

WASHINGTON STATE HOUSING FINANCE COMMISSION

**** AMENDED ****

BOARD MEETING PACKET

APRIL 25, 2024



Public Engagement at Commission Meetings

All Board meetings of the Washington State Housing Finance Commission are open to the public. Our intention is to welcome all members of the public and to provide a clear and reasonable process through which they can share their thoughts with us.

Different ways to Join a Commission Meeting:

1. Click [here](#) to go to the meeting directly
2. At www.zoom.us, go to “Join” or “Join a Meeting,” and enter:
 - Webinar/Meeting ID: **867 7673 1950**
 - Passcode: **274289**
3. To participate by phone, dial toll-free in the U.S. either: **1 (888) 788-0099 or 1 (877) 853-5247**.
4. Members of the public can attend the 1 p.m. Special Meeting in-person in the 28th Floor Board Room, located at 1000 Second Avenue, Seattle, WA 98104-3601.

During Meetings:

During Commission board work sessions and board meetings, attendees can see and hear all presentations and business taking place. Microphones will be turned off except to receive comment during public hearings and the public general comment period.

Public Hearings:

Commission meetings often include public hearings for specific housing projects or other policy decisions. Please limit comments to those directly related to the public hearing topic.

Public Comment:

- **Purpose of Public Comment**
During this period, the Commissioners listen to public concerns and comments but do not generally engage in dialogue. Staff will follow up with commenters who request assistance or answers to questions, providing that contact information is shared. Anyone who wishes to speak during the public comment period can take this opportunity.
- **When to Comment**
The public comment period takes place near the end of the afternoon Commission board meeting (not the morning work session). The starting time for the public comment period depends on the length of the Commission’s other business. Typically, the public comment period is reached after about an hour (2 p.m.) but may be sooner or later.
- **Raising Your Hand in Zoom or Through Phone Participation**
To give us a sense of the number of people wishing to speak and help us call on you in an orderly fashion, the meeting Chair will ask you to use the Zoom “raise hand” feature to indicate you would like to speak. People participating on the telephone can press *9 to virtually “raise a hand.” Whether or not you are able to virtually raise a hand, the chair will provide time and opportunity for all to share their comments before closing the public comment period.
- **Timing of Comments:**
We ask that speakers keep their comments brief (2 to 3 minutes). The chair may ask you to begin bringing your statement to a close after that time, especially if others are waiting to speak. Our intention is not to impose a specific time limit unless it seems necessary to give a large number of speakers an equal chance to share their comments.

**WASHINGTON STATE HOUSING FINANCE COMMISSION
COMMISSION MEETING AGENDA**

YOU ARE HEREBY NOTIFIED that the Washington State Housing Finance Commission will hold a **Special Meeting** in the **28th Floor Board Room**, located at **1000 Second Avenue, Seattle, WA 98104-3601**, on Thursday, April 25, 2024, at 1:00 p.m., to consider the items in the agenda below.

Pursuant to RCW 42.30.030(2), which encourage public agencies to provide for public access to meetings, this meeting can also be viewed via Zoom or joined telephonically.

To join virtually, please go to [Zoom Meeting](#), go to “Join” or “Join a Meeting” and enter:

**Webinar/Meeting ID: 867 7673 1950
Passcode: 274289**

Participants who wish to participate telephonically in the United States, please dial either toll free number: 1 (888) 788-0099 or 1 (877) 853-5247

Participants wishing to provide public comments, please see public engagement opportunities on page one above for instructions.

- I. **Chair: Approval of the Minutes from the March 28, 2024, Special Meeting.** (5 min.)
- II. **Steve Walker: Employee Recognition**
- III. **Chair: Conduct a Public Hearing on the following:**
 - A. **Lisa DeBrock:** Public hearing on Covenant Homeownership Program. (60 min.)
 - B. **Proposed updates to the policies for financing bonds, and to the nonprofit bond programs**
Claire Petersky: A public hearing on the proposed updates to the policies for financing bonds, and to the nonprofit bond programs. (10 min.)
 - C. **Aventine, OID # 24-25A**
Dan Schilling: The proposed issuance of one or more series of tax-exempt revenue bonds to finance the acquisition and rehabilitation of an existing 68-unit nonprofit housing facility, located at 211 - 112th Avenue NE, Bellevue, WA 98004, to be owned by LIHI Aventine LLC, a Washington limited liability company, the sole member of which is Low Income Housing Institute (LIHI), a Washington nonprofit corporation and organization described under section 501(c)(3). Proceeds of the bonds may also be used to pay all or a portion of the costs of issuing the bonds. The total estimated bond amount is not expected to exceed \$14,000,000. (5 min.)
 - D. **Parkshore Juanita Bay, OID # 24-66A**
Dan Schilling: The proposed issuance of one or more series of tax-exempt revenue bonds to finance a portion of the costs for (i) the construction and equipping of a continuing care retirement community with 50 independent living units known or to be known as

Parkshore Juanita Bay, located in Kirkland, Washington, (ii) the funding of capitalized interest and working capital expenditures with respect to the Bonds, (iii) the funding of a debt service reserve fund, and (iv) the payment of costs of issuing the Bonds. The project is located at 11853 97th Avenue NE, 11925 97th Avenue NE and 9480 NE 120th Street, Kirkland, WA 98034, to be owned by German Retirement Home of the State of Washington, a Washington nonprofit corporation and organization described under section 501(c)(3). The total estimated bond amount is not expected to exceed \$65,000,000. (5 min.)

E. Crestview Terrace Apartments, OID # 24-47A

Dan Schilling: The proposed issuance of one or more series of tax-exempt revenue notes to provide a portion of the financing for the acquisition and rehabilitation of a 168-unit multifamily housing facility located at 2000 & 2101 North Alder Street, Ellensburg, WA 98926, to be owned by Crestview Terrace Community Partners, LP, a Washington limited partnership. Proceeds of the notes may also be used to pay all or a portion of the costs of issuing the notes. The total estimated note amount is not expected to exceed \$38,000,000. (5 min.)

F. The Mill at First Hill, OID # 24-67A

Jason Hennigan: The proposed issuance of one or more series of tax-exempt revenue bonds to provide a portion of the financing for the acquisition and rehabilitation of a 358-unit multifamily housing facility located at 1000 8th Avenue and 801 Spring Street, Seattle, WA 98104, to be owned by SRMAHMill LLC, a Washington limited liability company. Proceeds of the bonds may also be used to pay all or a portion of the costs of issuing the bonds. The total estimated bond amount is not expected to exceed \$15,000,000. (5 min.)

G. Jacob Richardson: Recommend and present Projects for Allocation of Low-Income Housing Tax Credits from the 2024 funding round. (10 min.)

TC #	Project Name	City	County	Annual Tax Credit Amount
24-01	Felida Park Senior Housing	Felida	Clark	\$1,403,366
24-08	WWHA Meadow Grove	Walla Walla	Walla Walla	\$1,321,183

IV. Consider and Act on the Following Action Items:

A. Resolution No. 24-69 for the 2024 Allocation of Credit for the Housing Tax Credit Program

Lisa Vatske: A resolution authorizing the Executive Director to make reservations and/or allocations of 2024 Housing Tax Credits. (5 min.)

TC #	Project Name	City	County	Annual Tax Credit Amount
24-01	Felida Park Senior Housing	Felida	Clark	\$1,403,366
24-08	WWHA Meadow Grove	Walla Walla	Walla Walla	\$1,321,183

- B. Resolution No. 24-68, Calvary Christian School, OID # 24-61A**
~~Lisa Vatske: A resolution approving the proposed issuance of one or more series of tax-exempt revenue bonds to refinance an existing taxable loan used to finance a portion of the costs of the construction and expansion of an existing nonprofit educational facility located at 10611 W. Clearwater Avenue, Kennewick, WA 99336, to be owned by Calvary Chapel of Tri-Cities, a Washington nonprofit corporation and organization described under section 501(c)(3). Proceeds of the bonds may also be used to pay all or a portion of the costs of issuing the bonds. The total estimated bond amount is not expected to exceed \$6,000,000. The public hearing was held March 28, 2024. (5 min.)~~
- C. Resolution No. 24-60, Lansdale Pointe, OID # 23-26A**
Lisa Vatske: A resolution approving the proposed issuance of one or more series of tax-exempt revenue notes to finance a portion of the costs for the acquisition, construction and equipping of a 162-unit multifamily housing facility located at 911 Burr Road SE, Olympia, WA 98501, to be owned by VBT Lansdale Pointe LLC, a Washington limited liability company. Proceeds of the notes may also be used to pay all or a portion of the costs of issuing the notes. The maximum note amount is not expected to exceed \$32,000,000. The public hearing was held February 22, 2024. (5 min.)
- D. Lisa Vatske:** Authorize the Executive Director to negotiate and enter into an interagency agreement with Sound Transit to administer up to \$20 million of funds for the Land Acquisition Program. (7 min.)
- E. Lisa Vatske:** Authorize the Executive Director to negotiate and enter into an interagency agreement with the State Energy Office (Department of Commerce) to participate in the Washington Home Electrification and Appliance Rebates (HEAR) program ([Home Electrification and Appliance Rebate \(HEAR\) Program - Washington State Department of Commerce](#)). (10 min.)
- V. Informational Report on Department of Commerce Activities.** (10 min.)
- VI. Executive Director’s Report** (10 min.)
- VII. Commissioners’ Report** (10 min.)
- VIII. Chair: Consent Agenda** (5 min.)
 - A. Homeownership & Homebuyer Education Programs Monthly Activities Report**
 - B. Multifamily Housing and Community Facilities Monthly Activities Report**
 - C. Asset Management and Compliance Monthly Activities Report**
 - D. Financial Statements as of March 31, 2024**
 - E. Quarterly Program Status Reports from the period ending March 31, 2024**
 - 1. Homeownership Division**
 - 2. Multifamily and Community Facilities Division**

- 3. Asset Management and Compliance Division**
- 4. Administration, Human Resources, and IT Division**
- 5. Finance Division**

IX. Chair: Miscellaneous Correspondence and Articles of Interest (5 min.)

- A. Miscellaneous Correspondence and Articles of Interest**
- B. HFC Events Calendar**

X. Chair: Public Comment

XI. Executive Session (if necessary)

XII. Adjourn

Nicole Bascomb-Green, Chair

Consent Agenda items will only be discussed at the request of a Commissioner.

WASHINGTON STATE HOUSING FINANCE COMMISSION

WORK SESSION MINUTES

March 28, 2024

The March 28, 2024 Work Session was called to order at 10:03 a.m. by Chair Nicole Bascomb-Green in the 28th Floor Board Room of the Washington State Housing Finance Commission at 1000 Second Avenue, Seattle, Washington 98104 and via Zoom. Those Commissioners present via Zoom were: Albert Tripp (participated at 11:00 a.m.) and Mike Pellicciotti. Chair Bascomb-Green along with Commissioners Alishia Topper, Bill Rumpf, Ken Larsen, and Lowel Krueger (arrived at 10:15 a.m.) were present in-person in the 28th Floor Board Room.

Ms. Lisa DeBrock, Director, Homeownership Division, along with representatives of the National Fair Housing Alliance (NFHA) and Abt Global presented an overview of the Covenant Homeownership Program study.

Ms. Lisa Vatske, Director, Multifamily Housing & Community Facilities (MHCF) Division, and Mr. Thatcher Imboden of Sound Transit, gave a presentation and an update on the Sound Transit Memorandum of Understanding (MOU) and Land Acquisition initiative.

Ms. Claire Petersky, Manager, MHCF Division, presented highlights of the nonprofit bond policies.

Ms. Vatske and Ms. Keri Williams of the MHCF Division, gave an overview of bond 4% and 9% tax credit policies.

The Work Session was adjourned at 11:55 a.m.

**WASHINGTON STATE
HOUSING FINANCE COMMISSION
MINUTES**

March 28, 2024

The Commission meeting was called to order by Chair Nicole Bascomb-Green at 1:08 p.m. in the 28th Floor Board Room of the Washington State Housing Finance Commission at 1000 Second Avenue, Seattle, Washington 98104 and via Zoom. Those Commissioners present via Zoom were: Albert Tripp (participated at 1:25 p.m.), Brian Surratt, Diane Klontz, and Mike Pellicciotti. Chair Bascomb-Green along with Commissioners Alishia Topper, Bill Rumpf, Ken Larsen, and Lowel Krueger were present in-person in the 28th Floor Board Room.

**Approval of the
Minutes**

The February 22, 2024 Commission meeting minutes were approved as distributed.

**Public Hearing:
Calvary Christian
School, OID # 24-
61A**

The Chair opened a public hearing for Calvary Christian School, OID # 24-61A, at 1:04 p.m.

Mr. Dan Schilling, Senior Development Analyst, MHCF Division, said this is a public hearing for the issuance of bonds to refinance an existing taxable loan used to finance a portion of the costs of the construction and expansion of an existing nonprofit educational facility located at 10611 W. Clearwater Avenue, Kennewick, WA 99336, to be owned by Calvary Chapel of Tri-Cities, a Washington nonprofit corporation and organization described under section 501(c)(3) of the IRS Tax Code (the “Code”). Proceeds of the bonds may also be used to pay all or a portion of the costs of issuing the bonds. The total estimated bond amount is not expected to exceed \$6,000,000.

Ms. Faith Pettis, counsel from Pacifica Law Group, stated that previously, for nonprofit financings for religious schools, Pacifica undertook a religious due diligence to ensure that the financing met the U.S. Constitution's Establishment Clause. This due diligence is now being discontinued starting with this bond financing, as a result of the U.S. Supreme Court's 2022 ruling in *Carson v. Makin* (596 U.S. 767). this topic will be discussed further at the May Budget & Planning Session.

Mr. Schilling then introduced Mr. and Mrs. Steve and Bobi Whinery, Pastor/President, and School Principal, respectively, of Calvary Christian School.

Mr. Whinery stated that the financing was originally going to be for an addition of classrooms and a fellowship space, but over time, the congregation rapidly got larger, so Calvary decided to add a sanctuary space as well, bringing the total space to approximately 44,254 square feet. Ultimately, this loan financing was split in two portions, one for the fellowship hall/classrooms, and a taxable portion for the sanctuary, with Calvary already having paid cash for the entire steel building itself. He added that the financing will include internal renovations and modifications, along with repurposing existing spaces of the church into spaces for the school.

Mrs. Whinery commented that Calvary has 545 students currently, and with this financing, the school and the church will have more dedicated and permanent spaces for their activities and to accommodate future growth.

There were no comments or written testimony from members of the public, and the public hearing was closed at 1:17 p.m.

**Action Item:
Resolution No. 24-
65, UW Student
Housing Portfolio,
OID #24-54A**

Ms. Lisa Vatske, Director, Multifamily Housing & Community Facilities (MHCF) Division stated that this was a resolution approving the proposed issuance of one or more series of tax-exempt and/or taxable revenue bonds, for the benefit of Provident Group - UW Housing I Properties LLC, a Washington limited liability company, the sole member of which is Provident Resources

Group Inc., a Georgia nonprofit corporation and organization described under section 501(c)(3) of the Code to finance: (i) the leasehold acquisition and rehabilitation of the existing facilities, (ii) the funding of a debt service reserve fund, (iii) the payment of capitalized interest on the Bonds and working capital expenditures, and (iv) the payment of all or a portion of the costs of issuing the Bonds. The aggregate maximum bond amount is not expected to exceed \$230,000,000. The two project addresses and maximum bond amounts are listed below:

Project:	Radford Court Apartments
Project Address:	6301 65th Avenue NE Seattle, WA 98115
Total Estimated Project Cost:	\$92,000,000
Maximum Bond Amount for Project:	\$109,000,000

Project:	Nordheim Court
Project Address:	5000 25th Avenue NE Seattle, WA 98105
Total Estimated Project Cost:	\$103,000,000
Maximum Bond Amount for Project:	\$121,000,000

Ms. Vatske noted that the public hearing was held February 22, 2024 and noted further that this financing will be a public sale. Also, a third-party financial advisor has reviewed this transaction and the bonds will have a bond rating of “BBB.”

Mr. Rumpf moved to approve the resolution. Mr. Krueger seconded the motion. The resolution was unanimously approved.

**Action Item:
Resolution No. 24-
60, Landsdale
Pointe, OID #23-
26A**

This action item has been pulled from the agenda.

**Action Item:
Resolution No. 24-
58, St. Luke's
Affordable
Housing, OID # 22-
57A**

Ms. Vatske said this is a resolution approving the proposed issuance of one or more series of tax-exempt and taxable revenue notes to finance a portion of the costs for the acquisition, construction and equipping of an 84-unit multifamily housing facility located at 2031-2035 NW 58th Street, Seattle, WA 98107, to be owned by St. Luke's Housing LLLP, a Washington limited liability limited partnership. Proceeds of the notes may also be used to pay all or a portion of the costs of issuing the notes. The total estimated note amount is not expected to exceed \$27,750,000. The public hearing was held January 25, 2024. She concluded that a bank commitment letter for the notes was issued by JP Morgan Chase Bank in the amount not to exceed \$26,800,000.

Mr. Krueger moved to approve the resolution. Mr. Larsen seconded the motion. The resolution was unanimously approved.

**Action Item:
Resolution No. 24-
64, Amending
Single-Family
Resolution No. 23-
57**

Ms. Lisa DeBrock, Director, Homeownership Division, stated that this resolution is to amend Resolution No. 23-57, which authorized the Commission's annual single-family program bonds in a par amount of up to \$250 million, approved back in June, 2023, to increase the authorization for the Commission's single-family program bond amount to \$300 million. She stated that one bond resolution is done for the entire fiscal year to allow the Commission to capitalize on any advantageous fluctuations in the market during the year.

Ms. DeBrock stated that market conditions and the addition of taxable bonds to the Commission's programs this past fiscal year has resulted in larger single-family mortgage revenue bond issues, leaving the remaining authorization insufficient to cover the Commission's next and final single-family mortgage revenue bond issue in the current fiscal year.

Ms. DeBrock is asking for board authority to amend the prior authorization to increase the stated authority to issue single-family mortgage revenue bonds from an aggregate amount of \$250 million to \$300 million. This amendment to the current resolution increases the current authority given to the Executive Director

by \$50 million dollars to allow the Commission to proceed with the upcoming bond sale. All other terms remain unchanged. She concluded that the staff would come back with a customary annual resolution in June to cover the next fiscal year.

Ms. Topper moved to approve the amending resolution. Mr. Larsen seconded the motion. The resolution was unanimously approved.

**Action Item:
Approval of Single-Family
Quantitative
Analyst
recommendation**

Ms. DeBrock stated that Quantitative Analysts are an active member of the Single-Family Finance team and provide services related to the issuance and ongoing maintenance of the Commission's single-family bonds. Some of the services provided include bond structuring analysis including quantification and utilization of new volume cap, replacement refunding resources, economic refunding resources, taxable resources, the integration of variable rates bonds including swaps, and quarterly bond redemption analysis. They run all rating agency cash flows. Quantitative Analysts provide in depth reporting to the Commission and work with the Trustee on mortgage pipeline analysis. On an ongoing basis, analysts are responsible to ensure that bonds are in compliance with IRS requirements.

The Commission's current contract with cfX, expires at the end of June of this year. A Request For Proposal (RFP) was sent out on January 19, which was published on the Commission and state websites, along with being sent out to various parties.

Ms. DeBrock stated that two proposals were received on or before February 20: One from cfX, Inc. (who holds the current contract), and the other from Caine Mitter & Associates, Inc. Virtual interviews were held on March 18 and 19. The interview panel consisted of herself, Steve Walker, Lucas Loranger, Rahim Samatar, Corinna Obar, Faith Pettis from Pacifica, and Mina Choo from RBC as a nonvoting member.

Ms. DeBrock remarked that she appreciated all the time and energy the proposers put into the process and enjoyed the conversations during the interviews. Both applicants did a fantastic job.

She then stated that at this time, there was not a compelling reason to make a change in quantitative services. Based on the complexity of analysis done by quantitative analyst, it would also be a huge lift to transfer software and data to a new vendor. She concluded that cfX does an excellent job and their staff is a pleasure to work with and thus, staff recommends approval for staff to enter into contract negotiations with cfX, Inc. for the next contract period.

Mr. Larsen moved approval of the recommendation of the selection of cfX, Inc. for the Commission's Single-Family programs Quantitative Analysis services for the next contract period. Mr. Krueger seconded. The motion was unanimously approved.

**Department of
Commerce
Activities**

Ms. Klontz (filling in for Ms. Corina Grigoras this month) highlighted a few items mentioned in the monthly Department of Commerce activities report included in the board packet, as follows:

Apple Health and Homes and Permanent Supportive Housing (AHAH-PSH):

Commerce is working closely with Melissa Donahue from the Commission, as the AHAH-PSH unit has been exploring options for housing owners/operators to expedite the lease-up process using a DSHS software platform called BVS. This software platform could be a tool to verify unearned income and governmental benefits for individuals eligible for the AHAH program. Commerce is grateful for the partnership and flexibility to ensure that all parties' needs are met while ensuring some of Washington's most vulnerable are housed quickly.

AHAH-PSH is developing a tenant-based and project-based rent assistance pilot in partnership with the Health Care Authority, Department of Social and Health Services and the Coordinating Entity – Wellpoint. Using funds allocated through

the Apple Health and Homes Account under RCW 43.330.184 appropriated by the Legislature and in partnership with individuals eligible for the program as defined by RCW 74.09.886, we intend to integrate a portion of our project-based vouchers for the AHAH units dedicated through a procurement process this spring. Projects that receive AHAH capital funding will be prioritized based on their occupancy date.

AHAH-PSH collaborates closely with the Multi-Family Housing unit within the Commerce Housing Division to ensure PSH capital investments are developed and sustained. In addition to the AHAH funding, this unit also manages the PSH operations, maintenance, and service funding appropriated and implemented under RCW 36.22.250.

Highlights from the 2024 Legislative Session:

\$186.3M increase over the 2023 budget, includes:

Additional \$127.5M for the Housing Trust Fund (breakdown in the attached report): \$55M for the Housing Division and the Energy Division for Multifamily Building Energy Efficiency Grants, plus an additional \$1.1M for shelter and housing for homeless youth and young adults (biennium funding is now \$15.6M).

Also a \$70.7 M increase in the operating budget over the 2023 budget (breakdown in the attached report)

Passage of two bills in particular: ESHB 2003, which creates a leasehold excise tax exemption when public lands are used for affordable housing; and SB 6173, modifies locally imposed affordable and supportive housing sales and use tax to allow homeownership projects if they benefit households with incomes at or below 80% of the area median income.

Other noteworthy bills that have passed, are listed and mentioned in the attached report found in the packet.

**Executive
Director's Report**

Mr. Steve Walker announced that two-term WSHFC Commissioner Ms. Wendy Lawrence has resigned from the board. Wendy shared her request to step down last week. He stated that on behalf of the staff and board, they sincerely thank Wendy for her eight-plus years of service and wish her well as she continues her work in the Whatcom County community. Her replacement is currently being acted upon.

Mr. Walker then mentioned a few items from his monthly Executive Director's Report, which is included in the board packet as follows:

MHCF Division:

Nashika Stanbro, Keri Williams, and Tara Woodruff gave a presentation to the Government Alliance for Racial Equity (GARE) Housing and Land Use Group this morning. The primary focus of the presentation is the Commission's Bond/4% Tax Credit policy that was overhauled 3 years ago in response to a community call to action and the Commission's antiracist work. Staff provided context for the change, the elements of the policy itself, the community engagement effort now underway to re-examine and make changes to the policy, and challenges that we have encountered. This share out with GARE is meant to foster candid and helpful discussions among staff from local and state government agencies moving toward anti-racism.

Staff have completed the review and clarification period in the Bond/Tax Credit Balance of State allocation round. Applicants are being notified and the Balance of State Bond/Tax credit list should be posted shortly. MHCF is in ongoing discussions with the Seattle/King County funders and applicants on the pipeline list as many of those projects have gaps in their funding. Part of the challenge is a decrease in the amount of pricing that investors are offering on the tax credit financing, in addition to other cost challenges.

Claire Petersky attended the ribbon cutting ceremony for the brand-new Laurel Forest Apartments in Bellingham on Wednesday. The event featured Senator Maria Cantwell. The project will provide 56 homes for seniors, on top of a

childcare center. This is a 9% tax credit project sponsored by The Opportunity Council (Commissioner Wendy Lawrence's agency).

Claire has also announced her separation from State service as of July 5. Efforts will begin in earnest to find a permanent replacement with the hope of filling that position prior to her departure. Much appreciation to Jason Hennigan and the whole division for filling in the gaps as Claire has been in this transition phase.

Exciting news on the energy financing front - we are working closely with the Department of Commerce Energy Office to pilot a multifamily heat pump rebate program with some of our existing projects currently seeking financing. This pilot would involve an Interagency Agreement for the Commission to administer state climate action funds. Our hope is to come back in April with an outline of the responsibilities and seek approval for entering into this agreement.

Homeownership:

The Covenant Homeownership study was submitted to the Legislature on March 22 and is now available on the Commission's website. NFHA will present the study in a public webinar on 4/2.

In February, there were \$111 million in new single-family loan reservations assisting 299 households.

Asset Management & Compliance (AMC):

AMC is adding a pilot Community Engagement specialist position. The addition of this position represents a strategic decision and the next step in the Commission's ongoing efforts to enhance our team's effectiveness and better serve our community. This position will help us prioritize the residents of our portfolio as one of our core customers.

The Commission is continuing to work with the State Auditor on their performance audit of the LIHTC Eventual Tenant Ownership program. The audit is set to conclude in the fall.

AMC has approved the initial revised plan for eventual tenant ownership transfer of the Tulalip Homes I project, aligning with the recently finalized conveyance framework. The ownership transfer process for Tulalip Homes I is slated to commence in 2025.

Finance:

We are currently recruiting for the Senior Controller position. Interviews will take place in the coming weeks and we hope to make a hiring decision soon.

Other news from Steve:

Legislative Conference – we went to DC the first week of March. Given staff workloads, we decided to go with a light, but mighty team – Lisa Vatske, Margret Graham, and WSHFC Commissioner Lowel Krueger. At the time, the housing tax credit and bond improvements were very much in play as part of a multi-pronged tax package. We were riding the wave of the impressive bipartisan vote of approval from the House. We had several Congressional office meetings to educate and promote the positive impact these provisions would have. Since then, conversations have stalled. The Senate’s lead tax writers, Finance Committee Chair Ron Wyden (DOR) and Ranking Member Mike Crapo (R-ID), have not been able to strike a deal to advance the House-passed Tax Relief for American Families and Workers Act.

With the Senate scheduled to leave town on Friday for the two-week Spring recess, the soonest the bill could go to the floor is the week of April 8. There is no firm deadline for passing the bill, but it will be harder to do so the farther out it gets from the April 15 end of the tax filing season and the closer it gets to the height of election campaign season.

Legislative bills – see attached Legislative Report in the board packet after the Executive Director’s Report.

Consent Agenda

The consent agenda was approved as distributed.

Adjournment

The meeting was adjourned at 1:52 p.m.

Signature

Covenant Homeownership Program Initial Program Recommendations

Housing Finance Commission
Public Hearing

April 25, 2024



WASHINGTON STATE
HOUSING FINANCE
COMMISSION

COVENANT
Homeownership
Program

wshfc.org/covenant

Covenant Homeownership Act

Bipartisan legislation addressing legacy of housing discrimination

Key components:

- **New source of funding** from real-estate recording fees
- **Research study** on discrimination, its impacts, and effective remedies
- **New program** to provide downpayment assistance to homebuyers



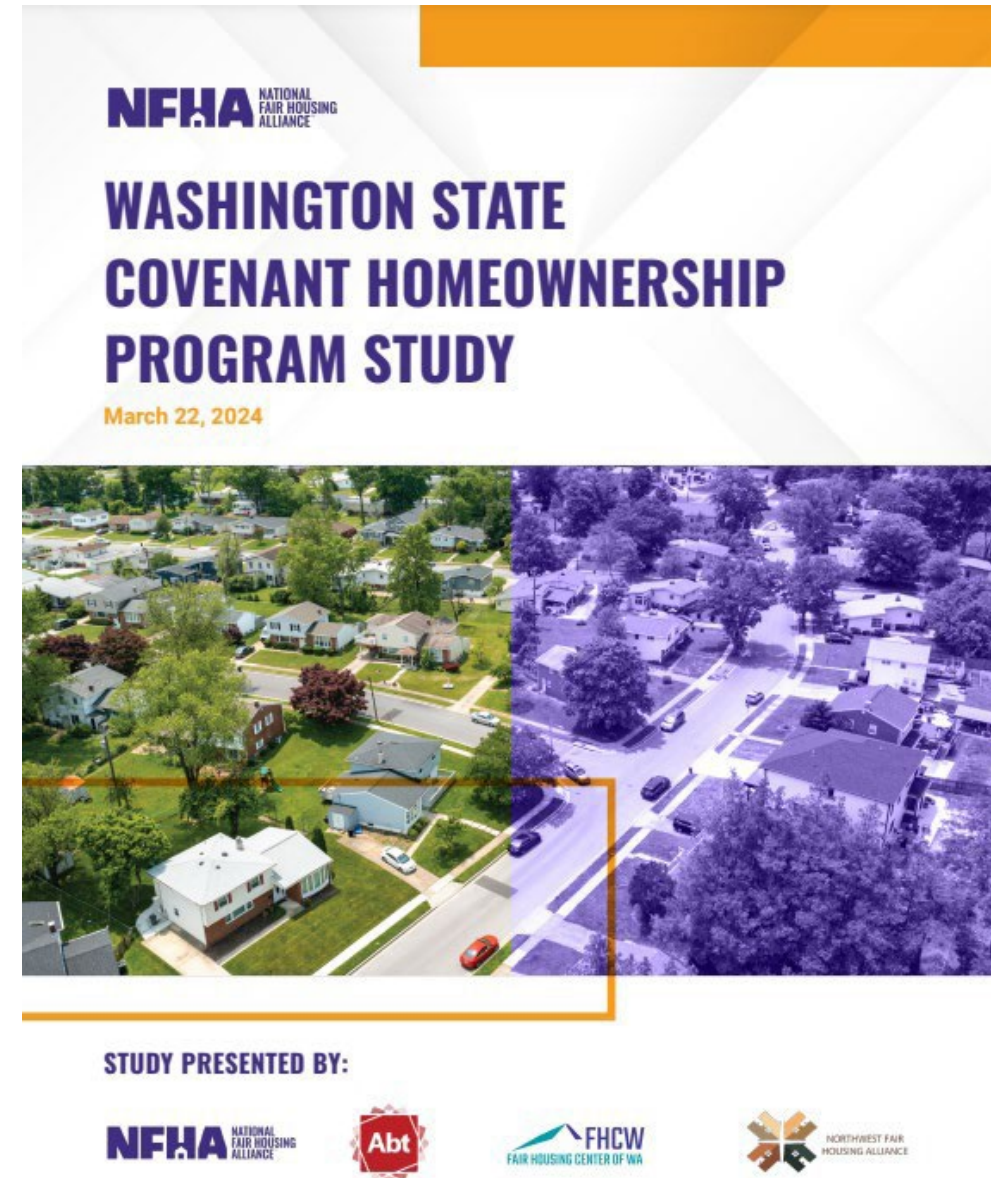
Washington State Housing Finance Commission:

- Overseeing study; designing and implementing program
 - Guided by Oversight Committee (DFI)

Covenant Homeownership Study

Research study showed:

- History of housing discrimination by the state that kept families from owning a home and building wealth
- Impacts persist today in the form of lower homeownership rates
- Recommends program elements that can address disparities as part of a Special Purpose Credit Program



Special Purpose Credit Program

What is a Special Purpose Credit Program (SPCP)?

- Part of Equal Credit Opportunity Act
- Serves economically disadvantaged groups
- Under certain narrow circumstances, can consider race or ethnicity (race-conscious vs. race neutral)
- Covenant study establishes parameters to narrowly tailor the Covenant Homeownership Program as a SPCP

Timeline

- **March 22**
Covenant Program Study released
- **April 2**
Webinar on study findings (recording on website)
- **April 15**
Program listening session
- **April 25**
Public hearing on program at Commission meeting
- **May-June**
Program finalized, lender/partner training, homebuyer outreach
- **July:**
Program launched

C **OVENANT**
Homeownership
Program

wshfc.org/covenant

Policy Goals

- **Help, not harm, those this program is meant to serve**
- **Comply with CHA and SPCP requirements**
 - Be as flexible as possible
 - Ensure that eligible households can afford to purchase a home of decent quality.
 - Serve as many eligible households as feasible.
 - Provide homebuyers with a reasonable choice of homes.
 - Allow homebuyers to buy in high-cost counties as well as other parts of the state.

Legislative Parameters

Program Parameters per Legislation:

- Downpayment assistance loan (not a grant) repaid upon sale or transfer
- Owner-occupied home
- Individual eligibility:
 - Washington resident
 - Income at or below 100% of area median income (AMI)
 - First-time homebuyer (unique to CHA)
 - WA resident – or descendant of one – who would have been excluded from homeownership in WA state by racially restrictive covenants on or before April 1968.

How Program Will Work

Works with the Commission's first-mortgage programs (Home Advantage and House Key)

- Loans are reserved by trained Commission lenders, currently more than 120 companies with hundreds of trained loan officers statewide.
- FHA, VA, USDA, Fannie Mae, Freddie Mac
- For the main mortgage loan, lender can choose an interest rate that best suits the borrower, including a Covenant Program rate which may be slightly lower
- No additional credit overlays.
- One-unit properties allowed
- Two-unit properties allowed (Home Advantage only)
- Property inspection required.

How Program Will Work

Other factors:

- Can combine with other DPA programs.
- At least one borrower on the note and deed must document family history requirement
- Commission-sponsored homebuyer education class required (as with all Commission home loans).
- Homebuyer's need and DPA amount will be customized
 - App in development to help with calculation

Eligibility per Legislation

Eligible Individuals (from CHA):

- Income below 100% AMI
- Family history before 1968
- First-time homebuyer
- WA resident
- Home must be owner-occupied

Legislative Parameters

What is a first-time homebuyer?

Per Covenant Homeownership Act:

...“First-time homebuyer” is one or more individuals purchasing a home who are members of a household that does not include any person who has owned any interest in a residence within the 3-year period immediately preceding the home purchase for which assistance is provided.

...First time homebuyers also include an individual or the individual's spouse who has had no ownership in a principal residence during the three-year period ending on the date of purchase of the property;

- (b) A single parent who has only owned a home with a former spouse while married.
- (c) An individual who is a displaced homemaker as defined in 24 C.F.R. Sec. 93.2 as it exists on July 23, 2023, or such subsequent date as may be provided by the department by rule, consistent with the purposes of this section, and has only owned a home with a spouse
- (d) An individual who has only owned a principal residence not permanently affixed to a permanent foundation in accordance with applicable regulations; or
- (e) An individual who has only owned a property that is determined by a licensed building inspector as being uninhabitable.

Legislative Parameters

Family History Requirement

Per Covenant Homeownership Act:

Must be a WA resident who was a resident on or before the enactment of the Federal Fair Housing Act or was or would have been excluded from homeownership in WA state by racially restrictive covenants on or before April 1968; or a descendant of the resident.

The borrower is required to show records that show a person's address on or about a specific date or include a reference indicating that a person is a resident of a specific city or area on or about a specific date may be used to provide proof that a person satisfies the criteria in such as genealogical records, vital records, church records, military records, probate records, public records, census data, newspaper clippings, and other similar documents.

Recommendations

Eligible Groups

Per the study findings, we recommend:

- Eligible groups should be Black, Hispanic, Native American, Alaska Native, Native Hawaiian, Other Pacific Islander, Korean, or Asian Indian
 - Study bases recommendation on BOTH historic discrimination and current homeownership disparities
- We will rely on records that show the race of the person who was a Washington resident prior to 1968
 - Either homebuyer themselves
 - Or direct ancestor – usually parent or grandparent
- Will be as flexible as possible in accepting documentation, but will rely on statutory description of acceptable documents; will establish a review committee

Recommendations

Customized DPA Loan Amounts

- Commission recommends model that provides DPA amounts in order to put decent homes within reach
 - Lower DPA amounts do not account for lack of availability of modest-cost homes in many counties
- We will tailor the model to account for variations in home prices and inventory in different parts of the state.
- A cap (maximum DPA loan amount) will be part of our final recommendations

Home prices and DPA loan amounts

Examples from King County (modest-cost homes)

Very few homes available at “modest home” price point, especially in King County

The program should help people afford a home that is decent – which means going up to mid-level prices in high-cost areas

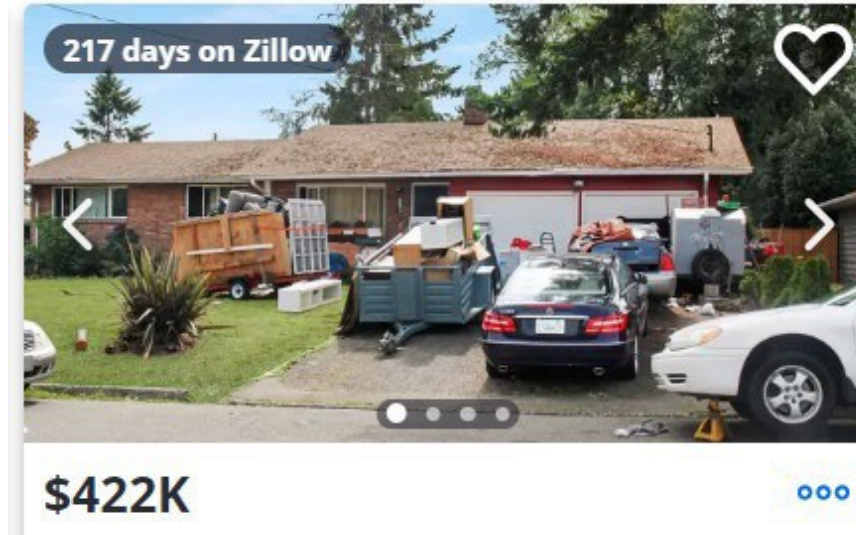
MODEST Home Prices by City (King County)

City in King County	MODEST home value	Average DPA to assist households at 80-100% AMI	City in King County	MODEST home value	Average DPA to assist households at 80-100% AMI
Skykomish	\$319,124	\$4,711	Ravensdale	\$576,245	\$203,054
Tukwila	\$371,364	\$6,659	Shoreline	\$582,222	\$210,097
Federal Way	\$401,692	\$15,427	Maple Valley	\$599,003	\$229,869
Algona	\$414,886	\$22,803	Issaquah	\$611,138	\$244,166
Des Moines	\$427,807	\$32,324	Vashon	\$640,581	\$278,857
SeaTac	\$436,429	\$40,208	Carnation	\$647,662	\$287,201
Auburn	\$438,332	\$42,093	Kirkland	\$649,792	\$289,711
Pacific	\$442,440	\$46,239	Kenmore	\$653,097	\$293,604
Kent	\$458,185	\$63,952	North Bend	\$666,298	\$309,159
Burien	\$468,168	\$75,714	Snoqualmie	\$683,616	\$329,563
White Center	\$470,347	\$78,282	Lake Forest Park	\$705,433	\$355,269
Enumclaw	\$479,278	\$88,805	Duvall	\$712,943	\$364,118
Bryn Mawr-Skyway	\$479,337	\$88,874	Normandy Park	\$720,025	\$372,462
Covington	\$499,039	\$112,088	Bellevue	\$731,161	\$385,583
Renton	\$506,023	\$120,317	Fall City	\$737,537	\$393,094
Seattle	\$567,240	\$192,445	Redmond	\$756,412	\$415,334
Black Diamond	\$567,448	\$192,690			

Lack of Inventory

Example from Kent (modest home price = \$458,185)

- Just 24 listings in Kent under \$500K -- only one is an actual home
- Others are condos/townhomes with HOA fees
- Min of \$600K required to show more than one actual home



Home prices and DPA loan amounts

Examples from King County (mid-level homes)

MID-LEVEL Home Prices by City (King County)

City in King County	MID-LEVEL home value	Average DPA to assist households at 80-100% AMI
Skykomish	\$411,131	\$20,491
Tukwila	\$533,861	\$153,116
Federal Way	\$553,110	\$175,796
Algona	\$490,812	\$102,395
Des Moines	\$561,208	\$185,338
SeaTac	\$540,866	\$161,370
Auburn	\$565,504	\$190,400
Pacific	\$513,122	\$128,681
Kent	\$598,782	\$229,609
Burien	\$600,126	\$231,192
White Center	\$584,312	\$212,560
Enumclaw	\$603,666	\$235,363
Bryn Mawr-Skyway	\$624,828	\$260,297
Covington	\$610,502	\$243,417
Renton	\$693,990	\$341,786
Seattle	\$819,937	\$490,181
Black Diamond	\$731,909	\$386,463
Ravensdale	\$842,598	\$516,881
Shoreline	\$752,905	\$411,202

City in King County	MID-LEVEL home value (50 th pct)	Average DPA to assist households at 80-100% AMI
Maple Valley	\$745,434	\$402,399
Issaquah	\$1,028,104	\$735,452
Vashon	\$867,302	\$545,990
Carnation	\$909,873	\$596,148
Kirkland	\$1,079,895	\$796,474
Kenmore	\$931,209	\$621,287
North Bend	\$913,423	\$600,331
Snoqualmie	\$986,281	\$686,175
Lake Forest Park	\$928,269	\$617,822
Duvall	\$897,091	\$581,088
Normandy Park	\$947,008	\$639,902
Bellevue	\$1,283,898	\$1,036,837
Fall City	\$1,066,587	\$780,794
Redmond	\$1,222,993	\$965,077

“Mid-level home” = Median home cost

Home prices and DPA loan amounts

Modest homes in counties statewide

County	MODEST home value	Average DPA to assist households at 80-100% AMI
Adams	\$196,313	\$28,662
Asotin	\$207,115	\$2,999
Benton	\$325,156	\$87,123
Chelan	\$320,265	\$107,666
Clallam	\$345,007	\$140,753
Clark	\$423,273	\$121,286
Columbia	\$171,814	\$1,495
Cowlitz	\$304,597	\$107,754
Douglas	\$334,376	\$128,487
Ferry	\$166,990	\$2,680
Franklin	\$320,873	\$73,917
Garfield	\$144,294	\$801
Grant	\$237,663	\$61,063
Grays Harbor	\$193,749	\$2,383
Island	\$434,163	N/A
Jefferson	\$421,487	\$238,664
King	\$541,229	\$161,797
Kitsap	\$413,041	\$136,369
Kittitas	\$354,213	\$124,168

County	MODEST home value	Average DPA to assist households at 80-100% AMI
Klickitat	\$251,920	\$28,333
Lewis	\$311,453	\$92,637
Lincoln	\$175,571	N/A
Mason	\$308,359	\$90,958
Okanogan	\$163,533	\$2,559
Pacific	\$222,056	\$9,589
Pend Oreille	\$211,164	\$13,348
Pierce	\$418,531	\$135,689
San Juan	\$551,260	N/A
Skagit	\$408,560	\$182,821
Skamania	\$371,485	\$96,536
Snohomish	\$520,875	\$144,076
Spokane	\$302,082	\$78,410
Stevens	\$229,345	\$20,553
Thurston	\$404,936	\$121,907
Wahkiakum	\$249,366	\$34,377
Walla Walla	\$279,657	\$39,836
Whatcom	\$407,209	\$145,418
Whitman	\$242,474	\$4,237
Yakima	\$231,855	\$26,768

DPA Loan Amounts

Customized Downpayment Assistance

- Offer DPA loan amounts based on home prices at county and city levels
- Research partner Abt is updating data for 2024.
- We expect to adjust numbers at least annually for the life of the program.

Further recommendations

No asset test

- Don't force households to use their assets (if any) for the home purchase unless they choose to

One-on-one housing counseling required for all borrowers (if counseling network has capacity to serve people quickly)

- Counselors can help homebuyer with long-term planning/budgeting as well as gathering family-history documentation

Financing Requirements for Bonds

Approved [insert date]

2024

1 Introduction

This policy guide provides information and guidance to borrowers who use Commission bonds to finance their projects. It also provides information and guidance to lenders, bond underwriters, financial advisors, and consultants. It also provides information and guidance to commissioners and staff. This Policy Guide is intended to comply with the current Housing Finance Plan required by State law, and the policies and guidelines contained therein.

As a statewide issuer of bonds, it is important for the Commission to maintain its reputation as a prudent issuer of debt among investors and those in Washington State government. Although the Commission's bonds are nonrecourse to the Commission and the State, a default of Commission bonds could jeopardize the reputation of the Commission in the marketplace and with the Legislature, and thus diminish the ability of the Commission to provide low-cost financing for its programs and borrowers in the future.

2 Categories of bonds

The Commission's bonds generally fall into the following categories:

- Publicly sold bonds with an investment grade rating
- Bonds privately placed with a single financial institution
- Direct Purchase programs with national banks
- Publicly sold unrated bonds or with a below-investment grade rating

The Commission reserves the right not to approve a particular financing structure. It also reserves the right in special circumstances to approve an exception to the requirements. The Commission may impose additional requirements specific to financing programs or projects.

2.1 Publicly Sold Bonds with an investment grade

The Commission requires that bonds sold publicly have an investment grade rating at the time of issuance from S&P Global Ratings (at least BBB-), Moody's Ratings (at least

Baa3), or Fitch Ratings (at least BBB-). Short-term or variable rate bonds must have a short-term rating from S&P Global Ratings (at least A-3), Moody's Ratings (at least P-3) or Fitch Ratings (at least F3).

2.2 Direct Purchase Bond Issues with a Single Financial Institution

The Commission will issue bonds without a credit rating if a single financial institution will directly purchase those bonds, with the intention to hold the bonds to their term, e.g. bonds issued through the Commission's STEP program. Bonds must be structured so that a failure to make a timely payment of principal or interest can be expeditiously addressed with minimal involvement of the Commission, minimal risk to its reputation, and minimal implications for its financial accounting.

2.3 Direct Purchase Programs with National Banks

Some national banks have developed their own direct purchase programs with forms of bond documents that usually include a trust indenture and loan agreement. These programs often allow for changes to the bonds to provide many options for borrowers, including the resetting of interest rate modes and indices. These programs also allow for downstream sale of the bonds, often with no limitations.

The Commission will issue bonds using these programs, provided that downstream sales of the bonds are appropriately limited. Usually, this would mean that the bonds must either be (1) investment grade or (2) limited in number, sold in high denominations and subject to a travelling investor letter. The considerations described in Section 2.4 related to the ability of an investor to assess its risk would be relevant to determining what limitations the Commission staff might require.

2.4 Publicly Sold Bonds Without an Investment Grade Rating

In rare instances the Commission has been asked to issue publicly sold unrated bonds. The Commission recognizes that it has a responsibility to provide cost-effective and responsive financing options that meet borrower needs and that there are circumstances where an investment grade credit rating is impractical or impossible. In limited circumstances, when the bond issue can be structured to meet the objectives of the Commission, the Commission may choose to provide borrowers with an opportunity

to finance projects with bonds that do not meet the requirements of 2.1, 2.2 or 2.3 above.

2.4.1 Process for Publicly Sold Bonds Without an Investment Grade Rating

At least several months prior to the submission of an application for a proposed unrated bond or below investment grade rated bond transaction, the borrower should present to Commission staff a written request for the approval of such a transaction. This request must address the way the proposed transaction will address the concerns identified in this policy, and if appropriate include a feasibility study with respect to the financed project demonstrating that the risk of default is remote. The proposal must provide a rationale for the request to issue the bonds and demonstrate that a transaction at an investment grade rating, or a Direct Purchase is not possible or practicable.

At the direction of the executive director, staff reviews the proposal for the issuance of these bonds and determines if it reasonably meets the criteria set forth in the policy with respect to the remoteness of risk, the assumption of risk by bondholders and the mechanisms to resolve defaults. The executive director will review the recommendation and may (i) approve the proposal or (ii) approve the proposal with modifications if he/she determines that the criteria set forth in the policies can be met with reasonable assurance, or (iii) reject the proposal. If the proposal is accepted, the executive director will notify the Board of the Commission prior to its consideration of the bond resolution. If the executive director recommends that bonds be issued but determines that the criteria in the policy cannot be met with reasonable assurance, he/she may request a waiver of the criteria.

The Commission may engage its own financial advisor at the cost of the borrower to analyze and make a written recommendation regarding a proposal's compliance with the criteria in this policy.

The executive director and staff review the written recommendation and may consult other members of the Commission's finance team. The decision to accept the proposed financing structure rests with the executive director.

2.4.1.1 Criteria for Publicly Sold Bonds Without an Investment Grade Rating

The Commission will issue Publicly Sold Bonds Without an Investment Grade Rating only when all the criteria below are met.

2.4.1.1.1 The risk of default on the bonds is low.

The project sponsor must be able to demonstrate that they are very likely to make timely payments of principal and interest on the bonds and to comply with all bond covenants. Commission staff may require that a third-party feasibility consultant be engaged to analyze how well the project and financing proposal meet the intent of the unrated bond criteria, particularly with respect to the risk of default. The party who analyzes the project's feasibility must have recent and extensive experience in the type of project and investment proposed. The feasibility consultant may evaluate such risk by analyzing:

- the capacity and track record of the sponsor;
- the experience of the management team;
- the sponsor or other guarantor's financial investment in the project and ability to cover deficiencies;
- the debt service coverage ratio on the bonds, without rent trending;
- the construction risk and market the project serves; and
- project cost and revenue projections and pro formas.

2.4.1.1.2 The potential bond holders are capable of assessing the risk of their investment.

The sale of unrated or below investment grade rated bonds should be limited to investors who are capable of assessing, assuming, and acknowledging the risk of bond default based on the facts of the underlying project and its sponsor. Evidence of this may be satisfied in one or more of the following ways:

- Limiting the pool of investors to a single investor or a limited group of investors, each of whom has taken full responsibility for analyzing the transaction and the risk and who are:
 - Lending institutions that will originate and intend to service the loan, thus internalizing a share of the risk;

- Sophisticated investors who have a unique interest in the project and who have the resources to evaluate their investment in the project or who are parties with substantial experience in real estate or tax-exempt investment and have the means to undertake the risk; or
- Qualified Institutional Buyers (QIBs), as defined in Rule 144(a) of the Securities Act of 1933, as amended
- Offering bonds in minimum denominations, e.g. \$100,000 or more;
- Requiring collateral or some form of guarantee to the bondholder;
- Requiring trustee procedures that regulate downstream transfers;
- Requiring a “sophisticated investor letter”;
- Requiring an Offering Statement or Direct Purchase Memorandum with appropriate cautionary disclosure language; and
- Prohibiting book-entry bonds while unrated.

2.4.1.1.3 The bond structure has an acceptable strategy to monitor bond covenants and make decisions in case of default.

The bonds must be structured so that a failure to pay timely principal or interest or a failure to comply with other covenants can be expeditiously addressed with minimal involvement of the Commission, without creating a bond default by the Commission, minimal risk to the Commission’s reputation, and minimal implications for its financial accounting. This may be satisfied in one or more of the following ways:

- There is a bond trustee experienced with workouts engaged to monitor the bond covenants;
- There is a required majority bond holder at all times responsible for all workout decisions and actions; or
- There is a previously agreed upon lead lender/investor responsible for all workout decisions and actions.

3 Swap Policy

Borrowers in the Commission’s Multifamily Housing and Community Facility programs may enter into payment agreements to manage interest rate risk, often at the prompting of, or as required by, credit enhancers and lenders. They may enter into payment agreements at bond closing or prior to or subsequent to a bond issue. The Commission

has no financial or other interest in such payment agreements, except in situations where the agreement is integrated with the bonds for tax purposes, e.g., to establish a fixed bond yield on swapped variable rate bonds. Such borrower swaps are only permitted on publicly sold bond transactions with an investment grade rating, or on direct purchases with a single financial institution.

If payments on and receipts from any payment agreement, including any swap, are to be considered in computing the yield on the related bonds, the agreement must meet the requirements for a “qualified hedge” under federal tax law (sometimes referred to as an “integrated swap”). Also, if a goal of entering into the payment agreement is to convert variable yield bonds into fixed yield bonds (sometimes referred to as a “super integrated swap”), then certain additional requirements must be met.

In both of these situations, the Commission’s tax counsel must review and approve the terms of the payment agreement and the process for entering into the payment agreement.

Where there are no tax concerns, the Commission does not manage or dictate the terms of the payment agreement, although the Commission should be assured that the borrower and credit enhancer have assessed the risks inherent with payment agreements. The Commission’s bond and tax counsel review the payment agreement when it is integrated for tax purposes.

4 Financial Advisor

The Commission does not require financial advisors on most transactions. The Commission reserves the right to hire a financial advisor, at the borrower’s expense, for any transaction. The most common role for the financial advisor is to act as a pricing consultant for publicly sold bond issues. The financial advisor also may participate in the transaction particularly when the transaction is by new borrower, uses a new structure, employs a new bond underwriter, or serves a new sector. In addition, the Commission may require a financial advisor for unusual bond issues involving multiple tranches, complex negotiated sales, or as specifically required by policy.

2024

Housing and Facilities

Approved [insert date]

1. Introduction

1.1 Purpose of This Guide

WSHFC Policy Guide for Nonprofit Bonds provides information and guidance to nonprofit organizations, and those who are working with them, including lenders, bond underwriters, financial advisors, and consultants. It also provides information and guidance to commissioners and staff.

1.2 The Role of the Commission

In March 1990, the State legislature authorized the Washington State Housing Finance Commission to issue bonds on behalf of nonprofit 501(c)(3) organizations. The Commission can issue bonds for any capital facility, including housing, that will be used in furtherance of a borrower's 501(c)(3) purpose. The Commission is a conduit issuer – it issues the bonds on behalf of the nonprofit and does not lend its credit or the credit of the state.

The Commission relies on the Internal Revenue Service to make decisions regarding the charitable purpose of each 501(c)(3) organization. It does, however, have an interest in understanding what benefit each organization contributes to its community or client group. For this reason, an applicant for 501(c)(3) financing will be required to describe its official purpose in the Commission's application for financing and will be expected to make a brief presentation to the Commission regarding its program, the client group served, and the organization's special efforts, if any, to serve specific populations. This information will be entered in the public record to provide information to interested parties who may inquire about the public purpose of a project or organization using the Commission's financing. The Commission will not use this information to determine the eligibility of a project for financing. Since there is no practical limit on the amount or number of bonds that the Commission can issue for nonprofit organizations, it is not a limited, competitive resource. Every eligible project that meets State and Federal law, and the Commission's policies as set forth in this guide, may be financed.

The Commission may impose additional requirements specific to financing programs or projects.

2 Eligibility

Section 501(c)(3) of the Internal Revenue Code ("the Code") plays the most important role in determining eligibility for this Program.

2.1 Eligible Owners

To be eligible for the Nonprofit Bond Programs an owner must be a nonprofit organization, described under Section 501(c)(3) of the Code at the time of closing. It must own and operate 100% of the facility financed by tax-exempt bonds for as long as the bonds are outstanding.

The eligibility for financing of an owner/borrower depends on factors such as the project, its use, interpretation of the Code, the nonprofit's articles and bylaws, and State law. The Commission's bond counsel will conduct a due diligence review including examining organizational records. The Commission's bond counsel determines the eligibility of a borrower and project for tax-exempt bond financing.

2.2 Eligible Projects

Real estate projects must be in Washington State to be eligible. Personal property projects, such as capital equipment, should primarily benefit Washington State residents to be eligible.

Bond proceeds must be spent on projects that are being used for activities related specifically to the exempt purpose of the nonprofit organization. In addition, a project may include uses by:

- other 501(c)(3) nonprofits that have an aligned mission. For example, an organization that provides housing for ex-offenders may be able to lease space to organizations that counsel, offer education, or provide job training primarily to ex-offenders.
- any state government agency or official, or
- any local government agency or official.

Bond financed projects cannot serve:

- any federal government agency,
- religiously sponsored organizations which intend to use the space for worship, or

- any other organization that is not aligned in purpose or is not a 501(c)(3).

Many projects may have portions of the project that are not related to the nonprofit's charitable purpose or will be used by ineligible users. Other funds may be spent on these portions of the project. Nonprofits should consult with Commission staff if they have questions about their specific project and its use or users; bond counsel ultimately decides.

All nonprofit projects financed through the Commission must comply with all applicable Washington laws and must respect civil rights as described in RCW 49.60.030 (1) to be eligible: "The right to be free from discrimination because of race, creed, color, national origin, sex, honorably discharged veteran or military status, sexual orientation, or the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability is recognized as and declared to be a civil right." In addition, all applicants must comply with the applicable provisions of the Washington Law Against Discrimination, RCW 49.60.

Nonresidential projects that can be financed by the Washington State Higher Education Facilities Authority or by the Washington State Health Care Facilities Authority are not eligible. Commission staff coordinates with these other issuers of bonds when the lines of eligibility overlap or are not clear. The Washington Administrative Code Chapter 247-04 governs the determination of facilities which are or may be health care facilities.

2.3 Eligible Uses of Bond Proceeds:

Tax-exempt bond proceeds may be used to finance most capital expenditures including:

- New construction
- Rehabilitation
- Acquisition
- Refinancing existing debt

Operating expenditures, including working capital, may be financed only to the limited extent permitted by federal tax law. Capitalized interest may be financed with bonds.

The term of the bonds may not exceed the useful life of the project by more than 120%.

Only 2% of tax-exempt bond proceeds may be used to cover the costs of bond issuance including any associated bank or financing fees. Any fees above the 2% limit must be

paid from other funds.

2.4 Refinancing restrictions

Bond proceeds may be used to refinance existing indebtedness used for otherwise eligible capital purposes. Bond proceeds can be used to refinance the existing debt of 501(c)(3) organizations if the debt to be refinanced is held by a third-party lender. Refinancing an organization's "internal" debt is generally not allowed.

2.5 The Role of Borrower's Counsel

Applicants should engage an attorney or law firm that is recognized and experienced in representing nonprofit 501(c)(3) organizations. Because the tax-exemption of nonprofit bonds is based on the organizations exempt status, bond counsel will rely on an opinion from the applicant's counsel as to certain specific 501(c)(3) matters central to bond counsel's opinion. The Commission staff can provide a list of firms who regularly engage in this work or the applicant is welcome to engage other experienced counsel.

3 Application through Closing Process

3.1 Application

There is no deadline for applications. The Commission may set deadlines for applications for specific programs or purposes.

Nonprofits should apply when the owner has selected and begun negotiations with a lender and/or investment banker regarding the financing of their project. Application forms are available on the Commission's website, for [housing](#) projects, and for [facilities](#) projects. The Commission generally has meetings monthly, and its schedule of meetings may be found on its [website](#).

If a potential bond project has multiple sites, staff will review the project to determine if a separate application is needed for each location.

3.2 Official Intent Declaration (OID)

Upon submission of an application, the Commission will issue an Official Intent Declaration (OID) for the project. The OID has an associated number which the

Commission uses to track the project. The OID may serve as the federally required inducement or reimbursement resolution for projects to be financed with tax-exempt bonds. If a project has more than one non-contiguous location, an OID will be signed for each site.

A nonprofit 501(c)(3) organization has the authority under the Code to pass its own inducement or reimbursement resolution for tax-exempt financing before it applies to the Commission. Since project planning may take several years, organizations may want to consider “refreshing” the resolution periodically. A form of resolution is on the Commission’s [website](#). An inducement resolution commits neither the borrower nor the Commission to the financing.

The inducement resolution starts the time when certain expenses may be reimbursed with future bond proceeds. Project-related expenditures which occur before an inducement resolution is approved may not be eligible to be reimbursed from bond proceeds.

Generally, the OID remains valid unless the character of the project substantially changes. Owners should alert Commission staff if their project changes.

A new or amended OID will be required when:

- the project size or bond amount increases by more than 10%;
- the project site changes; or
- the change in ownership or use substantially changes the nature of the project.

The Commission may not require a new OID if:

- the project size or bond amount decreases, or increases by less than 10%; or
- the project changes in ownership, but the change in ownership or use does not substantially change the nature of the project. The Commission requires a letter detailing the applicant change.

3.3 Public Hearing and Governor Resolution

A public hearing, required by the Federal tax code, is held by the Commission for each project prior to the issuance of bonds. Applicants should present information about their organization, their purpose, the population served, and the intended goals of the project at the public hearing.

The Commission will consider public testimony regarding the bond issue. Issues unrelated to the financing, such as the environmental impact and zoning, will not be considered by the Commission.

Commission staff sends a summary of the public hearing to the Governor for review. The Governor must approve the issuance of bonds.

3.4 Coordination with Local Government

While not required under the tax code, Commission staff alerts local governments of upcoming bond issues by sending to the local executive (such as the mayor, county executive, or city manager) a copy of the public hearing notice for all bond-financed projects.

3.5 Financing Resolution:

The Commission adopts a bond financing resolution to approve the financing documents and the issuance and sale of bonds. The Commission will only consider a financing resolution when all the transaction documents are in substantially final form. The financing resolution sets a maximum bond issue amount, and, in the case of publicly sold issues, a maximum interest rate at which the bonds can be sold.

The Commission retains the right not to approve a financing resolution.

4 Fees

The Commission is a self-supporting organization. The Commission depends on fees collected from its financings for the administration of its programs. Commission fees are not negotiable.

4.1 Application Fee

The fee for processing an application is based on the projected bond issue size. Application fees are generally nonrefundable and are intended to cover the costs of processing the application as well as other costs incurred until the cost of issuance deposit (described below) is received. If a developer applies and staff determines that it is not within the jurisdiction of the Commission to issue a bond for that facility, the application and fee may be returned. The Director of the Multifamily Housing and Community Facilities Division determines the refunding of application fees. Borrowers should contact staff before applying.

The application fees for nonprofit housing projects are:

- \$400 for bond issues up to \$1.5 million
- For bond issues above \$1.5 million, the fee is \$400 plus .03% of the amount above \$1.5 million to a maximum of \$5,000.

4.2 Issuance Fee

4.2.1 New Financings

The Commission fee for bond issuance will be according to the following Issuance Fee Schedule and is based on the par amount of the bond issue:

- For bond issues of \$15 million and below, an issuance fee of 25 basis points (.0025) of the outstanding bond amount
- For bond issues above \$15 million and up to \$20 million, a fee of \$37,500 + 21 basis points (.0021) of the bond amount over \$15 million
- For bond issues above \$20 million and up to 25 million, a fee of \$48,000 + 14 basis points (.0014) of the bond amount over \$20 million
- For bond issues above \$25 million and up to \$30 million, a fee of \$55,000 + 10 basis points (.001) of the bond amount over \$25 million
- For bond issues above \$30 million and up to \$55 million, a fee of \$60,000 + 6 basis points (.0006) of the bond amount over \$30 million
- For bond issues above \$55 million, a fee of \$75,000 + ½ basis point (.00005) of the bond amount over \$55 million

This fee is payable upon issuance of the bonds and may be paid from bond proceeds, within the 2% limit.

4.2.2 Refunding and Reissuance fees

For private placements that are reissued or refunded and retain the same bondholder, or generally retain the same parties, the following fee schedule will apply:

- For bond issues under \$1,000,000, fees will be charged hourly for staff time spent according to the Commission's hourly rate. This rate is currently at \$100 per hour and subject to change.
- For bond issues over \$1,000,000, the Commission fee for refunding or reissuance will be \$5,000, or 5 basis points, whichever is greater.

Commission staff negotiate bond counsel and financial advisor fees separately for the amendment of documents.

For bonds reissued or refunded through a public sale or for private placements placed with a new bondholder, the [Issuance Fee Schedule](#) will apply.

4.3 Annual Commission Fee for Bonds

The current annual fee for bonds in the nonprofit programs is 10 basis points (.0010) on the outstanding bond balance on each July 1, which represents a waiver by the

Commission from 25 basis points. There will be a minimum of \$750 collected annually to a maximum of \$75,000 annually.

4.4 Costs of Issuance

The owner is responsible for paying all fees related to the costs of issuance. Up to 2% of tax-exempt bond proceeds can be used to pay for costs of issuance. Costs of issuance that exceed 2% must be paid from sources other than tax-exempt bond proceeds.

4.4.1 Standard Transactions

Before the Commission proceeds with the development of bond documents, the owner must pay a cost of issuance deposit of .5% (½ of 1%) of the proposed bond issue, up to a maximum deposit of \$50,000. The deposit will be used to pay the costs of issuance or may be returned to the owner at closing.

If the bond transaction is not completed, costs incurred by the Commission, bond counsel and the Commission's financial advisor (if any), and trustee/fiscal agent will be deducted from the cost of issuance deposit. Remaining funds will be returned to the applicant or additional payment will be due, as applicable.

4.4.2 STEP Transactions

Projects financed through the Commission's Streamlined Tax-Exempt Placement (STEP) Program are charged a total fee of 1% of the total bond amount. This charge may be paid from bond proceeds (within the 2% limit). Costs included in this fee are bond counsel, Commission Issuance Fee, fiscal agent acceptance fee. Projects of less than \$5 million, which include a privately placed bond with one funding draw may qualify for the STEP program.

4.5 Fees for the Amendment of Documents

For transactions that involve the amendment of bond documents but do not result in a refunding or reissuance of bonds, there will be a transaction fee based on the then current Commission hourly rate. This would include substitutions of credit enhancement that do not involve the reissuance of bonds.

Commission staff negotiate bond counsel and financial advisor fees separately for the amendment of documents.

The Commission reserves the right to charge a fee according to the [Issuance Fee Schedule](#) for complex transactions.

5 Residential projects using 501(c)(3) Bonds

5.1 Eligibility

Nonprofit housing providers who are neither building new or substantially rehabilitating an existing housing project must meet the requirements of Section 142 of the Code, which governs multifamily housing facilities financed with tax-exempt bonds.

Projects without complete and separate dwelling units are not considered to be “housing” under this policy. A complete and separate dwelling unit has a kitchen with appliances for cooking, and private bathrooms. Examples of these forms of residential facilities which would not define as “housing” include assisted living units that do not have stoves and ovens in residents’ units, shelters for the homeless, university dormitories, skilled nursing facilities, and group homes. Because these projects are categorized as facilities and not housing, they will not be required to have low-income set aside units.

Some examples of eligible nonprofit housing projects follow: (The list is not exhaustive.)

- Multifamily rental housing
- Assisted living facilities licensed under RCW 18.20 with full and complete units. This includes developments owned by a nonprofit 501(c)(3) sponsor which provide on-call or on-site regular medical care or facilities, or that are required by State licensing to have medical staff.
- The independent and assisted living portions of continuing care retirement communities for older adults, as defined in RCW 18.390.10
- Housing facilities that provide auxiliary services to tenants, such as meal and housekeeping service, transportation, recreational facilities/programs, counseling, and non-medical attendant care.

Units intended for ultimate private ownership as condominiums or cooperatives even with restrictive covenants generally cannot be financed with tax-exempt bonds.

6 Unit Requirements for all Housing Program Participants

6.1 Fair Housing Act

All housing projects financed with Commission bonds must comply with all applicable Fair Housing rules and regulations. The Commission is obligated to report Fair Housing violations to the IRS as material noncompliance.

6.2 Physical Requirements

All services, amenities and facilities must be accessible to all the residents in the building. If there are any low-income set-aside units, they must be of comparable size to the non-set-aside units and must be distributed throughout the project. This provision's intent is to prevent low-income residents from being restricted in their choice of comparable units affordable to them.

6.3 Nondiscrimination Policy

All units must be available to the general public, except to the extent the whole development is reserved for a special population as consistent with the Fair Housing Act. All housing organizations financed through the Commission must respect civil rights as described in Section 2.2 of this Policy.

6.4 Low-Income Set-Aside Requirements

A project may be required to comply with low income set asides required by Section 142 of the Code in certain cases. If the facility is all new construction, has substantial rehabilitation, or is a new addition, low-income units will not be required. If the housing project is an acquisition without rehabilitation or a refinancing, it will be required to follow the same rules as if it were a multifamily housing project under 142(d) of the Code. Please see the Commission [policies on multifamily housing](#) for more information.

6.4.1 Number of Units and Duration

If required to have set-asides, a residential property will be required to set aside either 20 percent of the residential units for individuals whose income is 50 percent or less of

area median gross income or 40 percent of the residential units for individuals whose income is 60 percent or less of area median gross income. The set-asides must remain in place for the longer of 15 years or when the bonds are no longer outstanding.

Bond counsel determines whether a project is required to have set-asides

6.4.2 Income Limits

The Commission's Asset Management and Compliance Division issues publishes income limits annually. These income limits are based on calculated by the federal Department of Housing and Urban Development (HUD). The project sponsor uses these to certify tenant incomes at initial move-in as well as at annual recertification.

6.4.3 Rent Limits

Although federal law does not restrict rents for this form of financing, the Commission may require rent restrictions. Under Commission policy, acquisition or acquisition/rehabilitation projects that serve the general low-income population may be subject to rent restrictions on the affordable units. The Commission nonprofit housing bonds serving a general low-income population provide access to a valuable property tax exemption under RCW 84.36.560(1)(c)(v), and to ensure a project will deliver appropriate public benefit, the Commission may require rent restrictions for projects.

If the Commission requires rent restrictions, the relevant rent limits are the limits applied in the Commission's other multifamily tax credit programs. The applicable limit is based on the date of bond issuance. Other public or private funders of a project may impose their own rent restrictions as a condition of their funding.

The rent restriction requirements will not apply to housing projects serving older adults that have access to the property tax exemption for nonprofit homes for the aging (RCW 84.36.041) through Commission nonprofit housing bonds.

6.4.4 Compliance Monitoring

Commission staff monitors projects for compliance with Code requirements and Commission policies. Monitoring fees are typically paid at closing as part of the bond transaction; however, depending on the breadth and depth of compliance monitoring

required at a project, the Commission reserves the right to additionally bill fees on an annual basis per low-income unit.

Commission Asset Management and Compliance staff may require payment of a compliance fee prior to bond closing to cover costs incurred to review the initial reports if significant pre-closing work is needed to establish compliance at the time of bond closing.

Nonprofit housing projects will have a Regulatory Agreement recorded against the land and must submit a "Certificate of Continuing Project Compliance" by January 7 of each year. The Commission's Asset Management and Compliance staff distributes this form to each active program participant approximately 30 days before the certificate is due. Other income reporting forms and procedures, as described in the Commission's Bond Compliance Procedures Manual, must be followed. Commission staff will work with borrowers and their management companies to explain the process and the reporting requirements.

The Commission will require annual re-certification of individual tenants.

Commission staff may periodically visit project sites to inspect units and verify records. The owner is expected to cooperate fully with the inspection. Staff will arrange the inspection with director or manager. In addition, the Internal Revenue Service may, from time to time, audit the project.

6.4.5 Optional Low-Income Set-Asides

Pursuant to RCW 84.36.041, certain nonprofit homes for the aging may access a property tax exemption if certain set asides are met. Borrowers should contact their counsel or a knowledgeable tax attorney regarding the project's eligibility for a tax exemption. Neither Commission staff nor its counsel provide advice on state or local property tax issues. Staff will work with the borrower on the preparation and monitoring of the regulatory agreement.

Owners must keep qualifying records to prove income levels of the residents occupying the set-aside units. Failure to keep appropriate records as described in the bond documents and to submit the annual certification in a timely manner may result in Commission staff giving notice to the Department of Revenue of the cancellation of the

regulatory agreement.

6.5 Relocation Plan

If a project has tenants covered by the Landlord/Tenant Act, RCW 59.18.010 et. seq., living in the project when the application is made, and the construction or renovation requires moving the tenants, then the nonprofit must have a relocation plan. The nonprofit should submit a copy of a letter from the local government, either approving the plan, or stating that a relocation plan is not necessary as a part of the application process.

7 Indemnification

As a condition of submitting an application, the applicant agrees to at all times defend (with counsel reasonably acceptable to the Commission), indemnify and hold harmless and release the Commission, its successors and assigns, including their respective members, officers, employees, agents and attorneys, from and against any and all claims, suits, losses, damages, costs, expenses and liabilities of whatsoever nature or kind (including but not limited to attorneys' fees, litigation and court costs, amounts paid in settlement, amounts paid to discharge judgment(s), and any disallowance of tax benefits) directly or indirectly resulting from, arising out of, or related to:

- The financing, acquisition, construction and/or rehabilitation, sale, management or operation of the Project;
- Any noncompliance or failure to perform any covenant under the application, the Regulatory Agreement(s), if any, or any other program document;
- any breach of a representation, warranty or covenant in a nonprofit facilities program document;
- Any other act or omission (whether or not cured) constituting a default under a nonprofit facilities program document; or
- the enforcement by the Commission, its successors and assigns of the Commission's rights and remedies under any nonprofit facilities program document.

An indemnified party may monitor and participate in the defense of any claim or suit and may select any law firm to do so. This may include any level of participation the indemnified party wants. The applicant will promptly reimburse the indemnified party for

all attorneys' fees, litigation and court costs, amounts paid in settlement, and other sums as described above that are incurred by the indemnified party.

Furthermore, as a condition of submitting an application, the applicant waives any right to bring legal action, on the applicant's own behalf or on behalf of any other party, against the Commission for any matter for which the applicant agrees to indemnify and hold harmless the Commission.

8 Out of State Issuers

Under RCW 39.46.170 the Commission must review in-state projects proposed to be issued by issuers formed or organized under the laws of another state (an "out-of-state issuer"). The Commission is required to determine whether the proposed financing submitted by an out-of-state issuer is "consistent with the laws and public policy of the state and is in the best interest of the state." The Commission will make its evaluation based on its established policies and goals for each program operated by the Commission. The Commission may approve or deny the proposed financing by the out-of-state issuer based on whether the proposal meets the policy objectives and goals of the state, as embodied in Commission policies.

9 Post Bond Issuance

After a bond issue is complete, borrowers need to be aware of some important Internal Revenue Service rules to maintain the tax-exempt status of bonds. These rules relate to the spending and investment of bond proceeds, arbitrage rebate, changes to financing terms, the use of facilities financed with bond proceeds and the maintenance of 501(c)(3) status as a nonprofit organization. Failure to comply with these rules may result in interest on bonds being declared taxable.

NOTICE OF PUBLIC HEARING

The Washington State Housing Finance Commission (the “Commission”) will hold an open public hearing with respect to a proposed plan of financing for the issuance by the Commission of one or more series of tax-exempt revenue bonds (the “Bonds”) to finance the acquisition and rehabilitation of an existing facility to be owned by LIHI Aventine LLC, a Washington limited liability company, the sole member of which is Low Income Housing Institute (LIHI), a Washington nonprofit corporation and an organization described under section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the “Code”). The Bonds may be issued as one or more series issued from time to time and may include one or more series of refunding obligations. The public hearing will be held starting at 1:00 p.m., Thursday, April 25, 2024. Participants wishing to join telephonically in the United States, please dial either toll free number: (888) 788-0099 or (877) 853-5247. Participants wishing to attend in person may attend in the 28th Floor Board Room of the Commission’s offices located at 1000 Second Avenue, Seattle, Washington 98104–3601.

Pursuant to RCW 42.30.030(2), which encourage public agencies to provide for public access to meetings, this meeting can also be viewed via Zoom or joined telephonically.

To join virtually, please go to [Zoom Meeting](#), go to “Join” or “Join a Meeting” and enter:

Webinar/Meeting ID: 867 7673 1950
Passcode: 274289

Participants who wish to participate telephonically in the United States, please dial either toll free number: (888) 788-0099 or (877) 853-5247.

The Bonds will be issued pursuant to the Chapter 43.180 of the Revised Code of Washington for the purpose of financing a nonprofit housing facility under Section 145 of the Code. The proceeds of the Bonds will be used to provide financing for the following project:

Project:	Aventine
Project Address:	211 - 112th Avenue NE Bellevue, WA 98004
Total Estimated Project Cost:	\$33,200,000
Estimated Maximum Bond Amount:	\$14,000,000

Proceeds of the Bonds may be used to finance the acquisition and rehabilitation of an existing 68-unit nonprofit housing facility, and to pay all or a portion of the costs of issuing the Bonds. Each apartment will be a complete and separate dwelling unit consisting of living, eating and sanitation facilities. A percentage of the total units will be set aside for persons or households with low incomes.

This notice and the provision of toll-free telephone access are intended to comply with the public notice requirements of Section 147(f) of the Code. Written comments with respect to the proposed plan of financing for the Project and the proposed Bonds may be mailed or faxed to the attention of Dan Schilling, WSHFC, Multifamily Housing and Community Facilities Division, 1000 Second Avenue, Suite 2700, Seattle, WA 98104-3601 or to (206) 587–5113, for receipt no later than 5:00 p.m. on Wednesday, April 24, 2024. Public testimony will be heard from all interested members of the public attending the hearing. The Commission will consider the public testimony and written comments in

determining if the project will receive funding from tax-exempt and/or taxable obligations. Testimony and written comments regarding land use, zoning and environmental regulation should be directed to the local jurisdiction that is authorized to consider these matters when issuing building permits for the project.

Anyone requiring an accommodation consistent with the Americans with Disabilities Act should contact the Multifamily Housing and Community Facilities Division at (206) 464-7139 or (800) 767-HOME (in state) at least 48 hours in advance of the hearing.

The results of the hearing will be sent to the Governor for approval.

Nonprofit Housing Program

Project Name	Aventine
Developer	Low Income Housing Institute (LIHI)
Description	<p>The Aventine is a 5-story, 68-unit apartment building with 68 underground parking spaces in Bellevue’s downtown neighborhood. The building provides workforce housing with 51% of the apartments serving families and individuals at or below 80% AMI.</p> <p>LIHI intends to purchase the property to ensure the much-needed long-term preservation of affordable housing in downtown Bellevue. LIHI's plan is to finance the property with additional funds from the city of Bellevue, ARCH and Amazon Housing Equity Fund. They plan to operate the building to serve households at or below 30, 50, 60 and 80% AMI. The Aventine includes a mix of studios, one-bedroom and two-bedroom apartments. LIHI will preserve the building as affordable workforce housing with a set-aside of units for low income and formerly homeless families with children in the Bellevue School District, U.S. military veterans, and households living with disabilities.</p>
Location	211 112th Avenue NE Bellevue, WA 98004
Relation to Mission and Goals	To provide effective, low-cost financing for nonprofit housing
Project Type	Acquisition and Rehabilitation of an existing facility.
Estimated Tax-Exempt Bond Amount (Not to exceed)	\$14,000,000
Bond Structure	Public Sale
Underwriter	KeyBanc Capital Markets Inc.
Action	Public Hearing for OID # 24-25A
Anticipated Closing Date	May 2024

NOTICE OF PUBLIC HEARING

The Washington State Housing Finance Commission (the “Commission”) will hold an open public hearing with respect to a proposed plan of financing for the issuance by the Commission of one or more series of tax-exempt revenue bonds (the “Bonds”) to finance a portion of the costs for the acquisition, construction and equipping of a senior independent living community of Transforming Age to be owned by German Retirement Home of the State of Washington, a Washington nonprofit corporation and an organization described under section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the “Code”), or one of its wholly owned subsidiaries. The Bonds may be issued as one or more series issued from time to time and may include one or more series of refunding obligations. The public hearing will be held starting at 1:00 p.m., Thursday, April 25, 2024 in the 28th Floor Board Room of the Commission's offices located at 1000 Second Ave., Seattle, Washington 98104–3601.

Pursuant to RCW 42.30.030(2), which encourage public agencies to provide for public access to meetings, this meeting can also be viewed via Zoom or joined telephonically.

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The Bonds will be issued pursuant to the Revised Code of Washington, Chapter 43.180 for the purpose of financing an exempt facility under Section 145 of the Code.

The proceeds of the Bonds will be used to provide financing for the following project:

Project:	Parkshore Juanita Bay
Project Address:	11853 97th Avenue NE Kirkland, WA 98034 11925 97th Avenue NE Kirkland, WA 98034 9480 NE 120th Street Kirkland, WA 98034
Total Estimated Project Cost:	\$58,466,463
Estimated Maximum Bond Amount:	\$65,000,000

Proceeds of the Bonds will be used to provide a portion of the financing for (i) the construction and equipping of a continuing care retirement community with 50 independent living units known or to be known as Parkshore Juanita Bay, located in Kirkland, Washington, (ii) the

funding of capitalized interest and working capital expenditures with respect to the Bonds, (iii) the funding of a debt service reserve fund, and (iv) the payment of costs of issuing the Bonds. Each apartment will be a complete and separate dwelling unit consisting of living, eating and sanitation facilities.

This notice and the provision of toll-free telephone access are intended to comply with the public notice requirements of Section 147(f) of the Code. Written comments with respect to the proposed plan of financing for the Project and the proposed Bonds may be mailed or faxed to the attention of Dan Schilling, WSHFC, Multifamily Housing and Community Facilities Division, 1000 Second Avenue, Suite 2700, Seattle, WA 98104-3601 or to (206) 587-5113, for receipt no later than 5:00 p.m. on Wednesday, April 24, 2024. Public testimony will be heard from all interested members of the public attending the hearing. The Commission will consider the public testimony and written comments in determining if the project will receive funding from tax-exempt and/or taxable obligations. Testimony and written comments regarding land use, zoning and environmental regulation should be directed to the local jurisdiction that is authorized to consider these matters when issuing building permits for the project.

Anyone requiring an accommodation consistent with the Americans with Disabilities Act should contact the Multifamily Housing and Community Facilities Division at (206) 464-7139 or (800) 767-HOME (in state) at least 48 hours in advance of the hearing.

The results of the hearing will be sent to the Governor for approval.

Nonprofit Housing Program

Project Name	Parkshore Juanita Bay
Developer	Transforming Age
Description	<p>The German Retirement Home of the State of Washington, affiliated with Transforming Age in 2019. In 2023, Parkshore Juanita Bay unveiled plans to convert the German Retirement Home campus into Parkshore Juanita Bay, a satellite independent living community of Transforming Age. This community aims to cater to active seniors aged 62 and above who seek forward-looking care options. Offering 50 apartment (45 entry-fee units and 5 rental units) homes of varying sizes, from one-bedroom to two-bedroom with a den. Parkshore Juanita Bay is set to provide a rooftop deck, a movie theater, yoga studio, fitness center, and more. Located in Kirkland's historic Juanita Bay on Lake Washington, the location offers a walkable enclave with convenient access to nearby shops and restaurants. The vision for Parkshore Juanita Bay is to introduce a fresh concept in neighborhood living for active seniors, setting a new benchmark for senior living within the Seattle metro area. Notably, Parkshore Juanita Bay will be affiliated with the Transforming Age network, ensuring priority access to the continuum of care available at its sister communities, Parkshore and Skyline.</p>
Location	11853 97th Avenue NE Kirkland, WA 98034
Relation to Mission and Goals	To provide effective, low-cost financing for nonprofit housing
Project Type	New construction of a nonprofit housing facility
Estimated Tax-Exempt Bond Amount (Not to exceed)	\$65,000,000
Bond Structure	Public Sale

Underwriter

Ziegler Capital Markets

Action

Public Hearing for OID # 24-66A

Anticipated Closing Date

June 2024

NOTICE OF PUBLIC HEARING

The Washington State Housing Finance Commission (the "Commission") will hold an open public hearing with respect to a proposed plan of financing for the issuance by the Commission of one or more series of tax-exempt revenue obligations (the "Notes") to finance a portion of the costs for the acquisition and rehabilitation of a multifamily housing facility in Ellensburg, Washington, to be owned by Crestview Terrace Community Partners, LP, a Washington limited partnership. The Notes may be issued as one or more series issued from time to time and may include one or more series of refunding obligations. The public hearing will be held starting at 1:00 p.m., Thursday, April 25, 2024 in the 28th Floor Board Room of the Commission's offices located at 1000 Second Ave., Seattle, Washington 98104-3601.

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Webinar/Meeting ID: 867 7673 1950
Passcode: 274289

Participants who wish to participate telephonically in the United States, please dial either toll free number: (888) 788-0099 or (877) 853-5247.

The Notes will be issued pursuant to Chapter 43.180 Revised Code of Washington for the purpose of financing a qualified residential rental facility under Section 142(d) of the Internal Revenue Code of 1986, as amended (the “Code”).

The proceeds of the Notes will be used to provide financing for the following project:

Project:	Crestview Terrace Apartments
Project Address:	2000 & 2101 North Alder Street Ellensburg, WA 98926
Total Estimated Project Cost:	\$55,816,543
Estimated Maximum Note Amount:	\$38,000,000

Proceeds of the Notes will be used to provide a portion of the financing for the acquisition and rehabilitation of a 168-unit multifamily housing facility in Ellensburg, Washington, and to pay all or a portion of the costs of issuing the Notes. Each apartment will be a complete and separate dwelling unit consisting of living, eating and sanitation facilities. A percentage of the total units will be set aside for persons or households with low incomes.

This notice and the provision of toll-free telephone access are intended to comply with the public notice requirements of Section 147(f) of the Code. Written comments with respect to the proposed plan of financing for the Project and the proposed Notes may be mailed or faxed to the attention of Dan Schilling, WSHFC, MHCF Division, 1000 Second Avenue, Suite 2700, Seattle, WA 98104-3601 or to (206) 587-5113, for receipt no later than 5:00 p.m. on Wednesday, April 24, 2024. Public testimony will be heard from all interested members of the public attending the hearing. The Commission will consider

the public testimony and written comments in determining if the project will receive funding from tax-exempt and/or taxable obligations. Testimony and written comments regarding land use, zoning and environmental regulation should be directed to the local jurisdiction that is authorized to consider these matters when issuing building permits for the project.

Anyone requiring an accommodation consistent with the Americans with Disabilities Act should contact the MHCF division at (206) 464-7139 or (800) 767-HOME (in state) at least 48 hours in advance of the hearing.

The results of the hearing will be sent to the Governor for approval.

Multifamily Housing Program

Project Name	Crestview Terrace Apartments
Developer	Community Preservation Partners (CPP)
Description	<p>Crestview Terrace is a 168-unit property located in Ellensburg, WA. The property is in a QCT & DDA and consists of 75 buildings (74 residential and 1 community building) on two neighboring parcels. The target population is Large Family, Persons with Disabilities, and Homeless. This property has a community room, playgrounds, fitness center, laundry facilities, and various community services provided by the owner.</p> <p>Rehabilitation efforts will address all significant deferred maintenance items. The renovation plans include replacement of windows, flooring, cabinets, countertops, appliances, and lighting. Upgrades to ADA units and ADA path of travel as required by local jurisdictions will be included. Additional community amenities and energy saving measures are also contemplated to ensure compliance with the 4% application and ESDS requirements.</p> <p>The Crestview Terrace Apartments project serves low-income families and homeless households in Ellensburg, Washington. HopeSource has provided support services at the property since 2008, and CPP’s partnering with them as the CBO was the best solution for providing continuity of quality services to residents onsite. HopeSource will provide outreach to residents throughout the conversion process and beyond, as well as offer direct voluntary support services, including case management, landlord mediation, life skills training, housing stability planning, and connections to community providers.</p>
Location	2000 & 2101 North Alder Street Ellensburg, WA 98926
Project Type	Acquisition/Rehabilitation
Units	One Bedroom 95 Two Bedroom 36 Three Bedroom 26

Four Bedroom	11
Total	168

Housing Tax Credits Yes

Income Set-Aside 100% at 60% AMI

Regulatory Agreement Term Minimum 40 years

Evaluation Plan Scoring	Cost Efficient Development	10
	Commitments for Priority Populations	2
	CBO Ownership	8
	CBO Inclusion	5
	Community Engagement Process	2
	Application of Community Engagement	3
	Donation in Support of Local Nonprofit Programs	2
	Energy Efficiency, Healthy Living, & Renewable Energy – Rehab	3
	Rehab of Major Systems	30
	Total Points/Weighted Average	65

Estimated Tax-Exempt Note Amount (Not to exceed) \$38,000,000

Note Structure Private Placement

Lender CitiBank

Development Budget

Acquisition Costs	\$18,675,000
Construction	\$19,343,016
Soft Costs	\$8,653,904
Financing Costs	\$6,331,623
Capitalized Reserves	\$1,753,000
Other Development Costs	\$1,060,000
Total Development Costs	\$55,816,543

Permanent Sources

Citibank Tax Exempt Loan	\$27,500,000
Citibank Taxable Loan	\$5,500,000
Deferred Developer Fee	\$2,255,618

Tax Credit Equity at \$0.8699 per credit x 10 years	\$20,560,925
Total Permanent Sources	\$55,816,543

Total Development Cost Limit

Project's Total Development Cost Limit	\$65,710,195
Total Development Cost (minus land and reserves)	\$52,863,543
Waiver	Not required

Project Operations

<i>Unit Size</i>	<i>Market Rents</i>	<i>Proposed Rent Range</i>
One Bedroom	\$ 1215	\$598
Two Bedroom	\$ 1325	\$727 - \$927
Three Bedroom	\$ 1605	\$824 - \$1062
Four Bedroom	\$ 2075	\$922 - \$1223

Action Public Hearing for OID # 24-47A

Anticipated Closing Date May 2024

NOTICE OF PUBLIC HEARING

The Washington State Housing Finance Commission (the “Commission”) will hold an open public hearing with respect to a proposed plan of financing for the issuance by the Commission of one or more series of tax-exempt revenue bonds (the “Bonds”) to finance a portion of the costs for the acquisition and rehabilitation of a multifamily housing facility in Seattle, Washington, to be owned by SRMAHMill LLC, a Washington limited liability company. The Bonds may be issued as one or more series issued from time to time and may include one or more series of refunding obligations. The public hearing will be held starting at 1:00 p.m., Thursday, April 25, 2024 in the 28th Floor Board Room of the Commission's offices located at 1000 Second Ave., Seattle, Washington 98104–3601. Participants wishing to attend in person may attend in the 28th Floor Board Room of the Commission’s offices located at 1000 Second Avenue, Seattle, Washington 98104–3601.

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Participants who wish to participate telephonically in the United States, please dial either toll free number: (888) 788-0099 or (877) 853-5247.

The Bonds will be issued pursuant to Chapter 43.180 of the Revised Code of Washington for the purpose of financing a qualified residential rental facility under Section 142(d) of the Internal Revenue Code of 1986, as amended (the “Code”).

The proceeds of the Bonds will be used to provide financing for the following project:

Project:	The Mill at First Hill
Project Address:	1000 8th Avenue and 801 Spring Street Seattle, WA 98104
Total Estimated Project Cost:	\$88,500,000
Estimated Maximum Bond Amount:	\$15,000,000

Proceeds of the Bonds will be used to provide a portion of the financing for the acquisition and rehabilitation of a 358-unit multifamily housing facility in Seattle, Washington, and to pay all or a portion of the costs of issuing the Bonds. Each apartment will be a complete and separate dwelling unit consisting of living, eating and sanitation facilities. A percentage of the total units will be set aside for persons or households with low incomes.

This notice and the provision of toll-free telephone access are intended to comply with the public notice requirements of Section 147(f) of the Code. Written comments with respect to the proposed plan of financing for the Project and the Bonds may be mailed or faxed to the attention of Jason Hennigan, WSHFC, Multifamily Housing and Community Facilities Division, 1000 Second Avenue, Suite 2700, Seattle, WA 98104-3601 or to (206) 587–5113, for receipt no later than 5:00 p.m. on Wednesday, April 24, 2024. Public testimony will be heard from all interested members of the public attending the hearing. The Commission will consider the public testimony and written comments in determining if the project

will receive funding from tax-exempt and/or taxable obligations. Testimony and written comments regarding land use, zoning and environmental regulation should be directed to the local jurisdiction that is authorized to consider these matters when issuing building permits for the project.

Anyone requiring an accommodation consistent with the Americans with Disabilities Act should contact the Multifamily Housing and Community Facilities Division at (206) 464-7139 or (800) 767-HOME (in state) at least 48 hours in advance of the hearing.

The results of the hearing will be sent to the Governor for approval.

Multifamily Housing Program

Project Name	The Mill at First Hill
Developer	SRM Development
Description	<p>The Mill at First Hill will utilize the Commission’s Recycled Bond program, along with Amazon Housing Equity Fund and Agency debt. The current model is contemplating either Fannie Mae or Freddie Mac long term debt. This project will not receive tax credits or current year bond cap.</p> <p>The Mill at First Hill represents an opportunity to convert existing market rate units to address the pressing need for affordable housing in the First Hill neighborhood of Seattle. The primary objective is to provide affordable housing options for individuals and families earning 60% and 80% of the Area Median Income (AMI). The plan involves repurposing The Mill into 358 affordable housing units, recognizing the urgent demand for such accommodations in Seattle's vibrant First Hill neighborhood.</p> <p>The property already includes amenities that promote health, wellness, and social interaction. With a swimming pool and fitness center, they are providing residents opportunities for recreation and exercise right at their doorstep. This property also includes 142 on-site parking spaces for residents and guests to safely park in an urban neighborhood with little street parking.</p>
Location	1000 8th Avenue and 801 Spring Street Seattle, WA 98104
Relation to Mission and Goals	To provide effective, low-cost financing for multifamily housing
Project Type	Acquisition of a 358-unit multifamily housing facility.
Units	Studios 54 Two Bedroom 212 Three Bedroom 92

	Total	358
Income Set-Aside	40% of total units at or below 60% AMI	
Bond Structure	Public Sale	
Underwriter	TBD	
Action	Public Hearing for OID #24-67A	
Anticipated Closing Date	June 2024	



The Washington State
HOUSING FINANCE COMMISSION

NOTICE OF PUBLIC HEARING

The Washington State Housing Finance Commission (the “Commission”) will hold an open public hearing for the purpose of considering the allocation by the Commission of federal low-income housing tax credits (the “Credits”) to sponsor multifamily residential projects. The projects to be considered for an allocation of Credits are:

TC #	Project Name	City	County	Annual Tax Credit Amount
24-01	Felida Park Senior Housing	Felida	Clark	\$1,403,366
24-08	WWHA Meadow Grove	Walla Walla	Walla Walla	\$1,321,183

The public hearing will be held in person and by telephone starting at 1:00 p.m., Thursday, April 25, 2024. Participants wishing to attend in person may attend in the 28th Floor Board Room of the Commission's offices located at 1000 Second Avenue, Seattle, Washington 98104-3601.

Pursuant to RCW 42.30.030(2), which encourage public agencies to provide for public access to meetings, this meeting can also be viewed via Zoom or joined telephonically.

To join virtually, please go to [Zoom Meeting](#), go to “Join” or “Join a Meeting” and enter:

**Webinar/Meeting ID: 867 7673 1950
Passcode: 274289**

Participants who wish to participate telephonically in the United States, please dial either toll free number: (888) 788-0099 or (877) 853-5247

Anyone requiring an accommodation consistent with the Americans with Disabilities Act should contact the Multifamily Housing and Community Facilities Division at 206.464.7139 or (800) 767-HOME (in state) at least 48 hours in advance of the hearing.

The Credits will be allocated pursuant to the authority of the Commission under Chapter 43. 180 RCW as amended, Executive Order 94-05, dated April 2, 1994, and the Internal Revenue Code of 1986,

as amended. As a condition of receiving an allocation of tax credits and under a competitive process, the developers commit to serving very low and extremely low income and special needs populations for up to 40 years.

Written comments with respect to the proposed projects and allocation of Credits may be emailed to lisa.vatske@wshfc.org, mailed or faxed to the Washington State Housing Finance Commission (Attention: Lisa Vatske, MHCF Division Director, 1000 Second Avenue, Suite 2700, Seattle, Washington, 98104-3601; fax number (206) 587-5113) for receipt no later than 5:00 p.m. on April 24, 2024. The public testimony will be heard from all interested members of the public attending the hearing. The Commission will consider the public testimony and written comments in determining if the projects will receive Credits; however, the Commission will not consider testimony and written comments regarding land use, zoning, and environmental regulation, which should be directed to the local jurisdictions that are authorized to consider these matters when issuing building permits for the project.

9% Competitive Housing Tax Credit Program

Project Name	Felida Park Senior Housing + PACE							
Sponsor	Specialized Housing Inc.							
Description	<p>Felida Park Senior Housing + PACE is designed for extremely low-income and frail, elderly seniors. The project also includes 8,780 SF for a new PACE facility, meaning “Program of All-Inclusive Care for the Elderly”. The PACE space will be leased to Providence Elderplace, a subsidiary of Providence Health & Services. The PACE facility will be separately financed by the Sponsor (Specialized Housing Inc., aka “SHI”) and Providence Elderplace. The PACE facility will serve 55+ clients who are Medicaid Long-Term Care eligible, i.e., frail elderly. Site grading eliminates the need for ramps within the interior ground floor corridors as an aid to the ambulation of senior and frail elderly housing residents, and elderly guests. Every unit will have both heating and cooling as well as a ceiling fan for periods of moderate heat. A 100 KWH roof top solar is also planned.</p> <p>A concrete walkway surrounds the entire perimeter of the ground level in the main building, which provides a 1,300 linear ft, circular walkway. Outdoor elements include a firepit and a barbecue seating area, which can be accessed from the central, north housing lobby. A covered porch on the ground floor of the west building elevation overlooks a private garden in the site's northwest corner. Additionally, gate access is approved for direct access into Felida Community Park on the west.</p>							
Location	12314 NW 36th Ave. Felida Unincorporated Clark County, WA 98685							
Credit Pool	Metro							
Project Type	New Construction without Federal Subsidies							
Low-Income Housing Units	<table> <tr> <td>One Bedroom</td> <td>55</td> </tr> <tr> <td>Two Bedroom</td> <td>10</td> </tr> <tr> <td>Total</td> <td>65</td> </tr> </table>		One Bedroom	55	Two Bedroom	10	Total	65
One Bedroom	55							
Two Bedroom	10							
Total	65							

Income Set-Asides

50% of units at 30% AMI
 50% of units at 50% AMI

Scoring	Additional Low-Income Housing Set-Aside	60
	Additional Low-Income Use Period (22 Years)	44
	Housing Commitments for Priority Populations	20
	Leveraging	10
	Public Funding	2
	Developer Fees	10
	Area Targeted by a Local Jurisdiction	2
	Located near a Job Center	1
	Nonprofit Sponsor	5
	Donation in Support of Local Housing Needs	5
	Energy Consumption Model	2
	Cost Containment Incentive	8
Total Points	169	

Credit Request **\$1,403,366**

Development Budget

Acquisition Costs	\$970,946
Construction	\$18,190,360
Soft Costs	\$4,534,960
Financing Costs	\$861,525
Capitalized Reserves	\$428,727
Other Development Costs	\$710,217
Total Development Costs	\$25,696,735

Permanent Sources

HTF Loan	\$8,500,000
Development Fee	\$857,995
Community Grant	\$1,447,103
CHIPS Infrastructure / SDC	\$1,700,000
Tax Credit Equity at \$0.9400 per credit x 10 years	\$13,191,637
Total Sources	\$25,696,735

Total Development Cost Limit

Project's Total Development Cost Limit	\$26,905,975
TDC less Land, Offsite Infrastructure, and Reserves	\$24,339,426
Waiver	Not required

Project Operations

Unit Size	Market Rents	Proposed Rent Range
One Bedroom	\$ 1,430	\$ 634 - \$1,058
Two Bedroom	\$ 1,650	\$ 762 - \$1,270

9% Competitive Housing Tax Credit Program

Project Name	WWHA Meadow Grove	
Sponsor	Walla Walla Housing Authority	
Description	<p>The Walla Walla Housing Authority seeks to create newly constructed affordable housing for low-income individuals in Walla Walla.</p> <p>Utilizing the Land Acquisition Program, the Walla Walla Housing Authority acquired an infill site located near a major corridor with the specific intent to build new affordable housing. By using the Low Income Housing Tax Credit Program, this project will provide affordable housing opportunities at rents significantly below market in an area experiencing increased rents due to private investment.</p> <p>Meadow Grove will provide 13 units of permanent supportive housing for formerly homeless households earning less than 30% of Area Median Income. Twenty-five units will serve those earning less than 40% of Area Median Income and 12 units will serve those earning less than 60% of Area Median Income.</p> <p>A full-time Family Services Coordinator will help connect formerly homeless households to appropriate resources, monitor progress and coordinate supportive services to be provided by area service providers. Additionally, YWCA of Walla Walla will offer Life Skill education classes.</p>	
Location	TBD Woodland Avenue Walla Walla, WA 99362	
Credit Pool	Non-Metro	
Project Type	New Construction without Federal Subsidies	
Low-Income Housing Units	One Bedroom	26
	Two Bedroom	24
	Total	50
Income Set-Asides	25% of units at 30% AMI 50% of units at 40% AMI	

25% of units at 60% AMI

Scoring	Additional Low-Income Housing Set-Aside	60
	Additional Low-Income Use Period (22 Years)	44
	Housing Commitments for Priority Populations	25
	Leveraging	10
	Public Funding	2
	Developer Fees	10
	Location Efficient Project	2
	Located near a Job Center	1
	Nonprofit Sponsor	5
	Donation in Support of Local Housing Needs	5
	Energy Consumption Model	2
	Cost Containment Incentive	8
Total Points	174	

Credit Request **\$1,321,183**

Development Budget

Acquisition Costs	\$596,000
Construction	\$11,920,629
Soft Costs	\$2,266,620
Financing Costs	\$925,267
Capitalized Reserves	\$157,840
Other Development Costs	\$278,810
Total Development Costs	\$16,145,166

Permanent Sources

WA Housing Trust Fund	\$5,000,000
Walla Walla Housing Authority	\$180,444
Tax Credit Equity at \$0.8299 per credit x 10 years	\$10,964,722
Total Sources	\$16,145,166

Total Development Cost Limit

Project's Total Development Cost Limit	\$18,590,670
TDC less Land, Offsite Infrastructure, and Reserves	\$15,411,326
Waiver	Not required

Project Operations

Unit Size	Market Rents	Proposed Rent Range
One Bedroom	\$1,485	\$427 - \$587
Two Bedroom	\$1,735	\$700 - \$1,084



April 23, 2024

TO: Washington State Housing Finance Commission Board

FR: Renée Rooker, Executive Director

RE: Meadow Grove 9% LHITC Application

Meadow Grove will be a newly constructed affordable housing community with 5 two-story buildings on a 3.78 acres site in Walla Walla, WA. The site is nestled in an existing neighborhood. The Walla Walla Housing Authority (WWHA) is the developer, general partner, and property manager for Meadow Grove.

The fifty (50) units will target 13 units to homeless, at or below 30% Area Median Income (AMI); 25 units at or below 40% AMI, and 12 units at or below 60% AMI. The 13 units at or below 30% AMI will be permanent supportive housing. The site will have a community building, recreation equipment and laundry facilities.

The site was purchased with assistance from the Washington State Housing Finance Commission's Land Acquisition Program (LAP) with the specific intent to develop affordable housing. We closed on the LAP loan March 2020 in the amount of \$502,500. This program was a vital component of taking advantage of the rare opportunity to purchase vacant land in Walla Walla.

The development received an award from Washington State's Housing Trust Fund in the amount of \$5,000,000 and also received an award from the State's Connecting Housing to Infrastructure Program for \$883,320. We are excited to be considered for an award of 9% Low Income Housing Tax Credits from your organization.

Like many communities in the State of Washington, Walla Walla has a shortage of affordable housing. The WWHA's wait lists exceed 1,000 families in need of affordable housing. Meadow Grove is critical to our community to assist in addressing our affordable housing needs.

My apologies for not being able to present Meadow Grove personally but hope you will consider this especially important development for an award of 9% Low Income Housing Tax Credit.

**WASHINGTON STATE HOUSING FINANCE COMMISSION
RESOLUTION NO. 24-69**

**A RESOLUTION of the Washington State Housing Finance Commission
authorizing the Executive Director to make reservations and/or
allocations of 2024 federal low-income housing tax credits.**

WHEREAS, Section 42 of the Internal Revenue Code of 1986, as amended (the "Code"), authorizes tax credits for the construction, acquisition or rehabilitation of residential rental projects meeting the requirements of the Code, including the set-aside of rental units for low-income tenants; and

WHEREAS, the Code authorizes the housing credit agency of a state to allocate the limited amount of federal low-income housing tax credits (the "Credit") available for projects within the state among such projects; and

WHEREAS, by Executive Order No. 94-05, the Governor of the State of Washington has designated the Washington State Housing Finance Commission (the "Commission") as the housing credit agency of Washington for the purposes of allocating Credit and has authorized the Commission to allocate such Credit in accordance with the terms and conditions of such Executive Order; and

WHEREAS, in order to provide decent, safe and affordable housing, the Commission is authorized pursuant to RCW 43.180.050(d) to participate fully in federal programs and to take such actions as are necessary and consistent with RCW 43.180.010 et seq. to secure to itself and the people of the State of Washington the benefits of those programs; and

WHEREAS, the Commission has approved a Qualified Allocation Plan (the "Allocation Plan") for the allocation of Credit, the Allocation Plan has been approved by the Governor in accordance with WAC 262-01-120; the Commission has approved rules (WAC 262-01-130) for the administration of the tax credit program (the "Rules"); and the Commission has issued policy statements advising the public about the Commission's current opinions, approaches, and likely courses of action in implementing the tax credit program (the "Policies"); and

WHEREAS, the Commission has received applications from developers of residential projects for consideration in the Commission's 2024 allocation program (the "Program"); and

WHEREAS, staff has reviewed the application(s) for the project(s) listed below in accordance with the Allocation Plan, the Rules and the Policies and has presented a recommendation to the Commission for the allocation of Credit to selected projects; and

NOW, THEREFORE, BE IT RESOLVED by the Washington State Housing Finance Commission as follows:

Section 1. The Commission authorizes the Executive Director to reserve and/or allocate 2024 Credit in the anticipated amount, to the project or projects listed below, subject to the conditions set forth below. The Commission authorizes the Executive Director to take such actions as are necessary to make such reservations and/or allocations in accordance with the Code, the Allocation Plan, the Rules, and the Policies, including the criteria contained in Chapter Five of the

Policies (Project Ranking Policies”) and project feasibility and viability and other requirements as described in Chapters Two through Seven of the Policies.

Project(s):

TC #	Project Name	City	County	Annual Tax Credit Amount
24-01	Felida Park Senior Housing	Felida	Clark	\$1,403,366
24-08	WWHA Meadow Grove	Walla Walla	Walla Walla	\$1,321,183

Section 2. All actions previously taken by the Commission or its staff or agents in furtherance of the Program are hereby ratified and confirmed.

ADOPTED by the Washington State Housing Finance Commission at a special meeting duly noticed and called this 25th day of April 2024.

WASHINGTON STATE
HOUSING FINANCE COMMISSION

By _____
Chair

ATTEST:

Secretary

APPROVED AS TO FORM:

General Counsel

WASHINGTON STATE HOUSING FINANCE COMMISSION
9% Housing Tax Credit Program
2024 Allocation List
 Final Allocation amounts may change if new Federal resources are made available.

King County Pool (November 2023 application round)

TC#	Project Status	Project Name	Project Sponsor	City	County	Points	Credit/Unit	Credit Request	Total Low-Income Units	% of Low-Income Housing Units				Units for Priority Populations					
										30% AMI	40% AMI	50% AMI	60% AMI	Farm workers	Large Households	Elderly	Persons with Disabilities	Homeless	
24-13	Application	DESC Lake City	Downtown Emergency Service Center	Seattle	King	185	\$18,032	\$2,163,828	120	60	0	60	0	0	0	0	0	0	30
24-19	Application	Burien Family Housing	Mercy Housing Northwest	Burien	King	182	\$34,350	\$1,545,743	45	23	0	22	0	0	0	0	0	0	94
24-23	Application	125th & Aurora Senior Housing	Low Income Housing Institute (LIHI)	Seattle	King	181	\$24,313	\$2,163,828	89	45	0	44	0	0	0	0	0	0	67
24-62	Credit Exchange	DESC Woodland	Downtown Emergency Service Center	Seattle	King	100	\$22,774	\$2,163,812	95	48	0	47	0	0	0	0	0	0	72
King County Credit Allocated:									\$8,037,011	349	176	0	173	0	0	0	0	0	263
King County Credit Available:									\$5,941,273										
Balance:									(\$2,095,738)										

King County Pool Unranked (Noncompetitive or Awaiting Other Funding Commitments)

24-20	Application	Pandion at Star Lake	TWG Development	Kent	King	*	\$28,360	\$794,080	28	14	0	14	0	0	0	0	0	0	21
24-12	Application	Sea Mar Community Health Centers / Lucy Lopez Apartments	Sea Mar Community Health Centers	Kent	King	*	\$28,060	\$869,859	31	16	0	15	0	0	14	0	0	0	0
24-11	Application	Sea Mar Community Health Centers / Sea Mar South Park Housing	Sea Mar Community Health Centers	Seattle	King	*	\$29,300	\$2,256,100	77	39	0	38	0	0	0	0	0	0	0
King County Unranked Balance:									\$3,920,039	136	69	0	67	0	14	0	0	0	21

Metro Pool (November 2023 application round)

TC#	Project Status	Project Name	Project Sponsor	City	County	Points	Credit/Unit	Credit Request	Total Low-Income Units	% of Low-Income Housing Units				Units for Priority Populations					
										30% AMI	40% AMI	50% AMI	60% AMI	Farm workers	Large Households	Elderly	Persons with Disabilities	Homeless	
Metro New Production																			
24-04	Application	River Family Haven	Catholic Charities Eastern Washington	Spokane	Spokane	171	\$28,260	\$1,978,200	70	35	7	0	28	0	0	0	0	0	18
24-01	Scheduled for 4/25/2024	Felida Park Senior Housing + PACE	Specialized Housing Inc.	Unincorporated Clark County	Clark	169	\$31,590	\$1,403,366	65	33	0	32	0	0	0	65	13	0	
24-05	Application	Mercy Aviva Crossing	Mercy Housing Northwest	Tacoma	Pierce	166	\$34,000	\$1,700,000	50	25	0	25	0	0	10	0	10	0	
24-02	Application	Broadway Senior Housing	Spokane Neighborhood Action Partners (SNAP)	Spokane Valley	Spokane	164	\$27,640	\$1,658,400	60	0	24	18	18	0	0	60	12	0	
24-03	Application	bellis Fair Family Housing	Opportunity Council	Bellingham	Whatcom	160	\$27,729	\$1,746,927	63	32	0	19	12	0	0	0	13	13	
24-63	Credit Exchange	Hifumi-en	Spokane Housing Authority	Spokane	Spokane	167	\$25,158	\$2,163,557	86	22	43	0	21	0	0	86	18	0	
Total Metro Credit Allocated:									\$10,650,450	308	125	31	94	58	10	125	48	31	
Metro Credit Available:									\$10,080,584										
Metro Balance (Total):									(\$569,866)										

Non-Metro Pool (November 2023 application round)

TC#	Project Status	Project Name	Project Sponsor	City	County	Points	Credit/Unit	Credit Request	Total Low-Income Units	% of Low-Income Housing Units				Units for Priority Populations					
										30% AMI	40% AMI	50% AMI	60% AMI	Farm workers	Large Households	Elderly	Persons with Disabilities	Homeless	
Non-Metro Preservation and Recapitalization Pool																			
24-15	Application	CCHS Grant County Preservation	Catholic Charities Housing Services	Quincy	Grant	173	\$16,173	\$1,504,112	93	10	47	36	0	73	0	0	0	0	24
Non-Metro Rehab Credit Allocated:									\$1,504,112	93	10	47	36	0	73	0	0	0	24
Non-Metro New Production																			
24-17	Application	CCHS Casa de la Mora	Catholic Charities Housing Services	Yakima	Yakima	175	\$24,187	\$1,741,480	72	18	36	0	18	0	0	0	0	0	18
24-08	Scheduled for 4/25/2024	WWHA Meadow Grove	Walla Walla Housing Authority	Walla Walla	Walla Walla	174	\$26,424	\$1,321,183	50	13	25	0	12	0	0	0	0	0	13
24-10	Application	Twisp Family Haven	Catholic Housing Services of Eastern WA	Twisp	Okamegan	173	\$28,093	\$1,320,371	47	24	5	0	18	0	0	0	0	0	12
Non-Metro New Production and Preservation Credit Allocated:									\$5,897,146	262	65	113	36	48	73	0	0	0	67
Non-Metro Credit Available:									\$2,994,906										
Non-Metro Balance:									(\$2,892,240)										

Non-Metro Unranked (Noncompetitive or Awaiting Other Funding Commitments)

24-18	Application	Alderwood Apartments	Trillium Housing Services	Yakima	Yakima	*	\$24,420	\$2,002,440	82	9	41	32	0	62	0	0	0	0	
24-07	Application	Catlin and Main	Lower Columbia Community Action Council, Inc. (LCCAC)	Kelso	Cowlitz	*	\$27,640	\$1,105,600	40	20	4	0	16	0	0	0	0	10	
24-06	Application	Cottages at Pea Patch	OPAL Community Land Trust	Eastsound	San Juan	*	\$41,460	\$829,200	20	10	0	10	0	0	0	0	0	5	
24-21	Application	Franz Anderson PSH	Low Income Housing Institute	Olympia	Thurston	*	\$27,640	\$1,934,800	70	35	0	35	0	0	0	0	0	18	
24-09	Application	Lewis, Spruce, and Sixth	The Housing Authority of the City of Yakima	Yakima	Yakima	*	\$27,640	\$1,382,000	50	25	5	0	20	0	0	0	0	13	
24-14	Application	Moore Wright Legacy Housing	The Moore Wright Group	Aberdeen	Grays Harbor	*	\$27,639	\$1,879,432	68	59	0	0	0	0	0	0	0	17	
24-24	Application	Vince's Village	Bayside Housing & Services	Port Townsend	Jefferson	*	\$36,086	\$829,972	23	23	0	0	0	0	0	0	0	6	
24-16	Application	VOA North	Volunteers of American Western Washington (VOAWW)	Burlington	Skagit	*	\$20,481	\$839,715	41	21	0	20	0	0	0	0	0	11	
24-22	Application	228 Olympia	Interfaith Works	Olympia	Thurston	*	\$27,637	\$1,879,343	68	34	0	34	0	0	0	0	0	17	
Non-Metro Waiting List Balance:									\$12,682,502	462	236	50	140	36	62	0	0	0	97

Statewide Allocation Round Totals:	Total Project Applications: 24	Total Credit Requested: \$42,681,260	1,517	671	194	510	142	135	24	125	48	479
	Total Projects Above Line: 12	Total Credit Available for 2024: \$19,016,763	919	366	144	303	106	73	10	125	48	361
	Application Success Percentage: 50%	FWD Commitment of 2025 LIHTC: \$7,061,956										
		Total LIHTC Allocation for 2024: \$26,078,719										

Final Allocation amounts may change if new Federal resources are made available.

*No scores displayed for projects that are not fully funded or are below the line for competitive scoring. These projects are ranked alphabetically by project name.

WASHINGTON STATE HOUSING
FINANCE COMMISSION

RESOLUTION NO. 24-60

A RESOLUTION of the Washington State Housing Finance Commission making findings and determinations with respect to housing needs within Washington; approving a program to finance multifamily housing; authorizing the issuance of not to exceed \$32,000,000 of multifamily tax-exempt bonds in two or more series to finance all or a portion of the construction and equipping of a 162-unit multifamily housing facility in Olympia, Washington, to be owned by VBT Lansdale Pointe LLC; approving the sale of the bonds to Stifel, Nicolaus & Company, Incorporated; delegating to the Executive Director of the Commission the authority to execute a final form of bond purchase agreement with Stifel, Nicolaus & Company, Incorporated; approving the form of a trust indenture, a financing agreement, a tax certificate and a regulatory agreement; and authorizing the officers and Executive Director of the Commission to amend and execute such documents and other related documents.

APPROVED ON APRIL 25, 2024

PREPARED BY:

PACIFICA LAW GROUP LLP
1191 Second Avenue, Suite 2000
Seattle, Washington 98101

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* This table of contents is not part of the resolution; it is included for the convenience of the reader only.

RESOLUTION NO. 24-60

A RESOLUTION of the Washington State Housing Finance Commission making findings and determinations with respect to housing needs within Washington; approving a program to finance multifamily housing; authorizing the issuance of not to exceed \$32,000,000 of multifamily tax-exempt bonds in two or more series to finance all or a portion of the construction and equipping of a 162-unit multifamily housing facility in Olympia, Washington, to be owned by VBT Lansdale Pointe LLC; approving the sale of the bonds to Stifel, Nicolaus & Company, Incorporated; delegating to the Executive Director of the Commission the authority to execute a final form of bond purchase agreement with Stifel, Nicolaus & Company, Incorporated; approving the form of a trust indenture, a financing agreement, a tax certificate and a regulatory agreement; and authorizing the officers and Executive Director of the Commission to amend and execute such documents and other related documents.

WHEREAS, the Washington State Housing Finance Commission, a public body corporate and politic of the State of Washington (the “Commission”) has been duly constituted pursuant to the authority and procedures of Laws of 1983, Chapter 161 of the State of Washington, as amended, now codified at RCW 43.180 et seq. (the “Act”); and

WHEREAS, the legislature of the State of Washington (the “State”) has declared it to be a public policy of the State and a recognized governmental function to assist in making affordable and decent housing available throughout the state; and

WHEREAS, the Commission has previously found and determined that many persons and households in the state continue to be unable to rent safe and sanitary housing in the areas in which they reside at an affordable cost to them; and

WHEREAS, the Act authorizes the Commission to participate fully in federal and governmental programs to secure for itself and the people of the State the benefits of such programs; and

WHEREAS, the Internal Revenue Code of 1986, as amended (the “Code”), grants an exemption from federal income tax for interest paid on obligations where the proceeds thereof are used to finance multifamily housing facilities meeting the requirements of the Code; and

WHEREAS, the Commission adopted a Housing Finance Plan (the “Plan”) on December 12, 2019, following public notice and hearings as required by the Act; and

WHEREAS, Stearns Bank National Association (the “Bond Lender”), offered to originate two qualified loans in the aggregate principal amount of not to exceed \$32,000,000 (together, the “Bond Loan”) to VBT Lansdale Pointe LLC, a Washington limited liability company (the “Owner”), to finance a portion of the construction and equipping of a 162-unit housing facility in Olympia, Washington (the “Project”) to be owned and operated by the Owner and to pay costs of issuing the Bonds (as hereinafter defined), and to assign the Bond Loan to U.S. Bank Trust Company, National Association (the “Trustee”) on behalf of the Commission; and

WHEREAS, the Owner has requested that the Commission issue its Multifamily Tax-Exempt Mortgage-Backed Bonds (M-TEMS) (Lansdale Pointe Apartments Project), Series 2024A (FN), and its Multifamily Housing Revenue Bonds (Lansdale Pointe Apartments Project), Series 2024B (together, the “Bonds”), in two or more series and in the aggregate principal amount of not to exceed \$32,000,000, and use the proceeds thereof to finance a portion of the construction and equipping of the Project; and

WHEREAS, the Bonds will be publicly sold and are expected to be rated “Aaa” and “Aaa/VMIG 1,” respectively, by Moody’s Investors Service, Inc., and will be secured by (a) initially, cash-funded collateral accounts held by the Trustee, funded from time to time with a portion of the proceeds of two mortgage loans from Stearns Bank National Association, and

other available, bankruptcy-remote funds as permitted by the Indenture (as defined below), and (b) upon the occurrence of certain conditions, one or more mortgage-backed securities guaranteed as to timely payment of principal and interest by the Federal National Mortgage Association, which mortgage-backed securities will be acquired by the Trustee with the amounts then on deposit as collateral for the Bonds; and

WHEREAS, the Commission has given preliminary approval to the Project by Official Intent Declaration No. 23-26A, the Commission held a public hearing with respect to the Project on February 22, 2024, and the Governor has, or by the closing on the Bonds will have, approved the Project and the Bonds; and

WHEREAS, the Commission has received a form of bond purchase agreement (the “Bond Purchase Agreement”) from Stifel, Nicolaus & Company, Incorporated (the “Underwriter”) to purchase the Bonds in whole; and

NOW, THEREFORE, BE IT RESOLVED by the Washington State Housing Finance Commission as follows:

Section 1. Definitions. Unless otherwise defined in this resolution, capitalized terms used herein shall have the meanings set forth in the following documents filed with the Commission: the Indenture of Trust between the Commission and the Trustee (the “Indenture”); the Financing Agreement among the Commission, the Owner, the Bond Lender and the Trustee (the “Financing Agreement”); a Regulatory Agreement between the Commission and the Owner (the “Regulatory Agreement”); the Non-Arbitrage Certificate of the Commission (the “Tax Certificate”); and the form of Bond Purchase Agreement among the Commission, the Owner and the Underwriter.

Section 2. Findings. The Commission hereby ratifies its prior findings that there are a substantial number of persons and households in the state who are unable to rent apartments in various parts of the state or the rents required are substantially in excess of the available income of such persons or households. As a result, many persons and households are unable to rent safe and sanitary housing at a reasonable cost without financial assistance. A principal reason that the cost of renting apartments is not affordable for such persons and households is the interest rate on mortgage loans used to acquire, construct and rehabilitate multifamily rental projects. The provision of lower interest rate loans will encourage developers to acquire, construct and rehabilitate projects which will make additional units available to persons and households at affordable cost and will act as a significant stimulant to the economy of the State.

Section 3. Multifamily Program. The Commission hereby ratifies, affirms and adopts its program to finance the acquisition of multifamily mortgage loans on eligible multifamily projects through the issuance of nonrecourse multifamily mortgage revenue bonds (the “Program”). The Commission hereby finds and determines that the Program and the Bonds are in furtherance of the Act and the Plan.

Section 4. Governmental Program. The Commission hereby ratifies and affirms its authority to participate fully in federal and other governmental programs in order to secure for itself and the people of the State the benefits of such programs. The Commission hereby finds and determines that the proposed financing and issuance of the Bonds are in furtherance of the Act and the Plan.

Section 5. Authorization of Bonds. The Commission hereby authorizes the issuance and sale of its bonds to be designated “Multifamily Tax-Exempt Mortgage-Backed Bonds (M-TEMS) (Lansdale Pointe Apartments Project), Series 2024A (FN)” and “Multifamily Housing

Revenue Bonds (Lansdale Pointe Apartments Project), Series 2024B” in two or more series, with appropriate series designation, and in an aggregate principal amount of not to exceed \$32,000,000, pursuant to and in accordance with the provisions of the Act, the Code, and the Indenture.

Section 6. Approval of Documents. It is hereby found and determined that the Indenture, the Financing Agreement, the Regulatory Agreement and the Tax Certificate conform to the requirements of the Act and the Code and provide for the maximum available security for the Bonds consistent with the Act and the Code.

The Indenture, Financing Agreement, Regulatory Agreement, and Tax Certificate are hereby approved in substantially the forms filed with the Commission. The Chair, Vice Chair, Secretary or the Secretary’s designee, Executive Director or the Treasurer of the Commission are each authorized to execute such documents, the documents contemplated therein, and any other necessary documents or certificates on its behalf including the final offering document, and to do all things necessary on its behalf to proceed with the issuance, sale and delivery of the Bonds as authorized herein. Only one signature is required to bind the Commission. Such officers, the Executive Director or the Secretary’s designee are each authorized to approve such changes in these documents as are recommended by counsel to the Commission that are in furtherance of the Program and which do not materially increase the obligations of the Commission as described in such documents on file with the Commission. The Executive Director is hereby authorized to execute documents and certificates on behalf of the Commission as are required for the issuance, sale and delivery of the Bonds including, but not limited to, certificates required by the securities laws of various states and the United States of America. The designee of the

Secretary may execute documents on behalf of the Secretary, and all prior acts of such designee on behalf of the Secretary are hereby ratified and confirmed.

Section 7. Sale of the Bonds. The Commission hereby authorizes and approves the sale of the Bonds to Stifel, Nicolaus & Company, Incorporated, an underwriter listed on its roster of approved underwriting firms as described in RCW 43.180.100, in accordance with the terms and conditions set forth in the Bond Purchase Agreement. The Commission hereby delegates to the Executive Director the authority to execute the Bond Purchase Agreement on behalf of the Commission in substantially the form filed with the Commission, subject to the following limitations: (a) the aggregate principal amount of the Bonds does not exceed \$32,000,000; (b) the initial interest rate on the Bonds does not exceed 7.00%; (c) the Bond Purchase Agreement is executed prior to June 30, 2024; and (d) the final terms of the Bond Purchase Agreement are otherwise in furtherance of the Act and the Plan.

Section 8. Executive Director. The Deputy Director or an alternate designee is hereby authorized to act on behalf of the Executive Director for all purposes of this resolution if it is necessary or desirable to accomplish the purposes hereof.

[Remainder of this page intentionally blank.]

Section 9. Effective Date. This resolution shall become effective immediately after its adoption and signature by the Chair and attestation by the Secretary of the Commission or the Secretary's designee and when effective shall act to ratify and confirm all acts taken previously in furtherance of and consistent with this resolution.

ADOPTED at a special meeting duly noticed and called this 25th day of April, 2024.

WASHINGTON STATE HOUSING
FINANCE COMMISSION

By _____
Chair

ATTEST:

Secretary

APPROVED AS TO FORM:

General Counsel

Multifamily Housing Program

Project Name	Lansdale Pointe		
Developer	Southport Financial Services		
Description	<p>Lansdale Pointe Apartments is a proposed development bringing 162 affordable homes to low-income individuals in Thurston County. The site will feature 3-story apartments, a community center, business center with free Wi-Fi, a playground, and sports court. Residents with their own vehicle will have access to ample parking, adjacent I-5 freeway access, and electric vehicle charging. The site will also help to offset its energy costs through more stringent energy efficient building standards and solar installations.</p> <p>The development has been designed with families in mind, and as such will feature larger unit sizes than the market typically offers. There will be a mix of two-, three-, and four-bedroom units to accommodate large families.</p>		
Location	911 Burr Road SE Olympia, WA 98501		
Project Type	New Construction		
Units	Two Bedroom	90	
	Three Bedroom	52	
	Four Bedroom	20	
	Total	162	
Housing Tax Credits	Yes		
Income Set-Aside	100% at 60%		
Regulatory Agreement Term	Minimum 40 years		
Evaluation Plan Scoring	Cost Efficient Development		10
	Commitments for Priority Populations		2
	Donation in Support of Local Nonprofit Programs		2
	Energy Efficiency, Healthy Living, & Renewable Energy – New Construction		10
	Total Points		24

Estimated Tax-Exempt Bonds Amount (Not to exceed) \$32,000,000

Bond Structure Public Sale

Lender Berkadia

Underwriter Stifel Public Finance

Development Budget

Acquisition Costs	\$1,975,000
Construction	\$39,055,129
Soft Costs	\$7,220,662
Financing Costs	\$2,328,667
Capitalized Reserves	\$1,210,849
Other Development Costs	\$1,200,196
Total Development Costs	\$52,990,503

Permanent Sources

Permanent Financing	\$23,514,404
Public Leverage	\$2,650,000
Deferred Developer Fee	\$5,056,963
Tax Credit Equity at \$0.8600 per credit x 10 years	\$21,769,136
Total Permanent Sources	\$52,990,503

Total Development Cost Limit

Project's Total Development Cost Limit	\$76,894,060
Total Development Cost (minus land and reserves)	\$49,879,654
Waiver	Not required

Project Operations

<i>Unit Size</i>	<i>Market Rents</i>	<i>Proposed Rent Range</i>
Two Bedroom	\$1,985	\$1,243
Three Bedroom	\$2,075	\$1,425
Four Bedroom	\$2,190	\$1,573

Action Approval of Resolution No. 24-60

Anticipated Closing Date April 2024



Opening doors to a better life

Memorandum

To: Commissioners

From: Lisa Vatske, Director, Multifamily Housing and Community Facilities

CC: Steve Walker, Executive Director

Date: April 15, 2024

Re: Sound Transit TOD Land Acquisition Funding

Background

Pursuant to RCW 81.112.350(1)(a), the legislature directed Sound Transit to contribute \$20 million to a revolving loan fund “to support the development of affordable housing opportunities related to equitable transit-oriented development within the boundaries of the regional transit authority.” Over the past two years, we have been working closely with the Sound Transit team, coordinating efforts through our existing Memorandum of Understanding for prioritizing bond cap. As part of developing this relationship and coordinating efforts, we have also talked about our current efforts in allocating resources in our Land Acquisition Program (LAP) and how the Commission could potentially utilize our expertise and existing framework to administer funds furthering the goals that Sound Transit is seeking to achieve.

Proposal

Sound Transit coordinated with Commission staff to develop a draft term sheet that lays out the overall terms and conditions for administering these funds. This term sheet is meant to be a general outline of business terms upon which Sound Transit will contribute up to \$20 million and the Commission will create and operate a revolving land acquisition and predevelopment fund for affordable housing in the Sound Transit geographic area. The Commission will be responsible for the management and operation of the fund, like the terms and structure of our current LAP programs, with some specific criteria as outlined below:

- Geographic boundary and balance: Sound Transit tax authority area within King, Pierce, and Snohomish Counties. Geographic balancing shall be considered. No more than forty percent (40%) of dollars in any one county. This criterion may be waived subject to Sound Transit approval.
- Ineligible TOD sites: Sites located within one (1) mile of future Sound Transit facilities where Sound Transit has not yet determined a Project to be Built (which is a formal Board action that identifies the specific scope of the transit project and properties the agency will need to construct the project). Such locations will become eligible once Sound Transit has approved a Project to be Built. A list will be updated as needed with ineligible locations. Ex: 2024 ineligible sites within one (1) mile of proposed Ballard, Everett, and Tacoma Dome Link Extension alignment locations.
- Affordability-Income Targeting: At minimum, at least eighty percent (80%) of the housing units created on the property must be affordable to those earning less than or equal to eighty percent (80%) of the area median income for the county that the property is located within.
- Affordability Restriction: The duration of affordable housing requirements placed upon the property from other parties to the transaction, but in no event less than 35 years. LAP covenant must be replaced by another covenant with affordability restrictions.

Sound Transit will be seeking agreement in early May of the terms and conditions and will develop an Interagency agreement that will provide the funds in a lump sum to the Commission to administer. The interagency agreement will also document the revolving nature of the fund as well as the reporting requirements, fees allowed and dissolution or nonuse of the funds.

Recommendation: Staff recommends action to allow the Executive Director to negotiate and enter into an Interagency Agreement with Sound Transit to administer up to \$20 million in funds for a Land Acquisition Program.



Opening doors to a better life

Memorandum

To: Commissioners

From: Lisa Vatske

CC: Steve Walker

Date: April 15, 2024

Re: The Washington Home Electrification and Appliance Rebate Program

Summary

This memo provides context for the request to authorize the Executive Director to negotiate and enter into an interagency agreement with the State Energy Office (Department of Commerce) to participate in a pilot program with the [Home Electrification and Appliance Rebate \(HEAR\) Program - Washington State Department of Commerce](#).

The interagency agreement would provide funds for the existing projects listed below currently seeking financing to install ducted and ductless heat pump systems, including any electric panel and wiring upgrades necessary to accommodate the new systems. Preliminary cost estimates and funding totals equal **\$6.3 million**, which would be transferred to the Commission in the form of a grant. The Commission would then enter into subcontracts directly with each project to inject funds into the project. All funds must be contracted by June 30, 2025. The HEAR program is funded by the state Climate Commitment Act.

Projects

Westgate Terrace & Parkland Terrace

- 2024 Tibbetts Drive, Longview, WA 98632 & 3133 Maryland Street, Longview, WA 98632
- 153 Units
- 100% Low-Income at 50% AMI or below
- 100% Elderly (55+ years); 20% Disabled

Crestview Terrace Apartments

- 2000 & 2101 N Alder Street, Ellensburg, WA 98926
- 168 Units
- 100% Low-Income at 60% AMI or below
- 20% Large Household; 10% Disabled

El Estero Apartments & Catherine Johnson Court

- 2303 E Upriver Drive, Spokane, WA 99207 & 6321 E 4th Avenue, Spokane Valley, WA 99212
- 157 Units
- 100% Low-Income at 60% AMI or below

Requirements

All heat pumps installed must meet the following requirements:

- [ENERGY STAR Certified](#) or [AHRI CEE North Region Certified](#).
- Listed on the [Northeast Energy Efficiency Partnership's \(NEEP\) Cold Climate Air Source Heat Pump \(ccASHP\) Product List](#), or meet the most recent [ENERGY STAR Cold Climate designation](#).

Deliverables

Commission staff would deliver the following to the State Energy Office:

1. Description of each of the properties, including:
 - a. Property size in number of units
 - b. Demographic summary of the property tenants, such as number of households, average household income, household size, disabled population, and elderly population
 - c. Pre-installation fuel type for the existing properties
 - d. Technical specifications of the planned equipment, including:
 - i. Brand
 - ii. Model number
 - iii. Certifications
 - iv. Efficiency rating (SEER/HSPF/EER/COP)
 - e. Contractor bids and cost estimates for equipment installation
 - f. Anticipated equipment installation schedule
2. Summary of the work completed at each of the properties, including:
 - a. Number of heat pump systems installed
 - b. Expenditure report for all expenses claimed for Commerce funding showing:
 - i. Total cost of equipment and installation
3. Pilot project goals and outcomes
 - a. Summary of challenges and efficiencies identified for installing heat pumps in multifamily affordable housing
 - b. Education and marketing material created

Recommendation

Staff recommends taking action to allow the Executive Director to negotiate and enter into an interagency agreement with the State Energy Office (Department of Commerce) to participate in the Washington Home Electrification and Appliance Rebates (HEAR) program.

Department of Commerce updates for the Housing Finance Commission meeting

Housing Division

Homeownership Unit

Contact: Ann.Campbell@commerce.wa.gov

Manufactured Home Relocation Assistance Program

- We have our first Community closure notice since the legislative changes went into effect, expanding the closure period so that it requires two years of notice to residents.
- We are applying for \$85 M of HUD Preservation and Reinvestment Initiative for Community Enhancement (PRICE) funding to assist with preserving manufactured housing communities.

Foreclosure Fairness Program

- We are averaging one referral to mediation a day in April.
- The partner agencies will work together and seek stakeholder input to modify the fee amount and the allocation percentages for each partner to better distribute funding where it is needed. Rep. Orwall will be convening a stakeholder group in June.

Multifamily Housing Unit funding for 2024-25

Contact: Shawn.Slape@commerce.wa.gov

The Legislature awarded more funding for multifamily housing in the supplemental budget, creating a new Housing Repair Fund (\$5 M), a Multifamily Building Energy Efficiency Program (\$55 M) and a renewal of Rapid Capital Housing (\$20 M).

The plan for competitive funding rounds for 2024-25 has been presented to the public, and we are collecting public input. The total competitive funding available in the Traditional NOFA will be \$93 M, down from \$310 M last year. The second year of the biennium is routinely a reduction, and the Legislature provided \$17 M in traditional HTF funding, \$20 M for housing persons with Intellectual and Developmental Disabilities, and \$32 M for direct appropriations to a specific list of projects.

Commerce is also releasing a grant application for nonprofits that have not received capital awards previously to receive predevelopment funding. The Capacity Building, Outreach and Support Initiative will offer resources to help By and For and rural serving organizations obtain capital funding. The initiative is jointly administered with the Community Capital Facilities unit in Commerce's Local Government Division and will also assist organizations with the development of community facilities in addition to housing.

Local Government Division

Growth Management Services

Contact: Anne.Fritzel@commerce.wa.gov

Coordinating Low-Income Housing Planning Grants

Growth Management is offering grants of up to \$50,000 for the following activities:

- For counties that have a HUD Consolidated Plan (five counties) - coordinate HUD Consolidated Plans and 5-year homelessness plans with Growth Management Act (GMA) comprehensive plans so they have consistent policies and data.
- For Balance-of-State jurisdictions – coordinate the planning of 5-year homelessness plans with GMA comprehensive plans so they have consistent policies and data.
- Develop countywide planning policies that support planning for the lowest income housing needs and allocations of countywide housing needs to jurisdictions.
- Coordinate conversations and resource sharing between counties and cities on affordable housing and homelessness planning.
- Other activities related to implementing grant objectives, as approved by Commerce.

Five counties have been awarded grants, and four counties' applications are under review. For more information: <https://www.commerce.wa.gov/serving-communities/growth-management/growth-management-grants/>

STEP Model Ordinance and Users Guide

Commerce is developing materials to help local governments plan for emergency shelters (S), transitional housing (T), emergency housing (E), and permanent supportive housing (P), or STEP. The draft Model Ordinance and User's Guide will be posted for a 30-day comment period in early May. The 2024 legislative session provided funding for staff to provide a detailed review of STEP housing-related ordinance. Commerce hired two staff to provide detailed reviews of materials as they come in with for the 10-year periodic update of comprehensive plans and regulations. Consultant created technical assistance materials for the public, planners, and local officials. Learn more: <https://www.commerce.wa.gov/serving-communities/growth-management/growth-management-topics/planning-for-housing/updating-gma-housing-elements/>



Opening doors to a better life

MEMO

DATE: April 24, 2024
TO: Board Commissioners
FROM: Steve Walker
RE: Executive Directors Report

This memo is a summary of activities for each division as well as highlights of some of my activities from March 26 – April 23, 2024. Please contact Tera to set up a call with me or a division director should you have any questions.

Multifamily & Community Facilities:

- Today's Commission meeting will be Claire Petersky's last Board meeting- just want to appreciate and acknowledge her past five-year tenure sharing her expertise and wisdom, in addition to her prior tenure and contributions to the Commission - she will be officially leaving the Commission on July 5th.
- Steve Walker and Dan Rothman attended the grand opening of GMD Development's Watershed project in Renton. In addition to utilizing the bond/tax credit program, Evergreen Impact Housing Fund provided \$10.8M to partially finance 145 units of affordable housing near Renton City Hall. Speakers at the event were Renton's Mayor Armondo Pavone, Kris Hermanns, Fund Manager at Seattle Foundation; Jane Broom, Senior Director at Microsoft Philanthropies; and Steve Dymoke, Partner at GMD Development.
- Staff are working with projects that received allocations to keep them moving towards finance closing.
- Discussions are beginning to take place for minor policy updates to the 9% program.

- **Homeownership:**

Covenant Homeownership:

- We held a public listening session on April 15th.
- Homeownership Assistance Fund: As of April 24, 2024, over 3,600 grants have been funded totaling approximately \$78 million dollars in grant assistance.

The program continues to demonstrate excellent geographic distribution of funding and continues to show the success of our marketing in reaching underserved communities and communities of color. The program is on schedule to expend all the funding by June 30, 2025, as anticipated.

Earlier this month, the HAF team met with Treasury to discuss the progress of the Washington HAF Program and can report that Treasury continues to support Washington's efforts.

The State Auditor's Office recently completed its Single Audit of the HAF Program, and the Audit Committee participated in the exit interview. Although the auditors identified some areas that needed improvement, the overall audit, particularly regarding financial issues, was good. We are well into our efforts to address the issues identified in the audit and are confident we can correct them.

- Homeownership staff attended NAREB's Realist Week events including Community Impact Day on April 13th.
- Homeownership staff attended the Asian Real Estate Association Real Estate & Business Expo event on April 13th.

- In March, we had \$173 million in new reservations assisting 453 households.
- We held a successful bond sale on April 23rd.

Asset Management & Compliance:

- Our In Person May Fundamentals and Advanced will be held May 14th and 15th at the Hilton Garden Inn Yakima. Registration is now open.
- Content Management progress: We have successfully completed our archiving process thanks to Mary Lightle & Mizan Irwin. The Records Center in Olympia has scheduled to pick up the 250 boxes from the 28th floor on May 9th. Mizan is also integrating our Utility Allowances from paper format into HB/LF.
- AMC has filled the PA position, and we will announce this during our May All Staff meeting. We look forward to onboarding next month.
- AMC is finalizing interviews for the pilot Community Engagement specialist position. We look forward to start onboarding next month.
- AMC Portfolio Analysts will be presenting 2 sessions at the AHMA Convention on 4/23 and 4/24.
- Our annual property inspections are in full swing! AMC has adopted [HUD's NSPIRE standards](#) to inspect in 2024. Inspections of the Commission's LIHTC properties are currently done by [U.S. Housing Consultants](#).

Finance:

- We held final interviews for our open CFO position and expect to make an announcement in the coming week. We had a strong candidate pool.

- Also on the staffing front, our Financial Assistant, Daniel Page, left the Commission to pursue a new opportunity with the Congressional Budget Office in Washington, DC. His time with us was short, but mighty and we wish him all the best on his new endeavors. We'll start the recruitment process for his replacement in the coming weeks.
- The Single Audit of the HAF has been finalized and an exit conference was held with the audit committee and staff April 16th to review the results of the audit. A few recommendations were made, which staff are working diligently to implement as quickly as possible.
- As the single audit is being completed, the annual accountability audit with SAO is ramping up. Areas of focus for this year's audit are the use of bond proceeds for 4% multifamily bonds and non-profit bonds, and travel. Finance staff have been working with program staff to respond to the auditors' requests. The audit is expected to be completed before June 30.

Steve Walker:

- Our Executive Management Team (EMT) has initiated a special project in collaboration with [The Ahena Group serving](#). This initiative is centered around equitable change management, organizational development and decision making, and enhancing division-level support. Our goal is to cultivate new skills, promote continuous learning, and establish a shared language and understanding that paves the way for ongoing improvement throughout the Commission. In the coming weeks and months, we will keep you updated on our progress and explain how leadership plays an integral role in co-creating our future.
- Alongside Lisa DeBrock, I participated in a few different Covenant Homeownership presentations including one to the Black Homeownership Initiative and another to the Covenant Homeownership Program Oversight Committee. While there remains great anticipation for the July 1 program launch, we have a tremendous amount of work to still do as we set the program policy and parameters.

I also continue to meet regularly with a core group of advocates and legislators to help guide this process.

Other Events and Meetings:

I participated in the following events and meetings:

EIHF Advisory Group meeting; LISC Housing Equity Accelerator Panel; CHA Core Group Meeting; WCRA Criticized Advisory Group meeting; breakfast meeting; WCRA meeting; Impact Capital Board meeting; BHI Network Policy meeting; Bellwether Strategic Plan participation; HDC Annual Luncheon meeting; Watershed Grand Opening.

Washington State Housing Finance Commission
 Homeownership Programs
 Fiscal Year Loan Production
 July 1, 2023 - March 31, 2024

*Fiscal Year Goal - 5,000 households purchase an affordable home using the Home Adv/HK programs.

Percentage of Goal reached YTD - 51.9%

HOME ADVANTAGE			
	Loans	\$ Volume	% Households of Color
Conventional FNMA	119	\$ 44,196,348	34.5%
Conventional FHLMC	292	\$ 108,463,810	31.2%
Government	1802	\$ 696,794,304	36.8%
Energy Spark	2	\$ 1,024,009	50.0%
Total	2215	\$ 850,478,471	35.9%

HOUSE KEY OPPORTUNITY			
	Loans	\$ Volume	% Households of Color
Conventional FNMA	139	\$ 31,856,978	41.7%
Conventional FHLMC	52	\$ 13,295,034	25.0%
Government	190	\$ 54,657,933	31.6%
Total	381	\$ 99,809,945	34.4%

DOWNPAYMENT ASSISTANCE			
	Loans	\$ Volume	% Households of Color
Home Adv 0%	2086	\$ 31,222,963	36.6%
Home Adv Needs Based 1%	5	\$ 49,591	20.0%
Opportunity	326	\$ 4,532,585	34.9%
HomeChoice	28	\$ 417,964	3.6%
Bellingham	6	\$ 240,000	33.3%
East King County	0	\$ -	0.0%
Pierce County	0	\$ -	0.0%
Seattle	0	\$ -	0.0%
Tacoma	0	\$ -	0.0%
University of WA	2	\$ 170,500	0.0%
Veterans	7	\$ 61,557	28.6%
Clark County DPA	7	\$ 419,289	42.8%
Social Justice DPA	18	\$ 180,000	100.0%
Total	2485	\$ 37,294,449	36.4%

Washington State Housing Finance Commission/Homeownership Division
 Counseling & Grants:
 Default Counseling, Pre-Purchase and Other Homeowner Assistance
Report for March 2024

Grant Name/ Description/Service Area	Granting Entity	Subgrantees/ Partners	Grant Amount/ Date	Amount Disbursed to Date	Balance Remaining	Grant Expiration
HUD SuperNOFA 2022 Default and Pre-Purchase Counseling. Service Area: Statewide	Department of Housing and Urban Development	AFS; CVH; KCLT; OIC; OPAL; Parkview; RRCA; SNAP	\$200,000 2023/2024	\$73,100	\$114,900	9/30/2024
HAF Counseling Pay-Per- Service Grant FY 2024 Default Housing Counseling. Service Area: Statewide	U.S. Department of the Treasury	AFS; OIC; NJP; Parkview; RRCA; SNAP; ULMS; ECDLR	\$3,000,000 Jul 2023	\$1,315,550	\$1,684,450	6/30/2024
Foreclosure Fairness Act Default Housing Counseling and Mediation. Service Area: Statewide	Department of Commerce	WHRC; AFS; NJP; Parkview; RRCA; SNAP; ULMS; ECDLR	\$1,000,000 FY 24	\$390,450	\$609,550	6/30/2024
HAF/STATE Civil Legal Aid Legal Representation for Low- Income Clients Service Area: Statewide	U.S. Department Treasury and State	NJP	\$5,635,311 Jan 2022	\$4,557,250	\$1,078,061	6/30/2024
HAF Application Assistance Post-HAF Application Assistance Service Area: Statewide	U.S. Department of the Treasury	AFS; OIC; NJP; Parkview; RRCA; SNAP; ULMS; ECDLR	\$2,000,000 Oct 2022	\$1,234,103	\$765,897	6/30/2024

AFS – American Financial Solutions CVH – Columbia Valley Affordable Homeownership ECDLR – El Centro de la Raza KCLT – Kulshan Community Land Trust NJP – Northwest Justice Project OPAL – Opal Community Land Trust	OIC – Opportunities Industrialization Center Parkview – Parkview Services RRCA – Rural Resources Community Action SNAP – Spokane Neighborhood Action Partners WHRC – Washington Homeownership Resource Center
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HOMEOWNERSHIP PROGRAMS

HOMEBUYER EDUCATION PRODUCTION and HOME LOAN TRAINING

July 1, 2023 - March 31, 2024

HOMEBUYER CLASS

Fiscal year goal - 800 classes, 8,000 participants by June 30, 2024

Percentage of goal reached YTD: 110%

	Classes	Participants
Virtual:	645	2,993
In-Person:	335	2,159
Online Classes:	3,695	3,695
Total:	4,675	8,847

Classes not yet reporting participation: 105

Data lags 3 months due to data collection process

In-Person and Virtual All-Time Totals 1992 to Present

Classes:	41,544
Participants	241,440

PROGRAM TRAINING ATTENDEES

Fiscal year goal - 10 Instructor classes by June 30, 2024

Percentage of goal reached YTD: 80%

Month	Classes	Attendees
July	1	44
August	1	46
September	1	73
October	0	0
November	1	60
December	1	54
January	1	56
February	1	67
March	1	55
April		
May		
June		
Total:	8	455

9% Housing Tax Credit Program Credit Summary

State Credit Authority	Status	Population	Per Capita Rate	Credit
2024 Per Capita Credit	Confirmed - IRS Revenue Bulletin: 2024-12 (3/18/24)	7,812,880	\$ 2.75000	\$ 21,485,420
2024 National Pool				\$ 21,485,420
Total 2024 Credit Authority for Geographic Credit Pool Division				\$ 21,485,420
Less 2023 Forward Commitment		Taken From Pools Below		\$ (6,795,826)
King County				
35% of Total Credit Authority		35%	\$ 7,519,897	
less 2023 KC fwd allocation of 2024 KC Credit			\$ (3,742,236)	
plus KC Returned Credit			DESC Woodl	\$2,163,612
Credit Allocated				\$ (8,037,011)
King County Balance				\$ (2,095,738)
Metro Credit				
37% of Total Credit Authority		37%	\$ 7,949,605	
less 2023 Metro fwd allocation of 2024 Metro Credit			\$ (32,578)	
plus Metro Returned Credit			Hifumi-en	\$ 2,163,557
Credit Allocated				\$ (10,650,450)
Metro Balance				\$ (569,866)
Non-Metro Credit				
28% of Total Credit Authority		28%	\$ 6,015,918	
less 2023 NM fwd allocation of 2024 NM Credit			\$ (3,021,012)	
plus NM Returned Credit				
Credit Allocated				\$ (5,887,146)
Non-Metro Balance				\$ (2,892,240)
Metro Pool per County Limit 35% of Pool Authority		35%	\$ 2,782,362	
Non-Metro per County Limit 35% of Pool Authority		35%	\$ 2,105,571	
Statewide Accounting of 2024 Credit				
Total 2024 Credit Authority				\$ 21,485,420
2023 Unused Credit				\$ -
2023 KC Forward Commitment				\$ (3,742,236)
2023 Metro Forward Commitment				\$ (32,578)
2023 Non-Metro Forward Commitment				\$ (3,021,012)
Returned Credit from King County			DESC Woodl	\$2,163,612
Returned Credit from Metro Pool			Hifumi-en	\$ 2,163,557
Returned Credit from Non-Metro Pool				\$ -
Credit Allocated to King County				\$ -
Credit Allocated to Metro				\$ -
Credit Allocated to Non-Metro				\$ -
Balance of 2024 Credit				\$ 19,016,763
% of credit authority forward committed				
Qualified Nonprofit Allocations				
Total 2024 Credit Authority for Geographic Credit Pool Division				\$ 21,485,420
2024 Unused Credit				\$ -
Returned Credit from King County				\$ -
Returned Credit from Metro Pool				\$ -
Returned Credit from Non-Metro Pool				\$ -
Total 2024 Credit Authority for QNP Requirement				\$ 21,485,420
Credit Allocated to QNPs				
Percent allocated to QNPs				0%
Forward Commitment RACs of 2024 Credit				
				Total \$ -
Summary for 8610				
2024 Per Capita Credit				\$ 21,485,420
2024 National Pool Credit				\$ -
2024 Returned Credit				\$ 4,327,169
Less forward Commitment from 2023				\$ (6,795,826)
TOTAL credit to allocate				\$ 19,016,763
2024 credit allocated (all pools)				\$ -
Forward commitment of 2024 credit				\$ -



Washington State Housing Finance Commission
2024 Bond/Tax Credit Balance of State Allocation List

Development Name	Developer	Community-Based Organization	City	Tax-Exempt Bond Request	Taxable Bond Request	Geographic Target	Units	Points Awarded
Geographic Target: Publicly-Funded Balance of State								
Vancouver Waterfront Gateway Affordable Housing	Colas Development	Native American Youth and Family Center	Vancouver	\$23,000,000	\$ -	Publicly Funded - Balance of State	95	40
Mercy Aviva Crossing - 4%	Mercy Housing Northwest	Metropolitan Development Council	Tacoma	\$19,887,309	\$ -	Publicly Funded - Balance of State	79	38
			Subtotal	\$42,887,309	\$ -		174	
Geographic Target: Balance of State								
Crestview Terrace Apartments	Community Preservation Partners	Hopesource	Ellensburg	\$27,500,000	\$5,500,000	Balance of State	168	65
Westgate Terrace & Parkland Terrace	Reliant Group	Longview Senior Center	Longview	\$19,126,750	\$3,873,250	Balance of State	153	49
			Subtotal	\$46,626,750	\$9,373,250		321	
Geographic Target: Snohomish								
Rucker Avenue	Devco	Rise Up Academy	Everett	\$55,000,000	\$ -	Snohomish	214	41
Village at Lake Stevens	Vintage Housing Development	Veteran's Village	Lake Stevens	\$36,570,000	\$ -	Snohomish	191	46
			Subtotal	\$91,570,000	\$ -		405	
Waitlist								
Cedar Flats	MacDonald Ladd Development	Metropolitan Development Council	Puyallup	\$22,062,322	\$653,433	Balance of State	120	32
Cedar Crossing	MacDonald Ladd Development	Metropolitan Development Council	Puyallup	\$27,343,362	\$866,882	Balance of State	144	32
			Subtotal	\$49,405,684	\$1,520,315		264	
			TOTAL	\$230,489,743	\$10,893,565		1164	

ASSET MANAGEMENT & COMPLIANCE ACTIVITY REPORT

REPORTING MONTH: February 2024

The Asset Management & Compliance Division is charged with ensuring the long-term viability of Commission financed or assisted projects. This is accomplished through project compliance monitoring efforts and training of program users.

PROGRAM PURPOSE: To ensure that the public benefits of all Commission housing programs are fulfilled.

BUSINESS OBJECTIVE: Review 100% of compliance annual reports within 12 months from report receipt dates and issue compliance status letters.

Within the 12-month period, staff will:

- review Owner’s Annual Certification and other reporting materials for every project.
- review resident certification packages for 5% - 20% (depending on type of review year) of the units in each project.
- notify the Internal Revenue Service of any noncompliance discovered in tax credit assisted projects.
- notify the Multifamily Housing division of any significant noncompliance issues.

Tax Credit Reports *

Calendar Year 2024	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	GOAL	% COMPLETED
REPORTS REVIEWED	5	31	21										57	1,075	5%

Calendar Year 2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	GOAL	% COMPLETED
REPORTS REVIEWED	2	2	16	84	207	143	44	68	73	92	122	205	1,058	1,055	100%

Tax credit reports are due January 31st of every year for the previous calendar year.

Bond Reports **

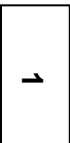
Calendar Year 2024	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	GOAL	% COMPLETED
REPORTS REVIEWED	6	18	14										38	70	54%

Calendar Year 2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	GOAL	% COMPLETED
REPORTS REVIEWED	11	21	44	2	0	0	0	1	0	0	0	0	79	75	105%

Bond reports are due January 7th of every year for the previous calendar year.

Notes: * Tax credit reporting bridges two fiscal program years.

** Goal total for bonds indicates both bond property annual reports and initial reports for Acquisition-Rehab bonds and New Construction bonds quarterly reporting as needed. New properties with both bonds and tax credits are reviewed as bonds until placed in service, then converted to tax credits for annual reviews.



ASSET MANAGEMENT & COMPLIANCE ACTIVITY REPORT

REPORTING MONTH: February 2024

BUSINESS OBJECTIVE: *Complete on-site review of 33^{1/3}% of all projects by December 31, 2024.*

Within the 12-month calendar year, the Commission will:

- conduct on-site inspections of 33^{1/3}% of projects monitored according to HUD inspection standards.
- inspect 20% of all low-income units for health and safety issues.
- notify the Internal Revenue Service of any project noncompliance discovered through the inspections.

Project Inspections

Calendar Year 2024	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	GOAL	% COMPLETED
ON-SITES COMPLETED	0	0	30										30	380	8%

Calendar Year 2023	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	GOAL	% COMPLETED
ON-SITES COMPLETED	4	2	45	54	52	56	52	54	55	1	0	0	375	375	100%

NOTE: Cumulative totals for all goals may be greater or lesser than goal totals as new projects are coming on-line throughout the year; placed in service dates for projects can move forward or be delayed, affecting the number of reports and/or inspections that need to be completed each year. Inspections are sometimes canceled due to delayed placed in service dates or for other reasons.

COMPLIANCE TRAININGS: The next Tax Credit Compliance Workshops are scheduled for:
Tuesday, May 14, 2024 and Wednesday, May 15, 2024, Yakima (in-person)

The next Bond Compliance Workshop is scheduled for:
TBA



WASHINGTON STATE
**HOUSING FINANCE
COMMISSION**

Nicole Bascomb-Green
Chair
Steve Walker
Executive Director

April 24, 2024

Commissioners
Washington State Housing Finance Commission
Seattle, Washington

We have compiled the UNAUDITED statement of Net Position of the Washington State Housing Finance Commission (the “Commission”) General Operating Fund as of March 31, 2024, and the related statement of Activities and Changes in Net Position for the month ended, in accordance with generally accepted accounting principles.

This compilation is limited to presenting, in the form of financial statements, information that is accurate to the best of our knowledge and belief. These statements have not been audited or reviewed by an independent third party.

We have elected to omit substantially all of the disclosures required by generally accepted accounting principles including the statement of cash flow. If the omitted disclosures were included in the financial statements, they might influence the users' conclusions about the Commission's financial position, results of operations and changes in financial position. Accordingly, these financial statements are not designed for those who are not informed about these matters.

Prepared by: Shirleen Noonan
Shirleen Noonan
General Operations Manager

Approved by: Lucas Loranger
Lucas Loranger
Senior Finance Director

WASHINGTON STATE
HOUSING FINANCE COMMISSION
GENERAL OPERATING FUND

March 31, 2024

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(See Accountant's Compilation Report)

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Washington State Housing Finance Commission
Statement of Net Position
Fund: General Operating Fund
Division: All
March 31, 2024
(See Accountant's Compilation Report)

	<u>Current Year</u>	<u>Prior Year</u>	<u>Variance</u>		
			<u>Amount</u>	<u>%</u>	
ASSETS					
Cash and Cash Equivalents:					
Demand Deposits	\$ 8,497,394	\$ 10,883,307	\$ (2,385,913)	(1)	-22%
Money Market Accounts	119,259,799	156,061,030	(36,801,231)	(1)	-24%
Investment Securities	25,308,134	36,305,495	(10,997,361)	(1)	-30%
Interest Receivable	875,307	788,918	86,389	(2)	11%
Fees Receivables	15,722,048	15,912,065	(190,017)		-1%
Prepaid Expenses & Other Receivable	3,283,837	608,932	2,674,905	(3)	439%
Furniture and Fixtures (net of depreciation)	265,247	383,357	(118,110)	(4)	-31%
Intangible Lease Asset (net of amortization)*	763,411	1,531,162	(767,751)	(5)	-50%
Net Pension Asset*	1,767,016	5,925,840	(4,158,824)		-70%
<i>Total Assets</i>	<u>175,742,193</u>	<u>228,400,106</u>	<u>(52,657,913)</u>		<u>-23%</u>
Deferred Outflow of Resources (Pension & OPEB Contributions) *	<u>5,479,906</u>	<u>1,960,676</u>	<u>3,519,230</u>		<u>179%</u>
<i>Total Assets and Deferred Outflows</i>	<u>\$ 181,222,099</u>	<u>\$ 230,360,782</u>	<u>\$ (49,138,683)</u>		<u>-21%</u>
LIABILITIES					
Accounts Payable and Other Liabilities	\$ 9,126,268	\$ 2,707,658	\$ 6,418,610	(6)	237%
Unearned Fee Income	102,698,525	165,995,098	(63,296,573)	(7)	-38%
Accrued Payroll Payable	1,867,625	1,654,034	213,591	(8)	13%
Lease Liability*	719,844	1,424,129	(704,285)	(5)	-49%
Net Pension Liability *	3,584,711	4,144,035	(559,324)		-13%
<i>Total Liabilities</i>	<u>117,996,973</u>	<u>175,924,954</u>	<u>(57,927,981)</u>		<u>-33%</u>
Deferred Inflow of Resources (Change in Investment Return/Assumptions - Pension & OPEB) *	<u>6,907,214</u>	<u>7,567,112</u>	<u>(659,898)</u>		<u>-9%</u>
NET POSITION					
Invested in Capital Assets	265,246	383,357	(118,111)	(4)	-31%
Committed - Housing Washington *	350,886	496,505	(145,619)		-29%
Unrestricted	55,701,780	45,988,854	9,712,926		21%
<i>Total Net Position</i>	<u>56,317,912</u>	<u>46,868,716</u>	<u>9,449,196</u>		<u>20%</u>
<i>Total Liabilities, Deferred Inflows and Net Position</i>	<u>\$ 181,222,099</u>	<u>\$ 230,360,782</u>	<u>\$ (49,138,683)</u>		<u>-21%</u>

- (1) Fluctuations in these accounts are considered in aggregate. The decrease is primarily due to the drawdown of funds for the Homeowner Assistance Fund (HAF) program.
- (2) Higher interest rates in the current year contributed to the increase in interest receivable. For example, the LGIP rate in the prior year was 4.76% as compared with 5.41% in the current year.
- (3) The increase in prepaids and other receivables balance is primarily due to receivables related to principal and interest advanced on GNMA securities serviced by IHFA, as well as prepaids for software application maintenance, cloud server hosting, and support services.
- (4) The decrease in net capital assets reflects the continued depreciation of prior investments in assets.
- (5) These accounts reflect the implementation of GASB 87 in which long-term, non-ownership-transferring leases are recorded as an intangible right-of-use asset and a lease liability. The decrease is primarily related to the amortization of the office rent lease asset and reduction in related lease liability.
- (6) The overall increase in accounts payable and other liabilities is primarily due to the recording of payables related to the interest earned on HAF program funds.
- (7) The decrease in unearned fee income is primarily due to the drawdown of funds from the HAF program, established in Section 3206 of the American Rescue Plan Act of 2021.
- (8) The increase in accrued payroll payable is primarily due to higher vacation and sick leave balances, plus effects of the 4% COLA and general increases at the beginning of the fiscal year.
- * These balances are adjusted only at year-end.

Washington State Housing Finance Commission
Statement of Activities and Changes in Net Position
Fund: General Operating Fund
Division: All

For The Year To Date Ending: March 31, 2024
(See Accountant's Compilation Report)

	<u>Current Period</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Variance</u>	
				Amount	%
<i>Revenues:</i>					
Fee Income	\$ 3,491,320	\$ 28,805,843	\$ 23,703,635	\$ 5,102,208	(1) 22%
Interest Earned & Realized Gain	1,414,490	11,466,494	6,722,548	4,743,946	(2) 71%
Other	10,861	142,126	189,070	(46,944)	(3) -25%
Total Unadjusted Revenues	4,916,671	40,414,463	30,615,254	9,799,209	32%
<i>Expenses:</i>					
Salaries, Wages, and Employee Benefits	991,420	8,749,875	7,692,447	1,057,428	(4) 14%
Travel & Conferences	30,228	200,867	163,515	37,352	(5) 23%
Professional Fees	219,189	1,750,269	1,263,196	487,073	(6) 39%
Office Expense	224,834	2,076,389	1,926,255	150,134	8%
Total Expenses	1,465,671	12,777,400	11,045,414	1,731,986	16%
<i>Adjustments</i>					
<i>Revenues:</i>					
Unrealized Gain/(Loss) on Investments	106,091	1,233,716	635,863	597,853	94%
Grant Revenue	6,150,365	54,237,502	24,543,560	29,693,942	121%
<i>Expenses:</i>					
Grant Pass-Through	6,150,365	54,237,502	24,543,560	29,693,942	121%
Total Adjustments	106,091	1,233,716	635,863	597,853	94%
Excess of Revenues over Expenses	3,557,091	28,870,779	20,205,703	8,665,076	43%
Less transfer to Commission Fund *	-	-	(118,234)	118,234	-100%
Excess of Revenues over Expenses (Net of Transfers)	3,557,091	28,870,779	20,087,469	8,783,310	44%
Net Position					
Total net position, beginning of period	52,760,821	27,447,133	26,781,247	665,886	2%
Current Increase (Decrease) - to Net position	3,557,091	28,870,779	20,087,469	8,783,310	44%
Total net position, end of year	\$ 56,317,912	\$ 56,317,912	\$ 46,868,716	\$ 9,449,196	20%

- (1) Increase in fee income is primarily due to increased revenue from the Homeownership division's Home Advantage program, coupled with an acceleration of income related to the Citi Securitization program.
- (2) The increase in interest income is primarily due to the increase in rates. For example, the LGIP rate has increased from 4.76% in the prior period to a rate of 5.41% in the current period.
- (3) The decrease in other revenues is primarily due to decreased revenue from property transfer fees and reduced recognition of revenue for ARRA projects in the Asset Management & Compliance division.
- (4) Effective July 1st, all staff received a 4% cost of living wage increase and qualified staff received retention and covid vaccination bonuses, as well as an annual increase, resulting in greater salary and benefits expenses.
- (5) Increase in conference and travel expenses is primarily due to an increase in attendance of the NCSHA annual conference in the current year as well as a delay in recording HOWA registration fees in the prior year.
- (6) Professional fees increase is primarily due to greater property inspection related expenses in the Asset Management & Compliance Division and electronic content management consulting expenses for all divisions.

* Effective 1/1/2013, 25% of the Home Advantage Program revenue was transferred to the Single-family bond program's Commission Fund to ensure future indenture and program flexibility. Due to an ease in the revenue generated from the Home Advantage program, the 25% allocation has been suspended indefinitely, effective 7/1/23, until it is determined be beneficial to the Commission Fund to resume allocation and transfers.

Washington State Housing Finance Commission
Detailed Statement of Activities
Fund: General Operating Fund
Division: All
For The Year To Date Ending: March 31, 2024
(See Accountant's Compilation Report)

	Variance-YTD vs. PY Actuals		Prior YTD	YTD	YTD	Variance-YTD Budget to	
	%	Amount	Actual	Actual	Budget	Actual	%
<i>Revenues:</i>							
Program Fees	16.7%	\$ 2,668,002	\$ 15,980,359	\$ 18,648,361	\$ 17,854,742	\$ 793,619	4.4%
Issuance, Application, and Servicing Fees	31.5%	2,434,206	7,723,276	10,157,482	2,711,185	7,446,297	274.7%
Interest Earned & Realized Gain	70.6%	4,743,946	6,722,548	11,466,494	7,979,851	3,486,643	43.7%
Other Income	-24.8%	(46,944)	189,070	142,126	879,900	(737,774)	-83.8%
Total Unadjusted Revenues	32.0%	9,799,210	30,615,254	40,414,462	29,425,678	10,988,785	37.3%
<i>Expenses:</i>							
Salaries & Wages - Staff & Temp. Svcs	15.9%	935,737	5,872,196	6,807,933	7,881,958	(1,074,025)	-13.6%
Employee Benefits - Staff	6.7%	121,691	1,820,251	1,941,942	2,237,006	(295,064)	-13.2%
Conference, Education & Training	62.4%	30,926	49,583	80,509	88,275	(7,766)	-8.8%
Travel out of state - Staff	-2.0%	(1,795)	90,876	89,081	182,550	(93,469)	-51.2%
Travel in state - Staff	35.7%	8,220	23,057	31,277	63,964	(32,687)	-51.1%
Accounting Fees	-30.4%	(39,765)	130,725	90,960	129,210	(38,250)	-29.6%
Legal Fees	35.6%	149,976	421,678	571,654	525,750	45,904	8.7%
Financial Advisor Fees	2.8%	6,487	232,500	238,987	267,600	(28,613)	-10.7%
Investment Management Fees	-2.0%	(2,607)	133,667	131,060	172,500	(41,440)	-24.0%
Office Rent/Conf. Room Rentals	-27.2%	(162,211)	597,254	435,043	707,013	(271,970)	-38.5%
Furniture & Equipment Rental	-15.9%	(3,183)	19,991	16,808	22,140	(5,332)	-24.1%
Advertising	69.8%	26,533	37,992	64,525	245,925	(181,400)	-73.8%
Publications/ Subscriptions/ Dues	9.4%	6,474	68,864	75,338	84,277	(8,939)	-10.6%
Deliveries	-10.1%	(149)	1,482	1,333	3,952	(2,619)	-66.3%
Insurance	8.6%	3,757	43,751	47,508	45,000	2,508	5.6%
Meeting Expense	374.4%	24,518	6,548	31,066	84,188	(53,122)	-63.1%
Equipment & Building Maintenance	252.6%	22,190	8,783	30,973	83,640	(52,667)	-63.0%
Software Maint. Support & Other Info Svcs	28.7%	250,082	870,275	1,120,357	1,206,862	(86,505)	-7.2%
Non-capitalized Equipment/Supplies	-55.9%	(68,992)	123,342	54,350	91,978	(37,628)	-40.9%
Postage	-46.2%	(566)	1,225	659	2,723	(2,064)	-75.8%
Printing	316.7%	4,503	1,422	5,925	11,692	(5,767)	-49.3%
State Services	94.3%	1,184	1,255	2,439	12,652	(10,213)	-80.7%
Supplies	-15.9%	(3,790)	23,846	20,056	39,825	(19,769)	-49.6%
Telephone	71.4%	22,944	32,154	55,098	52,867	2,231	4.2%
Contract Services	108.2%	372,981	344,627	717,608	1,144,722	(427,114)	-37.3%
Depreciation	34.0%	29,162	85,749	114,911	122,750	(7,839)	-6.4%
Total Expenses	15.7%	1,731,985	11,045,418	12,777,400	15,511,019	(2,733,619)	-17.6%
<i>Adjustments</i>							
<i>Revenues:</i>							
Unrealized Investments Gain/(Loss)	94.0%	597,853	635,863	1,233,716	-	1,233,716	NA
Grant Revenue	121.0%	29,693,942	24,543,560	54,237,502	104,117,789	(49,880,287)	-47.9%
<i>Expenses:</i>							
Grant Pass-Through	121.0%	29,693,942	24,543,560	54,237,502	104,117,789	(49,880,287)	-47.9%
	94.0%	597,853	635,863	1,233,716	-	1,233,716	NA
Excess of Revenues over Expenses- adjusted	42.9%	8,665,078	20,205,699	28,870,778	13,914,659	14,956,120	107.5%
Less transfer to Commission Fund	-100.0%	118,234	(118,234)	-	-	-	NA
Excess of Revenues over Expenses (Net of Transfers)	43.7%	\$ 8,783,313	\$ 20,087,465	\$ 28,870,778	\$ 13,914,659	\$ 14,956,120	107.5%



WASHINGTON STATE
**HOUSING FINANCE
COMMISSION**

Nicole Bascomb-Green
Chair
Steve Walker
Executive Director

March 27, 2024

Commissioners
Washington State Housing Finance Commission
Seattle, Washington

We have compiled the UNAUDITED statement of Net Position of the Washington State Housing Finance Commission (the “Commission”) General Operating Fund as of February 29, 2024, and the related statement of Activities and Changes in Net Position for the month ended, in accordance with generally accepted accounting principles.

This compilation is limited to presenting, in the form of financial statements, information that is accurate to the best of our knowledge and belief. These statements have not been audited or reviewed by an independent third party.

We have elected to omit substantially all of the disclosures required by generally accepted accounting principles including the statement of cash flow. If the omitted disclosures were included in the financial statements, they might influence the users' conclusions about the Commission's financial position, results of operations and changes in financial position. Accordingly, these financial statements are not designed for those who are not informed about these matters.

Prepared by: Shirleen Noonan
Shirleen Noonan
General Operations Manager

Approved by: Lucas Loranger
Lucas Loranger
Senior Finance Director

WASHINGTON STATE
HOUSING FINANCE COMMISSION
GENERAL OPERATING FUND

February 29, 2024

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(See Accountant's Compilation Report)

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Washington State Housing Finance Commission
Statement of Net Position
Fund: General Operating Fund
Division: All
February 29, 2024
(See Accountant's Compilation Report)

	Current Year	Prior Year	Variance		
			Amount	%	
ASSETS					
Cash and Cash Equivalents:					
Demand Deposits	\$ 6,302,957	\$ 6,763,385	\$ (460,428)	(1)	-7%
Money Market Accounts	127,855,484	159,661,228	(31,805,744)	(1)	-20%
Investment Securities	21,080,694	37,251,292	(16,170,598)	(1)	-43%
Interest Receivable	1,055,538	820,856	234,682	(2)	29%
Fees Receivables	18,117,739	16,057,585	2,060,154	(3)	13%
Prepaid Expenses & Other Receivable	3,242,718	1,100,147	2,142,571	(4)	195%
Furniture and Fixtures (net of depreciation)	279,597	394,981	(115,384)	(5)	-29%
Intangible Lease Asset (net of amortization)*	763,411	1,531,162	(767,751)	(6)	-50%
Net Pension Asset*	1,767,016	5,925,840	(4,158,824)		-70%
Total Assets	180,465,154	229,506,476	(49,041,322)		-21%
Deferred Outflow of Resources (Pension & OPEB Contributions) *	5,479,906	1,960,676	3,519,230		179%
Total Assets and Deferred Outflows	\$ 185,945,060	\$ 231,467,152	\$ (45,522,092)		-20%
LIABILITIES					
Accounts Payable and Other Liabilities	\$ 9,437,603	\$ 2,453,175	\$ 6,984,428	(7)	285%
Unearned Fee Income	110,682,658	170,927,290	(60,244,632)	(8)	-35%
Accrued Payroll Payable	1,852,212	1,644,085	208,127	(9)	13%
Lease Liability*	719,844	1,424,129	(704,285)	(6)	-49%
Net Pension Liability *	3,584,711	4,144,035	(559,324)		-13%
Total Liabilities	126,277,028	180,592,714	(54,315,686)		-30%
Deferred Inflow of Resources (Change in Investment Return/Assumptions - Pension & OPEB) *	6,907,214	7,567,112	(659,898)		-9%
NET POSITION					
Invested in Capital Assets	279,599	394,979	(115,380)	(5)	-29%
Committed - Housing Washington *	350,886	496,505	(145,619)		-29%
Unrestricted	52,130,333	42,415,842	9,714,491		23%
Total Net Position	52,760,818	43,307,326	9,453,492		22%
Total Liabilities, Deferred Inflows and Net Position	\$ 185,945,060	\$ 231,467,152	\$ (45,522,092)		-20%

(1) Fluctuations in these accounts are considered in aggregate. The decrease is primarily due to the drawdown of funds for the Homeowner Assistance Fund (HAF) program.

(2) Higher interest rates in the current year contributed to the increase in interest receivable. For example, the LGIP rate in the prior year was 4.61% as compared with 5.41% in the current year.

(3) The overall increase in fees receivable is primarily due to greater balances related to slower collection of Commission fees on outstanding bonds and higher 2nd half tax credit fees for Commission issued 4% bonds, while offset by a decrease in grants receivables.

(4) The increase in prepaids and other receivables balance is primarily due to receivables related to principal and interest advanced on GNMA securities serviced by IHFA, as well as prepaids for software application maintenance, cloud server hosting, and support services.

(5) The decrease in net capital assets reflects the continued depreciation of prior investments in assets.

(6) These accounts reflect the implementation of GASB 87 in which long-term, non-ownership-transferring leases are recorded as an intangible right-of-use asset and a lease liability. The decrease is primarily related to the amortization of the office rent lease asset and reduction in related lease liability.

(7) The overall increase in accounts payable and other liabilities is primarily due to the recording of payables related to the interest earned on HAF program funds.

(8) The decrease in unearned fee income is primarily due to the drawdown of funds from the HAF program, established in Section 3206 of the American Rescue Plan Act of 2021.

(9) The increase in accrued payroll payable is primarily due to higher vacation and sick leave balances, plus effects of the 4% COLA and general increases at the beginning of the fiscal year.

* These balances are adjusted only at year-end.

Washington State Housing Finance Commission
Statement of Activities and Changes in Net Position
Fund: General Operating Fund

Division: All

For The Year To Date Ending: February 29, 2024

(See Accountant's Compilation Report)

	Current Period	Current Year to Date	Prior Year to Date	Variance Amount	%
<i>Revenues:</i>					
Fee Income	\$ 2,656,781	\$ 25,314,522	\$ 21,025,894	\$ 4,288,628	(1) 20%
Interest Earned & Realized Gain	1,256,689	10,052,004	5,837,795	4,214,209	(2) 72%
Other	14,629	131,265	176,089	(44,824)	(3) -25%
Total Unadjusted Revenues	3,928,099	35,497,791	27,039,779	8,458,012	31%
<i>Expenses:</i>					
Salaries, Wages, and Employee Benefits	972,704	7,758,455	6,826,612	931,843	(4) 14%
Travel & Conferences	2,721	170,639	142,954	27,685	(5) 19%
Professional Fees	(205,209)	1,531,081	1,132,509	398,572	(6) 35%
Office Expense	207,044	1,851,556	1,730,594	120,962	7%
Total Expenses	977,260	11,311,731	9,832,670	1,479,061	15%
<i>Adjustments</i>					
<i>Revenues:</i>					
Unrealized Gain/(Loss) on Investments	(513,741)	1,127,625	(565,434)	1,693,059	-299%
Grant Revenue	7,079,014	48,087,136	20,484,590	27,602,546	135%
<i>Expenses:</i>					
Grant Pass-Through	7,079,014	48,087,136	20,484,590	27,602,546	135%
Total Adjustments	(513,741)	1,127,625	(565,434)	1,693,059	-299%
Excess of Revenues over Expenses	2,437,098	25,313,685	16,641,675	8,672,010	52%
Less transfer to Commission Fund *	-	-	(115,596)	115,596	-100%
Excess of Revenues over Expenses (Net of Transfers)	2,437,098	25,313,685	16,526,079	8,787,606	53%
Net Position					
Total net position, beginning of period	50,323,720	27,447,133	26,781,247	665,886	2%
Current Increase (Decrease) - to Net position	2,437,098	25,313,685	16,526,079	8,787,606	53%
Total net position, end of year	\$ 52,760,818	\$ 52,760,818	\$ 43,307,326	\$ 9,453,492	22%

(1) Increase in fee income is primarily due to increased revenue from the Homeownership division's Home Advantage program, coupled with an acceleration of income related to the Citi Securitization program.

(2) The increase in interest income is primarily due to the increase in rates. For example, the LGIP rate has increased from 4.61% in the prior period to a rate of 5.41% in the current period.

(3) The decrease in other revenues is primarily due to decreased revenue from property transfer fees and reduced recognition of revenue for ARRA projects in the Asset Management & Compliance division.

(4) Effective July 1st, all staff received a 4% cost of living wage increase and qualified staff received retention and covid vaccination bonuses, as well as an annual increase, resulting in greater salary and benefits expenses.

(5) Increase in conference and travel expenses is primarily due to an increase in attendance of the NCSHA annual conference in the current year as well as a delay in recording HOWA registration fees in the prior year.

(6) Professional fees increase is primarily due to greater property inspection related expenses in the Asset Management & Compliance Division and electronic content management consulting expenses for all divisions.

* Effective 1/1/2013, 25% of the Home Advantage Program revenue was transferred to the Single-family bond program's Commission Fund to ensure future indenture and program flexibility. Due to an ease in the revenue generated from the Home Advantage program, the 25% allocation has been suspended indefinitely, effective 7/1/23, until it is determined to be beneficial to the Commission Fund to resume allocation and transfers.

Washington State Housing Finance Commission
Detailed Statement of Activities
Fund: General Operating Fund
Division: All
For The Year To Date Ending: February 29, 2024
(See Accountant's Compilation Report)

	Variance-YTD vs. PY Actuals		Prior YTD	YTD	YTD	Variance-YTD Budget to	
	%	Amount	Actual	Actual	Budget	Actual	%
<i>Revenues:</i>							
Program Fees	20.1%	\$ 2,849,328	\$ 14,164,344	\$ 17,013,672	\$ 15,870,882	\$ 1,142,790	7.2%
Issuance, Application, and Servicing Fees	21.0%	1,439,301	6,861,550	8,300,851	2,409,943	5,890,908	244.4%
Interest Earned & Realized Gain	72.2%	4,214,209	5,837,795	10,052,004	7,093,201	2,958,803	41.7%
Other Income	-25.5%	(44,824)	176,089	131,265	782,133	(650,868)	-83.2%
Total Unadjusted Revenues	31.3%	8,458,014	27,039,779	35,497,791	26,156,159	9,341,633	35.7%
<i>Expenses:</i>							
Salaries & Wages - Staff & Temp. Svcs	15.8%	822,516	5,213,329	6,035,845	7,006,185	(970,340)	-13.8%
Employee Benefits - Staff	6.8%	109,326	1,613,283	1,722,609	1,988,450	(265,841)	-13.4%
Conference, Education & Training	65.7%	26,785	40,755	67,540	78,467	(10,927)	-13.9%
Travel out of state - Staff	-8.5%	(6,806)	80,356	73,550	162,267	(88,717)	-54.7%
Travel in state - Staff	35.3%	7,706	21,843	29,549	56,857	(27,308)	-48.0%
Accounting Fees	-29.6%	(38,318)	129,278	90,960	126,293	(35,333)	-28.0%
Legal Fees	25.0%	94,458	377,612	472,070	467,333	4,737	1.0%
Financial Advisor Fees	3.6%	7,500	205,500	213,000	237,867	(24,867)	-10.5%
Investment Management Fees	-2.0%	(2,346)	118,854	116,508	153,333	(36,825)	-24.0%
Office Rent/Conf. Room Rentals	-29.1%	(160,923)	552,202	391,279	628,456	(237,177)	-37.7%
Furniture & Equipment Rental	-1.2%	(212)	17,020	19,608	19,680	(2,872)	-14.6%
Advertising	84.8%	27,519	32,443	59,962	218,600	(158,638)	-72.6%
Publications/ Subscriptions/ Dues	10.1%	6,131	60,676	66,807	74,913	(8,106)	-10.8%
Deliveries	-9.5%	(127)	1,334	1,207	3,513	(2,306)	-65.6%
Insurance	8.6%	3,339	38,980	42,319	40,000	2,319	5.8%
Meeting Expense	359.6%	23,097	6,423	29,520	74,833	(45,313)	-60.6%
Equipment & Building Maintenance	370.8%	30,613	8,255	38,868	74,347	(35,479)	-47.7%
Software Maint. Support & Other Info Svcs	24.7%	192,721	781,500	974,221	1,072,766	(98,545)	-9.2%
Non-capitalized Equipment/Supplies	-47.5%	(47,368)	99,686	52,318	81,758	(29,440)	-36.0%
Postage	-47.0%	(545)	1,159	614	2,420	(1,806)	-74.6%
Printing	316.7%	4,503	1,422	5,925	10,393	(4,468)	-43.0%
State Services	233.7%	1,708	731	2,439	11,247	(8,808)	-78.3%
Supplies	-16.0%	(3,555)	22,197	18,642	35,400	(16,758)	-47.3%
Telephone	66.3%	19,925	30,043	49,968	46,993	2,975	6.3%
Contract Services	112.0%	337,279	301,264	638,543	1,017,531	(378,988)	-37.2%
Depreciation	35.7%	26,458	74,202	100,660	109,111	(8,451)	-7.7%
Total Expenses	15.0%	1,479,062	9,832,672	11,311,731	13,799,013	(2,487,282)	-18.0%
<i>Adjustments</i>							
<i>Revenues:</i>							
Unrealized Investments Gain/(Loss)	-299.4%	1,693,059	(565,434)	1,127,625	-	1,127,625	NA
Grant Revenue	134.7%	27,602,546	20,484,590	48,087,136	92,549,146	(44,462,010)	-48.0%
<i>Expenses:</i>							
Grant Pass-Through	134.7%	27,602,546	20,484,590	48,087,136	92,549,146	(44,462,010)	-48.0%
	-299.4%	1,693,059	(565,434)	1,127,625	-	1,127,625	NA
Excess of Revenues over Expenses- adjusted	52.1%	8,672,011	16,641,673	25,313,685	12,357,146	12,956,540	104.9%
Less transfer to Commission Fund	-100.0%	115,596	(115,596)	-	-	-	NA
Excess of Revenues over Expenses (Net of Transfers)	53.2%	\$ 8,787,608	\$ 16,526,077	\$ 25,313,685	\$ 12,357,146	\$ 12,956,540	104.9%

**WASHINGTON STATE
HOUSING FINANCE COMMISSION
QUARTERLY STATUS REPORT**

**Fiscal Year 2023 - 2024
Quarter Ending: March 31, 2024**

Program: Homebuyer Education & Counseling

Division: Homeownership

Commission Goals:

To actively support our potential homebuyers and existing homeowners through education and counseling services.

Problem/Need:

Many lower income and first-time homebuyers lack the community resources to learn how to buy a home and understand the responsibilities of homeownership, including what to do if they are having difficulty making their monthly mortgage payment.

Program Goal:

To provide the educational opportunity for potential homebuyers to learn how to buy, maintain and stay in their home.

Business Objectives (Outputs/Outcomes):

1. Consider the impacts resulting from historic and systemic racism on Commission programs and processes, including the homeownership programs, change programs, and develop new tools to mitigate the impact of such racism. Ensure that any grant administration program complies with the Commission's efforts regarding racial and social justice initiatives.

First Quarter:

- Ongoing. We continue to advocate that any new counseling programs be mindful of racial and social justice goals. We continue to market the HAF program to underserved communities and seek opportunities to modify our programs to be more racially and socially just.

Second Quarter:

- Ongoing. We continue to advocate that any new counseling programs be mindful of racial and social justice goals. We continue to market the HAF program to underserved communities and seek opportunities to modify our programs to be more racially and socially just.

Third Quarter:

- Ongoing. We are active in internal Commission racial and social justice groups, including the Strategic Plan and the White Allies Group. We continue to advocate that any new counseling programs be mindful of racial and social justice goals. We continue to market the HAF program to underserved communities and seek opportunities to modify our programs to be more racially and socially just.
2. Conduct 800 homebuyer education seminars, with 8,000 participants, including on-line classes by June 30, 2024.

First Quarter:

• Classes:	287	Participants:	1,502
• Non-English:	5	Participants:	30
• Tri-County:	211	Participants:	1,012
• Rest of State:	76	Participants:	490
• eHomeAmerica Online	1,299	Participants:	1,299
		Total:	2,801

Second Quarter:

• Classes:	567	Participants:	2,816
• Non-English:	7	Participants:	65
• Tri-County:	426	Participants:	1,893
• Rest of State:	141	Participants:	923
• eHomeAmerica Online	2,301	Participants:	2,301
		Total:	5,117

Third Quarter:

• Classes:	980	Participants:	5,152
• Non-English:	15	Participants:	150
• Tri-County:	718	Participants:	3,386
• Rest of State:	262	Participants:	1,766
• eHomeAmerica Online	3,695	Participants:	3,695
		Total:	8,847

3. For new grants or existing grants develop and/or implement the appropriate distribution program by June 30, 2024.

First Quarter:

- Ongoing for existing grants. Additional FY 2024 funding is from the Foreclosure Fairness Act and being finalized with the Department of Commerce.

Second Quarter:

- Ongoing for existing grants. Additional FY 2024 funding is from the Foreclosure Fairness Act and being finalized with the Department of Commerce

Third Quarter:

- Ongoing for existing grants.

4. For grants that may expire this fiscal year, ensure that counseling funds are distributed by the grant end dates, or seek extensions as appropriate by June 30, 2024.

First Quarter:

- Ongoing

Second Quarter:

- Ongoing

Third Quarter:

- Ongoing

5. Continue cooperative work with the Department of Commerce to assist in implementing any Foreclosure Fairness Act funds that become available to comply with program goals that may be set by the Commission, Commerce, or the Washington State Legislature by July 1, 2024.

First Quarter:

- Additional FY 2024 funding is from the Foreclosure Fairness Act and transfer of funding is being finalized with the Department of Commerce.

Second Quarter:

- Additional FY 2024 funding is from the Foreclosure Fairness Act and transfer of funding is being finalized with the Department of Commerce.

Third Quarter:

- Worked closely with the Department of Commerce to successfully advocate for additional network funding for FY 2025.
6. Continue to implement the American Rescue Plan Act Homeownership Assistance Program to comply with program goals that may be set by the Commission, Treasury, or the Washington State Legislature by June 30, 2024.

First Quarter:

- Ongoing. HAF Program continues to be successfully implemented.

Second Quarter:

- Ongoing. HAF Program continues to be successfully implemented.

Third Quarter:

- Ongoing. HAF Program continues to be successfully implemented.

Performance Measures:

1. Ten percent (10%) of the Homebuyer Education class instructor’s participants teach a class within twelve (12) months of taking the class.

First Quarter:

- Out of 608 trainees, 138 or 22.6% of Homebuyer Education class participants taught a class within 12 months of taking the class.

Second Quarter:

- Out of 560 trainees, 126 or 22.5% of Homebuyer Education class participants taught a class within 12 months of taking the class.

Third Quarter:

- Out of 524 trainees, 125 or 23.8% of Homebuyer Education class participants taught a class within 12 months of taking the class.

2. All required reporting associated with any counseling grant be completed by their respective deadlines.

First Quarter:

- All required reporting during the 1st quarter of FY 2024 completed on time.

Second Quarter:

- All required reporting during the 2nd quarter of FY 2024 completed on time.

Third Quarter:

- All required reporting during the 3rd quarter of FY 2024 completed on time.

3. The Homeownership division receives an average score of 4 or better on the evaluation of division conducted training workshops.

First Quarter:

- Out of 3 trainings, 100% of the training received an average score of 4 or better.

Second Quarter:

- Out of 2 trainings, 100% of the training received an average score of 4 or better.

Third Quarter:

- Out of 3 trainings, 100% of the training received an average score of 4 or better.

**WASHINGTON STATE
HOUSING FINANCE COMMISSION
QUARTERLY STATUS REPORT**

**Program Summary
Fiscal Year 2023 - 2024
Quarter Ending: March 31, 2024**

Program: Homeownership Programs

Division: Homeownership

Commission Goals:

To provide effective, low-cost financing for low to moderate income homebuyers.

Problem/Need:

Low and moderate-income households—especially underserved communities and communities of color—cannot afford a home at market rates and can be subject to predatory loans. Due to historical discrimination in the housing and housing finance markets, many members of underserved communities have not been able to benefit from the generational wealth created with homeownership; therefore, for this and other reasons, they are unable to access funding for downpayments and closing costs. These communities have also been historically denied access to credit due to historically biased lending practices and inflexible investor guidelines.

Program Goal:

To address historical inequities in homeownership for low and moderate-income homebuyers, the Homeownership Division seeks to provide safe and affordable financing options that include downpayment assistance at favorable rates and terms. The Homeownership Division also seeks to broaden the credit box through flexible underwriting guidelines for potential homebuyers as well as challenging traditional financing requirements that may be biased against underserved borrowers and communities of color.

Business Objectives (Outputs/Outcomes):

1. Consider the impacts resulting from historic and systemic racism on Commission programs and processes, including the homeownership programs, change programs, develop new tools to mitigate the impact of such racism and set baseline to measure impact in alignment with the agency racial equity strategic plan by June 30, 2024.

First Quarter:

- Staff continue to evaluate HMDA data to see if there are any benchmarks.

- Added the financing of duplex properties to the Home Advantage program.
- Commissioners approved new program for Community Land Trusts

Second Quarter:

- Staff continue to evaluate HMDA data to see if there are any benchmarks.

Third Quarter:

- Staff continue to evaluate HMDA data to see if there are any benchmarks.
- Work on Covenant Homeownership Program manual.

2. By June 30, 2024, continue to work on marketing and outreach to reach underserved communities and communities of color groups in our homeownership programs to include outreach to renters in our multifamily properties.

First Quarter:

- Collaborated with the multi-family division on providing marketing and outreach to renters in our projects.

Second Quarter:

- Working on a one page brochure for multi-family property managers to distribute.

Third Quarter:

- Finalizing one page brochure for multi-family property managers to distribute.

3. Translate homeownership materials into multiple languages and have translation services available to assist clients by June 30, 2024.

First Quarter:

- Added Language Line to our phone service to assist callers in multiple languages.

Second Quarter:

- Finalizing homeownership brochures in 4 languages.

Third Quarter:

- Completed homeownership brochures in 4 languages.

4. Purchase 5,000 Home Advantage loans and 300 House Key loans by June 30, 2024.

First Quarter:

1st Quarter	Number	Amount	% Minority Borrowers
House Key	151	\$ 39,915,285	29.20%
MCC	0	\$ -	
Home Advantage	774	\$ 296,972,414	35.50%
HK Opportunity DPA	130	\$ 1,823,769	28.46%
Home Advantage DPA	735	\$ 10,907,909	35.90%
Home Advantage DPA Needs Based 1%	3	\$ 29,591	0.00%
Homechoice	8	\$ 120,000	0.00%
Clark County DPA	7	\$ 419,289	42.80%
House Key Veterans	3	\$ 21,700	33.30%
House Key Seattle	0	\$ -	
Tacoma DPA	0	\$ -	
Bellingham DPA	3	\$ 120,000	0.00%
Pierce County	0	\$ -	
Bremerton DPA	0	\$ -	
HK+ Arch- East King County DPA	0	\$ -	
HK+ CLT	0	\$ -	
University of WA DPA (non-Commission funds)	0	\$ -	

Second Quarter:

2nd Quarter	Number	Amount	% Minority Borrowers
House Key	157	\$ 42,285,708	38.20%
MCC	0	\$ -	
Home Advantage	720	\$ 276,658,450	35.70%
HK Opportunity DPA	135	\$ 1,853,459	40.70%
Home Advantage DPA	682	\$ 10,154,006	36.20%
Home Advantage DPA Needs Based 1%	1	\$ 10,000	0.00%
Homechoice	13	\$ 193,825	7.70%
Clark County DPA	0	\$ -	
House Key Veterans	2	\$ 20,000	0.00%
House Key Seattle	0	\$ -	
Tacoma DPA	0	\$ -	
Bellingham DPA	0	\$ -	
Pierce County	0	\$ -	
Bremerton DPA	0	\$ -	
HK+ Arch- East King County DPA	0	\$ -	
HK+ CLT	0	\$ -	
University of WA DPA (non-Commission funds)	1	\$ 82,500	0.00%

Third Quarter:

3rd Quarter	Number	Amount	% Minority Borrowers
House Key	73	\$ 17,608,952	36.69%
MCC	0	\$ -	
Home Advantage	721	\$ 276,847,607	36.62%
HK Opportunity DPA	61	\$ 855,357	36.07%
Home Advantage DPA	669	\$ 10,161,048	37.82%
Home Advantage DPA Needs Based 1%	1	\$ 10,000	100.00%
Homechoice	7	\$ 104,139	0.00%
Clark County DPA	0	\$ -	
House Key Veterans	2	\$ 19,857	50.00%
House Key Seattle	0	\$ -	
Tacoma DPA	0	\$ -	
Bellingham DPA	3	\$ 120,000	66.67%
Pierce County	0	\$ -	
Bremerton DPA	0	\$ -	
HK+ Arch- East King County DPA	0	\$ -	
HK+CLT	0	\$ -	
University of WA DPA (non-Commission funds)	1	\$ 88,000	0.00%

5. Conduct 10 lender Home Advantage training seminars; 10 real estate professional/lender presentations; 20 outreach activities with non-profits, lenders, real estate professionals and/or government entities, 5 partnerships, sponsorships, and/or attendance of BIPOC community-based partner events, and 4 HomeChoice down payment assistance training seminars by June 30, 2024.

Conduct 10 lender Home Advantage training seminars

First Quarter:

- Conducted 3 Home Advantage/House Key training seminars virtually via Zoom.

Total for Quarter: 03

Total for Fiscal Year: 03

Second Quarter:

- Conducted 2 Home Advantage/House Key training seminars virtually via Zoom.

Total for Quarter: 02

Total for Fiscal Year: 05

Third Quarter:

- Conducted 3 Home Advantage/House Key training seminars virtually via Zoom.

Total for Quarter: 03

Total for Fiscal Year: 08

10 real estate professional/lender presentations.

First Quarter:

- Jenni Davidson held backoffice training with 72 attendees on July 11, 2023.
- Jenni Davidson held backoffice training with 16 attendees on August 16, 2023.
- Dietrich Schmitz presented our UHAP program to staff at HomeStreet Bank on August 30, 2023.
- Jenni Davidson held backoffice training with 76 attendees on September 12, 2023.
- Robin Denning held backoffice training with 28 attendees on September 14, 2023.
- Dietrich Schmitz presented our programs to staff at Banner Bank on September 18, 2023.
- Dietrich Schmitz presented our programs real estate agents at Windermere Adobe Lakewood office on September 19, 2023.
- Dietrich Schmitz presented our programs to staff at Guild Mortgage in Wenatchee on September 25, 2023.

Total for Quarter: 08

Total for Fiscal Year: 08

Second Quarter:

- Lisa DeBrock presented at the Habitat Executive Director/CEO retreat to also discuss further partnership opportunities on October 2, 2023.
- Dietrich Schmitz presented our programs at the NWMLS in Bellevue in conjunction with Down Payment Resource on October 2, 2023.
- Dietrich Schmitz moderated DPA Panel at Housing Washington on October 4, 2023.
- Corinna Obar presented our programs at the Tacoma Pierce County Association of Realtors in conjunction with Down Payment Resource on October 6, 2023.
- Lisa DeBrock presented on the Special Purpose Credit Program panel at the NCSHA annual conference on October 16, 2023.
- Jenni Davidson held backoffice training on October 17, 2023 with 13 attendees.

- Jenni Davidson held backoffice training on November 14, 2023 with 63 attendees.
- Lisa DeBrock presented at the Realtor DEI Advisory Group meeting on December 11, 2023.

Total for Quarter: 08

Total for Fiscal Year: 16

Third Quarter:

- Lisa DeBrock presented our programs to the Growth Management Policy Board on January 4, 2024.
- Robin Denning held backoffice training with representatives from WSECU on January 10, 2024 with 29 attendees.
- Jenni Davidson held backoffice training on January 16, 2024 with 31 attendees.
- Lisa DeBrock presented to the WA Realtor DEI Committee in Shelton on January 17, 2024*.
- Corinna Obar presented our programs in conjunction with Down Payment Resource via webinar hosted by WMBA on January 18, 2024.
- Jenni Davidson and Carla Vanderpool held backoffice training on February 13, 2024 with 105 attendees.
- Lisa DeBrock presented to the Whatcom County Realtors DEI Committee on February 21, 2024.
- Corinna Obar in conjunction with Freddie Mac presented our programs on February 22, 2024.
- Dietrich Schmitz presented our programs at the Catholic Charities Central WA in Sunnyside on February 27, 2024.
- Jenni Davidson held backoffice training on March 13, 2024 with 24 attendees.

Total for Quarter: 10

Total for Fiscal Year: 26

20 outreach activities with non-profits, lenders, real estate professionals and/or government entities.

First Quarter:

- Lisa DeBrock, Corinna Obar and Kat Komin participated in the WMBA golf tournament on July 12, 2023.
- Lisa DeBrock presented our programs at two Guild lender and Realtor events on July 18 & 19, 2023 in Bellevue and Puyallup respectively.
- Lisa DeBrock attended a HUD roundtable to give the HFA perspective on homeownership issues with Julia Gordon on August 1, 2023.
- Sarah Bruington met with representatives from Union Home Mortgage on August 3, 2023.
- Makena Ogata manned a booth at the University of Washington Resource Fair on August 7, 2023.
- Lisa DeBrock attended a homeownership roundtable in conjunction with HomeSight with Representative Adam Smith on August 11, 2023.
- Makena Ogata, Heidi McMahon and Carla Vanderpool met with representatives from Directors Mortgage on August 15, 2023.
- Joe Jen and Heidi McMahon manned our booth at the Washington Association of Mortgage Professionals (WAMP) event on September 12, 2023.
- Lisa DeBrock presented at WMBA's lunch and learn along with one of our Realtor partners on September 20, 2023.

Total for Quarter: 10

Total for Fiscal Year: 10

Second Quarter:

- Homeownership staff attended Housing Washington October 3-5, 2023.
- Homeownership staff attended the NCSHA annual conference in Boston on October 14-17th, 2023 to learn best practices and meet with industry partners.
- Jenni Davidson met with representative from AmeriSave Mortgage to discuss our programs on October 31, 2023.
- Jenni Davidson met with representatives from USA Mortgage to discuss our programs on November 1, 2023.
- Makena Ogata and Carla Vanderpool manned our table at the University of Washington Resource Fair on November 6, 2023.

- Dietrich Schmitz met with Clark County to discuss Clark County DPA on November 15, 2023.
- Kat Komin manned our table at the University of Washington Resource Fair on December 18, 2023.
- Jenni Davidson met with representatives from Columbia Credit Union on December 19, 2023.

Total for Quarter: 08

Total for Fiscal Year: 18

Third Quarter:

- Makena Ogata manned our table at the University of WA Resource Fair on January 16, 2024.
- Corinna Obar and Lisa DeBrock attended the Offsite Construction Symposium hosted by HDC on February 13, 2024.
- Lisa DeBrock and Corinna Obar traveled to Boise to meet with senior leadership staff at Idaho Housing & Finance Association and western states homeownership directors on February 28-March 1, 20024 to compare best practices.
- Dietrich Schmitz manned our table at the University of WA Resource Fair on February 20, and March 18, 2024.
- Dietrich Schmitz and Krystina Gillen manned our booth at the Kitsap Resource Fair on March 16, 2024.
- Jenni Davidson met with representative of CrossCountry Mortgage to discuss our programs on March 22, 2024.

Total for Quarter: 07

Total for Fiscal Year: 25

5 partnerships, sponsorships, and/or attendance of BIPOC community-based partner events.

First Quarter:

- Kat Komin and Emily Northrup attended BHI meeting on July 14, 2023.
- Lisa DeBrock attended NAREB’s meet and greet on July 17, 2023.
- Corinna Obar and Lisa DeBrock presented information on our DPA in conjunction with NAREB on July 18, 2023.

- Kat Komin met with a representative of the Young Realist Division on July 20, 2023.
- Kat Komin met with representatives of the Ranier Beach Action Coalition on August 7, 2023.
- Lisa attended the BHI full team meeting on August 9, 2023.
- Lisa DeBrock and Kat Komin attended NAMMBA’s summer mixer on August 16, 2023.
- Kat Komin attended the Afghan community event on August 16 & 17, 2023.
- Dietrich Schmitz manned our booth at the New Holly Gathering in conjunction with Washington Homeownership Resource Center on August 19, 2023.
- Lisa DeBrock and Corinna Obar participated in a Facebook Live event in conjunction with NAREB on August 26, 2023.
- Emily Northrup attended the Smartsheet Engage Conference on September 19-21, 2023 in Seattle.

Total for Quarter: 12

Total for Fiscal Year: 12

Second Quarter:

- Lisa DeBrock and Kat Komin attended 2 Black Home Initiative Full Team meetings on October 11th and December 6th, 2023.*
- Steve Walker, Lisa DeBrock, Pacifica, and NFHA held 2 meetings with local employers to discuss further partnership on November 1st and 2nd, 2023.*
- Homeownership staff attended “An Afternoon with Richard & Leah Rothstein Event” on November 2nd, 2023.*
- Kat Komin met attended several Black Home Initiative meetings in October, November and December 2023 to discuss outreach and marketing

Total for Quarter: 08

Total for Fiscal Year: 20

Third Quarter:

- Lisa DeBrock and Kat Komin attended a NAMMBA Network event on January 10, 2024.
- Lisa DeBrock and Kat Komin assisted with Black Home Initiative booth at the MLK Day Seattle Clergy Summit on January 15, 2024.

- Lisa DeBrock and Kat Komin managed a booth at the BHI Black Homeownership Symposium on January 26, 2024.
- Homeownership staff attended the annual NAREB Gala where Kat Komin received the Partner of the Year Award on January 27, 2024.
- Corinna Obar attended BHI lending and underwriting group meeting to discuss best practices on February 2, 2024.

Total for Quarter: 05

Total for Fiscal Year: 25

4 HomeChoice down payment assistance training seminars

First Quarter:

- Conducted 3 Home Choice down payment assistance training seminars.

Total for Quarter: 03

Total for Fiscal Year: 03

Second Quarter:

- Conducted 2 Home Choice down payment assistance training seminars.

Total for Quarter: 02

Total for Fiscal Year: 05

Third Quarter:

- Conducted 3 Home Choice down payment assistance training seminars.

Total for Quarter: 03

Total for Fiscal Year: 08

6. Conduct an RFP to hire for Quantitative Services or extend current contract by 12/31/2023.

First Quarter:

- Will work on extension or RFP in 2nd quarter.

Second Quarter:

- Extension completed. RFP will be sent in 3rd quarter.

Third Quarter:

- Quantitative Services selected. Contracts executed.

7. Work with Seller Servicer Consultant on a Work Plan and timeline for application if applicable for certification of the Commission as a Ginnie Mae, Fannie Mae or Freddie Mac seller/servicer by June 30, 2024.

First Quarter:

- Working with seller servicer consultant on QC policy and procedures.

Second Quarter

- Working with seller servicer consultant on performing applicable QC on loan portfolio.
- Working with seller servicer consultant on completing Freddie Mac agency application.

Third Quarter:

- Submitted application for approval to Freddie Mac agency.
- Submitted application to HUD agency and received approval.

8. Complete an initial covenant homeownership program study by March 1, 2024 or final date as determined by the legislature.

First Quarter:

- Staff contracted with the National Fair Housing Alliance and their partners ABT Associates, Fair Housing Center of Washington, and the Northwest Fair Housing Alliance to conduct the study which is well underway. Staff meets regularly with the partners.
- A meeting was held with key stakeholders including Commissioners and to give update on the study and solicit feedback on September 14, 2023.
- An update on the study was given by the National Fair Housing Alliance to Commissioners on September 28, 2023.

Second Quarter:

- Meetings continue to be held monthly with National Fair Housing Alliance and their partners ABT Associates, Fair Housing Center of Washington, and the Northwest Fair Housing on study updates and engagement.
- Covenant Homeownership study due to legislature on March 1st.

Third Quarter:

- Meetings continue to be held monthly with National Fair Housing Alliance and their partners ABT Associates, Fair Housing Center of Washington, and the Northwest Fair Housing on study updates and engagement.
- Covenant Homeownership study sent to the legislature on March 22nd.
- Covenant Homeownership study presented to Commissioners by National Fair Housing Alliance in conjunction with ABT Associates on March 28, 2024.

9. Design, develop, and implement one or more special purpose credit programs to reduce racial disparities in homeownership by June 30, 2024.

First Quarter:

- The study is well underway. The program will be developed from the recommendations of the study.
- Staff met with ABT Associated and delivered program data to them for analysis.
- Activate community engagement is also underway to capture lived experience.

Total for Quarter: 03

Total for Fiscal Year: 03

Second Quarter:

- The study continues to move forward. The program will be developed from the recommendations of the study.
- Wide spread community outreach completed to capture lived experience.

Total for Quarter: 02

Total for Fiscal Year: 05

Third Quarter:

- The study released.
- Widespread stakeholder outreach.

- The program development from the recommendations of the study underway.

Total for Quarter: 03

Total for Fiscal Year: 08

Performance Measures:

5,300 low and moderate-income households purchase an affordable home using the House Key Program/Home Advantage by the Commission by June 30, 2024.

1. 90% of the loans are reviewed within 3 business days of receipt by June 30, 2024.

First Quarter:

- Out of 774 Home Advantage files, 762 or 98.50% were reviewed within 3 business days of receipt, 12 or 1.50% were reviewed after 3 business days of receipt.

Second Quarter:

- Out of 720 Home Advantage files, 702 or 97.50% were reviewed within 3 business days of receipt, 18 or 2.50% were reviewed after 3 business days of receipt.

Third Quarter:

- Out of 721 Home Advantage files, 715 or 99.17% were reviewed within 3 business days of receipt, 6 or 0.83% were reviewed after 3 business days of receipt.

2. The Homeownership division receives an average score of 4 or better on the evaluation of division conducted training workshops.

First Quarter:

- Out of 3 trainings, 100% of the training received an average score of 4 or better.

Second Quarter:

- Out of 2 trainings, 100% of the training received an average score of 4 or better.

Third Quarter:

- Out of 3 trainings, 100% of the training received an average score of 4 or better.

WASHINGTON STATE HOUSING FINANCE COMMISSION
HOMEOWNERSHIP PROGRAMS
HOME ADVANTAGE LOAN PRODUCTION
July 1, 2023 - March 31, 2023

COUNTY	HOME ADV LOAN AMOUNT	NUMBER OF HA LOANS	AVERAGE LOAN AMOUNT	AVERAGE PURCHASE PRICE	AVERAGE HOUSEHOLD INCOME	AVERAGE FAMILY SIZE	PROGRAM MINORITY %	# HA DPA LOANS 0% INT RATE	HA DPA LOAN AMOUNT	AVERAGE HA DPA LOAN	# HA NEEDS BASED DPA 1% INT RATE	# HA NEEDS BASED LOAN AMOUNT	AVE NEEDS BASED DPA AMOUNT
Adams	\$ 2,368,147	8	\$ 296,018	\$ 303,363	\$ 93,528	2.9	50.0%	8	\$ 85,669	\$ 10,709			
Asotin	\$ 1,576,945	6	\$ 262,824	\$ 269,067	\$ 84,526	2.2	50.0%	6	\$ 63,074	\$ 10,512			
Benton	\$ 43,251,713	127	\$ 340,565	\$ 350,854	\$ 107,643	2.8	40.9%	120	\$ 1,591,200	\$ 13,260			
Chelan	\$ 7,135,894	19	\$ 375,573	\$ 392,595	\$ 101,230	2.3	31.6%	16	\$ 230,911	\$ 14,432	\$ 1	\$ 10,000	\$ 10,000
Clallam	\$ 8,252,153	24	\$ 343,840	\$ 359,227	\$ 108,546	2.9	20.8%	22	\$ 281,122	\$ 12,778			
Clark	\$ 42,931,565	99	\$ 433,652	\$ 443,059	\$ 122,827	2.8	28.3%	97	\$ 1,653,026	\$ 17,042			
Columbia	\$ 757,102	3	\$ 252,367	\$ 258,167	\$ 98,998	3.7	0.0%	3	\$ 29,783	\$ 9,928			
Cowlitz	\$ 33,480,785	95	\$ 352,429	\$ 360,546	\$ 108,250	2.5	20.0%	92	\$ 1,253,510	\$ 13,625			
Douglas	\$ 5,614,717	14	\$ 401,051	\$ 411,521	\$ 109,259	2.9	42.8%	13	\$ 203,086	\$ 15,622			
Ferry	\$ -		\$ -	\$ -	\$ -								
Franklin	\$ 20,839,738	59	\$ 353,216	\$ 360,861	\$ 102,005	2.7	72.8%	58	\$ 792,721	\$ 13,668			
Garfield	\$ 469,106	2	\$ 234,553	\$ 240,000	\$ 102,709	3.5	50.0%	2	\$ 16,969	\$ 8,485			
Grant	\$ 18,523,494	60	\$ 308,725	\$ 315,755	\$ 96,757	3.0	50.0%	59	\$ 704,232	\$ 11,936			
Grays Harbor	\$ 17,795,143	62	\$ 287,018	\$ 294,434	\$ 91,322	2.3	19.4%	58	\$ 658,035	\$ 11,345	2	\$ 19,591	\$ 9,796
Island	\$ 6,800,990	16	\$ 425,062	\$ 433,541	\$ 118,753	3.2	0.0%	16	\$ 266,867	\$ 16,679			
Jefferson	\$ 779,862	2	\$ 389,931	\$ 400,000	\$ 128,572	2.5	50.0%	2	\$ 35,416	\$ 17,708			
King	\$ 78,888,126	175	\$ 450,789	\$ 471,584	\$ 126,160	2.3	57.2%	158	\$ 2,814,494	\$ 17,813			
Kitsap	\$ 32,094,128	78	\$ 411,463	\$ 422,545	\$ 115,803	2.7	29.5%	76	\$ 1,217,529	\$ 16,020			
Kittitas	\$ 4,091,332	12	\$ 340,944	\$ 357,520	\$ 100,647	2.2	16.7%	11	\$ 138,366	\$ 12,579			
Klickitat	\$ 1,888,362	6	\$ 314,727	\$ 320,533	\$ 81,807	2.7	16.7%	6	\$ 75,532	\$ 12,589			
Lewis	\$ 15,596,695	44	\$ 354,470	\$ 361,477	\$ 102,896	2.6	22.7%	43	\$ 608,317	\$ 14,147			
Lincoln	\$ 208,550	1	\$ 208,550	\$ 215,000	\$ 60,406	1.0	0.0%	0	\$ -		1	\$ 10,000	\$ 10,000
Mason	\$ 22,964,966	68	\$ 337,720	\$ 349,004	\$ 94,215	2.4	13.3%	62	\$ 840,576	\$ 13,558			
Okanogan	\$ 4,217,967	15	\$ 281,198	\$ 291,133	\$ 103,840	2.9	26.7%	12	\$ 131,043	\$ 10,920			
Pacific	\$ 3,542,375	12	\$ 295,198	\$ 303,042	\$ 81,541	2.8	25.0%	11	\$ 124,982	\$ 11,362	1	\$ 10,000	\$ 10,000
Pend Oreille	\$ 1,676,696	6	\$ 279,449	\$ 292,983	\$ 101,729	2.7	16.7%	5	\$ 56,765	\$ 11,353			
Pierce	\$ 186,145,849	427	\$ 435,939	\$ 448,318	\$ 121,430	2.7	44.7%	410	\$ 6,992,875	\$ 17,056			
San Juan	\$ -		\$ -	\$ -	\$ -								
Skagit	\$ 14,254,960	33	\$ 431,968	\$ 444,805	\$ 121,747	3.1	27.3%	32	\$ 566,518	\$ 17,704			
Skamania	\$ -		\$ -	\$ -	\$ -								
Snohomish	\$ 61,710,617	125	\$ 493,685	\$ 505,305	\$ 130,255	2.7	37.6%	122	\$ 2,348,824	\$ 19,253			
Spokane	\$ 79,800,819	248	\$ 321,777	\$ 331,700	\$ 100,370	2.7	16.2%	233	\$ 2,838,245	\$ 12,181			
Stevens	\$ 6,613,940	21	\$ 314,950	\$ 321,960	\$ 91,226	3.0	9.5%	21	\$ 260,306	\$ 12,396			
Thurston	\$ 50,664,076	120	\$ 422,201	\$ 440,231	\$ 121,526	2.6	27.5%	106	\$ 1,719,826	\$ 16,225			
Wahkiakum	\$ 1,239,140	4	\$ 309,785	\$ 315,500	\$ 93,872	4.5	0.0%	4	\$ 49,109	\$ 12,277			
Walla Walla	\$ 5,977,726	18	\$ 332,096	\$ 339,556	\$ 110,435	3.1	27.8%	18	\$ 229,014	\$ 12,723			
Whatcom	\$ 21,791,233	55	\$ 396,204	\$ 416,095	\$ 109,117	2.5	20.0%	40	\$ 619,647	\$ 15,491			
Whitman	\$ 2,614,784	10	\$ 261,478	\$ 268,800	\$ 102,554	2.8	0.0%	10	\$ 95,323	\$ 9,532			
Yakima	\$ 43,918,776	141	\$ 311,481	\$ 319,871	\$ 96,645	2.8	67.4%	134	\$ 1,630,051	\$ 12,165			
TOTAL	\$ 850,478,471	2215	\$ 383,963	\$ 395,722	\$ 111,549	2.7	35.9%	2086	\$ 31,222,963	\$ 14,968	5	\$ 49,591	\$9,918

*Primary Mortgagor.

**WASHINGTON STATE HOUSING FINANCE COMMISSION
HOMEOWNERSHIP PROGRAMS
HOUSE KEY OPPORTUNITY/CASH WINDOW/OPEN MARKET AND OPPORTUNITY DPA PRODUCTION
July 1, 2023 - March 31, 2023**

COUNTY	HOUSE KEY LOAN AMOUNT	% OF TOTAL LOAN AMOUNT	NUMBER OF HK LOANS	AVERAGE LOAN AMOUNT	AVERAGE ACQUISITION COST	AVERAGE HOUSEHOLD INCOME	AVERAGE FAMILY SIZE	PROGRAM MINORITY %	GENERAL MINORITY POPULATION**	NUMBER OF OPPORTUNITY DPA LOANS	OPPORTUNITY DPA LOAN AMOUNT	AVERAGE OPPORTUNITY DPA LOAN	HUD AREA MEDIAN INCOME LIMIT
Adams	\$ 319,719	0.32%	2	\$ 159,860	\$ 173,000	\$ 48,642	2.5	0.0%	59.60%	1	\$ 15,000	\$ 15,000	\$ 47,900
Asotin	\$ 432,609	0.43%	2	\$ 216,305	\$ 221,500	\$ 84,989	3.0	0.0%	6.08%	2	\$ 25,000	\$ 12,500	\$ 60,100
Benton	\$ 2,872,768	2.88%	11	\$ 261,161	\$ 270,727	\$ 76,109	3.0	45.5%	23.70%	10	\$ 143,898	\$ 14,390	\$ 70,300
Chelan	\$ 302,197	0.30%	1	\$ 302,197	\$ 330,000	\$ 64,373	4.0	100.0%	30.33%	1	\$ 15,000	\$ 15,000	\$ 56,700
Clallam	\$ 1,050,052	1.05%	4	\$ 262,513	\$ 291,625	\$ 74,127	3.0	0.0%	15.02%	2	\$ 30,000	\$ 15,000	\$ 56,300
Clark	\$ 5,915,735	5.93%	18	\$ 328,652	\$ 383,317	\$ 91,501	2.4	38.9%	15.99%	8	\$ 117,000	\$ 14,625	\$ 73,900
Columbia									11.71%				\$ 60,000
Cowlitz	\$ 2,139,854	2.14%	8	\$ 267,482	\$ 279,125	\$ 64,357	2.5	25.0%	12.65%	7	\$ 105,000	\$ 15,000	\$ 58,100
Douglas	\$ 238,598	0.24%	1	\$ 238,598	\$ 243,000	\$ 58,603	2.0	0.0%	29.51%	1	\$ 15,000	\$ 15,000	\$ 56,700
Ferry	\$ 340,736	0.34%	2	\$ 170,368	\$ 177,500	\$ 49,459	3.5	0.0%	26.76%	2	\$ 19,475	\$ 9,738	\$ 43,600
Franklin	\$ 330,966	0.33%	1	\$ 330,966	\$ 324,000	\$ 57,731	1.0	0.0%	60.00%	1	\$ 5,301	\$ 5,301	\$ 70,300
Garfield	\$ 186,558	0.19%	1	\$ 186,558	\$ 190,000	\$ 66,379	5.0	0.0%	5.27%	1	\$ 9,800	\$ 9,800	\$ 69,700
Grant	\$ 1,945,187	1.95%	8	\$ 243,148	\$ 249,167	\$ 75,686	3.4	50.0%	43.18%	8	\$ 81,783	\$ 10,223	\$ 56,900
Grays Harbor	\$ 3,406,663	3.41%	15	\$ 227,111	\$ 234,320	\$ 66,685	2.9	13.3%	19.20%	11	\$ 139,607	\$ 12,692	\$ 56,800
Island	\$ 388,170	0.39%	1	\$ 388,170	\$ 380,000	\$ 77,625	2.0	0.0%	17.79%				\$ 74,200
Jefferson	\$ 1,139,075	1.14%	7	\$ 162,725	\$ 226,845	\$ 43,250	1.9	14.3%	10.32%	7	\$ 105,000	\$ 15,000	\$ 65,200
King	\$ 15,883,404	15.91%	64	\$ 248,178	\$ 408,044	\$ 77,098	2.2	54.7%	31.50%	54	\$ 784,268	\$ 14,523	\$ 89,600
Kitsap	\$ 2,225,705	2.23%	8	\$ 278,213	\$ 341,156	\$ 84,326	3.3	25.0%	20.33%	7	\$ 104,600	\$ 14,943	\$ 74,600
Kittitas	\$ 537,613	0.54%	2	\$ 268,807	\$ 277,500	\$ 54,733	2.5	50.0%	13.18%	2	\$ 30,000	\$ 15,000	\$ 65,800
Klickitat	\$ 203,500	0.20%	1	\$ 203,500	\$ 215,000	\$ 61,296	4.0	0.0%	17.83%	1	\$ 15,000	\$ 15,000	\$ 46,900
Lewis	\$ 1,300,154	1.30%	5	\$ 260,031	\$ 269,250	\$ 67,558	3.8	20.0%	12.39%	4	\$ 50,598	\$ 12,650	\$ 57,800
Lincoln	\$ 798,695	0.80%	4	\$ 199,674	\$ 205,825	\$ 60,221	2.3	0.0%	6.67%	4	\$ 48,075	\$ 12,019	\$ 60,300
Mason	\$ 957,952	0.96%	4	\$ 239,488	\$ 282,738	\$ 69,253	2.5	25.0%	15.82%	3	\$ 45,000	\$ 15,000	\$ 60,800
Okanogan	\$ 455,603	0.46%	2	\$ 227,802	\$ 239,950	\$ 54,252	4.0	50.0%	33.58%	2	\$ 30,000	\$ 15,000	\$ 51,900
Pacific	\$ 650,138	0.65%	3	\$ 216,713	\$ 244,505	\$ 64,351	2.7	0.0%	15.57%	3	\$ 35,845	\$ 11,948	\$ 53,500
Pend Oreille	\$ 245,471	0.25%	1	\$ 245,471	\$ 250,000	\$ 53,832	2.0	0.0%	10.46%	1	\$ 14,000	\$ 14,000	\$ 49,100
Pierce	\$ 17,944,335	17.98%	55	\$ 326,261	\$ 353,958	\$ 82,636	3.1	43.6%	27.50%	49	\$ 711,981	\$ 14,530	\$ 71,000
San Juan									6.62%				\$ 68,200
Skagit	\$ 978,287	0.98%	4	\$ 244,572	\$ 276,375	\$ 70,706	1.5	0.0%	22.10%	3	\$ 41,000	\$ 13,667	\$ 68,200
Skamania									10.34%				\$ 73,900
Spokane	\$ 4,354,112	4.36%	12	\$ 362,843	\$ 381,812	\$ 101,075	2.1	16.7%	20.27%	10	\$ 130,600	\$ 13,060	\$ 89,600
Spokane	\$ 18,465,017	18.50%	78	\$ 236,731	\$ 259,356	\$ 61,555	2.3	23.1%	11.97%	69	\$ 932,976	\$ 13,521	\$ 64,500
Stevens	\$ 919,181	0.92%	4	\$ 229,795	\$ 242,250	\$ 56,264	2.8	25.0%	11.91%	3	\$ 44,000	\$ 14,667	\$ 54,700
Thurston	\$ 1,007,886	1.01%	3	\$ 335,962	\$ 366,667	\$ 83,689	3.3	0.0%	19.59%	2	\$ 30,000	\$ 15,000	\$ 71,500
Wahkiakum									8.14%				\$ 54,500
Walla Walla	\$ 539,106	0.54%	2	\$ 269,553	\$ 276,500	\$ 64,810	3.5	0.0%	26.91%	2	\$ 28,946	\$ 14,473	\$ 62,900
Whatcom	\$ 4,975,522	4.98%	20	\$ 248,776	\$ 305,389	\$ 67,550	2.7	20.0%	16.27%	20	\$ 295,459	\$ 14,773	\$ 67,600
Whitman	\$ 356,750	0.36%	2	\$ 178,375	\$ 220,250	\$ 54,499	3.5	0.0%	15.48%	1	\$ 12,500	\$ 12,500	\$ 67,600
Yakima	\$ 6,002,627	6.01%	25	\$ 240,105	\$ 248,324	\$ 68,662	2.8	76.0%	52.36%	24	\$ 320,873	\$ 13,370	\$ 53,200
TOTAL	\$ 99,809,945	100.00%	381	\$ 261,968	\$ 310,040	\$ 72,204	2.6	34.4%	25.19%	326	\$ 4,532,585	\$ 13,904	\$ 62,933

*Primary Mortgagor.

**WASHINGTON STATE HOUSING FINANCE COMMISSION
HOMEOWNERSHIP PROGRAMS
DOWNPAYMENT ASSISTANCE PRODUCTION (ACTIVE/INACTIVE)
July 1, 2023 - March 31, 2023**

Active Programs - Current FY totals
Active Programs - Historical totals
Inactive Programs - Historical totals
Active/Inactive Combined totals

ACTIVE PROGRAMS						
		July 1, 2023 - March 31, 2023		Historical Totals - Active Programs		
DPA PROGRAM	Launch Date	Number of Loans	Dollars Lent	Number of Loans Total	Total Dollars Loaned	Average Loan Amount
Bellingham DPA	February 2016	6	\$ 240,000	43	\$ 1,594,887	\$ 37,090
Home Advantage DPA	July 2012	2086	\$ 31,222,963	51,960	\$ 564,198,916	\$ 10,858
Home Advantage Needs Based	July 2014	5	\$ 49,591	2,265	\$ 21,163,243	\$ 9,344
HomeChoice	June 1997	28	\$ 417,964	1,594	\$ 20,319,778	\$ 12,748
House Key Opportunity	August 2012	326	\$ 4,532,585	3,897	\$ 41,159,239	\$ 10,562
East King County (ARCH) DPA	September 2005	0	\$ -	82	\$ 2,369,891	\$ 28,901
Community Land Trust DPA	September 2004	0	\$ -	124	\$ 1,550,721	\$ 12,506
Seattle DPA	June 2004	0	\$ -	424	\$ 21,715,651	\$ 51,216
Pierce County DPA	July 2015	0	\$ -	19	\$ 447,300	\$ 23,542
Tacoma DPA	June 2014	0	\$ -	68	\$ 1,332,601	\$ 19,597
Veterans DPA	December 2006	7	\$ 61,557	78	\$ 563,499	\$ 7,224
Univ of WA DPA (non-Commission funds)	May 2019	2	\$ 170,500	17	\$ 1,421,440	\$ 83,614
Clark County DPA	March 2023	7	\$ 419,289	23	\$ 1,330,142	\$ 57,832
Total		2467	\$ 37,114,449	60,594	\$ 679,167,308	

INACTIVE PROGRAMS						
DPA PROGRAM	Launch Date	Loans	Dollars	Average Loan Amount	End Date	Column1
House Key Plus	June 1999	6,301	\$ 26,735,036	\$ 4,243	June 2012	
House Key Extra	April 2000	27	\$ 165,075	\$ 6,114	July 2005	
House Key Rural	January 2001	193	\$ 1,760,117	\$ 9,120	December 2011	
House Key Schools	December 2006	195	\$ 1,477,698	\$ 7,578	March 2016	
House Key King County	September 2008	38	\$ 1,124,256	\$ 29,586	June 2010	
House Key Real Estate Owned	March 2009	893	\$ 6,448,429	\$ 7,221	July 2012	
House Key Federal Way	August 2009	11	\$ 314,213	\$ 28,565	December 2010	
New Home for You	February 2010	145	\$ 1,073,081	\$ 7,401	December 2014	
Home Advantage Rebound	January 2013	359	\$ 3,162,673	\$ 8,810	May 2014	
House Key Bremerton	July 2015	6	\$ 56,916	\$ 9,486	August 2016	
Total		8,168	\$ 42,317,494			

Active and Inactive DPA Totals 68,762 \$ 721,484,802

**WASHINGTON STATE
HOUSING FINANCE COMMISSION
QUARTERLY STATUS REPORT**

**Program Summary
Fiscal Year 2023 - 2024
Quarter Ending: 03/31/2024**

Program: Multifamily Housing Program

Division: Multifamily Housing

Commission Goal:

To provide equitable access and effective, low-cost financing for the new construction and preservation of multifamily housing for the homeless, farmworkers, other special needs populations and the general workforce at or below 60% of the area median income.

Problem/Need:

There is a lack of sufficient affordable rental housing throughout the State and the cost of housing exceeds the incomes of many households. Resources are insufficient to meet the affordable housing need.

Program Goal:

To create and preserve affordable rental housing and provide access to capital to underserved communities by removing barriers in program design.

Business Objectives (Outputs/Outcomes):

1. Program wide:

- a. Evaluate the impacts resulting from historic and systemic racism on Commission programs and processes, including the multifamily housing programs, change programs and develop new tools to mitigate the impact of such racism in alignment with the agency's racial equity strategic plan.

First Quarter: Have begun interested party mapping process, developed a work plan for CBO engagement, developing pipelining process in Seattle/King County.

Second Quarter: Ongoing discussions with public funders regarding alignment and prioritization of by and for community organizations.

Third Quarter: Continued work with HDC CBO affinity group and public funders around CBO alignment.

- b. Evaluate opportunities for grant applications for all division programs and report quarterly to AMT and Administration. Ongoing through June 30, 2024.

First Quarter: No activity.

Second Quarter: Submitted final report to NCSHA on the Health and Housing initiative. Pursuing ongoing potential opportunities for a second round. Partnering with HCA on a multi-agency application for coordination through HUD.

Third Quarter: No activity.

- c. Tax credit and housing bond policies reviewed annually, including total development costs limits to increase alignment with the Racial Equity Strategic Plan values. Ongoing through June 30, 2024.

First Quarter: Proposed updated TDC limits for 9% program and reworking timing of waiver process based on current volatile cost environment.

Second Quarter: Worked on developing a shared framework with the Seattle/King County public funders, including HTF for the pipelining process in Seattle/King County.

Third Quarter: Working on internal assessment of potential changes and interested party engagement. Not expecting big policy changes for next year but may have some minor changes and some process updates.

- d. Continued process improvement and streamlining of application and placed in service functions by leveraging technologies such as Salesforce, Laserfiche, and more. Add additional programs as budget and timeline allows. Ongoing through June 30, 2024.

First Quarter: Updated and revised 9% application.

Second Quarter: Updated and revised Bond/Tax Credit application in the Multifamily Developer Portal in Salesforce based on policy changes for the program year.

Participated in several interviews with CR8 resulting in the Electronic Content Management (ECM) Use Case Study (UCS) for MHCF and high-level process maps. The report provides recommendations for required ECM modules and streamlined processes using workflow; it also provides a starting point for the next phase of the Content Management project for MHCF, “Build” to the Laserfiche system.

Third Quarter: Continued work on content management system and assessing ongoing needs for HomeBase and the application portal.

- e. Assess current staffing needs and objectives based on legislative, emerging program initiatives and automation by December 31, 2023. Provide internship opportunities, either through HDC program or other avenues; track and report progress by 6/30/24.

First Quarter: Applied for and hired HDC intern to support work on rent stabilization proviso.

Second Quarter: Responded to employee staff capacity needs by allowing the current manager to go part-time and appointing an acting manager to back fill and support program management needs.

Third Quarter: Looking to hire a temp data consultant to help support rent stabilization work.

- f. Develop preservation strategy in coordination with AMC, outline specific recommendations for policy formation by 12/31/23 with implementation by 6/30/24.

First Quarter: No activity this quarter.

Second Quarter: Examining intersection of preservation and energy efficiency opportunities, particularly where potential funding opportunities may exist under the IRA and/or through the State’s Energy Office in the Department of Commerce. Completed evaluation/analysis of proposal from a buyer to preserve Orchard Hills an existing affordable housing property with an expiring regulatory agreement. While terms could not be successfully negotiated with the buyer, it provided a timely case study and generated a list of factors to consider as the preservation strategy is developed.

Third Quarter: Identified need for data analysis of the current portfolio, to further understand preservation opportunities particularly for projects nearing the end of their extended use regulatory agreements. Continuing to explore collaboration or partnership with the Department of Commerce both with the Energy Office and the Housing Unit and examining the intersection of preservation and energy efficiency for potential funding opportunities under the IRA.

2. Multifamily housing bonds:

- a. Finance 3,000 units of affordable rental housing or issue \$350,000,000 in tax-exempt bonds by 06/30/2024.

First Quarter:

Project Name	Location	Tax-Exempt Bonds	Units
2023 Holly Ridge Supplemental Bond	Everett	\$3,200,000.00	0*
Ethiopian Village Supplemental Bond	Seattle	\$1,380,000.00	0*
Totals		\$4,580,000.00	0

**Units counted with a prior issuance of tax-exempt bonds*

Second Quarter:

Project Name	Location	Tax-Exempt Bonds	Units
Kendrick Landing	Lakewood	\$60,500,000	245
Altaire at Jackson Park	Seattle	\$50,000,000	207
Vintage at Everett	Everett	\$56,502,000	259
Mercy Angle Lake Family Housing	SeaTac	\$35,960,791	130
Ardea at Totem Lake	Kirkland	\$35,999,811.66	170
Blue Thistle Villa	Kelso	\$9,150,000	32

MLK Mixed-Use and Early Learning Center	Seattle	\$32,131,200	148
Sagebrook Affordable Housing	Bellevue	\$13,300,000	108
Totals		\$293,543,802.66	1,299

Third Quarter:

Project Name	Location	Tax-Exempt Bonds	Units
Anacortes WA Portfolio	Multiple – Skagit County	\$12,775,000	111
Victory Northgate	Seattle	\$48,000,000	182
Totals		\$60,775,000.00	293

- b. Monitor and control multifamily bond cap including transfers to other issuers to ensure maximum use of the state’s resource, review quarterly through 6/30/2024.

First Quarter:

Project Name	Issuer	Location	Tax-Exempt Bonds	Units
Kirkland Heights	King County Housing Authority	Kirkland	\$115,995,270.80	276
Devonshire Apartments	Community Roots Housing	Seattle	\$16,900,000.00	62
Totals			\$132,895,270.80	338

Second Quarter:

Project Name	Issuer	Location	Tax-Exempt Bonds	Units
Juniper Apartments	Seattle Housing Authority	Seattle	\$46,686,036	114
Northgate Affordable Housing	Community Roots Housing	Seattle	\$57,351,000	235
Totals			\$104,037,036.00	349

Third Quarter:

No activity.

- c. Pursue initiatives for increasing private activity bond cap, including recycling of bond cap, lowering of 50% test and other initiatives depending on federal and state framework with a report by 06/30/2024.

First Quarter: Continued monitoring of legislative initiatives and reintroduction of AHIA.

Second Quarter: Continued monitoring of legislative initiatives and reintroduction of AHIA. For the first time in this bill's history, Rep Newhouse signed on in support.

Third Quarter: Big win with 2 key provisions included in the Tax Relief package and voted out of the House. Stalled in the Senate.

- d. Seek additional and alternative methods of financing multifamily housing.
 - i. Model additional financing structures with EIHF's and continue to staff and evaluate additional options with the Seattle Foundation for furthering housing development by 6/23/24.

First Quarter: Continued discussion and staff support of EIHF.

Second Quarter: Staff participated in an outreach event in Spokane with the Seattle Foundation.

Third Quarter: Continued discussion with potential investors and EIHF advisory committee on next steps. Workforce Accelerator program legislation passed and signed by the Governor, currently with no funding.

- ii. Create BIPOC fund or capacity building initiatives aimed at addressing gaps in communities most impacted having access to capital by 6/30/24.

First Quarter: Began conversations with LISC about possible capacity building and technical assistance for emerging BIPOC/CBO developers, including but not limited to the Housing Equity Accelerator program. Staff also began developing "CBO Profiles" aimed at better understanding the strengths, challenges, capacity, and goals of various types and sizes of BIPOC-led organizations and other community-based developers and nonprofits.

Second Quarter: Ongoing discussions with Dept of Commerce regarding their technical assistance and training funds.

Third Quarter: Continued discussions regarding gaps and needs for CBO organizations.

3. Housing Credits:

- a. Allocate credits to 860 or more units of affordable housing by 12/31/23 issuing final allocations to 100% of the projects with all PIS requirements satisfied by 01/15/2024.

First Quarter: The commission allocated credit to 16 projects, resulting in 1,922 units in the first quarter.

Second Quarter: All sixteen 2023 9% projects signed their contracts by year end.

Third Quarter: Reviewed applications and allocated 2024 9% credits.

- b. Assess and redefine 9% Policies based on specific values and outcomes-based approach with initial scoping and stakeholder engagement by 12/31/23 and final policy approach by 6/30/24 for implementation for 2025 allocations.

First Quarter: No activity this quarter

Second Quarter: At this time, we do not anticipate making significant changes to the 9% policies for 2025.

Third Quarter: List and modifications underway for approval in July 2024.

- c. Review and process non-Commission bond/housing credit applications received within 30 days. Ongoing through June 30, 2024.

First Quarter: Received the Tacoma Housing Authority's Housing Hilltop application. A draft Regulatory Agreement has been circulated for comments. Closing is expected on November 8.

Second Quarter: Received the Vancouver Housing Authority's Esther Cougar application. Received the Community Roots White Center Hub application and Kennewick Housing Authority's Bubble on Gum application.

Third Quarter: The Community Roots White Center Hub project is expected to close this month.

4. Performance Measures:

- a. Approximately 1,500 low and moderate-income households will have affordable rental housing because of bond and tax credit financing, and 50% of the 860 units to be financed with 9% tax credits will serve households earning less than 50% AMI or meet other program set asides and 95% of carryover projects will perform within specified timelines. Estimated bonds for the fiscal year - \$350,000,000.
- b. Incorporate client recommendations into program revisions when appropriate.
- c. Heightened awareness of race, equity, and social justice issues and how our policies either help or hinder enabling greater access amongst all the division's program to communities of color. Evidenced by Commission co-sponsored initiatives or policy improvements with a report on activities by 6/30/2024.
- d. Reports and Program initiatives are completed and or implemented by 6/30/2024.

- e. Implement recommendations from UW student lab report or continue to assess how to Develop baseline and measures to track outcomes and bond/tax credit policy changes by 12/31/23.

5. Assumptions:

- a. The financing tools available to the Commission provide a cost-effective and efficient benefit to eligible borrowers.
- b. Changes to the tax code do not impede the issuance of bonds.
- c. There is sufficient issuance authority under the debt ceiling.
- d. One Tax Credit (TC) application round per year and housing credit of \$2.75.
- e. Commission policy requirements are not in irresolvable conflict with market requirements.

**WASHINGTON STATE
HOUSING FINANCE COMMISSION
QUARTERLY STATUS REPORT**

**Program Summary
Fiscal Year 2023 - 2024
Quarter Ending: 03/31/2024**

Program: Nonprofit Financing Program

Division: Multifamily Housing

Commission Goal:

To provide effective, low-cost financing for nonprofit-owned housing and facilities. To administer programs in an equitable and inclusive way.

Problem/Need:

Nonprofit organizations, particularly community-based organizations serving BIPOC people and other underserved communities have difficulty accessing low-cost credit options due to irregular revenue streams, systemic racism in the finance industry and other considerations. However, developing capital facilities will improve cash flow and assist them in carrying out their missions. The Commission provides options for organizations allowing them to take advantage of multiple choices to develop financing for supportive housing, multifamily facilities and housing intended for special populations.

Program Goal:

Eliminating real and perceived barriers to the tax-exempt bond market for eligible borrowers, to lower the cost of debt. To foster partnerships and assist in educating borrowers and the lending community about bond-financing and Commission resources to develop housing including assisted living, congregate care, and nursing beds. To form authentic relationships with community-based organizations beyond transactions.

Business Objectives (Outputs/Outcomes):

1. Program wide:

- a. Evaluate the impacts resulting from historic and systemic racism on Commission programs and processes, including the nonprofit facilities and nonprofit housing programs and develop a baseline to track and measure impact in alignment with the agency racial equity strategic plan.

First Quarter: Developed safe space principles, interviewed CBOs regarding 2022 bond application process, made minor edits and clarifications, and changing process for CBOs in the next application round based on input and interviews.

Second Quarter: Contracted with Athena group to provide third party facilitation and support for CBO outreach work plan.

Third Quarter: Continued to engage with CBOs through facilitated meetings.

- b. Identify, communicate, and support changes to current programs as well as develop new tools to mitigate the impact of such racism in alignment with the agency racial equity strategic plan.

First Quarter: Initial kick off meeting of H3C grant. Also kicked off CBO Engagement process with the HDC CBO Affinity Group.

Second Quarter: Adapted to concerns and issues raised by BIPOC led CBOs in the HDC CBO Affinity Group- contracted with a facilitator to lead the group discussions and support WSHFC staff.

Third Quarter: Through facilitated meetings, continued to listen to BIPOC led CBOs on issues of access to capital.

- c. Incorporate into the marketing plan specific outreach to organizations in communities of color and other underserved communities. Report to Division leadership events, outreach and activities on a quarterly basis through June 30, 2024.

First Quarter: Proposed updated TDC limits for 9% program and reworking timing of waiver process based on current volatile cost environment. Staff had one-on-one conversations with multiple interested parties representing marginalized groups.

Second Quarter: Staff attended events and community meetings led by BIPOC organizations including African Community and Housing Development, Community Passageways, Black Coffee Northwest.

Third Quarter: Staff met with several groups from underserved or BIPOC communities including Urban Black, the Seattle Griot Project, Thurston County Council on Aging, and Delridge Neighborhood Development Association.

- d. Conduct a mapping exercise to create a comprehensive understanding of various interested party groups from an impact/access/accountability analysis, in preparation for public engagement goals detailed in racial equity strategic plan.

First Quarter: Build out and testing of 9% application portal. Held multiple internal “small workgroup” meetings with staff of MHCF and AMC to begin the Interested Party Mapping process. Created initial Interested Party Maps for the 9% and 4% programs and shared with MHCF Division Staff. Solicited and received input from MHCF on the initial maps.

Second Quarter: Shared Interested Party map with AMC Division and received feedback about the map and the coordination among the two divisions regarding policy and process for allocation in the 4% and 9% programs.

Third Quarter: Presented Interested Party mapping work to the national group Government Alliance for Racial Equity. Formulated a timeline for increasing engagement with interested parties identified as Low Power/High Interest.

- e. As committed in the racial equity strategic plan, begin the process of conducting a Racial Equity Impact Assessment across multiple programs, including defining requirements for the scope, budget, timeline, consultant qualifications, and internal staff load. (Timing aligned with RESP).

First Quarter: Hired and orientation of 2 HDC interns, one to be housed in MHCF and one to be housed in AMC. Hiring process and staff hired for analyst position to back fill Jacob's position and filling the policy position. MHCF Community Engagement Intern began the process of researching methods and deliverables for the REIA.

Second Quarter: Had conversations with staff of Race Forward's Government Alliance on Race and Equity about other jurisdictions and states that have completed an REIA.

Third Quarter: Gathered examples of consultant scopes and deliverables from other Racial Equity Impact Assessments and ascertained the budget for the Commission's project.

- f. Review and refresh marketing materials, website, brochures, handouts to reflect program changes and results as needed by June 30, 2024, in alignment with agency wide racial equity strategic plan.

First Quarter: Suspended refresh of CapitalPlus materials due to lack of available funds in the CapitalPlus program. Completed a refresh of the NPF Client List, to make it more understandable for nonprofit organizations.

Second Quarter: Evaluated marketing materials to identify what would be needed during the office transition, for conferences in the Spring of 2024.

Third Quarter: Refreshed website for Nonprofit Housing and Facilities Programs.

- g. Evaluate nonprofit organizations' barriers to financing capital projects and develop tools to educate and assist organizations in preparing for and undertaking projects, including soliciting input from community-based organizations that do not have ready access to capital, Ongoing through June 30, 2024.

First Quarter: Began conversations with LISC about possible avenues for capacity building and technical assistance.

Second Quarter: Continued conversations with partners including LISC and Enterprise, as well as other public funders.

Third Quarter: Conducted two specific discussions about capacity building needs with the facilitated CBO Affinity Group.

- h.** Seek out alternative financing structures and provide technical assistance to traditional non-profit housing developers to utilize more fully 501(c)(3) bonds to develop affordable housing by June 30, 2024. Track and analyze trends by 12/30/23.

First Quarter: Completed bond financing for Emerald Heights senior housing project.

Second Quarter: Staff invested many hours with a few new borrowers trying to structure acquisition/rehabs with recycled bond cap.

Third Quarter: Continued discussions with borrowers utilizing 501c3 financing for purchasing existing housing units.

2. Nonprofit Financing Objectives:

- a.** Issue \$80 million in bonds or finance 225 units/beds including facilities for senior housing by 6/30/2024.

First Quarter:

Project Name	Location	Tax-Exempt Bonds	Units	Elderly
Emerald Heights	Redmond	\$118,330,000.00	375	Yes
Totals		\$118,330,000.00	375	

Second Quarter:

Project Name	Location	Tax-Exempt Bonds	Units	Elderly
Spokane United Methodist Homes d/b/a Rockwood Retirement Communities	Spokane	\$69,609,000.00	447	Yes
Totals		\$69,609,000.00	447	

Third Quarter:

Project Name	Location	Tax-Exempt Bonds	Units	Elderly
Renton Sage	Renton	\$44,700,000.00	284	No
Totals		\$44,700,000.00	284	

- b. Coordinate and market green initiatives to nonprofit housing providers, with report on successes by 6/30/2024.

First Quarter: No activity this quarter.

Second Quarter: Continue to track and inform potential borrowers of funding opportunities at the state and federal level.

Third Quarter: Continue to track and inform potential borrowers of funding opportunities at the state and federal level.

- c. Issue \$40 million in bonds for non-profit facilities by June 30, 2024.

First Quarter:

Project Name	Location	Tax-Exempt Bonds
Ocean Pavilion	Seattle	\$64,294,000.00
Totals		\$64,294,000.00

Second Quarter: No activity this quarter.

Third Quarter: No activity this quarter.

Performance Outcome(s):

1. Eligible borrowers participate in our programs by developing housing and facilities with bond financing.
2. Portfolio of borrowers is expanded to include new organizations unaware of or unable to use the bond financing program in the past.
3. Nonprofits and banks consider the limitations imposed by 501(c)(3) bonds are not greater than the interest rate benefits.
4. Commission understands its broad range of interested party groups and integrates the needs and concerns of those groups into program design and implementation.
5. Commission marketing activities continue to generate client interest who use the Commission as issuer.
6. Incorporate client recommendations into the program design when appropriate.
7. Increased use of 501c3 financings for traditional non-profit housing developers.

Assumptions:

1. Tax-exempt bond financing provides more beneficial ways of developing nonprofit housing and facilities than other sources of financing for eligible borrowers.
2. Credit is available.
3. Changes to the tax code do not impede the issuance of bonds or do away with them altogether.
4. Commission policy requirements and market requirements are compatible.
5. Changes to health care reimbursement do not make the development of capital facilities providing childcare services, assisted living and/or nursing care infeasible.
6. The economy will support the services provided by eligible borrowers to the community and lenders will continue to underwrite nonprofits for the nonprofit-owned facilities.

**WASHINGTON STATE
HOUSING FINANCE COMMISSION
QUARTERLY STATUS REPORT**

**Program Summary
Fiscal Year 2023 - 2024
Quarter Ending: 03/31/2024**

Program: Special Focus Programs

Division: Multifamily Housing

Commission Goal:

To provide access to capital and address gaps in traditional financing for effective, low-cost financing for multifamily housing, manufactured housing communities, land acquisition, beginner farmer ranchers, energy efficiencies in housing and alternative energy technologies.

Problem/Need:

There is a lack of sufficient affordable rental housing throughout the State and the cost of housing exceeds the incomes of many households. Resources are insufficient to meet the affordable housing need. Beginning farmers and ranchers, have a lack of sufficient economic resources to purchase land and equipment. Additionally, there are current and historical barriers to accessing capital resources for BIPOC households and communities. In furtherance of State policy to reduce energy consumption, programs are necessary to increase energy efficiency in housing and facilities and to integrate renewable energy resources in these programs.

Program Goal:

To create and preserve affordable rental housing beyond the traditional financing sources. To provide financing for individuals seeking to begin a life in farming and ranching. To finance energy efficiency and renewable energy sources throughout all Commission programs.

Business Objectives (Outputs/Outcomes):

1. Program wide:

- a. Evaluate the impacts resulting from historic and systemic racism on Commission programs and processes, including the Commission's special focus programs, change programs, and develop new tools to mitigate the impact of such racism, in alignment with the agency racial equity strategic plan.

First Quarter: Developed safe space principles, interviewed CBO's regarding 2022 bond program outcomes.

Second Quarter: Developed and funded the first 2 projects in our CDLAP program, targeting LAP funds for community-based organizations.

Third Quarter: Continued pipeline development for CDLAP, CBO engagement work ongoing and starting to scope REIA action item in strategic plan.

- b. Evaluate opportunities for grant applications for all division programs and report quarterly to Director through June 30, 2024.

First Quarter: Initial kick off meeting of H3C grant. Held several convenings statewide

Second Quarter: Submitted final report of H3C grant.

Third Quarter: One last final convening is being organized in Tacoma.

- c. Assess current staffing needs and objectives based on legislative or emerging program initiatives by 12/31/2023. Support ongoing internship opportunities within the Division through 6/30/2024.

First Quarter: Hired HDC program intern.

Second Quarter: Hired second underwriter for new LAP program and funding.

Third Quarter: Looking to hire temp data consultant 3, to maintain continuity and support for the final rent stabilization report due December 2024.

2. Renewable and energy efficiency

- a. Navigate, communicate, and track Inflation Reduction Act funding with relevant stakeholders through 6/30/2024.

First Quarter: Launched and updated public-facing IRA funding webpage. Participated in NHT's IRA bootcamps. Coordinated closely with partners regarding analysis and research for Solar For All grant opportunity. Prepped existing portfolio energy survey.

Second Quarter: Participated in NHT's IRA bootcamps. Coordinated closely with partners to explore IRA rebates and Climate Pollution Reduction Grants. The Commission received official designation as a State Energy Financing Institution from Loan Programs Office Title 17. Updated IRA map of resources. Frequently updated public-facing IRA funding webpage. Deployed existing portfolio energy survey and analyzed results.

Third Quarter: Supported King County's application to EPA's Climate Pollution Reduction Grant to include technical assistance for energy efficiency upgrades for multifamily affordable housing across King, Snohomish, Kitsap and Pierce counties. Attended NCSHA Energy Efficiency monthly calls with partner HFAs to track Greenhouse Gas Reduction Fund awards. Updated IRA map of resources.

- b. Issue \$2 million from the SET. Continue to assess and develop strategic priorities for the SET, that are responsive to community needs and gaps. Look for opportunities to bridge or leverage IRA resources through 6/30/2024.

First Quarter: Issued SET loan to Maryhill Museum of Art. Two additional SET loans in pipeline. Explored Loan Programs Office Title 17 guarantees with U.S. Dept of Energy staff.

Second Quarter: Teed up \$900,000 SET loan for Lopez Community Land Trust to close early Q3. Two additional SET loans in pipeline.

Third Quarter: Closed \$900,000 SET loan to Lopez Community Land Trust. Two additional SET loans closed the first week of the 4th quarter – one to Olympia Community Solar and the other to Northaven Senior Living. Two SET loans in the pipeline.

- c. Map SET stakeholders and conduct stakeholder outreach in line with our racial equity strategic plan through June 30, 2024.

First Quarter: Participated in MF Bond/Tax Credit interested party mapping workgroup.

Second Quarter: Continued participation in MF Bond/Tax Credit interested party mapping workgroup.

Third Quarter: Continued participation in MF Bond/Tax Credit interested party mapping workgroup.

- d. Coordinate and collaborate with AMC to better understand the needs of our portfolio and market SET funds. Ongoing through 6/30/2024.

First Quarter: Coordinated and consulted with AMC to create and deploy existing portfolio energy survey. Included IRA webpage in AMC monthly newsletter.

Second Quarter: Teed up conversations around the intersection between energy efficiency and preservation. Included energy resources in AMC monthly newsletter.

Third Quarter: Included energy resources in AMC monthly newsletter.

- e. Develop a plan for disbursing the City of Seattle solar funding program by 12/31/2023.

First Quarter: Coordinated with the State Energy Office's solar team to set the stage for future collaboration, including possibly for the City of Seattle solar funding program.

Second Quarter: Continued coordination with the State Energy Office's Solar team to support a Solar Readiness Study, which could include matching sources for the City of Seattle solar funding program.

Third Quarter: Shared forms with interested parties and responded to requests to learn more about the program.

- f. Track and monitor multifamily point effectiveness and impact on energy efficiency and any potential changes by 6/30/2024.

First Quarter: Tracked the 2021 State Energy Code effective dates and changes to ensure alignment with our points. Presented energy point changes to interested parties including members of the public and the Board of Commissioners.

Second Quarter: Continued tracking the 2021 State Energy Code effective dates and changes to ensure alignment with our points. Analyzed energy points for 2023 9% round applications.

Third Quarter: The 2021 State Energy Code went into effect during Q3. Analyzed energy points for bond/4% applications and teed up potential policy tweaks for 2024-2025.

3. Beginning farmers and ranchers:

- a. Issue \$1.5 million in tax-exempt bonds or close 3 projects by 06/30/24.

First Quarter: No activity this quarter.

Second Quarter: Closed two Beginning Farm Rancher bond issues for \$613,702 purchasing 2,362 acres of farmland.

Third Quarter: Closed one Beginning Farmer Rancher bond issue for \$178,816 purchasing 427.5 acres of agricultural land.

- b. Monitor and track the Purchase Assistance Loan Program. Report quarterly on any potential loan activity.

First Quarter: No activity this quarter.

Second Quarter: No activity this quarter.

Third Quarter: No activity this quarter.

- c. Continue to fund farmland conservation projects as Farm PAI funds become available. Report quarterly on progress to Division Director.

First Quarter: Allocated \$3,000,000 in FarmPAI funds to conserve 260 acres of farmland for one dairy farm.

Second Quarter: Allocated \$1,491,950 in FarmPAI funds to conserve 48 acres of farmland for two farms.

Third Quarter: Contracting with 2 Farmland Trusts on allocations. Continuing marketing efforts.

- d. Assess viability for a BIPOC farmer component of Farm PAI by 6/30/24.

First Quarter: Continue to look at options.

Second Quarter: Continue to look at options.

Third Quarter: No current activity.

4. Manufactured Housing Communities

- a. Finance 2 Manufactured Housing Communities, or 100 units, by 6/30/2024.

First Quarter: We closed on the re-financings for Duvall Riverside Village (25 units) and Cascade Village (56 units).

Second Quarter: We received a loan payoff from Woodbrook Wagon West cooperative in Lakewood as a part of the plan to make improvements to the rental homes on the property and pursue a new financing package with ROC USA. The Commission will likely participate in the new financing. We also received a financing application from ROC USA for the 35-site Sherwood Village community in Mill Creek. Columbia Court community in Longview is exploring selling their community due to continued difficulties. This would result in the Commission's loan being paid off.

Third Quarter: We closed on the financing for the 35-site Sherwood Village community in Mill Creek. We also closed on the financing for the 32-site Samish MHP community in Bellingham.

- b. Track and monitor legislation and funding opportunities by 6/30/2024 and report quarterly on any progress or initiatives.

First Quarter: Held discussions with ROC USA Capital and ROC NW on coordination for upcoming HUD notice of funding availability for resident owned community finance.

Second Quarter: We are currently monitoring 3 bills in the WA state legislature related to manufactured housing.

Third Quarter: Continued discussions with ROC USA Capital and ROC NW on coordination for HUD notice of funding availability for resident owned community finance.

5. Land Acquisition Program

- a. Assess and implement any new initiatives developed either through private partnership or by the legislature by 12/31/2023.

First Quarter: Closed first CDLAP loan on 9/14/2023.

Second Quarter: Closed second CDLAP loan in December.

Third Quarter: Continued pipeline development for CDLAP program. Approved 3rd CDLAP loan to SCIDpda and closed on a \$2.3M acquisition loan (LAP) to The Housing Authority of the City of Vancouver for a 92-unit affordable housing project.

- b. Develop measures and report impacts of redefined outcomes by 6/30/2024.

First Quarter: CDLAP is live and expecting additional funding for a program in partnership with Sound Transit. Will incorporate these elements into redefined measures/criteria for each program.

Second Quarter: Staff and leadership met to create workplan and milestones for developing tools to measure impact across all land acquisition programs. Pipeline and Dashboard tool created and is being refined.

Third Quarter: Dashboard and pipeline tool in operation. Working with Microsoft to develop reporting deliverables and cadence

Performance Measures

1. Measure number of transactions and pipeline for each of the PRI programs.
2. Track reoccurring applicants, first time users and race/ethnicity of project sponsors as well as communities most impacted and tenant data, where applicable and available.
3. Create outcomes-based approach for all the PRI programs, establishing baselines and key measures to track progress towards the outcomes.

Assumptions

1. The financing tools available to the Commission provide a cost-effective and efficient benefit to eligible borrowers.
2. Changes to the tax code do not impede the issuance of bonds.
3. Funds are available for the SET, LAP, and other Commission PRI programs.
4. There is sufficient issuance authority under the debt ceiling.
5. Commission policy requirements are not in irresolvable conflict with market requirements.

**WASHINGTON STATE
HOUSING FINANCE COMMISSION
QUARTERLY STATUS REPORT**

**Fiscal Year 2023 - 2024
Quarter Ending: March 31, 2024**

Program: Compliance

Division: Asset Management & Compliance

Commission Goal:

To provide effective low-cost financing for housing and non-profit facilities in Washington state.

Problem/Need:

Ensure consistency in monitoring developments within the state of Washington.

Compliance requirements are extensive and complex; Owners may not understand or comply with program regulations, requirements, or commitments. Owners may need assistance maintaining affordable units for the duration of their Regulatory Agreement.

Program Goal:

To ensure Owner commitments and public benefits of multifamily properties financed with Commission Bonds and Tax Credits are satisfied. To ensure financed housing remains affordable and in good repair for the longest time possible.

Business Objectives:

1. Review all project compliance reports. Complete initial reviews within eleven months of report due dates. Issue compliance close-out letters within 14 months of report due dates.

First Quarter: 61% of all 2022 tax credit annual reports have been reviewed. 100% of 2022 bond annual reports have been reviewed and closed out.

Second Quarter: 100% of all 2022 tax credit annual reports have been reviewed.

Third Quarter: 100% of 2022 tax credit annual reports were closed out. 5% of 2023 Tax Credit annual reports were reviewed. 54% of Bond annual reports have been reviewed.

2. Ensure completion of calendar year onsite inspections for 1/3 of all projects by December 31st, 2023.

First Quarter: All but one 2023 inspections were completed as of 9/30/23. The remaining inspection will take place in October.

Second Quarter: 100% of 2023 inspections were completed as of 12/31/23.

Third Quarter: 8% of 2024 inspections have been done this quarter.

3. Provide regular educational opportunities and resources to owners, managers, and other stakeholders to ensure thorough understanding of LIHTC and bond program requirements. Includes the following:

- a) Deliver virtual, in-person and/or hybrid tax credit and bond compliance workshops and training modules on a regular schedule.
- b) Publish 12 electronic newsletters and online resources throughout the year.
- c) Hire an additional full-time Portfolio Analyst with a focus on training development and delivery.

First Quarter: Online tax credit compliance workshops were presented in July and September. An in-person Fundamentals workshop and in-person Advanced workshop were presented in Spokane in August. Electronic newsletters were sent out a few times this quarter. Our division has hired two new fulltime Portfolio Analysts who will begin employment in November.

Second Quarter: Online Bond-only compliance workshop was presented in October. In-person tax credit compliance workshops were presented in November in Renton. Electronic newsletters were sent out a few times this quarter. Our division hired one new fulltime Portfolio Analysts who began employment in November.

Third Quarter: In-person tax credit workshops were presented in Tacoma in March. Virtual tax credit training was presented in February. Electronic newsletters were sent out a few times this quarter. Training processes are being updated with new Portfolio Analyst taking the lead on updates.

4. Outline specific preservation policy criteria for compliance with MHCF’s Sr. Policy Advisor by end of June 30th, 2024.

First Quarter: A PA will be assigned by the end of 2nd quarter.

Second Quarter: A PA is assigned to this project and workgroup to start meeting in Q4.

Third Quarter: A PA is assigned to this project and workgroup to start meeting in Q4.

5. Implement Eventual Tenant Ownership plan framework with projects that are at end of the Federal Compliance period by December 31st, 2023.

First Quarter: AMC has been working extensively with tribes to develop feasible ETO work plans. Another tribe has indicated interest in delivering their LIHTC units to their residents; they are developing a plan in conjunction with the ETO framework released in the previous quarter.

Second Quarter: Continued to work with owners; an ETO work group is formed and is working towards policy and procedure recommendations as well as coordinating efforts for the state performance review.

Third Quarter: ETO workgroup has been working on policy and procedure recommendations as well as updates to forms. One owner has been approved to begin conveyance in 2025, another owner’s plan is on track to be approved in 2024.

6. Continue to engage, realign business objectives, and implement the Commission's Strategic Plan over the next 3 years in the areas of:
 - a) Language accessibility
 - b) Enhanced data collection process to inform policies.
 - c) Stakeholder mapping and engagement

First Quarter: Projects A and B will be assigned to a PA by the end of 2nd quarter. Michael Soper and Wubet Biratu took part in the interested parties mapping work with MHCF work group. Outcomes will be presented to teams in Q2.

Second Quarter:

- **Language accessibility:** Communications team has developed RFP for a forms evaluation and community engagement piece of the project. Workgroup will regroup in Q3.
- **Enhanced data collection process to inform policies:** Developing ideas on how to approach this project. Project will be assigned to a PA in Q4 once we have additional PA hired.
- **Stakeholder mapping and engagement:** AMC continues to participate in the Workgroup that is led by MHCF, PA has been assigned to this workgroup.

Third Quarter: Still working on RFP for a consultant to work on making our resident-facing forms more accessible.

Performance Measures:

1. 100% of owners and managers with noncompliance issues will experience resolution of noncompliance issues within stated periods (refers to Goals 1, 2 and 3).

First Quarter: Division staff are on track to complete reviews and resolve noncompliance issues by established deadlines.

Second Quarter: Second quarter deadlines have been met.

Third Quarter: Third quarter deadlines have been met.

2. The average score for the division on post-training evaluations will be 4 or higher on a scale of 1 to 5.

First Quarter: The average score was 4.3.

Second Quarter: The average score was 4.2.

Third Quarter: The average score was 4.2.

3. The average score for owner/manager satisfaction for compliance policy assistance and resolving noncompliance issues will be 4 or higher, on a scale of 1 to 5.

First Quarter: No activity yet.

Second Quarter: No activity yet.

Third Quarter: No activity yet.

Assumptions:

1. Performance Measure #1: Success will be measured by meeting or exceeding stated timelines based on a query of database dates entered for reviewing projects and closing out noncompliance issues.
2. Performance Measure #2: All workshop participants will be asked to complete a post training evaluation. Results will be tabulated each quarter for reporting to AMT.
3. Performance Measure #2: This assumes that training can be successfully translated to a combination of in person and virtual format.
4. Performance Measure #3: Stakeholders will be sent a customer satisfaction survey; results will be collected and reported by June 30th. Survey results will not be reported if we receive responses from less than 5% of the people who emailed the survey.

**TOTAL PROJECTS MONITORED AND UNITS SET ASIDE FOR
LOW-INCOME RESIDENTS:**

First Quarter:

Total Low Income Projects & Units Monitored			
Housing Programs	Projects	Total Low Income Units	Total Units
Bond	88	2,542	8,419
Tax Credit	1,096	101,821	105,200
RTC	1	68	193
TOTALS	1,174	103,532	113,039

Second Quarter:

Total Low Income Projects & Units Monitored			
Housing Programs	Projects	Total Low Income Units	Total Units
Bond	86	2,103	8,058
Tax Credit	1,104	103,313	106,664
RTC	1	68	193
TOTALS	1,191	105,484	114,915

Third Quarter:

Total Low Income Projects & Units Monitored			
Housing Programs	Projects	Total Low Income Units	Total Units
Bond	86	2,103	8,058
Tax Credit	1,105	103,570	106,920
RTC	1	68	193
TOTALS	1,192	105,741	115,171

**WASHINGTON STATE
HOUSING FINANCE COMMISSION
QUARTERLY STATUS REPORT**

**Program Summary
Fiscal Year 2023 - 2024
Quarter Ending: March 31, 2024**

Program: Administration

Division: Executive Office

Commission Agency Wide Performance Measures:

1. Directly finance 350,000 affordable housing units by the end of fiscal year 2026.
2. Earn a minimum of \$380,000 per FTE in revenue each fiscal year.
3. Spend less than \$210,000 per FTE each fiscal year.
4. Directly finance 205 nonprofit owned facilities by the end of fiscal year 2023.
5. Develop benchmarking standards to assess progress toward increasing the accessibility of our resources for BIPOC residents and/or entities which are prioritizing the needs of BIPOC populations.
6. The Commission’s employees will average a score of 4 or better on the “employee engagement” measures developed by DOP and supplemented with racial equity assessment questions when measured each fiscal year.

Business Objectives:

1. Evaluate the impact of historic and systemic racism on Commission programs and processes by June 30, 2024, and develop new tools to mitigate the impact of such racism.

First Quarter: This process is ongoing.

Second Quarter: This process is ongoing.

Third Quarter: 75% of Commission Staff have begun the state require DEI 4-part training series. Consistent with our Racial Equity Strategic Plan we continue to review and update all office procedures (OPMs) to remove bias and promote inclusion.

2. Evaluate the impacts resulting from the COVID-19 pandemic on Commission programs and processes and implement regulatory requirements or other changes as necessary by June 30, 2024.

First Quarter: We continue to comply with directives prescribed by the Governor

Second Quarter: We continue to comply with directives prescribed by the Governor

Third Quarter: We continue to comply with directives prescribed by the Governor

3. Identify, communicate, and support enhancements of current programs as well as the development of new tools to mitigate the impact of the COVID-19 pandemic by June 30, 2024.

First Quarter: We continue to comply with directives prescribed by the Governor and communicate with staff and support them accordingly.

Second Quarter: We continue to comply with directives prescribed by the Governor and communicate with staff and support them accordingly.

Third Quarter: We continue to comply with directives prescribed by the Governor and communicate with staff and support them accordingly.

4. Conduct new Commissioner Orientation within 90 days of new appointments; Prepare for and conduct 11 monthly Commission meetings, one planning session, and assist the Commissioners in the completion of their duties by June 30, 2024.

First Quarter: Conducted three Commission meetings during the quarter via Zoom. Coordinated participation in other activities for Commissioners.

Second Quarter: Conducted three Commission hybrid meetings during the quarter via Zoom including one work session. Coordinated participation in other activities for Commissioners.

Third Quarter: Conducted three Commission hybrid meetings during the quarter via Zoom including two work sessions. Coordinated participation in other activities for Commissioners.

5. Provide leadership in the development of statewide housing policy and obtain approval of a 2024 legislative agenda by December 30, 2023.

First Quarter: In the coming month we will begin to frame our agency legislative agenda to bring before the Board for consideration in November.

Second Quarter: The Board approved the 2024 legislative agenda at its December meeting.

Third Quarter: Task has been completed.

6. Produce and distribute the Annual Report and Cumulative Report by December 31, 2023.

First Quarter: Communications is gathering data for the program year just passed.

Second Quarter: Communication is continuing to gather data for the program year just passed.

Third Quarter: Communications has gathered data and is in the writing stage.

7. Organize and conduct a statewide housing conference by October 30, 2023; prepare and present a final report by January 31, 2024.

First Quarter: The Commission held our Housing Washington conference on October 3-5, 2023, offering an in-person conference in Tacoma and also streaming on the

Whova platform. The Conference had 840 in-person attendees as well as 376 people who attended only the virtual pre-conference sessions. Thanks to the efforts of Commission staff who for the first time took charge of the content in five subject-area tracks (Homeownership, Multifamily Development, Multifamily Management, Advocacy/Communications, and General), many attendees praised the sessions as the best yet of any Housing Washington.

Second Quarter: The conference was a success. We have closed out final invoices and started planning for the September 2024 conference.

Third Quarter: Task has been completed.

8. Lead the Friend of Housing Award selection process and produce the awards ceremony during Housing Washington in October 2023.

First Quarter: The communications team convened a staff committee that selected eight Friend of Housing awardees in various categories, then produced the evening awards ceremony at the Housing Washington conference in Tacoma. Anna Porkalob created the professional and attractive event graphics and was the primary point of contact with the attendees. Four of our Commissioners presented the awards from the stage. The acoustics of the room were a challenge during the event which is an unfortunate lesson learned for future years. We have again followed up with post-conference virtual “coffee talks” where people can meet the awardees in informal discussion of their work.

Second Quarter: The communications team convened a staff committee that selected six Friend of Housing awardees in various categories, then produced the awards ceremony at the Housing Washington conference in Tacoma in October. Gomer Roseman, Liz Prince, and Suzanne Forester in the category of *Unsung Hero*; Boa Nguyen Emerging Leader; Korean Women’s Association in the category of *Housing Intersection*; Black Home Initiative in the category of *Racial Equity Initiative*; HopeSource in the category of *Sustainable Housing*, and Lucy Lipinski with the *Margaret Sevy Lifetime Achievement Award*. Created professional and attractive event graphics and was the primary point of contact with the attendees. Communications created a program and script for the event, which Commissioners followed to emcee and deliver remarks praising each awardee. Based on anecdotal feedback from attendees, it was a successful event. We also held two popular post-conference “coffee talk” sessions in which Steve Walker and Bob Peterson interviewed the awardees. The videos of these sessions remain available for viewing.

Third Quarter: Task has been completed.

9. Coordinate, schedule and complete the annual revisions to the Business Resumption Plan by June 30, 2025.

First Quarter: The plan will be postponed until next year until we redevelop a new plan with a consultant.

Second Quarter: The plan will be postponed until next year until we redevelop a new plan with a consultant.

Third Quarter: The plan will be postponed until next year until we redevelop a new plan with a consultant.

10. In collaboration with the Deputy Director and EMT/AMT, plan and conduct a staff planning session by June 30, 2024.

First Quarter: Preliminary planning for the staff planning session will begin during the next quarter.

Second Quarter: Preliminary planning is ongoing.

Third Quarter: Preliminary planning is ongoing.

11. Complete the on-going implementation, monitoring and training for a Commission electronic content management system by December 31, 2023.

First Quarter: Process is ongoing with CRE8 consultant.

Second Quarter: Phase one of the consultancy has been completed. Consultant has provided Use Case Study's for phase two.

Third Quarter: Consultant is in the final phase of meeting with divisions before implementing transfer of files to Laserfiche repository.

12. Conduct monthly EMT/IT Governance meetings and semi-monthly AMT meetings and record and report actions to Executive Director and staff within 5 days.

First Quarter: Conducted three EMT/IT Governance meetings and two AMT meetings during the quarter.

Second Quarter: Conducted three EMT/IT Governance meetings and one AMT meeting during the quarter.

Third Quarter: Conducted five EMT/IT Governance meetings and 4 AMT meetings. Meeting frequency was increased due to business needs and budget discussions. All meeting minutes were posted to Microsoft Teams and the P drive for staff.

13. Monitor the strategic direction of the Commission's IT program and research, report and receive approval to implement new initiatives by December 31, 2023.

First Quarter: Provided a monthly summary report to the ITG of all the network and end-user issues. Those issues were documented in a report generated in Fresh Service (our ServiceDesk software).

Second Quarter: Provided a bi-monthly summary report to the ITG and AMT of all the network and end-user issues. Those issues were documented in a report generated in Fresh Service (our ServiceDesk software). Last provided constant updates to the Deputy Director on ongoing IT projects assigned to the IT Department.

Third Quarter: Provided a bi-monthly summary report to the ITG and AMT of all the network and end-user issues. Those issues were documented in a report generated in Fresh Service (our ServiceDesk software). Constant updates were provided to the Deputy

Director on ongoing IT projects assigned to the IT Department.

14. Throughout 2023/2024 the Administration Division will continue to advance the Commission's commitment to racial equity and social justice by accomplishing the following objectives:

- By June 30, 2024, provide continued commitment and support for implementation of the Commission's Racial Equity Strategic Plan.

First Quarter: We continue making progress on our Racial Equity Strategic Plan (RESP) which was finalized in April 2023. We have also made significant progress on revising the Commission's Mission, Vision and Values statements and anticipate presenting those to the Board during the November or December meeting. Major milestones met this quarter included the kick off of racial affinity groups, formation of a DEI Director recruitment committee, and selection of a recruiter for that position.

Second Quarter: We hired a DEI Director and she will start at the Commission on February 12, 2024. Additionally, we believe we are in the final stages of revising the Mission statement. Once that is finalized we will revise and finalize the Vision and Value statements.

Third Quarter: Mission, Vision and Values is in final draft form pending presentation to All Staff on May 6 and Board on May 22-23, 2024.

- By October 31, 2023, develop an inclusive process and timeline for reimagining and revising the Commission's Office Procedures Manual.

First Quarter: The OPM timeline has been identified and will continue to be monitored for updates and revisions.

Second Quarter: Continually identifying and prepare for the onboarding of the DEI Director to collaborate and brainstorm the revising.

Third Quarter: The completion date for developing an inclusive process for reimagining the OPM Manual has been revised to allow several leaders ample time to co-create the plan for revision of the current manual, including a set cadence for future reviews. The intended completion date for the plan and timeline is the end of the third quarter (September) of 2024.

- By June 30, 2024, update the Commission's Office Procedure Manual to ensure relevance to current business practices, as well as ensuring that they reflect the Commission's commitment to racial and social justice.

First Quarter: Continually identifying and updating our organizational processes and business practices in collaboration with our consultants.

Second Quarter: Continuously identifying and enhancing our organizational processes and business practices. With the onboarding of a DEI Director, we will delve deeper to ensure collaboration and adapt our strategies accordingly.

Third Quarter: The completion date for the OPM update has been revised to ensure the

DEI Director is provided ample time to evaluate the OPM's and understand the functionality of each of the procedures. The intended completion date for review and revision of the OPM Manual is the end of the fourth quarter (December) of 2024.

**WASHINGTON STATE
HOUSING FINANCE COMMISSION
QUARTERLY STATUS REPORT**

**Fiscal Year 2023 - 2024
Quarter Ending: March 31, 2024**

Program: IT Services

Division: Executive Office

Commission Goals:

To focus Commission efforts on building communities.

To maintain financial independence.

To actively support our clients.

To provide improved infrastructure and superior technology.

Problem/Need:

The Housing Finance Commission needs to provide technological support to program staff to assure the delivery of affordable housing and community facility programs among others.

Program Goal:

To provide support to Commission staff through technology programs that are both relevant to our mission and fiscally responsible.

Business Objectives (Outputs/Outcomes):

1. Ensure IT Service Desk incidents are resolved in accordance with the terms of our Service Level Agreement (SLA) which defines response time based upon severity level. This will be reported monthly to the ITG (Information Technology Governance) Committee.

First Quarter: This quarter, the service desk completed 225 issues as of September 30th, 2023.

Second Quarter: This quarter, the service desk completed 176 issues.

Third Quarter: This quarter, the service desk completed 310 issues.

2. Complete quarterly server recovery testing in conjunction with Disaster Recovery exercises to support the Business Resumption Plan.

First Quarter: Restored various files from accidental deletions by end-users and one server over this quarter.

Second Quarter: Restored various files from accidental deletions by end-users and one server over this quarter.

Third Quarter: Restored various files from accidental deletions by end-users and one server over this quarter.

3. Coordinate and assist in providing IT support for the installation and implementation of a Content Management System project through 6/30/2024.

First Quarter: There were no significant updates made to the content management system this quarter.

Second Quarter: We are in the process of moving the Content management system to the cloud. We expect to be finished with the move by the end of January.

Third Quarter: The migration of Laserfiche Cloud services to the cloud has been completed successfully. Now, all staff can access it from anywhere in the United States with an internet connection. It's important to note that this service is hosted on the government cloud of Azure, and access is limited to within the United States only. If you have any questions or concerns regarding this, please feel free to let me know.

4. Maintain the Salesforce database with the support of an external contractor; coordinate planning, scheduling, and implementation of enhancements and provide a monthly report to ITG.

First Quarter: There were no issues with Salesforce this quarter.

Second Quarter: There were no issues with Salesforce this quarter.

Third Quarter: There were no issues with Salesforce this quarter.

5. Maintain the Emphasys loan servicing platform with the support of internal staff and external contractors; coordinate planning, scheduling, and implementation of enhancements and present monthly reports to ITG on system status.

First Quarter: There was no downtime experienced with Emphasys

Second Quarter: There was no downtime experienced with Emphasys

Third Quarter: There was no downtime experienced with Emphasys

6. Support Dynamics Nav and Serenic Navigator financial systems in accordance with the terms of the SLA. Report monthly status updates to the ITG.

First Quarter: There was no downtime experienced with Navision

Second Quarter: There was no downtime experienced with Navision

Third Quarter: The migration of Navision to the cloud has been completed successfully.

7. Provide and maintain monthly Service Desk Summary Reports with a roll-up of types of issues and resolution results as well as response time statistics in accordance with the SLA to the ITG.

First Quarter: Provided a bi-monthly summary report to the ITG of all the network and end-user issues. Those issues were documented in a report generated in Fresh Service (our ServiceDesk software).

Second Quarter: Provided a bi-monthly summary report to the ITG and AMT of all the network and end-user issues. Those issues were documented in a report generated in Fresh Service (our ServiceDesk software). Last provided constant updates to the Deputy Director on ongoing IT projects assigned to the IT Department.

Third Quarter: Provided a bi-monthly summary report to the ITG and AMT of all the network and end-user issues. Those issues were documented in a report generated in Fresh Service (our ServiceDesk software). Last provided constant updates to the Deputy Director on ongoing IT projects assigned to the IT Department.

8. Maintain an Information Technology training program that will ensure that current and future IT and Commission staff stay current with present and future technologies. Update current content by September 2024 and report status to the ITG monthly.

First Quarter: Provided online and in-person training courses for IT staff.

Second Quarter: Provided online and in-person training courses for IT staff.

Third Quarter: Provided online and in-person training courses for IT staff.

9. Maintain a Commission staff training program that will ensure that current and future cyber security vulnerabilities are recognized and how to avoid them. Renew content yearly and publish training videos monthly.

First Quarter: Provided online video training with Knowbe4.com. Videos included how to identify a phishing email and how to guard against Phishing attacks.

Second Quarter: Provided online video training with Knowbe4.com. Videos included how to identify a phishing email and how to guard against Phishing attacks.

Third Quarter: provided online video training with Knowbe4.com. The videos included how to identify a phishing email, how to guard against Phishing attacks, and the benefits and problems with AI-generated content.

10. Maintain the after-hours maintenance schedule that ensures all servers, desktops, laptops, and network equipment stay up to date with all security, firmware, and operating system updates as recommended by Microsoft and other Information Technology vendors to be performed quarterly.

First Quarter: Network and server updates are scheduled for weekends or after hours once a quarter, regularly scheduled on the last day of the first month of the quarter There were no issues with network and server updates this quarter.

Second Quarter: Network and server updates are scheduled for weekends or after hours once a quarter, regularly scheduled on the last day of the first month of the quarter There were no issues with network and server updates this quarter.

Third Quarter: We understand how critical network and server updates are. That's why we have a quarterly schedule, with updates taking place on the last day of the first month of the quarter, during weekends or after hours to minimize disruption. We're pleased to report that this quarter's updates were completed seamlessly, ensuring that your systems remain up-to-date and secure..

11. Maintain and provide a quarterly Security Breach Report to the Information Technology Governance Committee. For audit purposes the report of an intrusion from both internal and external sources by ten days following the quarter end.

First Quarter: There were no breaches of the network this quarter, according to our Cyber security SELM (Darktrace) Reports were provided to the Deputy Director.

Second Quarter: There were no breaches of the network this quarter, according to our Cyber security SELM (Darktrace) Reports were provided to the Deputy Director.

Third Quarter: Our Cyber security SELM (Darktrace) reports have confirmed that our network remained secure throughout the last quarter, with no breaches reported. It gives us great confidence to assure our stakeholders that we are taking every measure to protect our network from cyber threats. We have provided the Deputy Director with detailed reports, demonstrating our commitment to transparency and accountability..

12. Ensure that all critical IT hardware (servers, switches, and firewalls) and software remains under warranty coverage in accordance with the agreed upon SLA (service level agreement). Audit them quarterly and provide a report to ITG of the expiring service contracts.

First Quarter: All mission-critical servers, firewalls, and switches remain under warranty.

Second Quarter: All mission-critical servers, firewalls, and switches remain under warranty.

Third Quarter: All mission-critical servers, firewalls, and switches remain under warranty.

13. Maintain and update the Commission's IT network infrastructure and the Commission's desktops, laptops, and tablets.

First Quarter: We maintain the Commission's infrastructure at a high level.

Second Quarter: We maintain the Commission's infrastructure at a high level.

Third Quarter: We maintain the Commission's infrastructure at a high level.

14. Identify and implement IT Infrastructure that can be moved into a cloud platform and cause little impact on the Commission's SLA by September 15, 2024.

First Quarter: We are in the process of moving Emphasys and Laserfiche to a cloud platform provided by the vendors.

Second Quarter: We are in the process of moving Emphasys and Laserfiche to a cloud platform provided by the vendors. Go live date for both is this quarter.

Third Quarter: Emphasys is currently being migrated to a cloud platform provided by the vendors, with a go-live date set for this quarter. We've already completed the migration of both Laserfiche and Navision to the cloud.

15. Identify, communicate, and support enhancements of current programs as well as the development of new tools to mitigate the impact of the COVID-19 pandemic.

First Quarter: By moving the applications mentioned above we are making it easier for staff to seamlessly work remotely.

Second Quarter: No changes from last quarter.

Third Quarter: No changes from last quarter.

16. Review and implement safe office return-to-office procedures and processes.

First Quarter: The office is being consolidated into one floor. IT is developing a plan to move and consolidate IT equipment on one floor.

Second Quarter: All staff have moved to the 28th floor. We are in the process of clearing the 27th floor of all IT equipment.

Third Quarter: We are actively planning our move to the 27th floor and implementing a reservation system for desks and conference rooms. Additionally, we are equipping the space with the necessary tools and technology to guarantee a seamless transition to our new hybrid environment.

17. Create and submit a new RFP for our Salesforce Consultant by December 3, 2023.

First Quarter: An action plan is being developed by IT

Second Quarter: An action plan is being developed by IT

Third Quarter: The Request for Proposal (RFP) will be posted on May 1st after legal verification.

18. Continue to support a hybrid back-to-the-office solution as directed by the executive staff.

First Quarter: The plan is being developed and portions of it is being applied.

Second Quarter: We continue to support the hybrid back-to-work solution at a high level.

Third Quarter: We continue to support the hybrid back-to-work solution at a high level.

19. Support the continued Commissioners Hybrid Meetings audio visual needs.

First Quarter: Conducting all Commission meetings with the chosen audio-visual solution (OWL) determined by executive staff.

Second Quarter: Conducting all Commission meetings with the chosen audio-visual solution (OWL) determined by executive staff. We continue to be successful with this solution and plan to keep it going till we move downstairs.

Third Quarter: We've made the decision to conduct all Commission meetings using the OWL audio-visual solution. This solution has been proven to be incredibly successful, facilitating seamless meetings and allowing us to achieve our goals efficiently. Given its outstanding performance, we plan to continue using it until we move downstairs. With the OWL audio-visual solution, we can ensure that our Commission meetings are conducted effectively and with few technical glitches.

20. Install a system that will guard against ransomware and Malware. Also, install a recovery system that recovers the business in a time determined by the leadership team.

First Quarter: We have two systems that monitor network traffic 24 hours a day. (Darktrace and Rubrik)

Second Quarter: We have two systems that monitor network traffic 24 hours a day. (Darktrace and Rubrik) no change from last quarter.

Third Quarter: We have two systems that monitor network traffic 24 hours a day. (Darktrace and Rubrik) no change from last quarter.

Performance Measures:

1. Commission staff will have reliable access to major IT resources, File server, Office 365, Salesforce, Microsoft Dynamics NAV Remote Access and Emphasys Bond system at least 99.9% of the time (excluding routine, schedule maintenance).

First Quarter: End-users had access to all network services this quarter 99.6% of the time.

Second Quarter: End-users had access to all network services this quarter 99.6% of the time.

Third Quarter: End-users had access to all network services this quarter 99,90%of the time.

2. Commission staff will have responses to network and peripheral support problems in accordance with our Service Level Agreement (SLA).

First Quarter: All issues were resolved under our service level agreement.

Second Quarter: All issues were resolved under our service level agreement.

Third Quarter: All issues were resolved under our service level agreement.

Assumptions:

1. No major disasters in the physical environment.
2. External contractor for software development and data analyst support.
3. No major disruptions of critical external IT services.
4. Performance outcome #1 will be measured and reported monthly by review of the problem ticket work order log.

**WASHINGTON STATE
HOUSING FINANCE COMMISSION
QUARTERLY STATUS REPORT**

**Program Summary
Fiscal Year 2023 - 2024
Quarter Ending: March 31st, 2024.**

Program: Bond Portfolio Management

Division: Finance

Business Objectives:

1. Review and record bond transactions, create quarterly financial statements and disclosure and management reports:
 - a. Review and record monthly transactions by the 20th of the following month.

First Quarter: All Single-family bond portfolio transactions for June were posted on 7/24/2023, and for July and August transactions are all completed and ready for posting.

Second Quarter: Single-family bond portfolio transactions for September were posted on 11/17/2023, and for October and November transactions are all completed and ready for posting.

Third Quarter: Single-family bond portfolio transactions for December were posted on 1/31/2024, January's transactions were completed and posted on 3/6/2024, and February's transactions are all completed and ready for posting.
 - b. **Quarterly outstanding bond list by program with balances by 10 days following quarter end, single-family and non-conduit multifamily bond disclosure reports posted to website and EMMA as required, financial statements (including parity) and PlainsCap Compliance reporting, dashboard of bonds outstanding and activity to management and Commissioners, and complete quarterly conduit bond negative confirmations distribution for 25% of outstanding conduit bonds by 35 days following quarter end.**

First Quarter: The quarterly Single-Family Disclosures were posted on 8/10/2023. The parity reports and Plains Capital compliance reporting were distributed on 7/27/2023.

Second Quarter: The quarterly Single-Family Disclosures were posted on 11/21/2023.

Third Quarter: The quarterly Single-Family Disclosures were posted on 2/16/2024.
 - c. Semi-annual single-family indenture parity reports, liquidity compliance reports, and updates to cross call table, proceeds use report (WAC 262 01 080) by 45 days following quarters end.

First Quarter: These reports were prepared and distributed within the given timeframe.

Second Quarter: These reports were prepared and distributed within the given timeframe.

Third Quarter: These reports were prepared and distributed within the given timeframe.
2. Reconcile Home Advantage TBA MBS sales within three days of each sale (generally three times per month with two servicers).

First Quarter: All Home Advantage MBS sales were reconciled within the given timeframe.

Second Quarter: All Home Advantage MBS sales were reconciled within the given timeframe.

Third Quarter: All Home Advantage MBS sales were reconciled within the given timeframe.

3. Monitor arbitrage liabilities and assure timely calculation, reporting, recording and payment within the quarterly timelines above.

First Quarter: This quarter, there were no arbitrage payments due; reports were reviewed and confirmed.

Second Quarter: There were no arbitrage payments due this quarter; reports were reviewed and confirmed.

Third Quarter: The required arbitrage calculations for the SF 2019-1 (#776) and 2019-2 (#806) were due, computed, and filed on 01/26/2024, with no rebate due.

4. Administer the bond cap recycling program including quarterly reporting on available cap and related debt outstanding.

<u>Fiscal Qtr.</u>	Payments Received for Recycling		Recycled into New Project		<u>Available Amount</u>	<u>Expired Unused</u>
	<u>Number</u>	<u>Amount</u>	<u>Number</u>	<u>Amount</u>		
Q1	4	\$39,895,100	0	\$0	\$94,001,100	\$0
Q2	4	\$11,128,700	3	\$33,350,000	\$37,458,100	\$35,752,100
Q3	5	\$10,363,700	2	\$5,145,086	\$21,492,400	\$21,184,314

5. Complete annual audit of financial statements and obtain an unqualified audit opinion by December 15, 2023. Publish audited financial statements within 30 days of Commission approval, no later than January 12, 2024.

First Quarter: Field work is scheduled to commence October 2, 2023, with an entrance conference with the audit committee held September 25, 2023. Field work is currently ongoing with completion expected by the end of October.

Second Quarter: The final audit report was provided to the Commission on December 18th. The audit was issued with an unmodified or “clean” opinion. **Complete, no additional activity for the fiscal year.**

6. Periodic review and update program policies and procedures as needed.

First Quarter: No current update on bond program policies & procedures.

Second Quarter: No current update on bond program policies & procedures.

Third Quarter: No current update on bond program policies & procedures.

Performance Measures:

1. The Commission’s annual independent external audit will have an unqualified opinion with no reportable conditions.

First Quarter: Field work is scheduled to commence October 2, 2023, with an entrance conference with the audit committee held September 25, 2023. Field work is currently ongoing with completion expected by the end of October.

Second Quarter: The final audit report was provided to the Commission on December 18th. The audit was issued with an unmodified or “clean” opinion. **Complete, no additional activity for the fiscal year.**

2. All of the bond accounting financial reports, including the dashboard and disclosures, will be completed within the specified timeframes.

First Quarter: The bond accounting financial reports were completed in a timely manner.

Second Quarter: The bond accounting financial reports were completed in a timely manner.

Third Quarter: The bond accounting financial reports were completed in a timely manner.

3. Required Single Family Arbitrage information returns will be timely filed.

First Quarter: Although there were no single-family arbitrage reports due during this period, we have been in touch with the quantitative analyst to make sure that reports due early next quarter will be available so that returns may be filed on time if required.

Second Quarter: There were no arbitrage payments due this quarter; reports were reviewed and confirmed.

Third Quarter: The required arbitrage calculations for the SF 2019-1 (#776) and 2019-2 (#806) were filed in a timely manner.

4. Home Advantage TBA MBS Sales will be reconciled within three days of receipt of funds and necessary distributions identified.

First Quarter: All Home Advantage MBS sales were reconciled, and distributions identified, within the given timeframe.

Second Quarter: All Home Advantage MBS sales were reconciled, and distributions identified, within the given timeframe.

Third Quarter: All Home Advantage MBS sales were reconciled, and distributions identified, within the given timeframe.

**WASHINGTON STATE
HOUSING FINANCE COMMISSION
QUARTERLY STATUS REPORT**

**Program Summary
Fiscal Year 2023 - 2024
Quarter Ending: March 31st, 2024**

Program: General Operations & PRI

Division: Finance

Business Objectives:

1. Deposit and record all receipts, process accounts payable and accounts receivable daily; close general ledger with all appropriate transactions completed by the 12th business day of the next month.

First Quarter: All appropriate transactions were completed by the 16th business day for the month-end close of June 2023 and by the 17th business day for the month-end close of July and August 2023.

Second Quarter: All appropriate transactions were completed by the 17th, 9th, and 4th business day for the month-end close of September, October, and November 2023, respectively.

Third Quarter: All appropriate transactions were completed by the 16th, 14th, and 19th business day for the month-end close of December 2023, January 2024, and February 2024, respectively.

2. Provide accurate and timely management information to divisional directors, managers, and Commissioners by the 14th business day of the next month.

First Quarter: Commission-wide and divisional financial reports to management and Commissioners were provided by the 16th business day for the month-end close of June 2023 and by the 17th business day for the month-end close of July and August 2023.

Second Quarter: Commission-wide and divisional financial reports to management and Commissioners were provided by the 18th, 11th, and 4th business day for the month-end close of September, October, and November 2023, respectively.

Third Quarter: Commission-wide and divisional financial reports to management and Commissioners were provided by the 16th, 16th, and 20th business day for the month-end close of December 2023, January 2024, and February 2024, respectively.

3. Invest the Commission’s general operating reserves, monitor investment managers and report status by the end of the month following each quarter.

Summary of Activities and Results					Net Return			
<u>Fiscal Qtr.</u>	<u>Beginning Balance</u>	<u>Interest Earned</u>	<u>Mgmt. Fees</u>	<u>Realized Mkt Adj</u>	<u>Dollars</u>	<u>Percent</u>	<u>Unrealized Market Adj</u>	<u>Ending Balance</u>
Q1	\$60,447,767	\$494,702		\$(137,807)	\$356,895	2.4%	\$(100,552)	\$60,704,110
Q2	\$60,704,110	\$255,474	(93,970)	\$(60,181)	\$101,323	.67%	\$1,610,997	\$62,416,430
Q3	\$62,416,430	\$507,607		\$(94,385)	\$413,222	2.65%	\$(276,729)	\$62,552,923

4. Lead the Commission’s annual budgeting process for FY 24-25 with a proposed budget completed for presentation at the Commission May planning session and a final budget adopted at the Commission’s June 2024 meeting.

First Quarter: No activity this quarter.

Second Quarter: No activity this quarter.

Third Quarter: The budget process for FY 23-24 is in progress.

5. Complete quarterly grant reconciliation and required reporting by the 5th business day following receipt of program staff detail following quarters end.

First Quarter: The reconciliations through June 30th were completed by the end of July.

Second Quarter: The reconciliations through September 30th were completed by October 20th.

Third Quarter: The reconciliations through December 31st were completed by February 12th.

6. In the event of a state audit, facilitate the auditor's review and develop a plan of correction, if required, within 15 business days of the exit conference. Implement plan within 60 days of plan's approval by EMT.

First Quarter: There is currently no scheduled audit by the SAO.

Second Quarter: The State Auditor's Office contacted staff for planning of the Statewide Single Audit (SWSA) related to the Homeowner Assistance Fund federal grant for FY 2023 in October. Fieldwork is currently ongoing with participation from Homeownership and Finance staff, with completion expected February 2024.

Third Quarter: Fieldwork for the SWSA concluded in January 2024, and the exit conference with the audit committee is scheduled for April 16, 2024.

7. Maintain currency of knowledge in relevant SAAM and communicate relevant policies and procedures with appropriate levels of staff.

First Quarter: OFM DIRECTIVE 23A-06: Chapter 10 Travel – Added and updated language regarding the definition and an agency's responsibility in determining the Official Duty Station, Official Worksite, and Official Workstation for Travel Reimbursement. Chapter 25 Payroll – Updated definition of when telecommute travel may be compensable. Chapter 70 Other Administrative Regulation – updated information on when light refreshments may be served. OFM DIRECTIVE 23A-07: Chapter 10 Travel – Updated reimbursement rates for lodging effective October 1, 2023. Chapter 40 E-Commerce – added information on Lived Experience cards and purchase of gift cards to be used as incentives.

Second Quarter: No activity to report this quarter.

Third Quarter: OFM DIRECTIVE 24A-01: Chapter 10 Travel – Increased the reimbursement rate for privately owned vehicle (POV) mileage from \$0.655 to \$0.67. Chapter 40 E-Commerce: Moved Lived Experience prepaid cards from the section where an Electronic Feasibility Study (EFS) "may be required" to the section where an EFS is "not required."

8. Review and update program policies and procedures as necessary.

First Quarter: No activity to report this quarter.

Second Quarter: No activity to report this quarter.

Third Quarter: No activity to report this quarter.

9. Work with Seller Servicer Consultant on a work plan and timeline for application, if applicable, for certification of the Commission as a Ginnie Mae, Fannie Mae, or Freddie Mac seller/servicer by June 30, 2024.

First Quarter: Finance staff participated in a meeting with the Seller Servicer Consultant to discuss Sub-Servicing and reporting needs.

Second Quarter: No activity to report this quarter.

Third Quarter: No activity to report this quarter.

10. Meet the timeline and KPIs for the action item where Finance takes the leading role as set out in the racial equity strategic plan.

First Quarter: No activity to report this quarter.

Second Quarter: No activity to report this quarter.

Third Quarter: No activity to report this quarter.

Program-Related Investments

11. Provide maximum funds available, including those from the PRI and Bond funds and warehouse lines as necessary for the purchase of timely purchase of mortgage loan participations. Manage the process receiving funds and returning the loan participations, maintaining appropriate control. Reconcile all activity and ensure correct revenue is received.

First Quarter: All purchases of mortgage loan participations have been made timely and all funds received and returned reconciled and properly managed.

Second Quarter: All purchases of mortgage loan participations have been made timely and all funds received and returned reconciled and properly managed.

Third Quarter: All purchases of mortgage loan participations have been made timely and all funds received and returned reconciled and properly managed.

12. Provide Program Related Investment financial statements including available program balances by the end of the month following quarter end.

First Quarter: PRI financial statements for the 3rd quarter of FY 2023 were distributed August 2nd, 2023.

Second Quarter: PRI financial statements for the 4th quarter of FY 2023 were distributed October 31st, 2023.

Third Quarter: PRI financial statements for the 2nd quarter of FY 2023 were distributed February 1st, 2024.

13. Increase access to affordable housing financing for historically underserved and marginalized communities. This will be measured by tracking the number or dollar amount of affordable housing loans provided to BIPOC individuals and communities over time. Such info will be reported on an annual basis.

First Quarter: No activity to report this quarter.

Second Quarter: No activity to report this quarter.

Third Quarter: No activity to report this quarter.

Performance Measures:

1. The Commission's annual independent external audit will have an unqualified opinion with no reportable conditions.

First Quarter: Field work is scheduled to commence October 2, 2023, with an entrance conference with the audit committee held September 25, 2023. Field work is currently ongoing with completion expected by the end of October.

Second Quarter: The final audit report was provided to the Commission on December 18th. The audit was issued with an unmodified or “clean” opinion. **Complete, no additional activity for the fiscal year.**

2. The Commission’s annual state compliance audit will report no material instances of non-compliance with applicable statutes and WACs.

First Quarter: There is currently no scheduled audit by the SAO.

Second Quarter: The State Auditor’s Office contacted staff for planning of the Statewide Single Audit (SWSA) related to the Homeowner Assistance Fund federal grant for FY 2023 in October. Fieldwork is currently ongoing with participation from Homeownership and Finance staff, with completion expected February 2024.

Third Quarter: Fieldwork for the SWSA concluded in January 2024, and the exit conference with the audit committee is scheduled for April 16, 2024.

3. All of the general operations financial reports will be completed within the specified timeframes.

First Quarter: General operations financial reports were completed on the 16th business day for the month-end close of June 2023 and on the 17th business day for July and August 2023.

Second Quarter: General operations financial reports were completed on the 17th, 9th, and 4th business day for September, October, and November 2023, respectively.

Third Quarter: General operations financial reports were completed on the 16th, 14th, and 19th business day for the month-end close of December 2023, January 2024, and February 2024, respectively.

4. Management will have the materially accurate financial information available monthly by the 20th day of the following month to guide effective decision making.

First Quarter: Financial information was available by the 25th, 23rd, and 26th day of the following month for the months of June, July, and August 2023, respectively.

Second Quarter: Financial information was available by the 25th, 16th, and 6th day of the following month for the months of September, October, and November 2023, respectively.

Third Quarter: Financial information was available by the by the 24th, 23rd, and 28th business day for the month-end close of December 2023, January 2024, and February 2024, respectively.

**The Most Reverend Paul D. Etienne,
Archbishop of Seattle
and
CHS & CCS Trustees and Employees**

Invite you to celebrate
the Blessing and Dedication of

St. Margaret's Place

**Tuesday, April 30, 2024 - 11:00am
19806 Aurora Avenue North
Shoreline, WA**



St. Margaret's Place provides 100 units of permanent
supportive housing to homeless adults and
was developed as a demonstration modular project.

Please RSVP by Friday, April 12th
Email: Blessings@ccsww.org
Phone: 206-324-6025

From: Hannah Dutt <Hannah@gmddevelopment.com>
Sent: Monday, April 1, 2024 4:18 PM
Subject: Join Us at the Watershed Renton Grand Opening!

Hello,

GMD Development would like to extend an invitation to the grand opening of our newest affordable property, Watershed Renton, on April 18th at 3:30PM. Please find the invitation attached and RSVP by following [this link](#). We hope to see you there!

Thank you,

Hannah Dutt
OFFICE MANAGER

GMD Development LLC

520 Pike Street Suite 1010 Seattle WA 98101
o 206.576.6744

Multifamily Housing Program

Project Name	Watershed Renton	
Developer	GMD Development	
Description	Located in Downtown Renton, units will be set-aside for households earning between 50%-60% area median income. The building will have a rooftop deck with adjacent community room, gym, bicycle storage, media room, and community room. A solar PV array will be installed as well as EV chargers.	
Location	615 Williams Avenue S., 617 Williams Avenue S. Renton, WA 98055	
Project Type	New Construction	
Units	Studio	6
	One Bedroom	77
	Two Bedroom	30
	Three Bedroom	32
	Total	145
Housing Tax Credits	Yes	
Income Set-Aside	50% @ 50% AMI, 50% @ 60% AMI	
Regulatory Agreement Term	Minimum 40 years	
Evaluation Plan Scoring	Additional Low-Income Set-Asides	6
	Commitments for Priority Populations	20
	Leveraging of Public Resources	4
	Property Type	6
	Location Efficient Projects	3
	Area Targeted by Local Jurisdiction	2
	Transit Oriented Development	3
	Community Revitalization Plan	3
	Nonprofit Sponsor	3
	Donation in Support of Local Nonprofit	8
	Energy Efficiency Modeling & Audits	2
	Solar Options	5
	Energy Efficient Building	6
	Electric Vehicle Charging Stations	1
	Total Points	72

Estimated Tax-Exempt Note Amount (Not to exceed) \$48,000,000

Note Structure Private Placement

Permanent Lender Citi Community Capital

Development Budget

Acquisition Costs	\$3,542,019
Construction	\$45,698,047
Soft Costs	\$5,715,667
Financing Costs	\$5,026,286
Capitalized Reserves	\$1,073,525
Other Development Costs	\$2,047,669
Total Development Costs	\$63,103,213

Permanent Sources

Tax Exempt Bonds	\$24,415,000
Evergreen Impact Fund	\$10,800,000
Deferred Developer Fee	\$1,960,302
Net Operating Income	\$25,000
General Partner Equity	\$100
Tax Credit Equity at \$0.8900 per credit x 10 years	\$25,902,811
Total Permanent Sources	\$63,103,213

Total Development Cost Limit

Project's Total Development Cost Limit	\$57,467,568
Total Development Cost (minus land and reserves)	\$58,829,688

Waiver Documentation Requested

Project Operations

<i>Unit Size</i>	<i>Market Rents</i>	<i>Proposed Rent Range</i>
Studio	\$1,511	\$960 - \$1,163
One Bedroom	\$1,620	\$1,020 - \$1,237
Two Bedroom	\$2,048	\$1,203 - \$1,463
Three Bedroom	\$2,279	\$1,378 - \$1,679

Action Approval of Resolution No. 22-31

Anticipated Closing Date May 2022

Events Calendar

Date	4/25/2024	Length of Event	1:00 PM - 4:00 PM
Event	Board Meeting (Hybrid)	Audience	General Public
Address	Zoom/1000 2nd Ave-28th Flr. Board Room	Division	Administration
City	Seattle, 98104	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	5/20/2024	Length of Event	TBD
Event	Board Mtg./Budget Plng. Session (Hybrid)	Audience	General Public
Address	Zoom/3600 Suncadia Trail	Division	Administration
City	Cle Elum, 98922	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	5/21/2024	Length of Event	TBD
Event	Budget Plng. Session (Hybrid)	Audience	General Public
Address	Zoom/3600 Suncadia Trail	Division	Administration
City	Cle Elum, 98922	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	6/10/2024	Length of Event	TBD
Event	2024 NCSHA Housing Credit Connect Conf.	Audience	Conf. Attendees
Address	Atlanta Marriott Marquis Hotel	Division	Administration
City	Atlanta, GA	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	6/11/2024	Length of Event	All day
Event	2024 NCSHA Housing Credit Connect Conf.	Audience	Conf. Attendees
Address	Atlanta Marriott Marquis Hotel	Division	Administration
City	Atlanta, GA	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	6/12/2024	Length of Event	All day
Event	2024 NCSHA Housing Credit Connect Conf.	Audience	Conf. Attendees
Address	Atlanta Marriott Marquis Hotel	Division	Administration
City	Atlanta, GA	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	6/13/2024	Length of Event	TBD
Event	2024 NCSHA Housing Credit Connect Conf.	Audience	Conf. Attendees
Address	Atlanta Marriott Marquis Hotel	Division	Administration
City	Atlanta, GA	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	6/27/2024	Length of Event	1:00 PM - 4:00 PM
Event	Board Meeting (Hybrid)	Audience	General Public
Address	Zoom/1000 2nd Ave-28th Flr. Board Room	Division	Administration
City	Seattle, 98104	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	7/25/2024	Length of Event	1:00 PM - 4:00 PM
Event	Board Meeting (Hybrid)	Audience	General Public
Address	Zoom/1000 2nd Ave-Board Room	Division	Administration
City	Seattle, 98104	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	8/22/2024	Length of Event	10:00 AM - 4:00 PM
Event	Work Session & Board Meeting (Hybrid)	Audience	General Public
Address	Zoom/Location TBD	Division	Administration
City	Seattle, 98104	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	9/19/2024	Length of Event	1:00 PM - 4:00 PM
Event	Board Meeting (Hybrid)	Audience	General Public
Address	Zoom/1000 2nd Ave-Board Room	Division	Administration
City	Seattle, 98104	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	9/24/2024	Length of Event	TBD
Event	Housing Washington 2024 Conf.	Audience	Conf. Attendees
Address	Spokane Convention Ctr.	Division	Administration
City	Spokane	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	9/25/2024	Length of Event	TBD
Event	Housing Washington 2024 Conf.	Audience	Conf. Attendees
Address	Spokane Convention Ctr.	Division	Administration
City	Spokane	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	9/26/2024	Length of Event	TBD
Event	Housing Washington 2024 Conf.	Audience	Conf. Attendees
Address	Spokane Convention Ctr.	Division	Administration
City	Spokane	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	9/28/2024	Length of Event	TBD
Event	2024 NCSHA Ann'l. Conf. & Showplace	Audience	NCSHA Members
Address	Sheraton Phoenix Downtown Hotel	Division	Administration
City	Phoenix, AZ	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	9/29/2024	Length of Event	TBD
Event	2024 NCSHA Ann'l. Conf. & Showplace	Audience	NCSHA Members
Address	Sheraton Phoenix Downtown Hotel	Division	Administration
City	Phoenix, AZ	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	9/30/2024	Length of Event	TBD
Event	2024 NCSHA Ann'l. Conf. & Showplace	Audience	NCSHA Members
Address	Sheraton Phoenix Downtown Hotel	Division	Administration
City	Phoenix, AZ	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	10/1/2024	Length of Event	TBD
Event	2024 NCSHA Ann'l. Conf. & Showplace	Audience	NCSHA Members
Address	Sheraton Phoenix Downtown Hotel	Division	Administration
City	Phoenix, AZ	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	10/24/2024	Length of Event	10:00 AM - 4:00 PM
Event	Work Session & Board Meeting (Hybrid)	Audience	General Public
Address	Zoom/1000 2nd Ave-Board Room	Division	Administration
City	Seattle, 98104	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	11/21/2024	Length of Event	1:00 PM - 4:00 PM
Event	Board Meeting (Hybrid)	Audience	General Public
Address	Zoom/1000 2nd Ave-Board Room	Division	Administration
City	Seattle, 98104	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470

Date	12/12/2024	Length of Event	1:00 PM - 4:00 PM
Event	Board Meeting (Hybrid)	Audience	General Public
Address	Zoom/1000 2nd Ave-Board Room	Division	Administration
City	Seattle, 98104	Contact	Tera Ahlborn
		Phone # of Contact	206-287-4470