

Board of Commissioners

Chair Katie Walters
Vice Chair Becky Erickson
Rob Putaansuu
Clarence Moriwaki
Brittany Dunklin
Christine Rolfes
Oran Root
Executive Director
Heather Blough



2244 NW Bucklin Hill Rd
Silverdale, WA 98383

Phone (360) 535.6100
Fax (360) 535.6169
TTY/TDD 711

<http://www.housingkitsap.org>

Special Note:

Effective June 1, 2022, Housing Kitsap Board of Commissioners Meetings will be hybrid meetings held both virtually via Zoom and with an in-person option at the Housing Kitsap Main Office.

Members of the public interested in participating in the meeting in-person may join in the conference room of the Housing Kitsap Main Office at 2244 NW Bucklin Hill Rd, Silverdale, WA 98383.

Members of the public interested in participating in the meeting virtually may do so via video conference or by logging/calling in to the link or telephone numbers below. Members of the public may indicate their interest in speaking during public participation by sending a "chat" to the meeting host who will unmute your phone or microphone.

Join Zoom Meeting

<https://us02web.zoom.us/j/88673749549?pwd=7aLaWZfTyq9d1WqUnbJLnGx42H6ogg.1>

Meeting ID: 886 7374 9549

Passcode: 399940

Dial by your location

+1 253 215 8782 US (Tacoma)

Find your local number: <https://us02web.zoom.us/j/kdRegPZlZl>

Please note: the meeting is open to the public and no action will be taken to prohibit or otherwise limit the public's attendance from this meeting.

Written comments may be sent to HousingKitsap@housingkitsap.org prior to the meeting.



This institution is an equal opportunity provider and employer.

Housing Kitsap welcomes qualified tenants without regard to race, color, national origin, creed, religion, sex, marital status, familial status, disability or due to ownership of a service animal. Housing Kitsap provides reasonable accommodations to persons with disabilities. If you need this document in an alternate format, please contact Housing Kitsap Section 504 Coordinator, Freddy Linares at (360) 535-6128 or 2244 NW Bucklin Hill Rd, Silverdale, WA 98383.

Board of Commissioners
Chair Katie Walters
Vice Chair Becky Erickson
Oran Root
Rob Putaansuu
Brittany Dunklin
Christine Rolfes
Clarence Moriwaki
Executive Director
Heather Blough



2244 NW Bucklin Hill Rd
Silverdale, WA 98383

Phone (360) 535.6100
Fax (360) 535.6169
TTY/TDD 711

<http://www.housingkitsap.org>

HOUSING KITSAP BOARD OF COMMISSIONERS

MEETING AGENDA

July 22, 2025

9:00 am – 11:00 am

2244 NW Bucklin Hill Rd, Silverdale, WA 98383 and via Teleconference

- 1. Call to Order**
- 2. Approval of Agenda**
- 3. Public Comment** (Please limit comments to 3 minutes)
- 4. Consent Agenda**

All matters listed within the Consent Agenda have been distributed to each member of the Housing Kitsap Board of Commissioners for reading and study, are considered routine, and will be enacted by one motion of the Board with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

- A. June 24, 2025 Meeting Minutes
- B. June 2025 Disbursement Reports

Page 4
Page 9

5. Discussion Items

- A. Reinstate BASIC

Page 19

6. Program Updates

This is an opportunity for Board members to ask any specific questions regarding the program updates included in the attachments, no presentations are planned.



This institution is an equal opportunity provider and employer.

Housing Kitsap welcomes qualified tenants without regard to race, color, national origin, creed, religion, sex, marital status, familial status, disability or due to ownership of a service animal. Housing Kitsap provides reasonable accommodations to persons with disabilities. If you need this document in an alternate format, please contact Housing Kitsap Section 504 Coordinator, Freddy Linares at (360) 535-6128 or 2244 NW Bucklin Hill Rd, Silverdale, WA 98383.

A. Executive Director/Executive Committee Update (Heather Blough)	Page 20
B. Finance Division Update (Roan Blacker)	Page 23
C. Property Management Update (Jennifer Di Vitto and Jules Nadda)	Page 26
D. Compliance Department Update (Freddy Linares)	Page 30
E. Single Family Program Update (Dean Nail)	Page 32
F. Administration and Procurement Updates (Laura Auerbach)	Page 34

7. Board Announcements and Community Updates

This is an opportunity for Board members to share any community items, news, conference updates, or program updates that are not otherwise scheduled for discussion during the Board meeting.

8. Adjourn



This institution is an equal opportunity provider and employer.

Housing Kitsap welcomes qualified tenants without regard to race, color, national origin, creed, religion, sex, marital status, familial status, disability or due to ownership of a service animal. Housing Kitsap provides reasonable accommodations to persons with disabilities. If you need this document in an alternate format, please contact Housing Kitsap Section 504 Coordinator, Freddy Linares at (360) 535-6128 or 2244 NW Bucklin Hill Rd, Silverdale, WA 98383.

Board of Commissioners

Chair Katie Walters
Vice Chair Becky Erickson
Rob Putaansuu
Clarence Moriwaki
Brittany Dunklin
Christine Rolfes
Oran Root
Executive Director
Heather Blough



2244 NW Bucklin Hill Rd
Silverdale, WA 98383

Phone (360) 535.6100
Fax (360) 535.6169
TTY/TDD 711

<http://www.housingkitsap.org>

**HOUSING KITSAP BOARD OF COMMISSIONERS
BOARD MEETING
JUNE 24, 2025
MINUTES**

Board in Attendance: Kitsap County Commissioner Katie Walters (Chair), Mayor of City of Poulsbo Becky Erickson (Vice Chair), Kitsap County Commissioner Christine Rolfes, Kitsap County Commissioner Oran Root, City of Bainbridge Island Council Member Clarence Moriwaki, Resident Commissioner Brittany Dunklin

Attending Staff: Executive Director Heather Blough, Regional Director of Property Management Jennifer Di Vitto, Executive Assistant and Office Manager Katie Loehrs, Director of Finance Roan Blacker, Director of Compliance Freddy Linares, Director of Procurement and Administration Laura Auerbach, Single Family Director Dean Nail, IT Manager Troy Bocker, Regional Director of Property Management Jules Nadda, Property Manager LorAine Harden, Property Manager Tanya Howard, Housing Specialist Joy Bice

Absent: Mayor of City of Port Orchard Rob Putaansuu

Public in attendance: Susan Yake

1. Call to Order:

Chair Walters called the meeting to order at approximately 9:00 am.

2. Approval of Agenda:

Commissioner Erickson moved to approve the agenda. The motion was seconded by Commissioner Moriwaki. *Agenda approved.*

3. Public Comments:

Susan Yake informed the Board that she wants action regarding the houses near the Fairgrounds. Susan explained that staff was overheard saying that there is no mold in the house. Susan recommended treating the mold while the resident is in the hospital. Susan asked what the action plan is regarding this house.

Heather Blough informed Susan that confidentiality does not allow HK to discuss individual house matters with anyone other than the resident.

4. Consent Agenda:

Commissioner Moriwaki moved to approve the consent agenda. The motion was seconded by Commissioner Root. *The motion carried unanimously.*

5. Discussion Items

- A. Chapter 12 of the Housing Choice Voucher Administrative Plan which determines how households will be selected to be removed from the program if inadequate subsidy is provided for the voucher program.**

Heather Blough directed the Board's attention to page 29 of the Board report and explained that all other possible cost saving measures will be implemented before any households are removed from the Voucher Program. Commissioner Erickson asked if the cuts could be spread out, but Heather explained that the program regulations dictate the formula that is used for calculating rents.

The Board requested the following:

- A step-by-step cheat sheet that explains the process
- An in depth discussion and legal opinion on sharing the load
- Creation of preferences at other properties for households that are removed from the voucher program

Commissioner Dunklin informed the Board that sharing the load of the cuts would be really difficult for people who are on Social Security.

Commissioner Rolfes explained that perhaps community funding could help make up the difference in funding.

- B. Using a portion of the development fund for gap financing at Southern Cross**

Dean Nail informed the Board that the budget for Southern Cross is two years old and there have been cost increases in the meantime. Dean explained that the Community Development Block Grant (CDBG) now requires Build America Buy America (BABA) on every component, which would create an unbearable hardship on the project. Dean recommended using the development fund to prevent bank loans from increasing the overall cost. Dean added that the Invitation for Bids is going out on June 24, 2025, and a formal action will be brought back after the bid costs are known.

6. Action Items

- A. Discussion and possible action regarding Resolution 2025-19 approving the Housing Kitsap Administrative Plan for the Housing Choice Voucher Program to be effective July 1, 2025**

Freddy Linares informed the Board that there are two versions of the Administrative Plan, Pre-HOTMA (Housing Opportunities Through Modernization Act) and Post-HOTMA. Freddy explained that HK has been using Bremerton Housing Authority's plan until HK's own is approved, and a lot of work went into creating the plan.

Commissioner Erickson moved to approve Resolution 2025-19. The motion was seconded by Commissioner Moriwaki. *The motion carried unanimously.*

B. Discussion and possible action regarding Resolution 2025-20 approving the revised Tenant Selection and Continued Occupancy Policy for Nordic Cottages

Jules Nadda informed the Board that the Tenant Selection and Continued Occupancy Policy (TSCOP) for Nordic Cottages is consistent with the TSCOPS for the other HK Properties. Heather Blough added that Voucher Landlords must operate in compliance with regulations.

Commissioner Erickson reminded the Board that the plans for Nordic Cottages are available for anyone to use.

Commissioner Rolfes requested a tour, with a staged unit, before move in. Jules confirmed that this will be arranged.

Commissioner Erickson moved to approve Resolution 2025-20. The motion was seconded by Commissioner Root. *The motion carried unanimously.*

C. Discussion and possible action regarding Resolution 2025-21 updating the Resolution that delegates authority to the Executive Director

Heather Blough informed the Board that Resolution 2021-06, the current Resolution that allows the Executive Director to delegate authority, needs additional clarification. The updated Resolution adds specification for matters regarding litigation and financial thresholds, as well as adding the circumstance of incapacitation of the Executive Director.

The Board requested to amend the Resolution to include, “and/or an unexpected and unanticipated vacancy of the Executive Director Position.”

Commissioner Erickson moved to approve Resolution 2025-21 as amended. The motion was seconded by Commissioner Moriwaki. *The motion carried unanimously.*

D. Discussion and possible action regarding Resolution 2025-22 authorizing the Executive Director to execute Public Works Contract No. 2025-LL-UR for an amount not to exceed \$408,000

Laura Auerbach explained that the work for Lakeland was split into two sections: a) utilities and roads b) clearing and grading. Dean Nail explained that this is because each section requires a different amount of skill and therefore cost; awarding them separately would save HK approximately 100 thousand dollars. Public Works Contract 2025-LL-UR is for utilities and roads.

Commissioner Rolfes asked why the Self-Help Program is building in Mason County. Dean explained that land in Kitsap is expensive, so building in Mason helps HK meet the required grant goals.

Commissioner Erickson recommended asking churches in Kitsap to sell their excess land for affordable housing.

Commissioner Moriwaki moved to approve Resolution 2025-22. The motion was seconded by Commissioner Rolfes. *The motion carried unanimously.*

7. Program Updates

A. Executive Director/Executive Committee

Heather Blough noted the information in the report and offered to answer any questions. There were no further questions.

B. Finance Division

Roan Blacker noted the information in the report and offered to answer any questions. Roan explained that HK's finances continue to do well despite uncertainties. Roan added that June is the end of the Fiscal Year. There were no further questions.

C. Property Management:

Jennifer Di Vitto noted the information in the report and offered to answer any questions. Jennifer explained that waitlist numbers were presented by bedroom size. Jennifer added that a new Property Manager was hired for Viewmont and Heritage.

Commissioner Erickson asked about the HK Homes Vacancies. Heather Blough explained that there have been 18 move ins and 27 move outs from HK Homes. Commissioner Erickson asked if it would be beneficial for HK to sell the single-family units. Heather confirmed that it will be discussed at the upcoming redevelopment strategy meeting with the Leadership Team.

Commissioner Dunklin explained that there is more of a need than what is shown by the waitlist.

D. Compliance Department:

Freddy Linares informed the Board that HK is in projected shortfall. This means that the HCV Program is projected to spend more money on Housing Assistance Payments (HAP) than the program receives funding for. Freddy explained that the effective date for the Streamlined Voluntary Conversion (SVC) Tenant Protection Vouchers and the pace of leasing the units during SVC contributed to the projected shortfall. Freddy added that HUD originally told HK that there was plenty of money, but now they are requiring HK to use the reserves to pay HAP. Freddy explained that he is in discussion with HUD about correcting the numbers, but HK will not be able to issue new vouchers right now.

Heather Blough added that Time Square Apartments and Nordic Cottages will still receive their vouchers as the AHAP for Nordic, and the planned addition of Time Square, have continued to be factored into the planning tool for the voucher program.

E. Single Family:

Dean Nail informed the Board that they are currently recruiting for an additional Self-Help Construction Supervisor. Dean explained that the Ives Mill National Environmental Protection Act permit is almost complete and then they can begin receiving money from Community Frameworks.

Commissioner Root asked if there is a map of the Self-Help sites over the last few years. Dean confirmed that he will create one to share with the Board.

Commissioner Walters asked if there were any agreements in writing regarding Stoneridge yet. Dean explained that there are not; they are in the process of identifying priorities for the property and then will apply for Community Investments for Affordable Housing (CIAH) funds.

F. Administration and Procurement:

Laura Auerbach noted the information in the report and offered to answer any questions. There were no further questions.

Laura added that the Time Square Preservation Celebration was held which honored Hetty Hicks. Commissioner Rolfes added that Mary Gleysteen emailed to thank HK and share that the residents of Time Square raved about HK.

8. Board Announcements and Community Updates

A. Board Announcements and Community Updates

Commissioner Rolfes asked if HK was considering the mobile home park in Poulsbo that is up for sale. Heather Blough explained that there will be a meeting on June 26, 2025, to discuss it. Commissioner Erickson explained that previously, HK did not want another mobile home park. Jennifer Di Vitto explained that Landlord-Tenant Law for mobile home parks is very different from other multifamily housing. Jennifer added that Orchard Bluff is facing very expensive sewer line repairs.

Commissioner Moriwaki informed the Board that the City of Bainbridge Island is voting on building workforce housing for city employees.

Heather Blough informed the Board that Housing Kitsap's Summer All-Staff Event is being held on June 25, 2025.

9. Adjournment:

The meeting adjourned at 10:46 am.

ATTEST:

ATTEST:

Heather Blough
Executive Director

Katherine T. Walters
Chair

Date Approved

Board of Commissioners
Chair Katie Walters
Vice Chair Becky Erickson
 Rob Putaansuu
 Clarence Moriwaki
 Oran Root
 Christine Rolfes
 Brittany Dunklin
Executive Director
 Heather Blough



2244 NW Bucklin Hill Rd
 Silverdale, WA 98383

Phone (360) 535.6100
 Fax (360) 535.6169
 TRS 711

<http://www.housingkitsap.org>

To: Housing Kitsap Board of Commissioners
 From: Heather Blough, Executive Director
 Subject: Approval May 2025 Disbursements and/or Fund Transfers
 Date: July 22, 2025

KCCHA General Fund (New) – 4711	\$ 278,923
KCCHA General Fund – 1524	568
Section 8 Fund (New) - 6311	754,460
Section 8 Fund - 8918	251
HK_MF_All-Owned_SD (New) - 8711 Self	450,584
Help Shop (New) - 3911	20
Self Help - 523TA Grant - 9543	60,000
Self Help Family Account (New) - 2111	107,865
HK_MF_Sep_Corp_OP (New) - 7911	425,135
HK_MF_Sep_Corp_SD (New) - 0911	200
RB/PO Vista Security Dep - 0698	10
HK_MF_All-Owned_SD (New) - 1711	1,745
BASIC General Funt - 0676	11,346
RB/PO Vista Replacement Reserve – 1324	10
RB/PO Vista Operating Reserve – 2660	10
	\$ 2,091,127

Disbursements of \$1,206,369 plus transfers of \$884,758 equal total payments of \$2,091,127.

“I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claim was a just, due and unpaid obligation against Housing Kitsap, and that I am authorized to authenticate and certify to said claim.”

 Heather Blough
 Executive Director

 Date

 Katherine Walters, Chair

 Date

Payment Summary
June 2025 Board Cash Disbursement Report

Bank-NEW	Check#	Vendor	Date	\$ Amount
hkcf4711 - KCCHA - GENERAL FUND	133306	v0000676 - RURAL COMMUNITY ASSISTANCE CORPORATION	6/3/2025	58,957.58
hkcf4711 - KCCHA - GENERAL FUND	JE 5917	ACH DR- VOYA DEFERRED COMP	6/4/2025	7,703.01
hkcf4711 - KCCHA - GENERAL FUND	JE 6075	ACH DR- Usable Life Premium Payment	6/5/2025	2,659.13
hkcf4711 - KCCHA - GENERAL FUND	133307	v0000011 - 76 FLEET	6/5/2025	1,293.57
hkcf4711 - KCCHA - GENERAL FUND	133308	V0000064 - CARAHSOFT TECHNOLOGY CORPORATION	6/5/2025	2,600.44
hkcf4711 - KCCHA - GENERAL FUND	133309	V0000068 - CDW GOVERNMENT, INC.	6/5/2025	11.84
hkcf4711 - KCCHA - GENERAL FUND	133310	V0000150 - INTELLISYSTEMS, INC.	6/5/2025	210.00
hkcf4711 - KCCHA - GENERAL FUND	133311	v0000157 - JIFFY LUBE	6/5/2025	95.18
hkcf4711 - KCCHA - GENERAL FUND	133312	V0000222 - MORSE & BROWN COMMERCIAL PROPERTIES	6/5/2025	590.88
hkcf4711 - KCCHA - GENERAL FUND	133313	V0000338 - U. S. BANK	6/5/2025	1,375.00
hkcf4711 - KCCHA - GENERAL FUND	133314	V0000347 - VERIZON WIRELESS	6/5/2025	2,090.25
hkcf4711 - KCCHA - GENERAL FUND	133315	v0000376 - BRETEYS CONSTRUCTION LLC	6/9/2025	20,106.83
hkcf4711 - KCCHA - GENERAL FUND	133316	V0000256 - PACIFICA LAW GROUP, LLP	6/9/2025	5,549.50
hkcf4711 - KCCHA - GENERAL FUND	133317	v0000023 - AMERICAN REPORTING COMPANY	6/10/2025	166.00
hkcf4711 - KCCHA - GENERAL FUND	JE 6062	ACH DR- WA DRS PAYMENT	6/11/2025	46,401.86
hkcf4711 - KCCHA - GENERAL FUND	JE 6063	ACH DR- WASHINGTON STATE SUPPORT	6/12/2025	230.76
hkcf4711 - KCCHA - GENERAL FUND	JE 6064	ACH DR- VOYA DEFERRED COMP	6/12/2025	7,764.92
hkcf4711 - KCCHA - GENERAL FUND	JE 6065	ACH DR- PAYNW JUNE 13, 2025 TAX DEPOSITS	6/12/2025	20,133.83
hkcf4711 - KCCHA - GENERAL FUND	JE 6066	ACH DR- PAYNW JUNE 13, 2025 PAYROLL	6/12/2025	98,946.16
hkcf4711 - KCCHA - GENERAL FUND	133318	v0000677 - AFFORDABLE HOUSING NETWORK, LLC	6/12/2025	3,500.00
hkcf4711 - KCCHA - GENERAL FUND	133319	v0000582 - AHBL, INC	6/12/2025	693.75
hkcf4711 - KCCHA - GENERAL FUND	133320	V0000047 - BREM AIR DISPOSAL, INC.-Commercial accts	6/12/2025	1,238.88
hkcf4711 - KCCHA - GENERAL FUND	133321	v0000524 - CHAMPAGNE-MONGOLD, DEANNA	6/12/2025	143.49
hkcf4711 - KCCHA - GENERAL FUND	133322	v0000079 - COFFEE NEWS KITSAP	6/12/2025	400.00
hkcf4711 - KCCHA - GENERAL FUND	133323	v0000114 - FIRST CHOICE HEALTH NETWORK	6/12/2025	100.00
hkcf4711 - KCCHA - GENERAL FUND	133324	v0000125 - GRANITE TELECOMMUNICATIONS, LLC	6/12/2025	3,626.81
hkcf4711 - KCCHA - GENERAL FUND	133325	V0000176 - KITSAP COUNTY PUBLIC WORKS-Sewer billings	6/12/2025	104.25
hkcf4711 - KCCHA - GENERAL FUND	133326	v0000184 - KITSAP SUN	6/12/2025	103.84
hkcf4711 - KCCHA - GENERAL FUND	133327	v0000193 - LEMAY MOBILE SHREDDING	6/12/2025	51.33
hkcf4711 - KCCHA - GENERAL FUND	133328	V0000202 - LOWES HIW, INC.	6/12/2025	37.92
hkcf4711 - KCCHA - GENERAL FUND	133329	V0000227 - MYPRINTINGSERVICES.COM	6/12/2025	36.00
hkcf4711 - KCCHA - GENERAL FUND	133330	V0000228 - N.L. OLSON & ASSOCIATES	6/12/2025	8,850.00
hkcf4711 - KCCHA - GENERAL FUND	133331	v0000522 - NADDA, JULIE	6/12/2025	54.31
hkcf4711 - KCCHA - GENERAL FUND	133332	v0000243 - NW COMMNET LLC	6/12/2025	405.95
hkcf4711 - KCCHA - GENERAL FUND	133333	v0000253 - PACIFIC NORTHWEST TITLE	6/12/2025	314.96
hkcf4711 - KCCHA - GENERAL FUND	133334	V0000257 - PAGEFREEZER SOFTWARE, INC.	6/12/2025	4,700.70
hkcf4711 - KCCHA - GENERAL FUND	133335	v0000669 - PARTNERS CREDIT & VERIFICATION SOLUTIONS	6/12/2025	354.62
hkcf4711 - KCCHA - GENERAL FUND	133336	v0000299 - SEITEL SYSTEMS, LLC	6/12/2025	31.88
hkcf4711 - KCCHA - GENERAL FUND	133337	v0000302 - SH - HOME DEPOT - STORE	6/12/2025	422.88
hkcf4711 - KCCHA - GENERAL FUND	133338	V0000312 - SILVERDALE WATER DISTRICT	6/12/2025	221.28
hkcf4711 - KCCHA - GENERAL FUND	133339	V0000353 - WASHINGTON STATE DEPT OF ENTERPRISE SERVICES	6/12/2025	85.96
hkcf4711 - KCCHA - GENERAL FUND	133340	v0000354 - WASHINGTON STATE DEPT. OF ECOLOGY	6/12/2025	150.00
hkcf4711 - KCCHA - GENERAL FUND	133341	V0000370 - YARDI SYSTEMS, INC.	6/12/2025	444.50
hkcf4711 - KCCHA - GENERAL FUND	133342	v0000434 - Metlife Small Business Center	6/13/2025	5,511.02
hkcf4711 - KCCHA - GENERAL FUND	JE 6072	ACH DR- PAYNW INVOICE JUNE 13, 2025 PAYROLL	6/13/2025	927.55
hkcf4711 - KCCHA - GENERAL FUND	JE 6073	ACH DR- VOYA DEFERRED COMP	6/13/2025	5,505.38
hkcf4711 - KCCHA - GENERAL FUND	JE 6074	ACH DR- NEW LOAN FEES	6/16/2025	249.83
hkcf4711 - KCCHA - GENERAL FUND	99480644	V0000166 - KITSAP BANK - VISA - JENNIFER DI VITTO	6/18/2025	309.73
hkcf4711 - KCCHA - GENERAL FUND	99480928	V0000165 - KITSAP BANK - VISA - HEATHER L. BLOUGH	6/18/2025	1,323.63
hkcf4711 - KCCHA - GENERAL FUND	99481207	V0000168 - KITSAP BANK-VISA-DEAN NAIL	6/18/2025	1,936.07
hkcf4711 - KCCHA - GENERAL FUND	133346	v0000255 - PACIFIC OFFICE AUTOMATION INC. (PA)	6/18/2025	431.68
hkcf4711 - KCCHA - GENERAL FUND	133343	v0000027 - APPLETREE ANSWERS	6/18/2025	1,199.05
hkcf4711 - KCCHA - GENERAL FUND	133344	v0000650 - CASCADIA SOLAR	6/18/2025	37,936.50
hkcf4711 - KCCHA - GENERAL FUND	133345	v0000192 - COEUR CAPITAL, INC, ASSIGNEE FOR	6/18/2025	20,926.00
hkcf4711 - KCCHA - GENERAL FUND	133347	V0000272 - PUGET SOUND ENERGY	6/18/2025	745.14
hkcf4711 - KCCHA - GENERAL FUND	JE 6071	ACH DR- WA DRS PAYMENT	6/20/2025	41,647.94
hkcf4711 - KCCHA - GENERAL FUND	JE 6082	ACH DR- WA DRS PAYMENT	6/24/2025	4,407.57
hkcf4711 - KCCHA - GENERAL FUND	JE 6086	ACH DR- WA DRS PAYMENT (CONTRIBUTION DRAWN TWICE BY DR	6/25/2025	4,407.57
hkcf4711 - KCCHA - GENERAL FUND	JE 6083	ACH DR- PAYNW JUNE 27, 2025 PAYROLL	6/26/2025	98,526.06
hkcf4711 - KCCHA - GENERAL FUND	JE 6084	ACH DR- PAYNW JUNE 27, 2025 TAX DEPOSITS	6/26/2025	19,876.13
hkcf4711 - KCCHA - GENERAL FUND	JE 6085	ACH DR- WASHINGTON STATE SUPPORT	6/26/2025	230.76
hkcf4711 - KCCHA - GENERAL FUND	JE 6088	ACH DR- WA DRS LATE PAYMENT FEE	6/26/2025	35.00

Payment Summary
June 2025 Board Cash Disbursement Report

hkgf4711 - KCCHA - GENERAL FUND	133349	V0000065 - CASCADE NATURAL GAS CORP.	6/26/2025	101.08
hkgf4711 - KCCHA - GENERAL FUND	133350	v0000650 - CASCADIA SOLAR	6/26/2025	10,116.40
				278,923.40

Bank	Check#	Vendor	Date	Amount
hk1524 - KCCHA - GENERAL FUND	JE 6140	Returned Item Charge to General Fund (1524)	6/2/2025	33.00
hk1524 - KCCHA - GENERAL FUND	JE 6046	MAY ANALYSIS SERVICE CHARGE	6/9/2025	535.28
				568.28

Bank-NEW	Check#	Vendor	Date	Amount
hk6311 - Section 8-Hsg Choice Vouchers	23808	t0016100 - Brownalenoir	6/1/2025	39.00
hk6311 - Section 8-Hsg Choice Vouchers	23813	t0007789 - Clark	6/1/2025	33.00
hk6311 - Section 8-Hsg Choice Vouchers	23815	t0003138 - Duchesneau	6/1/2025	315.00
hk6311 - Section 8-Hsg Choice Vouchers	23819	t0036258 - Hallmark	6/1/2025	23.00
hk6311 - Section 8-Hsg Choice Vouchers	23821	t0017679 - Jones	6/1/2025	107.00
hk6311 - Section 8-Hsg Choice Vouchers	23839	t0006818 - Sherwood	6/1/2025	27.00
hk6311 - Section 8-Hsg Choice Vouchers	23846	t0036775 - VanGesen	6/1/2025	75.00
hk6311 - Section 8-Hsg Choice Vouchers	23847	t0035827 - Wilson	6/1/2025	154.00
hk6311 - Section 8-Hsg Choice Vouchers	23852	v9006344 - Ad-West Realty Services/Conifer Ridge Senior Apts	6/1/2025	1,612.00
hk6311 - Section 8-Hsg Choice Vouchers	23854	v9004829 - Ad-West Realty Srvc/Island Terrace A	6/1/2025	3,400.00
hk6311 - Section 8-Hsg Choice Vouchers	23864	v9003656 - Bay Vista South: HAP Acct	6/1/2025	1,427.00
hk6311 - Section 8-Hsg Choice Vouchers	23865	v9000617 - Bernardo A. Echeverri	6/1/2025	703.00
hk6311 - Section 8-Hsg Choice Vouchers	23869	v9005119 - Butler	6/1/2025	1,013.00
hk6311 - Section 8-Hsg Choice Vouchers	23880	v9000359 - David L Butcher	6/1/2025	1,230.00
hk6311 - Section 8-Hsg Choice Vouchers	23895	v0000640 - GLORIA RUSSELL	6/1/2025	1,255.00
hk6311 - Section 8-Hsg Choice Vouchers	23899	v9005506 - Harper Property Management & Maintenance	6/1/2025	1,442.00
hk6311 - Section 8-Hsg Choice Vouchers	23917	v9003615 - Larry Grohn	6/1/2025	895.00
hk6311 - Section 8-Hsg Choice Vouchers	23941	v9007138 - Pickett Prop Mgmt/Gehlhausen	6/1/2025	2,450.00
hk6311 - Section 8-Hsg Choice Vouchers	23957	v9006048 - Remax Connect/Webb	6/1/2025	3,004.00
hk6311 - Section 8-Hsg Choice Vouchers	23965	v9005984 - Spencer Sutherland	6/1/2025	1,525.00
hk6311 - Section 8-Hsg Choice Vouchers	23966	v9004177 - Steven Durupt	6/1/2025	636.00
hk6311 - Section 8-Hsg Choice Vouchers	23978	v8000537 - VAN FOSSEN, GERALD	6/1/2025	1,239.00
hk6311 - Section 8-Hsg Choice Vouchers	23980	v9005602 - Vintage at Bremerton	6/1/2025	10,568.00
hk6311 - Section 8-Hsg Choice Vouchers	23985	v9006119 - Windermere Prop Mgmt/Cady Bryan 331 LLC	6/1/2025	900.00
hk6311 - Section 8-Hsg Choice Vouchers	23806	t0008479 - Ayers	6/1/2025	96.00
hk6311 - Section 8-Hsg Choice Vouchers	23807	t0041910 - Bernier	6/1/2025	27.00
hk6311 - Section 8-Hsg Choice Vouchers	23809	t9001224 - Burke	6/1/2025	216.00
hk6311 - Section 8-Hsg Choice Vouchers	23810	t0012520 - Burton	6/1/2025	65.00
hk6311 - Section 8-Hsg Choice Vouchers	23811	t9001320 - Cardot	6/1/2025	19.00
hk6311 - Section 8-Hsg Choice Vouchers	23812	t0009026 - Cato	6/1/2025	65.00
hk6311 - Section 8-Hsg Choice Vouchers	23814	b0003138 - Duchesneau	6/1/2025	354.00
hk6311 - Section 8-Hsg Choice Vouchers	23816	t9001279 - Evanoff	6/1/2025	133.00
hk6311 - Section 8-Hsg Choice Vouchers	23817	t0003420 - Fernandez	6/1/2025	176.00
hk6311 - Section 8-Hsg Choice Vouchers	23818	t9001283 - Glitch	6/1/2025	47.00
hk6311 - Section 8-Hsg Choice Vouchers	23820	t0007791 - Johnson	6/1/2025	89.00
hk6311 - Section 8-Hsg Choice Vouchers	23822	t9001280 - Kahuhu	6/1/2025	128.00
hk6311 - Section 8-Hsg Choice Vouchers	23823	t0035825 - Koehler	6/1/2025	94.00
hk6311 - Section 8-Hsg Choice Vouchers	23824	t0036894 - Lewis	6/1/2025	156.00
hk6311 - Section 8-Hsg Choice Vouchers	23825	b0036514 - Lovinson	6/1/2025	127.00
hk6311 - Section 8-Hsg Choice Vouchers	23826	t9001243 - Lucas Domingo	6/1/2025	86.00
hk6311 - Section 8-Hsg Choice Vouchers	23827	t0036944 - Madrid	6/1/2025	122.00
hk6311 - Section 8-Hsg Choice Vouchers	23828	t0014727 - Miller	6/1/2025	29.00
hk6311 - Section 8-Hsg Choice Vouchers	23829	t0035768 - Morse	6/1/2025	238.00
hk6311 - Section 8-Hsg Choice Vouchers	23830	t0036809 - Nguyen	6/1/2025	191.00
hk6311 - Section 8-Hsg Choice Vouchers	23831	t0014850 - Niles	6/1/2025	110.00
hk6311 - Section 8-Hsg Choice Vouchers	23832	t0017684 - Padilla Rangel	6/1/2025	47.00
hk6311 - Section 8-Hsg Choice Vouchers	23833	t9001226 - Reitsma	6/1/2025	49.00
hk6311 - Section 8-Hsg Choice Vouchers	23834	t0014175 - Rhea	6/1/2025	369.00
hk6311 - Section 8-Hsg Choice Vouchers	23835	t9001311 - Roth	6/1/2025	47.00
hk6311 - Section 8-Hsg Choice Vouchers	23836	t0007032 - Sadewasser	6/1/2025	91.00
hk6311 - Section 8-Hsg Choice Vouchers	23837	t0016776 - Sanders	6/1/2025	218.00
hk6311 - Section 8-Hsg Choice Vouchers	23838	t0017698 - Sayles	6/1/2025	39.00
hk6311 - Section 8-Hsg Choice Vouchers	23840	t0036913 - Stolzenburg	6/1/2025	76.00

Payment Summary
June 2025 Board Cash Disbursement Report

hk6311	- Section 8-Hsg Choice Vouchers	23841	t0017846 - Swenson	6/1/2025	91.00
hk6311	- Section 8-Hsg Choice Vouchers	23842	t9001490 - Talkington	6/1/2025	74.00
hk6311	- Section 8-Hsg Choice Vouchers	23843	t0013267 - Tillis	6/1/2025	261.00
hk6311	- Section 8-Hsg Choice Vouchers	23844	t0036497 - Turner	6/1/2025	11.00
hk6311	- Section 8-Hsg Choice Vouchers	23845	t0038860 - VanBuren	6/1/2025	101.00
hk6311	- Section 8-Hsg Choice Vouchers	23848	v7000621 - 2102 SE SEDGWICK DBA POTTERY CREEK II	6/1/2025	2,445.00
hk6311	- Section 8-Hsg Choice Vouchers	23849	v9004279 - Abbey Lane Apartments	6/1/2025	3,200.00
hk6311	- Section 8-Hsg Choice Vouchers	23850	v9005018 - ADAMS, JAY PRESTON	6/1/2025	1,300.00
hk6311	- Section 8-Hsg Choice Vouchers	23851	v0000624 - ADVANI, ANURADHA	6/1/2025	2,327.00
hk6311	- Section 8-Hsg Choice Vouchers	23853	v9006343 - Ad-West Realty Services/Silvercrest Apartments	6/1/2025	1,308.00
hk6311	- Section 8-Hsg Choice Vouchers	23855	v9006226 - Allan Frey/Michael E Closser	6/1/2025	1,190.00
hk6311	- Section 8-Hsg Choice Vouchers	23856	v9000028 - Alta Pointe Apartments	6/1/2025	1,454.00
hk6311	- Section 8-Hsg Choice Vouchers	23857	v9003727 - Andrew Hento, Jr.	6/1/2025	427.00
hk6311	- Section 8-Hsg Choice Vouchers	23858	v9005673 - Andrew M. & Irene L. Lopez	6/1/2025	1,744.00
hk6311	- Section 8-Hsg Choice Vouchers	23859	v9005028 - Ashford I and II Apartments	6/1/2025	703.00
hk6311	- Section 8-Hsg Choice Vouchers	23860	v9006232 - Avenue 5 Apts/Ridgetop Apartments	6/1/2025	4,769.00
hk6311	- Section 8-Hsg Choice Vouchers	23861	v9006508 - Avenue 5/Atlas Apartments	6/1/2025	2,987.00
hk6311	- Section 8-Hsg Choice Vouchers	23862	v8000593 - BAGGERLY, KEITH	6/1/2025	1,023.00
hk6311	- Section 8-Hsg Choice Vouchers	23863	v9005879 - Bay Bridge Apts	6/1/2025	7,467.00
hk6311	- Section 8-Hsg Choice Vouchers	23866	v9000477 - Blue Heron Securities LLC	6/1/2025	985.00
hk6311	- Section 8-Hsg Choice Vouchers	23867	v8000555 - BPM5 LLC	6/1/2025	991.00
hk6311	- Section 8-Hsg Choice Vouchers	23868	v9006030 - Brenna Fields/Aspen Orchard LLC	6/1/2025	1,036.00
hk6311	- Section 8-Hsg Choice Vouchers	23870	v9001546 - CALNAN, TIMOTHY G.	6/1/2025	1,717.00
hk6311	- Section 8-Hsg Choice Vouchers	23871	v9006774 - Carlos E. Aceves	6/1/2025	3,500.00
hk6311	- Section 8-Hsg Choice Vouchers	23872	v9000641 - Carmen Evans	6/1/2025	661.00
hk6311	- Section 8-Hsg Choice Vouchers	23873	v9005624 - Carol Chafee	6/1/2025	195.00
hk6311	- Section 8-Hsg Choice Vouchers	23874	v8000514 - CDJ3@WA PROPERTY LLC	6/1/2025	2,427.00
hk6311	- Section 8-Hsg Choice Vouchers	23875	v9000445 - CLARK, STEPHEN M.	6/1/2025	842.00
hk6311	- Section 8-Hsg Choice Vouchers	23876	v7000594 - COOPER, DAVID	6/1/2025	1,646.00
hk6311	- Section 8-Hsg Choice Vouchers	23877	v8000661 - CROSSPOINTE ASSOC LTD PARTNERSHIP	6/1/2025	1,562.00
hk6311	- Section 8-Hsg Choice Vouchers	23878	v9005793 - Daniel & Ramona Kroener	6/1/2025	139.00
hk6311	- Section 8-Hsg Choice Vouchers	23879	v9006589 - Daniel W. Weller	6/1/2025	3,031.00
hk6311	- Section 8-Hsg Choice Vouchers	23881	v0000675 - DEBORAH LEE HOLM	6/1/2025	6,076.00
hk6311	- Section 8-Hsg Choice Vouchers	23882	v9007024 - Deborah McRae	6/1/2025	365.00
hk6311	- Section 8-Hsg Choice Vouchers	23883	v9006675 - Del E. Mueller	6/1/2025	1,936.00
hk6311	- Section 8-Hsg Choice Vouchers	23884	v9006311 - Details Property Mgmt/Kallander	6/1/2025	1,707.00
hk6311	- Section 8-Hsg Choice Vouchers	23885	v0000538 - DONLIN, CLANCY	6/1/2025	2,750.00
hk6311	- Section 8-Hsg Choice Vouchers	23886	v7000597 - ELEV8 RESIDENTIAL/ASGARD APTS	6/1/2025	1,147.00
hk6311	- Section 8-Hsg Choice Vouchers	23887	v9003457 - EP Holdings LLC/Erlands Point Apartments	6/1/2025	1,760.00
hk6311	- Section 8-Hsg Choice Vouchers	23888	v9000881 - Eric Holm	6/1/2025	10,012.00
hk6311	- Section 8-Hsg Choice Vouchers	23889	v8000581 - ETHOS SEAGLASS LLC/THE VIEW AT MANETTE	6/1/2025	1,542.00
hk6311	- Section 8-Hsg Choice Vouchers	23890	v9007128 - Eulalia Tomas Gonzales	6/1/2025	1,920.00
hk6311	- Section 8-Hsg Choice Vouchers	23891	v9005809 - Evert	6/1/2025	931.00
hk6311	- Section 8-Hsg Choice Vouchers	23892	v9001416 - Frank J Prentice	6/1/2025	385.00
hk6311	- Section 8-Hsg Choice Vouchers	23893	v9000729 - GAINES, MARK A.	6/1/2025	1,776.00
hk6311	- Section 8-Hsg Choice Vouchers	23894	v8000647 - GATEWAY PROPERTY MANAGEMENT	6/1/2025	633.00
hk6311	- Section 8-Hsg Choice Vouchers	23896	v9006369 - Good Prop Mgmt/Seattle Youth Home Services LLC	6/1/2025	938.00
hk6311	- Section 8-Hsg Choice Vouchers	23897	v9000764 - Griffin Glen Apartments	6/1/2025	1,792.00
hk6311	- Section 8-Hsg Choice Vouchers	23898	v0000493 - HARCOURTS PENINSULA PROPERTIES	6/1/2025	1,805.00
hk6311	- Section 8-Hsg Choice Vouchers	23900	v9000858 - Hidden Firs III	6/1/2025	2,182.00
hk6311	- Section 8-Hsg Choice Vouchers	23901	v9001508 - Housing Resources Bainbridge/Forest Home	6/1/2025	2,414.00
hk6311	- Section 8-Hsg Choice Vouchers	23902	v9001507 - Housing Resources Bainbridge/Island Home	6/1/2025	8,082.00
hk6311	- Section 8-Hsg Choice Vouchers	23903	v8000642 - HPA II BORROWER 2020-2 LLC	6/1/2025	3,230.00
hk6311	- Section 8-Hsg Choice Vouchers	23904	v9006611 - ID Ent Rentals LLC	6/1/2025	1,400.00
hk6311	- Section 8-Hsg Choice Vouchers	23905	v9007013 - ID Ent Rentals LLC/Haj	6/1/2025	2,700.00
hk6311	- Section 8-Hsg Choice Vouchers	23906	v9005727 - Irrevocable Living Trust of Dorothy Lee	6/1/2025	896.00
hk6311	- Section 8-Hsg Choice Vouchers	23907	v9007037 - Ison Realty/Bloomington Ave LLC	6/1/2025	1,193.00
hk6311	- Section 8-Hsg Choice Vouchers	23908	v9000008 - James and Cecilia Adrian	6/1/2025	14,695.00
hk6311	- Section 8-Hsg Choice Vouchers	23909	v9001509 - Janet West Home	6/1/2025	3,507.00
hk6311	- Section 8-Hsg Choice Vouchers	23910	v9001419 - Jim Adrian/Prigger	6/1/2025	2,873.00
hk6311	- Section 8-Hsg Choice Vouchers	23911	v9004679 - Joan Davis	6/1/2025	335.00
hk6311	- Section 8-Hsg Choice Vouchers	23912	v9002019 - JOHNSON, JOELINE R.	6/1/2025	2,268.00
hk6311	- Section 8-Hsg Choice Vouchers	23913	v9005575 - JP Housing LLC	6/1/2025	978.00

Payment Summary
June 2025 Board Cash Disbursement Report

hk6311	- Section 8-Hsg Choice Vouchers	23914	v9006516 - Julie Bowling	6/1/2025	570.00
hk6311	- Section 8-Hsg Choice Vouchers	23915	v8000519 - KITSAP MENTAL HEALTH SERVICES	6/1/2025	2,727.00
hk6311	- Section 8-Hsg Choice Vouchers	23916	v9005590 - Lacey Newman	6/1/2025	700.00
hk6311	- Section 8-Hsg Choice Vouchers	23918	v9006249 - Lund Pointe Apartments	6/1/2025	1,320.00
hk6311	- Section 8-Hsg Choice Vouchers	23919	v0000580 - MAISIE LEIGH MCKAY/PICKETT PROP MGMT	6/1/2025	1,914.00
hk6311	- Section 8-Hsg Choice Vouchers	23920	v8000536 - MARINER'S GLEN APARTMENTS	6/1/2025	876.00
hk6311	- Section 8-Hsg Choice Vouchers	23921	v9006373 - Marty D. Lemon/Sydney LLC	6/1/2025	1,290.00
hk6311	- Section 8-Hsg Choice Vouchers	23922	v9006443 - Mary E. Heskett	6/1/2025	1,504.00
hk6311	- Section 8-Hsg Choice Vouchers	23923	v7000596 - MAVEN PROPERTIES NW/CANYON PARK 50 LLC	6/1/2025	2,798.00
hk6311	- Section 8-Hsg Choice Vouchers	23924	v0000625 - MERIDIAN GARDENS, LLC DBA KEYWAY APTS	6/1/2025	1,326.00
hk6311	- Section 8-Hsg Choice Vouchers	23925	v9002683 - Mike Foley	6/1/2025	707.00
hk6311	- Section 8-Hsg Choice Vouchers	23926	v9002914 - Mobile Properties Joint Junction LLC	6/1/2025	1,461.00
hk6311	- Section 8-Hsg Choice Vouchers	23927	v9002908 - Neil or Judy Bass	6/1/2025	1,798.00
hk6311	- Section 8-Hsg Choice Vouchers	23928	v9006455 - Nicholas Harold Holm	6/1/2025	913.00
hk6311	- Section 8-Hsg Choice Vouchers	23929	v9006887 - Norland Trails/Kitsap Olhava LLC	6/1/2025	2,481.00
hk6311	- Section 8-Hsg Choice Vouchers	23930	v9006312 - NSE Kitsap Fee Owner, LLC	6/1/2025	936.00
hk6311	- Section 8-Hsg Choice Vouchers	23931	v8000659 - OLYMPIC MULTI-FAMILY MGMT/TIMBER RUN	6/1/2025	2,566.00
hk6311	- Section 8-Hsg Choice Vouchers	23933	v9005633 - Olympic Pointe Apartments	6/1/2025	6,320.00
hk6311	- Section 8-Hsg Choice Vouchers	23934	v9006043 - Olympic Village Apts.	6/1/2025	1,897.00
hk6311	- Section 8-Hsg Choice Vouchers	23935	v9001264 - Orchard On The Green	6/1/2025	7,687.00
hk6311	- Section 8-Hsg Choice Vouchers	23936	v8000645 - PARAMOUNT REAL ESTATE GROUP	6/1/2025	1,912.00
hk6311	- Section 8-Hsg Choice Vouchers	23937	v9006061 - Park Shore Property Management/Einspahr	6/1/2025	1,098.00
hk6311	- Section 8-Hsg Choice Vouchers	23938	v9002790 - Parkhurst Apartments	6/1/2025	1,668.00
hk6311	- Section 8-Hsg Choice Vouchers	23939	v8000641 - PARKSHORE PROPERTY MANAGEMENT	6/1/2025	1,539.00
hk6311	- Section 8-Hsg Choice Vouchers	23940	v9001563 - Parkwood Terrace Apartment Homes	6/1/2025	2,678.00
hk6311	- Section 8-Hsg Choice Vouchers	23942	v9006398 - Pickett Prop Mgmt/Shigeta	6/1/2025	1,548.00
hk6311	- Section 8-Hsg Choice Vouchers	23943	v9006680 - Pickett Prop Mgmt/Watson	6/1/2025	1,805.00
hk6311	- Section 8-Hsg Choice Vouchers	23944	v9006133 - Pickett Property Mgmt/Nelson	6/1/2025	146.00
hk6311	- Section 8-Hsg Choice Vouchers	23945	v9006483 - Pickett Property Mgt/Ana Simons Living Trust	6/1/2025	1,754.00
hk6311	- Section 8-Hsg Choice Vouchers	23946	v9005805 - Pine Ridge Apartments	6/1/2025	934.00
hk6311	- Section 8-Hsg Choice Vouchers	23947	v8000520 - PORT ORCHARD MULTIFAMILY LLC	6/1/2025	1,837.00
hk6311	- Section 8-Hsg Choice Vouchers	23948	v9007066 - Port Washington LLC	6/1/2025	1,600.00
hk6311	- Section 8-Hsg Choice Vouchers	23949	v9004359 - Rawlin Swanson	6/1/2025	2,463.00
hk6311	- Section 8-Hsg Choice Vouchers	23950	v9006236 - Really Property Management/Borgatti	6/1/2025	1,548.00
hk6311	- Section 8-Hsg Choice Vouchers	23951	v8000595 - REALLY PROPERTY MANAGEMENT/KRECKER	6/1/2025	1,799.00
hk6311	- Section 8-Hsg Choice Vouchers	23952	v9005570 - REALLY PROPERTY MANAGEMENT/LOLLMAN	6/1/2025	2,650.00
hk6311	- Section 8-Hsg Choice Vouchers	23953	v9006259 - REALLY PROPERTY MANAGEMENT/NEUSON	6/1/2025	1,659.00
hk6311	- Section 8-Hsg Choice Vouchers	23954	v9007117 - REally Property Mgmt	6/1/2025	2,796.00
hk6311	- Section 8-Hsg Choice Vouchers	23955	v9006313 - RedTail Residential/The Clubhouse at Port Orchard Apts	6/1/2025	3,320.00
hk6311	- Section 8-Hsg Choice Vouchers	23956	v9006946 - Reeder Management Inc / Bay Breeze Apartments	6/1/2025	917.00
hk6311	- Section 8-Hsg Choice Vouchers	23958	v8000546 - RENEW PROPERTY MANAGEMENT, LLC	6/1/2025	4,657.00
hk6311	- Section 8-Hsg Choice Vouchers	23959	v0000628 - RENEW PROPERTY MANAGEMENT, LLC	6/1/2025	2,560.00
hk6311	- Section 8-Hsg Choice Vouchers	23960	v0000630 - RENEW PROPERTY MANAGEMENT, LLC	6/1/2025	1,128.00
hk6311	- Section 8-Hsg Choice Vouchers	23961	v9000568 - Robert W Dick	6/1/2025	1,205.00
hk6311	- Section 8-Hsg Choice Vouchers	23962	v9001367 - Russell Frey Enterprise	6/1/2025	1,276.00
hk6311	- Section 8-Hsg Choice Vouchers	23963	v9003213 - Scandia Knolls Assoc. Limited Partnership	6/1/2025	3,435.00
hk6311	- Section 8-Hsg Choice Vouchers	23964	v8000589 - SILVA, CHRISTOPHER	6/1/2025	2,042.00
hk6311	- Section 8-Hsg Choice Vouchers	23967	v9006568 - TAM Residential/Cottage Bay Apartments	6/1/2025	9,672.00
hk6311	- Section 8-Hsg Choice Vouchers	23968	v9006561 - TAM Residential/Viewcrest Village Apts	6/1/2025	20,217.00
hk6311	- Section 8-Hsg Choice Vouchers	23969	v0000483 - THE JOSEPH GROUP	6/1/2025	2,612.00
hk6311	- Section 8-Hsg Choice Vouchers	23970	v9006149 - The Neiders Company/Orchard Pointe Apartments	6/1/2025	1,662.00
hk6311	- Section 8-Hsg Choice Vouchers	23971	v9007049 - The Ridge at Payseno Lane Apartments	6/1/2025	1,973.00
hk6311	- Section 8-Hsg Choice Vouchers	23972	v0000623 - THE SINCLAIR II, LLC OF WASHINGTON	6/1/2025	1,685.00
hk6311	- Section 8-Hsg Choice Vouchers	23973	v9003785 - The Summit - HAP acct	6/1/2025	2,195.00
hk6311	- Section 8-Hsg Choice Vouchers	23974	v9005941 - Theodore and Janet Apeland	6/1/2025	845.00
hk6311	- Section 8-Hsg Choice Vouchers	23975	v9006083 - Tip Top Property Investments LLC	6/1/2025	2,443.00
hk6311	- Section 8-Hsg Choice Vouchers	23976	v9003323 - Total Property Management/Lund Village	6/1/2025	1,323.00
hk6311	- Section 8-Hsg Choice Vouchers	23977	v9006573 - TYLER and KYLA McKEAN	6/1/2025	1,800.00
hk6311	- Section 8-Hsg Choice Vouchers	23979	v9007126 - Vineet Wahi	6/1/2025	2,763.00
hk6311	- Section 8-Hsg Choice Vouchers	23981	v9006533 - Vintage at Silverdale	6/1/2025	12,201.00
hk6311	- Section 8-Hsg Choice Vouchers	23982	v0000494 - VINTAGE AT SILVERDALE, LLC	6/1/2025	1,889.00
hk6311	- Section 8-Hsg Choice Vouchers	23983	v9001125 - Weatherstone Apartment Homes	6/1/2025	2,401.00
hk6311	- Section 8-Hsg Choice Vouchers	23984	v9006025 - William Brasch	6/1/2025	2,600.00

Payment Summary
June 2025 Board Cash Disbursement Report

hk6311 - Section 8-Hsg Choice Vouchers	23986	v8000660 - WINDERMERE PROP MGMT/NEWKIRK	6/1/2025	2,800.00
hk6311 - Section 8-Hsg Choice Vouchers	23987	v9006971 - WINDERMERE PROPERTY MANAGEMENT/GIBBS-EGAN	6/1/2025	1,453.00
hk6311 - Section 8-Hsg Choice Vouchers	23988	v9006453 - WINDERMERE PROPERTY MANAGEMENT/KASHUK	6/1/2025	1,437.00
hk6311 - Section 8-Hsg Choice Vouchers	23989	v9006419 - WOZLECK, JAMES L.	6/1/2025	1,350.00
hk6311 - Section 8-Hsg Choice Vouchers	JE 5916	WIRE TRANSFER- HK GENERAL FUND INTERCOMPANY REIMBURSE	6/3/2025	56,373.46
hk6311 - Section 8-Hsg Choice Vouchers	JE 6067	FUNDS TRANSFER- JUNE 2025 HAP	6/3/2025	210,443.00
hk6311 - Section 8-Hsg Choice Vouchers	JE 6076	FUNDS TRANSFER- JUNE 2025 HAP	6/3/2025	97,378.00
hk6311 - Section 8-Hsg Choice Vouchers	23990	v0000011 - 76 FLEET	6/5/2025	167.00
hk6311 - Section 8-Hsg Choice Vouchers	23991	V0000057 - BUD CLARY FORD HYUNDAI	6/5/2025	29,690.97
hk6311 - Section 8-Hsg Choice Vouchers	23992	V0000069 - CELES, VICTORIA D.	6/12/2025	73.00
hk6311 - Section 8-Hsg Choice Vouchers	23994	V0000353 - WASHINGTON STATE DEPT OF ENTERPRISE SERVICES	6/12/2025	85.96
hk6311 - Section 8-Hsg Choice Vouchers	23993	v0000437 - OPP-HERMIDA, KRISTIE	6/12/2025	56.75
hk6311 - Section 8-Hsg Choice Vouchers	23995	v0000624 - ADVANI, ANURADHA	6/24/2025	7,754.00
hk6311 - Section 8-Hsg Choice Vouchers	23996	v8000644 - CG WELLINGTON, LLC	6/24/2025	3,300.00
hk6311 - Section 8-Hsg Choice Vouchers	23998	t9001391 - Grillett	6/24/2025	248.00
hk6311 - Section 8-Hsg Choice Vouchers	24000	v9001507 - Housing Resources Bainbridge/Island Home	6/24/2025	3,224.00
hk6311 - Section 8-Hsg Choice Vouchers	24001	v0000456 - REID PROPERTY MANAGEMENT LLC	6/24/2025	1,133.00
hk6311 - Section 8-Hsg Choice Vouchers	24003	t9001483 - Ussin	6/24/2025	70.00
hk6311 - Section 8-Hsg Choice Vouchers	23997	v9000881 - Eric Holm	6/24/2025	1,000.00
hk6311 - Section 8-Hsg Choice Vouchers	23999	v0000001 - Housing Kitsap	6/24/2025	528.00
hk6311 - Section 8-Hsg Choice Vouchers	24002	v9006083 - Tip Top Property Investments LLC	6/24/2025	404.00
hk6311 - Section 8-Hsg Choice Vouchers	24005	V0000109 - FED EX	6/26/2025	26.89
				754,460.03

Bank	Check#	Vendor	Date	Amount
hcv8918 - Section 8-Hsg Choice Vouchers	JE 6078	ACH DR- MAY 2025 BANK ANALYSIS FEE	6/16/2025	251.43
				251.43

Bank-NEW	Check#	Vendor	Date	Amount
hkop8711 - HK_MF_All-Owned_OP	JE 5915	WIRE TRANSFER- HK GENERAL FUND INTERCOMPANY REIMBURSE	6/3/2025	246,164.43
hkop8711 - HK_MF_All-Owned_OP	JE 5922	Cynthia Christiansen payment 06.03.2025 was reduced by a fee \$3.9	6/3/2025	3.95
hkop8711 - HK_MF_All-Owned_OP	2060	t0000111 - Wiklund	6/5/2025	78.00
hkop8711 - HK_MF_All-Owned_OP	2059	t0000075 - Johnston	6/5/2025	63.00
hkop8711 - HK_MF_All-Owned_OP	2058	t0000107 - Garfield	6/5/2025	89.00
hkop8711 - HK_MF_All-Owned_OP	2057	t0000105 - Evans	6/5/2025	3.00
hkop8711 - HK_MF_All-Owned_OP	2056	V0000262 - PITNEY BOWES RESERVE ACCOUNT	6/5/2025	1,452.00
hkop8711 - HK_MF_All-Owned_OP	2055	V0000362 - WEST SOUND UTILITY DISTRICT	6/5/2025	11,426.07
hkop8711 - HK_MF_All-Owned_OP	2054	V0000294 - SCOTT MCLENDONS HARDWARE	6/5/2025	119.98
hkop8711 - HK_MF_All-Owned_OP	2053	v0000417 - PETTY CASH FUND - ORCHARD BLUFF	6/5/2025	12.40
hkop8711 - HK_MF_All-Owned_OP	2052	v0000435 - PETTY CASH FUND - FJORD MANOR APTS	6/5/2025	66.16
hkop8711 - HK_MF_All-Owned_OP	2051	v0000255 - PACIFIC OFFICE AUTOMATION INC. (PA)	6/5/2025	117.38
hkop8711 - HK_MF_All-Owned_OP	2050	V0000175 - KITSAP COUNTY PUBLIC WORKS-dump fees	6/5/2025	41.31
hkop8711 - HK_MF_All-Owned_OP	2049	v0000610 - HK_MF_RD-REQ-RESERVES	6/5/2025	3,438.34
hkop8711 - HK_MF_All-Owned_OP	2048	v0000123 - GOODYEAR AUTO SERVICE CENTER	6/5/2025	791.81
hkop8711 - HK_MF_All-Owned_OP	2047	V0000121 - GLOBAL VERIFICATION NETWORK	6/5/2025	47.30
hkop8711 - HK_MF_All-Owned_OP	2046	v0000192 - COEUR CAPITAL, INC, ASSIGNEE FOR	6/5/2025	11,374.20
hkop8711 - HK_MF_All-Owned_OP	2045	V0000070 - CINTAS FIRE 636525	6/5/2025	1,010.74
hkop8711 - HK_MF_All-Owned_OP	2044	V0000065 - CASCADE NATURAL GAS CORP.	6/5/2025	5.83
hkop8711 - HK_MF_All-Owned_OP	2043	V0000025 - ANCHOR SAVINGS BANK-WCRA for WINDSONG	6/5/2025	6,162.66
hkop8711 - HK_MF_All-Owned_OP	2042	v0000011 - 76 FLEET	6/5/2025	1,081.71
hkop8711 - HK_MF_All-Owned_OP	99028688	v0000143 - HOME DEPOT CREDIT SVCS- 4595	6/9/2025	2,097.70
hkop8711 - HK_MF_All-Owned_OP	2062	v0000598 - ASHLEY'S CLEANING	6/9/2025	685.00
hkop8711 - HK_MF_All-Owned_OP	2061	V0000256 - PACIFICA LAW GROUP, LLP	6/9/2025	3,127.00
hkop8711 - HK_MF_All-Owned_OP	99979316	V0000136 - HD SUPPLY - ACCT.#104436	6/9/2025	3,869.68
hkop8711 - HK_MF_All-Owned_OP	99979317	V0000135 - HD SUPPLY - #3320024	6/9/2025	249.15
hkop8711 - HK_MF_All-Owned_OP	2081	V0000359 - WAVE ASTOUND	6/12/2025	72.93
hkop8711 - HK_MF_All-Owned_OP	2080	v0000089 - WA DEPARTMENT OF COMMERCE	6/12/2025	42,300.00
hkop8711 - HK_MF_All-Owned_OP	2079	V0000334 - THYSSENKRUPP ELEVATOR CORP.	6/12/2025	1,962.79
hkop8711 - HK_MF_All-Owned_OP	2078	V0000317 - SOUND GLASS SALES INC.-BREMERTON	6/12/2025	210.00
hkop8711 - HK_MF_All-Owned_OP	2077	V0000312 - SILVERDALE WATER DISTRICT	6/12/2025	2,314.83
hkop8711 - HK_MF_All-Owned_OP	2076	V0000287 - RODDA PAINT COMPANY	6/12/2025	650.76
hkop8711 - HK_MF_All-Owned_OP	2075	V0000272 - PUGET SOUND ENERGY	6/12/2025	1,606.98
hkop8711 - HK_MF_All-Owned_OP	2074	v0000267 - POULSBO, CITY OF	6/12/2025	7,912.62

Payment Summary
June 2025 Board Cash Disbursement Report

hkop8711 - HK_MF_All-Owned_OP	2073	v0000416 - PETTY CASH FUND - MADRONA MANOR	6/12/2025	37.52
hkop8711 - HK_MF_All-Owned_OP	2072	v0000238 - NORTH PERRY AVENUE WATER DISTRICT	6/12/2025	1,154.14
hkop8711 - HK_MF_All-Owned_OP	2071	v0000212 - MCKINNEY, JANA	6/12/2025	250.00
hkop8711 - HK_MF_All-Owned_OP	2070	V0000176 - KITSAP COUNTY PUBLIC WORKS-Sewer billings	6/12/2025	10,801.70
hkop8711 - HK_MF_All-Owned_OP	2069	v0000157 - JIFFY LUBE	6/12/2025	107.07
hkop8711 - HK_MF_All-Owned_OP	2067	V0000070 - CINTAS FIRE 636525	6/12/2025	519.30
hkop8711 - HK_MF_All-Owned_OP	2066	V0000050 - BREMERTON CITY OF-Utility Billing	6/12/2025	1,211.13
hkop8711 - HK_MF_All-Owned_OP	2065	V0000048 - BREM AIR DISPOSAL, INC.-Residential accts	6/12/2025	5,156.43
hkop8711 - HK_MF_All-Owned_OP	2064	V0000047 - BREM AIR DISPOSAL, INC.-Commercial accts	6/12/2025	4,579.32
hkop8711 - HK_MF_All-Owned_OP	2063	V0000034 - BAINBRIDGE DISPOSAL, INC.	6/12/2025	1,245.66
hkop8711 - HK_MF_All-Owned_OP	99480755	V0000166 - KITSAP BANK - VISA - JENNIFER DI VITTO	6/18/2025	37.95
hkop8711 - HK_MF_All-Owned_OP	99567255	v0000201 - LOWES - AM DEPT	6/18/2025	1,209.02
hkop8711 - HK_MF_All-Owned_OP	99784726	V0000136 - HD SUPPLY - ACCT.#104436	6/18/2025	823.04
hkop8711 - HK_MF_All-Owned_OP	2089	V0000272 - PUGET SOUND ENERGY	6/18/2025	2,668.25
hkop8711 - HK_MF_All-Owned_OP	2088	v0000502 - ONE CALL DEMOLITION & EXCAVATION LLC	6/18/2025	11,000.00
hkop8711 - HK_MF_All-Owned_OP	2087	v0000199 - LOEHRS, KATHERINE	6/18/2025	81.83
hkop8711 - HK_MF_All-Owned_OP	2086	V0000121 - GLOBAL VERIFICATION NETWORK	6/18/2025	261.50
hkop8711 - HK_MF_All-Owned_OP	2085	V0000080 - COMCAST	6/18/2025	91.18
hkop8711 - HK_MF_All-Owned_OP	2084	v0000192 - COEUR CAPITAL, INC, ASSIGNEE FOR	6/18/2025	14,304.20
hkop8711 - HK_MF_All-Owned_OP	2083	V0000070 - CINTAS FIRE 636525	6/18/2025	2,526.90
hkop8711 - HK_MF_All-Owned_OP	2082	V0000050 - BREMERTON CITY OF-Utility Billing	6/18/2025	345.95
hkop8711 - HK_MF_All-Owned_OP	99989818	v0000143 - HOME DEPOT CREDIT SVCS- 4595	6/26/2025	3,426.78
hkop8711 - HK_MF_All-Owned_OP	2107	v0000381 - KITSAP COUNTY BLOCK GRANT PROGRAM, DEPT OF HU	6/26/2025	11,359.30
hkop8711 - HK_MF_All-Owned_OP	2106	V0000359 - WAVE ASTOUND	6/26/2025	289.84
hkop8711 - HK_MF_All-Owned_OP	2105	V0000353 - WASHINGTON STATE DEPT OF ENTERPRISE SERVICES	6/26/2025	32.82
hkop8711 - HK_MF_All-Owned_OP	2104	V0000294 - SCOTT MCLENDONS HARDWARE	6/26/2025	26.34
hkop8711 - HK_MF_All-Owned_OP	2103	V0000272 - PUGET SOUND ENERGY	6/26/2025	3,107.77
hkop8711 - HK_MF_All-Owned_OP	2102	v0000255 - PACIFIC OFFICE AUTOMATION INC. (PA)	6/26/2025	391.90
hkop8711 - HK_MF_All-Owned_OP	2101	v0000212 - MCKINNEY, JANA	6/26/2025	220.00
hkop8711 - HK_MF_All-Owned_OP	2100	V0000176 - KITSAP COUNTY PUBLIC WORKS-Sewer billings	6/26/2025	10,472.00
hkop8711 - HK_MF_All-Owned_OP	2099	V0000175 - KITSAP COUNTY PUBLIC WORKS-dump fees	6/26/2025	194.96
hkop8711 - HK_MF_All-Owned_OP	2098	v0000157 - JIFFY LUBE	6/26/2025	140.03
hkop8711 - HK_MF_All-Owned_OP	2097	v0000620 - HILL CONSTRUCTION	6/26/2025	3,500.00
hkop8711 - HK_MF_All-Owned_OP	2096	V0000121 - GLOBAL VERIFICATION NETWORK	6/26/2025	47.30
hkop8711 - HK_MF_All-Owned_OP	2095	v0000684 - CONSENSUS CLOUD SOLUTIONS CANADA ULC	6/26/2025	31.95
hkop8711 - HK_MF_All-Owned_OP	2094	V0000080 - COMCAST	6/26/2025	168.41
hkop8711 - HK_MF_All-Owned_OP	2093	V0000070 - CINTAS FIRE 636525	6/26/2025	299.00
hkop8711 - HK_MF_All-Owned_OP	2092	V0000065 - CASCADE NATURAL GAS CORP.	6/26/2025	509.77
hkop8711 - HK_MF_All-Owned_OP	2091	V0000050 - BREMERTON CITY OF-Utility Billing	6/26/2025	4,322.12
hkop8711 - HK_MF_All-Owned_OP	2090	v0000598 - ASHLEY'S CLEANING	6/26/2025	460.00
hkop8711 - HK_MF_All-Owned_OP	99429586	v0000201 - LOWES - AM DEPT	6/27/2025	2,563.36
				450,584.45

Bank-NEW	Check#	Vendor	Date	Amount
shop3911 - Self Help SHOP	3241	v0000686 - WASHINGTON SECRETARY OF STATE	6/27/2025	20.00
				20.00

Bank	Check#	Vendor	Date	Amount
shta9543 - Self Help - 523TA Grant	1046	v0000685 - SH GENERAL ACCOUNT	6/24/2025	60,000.00
				60,000.00

Bank-NEW	Check#	Vendor	Date	Amount
self2111 - Self Help - Family AP Acct	20410	v0000343 - USDA RURAL DEVELOPMENT	6/10/2025	1,015.32
self2111 - Self Help - Family AP Acct	20411	v0000343 - USDA RURAL DEVELOPMENT	6/10/2025	987.47
self2111 - Self Help - Family AP Acct	20412	v0000343 - USDA RURAL DEVELOPMENT	6/10/2025	984.16
self2111 - Self Help - Family AP Acct	20413	v0000343 - USDA RURAL DEVELOPMENT	6/10/2025	1,002.32
self2111 - Self Help - Family AP Acct	20414	v0000343 - USDA RURAL DEVELOPMENT	6/10/2025	980.00
self2111 - Self Help - Family AP Acct	20415	v0000343 - USDA RURAL DEVELOPMENT	6/10/2025	981.66
self2111 - Self Help - Family AP Acct	20416	v0000343 - USDA RURAL DEVELOPMENT	6/10/2025	985.00
self2111 - Self Help - Family AP Acct	20417	v0000343 - USDA RURAL DEVELOPMENT	6/10/2025	984.66
self2111 - Self Help - Family AP Acct	20418	v0000343 - USDA RURAL DEVELOPMENT	6/10/2025	1,015.00
self2111 - Self Help - Family AP Acct	20419	v0000343 - USDA RURAL DEVELOPMENT	6/10/2025	982.66
self2111 - Self Help - Family AP Acct	20392	V0000043 - B-MORE ELECTRIC	6/10/2025	9,473.07

Payment Summary
June 2025 Board Cash Disbursement Report

self2111 - Self Help - Family AP Acct	20393	V0000061 - CALPORTLAND COMPANY	6/10/2025	3,277.11
self2111 - Self Help - Family AP Acct	20394	v0000095 - DMS SUPPLY, LLC	6/10/2025	49.93
self2111 - Self Help - Family AP Acct	20395	V0000097 - DTG RECYCLE	6/10/2025	314.70
self2111 - Self Help - Family AP Acct	20396	v0000465 - EMPIRE ELECTRIC INC	6/10/2025	10,529.08
self2111 - Self Help - Family AP Acct	20397	V0000112 - FINAL VISION INC	6/10/2025	2,814.00
self2111 - Self Help - Family AP Acct	20398	v0000662 - Insulation NW, LLC	6/10/2025	1,748.80
self2111 - Self Help - Family AP Acct	20399	v0000484 - JAG CONSTRUCTION LLC	6/10/2025	9,345.16
self2111 - Self Help - Family AP Acct	20400	v0000202 - LOWES HIW, INC.	6/10/2025	1,037.34
self2111 - Self Help - Family AP Acct	20401	v0000204 - MADRONA HOMES LLC	6/10/2025	6,205.51
self2111 - Self Help - Family AP Acct	20402	v0000557 - MARIO'S PLUMBING	6/10/2025	11,831.73
self2111 - Self Help - Family AP Acct	20403	V0000218 - MITCHELL LUMBER CO	6/10/2025	16,856.18
self2111 - Self Help - Family AP Acct	20404	V0000223 - MR DUCTLESS	6/10/2025	4,313.40
self2111 - Self Help - Family AP Acct	20405	V0000270 - PRO VISION	6/10/2025	8,565.84
self2111 - Self Help - Family AP Acct	20406	V0000272 - PUGET SOUND ENERGY	6/10/2025	1,293.07
self2111 - Self Help - Family AP Acct	20407	V0000287 - RODDA PAINT COMPANY	6/10/2025	907.02
self2111 - Self Help - Family AP Acct	20408	V0000298 - SEATTLE LIGHTING	6/10/2025	1,423.02
self2111 - Self Help - Family AP Acct	20409	v0000302 - SH - HOME DEPOT - STORE	6/10/2025	5,464.37
self2111 - Self Help - Family AP Acct	20420	v0000344 - VALLEY SUPPLY CO.	6/10/2025	665.18
self2111 - Self Help - Family AP Acct	20421	V0000362 - WEST SOUND UTILITY DISTRICT	6/10/2025	1,832.25
				107,865.01

Bank-NEW	Check#	Vendor	Date	Amount
hk7911 - HK_MF_Sep_Corp_OP	99312870	V0000135 - HD SUPPLY - #3320024	6/2/2025	10,040.36
hk7911 - HK_MF_Sep_Corp_OP	JE 5926	Lionel Smith T9001558 Repay HAP; CB 3679; RB 7919	6/3/2025	916.00
hk7911 - HK_MF_Sep_Corp_OP	JE 5914	WIRE TRANSFER- HK GENERAL FUND INTERCOMPANY REIMBURSE	6/3/2025	179,678.87
hk7911 - HK_MF_Sep_Corp_OP	203	t9001286 - Pedroza	6/3/2025	147.64
hk7911 - HK_MF_Sep_Corp_OP	204	t0000234 - Xavier	6/3/2025	17.56
hk7911 - HK_MF_Sep_Corp_OP	205	V0000065 - CASCADE NATURAL GAS CORP.	6/5/2025	95.26
hk7911 - HK_MF_Sep_Corp_OP	206	v0000380 - Century Link	6/5/2025	88.84
hk7911 - HK_MF_Sep_Corp_OP	207	V0000070 - CINTAS FIRE 636525	6/5/2025	1,116.54
hk7911 - HK_MF_Sep_Corp_OP	208	V0000121 - GLOBAL VERIFICATION NETWORK	6/5/2025	52.30
hk7911 - HK_MF_Sep_Corp_OP	209	V0000138 - HENERY HARDWARE, INC.	6/5/2025	122.26
hk7911 - HK_MF_Sep_Corp_OP	210	v0000255 - PACIFIC OFFICE AUTOMATION INC. (PA)	6/5/2025	168.73
hk7911 - HK_MF_Sep_Corp_OP	211	V0000272 - PUGET SOUND ENERGY	6/5/2025	408.93
hk7911 - HK_MF_Sep_Corp_OP	212	V0000359 - WAVE ASTOUND	6/5/2025	277.35
hk7911 - HK_MF_Sep_Corp_OP	214	t9000439 - Bowman	6/5/2025	77.00
hk7911 - HK_MF_Sep_Corp_OP	215	t0000141 - Bryant	6/5/2025	72.00
hk7911 - HK_MF_Sep_Corp_OP	216	t9000478 - Collis-Rush	6/5/2025	35.00
hk7911 - HK_MF_Sep_Corp_OP	217	t9000416 - Cyphers	6/5/2025	77.00
hk7911 - HK_MF_Sep_Corp_OP	218	t9000444 - Cyphers	6/5/2025	77.00
hk7911 - HK_MF_Sep_Corp_OP	219	t9000534 - Dunn	6/5/2025	12.00
hk7911 - HK_MF_Sep_Corp_OP	220	t9000458 - Fisher	6/5/2025	53.00
hk7911 - HK_MF_Sep_Corp_OP	221	t9000459 - Fontana	6/5/2025	77.00
hk7911 - HK_MF_Sep_Corp_OP	222	t9000410 - Harris	6/5/2025	77.00
hk7911 - HK_MF_Sep_Corp_OP	223	t9001330 - Haynes	6/5/2025	77.00
hk7911 - HK_MF_Sep_Corp_OP	224	t9000462 - Hoskinson	6/5/2025	77.00
hk7911 - HK_MF_Sep_Corp_OP	225	t9000564 - JOHNSON	6/5/2025	62.00
hk7911 - HK_MF_Sep_Corp_OP	226	t9000488 - Lohse	6/5/2025	62.00
hk7911 - HK_MF_Sep_Corp_OP	227	t9000517 - LOWRIE	6/5/2025	35.00
hk7911 - HK_MF_Sep_Corp_OP	228	t9000508 - MAIER	6/5/2025	62.00
hk7911 - HK_MF_Sep_Corp_OP	229	t9000437 - Mason	6/5/2025	77.00
hk7911 - HK_MF_Sep_Corp_OP	230	t0000124 - Modica	6/5/2025	84.00
hk7911 - HK_MF_Sep_Corp_OP	231	t9000512 - OHNEMUS	6/5/2025	62.00
hk7911 - HK_MF_Sep_Corp_OP	232	t0000150 - Rhodelander	6/5/2025	38.00
hk7911 - HK_MF_Sep_Corp_OP	233	t9000424 - Robertson	6/5/2025	63.00
hk7911 - HK_MF_Sep_Corp_OP	234	t9000562 - SANDERS	6/5/2025	62.00
hk7911 - HK_MF_Sep_Corp_OP	235	t9000743 - Scherler-Evenson	6/5/2025	113.00
hk7911 - HK_MF_Sep_Corp_OP	236	t9000497 - ST. JOHN	6/5/2025	62.00
hk7911 - HK_MF_Sep_Corp_OP	237	t9000560 - WIPFF	6/5/2025	15.00
hk7911 - HK_MF_Sep_Corp_OP	99786022	V0000135 - HD SUPPLY - #3320024	6/5/2025	13,640.76
hk7911 - HK_MF_Sep_Corp_OP	99931255	v0000143 - HOME DEPOT CREDIT SVCS- 4595	6/9/2025	2,545.51
hk7911 - HK_MF_Sep_Corp_OP	238	V0000362 - WEST SOUND UTILITY DISTRICT	6/9/2025	15,021.99
hk7911 - HK_MF_Sep_Corp_OP	239	v0000598 - ASHLEY'S CLEANING	6/9/2025	410.00

Payment Summary
June 2025 Board Cash Disbursement Report

hk7911 - HK_MF_Sep_Corp_OP	240	v0000266 - PORT ORCHARD, CITY OF - Utility Billing	6/9/2025	27,455.31
hk7911 - HK_MF_Sep_Corp_OP	241	V0000287 - RODDA PAINT COMPANY	6/12/2025	519.43
hk7911 - HK_MF_Sep_Corp_OP	242	v0000598 - ASHLEY'S CLEANING	6/12/2025	1,035.00
hk7911 - HK_MF_Sep_Corp_OP	243	V0000050 - BREMERTON CITY OF-Utility Billing	6/12/2025	2,445.52
hk7911 - HK_MF_Sep_Corp_OP	244	V0000070 - CINTAS FIRE 636525	6/12/2025	5,643.77
hk7911 - HK_MF_Sep_Corp_OP	245	V0000121 - GLOBAL VERIFICATION NETWORK	6/12/2025	783.90
hk7911 - HK_MF_Sep_Corp_OP	246	v0000681 - HARBOR APPEALS AND LAW PLLC	6/12/2025	1,155.00
hk7911 - HK_MF_Sep_Corp_OP	247	V0000150 - INTELLISYSTEMS, INC.	6/12/2025	688.17
hk7911 - HK_MF_Sep_Corp_OP	248	V0000176 - KITSAP COUNTY PUBLIC WORKS-Sewer billings	6/12/2025	1,495.62
hk7911 - HK_MF_Sep_Corp_OP	249	v0000212 - MCKINNEY, JANA	6/12/2025	15.00
hk7911 - HK_MF_Sep_Corp_OP	250	V0000246 - OFFICE DEPOT--ACCT# 19356639	6/12/2025	369.35
hk7911 - HK_MF_Sep_Corp_OP	251	v0000255 - PACIFIC OFFICE AUTOMATION INC. (PA)	6/12/2025	61.89
hk7911 - HK_MF_Sep_Corp_OP	252	v0000267 - POULSBO, CITY OF	6/12/2025	2,136.56
hk7911 - HK_MF_Sep_Corp_OP	253	V0000272 - PUGET SOUND ENERGY	6/12/2025	6,645.39
hk7911 - HK_MF_Sep_Corp_OP	254	V0000287 - RODDA PAINT COMPANY	6/12/2025	2,915.81
hk7911 - HK_MF_Sep_Corp_OP	255	V0000294 - SCOTT MCLENDONS HARDWARE	6/12/2025	210.73
hk7911 - HK_MF_Sep_Corp_OP	256	V0000312 - SILVERDALE WATER DISTRICT	6/12/2025	647.88
hk7911 - HK_MF_Sep_Corp_OP	257	V0000334 - THYSSENKRUPP ELEVATOR CORP.	6/12/2025	1,046.86
hk7911 - HK_MF_Sep_Corp_OP	258	v0000089 - WA DEPARTMENT OF COMMERCE	6/12/2025	8,021.46
hk7911 - HK_MF_Sep_Corp_OP	259	v0000643 - CJT CORP DBA STANLEY STEEMER	6/13/2025	1,609.70
hk7911 - HK_MF_Sep_Corp_OP	260	V0000272 - PUGET SOUND ENERGY	6/13/2025	259.33
hk7911 - HK_MF_Sep_Corp_OP	99562447	v0000201 - LOWES - AM DEPT	6/17/2025	2,121.57
hk7911 - HK_MF_Sep_Corp_OP	99776100	V0000135 - HD SUPPLY - #3320024	6/18/2025	66,966.94
hk7911 - HK_MF_Sep_Corp_OP	99480818	V0000166 - KITSAP BANK - VISA - JENNIFER DI VITTO	6/18/2025	280.00
hk7911 - HK_MF_Sep_Corp_OP	261	V0000069 - CELES, VICTORIA D.	6/18/2025	50.00
hk7911 - HK_MF_Sep_Corp_OP	262	v0000452 - LUZBETAK, ANDREW	6/18/2025	3,454.81
hk7911 - HK_MF_Sep_Corp_OP	263	V0000047 - BREM AIR DISPOSAL, INC.-Commercial accts	6/20/2025	184.09
hk7911 - HK_MF_Sep_Corp_OP	264	V0000176 - KITSAP COUNTY PUBLIC WORKS-Sewer billings	6/20/2025	9,991.96
hk7911 - HK_MF_Sep_Corp_OP	265	v0000455 - KURTZ, HEATHER	6/20/2025	56.62
hk7911 - HK_MF_Sep_Corp_OP	266	V0000272 - PUGET SOUND ENERGY	6/20/2025	1,537.13
hk7911 - HK_MF_Sep_Corp_OP	267	v0000517 - WEST, CHRISTOPHER	6/20/2025	113.65
hk7911 - HK_MF_Sep_Corp_OP	268	V0000353 - WASHINGTON STATE DEPT OF ENTERPRISE SERVICES	6/26/2025	32.81
hk7911 - HK_MF_Sep_Corp_OP	269	v0000598 - ASHLEY'S CLEANING	6/26/2025	220.00
hk7911 - HK_MF_Sep_Corp_OP	270	V0000047 - BREM AIR DISPOSAL, INC.-Commercial accts	6/26/2025	13,322.32
hk7911 - HK_MF_Sep_Corp_OP	271	v0000380 - Century Link	6/26/2025	67.51
hk7911 - HK_MF_Sep_Corp_OP	272	V0000070 - CINTAS FIRE 636525	6/26/2025	230.16
hk7911 - HK_MF_Sep_Corp_OP	273	V0000075 - CLEAN N ROOTER LLC	6/26/2025	1,193.56
hk7911 - HK_MF_Sep_Corp_OP	274	V0000077 - COAST DO IT BEST HARDWARE	6/26/2025	10.47
hk7911 - HK_MF_Sep_Corp_OP	275	v0000192 - COEUR CAPITAL, INC, ASSIGNEE FOR	6/26/2025	1,747.20
hk7911 - HK_MF_Sep_Corp_OP	276	V0000121 - GLOBAL VERIFICATION NETWORK	6/26/2025	346.10
hk7911 - HK_MF_Sep_Corp_OP	277	V0000176 - KITSAP COUNTY PUBLIC WORKS-Sewer billings	6/26/2025	15,329.99
hk7911 - HK_MF_Sep_Corp_OP	278	v0000455 - KURTZ, HEATHER	6/26/2025	96.46
hk7911 - HK_MF_Sep_Corp_OP	279	v0000212 - MCKINNEY, JANA	6/26/2025	15.00
hk7911 - HK_MF_Sep_Corp_OP	280	V0000246 - OFFICE DEPOT--ACCT# 19356639	6/26/2025	392.81
hk7911 - HK_MF_Sep_Corp_OP	281	v0000255 - PACIFIC OFFICE AUTOMATION INC. (PA)	6/26/2025	390.57
hk7911 - HK_MF_Sep_Corp_OP	282	V0000272 - PUGET SOUND ENERGY	6/26/2025	4,875.43
hk7911 - HK_MF_Sep_Corp_OP	283	V0000294 - SCOTT MCLENDONS HARDWARE	6/26/2025	63.86
hk7911 - HK_MF_Sep_Corp_OP	284	V0000359 - WAVE ASTOUND	6/26/2025	276.75
hk7911 - HK_MF_Sep_Corp_OP	99909525	v0000143 - HOME DEPOT CREDIT SVCS- 4595	6/26/2025	1,398.38
hk7911 - HK_MF_Sep_Corp_OP	JE 6125	Correction to bank deposit for FV2 RD payments.	6/27/2025	8,220.35
hk7911 - HK_MF_Sep_Corp_OP	99449086	v0000201 - LOWES - AM DEPT	6/28/2025	729.48
				425,134.56

Bank	Check#	Vendor	Date	Amount
cosd0911 - HK_MF_Sep_Corp_SD	155	t0000234 - Xavier	6/3/2025	200.00
				200.00

Bank	Check#	Vendor	Date	Amount
rb0698 - RB/PO Vista Security Dep Acct	JE 6121	JUNE 2025 BANK FEES	6/30/2025	10.00
				10.00

Bank	Check#	Vendor	Date	Amount
hksd1711 - HK_MF_All-Owned_SD	23554	t0000242 - Schneider	6/3/2025	600.00

Payment Summary
June 2025 Board Cash Disbursement Report

hksd1711 - HK_MF_All-Owned_SD	23552	t0000156 - Courter	6/3/2025	270.80
hksd1711 - HK_MF_All-Owned_SD	23553	t0000031 - Mendoza	6/3/2025	474.00
hksd1711 - HK_MF_All-Owned_SD	23555	t0000409 - Willett	6/3/2025	400.00
				1,744.80

Bank	Check#	Vendor	Date	Amount
bsic0676 - BASIC General Fund	JE 6132	FUND TRANSFER TO NEW KITSAP BANK BASIC ACCOUNT	6/23/2025	11,345.80
				11,345.80

Bank	Check#	Vendor	Date	Amount
rb1324 - RB/PO Vista Repl Resv Acct	JE 6121	JUNE 2025 BANK FEES	6/30/2025	10.00
				10.00

Bank	Check#	Vendor	Date	Amount
rb2660 - RB/PO Vista Opr Resv Acct	JE 6121	JUNE 2025 BANK FEES	6/30/2025	10.00
				10.00

Aggregate Total	2,091,127.76
Less Intercompany Payments	884,758.33
Total Disbursements	1,206,369.43



Housing Kitsap Board of Commissioners

Discussion Item

MEETING DATE: July 22, 2025

ESTIMATED TIME: 10 minutes

AGENDA TITLE: BASIC – Reinstating Charitable Status

AGENDA ITEM: 5. A.

SUBMITTED BY: Roan Blacker

TITLE: Director of Finance

To discuss the benefits of reinstating the charitable status of Building Affordable Sustainable Innovative Communities (BASIC).

BASIC was incorporated by Housing Kitsap in the State of Washington on October 18, 2001, for charitable purposes to provide decent, safe and affordable housing for low-and moderate-income persons or families. The corporation received its federal EIN # on December 21, 2001, and its IRS charitable 501(c)3 status on May 22, 2002. On May 15, 2020, the IRS revoked BASIC's federally tax-exempt status for not filing a FORM 990 return for three consecutive years.

BASIC continues to be a corporation in good status with the State of Washington.

Targeted activity of BASIC would be to receive land, large cash, and other donations for affordable housing purposes with the ability to provide the donor with a qualified charitable receipt. BASIC could also be used as an owner of affordable housing.

The user fee for filing a FORM 1023 application to reinstate a corporation's charitable status is currently \$600.

Additional Consideration: If reinstated, who should the five Board members be moving forward?



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: July 22, 2025

ESTIMATED TIME: 5 minutes

AGENDA TITLE: Executive Director/Committee Update

AGENDA ITEM: 6. A.

SUBMITTED BY: Heather Blough

TITLE: Executive Director

1. Executive Committee Update:

- Did not meet

2. General:

- Time Square Apartments – July 1, 2025, Project Based HAP contract effective date. Not all units are included yet.
- Continuing sporadic meetings with Bremerton Housing Authority Executive Director.
- Continuing Kitsap Mental Health Services Board, including one committee.
- Attending biweekly “Housing Updates from Washington” National Association of Housing and Redevelopment Officials (NAHRO) call.
- The House has released its THUD appropriations bill. Reduced funding proposed, but not by the levels in the President’s budget proposal.
- Attended NAHRO Summer Symposium in New York. Planning to share conference takeaways at Board meeting.

3. Finance:

- Meeting weekly with Finance Director.
- Washington State reporting was due by end of June; bumpy but completed a few days late.
- Continuing biweekly meetings between Property Management and Property Accounting.
- Continuing to monitor funding available to HK for Voucher Housing Assistance Payments. Have a meeting with the Short Fall Prevention team in early August.
- Audit contract pending Auditor’s legal review.
- Unaudited Financials due to HUD end of August.

4. Housing (Property management, Compliance, Housing Choice Voucher):

- Short Fall possible for the HCV Program.
- The waiting list update for the voucher program is still in process, which will likely reduce the waiting list by well over half. Hope to have complete by end of July.

- Compliance completed the HAP contract and Property Management is working on leasing for Time Square.
- Opened the HK Homes 3- and 4-Bedroom waiting lists.
- Planning for Nordic Cottages execution of HAP Contract: waiting list opening, gathering applications, approving tenancies, and setting lease dates.
- Continuing to monitor vacancy and lease up processes and having discussions with Regionals regarding plans. Move ins continue to just barely keep up with move outs.
- Section Eight Management Assessment System (SEMAP) due to HUD at the end of August.

5. Administration/Procurement:

- Southern Cross construction RFP issued. Should have information by meeting date.
- Salary survey back, reviewing and discussing with vendor.
- New Hires:
 - 2 Maintenance Technicians
 - Property manager – Heritage and Viewmont
 - Certification specialist
- Planning next hires – Work Order Clerk and Consistency Specialist – expect to have to Board in August.
- Artificial Intelligence Policy committee beginning (very early stages).
- Staff Ambassadors created a wonderful summer event for Housing Kitsap Staff.

6. Development/Single Family

- Riverstone – Group two in process
- One site supervisor position open
- Submitting applications for the CIAH funding, CDBG funding, and Department of Commerce funding for various activities, including 17 townhomes.



Heather Blough
 (MDMV14)

PIC Main

[Housing Agency](#)

[Development](#)

[Inventory Removals](#)

[Logoff](#)

- Housing Authority**
 - HUD Staff
 - HA Contacts
 - Temporary Office
 - HA History
 - Reports
 - Trans. to New Dev Nos
- [List](#) [Details](#) [Address](#) [Inventory](#) [Performance](#) **[Funding](#)**

Field Office: **0APH SEATTLE HUB OFFICE**

Housing Authority: **WA036 Housing Kitsap**

Housing Authority Funding

Funding Program Type:

Grant Program Type:

Grants:

FY Returns:

Section 8 As of **07/05/2025**

Certificate / Voucher	Fiscal Year	Authorized Funds	Disbursed Funds
Vouchers	2025	\$7,897,377	\$7,090,963
	2024	\$5,852,768	\$4,998,745
	2023	\$3,769,201	\$3,769,201
	2022	\$3,119,176	\$3,082,699
	2021	\$2,877,538	\$2,655,225
Grant Total		\$23,516,060	\$21,596,833
Grant Program Type Total		\$23,516,060	\$21,596,833



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: July 22, 2025

ESTIMATED TIME: 1 minute

AGENDA TITLE: Finance Update

AGENDA ITEM: 6. B.

SUBMITTED BY: Roan Blacker

TITLE: Director of Finance

1. General

- Processed grant reimbursements and expenditures from: Rural Development 523 Technical Assistance Grant; Rural Development 502 loans; Kitsap County Block Grant (CDBG REHAB); City of Port Orchard Affordable Housing Grant; and Housing Stabilization Program (HSP).
- Processed and paid the following June 2025 Housing Assistance Payments (HAP) to Housing Choice Voucher receiving landlords and tenant escrows:

HAP	\$ 643,677
Administrative Fees	40,862
FSS (Family Self Sufficiency)	<u>1,288</u>
TOTAL	\$ 685,827

- Submitted the June 2025 Voucher Management System (VMS) Data Report inclusive of ongoing retroactive adjustments required.
- Completed regular accounting duties including entering and reviewing deposits, payroll, and processing disbursements.
- Participated in continuing discussions and data preparation for Nordic Cottages as appropriate.
- Preparing for FY 2024-25 audit activity and incorporating FY 2025-26 budget into our financial system.

2. Financial Statements:

- Attached are the draft Financial Statements through June 2025 and the FY 2025 Cash Flow Projection.

Kitsap Consolidated Housing Authority
Unaudited Statement of Revenue, Expense & Change in Net Position - For Management Purposes Only
Current Month and Year to Date as of 06/30/2025
HK BUSINESS TYPE ACTIVITIES ONLY (Consolidated to include Component Units)

	Current Month				Year to Date			
	May-2025 <u>Actual</u>	May-2025 <u>Budget</u>	<u>Variance</u>	<u>var %</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>var %</u>
Income								
Rent and Other Tenant Related Income	\$ 1,019,731	\$ 945,875	\$ 73,855	7.8%	\$ 12,339,272	\$ 11,350,506	\$ 988,766	8.7%
Housing Kitsap Income	141,601	164,885	(23,285)	-14.1%	1,692,522	1,978,626	(286,104)	-14.5%
Self Help Sales/Other Income	-	166,667	(166,667)	-100.0%	2,184,000	2,000,000	184,000	9.2%
Grant Income	74,652	429,738	(355,086)	-82.6%	10,865,155	5,361,671	5,503,484	102.6%
Interest Income	42,913	36,783	6,130	16.7%	531,597	441,394	90,203	20.4%
Total Income	1,278,896	1,743,948	(465,052)	-26.7%	27,612,546	21,132,197	6,480,349	30.7%
Expense								
Payroll/Labor Expense	370,846	405,170	(34,324)	-8.5%	4,712,211	4,790,644	(78,434)	-1.6%
Property Expense	99,287	203,383	(104,096)	-51.2%	1,868,958	2,438,892	(569,934)	-23.4%
Utilities	134,559	135,958	(1,399)	-1.0%	1,640,682	1,631,501	9,181	0.6%
Tenant Services	70	172	(102)	-59.5%	13,538	2,061	11,477	556.9%
Marketing/Advertising Expense	400	593	(193)	-32.5%	3,694	8,812	(5,118)	-58.1%
Office Expense	25,665	30,094	(4,429)	-14.7%	233,149	373,125	(139,977)	-37.5%
Operational/Professional	152,283	168,625	(16,342)	-9.7%	2,275,665	2,023,501	252,164	12.5%
Grant Expense	476,321	351,307	125,014	35.6%	7,282,986	4,215,681	3,067,305	72.8%
Self Help Lot Sales & Other Costs	-	83,333	(83,333)	-100.0%	1,851,477	1,000,000	851,477	85.1%
Insurance/Tax Expense	52,682	55,070	(2,388)	-4.3%	626,917	606,323	20,594	3.4%
Depreciation & Amortization	16	122,262	(122,247)	-100.0%	1,272,908	1,434,037	(161,129)	-11.2%
Interest on Debt	100,300	99,224	1,076	1.1%	1,233,007	1,190,686	42,322	3.6%
Total Expense	1,412,428	1,655,191	(242,762)	-14.7%	23,015,191	19,715,263	3,299,928	16.7%
Net Income (Loss)	\$ (133,532)	\$ 88,757	\$ (222,290)	-250%	\$ 4,597,356	\$ 1,416,934	\$ 3,180,421	224%

Kitsap Consolidated Housing Authority
Unaudited - Statement of Net Position - For Management Purposes Only
June 30, 2025
HK BUSINESS TYPE ACTIVITIES ONLY (Note Consolidated to include Component Units)

Assets and Deferred Outflow of Resources

Current Assets

Cash & Cash Equivalents	\$ 7,045,274
Tenant Security Deposits	469,568
Accounts Receivable, Net	1,707,766
Notes Receivable, Current	609
Government Grants Receivable	159,149
Prepaid Expense & Other Assets	150,067
Construction in Progress	2,795,293
Total Current Assets	<u>12,327,725</u>

Non-Current Assets

Restricted Cash	7,098,563
Notes Receivable, Non-Current	28,917,160
Net Pension Asset	925,932
Capital Assets, Net	43,410,158
Investment In Limited Partnerships	2,473,750
Total Non-Current Assets	<u>82,825,563</u>

Deferred Outflows of Resources (PERS - Pension) 903,022

Total Assets and Deferred Outflow of Resources

\$ 96,056,310

Liabilities, Deferred Inflows of Resources and Net Position

Current Liabilities

Accounts Payable	\$ 180,503
Accrued Expenses	388,225
Tenant Security Deposits Payable	463,890
Unearned Revenue	2,130,100
Accrued Compensated Absences, Current	220,327
Notes Payable, Current	624,782
Accrued Interest Payable	162,255
Total Current Liabilities	<u>4,170,081.01</u>

Non-Current Liabilities

Accrued Compensated Absences, Non-Current	73,442
Accrued Pension Liabilities	399,364
Notes Payable, Non-Current	40,261,712
Accrued Interest Payable, Non-Current	6,118,801
Other Non-Current Liabilities	70,639
Total Non-Current Liabilities	<u>46,923,958</u>

Deferred Inflows of Resources (PERS-Pension) 595,835

Net Position

Restricted	1,599,016
Unrestricted	42,767,420
Total Net Position	<u>44,366,436</u>

Total Liabilities, Deferred Inflows of Resources and Net Position

\$ 96,056,310



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: July 22, 2025

ESTIMATED TIME: 10 minutes

AGENDA TITLE: Property Management Update

AGENDA ITEM: 6. C.

SUBMITTED BY: Jennifer Di Vitto and Jules Nadda, Regional Directors of Property Management

- **Staffing Updates:** This month, we made several important additions to our Property Management team. We welcomed two new Maintenance Technicians—one assigned to the North End portfolio and the other to the South End. Additionally, we hired a new Property Manager who will oversee both Heritage and Viewmont East Apartments. We are currently hiring a Bainbridge Island Property Manager.
- In an effort to strengthen compliance and operational effectiveness, all property managers working on tax credit communities will be enrolled in Low-Income Housing Tax Credit (LIHTC) certification training within the next month. This training is aimed at ensuring our team has a comprehensive understanding of LIHTC regulations, eligibility requirements, and ongoing compliance standards. By investing in this training, we are reinforcing our commitment to maintaining the integrity of our housing programs and supporting long-term affordability for our residents.
- In alignment with our continued efforts to strengthen property standards and inspection readiness, we have confirmed in-person NSPIRE training through Tacoma Housing Authority. This training includes the online ACE certification exam, which must be completed within two weeks of the course. Heritage, Viewmont East, and HK Homes Maintenance Technicians will be attending. This training reinforces our agency's commitment to ensuring maintenance staff are equipped with the knowledge and skills needed to meet evolving HUD inspection protocols and maintain high-quality housing.
- **Waitlist Overview**
A recent review of the Housing Kitsap waitlist—after removal of duplicate entries—shows the following counts of unique applicants by bedroom size:

Bedroom Size	Unique Applicants
1 Bedroom	2719
2 Bedroom	1087
3 Bedroom	288
4 Bedroom	4

- **Unit Turnover Across the Housing Kitsap Portfolio January 1, 2025 – July 15, 2025:**
 - Total Move-Ins: 80
 - Transfers: 11
 - Move Outs: 76

- The following spreadsheet provides an overview of current vacancy data across all properties. It includes the number of vacant units, applications in progress, and the total number of applicants on the waitlist for each property.

Property	Total Units	Vacant Units	Applications In Process	Number of Waitlist Applicants per Bedroom Size				Portfolio
				1	2	3	4	
Conifer Woods Apartments	72	9	8	-	71	38	-	South End
Finch Place Apartments	29	5	0	446	-	-	-	North End
Fjord Manor Apartments	38	2	0	258	29	-	-	North End
Fjord Vista II Apartments	16	0	0	-	242	121	-	North End
Golden Tides II	45	10	9	190	8	-	-	North End
Golden Tides III	18	1	2	211	-	-	-	North End
Heritage Apartments	56	4	0	80	21	20	-	South End
HK Homes	136	28	8	71	162	6	4	North End
Kingston Ridge Apartments	43	6	2	144	49	26	-	North End
Liberty Bay	16	0	0	0	0	-	-	North End
Madrona Manor	40	1	1	253	3	-	-	South End
Orchard Bluff Mobile Home Park	89	0	0	-	-	-	-	South End
Park Place Apartments	86	13	13	-	90	45	-	South End
Port Orchard Vista	42	3	1	215	3	-	-	South End
Rhododendron Apartments	50	5	0	444	168	-	-	North End
Time Square Apartments	16	1	0	7	1	-	-	North End
Viewmont East Apartments	76	6	2	158	47	30	-	South End
Windsong Apartments	36	0	0	241	192	-	-	North End
Totals	904	94	46	Indicates bedroom size not available at this property				

- Regional Directors continue to meet with staff weekly to discuss performance and address any concerns, as well as discuss strategies for filling vacant units, increasing rent collection and occupancy, timely, accurate completion of recertifications, and Reasonable Accommodations.
- All communities are utilizing Yardi Procure to Pay (P2P), Yardi CHECKscan, and Yardi RENTCafé. Yardi Screening and Yardi Marketplace are being implemented. Providing additional support as needed.

Resident Activity
July 1, 2024 - June 30, 2025

Property Name	Units	Move In	Move Out	Notice	Cancel Notice	Rented	Canceled Application	Denied Application	Re-Apply	On Site Transfer	Evict
Conifer Woods Apartments	72	9	16	18	3	10	5	8	2	0	2
Finch Place Apartments	29	1	3	3	0	1	0	1	1	0	0
Fjord Manor	38	2	5	4	1	1	0	1	0	2	0
Fjord Vista II	16	1	1	0	0	1	0	0	0	0	1
Golden Tides II	45	5	10	8	0	2	0	1	0	2	0
Golden Tides III	18	2	2	2	0	3	1	1	0	0	0
Heritage Apartments	56	7	6	9	8	4	4	2	1	3	4
HK Homes	136	20	28	22	13	14	7	9	3	4	2
Kingston Ridge Apartments	43	7	8	5	0	11	3	3	1	2	1
Liberty Bay Apartments	16	0	0	0	0	0	0	0	0	0	0
Madrona Manor	40	9	8	8	1	9	2	0	1	0	0
Orchard Bluff	89	6	5	4	1	5	2	1	1	0	0
Park Place Apartments	86	17	22	11	2	18	5	8	2	4	9
Port Orchard Vista	42	6	8	7	2	8	2	3	0	1	0
Rhododendron Apartments	50	4	7	8	1	6	0	0	0	0	0
Time Square Apartments	16	0	0	0	0	0	0	0	0	0	0
Viewmont East	76	13	13	11	0	12	9	3	1	3	2
Windsong Apartments	36	7	8	4	1	6	1	2	1	2	0
Totals	904	116	150	124	33	111	41	43	14	23	21

12 Month Occupancy

July 2024 - June 2025

Property	Units	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Conifer Woods Apartments	72	90.28%	89.74%	88.80%	87.45%	86.11%	86.11%	85.84%	85.52%	83.33%	83.94%	85.22%	84.86%
Finch Place Apartments	29	89.66%	89.66%	92.41%	90.11%	91.07%	91.07%	86.21%	86.21%	86.21%	86.21%	86.21%	86.09%
Fjord Manor	38	100.00%	100.00%	100.00%	90.17%	90.80%	92.58%	99.58%	100.00%	100.00%	99.91%	97.37%	97.19%
Fjord Vista II	16	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	93.75%	93.75%	93.75%	100.00%	100.00%	100.00%
Golden Tides II	45	89.89%	88.82%	85.48%	92.24%	92.03%	90.81%	77.78%	77.78%	76.56%	78.81%	77.78%	77.78%
Golden Tides III	18	94.44%	94.44%	94.44%	95.24%	92.94%	92.86%	94.44%	94.44%	87.63%	88.89%	88.89%	93.70%
Heritage Apartments	56	89.29%	89.98%	89.41%	85.43%	86.58%	90.53%	90.49%	91.23%	92.51%	92.86%	92.86%	92.86%
HK Homes	136	83.97%	81.36%	78.68%	89.54%	86.21%	86.21%	79.52%	81.54%	80.72%	79.75%	78.36%	78.87%
Kingston Ridge Apartments	43	83.72%	83.65%	81.44%	97.34%	97.28%	97.37%	83.72%	81.48%	83.42%	89.46%	86.57%	86.05%
Liberty Bay Apartments	16	100.00%	100.00%	100.00%	100.00%	95.50%	93.75%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Madrona Manor	40	93.34%	95.81%	97.25%	97.50%	97.50%	97.50%	96.53%	98.30%	95.24%	95.00%	95.00%	97.17%
Orchard Bluff Mobile Home Park	89	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Park Place Apartments	86	90.92%	89.62%	90.00%	85.45%	83.72%	83.72%	88.56%	85.13%	84.92%	85.89%	84.96%	84.84%
Port Orchard Vista	42	96.93%	95.24%	97.14%	100.00%	100.00%	100.00%	92.86%	93.37%	95.93%	98.73%	93.40%	95.16%
Rhododendron Apartments	50	90.20%	90.20%	90.06%	84.95%	84.31%	84.31%	84.25%	83.82%	84.32%	84.53%	86.65%	86.93%
Time Square Apartments	16	-	-	-	-	-	-	-	-	-	93.75%	93.75%	93.75%
Viewmont East Apartments	76	88.67%	85.61%	86.55%	94.44%	94.35%	94.35%	91.19%	91.73%	90.20%	89.87%	86.64%	91.98%
Windsong Apartments	36	99.91%	97.22%	97.13%	97.13%	97.13%	94.44%	91.85%	94.35%	89.43%	94.26%	94.44%	97.04%
Overall Average :	904	93.01%	92.43%	92.28%	93.35%	92.68%	92.68%	90.39%	90.51%	89.66%	91.21%	90.45%	91.35%



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: July 22, 2025

ESTIMATED TIME: 5 minutes

AGENDA TITLE: Compliance Department Update

AGENDA ITEM: 6. D.

SUBMITTED BY: Freddy Linares

TITLE: Director of Compliance

- Processed Viewmont and Heritage August 2025 Housing Assistance Payments request through the Tenant Rental Assistance Certification System. Viewmont has a 100% compliance reporting rate and Heritage has a 100% reporting rate.
- 9 Reasonable Accommodation Requests were submitted. 5 requests were approved, 3 were denied, and 1 was sent back for additional information.
- 13 New Admission/Move In files were received. 10 were approved, 2 were denied, and 1 was sent back for corrections or are under review.
- 58 HCV certifications were submitted to HUD via PIC. 42 were accepted and 16 were rejected or received fatal errors that are being corrected for resubmission.
- USDA Rural Development properties submitted required monthly certifications via MINC. Two USDA properties will receive penalties for annual recertifications not being completed by the anniversary date. Compliance team is working with the Regional Director of Property Management for the North end to resolve this issue.
- Met biweekly with Property Management Regional Directors and Finance Director to discuss Yardi RentCafe troubleshooting, as well as process changes to routine activities.
- Continued support for the ongoing planning/purchasing of Time Square and planning of management of Nordic Cottages:
 - Time Square HAP contract signed, effective on July 1, 2025.
 - Discussed the timeline regarding opening Nordic Cottages Waiting list.
 - Attended Poulsbo City Council meeting to answer questions related to Nordic Cottages.
- The two contract renewals for the Project Based Rental Assistance (PBRA) properties have been submitted and are under review, both renewing for 2 years.
- Submitted Park Place 2024 Annual report response to Washington State Housing Finance Commission (WSHFC).

- Held interviews for the open Certification Specialist position.
- Worked closely with finance team to roll out the Landlord Portal for the HCV program. Portal went live on July 1, 2025.

HCV program update:

Total Vouchers leased as of July 15, 2025	432
Total units under agency ACC	553
Total HAP paid in June 2025	\$652,640

- Received communication from HUD field office Shortfall Prevention Team to set up a call to discuss our Two-Year Tool and projected shortfall. Call scheduled for August 6, 2025.
- FY2025 SEMAP work is underway and will be presented to the Board for approval at the August Board meeting.



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: July 22, 2025

ESTIMATED TIME: 15 minutes

AGENDA TITLE: Development Update

AGENDA ITEM: 6. E.

SUBMITTED BY: Dean Nail

TITLE: Director of Acquisitions and Development

1. Mutual Self-Help Housing (MSH)

- General
 - a. USDA interest rate is 5.0%
- Riverstone Plat
 - a. Group 1 – Working on final close out of the accounts.
 - b. Group 2 – Families are working hard to finish the framing. Only 3 roofs and 2 walls remain to frame.
 - c. Group 3 – Five (5) of ten (10) permits are issued. Joe is stepping up to start the group working with families since Chris has resigned. The open Construction Supervisor position is advertised; no strong eligible applicants have applied.
- Lakeland Property (Allyn 2)
 - a. Contractor has started clearing and grading.
- Ives Mill
 - a. Olson Engineering submitted preliminary plat responses to Kitap County Department of Community Development (DCD)
 - b. Sewer and water extension is now submitted to West Sound and is in review
 - c. National Environmental Protection Act (NEPA) review is in the final stages
- Stoneridge
 - a. Continuing to work with Lennar on Stoneridge to purchase finished lots for the Self-Help program
 - b. A Purchase and Sale Agreement (PSA) is being composed for purchase of 17 townhomes as rentals for Housing Kitsap using Community Investments in Affordable Housing (CIAH) funds and Housing Trust Fund (HTF). A loan from Kitsap Bank could be a bond by Housing Kitsap or a low interest construction to permanent loan. To be continued.
 - c. The Department of Veterans Affairs has provided a letter of support for the project. Their programs are in search of homes for veterans to transition out of care into long term housing. Stoneridge could provide housing for Veterans with custody and visitation needs.

2. Housing Kitsap's Home Rehabilitation Program (CDBG Rehab)

- Joel Klemp is nearly completed with this year's funding

3. Other Affordable Housing

- Southern Cross Rental Homes
 - a. Bids to construct both Southern Cross homes were received July 15, 2025. Our procurement Director is out on leave and will officially open bids on Thursday July 17, 2025. Approval to spend from the development fund and hire a contractor will come to the Board in August for approval.
- Nordic Cottages
 - a. Ribbon cutting will be Friday, September 12, 2025, at 1pm. An early viewing will be available on Wednesday, September 10, 2025, at 1pm as well.

4. Viking's Crest Phase 2 Sale

- Boundary Line Adjustment (BLA) has been returned with comments and being addressed.
- HK legal council and Viking Crest HOA are working together and believe we have a path; communication has been limited but we are moving forward.



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: July 22, 2025

ESTIMATED TIME: 5 minutes

AGENDA TITLE: Procurement and Administration Update

AGENDA ITEM: 6. F.

SUBMITTED BY: Laura Auerbach, Director of Procurement & Administration

1. Procurement:

- Three bid proposals due for evaluation this week: CDBG Grants for Kingston Ridge Roof, Heritage Exterior Stairs, Southern Cross Construction Services.
- Finch Elevator close to completion: awaiting final inspections week of July 21, 2025.
- Projects in Process:
 - Work underway on Electrical Panel Replacement at Heritage; Viewmont next.
 - Lakeland IFB proposals received and were awarded:
 - Clearing and Grading to Vet Industrial, contract signed
 - Utilities and Roads to Brumfield Construction, awaiting contract approval

2. Records:

- Continuing to analyze, track, and destroy records that have met their retention period.
- Fulfilled and closed 3 Public Records Requests, with 2 more still in process.
- Looking at ways to efficiently and accurately clean up a backlog of electronic records.

3. Information Services:

- Office reorganization continues bringing all IT equipment into one place
- Preparing presentation for Mitel (office telephone) system replacement due FYE 2026.
- Replacement of HVAC system for server room.
- Laying groundwork for AI Policy – Preparing survey and Evaluation Committee

4. Human Resources:

- Staff Ambassadors hosted a wonderful and fun Summer Event for all staff. The day included a presentation in Conflict Resolution, a delicious BBQ potluck, and a game of kickball! Thank you, Staff Ambassadors, for all the hard work and time put into making this a great event.
- Evaluating and assessing the Salary Study provided by Nelrod.
- Summer hours: No hard data, but appears to be a successful incentive for retention
- Vacant Positions:
 - Certification Specialist – Heritage/Viewmont
 - Property Manager – Rhody/Finch
 - Single Family – Construction Supervisor
- New Hires:
 - Brad Stein – Maintenance Technician
 - John Highstone – Maintenance Technician

Housing Kitsap Properties

Property Name	Number of Units	Location	Bedroom Sizes	Subsidy Types
Bainbridge Island				
Finch Place Apartments	29	215 Finch Place SW, Bainbridge Island, WA 98110	1	USDA - RD, HOME State, Housing Choice Vouchers
Rhododendron Apartments	50	235 High School Road NW, Bainbridge Island, WA 98110	1, 2	USDA - RD, Housing Choice Vouchers
Kingston				
Kingston Ridge Apartments	43	26659 Myrtle Lane NE, Kingston, WA 98346	2, 3	Tax Credit units, Housing Choice Vouchers, Project Based Vouchers, Local programs (Housing Stabilization Program)
Time Square Apartments	16	26234 Illinois Ave NE, Kingston, WA 98346	1, 2	Project Based Vouchers
Poulsbo				
Fjord Manor	38	19581 1st Avenue NE, Poulsbo, WA 98370	1, 2	USDA - RD, Housing Choice Vouchers
Fjord Vista II	16	Management Office - 19581 1st Avenue NE, Poulsbo, WA 98370	2, 3	Tax Credit units (30%, 40%, 60% unit split), Housing Choice Vouchers, Local programs (Housing Stabilization Program), HOME State and HOME County
HK Homes - Austerbruin	10 (136 total HK Homes)	18445, 18447, 18451, 18459 NE Rudolph Loop, Poulsbo, WA 98370 & 1872, 1878, 1880, 1885, 1887, 1877 Curt Rudolph Rd NE, Poulsbo, WA 98370	3	Project Based Vouchers
Windsong Apartments	36	19880 3rd Avenue NW, Poulsbo, WA 98370	1, 2	USDA - RD, HOME State, Housing Choice Vouchers
Silverdale				
Golden Tides 2	45	9239 Bayshore Drive NW, Silverdale, WA 98383	1, 2	Tax Credit units, Housing Choice Vouchers, Project Based Vouchers, Local programs (Housing Stabilization Program), HOME State
Golden Tides 3	18	9225 Bayshore Drive NW, Silverdale, WA 98383	1	Tax Credit units, Housing Choice Vouchers, Project Based Vouchers, Local programs (Housing Stabilization Program), HOME State
HK Homes - Golden Tides 1	15 (136 total HK Homes)	9265 Bayshore Drive Silverdale, WA 98383	1	Project Based Vouchers
HK Homes - Munson	5 (136 total HK Homes)	3930, 3934, 3938, 3940, 3944 Munson Street, Silverdale, WA 98383	2, 3, 4	Project Based Vouchers
Bremerton				
Liberty Bay Apartments	8	4010 & 4012 Petersville Road Bremerton, WA 98310	1,2	Tax Credit units, Project Based Vouchers, HOME State, HOME County

Park Place Apartments	86	110 NE Brookdale Lane, Bremerton, WA 98311	2, 3	Tax Credit units, Housing Choice Vouchers, Project Based Vouchers, Local programs (Housing Stabilization Program)
HK Homes - Boundry	4 (136 total HK Homes)	8801, 8811, 8825, 8835 Boundry Lane, Bremerton, WA 98311	3, 4	Project Based Vouchers
HK Homes - Coventry	8 (136 total HK Homes)	2600, 2603, 2607, 2608, 2616, 2626, 2631, 2907 Coventry Court, Bremerton, WA 98311	3, 4	Project Based Vouchers
HK Homes - Fairside	11 (136 total HK Homes)	6817, 6833, 6849, 6842, 6865, 6881, 6897, 6890, 6856, 6824, 6874 Fairside Place, Bremerton, WA 98311	3, 4	Project Based Vouchers
HK Homes - Fox Run	5 (136 total HK Homes)	1205, 1221, 1237, 1253, 1269 Fox Run, Bremerton, WA 98311	3, 4	Project Based Vouchers
HK Homes - Lester Court	4 (136 total HK Homes)	1270, 1275, 1290, 1295 Lester Court, Bremerton, WA 98311	3, 4	Project Based Vouchers
HK Homes - Nollwood Apartm	49 (136 total HK Homes)	385 Nollwood Lane Bremerton, WA 98312	2, 3, 4	Project Based Vouchers
HK Homes - Olson	1 (136 total HK Homes)	9796 Olson Rd, Bremerton, WA 98311	3	Project Based Vouchers
HK Homes - Roy Rd	4 (136 total HK Homes)	8890, 9048, 9068, 9088 Roy Road, Bremerton, WA 98311	3, 4	Project Based Vouchers
HK Homes - Strand	1 (136 total HK Homes)	2791 Strand Rd, Bremerton, WA 98311	3	Project Based Vouchers
HK Homes - Tibardis	13 (136 total HK Homes)	6800, 6801, 6820, 6825, 6840, 6845, 6860, 6865, 6880, 6885, 6955, 6975, 6995 Tibardis Road, Bremerton, WA 98311	3, 4	Project Based Vouchers
HK Homes - Wembly	6 (136 total HK Homes)	7391, 7397, 7405, 7411, 7415, 7416 Wembly Ave, Bremerton, WA 98311	3, 4	Project Based Vouchers
Port Orchard				
Conifer Woods Apartments	72	4698 SE Conifer Park Drive, Port Orchard, WA 98366	2, 3	Tax Credit units, Market rate units, Housing Choice Vouchers, Project Based Vouchers, Local programs (Housing Stabilization Program)
Heritage Apartments	56	145 Lippert Drive West, Port Orchard, WA 98366	1, 2, 3	HUD Project Based Rental Assistance, Low-Income Housing Tax Credit
Liberty Bay Apartments	8	3331 & 3335 Harris Road Port Orchard, WA 98366	1, 2	Tax Credit units, HOME State, HOME County
Madrona Manor	40	3900 Madrona Drive SE, Port Orchard, WA 98366	1, 2	Tax Credit units, Housing Choice Vouchers, Project Based Vouchers, Local programs (Housing Stabilization Program), HOME State and HOME County
Orchard Bluff Mobile Home P	88	1345 SE Carl Pickel Drive, Port Orchard, WA 98366	N/A	Housing Trust Fund
Port Orchard Vista	42	900 Mitchell Avenue, Port Orchard, WA 98366	1, 2	Tax Credit (30%, 40%, 60% unit split), Housing Choice Vouchers, Project Based Vouchers, Local programs (Housing Stabilization Program), HOME State and HOME County
Viewmont Apartments	72	1904 Pioneer Lane SE, Port Orchard, WA 98366	1, 2, 3	HUD Project Based Rental Assistance, Low-Income Housing Tax Credit

Glossary of Acronyms

ACC	Annual Contributions Contract
AHMA	Affordable Housing Management Association - there are both state and national
AP	Accounts Payable
AR	Accounts Receivable or Annual Recertification/Reexamination
ARHC	Affordable Rural Housing Council
BGCOA	Bremerton Government Center Owners Association
BHA	Bremerton Housing Authority
CARES	Coronavirus Aid, Relief, and Economic Security
CDBG	Community Development Block Grant
CLA	County Loan Agreement
CMS	Contract Management Services, a division of BHA that is contracted by HUD to oversee the compliance for Multi-family Program properties.
CNA	Capital Needs Assessments
CPS	Child Protective Services
CW	Conifer Woods, an HK property located in Port Orchard.
DE&I	Diversity, Equity & Inclusion
DES	Washington State Department of Enterprise Services
EIV	Enterprise Income Verifications
FM	Fjord Manor, an HK property located in Poulsbo.
FP	Finch Place, an HK property located on Bainbridge Island.
FVII	Fjord Vista II, an HK property located in Poulsbo.
FY	Fiscal Year
GTI	Golden Tides I, an HK property part of the Public Housing program located in Silverdale.
GTII	Golden Tides II, an HK property located in Silverdale.
GTIII	Golden Tides III, an HK property located in Silverdale.
HAP	Housing Assistance Payment
HCV	Housing Choice Voucher, commonly referred to as a Section 8 voucher
HK	Housing Kitsap
HOME	The HOME Investment Partnerships Program- the largest Federal block grant to state and local governments designed exclusively to create affordable housing for low-income households.
HSP	Housing Stabilization Program
HT	Heritage, an HK property located in Port Orchard.
HTF	Housing Trust Fund
HUD	United States Department of Housing and Urban Development
IC	Initial Certification
IFB	Invitation for Bids
IR	Interim Recertification
KCCHA	Kitsap County Consolidated Housing Authority - another name for Housing Kitsap
KCR	Kitsap Community Resources
KEPA	Kitsap Eviction Prevention Assistance
KR	Kingston Ridge, an HK property located in Kingston.
LB	Liberty Bay, an HK property located in Bremerton and Silverdale.
LIHTC	Low Income Housing Tax Credit

Glossary of Acronyms

MF	Multifamily Program- a HUD program
MM	Madrona Manor, an HK property located in Port Orchard.
MOR	Management and Occupancy Review
MOU	Memorandum of Understanding
MRI	Software used for accounting
NAHRO	National Association of Housing and Redevelopment Officials
OB	Orchard Bluff, an HK property located in Port Orchard.
PBRA	Project Based Rental Assistance
PBV	Project Based Voucher
PH	Public Housing
PHA	Public Housing Authority
PIH	Public and Indian Housing
PM	Property Management/Managers
PNRC	Pacific Northwest Regional Council
POVi	Port Orchard Vista, an HK property located in Port Orchard.
PP	Park Place, an HK property located in Bremerton.
RA	Reasonable Accommodation or Rental Assistance provided by USDA
RAD	Rental Assistance Demonstration
RD	Rural Development
REAC	Real Estate Assessment Center or Race Equity Advisory Committee
RFP	Request for Proposal
RFQ	Request for Qualifications
RH	Rhododendron, an HK property located on Bainbridge Island.
SAO	State Auditor's Office
SAR	Site Assessment Review
SHOP	Self-Help Home Ownership Program
SVC	Streamlined Voluntary Conversion
TC	Tax Credit (same thing as LIHTC)
TPV	Tenant Protection Voucher
USDA	United States Department of Agriculture
VASH	Veterans Affairs Supportive Housing
VT	Viewmont, an HK property located in Port Orchard.
WS	Windsong, an HK property located in Poulsbo.
WSHFC	Washington State Housing Finance Commission