy exceeded budget due to additional funding from the CARES Act.
- 2) Transfers from MTW to public housing projects have been below budget primarily due to maintenance projects being put on hold due to COVID-19.
- 3) Lower interest rates have resulted in reduced earnings.
- 4) Due to additional payroll expenses to clean and disinfect buildings due to COVID-19.
- 5) Unbudgeted computer supplies for personnel to work remotely and training expenses in connection to COVID-19. Professional services expense for consulting at Pacific Court. Also, eviction legal fees at Fairwind, Vali Kee, and Cascade Home exceeded the target. Finally, background check expenses were higher than budgeted.
- 6) Maintenance projects and contracts expenses were below budget due to projects being put on hold due to COVID-19.
- 7) Cost of repairs at Ballinger Homes due to the fire in 2017 that were not budgeted.
- 8) Capital projects have been delayed due to COVID-19 resulting in lower than budgeted draws from the CFP grant and transfers from MTW.
- 9) Due to receipt of outstanding receivables.
- 10) Due to a reduction in prepaid insurance.
- 11) Due to a decrease in accounts payable and payroll liability.

**King County Housing Authority**  
**Cash Reconciliation Report**  
**Other Low Income Housing-Not for Profit**  
**Through September 30, 2020**

Cash Reconciliation Report Other Low Income Housing-Not for Profit Through September 30, 2020	Actual	Budget	Favorable (Unfavorable) \$ Variance	Favorable (Unfavorable) % Variance	
BEGINNING UNRESTRICTED/PROGRAM CASH	\$3,803,576				
Rental Revenue and Subsidy					
Tenant Revenue	\$11,591,323	\$11,344,298	\$247,026	2.2%	
Total Rental Revenue and Federal Support	11,591,323	11,344,298	247,026	2.2%	
Other Operating Revenue					
Federal Support for HCV Program	282,309	299,493	(17,184)	-5.7%	
Other Revenue	3,455,601	4,933,370	(1,477,770)	-30.0%	(1)
Total Other Operating Revenue	3,737,910	5,232,863	(1,494,954)	-28.6%	
Total Operating Revenue	15,329,233	16,577,161	(1,247,928)	-7.5%	
Operating Expenses					
Salaries and Benefits	(2,333,363)	(2,226,011)	(107,352)	-4.8%	
Administrative Expenses	(338,162)	(346,484)	8,322	2.4%	
Maintenance Expenses, Utilities, Taxes	(3,372,847)	(4,247,421)	874,575	20.6%	(2)
Management Fees Charged to Properties and Programs	(779,176)	(779,682)	505	0.1%	
Other Programmatic Expenses	(742)	(7,470)	6,727	90.1%	
Other Expenses	(51,647)	0	(51,647)	n/a	(3)
Total Operating Expenses	(6,875,938)	(7,607,068)	731,130	9.6%	
Net Operating Income	8,453,294	8,970,092	(516,798)	-5.8%	
Non Operating Income/(Expense)					
Interest Expense	(1,525,545)	(1,204,081)	(321,464)	-26.7%	(4)
Other Non-operating Income/(Expense)	(4,357,434)	(6,655,501)	2,298,068	34.5%	(5)
Total Non Operating Income/(Expense)	(5,882,979)	(7,859,582)	1,976,603	25.1%	
Capital Activity					
Capital Project Funding, Excluding Debt Issuance	2,035,598	3,813,430	(1,777,831)	-46.6%	(5)
Capital Project Expenditures	(2,235,889)	(5,486,715)	3,250,826	59.2%	(5, 6)
Total Change in Capital Assets, net of Direct Funding and Debt	(200,291)	(1,673,285)	1,472,995	88.0%	
Change in Other Assets/Liabilities/Equity					
Change in Designated/Restricted Cash	(974,222)	(173,952)	(800,270)	-460.1%	(7)
Change in Receivables	122,409	0	122,409	n/a	(8)
Change in Other Assets	66,404	0	66,404	n/a	(9)
Change in Debt	(1,868,542)	(1,386,703)	(481,839)	-34.7%	(4)
Change in Other Liabilities	(909,275)	917,234	(1,826,509)	-199.1%	(10)
Change in Other Assets/Liabilities/Equity	(3,563,227)	(643,421)	(2,919,805)	-453.8%	
Change in Unrestricted/Program Cash	(\$1,193,201)	(\$1,206,196)	\$12,995	1.1%	
ENDING UNRESTRICTED/PROGRAM CASH	\$2,610,374				

<b>BEGINNING DESIGNATED/RESTRICTED CASH</b>	<b>\$5,133,250</b>				
Change in Replacement Reserves	424,202	173,925	250,277	143.9%	(7)
Change in Debt Service Reserves	(8,758)	0	(8,758)	n/a	
Change in Other Reserves	558,779	27	558,752	2069451.6%	(7)
Change in Designated/Restricted Cash	974,222	173,952	800,270	460.1%	
<b>ENDING DESIGNATED/RESTRICTED CASH</b>	<b>\$6,107,472</b>				

- 1) MKCRF capital projects are under target. Several projects are delayed to late 2020 or 2021 resulting in less-than-budgeted internal reimbursement for MKCRF capital projects.
- 2) Slower-than-average spending on maintenance contracts due to the COVID-19 pandemic.
- 3) Due to fire loss repair at Victorian Woods; slightly offset by insurance proceeds.
- 4) More debt was allocated to Friendly Village than what was originally included in the budget, resulting in higher interest and principal payments.
- 5) MKCRF capital projects are under target. Several projects are delayed to late 2020 or 2021 and 2020 expenditures are expected to remain below budget. Unit upgrades and capital construction were below budget. Unit upgrades depend on availability. The related unit upgrade and capital transfers were also under target.
- 6) Rainier View Mobile Homes development project has been delayed until 2021.
- 7) Unbudgeted increase in replacement reserves accounts at mobile home parks as well as earnest money deposit made for 2021 potential purchase of Oakes at Forest Bay.
- 8) Mainly due to a decrease in tenant receivables.
- 9) Decreases in prepaid insurance; partially offset by increase in mobile home inventory from several buybacks.
- 10) Mainly due to decreases in accounts payable and payroll liabilities. With the delay of the Rainier View mobile home project, the loan from COCC has not occurred. See note 6.

King County Housing Authority  
Cash Reconciliation Report  
Workforce Housing-Net Cash Flow  
Through September 30, 2020

Cash Reconciliation Report Workforce Housing-Net Cash Flow Through September 30, 2020	Actual	Budget	Favorable (Unfavorable) \$ Variance	Favorable (Unfavorable) % Variance	
BEGINNING UNRESTRICTED/PROGRAM CASH	\$1,538,004				
Rental Revenue and Subsidy					
Tenant Revenue	\$68,456,635	\$66,004,869	\$2,451,766	3.7%	
Total Rental Revenue and Federal Support	68,456,635	66,004,869	2,451,766	3.7%	
Other Operating Revenue					
Other Revenue	823,432	3,802,395	(2,978,964)	-78.3%	(1)
Total Other Operating Revenue	823,432	3,802,395	(2,978,964)	-78.3%	
Total Operating Revenue	69,280,067	69,807,264	(527,198)	-0.8%	
Operating Expenses					
Salaries and Benefits	(7,686,743)	(8,439,504)	752,761	8.9%	
Administrative Expenses	(3,996,271)	(4,264,298)	268,026	6.3%	
Maintenance Expenses, Utilities, Taxes	(16,825,825)	(20,202,953)	3,377,128	16.7%	(2)
Management Fees Charged to Properties and Programs	(1,219,852)	(1,211,919)	(7,933)	-0.7%	
Other Programmatic Expenses	(204,109)	(188,099)	(16,010)	-8.5%	
Other Expenses	532,799	0	532,799	n/a	(3)
Transfers Out for Operating Purposes	(32,489,825)	(4,315,950)	(28,173,875)	-652.8%	(4)
Total Operating Expenses	(61,889,828)	(38,622,722)	(23,267,105)	-60.2%	
Net Operating Income	7,390,239	31,184,542	(23,794,303)	-76.3%	
Non Operating Income/(Expense)					
Interest Income from Loans	3,043,552	3,155,106	(111,554)	-3.5%	
Interest Expense	(13,918,384)	(20,023,260)	6,104,876	30.5%	(5)
Other Non-operating Income/(Expense)	56,463,369	875,738	55,587,631	6347.5%	(6)
Total Non Operating Income/(Expense)	45,588,536	(15,992,417)	61,580,953	385.1%	
Capital Activity					
Capital Project Funding, Excluding Debt Issuance	10,277,051	10,122,030	155,021	1.5%	
Capital Project Expenditures	23,411,676	21,615,101	1,796,575	8.3%	
Total Change in Capital Assets, net of Direct Funding and Debt	33,688,727	31,737,131	1,951,596	6.1%	
Change in Other Assets/Liabilities/Equity					
Change in Designated/Restricted Cash	(12,373,123)	(1,787,466)	(10,585,657)	-592.2%	(7)
Change in Receivables	(74,818,166)	(78,139,083)	3,320,917	4.3%	
Change in Other Assets	605,750	0	605,750	n/a	(8)
Change in Debt	13,886,283	(4,946,634)	18,832,917	380.7%	(9)
Change in Other Liabilities	5,311,774	1,387,833	3,923,941	282.7%	(10)
Change in Other Assets/Liabilities/Equity	(67,959,261)	(83,485,350)	15,526,089	18.6%	
Change in Unrestricted/Program Cash	\$18,708,242	(\$36,556,094)	\$55,264,335	151.2%	
ENDING UNRESTRICTED/PROGRAM CASH	\$20,246,246				

<b>BEGINNING DESIGNATED/RESTRICTED CASH</b>	<b>\$41,981,117</b>				
Change in Replacement Reserves	3,669,863	1,383,840	2,286,023	165.2%	(7)
Change in Debt Service Reserves	8,461,303	658,281	7,803,022	1185.4%	(7)
Change in Other Reserves	241,957	(254,655)	496,612	195.0%	(7)
<i>Change in Designated/Restricted Cash</i>	12,373,123	1,787,466	10,585,657	592.2%	
<b>ENDING DESIGNATED/RESTRICTED CASH</b>	<b>\$54,354,241</b>				

- 1) Developer fees totaling \$2.55 million for Bellevue Manor and Abbey Ridge were budgeted in January will now be recognized in the fourth quarter. Also, deposit into the Overlake interest stabilization account was budgeted evenly throughout the year. However, deposits fluctuate based on interest rates which have declined. It is expected that this variance will grow throughout the rest of the year. Finally, lower interest rates have resulted in reduced earnings.
- 2) Maintenance expenses were below target as some projects have been delayed due to COVID-19, and it is expected that they will remain below target for the year.
- 3) Technical accounting entry recording Overlake operating expenses from prior year.
- 4) Transfer of \$28 million of Bellevue Manor and Abbey Ridge Line of Credit to GP fund as properties were sold to tax credit partnership.
- 5) The Hampton Greens line of credit interest expense was less than anticipated. The budget assumed an increase in the variable rate but instead rates have dropped. Also, the Kendall Ridge acquisition line of credit was refinanced with the 2019 pool bond resulting in lower interest than assumed in the budget.
- 6) Bellevue Manor, Abbey Ridge, and Woodland North were sold to tax credit partnerships under financing leases totaling \$70 million. Of this amount, \$55 million, equivalent to the book value of the assets, was not included in the budget.
- 7) Increases in debt service and replacement reserves.
- 8) Mainly due to decrease in prepaid insurance.
- 9) Increase in debt from Woodland North, Abbey Ridge, and Bellevue Manor bond proceeds.
- 10) Unbudgeted interest accrual on the 2019 bond pool.

King County Housing Authority  
Cash Reconciliation Report  
Other Low Income Housing-Net Cash Flow  
Through September 30, 2020

	Actual	Budget	Favorable (Unfavorable) \$ Variance	Favorable (Unfavorable) % Variance	
<b>BEGINNING UNRESTRICTED/PROGRAM CASH</b>	<b>\$7,827,560</b>				
<i>Rental Revenue and Subsidy</i>					
Tenant Revenue	\$12,517,733	\$11,962,596	\$555,137	4.6%	
Federal Operating Support	27,206	(72,750)	99,956	137.4%	(1)
<i>Total Rental Revenue and Federal Support</i>	12,544,939	11,889,846	655,093	5.5%	
<i>Other Operating Revenue</i>					
Other Revenue	8,956,518	406,376	8,550,141	2104.0%	(2)
<i>Total Other Operating Revenue</i>	8,956,518	406,376	8,550,141	2104.0%	
<i>Total Operating Revenue</i>	21,501,457	12,296,223	9,205,234	74.9%	
<i>Operating Expenses</i>					
Salaries and Benefits	(1,822,021)	(1,784,095)	(37,926)	-2.1%	
Administrative Expenses	(681,387)	(665,393)	(15,993)	-2.4%	
Maintenance Expenses, Utilities, Taxes	(2,566,709)	(3,179,632)	612,923	19.3%	(3)
Management Fees Charged to Properties and Programs	(318,537)	(334,086)	15,549	4.7%	
Other Programmatic Expenses	(123,275)	(152,494)	29,220	19.2%	
Other Expenses	13,915	0	13,915	n/a	
Transfers Out for Operating Purposes	(2,450,000)	(2,169,234)	(280,766)	-12.9%	(4)
<i>Total Operating Expenses</i>	(7,948,013)	(8,284,934)	336,920	4.1%	
<i>Net Operating Income</i>	13,553,443	4,011,289	9,542,155	237.9%	
<i>Non Operating Income/(Expense)</i>					
Interest Income from Loans	1,818,841	1,812,046	6,795	0.4%	
Interest Expense	(2,881,742)	(2,811,791)	(69,951)	-2.5%	
Other Non-operating Income/(Expense)	898,240	(65,700)	963,940	1467.2%	(5)
<i>Total Non Operating Income/(Expense)</i>	(164,661)	(1,065,445)	900,784	84.5%	
<i>Capital Activity</i>					
Capital Project Funding, Excluding Debt Issuance	(10,162,599)	(10,122,030)	(40,569)	-0.4%	
Capital Project Expenditures	9,710,857	9,633,578	77,279	0.8%	
<i>Total Change in Capital Assets, net of Direct Funding and Debt</i>	(451,742)	(488,452)	36,710	7.5%	
<i>Change in Other Assets/Liabilities/Equity</i>					
Change in Designated/Restricted Cash	(477,810)	(392,670)	(85,140)	-21.7%	(6)
Change in Receivables	3,677,690	3,473,076	204,614	5.9%	
Change in Other Assets	170,347	0	170,347	n/a	(7)
Change in Debt	(13,895,430)	(5,129,730)	(8,765,700)	-170.9%	(8)
Change in Other Liabilities	83,622	164,735	(81,113)	-49.2%	(9)
<i>Change in Other Assets/Liabilities/Equity</i>	(10,441,580)	(1,884,589)	(8,556,991)	-454.1%	
Change in Unrestricted/Program Cash	\$2,495,461	\$572,802	\$1,922,658	335.7%	
<b>ENDING UNRESTRICTED/PROGRAM CASH</b>	<b>\$10,323,021</b>				

<b>BEGINNING DESIGNATED/RESTRICTED CASH</b>	<b>\$25,707,419</b>				
Change in Replacement Reserves	314,788	288,369	26,419	9.2%	
Change in Debt Service Reserves	53,080	0	53,080	n/a	(6)
Change in Other Reserves	109,942	104,301	5,641	5.4%	
Change in Designated/Restricted Cash	477,810	392,670	85,140	21.7%	
<b>ENDING DESIGNATED/RESTRICTED CASH</b>	<b>\$26,185,228</b>				

1) The transfer of excess cash from Eastbridge to MTW didn't occur as planned through the third quarter.  
2) With the sale of Bellevue Manor to a tax credit partnership, the debt was transferred into the new GP fund. Unbudgeted.  
3) Maintenance expenses were below target as some projects have been delayed due to COVID-19.  
4) Transfer of cash to the COCC exceeded budget projections.  
5) Draw from the CFP grant for Green River Homes debt service payment made in 2019.  
6) Increases in debt service and replacement reserves.  
7) Mainly due to decreases in prepaid insurance.  
8) With the sale of Bellevue Manor to a tax credit partnership, debt totaling \$8.6 million was transferred to fund group 3, but was not budgeted.  
9) Mainly due to increases in accounts payable and prepaid tenant rent offset by decrease in accrued interest payable.

King County Housing Authority  
Cash Reconciliation Report  
Housing Choice Voucher Program  
Through September 30, 2020

Cash Reconciliation Report Housing Choice Voucher Program Through September 30, 2020	Actual	Budget	Favorable (Unfavorable) \$ Variance	Favorable (Unfavorable) % Variance	
<b>BEGINNING UNRESTRICTED/PROGRAM CASH</b>	<b>(\$646,100)</b>				
<i>Operating Revenue</i>					
Federal Support for HCV Program-HAP Revenue	\$111,252,425	\$111,186,618	\$65,807	0.1%	
Federal Support for HCV Program-Admin Fee Revenue	\$10,673,321	\$8,181,726	\$2,491,595	30.5%	(1)
Revenue from Collection	\$143,357	\$93,825	\$49,532	52.8%	(2)
Portability Income	35,485,128	31,838,932	3,646,196	11.5%	(3)
Other Revenue	2,151,242	1,977,882	173,360	8.8%	
<i>Total Operating Revenue</i>	159,705,473	153,278,983	6,426,490	4.2%	
<i>Operating Expenses</i>					
Salaries and Benefits	(6,643,212)	(6,851,895)	208,683	3.0%	
Administrative Expenses	(770,433)	(746,407)	(24,026)	-3.2%	
Maintenance Expenses, Utilities, Taxes	(209,304)	(200,139)	(9,165)	-4.6%	
Management Fees Charged to Properties and Programs	(2,427,808)	(2,467,663)	39,855	1.6%	
HCV Housing Assistance Payments to Landlords	(111,220,426)	(112,115,465)	895,039	0.8%	
HCV Housing Assistance Payment-Ports In	(35,584,015)	(31,838,932)	(3,745,083)	-11.8%	(3)
Other Programmatic Expenses	(379,105)	(255,548)	(123,557)	-48.3%	(4)
Transfers Out for Operating Purposes	(28,786)	0	(28,786)	n/a	
<i>Total Operating Expenses</i>	(157,263,090)	(154,476,049)	(2,787,040)	-1.8%	
<i>Net Operating Income</i>	2,442,383	(1,197,067)	3,639,450	304.0%	
<i>Non Operating Income/(Expense)</i>					
Other Non-operating Income/(Expense)	(130,772)	(352,782)	222,011	62.9%	(5)
<i>Total Non Operating Income/(Expense)</i>	(130,772)	(352,782)	222,011	62.9%	
<i>Capital Activity</i>					
<i>Total Change in Capital Assets, net of Direct Funding and Debt</i>	0	0	0	n/a	
<i>Change in Other Assets/Liabilities/Equity</i>					
Change in Designated/Restricted Cash	(69,472)	(150,210)	80,738	53.8%	(6)
Change in Receivables	(223,448)	0	(223,448)	n/a	(7)
Change in Other Assets	101,310	0	101,310	n/a	(8)
Change in Other Liabilities	1,288,906	0	1,288,906	n/a	(9)
<i>Change in Other Assets/Liabilities/Equity</i>	1,097,296	(150,210)	1,247,506	830.5%	
Change in Unrestricted/Program Cash	\$3,408,908	(\$1,700,059)	\$5,108,967	300.5%	
<b>ENDING UNRESTRICTED/PROGRAM CASH</b>	<b>\$2,762,808</b>				

<b>BEGINNING DESIGNATED/RESTRICTED CASH</b>					
	<b>\$2,922,014</b>				
Change in Replacement Reserves	0	0	0	n/a	
Change in Debt Service Reserves	0	0	0	n/a	
Change in Other Reserves	69,472	150,210	(80,738)	-53.8%	(7)
<i>Change in Designated/Restricted Cash</i>	69,472	150,210	(80,738)	-53.8%	
<b>ENDING DESIGNATED/RESTRICTED CASH</b>	<b>\$2,991,486</b>				

- 1) The HCV admin fee revenue exceeded budget due to additional funding from the CARES Act.
- 2) Higher than anticipated recovery of collection loss.
- 3) Incoming ports averaged 3,186 units per month throughout the first nine months while the budget assumed 3,125. The average Per Unit Cost was \$1,241 vs. the budget of \$1,131. As a result, both revenue and HAP expense exceeded the budget.
- 4) In order to use some of the CARES Act funding for Homeless Housing Program expenses, some costs were moved from MTW to the HCV fund. This is partially offset as the accounting for the HASP program was changed after the budget was adopted and activity is now reflected in a grant fund and reported as part of the Other Activities fund group.
- 5) Flex Funds are under budget as the issuance of CMTO/Tenant-Based vouchers have slowed, and VASH voucher referrals have been less than anticipated.
- 6) Mainly due to a decrease in FSS escrow accounts. KCHA does not budget for changes in escrow accounts.
- 7) Due to increases in receivables from other PHAs.
- 8) Mainly due to decreases in prepaid insurance.
- 9) Mainly due to CARES Act funding that has been received but not yet used. Also due to increases in short-term liabilities.

King County Housing Authority  
Cash Reconciliation Report  
MTW Program  
Through September 30, 2020

	Actual	Budget	Favorable (Unfavorable) \$ Variance	Favorable (Unfavorable) % Variance	
<b>BEGINNING UNRESTRICTED/PROGRAM CASH</b>	<b>\$7,906,180</b>				
<i>Federal Support</i>					
Block Grant Revenue	\$113,275,294	\$112,923,063	\$352,231	0.3%	
Less: Used for HAP	(94,387,503)	(94,404,449)	16,946	0.0%	
Less: Used HCV Administrative Program Support	(6,180,301)	(6,831,564)	651,263	9.5%	
Federal Operating Support	319,552	325,962	(6,410)	-2.0%	
<i>Total Net Federal Support</i>	<u>13,027,042</u>	<u>12,013,012</u>	<u>1,014,030</u>	<u>8.4%</u>	
<i>Other Operating Revenue</i>					
Other Revenue	145,655	152,287	(6,631)	-4.4%	
<i>Total Other Operating Revenue</i>	<u>145,655</u>	<u>152,287</u>	<u>(6,631)</u>	<u>-4.4%</u>	
<i>Total Operating Revenue</i>	<u>13,172,697</u>	<u>12,165,299</u>	<u>1,007,398</u>	<u>8.3%</u>	
<i>Program Expenses</i>					
Resident Service Salaries and Benefits	(2,178,298)	(2,364,737)	186,439	7.9%	
Resident Service Program and Administrative Expenses	(1,072,623)	(1,206,106)	133,483	11.1%	(1)
Homeless Salaries and Benefits	(289,764)	(409,075)	119,311	29.2%	(2)
Homeless Program and Administrative Expenses	(875,424)	(1,364,562)	489,138	35.8%	(3)
Policy Salaries and Benefits	(549,291)	(707,644)	158,353	22.4%	(2)
Policy Administrative Expenses	(36,237)	(192,358)	156,121	81.2%	(4)
Other Policy Expenses	(889,185)	(915,873)	26,688	2.9%	
Other Social Services Expenses	555,992	0	555,992	n/a	(5)
Additional Support of Public Housing Program	(520,722)	(2,148,784)	1,628,062	75.8%	(6)
Other Programmatic Expenses	(185,607)	(185,604)	(3)	0.0%	
<i>Total Programmatic Expenses</i>	<u>(6,041,158)</u>	<u>(9,494,742)</u>	<u>3,453,584</u>	<u>36.4%</u>	
<i>Used for Rehabilitation, Development or Debt Service Purposes</i>					
Funding for Capital Construction Projects	(3,193,996)	(5,730,114)	2,536,118	44.3%	(7)
Funding for Unit Upgrades	(1,744,422)	(1,592,586)	(151,836)	-9.5%	
Management Fees Charged by COCC	(437,521)	(627,266)	189,745	30.2%	(8)
<i>Total Rehab, Development and Debt Service Expenses</i>	<u>(5,375,938)</u>	<u>(7,949,965)</u>	<u>2,574,027</u>	<u>32.4%</u>	
<i>Administrative Expenses</i>					
Salaries and Benefits	381,283	(121,201)	502,484	414.6%	(5)
Administrative Expenses	(81,149)	(41,460)	(39,689)	-95.7%	
Maintenance Expenses, Utilites, Taxes	(80)	0	(80)	n/a	
Internal Management Fees	(16,848)	0	(16,848)	n/a	
Other Programmatic Expenses	374,232	0	374,232	n/a	(9)
<i>Total Administrative Expenses</i>	<u>657,439</u>	<u>(162,660)</u>	<u>820,100</u>	<u>504.2%</u>	
<i>Total Operating Expenses</i>	<u>(10,759,657)</u>	<u>(17,607,368)</u>	<u>6,847,711</u>	<u>38.9%</u>	
<i>Net Operating Income</i>	<u>2,413,040</u>	<u>(5,442,069)</u>	<u>7,855,109</u>	<u>144.3%</u>	
<i>Non Operating Income/(Expense)</i>					
Interest Income from Loans	756,674	751,832	4,842	0.6%	
<i>Total Non Operating Income/(Expense)</i>	<u>756,674</u>	<u>751,832</u>	<u>4,842</u>	<u>0.6%</u>	
<i>Capital Activity</i>					
Capital Project Expenditures	0	(781,195)	781,195	100.0%	(10)
<i>Total Change in Capital Assets, net of Direct Funding and Debt</i>	<u>0</u>	<u>(781,195)</u>	<u>781,195</u>	<u>100.0%</u>	
<i>Change in Other Assets/Liabilities/Equity</i>					
Change in Designated/Restricted Cash	89,497	857,727	(768,230)	-89.6%	(11)
Change in Receivables	903,392	1,014,191	(110,799)	-10.9%	(12)
Change in Other Assets	1,858	0	1,858	n/a	
Change in Debt	(2,807,498)	0	(2,807,498)	n/a	(13)
Change in Other Liabilities	59,120	0	59,120	n/a	(14)
<i>Change in Other Assets/Liabilities/Equity</i>	<u>(1,753,631)</u>	<u>1,871,918</u>	<u>(3,625,549)</u>	<u>-193.7%</u>	
Change in Unrestricted/Program Cash	<u>\$1,416,083</u>	<u>(\$3,599,514)</u>	<u>\$5,015,598</u>	<u>139.3%</u>	
<b>ENDING UNRESTRICTED/PROGRAM CASH</b>	<b>\$9,322,263</b>				

<b>BEGINNING DESIGNATED/RESTRICTED CASH</b>	<b>\$7,401,034</b>				
Change in Replacement Reserves	0	0	0	n/a	
Change in Debt Service Reserves	0	0	0	n/a	
Change in Other Reserves	(89,497)	(857,727)	768,230	89.6%	(12)
Change in Designated/Restricted Cash	<u>(89,497)</u>	<u>(857,727)</u>	<u>768,230</u>	<u>89.6%</u>	
<b>ENDING DESIGNATED/RESTRICTED CASH</b>	<b>\$7,311,537</b>				

- Community events, training, and travel expenses were below budget mainly due to COVID-19. Social Service contract expense was under budget due to billing timing. Additional third quarter social service invoices expected to be submitted in November.
- Due to unfilled positions.
- The Highline School District program was below budget as utilization has been impacted due to school closures with COVID-19. The Coming Up program was also under-utilized and management is working with the contractor to explore shifting the subsidy model to a project-based voucher model to help increase utilization.
- Professional services and agency-wide training are under target.
- Transfer of some Resident Services expenses to the HCV for CARES Act funding purposes.
- Subsidy transfers from MTW to public housing projects were budgeted evenly throughout the year, but housing projects have been below budget primarily due to maintenance projects being put on hold due to COVID-19.
- Due to delays and slow starts in various capital construction projects, the budgeted transfers from MTW to fund the projects were below target. Total spending is now forecast to be approximately \$4 million less than budgeted at the end of the year, with half of the funding originally slated to come from MTW.
- Reduced Capital Construction resulted in lower management fees charged to MTW.
- Transfer of homeless housing subsidy expense to HCV for CARES Act purposes.
- The Capital Construction department budgeted a placeholder for Architecture and Engineering project costs, however, actual costs are being coded directly to projects.
- The budgeted release of the MTW collateral reserve will occur in the fourth quarter.
- The MTW Greenbridge internal loan pay down with lot sales proceeds was less than anticipated in the budget.
- Due to the pay down of a portion of the \$80 million line of credit allocated to MTW from Island Crest in 2019 and subsequently paid off in 2020.
- Due to increases in short-term liabilities.

King County Housing Authority  
Cash Reconciliation Report  
Development Activities  
Through September 30, 2020

	Actual	Budget	Favorable (Unfavorable) \$ Variance	Favorable (Unfavorable) % Variance	
BEGINNING UNRESTRICTED/PROGRAM CASH	\$613,946				
Rental Revenue and Subsidy					
Total Rental Revenue and Federal Support	0	0	0	n/a	
Other Operating Revenue					
Other Revenue	368,204	231,133	137,071	59.3%	(1)
Total Other Operating Revenue	368,204	231,133	137,071	59.3%	
Total Operating Revenue	368,204	231,133	137,071	59.3%	
Operating Expenses					
Salaries and Benefits	(177,136)	(223,702)	46,565	20.8%	(2)
Administrative Expenses	(9,707)	(146,587)	136,880	93.4%	(3)
Total Operating Expenses	(186,843)	(370,288)	183,445	49.5%	
Net Operating Income	181,361	(139,156)	320,516	230.3%	
Non Operating Income/(Expense)					
Interest Income from Loans	162	0	162	n/a	
Other Non-operating Income/(Expense)	186,659	25,000	161,659	646.6%	(4)
Total Non Operating Income/(Expense)	186,822	25,000	161,822	647.3%	
Capital Activity					
Capital Project Funding, Excluding Debt Issuance	1,053,221	756,150	297,071	39.3%	(5)
Capital Project Expenditures	(21,393,160)	(100,802,905)	79,409,745	78.8%	(6)
Total Change in Capital Assets, net of Direct Funding and Debt	(20,339,939)	(100,046,755)	79,706,815	79.7%	
Change in Other Assets/Liabilities/Equity					
Change in Designated/Restricted Cash	(822,984)	(124,974)	(698,010)	-558.5%	(7)
Change in Receivables	682,791	0	682,791	n/a	(8)
Change in Other Assets	131	0	131	n/a	
Change in Debt	20,340,000	94,094,572	(73,754,572)	-78.4%	(9)
Change in Other Liabilities	1,356,251	5,858,932	(4,502,681)	-76.9%	(10)
Change in Other Assets/Liabilities/Equity	21,556,190	99,828,530	(78,272,341)	-78.4%	
Change in Unrestricted/Program Cash	\$1,584,433	(\$332,380)	\$1,916,813	576.7%	
ENDING UNRESTRICTED/PROGRAM CASH	\$2,198,378				

BEGINNING DESIGNATED/RESTRICTED CASH	\$12,801,608				
Change in Replacement Reserves	0	0	0	n/a	
Change in Debt Service Reserves	0	0	0	n/a	
Change in Other Reserves	822,984	124,974	698,010	558.5%	(7)
Change in Designated/Restricted Cash	822,984	124,974	698,010	558.5%	
ENDING DESIGNATED/RESTRICTED CASH	\$13,624,592				

- 1) Greenbridge home and lot sales price participation was higher than budgeted. Slightly offset by less interest income than anticipated due to lower interest rates.
- 2) Due to unfilled position.
- 3) Professional real estate and legal costs totaling \$128K were budgeted for new acquisitions which have not yet occurred.
- 4) Reimbursement of \$375K was received from King County for feasibility and site control costs incurred at Howe Property as the development was deemed not feasible. Technical accounting entry to remove the single-family residence at 301 SW Roxbury from the accounting records.
- 5) Transfer to Greenbridge to pay off internal debt. This is partially offset as the 2019 net cash flow distribution of the HOPE VI loan interest income to Fund 600 for use on Notch property was lower than anticipated in the budgeted.
- 6) The budgeted \$70 million for new property acquisition has yet to occur. Also, expenditures for the Bellevue Manor rehab project are below target. Bellevue Manor is a senior building and COVID-19 stopped work at the property. Also, the budgeted Greenbridge frontage improvement project is delayed.
- 7) Deposits to program income reserves from Greenbridge lot sales proceeds and Hope VI interest income. Also due to an unbudgeted increase in Bellevue Manor project reserve.
- 8) Receipt of the Washington State Department of Commerce grant for the Greenbridge 4th Avenue SW Enhancement project. It was awarded to KCHA in 2019 but received in the first quarter of 2020.
- 9) The budgeted draw of \$70 million from line-of-credit for new property acquisition has yet to occur. Also, because of COVID-19, most of the construction for Bellevue Manor is postponed until 2021, resulting in lower loan amounts drawn to fund the construction.
- 10) Due to a decrease in short-term liabilities. Also, draws from the COCC internal loan were less than budgeted as Greenbridge projects are behind schedule.



King County Housing Authority  
 Cash Reconciliation Report  
 Other Activities  
 Through September 30, 2020

	Actual	Budget	Favorable (Unfavorable) \$ Variance	Favorable (Unfavorable) % Variance	
<b>BEGINNING UNRESTRICTED/PROGRAM CASH</b>	<b>\$1,822,995</b>				
<i>Rental Revenue and Subsidy</i>					
Federal Operating Support	2,716,534	2,533,815	182,719	7.2%	
<i>Total Rental Revenue and Federal Support</i>	2,716,534	2,533,815	182,719	7.2%	
<i>Other Operating Revenue</i>					
Other Revenue	4,055,421	5,634,909	(1,579,488)	-28.0%	(1)
<i>Total Other Operating Revenue</i>	4,055,421	5,634,909	(1,579,488)	-28.0%	
<i>Total Operating Revenue</i>	6,771,955	8,168,724	(1,396,769)	-17.1%	
<i>Operating Expenses</i>					
Salaries and Benefits	(1,502,508)	(1,615,903)	113,395	7.0%	
Administrative Expenses	(234,002)	(82,155)	(151,847)	-184.8%	(2)
Maintenance Expenses, Utilities, Taxes	(221,493)	(16,551)	(204,942)	-1238.2%	(3)
Management Fees Charged to Properties and Programs	(28,312)	(25,341)	(2,971)	-11.7%	
Other Programmatic Expenses	(1,356,633)	(3,251,625)	1,894,992	58.3%	(1)
Transfers Out for Operating Purposes	(898,627)	(1,141,584)	242,957	21.3%	(4)
<i>Total Operating Expenses</i>	(4,241,573)	(6,133,158)	1,891,584	30.8%	
<i>Net Operating Income</i>	2,530,382	2,035,566	494,815	24.3%	
<i>Non Operating Income/(Expense)</i>					
Interest Expense	(1,023,353)	(1,019,161)	(4,192)	-0.4%	
<i>Total Non Operating Income/(Expense)</i>	(1,024,057)	(1,019,161)	(4,896)	-0.5%	
<i>Capital Activity</i>					
Capital Project Funding, Excluding Debt Issuance	563,210	0	563,210	n/a	(5)
Capital Project Expenditures	(44,126)	(18,765)	(25,361)	-135.2%	
<i>Total Change in Capital Assets, net of Direct Funding and Debt</i>	519,084	(18,765)	537,849	2866.2%	
<i>Change in Other Assets/Liabilities/Equity</i>					
Change in Designated/Restricted Cash	(1,195,245)	(672,003)	(523,242)	-77.9%	(5)
Change in Receivables	487,668	0	487,668	n/a	(7)
Change in Other Assets	12,392	0	12,392	n/a	
Change in Other Liabilities	(1,475,813)	(706,372)	(769,441)	-108.9%	(8)
<i>Change in Other Assets/Liabilities/Equity</i>	(2,170,998)	(1,378,375)	(792,624)	-57.5%	
<i>Change in Unrestricted/Program Cash</i>	(\$145,590)	(\$380,734)	\$235,144	61.8%	
<b>ENDING UNRESTRICTED/PROGRAM CASH</b>	<b>\$1,677,404</b>				

<b>BEGINNING DESIGNATED/RESTRICTED CASH</b>	<b>\$1,752,440</b>				
Change in Replacement Reserves	66,900	72,000	(5,100)	-7.1%	
Change in Debt Service Reserves	0	0	0	n/a	
Change in Other Reserves	1,128,345	600,003	528,342	88.1%	(5)
<i>Change in Designated/Restricted Cash</i>	1,195,245	672,003	523,242	77.9%	
<b>ENDING DESIGNATED/RESTRICTED CASH</b>	<b>\$2,947,685</b>				

1) Due to COVID-19, there has been lower spending and reimbursements on Weatherization projects. Work is expected to pick up in the fourth quarter.

2) Mainly due to unbudgeted professional services and administrative supplies.

3) Increased spending on masks, gloves, sanitizers, respirator filters, and cleaning materials in preparation for COVID-19. Reimbursement has been requested from FEMA, but ultimate funding is unsure.

4) Transfers-out for Weatherization program support are under target due to the slow spending of grants. See note 1.

5) Cash transfer from MTW to EPC rehab reserve to finish elevator work. Unbudgeted.

6) Due to an unbudgeted increase in EPC Rehab reserves.

7) Due to an unbudgeted decrease in grant receivables.

8) Due to an increase in short-term liabilities and accrual of payroll liabilities.

King County Housing Authority  
Cash Reconciliation Report  
Central Office Cost Center  
Through September 30, 2020

Cash Reconciliation Report Central Office Cost Center Through September 30, 2020	Actual	Budget	Favorable (Unfavorable) \$ Variance	Favorable (Unfavorable) % Variance	
<b>BEGINNING UNRESTRICTED/PROGRAM CASH</b>	<b>\$49,596,006</b>				
<i>Operating Revenue</i>					
Property Management Fees	\$3,804,272	\$3,798,045	\$6,228	0.2%	
Bookkeeping Fees	1,606,717	1,643,471	(36,754)	-2.2%	
Asset Management Fees	1,165,825	1,157,830	7,994	0.7%	
Construction Fees	437,521	1,221,947	(784,426)	-64.2%	(1)
Other Revenue	1,386,736	1,355,006	31,730	2.3%	
<i>Total Operating Revenue</i>	8,401,071	9,176,299	(775,228)	-8.4%	
<i>Operating Expenses</i>					
Salaries and Benefits	(9,041,924)	(9,929,824)	887,900	8.9%	
Administrative Expenses	(1,808,315)	(2,937,321)	1,129,006	38.4%	(2)
Maintenance Expenses, Utilities, Taxes	(254,162)	(296,827)	42,666	14.4%	(3)
Management Fees Charged to Properties and Programs	(138,027)	(105,587)	(32,440)	-30.7%	
Other Programmatic Expenses	(1,732)	0	(1,732)	n/a	
Transfers Out for Operating Purposes	(188,402)	0	(188,402)	n/a	(4)
<i>Total Operating Expenses</i>	(11,432,562)	(13,269,559)	1,836,997	13.8%	
<i>Other Operating Sources</i>					
Transfer in of Excess Cash	6,550,000	6,485,184	64,816	1.0%	
Central Maintenance Cash Flow	30,019	364,601	(334,582)	-91.8%	(5)
Central Vehicle Cash Flow	237,210	4,727	232,483	4918.1%	(6)
<i>Total Other Operating Sources</i>	6,817,228	6,854,512	(37,283)	-0.5%	
<i>Net Operating Income</i>	3,785,738	2,761,251	1,024,486	37.1%	
<i>Non Operating Income/(Expense)</i>					
Interest Income from Loans	1,089,525	1,086,453	3,072	0.3%	
Interest Expense	(671,784)	(566,541)	(105,243)	-18.6%	(7)
COCC Capital Projects	(653,035)	(839,090)	186,055	22.2%	(8)
Funding for Capital Construction Projects Outside of COCC	(564,110)	(126,042)	(438,068)	-347.6%	(9)
<i>Total Non Operating Income/(Expense)</i>	(799,405)	(445,220)	(354,185)	-79.6%	
<i>Change in Other Assets/Liabilities/Equity</i>					
Change in Designated/Restricted Cash	(3,600)	0	(3,600)	n/a	
Change in Receivables	(785,281)	(6,353,321)	5,568,039	87.6%	(10)
Change in Other Assets	47,419	0	47,419	n/a	(11)
Change in Debt	(879,898)	(675,540)	(204,358)	-30.3%	(12)
Change in Other Liabilities	(550,932)	0	(550,932)	n/a	(13)
<i>Change in Other Assets/Liabilities/Equity</i>	(2,172,292)	(7,028,861)	4,856,569	69.1%	
<i>Change in Unrestricted/Program Cash</i>	\$814,041	(\$4,712,829)	\$5,526,871	117.3%	
<b>ENDING UNRESTRICTED/PROGRAM CASH</b>	<b>\$50,410,047</b>				
<b>BEGINNING DESIGNATED/RESTRICTED CASH</b>					
	<b>\$16,017,762</b>				
Change in Replacement Reserves	0	0	0	n/a	
Change in Debt Service Reserves	0	0	0	n/a	
Change in Other Reserves	3,600	0	3,600	n/a	
<i>Change in Designated/Restricted Cash</i>	3,600	0	3,600	n/a	
<b>ENDING DESIGNATED/RESTRICTED CASH</b>	<b>\$16,021,362</b>				

1) Management fees are lower than expected due to fewer than expected capital projects and unit upgrades.

2) Various categories were under target (professional services, admin contracts, training, and computer equipment).

3) The Ballinger shop-rebuilding invoices are on-hold until the contractor resolves the federal wage requirement issue. Also, the Ballinger Homes security camera installation project has yet to occur.

4) Transfer from the COCC to support local properties. The transfer was incorrectly budgeted to occur only in the 4th quarter.

5) Revenue from unit upgrade fees and central maintenance fees were below target. Also, due to unbudgeted union benefit expenses for temporary employees.

6) Six replacement vehicles were all budgeted to be acquired through the third quarter but only five have been purchased. Also, due to decreases in prepaid insurance.

7) Due to 2013 Pool interest expense that was allocated to the 700 building for the first time. Unbudgeted.

8) The 600 building office remodel project was completed under budget.

9) Transfer to Greenbridge to pay off internal debt.

10) Rainier View Mobile Homes development project has been delayed until 2021 and the Issaquah TOD project is on hold while the purchase agreement with Century Link is being negotiated. As a result, no budgeted draws were made on the COCC internal loan. Also, draws from the Greenbridge internal loan were below budget.

11) Due to decreases in prepaid insurance and interest expense - deferred defeasance.

12) Due to the unbudgeted payment of the 2013 Pool-Key Bank Bond principal.

13) Due to decreases in short-term and payroll liabilities.

# T A B N U M B E R

9



**To:** Board of Commissioners

**From:** Craig Violante, Director of Finance

**Date:** December 1, 2020

**Re: New Bank Accounts – In the Process of Being Opened**

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*Since the last Board meeting KCHA is in the process of opening three new bank accounts.*

Bank: Bank of America

- Pinewood Depository

Bank: Northwest Bank

- Pinewood Operating
- Pinewood Security Deposit

Purpose:

The new depository account will receive and hold all income for the soon to be acquired property. The account will issue wires to the operating account which pays the property's expenses.

The Operating Accounts will be used to receive and hold property income. The account also will pay operating expenses related to the property.

The Security Deposit Account will be used to hold tenant security deposits. Transactions will include and be limited to deposits from the depository account and transfers to the operating account for tenant refunds. KCHA's policy requires tenant security deposits and the practice is to hold security deposits in separate bank accounts.

# T A B N U M B E R

10



**MOTOR VEHICLE FLEET REPORT**

**DECEMBER 2020**

**Presented by Tim Baker**

**KCHA's Fleet Manager**

# As of November 2020, KCHA's fleet consisted of:

- 60 cargo vans
- 34 sedans
- 35 pickup trucks
- 15 trailers (9 dump)
- 5 off road equipment (gators, golf cart)
- 2 SUV
- 1 drone



# KCHA's fleet is turning “green”!

- 14 hybrids (13 sedans, 1 SUV)
- 6 plug-in electric sedans
- 9 propane powered cargo vans
- 23% of the current fleet is considered “green”
- KCHA will add 6 more “green” vehicles for 2021
- Network of 26 electric vehicle charging stations at our sites
- The long term goal is to have 100% of the fleet to be non-traditionally powered by 2033-34





# Who uses KCHA vehicles?

- Maintenance mechanics (cargo vans)
- Landscapers/cleaners (pick up trucks)
- Section 8 inspectors
- Construction coordinators (Cap Const, WX, Asset Mgmt)
- Upper/Mid-level managers
- Miscellaneous users of the Central Office motor pool
- For 2019, there were over 1,000 reservations using motor pool cars (this figure is down substantially for 2020 due to office closures)
- About 30% of KCHA employees are assigned a vehicle



# What does it cost to run the KCHA fleet? (2019 actuals)

- \$145,916 fuel
- \$132,457 maintenance/repairs
- \$1,673 supplies
- \$724 licensing
- \$19,141 after market installs (alarms, ladder racks, etc.)
- \$24,789 GPS & motor pool
- \$2,832 tolls/ferries
- \$160,661 insurance
- **\$488,193 total**



# What makes KCHA's fleet unique compared to other local governments?



- The average age of our vehicles is 6 years, compared to almost 20 for SHA and THA. We have an established replacement policy—13/15 years or 150k miles, whichever is first.
- We use a network of private sector vendors instead of having our own shop, technicians and fuel tanks.
- We use a 3<sup>rd</sup> party fleet management company (ARI) to assist in repairs, warranty and recall work.
- We have telematics (GPS tracking) in 100% of the fleet (excluding trailers/off road).
- We charge internal fees for replacement and repair of the vehicles. For 2020, those fees are \$171/month (replace) and \$251-325/month (repair).
- Take-home vehicles are 22% of the fleet.
- Used vehicles (when purchased) are 18% of the fleet.
- **We are the first agency in North America** to provide stipends for electric car charging for drivers who take those cars home (currently \$25/month). The stipend is based on the Kwh of the battery of the car and the per Kwh fee charged by the utility.

# Our fleet has evolved.


## What does our fleet not have anymore?

- Garbage trucks. Outsourced to third parties (SHA, Waste Mgmt)
- Dump trucks. Replaced by dump trailers and 3<sup>rd</sup> party (800-Got-Junk)
- Street sweeper. Outsourced to a third party via task order.
- Passenger vans. Outsourced to a third party (Senior Services) or rented as needed (regional tours, VIP visits).



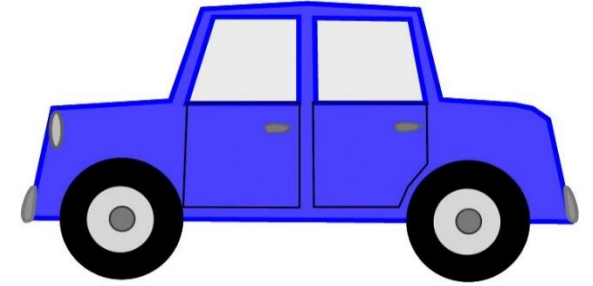
# Safety and ergonomics in the fleet




- For our cargo vans, we install cargo partitions, racks and bins, ladder racks and alarms (anti-theft & backup). Whenever possible, we buy vans that allow staff to fully stand inside them.
- For our pickup trucks, we install lift gates, tool boxes and sometimes “headache” racks. 
- When available, daytime running lights, automated braking, lane departure warnings, blind spot warnings, adaptive cruise control and back-up sensors are selected for new vehicles.
- Back-up cameras are now mandatory for all new vehicles. When buying a used vehicle, they are installed as an aftermarket item if not already equipped.
- Through GPS, managers are notified when staff speed in vehicles.
- Roadside assistance available 24/7/365. Free towing up to 25 miles!



# Challenges to managing the fleet



- 
- Drivers adhering to the preventative maintenance schedule (5k miles or 1 year, whichever is first). Reminders from me are typically sent out bi-monthly.
  - Keeping the vehicles clean. Busy work schedules, local regulations, lack of hose bibs and/or aftermarket items (e.g., ladder racks) prevent timely cleaning of the vehicles.
  - **Mold and moss** due to our wet weather. Four KCHA vehicles in the last 2 years have been replaced prematurely because of mold. Moss can grow on vehicles that don't get regular washing.
  - Driver apprehension to the switch to electric vehicles or propane vans.
  - Infrastructure. Electric vehicle charging stations and propane fueling locations need to expand to handle the growing green fleets.
  - One in four crashes is with an uninsured motorist. Hence, KCHA often absorbs the costs to repair our vehicles.
  - As our fleet MPG gets better, the refund from the state gas tax will continue to shrink. This refund is currently about \$21k a year and helps fund our EV charging station project.

# KCHA Fleet Fun Facts!



- We use about 45,000 gallons of gasoline a year (not including propane)
- Our per gallon cost of gasoline is 67.8 cents less than the public's due to tax refunds of the federal and state taxes.
- Our fleet average MPG is 19. Our plug-in electrics, though, get over 100 MPG!
- Propane costs are about \$1.37/gallon.
- We emit about 420 tons of CO2 a year.
- Per vehicle yearly mileage is about 5,500.
- KCHA's drone has completed over 70 missions.
- Our fleet is colorful, we have 12 different colors in stock. From white to black and everything in between!

# T A B N U M B E R





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# BACKYARD

NEXT CITY ON HOUSING EQUITY

## Unique Housing Project Eases the Path to Re-Entry for Single Parents



JARED BREY DECEMBER 15, 2020



Part of the Passage Point campus (Photo courtesy Passage Point)

People who are released from incarceration face unique challenges to participating in society. Returning citizens have no job, little money, and no permanent place to live upon their release. They are sometimes barred from receiving public benefits or accessing public housing. Private landlords and employers may discriminate against them because of their criminal histories. And personal and family relationships may take work to repair.

“When folks go to prison for their crimes, they’re still punished once they come out of prison,” says Jeanice Hardy. “Society itself is not forgiving.”

Hardy is the regional director of family services for the YWCA in King County, Washington. Since 2011, **YWCA Seattle King Snohomish**, in partnership with the King County Housing Authority, has operated a unique housing project called **Passage Point**, which provides transitional housing for single parents who are being released from correctional facilities and seeking to reconnect with their young children. The complex includes 46 units of housing, with support services to help residents find work, rebuild relationships with their children, address mental-health challenges, and plan for permanent housing. Residents stay for up to two years. As of early December, according to Kristy Johnson, director of homeless housing initiatives for the King County Housing Authority, there were 97 residents at the Passage Point complex, including 53 children.

The story of Passage Point starts well before the complex was actually opened in 2011. The site, which sits at the top of a hill in Maple Hills, Washington, was opened as a residential alcohol treatment center in the 1960s. In 2002, Stephen Norman, executive director of the King County Housing Authority, heard on the radio that the facility was closing, and called the county executive to talk about how the site could be reused for a public purpose. Norman says he had worked on a program in the late 1980s, with **Mother Hale** in New York, that was designed to help reunite mothers struggling with substance abuse with their children. The county was interested in supporting a transitional housing program for mothers leaving prison, Norman says. So the county and the housing authority issued a request for proposals, and selected the YWCA, which had already been providing housing in scattered sites, as the nonprofit partner to manage Passage Point.

“It took probably six years to seven years to take this from a vision, through a variety of challenges, to get the place extensively rehabbed and reconfigured, and the Y did a terrific job in moving that forward,” Norman says.

The King County Housing Authority uses **project-based vouchers** through the Housing Choice Voucher program to help subsidize rents at the Passage Point complex. The program targets tenants who have been released from incarceration in the last 12 months, who have a child or children under the age of 18 and “a reasonable chance to reunite with that child or children,” according to a **pre-screening form**. Working with the Department of Corrections, the YWCA meets with certain incarcerated people whose sentences are almost over to start building relationships with prospective tenants.

According to the YWCA, residents are mostly mothers, and the project has maintained between 6.5% and 18% of its units as father-led households. Some two-parent households also reside in Passage Point units, with the formerly incarcerated parent applying for housing and the co-parent required to meet the same income and criminal background check qualifications.

There’s more demand for this type of housing than Passage Point can meet, just like there’s more demand for public housing and affordable housing in general than there is supply. The King County Housing Authority, like other authorities, has a long waitlist for housing units or a Section 8 voucher, and Passage Point has a waitlist of its own. As part of an “exit strategy” included from the outset, the housing authority also gives some priority on its own waitlist to residents who are leaving Passage Point and need subsidized housing.

The YWCA says it doesn’t track its former residents’ long-term outcomes. But the support they receive while they’re living at Passage Point is unlike services they might get elsewhere, says Patricia Hayden,

chief program officer of King County services for YWCA.

“Most of the individuals that are coming out of incarceration do not have the family networks anymore,” Hayden says. “They may lack education and skills. They need parenting resources ... There’s a lot of disconnect that we take for granted as people who are outside of the criminal justice system. And those relationships have to be restored and built, and Passage Point does give them the opportunity to do that with support on site.”

In many areas, people with criminal records are **regularly barred** from accessing public housing. The Passage Point program is one of a small handful of public-housing programs designed specifically for returning citizens. In 2016, the Department of Housing and Urban Development highlighted the program in a report on housing authorities helping provide “**second chances**” to people being released from incarceration. Other programs highlighted in that report include the “**Offender Re-Entry Housing Program**” run by the Burlington Housing Authority and the Vermont Department of Corrections, and the New York City Housing Authority’s **Family Re-Entry Program**. A spokesperson said that the program has reunited 165 formerly incarcerated people with their families in public housing, and in the last five years, five program participants have been convicted of new offenses.

Officials with the Burlington Housing Authority said they would not grant an interview or answer questions about their program.

Johnson says that the King County Housing Authority and the YWCA often hears from other housing authorities that are looking to create programs that are specifically targeted to returning citizens. But he doesn’t know of any other site like Passage Point. Funding is a challenge to scaling up programs like it, but so are the basic politics of affordable housing development. Some neighbors initially **opposed the development of housing** for returning citizens at the Passage Point site, and Norman says it may not have succeeded if it hadn’t already been a social service facility. The residents and staff still sometimes face discriminatory attitudes from the surrounding community, says Hayden.

“There’s a lot of biases that go along with people who have had these kinds of experiences,” Hayden says. “There’s a lot of biases around poor people, and there’s a lot of biases around people of color ... so it took a tremendous amount of communication and bringing community together long before Passage Point opened. It was not an easy process or, necessarily, a welcoming one.”

Evictions from Passage Point have been very rare and mostly connected to substance abuse, Hardy says. In addition to the services offered onsite, residents benefit from building community with one another, taking care of each other’s kids, and helping each other build confidence, she says.

“People come to Passage Point because they’re inspired to change their lives,” Hayden says. “For the most part, that’s why people are there. They’re not paroled there, they’re not forced to come, they’re there because this is a personal choice that they have made, and we are humbled to be able to provide them with that opportunity.”

*This article is part of **Returning Home**, a mini-series about housing after prison. **Returning Home** is generously underwritten by **Just Cities**. We have updated the article to correct Kristy Johnson’s title, Patricia Hayden’s title, and a few typos.*

*This article is part of **Backyard**, a newsletter exploring scalable solutions to make housing fairer, more affordable and more environmentally sustainable. [Subscribe to our twice-weekly Backyard newsletter.](#)*

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*Jared Brey is Next City's housing correspondent, based in Philadelphia. He is a former staff writer at Philadelphia magazine and PlanPhilly, and his work has appeared in Columbia Journalism Review, Landscape Architecture Magazine, U.S. News & World Report, Philadelphia Weekly, and other publications.*

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