

Board of Commissioners

Chair Clarence Moriwaki

Vice Chair Ed Stern

Katie Walters

Rob Putaansuu

Brittany Dunklin

Christine Rolfes

Oran Root

Executive Director

Heather Blough



2244 NW Bucklin Hill Rd
Silverdale, WA 98383

Phone (360) 535.6100

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TTY/TDD 711

<http://www.housingkitsap.org>

Special Note:

Housing Kitsap Board of Commissioners Meetings are 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/82393334012?pwd=3nnwHhPpuWXwWa4yFI882xoFGgbZGT.1>

Meeting ID: 823 9333 4012

Passcode: 941741

Find your local number: <https://us02web.zoom.us/u/kdRegPZIZI>

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.

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HOUSING KITSAP BOARD OF COMMISSIONERS

MEETING AGENDA

May 26, 2026

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. March 24, 2026, Meeting Minutes | Page 4 |
| B. March 2026 Disbursement Reports | Page 9 |
| C. Sales Proceeds Loan Terms | Page 20 |
| D. Administrative Plan Update | Page 31 |
| E. Golden Tides II Siding Funds | Page 34 |

5. Discussion Items

- | | |
|---|---------|
| A. Establishment of a Personnel Committee | Page 35 |
|---|---------|



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6. Action Items

- | | |
|---|---------|
| A. Discussion and possible action regarding Resolution 2026-15 approving the Updated Resident Commissioner Policy | Page 36 |
| B. Discussion and possible action regarding Resolution 2026-16 approving the updated HK Bylaws | Page 41 |
| C. Discussion and possible action regarding Resolution 2026-17 approving the Fixed Asset Policy | Page 50 |
| D. Discussion and possible action regarding Resolution 2026-18 approving the Fiscal Year 2027 Budget | Page 53 |
| E. Discussion and possible action regarding Resolution 2026-19 approving the Central Cost Allocation Plan | Page 67 |
| F. Discussion and possible action regarding Resolution 2026-20 approving the updated Salary Scale | Page 75 |
| G. Discussion and possible action regarding Resolution 2026-21 authorizing the forgiveness of the Sponsor Loan to Kitsap Apartments | Page 79 |

7. 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.

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|---|---------|
| A. Executive Director/Executive Committee Update (Heather Blough) | Page 81 |
| B. Finance Division Update (Roan Blacker) | Page 83 |
| C. Property Management Update (Jennifer Di Vitto and Maria Stitzel) | Page 88 |
| D. Compliance Department Update (Freddy Linares) | Page 92 |
| E. Single Family Program Update (Dean Nail) | Page 93 |
| F. Procurement & Administration Updates (Laura Auerbach) | Page 95 |

8. 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.

9. Adjourn



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**HOUSING KITSAP BOARD OF COMMISSIONERS
BOARD MEETING
APRIL 28, 2026
MINUTES**

Board in Attendance: Mayor of City of Bainbridge Island Clarence Moriwaki (Chair), Mayor of City of Poulsbo Ed Stern (Vice Chair), Kitsap County Commissioner Katie Walters, County Commissioner Christine Rolfes, Kitsap County Commissioner Oran Root

Attending Staff: Executive Director Heather Blough, Director of Finance Roan Blacker, Director of Procurement and Administration Laura Auerbach, Director of Acquisition and Development Dean Nail, Executive Assistant and Office Manager Katie Loehrs, Property Management Records Clerk Kitty Eaton, Regional Director of Property Management Maria Stitzel, Regional Director of Property Management Jennifer Di Vitto, Information Systems Manager Troy Brocker, Property Manager LorAine Harden, Compliance Specialist Antanette Gentile, Property Manager Tanya Howard, Property Manager Vanessa Pedroza, Housing Specialist Kiara Ventura, Housing Specialist Brittney Covey

Absent: Mayor of City of Port Orchard Rob Putaansuu, Resident Commissioner Brittany Dunklin

Public in attendance: None

1. Call to Order:

Chair Moriwaki called the meeting to order at approximately 9:15 am.

2. Approval of Agenda:

Commissioner Rolfes moved to approve the agenda. The motion was seconded by Commissioner Walters. *Agenda approved.*

3. Public Comments:

None

4. Consent Agenda:

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

5. Discussion Items

A. **Establishing a personnel committee**

Heather Blough explained that the personnel committee would be a temporary committee of three Board members that would help with succession planning to maintain continuity of leadership. The Board will consider who should be on the personnel committee and discuss again at the May Board meeting.

B. **Resident Commissioner Policy and Bylaws**

Heather Blough informed the Board that there are Federal, State, and County regulations, as well as HK Bylaws, that determine the requirements for the Resident Commissioner. Heather explained that the most restrictive requirement is to advertise to Tenant Based Rental Assistance participants each year for the Resident Commissioner position. Since that is a small population among HK participants, the plan is to advertise to them each year and, if not found, expand the recruitment to the rest of HK's residents. Heather added that the Resident Commissioner Policy and Bylaws will be brought back in May.

C. **FY 2027 Draft Budget**

Roan Blacker directed the Board's attention to the draft FY 2027 Budget on page 35 of the Board packet. Roan explained that HK is focusing on reinvesting in the properties this year. Roan added that this is an initial draft and the final version will be brought back to the Board in May.

6. Action Items

A. **Discussion and possible action regarding Resolution 2026-11 approving the write-off of uncollectible accounts**

Roan Blacker directed the Board's attention to the list of uncollectible accounts on page 37 of the Board packet. Roan explained that there are approximately \$100,000 worth of write-offs being presented.

Heather Blough noted that the Resolution should state 3/31/26 instead of 4/31/26.

Commissioner Walters moved to approve Resolution 2026-11. The motion was seconded by Commissioner Root. *The motion carried unanimously.*

B. **Discussion and possible action regarding Resolution 2026-12 approving the Reserve Policy**

Roan Blacker informed the Board that the Reserve Policy helps identify the varied reserve amounts for each property.

Commissioner Rolfes asked about moving reserve funds between properties when the funds should be used to improve the property where the residents pay rent. Heather Blough explained that part

of the funds are subsidies, not resident-paid rent. Commissioner Rolfes noted that the subsidy gives legitimacy to move money between properties.

Commissioner Rolfes moved to approve Resolution 2026-12. The motion was seconded by Commissioner Walters. *The motion carried unanimously.*

C. Discussion and possible action regarding Resolution 2026-13 approving the updated Reasonable Accommodation Policy

Antanette Gentile informed the Board that the Reasonable Accommodation Policy needed an update and was reviewed by Balanced Housing Solutions.

Commissioner Walters moved to approve Resolution 2026-13. The motion was seconded by Commissioner Stern. *The motion carried unanimously.*

D. Discussion and possible action regarding Resolution 2026-14 authorizing the purchase of Howerton Place

Heather Blough informed the Board that additional edits are still being made to the Purchase and Sale Agreement (PSA) for Howerton Place. Heather explained that one condition being discussed is that if HK backs out of the purchase, they will still owe \$10,000 for the sale price. Heather added that the Board can choose to wait for the final PSA or approve the Resolution now.

Commissioner Rolfes advised that Kingston Cares and the community have invested a lot in Howerton Place, so she recommends not creating tension over the \$10,000.

Dean Nail informed the Board that Howerton Place will have 12 units split between three buildings, including a combination of 1- and 2-bedroom units.

Commissioner Stern moved to approve Resolution 2026-14. The motion was seconded by Commissioner Root. *The motion carried unanimously.*

7. Program Updates

A. Executive Director/Executive Committee:

Heather Blough informed the Board that:

- The Leadership Team updated the conference room with the help of Andy Luzbetak, Joe Guseman, Kelly Frost, and Michael Waldbillig.
- There was a payment issue where funds were mistakenly withdrawn from residents, but they have now all been made whole.
- She received a positive letter from a resident about Tanya Howard.
- There is a letter on page 105 of the Board packet from Mayor Stern about the Leadership Kitsap project that Dean Nail was a part of.

B. Finance Division:

Roan Blacker noted the information in the report and offered to answer any questions. Roan added that the Novogradac 2025 audit has been closed, and the State Auditor's Office audit for 2024 will be closing soon.

Heather Blough added that HK should be made whole for Housing Assistance Payments (HAP) for April.

C. Property Management:

Jennifer Di Vitto noted the information in the report and offered to answer any questions. Jennifer directed the Board's attention to the photos on pages 111-112 of the Board report showing repairs that have been made at some of the properties. Jennifer added that there have been four straight months of increased occupancy across the portfolio.

D. Compliance Department:

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

E. Single Family:

Dean Nail informed the Board that:

- The 523 TA Grant is near the end of the approval process
- Riverstone has a new supervisor
- Ives Mill's Site Development Activity Permit (SDAP) application will be submitted near the end of the year
- The first set of Self-Help lots at Stoneridge should be available around October
- There is no update on the sale of Vikings Crest
- Sally's Place is being rented to a preschool for the next two years. It will have 10 units after construction.
- HK is looking to sell several small legacy properties. These will not earn a lot of money but will get them off the books.

Commissioner Stern explained that the City of Poulsbo is working to secure funding before submitting the PSA for Vikings Crest

F. Administration and Procurement:

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

8. Board Announcements and Community Updates

A. Board Announcements and Community Updates

None

9. Adjournment:

The meeting adjourned at 11:02 am.

ATTEST:

ATTEST:

Heather Blough
Executive Director

Clarence Moriwaki
Chair

Date Approved

Board of Commissioners
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To: Housing Kitsap Board of Commissioners
 From: Heather Blough, Executive Director
 Subject: Approval April 2026 Disbursements and/or Fund Transfers
 Date: Tuesday, May 26, 2026

KCCHA General Fund – 4711	\$	739,416
Section 8 Fund - 6311		731,066
HK_MF_All-Owned_SD - 8711		539,152
HK_MF_Sep_Corp_OP - 7911		356,990
Self Help SHOP Account - 3911		3,560
Self Help General Account - 2112		3,518
Self Help Family Account - 2111		69,871
HK_MF_Sep_Corp_SD - 0911		1,869
HK_MF_All-Owned_SD - 1711		1,043
HK_MF_Sep_Corp_RES - 2511		117,800
HK_Mngmt Nordic Cottages OP - 1111		32,154
HK_Mngmt Nordic Cottages SD - 1112		185
	\$	2,596,624

Disbursements of \$1,928,875 plus transfers of \$667,749 equal total payments of \$2,596,624.

"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 Date

 Clarence Moriwaki, Chair Date

Payment Summary
April 2026 Board Cash Disbursement Report

Bank	Check#	Vendor	Date	\$ Amount
hkgf4711 - KCCHA - GENERAL FUND	JE 7731	ACH DR- METKC	4/1/2026	5,695.93
hkgf4711 - KCCHA - GENERAL FUND	JE 7732	ACH DR- REGENCE MEDICAL	4/1/2026	75,819.00
hkgf4711 - KCCHA - GENERAL FUND	133821	v0000582 - AHBL, INC	4/2/2026	1,245.00
hkgf4711 - KCCHA - GENERAL FUND	133822	V0000035 - BAINBRIDGE ISLAND, CITY OF-Utility billing	4/2/2026	1,000.00
hkgf4711 - KCCHA - GENERAL FUND	133823	v0000376 - BRETEYS CONSTRUCTION LLC	4/2/2026	8,078.52
hkgf4711 - KCCHA - GENERAL FUND	133824	v0000380 - Century Link	4/2/2026	392.70
hkgf4711 - KCCHA - GENERAL FUND	133825	v0000157 - JIFFY LUBE	4/2/2026	315.94
hkgf4711 - KCCHA - GENERAL FUND	133826	V0000247 - OFFICE DEPOT-ACCT. 67444053	4/2/2026	186.03
hkgf4711 - KCCHA - GENERAL FUND	133827	v0000254 - PACIFIC OFFICE AUTOMATION (OR)	4/2/2026	738.58
hkgf4711 - KCCHA - GENERAL FUND	133828	V0000374 - PITNEY BOWES GLOBAL FINANCIAL SERVS/ PITNEY BOWES LEASE	4/2/2026	215.32
hkgf4711 - KCCHA - GENERAL FUND	133829	V0000351 - WASH.STATE DEPT. OF LABOR & INDUSTRIES	4/2/2026	980.40
hkgf4711 - KCCHA - GENERAL FUND	JE 7733	ACH DR- PAYNW APRIL 03, 2026 PAYROLL	4/2/2026	117,254.28
hkgf4711 - KCCHA - GENERAL FUND	JE 7734	ACH DR- PAYNW APRIL 03, 2026 TAX DEPOSITS	4/2/2026	24,643.62
hkgf4711 - KCCHA - GENERAL FUND	JE 7735	ACH DR- PAYROLL MANUAL CK# 1000012	4/2/2026	622.07
hkgf4711 - KCCHA - GENERAL FUND	JE 7743	ACH DR- USable Life Premium Payment	4/2/2026	3,523.22
hkgf4711 - KCCHA - GENERAL FUND	JE 7744	ACH DR- VSP VISION	4/2/2026	728.38
hkgf4711 - KCCHA - GENERAL FUND	JE 7798	ACH DR- HSA CONTRIBUTION	4/3/2026	494.70
hkgf4711 - KCCHA - GENERAL FUND	JE 7799	ACH DR- PAYNW INVOICE APRIL 03, 2026 PAYROL	4/3/2026	969.70
hkgf4711 - KCCHA - GENERAL FUND	JE 7800	ACH DR- VOYA DEFERRED COMP	4/3/2026	9,227.94
hkgf4711 - KCCHA - GENERAL FUND	JE 7801	ACH DR- BASIC BENEFITS	4/6/2026	50.01
hkgf4711 - KCCHA - GENERAL FUND	JE 7802	ACH DR- BASIC BENEFITS	4/6/2026	150.00
hkgf4711 - KCCHA - GENERAL FUND	133830	V0000053 - BREMERTON GOVERNMENT CENTER ASSOCIATION	4/9/2026	1,582.78
hkgf4711 - KCCHA - GENERAL FUND	133831	V0000064 - CARAHSOFT TECHNOLOGY CORPORATION	4/9/2026	2,266.94
hkgf4711 - KCCHA - GENERAL FUND	133832	v0000114 - FIRST CHOICE HEALTH NETWORK	4/9/2026	100.00
hkgf4711 - KCCHA - GENERAL FUND	133833	v0000125 - GRANITE TELECOMMUNICATIONS, LLC	4/9/2026	3,739.11
hkgf4711 - KCCHA - GENERAL FUND	133834	V0000193 - LEMAY MOBILE SHREDDING	4/9/2026	39.95
hkgf4711 - KCCHA - GENERAL FUND	133835	v0000243 - NW COMMNET LLC	4/9/2026	405.95
hkgf4711 - KCCHA - GENERAL FUND	133836	v0000672 - RENTGROW, INC	4/9/2026	1,158.00
hkgf4711 - KCCHA - GENERAL FUND	133837	V0000312 - SILVERDALE WATER DISTRICT	4/9/2026	226.17
hkgf4711 - KCCHA - GENERAL FUND	133838	V0000338 - U. S. BANK	4/9/2026	1,339.58
hkgf4711 - KCCHA - GENERAL FUND	133839	V0000347 - VERIZON WIRELESS	4/9/2026	2,579.74
hkgf4711 - KCCHA - GENERAL FUND	133840	V0000353 - WASHINGTON STATE DEPT OF ENTERPRISE SERVICES	4/9/2026	299.97
hkgf4711 - KCCHA - GENERAL FUND	133841	v0000667 - WESTERN EXTERMINATOR	4/9/2026	128.75
hkgf4711 - KCCHA - GENERAL FUND	133842	v0000370 - YARDI SYSTEMS, INC.	4/9/2026	1,315.00
hkgf4711 - KCCHA - GENERAL FUND	99102026	v0000011 - 76 FLEET	4/10/2026	2,881.79
hkgf4711 - KCCHA - GENERAL FUND	99823684	v0000143 - HOME DEPOT CREDIT SVCS- 4595	4/10/2026	1,051.37
hkgf4711 - KCCHA - GENERAL FUND	99997872	V0000136 - HD SUPPLY - ACCT.#104436	4/10/2026	381.58
hkgf4711 - KCCHA - GENERAL FUND	JE 7834	ACH DR- WA DRS PAYMENT	4/15/2026	35,713.60
hkgf4711 - KCCHA - GENERAL FUND	133843	v0000582 - AHBL, INC	4/16/2026	3,102.50
hkgf4711 - KCCHA - GENERAL FUND	133844	v0000027 - APPLETREE ANSWERS	4/16/2026	1,463.80
hkgf4711 - KCCHA - GENERAL FUND	133845	V0000041 - BLOUGH, HEATHER	4/16/2026	2,665.23
hkgf4711 - KCCHA - GENERAL FUND	133846	V0000047 - BREM AIR DISPOSAL, INC.-Commercial acct	4/16/2026	1,385.51
hkgf4711 - KCCHA - GENERAL FUND	133847	V0000068 - CDW GOVERNMENT, INC.	4/16/2026	917.84
hkgf4711 - KCCHA - GENERAL FUND	133848	v0000777 - KIANA LODGE	4/16/2026	1,000.00
hkgf4711 - KCCHA - GENERAL FUND	133849	V0000198 - LINGO	4/16/2026	14.11
hkgf4711 - KCCHA - GENERAL FUND	133850	V0000227 - MYPRINTINGSERVICES.COM	4/16/2026	6.00
hkgf4711 - KCCHA - GENERAL FUND	133851	v0000254 - PACIFIC OFFICE AUTOMATION (OR)	4/16/2026	145.03
hkgf4711 - KCCHA - GENERAL FUND	133852	v0000255 - PACIFIC OFFICE AUTOMATION INC. (PA)	4/16/2026	431.68
hkgf4711 - KCCHA - GENERAL FUND	133853	V0000256 - PACIFICA LAW GROUP, LLP	4/16/2026	1,254.50
hkgf4711 - KCCHA - GENERAL FUND	133854	V0000272 - PUGET SOUND ENERGY	4/16/2026	829.74
hkgf4711 - KCCHA - GENERAL FUND	133855	V0000287 - RODDA PAINT COMPANY	4/16/2026	59.51
hkgf4711 - KCCHA - GENERAL FUND	133856	v0000352 - WASHINGTON STATE AUDITOR'S OFFICE	4/16/2026	1,411.00
hkgf4711 - KCCHA - GENERAL FUND	133857	v0000370 - YARDI SYSTEMS, INC.	4/16/2026	45.00
hkgf4711 - KCCHA - GENERAL FUND	133858	V0000118 - GENTILE, ANTANETTE	4/16/2026	170.45
hkgf4711 - KCCHA - GENERAL FUND	JE 7840	ACH DR- PAYNW APRIL 17, 2026 PAYROLL	4/16/2026	114,911.40
hkgf4711 - KCCHA - GENERAL FUND	JE 7841	ACH DR- PAYNW APRIL 17, 2026 TAX DEPOSITS	4/16/2026	23,942.63
hkgf4711 - KCCHA - GENERAL FUND	JE 7869	ACH DR- HSA CONTRIBUTION	4/17/2026	494.70
hkgf4711 - KCCHA - GENERAL FUND	JE 7870	ACH DR- PAYNW INVOICE APRIL 17, 2026 PAYROLL	4/17/2026	202.16
hkgf4711 - KCCHA - GENERAL FUND	JE 7945	ACH DR- CATCH UP COLLECTION FOR UPDATED WA L&I RATES 2026	4/17/2026	1,270.26
hkgf4711 - KCCHA - GENERAL FUND	99725879	V0000165 - KITSAP BANK - VISA - HEATHER L. BLOUGH	4/20/2026	388.50
hkgf4711 - KCCHA - GENERAL FUND	99725991	V0000164 - KITSAP BANK - VISA - FREDDY LINARES	4/20/2026	109.50
hkgf4711 - KCCHA - GENERAL FUND	99726051	V0000168 - KITSAP BANK-VISA-DEAN NAIL	4/20/2026	921.22
hkgf4711 - KCCHA - GENERAL FUND	JE 7893	ACH DR- VOYA DEFERRED COMP	4/20/2026	9,221.54
hkgf4711 - KCCHA - GENERAL FUND	133859	v0000192 - BERRY LAKE HOME SERVICES	4/23/2026	20,926.00
hkgf4711 - KCCHA - GENERAL FUND	133860	V0000064 - CARAHSOFT TECHNOLOGY CORPORATION	4/23/2026	2,527.54
hkgf4711 - KCCHA - GENERAL FUND	133861	v0000406 - CENTURYLINK (LUMEN)	4/23/2026	36.28
hkgf4711 - KCCHA - GENERAL FUND	133862	v0000780 - ENVIRONMENTAL WORKS	4/23/2026	4,427.50

Payment Summary
April 2026 Board Cash Disbursement Report

hkgf4711 - KCCHA - GENERAL FUND	133863	V0000149 - INSIGHT PUBLIC SECTOR	4/23/2026	1,352.40
hkgf4711 - KCCHA - GENERAL FUND	133864	V0000150 - INTELLISYSTEMS, INC.	4/23/2026	473.00
hkgf4711 - KCCHA - GENERAL FUND	133865	V0000176 - KITSAP COUNTY PUBLIC WORKS-Sewer billings	4/23/2026	109.72
hkgf4711 - KCCHA - GENERAL FUND	133866	V0000247 - OFFICE DEPOT-ACCT. 67444053	4/23/2026	182.04
hkgf4711 - KCCHA - GENERAL FUND	133867	v0000253 - PACIFIC NORTHWEST TITLE	4/23/2026	314.90
hkgf4711 - KCCHA - GENERAL FUND	133868	V0000272 - PUGET SOUND ENERGY	4/23/2026	153.20
hkgf4711 - KCCHA - GENERAL FUND	133869	v0000672 - RENTGROW, INC	4/23/2026	103.00
hkgf4711 - KCCHA - GENERAL FUND	133870	v0000299 - SEITEL SYSTEMS, LLC	4/23/2026	40.38
hkgf4711 - KCCHA - GENERAL FUND	133871	v0000314 - SMS CLEANING, INC.	4/23/2026	1,300.00
hkgf4711 - KCCHA - GENERAL FUND	133872	v0000749 - TSIMOURIS HOLDINGS SILVERDALE LLC	4/23/2026	590.88
hkgf4711 - KCCHA - GENERAL FUND	133873	v0000079 - COFFEE NEWS KITSAP	4/23/2026	400.00
hkgf4711 - KCCHA - GENERAL FUND	133874	V0000183 - KITSAP P.U.D.#1	4/23/2026	191.60
hkgf4711 - KCCHA - GENERAL FUND	133875	V0000272 - PUGET SOUND ENERGY	4/23/2026	178.26
hkgf4711 - KCCHA - GENERAL FUND	133876	V0000309 - SH-OLYMPIC SPRINGS INC.	4/23/2026	49.75
hkgf4711 - KCCHA - GENERAL FUND	133877	V0000176 - KITSAP COUNTY PUBLIC WORKS-Sewer billings	4/23/2026	109.72
hkgf4711 - KCCHA - GENERAL FUND	133878	v0000095 - DMS SUPPLY, LLC	4/30/2026	997.14
hkgf4711 - KCCHA - GENERAL FUND	133879	V0000096 - DS SALES ASSOCIATES	4/30/2026	8,999.47
hkgf4711 - KCCHA - GENERAL FUND	133880	V0000109 - FED EX	4/30/2026	12.71
hkgf4711 - KCCHA - GENERAL FUND	133881	V0000149 - INSIGHT PUBLIC SECTOR	4/30/2026	3,650.00
hkgf4711 - KCCHA - GENERAL FUND	133882	V0000247 - OFFICE DEPOT-ACCT. 67444053	4/30/2026	418.92
hkgf4711 - KCCHA - GENERAL FUND	133883	v0000253 - PACIFIC NORTHWEST TITLE	4/30/2026	420.00
hkgf4711 - KCCHA - GENERAL FUND	133884	V0000287 - RODDA PAINT COMPANY	4/30/2026	28.71
hkgf4711 - KCCHA - GENERAL FUND	JE 7903	ACH DR- PAYNW MAY 01, 2026 PAYROLL	4/30/2026	109,770.86
hkgf4711 - KCCHA - GENERAL FUND	JE 7904	ACH DR- PAYNW MAY 01, 2026 TAX DEPOSITS	4/30/2026	22,851.40
hkgf4711 - KCCHA - GENERAL FUND	JE 7908	ACH DR- REGENCE MEDICAL	4/30/2026	75,297.10
hkgf4711 - KCCHA - GENERAL FUND	JE 7909	ACH DR- VOYA DEFERRED COMP	4/30/2026	9,192.83
hkgf4711 - KCCHA - GENERAL FUND	JE 7910	ACH DR- DYNAMIC COLLECTORS INC	4/30/2026	404.76
				739,415.50

Bank	Check#	Vendor	Date	Amount
hk6311 - Section 8-Hsg Choice Vouchers	25506	v7000621 - 2102 SE SEDGWICK DBA POTTERY CREEK II	4/1/2026	1,171.00
hk6311 - Section 8-Hsg Choice Vouchers	25507	v9004279 - Abbey Lane Apartments	4/1/2026	883.00
hk6311 - Section 8-Hsg Choice Vouchers	25508	v9005018 - ADAMS, JAY PRESTON	4/1/2026	1,300.00
hk6311 - Section 8-Hsg Choice Vouchers	25509	v9006344 - Ad-West Realty Services/Conifer Ridge Senior Apts	4/1/2026	710.00
hk6311 - Section 8-Hsg Choice Vouchers	25510	v9006343 - Ad-West Realty Services/Silvercrest Apartments	4/1/2026	1,692.00
hk6311 - Section 8-Hsg Choice Vouchers	25511	v9004829 - Ad-West Realty Srvc/Island Terrace A	4/1/2026	2,670.00
hk6311 - Section 8-Hsg Choice Vouchers	25512	v9006226 - Allan Frey/Michael E Closser	4/1/2026	1,213.00
hk6311 - Section 8-Hsg Choice Vouchers	25513	v9000028 - Alta Pointe Apartments	4/1/2026	1,463.00
hk6311 - Section 8-Hsg Choice Vouchers	25514	v9003727 - Andrew Hento, Jr.	4/1/2026	375.00
hk6311 - Section 8-Hsg Choice Vouchers	25515	v9005673 - Andrew M. & Irene L. Lopez	4/1/2026	1,740.00
hk6311 - Section 8-Hsg Choice Vouchers	25516	v9006232 - Avenue 5 Apts/Ridgetop Apartments	4/1/2026	3,167.00
hk6311 - Section 8-Hsg Choice Vouchers	25517	v9006508 - Avenue 5/Atlas Apartments	4/1/2026	2,999.00
hk6311 - Section 8-Hsg Choice Vouchers	25518	v9005879 - Bay Bridge Apts	4/1/2026	6,413.00
hk6311 - Section 8-Hsg Choice Vouchers	25519	v8000555 - BPM5 LLC	4/1/2026	992.00
hk6311 - Section 8-Hsg Choice Vouchers	25520	v9005119 - Butler	4/1/2026	1,044.00
hk6311 - Section 8-Hsg Choice Vouchers	25521	v9001546 - CALNAN, TIMOTHY G.	4/1/2026	651.00
hk6311 - Section 8-Hsg Choice Vouchers	25522	v0000690 - CASCADE RIDGE APARTMENTS	4/1/2026	1,169.00
hk6311 - Section 8-Hsg Choice Vouchers	25523	v7000594 - COOPER, DAVID	4/1/2026	1,984.00
hk6311 - Section 8-Hsg Choice Vouchers	25524	v9005793 - Daniel & Ramona Kroener	4/1/2026	126.00
hk6311 - Section 8-Hsg Choice Vouchers	25525	v9000359 - David L Butcher	4/1/2026	1,230.00
hk6311 - Section 8-Hsg Choice Vouchers	25526	v8000645 - DAVID VANGINKEL	4/1/2026	1,912.00
hk6311 - Section 8-Hsg Choice Vouchers	25527	v0000675 - DEBORAH LEE HOLM	4/1/2026	1,618.00
hk6311 - Section 8-Hsg Choice Vouchers	25528	v9006675 - Del E. Mueller	4/1/2026	1,916.00
hk6311 - Section 8-Hsg Choice Vouchers	25529	v0000724 - DIAMOND PARKING/OLYMPIC VIEW APTS	4/1/2026	1,650.00
hk6311 - Section 8-Hsg Choice Vouchers	25530	v7000597 - ELEV8 RESIDENTIAL/ASGARD APTS	4/1/2026	1,339.00
hk6311 - Section 8-Hsg Choice Vouchers	25531	v0000725 - ERIC & JANET SANDALL	4/1/2026	1,805.00
hk6311 - Section 8-Hsg Choice Vouchers	25532	v8000581 - ETHOS SEAGLASS LLC/THE VIEW AT MANETTE	4/1/2026	1,567.00
hk6311 - Section 8-Hsg Choice Vouchers	25533	v9007128 - Eulalia Tomas Gonzales	4/1/2026	1,920.00
hk6311 - Section 8-Hsg Choice Vouchers	25534	v0000743 - FK INSIGNIA LLC	4/1/2026	1,514.00
hk6311 - Section 8-Hsg Choice Vouchers	25535	v8000647 - GATEWAY PROPERTY MANAGEMENT	4/1/2026	648.00
hk6311 - Section 8-Hsg Choice Vouchers	25536	v0000679 - SILVERDALE SHORES/BonaVista Mgmt	4/1/2026	1,403.00
hk6311 - Section 8-Hsg Choice Vouchers	25537	v9000764 - Griffin Glen Apartments	4/1/2026	1,336.00
hk6311 - Section 8-Hsg Choice Vouchers	25538	v9000858 - Hidden Firs III	4/1/2026	2,204.00
hk6311 - Section 8-Hsg Choice Vouchers	25539	v9001508 - Housing Resources Bainbridge/Forest Home	4/1/2026	2,621.00
hk6311 - Section 8-Hsg Choice Vouchers	25540	v9001507 - Housing Resources Bainbridge/Island Home	4/1/2026	8,632.00
hk6311 - Section 8-Hsg Choice Vouchers	25541	v8000642 - HPA II BORROWER 2020-2 LLC	4/1/2026	3,348.00
hk6311 - Section 8-Hsg Choice Vouchers	25542	v9005727 - Irrevocable Living Trust of Dorothy Lee	4/1/2026	1,567.00
hk6311 - Section 8-Hsg Choice Vouchers	25544	v9000008 - James and Cecilia Adrian	4/1/2026	19,895.00

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hk6311 - Section 8-Hsg Choice Vouchers	25545	v9001509 - Janet West Home	4/1/2026	3,811.00
hk6311 - Section 8-Hsg Choice Vouchers	25546	v9001419 - Jim Adrian/Prigger	4/1/2026	1,363.00
hk6311 - Section 8-Hsg Choice Vouchers	25547	v9002019 - JOHNSON, JOELINE R.	4/1/2026	2,435.00
hk6311 - Section 8-Hsg Choice Vouchers	25548	v9005575 - JP Housing LLC	4/1/2026	1,183.00
hk6311 - Section 8-Hsg Choice Vouchers	25549	v9006516 - Julie Bowling	4/1/2026	565.00
hk6311 - Section 8-Hsg Choice Vouchers	25550	v9005590 - Lacey Newman	4/1/2026	750.00
hk6311 - Section 8-Hsg Choice Vouchers	25551	v0000705 - LAWRENCE C. DANIELS	4/1/2026	807.00
hk6311 - Section 8-Hsg Choice Vouchers	25552	v9006249 - Lund Pointe Apartments	4/1/2026	1,411.00
hk6311 - Section 8-Hsg Choice Vouchers	25553	v0000625 - MERIDIAN GARDENS, LLC DBA KEYWAY APTS	4/1/2026	1,318.00
hk6311 - Section 8-Hsg Choice Vouchers	25554	v9002683 - Mike Foley	4/1/2026	707.00
hk6311 - Section 8-Hsg Choice Vouchers	25555	v9002914 - Mobile Properties Joint Junction LLC	4/1/2026	1,461.00
hk6311 - Section 8-Hsg Choice Vouchers	25556	v9002908 - Neil or Judy Bass	4/1/2026	1,642.00
hk6311 - Section 8-Hsg Choice Vouchers	25557	v9006887 - Norland Trails/Kitsap Olhava LLC	4/1/2026	2,481.00
hk6311 - Section 8-Hsg Choice Vouchers	25558	v9006312 - NSE Kitsap Fee Owner, LLC	4/1/2026	2,442.00
hk6311 - Section 8-Hsg Choice Vouchers	25559	v9005633 - Olympic Pointe Apartments	4/1/2026	10,249.00
hk6311 - Section 8-Hsg Choice Vouchers	25560	v9001264 - Orchard On The Green	4/1/2026	4,857.00
hk6311 - Section 8-Hsg Choice Vouchers	25561	v8000554 - ORCHARD PARK LLC	4/1/2026	1,567.00
hk6311 - Section 8-Hsg Choice Vouchers	25562	v9006061 - Park Shore Property Management/Einspahr	4/1/2026	1,100.00
hk6311 - Section 8-Hsg Choice Vouchers	25563	v9002790 - Parkhurst Apartments	4/1/2026	1,668.00
hk6311 - Section 8-Hsg Choice Vouchers	25564	v8000641 - PARKSHORE PROPERTY MANAGEMENT	4/1/2026	772.00
hk6311 - Section 8-Hsg Choice Vouchers	25565	v9001563 - Parkwood Terrace Apartment Homes	4/1/2026	2,620.00
hk6311 - Section 8-Hsg Choice Vouchers	25566	v9006398 - Pickett Prop Mgmt/Shigeta	4/1/2026	1,401.00
hk6311 - Section 8-Hsg Choice Vouchers	25567	v9006680 - Pickett Prop Mgmt/Watson	4/1/2026	1,747.00
hk6311 - Section 8-Hsg Choice Vouchers	25568	v9006483 - Pickett Property Mgt/Ana Simons Living Trust	4/1/2026	2,088.00
hk6311 - Section 8-Hsg Choice Vouchers	25569	v9005805 - Pine Ridge Apartments	4/1/2026	1,930.00
hk6311 - Section 8-Hsg Choice Vouchers	25570	v8000520 - PORT ORCHARD MULTIFAMILY LLC	4/1/2026	1,819.00
hk6311 - Section 8-Hsg Choice Vouchers	25571	v9007066 - Port Washington LLC	4/1/2026	1,775.00
hk6311 - Section 8-Hsg Choice Vouchers	25572	v8000595 - REALLY PROPERTY MANAGEMENT/KRECKER	4/1/2026	2,148.00
hk6311 - Section 8-Hsg Choice Vouchers	25573	v9005570 - REALLY PROPERTY MANAGEMENT/LOLLMAN	4/1/2026	2,650.00
hk6311 - Section 8-Hsg Choice Vouchers	25574	v9006259 - REALLY PROPERTY MANAGEMENT/NEUSON	4/1/2026	1,096.00
hk6311 - Section 8-Hsg Choice Vouchers	25575	v9006313 - RedTail Residential/The Clubhouse at Port Orchard Apts	4/1/2026	3,494.00
hk6311 - Section 8-Hsg Choice Vouchers	25576	v9006946 - Reeder Management Inc / Bay Breeze Apartments	4/1/2026	1,217.00
hk6311 - Section 8-Hsg Choice Vouchers	25577	v0000456 - REID PROPERTY MANAGEMENT LLC	4/1/2026	1,203.00
hk6311 - Section 8-Hsg Choice Vouchers	25578	v9006048 - Remax Connect/Webb	4/1/2026	1,457.00
hk6311 - Section 8-Hsg Choice Vouchers	25579	v8000674 - RENEW PROP MGMT/CAMELLE BOYKIN	4/1/2026	1,550.00
hk6311 - Section 8-Hsg Choice Vouchers	25580	v0000628 - RENEW PROP MGMT/COOPER CENTENNIAL LLC	4/1/2026	2,582.00
hk6311 - Section 8-Hsg Choice Vouchers	25581	v0000629 - RENEW PROP MGMT/CR1 5, LLC	4/1/2026	2,890.00
hk6311 - Section 8-Hsg Choice Vouchers	25582	v8000546 - RENEW PROP MGMT/SEACLIFF INVESTMENT GROUP, LLC	4/1/2026	2,368.00
hk6311 - Section 8-Hsg Choice Vouchers	25583	v0000630 - RENEW PROP MGMT/WA NATL INVESTMENT GROUP, LLC	4/1/2026	1,095.00
hk6311 - Section 8-Hsg Choice Vouchers	25584	v9001367 - Russell Frey Enterprise	4/1/2026	1,430.00
hk6311 - Section 8-Hsg Choice Vouchers	25585	v9003213 - Scandia Knolls Assoc. Limited Partnership	4/1/2026	3,487.00
hk6311 - Section 8-Hsg Choice Vouchers	25586	v8000589 - SILVA, CHRISTOPHER	4/1/2026	1,439.00
hk6311 - Section 8-Hsg Choice Vouchers	25587	v9005984 - Spencer Sutherland	4/1/2026	1,525.00
hk6311 - Section 8-Hsg Choice Vouchers	25588	v9004177 - Steven Durupt	4/1/2026	742.00
hk6311 - Section 8-Hsg Choice Vouchers	25589	v9006568 - TAM Residential/Cottage Bay Apartments	4/1/2026	8,304.00
hk6311 - Section 8-Hsg Choice Vouchers	25590	v9006561 - TAM Residential/Viewcrest Village Apts	4/1/2026	22,679.00
hk6311 - Section 8-Hsg Choice Vouchers	25591	v9006082 - The Diplomat Apartments	4/1/2026	1,149.00
hk6311 - Section 8-Hsg Choice Vouchers	25592	v0000483 - THE JOSEPH GROUP	4/1/2026	1,897.00
hk6311 - Section 8-Hsg Choice Vouchers	25593	v9006149 - The Neiders Company/Orchard Pointe Apartments	4/1/2026	1,695.00
hk6311 - Section 8-Hsg Choice Vouchers	25594	v9007049 - The Ridge at Payseno Lane Apartments	4/1/2026	546.00
hk6311 - Section 8-Hsg Choice Vouchers	25595	v0000623 - THE SINCLAIR II, LLC OF WASHINGTON	4/1/2026	1,725.00
hk6311 - Section 8-Hsg Choice Vouchers	25596	v9003785 - The Summit - HAP acct	4/1/2026	2,195.00
hk6311 - Section 8-Hsg Choice Vouchers	25598	v9003323 - Total Property Management/Lund Village	4/1/2026	946.00
hk6311 - Section 8-Hsg Choice Vouchers	25599	v9006573 - TYLER and KYLA McKEAN	4/1/2026	1,800.00
hk6311 - Section 8-Hsg Choice Vouchers	25600	v9005602 - Vintage at Bremerton	4/1/2026	9,583.00
hk6311 - Section 8-Hsg Choice Vouchers	25601	v9006533 - Vintage at Silverdale	4/1/2026	12,779.00
hk6311 - Section 8-Hsg Choice Vouchers	25602	v0000494 - VINTAGE AT SILVERDALE, LLC	4/1/2026	1,992.00
hk6311 - Section 8-Hsg Choice Vouchers	25603	v9001125 - Weatherstone Apartment Homes	4/1/2026	2,189.00
hk6311 - Section 8-Hsg Choice Vouchers	25604	v9006025 - William Brasch	4/1/2026	2,600.00
hk6311 - Section 8-Hsg Choice Vouchers	25605	v8000660 - WINDERMERE PROP MGMT/NEWKIRK	4/1/2026	2,800.00
hk6311 - Section 8-Hsg Choice Vouchers	25606	v9006971 - WINDERMERE PROPERTY MANAGEMENT/GIBBS-EGAN	4/1/2026	1,420.00
hk6311 - Section 8-Hsg Choice Vouchers	25607	v9006453 - WINDERMERE PROPERTY MANAGEMENT/KASHUK	4/1/2026	1,511.00
hk6311 - Section 8-Hsg Choice Vouchers	25608	v9006419 - WOZLECK, JAMES L.	4/1/2026	1,278.00
hk6311 - Section 8-Hsg Choice Vouchers	25610	t9001375 - Anderson	4/1/2026	197.00
hk6311 - Section 8-Hsg Choice Vouchers	25611	t0008479 - Ayers	4/1/2026	96.00
hk6311 - Section 8-Hsg Choice Vouchers	25612	t0041423 - Beck Peacock	4/1/2026	4.00
hk6311 - Section 8-Hsg Choice Vouchers	25613	t9001278 - Beebe	4/1/2026	225.00
hk6311 - Section 8-Hsg Choice Vouchers	25614	t0041910 - Bernier	4/1/2026	80.00

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hk6311 - Section 8-Hsg Choice Vouchers	25615	t9001824 - Black	4/1/2026	138.00
hk6311 - Section 8-Hsg Choice Vouchers	25616	t0012520 - Burton	4/1/2026	129.00
hk6311 - Section 8-Hsg Choice Vouchers	25617	t0007789 - Clark	4/1/2026	63.00
hk6311 - Section 8-Hsg Choice Vouchers	25618	t9001422 - Cornwell	4/1/2026	2.00
hk6311 - Section 8-Hsg Choice Vouchers	25619	t9001588 - Cyphers	4/1/2026	151.00
hk6311 - Section 8-Hsg Choice Vouchers	25620	t0017053 - Davis	4/1/2026	28.00
hk6311 - Section 8-Hsg Choice Vouchers	25621	t9001200 - Driggers	4/1/2026	158.00
hk6311 - Section 8-Hsg Choice Vouchers	25622	t0003138 - Duchesneau	4/1/2026	420.00
hk6311 - Section 8-Hsg Choice Vouchers	25623	t9001514 - Fakharzadeh	4/1/2026	35.00
hk6311 - Section 8-Hsg Choice Vouchers	25624	t9001233 - Gaeta	4/1/2026	167.00
hk6311 - Section 8-Hsg Choice Vouchers	25625	t0036851 - Gordy	4/1/2026	23.00
hk6311 - Section 8-Hsg Choice Vouchers	25626	t9001627 - Goulden	4/1/2026	124.00
hk6311 - Section 8-Hsg Choice Vouchers	25627	t0007791 - Johnson	4/1/2026	151.00
hk6311 - Section 8-Hsg Choice Vouchers	25628	t0017679 - Jones	4/1/2026	29.00
hk6311 - Section 8-Hsg Choice Vouchers	25629	b9001280 - Kahuhu	4/1/2026	116.00
hk6311 - Section 8-Hsg Choice Vouchers	25630	t0035825 - Koehler	4/1/2026	258.00
hk6311 - Section 8-Hsg Choice Vouchers	25631	t0014289 - Lange	4/1/2026	199.00
hk6311 - Section 8-Hsg Choice Vouchers	25632	t9001185 - Leggs Dunkle	4/1/2026	98.00
hk6311 - Section 8-Hsg Choice Vouchers	25633	t0036944 - Madrid	4/1/2026	197.00
hk6311 - Section 8-Hsg Choice Vouchers	25634	t0003298 - Masters	4/1/2026	16.00
hk6311 - Section 8-Hsg Choice Vouchers	25635	t9001791 - Mathis	4/1/2026	135.00
hk6311 - Section 8-Hsg Choice Vouchers	25636	t0035768 - Morse	4/1/2026	46.00
hk6311 - Section 8-Hsg Choice Vouchers	25637	t0017673 - Nall	4/1/2026	123.00
hk6311 - Section 8-Hsg Choice Vouchers	25638	t0036809 - Nguyen	4/1/2026	254.00
hk6311 - Section 8-Hsg Choice Vouchers	25639	t9001801 - Omar	4/1/2026	225.00
hk6311 - Section 8-Hsg Choice Vouchers	25640	t9001342 - Padgett	4/1/2026	152.00
hk6311 - Section 8-Hsg Choice Vouchers	25641	t0017684 - Padilla Rangel	4/1/2026	119.00
hk6311 - Section 8-Hsg Choice Vouchers	25642	t9001235 - Parker	4/1/2026	182.00
hk6311 - Section 8-Hsg Choice Vouchers	25643	t0002971 - Pearson	4/1/2026	19.00
hk6311 - Section 8-Hsg Choice Vouchers	25644	t0014175 - Rhea	4/1/2026	492.00
hk6311 - Section 8-Hsg Choice Vouchers	25645	t0038936 - Roller	4/1/2026	171.00
hk6311 - Section 8-Hsg Choice Vouchers	25646	t0017725 - Rouse	4/1/2026	21.00
hk6311 - Section 8-Hsg Choice Vouchers	25647	t0007032 - Sadewasser	4/1/2026	103.00
hk6311 - Section 8-Hsg Choice Vouchers	25648	t9001634 - Salihi	4/1/2026	212.00
hk6311 - Section 8-Hsg Choice Vouchers	25649	t0016776 - Sanders	4/1/2026	147.00
hk6311 - Section 8-Hsg Choice Vouchers	25650	t0040239 - Sanderson	4/1/2026	300.00
hk6311 - Section 8-Hsg Choice Vouchers	25651	t0017698 - Sayles	4/1/2026	97.00
hk6311 - Section 8-Hsg Choice Vouchers	25652	t9001179 - Schneider	4/1/2026	108.00
hk6311 - Section 8-Hsg Choice Vouchers	25653	t0042120 - Sharp	4/1/2026	6.00
hk6311 - Section 8-Hsg Choice Vouchers	25654	t0006818 - Sherwood	4/1/2026	74.00
hk6311 - Section 8-Hsg Choice Vouchers	25655	t0038147 - Skuza	4/1/2026	8.00
hk6311 - Section 8-Hsg Choice Vouchers	25656	t9001051 - Spears	4/1/2026	108.00
hk6311 - Section 8-Hsg Choice Vouchers	25657	t9001313 - Stone	4/1/2026	167.00
hk6311 - Section 8-Hsg Choice Vouchers	25658	t0017846 - Swenson	4/1/2026	183.00
hk6311 - Section 8-Hsg Choice Vouchers	25659	t0039439 - Talbert	4/1/2026	294.00
hk6311 - Section 8-Hsg Choice Vouchers	25660	t0013267 - Tillis	4/1/2026	261.00
hk6311 - Section 8-Hsg Choice Vouchers	25661	t0036497 - Turner	4/1/2026	60.00
hk6311 - Section 8-Hsg Choice Vouchers	25662	t9001212 - Veach	4/1/2026	95.00
hk6311 - Section 8-Hsg Choice Vouchers	25663	t0042129 - Williams	4/1/2026	8.00
hk6311 - Section 8-Hsg Choice Vouchers	25664	t0035827 - Wilson	4/1/2026	226.00
hk6311 - Section 8-Hsg Choice Vouchers	1	v0000493 - HARCOURTS PENINSULA PROPERTIES	4/2/2026	1,805.00
hk6311 - Section 8-Hsg Choice Vouchers	10	v0000742 - GIG HARBOR PROP MGMT/PORTER	4/2/2026	2,550.00
hk6311 - Section 8-Hsg Choice Vouchers	11	v8000514 - CDJ3@WA PROPERTY LLC	4/2/2026	2,494.00
hk6311 - Section 8-Hsg Choice Vouchers	12	v8000519 - KITSAP MENTAL HEALTH SERVICES	4/2/2026	8,281.00
hk6311 - Section 8-Hsg Choice Vouchers	13	v8000593 - BAGGERLY, KEITH	4/2/2026	686.00
hk6311 - Section 8-Hsg Choice Vouchers	14	v8000644 - CG WELLINGTON, LLC	4/2/2026	1,485.00
hk6311 - Section 8-Hsg Choice Vouchers	15	v8000657 - SATRAN-LOUDIN, JILL	4/2/2026	1,221.00
hk6311 - Section 8-Hsg Choice Vouchers	16	v8000661 - CROSSPOINTE ASSOC LTD PARTNERSHIP	4/2/2026	3,173.00
hk6311 - Section 8-Hsg Choice Vouchers	17	v8000664 - BERNTSEN, SPENCER	4/2/2026	1,160.00
hk6311 - Section 8-Hsg Choice Vouchers	18	v9000445 - CLARK, STEPHEN M.	4/2/2026	837.00
hk6311 - Section 8-Hsg Choice Vouchers	19	v9000568 - Robert W Dick	4/2/2026	1,290.00
hk6311 - Section 8-Hsg Choice Vouchers	2	v0000624 - ADVANI, ANURADHA	4/2/2026	3,020.00
hk6311 - Section 8-Hsg Choice Vouchers	20	v9000729 - GAINES, MARK A.	4/2/2026	2,000.00
hk6311 - Section 8-Hsg Choice Vouchers	21	v9000881 - Eric Holm	4/2/2026	10,846.00
hk6311 - Section 8-Hsg Choice Vouchers	22	v9001416 - Frank J Prentice	4/2/2026	418.00
hk6311 - Section 8-Hsg Choice Vouchers	23	v9003457 - EP Holdings LLC/Erlands Point Apartments	4/2/2026	1,830.00
hk6311 - Section 8-Hsg Choice Vouchers	24	v9004359 - Rawlin Swanson	4/2/2026	1,932.00
hk6311 - Section 8-Hsg Choice Vouchers	25	v9004679 - Joan Davis	4/2/2026	1,442.00

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hk6311 - Section 8-Hsg Choice Vouchers	26	v9005809 - Evert, Brenda	4/2/2026	1,096.00
hk6311 - Section 8-Hsg Choice Vouchers	27	v9006030 - Brenna Fields/Aspen Orchard LLC	4/2/2026	1,285.00
hk6311 - Section 8-Hsg Choice Vouchers	28	v9006083 - Tip Top Property Investments LLC	4/2/2026	3,401.00
hk6311 - Section 8-Hsg Choice Vouchers	29	v9006236 - REally Property Mgmt/Borgatti	4/2/2026	1,574.00
hk6311 - Section 8-Hsg Choice Vouchers	3	v0000683 - Pierce County Housing Authority	4/2/2026	36,923.67
hk6311 - Section 8-Hsg Choice Vouchers	30	v9006311 - Details Property Mgmt/Kallander	4/2/2026	1,731.00
hk6311 - Section 8-Hsg Choice Vouchers	31	v9006369 - REally Prop Mgmt/Seattle Youth Home Servs LLC	4/2/2026	935.00
hk6311 - Section 8-Hsg Choice Vouchers	32	v9006373 - Marty D. Lemon/Sydney LLC	4/2/2026	962.00
hk6311 - Section 8-Hsg Choice Vouchers	33	v9006443 - Mary E. Heskett	4/2/2026	1,485.00
hk6311 - Section 8-Hsg Choice Vouchers	34	v9006611 - ID Ent Rentals LLC	4/2/2026	1,495.00
hk6311 - Section 8-Hsg Choice Vouchers	35	v9006774 - Carlos E. Aceves	4/2/2026	2,078.00
hk6311 - Section 8-Hsg Choice Vouchers	36	v9007013 - ID Ent Rentals LLC/Haj	4/2/2026	2,700.00
hk6311 - Section 8-Hsg Choice Vouchers	37	v9007024 - Deborah McRae	4/2/2026	215.00
hk6311 - Section 8-Hsg Choice Vouchers	38	v9007117 - REally Property Mgmt/Morley	4/2/2026	2,800.00
hk6311 - Section 8-Hsg Choice Vouchers	4	v0000688 - Housing Authority of Snohomish County	4/2/2026	1,592.19
hk6311 - Section 8-Hsg Choice Vouchers	5	v0000691 - REALLY PROP MGMT/MONTMINY	4/2/2026	2,850.00
hk6311 - Section 8-Hsg Choice Vouchers	6	v0000709 - VINSHAW HOLDINGS, LLC	4/2/2026	2,816.00
hk6311 - Section 8-Hsg Choice Vouchers	7	v0000727 - DETAILS PROP MGMT/KEETON	4/2/2026	1,489.00
hk6311 - Section 8-Hsg Choice Vouchers	8	v0000733 - EDWARD & MARLYS RECKNAGLE	4/2/2026	317.00
hk6311 - Section 8-Hsg Choice Vouchers	9	v0000736 - DYER, KIMBERLEE M	4/2/2026	1,856.00
hk6311 - Section 8-Hsg Choice Vouchers	99339920	v0000001 - Housing Kitsap	4/2/2026	123,051.00
hk6311 - Section 8-Hsg Choice Vouchers	99339920	v0000478 - HK Homes	4/2/2026	28,931.00
hk6311 - Section 8-Hsg Choice Vouchers	99339920	v9007124 - HK Homes (for Golden Tides 1)	4/2/2026	11,099.00
hk6311 - Section 8-Hsg Choice Vouchers	99339920	v9007129 - HK Homes (for Nollwood)	4/2/2026	21,505.00
hk6311 - Section 8-Hsg Choice Vouchers	99339737	v9000691 - Finch Place Apartments	4/3/2026	540.00
hk6311 - Section 8-Hsg Choice Vouchers	99339740	v9005615 - Fjord Vista II	4/3/2026	641.00
hk6311 - Section 8-Hsg Choice Vouchers	99339742	v0000001 - Housing Kitsap	4/3/2026	1,270.00
hk6311 - Section 8-Hsg Choice Vouchers	99339742	v9005608 - Golden Tides II	4/3/2026	9,787.00
hk6311 - Section 8-Hsg Choice Vouchers	99339748	v0000001 - Housing Kitsap	4/3/2026	3,561.00
hk6311 - Section 8-Hsg Choice Vouchers	99339748	v0000005 - Kitsap Apartments	4/3/2026	1,935.00
hk6311 - Section 8-Hsg Choice Vouchers	99339748	v9000966 - KAS - Kingston Ridge Apartments	4/3/2026	8,770.00
hk6311 - Section 8-Hsg Choice Vouchers	99339750	v0000001 - Housing Kitsap	4/3/2026	2,416.00
hk6311 - Section 8-Hsg Choice Vouchers	99339750	v9001405 - KAS - CONIFER WOODS APARTMENTS	4/3/2026	38,380.00
hk6311 - Section 8-Hsg Choice Vouchers	99339753	v0000001 - Housing Kitsap	4/3/2026	963.00
hk6311 - Section 8-Hsg Choice Vouchers	99339753	v9001407 - Port Orchard Vista Apartments	4/3/2026	21,102.00
hk6311 - Section 8-Hsg Choice Vouchers	99339754	v0000001 - Housing Kitsap	4/3/2026	18,436.00
hk6311 - Section 8-Hsg Choice Vouchers	99339756	v9001278 - KAS - Park Place Apartments	4/3/2026	4,808.00
hk6311 - Section 8-Hsg Choice Vouchers	99339757	v9001022 - Liberty Bay Apartments	4/3/2026	16,431.00
hk6311 - Section 8-Hsg Choice Vouchers	99339760	v9001050 - Madrona Manor	4/3/2026	12,959.00
hk6311 - Section 8-Hsg Choice Vouchers	99339763	v0000721 - NORDIC COTTAGES	4/3/2026	10,981.00
hk6311 - Section 8-Hsg Choice Vouchers	99352703	v0000742 - GIG HARBOR PROP MGMT/PORTER	4/20/2026	4,280.00
hk6311 - Section 8-Hsg Choice Vouchers	25665	v9005909 - Fairground Fee Owner LLC	4/21/2026	2,497.00
hk6311 - Section 8-Hsg Choice Vouchers	25666	v9001264 - Orchard On The Green	4/21/2026	16.00
hk6311 - Section 8-Hsg Choice Vouchers	25667	t9001300 - Pinney	4/21/2026	334.00
hk6311 - Section 8-Hsg Choice Vouchers	25668	v9006561 - TAM Residential/Viewcrest Village Apts	4/21/2026	1,488.00
hk6311 - Section 8-Hsg Choice Vouchers	39	v9001022 - Liberty Bay Apartments	4/22/2026	1,199.00
hk6311 - Section 8-Hsg Choice Vouchers	99357143	v0000773 - SEDGWICK VENTURES LLC dba POTTERY CREEK	4/28/2026	1,581.00
hk6311 - Section 8-Hsg Choice Vouchers	41	v9001022 - Liberty Bay Apartments	4/30/2026	1,217.00

731,065.86

Bank	Check#	Vendor	Date	Amount
hkop8711 - HK_MF_All-Owned_OP	2634	V0000035 - BAINBRIDGE ISLAND, CITY OF-Utility billing	4/2/2026	6,250.00
hkop8711 - HK_MF_All-Owned_OP	2635	V0000065 - CASCADE NATURAL GAS CORP.	4/2/2026	587.97
hkop8711 - HK_MF_All-Owned_OP	2636	V0000080 - COMCAST	4/2/2026	154.29
hkop8711 - HK_MF_All-Owned_OP	2637	V0000121 - GLOBAL VERIFICATION NETWORK	4/2/2026	575.30
hkop8711 - HK_MF_All-Owned_OP	2638	v0000157 - JIFFY LUBE	4/2/2026	128.14
hkop8711 - HK_MF_All-Owned_OP	2639	V0000247 - OFFICE DEPOT-ACCT. 67444053	4/2/2026	274.64
hkop8711 - HK_MF_All-Owned_OP	2640	v0000416 - PETTY CASH FUND - MADRONA MANOR	4/2/2026	83.48
hkop8711 - HK_MF_All-Owned_OP	2641	v0000417 - PETTY CASH FUND - ORCHARD BLUFF	4/2/2026	92.45
hkop8711 - HK_MF_All-Owned_OP	2642	V0000334 - THYSSENKRUPP ELEVATOR CORP.	4/2/2026	2,985.00
hkop8711 - HK_MF_All-Owned_OP	2643	V0000362 - WEST SOUND UTILITY DISTRICT	4/2/2026	12,026.56
hkop8711 - HK_MF_All-Owned_OP	JE 7835	HAP RECLAIMS FOR HAP TXFR 04/02/2026PATTON 06/25, 07/25, & 08/25	4/2/2026	3,831.00
hkop8711 - HK_MF_All-Owned_OP	JE 7836	HAP ABATEMENT: SMITH 11/2025	4/2/2026	2,347.00
hkop8711 - HK_MF_All-Owned_OP	JE 7838	HAP CORRECTION: CARVER 07/25 & 08/25	4/2/2026	6.00
hkop8711 - HK_MF_All-Owned_OP	JE 7839	ABATEMENT: GREGORY 11/2025	4/2/2026	1,860.00
hkop8711 - HK_MF_All-Owned_OP	JE 7842	ABATEMENT: CALDIER 11/2025	4/2/2026	2,583.00
hkop8711 - HK_MF_All-Owned_OP	JE 7843	ABATEMETN: REITSMA 11/2025	4/2/2026	2,752.00
hkop8711 - HK_MF_All-Owned_OP	JE 7844	ABATEMENT: SAN NICOL MONTANONA 11/2025	4/2/2026	1,020.00

Payment Summary
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hkop8711 - HK_MF_All-Owned_OP	JE 7845	ABATEMENT: HOLLIE 11/2025	4/2/2026	1,959.00
hkop8711 - HK_MF_All-Owned_OP	JE 7846	HAP REPAYMENT: PARKER (-3175+3027= \$-148)	4/2/2026	148.00
hkop8711 - HK_MF_All-Owned_OP	JE 7847	HAP REPAYMENT: LANKI 02/2026	4/2/2026	2,041.00
hkop8711 - HK_MF_All-Owned_OP	JE 7848	HAP REPAYMENT: LANKI 03/2026	4/2/2026	2,041.00
hkop8711 - HK_MF_All-Owned_OP	JE 7849	HAP REPAYMENT: DICKEY 03/2025	4/2/2026	2,036.00
hkop8711 - HK_MF_All-Owned_OP	JE 7850	HAP REPAYMENT: DICKEY 04/2025	4/2/2026	2,036.00
hkop8711 - HK_MF_All-Owned_OP	JE 7851	HAP REPAYMENT: DICKEY 05/2025	4/2/2026	2,036.00
hkop8711 - HK_MF_All-Owned_OP	JE 7852	HAP REPAYMENT: DELOACH 01/2026	4/2/2026	1,229.00
hkop8711 - HK_MF_All-Owned_OP	JE 7853	HAP REPAYMENT: DELOACH 02/2026	4/2/2026	1,229.00
hkop8711 - HK_MF_All-Owned_OP	JE 7854	HAP REPAYMENT: DELOACH 03/2026	4/2/2026	1,229.00
hkop8711 - HK_MF_All-Owned_OP	JE 7855	HAP REPAYMENT: SMITH MARK 05/2025	4/2/2026	410.00
hkop8711 - HK_MF_All-Owned_OP	JE 7856	HAP REPAYMENT: DONOHUE 03/2025	4/2/2026	1,354.00
hkop8711 - HK_MF_All-Owned_OP	JE 7857	HAP REPAYMENT: DONOHUE 04/2025	4/2/2026	1,354.00
hkop8711 - HK_MF_All-Owned_OP	JE 7858	HAP REPAYMENT: DONOHUE 05/2025	4/2/2026	1,354.00
hkop8711 - HK_MF_All-Owned_OP	JE 7859	HAP REPAYMENT: HAMILTON 10/2024	4/2/2026	864.00
hkop8711 - HK_MF_All-Owned_OP	JE 7860	HAP REPAYMENT: HAMILTON 11/2024	4/2/2026	864.00
hkop8711 - HK_MF_All-Owned_OP	JE 7861	HAP REPAYMENT: HAMILTON 12/2024	4/2/2026	864.00
hkop8711 - HK_MF_All-Owned_OP	JE 7862	HAP REPAYMENT: HAMILTON 01/2025	4/2/2026	864.00
hkop8711 - HK_MF_All-Owned_OP	JE 7863	HAP REPAYMENT: HAMILTON 02/2025	4/2/2026	864.00
hkop8711 - HK_MF_All-Owned_OP	JE 7864	HAP REPAYMENT: HAMILTON 03/2025	4/2/2026	864.00
hkop8711 - HK_MF_All-Owned_OP	JE 7865	HAP REPAYMENT: HAMILTON 04/2025	4/2/2026	864.00
hkop8711 - HK_MF_All-Owned_OP	JE 7866	HAP REPAYMENT: WIDEN 07/2025	4/2/2026	2,613.00
hkop8711 - HK_MF_All-Owned_OP	JE 7867	HAP REPAYMENT: WIDEN 08/2025	4/2/2026	2,613.00
hkop8711 - HK_MF_All-Owned_OP	2644	t0000118 - Carr	4/3/2026	65.00
hkop8711 - HK_MF_All-Owned_OP	2645	t0000107 - Garfield	4/3/2026	89.00
hkop8711 - HK_MF_All-Owned_OP	2646	t0000075 - Johnston	4/3/2026	65.00
hkop8711 - HK_MF_All-Owned_OP	2647	t0000111 - Wiklund	4/3/2026	78.00
hkop8711 - HK_MF_All-Owned_OP	RC 52587	Returned item t9001462	4/5/2026	219.00
hkop8711 - HK_MF_All-Owned_OP	99565538	V0000136 - HD SUPPLY - ACCT.#104436	4/6/2026	8,052.48
hkop8711 - HK_MF_All-Owned_OP	99031748	v0000201 - LOWES - AM DEPT	4/7/2026	507.61
hkop8711 - HK_MF_All-Owned_OP	2648	V0000025 - ANCHOR SAVINGS BANK-WCRA for WINDSONG	4/9/2026	6,162.66
hkop8711 - HK_MF_All-Owned_OP	2649	V0000034 - BAINBRIDGE DISPOSAL, INC.	4/9/2026	1,245.67
hkop8711 - HK_MF_All-Owned_OP	2650	v0000746 - BUILDING A TRADITION, LLC	4/9/2026	2,775.00
hkop8711 - HK_MF_All-Owned_OP	2651	v0000776 - FORECAST ENERGY	4/9/2026	91,147.84
hkop8711 - HK_MF_All-Owned_OP	2652	V0000121 - GLOBAL VERIFICATION NETWORK	4/9/2026	80.95
hkop8711 - HK_MF_All-Owned_OP	2653	V0000138 - HENERY HARDWARE, INC.	4/9/2026	43.35
hkop8711 - HK_MF_All-Owned_OP	2654	V0000175 - KITSAP COUNTY PUBLIC WORKS-dump fees	4/9/2026	177.94
hkop8711 - HK_MF_All-Owned_OP	2655	v0000267 - POULSBO, CITY OF	4/9/2026	8,513.01
hkop8711 - HK_MF_All-Owned_OP	2656	v0000281 - RELIABLE PARTS	4/9/2026	180.52
hkop8711 - HK_MF_All-Owned_OP	2657	V0000287 - RODDA PAINT COMPANY	4/9/2026	714.08
hkop8711 - HK_MF_All-Owned_OP	2658	V0000312 - SILVERDALE WATER DISTRICT	4/9/2026	2,947.36
hkop8711 - HK_MF_All-Owned_OP	2659	V0000359 - WAVE ASTOUND	4/9/2026	91.89
hkop8711 - HK_MF_All-Owned_OP	2660	v0000667 - WESTERN EXTERMINATOR	4/9/2026	128.75
hkop8711 - HK_MF_All-Owned_OP	99344455	v0000001 - Housing Kitsap	4/9/2026	5,000.00
hkop8711 - HK_MF_All-Owned_OP	99920019	v0000201 - LOWES - AM DEPT	4/9/2026	7,296.64
hkop8711 - HK_MF_All-Owned_OP	RC 52660	Returned item t0000045	4/9/2026	422.00
hkop8711 - HK_MF_All-Owned_OP	99000505	V0000136 - HD SUPPLY - ACCT.#104436	4/10/2026	4,110.08
hkop8711 - HK_MF_All-Owned_OP	99109466	v0000143 - HOME DEPOT CREDIT SVCS- 4595	4/10/2026	10,950.44
hkop8711 - HK_MF_All-Owned_OP	99344457	v0000610 - HK_MF_RD-REQ-RESERVES	4/10/2026	3,438.34
hkop8711 - HK_MF_All-Owned_OP	RC 53327	Returned item t0000003	4/15/2026	310.00
hkop8711 - HK_MF_All-Owned_OP	2661	V0000047 - BREM AIR DISPOSAL, INC.-Commercial accts	4/16/2026	5,046.34
hkop8711 - HK_MF_All-Owned_OP	2662	V0000050 - BREMERTON CITY OF-Utility Billing	4/16/2026	2,087.32
hkop8711 - HK_MF_All-Owned_OP	2663	v0000746 - BUILDING A TRADITION, LLC	4/16/2026	1,588.00
hkop8711 - HK_MF_All-Owned_OP	2664	V0000080 - COMCAST	4/16/2026	119.89
hkop8711 - HK_MF_All-Owned_OP	2665	v0000684 - CONSENSUS CLOUD SOLUTIONS CANADA ULC	4/16/2026	12.50
hkop8711 - HK_MF_All-Owned_OP	2666	V0000121 - GLOBAL VERIFICATION NETWORK	4/16/2026	57.03
hkop8711 - HK_MF_All-Owned_OP	2667	V0000138 - HENERY HARDWARE, INC.	4/16/2026	91.47
hkop8711 - HK_MF_All-Owned_OP	2668	V0000176 - KITSAP COUNTY PUBLIC WORKS-Sewer billings	4/16/2026	11,638.90
hkop8711 - HK_MF_All-Owned_OP	2669	v0000765 - LEFLER TREE SERVICE	4/16/2026	37,675.00
hkop8711 - HK_MF_All-Owned_OP	2670	V0000247 - OFFICE DEPOT-ACCT. 67444053	4/16/2026	506.13
hkop8711 - HK_MF_All-Owned_OP	2671	v0000255 - PACIFIC OFFICE AUTOMATION INC. (PA)	4/16/2026	317.39
hkop8711 - HK_MF_All-Owned_OP	2672	V0000272 - PUGET SOUND ENERGY	4/16/2026	8,884.26
hkop8711 - HK_MF_All-Owned_OP	JE 7960	PROJS REIMB 04/16/26 TRANSFER FROM 8711 TO 4711	4/16/2026	100,865.60
hkop8711 - HK_MF_All-Owned_OP	JE 7961	RD PROJS REIMB TO GF 04/16/26 TRANSFER	4/16/2026	43,889.67
hkop8711 - HK_MF_All-Owned_OP	JE 7962	TS REIMB TO GF (04/16/26 TRANSFER 8711 TO 4711)	4/16/2026	7,962.59
hkop8711 - HK_MF_All-Owned_OP	RC 53426	Returned item t0000013	4/16/2026	537.00
hkop8711 - HK_MF_All-Owned_OP	RC 53431	Returned item t0000003	4/16/2026	310.00
hkop8711 - HK_MF_All-Owned_OP	99725932	V0000165 - KITSAP BANK - VISA - HEATHER L. BLOUGH	4/20/2026	437.68

Payment Summary
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hkop8711 - HK_MF_All-Owned_OP	2673	v0000746 - BUILDING A TRADITION, LLC	4/23/2026	5,947.00
hkop8711 - HK_MF_All-Owned_OP	2674	V0000065 - CASCADE NATURAL GAS CORP.	4/23/2026	390.04
hkop8711 - HK_MF_All-Owned_OP	2675	V0000088 - DANO'S SEPTIC	4/23/2026	1,800.00
hkop8711 - HK_MF_All-Owned_OP	2676	V0000121 - GLOBAL VERIFICATION NETWORK	4/23/2026	342.18
hkop8711 - HK_MF_All-Owned_OP	2677	v0000238 - NORTH PERRY AVENUE WATER DISTRICT	4/23/2026	1,160.56
hkop8711 - HK_MF_All-Owned_OP	2678	V0000262 - PITNEY BOWES RESERVE ACCOUNT	4/23/2026	1,000.00
hkop8711 - HK_MF_All-Owned_OP	2679	V0000272 - PUGET SOUND ENERGY	4/23/2026	5,686.05
hkop8711 - HK_MF_All-Owned_OP	2680	v0000089 - WA DEPARTMENT OF COMMERCE	4/23/2026	15,015.67
hkop8711 - HK_MF_All-Owned_OP	2681	V0000359 - WAVE ASTOUND	4/23/2026	299.97
hkop8711 - HK_MF_All-Owned_OP	99358893	v0000478 - HK Homes	4/29/2026	3,187.32
hkop8711 - HK_MF_All-Owned_OP	99358901	v9005608 - Golden Tides II	4/29/2026	73.40
hkop8711 - HK_MF_All-Owned_OP	2682	V0000050 - BREMERTON CITY OF-Utility Billing	4/30/2026	5,832.41
hkop8711 - HK_MF_All-Owned_OP	2683	v0000746 - BUILDING A TRADITION, LLC	4/30/2026	10,400.00
hkop8711 - HK_MF_All-Owned_OP	2684	V0000065 - CASCADE NATURAL GAS CORP.	4/30/2026	1,227.13
hkop8711 - HK_MF_All-Owned_OP	2685	V0000088 - DANO'S SEPTIC	4/30/2026	2,500.00
hkop8711 - HK_MF_All-Owned_OP	2686	V0000175 - KITSAP COUNTY PUBLIC WORKS-dump fees	4/30/2026	278.51
hkop8711 - HK_MF_All-Owned_OP	2687	V0000183 - KITSAP P.U.D.#1	4/30/2026	514.70
hkop8711 - HK_MF_All-Owned_OP	2688	v0000726 - MATERNAL INSTINCTS	4/30/2026	2,585.00
hkop8711 - HK_MF_All-Owned_OP	2689	V0000247 - OFFICE DEPOT--ACCT. 67444053	4/30/2026	220.17
hkop8711 - HK_MF_All-Owned_OP	2690	V0000287 - RODDA PAINT COMPANY	4/30/2026	359.46
hkop8711 - HK_MF_All-Owned_OP	2691	t9000245 - Boykin	4/30/2026	1,865.50
hkop8711 - HK_MF_All-Owned_OP	JE 7953	TRANSFER RRA/FVII US RD RA MONIES MISTAKENLY DEPOSITED TO 8711	4/30/2026	32,340.40
				539,151.68

Bank	Check#	Vendor	Date	Amount
hk7911 - HK_MF_Sep_Corp_OP	JE 7817	BHA EFT 121126 HAP RECLAIM 02/2026 TENANT: Sero-Gould	4/1/2026	1,880.00
hk7911 - HK_MF_Sep_Corp_OP	JE 7818	BHA EFT 121126 HAP RECLAIM 03/2026TENANT: Sero-Gould	4/1/2026	1,880.00
hk7911 - HK_MF_Sep_Corp_OP	JE 7920	Reclassify EFT payment as it was received. GT3 payment continues to be sent from	4/1/2026	897.00
hk7911 - HK_MF_Sep_Corp_OP	984	v0000598 - ASHLEY'S CLEANING	4/2/2026	330.00
hk7911 - HK_MF_Sep_Corp_OP	985	V0000070 - CINTAS FIRE 636525	4/2/2026	907.19
hk7911 - HK_MF_Sep_Corp_OP	986	V0000246 - OFFICE DEPOT--ACCT# 19356639	4/2/2026	120.56
hk7911 - HK_MF_Sep_Corp_OP	987	v0000474 - PETTY CASH FUND - PORT ORCHARD VISTA	4/2/2026	92.40
hk7911 - HK_MF_Sep_Corp_OP	988	V0000271 - PUCKETT & REDFORD P.L.L.C.	4/2/2026	2,588.59
hk7911 - HK_MF_Sep_Corp_OP	989	V0000272 - PUGET SOUND ENERGY	4/2/2026	7,137.81
hk7911 - HK_MF_Sep_Corp_OP	990	V0000287 - RODDA PAINT COMPANY	4/2/2026	42.65
hk7911 - HK_MF_Sep_Corp_OP	991	V0000294 - SCOTT MCLENDONS HARDWARE	4/2/2026	79.73
hk7911 - HK_MF_Sep_Corp_OP	992	V0000362 - WEST SOUND UTILITY DISTRICT	4/2/2026	20,954.98
hk7911 - HK_MF_Sep_Corp_OP	1000	t9000735 - Ives	4/3/2026	67.00
hk7911 - HK_MF_Sep_Corp_OP	1001	t9000564 - JOHNSON	4/3/2026	67.00
hk7911 - HK_MF_Sep_Corp_OP	1002	t9000555 - KELLEY	4/3/2026	121.00
hk7911 - HK_MF_Sep_Corp_OP	1003	t9000495 - KELLY	4/3/2026	67.00
hk7911 - HK_MF_Sep_Corp_OP	1004	t9000508 - Maier	4/3/2026	67.00
hk7911 - HK_MF_Sep_Corp_OP	1005	t9000437 - Mason	4/3/2026	83.00
hk7911 - HK_MF_Sep_Corp_OP	1006	t9000419 - O'Con	4/3/2026	14.00
hk7911 - HK_MF_Sep_Corp_OP	1007	t9000436 - Olafsen	4/3/2026	83.00
hk7911 - HK_MF_Sep_Corp_OP	1008	t0000150 - Rhodelander	4/3/2026	38.00
hk7911 - HK_MF_Sep_Corp_OP	1009	t9000743 - Scherler-Evenson	4/3/2026	121.00
hk7911 - HK_MF_Sep_Corp_OP	1010	t9001487 - Short	4/3/2026	67.00
hk7911 - HK_MF_Sep_Corp_OP	1011	t9000560 - WIPFF	4/3/2026	23.00
hk7911 - HK_MF_Sep_Corp_OP	1012	v0000681 - HARBOR APPEALS AND LAW PLLC	4/3/2026	140.00
hk7911 - HK_MF_Sep_Corp_OP	993	t9000429 - Broadrick	4/3/2026	77.00
hk7911 - HK_MF_Sep_Corp_OP	994	t0000141 - Bryant	4/3/2026	73.00
hk7911 - HK_MF_Sep_Corp_OP	995	t9001378 - Dunbar	4/3/2026	67.00
hk7911 - HK_MF_Sep_Corp_OP	996	t9000534 - Dunn	4/3/2026	18.00
hk7911 - HK_MF_Sep_Corp_OP	997	t9000459 - Fontana	4/3/2026	83.00
hk7911 - HK_MF_Sep_Corp_OP	998	t9001330 - Haynes	4/3/2026	94.00
hk7911 - HK_MF_Sep_Corp_OP	999	t9000462 - Hoskinson	4/3/2026	83.00
hk7911 - HK_MF_Sep_Corp_OP	99022680	v0000201 - LOWES - AM DEPT	4/6/2026	1,168.04
hk7911 - HK_MF_Sep_Corp_OP	99563229	V0000135 - HD SUPPLY - #3320024	4/6/2026	6,938.73
hk7911 - HK_MF_Sep_Corp_OP	99795612	V0000135 - HD SUPPLY - #3320024	4/8/2026	55.26
hk7911 - HK_MF_Sep_Corp_OP	1013	V0000065 - CASCADE NATURAL GAS CORP.	4/9/2026	260.08
hk7911 - HK_MF_Sep_Corp_OP	1014	V0000121 - GLOBAL VERIFICATION NETWORK	4/9/2026	342.18
hk7911 - HK_MF_Sep_Corp_OP	1015	v0000267 - POULSBO, CITY OF	4/9/2026	2,380.39
hk7911 - HK_MF_Sep_Corp_OP	1016	V0000272 - PUGET SOUND ENERGY	4/9/2026	163.22
hk7911 - HK_MF_Sep_Corp_OP	1017	V0000294 - SCOTT MCLENDONS HARDWARE	4/9/2026	569.54
hk7911 - HK_MF_Sep_Corp_OP	1018	V0000312 - SILVERDALE WATER DISTRICT	4/9/2026	668.52
hk7911 - HK_MF_Sep_Corp_OP	99344453	v0000001 - Housing Kitsap	4/9/2026	5,000.00
hk7911 - HK_MF_Sep_Corp_OP	99344459	v0000608 - HK_MF_SEP-CORP-RESERVES	4/9/2026	8,063.65

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hk7911 - HK_MF_Sep_Corp_OP	99013235	V0000135 - HD SUPPLY - #3320024	4/10/2026	15,990.03
hk7911 - HK_MF_Sep_Corp_OP	99107050	v0000143 - HOME DEPOT CREDIT SVCS- 4595	4/10/2026	395.92
hk7911 - HK_MF_Sep_Corp_OP	99959886	v0000201 - LOWES - AM DEPT	4/10/2026	1,960.21
hk7911 - HK_MF_Sep_Corp_OP	99016233	V0000135 - HD SUPPLY - #3320024	4/13/2026	13,963.39
hk7911 - HK_MF_Sep_Corp_OP	JE 7813	BHA EFT 121120 HAP Reclaim 01/2026 Rubenstein	4/13/2026	816.00
hk7911 - HK_MF_Sep_Corp_OP	1019	v0000698 - APARTMENTS LLC	4/16/2026	207.67
hk7911 - HK_MF_Sep_Corp_OP	1020	v0000769 - BALANCED HOUSING SOLUTIONS	4/16/2026	2,070.00
hk7911 - HK_MF_Sep_Corp_OP	1021	V0000047 - BREM AIR DISPOSAL, INC.-Commercial accts	4/16/2026	11,488.16
hk7911 - HK_MF_Sep_Corp_OP	1022	V0000050 - BREMERTON CITY OF-Utility Billing	4/16/2026	3,178.12
hk7911 - HK_MF_Sep_Corp_OP	1023	v0000376 - BRETEYS CONSTRUCTION LLC	4/16/2026	50,808.85
hk7911 - HK_MF_Sep_Corp_OP	1024	v0000746 - BUILDING A TRADITION, LLC	4/16/2026	7,398.30
hk7911 - HK_MF_Sep_Corp_OP	1025	V0000121 - GLOBAL VERIFICATION NETWORK	4/16/2026	285.15
hk7911 - HK_MF_Sep_Corp_OP	1026	v0000681 - HARBOR APPEALS AND LAW PLLC	4/16/2026	210.00
hk7911 - HK_MF_Sep_Corp_OP	1027	V0000135 - HD SUPPLY - #3320024	4/16/2026	183.57
hk7911 - HK_MF_Sep_Corp_OP	1028	V0000176 - KITSAP COUNTY PUBLIC WORKS-Sewer billings	4/16/2026	5,729.92
hk7911 - HK_MF_Sep_Corp_OP	1029	v0000455 - KURTZ, HEATHER	4/16/2026	10.48
hk7911 - HK_MF_Sep_Corp_OP	1030	v0000255 - PACIFIC OFFICE AUTOMATION INC. (PA)	4/16/2026	211.62
hk7911 - HK_MF_Sep_Corp_OP	1032	V0000287 - RODDA PAINT COMPANY	4/16/2026	147.20
hk7911 - HK_MF_Sep_Corp_OP	JE 7963	KAS REIMBS TO GF (04/16/26 TRANSFER 7911 TO 4711)	4/16/2026	105,673.95
hk7911 - HK_MF_Sep_Corp_OP	JE 7964	04/16/26 TRANSFER 7911 TO 4711 (LB REIMB TO GF)	4/16/2026	5,459.75
hk7911 - HK_MF_Sep_Corp_OP	JE 7965	04/16/26 TRANSFER 7911 TO 4711 (RRA/FVII REIMB TO GF)	4/16/2026	3,573.13
hk7911 - HK_MF_Sep_Corp_OP	1033	V0000272 - PUGET SOUND ENERGY	4/17/2026	8,895.43
hk7911 - HK_MF_Sep_Corp_OP	1034	V0000047 - BREM AIR DISPOSAL, INC.-Commercial accts	4/17/2026	3,387.65
hk7911 - HK_MF_Sep_Corp_OP	JE 7895	RECLASSIFY BHA PAYMENT. ACTUALLY RECEIVED 04/01/2026	4/17/2026	1,307.00
hk7911 - HK_MF_Sep_Corp_OP	RC 53491	Returned item t0000230	4/17/2026	1,127.00
hk7911 - HK_MF_Sep_Corp_OP	RC 53494	Returned item t0000300	4/17/2026	1,088.00
hk7911 - HK_MF_Sep_Corp_OP	RC 53504	Returned item t0000232	4/17/2026	1,248.00
hk7911 - HK_MF_Sep_Corp_OP	RC 53507	Returned item t9001415	4/17/2026	1,219.00
hk7911 - HK_MF_Sep_Corp_OP	99352713	v9001278 - KAS - Park Place Apartments	4/20/2026	24.00
hk7911 - HK_MF_Sep_Corp_OP	99352715	v0000419 - CONIFER WOODS APTS	4/20/2026	1,396.09
hk7911 - HK_MF_Sep_Corp_OP	99725805	V0000166 - KITSAP BANK - VISA - JENNIFER DI VITTO	4/20/2026	210.88
hk7911 - HK_MF_Sep_Corp_OP	99726016	V0000164 - KITSAP BANK - VISA - FREDDY LINARES	4/20/2026	635.87
hk7911 - HK_MF_Sep_Corp_OP	99726286	V0000168 - KITSAP BANK-VISA-DEAN NAIL	4/20/2026	280.00
hk7911 - HK_MF_Sep_Corp_OP	99761207	V0000135 - HD SUPPLY - #3320024	4/20/2026	6,641.38
hk7911 - HK_MF_Sep_Corp_OP	RC 53487	Returned item t0000390	4/20/2026	963.00
hk7911 - HK_MF_Sep_Corp_OP	RC 53488	Returned item t0000258	4/20/2026	1,121.00
hk7911 - HK_MF_Sep_Corp_OP	RC 53489	Returned item t0000297	4/20/2026	1,151.00
hk7911 - HK_MF_Sep_Corp_OP	RC 53493	Returned item t0000259	4/20/2026	1,205.00
hk7911 - HK_MF_Sep_Corp_OP	RC 53495	Returned item t0000299	4/20/2026	1,139.00
hk7911 - HK_MF_Sep_Corp_OP	RC 53498	Returned item t0000211	4/20/2026	1,199.00
hk7911 - HK_MF_Sep_Corp_OP	RC 53503	Returned item t0000207	4/20/2026	1,045.00
hk7911 - HK_MF_Sep_Corp_OP	RC 53505	Returned item t9001556	4/20/2026	929.00
hk7911 - HK_MF_Sep_Corp_OP	RC 53506	Returned item t9001709	4/20/2026	1,052.00
hk7911 - HK_MF_Sep_Corp_OP	1035	t0000257 - Desjardin	4/21/2026	716.00
hk7911 - HK_MF_Sep_Corp_OP	1036	t0000296 - Hajek	4/21/2026	1,142.00
hk7911 - HK_MF_Sep_Corp_OP	1037	t0000292 - Malinowski	4/21/2026	1,115.00
hk7911 - HK_MF_Sep_Corp_OP	1038	t9000392 - McGlinn	4/21/2026	1,000.00
hk7911 - HK_MF_Sep_Corp_OP	1039	t0000233 - Plummer	4/21/2026	967.00
hk7911 - HK_MF_Sep_Corp_OP	1040	t0000193 - Reece	4/21/2026	779.00
hk7911 - HK_MF_Sep_Corp_OP	1041	t0000294 - Seachord	4/21/2026	915.00
hk7911 - HK_MF_Sep_Corp_OP	1043	v0000698 - APARTMENTS LLC	4/23/2026	1,530.20
hk7911 - HK_MF_Sep_Corp_OP	1045	v0000455 - KURTZ, HEATHER	4/23/2026	133.66
hk7911 - HK_MF_Sep_Corp_OP	1046	V0000246 - OFFICE DEPOT--ACCT# 19356639	4/23/2026	392.97
hk7911 - HK_MF_Sep_Corp_OP	1047	V0000271 - PUCKETT & REDFORD P.L.L.C.	4/23/2026	2,368.59
hk7911 - HK_MF_Sep_Corp_OP	1048	V0000272 - PUGET SOUND ENERGY	4/23/2026	694.49
hk7911 - HK_MF_Sep_Corp_OP	1049	V0000359 - WAVE ASTOUND	4/23/2026	277.73
hk7911 - HK_MF_Sep_Corp_OP	1050	v0000378 - Century Link	4/23/2026	71.88
hk7911 - HK_MF_Sep_Corp_OP	1051	V0000176 - KITSAP COUNTY PUBLIC WORKS-Sewer billings	4/23/2026	7,630.24
hk7911 - HK_MF_Sep_Corp_OP	RC 53501	Returned item t9000392	4/23/2026	1,000.00
hk7911 - HK_MF_Sep_Corp_OP	1052	t0000178 - Rubenstein	4/28/2026	109.81
hk7911 - HK_MF_Sep_Corp_OP	99358890	v0000004 - Heritage Apartments LP	4/29/2026	339.00
hk7911 - HK_MF_Sep_Corp_OP	99358890	v0000419 - CONIFER WOODS APTS	4/29/2026	170.01
hk7911 - HK_MF_Sep_Corp_OP	99358890	v9001405 - KAS - CONIFER WOODS APARTMENTS	4/29/2026	750.00
hk7911 - HK_MF_Sep_Corp_OP	1053	V0000065 - CASCADE NATURAL GAS CORP.	4/30/2026	435.39
hk7911 - HK_MF_Sep_Corp_OP	1054	v0000380 - Century Link	4/30/2026	93.26
hk7911 - HK_MF_Sep_Corp_OP	1055	V0000138 - HENERY HARDWARE, INC.	4/30/2026	99.50
hk7911 - HK_MF_Sep_Corp_OP	1056	V0000183 - KITSAP P.U.D.#1	4/30/2026	3,000.90
hk7911 - HK_MF_Sep_Corp_OP	1057	V0000246 - OFFICE DEPOT--ACCT# 19356639	4/30/2026	209.50

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hk7911 - HK_MF_Sep_Corp_OP	1058	V0000287 - RODDA PAINT COMPANY	4/30/2026	36.00
hk7911 - HK_MF_Sep_Corp_OP	1059	t0000230 - Maples	4/30/2026	14.00
				356,990.37

Bank	Check#	Vendor	Date	Amount
shop3911 - Self Help SHOP	3293	v0000072 - COMMUNITY DEVELOPMENT	4/8/2026	475.20
shop3911 - Self Help SHOP	3294	V0000128 - H.D. FOWLER COMPANY	4/8/2026	366.66
shop3911 - Self Help SHOP	3295	V0000218 - MITCHELL LUMBER CO	4/8/2026	33.60
shop3911 - Self Help SHOP	3296	V0000228 - N.L. OLSON & ASSOCIATES	4/8/2026	1,686.50
shop3911 - Self Help SHOP	3297	v0000344 - VALLEY SUPPLY CO.	4/8/2026	828.00
shop3911 - Self Help SHOP	3298	V0000272 - PUGET SOUND ENERGY	4/22/2026	170.34
				3,560.30

Bank	Check#	Vendor	Date	Amount
shga2112 - SELF-HELP GENERAL ACCOUNT	96	V0000109 - FED EX	4/2/2026	14.18
shga2112 - SELF-HELP GENERAL ACCOUNT	97	v0000541 - ANEMA, JEFF	4/8/2026	679.35
shga2112 - SELF-HELP GENERAL ACCOUNT	98	V0000218 - MITCHELL LUMBER CO	4/8/2026	329.99
shga2112 - SELF-HELP GENERAL ACCOUNT	99	V0000227 - MYPRINTINGSERVICES.COM	4/8/2026	10.90
shga2112 - SELF-HELP GENERAL ACCOUNT	100	v0000669 - PARTNERS CREDIT & VERIFICATION SOLUTIONS	4/8/2026	435.73
shga2112 - SELF-HELP GENERAL ACCOUNT	101	V0000294 - SCOTT MCLENDONS HARDWARE	4/8/2026	1,725.96
shga2112 - SELF-HELP GENERAL ACCOUNT	102	V0000109 - FED EX	4/16/2026	16.24
shga2112 - SELF-HELP GENERAL ACCOUNT	103	v0000766 - DAFFODIL STORAGE	4/22/2026	295.00
shga2112 - SELF-HELP GENERAL ACCOUNT	104	V0000272 - PUGET SOUND ENERGY	4/22/2026	10.83
				3,518.18

Bank	Check#	Vendor	Date	Amount
self2111 - Self Help - Family AP Acct	20683	V0000362 - WEST SOUND UTILITY DISTRICT	4/1/2026	1,512.00
self2111 - Self Help - Family AP Acct	20684	V0000112 - FINAL VISION INC	4/8/2026	3,462.40
self2111 - Self Help - Family AP Acct	20685	V0000179 - KITSAP GARAGE DOOR CO.	4/8/2026	2,737.96
self2111 - Self Help - Family AP Acct	20686	v0000204 - MADRONA HOMES LLC	4/8/2026	9,558.30
self2111 - Self Help - Family AP Acct	20687	v0000557 - MARIO'S PLUMBING	4/8/2026	11,335.38
self2111 - Self Help - Family AP Acct	20688	v0000756 - MICHELLE GREGORY	4/8/2026	138.37
self2111 - Self Help - Family AP Acct	20689	V0000214 - MILES SAND & GRAVEL	4/8/2026	1,821.48
self2111 - Self Help - Family AP Acct	20690	V0000218 - MITCHELL LUMBER CO	4/8/2026	738.36
self2111 - Self Help - Family AP Acct	20691	V0000287 - RODDA PAINT COMPANY	4/8/2026	395.76
self2111 - Self Help - Family AP Acct	20692	v0000761 - DTG53, LLC	4/22/2026	157.35
self2111 - Self Help - Family AP Acct	20693	v0000484 - JAG CONSTRUCTION LLC	4/22/2026	1,311.60
self2111 - Self Help - Family AP Acct	20694	V0000218 - MITCHELL LUMBER CO	4/22/2026	31,618.82
self2111 - Self Help - Family AP Acct	20695	V0000272 - PUGET SOUND ENERGY	4/22/2026	697.02
self2111 - Self Help - Family AP Acct	20696	V0000287 - RODDA PAINT COMPANY	4/22/2026	1,605.89
self2111 - Self Help - Family AP Acct	20697	v0000344 - VALLEY SUPPLY CO.	4/22/2026	135.06
self2111 - Self Help - Family AP Acct	20698	v0000147 - HOYTS HYDROSEEDING	4/27/2026	2,053.13
self2111 - Self Help - Family AP Acct	20699	V0000096 - DS SALES ASSOCIATES	4/30/2026	592.55
				69,871.43

Bank	Check#	Vendor	Date	Amount
cosd0911 - HK_MF_Sep_Corp_SD	99352713	v9001278 - KAS - Park Place Apartments	4/20/2026	500.00
cosd0911 - HK_MF_Sep_Corp_SD	JE 7952	MANUAL CK #99352713- FUND TRANSFER TO OPERATING ACCOUNT #7911	4/20/2026	524.00
cosd0911 - HK_MF_Sep_Corp_SD	179	t0000178 - Rubenstein	4/28/2026	600.00
cosd0911 - HK_MF_Sep_Corp_SD	99358899	v0000418 - PARK PLACE APTS	4/29/2026	244.74
				1,868.74

Bank	Check#	Vendor	Date	Amount
hkstd1711 - HK_MF_All-Owned_SD	23573	t9001652 - White	4/10/2026	417.25
hkstd1711 - HK_MF_All-Owned_SD	99352711	v0000478 - HK Homes	4/20/2026	200.00
hkstd1711 - HK_MF_All-Owned_SD	99352711	v0000394 - KCCHA - ORCHARD BLUFF OPERATING ACCT	4/20/2026	14.75
hkstd1711 - HK_MF_All-Owned_SD	99352711	v0000389 - WINDSONG APTS	4/20/2026	411.32
				1,043.32

Bank	Check#	Vendor	Date	Amount
corr2511 - HK_MF_Sep_Corp_RES	4	v0000521 - A-1 ROOFING, INC	4/28/2026	117,800.00
				117,800.00

Bank	Check#	Vendor	Date	Amount
nord1111 - Nordic Cottages Operating	19	v0000267 - POULSBO, CITY OF	4/9/2026	860.80
nord1111 - Nordic Cottages Operating	20	v0000370 - YARDI SYSTEMS, INC.	4/9/2026	14.50
nord1111 - Nordic Cottages Operating	99212272	v0000143 - HOME DEPOT CREDIT SVCS- 4595	4/10/2026	16.07

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nord1111 - Nordic Cottages Operating	21	V0000272 - PUGET SOUND ENERGY	4/16/2026	695.58
nord1111 - Nordic Cottages Operating	22	v0000192 - BERRY LAKE HOME SERVICES	4/23/2026	775.32
nord1111 - Nordic Cottages Operating	23	v0000001 - Housing Kitsap	4/23/2026	3,052.56
nord1111 - Nordic Cottages Operating	24	v0000718 - HOUSING KITSAP/NORDIC COTTAGES (REP RES)	4/23/2026	1,600.00
nord1111 - Nordic Cottages Operating	25	v0000267 - POULSBO, CITY OF	4/23/2026	24,014.08
nord1111 - Nordic Cottages Operating	99358749	v0000721 - NORDIC COTTAGES	4/29/2026	1,125.00
				32,153.91

Bank	Check#	Vendor	Date	Amount
nord1112 - Nordic Cottages Sec Deposit	99358896	v0000716 - HOUSING KITSAP/NORDIC COTTAGES (OPER)	4/29/2026	185.00
				185.00

Aggregate Total	2,596,624.29
Less Intercompany Payments	667,749.01
Total Disbursements	1,928,875.28



Housing Kitsap Board of Commissioners

Consent Agenda Item

MEETING DATE: May 26, 2026

ESTIMATED TIME: 2 minutes

AGENDA ITEM: 4. C.

AGENDA TITLE: Structuring the Sales Proceeds Loan Terms for the funding of the electrical panel project costs for Heritage, Viewmont East, and Windsong.

SUBMITTED BY: Roan Blacker, Director of Finance

Additional information:

At the January 27, 2026, Board meeting, Resolution 2026-05 was adopted to approve the creation of internal loans funded by the sales proceeds pool and was used finance the electrical system repairs of Viewmont, Heritage, and Windsong. The respective loan terms were to be structured after taking the budget process into account, with level monthly payments commencing FY 2027 at an interest rate not to exceed 5.0%.

Each of the loans are dated July 1, 2026, with the first proposed \$2,000 monthly payment due on August 1, 2026. The loan rates are based on the 5-year and 10-year US Treasury rates. Below are the proposed loan terms:

	<u>Loan Amt</u>	<u>Mo Pmt</u>	<u>Rate</u>	<u>Pmts</u>	<u>Term</u>
Heritage Apartments	\$ 168,343	\$ 2,000	4.40%	101	8.42 yrs
Viewmont East Apartments	230,131	2,000	4.40%	150	12.50 yrs
Windsong Apartments	<u>105,579</u>	2,000	4.10%	59	4.92 yrs
	\$ 504,053				

Recommended Action: Approve

HOUSING KITSAP BOARD OF COMMISSIONERS

By: _____

Clarence Moriwaki, Chair

ATTEST: _____

Heather Blough, Executive Director

Heritage

Amount of loan:	\$ 168,343.00	Loan Rate:	4.40%
Monthly payments:	\$ 2,000.00	# of Payments:	101
Loan Term (years):	8.42	Initial Payment:	8/1/2026
Loan Dated:	7/1/2026	Final Payment:	12/1/2034

Date	Balance	Payment	Interest	Principal
7/1/2026	168,343.00			
8/1/2026	166,960.26	\$2,000.00	617.26	1,382.74
9/1/2026	165,572.45	2,000.00	612.19	1,387.81
10/1/2026	164,179.55	2,000.00	607.10	1,392.90
11/1/2026	162,781.54	2,000.00	601.99	1,398.01
12/1/2026	161,378.41	2,000.00	596.87	1,403.13
1/1/2027	159,970.13	2,000.00	591.72	1,408.28
2/1/2027	158,556.69	2,000.00	586.56	1,413.44
3/1/2027	157,138.06	2,000.00	581.37	1,418.63
4/1/2027	155,714.23	2,000.00	576.17	1,423.83
5/1/2027	154,285.18	2,000.00	570.95	1,429.05
6/1/2027	152,850.89	2,000.00	565.71	1,434.29
7/1/2027	151,411.34	2,000.00	560.45	1,439.55
8/1/2027	149,966.51	2,000.00	555.17	1,444.83
9/1/2027	148,516.39	2,000.00	549.88	1,450.12
10/1/2027	147,060.95	2,000.00	544.56	1,455.44
11/1/2027	145,600.17	2,000.00	539.22	1,460.78
12/1/2027	144,134.04	2,000.00	533.87	1,466.13
1/1/2028	142,662.53	2,000.00	528.49	1,471.51
2/1/2028	141,185.63	2,000.00	523.10	1,476.90
3/1/2028	139,703.31	2,000.00	517.68	1,482.32
4/1/2028	138,215.56	2,000.00	512.25	1,487.75
5/1/2028	136,722.35	2,000.00	506.79	1,493.21
6/1/2028	135,223.67	2,000.00	501.32	1,498.68
7/1/2028	133,719.49	2,000.00	495.82	1,504.18
8/1/2028	132,209.79	2,000.00	490.30	1,509.70
9/1/2028	130,694.56	2,000.00	484.77	1,515.23
10/1/2028	129,173.77	2,000.00	479.21	1,520.79
11/1/2028	127,647.41	2,000.00	473.64	1,526.36
12/1/2028	126,115.45	2,000.00	468.04	1,531.96
1/1/2029	124,577.87	2,000.00	462.42	1,537.58
2/1/2029	123,034.66	2,000.00	456.79	1,543.21
3/1/2029	121,485.79	2,000.00	451.13	1,548.87
4/1/2029	119,931.24	2,000.00	445.45	1,554.55
5/1/2029	118,370.99	2,000.00	439.75	1,560.25
6/1/2029	116,805.02	2,000.00	434.03	1,565.97

Heritage

Amount of loan:	\$ 168,343.00	Loan Rate:	4.40%
Monthly payments:	\$ 2,000.00	# of Payments:	101
Loan Term (years):	8.42	Initial Payment:	8/1/2026
Loan Dated:	7/1/2026	Final Payment:	12/1/2034

Date	Balance	Payment	Interest	Principal
7/1/2029	115,233.31	2,000.00	428.29	1,571.71
8/1/2029	113,655.83	2,000.00	422.52	1,577.48
9/1/2029	112,072.57	2,000.00	416.74	1,583.26
10/1/2029	110,483.50	2,000.00	410.93	1,589.07
11/1/2029	108,888.61	2,000.00	405.11	1,594.89
12/1/2029	107,287.87	2,000.00	399.26	1,600.74
1/1/2030	105,681.26	2,000.00	393.39	1,606.61
2/1/2030	104,068.76	2,000.00	387.50	1,612.50
3/1/2030	102,450.35	2,000.00	381.59	1,618.41
4/1/2030	100,826.00	2,000.00	375.65	1,624.35
5/1/2030	99,195.70	2,000.00	369.70	1,630.30
6/1/2030	97,559.42	2,000.00	363.72	1,636.28
7/1/2030	95,917.14	2,000.00	357.72	1,642.28
8/1/2030	94,268.84	2,000.00	351.70	1,648.30
9/1/2030	92,614.49	2,000.00	345.65	1,654.35
10/1/2030	90,954.08	2,000.00	339.59	1,660.41
11/1/2030	89,287.58	2,000.00	333.50	1,666.50
12/1/2030	87,614.97	2,000.00	327.39	1,672.61
1/1/2031	85,936.22	2,000.00	321.25	1,678.75
2/1/2031	84,251.32	2,000.00	315.10	1,684.90
3/1/2031	82,560.24	2,000.00	308.92	1,691.08
4/1/2031	80,862.96	2,000.00	302.72	1,697.28
5/1/2031	79,159.46	2,000.00	296.50	1,703.50
6/1/2031	77,449.71	2,000.00	290.25	1,709.75
7/1/2031	75,733.69	2,000.00	283.98	1,716.02
8/1/2031	74,011.38	2,000.00	277.69	1,722.31
9/1/2031	72,282.76	2,000.00	271.38	1,728.62
10/1/2031	70,547.80	2,000.00	265.04	1,734.96
11/1/2031	68,806.48	2,000.00	258.68	1,741.32
12/1/2031	67,058.77	2,000.00	252.29	1,747.71
1/1/2032	65,304.65	2,000.00	245.88	1,754.12
2/1/2032	63,544.10	2,000.00	239.45	1,760.55
3/1/2032	61,777.10	2,000.00	233.00	1,767.00
4/1/2032	60,003.62	2,000.00	226.52	1,773.48
5/1/2032	58,223.63	2,000.00	220.01	1,779.99
6/1/2032	56,437.12	2,000.00	213.49	1,786.51

Heritage

Amount of loan:	\$ 168,343.00	Loan Rate:	4.40%
Monthly payments:	\$ 2,000.00	# of Payments:	101
Loan Term (years):	8.42	Initial Payment:	8/1/2026
Loan Dated:	7/1/2026	Final Payment:	12/1/2034

Date	Balance	Payment	Interest	Principal
7/1/2032	54,644.06	2,000.00	206.94	1,793.06
8/1/2032	52,844.42	2,000.00	200.36	1,799.64
9/1/2032	51,038.18	2,000.00	193.76	1,806.24
10/1/2032	49,225.32	2,000.00	187.14	1,812.86
11/1/2032	47,405.81	2,000.00	180.49	1,819.51
12/1/2032	45,579.63	2,000.00	173.82	1,826.18
1/1/2033	43,746.76	2,000.00	167.13	1,832.87
2/1/2033	41,907.16	2,000.00	160.40	1,839.60
3/1/2033	40,060.82	2,000.00	153.66	1,846.34
4/1/2033	38,207.71	2,000.00	146.89	1,853.11
5/1/2033	36,347.80	2,000.00	140.09	1,859.91
6/1/2033	34,481.08	2,000.00	133.28	1,866.72
7/1/2033	32,607.51	2,000.00	126.43	1,873.57
8/1/2033	30,727.07	2,000.00	119.56	1,880.44
9/1/2033	28,839.74	2,000.00	112.67	1,887.33
10/1/2033	26,945.49	2,000.00	105.75	1,894.25
11/1/2033	25,044.29	2,000.00	98.80	1,901.20
12/1/2033	23,136.12	2,000.00	91.83	1,908.17
1/1/2034	21,220.95	2,000.00	84.83	1,915.17
2/1/2034	19,298.76	2,000.00	77.81	1,922.19
3/1/2034	17,369.52	2,000.00	70.76	1,929.24
4/1/2034	15,433.21	2,000.00	63.69	1,936.31
5/1/2034	13,489.80	2,000.00	56.59	1,943.41
6/1/2034	11,539.26	2,000.00	49.46	1,950.54
7/1/2034	9,581.57	2,000.00	42.31	1,957.69
8/1/2034	7,616.70	2,000.00	35.13	1,964.87
9/1/2034	5,644.63	2,000.00	27.93	1,972.07
10/1/2034	3,665.33	2,000.00	20.70	1,979.30
11/1/2034	1,678.77	2,000.00	13.44	1,986.56
12/1/2034	-	2,000.00	6.16	1,678.77

Viewmont East

Rate			
Amount of loan:	\$ 230,131.00	Loan Rate:	4.40%
Monthly payments:	\$ 2,000.00	# of Payments:	150
Loan Term (years):	12.50	Initial Payment:	8/1/2026
Loan Dated:	7/1/2026	Final Payment:	1/1/2039

Date	Balance	Payment	Interest	Principal
7/1/2026	230,131.00			
8/1/2026	228,974.81	\$2,000.00	843.81	1,156.19
9/1/2026	227,814.38	2,000.00	839.57	1,160.43
10/1/2026	226,649.70	2,000.00	835.32	1,164.68
11/1/2026	225,480.75	2,000.00	831.05	1,168.95
12/1/2026	224,307.51	2,000.00	826.76	1,173.24
1/1/2027	223,129.97	2,000.00	822.46	1,177.54
2/1/2027	221,948.11	2,000.00	818.14	1,181.86
3/1/2027	220,761.92	2,000.00	813.81	1,186.19
4/1/2027	219,571.38	2,000.00	809.46	1,190.54
5/1/2027	218,376.48	2,000.00	805.10	1,194.90
6/1/2027	217,177.19	2,000.00	800.71	1,199.29
7/1/2027	215,973.51	2,000.00	796.32	1,203.68
8/1/2027	214,765.41	2,000.00	791.90	1,208.10
9/1/2027	213,552.88	2,000.00	787.47	1,212.53
10/1/2027	212,335.91	2,000.00	783.03	1,216.97
11/1/2027	211,114.48	2,000.00	778.57	1,221.43
12/1/2027	209,888.57	2,000.00	774.09	1,225.91
1/1/2028	208,658.16	2,000.00	769.59	1,230.41
2/1/2028	207,423.24	2,000.00	765.08	1,234.92
3/1/2028	206,183.79	2,000.00	760.55	1,239.45
4/1/2028	204,939.80	2,000.00	756.01	1,243.99
5/1/2028	203,691.25	2,000.00	751.45	1,248.55
6/1/2028	202,438.12	2,000.00	746.87	1,253.13
7/1/2028	201,180.39	2,000.00	742.27	1,257.73
8/1/2028	199,918.05	2,000.00	737.66	1,262.34
9/1/2028	198,651.08	2,000.00	733.03	1,266.97
10/1/2028	197,379.47	2,000.00	728.39	1,271.61
11/1/2028	196,103.19	2,000.00	723.72	1,276.28
12/1/2028	194,822.24	2,000.00	719.05	1,280.95
1/1/2029	193,536.59	2,000.00	714.35	1,285.65
2/1/2029	192,246.22	2,000.00	709.63	1,290.37
3/1/2029	190,951.12	2,000.00	704.90	1,295.10
4/1/2029	189,651.27	2,000.00	700.15	1,299.85
5/1/2029	188,346.66	2,000.00	695.39	1,304.61
6/1/2029	187,037.26	2,000.00	690.60	1,309.40

Viewmont East

Rate			
Amount of loan:	\$ 230,131.00	Loan Rate:	4.40%
Monthly payments:	\$ 2,000.00	# of Payments:	150
Loan Term (years):	12.50	Initial Payment:	8/1/2026
Loan Dated:	7/1/2026	Final Payment:	1/1/2039

Date	Balance	Payment	Interest	Principal
7/1/2029	185,723.06	2,000.00	685.80	1,314.20
8/1/2029	184,404.04	2,000.00	680.98	1,319.02
9/1/2029	183,080.19	2,000.00	676.15	1,323.85
10/1/2029	181,751.48	2,000.00	671.29	1,328.71
11/1/2029	180,417.90	2,000.00	666.42	1,333.58
12/1/2029	179,079.43	2,000.00	661.53	1,338.47
1/1/2030	177,736.05	2,000.00	656.62	1,343.38
2/1/2030	176,387.75	2,000.00	651.70	1,348.30
3/1/2030	175,034.51	2,000.00	646.76	1,353.24
4/1/2030	173,676.30	2,000.00	641.79	1,358.21
5/1/2030	172,313.11	2,000.00	636.81	1,363.19
6/1/2030	170,944.92	2,000.00	631.81	1,368.19
7/1/2030	169,571.72	2,000.00	626.80	1,373.20
8/1/2030	168,193.48	2,000.00	621.76	1,378.24
9/1/2030	166,810.19	2,000.00	616.71	1,383.29
10/1/2030	165,421.83	2,000.00	611.64	1,388.36
11/1/2030	164,028.38	2,000.00	606.55	1,393.45
12/1/2030	162,629.82	2,000.00	601.44	1,398.56
1/1/2031	161,226.13	2,000.00	596.31	1,403.69
2/1/2031	159,817.29	2,000.00	591.16	1,408.84
3/1/2031	158,403.29	2,000.00	586.00	1,414.00
4/1/2031	156,984.10	2,000.00	580.81	1,419.19
5/1/2031	155,559.71	2,000.00	575.61	1,424.39
6/1/2031	154,130.10	2,000.00	570.39	1,429.61
7/1/2031	152,695.24	2,000.00	565.14	1,434.86
8/1/2031	151,255.12	2,000.00	559.88	1,440.12
9/1/2031	149,809.72	2,000.00	554.60	1,445.40
10/1/2031	148,359.02	2,000.00	549.30	1,450.70
11/1/2031	146,903.00	2,000.00	543.98	1,456.02
12/1/2031	145,441.64	2,000.00	538.64	1,461.36
1/1/2032	143,974.93	2,000.00	533.29	1,466.71
2/1/2032	142,502.84	2,000.00	527.91	1,472.09
3/1/2032	141,025.35	2,000.00	522.51	1,477.49
4/1/2032	139,542.44	2,000.00	517.09	1,482.91
5/1/2032	138,054.10	2,000.00	511.66	1,488.34
6/1/2032	136,560.30	2,000.00	506.20	1,493.80

Viewmont East

Rate			
Amount of loan:	\$ 230,131.00	Loan Rate:	4.40%
Monthly payments:	\$ 2,000.00	# of Payments:	150
Loan Term (years):	12.50	Initial Payment:	8/1/2026
Loan Dated:	7/1/2026	Final Payment:	1/1/2039

Date	Balance	Payment	Interest	Principal
7/1/2032	135,061.02	2,000.00	500.72	1,499.28
8/1/2032	133,556.24	2,000.00	495.22	1,504.78
9/1/2032	132,045.95	2,000.00	489.71	1,510.29
10/1/2032	130,530.12	2,000.00	484.17	1,515.83
11/1/2032	129,008.73	2,000.00	478.61	1,521.39
12/1/2032	127,481.76	2,000.00	473.03	1,526.97
1/1/2033	125,949.19	2,000.00	467.43	1,532.57
2/1/2033	124,411.00	2,000.00	461.81	1,538.19
3/1/2033	122,867.17	2,000.00	456.17	1,543.83
4/1/2033	121,317.68	2,000.00	450.51	1,549.49
5/1/2033	119,762.51	2,000.00	444.83	1,555.17
6/1/2033	118,201.64	2,000.00	439.13	1,560.87
7/1/2033	116,635.05	2,000.00	433.41	1,566.59
8/1/2033	115,062.71	2,000.00	427.66	1,572.34
9/1/2033	113,484.61	2,000.00	421.90	1,578.10
10/1/2033	111,900.72	2,000.00	416.11	1,583.89
11/1/2033	110,311.02	2,000.00	410.30	1,589.70
12/1/2033	108,715.49	2,000.00	404.47	1,595.53
1/1/2034	107,114.11	2,000.00	398.62	1,601.38
2/1/2034	105,506.86	2,000.00	392.75	1,607.25
3/1/2034	103,893.72	2,000.00	386.86	1,613.14
4/1/2034	102,274.66	2,000.00	380.94	1,619.06
5/1/2034	100,649.67	2,000.00	375.01	1,624.99
6/1/2034	99,018.72	2,000.00	369.05	1,630.95
7/1/2034	97,381.79	2,000.00	363.07	1,636.93
8/1/2034	95,738.86	2,000.00	357.07	1,642.93
9/1/2034	94,089.90	2,000.00	351.04	1,648.96
10/1/2034	92,434.90	2,000.00	345.00	1,655.00
11/1/2034	90,773.83	2,000.00	338.93	1,661.07
12/1/2034	89,106.67	2,000.00	332.84	1,667.16
1/1/2035	87,433.39	2,000.00	326.72	1,673.28
2/1/2035	85,753.98	2,000.00	320.59	1,679.41
3/1/2035	84,068.41	2,000.00	314.43	1,685.57
4/1/2035	82,376.66	2,000.00	308.25	1,691.75
5/1/2035	80,678.71	2,000.00	302.05	1,697.95
6/1/2035	78,974.53	2,000.00	295.82	1,704.18

Viewmont East

Rate			
Amount of loan:	\$ 230,131.00	Loan Rate:	4.40%
Monthly payments:	\$ 2,000.00	# of Payments:	150
Loan Term (years):	12.50	Initial Payment:	8/1/2026
Loan Dated:	7/1/2026	Final Payment:	1/1/2039

Date	Balance	Payment	Interest	Principal
7/1/2035	77,264.10	2,000.00	289.57	1,710.43
8/1/2035	75,547.40	2,000.00	283.30	1,716.70
9/1/2035	73,824.41	2,000.00	277.01	1,722.99
10/1/2035	72,095.10	2,000.00	270.69	1,729.31
11/1/2035	70,359.45	2,000.00	264.35	1,735.65
12/1/2035	68,617.43	2,000.00	257.98	1,742.02
1/1/2036	66,869.03	2,000.00	251.60	1,748.40
2/1/2036	65,114.22	2,000.00	245.19	1,754.81
3/1/2036	63,352.97	2,000.00	238.75	1,761.25
4/1/2036	61,585.26	2,000.00	232.29	1,767.71
5/1/2036	59,811.07	2,000.00	225.81	1,774.19
6/1/2036	58,030.38	2,000.00	219.31	1,780.69
7/1/2036	56,243.16	2,000.00	212.78	1,787.22
8/1/2036	54,449.38	2,000.00	206.22	1,793.78
9/1/2036	52,649.03	2,000.00	199.65	1,800.35
10/1/2036	50,842.08	2,000.00	193.05	1,806.95
11/1/2036	49,028.50	2,000.00	186.42	1,813.58
12/1/2036	47,208.27	2,000.00	179.77	1,820.23
1/1/2037	45,381.37	2,000.00	173.10	1,826.90
2/1/2037	43,547.77	2,000.00	166.40	1,833.60
3/1/2037	41,707.45	2,000.00	159.68	1,840.32
4/1/2037	39,860.38	2,000.00	152.93	1,847.07
5/1/2037	38,006.53	2,000.00	146.15	1,853.85
6/1/2037	36,145.89	2,000.00	139.36	1,860.64
7/1/2037	34,278.42	2,000.00	132.53	1,867.47
8/1/2037	32,404.11	2,000.00	125.69	1,874.31
9/1/2037	30,522.93	2,000.00	118.82	1,881.18
10/1/2037	28,634.85	2,000.00	111.92	1,888.08
11/1/2037	26,739.84	2,000.00	104.99	1,895.01
12/1/2037	24,837.89	2,000.00	98.05	1,901.95
1/1/2038	22,928.96	2,000.00	91.07	1,908.93
2/1/2038	21,013.03	2,000.00	84.07	1,915.93
3/1/2038	19,090.08	2,000.00	77.05	1,922.95
4/1/2038	17,160.08	2,000.00	70.00	1,930.00
5/1/2038	15,223.00	2,000.00	62.92	1,937.08
6/1/2038	13,278.82	2,000.00	55.82	1,944.18

Viewmont East

	Rate		
Amount of loan:	\$ 230,131.00	Loan Rate:	4.40%
Monthly payments:	\$ 2,000.00	# of Payments:	150
Loan Term (years):	12.50	Initial Payment:	8/1/2026
Loan Dated:	7/1/2026	Final Payment:	1/1/2039

Date	Balance	Payment	Interest	Principal
7/1/2038	11,327.51	2,000.00	48.69	1,951.31
8/1/2038	9,369.04	2,000.00	41.53	1,958.47
9/1/2038	7,403.39	2,000.00	34.35	1,965.65
10/1/2038	5,430.54	2,000.00	27.15	1,972.85
11/1/2038	3,450.45	2,000.00	19.91	1,980.09
12/1/2038	1,463.10	2,000.00	12.65	1,987.35
1/1/2039	-	2,000.00	5.36	1,463.10

Windsong Apartments

Amount of loan:	\$ 105,579.00	Loan Rate:	4.10%
Monthly payments:	\$ 2,000.00	# of Payments:	59
Loan Term (years):	4.92	Initial Payment:	8/1/2026
Loan Dated:	7/1/2026	Final Payment:	6/1/2031

Date	Balance	Payment	Interest	Principal
7/1/2026	105,579.00			
8/1/2026	103,939.73	\$ 2,000.00	360.73	1,639.27
9/1/2026	102,294.86	2,000.00	355.13	1,644.87
10/1/2026	100,644.37	2,000.00	349.51	1,650.49
11/1/2026	98,988.24	2,000.00	343.87	1,656.13
12/1/2026	97,326.45	2,000.00	338.21	1,661.79
1/1/2027	95,658.98	2,000.00	332.53	1,667.47
2/1/2027	93,985.81	2,000.00	326.83	1,673.17
3/1/2027	92,306.93	2,000.00	321.12	1,678.88
4/1/2027	90,622.31	2,000.00	315.38	1,684.62
5/1/2027	88,931.94	2,000.00	309.63	1,690.37
6/1/2027	87,235.79	2,000.00	303.85	1,696.15
7/1/2027	85,533.85	2,000.00	298.06	1,701.94
8/1/2027	83,826.09	2,000.00	292.24	1,707.76
9/1/2027	82,112.50	2,000.00	286.41	1,713.59
10/1/2027	80,393.05	2,000.00	280.55	1,719.45
11/1/2027	78,667.73	2,000.00	274.68	1,725.32
12/1/2027	76,936.51	2,000.00	268.78	1,731.22
1/1/2028	75,199.38	2,000.00	262.87	1,737.13
2/1/2028	73,456.31	2,000.00	256.93	1,743.07
3/1/2028	71,707.29	2,000.00	250.98	1,749.02
4/1/2028	69,952.29	2,000.00	245.00	1,755.00
5/1/2028	68,191.29	2,000.00	239.00	1,761.00
6/1/2028	66,424.28	2,000.00	232.99	1,767.01
7/1/2028	64,651.23	2,000.00	226.95	1,773.05
8/1/2028	62,872.12	2,000.00	220.89	1,779.11
9/1/2028	61,086.93	2,000.00	214.81	1,785.19
10/1/2028	59,295.64	2,000.00	208.71	1,791.29
11/1/2028	57,498.23	2,000.00	202.59	1,797.41
12/1/2028	55,694.68	2,000.00	196.45	1,803.55
1/1/2029	53,884.97	2,000.00	190.29	1,809.71
2/1/2029	52,069.08	2,000.00	184.11	1,815.89
3/1/2029	50,246.98	2,000.00	177.90	1,822.10
4/1/2029	48,418.66	2,000.00	171.68	1,828.32
5/1/2029	46,584.09	2,000.00	165.43	1,834.57
6/1/2029	44,743.25	2,000.00	159.16	1,840.84

Windsong Apartments

Amount of loan:	\$ 105,579.00	Loan Rate:	4.10%
Monthly payments:	\$ 2,000.00	# of Payments:	59
Loan Term (years):	4.92	Initial Payment:	8/1/2026
Loan Dated:	7/1/2026	Final Payment:	6/1/2031

Date	Balance	Payment	Interest	Principal
7/1/2029	42,896.12	2,000.00	152.87	1,847.13
8/1/2029	41,042.68	2,000.00	146.56	1,853.44
9/1/2029	39,182.91	2,000.00	140.23	1,859.77
10/1/2029	37,316.78	2,000.00	133.87	1,866.13
11/1/2029	35,444.28	2,000.00	127.50	1,872.50
12/1/2029	33,565.38	2,000.00	121.10	1,878.90
1/1/2030	31,680.06	2,000.00	114.68	1,885.32
2/1/2030	29,788.30	2,000.00	108.24	1,891.76
3/1/2030	27,890.08	2,000.00	101.78	1,898.22
4/1/2030	25,985.37	2,000.00	95.29	1,904.71
5/1/2030	24,074.15	2,000.00	88.78	1,911.22
6/1/2030	22,156.40	2,000.00	82.25	1,917.75
7/1/2030	20,232.10	2,000.00	75.70	1,924.30
8/1/2030	18,301.23	2,000.00	69.13	1,930.87
9/1/2030	16,363.76	2,000.00	62.53	1,937.47
10/1/2030	14,419.67	2,000.00	55.91	1,944.09
11/1/2030	12,468.94	2,000.00	49.27	1,950.73
12/1/2030	10,511.54	2,000.00	42.60	1,957.40
1/1/2031	8,547.45	2,000.00	35.91	1,964.09
2/1/2031	6,576.65	2,000.00	29.20	1,970.80
3/1/2031	4,599.12	2,000.00	22.47	1,977.53
4/1/2031	2,614.83	2,000.00	15.71	1,984.29
5/1/2031	623.76	2,000.00	8.93	1,991.07
6/1/2031	-	2,000.00	2.13	623.76



Housing Kitsap Board of Commissioners

Consent Agenda Item

MEETING DATE: May 26, 2026

ESTIMATED TIME: 2 minutes

AGENDA TITLE: HCV Administrative Plan Update

AGENDA ITEM: 4. D.

SUBMITTED BY: Freddy Linares

TITLE: Director of Compliance

Summary Statement:

Housing Kitsap is updating Chapter 1, Section 1-III.D of the Housing Choice Voucher Administrative Plan to clarify how newly issued HUD guidance will be reviewed and applied.

The update adds language stating that when HUD issues a mandatory requirement, such as a PIH Notice or Federal Register notice, Housing Kitsap may implement the requirement as of the HUD-established effective date, even if the current Administrative Plan has not yet been formally updated.

This clarification is intended to help Housing Kitsap remain in timely compliance with HUD requirements while allowing the Administrative Plan to be updated through the normal approval process.

Recommended Action: Approve

HOUSING KITSAP BOARD OF COMMISSIONERS

By: _____

Clarence Moriwaki, Chair

ATTEST: _____

Heather Blough, Executive Director

Mandatory vs. Discretionary Policy

HUD makes a distinction between:

- Mandatory policies: those driven by legislation, regulations, current handbooks, notices, and legal opinions, and
- Optional, non-binding guidance, including guidebooks, notices that have expired and recommendations from individual HUD staff.

HUD expects PHAs to adopt local policies and procedures that are consistent with mandatory policies in areas where HUD gives the PHA discretion. The PHA's administrative plan is the foundation of those policies and procedures. HUD's directions require PHAs to make policy choices that provide sufficient guidance to staff and ensure consistency to program applicants and participants.

Creating policies based upon HUD guidance is not mandatory but provides a PHA with a "safe harbor." HUD has already determined that the recommendations and suggestions it makes are consistent with mandatory policies. If a PHA adopts an alternative strategy, it must make its own determination that the alternative approach is consistent with legislation, regulations, and other mandatory requirements. There may be very good reasons for adopting a policy or procedure that is different than HUD's safe harbor, but PHAs should carefully think through those decisions.

1-III.C. ORGANIZATION OF THE PLAN

The plan is organized to provide information to users in particular areas of operation.

1-III.D. UPDATING AND REVISING THE PLAN

The PHA will revise this administrative plan as needed to comply with changes in HUD regulations. The original plan and any changes must be approved by the board of commissioners of the agency, the pertinent sections included in the Agency Plan, and a copy provided to HUD.

PHA Policy

The PHA will review and update the plan as needed, to reflect changes in **federal requirements, HUD regulations, current mandatory HUD notices**, PHA operations, or when needed to ensure staff consistency in operation.

The PHA will review newly issued HUD guidance, including PIH Notices and Federal Register notices, to determine whether the guidance requires immediate operational implementation, staff procedure updates, formal administrative plan revisions, Board approval, or no action.

If HUD issues a mandatory requirement that conflicts with this administrative plan, the PHA will follow the HUD requirement as of the effective date established by HUD and will update the administrative plan as needed through the applicable approval process. Where HUD guidance permits PHA discretion, the PHA will continue to follow the

policies adopted in this administrative plan unless and until the PHA formally adopts a revised local policy.



Housing Kitsap Board of Commissioners

Consent Agenda Item

MEETING DATE: May 26, 2026

ESTIMATED TIME: 2 minutes

AGENDA TITLE: GT2 Replacement Reserve

AGENDA ITEM: 4. E.

SUBMITTED BY: Maria Stitzel, Regional Director of Property Management, and Roan Blacker, Director of Finance

Summary Statement:

Housing Kitsap has identified siding damage at our senior community of Golden Tides 2 which jeopardizes the integrity of the building by allowing moisture to seep directly into the wall cavities.

Following our procurement process, we have selected a contractor to repair at an expense of \$46,600.

The funds are available in our Replacement Reserve, and this consent agenda item is to advise the board that we will be utilizing the funds within this account to make the repair.

We ask the Board to approve funding this project with the identified property resources.

Recommended Action: Approve

HOUSING KITSAP BOARD OF COMMISSIONERS

By: _____

Clarence Moriwaki, Chair

ATTEST: _____

Heather Blough, Executive Director



Housing Kitsap Board of Commissioners

Discussion Item

MEETING DATE: May 26, 2026

ESTIMATED TIME: 5 minutes

AGENDA TITLE: Personnel Committee

AGENDA ITEM: 5. A.

SUBMITTED BY: Heather Blough

TITLE: Executive Director

Continued Board discussion regarding establishment of a Personnel Committee.



Housing Kitsap Board of Commissioners

Action Item Agenda Summary

MEETING DATE: May 26, 2026

ESTIMATED TIME: 5 minutes

AGENDA ITEM: 6. A.

AGENDA TITLE: Discussion and possible action regarding Resolution 2026-15 approving the updated Resident Commissioner Policy

SUBMITTED BY: Heather Blough, Executive Director

Previous Actions:

Most recent policy was approved by the Board of Commissioners on June 23, 2020

Summary:

Based on the change in Housing Kitsap's Public Housing portfolio (all have been repositioned under Streamlined Voluntary Conversion) and administration of the Housing Choice Voucher program, the Resident Commissioner Policy requires an update.

The updated policy also gives the option to select a Resident Commissioner from the full Housing Kitsap unit portfolio, should no participant in the Housing Choice Voucher tenant-based program apply and meet the Board approval.

Recommended Action: Approve Resolution 2026-15 approving the updated Resident Commissioner Policy

Executive Director's Recommendation: Agree Disagree No Opinion

Resident Commissioner Policy

Resolution 2026-15

Revision dates:

May 26, 2026

June 23, 2020

July 7, 2015

Initial policy: September 1, 2011

Kitsap County Consolidated Housing Authority dba Housing Kitsap (HK) is required to have a Resident Commissioner as detailed in 24 CFR 964, defined as a Public Housing resident or a Section 8 Tenant Based Rental Assistance Program participant. However, at this time, Housing Kitsap does not operate a Public Housing Program, which means the Public Housing Authority (PHA) is eligible for an exemption, provided the PHA follows the regulatory requirements for outreach annually.

Kitsap County Code 2.72 Housing Authority, and RCW 35.82, Housing Authority Law also require resident participation if the PHA bylaws have this requirement in them. Housing Kitsap's bylaws do require a Resident Commissioner to be alternated, if possible, between senior participants and "multifamily" participants.

Should the Board determine to modify the bylaws to not require a Resident Commissioner, the outreach and review requirements at 24 CFR 964.425 a) 2), a) 3), and a) 4) must be followed.

- **Resident Commissioner duties and responsibilities**
 - Represent HK to the community as a whole and specifically represent participants in HK programs at the Board level
 - As a Board Member, work in partnership with other Board Members to guide HK to do its best work in pursuit of its goals within the Mission, Vision, and Values of HK
 - Share HK's work and values to the community
 - Act in the best interests of HK
 - Refrain from lobbying in the capacity of a Board Member
 - Keep informed about HK's activities
 - Participate in decision making regarding Housing Kitsap Policies
 - Attend:
 - Monthly Board meetings
 - Training programs on the Open Public Meetings and Public Records Act (within 6 months of appointment)
 - Communication with the Board Chair regarding changes in status, ability to serve, and absences from meetings

- Follow Housing Kitsap ethical rules and remain vigilant in disclosing any items that may be or appear to be a conflict of interest
 - Follow Housing Kitsap ethical rules when an item is presented for action which may have a direct impact on the Resident Commissioner or family members and recuse themselves from the action that will have a direct impact.
 - Take the Oath of Office prior to their first meeting
 - The Resident Commissioner is entitled to reimbursement for actual expenses when performing their duties, such as travel to training. No other compensation is available.
- **Term of service**

The Resident Commissioner shall serve a term of three years which will begin upon appointment. This term of service may be extended if approved by the Board of Commissioners up to a maximum of six years total. If a Resident Commissioner ceases to be a participant in the tenant-based housing choice voucher program, the Board of Commissioners may agree to allow the Resident Commissioner to serve out their term by a simple majority vote noted in the meeting minutes.

Note: Exception is identified under no response/viable candidate.

- **Resident Commissioner eligible participants:**
 - Be a participant in HKS' Section 8 Tenant Based Program
 - Be in good standing and in compliance with all lease and program obligations
 - Be at least 18 years of age
 - Be named on the assisted lease agreement AND must be part of the participant household
 - Apply to the Executive Director within the time frame specified
 - As identified below, be a resident of a Housing Kitsap development.
- **Selection process**

HK shall send an invitation to all to apply to serve on the Board of Commissioners to all and Section 8 Tenant Based Program participants.

- The recruitment period will be no less than 30 days from the date of the initial notice.
- All submissions will be reviewed, which may include contacting references, and confirming program participation and compliance with program and lease obligations. Interviews may be held as well. After review, a recommendation will be prepared and submitted to the Board of Commissioners. The recommendation may be for a single applicant or multiple.

- The Board of Commissioners may hold an interview, at a public meeting, with any candidate(s) recommended by the Executive Director.
 - If no suitable candidate has been identified, the Board of Commissioners may request that the Executive Director re-advertise for the position or may follow the “No Response/No viable candidate” section below.
 - It is the intention of the Board to rotate between the multifamily and senior participants; however, this is not required and will be dependent on applications received.
 - Final selection of the Resident Commissioner must be approved by a majority vote of the Commissioners at a public meeting.
- **No response/No viable candidate:**
 - Because HK has ~~less than 300~~no Public Housing units, if no qualified candidate responds to the invitation to apply, or has applied and is not acceptable to the Board of Commissioners, there may not be a Resident Commissioner for that year.
 - The Executive Director will issue a new invitation the following year, and every year thereafter, until a Resident Commissioner has been selected to serve a three-year term.
 - Should no appropriate Tenant Based Rental Assistance participant apply, or be found suitable by the Board, Housing Kitsap may solicit applications to all Housing Kitsap developments for a resident commissioner. Should a resident commissioner from a program other than the Tenant Based Voucher program be appointed, their term would be for one year, with eligibility for up to 6 consecutive years, should no Tenant Based Voucher program participant apply and be selected.
 - **Termination:**
 - The Resident Commissioner may be removed from the position for inefficiency or neglect of duty, misconduct, lack of attendance, or a change in compliance with the Section 8 Tenant Based Program by a majority vote of the Commissioners at a public meeting.
 - The Resident Commissioner may be removed from the position upon termination of assistance in the Section 8 Tenant Based Program or permitted to finish their term but not be reappointed for additional term by a majority vote of the Commissioners at a public meeting.
 - If a Resident Commissioner is removed from office as noted above, within six months of the last day of service, the Executive Director will begin the process of recruiting a new Resident Commissioner consistent with the process described herein.

**KITSAP COUNTY CONSOLIDATED HOUSING AUTHORITY,
dba HOUSING KITSAP**

RESOLUTION 2026-15

RESOLUTION APPROVING THE UPDATED RESIDENT COMMISSIONER POLICY

WHEREAS, Kitsap County Consolidated Housing Authority, dba Housing Kitsap (HK), considers it best practice to update policies as needed; and

WHEREAS, Housing Kitsap believes resident participation in Housing Kitsap Board decisions is important and provides the unique perspective of living in Housing Kitsap housing; and

WHEREAS, Housing Kitsap recently repositioned all of the Public Housing units and pulled administration of the Housing Choice Voucher program back “in house”; and

WHEREAS, requirements exist for the Resident Commissioner at the Federal, State, and local level; and

WHEREAS, Housing Kitsap abides by all requirements at each level of government;

NOW, AND THEREFORE, BE IT RESOLVED that the Housing Kitsap Board of Commissioners hereby approves the attached updated Resident Commissioner Policy.

ADOPTED by the Housing Kitsap Board of Commissioners at an open public meeting this 26th day of May 2026.

HOUSING KITSAP BOARD OF COMMISSIONERS

By: _____
Clarence Moriwaki, Chair

ATTEST:

Heather Blough, Executive Director



Housing Kitsap Board of Commissioners

Action Item Agenda Summary

MEETING DATE: May 26, 2026

ESTIMATED TIME: 5 minutes

AGENDA ITEM: 6. B.

AGENDA TITLE: Discussion and possible action regarding Resolution 2026-16 approving updated Bylaws for Kitsap County Consolidated Housing Authority, dba Housing Kitsap

SUBMITTED BY: Heather Blough, Executive Director

Previous Actions:

The most recent Bylaws update was approved in December 2024

Summary:

Based on recommended Resident Commissioner Policy changes, the Bylaws need to be updated to be consistent with the Resident Commissioner Policy.

Recommended Action: Approve Resolution 2026-16 approving updated Bylaws for Kitsap County Consolidated Housing Authority, dba Housing Kitsap

Executive Director's Recommendation: Agree Disagree No Opinion

**KITSAP COUNTY CONSOLIDATED HOUSING AUTHORITY
dba HOUSING KITAP**

BYLAWS

ARTICLE 1: THE AUTHORITY

Section 1: Name of Authority.

Kitsap County Consolidated Housing Authority was established in 1982. In 2010, the KCCHA began doing business as (dba) Housing Kitsap, hereafter referred to as the "Authority."

Section 2: Purpose of the Authority.

The Authority fosters healthy housing communities by building and preserving safe, decent, and affordable housing for our clients, while ensuring fiscal integrity in all programs administered by the Authority. Authority goals include treating our low-income clients with dignity and respect; providing high-quality services in a cost-effective manner; promoting teamwork within the Authority; and developing successful partnerships within our community.

Section 3: Declaration of Necessity (RCW 35.82.010).

There exists low-income persons forced to reside in insanitary and unsafe accommodations and that occupying such overcrowded and congested housing increases the spread of disease, crime, and otherwise constitutes a menace to health, safety, morals, and welfare of the community. Operations of private enterprise cannot satisfactorily address these issues. Therefore, legislative determination declares by resolution that public money through governmental agencies shall be utilized for housing of our less fortunate members of our community.

Section 4: Joint Housing Authorities (RCW 35.82.300).

Under statute, joint housing authorities are authorized when the legislative authorities of one or more counties and the legislative authorities of any city or cities within any of those counties or in another county or counties have authorized such joint housing authority by ordinance. The ordinances enacted by the legislative authorities of designated jurisdictions creating the joint housing authority shall prescribe the number of commissioners, the method for their appointment, length of their terms, the election of officers, and the method for removal of commissioners. Further details may be found in Article II: Membership and Officers.

Section 5: Powers of Authority (RCW 35.82.070).

The Authority shall provide safe and sanitary housing for persons of low income as prescribed in the referenced RCW in its entirety and highlighted as follows:

Revision approved 12/10/2024 to align election and appointment language – Resolution 2024-37

Revision to allow remote meetings approved by motion 3/24/2020

Revision to extend Resident Commissioner approved by motion 03/26/2019

Revision for electronic voting approved 09/01/2015

- a) To sue and be sued; to have perpetual succession; to make and execute contracts and other instruments; to participate in the organization or the operation of a nonprofit corporation which has as one of its purposes to provide or assist in the provision of housing for persons of low income; and to make, amend and repeal bylaws, rules and regulations to carry into effect the powers and purposes of the authority.
- b) To invest any funds held in reserves in property and securities in which savings banks may legally invest funds subject to their control; to purchase its bonds at a price not more than the principal amount thereof and accrued interest.
- c) To prepare, carry out, acquire, lease, and operate housing projects; to provide for the construction, reconstruction, improvement, alteration, or repair of any housing; to agree to rent or sell dwellings forming part of the project to or for persons of low income.
- d) To lease or rent any dwellings, houses, accommodations, lands, buildings, structures or facilities embraced in any housing project and to establish and revise the rents or charges therefore; to own or manage buildings containing a housing project or projects as well as commercial space. To acquire, lease rent, sell, or otherwise dispose of any commercial space located in buildings or structures containing a housing project or projects.
- e) To arrange or contract for services, privileges, works, or facilities for, or in connection with, a housing project or the occupants thereof; and to include in any contract let in connection with a project, stipulations requiring that the contractor and any subcontractors comply with requirements as to minimum wages and maximum hours of labor, and comply with any conditions which the federal government may have attached to financial aid of the project.
- f) To investigate living, dwelling and housing conditions and into means and methods of improving such conditions to provide safe and sanitary accommodations for persons of low income.
- g) To conduct examinations and investigations and to hear testimony and take proof under oath or private hearings on any matter material with regard to any building or property where conditions exist which are dangerous to the public health, morals, safety, or welfare.
- h) To initiate evict proceedings against any tenant as provided by law.
- i) To exercise all or part or a combination of these powers and anything additional as prescribed by law.

Section 6: Seal of Authority.

Revision approved 12/10/2024 to align election and appointment language – Resolution 2024-37

Revision to allow remote meetings approved by motion 3/24/2020

Revision to extend Resident Commissioner approved by motion 03/26/2019

Revision for electronic voting approved 09/01/2015

The seal of the Authority shall be in the form of a circle and shall bear the name of the Authority and the year of its organization.

Section 7: Office Location of Authority.

The office location of the Authority shall be at such place in the County of Kitsap, State of Washington, as the Authority may from time to time designate by Resolution.

ARTICLE II: MEMBERSHIP AND OFFICERS (RCW35.82.040)

Section 1: Membership.

The governing body of the Authority shall be named Housing Kitsap Board of Commissioners ("Board"), and will consist of seven members:

- a) The Mayor of each of the three Kitsap County incorporated cities of Bainbridge Island, Port Orchard, and Poulsbo, with the exclusion of Bremerton, or a community leader appointed by the Mayor to represent their respective jurisdiction as set by legislative authority of said jurisdiction. Appointments should promote and encourage stability of Board and not receiving benefits from the Authority.
- b) The three Kitsap County Commissioners or their representatives selected to perform the Commissioners' roles following standards and terms set forth in policy. Appointments should promote and encourage stability of Board and not receiving benefits from the Authority.
- c) One at-large commissioner selected ~~by following the process~~ defined by Authority policy ~~who is and~~ receiving assistance from the Authority. This at-large commissioner shall be selected from the Authority's ~~public housing and Tenant Based Voucher housing~~ programs. It is the intention of the Board to try to alternate between the multifamily sector and the senior population. The at-large commissioner shall serve a three-year term of service, or until such time as they are no longer a resident, whichever is less. The term of the at-large commissioner may be extended, not to exceed six consecutive years.
 - If no applications are received from an eligible Housing Choice Voucher participant, or no suitable applicants based on a commissioner vote, the Authority will advertise annually to continue to provide the opportunity for a participant as identified in the Authority policy.
 - Because the Board of Commissioners values resident participation, the board may, at its discretion, recruit a resident commissioner from Housing Kitsap Development residents who are not assisted by the Housing Choice Voucher Program. Should this occur, the term for an appointment described here will be for one year to allow for annual regulatory compliance with recruitment from the Housing Choice Voucher Tenant Based program. However, the term may not exceed six consecutive years.

The officers of the Board shall be designated as Chair, Vice Chair, and Secretary who shall be the Executive Director.

Section 2: Chair.

The Chair shall preside at all meetings of the Board. Except as otherwise authorized by Resolution of the Board, the Chair shall sign all contracts, deeds and other instruments made by the Authority. At each meeting, the Chair shall submit such recommendations and information as s/he may consider proper concerning the business, affairs, and policies of the Board.

Section 3: Vice Chair.

The Vice Chair shall perform the duties of the Chair in the absence or incapacity of the Chair; and in case of the resignation or demise of the Chair, the Vice Chair shall perform such duties as are imposed on the Chair until the Board shall elect a new Chair.

Section 4: Secretary.

The Secretary shall be the Executive Director of the Authority and as such shall have general supervision over the administration and operation of its business and affairs, subject to the direction of the Board. He shall be charged with the management of the housing projects of the Authority and enforce any and all policies. The Secretary shall keep in safe custody the seal of the Authority and shall have the power to affix such seal to all contracts and instruments whose execution is authorized by the Board of Commissioners.

The Secretary shall keep a record of the proceedings of meetings of the Board of Commissioners, shall advise the Board to ensure meetings are conducted in conformance of State law and Board bylaws, and shall perform all duties incident to his/her office. The Secretary may appoint a Clerk of the Board with responsibilities of recordkeeping, along with preparation of agendas, minutes, resolutions, and associated duties required for meetings.

The Secretary shall have the care and custody of all funds of the Authority and shall deposit the same in the name of the Authority in such bank or banks as the Authority may select. S/He shall sign all orders and checks for the payment of money and shall pay out and disburse such monies under the direction of the Authority. Except as otherwise authorized by Resolution of the Authority, all such orders and checks shall be countersigned by the Chair. He shall keep regular books of accounts showing receipts and expenditures and shall render to the Authority at each regular meeting (or more often when requested) an account of his transactions and of the financial condition of the Authority. S/He shall give such for the faithful performance of his/her duties as the Authority may determine is appropriate.

The Secretary may authorize employees of Housing Kitsap to appear remotely at meetings of the Board.

Section 5: Additional Duties.

The officers of the Board shall perform such other duties and functions as may from time

Revision approved 12/10/2024 to align election and appointment language – Resolution 2024-37

Revision to allow remote meetings approved by motion 3/24/2020

Revision to extend Resident Commissioner approved by motion 03/26/2019

Revision for electronic voting approved 09/01/2015

to time be required by the Authority or by the Bylaws, policies or rules and regulations of the Authority. Committees of the Board may be created as deemed necessary and appropriate. The Board must approve any nonvoting members on a committee.

Section 6: Election or Appointment.

The Chair and Vice Chair shall be elected from among the Board of Commissioners of the Authority at its first scheduled meeting in January and shall hold office for one (1) year or until the expiration of their term as an elected official of the county or municipality respectively, whichever comes first.

The Secretary (Executive Director) shall be appointed by the Board of Commissioners. Any person appointed to fill the office of Secretary, or any vacancy therein, shall have such terms as the Authority fixes, but no Commissioner of the Board shall be eligible to this office except as a temporary appointee.

Section 7: Vacancies.

Should the offices of Chair or Vice Chair become vacant, the Board shall elect a successor from its membership at the next regular meeting, and such election shall be for the unexpired term of said office. When the office of Secretary becomes vacant, the Board shall appoint a successor as previously mentioned.

Section 8: Additional Personnel.

The Authority may from time to time employ such personnel as it deems necessary to exercise its powers, duties as amended, and functions as prescribed by the Housing Authorities Law of the State of Washington (including, without limitation, RCW Chapter 35.82) and all other laws of the State of Washington applicable thereto. The selection and compensation of such personnel shall be determined by the Authority subject to the laws of the State of Washington.

ARTICLE III: MEETINGS AND QUORUM

Section 1: Regular Meeting (RCW 42.30.030).

All meetings of the Commissioners of the Authority shall be open and public with guests permitted to attend any meeting.

The regular meetings of the Authority are scheduled by Resolution approved by the Board and may be altered or amended by a Resolution approved by the Board.

Board meetings shall be held at a regular meeting place approved by the Board.

Public notification of said meetings shall be submitted to the public and the media prior to the meeting.

Presentation of business at regular meetings shall generally include a call to order, public comment, consent agenda (requesting approval of routine actions such as minutes and ordinary Resolutions), directors' reports and/or committee reports, other business, and adjournment.

Section 2: Special Meeting (RCW 42.30.080).

When three members of the Board request, the Chair must call a special meeting by providing written notification to each member of the Board of Commissioners and the media at least 24 hours prior to the time of the meeting.

Section 4: Executive Session (RCW 42.30.110).

During a regular or special meeting, the Board of Commissioners may call an executive session that will be to discuss sensitive matters, among which include real estate, litigation, and personnel. Executive sessions are closed to public participation. Actions resulting from the closed session discussions must be presented for voting in the open public meeting.

Section 3: Quorum.

Four (4) of the seven (7) commissioners (or a majority of Commissioners assigned to the governing body) shall constitute a quorum for the purpose of conducting its business and exercising its powers.

When a quorum exists, action may be taken by the Board upon a vote of the majority of members present.

Any voting action shall be recorded in the minutes.

For purposes of determining a quorum, a Commissioner is present when appearing remotely.

Section 4: Voting (RCW 24.03.085).

A Commissioner may vote in person, by telephone, or by electronic transmission.

For purposes of voting, a Commissioner is considered present when appearing remotely.

Section 5: Remote Attendance

Commissioners may participate in any scheduled, and noticed if necessary, committee meeting, study session, or regular meeting of the Board of Commissioners via video conferencing or telephone (“remote attendance”) under the following circumstances:

- a. When action needs to be voted on that cannot be delayed and needs

- immediate action or remedy;
- b. Remote attendance is for the benefit of Housing Kitsap; or
- c. When there is a fire, earthquake, or other emergency relating to public health and safety.

ARTICLE IV: AMENDMENTS

Amendments to Bylaws.

The bylaws of the Authority shall be amended only with the approval of the majority of Commissioners of the Board at a regular or special meeting.

DRAFT

**KITSAP COUNTY CONSOLIDATED HOUSING AUTHORITY,
dba HOUSING KITSAP**

RESOLUTION 2026-16

**RESOLUTION APPROVING AN UPDATE TO THE BYLAWS FOR KITSAP COUNTY CONSOLIDATED
HOUSING AUTHORITY dba HOUSING KITSAP**

WHEREAS, the Kitsap County Consolidated Housing Authority, dba Housing Kitsap (HK), considers it good business practice to review governing documents periodically to confirm consistency; and

WHEREAS, Housing Kitsap Board of Commissioners believes that resident participation is important in the governance of Housing Kitsap; and

WHEREAS, Housing Kitsap is updating its Resident Commissioner policy to include the option, if no Tenant Based Voucher recipient applies or is chosen to be a Board member, that a Resident Commissioner can be chosen from all Housing Kitsap Residents, no matter the program, through the regular process to act as a Resident Commissioner;

NOW, AND THEREFORE, BE IT RESOLVED that the Housing Kitsap Board of Commissioners approves the bylaws as modified.

ADOPTED by the Housing Kitsap Board of Commissioners at an open public meeting this 26th day of May, 2026

HOUSING KITSAP BOARD OF COMMISSIONERS

By: _____
Clarence Moriwaki, Chair

ATTEST:

Heather Blough, Executive Director



Housing Kitsap Board of Commissioners

Action Item Agenda Summary

MEETING DATE: May 26, 2026

ESTIMATED TIME: 5 minutes

AGENDA ITEM: 6. C.

AGENDA TITLE: Discussion and possible action regarding Resolution 2026-17 approving the Fixed Asset Policy

SUBMITTED BY: Roan Blacker, Finance Director

The staff at Housing Kitsap believe that properly financially documenting and monitoring our authority's fixed assets has a strong positive impact in financially valuing, managing the physical viability, and maintaining the successful longevity of its properties. The current fixed asset policy was implemented in April of 2022, over four years ago. The few changes in the proposed policy include:

- (a) raising the minimum capitalized asset value from \$5,000 to \$10,000, and
- (b) tracking the depreciation of our assets on a monthly basis, commencing the month after the asset is purchased or placed in service.

The proposed Fixed Asset Policy is designed pursuant to depreciation and cost identification methods acceptable under general accepted accounting principles and is designed to become effective at the beginning of the current fiscal year.

Recommended Action: Approve Resolution 2026-17 approving the Fixed Asset Policy

Executive Director's Recommendation: Agree Disagree No Opinion

**KITSAP COUNTY CONSOLIDATED HOUSING AUTHORITY,
dba HOUSING KITSAP**

FIXED ASSET POLICY

May 26, 2026

Resolution 2026-17

Staff of Housing Kitsap has submitted a Fixed Asset Policy that incorporates best practices in maintaining and monitoring (a) the timing of recognition of investing in fixed assets, and (b) the financial management over time of such assets to help ensure the long-term valuation and sustainability of such assets.

- 1) Housing Kitsap will account for its fixed assets and associated depreciation pursuant to methods acceptable under general accepted accounting principles.
- 2) Minimum capitalized asset value is \$10,000.
- 3) Barring documented exceptions, salvage value will be estimated at \$0.
- 4) All fixed assets will be allocated by program and property.
- 5) Tiers of capitalized assets shall be:

	<u>estimated life</u>
a. Land	perpetual
b. Buildings	20 years
c. Building or land improvement	10 years
d. Dwelling equipment	5 years
e. Non-Dwelling equipment	“
f. Automobile and construction vehicles	“
g. Computer hardware and software	3 years
- 6) Depreciation shall be calculated monthly on a straight line basis, commencing the month after the asset is placed in service or purchased.
- 7) This policy shall become effective June 1, 2026, and shall be retroactively implemented starting July 1, 2025

**KITSAP COUNTY CONSOLIDATED HOUSING AUTHORITY,
dba HOUSING KITSAP**

RESOLUTION 2026-17

RESOLUTION APPROVING THE FIXED ASSET POLICY

WHEREAS, pursuant to the Revised Code of Washington (RCW) 35.82, Washington housing authorities are required to maintain safe, sanitary, and affordable housing; and

WHEREAS, Housing Kitsap believes that financially documenting and monitoring its fixed assets have a positive impact in maintaining the physical viability and successful longevity of its properties; and

WHEREAS, the staff of Housing Kitsap has submitted a Fixed Asset Policy that incorporates best practices in maintaining and monitoring (a) the timing of recognition of investing in fixed assets, and (b) the financial management over time of such assets to help ensure the long-term valuation and sustainability of such assets; and

WHEREAS, the Housing Kitsap Board of Commissioners has reviewed the policy;

NOW, AND THEREFORE, BE IT RESOLVED that the Housing Kitsap Board of Commissioners hereby approves the attached Fixed Asset Policy that identifies the minimum capital asset value, cost recognition methodology, depreciation practice, and the policy's implementation.

ADOPTED by the Housing Kitsap Board of Commissioners at an open public meeting this 26th day of May 2026.

HOUSING KITSAP BOARD OF COMMISSIONERS

By: _____
Clarence Moriwaki, Chair

ATTEST:

Heather Blough, Executive Director



Housing Kitsap Board of Commissioners

Action Item Agenda Summary

MEETING DATE: May 26, 2026

ESTIMATED TIME: 20 minutes

AGENDA ITEM: 6. D.

AGENDA TITLE: Discussion and possible action regarding approval of Resolution 2025-18 adopting an agency wide budget for Fiscal Year 2027 (July 1, 2026 – June 30, 2027).

SUBMITTED BY: Roan Blacker, Director of Finance

Previous Actions:

The most recent budget for Housing Kitsap was approved by the Board at their meeting on May 27, 2025.

Summary:

Housing Kitsap is required to adopt an annual budget before the Fiscal Year ends to remain in good standing with the Annual Contributions Contract it has with the U.S. Department of Housing and Urban Development.

At the April 28, 2026, meeting of the Board of Commissioners, a budget presentation was given to the Board which explained the budget process utilized this year, as well as the discussion and documentation of various budgeted items the Housing Authority will implement this year.

The FYE 2027 budget, as presented, results in a budgeted increase to net assets as a whole. Budgeted revenues are significantly larger than FYE 2026 primarily due to the anticipated improvement in property occupancy and rent increases in select properties. The budgeted expenses for payroll include anticipated merit increases, new proposed positions, as well as the proposed 2% Cost of Living Adjustment.

The budget also reflects funding of the authority's New Projects & Properties activity, and the continued supporting of the Self-Help program through reducing the equity transfer from net sales and loan forgiveness to HK Admin to 75%.

This budget encompasses all items included in that presentation and is presented for approval.

Recommended Action: Approve Resolution 2025-18 adopting an agency wide budget for Fiscal Year 2027 (July 1, 2026 – June 30, 2027).

Executive Director's Recommendation: Agree Disagree No Opinion

Housing Kitsap Fiscal Year 2026-27 - Proposed 5/26/2026	201 units	132 units	170 units	136 units	283 units	Housing Choice Vouchers	Self Help Single Family Housing	Rehab Single Family Housing	New Projects & Properties	Housing Kitsap Admin.	Housing Kitsap Total
	Kitsap Apartments (Tax Credit)	HUD / Project Based Rental Assistance	RD / USDA Properties	HK Homes Properties	Other Multifamily Properties						
Description	SX / Sally / Howerton										
Income											
Rent Revenue	3,232,360	1,706,496	2,117,939	3,593,725	2,779,142	-	-	-	102,528	24,000	13,556,190
HK Income	-	-	-	-	-	-	-	-	-	425,248	425,248
Other Income	53,451	25,122	26,595	32,543	23,314	576,000	2,272,651	-	-	2,455,923	5,465,598
Grant Revenue	-	-	197,451	-	-	7,800,000	1,000,000	225,000	1,200,943	165,000	10,588,394
Interest Income	26,000	-	-	-	-	-	-	-	-	140,000	166,000
Total Income	3,311,811	1,731,619	2,341,984	3,626,268	2,802,455	8,376,000	3,272,651	225,000	1,303,471	3,210,171	30,201,430
Expense											
Payroll Expense	602,213	486,364	440,326	374,188	575,462	303,329	739,541	48,118	243,471	2,964,031	6,777,043
Property Expense	1,555,739	808,053	746,825	1,763,147	1,860,593	40,289	308,966	32,075	10,000	318,551	7,444,237
Marketing/Advertising Expense	2,500	750	650	2,000	700	-	4,400	300	-	9,100	20,400
Office Expense	38,383	38,510	44,760	35,008	35,305	50,704	26,792	-	-	218,588	488,052
Operational/Professional	24,126	154,638	200,359	30,856	17,326	161,132	18,788	716	180,000	442,633	1,230,575
Grant Expense	-	-	-	-	-	7,800,000	54,000	143,791	-	-	7,997,791
Insurance/Tax Expense	149,486	80,120	141,305	132,700	148,836	2,935	2,226	-	-	9,882	667,490
Amortization/Depreciation	459,189	161,007	259,233	139,520	427,247	-	-	-	-	64,240	1,510,436
Debt Service - Interest Only	343,448 (1)	121,678	231,537	-	70,347	-	-	-	-	6,111	773,121
Total Expense	3,175,085	1,851,121	2,064,996	2,477,419	3,135,815	8,358,389	1,154,714	225,000	433,471	4,033,137	26,909,146
Net Income (Loss)	136,726	(119,502)	276,989	1,148,848	(333,360)	17,611	2,117,937	-	870,000	(822,966)	3,292,285
Adjustments for Other Resources / (Uses):											
Equity Transfer	-	-	600,000	(1,800,000)	1,000,000	-	(210,000) (3)	-	599,042 (4)	(189,042)	-
Capital Grant Request	-	-	375,000	255,000	62,500	-	-	-	-	-	692,500
Capitalized Expense	(578,500)	(116,000)	(1,130,000)	(695,000)	(689,200)	-	(2,380,000)	-	(1,969,042)	(140,000)	(7,697,742)
Principal Payments (-)	(434,766)	(283,446)	(358,183)	-	(326,998)	-	-	-	-	(10,000)	(1,413,393)
Loan Proceeds (+)	-	-	-	-	-	-	600,000	-	500,000	-	1,100,000
Total Adjustments	(1,013,266)	(399,446)	(513,183)	(2,240,000)	46,302	-	(1,990,000)	-	(870,000)	(339,042)	(7,318,635)
Net Income plus Depreciation less Adjustments	(417,351)	(357,942)	23,039	(951,632)	140,190	17,611	127,937	-	0	(1,097,768)	(2,515,915)
Excess Reserves as of 4/30/2026	440,026 (2)	(572,029)	349,666	1,906,495	(88,551)	938,065	771,193	-	-	1,178,110	-
<i>excess reserves remaining through FY 2026-27</i>	<i>22,675</i>	<i>(929,971)</i>	<i>372,705</i>	<i>954,863</i>	<i>51,639</i>	<i>955,676</i>	<i>899,130</i>	<i>-</i>	<i>0</i>	<i>80,342</i>	<i>2,407,060</i>
Base Multifamily and Program Cash Reserves	1,635,167	973,189	1,234,287	940,248	1,641,140	955,676	899,130	-	-	80,342	8,359,180

(1) excludes approximately \$400k in accrued interest from 2007 Seller's Loan due to elimination in our HK wide financials

(2) involves transfers of excess operating funds to replacement reserves by FY2027

(3) 75% of the net sales proceeds from the Self Help Program is transferred to the general fund

(4) \$449,042 of HK funds used in Southern Cross development and \$150,000 for development consultant

Housing Kitsap

Fiscal Year 2025-26

Description

Income

	KITSAP APARTMENTS			Total
	Conifer Woods	Kingston Ridge	Park Place	
Rent Revenue	1,256,053	691,868	1,284,439	3,232,360
HK Income	-	-	-	-
Other Income	22,186	5,997	25,268	53,451
Grant Revenue	-	-	-	-
Interest Income	10,000	-	16,000	26,000
Total Income	1,288,239	697,865	1,325,707	3,311,811

Expense

Payroll Expense	212,249	133,675	256,290	602,213
Property Expense	566,374	338,139	651,226	1,555,739
Marketing/Advertising Expense	2,200	100	200	2,500
Office Expense	14,132	8,380	15,872	38,383
Operational/Professional	11,944	6,475	5,708	24,126
Corporate Operating Expense	-	-	-	-
Grant Expense	-	-	-	-
Insurance/Tax Expense	61,200	31,000	57,286	149,486
Amortization/Depreciation	152,949	100,968	205,272	459,189
Debt Service - Interest Portion	113,145	79,092	151,211	343,448
Total Expense	1,134,191	697,829	1,343,064	3,175,085

Net Income (Loss)

	154,047	36	(17,358)	136,726
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Adjustments for Other Resources/(Uses)

Equity Transfer	-	-	-	-
Capital Grant Request	-	-	-	-
Capitalized Expense	(205,000)	(225,000)	(148,500)	(578,500)
Principal Payments (-)	(137,716)	(96,269)	(200,781)	(434,766)
Loan proceeds (+)	-	-	-	-
	-	-	-	-

Add Back Non Cash Expense

Amortization/Depreciation	152,949	100,968	205,272	459,189
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Adjusted Net

	(35,720)	(220,265)	(161,366)	(417,351)
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HUD PROJECTS		
Heritage Apartments	Viewmont East	Total
775,258	931,238	1,706,496
-	-	-
8,689	16,434	25,122
-	-	-
-	-	-
783,947	947,672	1,731,619
227,057	259,307	486,364
348,859	459,195	808,053
150	600	750
17,532	20,978	38,510
58,425	96,214	154,638
-	-	-
-	-	-
31,100	49,020	80,120
71,043	89,963	161,007
60,625	61,053	121,678
814,791	1,036,330	1,851,121
(30,844)	(88,658)	(119,502)
-	-	-
-	-	-
(88,000)	(28,000)	(116,000)
(127,954)	(155,492)	(283,446)
-	-	-
-	-	-
71,043	89,963	161,007
(175,755)	(182,187)	(357,942)

Housing Kitsap

Fiscal Year 2025-26

Description

Income

	USDA PROPERTIES					Total
	Finch Place	Fjord Manor	Fjord Vista Railroad	Rhododendron Apartments	Windsong Apartments	
Rent Revenue	407,056	373,398	210,955	661,879	464,651	2,117,939
HK Income	-	-	-	-	-	-
Other Income	3,900	2,984	3,933	9,048	6,730	26,595
Grant Revenue	34,772	84,176	34,437	28,808	15,258	197,451
Interest Income	-	-	-	-	-	-
Total Income	445,728	460,558	249,325	699,735	486,639	2,341,984

Expense

Payroll Expense	78,755	94,186	39,657	138,499	89,229	440,326
Property Expense	137,488	136,805	76,557	210,124	185,851	746,825
Marketing/Advertising Expense	100	100	100	200	150	650
Office Expense	9,133	7,895	2,411	18,213	7,108	44,760
Operational/Professional	32,705	40,169	18,527	56,602	52,356	200,359
Corporate Operating Expense	-	-	-	-	-	-
Grant Expense	-	-	-	-	-	-
Insurance/Tax Expense	24,520	31,300	11,985	43,500	30,000	141,305
Amortization/Depreciation	46,466	42,069	53,665	63,575	53,457	259,233
Debt Service - Interest Portion	55,472	78,744	52,327	12,004	32,990	231,537
Total Expense	384,640	431,267	255,229	542,718	451,141	2,064,996

Net Income (Loss)

	61,088	29,290	(5,904)	157,017	35,498	276,989
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Adjustments for Other Resources/(Uses)

Equity Transfer	122,500	222,500	85,000	85,000	85,000	600,000
Capital Grant Request	87,500	187,500	100,000	-	-	375,000
Capitalized Expense	(175,000)	(375,000)	(250,000)	(135,000)	(195,000)	(1,130,000)
Principal Payments (-)	(30,252)	(40,549)	(91,630)	(103,000)	(92,752)	(358,183)
Loan proceeds (+)	-	-	-	-	-	-

Add Back Non Cash Expense

Amortization/Depreciation	46,466	42,069	53,665	63,575	53,457	259,233
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Adjusted Net

	112,302	65,810	(108,869)	67,592	(113,797)	23,039
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**Housing Kitsap
Fiscal Year 2025-26**

Description	HK Homes	OTHER PROPERTIES								Total
		Golden Tides II	Golden T III (Dyes Inlet)	Liberty Bay	Madrona Manor	Orchard Bluff	PO Vista (Red Barn)	Times Square	Stoneridge (starting)	
Income										
Rent Revenue	3,593,725	476,885	166,457	276,486	454,566	492,048	580,843	295,856	36,000	2,779,142
HK Income	-	-	-	-	-	-	-	-	-	-
Other Income	32,543	4,638	2,180	1,636	2,500	4,320	4,911	2,007	1,122	23,314
Grant Revenue	-	-	-	-	-	-	-	-	-	-
Interest Income	-	-	-	-	-	-	-	-	-	-
Total Income	3,626,268	481,524	168,637	278,122	457,066	496,368	585,754	297,863	37,122	2,802,455
Expense										
Payroll Expense	374,188	99,197	39,108	35,270	93,593	153,667	98,273	49,740	6,614	575,462
Property Expense	1,763,147	347,327	132,519	150,570	326,404	324,719	401,235	127,411	50,407	1,860,593
Marketing/Advertising Expense	2,000	200	100	-	100	-	100	100	100	700
Office Expense	35,008	7,491	2,538	1,473	5,972	8,350	6,306	1,594	1,581	35,305
Operational/Professional	30,856	1,852	821	1,767	3,958	1,752	4,036	3,023	117	17,326
Corporate Operating Expense	-	-	-	-	-	-	-	-	-	-
Grant Expense	-	-	-	-	-	-	-	-	-	-
Insurance/Tax Expense	132,700	49,300	8,300	8,900	38,500	10,200	23,237	8,400	2,000	148,836
Amortization/Depreciation	139,520	59,259	40,529	42,606	68,525	21,373	131,136	63,820	-	427,247
Debt Service - Interest Portion	-	2,050	6,811	389	2,292	-	47,050	-	11,754	70,347
Total Expense	2,477,419	566,676	230,725	240,975	539,343	520,062	711,373	254,088	72,573	3,135,815
Net Income (Loss)	1,148,848	(85,153)	(62,089)	37,147	(82,277)	(23,694)	(125,619)	43,775	(35,451)	(333,360)
Adjustments for Other Resources/(Uses)										
Equity Transfer	(1,800,000)	142,850	142,850	142,850	142,850	142,850	142,850	142,900	-	1,000,000
Capital Grant Request	255,000	-	-	-	-	-	-	62,500	-	62,500
Capitalized Expense	(695,000)	(70,000)	(60,000)	(90,000)	(171,800)	(40,000)	(108,400)	(149,000)	-	(689,200)
Principal Payments (-)	-	(51,609)	(27,666)	(13,038)	(41,477)	(60,063)	(133,145)	-	-	(326,998)
Loan proceeds (+)	-	-	-	-	-	-	-	-	-	-
Add Back Non Cash Expense										
Amortization/Depreciation	139,520	59,259	40,529	42,606	68,525	21,373	131,136	63,820	-	427,247
Adjusted Net	(951,632)	(4,653)	33,624	119,565	(84,179)	40,467	(93,179)	163,995	(35,451)	140,190

**Housing Kitsap
Fiscal Year 2025-26**

Description	HCV	SELF HELP HOUSING				Self Help
	Housing Choice Vchr	Com Frmwk SHOP	Self Help General Acct	USDA 523 TA	Equity Share DPA	TOTAL
Income						
Rent Revenue	-	-	-	-	-	-
HK Income	-	-	-	-	-	-
Other Income	576,000	2,085,000	133,651	-	54,000	2,272,651
Grant Revenue	7,800,000	-	-	1,000,000	-	1,000,000
Interest Income	-	-	-	-	-	-
Total Income	8,376,000	2,085,000	133,651	1,000,000	54,000	3,272,651
Expense						
Payroll Expense	303,329	-	-	728,751	10,790	739,541
Property Expense	40,289	-	62,475	238,443	8,049	308,966
Marketing/Advertising Expense	-	-	2,000	2,400	-	4,400
Office Expense	50,704	-	8,090	18,702	-	26,792
Operational/Professional	161,132	5,000	4,000	9,778	10	18,788
Corporate Operating Expense	-	-	-	-	-	-
Grant Expense	7,800,000	-	-	-	54,000	54,000
Insurance/Tax Expense	2,935	-	300	1,926	-	2,226
Amortization/Depreciation	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Total Expense	8,358,389	5,000	76,865	1,000,000	72,849	1,154,714
Net Income (Loss)	17,611	2,080,000	56,786	0	(18,849)	2,117,937
Adjustments for Other Resources/(Uses)						
Equity Transfer	-	(280,000)	70,000	-	-	(210,000)
Withdrawals from Replacement Reserve	-	-	-	-	-	-
Replacement Reserve Deposits	-	-	-	-	-	-
Capital Grant Request	-	-	-	-	-	-
Capitalized Expense	-	(2,380,000)	-	-	-	(2,380,000)
Principal Receipts or (Payments)	-	600,000	-	-	-	600,000
Prior Year Reserve or Excess Operating Funds	-	-	-	-	-	-
Add Back Non Cash Expense						
Amortization/Depreciation	-	-	-	-	-	-
Adjusted Net	17,611	20,000	126,786	0	(18,849)	127,937

**Housing Kitsap
Fiscal Year 2025-26**

Description	ADMINISTRATION			TOTAL
	Admin	Compliance	REMHP	
Income				
Rent Revenue	24,000	-	-	24,000
HK Income	425,248	-	-	425,248
Other Income	2,455,923	-	-	2,455,923
Grant Revenue	165,000	-	-	165,000
Interest Income	140,000	-	-	140,000
Total Income	3,210,171	-	-	3,210,171
Expense				
Payroll Expense	1,983,341	303,329	677,362	2,964,031
Property Expense	171,369	27,011	120,171	318,551
Marketing/Advertising Expense	5,600	-	3,500	9,100
Office Expense	184,643	11,500	22,445	218,588
Operational/Professional	95,884	104,000	242,749	442,633
Corporate Operating Expense	-	-	-	-
Grant Expense	-	-	-	-
Insurance/Tax Expense	9,882	-	-	9,882
Amortization/Depreciation	64,240	-	-	64,240
Debt Service	6,111	-	-	6,111
Total Expense	2,521,070	445,839	1,066,228	4,033,137
Net Income (Loss)	689,101	(445,839)	(1,066,228)	(822,966)
Adjustments for Other Resources/(Uses)				
Equity Transfer	(189,042)	-	-	(189,042)
Withdrawals from Replacement Reserve	-	-	-	-
Replacement Reserve Deposits	-	-	-	-
Capitalized Expense	(140,000)	-	-	(140,000)
Principal Receipts or (Payments)	(10,000)	-	-	(10,000)
Prior Year Reserve or Excess Operating Funds	-	-	-	-
Operating Reserve Funding	-	-	-	-
Add Back Non Cash Expense				
Amortization/Depreciation	64,240	-	-	64,240
Adjusted Net	414,299	(445,839)	(1,066,228)	(1,097,768)

2026-27 Budget - Decision Packet Summary

Description	Total	Admin	Kitsap Apartments (Tax Credits)			HUD Properties		USDA Properties			USDA Properties (cont'd)	
			Conifer Woods	Kingston Ridge	Park Place	Heritage	Viewmont	Finch Place	Fjord Manor	Fjord Vista II - Railroad	Rhododendron	Windsong
Contract Specialists for: Compensation Study, Grant Researcher, and Social Media	20,000	20,000										
New Phone System, Yardi Debt Manager, and AI Software	84,000	84,000										
Structures and Buildings: Extern Paint, New Cubicle Area, Internal Paint and Flooring	100,000	100,000										
PROPERTY - OPERATING ACCOUNT FUNDED PROJECTS												
Internal Cleaning: Dryer Duct	20,000					10,000	10,000					
Roof, Gutters, Downspout and Sewer Cleaning	102,000			25,000	31,000	18,000	18,000					10,000
Smoke and Fire Alarms	25,200											
Signage	12,500				7,500							
PROPERTY - RESERVE FOR REPLACEMENT FUNDED PROJECTS												
Deck, Stairs, Landings, Bridges, Railings Repairs	534,000		80,000	150,000	10,000						100,000	160,000
Roof / Gutters Repairs	450,000								200,000	250,000		
Internal Community Areas: Flooring and Painting	185,000											
Windows	260,000											
Drainage	25,000											25,000
Landscaping, Fencing, Outdoor Lights, Recreational Area, Tree Removal and Water Issues	270,000			10,000	100,000	60,000					35,000	
Exterior Paint, Siding and Columns	1,210,000		125,000						175,000	175,000		
Parking Lot, Carports, and Sheds	80,000			40,000								
HVAC System	35,000											
Project Total	3,412,700	204,000	205,000	225,000	148,500	88,000	28,000	175,000	375,000	250,000	135,000	195,000
INTERNALLY AND THIRD-PARTY FUNDED												
HK Funds / Internal Loan	175,000							37,500	137,500			
Grant	692,500							87,500	187,500	100,000		
Additional Sources	867,500	0	0	0	0	0	0	125,000	325,000	100,000	0	0
Property/Department Resources	2,545,200	204,000	205,000	225,000	148,500	88,000	28,000	50,000	50,000	150,000	135,000	195,000

2026-27 Budget - Decision Packet Summary	HK Homes	Other Properties						
Description	HK Homes Properties	Golden Tides II	GT III - Dyes Inlet	Liberty Bay Apartments	Madrona	Orchard Bluff	PO Vista - Red Barn	Times Square
Contract Specialists for: Compensation Study, Grant Researcher, and Social Media								
New Phone System, Yardi Debt Manager, and AI Software								
Structures and Buildings: Extern Paint, New Cubicle Area, Internal Paint and Flooring								
PROPERTY - OPERATING ACCOUNT FUNDED PROJECTS								
Internal Cleaning: Dryer Duct								
Roof, Gutters, Downspout and Sewer Cleaning								
Smoke and Fire Alarms					16,800		8,400	
Signage					5,000			
PROPERTY - RESERVE FOR REPLACEMENT FUNDED								
Deck, Stairs, Landings, Bridges, Railings Repairs							10,000	24,000
Roof / Gutters Repairs								
Internal Community Areas: Flooring and Painting		40,000		30,000	60,000		55,000	
Windows	260,000							
Drainage								
Landscaping, Fencing, Outdoor Lights, Recreational Area, Tree Removal and Water Issues	55,000			10,000				
Exterior Paint, Siding and Columns	380,000	30,000	60,000	50,000	90,000			125,000
Parking Lot, Carports, and Sheds						40,000		
HVAC System							35,000	
Project Total	695,000	70,000	60,000	90,000	171,800	40,000	108,400	149,000
INTERNALLY AND THIRD-PARTY FUNDED								
HK Funds / Internal Loan								
Grant	255,000							62,500
Additional Sources	255,000	0	0	0	0	0	0	62,500
Property/Department Resources	440,000	70,000	60,000	90,000	171,800	40,000	108,400	86,500

HOUSING KITSAP FY 2026-2027

Budget Decision Packages

<i>high</i>	\$ 1,146,200	33.6%
<i>medium</i>	1,275,000	37.4%
<i>low</i>	991,500	29.1%
	<u>\$ 3,412,700</u>	<u>100.0%</u>

	Item/Description	Total Cost	Funding Source Description	Amount	Additional Comments	Priority
Admin	Yardi Debt Management Module	24,000	General Funds	24,000	track and monitor HK's various loans	<i>medium</i>
Admin	Protective AI Software	20,000	General Funds	20,000	AI software program and licensing	<i>medium</i>
Admin	Compensation Study	20,000	General Funds	20,000	contract consultant for comp study	<i>low</i>
Admin	Main Office - External Painting	35,000	General Funds	35,000	2244 NW Bucklin Hill Road office	<i>medium</i>
Admin	New Company-Wide Phone System	40,000	General Funds	40,000	implement new company phone system	<i>high</i>
Admin	Main Office - Internal Painting and Flooring	35,000	General Funds	35,000	public area and select hallway painting	<i>low</i>
Admin	Main Office - New Cubicle Area	30,000	General Funds	30,000	develop additional office space	<i>high</i>
CW	Exterior Paint	125,000	Property Reserves	125,000	exterior building protection	<i>medium</i>
CW	Bridges - Walkways	80,000	Property Reserves	80,000	tenant safety concerns	<i>high</i>
KR	Carports and Parking	40,000	Property Reserves	40,000	repairing carports and parking paint	<i>medium</i>
KR	Stair Railings	30,000	Property Reserves	30,000	necessary safety repairs	<i>high</i>
KR	Recreation Area	10,000	Property Reserves	10,000	outdoor recreation area repairs	<i>low</i>
KR	Gutters	25,000	Property Operations	25,000	gutter replacement	<i>high</i>
KR	Decks	120,000	Property Reserves	120,000	deck repair and replacement	<i>high</i>
PP	Roofing and Gutter	31,000	Property Operations	31,000	repairs needed	<i>high</i>
PP	Water Remediation	100,000	Property Reserves	100,000	solution and repairs needed	<i>high</i>
PP	Decks	10,000	Property Reserves	10,000	repairs needed	<i>high</i>
PP	Signage	7,500	Property Reserves	7,500	Signage is needed	<i>low</i>
HT	underground water valves	60,000	Property Reserves	60,000	water pooling and waste	<i>medium</i>
HT	dryer duct cleaning	10,000	Property Operations	10,000	functional need and safety	<i>high</i>
HT	roof cleaning and flashing repair	10,000	Property Operations	10,000	deteriorating roof needs repairs	<i>medium</i>
HT	gutter cleaning	8,000	Property Operations	8,000	creating water damage	<i>medium</i>
VT	roof cleaning and flashing repair	10,000	Property Operations	10,000	deteriorating roof needs repairs	<i>medium</i>
VT	dryer duct cleaning	10,000	Property Operations	10,000	functional need and safety	<i>high</i>
VT	gutter cleaning	8,000	Property Operations	8,000	creating water damage	<i>medium</i>

HOUSING KITSAP FY 2026-2027

Budget Decision Packages

<i>high</i>	\$ 1,146,200	33.6%
<i>medium</i>	1,275,000	37.4%
<i>low</i>	991,500	29.1%
	<u>\$ 3,412,700</u>	<u>100.0%</u>

	Item/Description	Total Cost	Funding Source Description	Amount	Additional Comments	Priority
FP	Exterior Painting	175,000	Property Reserves	50,000	Exterior painting is needed	<i>low</i>
FP			HK Funds	37,500		
FP			Grant Request	87,500		
FM	Roof & Gutters	200,000	Property Reserves	25,000	new roof and gutters are needed	<i>medium</i>
FM			HK Funds	75,000	internal company funds	
FM			Grant Request	100,000	50% Grant Request financed	
FM	Exterior Siding and Painting	175,000	Property Reserves	25,000	new exterior siding and painting needed	<i>medium</i>
FM			HK Funds	62,500	internal company funds	
FM			Grant Request	87,500	50% Grant Request financed	
FV	Roof Replacement	250,000	Property Reserves	150,000	roof needs replacing	<i>medium</i>
FV			Grant Request	100,000	40% Grant Request	
RH	Deck Replacement - Phase II	100,000	Property Reserves	100,000	existing decks are a safety concern	<i>high</i>
RH	Tree and Asphalt Work	35,000	Property Reserves	35,000	tree removal and asphalt repairs	<i>low</i>
WI	Deck Restoration	80,000	Property Reserves	80,000	necessary repairs	<i>high</i>
WI	Stairwells and Landings	80,000	Property Reserves	80,000	necessary repairs	<i>high</i>
WI	Engineering Survey for Water Pooling	25,000	Property Reserves	25,000	construction anticipated following year	<i>high</i>
WI	Gutter repairs	10,000	Property Reserves	10,000	turnovers and work orders	<i>medium</i>
HKH	Windows - scattered sites (52 x 5k)	260,000	Property Reserves	130,000	windows need replacement	<i>high</i>
HKH			Grant Request	130,000	50% Grant Request	
HKH	Nollwood - Buildings Siding	250,000	Property Reserves	125,000	building siding repairs	<i>low</i>
HKH			Grant Request	125,000	50% Grant Request	
HKH	Painting - scattered sites (52 x 2.5k)	130,000	Property Reserves	130,000	exterior painting	<i>low</i>
HKH	Nollwood - Trees and Sidewalk Work	30,000	Property Reserves	30,000	tree removal and sidewalk repairs	<i>high</i>
HKH	Nollwood - Playground	25,000	Property Reserves	25,000	new apparatus needed	<i>low</i>

HOUSING KITSAP FY 2026-2027

Budget Decision Packages

<i>high</i>	\$ 1,146,200	33.6%
<i>medium</i>	1,275,000	37.4%
<i>low</i>	991,500	29.1%
	<u>\$ 3,412,700</u>	<u>100.0%</u>

	Item/Description	Total Cost	Funding Source Description	Amount	Additional Comments	Priority
GT2	Community Area Flooring	40,000	Property Reserves	40,000	community space	<i>low</i>
GT2	Exterior Damages to Soffit and Lighting	30,000	Property Reserves	30,000	exterior repairs	<i>high</i>
GT3	Columns in Entry Rot	35,000	Property Reserves	35,000	repair rot damage	<i>medium</i>
GT3	Exterior Siding Rot	25,000	Property Reserves	25,000	repair rot damage	<i>medium</i>
LB	Full Exterior Paint	50,000	Property Reserves	50,000	painting the 2 Port Orchard buildings	<i>low</i>
LB	Paint and Flooring Community Areas	30,000	Property Reserves	30,000	includes hallways and stairways	<i>low</i>
LB	Tree Work	10,000	Property Reserves	10,000	landscaping cleanup (trees)	<i>medium</i>
MM	Carpet	60,000	Property Reserves	60,000	buildings' community space and hallways	<i>low</i>
MM	20 Smoke & Fire Alarms	16,800	Property Operations	16,800	required for safety	<i>high</i>
MM	Sign	5,000	Property Operations	5,000	repairs needed	<i>low</i>
MM	Columns in Entry Rot	35,000	Property Reserves	35,000	repair of rot damage	<i>medium</i>
MM	Exterior Siding Rot	25,000	Property Reserves	25,000	repair of rot damage	<i>medium</i>
MM	Exterior Damages to Soffit and Lighting	30,000	Property Reserves	30,000	exterior repairs	<i>high</i>
OB	Gravel RV Lot	40,000	Property Reserves	40,000	gravelling lot for RV and trailers	<i>low</i>
POV	Flooring	55,000	Property Reserves	55,000	community areas	<i>low</i>
POV	HVAC Systems	35,000	Property Reserves	35,000	new systems necessary	<i>medium</i>
POV	Siding and Railing Repair	10,000	Property Reserves	10,000	repairs needed	<i>medium</i>
POV	Smoke and Fire Alarms	8,400	Property Operations	8,400	required safety equipment	<i>high</i>
TS	Building Siding	125,000	Property Reserves	62,500	siding repairs	<i>medium</i>
TS			Grant Request	62,500	50% Grant Request	
TS	Deck Improvement	24,000	Property Reserves	24,000	deck improvement	<i>low</i>
		<u>\$ 3,412,700</u>		<u>\$ 3,412,700</u>		

PHA Board Resolution
Approving Operating Budget

**U.S. Department of Housing and
 Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577-0029 (exp. 04/30/2027)

Public reporting burden for this collection of information is estimated to average 136.2 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, completing the operating budget and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information including suggestions for reducing this burden, to the Reports Management Officer, QDAM, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410. When providing comments, please refer to OMB Approval No. 2577-0029. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed and budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating budget adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA complies with HUD prescribed procedures. PHA boards must approve the operating budget and HUD requires boards to certify their approval through this form. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: **Kitsap County Consolidated Housing Authority** PHA Code: **WA036**

PHA Fiscal Year Beginning **07/01/2026** Board Resolution Number: **2026-18**

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

- | | <u>DATE</u> |
|---|-------------|
| <input checked="" type="checkbox"/> Operating Budget approved by Board resolution on: | 05/26/2026 |
| <input type="checkbox"/> Operating Budget submitted to HUD, if applicable, on: | |
| <input type="checkbox"/> Operating Budget revision approved by Board resolution on: | |
| <input type="checkbox"/> Operating Budget revision submitted to HUD, if applicable, on: | |

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct.

WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §3729, 3802).

Print Board Chairperson's Name: Clarence Moriwaki	Signature:	Date:
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**KITSAP COUNTY CONSOLIDATED HOUSING AUTHORITY,
dba HOUSING KITSAP**

RESOLUTION 2025-18

**RESOLUTION ADOPTING THE HOUSING KITSAP ANNUAL BUDGET FOR
FISCAL YEAR 2026 (JULY 1, 2026-JUNE 30, 2027)**

WHEREAS, the staff of Kitsap County Consolidated Housing Authority, dba Housing Kitsap (HK) have submitted the Authority's FY 2027 proposed budget as of May 26, 2026; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires the Board of Commissioners to certify approval of the Housing Authority's annual operating budget; and

WHEREAS, the Housing Kitsap Board of Commissioners have reviewed and provided input on the Authority's proposed FY 2027 annual budget;

NOW, AND THEREFORE, BE IT RESOLVED that the Housing Kitsap Board of Commissioners hereby approves and authorizes the Executive Director to implement the approved FY 2027 budget.

ADOPTED by the Housing Kitsap Board of Commissioners at an open public meeting this 26th day of May 2026.

HOUSING KITSAP BOARD OF COMMISSIONERS

By: _____
Clarence Moriwaki, Chair

ATTEST:

Heather Blough, Executive Director



Housing Kitsap Board of Commissioners

Action Item Agenda Summary

MEETING DATE: May 26, 2026

ESTIMATED TIME: 5 minutes

AGENDA ITEM: 6. E.

AGENDA TITLE: Discussion and possible action regarding Resolution 2026-19 approving the Central Services Cost Allocation Plan for FYE 2027

SUBMITTED BY: Roan Blacker, Director of Finance

Previous Actions:

On May 27, 2025, the Board approved the most recent Central Services Cost Allocation Plan which provides the methodology for the allocation of direct and indirect costs to Housing Kitsap Programs, particularly for use where some costs are reimbursable by certain funding agencies only through the use of an approved allocation process.

Summary:

The Central Services Cost Allocation Plan has been reviewed and updated with minor changes. Attributes of the plan include monthly allocating expenses, quarterly funding the expenses to the extent available funding and grantor programs permit, and directly charging rent to our various departments using office space at 2244 NW Bucklin Hill Road. The most recent organizational chart is also included.

Recommended Action: Approve Resolution 2026-19 approving the Central Services Cost Allocation Plan for FYE 2027.

Executive Director's Recommendation: Agree Disagree No Opinion

Kitsap County Consolidated Housing Authority DBA

Housing Kitsap

Central Service Cost Allocation Plan for Fiscal Year July 1, 2026 through June 30, 2027

Housing Kitsap (EIN: 91-0908098)

2244 NW Bucklin Hill Road

Silverdale, WA 98383

Tel. (360) 535-6100, Fax (360) 535-6169

Contact Person(s): Heather Blough, Executive Director Email: bloughh@housingkitsap.org

A. INTRODUCTION

Housing Kitsap (HK) is a duly organized and legally existing public body corporate and politic and a housing authority under the laws of the State of Washington RCW 35.82. HK administers a variety of housing programs funded by Federal, State and Local agencies which includes major federal housing programs administered by US Department of Housing and Urban Development (HUD) and US Department of Agriculture-Rural Development (USDA-RD).

In accordance with 2 CFR 200, HUD is defined as HK's oversight agency and under HUD's definition; HK is a small Public Housing Authority (PHA). Even though HUD defines HK as a small PHA, 2 CFR requires all organizations that administer federal awards with indirect costs develop a cost allocation plan. HK is audited annually in compliance with state and funder requirements. HK is also reviewed and inspected annually by HUD and other funders for compliance.

B. COST ALLOCATION METHODOLOGY

This proposal is for a Direct Cost Allocation Plan (Plan) to cover the period beginning July 1 and ending June 30 each fiscal year. The direct cost allocation plan is reviewed annually to ensure federal and cognizant agency compliance with (1) 2 CFR Part 200, Cost of principles of State, Local and Indian Tribal Governments; and (2) US department of Housing and Urban development (HUD) policy requirements. This proposal addresses all elements of cost incurred by the Housing Authority and identifies shared costs that require allocation. The Housing Authority treats all costs as direct costs except general administration and general expenses. Joint costs are prorated individually as direct costs to each category and to each award using a basis most appropriate to the cost being prorated. Therefore, the direct allocation method has been used in allocating indirect costs.

The Housing Authority maintains adequate internal controls to ensure that no cost is charged both directly and indirectly to Federal contracts or grants.

C. DIRECT COSTS

Direct costs are costs that can be identified specifically with a project and therefore are charged to that project. The accounting system records these costs as they are incurred within the series of accounts assigned for that purpose. Further distribution is not required.

D. INDIRECT COSTS

Indirect costs are costs incurred for common or joint objectives and therefore cannot be readily and specifically identified with a project or activity. Indirect costs are grouped into common centers (s) and then distributed to benefiting activities by a cost allocation process on a monthly basis. Indirect costs are not applied in cases where government funding limits the otherwise shared allocations; and, in certain cases the authority may directly charge activities for good or services for monthly costs, such as insurance, rent and IT support.

E. BASE FOR DISTRIBUTION

The housing authority has two separate indirect cost centers consisting of Indirect Overhead (Central Services) and Asset Management Department.

Indirect Overhead (Central Services) includes the costs of all central administrative services for general program management, executive management, accounting and finance, applicable information technology systems, human resources, purchasing and public relations, company owned vehicles used for administrative purposes, and other related administrative costs. Indirect Overhead costs are allocated to each program based upon the percentage of each program's total full-time equivalents ("FTEs") as a percentage of the total of all program FTEs for the applicable month. And, within the multifamily housing programs, such costs are further allocated based upon dwelling units of the property.

Asset Management Indirect Cost Allocation includes the compliance and program management costs of the multifamily housing programs. Such costs include salaries, benefits, travel, office space, office equipment and supplies related to providing compliance and program management to each project. Asset Management's indirect department costs are allocated to each program based on the actual number of dwelling units in that program as a percent of the total number of dwelling units managed by the Asset Management department.

F. SUPPORTING FINANCIAL STATEMENTS, SUMMARY SCHEDULE AND UNALLOWABLE COSTS

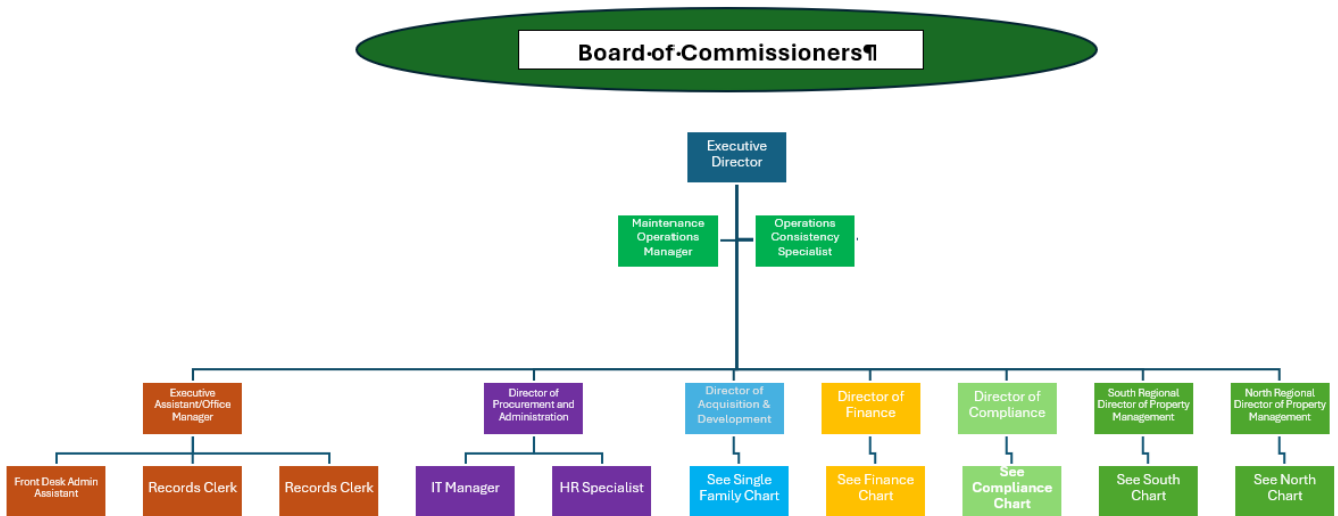
Unallowable and Excludable Costs – Unallowable and excludable direct costs, if any, are separately identified and included in the applicable allocation base for indirect costs allocation purposes only. Unallowable and excludable indirect costs, if any, are separately identified and excluded from the allocable indirect cost pool. The following costs have been excluded from the allocation process: Capital outlay over the threshold of \$10,000, entertainment, fines and penalties, bad debts, relocation, and food costs.

G. DESCRIPTION OF ACCOUNTING SYSTEM

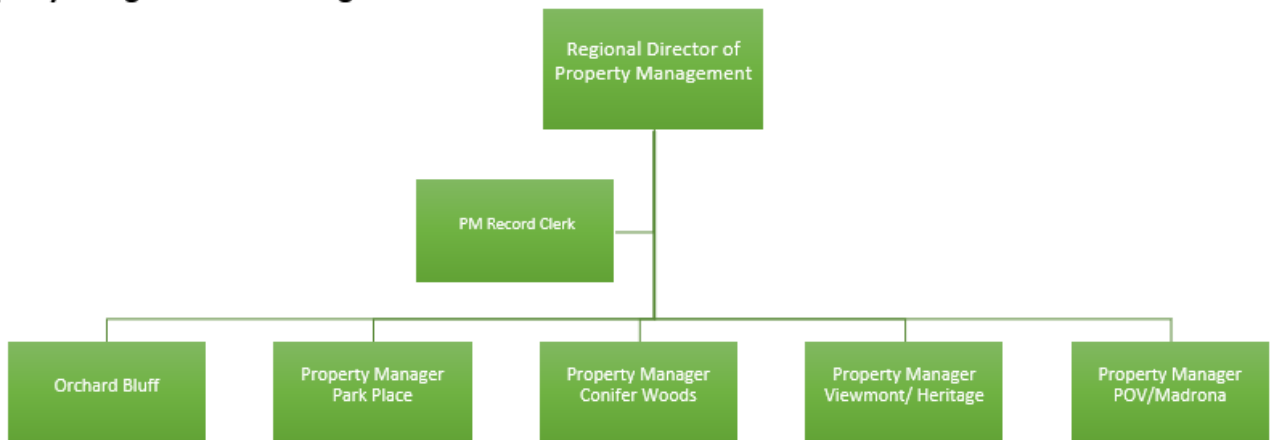
The Housing Authority uses the economic resources measurement focus and full accrual system of accounting in accordance with generally accepted accounting principles. Revenues, expenses, gains and losses from assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Every employee of the housing authority completes their timesheets in our payroll system bi-weekly, which is automatically sent to the supervisor for review and approval. The timesheet is tracked by each cost center, program, and/or separate legal entity. The employee salaries & benefits are allocated based on the hours worked in each cost center, program and/ or entity.

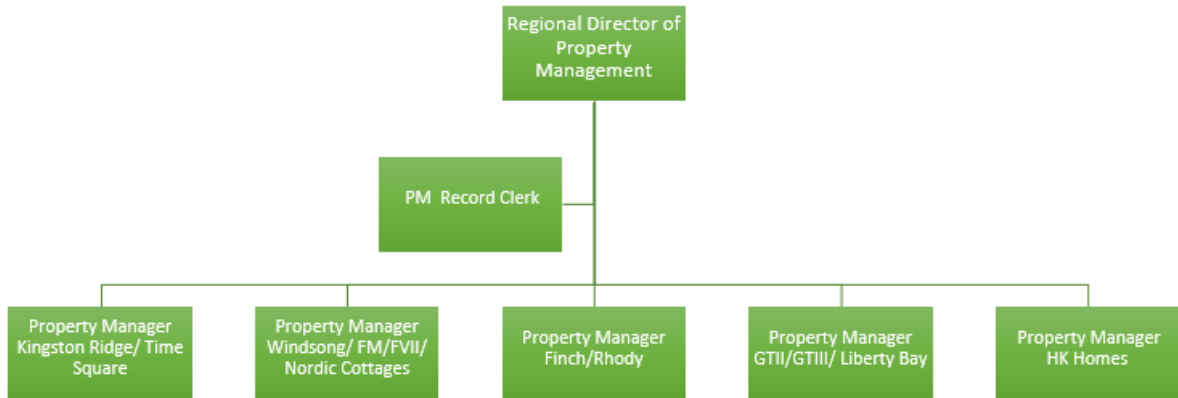
H. ORGANIZATION CHART



Property Management-South-Region



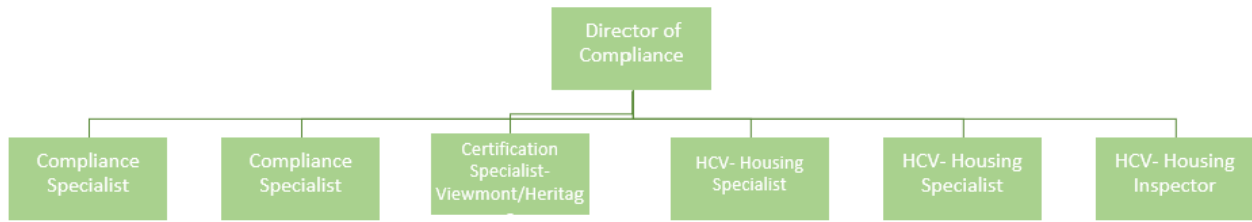
Property Management-North-Region



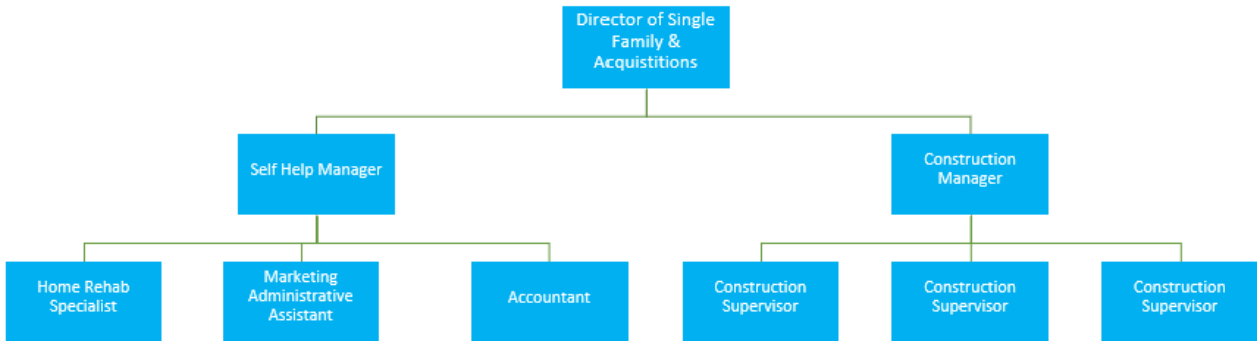
Property Management - Maintenance



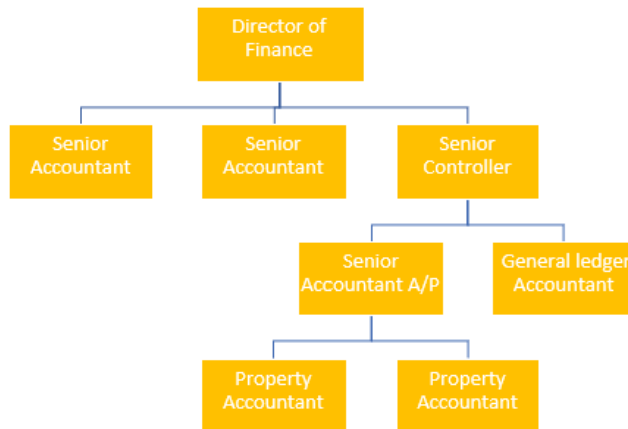
Property-Management--Compliance



Self-Help



Finance



I. COST ALLOCATION PLAN CERTIFICATION

Cost Allocation Plan Certification

This is to certify that I have reviewed the cost allocation plan submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal dated May 26, 2026, to establish cost allocations or billings for the fiscal year July 1, 2026, through June 30, 2027, are allowable in accordance with the requirements of this Part and the Federal award(s) to which they apply. Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the Federal awards to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently.

I declare that the foregoing is true and correct.

Signature

Name of Official (printed):

Date of Execution:

**KITSAP COUNTY CONSOLIDATED HOUSING AUTHORITY,
dba HOUSING KITSAP**

RESOLUTION 2026-19

RESOLUTION APPROVING THE CENTRAL SERVICES COST ALLOCATION PLAN FOR FYE 2027

WHEREAS, the staff of Kitsap County Consolidated Housing Authority, dba Housing Kitsap (HK), previously submitted a Central Services Cost Allocation Plan (“CSCA Plan”), approved and signed on May 27, 2025; and

WHEREAS, certain funders require that the CSCA Plan be reviewed and approved annually; and

WHEREAS, staff has provided an updated CSCA Plan for review and approval by the Board of Commissioners for Housing Kitsap;

NOW, AND THEREFORE, BE IT RESOLVED that the Housing Kitsap Board of Commissioners hereby approves the attached Central Services Cost Allocation Plan.

ADOPTED by the Housing Kitsap Board of Commissioners at an open public meeting this 26th day of May 2026.

HOUSING KITSAP BOARD OF COMMISSIONERS

By: _____
Clarence Moriwaki, Chair

ATTEST:

Heather Blough, Executive Director



Housing Kitsap Board of Commissioners

Action Item Agenda Summary

MEETING DATE: May 26, 2026

ESTIMATED TIME: 10 minutes

AGENDA ITEM: 6. F.

AGENDA TITLE: Discussion and possible action regarding approval of Resolution 2026-20 approving a salary scale for all current Housing Kitsap positions effective July 1, 2026, and implemented for the pay period beginning July 5, 2026

SUBMITTED BY: Heather Blough, Executive Director

Previous Actions:

The Board approved the most recent salary scale on March 24, 2026

Summary Statement:

The Budget, under separate agenda item, includes a 2% Cost of Living Adjustment (COLA), which has been incorporated into this proposed scale, with an effective date of July 1, 2026. Increases for each employee will be applied effective July 5, 2026 (first day of the pay period following the effective date).

If an employee has a successful performance review, the supervisor may make a recommendation for a step increase for FYE 2026. This will provide a typical possible increase for staff of 2% COLA and 3% merit increase for FYE 2026.

Having an approved salary scale creates transparency regarding the compensation at which a new staff member can be hired and provides a mechanism to acknowledge exceptional service.

Recommended Action: Approve Resolution 2026-20 approving a salary scale for all current Housing Kitsap positions effective July 1, 2026, and implemented for the pay period beginning July 5, 2026.

Executive Director's Recommendation: Agree Disagree No Opinion

FY27, start date 07.01.2026	All scales are listed at FTE																		
Department/Title	Current FTE	Training 07.2026	3.00%	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15 (Max)	
Administration																			
Executive Director		140,858	145,080	149,427	153,920	158,538	163,301	168,210	173,264	178,464	183,810	189,322	195,000	200,845	206,877	213,075	219,461		
		67.72	69.75	71.84	74.00	76.22	78.51	80.87	83.30	85.80	88.37	91.02	93.75	96.56	99.46	102.44	105.51		
Financial Advisor	20%	108,534	111,800	115,149	118,602	122,158	125,819	129,584	133,474	137,488	141,606	145,850	150,218	154,731	159,370	164,154	169,083		
		52.18	53.75	55.36	57.02	58.73	60.49	62.30	64.17	66.10	68.08	70.12	72.22	74.39	76.62	78.92	81.29		
Director of Procurement & Administration		79,414	81,806	84,261	86,798	89,398	92,082	94,848	97,698	100,630	103,646	106,746	109,949	113,256	116,646	120,141	123,739		
		38.18	39.33	40.51	41.73	42.98	44.27	45.60	46.97	48.38	49.83	51.32	52.86	54.45	56.08	57.76	59.49		
Information Systems Manager		76,232	78,520	80,870	83,304	85,800	88,379	91,021	93,746	96,554	99,445	102,419	105,498	108,659	111,925	115,274	118,726		
		36.65	37.75	38.88	40.05	41.25	42.49	43.76	45.07	46.42	47.81	49.24	50.72	52.24	53.81	55.42	57.08		
Human Resources Specialist		60,861	62,691	64,563	66,498	68,494	70,554	72,675	74,859	77,106	79,414	81,806	84,261	86,798	89,398	92,082	94,848		
		29.26	30.14	31.04	31.97	32.93	33.92	34.94	35.99	37.07	38.18	39.33	40.51	41.73	42.98	44.27	45.60		
Executive Assistant/Office Manager		55,162	56,826	58,531	60,278	62,088	63,960	65,874	67,850	69,888	71,989	74,152	76,378	78,666	81,016	83,450	85,946		
		26.52	27.32	28.14	28.98	29.85	30.75	31.67	32.62	33.60	34.61	35.65	36.72	37.82	38.95	40.12	41.32		
Records Clerk	150%	45,406	46,758	48,152	49,587	51,085	52,624	54,205	55,827	57,512	59,238	61,006	62,837	64,730	66,664	68,661	70,720		
		21.83	22.48	23.15	23.84	24.56	25.30	26.06	26.84	27.65	28.48	29.33	30.21	31.12	32.05	33.01	34.00		
Front Desk Administrative Assistant		36,046	37,128	38,251	39,395	40,581	41,808	43,056	44,346	45,677	47,050	48,464	49,920	51,418	52,957	54,538	56,181		
		17.33	17.85	18.39	18.94	19.51	20.10	20.70	21.32	21.96	22.62	23.30	24.00	24.72	25.46	26.22	27.01		
Finance																			
Director of Finance		108,534	111,800	115,149	118,602	122,158	125,819	129,584	133,474	137,488	141,606	145,850	150,218	154,731	159,370	164,154	169,083		
		52.18	53.75	55.36	57.02	58.73	60.49	62.30	64.17	66.10	68.08	70.12	72.22	74.39	76.62	78.92	81.29		
Senior Controller		91,832	94,578	97,406	100,334	103,334	106,434	109,637	112,923	116,314	119,808	123,406	127,109	130,915	134,846	138,882	143,042		
		44.15	45.47	46.83	48.23	49.68	51.17	52.71	54.29	55.92	57.60	59.33	61.11	62.94	64.83	66.77	68.77		
Senior Accountant		64,355	66,290	68,286	70,325	72,426	74,589	76,835	79,144	81,515	83,970	86,486	89,086	91,749	94,494	97,323	100,235		
		30.94	31.87	32.83	33.81	34.82	35.86	36.94	38.05	39.19	40.37	41.58	42.83	44.11	45.43	46.79	48.19		
General Ledger Accountant		50,565	52,083	53,643	55,245	56,909	58,614	60,382	62,192	64,064	65,978	67,954	69,992	72,093	74,256	76,482	78,770		
		24.31	25.04	25.79	26.56	27.36	28.18	29.03	29.90	30.80	31.72	32.67	33.65	34.66	35.70	36.77	37.87		
Senior Accountant for Compliance, Reporting and Budget		69,846	71,947	74,110	76,336	78,624	80,974	83,408	85,904	88,483	91,146	93,870	96,678	99,570	102,565	105,643	108,805		
		33.58	34.59	35.63	36.70	37.80	38.93	40.10	41.30	42.54	43.82	45.13	46.48	47.87	49.31	50.79	52.31		
Property Accountant		53,622	55,224	56,888	58,594	60,362	62,171	64,043	65,957	67,933	69,971	72,072	74,235	76,461	78,749	81,120	83,554		
		25.78	26.55	27.35	28.17	29.02	29.89	30.79	31.71	32.66	33.64	34.65	35.69	36.76	37.86	39.00	40.17		
Property Management																			
Director of Compliance		90,480	93,205	95,992	98,862	101,837	104,894	108,035	111,280	114,629	118,061	121,597	125,237	129,002	132,870	136,864	140,962		
		43.50	44.81	46.15	47.53	48.96	50.43	51.94	53.50	55.11	56.76	58.46	60.21	62.02	63.88	65.80	67.77		
Compliance Specialist		56,306	57,990	59,738	61,526	63,378	65,270	67,226	69,243	71,323	73,466	75,670	77,938	80,267	82,680	85,155	87,714		
		27.07	27.88	28.72	29.58	30.47	31.38	32.32	33.29	34.29	35.32	36.38	37.47	38.59	39.75	40.94	42.17		
Housing Specialist		54,662	56,306	57,990	59,738	61,526	63,378	65,270	67,226	69,243	71,323	73,466	75,670	77,938	80,267	82,680	85,155		
		26.28	27.07	27.88	28.72	29.58	30.47	31.38	32.32	33.29	34.29	35.32	36.38	37.47	38.59	39.75	40.94		
Certification Specialist		53,269	54,870	56,514	58,219	59,966	61,755	63,606	65,520	67,496	69,514	71,594	73,736	75,941	78,229	80,579	82,992		
		25.61	26.38	27.17	27.99	28.83	29.69	30.58	31.50	32.45	33.42	34.42	35.45	36.51	37.61	38.74	39.90		
Housing Inspector		55,765	57,429	59,155	60,923	62,754	64,646	66,581	68,578	70,637	72,758	74,942	77,189	79,498	81,890	84,344	86,882		
		26.81	27.61	28.44	29.29	30.17	31.08	32.01	32.97	33.96	34.98	36.03	37.11	38.22	39.37	40.55	41.77		
Regional Director of Property Management		71,053	73,174	75,379	77,646	79,976	82,368	84,843	87,381	90,002	92,706	95,493	98,363	101,317	104,354	107,494	110,718		
		34.16	35.18	36.24	37.33	38.45	39.60	40.79	42.01	43.27	44.57	45.91	47.29	48.71	50.17	51.68	53.23		
Property Manager		57,470	59,197	60,965	62,795	64,688	66,622	68,619	70,678	72,800	74,984	77,230	79,539	81,931	84,386	86,923	89,523		
		27.63	28.46	29.31	30.19	31.10	32.03	32.99	33.98	35.00	36.05	37.13	38.24	39.39	40.57	41.79	43.04		
Operations Consistency Specialist		57,470	59,197	60,965	62,795	64,688	66,622	68,619	70,678	72,800	74,984	77,230	79,539	81,931	84,386	86,923	89,523		
		27.63	28.46	29.31	30.19	31.10	32.03	32.99	33.98	35.00	36.05	37.13	38.24	39.39	40.57	41.79	43.04		
Maintenance Operations Manager		67,226	69,243	71,323	73,466	75,670	77,938	80,267	82,680	85,155	87,714	90,355	93,059	95,846	98,717	101,670	104,728		
		32.32	33.29	34.29	35.32	36.38	37.47	38.59	39.75	40.94	42.17	43.44	44.74	46.08	47.46	48.88	50.35		
Regional Maintenance Lead		56,306	57,990	59,738	61,526	63,378	65,270	67,226	69,243	71,323	73,466	75,670	77,938	80,267	82,680	85,155	87,714		
		27.07	27.88	28.72	29.58	30.47	31.38	32.32	33.29	34.29	35.32	36.38	37.47	38.59	39.75	40.94	42.17		
Maintenance Purchasing & Work Order Clerk		48,214	49,670	51,168	52,707	54,288	55,910	57,595	59,322	61,110	62,941	64,834	66,789	68,786	70,845	72,966	75,150		
		23.18	23.88	24.60	25.34	26.10	26.88	27.69	28.52	29.38	30.26	31.17	32.11	33.07	34.06	35.08	36.13		
Maintenance Technician 2		48,214	49,670	51,168	52,707	54,288	55,910	57,595	59,322	61,110	62,941	64,834	66,789	68,786	70,845	72,966	75,150		
		23.18	23.88	24.60	25.34	26.10	26.88	27.69	28.52	29.38	30.26	31.17	32.11	33.07	34.06	35.08	36.13		
Maintenance Technician		46,197	47,590	49,026	50,502	52,021	53,581	55,182	56,846	58,552	60,299	62,109	63,981	65,894	67,870	69,909	72,010		

Department/Title	Current FTE	Training 07.2026	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15 (Max)
Property Management Records Clerk		22.21	22.88	23.57	24.28	25.01	25.76	26.53	27.33	28.15	28.99	29.86	30.76	31.68	32.63	33.61	34.62
		45,406	46,758	48,152	49,587	51,085	52,624	54,205	55,827	57,512	59,238	61,006	62,837	64,730	66,664	68,661	70,720
		21.83	22.48	23.15	23.84	24.56	25.30	26.06	26.84	27.65	28.48	29.33	30.21	31.12	32.05	33.01	34.00
Self Help/Single Family																	
Director of Acquisition Development		96,200	99,091	102,066	105,123	108,285	111,530	114,878	118,331	121,888	125,549	129,314	133,203	137,197	141,315	145,558	149,926
		46.25	47.64	49.07	50.54	52.06	53.62	55.23	56.89	58.60	60.36	62.17	64.04	65.96	67.94	69.98	72.08
Program Manager		70,366	72,467	74,651	76,898	79,206	81,578	84,032	86,549	89,149	91,832	94,578	97,406	100,318	103,334	106,434	109,637
		33.83	34.84	35.89	36.97	38.08	39.22	40.40	41.61	42.86	44.15	45.47	46.83	48.23	49.68	51.17	52.71
Self-Help Construction Supervisor		64,251	66,186	68,162	70,200	72,301	74,464	76,690	78,998	81,370	83,803	86,320	88,920	91,582	94,328	97,157	100,069
		30.89	31.82	32.77	33.75	34.76	35.80	36.87	37.98	39.12	40.29	41.50	42.75	44.03	45.35	46.71	48.11
Home Rehabilitation Specialist		51,501	53,040	54,642	56,285	57,970	59,717	61,506	63,357	65,250	67,205	69,222	71,302	73,445	75,650	77,917	80,246
		24.76	25.50	26.27	27.06	27.87	28.71	29.57	30.46	31.37	32.31	33.28	34.28	35.31	36.37	37.46	38.58
Single Family Housing Accountant		54,163	55,786	57,450	59,176	60,944	62,774	64,667	66,602	68,598	70,658	72,779	74,963	77,210	79,518	81,910	84,365
		26.04	26.82	27.62	28.45	29.30	30.18	31.09	32.02	32.98	33.97	34.99	36.04	37.12	38.23	39.38	40.56
Marketing Administrative Specialist		48,984	50,461	51,979	53,539	55,141	56,805	58,510	60,258	62,067	63,939	65,853	67,829	69,867	71,968	74,131	76,357
		23.55	24.26	24.99	25.74	26.51	27.31	28.13	28.97	29.84	30.74	31.66	32.61	33.59	34.60	35.64	36.71

**KITSAP COUNTY CONSOLIDATED HOUSING AUTHORITY,
dba HOUSING KITSAP**

RESOLUTION 2026-20

**RESOLUTION APPROVING A SALARY SCALE FOR ALL CURRENT HOUSING KITSAP POSITIONS
EFFECTIVE JULY 1, 2026, AND IMPLEMENTED FOR THE PAY PERIOD BEGINNING JULY 5, 2026**

WHEREAS, the Kitsap County Consolidated Housing Authority, dba Housing Kitsap (HK), considers it good business practice to review and update policies and practices as necessary; and

WHEREAS, Housing Kitsap values its employees and desires to provide compensation commiserate with the local area; and

WHEREAS, the budget, if approved, includes a 2% cost of living adjustment (COLA) to be effective on the first day of the first pay period after July 1, 2026; and

WHEREAS, the current Salary Scale will only be used as the basis for the 2% COLA;

NOW, AND THEREFORE, BE IT RESOLVED that the Housing Kitsap Board of Commissioners hereby approves the attached salary scale, which includes a 2% cost of living increase (based on the current scale), for merit increases and new hires.

ADOPTED by the Housing Kitsap Board of Commissioners at an open public meeting this 26th day of May 2026.

HOUSING KITSAP BOARD OF COMMISSIONERS

By: _____
Clarence Moriwaki, Chair

ATTEST:

Heather Blough, Executive Director



Housing Kitsap Board of Commissioners

Action Item Agenda Summary

MEETING DATE: May 26, 2026

ESTIMATED TIME: 5 minutes

AGENDA ITEM: 6. G.

AGENDA TITLE: Discussion and possible action regarding Resolution 2026-21 authorizing the forgiveness of the Kitsap Apartments 2006 LP Sponsor Loan

SUBMITTED BY: Roan Blacker, Director of Finance

The staff at Housing Kitsap proposes that the Board forgive the Sponsor Loan created by Housing Kitsap to Kitsap Apartments 2006 Limited Partnership in the initial principal amount of \$7,226,765. This loan, along with the sale of tax credits and the issuance of tax-exempt bonds, comprised much of Housing Kitsap's financing for the acquisition and rehabilitation of Conifer Woods, Kingston Ridge, and Park Place apartments.

The loan was scheduled to be repaid from available cash flow with little likelihood of future repayment. The loan matures on May 31, 2027, has not received a payment since it was executed, and has accrued interest at a rate of more than 5% annually to the value of \$13,873,748.39 as of April 30, 2026.

Since Housing Kitsap is represented as both the general and limited partner in the partnership agreement, our legal council does not have a concern with the loan being forgiven. Because the loan is from Housing Kitsap to a Component Unit (Housing Kitsap Apartments 2006 LP), it is "eliminated" in our aggregate financials. However, the loan can be interpreted as being misleading for our general fund where it is documented as a \$13 million loan receivable on its balance sheet.

Pursuant to our development consultant Brawner, "We typically see PHAs forgive these loans, and in fact, it will be necessary for any re-syndication".

Recommended Action: Approve Resolution 2026-21 authorizing the forgiveness of the Kitsap Apartments 2006 LP Sponsor Loan

Executive Director's Recommendation: Agree Disagree No Opinion

**KITSAP COUNTY CONSOLIDATED HOUSING AUTHORITY,
dba HOUSING KITSAP**

RESOLUTION 2026-21

**RESOLUTION AUTHORIZING THE FORGIVENESS OF THE KITSAP APARTMENTS 2006 LP
SPONSOR LOAN**

WHEREAS, Housing Kitsap issued a sponsor loan in the principal amount of \$7,226,765 (the “Loan”) to Kitsap Apartments 2006 Limited Partnership (the “Partnership”) to help fund, together with the sale of tax credits and the issuance of tax-exempt bonds, the acquisition and rehabilitation of Conifer Woods, Kingston Ridge, and Park Place apartments; and

WHEREAS, the initial tax credit investing partner has exited the Partnership, and Housing Kitsap is now represented both as the general partner and the limited partner; and

WHEREAS, the Loan was scheduled to be repaid from available cash flow with little likelihood of future repayment, and has not received a payment since it was executed; and

WHEREAS, the Loan matures on May 31, 2027, and has accrued at a rate of more than 5% annually to an amount of \$13,873,748.39 as of April 30, 2026; and

WHEREAS, the Partnership is a Component Unit, included in our aggregate financial audit (thus causing the Loan to be eliminated from our authority-wide financial statements); however, the Loan represents both a general fund asset and a Partnership liability of more than \$13 million; and

WHEREAS, the Housing Kitsap Board of Commissioners agrees that loan forgiveness in this instance makes good business sense and does not create a gift of public funds, as Housing Kitsap is now represented both as the general partner and the limited partner of the Kitsap Apartments partnership;

NOW, AND THEREFORE, BE IT RESOLVED that the Housing Kitsap Board of Commissioners hereby approves the forgiveness of the Loan, both its initial principal and its accrued interest, in an aggregate amount of \$13,873,748.39 as of April 30, 2026.

ADOPTED by the Housing Kitsap Board of Commissioners at an open public meeting this 26th day of May 2026.

HOUSING KITSAP BOARD OF COMMISSIONERS

By: _____
Clarence Moriwaki, Chair

ATTEST:

Heather Blough, Executive Director



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: May 26, 2026

ESTIMATED TIME: 5 minutes

AGENDA TITLE: Executive Director/Committee Update

AGENDA ITEM: 7. A.

SUBMITTED BY: Heather Blough

TITLE: Executive Director

1. Executive Committee/General:

- Development Consultant – Follow up from site tour scheduled for May 28 – lots of opportunity
- Attended the Association of Washington Housing Authorities (AWHA) in Wenatchee. Legal topics filled the agenda.
- Cave property to be leased late May to Kidimu.
- Norm Dicks Government Center – have heard back from the Port of Bremerton, but no action yet.
- Continuing Kitsap Mental Health Services Board, including one committee.
- Attending bi-weekly “Housing Updates from Washington” National Association of Housing and Redevelopment Officials (NAHRO) call. One item in the President’s budget is term limits for HCV and work requirements for non-elderly non-disabled households.

2. Finance:

- Final Budget for FYE 6/30/2027 to be presented at this meeting. Large investment in developments anticipated to meet capital needs. Ambitious budget.
- Meeting weekly with Finance Director
- Attending, when possible, bi-weekly meetings between property management and property accounting
- The Office of the Washington State Auditor held exit conference with the Executive Committee of the FYE 2024 audit. Clean report.
- Electronic automatic payment process is still not totally ironed out. This will create much needed efficiency. Looking for June 1st payments to be successful!
- Continual discussions regarding processes and timelines for routine activities.

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

- Anticipate approximately \$1.5 million shortfall for Calendar Year 2026. Have been reviewing the funding award, which was received in early May. Have requested a meeting with the shortfall team.

- “Restore Rebuild” appears to have been cancelled based on the latest correspondence from HUD Secretary Ben Hobbs. Extension request for obligation of the Capital fund approved, though may not be able to utilize with Restore Rebuild end.

4. Administration/Procurement:

- Discussion regarding implementation of summer hours. Considering changing the weekday the office is closed to the public from Wednesday to Friday.
- Procurement Calendar beginning to take shape. Many, many items for the developments planned, as evidenced by the budget.
- Hiring is a continual process between vacant positions and newly authorized positions.
- Conference room update – waiting on the new blinds and finalized white board
- Planning for Summer Event

5. Development/Single Family

- Howerton Place-Kingston Cares – Purchase and Sale agreement close to final
- Southern Cross – received one more communication from neighbor, and the County was copied. One additional public records request, as well.
- In discussions with a developer for Poulsbo site for Self Help.



Housing Kitsap Board of Commissioners Department Update

MEETING DATE: May 26, 2026

ESTIMATED TIME: 5 minutes

AGENDA TITLE: Finance Update

AGENDA ITEM: 7. B.

SUBMITTED BY: Roan Blacker

TITLE: Director of Finance

1. General

- Processed property-based grant subsidy payments from HUD and USDA, and grant reimbursements and expenditures from: Rural Development 523 Technical Assistance Grant; Rural Development 502 loans; and Kitsap County Block Grant (CDBG REHAB).
- Received and processed HUD’s April 2026 Housing Assistance Payments (HAP) grant funds for HK’s Housing Choice Voucher program:

	April 2026
HAP – Rent and utilities	\$ 881,511
Administrative Fee	<u>46,585</u>
TOTAL	\$ 928,096

- Submitted the April 2026 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.
- Exit conference was held on May 18 for the WA State Auditor’s Office FY2024 Accountability Audit. HK received a “clean audit with no recommendations”.
- Presented the proposed Fixed Asset Policy, 2026-27 Budget, 2026-27 Central Service Cost Allocation Plan, and the internal loan terms that funded the electric panel capital projects for Heritage, Viewmont, and Windsong.

2. Financial Statements, Tenant Charges, and Receivables:

- Attached are the draft Balance Sheet for April 2026, YTD actual to budget through April 2026, and the Cash Flow Projection through the remaining fiscal year.
- Also attached are the monthly trailing tenant charges, collections, and aged account receivables for the most recent eight months.

Kitsap Consolidated Housing Authority
 Unaudited - Statement of Net Position - For Management Purposes Only
 April 30, 2026
HK BUSINESS TYPE ACTIVITIES ONLY (Note Consolidated to include Component Units)

Assets and Deferred Outflow of Resources

Current Assets	
Cash & Cash Equivalents	\$ 7,560,825
Tenant Security Deposits	577,377
Accounts Receivable, Net	1,514,213
Notes Receivable, Current	(126,315)
Government Grants Receivable	355,381
Prepaid Expense & Other Assets	306,016
Construction in Progress	3,471,447
Total Current Assets	13,658,944
Non-Current Assets	
Restricted Cash	6,158,967
Notes Receivable, Non-Current	29,247,202
Net Pension Asset	629,745
Capital Assets, Net	42,476,791
Investment In Limited Partnerships	2,473,750
Total Non-Current Assets	80,986,456
Deferred Outflows of Resources (PERS - Pension)	1,176,184
Total Assets and Deferred Outflow of Resources	\$ 95,821,583

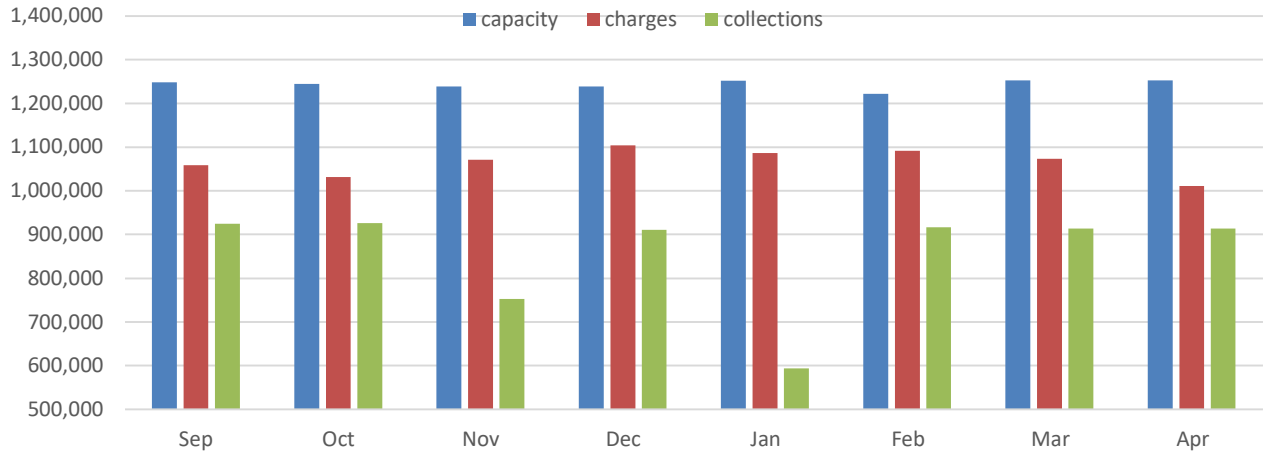
Liabilities, Deferred Inflows of Resources and Net Position

Current Liabilities	
Accounts Payable	\$ 235,185
Accrued Expenses	129,811
Tenant Security Deposits Payable	576,862
Unearned Revenue	357,266
Accrued Compensated Absences, Current	237,173
Notes Payable, Current	797,947
Accrued Interest Payable	458,222
Total Current Liabilities	2,792,466
Non-Current Liabilities	
Accrued Compensated Absences, Non-Current	79,057
Accrued Pension Liabilities	260,325
Notes Payable, Non-Current	39,766,057
Accrued Interest Payable, Non-Current	6,435,938
Other Non-Current Liabilities	92,651
Total Non-Current Liabilities	46,634,027
Deferred Inflows of Resources (PERS-Pension)	307,834
Net Position	
Restricted	1,599,016
Unrestricted	44,488,240
Total Net Position	46,087,256
Total Liabilities, Deferred Inflows of Resources and Net Position	\$ 95,821,583

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 4/30/2026
HK BUSINESS TYPE ACTIVITIES ONLY (Consolidated to include Component Units)

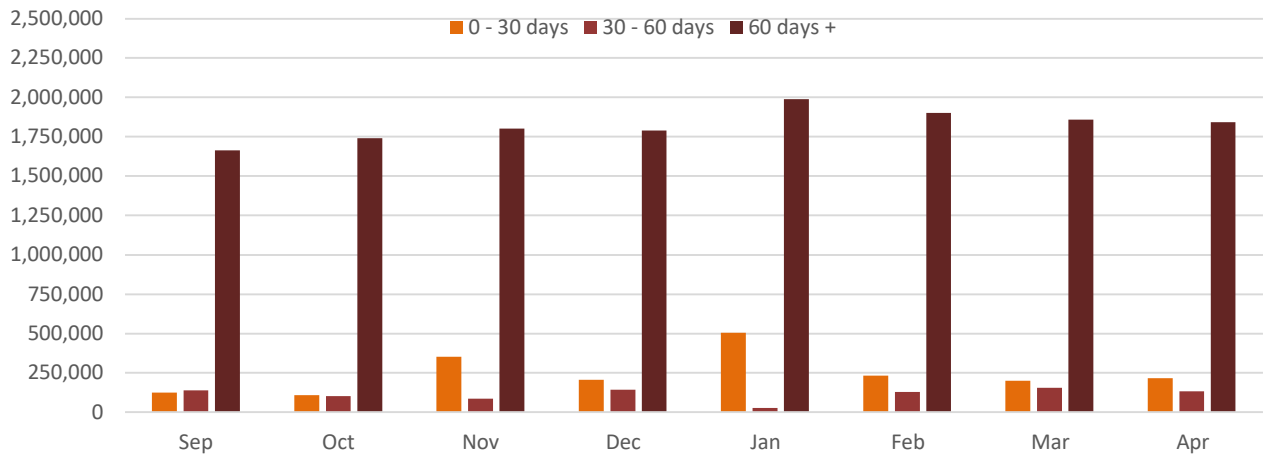
	Current Month				Year to Date			
	Apr-2026 <u>Actual</u>	Apr-2026 <u>Budget</u>	<u>Variance</u>	<u>var %</u>	10 months <u>Actual</u>	10 months <u>Budget</u>	<u>Variance</u>	<u>var %</u>
Income								
Rent and Other Tenant Related Income	\$ 1,253,373	\$ 1,366,568	\$ (113,195)	-8.3%	\$ 12,629,632	\$ 13,665,679	\$ (1,036,047)	-7.6%
Self Help Sales and Other Income	-	95,000	(95,000)	-100.0%	115,990	950,000	(834,010)	-87.8%
Grant Income	1,181,159	803,500	377,659	47.0%	8,141,516	8,034,997	106,519	1.3%
Interest Income	39,548	53,244	(13,696)	-25.7%	406,931	532,440	(125,509)	-23.6%
Total Income	<u>2,474,080</u>	<u>2,318,312</u>	<u>155,768</u>	<u>6.7%</u>	<u>21,294,069</u>	<u>23,183,116</u>	<u>(1,889,047)</u>	<u>-8.1%</u>
Expense								
Payroll/Labor Expense	423,809	508,129	(84,320)	-16.6%	4,107,697	5,081,287	(973,589)	-19.2%
Property Expense	184,408	189,000	(4,592)	-2.4%	1,811,311	1,889,998	(78,687)	-4.2%
Utilities	136,924	139,180	(2,256)	-1.6%	1,598,790	1,391,796	206,994	14.9%
Marketing/Advertising Expense	3,473	2,344	1,129	48.2%	20,509	23,440	(2,931)	-12.5%
Office Expense	22,655	32,513	(9,858)	-30.3%	292,443	325,126	(32,683)	-10.1%
Operational/Professional	285,033	238,907	46,125	19.3%	1,890,552	2,389,075	(498,523)	-20.9%
Grant Expense	755,828	718,319	37,509	5.2%	7,075,158	7,183,185	(108,027)	-1.5%
Self Help Lot Sales & Other Costs	-	79,167	(79,167)	-100.0%	106,363	791,670	(685,307)	-86.6%
Insurance/Tax Expense	92	53,458	(53,367)	-99.8%	492,103	534,583	(42,479)	-7.9%
Depreciation & Amortization	120,963	117,701	3,262	2.8%	1,249,290	1,177,008	72,282	6.1%
Interest on Debt	81,894	97,433	(15,539)	-15.9%	971,750	974,325	(2,575)	-0.3%
Total Expense	<u>2,015,079</u>	<u>2,176,149</u>	<u>(161,071)</u>	<u>-7.4%</u>	<u>19,615,966</u>	<u>21,761,492</u>	<u>(2,145,526)</u>	<u>-9.9%</u>
Net Income (Loss)	<u><u>\$ 459,001</u></u>	<u><u>\$ 142,162</u></u>	<u><u>\$ 316,839</u></u>	<u><u>223%</u></u>	<u><u>\$ 1,678,102</u></u>	<u><u>\$ 1,421,624</u></u>	<u><u>\$ 256,479</u></u>	<u><u>18%</u></u>

Housing Kitsap rental charges and collections



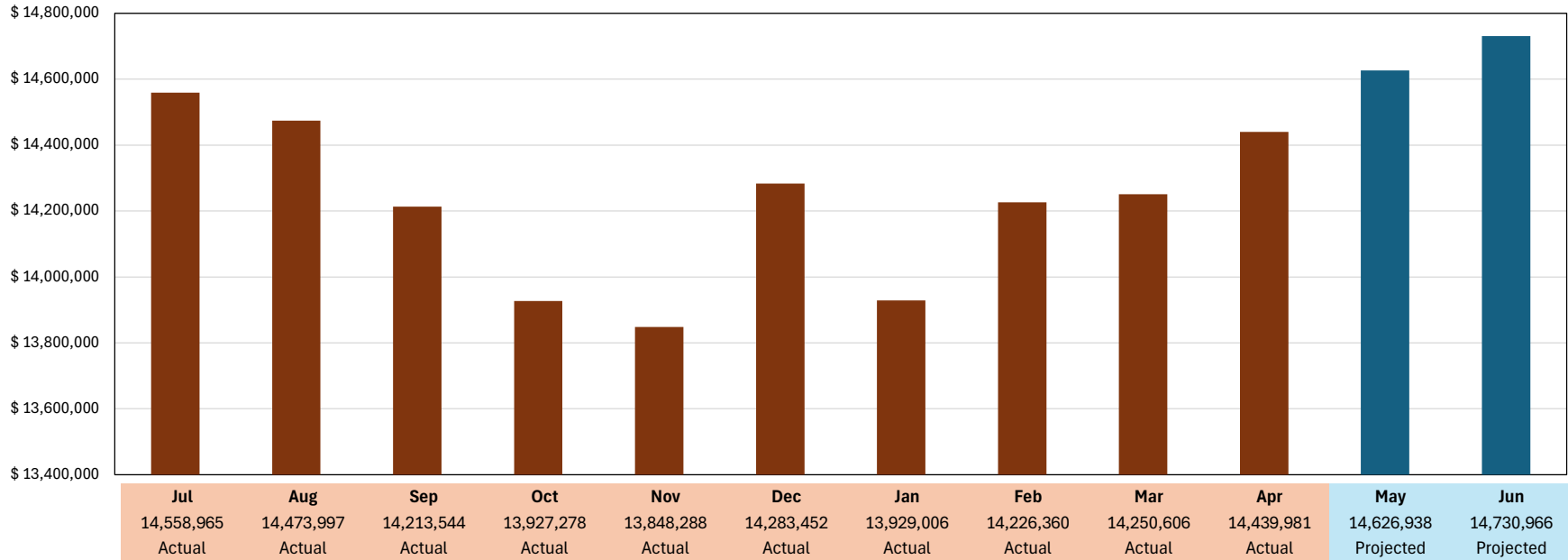
capacity	1,247,977	1,244,703	1,238,506	1,238,506	1,251,456	1,222,116	1,252,191	1,252,039
charges	1,058,757	1,031,444	1,071,142	1,103,875	1,086,323	1,091,412	1,072,997	1,011,269
collections	924,835	926,381	752,444	911,112	593,707	916,180	913,355	913,998

Housing Kitsap tenant account receivables



0 - 30 days	125,158	107,549	350,480	207,349	505,876	231,140	197,898	216,503
30 - 60 days	137,610	100,523	85,822	141,992	26,002	128,087	153,880	131,911
60 days +	1,662,865	1,741,226	1,801,631	1,790,235	1,988,137	1,900,816	1,857,050	1,842,744

Housing Kitsap Cash Flow Projection



Expected Cash Inflow and Outflow include the following:

May 2026:

- a. RD 523 TA/ REHAB/Dvlpt Director Salary Grants - \$89,000
- b. Riverstone Group 4 Land Sales (9 lots) - \$810,000
- c. Rents and Subsidies
- a. REHAB Expenses and Program Income Returns - \$12,000
- b. Windsong First Security Bank Loan Payment - \$6,163
- c. Finch Place HOME Loan Payment - \$6,534
- d. Heritage Exterior Stairs Project - \$50,809
- e. Rhododendron Exterior Decks - \$75,000
- f. Madrona Manor Repaved Road - \$55,000
- g. Kitsap Apartments Bond Interest Payment- \$626,680
- h. Southern Cross Project- \$44,650

June 2026:

- a. RD 523 TA/ REHAB/Dvlpt Director Salary Grants - \$135,000
- b. SHOP Loan Forgiveness - \$200,000
- c. Reimbursement for Heritage Stairs Project - \$101,617
- d. Reimbursement for Kingston Roof Project - \$234,175
- e. Reimbursement for Southern Cross Project- \$87,400.00
- f. Rents and Subsidies
- a. Golden Tides II HOME Loan Payment - \$53,659
- b. Orchard Bluff HTF Loan - \$15,016
- c. Windsong First Security Bank Loan Payment - \$6,163
- d. Heritage Exterior Stairs Project - \$50,809
- e. Kingston Roof Replacement Project - \$118,750
- f. Fjord Manor Exterior Siding Repair - \$50,000
- g. Golden Tides II Exterior Siding Repair - \$50,000
- h. Fjord Vista Tree Removal and Sidewalk Repair - \$50,000



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: May 26, 2026

ESTIMATED TIME: 10 minutes

AGENDA TITLE: Property Management Update

AGENDA ITEM: 7. C.

SUBMITTED BY: Jennifer Di Vitto and Maria Stitzel, Regional Directors of Property Management

- Staffing Updates:
 - Currently recruiting for:
 - Lead Maintenance Technicians
 - Maintenance Technicians
- A property management team meeting was held on Thursday, April 30, 2026, where staff participated in an online Nelrod Consortium training focused on maintenance documentation and tenant communication. Following the training, the team participated in a communication and collaboration exercise involving prioritization of commonly occurring operational tasks under changing conditions. Team members first completed the exercise individually before working in small groups to reach consensus rankings and reevaluate priorities after additional responsibilities were introduced. The training resulted in productive conversations regarding communication styles, shared and differing perspectives, and operational priorities, with positive feedback received from participants. Leadership continues to focus on staff development, operational consistency, and cross-department collaboration across the portfolio.
- The stair revitalization project at Heritage Apartments was initiated this month and includes improvements focused on the appearance, safety, and overall condition of the community stairwells. Work currently underway includes repairs, surface preparation, and updated finishes in high-traffic common areas to support long-term preservation of the property. Once completed, the project is expected to enhance the overall appearance of the community and contribute to a safer and more welcoming environment for residents and visitors.
- Housing Kitsap continues to pursue unlawful detainers for non-payment of rent in accordance with agency policy and applicable regulations. For households owing more than one month of rent, repayment agreements are offered prior to initiating court proceedings in an effort to resolve the balance and maintain tenancy. If the matter proceeds to a show cause hearing, Housing Kitsap will comply with any court-ordered repayment agreement. Full payment of the outstanding balance is accepted at any time prior to the execution of a physical eviction by the Sheriff's Office.



- 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	On Notice	Eviction	Applications In Process	Number of Waitlist Applicants per Bedroom Size				Portfolio
						1	2	3	4	
Conifer Woods Apartments	72	7	-	-	8	-	70	31	-	South End
Finch Place Apartments	29	4	-	-	2	105	-	-	-	North End
Fjord Manor Apartments	38	-	-	-	-	270	23	-	-	North End
Fjord Vista II Apartments	16	-	-	-	-	-	218	55	-	North End
Golden Tides II	45	2	2	-	4	140	15	-	-	North End
Golden Tides III	18	1	-	-	3	141	-	-	-	North End
Heritage Apartments	56	4	-	-	2	37	44	30	-	South End
HK Homes	136	16	2	-	20	99	157	114	39	North End
Kingston Ridge Apartments	43	-	-	-	-	52	2	20	-	North End
Liberty Bay	16	-	-	-	-	-	-	-	-	North End
Madrona Manor	40	1	1	-	1	292	6	-	-	South End
Nordic Cottages	8	-	-	-	-	50	-	-	-	North End
Orchard Bluff Mobile Home Park	89	-	3	-	1	-	-	-	-	South End
Park Place Apartments	86	9	-	4	3	-	59	4	-	South End
Port Orchard Vista	42	4	1	-	-	261	1	-	-	South End
Rhododendron Apartments	50	6	1	-	-	69	23	-	-	North End
Time Square Apartments	16	1	-	-	-	46	28	-	-	North End
Viewmont East Apartments	76	7	-	-	2	33	47	40	-	South End
Windsong Apartments	36	3	-	-	1	249	195	-	-	North End
Totals	904	65	10	4	47	indicates bedroom size not available at this property				

12 Month Occupancy May 2025 - April 2026

Property	Units	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Conifer Woods Apartments	72	83.94%	85.22%	84.86%	90.68%	92.27%	95.83%	97.22%	98.12%	97.85%	93.95%	91.62%	89.17%
Finch Place Apartments	29	86.21%	86.21%	86.09%	78.86%	79.31%	79.31%	79.31%	79.31%	79.31%	79.31%	79.31%	82.76%
Fjord Manor	38	99.91%	97.37%	97.19%	94.73%	97.20%	97.20%	98.33%	93.29%	92.28%	97.46%	100.00%	100.00%
Fjord Vista II	16	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Golden Tides II	45	78.81%	77.78%	77.78%	80.32%	82.22%	82.22%	82.22%	82.22%	82.22%	83.22%	88.67%	91.04%
Golden Tides III	18	88.89%	88.89%	93.70%	100.00%	100.00%	100.00%	100.00%	100.00%	94.44%	94.44%	94.44%	94.44%
Heritage Apartments	56	92.86%	92.86%	92.86%	91.07%	87.50%	87.50%	88.93%	88.65%	88.48%	91.48%	91.07%	91.07%
HK Homes	136	79.75%	78.36%	78.87%	79.41%	79.71%	79.76%	79.83%	82.19%	83.40%	82.59%	84.44%	85.66%
Kingston Ridge Apartments	43	89.46%	86.57%	86.05%	90.92%	95.35%	95.20%	95.35%	95.35%	95.35%	95.35%	98.35%	100.00%
Liberty Bay Apartments	16	100.00%	100.00%	100.00%	93.75%	93.75%	93.75%	93.75%	93.75%	93.75%	93.75%	93.75%	100.00%
Madrona Manor	40	95.00%	95.00%	97.17%	98.06%	98.87%	100.00%	96.55%	98.23%	97.50%	96.88%	97.50%	98.92%
Nordic Cottages	8	-	-	-	-	-	0.00%	50.00%	72.18%	89.52%	100.00%	100.00%	100.00%
Orchard Bluff	89	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	99.96%	100.00%
Park Place Apartments	86	85.89%	84.96%	84.84%	90.06%	94.60%	92.95%	95.43%	94.56%	89.08%	88.21%	88.30%	88.39%
Port Orchard Vista	42	98.73%	93.40%	95.16%	97.23%	96.31%	96.07%	92.79%	96.16%	96.16%	94.27%	95.85%	97.46%
Rhododendron Apartments	51	84.53%	86.65%	86.93%	88.17%	88.24%	88.24%	88.24%	88.24%	88.24%	88.24%	88.17%	88.24%
Time Square Apartments	16	93.75%	93.75%	93.75%	93.75%	93.75%	93.54%	93.75%	93.75%	93.75%	94.64%	93.75%	93.75%
Viewmont East	76	89.87%	86.64%	91.98%	90.78%	90.75%	89.88%	92.85%	92.70%	91.91%	91.48%	92.87%	92.11%
Windsong Apartments	36	94.26%	94.44%	97.04%	100.00%	100.00%	100.00%	97.22%	97.22%	97.22%	95.24%	94.44%	90.75%
Housing Kitsap Average	913	91.21%	90.45%	91.35%	92.10%	92.77%	87.97%	90.62%	91.89%	92.13%	92.66%	93.29%	93.88%

Resident Activity July 1, 2025 - April 30, 2026

Property	Units	Move In	Move Out	Notice	Cancel Notice	Rented	Canceled Application	Denied	Re-Apply	On Site Transfer	Eviction	Cancel Eviction
Conifer Woods Apartments	72	13	10	8	2	13	6	5	2	1	3	2
Finch Place Apartments	29	2	2	1	0	3	0	0	0	1	0	0
Fjord Manor	38	7	3	4	1	7	1	0	1	0	0	0
Fjord Vista II	16	0	0	0	0	0	0	0	0	0	0	0
Golden Tides II	45	7	2	2	0	9	6	11	3	0	0	0
Golden Tides III	18	1	1	1	0	0	1	0	0	0	0	0
Heritage Apartments	56	6	7	5	0	8	4	3	1	0	1	0
HK Homes	136	22	13	12	2	30	12	28	7	2	2	0
Kingston Ridge Apartments	43	9	2	1	0	6	6	3	2	0	0	0
Liberty Bay Apartments	16	1	1	1	0	1	0	0	0	0	0	0
Madrona Manor	40	5	6	6	0	5	0	0	0	0	0	0
Nordic Cottage	8	8	0	0	0	9	2	3	0	0	0	0
Orchard Bluff	89	3	3	5	0	3	1	0	0	0	0	0
Park Place Apartments	86	16	15	9	1	11	10	9	2	2	16	9
Port Orchard Vista	42	9	9	7	0	7	1	0	1	1	0	0
Rhododendron Apartments	51	4	2	0	0	1	1	1	0	1	2	0
Time Square Apartments	16	3	3	0	0	0	0	0	0	3	0	0
Viewmont East	76	7	7	3	0	3	2	5	3	3	4	3
Windsong Apartments	36	1	2	4	2	2	1	0	0	1	0	0
Totals	913	124	88	69	8	118	54	68	22	15	28	14
Total Overall Percentage		14%	10%	8%	1%	13%	6%	7%	2%	2%	3%	2%



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: May 26, 2026

ESTIMATED TIME: 5 minutes

AGENDA TITLE: Compliance Update

AGENDA ITEM: 7. D.

SUBMITTED BY: Freddy Linares

TITLE: Director of Compliance

- Processed June 2026 Housing Assistance Payment requests for Viewmont and Heritage through the Tenant Rental Assistance Certification System. Both properties are currently at a 100% reporting rate.
- Received and reviewed 7 new Reasonable Accommodation requests.
- Received and reviewed 12 new admission/move-in files.
- Submitted 212 HCV certifications to HUD through PIC. This number reflects an increase due to corrections and resubmissions.
- Submitted required monthly certifications for USDA Rural Development properties through MINC.
- Continued biweekly meetings with Property Management Regional Directors and the Finance Director to discuss Yardi software troubleshooting, process improvements, and routine operational updates.
- Fully implemented Yardi Compliance Manager with the HCV Specialist team. The system is functioning well overall, with only minor issues identified during implementation.
- Attended the monthly HCV Managers call with Washington housing authorities to discuss common program topics and emerging issues.
- The Director of Compliance joined the PNW Compliance Group, a monthly support and discussion group for housing agency compliance professionals.
- Compliance Specialist Daniel Sabel completed the Certified Occupancy Certification course.
- Compliance Specialist Antanette Gentile attended a HOTMA Income Inclusions webinar.

HCV program update:

Total Vouchers leased as of April 17, 2026	460
Vouchers per agency ACC	553



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: May 26, 2026

ESTIMATED TIME: 15 minutes

AGENDA TITLE: Development Update

AGENDA ITEM: 7. E.

SUBMITTED BY: Dean Nail

TITLE: Director of Acquisition and Development

1. Mutual Self-Help Housing (MSH)

- General
 - a. USDA 523 Grant application is with USDA National for approval, the cost allocation has been a subject of discussion and being updated by Housing Kitsap to current CFR requirements.
 - b. Working to finish the review and approval before July 31, 2026
- Riverstone Plat
 - a. Group 1 – Closed out
 - b. Group 2 – Closed out
 - c. Group 3 – The group is challenging with limited skill and motivation to finish work quickly. Our supervisor is working hard to get the group on track and refocused.
 - d. Group 4 – Appraisals are completed and sent to USDA for review and approval. USDA should be on track to close the group in June. Permits are issued and ready to start construction.
 - e. Working with legal to establish the HOA Board members.
- Lakeland Property (Allyn 2)
 - a. Lakeland group members' files are in process – expecting the full group to be submitted to USDA late June.
- Ives Mill
 - a. Preliminary Plat was approved and working on Site Development Activity Permit (SDAP) application with our engineering firm.
- Stoneridge
 - a. First townhomes delivery is pushed back to December 2026, working with our funders and Kitsap Bank to meet our funding expectations.

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

- Projects are back under way. We have internal overlap with the program while the coordinator is out on medical leave. HK staff will work on grant applications and construction issues if necessary.

3. Other Affordable Housing

- Southern Cross Rental Homes
 - a. The first building footings are formed and approved to pour. Contractor will form second building and pour together late May.

4. Viking's Crest Phase 2 Sale

- Still intending to sell the remaining parcel to the City of Poulsbo for city park and conservation land.

5. Sally's Place

- HK has procured an architectural firm and created a scope of work. Environmental Works is providing test fit scope with a few options. Met with the city to discuss options and have settled on 10 units. We intend to lease the space to a day care facility while we fund and permit project.

6. Howerton Place

- Working hard on the project to submit SDAP application to Kitsap County in May. We have returned the specs for cost estimating as the architect moves forward with building design. We intend to request funds from Community Investments in Affordable Housing (CIAH) and Commerce this year.



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: May 26, 2026

ESTIMATED TIME: 5 minutes

AGENDA TITLE: Procurement and Administration Update

AGENDA ITEM: 7. F.

SUBMITTED BY: Laura Auerbach, Director of Procurement & Administration

1. Procurement:

- Projects in Process:
 - Rhododendron Decks: 5 proposals received; in process of clarification prior to determination
 - Kingston Roof Replacement (CDBG Grant): Work began May 18, 2026, and completion anticipated by beginning of July
 - Heritage Exterior Stair (CDBG Grant): Work is underway, completion expected early July
 - New Landscaping Maintenance Service provider: Elyon Maintenance began May 1. Spring clean-up scheduling.
- Capital Needs Procurement: Initiating a biweekly meeting with finance and Regional Directors of Property Management to review status of projects, bids, and upcoming needs. Procurement Calendar shared with Leadership team.
- Support of Property Management: Assist in vendor sourcing for capital needs projects.

2. Records:

- 16 boxes of records that met their retention period were destroyed
- Received four new Public Records Requests
- Records Team attended the Washington Association of Public Records Officers (WAPRO) Spring Conference

3. Information Services:

- Purchased four licenses for Business Microsoft CoPilot AI to test usability for HK
- Studying uses for the free version of Microsoft Insight for strengthened security, to simplify the deployment of new tech equipment, and to reduce set up times
- Met with Mitel to discuss options for HK offices end-of-life phone system

4. Human Resources:

- Staff Ambassadors: Door decoration contest finalists chosen. Summer Event planning underway.
- Vacant Positions:
 - Maintenance Techs – Golden Tides, Finch/Rhody, Heritage
 - Maintenance Leads– Central Region, South Region
 - Self Help Construction Supervisors (2)
- Employee Exits:
 - Ross Madden – Maintenance Lead South End

Housing Kitsap Properties

Property Name	Number of Units	Location	Bedroom Sizes	Subsidy Types
Bainbridge Island	79			
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	59			
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	108			
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
Nordic Cottagea	8	609 NE Lincoln Rd, Poulsbo, WA 98370	1	Project Based Vouchers
Windsong Apartments	36	19880 3rd Avenue NW, Poulsbo, WA 98370	1, 2	USDA - RD, HOME State, Housing Choice Vouchers
Silverdale	83			
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	200			
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	383			
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