

## AM No. 10-026 (C6)

**MEMO TO:** City Council

**FROM:** John Marchione, Mayor

**DATE:** February 16, 2010

**SUBJECT: APPROVAL OF 2010 ARCH WORK PROGRAM AND BUDGET**

### **I. RECOMMENDED ACTION**

Approve the attached 2010 ARCH (A Regional Coalition for Housing) work program and administrative budget.

### **II. DEPARTMENT CONTACT PERSONS**

Rob Odle, Director, Planning and Community Development, 425-556-2417  
Lori Peckol, Policy Planning Manager, 425-556-2411  
Sarah Stiteler, Senior Planner, 425-556-2469

### **III. DESCRIPTION/BACKGROUND**

#### ARCH Work Program for 2010

At its December 2009 meeting, the ARCH Executive Board reviewed and approved the 2010 work program and administrative budget. ARCH is an agency formed by interlocal agreement and joint funding by member cities. Pursuant to the ARCH Interlocal Agreement, the work program and budget are being forwarded to each of the member councils for review and approval. (See work program in Attachment A.)

The 2010 work program for ARCH includes work carried over from 2009, as well as several new activities. For 2010, the ARCH Executive Board has maintained its objective of allocating \$1,000,000 or more annually for the creation or preservation of at least 75 affordable dwellings, consisting of a variety of housing types. This would include a special emphasis on family, transitional/homeless, special needs, and preservation housing. ARCH will continue to provide its annual update on the "Parity Program" for member jurisdictions to use to evaluate how well they are achieving their goals for direct housing funding assistance. Further review and evaluation of ARCH's administrative structure will occur in 2010, to determine what system changes would improve overall administration of programs, especially related to administering the Trust Fund. A complete list of all of the projects for the 2010 ARCH work program is provided in Attachment A.

In addition to providing ongoing assistance to the City in promoting affordable housing, administering the Housing Trust Fund, and making recommendations to King County in allocating regional funds toward Eastside projects, a list of more specific activities in ARCH's work program of particular interest to Redmond include:

- Continue to assist with negotiating and administering affordable housing contracts, including monitoring resales and annual rents of affordable units created through the City of Redmond's affordable housing requirements. Presently there are 188 such dwellings in the city with the completion of several residential projects in Downtown Redmond. ARCH also maintains a mailing list to notify families of the availability of both ownership and rental affordable housing created through ARCH efforts.
- Assist with the update of housing regulations related to the update of the City's overall development regulations.
- Assist City staff and Council with evaluating and, if appropriate, implementing a property tax incentive program for multi-family housing development, as allowed under RCW 84.14.
- Continue to implement the Eastside Homebuyer Assistance Program, which was launched in 2005 with funding from many Eastside cities, including Redmond. The program has successfully completed two rounds of loans. In 2010 the goal is to seek a subsequent round of funding for the program and to implement updates to the program suggested by the review completed in 2008.
- Work with the Eastside cities, King County, and the King County Housing Authority to preserve existing HUD-financed (Section 8) affordable housing whenever possible.
- Continue to provide regional support to the city and Eastside communities by helping to track the development and preservation of housing that is affordable to low- and moderate-income households and by participating in regional discussions that affect housing, including the Growth Management Planning Council and the Low Income Housing Congress. In addition, ARCH provides technical expertise in reviewing countywide funding programs for affordable housing. ARCH also continues to play an active role in working on King County's Ten-year Plan to End Homelessness, as well as statewide legislation in support of affordable housing efforts.
- Continue to implement elements of the ARCH Housing Strategy Program, including outreach and education ("Housing 101" Workshops) regarding housing issues. This information will be particularly useful for staff and new local officials, as well as the broader community, including local employers. Through the Housing Strategy Program, several other Priority Strategies have been identified. ARCH will assist

individual cities that incorporate any of the priority strategies into their local work program. In addition, ARCH will review Priority Strategies that have been identified as being more appropriate to approach in a more collective manner by members.

- ARCH has and will continue to provide assistance on housing issues and implementation as part of neighborhood plan updates, including the updates for Viewpoint and for the single-family portion of Overlake which will be completed in 2010. In addition, The Bear Creek Neighborhood Plan update will continue during 2010.

#### ARCH Administrative Budget for 2010

The ARCH administrative budget for 2010 is \$498,231. This represents an increase of \$38.00 (0.01 percent) over the 2009 budget. The essentially “hold the line” budget is due to the ARCH Executive Board’s request to request no increase to the budget for 2010.

The proposed ARCH budget anticipates Redmond’s annual cash contribution would be \$59,768, which represents no increase over last year’s budget, which is the case for all ARCH member jurisdictions. The Planning Department’s 2010 budget includes funds for the ARCH administrative budget. The ARCH 2010 administrative budget provided in Attachment B includes a line-item breakdown of operating expenses, along with a comparison to 2009 figures, and a summary of cash and in-kind contributions by each ARCH member jurisdiction.

Since the establishment of ARCH in 1993, over 2,436 dwellings have been created or preserved through local contributions from member jurisdictions. Redmond has participated financially in the creation or preservation of over half of the total ARCH dwellings (1,312 dwellings) and approximately 30 percent of these are located within Redmond. ARCH cities have contributed a total of approximately \$29 million in funding toward housing, of which just over \$5 million (17 percent of the total) has come from City of Redmond contributions.

#### **IV. IMPACT**

- A. Service Delivery:** The 2010 ARCH work program is consistent with the City’s goals and policies for promoting affordable housing as described in the Comprehensive Plan. ARCH will help Redmond achieve its housing goals. By working together with other jurisdictions, Redmond’s housing efforts are more cost-effective and better coordinated. As shown in Attachment C, ARCH has been very effective in helping the City create housing within Redmond.
- B. Fiscal:** Approval of the ARCH budget for 2010 would implement the City’s 2010 budget commitment from the City’s General Fund to continue Redmond’s

participation in ARCH. No other fiscal impacts are anticipated as a result of the proposed action. Combining resources through ARCH is far more cost-effective than Redmond trying to do this work alone.

**V. ALTERNATIVES**

- A. Approve the ARCH 2010 work program and budget.** Staff recommends this action because it meets the City's housing goals and conforms to the recommendations of the ARCH Executive Board, of which Redmond is a member.
- B. Return the ARCH work program or budget to the ARCH Executive Board with modifications or conditions for reconsideration.** The City Council could specify areas of interest or concern for resolution prior to action.

**VI. TIME CONSTRAINTS**

Approval of the ARCH work program and budget by all ARCH member jurisdictions is a prerequisite to ARCH receiving operating funds for 2010. Due to the difficulty of coordinating multiple approval processes, the approval of the ARCH work program and budget by each member council is necessary as early as possible.

**VII. LIST OF ATTACHMENTS**

- Attachment A:** 2010 ARCH Work Program  
**Attachment B:** 2010 ARCH Budget  
**Attachment C:** ARCH Projects Receiving City of Redmond Assistance  
**Attachment D:** Summary of Affordable Housing Units in Redmond

/s/  
Robert G. Odle, Planning Director

1/29/10  
Date

Approved for Council Agenda: /s/  
John Marchione, Mayor

2/5/10  
Date

12/15/09

## ARCH WORK PROGRAM: 2010

## I. PROJECT ASSISTANCE

A. Oversight of Local Monetary Assistance

ARCH Trust Fund. Review applications and make recommendations for requests of local monetary funds through the ARCH Housing Trust Fund process. Includes helping to coordinate the application process and use of funds for various programs. Also assist with preparing contracts for awarded projects and do quarterly progress reports on funded projects.

Objective: Allocation of \$1,000,000 or more through the ARCH Housing Trust Fund Process.

Funding commitments to create or preserve a minimum of 75 units.

For the 'Parity Program', provide updated annual information to members, and achieve the base line goal for levels of direct assistance.

Provide a variety of types of affordable housing as specified in the ARCH Trust Fund Criteria.

Evaluation of ARCH Trust Fund: Dedicated Funding Source. As follow up to the ARCH Workshops in 2007, explore and evaluate the feasibility of a dedicated funding source.

Objective: Develop a sustainable strategy for the HTF to meet increasing project costs and the reduction of federal housing funds.

Centralized Trust Fund Account. See Section IV Administration.

Funded Projects Follow-up. Monitor progress of funded projects and assist local staff with contracting and distributing funds, and ongoing monitoring of loans.

King County / State Funding Programs. Review and provide input to other funders for Eastside projects that apply for County (HOF, RAHP, HOME, etc) and State (Tax Credit, DOC) funds. Includes providing input to the King County Home Consortium on behalf of participating Eastside jurisdictions. Assist N/E consortium members with evaluating and making a recommendation to the County regarding the CDBG formula for allocations to affordable housing.

Objective: In consultation with County, local staff and housing providers, seek to have funds allocated on a countywide basis by the County and State allocated proportionately throughout the County including the ARCH Sphere of Influence.

**B. Special Projects** This includes a range of activities where ARCH staff assist local staff with specific projects. Activities can range from feasibility analysis, assisting with requests for

proposals, to preparation of legal documents (e.g. contracts, covenants). Following is a list of several specific projects that are already underway. One of ARCH's priorities is to be available to assist cities as they assess other potential special projects that arise.

Surplus Property/Underdeveloped Property. Assist as needed member cities' evaluation of potentially surplus public property or underutilized private property for suitability of affordable housing. One potential use of surplus property is for the HomeChoice Way ownership initiative. This task is consistent with one of the priority strategies identified at the ARCH Workshops in 2007. In 2010 this effort would be expanded to also seek opportunities that may become available due to the unique market conditions resulting from the economic downturn.

Objective: Identify one or more specific sites on the eastside to be made available for housing.

HUD Initiatives. ARCH will continue to monitor and actively pursue efforts to directly assist developments in order to preserve existing HUD assisted affordable housing as well as new HUD initiatives such as the Sustainable Communities Initiative.

Objective: Preserve existing federally assisted affordable housing in East King County and prevent from converting to market rate housing.

Work with members of ARCH to seek opportunities to participate in new HUD programs such as the Sustainable Communities Initiative.

Issaquah Master Planned Development Sites. The Issaquah Highlands master planned developments (MPD) includes 'land set-aside' parcels that are reserved for the development of affordable housing for a specified period of time. ARCH will work with City staff to assist as needed with specific aspects of these parcels, including negotiate and track covenants and resale restrictions to guarantee long term affordability.

Objective: Assist City with work related to development of the 'TOD site in Issaquah Highlands by the YWCA, and Parcel 95 by Habitat for Humanity. Work in 2010 will focus around issues that come up during construction and initial lease-up / sales of units on both these sites.

Eastside Homebuyer Assistance Program. In late 2005 the House Key Plus ARCH down payment assistance program was launched with funding from many East King County cities, King County and the Washington Housing Commission and in 2006 a second round of funding was received from the same initial funders. In 2009/2010, the goal is to seek a third round of funding for the program and to implement updates to the program suggested by the review completed in 2008.

Objective: Receive sufficient additional funding to extend the program another 2 years.

Implement updates to the program based on the conclusions of the program evaluation completed in 2008.

Reserve Fund Innovative Program. In the past, ARCH has used its reserve funds to provide unsecured predevelopment loans for innovative projects being sponsored by communities (e.g.

Greenbrier (Woodinville), Coast Guard Site (Redmond). ARCH will work with local staff and the broader community to identify other potential new innovative projects.

Objective: On an as needed basis, assist members with doing feasibility, community outreach and other predevelopment activity on specific sites or programs to assess their potential to provide affordable housing.

## **II. HOUSING POLICY PLANNING**

Work in this section falls into several basic areas of activity:

- Work with individual members on local planning efforts.
- Efforts coordinated through ARCH that benefit multiple members of ARCH.
- Track legislation that increases tools available to cities to create affordable housing.
- Participation in regional workgroups that impact local housing efforts.

### **A. Local Planning Activities**

ARCH Housing Strategy Program. ARCH members have identified a number of Priority Housing Strategies as well as an ongoing education program for members. There are a number of work items in both of these areas including:

Objective: Continue Housing 101 Workshops for staffs and new local officials. Includes updating information in the Housing 101 Workbook as needed and annual study sessions with member councils to review current issues and activities. This includes preparing annual fliers profiling current programs and housing trends.

Objective: Assist cities that incorporate any of the priority strategies into their local work program. (Note: See Local Housing Efforts below for specific activities by members.)

Objective: Several of the Priority Strategies have been identified as being more appropriate to approach in a more collective manner by members. In 2010, initial analysis on one or two of these priority strategies- a dedicated funding source for the Trust Fund, and potentially employer assisted housing program. Includes preparing a work program for review by the Executive Board and work on the initial steps identified for each.

Legislative Items. ARCH staff will track state and federal legislative items that relate to affordable housing and could impact members' ability to address affordable housing. As needed staff will report back to the Executive Board and members, and when directed coordinate with other organizations (e.g. AWC, Prosperity Partnership, WLIHA) to contact legislators regarding proposed legislation. Potential pending legislation consistent with the Housing Priorities Strategies include:

- State Housing Trust Fund. This fund source has been a primary funding source for almost all affordable housing created in the last 15 years in east King County.
- Waiver of Impact Fees. Potential legislation would give discretion to cities to waive impact fees without replacing with other public funds. This is an area where ARCH may take a more proactive role in the legislative process.

- The federal government authorizing funds for a new National Housing Trust Fund.

Housing Background Information/ Housing Needs Assessment. Historically, ARCH has provided a range of housing and demographic information for its members. On an annual basis, ARCH will continue to provide updated housing data information as available. This updated housing information will be incorporated into the education fliers developed as part of the ongoing Housing Education Program developed as a result of the ARCH Workshops. In 2010 this effort will be expanded. Members will need to do updates to their Comprehensive Plans by 2011, which includes updating the Housing Needs Assessment part of the Housing Element. Based on input from members, ARCH will develop a needs assessments in behalf of all members of ARCH that will be completed toward the beginning of the updates to local Comprehensive Plans.

Objective: Assist with preparation of Housing Needs Assessment for all members, and to do so through a coordinated effort in behalf of all members.

Continue to keep member jurisdictions and the broader community aware of local housing conditions to assist in their efforts to evaluate current and future efforts to meet local housing objectives.

Include research on recent housing trends, and responses to these trends, in order to inform members of potential issues and local responses (e.g. , foreclosure activity).

Accessory Dwelling Units (ADU). Continue to provide information to the broader community on ADUs through fliers and the ARCH website. As needed, ARCH staff will assist local staff with assessing and modifying existing local ADU regulations

Objective: Increase general community awareness and utilization of ADU's .

Local Housing Efforts: ARCH jurisdictions are updating land use, zoning and other codes in order to implement policies identified in their Comprehensive Plans. ARCH staff will continue to assist local staffs in these efforts. Following are specifically identified areas that ARCH will assist local staff with accomplishing. For the coming year, ARCH staff expects to spend considerable time assisting all members with updating their Housing Elements, with initial efforts focused on developing needs assessments for members.

Objective: Assist local staff with completion of the following updates of local codes and specific plans:

### **Bellevue**

Assist City staff as needed with Bellevue's planning initiatives included in Bellevue's Housing Element update and in the Two-Phase Housing Work Program identified by the Council. (e.g. updates to ADU regulations, update city-wide housing incentives, more innovative forms of housing, MF tax exemption.)

Assist City staff with developing and implementing incentives to encourage affordable housing, work force housing, and housing choice citywide (Phase II).

Assist with Council evaluation of a MF Tax exemption program in Bel-Red and potentially other areas of the City. In the event Council provides direction to develop a program, assist City Staff to develop code language for a program.

Assist in land use planning in identified ST2 corridors where transit oriented housing and mixed income housing development is an important component of the initial planning work.

Assist City staff to evaluate long term options for the Landmark property (purchased in 2002 by the King County Housing Authority) or other properties identified by the City.

### **Bothell**

Assist City staff with implementing elements of the downtown plan to encourage affordable housing.

Assist City staff with implementation of any housing strategies identified by City Council as part of the 2010 Docket process.

### **Clyde Hill**

Assist City staff with a general review of housing regulations.

Assist City with rental of City's affordable rental unit.

### **Issaquah**

Assistance is anticipated for the following projects:

Central Issaquah Plan: Continue work with City staff to refine housing parts of the Central Issaquah Plan as well as the related development standards and incentives. Participate in related presentations to the Task Force, Planning Policy Commission and/or City Council at key milestones for assistance on affordable housing.

Issaquah Highlands: Monitor the implementation of the Issaquah Highlands affordable housing development agreement. This includes monitoring individual projects by private developers, and assisting City staff with the implementation of the Block 9, YWCA affordable housing project.

### **Kenmore**

Downtown Plan: Assist, as needed, City staff to implement the requirement to provide affordable units in the downtown area.

TOD Regulations: Assist City staff and Downtown Taskforce with reviewing policies and regulations as they relate to housing and housing affordability.

Tax Exemption Program: Develop reporting forms, procedures and other necessary actions as requested by the City related to the property tax exemption program.

**Kirkland**

Assist City staff with an examination of existing non-conforming multifamily densities and how that might relate to the preservation of existing affordable housing.

Continue to assist staff with exploring the feasibility of mixed-use transit oriented development on a portion of the South Kirkland Park & Ride property, including coordination with Metro and for profit or non-profit housing developers, and development of regulations for project development and affordability requirements.

Assist City staff with the Housing portion of the Lakeview and Houghton Neighborhood Plan updates.

**Mercer Island.**

Assist City staff and council with evaluating and, if appropriate, implementing a tax incentive program for affordable housing in the Mercer Island Town Center, as allowed under RCW 84.14.

Assist City staff and City Council with a community evaluation of the potential for considering innovative housing within the community.

Assist City Staff and Planning Commission with updating the Housing Strategy Plan, and with initial implementation of high priority strategies.

**Newcastle**

Assist City staff in reviewing and adding clarifying language to the affordable housing requirements for the downtown, Community Business Center. Also assist with agreements for any project that would include an affordable housing requirement, including those related to the Community Business Center.

**Redmond**

Assist with update of housing regulations related to the update of the City's overall development regulations.

Continue to assist with negotiating and administering the provision of affordable housing in developments required to provide affordable housing units pursuant to city regulations.

Assist City staff and council with evaluating and, if appropriate, implementing a tax incentive program for affordable housing, as allowed under RCW 84.14.

Provide assistance as needed in updating neighborhood plans (e.g. Bear Creek Neighborhood) with respect to housing, including periodic attendance at CAC meetings to help identify housing issues within the neighborhood and develop policy responses.

Assist with the refinement of existing incentive programs to create affordable housing, especially related to methods for alternative compliance and bonus area in downtown projects.

Assist in implementing and preliminary analysis of the City's innovative housing ordinance and pilot program.

### **Sammamish**

Assist City staff with Council review of Town Center regulations related to diverse housing opportunities and innovative design techniques.

Assist with evaluating and potentially implementing a demonstration program for cottage housing and/or other innovative housing projects that meet changing population needs and preferences.

Assist with initial implementation of high priority strategies identified in the Housing Strategy Plan, including efforts to encourage Accessory Dwelling Units (ADUs), and processes and standards for homeless encampments.

Evaluate Strategy Plan to assess if work should commence on any median priority strategies (e.g. Senior Housing opportunities).

### **Woodinville**

Review and strengthening of affordable housing and accessory dwelling unit programs and regulations.

Continue work to assist City staff and Planning Commission with ways to encourage housing in the Downtown/Little Bear Creek Master Plan area.

### **King County** See Regional/Planning Activities below.

Complete standard covenants, and monitor the implementation of the Northridge/Blakely Ridge and Redmond Ridge Phase II affordable housing development agreements. This includes monitoring annual progress toward achieving affordability goals; and providing information to developers on details about how the program is implemented.

General Assistance. In the past, there have been numerous situations where member staffs have had requests for support on issues not explicitly listed in the Work Program. Requests range from technical clarifications, to assisting with negotiating agreements for specific development proposals, to more substantial assistance on unforeseen work. ARCH sees this as a valuable service to its members and will continue to accommodate such requests to the extent they do not jeopardize active work program items.

## **B. Regional/Countywide Planning Activities**

Affordable Housing Tracking System. The Growth Management Act/Countywide Affordable Housing Policies call for jurisdictions to track the development/preservation of housing

affordable to low and moderate income families. This work is being coordinated through the Benchmarks Task Force. ARCH staff will continue to assist cities and the County with collecting data needed for Benchmarks.

Objective: Collection and analysis of data as specified in Benchmark Task Force report.

Maintain an eastside housing database for storing benchmark and related housing data. The database should allow the creation of standardized reports, yet be flexible enough to also meet the individual reporting needs of members.

**Information collected for this will be incorporated into the annual updates prepared as part of the ongoing ARCH Housing Education program.**

County-Wide Housing Committees. Support local staff by providing staff support as needed to 'regional'/statewide working groups/committees, and disseminating key information back to local staffs. Groups include the Growth Management Planning Council (GMPC), the McKinney review team, and DOC Housing Trust Fund Policy Advisory Team.

Committee to End Homelessness (CEH)/ Eastside Homeless Advisory Committee (EHAC). Anticipated work of the CEH in the coming year include: more coordinated allocation of resources; and initiating several specific proposals (e.g. Landlord Liaison program). Role for ARCH staff is expected to include participating in the CEH Funders group and its efforts to coordinate funding, and develop strategies for delivering and funding services on an ongoing basis to homeless housing; and inform ARCH members and the general public of CEH/EHAC activities. Also continue to participate in efforts to implement homeless efforts within East King County through EHAC.

Objective: Keep member jurisdictions informed of significant regional issues and pending legislation that could affect providing housing in East King County.

Ensure that perspectives of communities in East King County are addressed in regional housing activities, including the Committee to End Homelessness.

Have one or more specific local programs initiated as part of the 10 Year Plan to End Homelessness.

### **III. HOUSING PROGRAM IMPLEMENTATION**

Monitoring Affordable Rental Housing. Administer ongoing compliance of affordability requirements. This includes affordable rental housing created through direct assistance (e.g. Trust Fund allocation, land donations) from member jurisdictions, and through land use incentives. Some Trust Fund projects also require monitoring of project cash flow related to loans made by jurisdictions to projects.

Objective: Ensure projects are in compliance with affordability requirements which involves collecting annual reports from projects, screening information for compliance, and preparing summary reports for local staffs. To the extent possible this work shall:

- Minimize efforts by both owners and public jurisdictions.

- Coordinate ARCH's monitoring efforts with efforts by other funding sources such as using shared monitoring reports.
- Utilize similar documents and methods for monitoring developments throughout East King County.
- Ensure accurate records for affordable ownership units, including audit units for owner occupancy and proper recording of necessary documentation.
- Establish working relationship with other public organizations that can help assess how well properties are maintained and operated (e.g. code compliance, police, and schools).

Monitoring Affordable Ownership Housing. As more price restricted homes are created, monitoring of affordable ownership housing created through local land use regulations is becoming of increased importance. In addition, will continue to monitor general trends with ownership units, enforcement of covenant provisions (e.g. leasing homes, foreclosure), and as necessary evaluate and if warranted, complete revisions to the ownership covenants in order to better insure long term affordability of ownership units.

Objective: Oversee resale of affordable ownership homes. Address issues related to ongoing compliance with program requirements (e.g. leasing homes, foreclosures).

Complete revisions to the affordability covenant and administrative procedures to better protect against potential loss of long term affordability.

Mailing List of Low/Moderate Income Households. Maintain a list of families potentially interested in affordable housing (both rental and ownership) created through the efforts of the participating jurisdictions.

Objective: Maintain lists of affordable housing in East King County, and making that available as needed to people looking for affordable housing.

Maximize use of the ARCH web site to assist persons looking for affordable housing.

Relocation Plans. Assist as necessary with preparing relocation plans and coordinate monitoring procedures for developments required to prepare relocation plans pursuant to local or state funding requirements.

Objective: Maximize efforts to ensure that existing households are not unreasonably displaced as a result of the financing or development of new or existing housing.

#### **IV. SUPPORT/EDUCATION/ADMINISTRATIVE ACTIVITIES**

Education/Outreach. Education efforts should tie into efforts related to public outreach/input on regional housing issues. However, much of ARCH's outreach/education work will occur through work with individual members on local housing efforts. Potential outreach tools include the Housing 101 workbook and related brochures, housing tours, a portfolio of successful projects,

and ARCH brochure.

Objective: **Consistent with the Education program discussed at the ARCH Workshops**, using input from the broader community, develop education tools to inform councils, staffs and the broader community of current housing conditions, and of successful efforts achieved in recent years.

Objective: **Consistent with the Education program discussed at the ARCH Workshops**, on a regular basis, conduct education sessions for new local officials and staffs on local housing conditions and programs (Housing 101 East King County, East King County Plan to End Homelessness), and hold annual discussion with member councils on recent housing trends and efforts.

Objective: Be a resource for members to assist with outreach and education activities on affordable housing associated with local planning efforts.

Objective: Create outreach tools/efforts that inform the broader community of affordable housing resources available to residents.

ARCH Web site. Currently this site is primarily geared to those utilizing programs administered through ARCH (e.g. listing of available rental and ownership affordable units, application for Trust Fund, consumer information on Accessory Dwelling Units, linkages to other housing related services in the community). In addition, information will be added to the website regarding general needs for affordable housing. In the last year this has primarily involved adding material from the Housing 101 Workbook. In the coming year, opportunities will be looked at to add information to this part of the website.

Objective: Maintain the ARCH web site and update the community outreach portion by incorporating information from Housing 101 East King County, as well as updated annual information, and links to other sites with relevant housing information (e.g. CEH, HDC).

Make presentations, including housing tours, to at least 10 community organizations.

Media coverage on at least six topics related to affordable housing in East King County related to work done by Cities/ARCH and articles in local city newsletters.

Advice to Interested Groups. Provide short-term technical assistance to community groups, faith communities and developers interested in community housing efforts. Meet with groups and provide suggestions on ways they could become more involved.

Objective: Increase awareness of existing funding programs by potential users.

Increase opportunities of private developers and Realtors working in partnership with local communities on innovative/affordable housing.

Assist community based groups who want to provide housing information to the broader community by assisting with preparing background information.

Administrative Procedures. Maintain administrative procedures that efficiently provide services to both members of ARCH and community organizations utilizing programs administered through ARCH. Prepare quarterly budget performance and work program progress reports. Prepare the Annual Budget and Work Program. Staff the Executive and Citizen Advisory Boards.

Objective: Maintain a cost effective administrative budget for ARCH, and keep expenses within budget. Administrative costs should be equitably allocated among ARCH's members.

Maintain membership on the ARCH Citizen Advisory Board that includes broad geographic representation and wide range of housing and community perspectives.

Update the ARCH Interlocal Agreement to incorporate updates to ARCH's administrative structure related to administering the Housing Trust Fund and ARCH Sphere of Influence, and if adopted, implement provisions approved in the Interlocal Agreement

## 2010 ARCH Administrative Budget

Dec-09

### I. ANNUAL OPERATING EXPENSES

Item	2009 Budget	2010 Budget	Change Budget	Percent Change
Sub-total	\$ 453,190	\$ 451,931	\$ (1,259)	0%
Rent	\$ 12,052	\$ 12,750	\$ 698	6%
Utlities	Incl^	Incl^	Incl^	Incl^
Telephone	\$ 2,575	\$ 2,704	\$ 129	5%
Operating				
Travel/Training	\$ 2,000	\$ 2,000	\$ -	0%
Auto Mileage	\$ 3,650	\$ 3,650	\$ -	0%
Copier Costs	\$ 2,750	\$ 2,750	\$ -	0%
Office Supplies	\$ 2,068	\$ 2,068	\$ -	0%
Office Equipment Service	\$ 4,000	\$ 3,750	\$ (250)	-6%
Fax/Postage	\$ 2,060	\$ 2,060	\$ -	0%
Periodical/Membership	\$ 3,588	\$ 3,588	\$ -	0%
Misc. (e.g. events,etc.)	\$ 1,840	\$ 1,680	\$ (160)	-9%
Insurance	\$ 8,420	\$ 8,650	\$ 230	3%
Reorganization Admin	\$ -	\$ 650	\$ 650	
Sub-total	\$ 30,376	\$ 30,846	\$ 470	2%
TOTAL	\$ 498,193	\$ 498,231	\$ 38	0.01%

\* Actual salary increases based on Bellevue's approved Cost of Living Adjustment

III. ARCH ADMINISTRATIVE BUDGET: RESOURCE DISTRIBUTION

A. Cash Contributions		2009		2010 Change		Percent Change	
Bellevue	\$	-	\$	-	\$	-	
Bothell	\$	39,191	\$	39,191	\$	-	0.00%
Issaquah	\$	14,698	\$	14,698	\$	-	0.00%
King County	\$	43,466	\$	43,466	\$	-	0.00%
Kirkland	\$	59,768	\$	59,768	\$	-	0.00%
Mercer Island	\$	29,882	\$	29,882	\$	-	0.00%
Newcastle	\$	9,960	\$	9,960	\$	-	0.00%
Redmond	\$	59,768	\$	59,768	\$	-	0.00%
Woodinville	\$	11,898	\$	11,898	\$	-	0.00%
Beaux Arts Village	\$	1,569	\$	1,569	\$	-	0.00%
Clyde Hill	\$	2,660	\$	2,660	\$	-	0.00%
Hunts Point	\$	1,569	\$	1,569	\$	-	0.00%
Medina	\$	2,660	\$	2,660	\$	-	0.00%
Yarrow Point	\$	1,569	\$	1,569	\$	-	0.00%
Sammamish	\$	46,188	\$	46,188	\$	-	0.00%
Kenmore	\$	25,195	\$	25,195	\$	-	0.00%
Other*	\$	11,400	\$	11,400	\$	-	
TOTAL	\$	361,442	\$	361,442	\$	-	
B. In-Kind Contributions		2008		2009 Change		Percent Change	
Bellevue	\$	136,791	\$	136,792	\$	1.10	0.00%
TOTAL	\$	136,791	\$	136,792	\$	1.10	
C. Total Contributions							
Bellevue	\$	136,791	\$	136,792	\$	1.10	0.00%
Bothell	\$	39,191	\$	39,191	\$	-	0.00%
Issaquah	\$	14,698	\$	14,698	\$	-	0.00%
King County	\$	43,466	\$	43,466	\$	-	0.00%
Kirkland	\$	59,768	\$	59,768	\$	-	0.00%
Mercer Island	\$	29,882	\$	29,882	\$	-	0.00%
Newcastle	\$	9,960	\$	9,960	\$	-	0.00%
Redmond	\$	59,768	\$	59,768	\$	-	0.00%
Woodinville	\$	11,898	\$	11,898	\$	-	0.00%
Beaux Arts Village	\$	1,569	\$	1,569	\$	-	0.00%
Clyde Hill	\$	2,660	\$	2,660	\$	-	0.00%
Hunts Point	\$	1,569	\$	1,569	\$	-	0.00%
Medina	\$	2,660	\$	2,660	\$	-	0.00%
Yarrow Point	\$	1,569	\$	1,569	\$	-	0.00%
Sammamish	\$	46,188	\$	46,188	\$	-	0.00%
Kenmore	\$	25,195	\$	25,195	\$	-	0.00%
Other*	\$	11,400	\$	11,400	\$	-	0.00%
TOTAL	\$	498,233	\$	498,234	\$	1.10	0.00%
TOTAL COSTS	\$	498,193	\$	498,231	\$	38.32	0.01%
BALANCE	\$	39	\$	2			

\* This is the administrative fee collected from Redmond Ridge East (\$250 / initial sale).

ATTACHMENT C

ARCH PROJECTS RECEIVING CITY OF REDMOND ASSISTANCE - THROUGH FALL 2009

Project Location	Year Funded	No. Units		REDMOND ALLOCATIONS				PROJECTS LOCATED IN REDMOND			Redmond Contributions to Other Cities	HTF Cycle
		Total	In Redmond	HTF/CIP a.	CDBG b.	Other c.	Redmond Total (a + b + c)	Funding from Redmond d.	Funding from Other Cities e.	Total ARCH Funding (d + e)		
Redmond	1993	41	41	\$ 100,000			\$ 100,000	\$ 100,000	\$ -	\$ 100,000		1993, Spring
Redmond	1993	19	19		\$ 23,303		\$ 23,303	\$ 23,303	\$ 164,485	\$ 187,788		1993, Fall
Bellevue	1993	10			\$ 9,400		\$ 9,400				\$ 9,400	1993, Fall
Redmond	1994	4	4	\$ 71,750			\$ 71,750	\$ 71,750	\$ -	\$ 71,750		1994, Spring
UKC-Iss.	1995	54			\$ 75,000		\$ 75,000				\$ 75,000	1995, Spring
UKC - Bell.	1996	12			\$ 10,000		\$ 10,000				\$ 10,000	1996, Fall
Redmond	1996	18	18	\$ 280,000			\$ 280,000	\$ 280,000	\$ -	\$ 280,000		1996, Fall
Redmond	1997	24	24	\$ 70,000	\$ 216,683		\$ 286,683	\$ 286,683	\$ -	\$ 286,683		1997, Spring
Redmond	1997	93	93	\$ 50,000		\$ 326,000 <sup>1</sup>	\$ 376,000	\$ 376,000	\$ 150,000	\$ 526,000		1997, Spring
Redmond	1997	18	18	\$ 66,353			\$ 66,353	\$ 66,353	\$ 375,647	\$ 442,000		1997, Fall
Kirkland	1997	24		\$ 33,647			\$ 33,647				\$ 33,647	1997, Fall
Bellevue	1996/98	20			\$ 115,000		\$ 115,000				\$ 115,000	1998, Fall (1996, Fa
Bothell	1999	8		\$ 50,000	\$ 7,265		\$ 57,265				\$ 57,265	1999, Spring/Fall
Mercer Island	1999	59		\$ 100,000			\$ 100,000				\$ 100,000	Spring 1999
Woodinville	1999	50		\$ 50,000			\$ 50,000				\$ 50,000	Spring 1999
Newcastle	2000	12			\$ 85,401		\$ 85,401				\$ 85,401	Spring 2000
Woodinville	2000	50			\$ 6,475		\$ 6,475				\$ 6,475	Spring 2000
Redmond	2000	308	308			\$ 1,573,375 <sup>2</sup>	\$ 1,573,375	\$ 1,573,375	\$ 72,000	\$ 1,645,375		2000 Fall
Issaquah	2001	50			\$ 40,107		\$ 40,107				\$ 40,107	Spring 2001
Redmond	Fall 2001	60	60		\$ 100,000		\$ 100,000	\$ 100,000	\$ 150,000	\$ 250,000		Fall 2001
Redmond	Spring 2002	Incl ^		\$ 105,255	\$ 192,309	\$ 226,762 <sup>5</sup>	\$ 524,326	\$ 524,326	\$ 752,436	\$ 1,276,762		Spring 2002
Kirkland	Spring 2002	66		\$ 100,000			\$ 100,000				\$ 100,000	Spring 2002
Redmond	N/A	Incl ^				\$ 125,344 <sup>5</sup>	\$ 125,344	\$ 125,344		\$ 125,344		N/A
Redmond	2000	1	1			\$ 400	\$ 400	\$ 400		\$ 400		N/A
Redmond	N/A	Incl ^		\$ 50,000			\$ 50,000	\$ 50,000		\$ 50,000		Fall 2003
Redmond	N/A	5	5	\$ 50,000			\$ 50,000	\$ 50,000	\$ 25,000	\$ 75,000		Fall 2003
Redmond	Fall 2006	5	5	\$ 75,000			\$ 75,000	\$ 75,000	\$ 175,000	\$ 250,000		Fall 2006
Bothell	(See #35 above)	5										
Various	N/A			\$ 85,000			\$ 85,000	\$ 85,000	\$ 165,000	\$ 250,000	\$ 50,000	Fall 2003
Redmond	N/A	166	166	\$ 150,000			\$ 150,000	\$ 150,000	\$ 1,000,000	\$ 1,150,000		Spring 2004
Issaquah	N/A	Incl ^		\$ 150,000			\$ 150,000				\$150,000	Fall 2004
Issaquah		28		\$ 40,000			\$ 40,000	\$ 40,000	\$ 410,000	\$ 450,000	\$40,000	Fall 2005
Kirkland	Fall 2007	6		\$ 40,000			\$ 40,000				\$40,000	Fall 2007
Bellevue	Fall 2007	6		\$ 25,000			\$ 25,000				\$25,000	Fall 2007
Kenmore	Spring 2008	90 (indefinite)		\$ 160,000			\$ 160,000				\$160,000	Spring 2008
Issaquah	Spring 2009	47		\$ 150,000			\$ 150,000				\$150,000	Spring 2009
Kirkland	Fall 2009	60 (proposed)		\$ 85,000			\$ 85,000				\$85,000	Fall 2009
NE King Co.	Fall 2009	2 (proposed)		\$ 55,000			\$ 55,000				\$55,000	Fall 2009
<b>TOTAL<sup>3</sup></b>		1421	762	\$ 2,142,005	\$ 930,943	\$ 227,439,981	\$ 5,324,829 <sup>4</sup>	\$ 3,977,534	\$ 3,439,568	\$ 7,417,102	\$ 1,437,295	

D assessment for sewer improvements on Avondale

f Building, Planning, and Impact Fees

ments with Redmond funding.

2104: Total units funded since 1993 through ARCH (includes all cities)

705: Total units funded located in Redmond (31%)

1120: Units that include funding by Redmond (53% of total)

for all projects is approximately \$20 million

Redmond has provided approximately 23% of total assistance to all ARCH projects.

Projects located in Redmond have received approximately 34% of the total from all cities.

amount of city waiver for Building, Planning, and Impact Fees

**SUMMARY OF ALL AFFORDABLE HOUSING UNITS LOCATED IN REDMOND (THROUGH DECEMBER 2009)**

HOUSING TYPE	PROJECT NAME	ADDRESS	MANAGEMENT TYPE (OR OWNER)	ARCH \$\$ FROM OTHER CITIES	REDMOND FUNDS TO ARCH		TOTAL UNITS IN DEV.	AFFORDABLE UNITS IN DEVELOPMENT				
					HTF (CIP)	CDBG		<30% Median	<50% Median	<60% Median	<80% Median	<90% Median
SENIOR/SPECIAL NEEDS RENTAL HOUSING	Emerald Heights	10901 176 <sup>th</sup> Circle NE	Privately managed Non-HUD Assisted				363				38	
	Emma McRedmond Manor	7960 – 169 <sup>th</sup> Ave NE	Privately managed HUD Assisted				32		32			
	Patricia Harris Manor	16307 NE 81 <sup>st</sup> Street	Privately managed HUD Assisted				40		40			
	Forest Glen	8610 – 164 <sup>th</sup> Avenue NE	KC Housing Authority HUD Assisted				40		40			
	Community Homes Inc. – 4 & 5	Education Hill N’hood	Community Homes Inc.	\$150,000	\$27,500	\$50,000	10	10				
	Pine Villa (Stillwater)	Not available	Eastside Mental Health	\$164,485		\$23,303	19				19	
	Fairwinds (Leisure Care)	9988 Avondale Road NE	Privately managed Senior housing				143		23			
FAMILY & INDIVIDUAL HOUSING	Heritage Woods	16518 NE 91 <sup>st</sup> Street	Privately managed Non-HUD Assisted				60				59	
	Terrace Hills	8704 – 164 <sup>th</sup> Ave NE	Privately managed Non-HUD Assisted	\$375,647	\$66,353		18				18	
	Westwood Square	10027 NE 138 <sup>th</sup> Place	Privately managed HUD Assisted				70				14	
	Willowmoor Manor	45825 Leary Way	Privately managed HUD Assisted			<i>Mkt rate Condo conversion</i>	80				46	
	Avondale Manor	17107 NE 80 <sup>th</sup> Street	KC Housing Authority HUD Assisted				20		20			
	Forest Grove	8350 – 167 <sup>th</sup> Ave NE	KC Housing Authority HUD Assisted				25		25			
	Village at Overlake Station (TOD)	2630 152 <sup>ND</sup> Ave NE	KC Housing Authority HUD Assisted	\$72,000	\$1,573,375		308			308		
	Summerwood Apartments	9805 Avondale Road NE	DASH	1,000,000	\$150,000		166	45	56	10		55 moderate ownership
	Parkway Apartments	3970 West Lake Sammamish Parkway	KC Housing Authority HUD Assisted		\$100,000		41		41			

HOUSING TYPE	PROJECT NAME	ADDRESS	MANAGEMENT TYPE (OR OWNER)	ARCH \$\$ FROM OTHER CITIES	REDMOND FUNDS TO ARCH		TOTAL UNITS IN DEV.	AFFORDABLE UNITS IN DEVELOPMENT					
					HTF (CIP)	CDBG		<30% Median	<50% Median	<60% Median	<80% Median	<90% Median	
TRANSITIONAL HOUSING	YWCA Family Village	16601 NE 80 <sup>th</sup> Street	YWCA				20	20					
	EHA Avondale Park Acquisition & Rehab	9551 Avondale Rd NE	Eastside Housing Association (EHA)		\$280,000		18 <sup>1</sup>	18 <sup>1</sup>					
	EHA Avondale Park Redevelopment	9551 Avondale Rd NE	Eastside Housing Association (EHA)	\$902,436	\$332,017	\$292,309	60	60					
	Dixie Price	9451 Avondale Rd NE	Hopelink			\$71,750	4	4					
INCLUSIONARY UNITS	Ashford Park <sup>2</sup>	178** NE 93 <sup>rd</sup> Way	Private Ownership Condominiums				N/A						6
	Essex Park <sup>3</sup>	109** Avondale Rd. NE	Private Ownership Condominiums				N/A					6	
	Meadows at Marymoor <sup>4</sup>	46** 168 <sup>th</sup> Ct. NE	Private Ownership Condominiums				33						4
	Conover Commons <sup>5</sup>	104** 132 <sup>nd</sup> Avenue NE	Private Ownership Cottage Housing				24		1				
	Avalon/Park Square Apartments	16075/16080 NE 85 <sup>th</sup> St.	Rental Units				124						9
	Frazer Court Apartments	16275 NE 85 <sup>th</sup> Street	Condominium conversion				59						6
	Redmond 44	NE 79 <sup>th</sup> Street	Private Ownership Condominiums				60						6
	Cleveland Street Condos <sup>6</sup>	16141 Cleveland Street	Private Ownership Condominiums				84					5	3
	Park Place	7805 170 <sup>th</sup> Pl.	Private Ownership Condominiums				66					7	
	Redmond Court (Urbane Redmond)	8296 160 <sup>th</sup> Ave NE	Private Ownership				22					2	
	Indigo (Hanson Plat)	12931 NE 126 <sup>th</sup> Pl	Private Ownership SF attached				24		1				
	Portula'ca	8039 165 <sup>th</sup> Ave NE	Private Ownership				24		1				
	Redmond Townhomes (Intracorp (The Element))	NW intersection of Redmond Way and Willows Road	Private Ownership				99				9 (3 handicap accessible)		

<sup>1</sup> These units are not included in the total unit count because of redevelopment

<sup>2</sup> Ashford Park covenant duration 30 years to 2025. Units are set-aside for households earning 85% or less of KC Median Income

<sup>3</sup> Essex Park covenant duration 15 years to 2007

<sup>4</sup> Meadows at Marymoor covenant duration 30 years to 2028 with provision that City receives net surplus from first sale after covenant expires. Units are set-aside for households earning 85% or less of KC Median Income

<sup>5</sup> Project under construction (March 2004). Affordable unit to be built as part of Phase II.

<sup>6</sup> With this development, the City crossed the threshold for affordable housing downtown, requiring 10% of all future units built downtown to be affordable to households earning 80% or less of KC Median Income

	TOD Trammel Crow Residential	NE 83 <sup>rd</sup> Street Downtown P & R	Not determined				324				64	
	Redmond River Park	159 <sup>th</sup> and Redmond Way	Private				316				31	
	Redmond Way, E & W						115 & 135				25	
	166 <sup>th</sup> Avenue Condos						51				pending	
	Perrigo's Park						15				pending	
(rezone)	Sequoia Estates						20				2	
(rezone)	Derus Condominiums						44				Pending (2)	
OWNERSHIP UNITS	Avon Villa Mobile Home Park	11434 Avondale Rd NE	Manufactured Housing Community Preservationists (MHCP)	\$150,000	\$376,000 <sup>7</sup>		93		38		38	(17 mkt rate)
	Paterson Park (Coast Guard)	9551 Avondale Rd NE	Habitat for Humanity		\$195,344	\$216,683	24		24			
	Dollar Condo	8839 – 166 <sup>th</sup> Ave NE Unit C-104	Union Hill Alliance Church		\$400		1		1			
<b>TOTAL – AFFORDABLE UNITS LOCATED IN THE CITY OF REDMOND – 1,139 UNITS</b>				<b>\$2,814,568</b>	<b>\$3,100,989</b>	<b>\$654,045</b>		<b>157</b>	<b>343</b>	<b>318</b>	<b>215</b>	<b>34 (72 mkt)</b>

<sup>7</sup> Includes \$327,000 paid by City for LID (Avondale Sewer Assessment)