

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/kdRegPZlZl>

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

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



This institution is an equal opportunity provider and employer.

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

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HOUSING KITSAP BOARD OF COMMISSIONERS

MEETING AGENDA

June 23, 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. May 26, 2026, Meeting Minutes | Page 4 |
| B. May 2026 Disbursement Reports | Page 9 |
| C. Updated Employee Housing Decision Tree | Page 19 |
| D. Corrected Sales Proceeds Pool | Page 24 |
| E. Heritage and Viewmont TSCOP Update | Page 29 |

5. Discussion Items

- | | |
|--|---------|
| A. Housing Kitsap Sales Proceeds Pool Update | Page 31 |
| B. Personnel Committee | Page 33 |



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6. Action Items

- A. Discussion and possible action regarding Resolution 2026-22 approving the updated Violence Against Women Act (VAWA) Emergency Transfer Plan Page 34

7. Executive Session

- A. Executive Session – Potential Litigation RCW 42.30.110 (1)(i)(i)
Timed Item – 10:00 am Page 49

8. 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.

- A. Executive Director/Executive Committee Update (Heather Blough) Page 50
- B. Finance Division Update (Roan Blacker) Page 52
- C. Property Management Update (Jennifer Di Vitto and Maria Stitzel) Page 57
- D. Compliance Department Update (Freddy Linares) Page 61
- E. Development Update (Dean Nail) Page 62
- F. Procurement & Administration Updates (Laura Auerbach) Page 64

9. 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.

10. Adjourn



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**HOUSING KITSAP BOARD OF COMMISSIONERS
BOARD MEETING
May 26, 2026
MINUTES**

Board in Attendance: Mayor of City of Bainbridge Island Clarence Moriwaki (Chair), Mayor of City of Poulsbo Ed Stern (Vice Chair), Mayor of City of Port Orchard Rob Putaansuu, Kitsap County Commissioner Christine Rolfes, Resident Commissioner Brittany Dunklin

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, Regional Director of Property Management Maria Stitzel, Regional Director of Property Management Jennifer Di Vitto, Director of Compliance Freddy Linares, Information Systems Manager Troy Bocker, Property Manager LorAine Harden, Compliance Specialist Antanette Gentile, Property Manager Tanya Howard, Housing Specialist Brittney Covey, Property Management Records Clerk Kitty Eaton, Property Manager Sarah Dexter

Absent: Kitsap County Commissioner Katie Walters, Kitsap County Commissioner Oran Root

Public in attendance: None

1. Call to Order:

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

2. Approval of Agenda:

Commissioner Stern moved to approve the agenda. The motion was seconded by Commissioner Putaansuu. *Agenda approved.*

3. Public Comments:

None

4. Consent Agenda:

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

5. Discussion Items

A. Establishing a personnel committee

Heather Blough informed the Board that the personnel committee would help provide direction from the Board regarding succession planning. The Board recommended Chair Moriwaki, Commissioner Walters, and Commissioner Putaansuu for the committee. The committee discussion will be continued at the June Board meeting to consider structure and frequency.

6. Action Items

A. Discussion and possible action regarding Resolution 2026-15 approving the updated Resident Commissioner Policy

Heather Blough informed the Board that the updated Resident Commissioner Policy allows recruitment from the full Housing Kitsap portfolio if a Resident Commissioner is not found from a Tenant-Based Program.

Commissioner Putaansuu moved to approve Resolution 2026-15. The motion was seconded by Commissioner Stern. *The motion carried unanimously.*

B. Discussion and possible action regarding Resolution 2026-16 approving the updated HK Bylaws

Heather Blough informed the Board that the updated bylaws align with the revised Resident Commissioner Policy and removes the term “Public Housing.”

Commissioner Putaansuu moved to approve Resolution 2026-16. The motion was seconded by Commissioner Stern. *The motion carried unanimously.*

C. Discussion and possible action regarding Resolution 2026-17 approving the Fixed Asset Policy

Roan Blacker informed the Board that the updated Fixed Asset Policy raises the capitalization threshold from \$5,000 to \$10,000, effective back to July 1, 2025. Roan added that this is consistent with other Public Housing Authorities.

Commissioner Stern asked if the policy included any escalators. Roan responded that it is cleaner for the financials to not have the amount change each year.

Commissioner Stern moved to approve Resolution 2026-17. The motion was seconded by Commissioner Rolfes. *The motion carried unanimously.*

D. Discussion and possible action regarding Resolution 2026-18 approving the Fiscal Year 2027 Budget

Roan Blacker informed the Board that the budgeted revenues do not include potential grants that have not yet been awarded. Roan explained that this year’s budget reflects aspirational capital

projects. Roan directed the Board's attention to the decision packets on pages 60-64 of the Board report.

Heather Blough added that the results of the conversations with the Development Consultants will impact which of the capital projects get completed this year. Heather explained that there has been deferred maintenance that is getting caught up. Heather added that the Public Housing Repositioning has helped provide funds for these projects.

Commissioner Rolfes asked if HK has a 6-year maintenance plan and encouraged HK to start to plan annual maintenance costs. Heather Blough explained that HK has Capital Needs Assessments and Physical Needs Assessments that help outline a plan, but they are dependent on the development plan.

Commissioner Stern requested an analysis of the potential impact of the 21st Century ROAD to Housing Act on HK.

Commissioner Putaansuu moved to approve Resolution 2026-18. The motion was seconded by Commissioner Stern. *The motion carried unanimously.*

E. Discussion and possible action regarding Resolution 2026-19 approving the Central Cost Allocation Plan

Roan Blacker directed the Board's attention to page 69 of the Board report which shows the indirect overhead cost allocation. Roan explained that the Central Cost Allocation Plan includes the aspirational organization chart, even though all those positions are not currently filled.

Heather Blough added that one cost center was removed, with two cost centers remaining.

Commissioner Putaansuu moved to approve Resolution 2026-19. The motion was seconded by Commissioner Dunklin. *The motion carried unanimously.*

F. Discussion and possible action regarding Resolution 2026-20 approving the updated Salary Scale

Heather Blough informed the Board that the updated Salary Scale reflects a 2% Cost of Living Increase for all employees. Heather added that employees can also earn a merit increase each year.

Commissioner Dunklin asked if the FY 2027 Budget that was just approved reflects this increase. Heather confirmed that it does.

Commissioner Dunklin moved to approve Resolution 2026-20. The motion was seconded by Commissioner Rolfes. *The motion carried unanimously.*

G. Discussion and possible action regarding Resolution 2026-21 authorizing the forgiveness of the Sponsor Loan to Kitsap Apartments

Roan Blacker informed the Board that there was a \$7.2 million loan from HK to Kitsap Apartments, which has been accruing at a 5% interest rate up to \$13 million. Roan explained that this loan was used as a strategic tool at the time, has no foreseeable way to be repaid, and misrepresents the

financial statements. Roan added that Brawner, HK's Development Consultant, advised that forgiveness of the loan will be necessary before re-syndication.

Commissioner Rolfes moved to approve Resolution 2026-21. The motion was seconded by Commissioner Putaansuu. *The motion carried unanimously.*

7. Program Updates

A. Executive Director/Executive Committee:

Heather Blough noted the information in the report and offered to answer any questions. Heather added that the State Auditors Office presented a completely clean audit for 2024. There were no further questions.

B. Finance Division:

Roan Blacker directed the Board's attention to page 83 of the Board report which shows the Housing Assistance Payments received for April. Roan explained that the amount is higher than usual because it reflects catch-up payments from HUD.

C. Property Management:

Jennifer Di Vitto informed the Board that the stair revitalization project is in process at Heritage. Jennier added that occupancy rates across the portfolio continue to increase.

D. Compliance Department:

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

E. Single Family:

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

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

Commissioner Rolfes informed the Board that she received a complaint that the yards on Wembly are not being maintained. Maria Stitzel explained that residents are responsible for maintaining their lawns, and notices are being sent for instances of non-compliance. Maria added that HK has a new landscaper for any units that are currently vacant.

9. Adjournment:

The meeting adjourned at 10:06 am.

ATTEST:

ATTEST:

Heather Blough
Executive Director

Clarence Moriwaki
Chair

Date Approved

Board of Commissioners

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Vice Chair Ed Stern
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To: Housing Kitsap Board of Commissioners
From: Heather Blough, Executive Director
Subject: Approval May 2026 Disbursements and/or Fund Transfers
Date: Tuesday, June 23, 2026

KCCHA General Fund – 4711	\$	450,722
Section 8 Fund - 6311		720,345
HK_MF_All-Owned_SD - 8711		1,854,868
HK_MF_Sep_Corp_OP - 7911		1,052,008
Self Help SHOP Account - 3911		22,606
Self Help General Account - 2112		926
Self Help Family Account - 2111		58,494
HK_MF_Sep_Corp_SD - 0911		6,133
HK_MF_All-Owned_SD - 1711		849
HK_Mngmt Nordic Cottages OP - 1111		5,151
	\$	4,172,101

Disbursements of \$2,064,563 plus transfers of \$2,107,538 equal total payments of \$4,172,101.

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

Heather Blough
Executive Director

Date

Clarence Moriwaki, Chair

Date

Payment Summary
May 2026 Board Cash Disbursement Report

Bank	Check#	Vendor	Date	\$ Amount
hkgf4711 - KCCHA - GENERAL FUND	JE 7913	ACH DR- METKC	5/1/2026	6,950.53
hkgf4711 - KCCHA - GENERAL FUND	JE 7914	ACH DR- PAYNW INVOICE MAY 01, 2026 PAYROLL	5/1/2026	979.60
hkgf4711 - KCCHA - GENERAL FUND	JE 7915	ACH DR- HSA CONTRIBUTION	5/1/2026	494.70
hkgf4711 - KCCHA - GENERAL FUND	JE 7916	ACH DR- BASIC BENEFITS	5/1/2026	50.01
hkgf4711 - KCCHA - GENERAL FUND	JE 7917	ACH DR- VSP VISION CARE	5/1/2026	732.92
hkgf4711 - KCCHA - GENERAL FUND	JE 7940	ACH DR- USable Life Premium Payment	5/4/2026	3,363.72
hkgf4711 - KCCHA - GENERAL FUND	133885	v0000027 - APPLETREE ANSWERS	5/7/2026	1,212.89
hkgf4711 - KCCHA - GENERAL FUND	133886	v0000769 - BALANCED HOUSING SOLUTIONS	5/7/2026	3,030.00
hkgf4711 - KCCHA - GENERAL FUND	133887	V0000053 - BREMERTON GOVERNMENT CENTER ASSOCIATION	5/7/2026	1,582.78
hkgf4711 - KCCHA - GENERAL FUND	133888	V0000065 - CASCADE NATURAL GAS CORP.	5/7/2026	381.20
hkgf4711 - KCCHA - GENERAL FUND	133889	v0000380 - Century Link	5/7/2026	577.20
hkgf4711 - KCCHA - GENERAL FUND	133890	V0000193 - LEMAY MOBILE SHREDDING	5/7/2026	119.85
hkgf4711 - KCCHA - GENERAL FUND	133891	v0000253 - PACIFIC NORTHWEST TITLE	5/7/2026	314.96
hkgf4711 - KCCHA - GENERAL FUND	133892	V0000257 - PAGEFREEZER SOFTWARE, INC.	5/7/2026	5,389.83
hkgf4711 - KCCHA - GENERAL FUND	133893	V0000272 - PUGET SOUND ENERGY	5/7/2026	277.45
hkgf4711 - KCCHA - GENERAL FUND	133894	V0000338 - U. S. BANK	5/7/2026	1,339.58
hkgf4711 - KCCHA - GENERAL FUND	133895	V0000347 - VERIZON WIRELESS	5/7/2026	2,365.29
hkgf4711 - KCCHA - GENERAL FUND	133896	V0000365 - WESTBAY AUTO PARTS, INC	5/7/2026	18.99
hkgf4711 - KCCHA - GENERAL FUND	99859600	v0000143 - HOME DEPOT CREDIT SVCS- 4595	5/7/2026	14.67
hkgf4711 - KCCHA - GENERAL FUND	99049434	V0000164 - KITSAP BANK - VISA - FREDDY LINARES	5/11/2026	1,089.84
hkgf4711 - KCCHA - GENERAL FUND	99049470	V0000165 - KITSAP BANK - VISA - HEATHER L. BLOUGH	5/11/2026	887.23
hkgf4711 - KCCHA - GENERAL FUND	99049514	V0000168 - KITSAP BANK-VISA-DEAN NAIL	5/11/2026	1,344.49
hkgf4711 - KCCHA - GENERAL FUND	99049584	V0000166 - KITSAP BANK - VISA - JENNIFER DI VITTO	5/11/2026	374.91
hkgf4711 - KCCHA - GENERAL FUND	99112026	v0000011 - 76 FLEET	5/11/2026	3,235.70
hkgf4711 - KCCHA - GENERAL FUND	133897	V0000272 - PUGET SOUND ENERGY	5/14/2026	68.39
hkgf4711 - KCCHA - GENERAL FUND	133898	V0000047 - BREM AIR DISPOSAL, INC.-Commercial accts	5/14/2026	640.67
hkgf4711 - KCCHA - GENERAL FUND	133899	v0000114 - FIRST CHOICE HEALTH NETWORK	5/14/2026	100.00
hkgf4711 - KCCHA - GENERAL FUND	133900	V0000149 - INSIGHT PUBLIC SECTOR	5/14/2026	225.00
hkgf4711 - KCCHA - GENERAL FUND	133901	V0000176 - KITSAP COUNTY PUBLIC WORKS-Sewer billings	5/14/2026	109.72
hkgf4711 - KCCHA - GENERAL FUND	133902	v0000190 - LANGUAGE LINK	5/14/2026	20.26
hkgf4711 - KCCHA - GENERAL FUND	133903	V0000198 - LINGO	5/14/2026	13.52
hkgf4711 - KCCHA - GENERAL FUND	133904	v0000243 - NW COMMNET LLC	5/14/2026	405.95
hkgf4711 - KCCHA - GENERAL FUND	133905	v0000254 - PACIFIC OFFICE AUTOMATION (OR)	5/14/2026	207.44
hkgf4711 - KCCHA - GENERAL FUND	133906	V0000272 - PUGET SOUND ENERGY	5/14/2026	742.28
hkgf4711 - KCCHA - GENERAL FUND	133907	v0000749 - TSIMOURIS HOLDINGS SILVERDALE LLC	5/14/2026	564.08
hkgf4711 - KCCHA - GENERAL FUND	JE 8001	ACH DR- PAYNW MAY 15, 2026 PAYROLL	5/14/2026	111,496.12
hkgf4711 - KCCHA - GENERAL FUND	JE 8003	ACH DR- PAYNW MAY 15, 2026 TAX DEPOSITS	5/14/2026	22,974.27
hkgf4711 - KCCHA - GENERAL FUND	JE 8010	ACH DR- DYNAMIC COLLECTORS INC	5/14/2026	404.76
hkgf4711 - KCCHA - GENERAL FUND	JE 8018	ACH DR- WA DRS PAYMENT	5/15/2026	37,609.96
hkgf4711 - KCCHA - GENERAL FUND	JE 8019	ACH DR- VOYA DEFERRED COMP	5/15/2026	9,218.96
hkgf4711 - KCCHA - GENERAL FUND	JE 8020	ACH DR- HSA CONTRIBUTION	5/15/2026	494.70
hkgf4711 - KCCHA - GENERAL FUND	JE 8021	ACH DR- PAYNW INVOICE MAY 15, 2026 PAYROLL	5/15/2026	200.05
hkgf4711 - KCCHA - GENERAL FUND	133908	v0000763 - MCCULLOUGH HILL PLLC	5/18/2026	1,095.00
hkgf4711 - KCCHA - GENERAL FUND	133909	v0000763 - MCCULLOUGH HILL PLLC	5/19/2026	6,295.00
hkgf4711 - KCCHA - GENERAL FUND	99315764	v0000201 - LOWES - AM DEPT	5/20/2026	37.58
hkgf4711 - KCCHA - GENERAL FUND	133910	v0000479 - AUERBACH, LAURA	5/21/2026	196.55
hkgf4711 - KCCHA - GENERAL FUND	133911	V0000041 - BLOUGH, HEATHER	5/21/2026	61.44
hkgf4711 - KCCHA - GENERAL FUND	133912	V0000047 - BREM AIR DISPOSAL, INC.-Commercial accts	5/21/2026	744.35
hkgf4711 - KCCHA - GENERAL FUND	133913	v0000376 - BRETEYS CONSTRUCTION LLC	5/21/2026	897.61
hkgf4711 - KCCHA - GENERAL FUND	133914	V0000064 - CARAHSOFT TECHNOLOGY CORPORATION	5/21/2026	760.29
hkgf4711 - KCCHA - GENERAL FUND	133915	v0000484 - JAG CONSTRUCTION LLC	5/21/2026	44,650.00
hkgf4711 - KCCHA - GENERAL FUND	133916	V0000230 - NAIL, DEAN	5/21/2026	13.11
hkgf4711 - KCCHA - GENERAL FUND	133917	V0000247 - OFFICE DEPOT-ACCT. 67444053	5/21/2026	209.60
hkgf4711 - KCCHA - GENERAL FUND	133918	V0000256 - PACIFICA LAW GROUP, LLP	5/21/2026	3,041.50
hkgf4711 - KCCHA - GENERAL FUND	133919	V0000262 - PITNEY BOWES RESERVE ACCOUNT	5/21/2026	1,500.00
hkgf4711 - KCCHA - GENERAL FUND	133920	V0000272 - PUGET SOUND ENERGY	5/21/2026	50.46
hkgf4711 - KCCHA - GENERAL FUND	133921	v0000667 - WESTERN EXTERMINATOR	5/21/2026	516.05
hkgf4711 - KCCHA - GENERAL FUND	133922	v0000598 - ASHLEY'S CLEANING	5/21/2026	1,170.00
hkgf4711 - KCCHA - GENERAL FUND	133923	v0000769 - BALANCED HOUSING SOLUTIONS	5/21/2026	1,170.00
hkgf4711 - KCCHA - GENERAL FUND	133924	V0000064 - CARAHSOFT TECHNOLOGY CORPORATION	5/21/2026	1,317.60
hkgf4711 - KCCHA - GENERAL FUND	99764538	v0000201 - LOWES - AM DEPT	5/24/2026	242.35
hkgf4711 - KCCHA - GENERAL FUND	99942733	V0000136 - HD SUPPLY - ACCT.#104436	5/26/2026	1,616.49
hkgf4711 - KCCHA - GENERAL FUND	133925	V0000041 - BLOUGH, HEATHER	5/28/2026	381.60
hkgf4711 - KCCHA - GENERAL FUND	133926	v0000406 - CENTURYLINK (LUMEN)	5/28/2026	40.01
hkgf4711 - KCCHA - GENERAL FUND	133927	v0000123 - GOODYEAR AUTO SERVICE CENTER	5/28/2026	1,649.94
hkgf4711 - KCCHA - GENERAL FUND	133928	v0000125 - GRANITE TELECOMMUNICATIONS, LLC	5/28/2026	4,077.84
hkgf4711 - KCCHA - GENERAL FUND	133929	v0000157 - JIFFY LUBE	5/28/2026	106.23

Payment Summary
May 2026 Board Cash Disbursement Report

hkgf4711 - KCCHA - GENERAL FUND	133930	v0000255 - PACIFIC OFFICE AUTOMATION INC. (PA)	5/28/2026	431.68
hkgf4711 - KCCHA - GENERAL FUND	133931	v0000436 - PURCHASE POWER	5/28/2026	50.00
hkgf4711 - KCCHA - GENERAL FUND	133932	v0000672 - RENTGROW, INC	5/28/2026	649.00
hkgf4711 - KCCHA - GENERAL FUND	133933	v0000314 - SMS CLEANING, INC.	5/28/2026	1,300.00
hkgf4711 - KCCHA - GENERAL FUND	133934	v0000749 - TSIMOURIS HOLDINGS SILVERDALE LLC	5/28/2026	590.88
hkgf4711 - KCCHA - GENERAL FUND	133935	v0000782 - U.S. CANADA SUSTAINABLE MECHATRONICS LLC	5/28/2026	8,775.00
hkgf4711 - KCCHA - GENERAL FUND	133936	V0000365 - WESTBAY AUTO PARTS, INC	5/28/2026	15.49
hkgf4711 - KCCHA - GENERAL FUND	133937	v0000672 - RENTGROW, INC	5/28/2026	40.00
hkgf4711 - KCCHA - GENERAL FUND	99990262	v0000201 - LOWES - AM DEPT	5/28/2026	136.60
hkgf4711 - KCCHA - GENERAL FUND	JE 8043	ACH DR- DYNAMIC COLLECTORS INC	5/28/2026	66.63
hkgf4711 - KCCHA - GENERAL FUND	JE 8044	ACH DR- PAYNW MAY 29, 2026 PAYROLL	5/28/2026	109,915.07
hkgf4711 - KCCHA - GENERAL FUND	JE 8045	ACH DR- PAYNW MAY 29, 2026 TAX DEPOSITS	5/28/2026	22,423.30
hkgf4711 - KCCHA - GENERAL FUND	99289472	V0000136 - HD SUPPLY - ACCT.#104436	5/29/2026	562.80
hkgf4711 - KCCHA - GENERAL FUND	99345591	v0000143 - HOME DEPOT CREDIT SVCS- 4595	5/29/2026	2,262.38
hkgf4711 - KCCHA - GENERAL FUND	JE 8046	ACH DR- PAYNW INVOICE MAY 29, 2026 PAYROL	5/29/2026	200.05
hkgf4711 - KCCHA - GENERAL FUND	JE 8047	ACH DR- HSA CONTRIBUTION	5/29/2026	494.70
hkgf4711 - KCCHA - GENERAL FUND	JE 8048	ACH DR- VOYA DEFERRED COMP	5/29/2026	9,343.25
				450,721.90

Bank	Check#	Vendor	Date	Amount
hk6311 - Section 8-Hsg Choice Vouchers	25669	v7000621 - 2102 SE SEDGWICK DBA POTTERY CREEK II	5/1/2026	1,171.00
hk6311 - Section 8-Hsg Choice Vouchers	25670	v9004279 - Abbey Lane Apartments	5/1/2026	1,432.00
hk6311 - Section 8-Hsg Choice Vouchers	25671	v9005018 - ADAMS, JAY PRESTON	5/1/2026	1,300.00
hk6311 - Section 8-Hsg Choice Vouchers	25672	v9006344 - Ad-West Realty Services/Conifer Ridge Senior Apts	5/1/2026	710.00
hk6311 - Section 8-Hsg Choice Vouchers	25673	v9006343 - Ad-West Realty Services/Silvercrest Apartments	5/1/2026	1,692.00
hk6311 - Section 8-Hsg Choice Vouchers	25674	v9004829 - Ad-West Realty Svc/Island Terrace A	5/1/2026	2,670.00
hk6311 - Section 8-Hsg Choice Vouchers	25676	v9000028 - Alta Pointe Apartments	5/1/2026	1,463.00
hk6311 - Section 8-Hsg Choice Vouchers	25677	t9001375 - Anderson	5/1/2026	197.00
hk6311 - Section 8-Hsg Choice Vouchers	25678	v9003727 - Andrew Hento, Jr.	5/1/2026	375.00
hk6311 - Section 8-Hsg Choice Vouchers	25679	v9005673 - Andrew M. & Irene L. Lopez	5/1/2026	1,740.00
hk6311 - Section 8-Hsg Choice Vouchers	25680	v9006232 - Avenue 5 Apts/Ridgetop Apartments	5/1/2026	3,167.00
hk6311 - Section 8-Hsg Choice Vouchers	25681	v9006508 - Avenue 5/Atlas Apartments	5/1/2026	3,095.00
hk6311 - Section 8-Hsg Choice Vouchers	25682	t0008479 - Ayers	5/1/2026	96.00
hk6311 - Section 8-Hsg Choice Vouchers	25683	v9005879 - Bay Bridge Apts	5/1/2026	6,116.00
hk6311 - Section 8-Hsg Choice Vouchers	25684	t0041423 - Beck Peacock	5/1/2026	4.00
hk6311 - Section 8-Hsg Choice Vouchers	25685	t9001278 - Beebe	5/1/2026	225.00
hk6311 - Section 8-Hsg Choice Vouchers	25686	t0041910 - Bernier	5/1/2026	80.00
hk6311 - Section 8-Hsg Choice Vouchers	25687	t9001824 - Black	5/1/2026	138.00
hk6311 - Section 8-Hsg Choice Vouchers	25688	v8000555 - BPM5 LLC	5/1/2026	992.00
hk6311 - Section 8-Hsg Choice Vouchers	25689	t0012520 - Burton	5/1/2026	129.00
hk6311 - Section 8-Hsg Choice Vouchers	25690	v9005119 - Butler	5/1/2026	1,044.00
hk6311 - Section 8-Hsg Choice Vouchers	25691	v9001546 - CALNAN, TIMOTHY G.	5/1/2026	726.00
hk6311 - Section 8-Hsg Choice Vouchers	25692	v0000690 - CASCADE RIDGE APARTMENTS	5/1/2026	1,169.00
hk6311 - Section 8-Hsg Choice Vouchers	25693	t0007789 - Clark	5/1/2026	63.00
hk6311 - Section 8-Hsg Choice Vouchers	25694	v7000594 - COOPER, DAVID	5/1/2026	1,984.00
hk6311 - Section 8-Hsg Choice Vouchers	25695	t9001422 - Cornwell	5/1/2026	2.00
hk6311 - Section 8-Hsg Choice Vouchers	25696	t9001588 - Cyphers	5/1/2026	151.00
hk6311 - Section 8-Hsg Choice Vouchers	25697	v9005793 - Daniel & Ramona Kroener	5/1/2026	126.00
hk6311 - Section 8-Hsg Choice Vouchers	25698	v9000359 - David L Butcher	5/1/2026	1,246.00
hk6311 - Section 8-Hsg Choice Vouchers	25699	v8000645 - DAVID VANGINKEL	5/1/2026	1,912.00
hk6311 - Section 8-Hsg Choice Vouchers	25700	t0017053 - Davis	5/1/2026	28.00
hk6311 - Section 8-Hsg Choice Vouchers	25701	v0000675 - DEBORAH LEE HOLM	5/1/2026	1,618.00
hk6311 - Section 8-Hsg Choice Vouchers	25702	v9006675 - Del E. Mueller	5/1/2026	1,916.00
hk6311 - Section 8-Hsg Choice Vouchers	25703	v0000724 - DIAMOND PARKING/OLYMPIC VIEW APTS	5/1/2026	1,650.00
hk6311 - Section 8-Hsg Choice Vouchers	25704	t9001200 - Driggers	5/1/2026	158.00
hk6311 - Section 8-Hsg Choice Vouchers	25705	t0003138 - Duchesneau	5/1/2026	420.00
hk6311 - Section 8-Hsg Choice Vouchers	25706	v7000597 - ELEV8 RESIDENTIAL/ASGARD APTS	5/1/2026	1,339.00
hk6311 - Section 8-Hsg Choice Vouchers	25707	v0000725 - ERIC & JANET SANDALL	5/1/2026	1,805.00
hk6311 - Section 8-Hsg Choice Vouchers	25708	v8000581 - ETHOS SEAGLASS LLC/THE VIEW AT MANETTE	5/1/2026	1,567.00
hk6311 - Section 8-Hsg Choice Vouchers	25709	v9007128 - Eulalia Tomas Gonzales	5/1/2026	1,920.00
hk6311 - Section 8-Hsg Choice Vouchers	25710	t9001279 - Evanoff	5/1/2026	225.00
hk6311 - Section 8-Hsg Choice Vouchers	25711	v9005909 - Fairground Fee Owner LLC	5/1/2026	971.00
hk6311 - Section 8-Hsg Choice Vouchers	25712	t9001514 - Fakhrazadeh	5/1/2026	35.00
hk6311 - Section 8-Hsg Choice Vouchers	25713	v0000743 - FK INSIGNIA LLC	5/1/2026	1,514.00
hk6311 - Section 8-Hsg Choice Vouchers	25714	t9001233 - Gaeta	5/1/2026	167.00
hk6311 - Section 8-Hsg Choice Vouchers	25715	v8000647 - GATEWAY PROPERTY MANAGEMENT	5/1/2026	648.00
hk6311 - Section 8-Hsg Choice Vouchers	25716	t0036851 - Gordy	5/1/2026	23.00
hk6311 - Section 8-Hsg Choice Vouchers	25717	t9001627 - Goulden	5/1/2026	124.00

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hk6311	- Section 8-Hsg Choice Vouchers	25718	v0000679 - SILVERDALE SHORES/BonaVista Mgmt	5/1/2026	1,403.00
hk6311	- Section 8-Hsg Choice Vouchers	25719	v9000764 - Griffin Glen Apartments	5/1/2026	1,336.00
hk6311	- Section 8-Hsg Choice Vouchers	25720	v9000858 - Hidden Firs III	5/1/2026	2,204.00
hk6311	- Section 8-Hsg Choice Vouchers	25721	v9001508 - Housing Resources Bainbridge/Forest Home	5/1/2026	2,621.00
hk6311	- Section 8-Hsg Choice Vouchers	25722	v9001507 - Housing Resources Bainbridge/Island Home	5/1/2026	8,926.00
hk6311	- Section 8-Hsg Choice Vouchers	25723	v8000642 - HPA II BORROWER 2020-2 LLC	5/1/2026	3,348.00
hk6311	- Section 8-Hsg Choice Vouchers	25724	v9005727 - Irrevocable Living Trust of Dorothy Lee	5/1/2026	1,567.00
hk6311	- Section 8-Hsg Choice Vouchers	25725	v9000008 - James and Cecilia Adrian	5/1/2026	15,958.00
hk6311	- Section 8-Hsg Choice Vouchers	25726	v9001509 - Janet West Home	5/1/2026	3,741.00
hk6311	- Section 8-Hsg Choice Vouchers	25727	t0007791 - Johnson	5/1/2026	151.00
hk6311	- Section 8-Hsg Choice Vouchers	25728	v9002019 - JOHNSON, JOELINE R.	5/1/2026	2,435.00
hk6311	- Section 8-Hsg Choice Vouchers	25729	t0017679 - Jones	5/1/2026	29.00
hk6311	- Section 8-Hsg Choice Vouchers	25730	v9005575 - JP Housing LLC	5/1/2026	1,183.00
hk6311	- Section 8-Hsg Choice Vouchers	25731	v9006516 - Julie Bowling	5/1/2026	565.00
hk6311	- Section 8-Hsg Choice Vouchers	25732	b9001280 - Kahuhu	5/1/2026	116.00
hk6311	- Section 8-Hsg Choice Vouchers	25733	t0035825 - Koehler	5/1/2026	258.00
hk6311	- Section 8-Hsg Choice Vouchers	25734	v9005590 - Lacey Newman	5/1/2026	750.00
hk6311	- Section 8-Hsg Choice Vouchers	25735	t0014289 - Lange	5/1/2026	199.00
hk6311	- Section 8-Hsg Choice Vouchers	25736	v0000705 - LAWRENCE C. DANIELS	5/1/2026	807.00
hk6311	- Section 8-Hsg Choice Vouchers	25737	t9001185 - Leggs Dunkle	5/1/2026	98.00
hk6311	- Section 8-Hsg Choice Vouchers	25738	v9006249 - Lund Pointe Apartments	5/1/2026	1,411.00
hk6311	- Section 8-Hsg Choice Vouchers	25739	t0036944 - Madrid	5/1/2026	113.00
hk6311	- Section 8-Hsg Choice Vouchers	25740	t0003298 - Masters	5/1/2026	16.00
hk6311	- Section 8-Hsg Choice Vouchers	25741	t9001791 - Mathis	5/1/2026	135.00
hk6311	- Section 8-Hsg Choice Vouchers	25742	v0000625 - MERIDIAN GARDENS, LLC DBA KEYWAY APTS	5/1/2026	1,318.00
hk6311	- Section 8-Hsg Choice Vouchers	25743	v9002683 - Mike Foley	5/1/2026	770.00
hk6311	- Section 8-Hsg Choice Vouchers	25744	v9002914 - Mobile Properties Joint Junction LLC	5/1/2026	1,489.00
hk6311	- Section 8-Hsg Choice Vouchers	25745	t0035768 - Morse	5/1/2026	46.00
hk6311	- Section 8-Hsg Choice Vouchers	25746	t0017673 - Nall	5/1/2026	123.00
hk6311	- Section 8-Hsg Choice Vouchers	25747	v9002908 - Neil or Judy Bass	5/1/2026	1,642.00
hk6311	- Section 8-Hsg Choice Vouchers	25748	t0036809 - Nguyen	5/1/2026	254.00
hk6311	- Section 8-Hsg Choice Vouchers	25749	v9006887 - Norland Trails/Kitsap Olhava LLC	5/1/2026	2,558.00
hk6311	- Section 8-Hsg Choice Vouchers	25750	v9006312 - NSE Kitsap Fee Owner, LLC	5/1/2026	2,442.00
hk6311	- Section 8-Hsg Choice Vouchers	25751	v9005633 - Olympic Pointe Apartments	5/1/2026	10,253.00
hk6311	- Section 8-Hsg Choice Vouchers	25752	t9001801 - Omar	5/1/2026	225.00
hk6311	- Section 8-Hsg Choice Vouchers	25753	v9001264 - Orchard On The Green	5/1/2026	4,873.00
hk6311	- Section 8-Hsg Choice Vouchers	25754	v8000554 - ORCHARD PARK LLC	5/1/2026	1,567.00
hk6311	- Section 8-Hsg Choice Vouchers	25755	t9001342 - Padget	5/1/2026	152.00
hk6311	- Section 8-Hsg Choice Vouchers	25756	t0017684 - Padilla Rangel	5/1/2026	119.00
hk6311	- Section 8-Hsg Choice Vouchers	25757	v9006061 - Park Shore Property Management/Einspahr	5/1/2026	1,100.00
hk6311	- Section 8-Hsg Choice Vouchers	25758	v9002790 - Parkhurst Apartments	5/1/2026	1,668.00
hk6311	- Section 8-Hsg Choice Vouchers	25759	v9001563 - Parkwood Terrace Apartment Homes	5/1/2026	2,620.00
hk6311	- Section 8-Hsg Choice Vouchers	25760	t0002971 - Pearson	5/1/2026	19.00
hk6311	- Section 8-Hsg Choice Vouchers	25761	v9006398 - Pickett Prop Mgmt/Shigeta	5/1/2026	1,401.00
hk6311	- Section 8-Hsg Choice Vouchers	25762	v9006680 - Pickett Prop Mgmt/Watson	5/1/2026	1,747.00
hk6311	- Section 8-Hsg Choice Vouchers	25763	v9006483 - Pickett Property Mgt/Ana Simons Living Trust	5/1/2026	2,088.00
hk6311	- Section 8-Hsg Choice Vouchers	25764	v9005805 - Pine Ridge Apartments	5/1/2026	1,930.00
hk6311	- Section 8-Hsg Choice Vouchers	25765	t9001300 - Pinney	5/1/2026	167.00
hk6311	- Section 8-Hsg Choice Vouchers	25766	v8000520 - PORT ORCHARD MULTIFAMILY LLC	5/1/2026	1,819.00
hk6311	- Section 8-Hsg Choice Vouchers	25767	v9007066 - Port Washington LLC	5/1/2026	1,775.00
hk6311	- Section 8-Hsg Choice Vouchers	25768	v8000595 - REALLY PROPERTY MANAGEMENT/KRECKER	5/1/2026	2,148.00
hk6311	- Section 8-Hsg Choice Vouchers	25769	v9006259 - REALLY PROPERTY MANAGEMENT/NEUSON	5/1/2026	1,096.00
hk6311	- Section 8-Hsg Choice Vouchers	25770	v9006313 - RedTail Residential/The Clubhouse at Port Orchard Apts	5/1/2026	3,587.00
hk6311	- Section 8-Hsg Choice Vouchers	25771	v9006946 - Reeder Management Inc / Bay Breeze Apartments	5/1/2026	1,217.00
hk6311	- Section 8-Hsg Choice Vouchers	25772	v0000456 - REID PROPERTY MANAGEMENT LLC	5/1/2026	1,203.00
hk6311	- Section 8-Hsg Choice Vouchers	25773	v9006048 - Remax Connect/Webb	5/1/2026	1,457.00
hk6311	- Section 8-Hsg Choice Vouchers	25774	v8000674 - RENEW PROP MGMT/CAMELLE BOYKIN	5/1/2026	1,550.00
hk6311	- Section 8-Hsg Choice Vouchers	25775	v0000628 - RENEW PROP MGMT/COOPER CENTENNIAL LLC	5/1/2026	2,582.00
hk6311	- Section 8-Hsg Choice Vouchers	25776	v0000629 - RENEW PROP MGMT/CRI 5, LLC	5/1/2026	2,890.00
hk6311	- Section 8-Hsg Choice Vouchers	25777	v8000546 - RENEW PROP MGMT/SEACLIFF INVESTMENT GROUP, LLC	5/1/2026	2,368.00
hk6311	- Section 8-Hsg Choice Vouchers	25778	v0000630 - RENEW PROP MGMT/WA NATL INVESTMENT GROUP, LLC	5/1/2026	1,095.00
hk6311	- Section 8-Hsg Choice Vouchers	25779	t0014175 - Rhea	5/1/2026	492.00
hk6311	- Section 8-Hsg Choice Vouchers	25780	t0038936 - Roller	5/1/2026	171.00
hk6311	- Section 8-Hsg Choice Vouchers	25781	t0017725 - Rouse	5/1/2026	21.00
hk6311	- Section 8-Hsg Choice Vouchers	25782	v9001367 - Russell Frey Enterprise	5/1/2026	1,391.00
hk6311	- Section 8-Hsg Choice Vouchers	25783	t0007032 - Sadewasser	5/1/2026	103.00
hk6311	- Section 8-Hsg Choice Vouchers	25784	t9001634 - Salihi	5/1/2026	212.00
hk6311	- Section 8-Hsg Choice Vouchers	25785	t0016776 - Sanders	5/1/2026	330.00

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hk6311	- Section 8-Hsg Choice Vouchers	25786	t0040239 - Sanderson	5/1/2026	115.00
hk6311	- Section 8-Hsg Choice Vouchers	25787	t0017698 - Sayles	5/1/2026	97.00
hk6311	- Section 8-Hsg Choice Vouchers	25788	v9003213 - Scandia Knolls Assoc. Limited Partnership	5/1/2026	3,648.00
hk6311	- Section 8-Hsg Choice Vouchers	25789	t9001179 - Schneider	5/1/2026	108.00
hk6311	- Section 8-Hsg Choice Vouchers	25790	t0042120 - Sharp	5/1/2026	6.00
hk6311	- Section 8-Hsg Choice Vouchers	25791	t0006818 - Sherwood	5/1/2026	90.00
hk6311	- Section 8-Hsg Choice Vouchers	25792	v8000589 - SILVA, CHRISTOPHER	5/1/2026	1,439.00
hk6311	- Section 8-Hsg Choice Vouchers	25793	t0038147 - Skuza	5/1/2026	8.00
hk6311	- Section 8-Hsg Choice Vouchers	25794	t9001051 - Spears	5/1/2026	108.00
hk6311	- Section 8-Hsg Choice Vouchers	25795	v9005984 - Spencer Sutherland	5/1/2026	1,525.00
hk6311	- Section 8-Hsg Choice Vouchers	25796	v9004177 - Steven Durupt	5/1/2026	626.00
hk6311	- Section 8-Hsg Choice Vouchers	25797	t9001313 - Stone	5/1/2026	167.00
hk6311	- Section 8-Hsg Choice Vouchers	25798	t0017846 - Swenson	5/1/2026	183.00
hk6311	- Section 8-Hsg Choice Vouchers	25799	t0039439 - Talbert	5/1/2026	294.00
hk6311	- Section 8-Hsg Choice Vouchers	25800	v9006568 - TAM Residential/Cottage Bay Apartments	5/1/2026	8,381.00
hk6311	- Section 8-Hsg Choice Vouchers	25801	v9006561 - TAM Residential/Viewcrest Village Apts	5/1/2026	22,685.00
hk6311	- Section 8-Hsg Choice Vouchers	25802	v9006082 - The Diplomat Apartments	5/1/2026	1,149.00
hk6311	- Section 8-Hsg Choice Vouchers	25803	v0000483 - THE JOSEPH GROUP	5/1/2026	1,897.00
hk6311	- Section 8-Hsg Choice Vouchers	25804	v9006149 - The Neiders Company/Orchard Pointe Apartments	5/1/2026	1,695.00
hk6311	- Section 8-Hsg Choice Vouchers	25805	v9007049 - The Ridge at Payseno Lane Apartments	5/1/2026	546.00
hk6311	- Section 8-Hsg Choice Vouchers	25806	v0000623 - THE SINCLAIR II, LLC OF WASHINGTON	5/1/2026	1,725.00
hk6311	- Section 8-Hsg Choice Vouchers	25807	v9003785 - The Summit - HAP acct	5/1/2026	1,031.00
hk6311	- Section 8-Hsg Choice Vouchers	25808	v9003323 - Total Property Management/Lund Village	5/1/2026	1,337.00
hk6311	- Section 8-Hsg Choice Vouchers	25809	t0036497 - Turner	5/1/2026	60.00
hk6311	- Section 8-Hsg Choice Vouchers	25810	t0017677 - Twogood	5/1/2026	122.00
hk6311	- Section 8-Hsg Choice Vouchers	25811	v9006573 - TYLER and KYLA McKEAN	5/1/2026	1,800.00
hk6311	- Section 8-Hsg Choice Vouchers	25812	t9001212 - Veach	5/1/2026	95.00
hk6311	- Section 8-Hsg Choice Vouchers	25813	v9005602 - Vintage at Bremerton	5/1/2026	6,537.00
hk6311	- Section 8-Hsg Choice Vouchers	25814	v9006533 - Vintage at Silverdale	5/1/2026	12,739.00
hk6311	- Section 8-Hsg Choice Vouchers	25815	v0000494 - VINTAGE AT SILVERDALE, LLC	5/1/2026	1,992.00
hk6311	- Section 8-Hsg Choice Vouchers	25816	v9001125 - Weatherstone Apartment Homes	5/1/2026	2,270.00
hk6311	- Section 8-Hsg Choice Vouchers	25817	v9006025 - William Brasch	5/1/2026	2,600.00
hk6311	- Section 8-Hsg Choice Vouchers	25818	t0042129 - Williams	5/1/2026	8.00
hk6311	- Section 8-Hsg Choice Vouchers	25819	t0035827 - Wilson	5/1/2026	226.00
hk6311	- Section 8-Hsg Choice Vouchers	25820	v8000660 - WINDERMERE PROP MGMT/NEWKIRK	5/1/2026	2,800.00
hk6311	- Section 8-Hsg Choice Vouchers	25821	v9006971 - WINDERMERE PROPERTY MANAGEMENT/GIBBS-EGAN	5/1/2026	1,420.00
hk6311	- Section 8-Hsg Choice Vouchers	25822	v9006453 - WINDERMERE PROPERTY MANAGEMENT/KASHUK	5/1/2026	1,511.00
hk6311	- Section 8-Hsg Choice Vouchers	25823	v9006419 - WOZLECK, JAMES L.	5/1/2026	1,184.00
hk6311	- Section 8-Hsg Choice Vouchers	40	v9001022 - Liberty Bay Apartments	5/1/2026	1,195.00
hk6311	- Section 8-Hsg Choice Vouchers	25824	v0000770 - Tyler Housing Agency	5/4/2026	2,576.83
hk6311	- Section 8-Hsg Choice Vouchers	42	v0000001 - Housing Kitsap	5/4/2026	153,074.00
hk6311	- Section 8-Hsg Choice Vouchers	43	v0000005 - Kitsap Apartments	5/4/2026	1,935.00
hk6311	- Section 8-Hsg Choice Vouchers	44	v0000478 - HK Homes	5/4/2026	22,808.00
hk6311	- Section 8-Hsg Choice Vouchers	45	v0000493 - HARCOURTS PENINSULA PROPERTIES	5/4/2026	1,805.00
hk6311	- Section 8-Hsg Choice Vouchers	46	v0000624 - ADVANI, ANURADHA	5/4/2026	3,020.00
hk6311	- Section 8-Hsg Choice Vouchers	47	v0000683 - Pierce County Housing Authority	5/4/2026	4,352.32
hk6311	- Section 8-Hsg Choice Vouchers	48	v0000688 - Housing Authority of Snohomish County	5/4/2026	1,592.19
hk6311	- Section 8-Hsg Choice Vouchers	49	v0000691 - REALLY PROP MGMT/MONTMINY	5/4/2026	2,850.00
hk6311	- Section 8-Hsg Choice Vouchers	50	v0000709 - VINSHAW HOLDINGS, LLC	5/4/2026	2,816.00
hk6311	- Section 8-Hsg Choice Vouchers	51	v0000727 - DETAILS PROP MGMT/KEETON	5/4/2026	1,489.00
hk6311	- Section 8-Hsg Choice Vouchers	52	v0000733 - EDWARD & MARLYS RECKNAGLE	5/4/2026	317.00
hk6311	- Section 8-Hsg Choice Vouchers	53	v0000736 - DYER, KIMBERLEE M	5/4/2026	1,844.00
hk6311	- Section 8-Hsg Choice Vouchers	54	v0000742 - GIG HARBOR PROP MGMT/PORTER	5/4/2026	2,550.00
hk6311	- Section 8-Hsg Choice Vouchers	55	v0000773 - SEDGWICK VENTURES LLC dba POTTERY CREEK	5/4/2026	1,325.00
hk6311	- Section 8-Hsg Choice Vouchers	56	v0000774 - JEFFREY TRAN	5/4/2026	1,144.00
hk6311	- Section 8-Hsg Choice Vouchers	57	v8000514 - CDJ3@WA PROPERTY LLC	5/4/2026	2,494.00
hk6311	- Section 8-Hsg Choice Vouchers	58	v8000519 - KITSAP MENTAL HEALTH SERVICES	5/4/2026	8,206.00
hk6311	- Section 8-Hsg Choice Vouchers	59	v8000593 - BAGGERLY, KEITH	5/4/2026	686.00
hk6311	- Section 8-Hsg Choice Vouchers	60	v8000644 - CG WELLINGTON, LLC	5/4/2026	1,485.00
hk6311	- Section 8-Hsg Choice Vouchers	61	v8000657 - SATRAN-LOUDIN, JILL	5/4/2026	1,221.00
hk6311	- Section 8-Hsg Choice Vouchers	62	v8000661 - CROSSPOINTE ASSOC LTD PARTNERSHIP	5/4/2026	3,118.00
hk6311	- Section 8-Hsg Choice Vouchers	63	v8000664 - BERNTSEN, SPENCER	5/4/2026	1,097.00
hk6311	- Section 8-Hsg Choice Vouchers	64	v9000445 - CLARK, STEPHEN M.	5/4/2026	837.00
hk6311	- Section 8-Hsg Choice Vouchers	65	v9000568 - Robert W Dick	5/4/2026	1,290.00
hk6311	- Section 8-Hsg Choice Vouchers	66	v9000691 - Finch Place Apartments	5/4/2026	540.00
hk6311	- Section 8-Hsg Choice Vouchers	67	v9000729 - GAINES, MARK A.	5/4/2026	2,000.00
hk6311	- Section 8-Hsg Choice Vouchers	68	v9000747 - Golden Tides III Dyes Inlet	5/4/2026	1,386.00
hk6311	- Section 8-Hsg Choice Vouchers	69	v9000881 - Eric Holm	5/4/2026	10,846.00

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hk6311	- Section 8-Hsg Choice Vouchers	70	v9000966 - KAS - Kingston Ridge Apartments	5/4/2026	8,785.00
hk6311	- Section 8-Hsg Choice Vouchers	71	v9001022 - Liberty Bay Apartments	5/4/2026	15,502.00
hk6311	- Section 8-Hsg Choice Vouchers	72	v9001050 - Madrona Manor	5/4/2026	11,085.00
hk6311	- Section 8-Hsg Choice Vouchers	73	v9001278 - KAS - Park Place Apartments	5/4/2026	4,808.00
hk6311	- Section 8-Hsg Choice Vouchers	74	v9001405 - KAS - CONIFER WOODS APARTMENTS	5/4/2026	36,847.10
hk6311	- Section 8-Hsg Choice Vouchers	75	v9001407 - Port Orchard Vista Apartments	5/4/2026	19,176.00
hk6311	- Section 8-Hsg Choice Vouchers	76	v9001416 - Frank J Prentice	5/4/2026	396.00
hk6311	- Section 8-Hsg Choice Vouchers	77	v9003457 - EP Holdings LLC/Erlands Point Apartments	5/4/2026	1,830.00
hk6311	- Section 8-Hsg Choice Vouchers	78	v9004359 - Rawlin Swanson	5/4/2026	1,932.00
hk6311	- Section 8-Hsg Choice Vouchers	79	v9004679 - Joan Davis	5/4/2026	1,442.00
hk6311	- Section 8-Hsg Choice Vouchers	80	v9005608 - Golden Tides II	5/4/2026	5,783.00
hk6311	- Section 8-Hsg Choice Vouchers	81	v9005615 - Fjord Vista II	5/4/2026	641.00
hk6311	- Section 8-Hsg Choice Vouchers	82	v9005809 - Evert, Brenda	5/4/2026	1,096.00
hk6311	- Section 8-Hsg Choice Vouchers	83	v9006030 - Brenna Fields/Aspen Orchard LLC	5/4/2026	1,285.00
hk6311	- Section 8-Hsg Choice Vouchers	84	v9006083 - Tip Top Property Investments LLC	5/4/2026	3,401.00
hk6311	- Section 8-Hsg Choice Vouchers	85	v9006236 - REally Property Mgmt/Borgatti	5/4/2026	1,574.00
hk6311	- Section 8-Hsg Choice Vouchers	86	v9006311 - Details Property Mgmt/Kallander	5/4/2026	1,871.00
hk6311	- Section 8-Hsg Choice Vouchers	87	v9006369 - REally Prop Mgmt/Seattle Youth Home Servs LLC	5/4/2026	935.00
hk6311	- Section 8-Hsg Choice Vouchers	88	v9006373 - Marty D. Lemon/Sydney LLC	5/4/2026	962.00
hk6311	- Section 8-Hsg Choice Vouchers	89	v9006443 - Mary E. Heskett	5/4/2026	1,485.00
hk6311	- Section 8-Hsg Choice Vouchers	90	v9006611 - ID Ent Rentals LLC	5/4/2026	1,495.00
hk6311	- Section 8-Hsg Choice Vouchers	91	v9006774 - Carlos E. Aceves	5/4/2026	2,903.00
hk6311	- Section 8-Hsg Choice Vouchers	92	v9007013 - ID Ent Rentals LLC/Haj	5/4/2026	2,700.00
hk6311	- Section 8-Hsg Choice Vouchers	93	v9007024 - Deborah McRae	5/4/2026	215.00
hk6311	- Section 8-Hsg Choice Vouchers	94	v9007117 - REally Property Mgmt/Morley	5/4/2026	2,800.00
hk6311	- Section 8-Hsg Choice Vouchers	95	v9007124 - HK Homes (for Golden Tides 1)	5/4/2026	11,107.00
hk6311	- Section 8-Hsg Choice Vouchers	96	v9007129 - HK Homes (for Nollwood)	5/4/2026	23,232.00
hk6311	- Section 8-Hsg Choice Vouchers	99372027	v0000721 - NORDIC COTTAGES	5/15/2026	10,981.00
hk6311	- Section 8-Hsg Choice Vouchers	25825	v0000791 - ADRIAN, JUSTIN	5/20/2026	1,469.00
hk6311	- Section 8-Hsg Choice Vouchers	25826	t0012163 - Buchert	5/20/2026	12.00
hk6311	- Section 8-Hsg Choice Vouchers	25827	v7000597 - ELEV8 RESIDENTIAL/ASGARD APTS	5/20/2026	128.00
hk6311	- Section 8-Hsg Choice Vouchers	25828	v0000786 - HOUSING RESOURCES BAINBRIDGE/PBV	5/20/2026	2,124.00
hk6311	- Section 8-Hsg Choice Vouchers	25829	v8000642 - HPA II BORROWER 2020-2 LLC	5/20/2026	2,302.00
hk6311	- Section 8-Hsg Choice Vouchers	25830	v9001419 - Jim Adrian/Prigger	5/20/2026	1,190.00
hk6311	- Section 8-Hsg Choice Vouchers	25831	t9001280 - Kahuhu	5/20/2026	206.00
hk6311	- Section 8-Hsg Choice Vouchers	25832	v0000693 - King County Housing Authority	5/20/2026	21,219.18
hk6311	- Section 8-Hsg Choice Vouchers	25833	v0000781 - Minot Housing Authority	5/20/2026	163.06
hk6311	- Section 8-Hsg Choice Vouchers	25834	t9001901 - Paden	5/20/2026	26.00
hk6311	- Section 8-Hsg Choice Vouchers	25835	t9001790 - Pangelinan	5/20/2026	429.00
hk6311	- Section 8-Hsg Choice Vouchers	100	v9000691 - Finch Place Apartments	5/22/2026	2,585.00
hk6311	- Section 8-Hsg Choice Vouchers	101	v9001407 - Port Orchard Vista Apartments	5/22/2026	7,835.00
hk6311	- Section 8-Hsg Choice Vouchers	102	v9005608 - Golden Tides II	5/22/2026	1,110.00
hk6311	- Section 8-Hsg Choice Vouchers	103	v9007129 - HK Homes (for Nollwood)	5/22/2026	1,572.00
hk6311	- Section 8-Hsg Choice Vouchers	97	v0000478 - HK Homes	5/22/2026	2,080.00
hk6311	- Section 8-Hsg Choice Vouchers	98	v0000774 - JEFFREY TRAN	5/22/2026	1,144.00
hk6311	- Section 8-Hsg Choice Vouchers	99	v0000787 - SCHAPPER, MAURA	5/22/2026	2,403.00
hk6311	- Section 8-Hsg Choice Vouchers	99380430	v9007124 - HK Homes (for Golden Tides 1)	5/29/2026	1,164.00
					720,344.68

Bank	Check#	Vendor	Date	Amount
hkop8711 - HK_MF_All-Owned_OP	2692	t0000118 - Carr	5/1/2026	65.00
hkop8711 - HK_MF_All-Owned_OP	2693	t0000107 - Garfield	5/1/2026	89.00
hkop8711 - HK_MF_All-Owned_OP	2694	t0000075 - Johnston	5/1/2026	65.00
hkop8711 - HK_MF_All-Owned_OP	2695	t9001469 - Pusateri	5/1/2026	56.00
hkop8711 - HK_MF_All-Owned_OP	2696	t0000111 - Wiklund	5/1/2026	78.00
hkop8711 - HK_MF_All-Owned_OP	99750040	V0000136 - HD SUPPLY - ACCT.#104436	5/1/2026	177.70
hkop8711 - HK_MF_All-Owned_OP	RC 54243	Returned item t9001462	5/5/2026	219.00
hkop8711 - HK_MF_All-Owned_OP	2697	V0000025 - ANCHOR SAVINGS BANK-WCRA for WINDSONG	5/7/2026	6,162.66
hkop8711 - HK_MF_All-Owned_OP	2698	V0000026 - APEX LOCKOUT AND LOCKSMITH SERVICES, LLC	5/7/2026	1,470.00
hkop8711 - HK_MF_All-Owned_OP	2699	V0000034 - BAINBRIDGE DISPOSAL, INC.	5/7/2026	1,245.67
hkop8711 - HK_MF_All-Owned_OP	2700	V0000035 - BAINBRIDGE ISLAND, CITY OF-Utility billing	5/7/2026	15,606.26
hkop8711 - HK_MF_All-Owned_OP	2701	V0000050 - BREMERTON CITY OF-Utility Billing	5/7/2026	1,616.44
hkop8711 - HK_MF_All-Owned_OP	2702	V0000070 - CINTAS FIRE 636525	5/7/2026	7,714.10
hkop8711 - HK_MF_All-Owned_OP	2703	V0000080 - COMCAST	5/7/2026	154.26
hkop8711 - HK_MF_All-Owned_OP	2704	V0000137 - HENDEN ELECTRIC, INC	5/7/2026	1,455.00
hkop8711 - HK_MF_All-Owned_OP	2705	v0000145 - HOUSING ASSISTANCE COUNCIL	5/7/2026	6,533.71
hkop8711 - HK_MF_All-Owned_OP	2706	V0000180 - KITSAP GUTTERS INC	5/7/2026	14,170.00
hkop8711 - HK_MF_All-Owned_OP	2707	v0000184 - KITSAP SUN	5/7/2026	38.16

Payment Summary
May 2026 Board Cash Disbursement Report

hkop8711 - HK_MF_All-Owned_OP	2708	v0000254 - PACIFIC OFFICE AUTOMATION (OR)	5/7/2026	260.44
hkop8711 - HK_MF_All-Owned_OP	2709	v0000267 - POULSBORO, CITY OF	5/7/2026	8,732.37
hkop8711 - HK_MF_All-Owned_OP	2710	V0000272 - PUGET SOUND ENERGY	5/7/2026	2,437.81
hkop8711 - HK_MF_All-Owned_OP	2711	V0000287 - RODDA PAINT COMPANY	5/7/2026	1,558.37
hkop8711 - HK_MF_All-Owned_OP	2712	V0000362 - WEST SOUND UTILITY DISTRICT	5/7/2026	11,915.19
hkop8711 - HK_MF_All-Owned_OP	2713	v0000667 - WESTERN EXTERMINATOR	5/7/2026	128.75
hkop8711 - HK_MF_All-Owned_OP	99323776	v0000143 - HOME DEPOT CREDIT SVCS- 4595	5/7/2026	3,476.11
hkop8711 - HK_MF_All-Owned_OP	99049618	V0000166 - KITSAP BANK - VISA - JENNIFER DI VITTO	5/11/2026	179.03
hkop8711 - HK_MF_All-Owned_OP	JE 7995	PROJS (GT2/MADRONA/ORCH BLUF/HKHOMES) REIMB 08/25-12/25 PAYROLL & 04	5/13/2026	91,925.20
hkop8711 - HK_MF_All-Owned_OP	JE 7996	RD PROJS (FJORDM/RHODY/WINDSONG/FINCH) REIMB 04/2026	5/13/2026	42,972.79
hkop8711 - HK_MF_All-Owned_OP	JE 7997	TIME SQUARE 04/2026 REIMB	5/13/2026	4,560.80
hkop8711 - HK_MF_All-Owned_OP	JE 7999	RD PROJS (FJORD MAN, RHODY, WINDSONG, FINCH) FY25 NP ASST MGMT FEES	5/13/2026	30,000.00
hkop8711 - HK_MF_All-Owned_OP	2714	V0000047 - BREM AIR DISPOSAL, INC.-Commercial accts	5/14/2026	5,209.14
hkop8711 - HK_MF_All-Owned_OP	2715	V0000070 - CINTAS FIRE 636525	5/14/2026	4,298.14
hkop8711 - HK_MF_All-Owned_OP	2716	V0000080 - COMCAST	5/14/2026	15.43
hkop8711 - HK_MF_All-Owned_OP	2717	V0000088 - DANO'S SEPTIC	5/14/2026	100.00
hkop8711 - HK_MF_All-Owned_OP	2718	V0000121 - GLOBAL VERIFICATION NETWORK	5/14/2026	114.06
hkop8711 - HK_MF_All-Owned_OP	2719	V0000137 - HENDEN ELECTRIC, INC	5/14/2026	1,720.00
hkop8711 - HK_MF_All-Owned_OP	2720	V0000176 - KITSAP COUNTY PUBLIC WORKS-Sewer billings	5/14/2026	11,638.90
hkop8711 - HK_MF_All-Owned_OP	2721	v0000238 - NORTH PERRY AVENUE WATER DISTRICT	5/14/2026	3,519.06
hkop8711 - HK_MF_All-Owned_OP	2722	v0000417 - PETTY CASH FUND - ORCHARD BLUFF	5/14/2026	91.35
hkop8711 - HK_MF_All-Owned_OP	2723	v0000266 - PORT ORCHARD, CITY OF - Utility Billing	5/14/2026	6,482.82
hkop8711 - HK_MF_All-Owned_OP	2724	V0000272 - PUGET SOUND ENERGY	5/14/2026	5,480.97
hkop8711 - HK_MF_All-Owned_OP	2725	V0000287 - RODDA PAINT COMPANY	5/14/2026	1,372.08
hkop8711 - HK_MF_All-Owned_OP	2726	V0000294 - SCOTT MCLENDONS HARDWARE	5/14/2026	134.12
hkop8711 - HK_MF_All-Owned_OP	2727	V0000334 - THYSSENKRUPP ELEVATOR CORP.	5/14/2026	3,245.86
hkop8711 - HK_MF_All-Owned_OP	2728	V0000359 - WAVE ASTOUND	5/14/2026	77.85
hkop8711 - HK_MF_All-Owned_OP	99371225	v0000392 - KCCCHA - GOLDEN TIDES II	5/14/2026	40.00
hkop8711 - HK_MF_All-Owned_OP	99371225	v0000478 - HK Homes	5/14/2026	2,206.97
hkop8711 - HK_MF_All-Owned_OP	99371229	v0000001 - Housing Kitsap	5/14/2026	5,000.00
hkop8711 - HK_MF_All-Owned_OP	99371230	v0000610 - HK_MF_RD-REQ-RESERVES	5/14/2026	2,314.00
hkop8711 - HK_MF_All-Owned_OP	JE 8026	Fund Transfer from TS Operating to RR account per Board Reso 2026-12	5/15/2026	64,000.00
hkop8711 - HK_MF_All-Owned_OP	JE 8027	Fund Transfer from HKhomes Operating to RR accounts per Board Reso 2026-12	5/15/2026	822,912.00
hkop8711 - HK_MF_All-Owned_OP	JE 8028	Fund Transfer to Dyes and Red Barn RR Account from HK Homes Operating accou	5/15/2026	91,160.00
hkop8711 - HK_MF_All-Owned_OP	JE 8029	Fund Transfer from Hkhomes Operating Account to Replacement Reserves per Boa	5/15/2026	433,543.00
hkop8711 - HK_MF_All-Owned_OP	99271384	v0000201 - LOWES - AM DEPT	5/19/2026	7,269.34
hkop8711 - HK_MF_All-Owned_OP	2729	v0000746 - BUILDING A TRADITION, LLC	5/21/2026	13,727.00
hkop8711 - HK_MF_All-Owned_OP	2730	V0000065 - CASCADE NATURAL GAS CORP.	5/21/2026	183.72
hkop8711 - HK_MF_All-Owned_OP	2731	V0000070 - CINTAS FIRE 636525	5/21/2026	163.00
hkop8711 - HK_MF_All-Owned_OP	2732	V0000080 - COMCAST	5/21/2026	104.46
hkop8711 - HK_MF_All-Owned_OP	2733	V0000272 - PUGET SOUND ENERGY	5/21/2026	2,414.07
hkop8711 - HK_MF_All-Owned_OP	2734	V0000359 - WAVE ASTOUND	5/21/2026	299.95
hkop8711 - HK_MF_All-Owned_OP	2735	t9001908 - Gatchalian	5/22/2026	26.50
hkop8711 - HK_MF_All-Owned_OP	99162221	v0000143 - HOME DEPOT CREDIT SVCS- 4595	5/22/2026	109.00
hkop8711 - HK_MF_All-Owned_OP	99942595	v0000143 - HOME DEPOT CREDIT SVCS- 4595	5/22/2026	1,820.91
hkop8711 - HK_MF_All-Owned_OP	99761057	v0000201 - LOWES - AM DEPT	5/23/2026	4,150.24
hkop8711 - HK_MF_All-Owned_OP	99944189	V0000136 - HD SUPPLY - ACCT.#104436	5/26/2026	21,758.12
hkop8711 - HK_MF_All-Owned_OP	JE 8117	FUND TRANSFERS MAY2026 RR (FJORDM, FINCH, HER, VIEW)	5/27/2026	2,314.00
hkop8711 - HK_MF_All-Owned_OP	2736	V0000050 - BREMERTON CITY OF-Utility Billing	5/28/2026	5,356.12
hkop8711 - HK_MF_All-Owned_OP	2737	V0000150 - INTELLISYSTEMS, INC.	5/28/2026	435.00
hkop8711 - HK_MF_All-Owned_OP	2738	v0000157 - JIFFY LUBE	5/28/2026	118.12
hkop8711 - HK_MF_All-Owned_OP	2739	V0000175 - KITSAP COUNTY PUBLIC WORKS-dump fees	5/28/2026	72.21
hkop8711 - HK_MF_All-Owned_OP	2740	V0000272 - PUGET SOUND ENERGY	5/28/2026	187.92
hkop8711 - HK_MF_All-Owned_OP	2741	V0000287 - RODDA PAINT COMPANY	5/28/2026	902.14
hkop8711 - HK_MF_All-Owned_OP	2742	V0000294 - SCOTT MCLENDONS HARDWARE	5/28/2026	27.29
hkop8711 - HK_MF_All-Owned_OP	2743	V0000334 - THYSSENKRUPP ELEVATOR CORP.	5/28/2026	1,595.11
hkop8711 - HK_MF_All-Owned_OP	2744	v0000795 - VILLAGE LANE LLC	5/28/2026	55,100.00
hkop8711 - HK_MF_All-Owned_OP	2745	t9001907 - Peet	5/29/2026	9.50
hkop8711 - HK_MF_All-Owned_OP	99291011	V0000136 - HD SUPPLY - ACCT.#104436	5/29/2026	11,337.69
hkop8711 - HK_MF_All-Owned_OP	99668020	v0000143 - HOME DEPOT CREDIT SVCS- 4595	5/29/2026	4,232.45
hkop8711 - HK_MF_All-Owned_OP	99994062	v0000201 - LOWES - AM DEPT	5/29/2026	1,415.20
				1,854,867.63

Bank	Check#	Vendor	Date	Amount
hk7911 - HK_MF_Sep_Corp_OP	1060	t9001299 - Sanchez	5/1/2026	80.00
hk7911 - HK_MF_Sep_Corp_OP	1061	t9000429 - Broadrick	5/1/2026	77.00
hk7911 - HK_MF_Sep_Corp_OP	1062	t0000141 - Bryant	5/1/2026	73.00
hk7911 - HK_MF_Sep_Corp_OP	1063	t9001378 - Dunbar	5/1/2026	67.00

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hk7911	- HK_MF_Sep_Corp_OP	1064	t9000534 - Dunn	5/1/2026	18.00
hk7911	- HK_MF_Sep_Corp_OP	1065	t9000459 - Fontana	5/1/2026	83.00
hk7911	- HK_MF_Sep_Corp_OP	1066	t9001330 - Haynes	5/1/2026	47.00
hk7911	- HK_MF_Sep_Corp_OP	1067	t9000462 - Hoskinson	5/1/2026	83.00
hk7911	- HK_MF_Sep_Corp_OP	1068	t9000735 - Ives	5/1/2026	67.00
hk7911	- HK_MF_Sep_Corp_OP	1069	t9000564 - JOHNSON	5/1/2026	67.00
hk7911	- HK_MF_Sep_Corp_OP	1070	t9000555 - KELLEY	5/1/2026	121.00
hk7911	- HK_MF_Sep_Corp_OP	1071	t9000495 - KELLY	5/1/2026	67.00
hk7911	- HK_MF_Sep_Corp_OP	1072	t9000508 - Maier	5/1/2026	67.00
hk7911	- HK_MF_Sep_Corp_OP	1073	t9000437 - Mason	5/1/2026	83.00
hk7911	- HK_MF_Sep_Corp_OP	1074	t9000419 - O'Con	5/1/2026	14.00
hk7911	- HK_MF_Sep_Corp_OP	1075	t9000436 - Olafsen	5/1/2026	83.00
hk7911	- HK_MF_Sep_Corp_OP	1076	t0000150 - Rhodelander	5/1/2026	27.00
hk7911	- HK_MF_Sep_Corp_OP	1077	t9000743 - Scherler-Evenson	5/1/2026	121.00
hk7911	- HK_MF_Sep_Corp_OP	1078	t9001487 - Short	5/1/2026	67.00
hk7911	- HK_MF_Sep_Corp_OP	1079	t9000560 - WIPFF	5/1/2026	23.00
hk7911	- HK_MF_Sep_Corp_OP	RC 54106	Returned item t0000226	5/6/2026	1,365.00
hk7911	- HK_MF_Sep_Corp_OP	1080	V0000050 - BREMERTON CITY OF-Utility Billing	5/7/2026	1,942.90
hk7911	- HK_MF_Sep_Corp_OP	1081	V0000070 - CINTAS FIRE 636525	5/7/2026	1,432.69
hk7911	- HK_MF_Sep_Corp_OP	1082	V0000121 - GLOBAL VERIFICATION NETWORK	5/7/2026	114.06
hk7911	- HK_MF_Sep_Corp_OP	1083	V0000137 - HENDEN ELECTRIC, INC	5/7/2026	579.86
hk7911	- HK_MF_Sep_Corp_OP	1084	V0000138 - HENERY HARDWARE, INC.	5/7/2026	4.36
hk7911	- HK_MF_Sep_Corp_OP	1085	V0000180 - KITSAP GUTTERS INC	5/7/2026	7,179.60
hk7911	- HK_MF_Sep_Corp_OP	1086	V0000247 - OFFICE DEPOT-ACCT. 67444053	5/7/2026	295.14
hk7911	- HK_MF_Sep_Corp_OP	1087	v0000254 - PACIFIC OFFICE AUTOMATION (OR)	5/7/2026	299.28
hk7911	- HK_MF_Sep_Corp_OP	1088	v0000267 - POULSBO, CITY OF	5/7/2026	2,543.99
hk7911	- HK_MF_Sep_Corp_OP	1089	V0000272 - PUGET SOUND ENERGY	5/7/2026	10,182.32
hk7911	- HK_MF_Sep_Corp_OP	1090	V0000279 - REDROCK RESURFACING	5/7/2026	823.37
hk7911	- HK_MF_Sep_Corp_OP	1091	V0000287 - RODDA PAINT COMPANY	5/7/2026	923.97
hk7911	- HK_MF_Sep_Corp_OP	1092	V0000362 - WEST SOUND UTILITY DISTRICT	5/7/2026	1,108.22
hk7911	- HK_MF_Sep_Corp_OP	99123110	v0000143 - HOME DEPOT CREDIT SVCS- 4595	5/7/2026	213.12
hk7911	- HK_MF_Sep_Corp_OP	99365394	V0000262 - PITNEY BOWES RESERVE ACCOUNT	5/7/2026	1,000.00
hk7911	- HK_MF_Sep_Corp_OP	99049649	V0000166 - KITSAP BANK - VISA - JENNIFER DI VITTO	5/11/2026	413.61
hk7911	- HK_MF_Sep_Corp_OP	JE 7988	GT3/DYES 11/2025 TO 01/2026 PAYROLL REIMBS	5/13/2026	4,104.16
hk7911	- HK_MF_Sep_Corp_OP	JE 7990	RRR/FVII 04/2026 REIMB TO GF/4711	5/13/2026	2,987.40
hk7911	- HK_MF_Sep_Corp_OP	JE 7991	HERITAGE 09/2025 PAYROLL REIMB	5/13/2026	14,764.35
hk7911	- HK_MF_Sep_Corp_OP	JE 7992	KAS (CW/PP/KR) 12/25-01/26 PAYROLL REIMB & 04/26	5/13/2026	61,800.63
hk7911	- HK_MF_Sep_Corp_OP	JE 7993	LIB BAY 04/2026 REIMB	5/13/2026	2,611.34
hk7911	- HK_MF_Sep_Corp_OP	JE 7994	RED BARN/POVISTA REIMB 03/26-04/26	5/13/2026	18,333.10
hk7911	- HK_MF_Sep_Corp_OP	JE 7998	VIEWMONT REIMB 03/25-04/25	5/13/2026	40,628.97
hk7911	- HK_MF_Sep_Corp_OP	JE 8000	RAILROAD AVE/FJORD VISTA II FY25 NP ASST MGMT FEE	5/13/2026	4,210.00
hk7911	- HK_MF_Sep_Corp_OP	RC 54934	Returned item t0000239	5/13/2026	1,361.00
hk7911	- HK_MF_Sep_Corp_OP	1093	v0000698 - APARTMENTS LLC	5/14/2026	207.67
hk7911	- HK_MF_Sep_Corp_OP	1094	V0000047 - BREM AIR DISPOSAL, INC.-Commercial accts	5/14/2026	18,440.97
hk7911	- HK_MF_Sep_Corp_OP	1095	V0000050 - BREMERTON CITY OF-Utility Billing	5/14/2026	1,226.17
hk7911	- HK_MF_Sep_Corp_OP	1096	v0000681 - HARBOR APPEALS AND LAW PLLC	5/14/2026	70.00
hk7911	- HK_MF_Sep_Corp_OP	1097	V0000180 - KITSAP GUTTERS INC	5/14/2026	819.00
hk7911	- HK_MF_Sep_Corp_OP	1098	v0000238 - NORTH PERRY AVENUE WATER DISTRICT	5/14/2026	1,448.40
hk7911	- HK_MF_Sep_Corp_OP	1099	v0000266 - PORT ORCHARD, CITY OF - Utility Billing	5/14/2026	27,247.45
hk7911	- HK_MF_Sep_Corp_OP	1100	V0000272 - PUGET SOUND ENERGY	5/14/2026	3,237.90
hk7911	- HK_MF_Sep_Corp_OP	1101	V0000287 - RODDA PAINT COMPANY	5/14/2026	222.81
hk7911	- HK_MF_Sep_Corp_OP	1102	V0000294 - SCOTT MCLENDONS HARDWARE	5/14/2026	14.19
hk7911	- HK_MF_Sep_Corp_OP	1103	V0000334 - THYSSENKRUPP ELEVATOR CORP.	5/14/2026	2,499.25
hk7911	- HK_MF_Sep_Corp_OP	1104	V0000362 - WEST SOUND UTILITY DISTRICT	5/14/2026	19,168.74
hk7911	- HK_MF_Sep_Corp_OP	99371226	v0000418 - PARK PLACE APTS	5/14/2026	150.00
hk7911	- HK_MF_Sep_Corp_OP	99371226	v0000419 - CONIFER WOODS APTS	5/14/2026	909.00
hk7911	- HK_MF_Sep_Corp_OP	99371228	v0000001 - Housing Kitsap	5/14/2026	5,000.00
hk7911	- HK_MF_Sep_Corp_OP	99371233	v0000608 - HK_MF_SEP-CORP-RESERVES	5/14/2026	3,850.00
hk7911	- HK_MF_Sep_Corp_OP	99205177	v0000201 - LOWES - AM DEPT	5/18/2026	5,896.76
hk7911	- HK_MF_Sep_Corp_OP	99426795	V0000135 - HD SUPPLY - #3320024	5/19/2026	23,761.87
hk7911	- HK_MF_Sep_Corp_OP	99443711	V0000135 - HD SUPPLY - #3320024	5/20/2026	6,466.47
hk7911	- HK_MF_Sep_Corp_OP	99465915	V0000135 - HD SUPPLY - #3320024	5/20/2026	3,715.66
hk7911	- HK_MF_Sep_Corp_OP	1105	v0000746 - BUILDING A TRADITION, LLC	5/21/2026	19,474.17
hk7911	- HK_MF_Sep_Corp_OP	1106	V0000070 - CINTAS FIRE 636525	5/21/2026	1,873.80
hk7911	- HK_MF_Sep_Corp_OP	1107	V0000075 - CLEAN N ROOTER LLC	5/21/2026	1,194.65
hk7911	- HK_MF_Sep_Corp_OP	1108	V0000176 - KITSAP COUNTY PUBLIC WORKS-Sewer billings	5/21/2026	13,360.16
hk7911	- HK_MF_Sep_Corp_OP	1109	V0000180 - KITSAP GUTTERS INC	5/21/2026	3,600.00
hk7911	- HK_MF_Sep_Corp_OP	1110	V0000246 - OFFICE DEPOT--ACCT# 19356639	5/21/2026	410.19

Payment Summary
May 2026 Board Cash Disbursement Report

hk7911 - HK_MF_Sep_Corp_OP	1111	V0000271 - PUCKETT & REDFORD P.L.L.C.	5/21/2026	200.00
hk7911 - HK_MF_Sep_Corp_OP	1112	V0000272 - PUGET SOUND ENERGY	5/21/2026	544.76
hk7911 - HK_MF_Sep_Corp_OP	1113	v0000423 - ROBEDEAU PLUMBING & SEWER SERVICE	5/21/2026	1,623.11
hk7911 - HK_MF_Sep_Corp_OP	99467673	V0000135 - HD SUPPLY - #3320024	5/21/2026	8,371.00
hk7911 - HK_MF_Sep_Corp_OP	RC 55477	Returned item t0000559	5/21/2026	400.00
hk7911 - HK_MF_Sep_Corp_OP	1114	t9001305 - Lambert	5/22/2026	332.16
hk7911 - HK_MF_Sep_Corp_OP	96932229	v0000143 - HOME DEPOT CREDIT SVCS- 4595	5/22/2026	703.14
hk7911 - HK_MF_Sep_Corp_OP	99754792	v0000201 - LOWES - AM DEPT	5/22/2026	3,966.53
hk7911 - HK_MF_Sep_Corp_OP	99378808	v0000418 - PARK PLACE APTS	5/26/2026	1,309.26
hk7911 - HK_MF_Sep_Corp_OP	JE 8115	Wire Transfer- US Bank Trustee (Semi-annual P&I Payment)	5/26/2026	626,680.00
hk7911 - HK_MF_Sep_Corp_OP	JE 8117	FUND TRANSFERS MAY2026 RR (FJORDM, FINCH, HER, VIEW)	5/27/2026	3,850.00
hk7911 - HK_MF_Sep_Corp_OP	1115	V0000019 - AJ'S BACKFLOW ASSEMBLY TESTING	5/28/2026	75.00
hk7911 - HK_MF_Sep_Corp_OP	1116	v0000376 - BRETEYS CONSTRUCTION LLC	5/28/2026	50,809.32
hk7911 - HK_MF_Sep_Corp_OP	1117	V0000176 - KITSAP COUNTY PUBLIC WORKS-Sewer billings	5/28/2026	3,614.00
hk7911 - HK_MF_Sep_Corp_OP	1118	v0000455 - KURTZ, HEATHER	5/28/2026	10.91
hk7911 - HK_MF_Sep_Corp_OP	1119	V0000272 - PUGET SOUND ENERGY	5/28/2026	390.12
hk7911 - HK_MF_Sep_Corp_OP	1120	V0000359 - WAVE ASTOUND	5/28/2026	158.00
hk7911 - HK_MF_Sep_Corp_OP	1121	V0000365 - WESTBAY AUTO PARTS, INC	5/28/2026	34.90
hk7911 - HK_MF_Sep_Corp_OP	1122	t0000228 - Kimble Tharp	5/29/2026	945.00
hk7911 - HK_MF_Sep_Corp_OP	99280522	V0000135 - HD SUPPLY - #3320024	5/29/2026	976.82
hk7911 - HK_MF_Sep_Corp_OP	99830152	v0000143 - HOME DEPOT CREDIT SVCS- 4595	5/29/2026	151.69
hk7911 - HK_MF_Sep_Corp_OP	99996426	v0000201 - LOWES - AM DEPT	5/30/2026	39.40
				1,052,007.84

Bank	Check#	Vendor	Date	Amount
shop3911 - Self Help SHOP	3302	V0000127 - GUSEMAN, JOSEPH	5/8/2026	75.24
shop3911 - Self Help SHOP	3299	v0000582 - AHBL, INC	5/8/2026	2,250.00
shop3911 - Self Help SHOP	3300	v0000405 - CONNOLLY INSURANCE AGENCY INC	5/8/2026	1,609.00
shop3911 - Self Help SHOP	3301	V0000110 - FERGUSON ENTERPRISES INC	5/8/2026	1,353.56
shop3911 - Self Help SHOP	3303	v0000204 - MADRONA HOMES LLC	5/8/2026	8,945.00
shop3911 - Self Help SHOP	3304	V0000209 - MASON PUD3	5/8/2026	82.60
shop3911 - Self Help SHOP	3305	V0000228 - N.L. OLSON & ASSOCIATES	5/8/2026	549.00
shop3911 - Self Help SHOP	3306	V0000272 - PUGET SOUND ENERGY	5/8/2026	109.85
shop3911 - Self Help SHOP	3307	v0000421 - RAR FENCE LLC	5/8/2026	72.00
shop3911 - Self Help SHOP	3308	v0000794 - NNA Services, LLC	5/13/2026	2,700.00
shop3911 - Self Help SHOP	3309	V0000316 - SOUND APPRAISAL GROUP, INC.	5/13/2026	4,860.00
				22,606.25

Bank	Check#	Vendor	Date	Amount
shga2112 - SELF-HELP GENERAL ACCOUNT	105	v0000789 - POULSBO ELECTRIC LLC	5/8/2026	915.00
shga2112 - SELF-HELP GENERAL ACCOUNT	106	V0000272 - PUGET SOUND ENERGY	5/8/2026	10.83
				925.83

Bank	Check#	Vendor	Date	Amount
self2111 - Self Help - Family AP Acct	20700	v0000029 - ARROW LUMBER & HARDWARE LLC	5/8/2026	176.85
self2111 - Self Help - Family AP Acct	20701	V0000043 - B-MORE ELECTRIC	5/8/2026	8,464.88
self2111 - Self Help - Family AP Acct	20702	v0000761 - DTG53, LLC	5/8/2026	157.35
self2111 - Self Help - Family AP Acct	20703	v0000662 - Insulation NW, LLC	5/8/2026	2,493.13
self2111 - Self Help - Family AP Acct	20704	v0000458 - M&C DRYWALL, INC.	5/8/2026	20,751.70
self2111 - Self Help - Family AP Acct	20705	v0000204 - MADRONA HOMES LLC	5/8/2026	2,945.64
self2111 - Self Help - Family AP Acct	20706	V0000218 - MITCHELL LUMBER CO	5/8/2026	471.62
self2111 - Self Help - Family AP Acct	20707	V0000265 - PORT ORCHARD SAND & GRAVEL COMPANY	5/8/2026	431.18
self2111 - Self Help - Family AP Acct	20708	V0000272 - PUGET SOUND ENERGY	5/8/2026	3,028.10
self2111 - Self Help - Family AP Acct	20709	V0000287 - RODDA PAINT COMPANY	5/8/2026	1,162.66
self2111 - Self Help - Family AP Acct	20710	v0000288 - ROYAL BUILDERS	5/8/2026	15,205.82
self2111 - Self Help - Family AP Acct	20711	V0000298 - SEATTLE LIGHTING	5/8/2026	1,283.50
self2111 - Self Help - Family AP Acct	20712	v0000344 - VALLEY SUPPLY CO.	5/8/2026	806.56
self2111 - Self Help - Family AP Acct	20713	V0000362 - WEST SOUND UTILITY DISTRICT	5/8/2026	856.93
self2111 - Self Help - Family AP Acct	99049551	V0000168 - KITSAP BANK-VISA-DEAN NAIL	5/11/2026	258.53
				58,494.45

Bank	Check#	Vendor	Date	Amount
cosd0911 - HK_MF_Sep_Corp_SD	180	t9001299 - Sanchez	5/1/2026	1,880.00
cosd0911 - HK_MF_Sep_Corp_SD	181	t9001305 - Lambert	5/22/2026	1,471.00
cosd0911 - HK_MF_Sep_Corp_SD	JE 8127	FUND TRANSFER TO KITSB #7911 (PP/REICHLEY--APPLY PREPAY TO RENT)	5/26/2026	1,309.26
cosd0911 - HK_MF_Sep_Corp_SD	99378808	v9001278 - KAS - Park Place Apartments	5/26/2026	1,204.00
cosd0911 - HK_MF_Sep_Corp_SD	182	t0000228 - Kimble Tharp	5/29/2026	264.00
cosd0911 - HK_MF_Sep_Corp_SD	183	t0000294 - Seachord	5/29/2026	5.00

Payment Summary
May 2026 Board Cash Disbursement Report

6,133.26

Bank	Check#	Vendor	Date	Amount
hksd1711 - HK_MF_All-Owned_SD	23574	t9001654 - McGuire	5/29/2026	849.02
				849.02

Bank	Check#	Vendor	Date	Amount
nord1111 - Nordic Cottages Operating	26	v0000267 - POULSBO, CITY OF	5/7/2026	868.30
nord1111 - Nordic Cottages Operating	99370272	v0000001 - Housing Kitsap	5/13/2026	3,554.97
nord1111 - Nordic Cottages Operating	27	V0000272 - PUGET SOUND ENERGY	5/14/2026	260.44
nord1111 - Nordic Cottages Operating	99363644	V0000135 - HD SUPPLY - #3320024	5/19/2026	105.29
nord1111 - Nordic Cottages Operating	28	V0000077 - COAST DO IT BEST HARDWARE	5/21/2026	73.21
nord1111 - Nordic Cottages Operating	99734984	v0000143 - HOME DEPOT CREDIT SVCS- 4595	5/22/2026	288.32
				5,150.53

Aggregate Total	4,172,101.39
Less Intercompany Payments	<u>2,107,538.39</u>
Total Disbursements	2,064,563.00



Housing Kitsap Board of Commissioners

Consent Agenda Item

MEETING DATE: June 23, 2026

ESTIMATED TIME: 2 minutes

AGENDA TITLE: Updated Employee Housing Decision Tree

AGENDA ITEM: 4. C.

SUBMITTED BY: Heather Blough

TITLE: Executive Director

Summary Statement:

Housing Kitsap occasionally has employees who are interested in living in a Housing Kitsap unit and has hired residents of Housing Kitsap units. To ensure equitable treatment of any employee who would like to benefit from living in a Housing Kitsap unit, the Employee Decision Tree was developed.

Periodically the tree is reviewed and updated. This update allows more than one employee to benefit from living in a Housing Kitsap unit at a reduced cost, which is being implemented as one employee retention strategy. At this time, there is no limit to the number of employees permitted to live in Housing Kitsap developments. Currently, there are no more than two at any site, and only two sites that have, or may have, two.

Recommended Action: Approve

HOUSING KITSAP BOARD OF COMMISSIONERS

By: _____

Clarence Moriwaki, Chair

ATTEST: _____

Heather Blough, Executive Director

HOUSING KITSAP

EMPLOYEE HOUSING DECISION TREE

Date of Origin: October 1, 2022

Effective Date: 2/1/2023

Revised effective ~~12/1/2023~~ 1/1/2026

Purpose: To establish procedure and processes when a Housing Kitsap employee wants to live in a Housing Kitsap unit. Note: This process does not prevent any Housing Kitsap employee from applying for, and if eligible, moving into a Housing Kitsap unit under the terms of the program requirements.

~~1. When an employee indicates that they would like to move into a Housing Kitsap unit, the following questions must be answered:~~

~~2.1. HH~~ Human Resources and the Regional Director of Property Management for the site in question will discuss ~~and to determine answer~~ the following questions:

- i. Is there an available unit that the employee and their family (if applicable) would qualify for ~~in under the terms of the~~ HK occupancy standards?
Yes _____ No _____ (If no, then the employee may not move on site).
 - ii. Is there already an employee living on site who receives a \$200.00 discounted employee rent for site specific duties? Yes _____ No _____
(If yes, then the employee may ~~not~~ move on site, however their employee rent will be higher than the employee who has onsite responsibilities).
 - iii. Is the employee willing to have the rent for the unit deducted from their paycheck? Yes _____ No _____ (If no, then the employee may not move on site).
2. How is an employee living on site in the best interest of Housing Kitsap and the community in which the employee ~~would live~~ would live?

(Considerations should be things such as better monitoring of lease violations, better monitoring of after-hours activity when there have been complaints, better response to community for maintenance needs, employee retention, or other mutually beneficial reasons)

3. The completed Employee Housing decision tree must be presented to Executive Director at least two weeks prior to move-in date for final approval.

The following will apply for all Housing Kitsap employees who live in a Housing Kitsap Unit. It should be noted that a rental unit is not generally part of an employment offer, though ~~is in~~ some cases (Bainbridge Island) it might be. Living on site is generally not a condition of employment ~~and though~~ it is agreed that an employee ~~living on~~ living on site can be mutually beneficial to the employee and to Housing Kitsap.

A. All employees will pay an established value for the size of the unit in which they live. ~~This~~ value ~~will~~ may be updated ~~periodically annually and may require b~~ Board approval if the increase

of the discounted rate is over \$100 per month. ~~at the same time as rent increases are implemented at a development.~~ A 60-day notice (or notice as required by Washington State tenant landlord law) will be issued for the ~~increase, and increase and~~ will be effective ~~July 1st each year on the date listed on the notice.~~

~~A.B.~~ All employees will pay a security deposit equal to one month's rent. ~~If an employee moved into the unit prior to becoming an employee and paid an amount higher than one month of employee rent, the difference of the security deposit will not be refunded. This amount must be accurately listed on the rental agreement.~~

~~B.~~ If there is no individual electric meter, electricity will be paid by Housing Kitsap. ~~(This may result in an increase to the HK established rent (a general guide for the cost of electricity will be the Utility allowance schedule allowance schedule for the development), and) and will may~~ be ~~updated reviewed~~ annually.

~~C.~~

~~C.D.~~ Bainbridge Island may have different criteria. (See Employee Concessions ~~B~~below)

~~E.~~ All Resident Employees must sign an employee ~~lease~~ or lease addendum to receive the employee discounted rent.

~~F.~~ All adult household members proposed to live in the HK unit must undergo screening for suitability. ~~If an employee has already been screened, that screening may suffice, as determined by Human Resources.~~

~~D.G.~~ All guests must abide by the ~~these~~ lease policies. ~~All and permanent residents listed on the lease with the employee in addition to employee must be part of the family unit and if over 18 must sign and abide by the lease agreement.~~

~~E.H.~~ Once it is determined that it is mutually beneficial for an employee and Housing Kitsap to reside in a Housing Kitsap unit, the employee and Housing Kitsap will sign this Decision tree, ~~(in addition to the employee lease),~~ to document the circumstances under which the employee and Housing Kitsap agreed to the utilization of a unit for an ~~employee.~~

Employee -Rent Concessions

These are considerations, financial and other, that may ~~make it be in~~ the best interest of Housing Kitsap to offer a unit free of charge to more efficiently conducting property management business. This list is not intended to be all inclusive, and there may be other ~~circumstances~~ circumstances that may warrant concessions.

1. Bainbridge Island positions have been historically difficult to fill.
 - a. As part of the compensation package, an employee who is working at the developments on Bainbridge Island may, if requested and ~~receive available, receive~~ a unit at no cost to the employee as part of their compensation package. ~~In this~~

~~instance, The value of the unit will be considered compensation as required by law and taxed accordingly through the payroll process. The compensation unit value of these units is as established as below is the lower of the FMR or the highest actual rent permitted for the unit.~~

2. Other ~~concessions as~~ concessions as may be determined in the best interest of Housing Kitsap.

~~For all other developments, and For purposes of payroll taxes the taxes, the~~ compensation value of the unit will be defined ~~as:~~

~~the difference between the “discounted” rent and the “normal rent for the unit” as established by the development or program and will be handled accordingly through the payroll process.~~

~~The difference between the LOWER of the maximum rent for the unit as established by the development or program OR the Fair Market Rent (FMR) and the rent charged to the employee resident.~~

The discounted rent charged to the employee for the unit will be:

a. With on-site duties With-out on-site duties

b-a. 1-bedroom: \$ 660.00	<u>_____</u>	\$-860.00
c-b. 2-bedroom: \$990.00		\$1190.00
d-c. 3-bedroom: \$1075.00		\$1275.00

~~Note: Rent values will be updated when the rents for the communities are updated and will occur annually on July 1st. The FMR comparison will be the FMR in effect at the time the lease is initially executed, or at the time the rental values are increased. The Maximum rent comparison will be to the Maximum rent in place at the time the lease is initially executed or at the time the rental values are increased.~~

~~The difference between the “discounted” rent and the “normal” rent for the unit is also considered compensation for being an onsite contact.~~

~~i~~
Security Deposit

~~The Employee resident will be responsible for payment of one month’s rent as a security deposit according to current Washington State laws which will be treated (refunded or damages charged against) upon vacating the unit in accordance with Washington State Tenant Landlord law.~~

Termination of employment will mean termination of the employee Lease (refer to the lease for the

process) unless:-

~~If~~ employment ends and the employee had previously independently qualified for the unit under the regular program/development requirements ~~.-; Should this be the the case, the~~ employee will be offered a non-employee lease as an eligible resident assuming the as long as ~~the~~ employee still meets the eligibility/suitability ~~-~~ criteria.

The rent charged on the new lease will be equal to the value charged for a non-employee who has lived in the community for a similar amount of time or based the applicable ~~program~~ applicable program ~~-~~ requirements.

This policy will have an effective date of December-July 1, 20236, for all future employee leases and will be implemented entered into on or after this date. ~~for all Housing Kitsap employees who are residing in a Housing Kitsap unit.~~

Note: Employees who have resided in a Housing Kitsap unit prior to this, or previous versions of this policy, will not have the terms of their tenancy changed because they do not meet the occupancy standards.

~~For those employees in place on the effective date of this policy, a new employee lease will be executed as outlined above.~~



Housing Kitsap Board of Commissioners

Consent Agenda Item

MEETING DATE: June 23, 2026

ESTIMATED TIME: 2 minutes

AGENDA ITEM: 4. D.

AGENDA TITLE: Structuring the Sales Proceeds Loan Terms for the funding of the Golden Tides II roof and the Finch Place elevator modernization overrun.

SUBMITTED BY: Roan Blacker, Finance Director

At the May 28, 2024, Board meeting, Resolution 2024-17 was adopted to approve the FY2025 Budget which included the funding of the Golden Tides II roof replacement by a \$154,153 loan from the Sale Proceeds Pool. Subsequently, at the December 10, 2024, Board meeting, Resolution 2024-34 was adopted to increase this amount by \$9,860 due to cost overruns pursuant to a Board approved FY2025 Budget revision. Also, within this same December resolution and budget revision, the Board authorized the \$17,347 cost overruns for the Finch Place elevator modernization project to be funded similarly from the Sales Proceeds Pool.

Each of these respective loans have been structured as summarized below, and are dated July 1, 2026, with the first monthly payment due on August 1, 2026. The loan rates are based on the 2-year and 10-year US Treasury rates. Below are the proposed loan terms, and the repayment schedules are attached.

	<u>Loan Amt</u>	<u>Mo Pmt</u>	<u>Rate</u>	<u>Pmts</u>	<u>Term</u>
Golden Tides II	\$ 164,043	\$ 2,000	4.40%	98	8.17 yrs
Finch Place	<u>17,347</u>	1,000	3.90%	18	1.50 yrs
	\$ 504,053				

Recommended Action: Approve

HOUSING KITSAP BOARD OF COMMISSIONERS

By: _____

Clarence Moriwaki, Chair

ATTEST: _____

Heather Blough, Executive Director

Golden Tides II

Rate	4.40%	
Loan Term (in years)	8.17	Years
Loan Term (in months)	98	Months
Amount of loan	\$ 164,043.00	
Monthly payment	\$ 2,000.00	as of

Date	Balance	Interest	Principal	PYMT
7/1/2024	\$ 164,043.00			
8/1/2024	162,644.49	\$ 601.49	\$ 1,398.51	\$ 2,000.00
9/1/2024	161,240.85	596.36	1,403.64	2,000.00
10/1/2024	159,832.07	591.22	1,408.78	2,000.00
11/1/2024	158,418.12	586.05	1,413.95	2,000.00
12/1/2024	156,998.99	580.87	1,419.13	2,000.00
1/1/2025	155,574.65	575.66	1,424.34	2,000.00
2/1/2025	154,145.09	570.44	1,429.56	2,000.00
3/1/2025	152,710.29	565.20	1,434.80	2,000.00
4/1/2025	151,270.23	559.94	1,440.06	2,000.00
5/1/2025	149,824.89	554.66	1,445.34	2,000.00
6/1/2025	148,374.25	549.36	1,450.64	2,000.00
7/1/2025	146,918.29	544.04	1,455.96	2,000.00
8/1/2025	145,456.99	538.70	1,461.30	2,000.00
9/1/2025	143,990.33	533.34	1,466.66	2,000.00
10/1/2025	142,518.29	527.96	1,472.04	2,000.00
11/1/2025	141,040.86	522.57	1,477.43	2,000.00
12/1/2025	139,558.01	517.15	1,482.85	2,000.00
1/1/2026	138,069.72	511.71	1,488.29	2,000.00
2/1/2026	136,575.98	506.26	1,493.74	2,000.00
3/1/2026	135,076.76	500.78	1,499.22	2,000.00
4/1/2026	133,572.04	495.28	1,504.72	2,000.00
5/1/2026	132,061.80	489.76	1,510.24	2,000.00
6/1/2026	130,546.03	484.23	1,515.77	2,000.00
7/1/2026	129,024.70	478.67	1,521.33	2,000.00
8/1/2026	127,497.79	473.09	1,526.91	2,000.00
9/1/2026	125,965.28	467.49	1,532.51	2,000.00
10/1/2026	124,427.15	461.87	1,538.13	2,000.00
11/1/2026	122,883.38	456.23	1,543.77	2,000.00
12/1/2026	121,333.95	450.57	1,549.43	2,000.00
1/1/2027	119,778.84	444.89	1,555.11	2,000.00
2/1/2027	118,218.03	439.19	1,560.81	2,000.00
3/1/2027	116,651.50	433.47	1,566.53	2,000.00
4/1/2027	115,079.22	427.72	1,572.28	2,000.00
5/1/2027	113,501.18	421.96	1,578.04	2,000.00

Golden Tides II

Rate	4.40%	
Loan Term (in years)	8.17	Years
Loan Term (in months)	98	Months
Amount of loan	\$ 164,043.00	
Monthly payment	\$ 2,000.00	as of

Date	Balance	Interest	Principal	PYMT
6/1/2027	111,917.35	416.17	1,583.83	2,000.00
7/1/2027	110,327.71	410.36	1,589.64	2,000.00
8/1/2027	108,732.24	404.53	1,595.47	2,000.00
9/1/2027	107,130.92	398.68	1,601.32	2,000.00
10/1/2027	105,523.73	392.81	1,607.19	2,000.00
11/1/2027	103,910.65	386.92	1,613.08	2,000.00
12/1/2027	102,291.66	381.01	1,618.99	2,000.00
1/1/2028	100,666.73	375.07	1,624.93	2,000.00
2/1/2028	99,035.84	369.11	1,630.89	2,000.00
3/1/2028	97,398.97	363.13	1,636.87	2,000.00
4/1/2028	95,756.10	357.13	1,642.87	2,000.00
5/1/2028	94,107.21	351.11	1,648.89	2,000.00
6/1/2028	92,452.27	345.06	1,654.94	2,000.00
7/1/2028	90,791.26	338.99	1,661.01	2,000.00
8/1/2028	89,124.16	332.90	1,667.10	2,000.00
9/1/2028	87,450.95	326.79	1,673.21	2,000.00
10/1/2028	85,771.60	320.65	1,679.35	2,000.00
11/1/2028	84,086.10	314.50	1,685.50	2,000.00
12/1/2028	82,394.42	308.32	1,691.68	2,000.00
1/1/2029	80,696.53	302.11	1,697.89	2,000.00
2/1/2029	78,992.42	295.89	1,704.11	2,000.00
3/1/2029	77,282.06	289.64	1,710.36	2,000.00
4/1/2029	75,565.43	283.37	1,716.63	2,000.00
5/1/2029	73,842.50	277.07	1,722.93	2,000.00
6/1/2029	72,113.26	270.76	1,729.24	2,000.00
7/1/2029	70,377.68	264.42	1,735.58	2,000.00
8/1/2029	68,635.73	258.05	1,741.95	2,000.00
9/1/2029	66,887.39	251.66	1,748.34	2,000.00
10/1/2029	65,132.64	245.25	1,754.75	2,000.00
11/1/2029	63,371.46	238.82	1,761.18	2,000.00
12/1/2029	61,603.82	232.36	1,767.64	2,000.00
1/1/2030	59,829.70	225.88	1,774.12	2,000.00
2/1/2030	58,049.08	219.38	1,780.62	2,000.00
3/1/2030	56,261.93	212.85	1,787.15	2,000.00
4/1/2030	54,468.22	206.29	1,793.71	2,000.00

Golden Tides II

Rate	4.40%	
Loan Term (in years)	8.17	Years
Loan Term (in months)	98	Months
Amount of loan	\$ 164,043.00	
Monthly payment	\$ 2,000.00	as of

Date	Balance	Interest	Principal	PYMT
5/1/2030	52,667.94	199.72	1,800.28	2,000.00
6/1/2030	50,861.06	193.12	1,806.88	2,000.00
7/1/2030	49,047.55	186.49	1,813.51	2,000.00
8/1/2030	47,227.39	179.84	1,820.16	2,000.00
9/1/2030	45,400.56	173.17	1,826.83	2,000.00
10/1/2030	43,567.03	166.47	1,833.53	2,000.00
11/1/2030	41,726.78	159.75	1,840.25	2,000.00
12/1/2030	39,879.78	153.00	1,847.00	2,000.00
1/1/2031	38,026.01	146.23	1,853.77	2,000.00
2/1/2031	36,165.44	139.43	1,860.57	2,000.00
3/1/2031	34,298.05	132.61	1,867.39	2,000.00
4/1/2031	32,423.81	125.76	1,874.24	2,000.00
5/1/2031	30,542.70	118.89	1,881.11	2,000.00
6/1/2031	28,654.69	111.99	1,888.01	2,000.00
7/1/2031	26,759.76	105.07	1,894.93	2,000.00
8/1/2031	24,857.88	98.12	1,901.88	2,000.00
9/1/2031	22,949.03	91.15	1,908.85	2,000.00
10/1/2031	21,033.18	84.15	1,915.85	2,000.00
11/1/2031	19,110.30	77.12	1,922.88	2,000.00
12/1/2031	17,180.37	70.07	1,929.93	2,000.00
1/1/2032	15,243.36	62.99	1,937.01	2,000.00
2/1/2032	13,299.25	55.89	1,944.11	2,000.00
3/1/2032	11,348.01	48.76	1,951.24	2,000.00
4/1/2032	9,389.62	41.61	1,958.39	2,000.00
5/1/2032	7,424.05	34.43	1,965.57	2,000.00
6/1/2032	5,451.27	27.22	1,972.78	2,000.00
7/1/2032	3,471.26	19.99	1,980.01	2,000.00
8/1/2032	1,483.99	12.73	1,987.27	2,000.00
9/1/2032	-	5.44	1,483.99	1,489.43

Finch Place

Rate 3.90%
 Loan Term (in years) 1.50 Years
 Loan Term (in months) 18 Months
 Amount of loan \$ 17,347.00
 Monthly payment \$ 1,000.00 as of

Date	Balance	Interest	Principal	PYMT
7/1/2024	\$ 17,347.00			
8/1/2024	16,403.38	\$ 56.38	\$ 943.62	\$ 1,000.00
9/1/2024	15,456.69	53.31	946.69	1,000.00
10/1/2024	14,506.92	50.23	949.77	1,000.00
11/1/2024	13,554.07	47.15	952.85	1,000.00
12/1/2024	12,598.12	44.05	955.95	1,000.00
1/1/2025	11,639.06	40.94	959.06	1,000.00
2/1/2025	10,676.89	37.83	962.17	1,000.00
3/1/2025	9,711.59	34.70	965.30	1,000.00
4/1/2025	8,743.15	31.56	968.44	1,000.00
5/1/2025	7,771.57	28.42	971.58	1,000.00
6/1/2025	6,796.83	25.26	974.74	1,000.00
7/1/2025	5,818.92	22.09	977.91	1,000.00
8/1/2025	4,837.83	18.91	981.09	1,000.00
9/1/2025	3,853.55	15.72	984.28	1,000.00
10/1/2025	2,866.07	12.52	987.48	1,000.00
11/1/2025	1,875.38	9.31	990.69	1,000.00
12/1/2025	881.47	6.09	993.91	1,000.00
1/1/2026	-	2.86	881.47	884.33



Housing Kitsap Board of Commissioners

Consent Agenda Item

MEETING DATE: June 23, 2026

ESTIMATED TIME: 2 minutes

AGENDA TITLE: Heritage & Viewmont TSCOP Update

AGENDA ITEM: 4. E.

SUBMITTED BY: Freddy Linares

TITLE: Director of Compliance

Summary Statement:

Housing Kitsap is requesting Board approval of a limited update to the Tenant Selection and Continued Occupancy Plans (TSCOP) for Viewmont and Heritage. The proposed change adds clarifying transition language regarding HOTMA-related provisions included in the plan.

The added language clarifies that while the TSCOP has been updated to incorporate HOTMA-related policy language, any HOTMA provisions that are not yet operationally in effect for the property will not be implemented until required under applicable HUD Multifamily guidance and system requirements. Until full HOTMA implementation is required and supported, the property will continue to apply pre-HOTMA eligibility, income, asset, and verification policies where required by HUD.

This update is intended to clarify the effective application of HOTMA-related language in the TSCOP and address Contract Administrator review comments received during the Management and Occupancy Review process.

Recommended Action: Approve

HOUSING KITSAP BOARD OF COMMISSIONERS

By: _____

Clarence Moriwaki, Chair

ATTEST: _____

Heather Blough, Executive Director



I. Introduction

The Tenant Selection and Continued Occupancy Policy (TSCOP) for Heritage Apartments serves as a guiding document to ensure fair, consistent, and transparent management of tenant selection and ongoing occupancy. This plan has been developed to ensure compliance with all applicable federal, state, and local housing regulations relevant to the funding and program types at Heritage Apartments.

Heritage Apartments is a 56-unit community funded through the Project-Based Rental Assistance (PBRA) program and the Low-Income Housing Tax Credit (LIHTC) program. Accordingly, this Tenant Selection and Continued Occupancy Policy (TSCOP) is aligned with the regulatory requirements of the following:

- The Fair Housing Act
- The Low-Income Housing Tax Credit (LIHTC) Program, administered under Section 42 of the Internal Revenue Code and overseen by the Washington State Housing Finance Commission (WSHFC)
- The HUD Project-Based Rental Assistance (PBRA) program, administered under Section 8 by the U.S. Department of Housing and Urban Development (HUD)
- Washington State and local landlord-tenant laws applicable to all rental housing
- Any other applicable federal, state, or local regulations governing affordable housing programs or tenant protections

This TSCOP outlines the procedures used to determine eligibility, select applicants, verify information, and manage ongoing occupancy while promoting housing access in accordance with Housing Kitsap's commitment to equity, transparency, and regulatory compliance.

This Tenant Selection Plan has been updated to include HOTMA-related policy changes. However, until the property fully implements HOTMA pursuant to HUD Multifamily guidance and applicable TRACS/system requirements, the property will continue to apply pre-HOTMA eligibility, income, asset, and verification policies where required by HUD.

Purpose

The primary purpose of this plan is to establish the policies and procedures governing the selection of eligible tenants and the continued occupancy of those tenants. The TSCOP is designed to ensure that housing resources are allocated equitably and efficiently, while promoting the development of stable, diverse, and inclusive communities.

Scope

This plan applies to all housing properties managed by Housing Kitsap and governs both initial tenant selection and continued occupancy for current residents. It includes key procedures related to:

- Eligibility determination



Housing Kitsap Board of Commissioners

Discussion Item

MEETING DATE: June 23, 2026

ESTIMATED TIME: 10 minutes

AGENDA ITEM: 5. A.

AGENDA TITLE: Discussion and review of the status of the Sales Proceeds Pool

SUBMITTED BY: Roan Blacker, Finance Director

It has been the expectation of the Board of Commissioners, beginning with the September 2019 sale of 550 Madison, that net sales proceeds of land, buildings, and improvement not otherwise restricted would be reserved for affordable housing development. Since that time, Housing Kitsap has sold five primary properties for nearly \$4.7 million and has reinvested nearly 40% of such proceeds through loans and grants into ten distinct purposes ranging from capital projects, refinancing opportunities, and general financial assistance.

Sales Proceeds:		\$ 4,697.495
Loans	61.8%	1,763,887
Grants	38.2%	<u>1,090,552</u>
		\$ 2,854,839

The loans are scheduled to have the principal returned to the pool over the life of the loans, and the interest, if any structured, to benefit the Authority's general fund.

Attached is a detailed breakdown of the current sources and uses of these funds.

HK Sales Proceeds Pool
(analysis as of 6/23/2026)

Pool Sources:			
<i>sale</i>	550 Madison Apartments - sold 9/2019	\$ 1,143,337	
<i>sale</i>	Olhalva Land - sold 12/2019	1,168,250	
<i>sale</i>	9191 Maintenance Building - sold 12/2023	377,128	
<i>sale</i>	Almira Land - sold 4/2025	1,910,284	
<i>sale</i>	Vikings Crest Land - to HOA - sold 2/2026	98,496	\$ 4,697,495

Pool Uses:			
<i>loan:</i>	PO Vista - refinance	<i>resolution 2023-38</i>	(\$ 493,804)
"	Rhododendron - refinance	<i>resolution 2023-48</i>	(114,841)
"	Heritage - financial assistance	<i>resolution 2024-14</i>	(469,799)
"	Golden Tides II - roof replacement	<i>resolution 2024-17</i>	(154,183)
"	Golden Tides II - roof replacement (overrun)	<i>resolution 2024-34</i>	(9,860)
"	Finch Place - elevator modernization	<i>resolution 2024-34</i>	(17,347)
"	Heritage - electric panel	<i>resolution 2026-05</i>	(168,343)
"	Windsong - electric panel	<i>resolution 2026-05</i>	(105,579)
"	Viewmont - electric panel	<i>resolution 2026-05</i>	(230,131)
			(\$ 1,763,887)
<i>grant:</i>	Times Square - property purchase	<i>resolution 2024-01</i>	(440,552)
"	Housing Kitsap - general fund support	<i>resolution 2024-14</i>	(650,000)
			(\$ 1,090,552)

Net Sources & Uses : \$ 1,843,056

Realized and Anticipated Activity:			
	Vikings Crest - to City of Poulsbo	\$ 80,000	
	Principal Repayment on Loans (thru 6/30/2026):		
	PO Vista - refinance (10/2023)	115,303	
	Rhododendron - refinance (7/2024)	110,295	\$ 225,598
			\$ 305,598

\$ 2,148,654



Housing Kitsap Board of Commissioners

Discussion Item

MEETING DATE: June 23, 2026

ESTIMATED TIME: 5 minutes

AGENDA TITLE: Personnel Committee

AGENDA ITEM: 5. B.

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: June 23, 2026

ESTIMATED TIME: 10 minutes

AGENDA ITEM: 6. A.

AGENDA TITLE: Discussion and possible action regarding Resolution 2026-22 approving the updated VAWA Emergency Transfer Policy for all HK properties

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

Housing Kitsap adopted its original Violence Against Women Act (VAWA) Emergency Transfer Plan in 2017. Since that time, VAWA has been reauthorized, HUD has updated its guidance and model forms, and Housing Kitsap's portfolio has expanded to include multiple affordable housing funding sources and program types. Staff conducted a comprehensive review of the policy to ensure compliance with VAWA 2022 requirements, current HUD guidance, USDA-Rural Development requirements, and Housing Kitsap operational practices. Key updates include clarification of eligibility standards, emergency transfer procedures, confidentiality protections, documentation requirements, priority processing of emergency transfer requests, and consistent application of VAWA protections across Housing Kitsap's affordable housing portfolio. The revised policy also clarifies that emergency transfers are limited to available safe units within the resident's current property and establishes standardized procedures for staff responding to emergency transfer requests.

Recommended Action: Approve Resolution 2026-22 approving the updated VAWA Emergency Transfer Policy for all HK properties

Executive Director's Recommendation: ☒ Agree ☐ Disagree ☐ No Opinion



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Silverdale, WA 98383
Phone: (360) 535-6100
Fax: (360) 535-6169
www.HousingKitsap.org

Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

Confidentiality Note: Any personal information you share will be maintained by Housing Kitsap according to the confidentiality provisions below.

Emergency Transfers

Housing Kitsap ~~(acronym HK for purposes of this model plan)~~ **Policy Statement:** Housing Kitsap (HK) is committed ~~concerned about~~ to ensuring the safety and housing stability of its tenants, ~~and such concern extends to tenants who are~~ including individuals who are victims of domestic violence, dating violence, sexual assault, or stalking. This Emergency Transfer Plan (ETP) applies to the following HK housing programs:

- Low-Income Housing Tax Credit (LIHTC).
- HOME Investment Partnerships Program (HOME).
- Project-Based Rental Assistance (PBRA).
- USDA Rural Development (USDA RD) properties.
- Any additional HK-owned or HK-managed affordable housing units.

In accordance with the Violence Against Women Act (VAWA),¹ ~~HK allows tenants who are~~ victims of domestic violence, dating violence, sexual assault, or stalking (“VAWA violence/abuse”) may request an emergency transfer to relocate to a safe unit or jurisdiction ~~tenants who are victims of domestic violence, dating violence, sexual assault, or~~

¹ VAWA has been reauthorized four times since its original enactment; most recently, through the Violence Against Women Act Reauthorization Act of 2022 (VAWA 2022). Despite the name of this law, VAWA protection is available to all victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation.

² Housing providers cannot discriminate on the basis of any protected characteristic, including race, color, national origin, religion, sex, familial status, disability, or age. HUD-assisted and HUD-insured housing must be made available to all otherwise eligible individuals regardless of actual or perceived sexual orientation, gender identity, or marital status. The Washington State Law Against Discrimination additionally provides that housing providers cannot discriminate based on race, color, national origin, creed (religion), sex, sexual orientation/gender identify, veteran/military status, disability, marital status and familial status.

~~stalking to request an emergency transfer from the tenant's current unit to another unit.~~ The ability to request a transfer is available regardless of sex, gender identity, or sexual orientation.²

~~HK will take all reasonable steps to support emergency transfers to another unit within the resident's current property when necessary to address an emergency transfer request and when an appropriate unit is available, consistent with applicable program requirements. These protections are not limited to women and are available regardless of the victim's age, sex, sexual orientation, gender expression, or marital status. Tenants cannot be discriminated against on the basis of any protected characteristic, including race, color, national origin, religion, sex (including perceived or actual sexual orientation or gender expression), familial status, disability, or age. The ability of HK to honor such request for tenants currently receiving assistance, however, may depend upon a preliminary determination that the tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, and on whether HK has another dwelling unit that is available and is safe to offer the tenant for temporary or more permanent occupancy.~~

~~An incident of actual or threatened domestic violence, dating violence, sexual assault, or stalking shall not be construed as a serious or repeated lease violation by the tenant/victim, nor as good cause to terminate assistance or occupancy rights.~~

This plan outlines eligibility criteria for emergency transfers within the resident's current property, documentation procedures, confidentiality protections, transfer procedures, and guidance on safety and security. The plan is based on VAWA's implementing regulations at 24 CFR Part 5, Subpart L, related program requirements, and the model emergency transfer plan published by the U.S. Department of Housing and Urban Development.

~~HK voluntarily extends VAWA emergency transfer protections to its entire housing portfolio, including programs not directly covered under the federal VAWA statute, to ensure consistent, survivor-centered practices and equitable protections across all properties. HK applies the most protective applicable standard when multiple funding sources govern a property.~~

Definitions

- ~~• Emergency transfer refers to an emergency relocation of a tenant to another unit where the tenant would not be categorized as a new applicant; that is, the tenant may reside in the new unit without having to undergo an application process.~~
- ~~• Safe unit refers to a unit that the victim of VAWA violence/abuse believes is safe.~~
- ~~• VAWA violence/abuse means an incident or incidents of domestic violence, dating violence, sexual assault, stalking, or related conduct covered under the Violence Against Women Act, including its 2022 reauthorization. These terms include acts that occur in person or through electronic, digital, or other technological means, and encompass behaviors intended to intimidate, threaten, harm, control, or coerce the victim.~~

~~Domestic violence, dating violence, sexual assault, and stalking are defined in 24 CFR 5.2003, as amended, and further described in HUD's "Certification of Domestic Violence, Dating Violence,~~

Sexual Assault, or Stalking” (Form HUD-5382) and in applicable statutory updates under the VAWA 2022 Reauthorization Act.

Eligibility for Emergency Transfers

A tenant may seek an emergency transfer to another unit if they or their household member is a victim of VAWA violence/abuse, as outlined in the “Notice of Occupancy Rights Under the Violence Against Women Act,” Form HUD-5380. This emergency transfer plan provides further information on emergency transfers, and HK must provide a copy if requested. HK may ask for submission of a written request for an emergency transfer, such as form HUD-5383, to certify eligibility for the emergency transfer~~who is a victim of domestic violence, dating violence, sexual assault, or stalking, as provided in HUD’s regulations at 24 CFR part 5, subpart L is eligible for an emergency transfer, if: the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant remains within the same unit. If the tenant is a victim of sexual assault, the tenant may also be eligible to transfer if the sexual assault occurred on the premises within the 90-calendar-day period preceding a request for an emergency transfer.~~

A tenant is eligible for an emergency transfer if:

1. The tenant or their household member is a victim of VAWA violence/abuse;
2. The tenant expressly requests the emergency transfer; **AND**
3. One of the following is true:
 - a. The tenant reasonably believes that there is a threat of imminent harm from further violence, including trauma, if they or (a household member) remains in the current unit; or
 - b. The tenant or their household member is a victim of sexual assault, either the tenant reasonably believes that there is a threat of imminent harm from further violence, including trauma, if the tenant (or their household member) were to stay in the unit, or the sexual assault occurred on the premises and the request is made within 90 calendar days of the assault.

~~A tenant requesting an emergency transfer must expressly request the transfer in accordance with the procedures described in this plan.~~

GTenants who are not in good standing, program compliance, or existing lease requirements cannot be used to deny~~may still request an emergency transfer if they meet the eligibility requirements in this section.~~

Adverse Factors / “Direct Result” Rule: HK will not deny admission, terminate assistance, evict, or deny an emergency transfer because of an adverse factor (such as rental history, credit, criminal history, or lease violations) when that adverse factor is a direct result of domestic violence, dating violence, sexual assault, or stalking.

In assessing whether an actual and imminent threat exists, HK will consider factors including the duration, nature and severity of the risk, the likelihood that harm will occur, the length of time before harm would occur, and whether actions could be taken to reduce the risk.

Emergency Transfer Policies

Emergency transfers will be carried out in accordance with the following policies and procedures, which apply across all HK programs unless otherwise specified.

Emergency transfers when a safe unit is immediately available:

When a safe unit is available at the same property, HK will:

- Prioritize the transfer above all non-emergency transfers.
- Confirm eligibility upon receiving a complete transfer request.
 - Eligibility Determination: Management confirms that the tenant qualifies programmatically for the new unit (e.g., income limits, household size).
 - If applicable, HK may require income certification and submit supporting income documentation (e.g., paystubs, benefits, tax returns) only where necessary to comply with program rules (e.g., LIHTC, HOME, RD), and such requirements will not delay or prevent transfer where a compliant unit is available.
- Offer the safe unit without requiring a new application.
- Provide expedited briefing or unit approval steps.
- Permit the tenant to decline any unit they determine to be unsafe.
- Prepare and make the unit move-in ready as quickly as possible.
- Transfer Coordination:
 - Move-in logistics are coordinated (e.g., MI/MO dates, unit walkthroughs)
 - New lease is signed
 - Locks and safety measures (if needed) are addressed
- Execute a new lease or lease addendum, as applicable.
- Support Services: Tenant may be referred to outside support agencies for safety planning or other services.
- For LIHTC units, place survivors into any safe available unit if doing so does not create program noncompliance.
- Tenant Responsibilities:
 - Cooperate fully with Management during the eligibility and leasing process.
 - Submit all required documentation within the timeline requested.

HK strives to complete emergency transfers within 5 business days, when feasible and consistent with safety needs.

Emergency Transfers in Cases Where a Safe Unit Is Not Immediately Available

If the tenant's current community does not have a safe unit immediately available for an emergency transfer, HK will take all reasonable steps to support the tenant's safety and relocation.

HK will maintain the tenant's emergency transfer request through an internal tracking process (such as an Emergency Transfer Waitlist). Tenants with approved emergency transfer requests will receive priority consideration for available units within the current property, consistent with applicable program requirements.

HK will take the following steps to assist the tenant:

- HK will maintain regular communication with the tenant regarding unit availability and transfer options.
- HK will notify the tenant as soon as possible regarding the availability of safe units or changes in status.
- Offer reasonable interim safety measures, where feasible (e.g., lock changes, enhanced lighting, safety planning communication).

If a safe unit becomes available, the tenant must meet applicable income and eligibility requirements for that unit under governing program rules. Updated income verification may be required at that time; however, such requirements will be applied in a manner that does not unreasonably delay or prevent a transfer where a compliant unit is available.

Assistance for Tenants with Housing Choice Vouchers

If a tenant holds a Housing Choice Voucher administered by HK, HK property management will:

- Notify the HK HCV program staff immediately.
- Provide a written Emergency Transfer Letter.
- Submit any required landlord forms for HCV processing.
- Waive lease-break fees.
- Provide move-out verifications.

HK will prioritize coordination with HCV staff to ensure continuity of assistance and minimize disruption to the tenant's housing stability. HK HCV staff will follow the full HCV Emergency Transfer Plan (expedited voucher issuance, portability, HQS prioritization, etc.).

Emergency Transfer Request Documentation

To request an emergency transfer, the tenant shall notify HK's management office and ~~submit a written request for a transfer to any safe unit or alternative housing suitable and available HK location.~~ HK will provide reasonable accommodations to this policy for individuals with disabilities. The tenant may request ~~'s written request for~~ an emergency transfer:

- By phone, email, or in person.
- Through an advocate or service provider.
- Through a written request, including HUD Form 5383 (optional).

Tenants may request an emergency transfer orally or in writing. HK will not require a tenant to submit a written request as a condition of receiving VAWA protections; however, HK may document the request in writing to ensure clarity and to support expedited processing.

-When HK documents a written request, whether completed by the tenant or assisted by HK, it will include one of the following statements~~should include either~~:

1. A statement expressing that the tenant reasonably believes that there is a threat of imminent harm from further violence, ~~including trauma~~, if the tenant (or household member) were to remain in the same dwelling unit~~assisted under HK's program~~; OR
2. In the case of a tenant (or a household member) who is a victim of sexual assault, either:
 - a. A statement that the tenant reasonably believes there is a threat of imminent harm from further violence or trauma if the tenant (or household member) stays in the same dwelling unit; or
 - b. A statement that the ~~was a sexual assault~~ ~~assault victim~~ and that the sexual ~~assault~~ occurred on the premises and the tenant requested an emergency transfer within ~~during the~~ 90-calendar-days of when the assault occurred. ~~period preceding the tenant's request for an emergency transfer.~~

The tenant may choose which form of documentation to provide. As cited above, tenants may choose to use Form HUD-5383 to provide this written request but it is not required; HK will not require a specific form of documentation. HK will provide assistance in completing written documentation upon request.

If HK does not already have documentation of the occurrence of domestic violence, dating violence, sexual assault, or stalking, HK may ask for this documentation in accordance with 24 CFR 5.2007.

HK accepts self-certification unless documentation already received contains conflicting information (24 CFR 5.2007). Unless HK receives documentation that contains conflicting information, as described in 24 CFR 5.2007(b)(2), HK cannot require third-party documentation to determine status as a VAWA victim for emergency transfer eligibility.

HK will provide reasonable accommodations to this policy for individuals with disabilities, including communication assistance and extended deadlines.

The tenant has 14 business days to provide HK with the requested documentation of VAWA victim status. HK may extend this deadline where necessary to accommodate the tenant's circumstances.

2. —

Confidentiality

If a tenant inquires about or requests any VAWA protections or represents that they or a household member are a victim of VAWA violence/abuse entitled to VAWA protections, HK must keep any information they provide concerning the VAWA violence/abuse, their request

for an emergency transfer, and their or a household member's status as a victim strictly confidential. Information will be stored securely and separately kept from tenant files. All the information provided by or on behalf of the tenant to support an emergency transfer request, including information on the Certification Form (HUD-5382) and the Emergency Transfer Request Form (HUD-5383) (collectively referred to as "Confidential Information") may only be accessed by HK employees or contractors if explicitly authorized by HK for reasons that specifically call for those individuals to have access to that information under applicable Federal, State, or local law.

Confidential information must not be entered into any shared database or disclosed to any other entity or individual, except if:

- Written permission by the victim in a time-limited release;
- Required for use in an eviction proceeding or hearing regarding termination of assistance; or
- Otherwise required by applicable law.

HK will never disclose the tenant's address or new location to the perpetrator. HUD's VAWA regulations require emergency transfer plans to provide strict confidentiality measures to ensure that the location of the victim's dwelling unit is never disclosed to a person who committed or threatened to commit the VAWA violence/abuse. Accordingly, HK adopts the following measures to ensure that all VAWA-related information is safeguarded to the highest degree possible and handled in a manner that prioritizes tenant safety, privacy, and choice:

[EXAMPLES:

Role-based access controls for digital files.

Segregated confidential folders.

VAWA-safe case notes using neutral language.

Secure communication protocols (encrypted email, safe contact verification).

No discussions in shared or public spaces.

Confidentiality requirements for interpreters.

No negative use of VAWA information in eligibility or tenancy decisions.]

HK will ensure secure destruction of confidential VAWA records in accordance with required retention requirements.

~~HK will keep confidential any information that the tenant submits in requesting an emergency transfer, and information about the emergency transfer, unless the tenant gives HK written permission to release the information on a time limited basis, or disclosure of the information is required by law or required for use in an eviction proceeding or hearing regarding termination of assistance from the covered program. This includes keeping confidential the new location of the dwelling unit of the tenant, if one is provided, from the person(s) that committed an act(s) of domestic violence, dating violence, sexual assault, or stalking against the tenant. See the Notice of Occupancy Rights under the Violence Against Women Act for All Tenants for more information about HK's responsibility to maintain the confidentiality of information related to incidents of domestic violence, dating violence, sexual assault, or stalking.~~

Emergency Transfer ~~Timing and Availability~~ Procedure

HK cannot ~~specify how long it will take from the time a transfer request is approved until the tenant can be placed in a new, safe unit~~ guarantee that a transfer request will be approved or how long it will take to process a transfer request. HK will, however, act as quickly as possible to assist a tenant who qualifies for an emergency transfer. ~~move a tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking to another unit, subject to availability and safety of a unit.~~ → If HK identifies an available unit and the tenant believes that unit would not be safe, the tenant may request a transfer to a different unit. HK may be unable to transfer a tenant and their household to a particular unit if the tenant and their household have ~~f a tenant reasonably believes a proposed transfer would not be safe, the tenant may request a transfer to a different unit. If a unit is available, the transferred tenant must agree to abide by the terms and conditions that govern occupancy in the unit to which the tenant has been transferred. HK may be unable to transfer a tenant to a particular unit if the tenant has not or cannot establish eligibility for that unit.~~

If HK has no safe and available units for which a tenant who needs an emergency is eligible, HK will assist the tenant in identifying other housing providers who may have safe and available units to which the tenant could move. At the tenant's request, HK will also assist tenants in contacting the local organizations offering assistance to victims VAWA violence/abuse that are identified below [and attached to this plan] ~~of domestic violence, dating violence, sexual assault, or stalking that are attached to this plan.~~

Availability of the Plan

HK will make this Emergency Transfer Plan available:

- Upon request.
- On the HK website, when feasible.
- In accessible formats for individuals with disabilities.
- In languages required by HK's Language Access Plan.

Emergency Transfers: All Programs

Emergency transfers will be implemented consistent with the requirements of each applicable program:

Emergency Transfers: Project Based Rental Assistance (PBRA) Program

If you are a Project Based Rental Assistance ~~resident/tenant, and request an~~ emergency transfers will be administered in accordance with th ~~as described in this plan;~~ the PHA will attempt to assist you in moving to a safe unit quickly. The PHA will make exceptions as required to policies restricting moves.

- Approved emergency transfers may occur within the same property when a safe and appropriate unit is available and the transfer is consistent with applicable program requirements.

- HK will take all reasonable steps to support transfer as quickly as possible, including making expectations to policies restricting moves where required under VAWA.

Emergency transfers to other programs that require a separate application (e.g., HCV tenant-based program) are subject to those programs' eligibility program rules, and waiting list requirements; however, HK will assist the tenant in identifying and pursuing available options

~~Emergency transfers for which you are not required to apply for assistance include the following:~~

- ~~Project Based Rental Assisted unit in the same development, if you determine that the unit is safe.~~

~~At your request, the PHA will refer you to organizations that may be able to further assist you. You may also request an emergency transfer to the following programs for which you are required to apply for assistance:~~

- ~~HCV tenant-based program~~
- ~~HCV project-based assistance~~
- ~~Other programs administered by the PHA (such as state housing programs)~~

~~Emergency transfers will not take priority over waiting list admissions for these types of assistance. At your request, the PHA will refer you to organizations that may be able to further assist you.~~

Emergency Transfers: Low Income Housing Tax Credit (LIHTC) Program

If you are a Low-Income Housing Tax Credit ~~resident~~tenant, emergency transfers will be administered in accordance with this plan:

- Approved emergency transfers may occur within the same property when a safe and appropriate unit is available and the transfer is consistent with applicable program requirements.
- HK will take all reasonable steps to support transfer as quickly as possible, including making expectations to policies restricting moves where required under VAWA.

Emergency transfers must comply with LIHTC requirements and unit eligibility rules. HK will identify safe units that maintain the property's LIHTC requirements.

Emergency transfers to other programs that require a separate application (e.g., HCV tenant-based program) are subject to those programs' eligibility program rules, and waiting list requirements; however, HK will assist the tenant in identifying and pursuing available options~~and request an emergency transfer as described in this plan, the PHA will attempt to assist you in moving to a safe unit quickly. The PHA will make exceptions as required to policies restricting moves.~~

~~Emergency transfers for which you are not required to apply for assistance include the following:~~

- ~~Low Income Housing Tax Credit unit in a different development~~
- ~~Low Income Housing Tax Credit unit in the same development, if you determine that the unit is safe.~~

~~At your request, the PHA will refer you to organizations that may be able to further assist you. You may also request an emergency transfer to the following programs for which you are required to apply for assistance:~~

- ~~HCV tenant-based program~~
- ~~HCV project-based assistance~~
- ~~Other programs administered by the PHA (such as state housing programs)~~

~~Emergency transfers will not take priority over waiting list admissions for these types of assistance. At your request, the PHA will refer you to organizations that may be able to further assist you.~~

Emergency Transfers: USDA – Rural Development Program

If you are an USDA – Rural Development ~~resident~~tenant, emergency transfers will be administered in accordance with this plan:

- Approved emergency transfers may occur within the same property when a safe and appropriate unit is available and the transfer is consistent with applicable program requirements.
- HK will take all reasonable steps to support transfer as quickly as possible, including making exceptions to policies restricting moves where required under VAWA.

~~and request an emergency transfer as described in this plan, the PHA will attempt to assist you in moving to a safe unit quickly. The PHA will make exceptions as required to policies restricting moves.~~

~~Emergency transfers for which you are not required to apply for assistance include the following:~~

- ~~USDA – Rural Development unit in a different development~~
- ~~USDA – Rural Development unit in the same development, if you determine that the unit is safe.~~

~~At your request, the PHA will refer you to organizations that may be able to further assist you. You may also request an emergency transfer to the following programs for which you are required to apply for assistance:~~

- ~~HCV tenant-based program~~
- ~~HCV project-based assistance~~
- ~~Other programs administered by the PHA (such as state housing programs)~~

~~Emergency transfers will not take priority over waiting list admissions for these types of assistance. At your request, the PHA will refer you to organizations that may be able to further assist you.~~

Priority of VAWA Emergency Transfers over Other Categories of Emergency Transfer

In general, ~~HK will prioritize needs of existing tenants over transfers, and opportunities to maximize use of accessible units (see next section). The order for priority of tenants who qualify for a~~ VAWA Emergency Transfers will receive priority over ~~be as follows:~~

- ~~First priority will go to Internal Emergency Transfers, including VAWA Emergency Transfers. Priority among VAWA Emergency Transfers and other non VAWA Emergency Transfers will be evaluated on a case by case basis if such conflicts arise~~ All non-emergency transfers.
- ~~Second priority will go to other Internal Transfers that are not emergency~~ All voluntary transfers.
- ~~Third priority will go to VAWA Emergency Transfers~~ Applicants on waiting list for HCV assistance or HK-controlled units.

VAWA emergency transfers are processed immediately and ahead of all other transfer categories. VAWA emergency transfer requests receive, at a minimum, the highest priority HK assigns to any other type of emergency transfer.

Accessible Units

~~In order to meet the requirements of HUD Section 504 to maximize use of accessible units by those who need accessibility features, HK will apply the following order of priority for Accessible Units only:~~

- ~~First priority will go to a current occupant of the property who needs the accessibility features of the vacant unit.~~
- ~~Second priority will be to an eligible qualified individual on the waiting list who needs accessible features.~~
- ~~Third priority will go to individuals without disabilities who need an emergency transfer under VAWA.~~

Policies for Tenants with Tenant Based Assistance

The measures and priorities covered under this Emergency Transfer Plan apply to households with tenant-based housing assistance in the same manner that they apply to other households covered by this plan. Under 24 CFR 982.353 and 354, PHAs must issue a victim VAWA violence/abuse ~~he victim~~ a voucher allowing the participant ~~victim~~ to search for another unit in its jurisdiction or begin the portability process if the participant ~~victim~~ wishes to move outside of the PHA's jurisdiction.

If a tenant holds a Housing Choice Voucher administered by HK, HK property management will:

- Notify the HK HCV program staff immediately.
- Provide a written Emergency Transfer Letter.
- Submit any required landlord forms for HCV processing.
- Waive lease-break fees.
- Provide move-out verifications.

HK HCV staff will then follow the full HCV Emergency Transfer Plan (expedited voucher issuance, portability, HQS prioritization, etc.).

HK will apply the same priorities for Emergency Transfer to place tenants with tenant-based vouchers as quickly as possible, and wherever possible, prior to the expiration of any deadlines for using the voucher that may be imposed by the PHA.

HK separately maintains an Emergency Transfer Plan for its Housing Choice Voucher (HCV) Program that is made available upon request, on HK's website (as feasible), in accessible formats, and in accordance with HK's Language Assistance Plan.

Safety and Security of Tenants

When HK receives any inquiry or request regarding an emergency transfer, HK will encourage the person making the inquiry or request. Pending processing of the transfer and the actual transfer, if it is approved and occurs, the tenant is urged to take all reasonable precautions to be safe, including seeking guidance and assistance from a victim service provider. However, tenants are not required to receive guidance or assistance from a victim service provider.

For additional information on VAWA and to find help in your area, visit <https://www.hud.gov/vawa>.

HK will provide tenant referrals to the following organizations and resources:

National Resources:

- National Domestic Violence Hotline at 1-800-799-7233. For persons with hearing impairments at 1-800-787-3224 (TTY)
- Rape, Abuse & Incest National Network's National Sexual Assault Hotline at 800-656-HOPE or visit the online hotline at <https://ohl.rainn.org/online/>
- National Center for Victims of Crime's Stalking Resource Center at <https://www.victimsofcrime.org/ourprograms/stalking-resource-center>

Metro Resources:

- Kitsap County Domestic Violence Task Force 360-479-5392
Provides information on domestic violence services available in our community

Tenants are not required to engage with a victim service provider as a condition of receiving VAWA protections.

~~Tenants who are or have been victims of domestic violence are encouraged to contact the National Domestic Violence Hotline at 1-800-799-7233, or a local domestic violence shelter, for assistance in creating a safety plan. For persons with hearing impairments, that hotline can be accessed by calling 1-800-787-3224 (TTY).~~

~~Tenants who have been victims of sexual assault may call the Rape, Abuse & Incest National Network's National Sexual Assault Hotline at 800-656-HOPE, or visit the online hotline at <https://ohl.rainn.org/online/>.~~

~~Tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at <https://www.victimsofcrime.org/our-programs/stalking-resource-center>.~~

Attachments: ~~Local organizations offering assistance to victims of domestic violence, dating violence, sexual assault, or stalking.~~

- ~~• [HUD Form 5380 – Notice of Occupancy Rights](#)~~
- ~~• [HUD Form 5382 – Self-Certification](#)~~
- ~~• [HUD Form 5383 – Emergency Transfer Request](#)~~

Revision History

Revision Date	Section(s) Revised	Description of Change	Approved By
6/13/2017	Initial Policy Adoption	Housing Kitsap has adopted a standardized framework for the Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking) to ensure consistent, fair, and transparent leasing practices across its portfolio.	Board of Commissioners
6/23/2026	Policy Review	Comprehensive update applying VAWA 2022 requirements, the updated HUD model 5381, and review to ensure compliance.	

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

RESOLUTION 2026-22

**RESOLUTION APPROVING THE UPDATED VAWA EMERGENCY TRANSFER POLICY FOR
ALL HK PROPERTIES**

WHEREAS, 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 has adopted a standardized framework for the VAWA Emergency Transfer Policy to ensure consistent, fair, and transparent emergency transfer practices across its portfolio; and

WHEREAS, the VAWA Emergency Transfer Policy confirms VAWA protections and processes;

NOW, AND THEREFORE, BE IT RESOLVED that the Housing Kitsap Board of Commissioners hereby approves the updated VAWA Emergency Transfer Policy for Conifer Woods Apartments, Finch Place Apartments, Fjord Manor Apartments, Fjord Vista II Apartments, Golden Tides II, Golden Tides III, HK Homes, Heritage Apartments, Kingston Ridge Apartments, Liberty Bay, Madrona Manor, Nordic Cottages, Orchard Bluff Mobile Home Park, Park Place Apartments, Port Orchard Vista, Rhododendron Apartments, Time Square Apartments, Viewmont East Apartments, and Windsong Apartments.

ADOPTED by the Housing Kitsap Board of Commissioners at an open public meeting this 23rd day of June, 2026.

HOUSING KITSAP BOARD OF COMMISSIONERS

By: _____
Clarence Moriwaki, Chair

ATTEST:

Heather Blough, Executive Director



Housing Kitsap Board of Commissioners

Discussion Item

MEETING DATE: June 23, 2026

ESTIMATED TIME: 20 minutes

AGENDA TITLE: Executive Session

AGENDA ITEM: 7. A.

Executive Session regarding potential litigation, pursuant to RCW 42.30.110(1)(i)(i).

Script for Board Chair:

Before Executive Session:

“The Board will now meet in executive session to discuss potential litigation as allowed by RCW 42.30.110(1)(i)(i). The Board will be in executive session until _____ am. The Board may take further action following the executive session.”

After Executive Session:

“The time is now _____. I call the regular meeting back to order. No action was taken during the Executive Session.”

If any action is required, it may be taken now.



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: June 23, 2026

ESTIMATED TIME: 5 minutes

AGENDA TITLE: Executive Director/Committee Update

AGENDA ITEM: 8. A.

SUBMITTED BY: Heather Blough

TITLE: Executive Director

1. Executive Committee/General:

- Cave property leased
- Continuing Kitsap Mental Health Services Board, including one committee.
- Attending biweekly “Housing Updates from Washington” National Association of Housing and Redevelopment Officials call.
- Continuing discussions regarding employee retention. We are conducting an informal review of benefits provided by all Washington State Housing Authorities. Plan to bring staff into the conversation to determine what is most important to the team.
- Participating in the Strategic Planning Panel for the 1/10th of 1% Treatment Sales Tax 2027-2032.
- Working with staff to assist in implementing the Job Cost module for grants and other contracts.
- Attended Dean Nail’s Leadership Kitsap Graduation. Jennifer DiVitto will participate next year.

2. Finance:

- Meeting weekly with Finance Director
- Attending, when possible, biweekly meetings between property management and property accounting.
- Electronic automatic payment process was not totally successful. Hoping mid-month June will be. This will create much needed efficiency.
- Continual discussions regarding processes and timelines for routine activities.

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

- Shortfall meeting for Calendar Year 2026 was held June 9, 2026. Anticipate approximately \$1.5 million shortfall for Calendar Year 2026. Will be submitting several shortfall requests. All must be submitted prior to August 2026.
- Though “Restore Rebuild” has been discontinued, there may still be opportunity for development of mixed finance units with the Faircloth authority Housing Kitsap holds from the Streamlined Voluntary Conversion.

- Some evictions have been successful, which is both unfortunate and a necessary activity.
- Maintenance Technicians continue to be difficult to find and difficult to hold onto.
- HUD is requiring “attestation” be submitted that all Enterprise Income Verification (EIV) requirements have been followed. In thirty plus years working at Housing Authorities, I have never encountered this type of request.

4. Administration/Procurement:

- Procurement Calendar, planning, and process are continuing to be refined with planned easy access for the Leadership team.
- Hiring is a continual process between vacant positions and newly authorized positions.
- Planning for Summer Event
- Received one action item on the recent PERS audit.

5. Development/Single Family:

- Howerton Place/Kingston Cares – Purchase and Sale Agreement (PSA) close to final. Last couple of issues appear to be ironed out. Cost estimates in process, determining what the population served will be, etc.
- Southern Cross – Neighbor has been in communication with HK funders.
- In discussions with a developer for Poulsbo site for Self Help, working on PSA
- Riverstone – Group 4 close to closing on the lots and will begin to build
- Moving on PSA for Vikings Crest vacant, unbuildable land - selling to the City of Poulsbo
- Discussions with County on potential project submissions during the Coordinated Grant application process



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: June 23, 2026

ESTIMATED TIME: 5 minutes

AGENDA TITLE: Finance Update

AGENDA ITEM: 8. B.

SUBMITTED BY: Roan Blacker

TITLE: Finance Director

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 May 2026 Housing Assistance Payments (HAP) grant funds for HK's Housing Choice Voucher program:

	May 2026
HAP – Rent and utilities	\$ 450,964
Administrative Fee	<u>46,586</u>
TOTAL	\$ 497,550

- Submitted the May 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.
- Presented internal loan repayment structure for \$164,043 Golden Tides 2 roof replacement and \$17,347 Finch Place elevator modernization and update on the Sales Proceeds Pool.

2. Financial Statements, Tenant Charges, and Receivables:

- Attached are the draft Balance Sheet for May 2026, YTD actual to budget through May 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
May 31, 2026
HK BUSINESS TYPE ACTIVITIES ONLY (Note Consolidated to include Component Units)

Assets and Deferred Outflow of Resources

Current Assets

Cash & Cash Equivalents	\$	6,010,002
Tenant Security Deposits		582,181
Accounts Receivable, Net		1,635,086
Notes Receivable, Current		(135,755)
Government Grants Receivable		334,346
Prepaid Expense & Other Assets		243,272
Construction in Progress		3,614,856
Total Current Assets		<u>12,283,987</u>

Non-Current Assets

Restricted Cash	7,564,899
Notes Receivable, Non-Current	29,286,675
Net Pension Asset	629,745
Capital Assets, Net	42,343,487
Investment In Limited Partnerships	2,473,750
Total Non-Current Assets	<u>82,298,556</u>

Deferred Outflows of Resources (PERS - Pension) 1,176,184

Total Assets and Deferred Outflow of Resources \$ 95,758,727

Liabilities, Deferred Inflows of Resources and Net Position

Current Liabilities

Accounts Payable	\$	368,426
Accrued Expenses		360,974
Tenant Security Deposits Payable		583,613
Unearned Revenue		324,059
Accrued Compensated Absences, Current		237,173
Notes Payable, Current		780,575
Accrued Interest Payable		544,883
Total Current Liabilities		<u>3,199,703</u>

Non-Current Liabilities

Accrued Compensated Absences, Non-Current	79,057
Accrued Pension Liabilities	260,325
Notes Payable, Non-Current	39,733,292
Accrued Interest Payable, Non-Current	6,467,695
Other Non-Current Liabilities	56,012
Total Non-Current Liabilities	<u>46,596,381</u>

Deferred Inflows of Resources (PERS-Pension) 307,834

Net Position

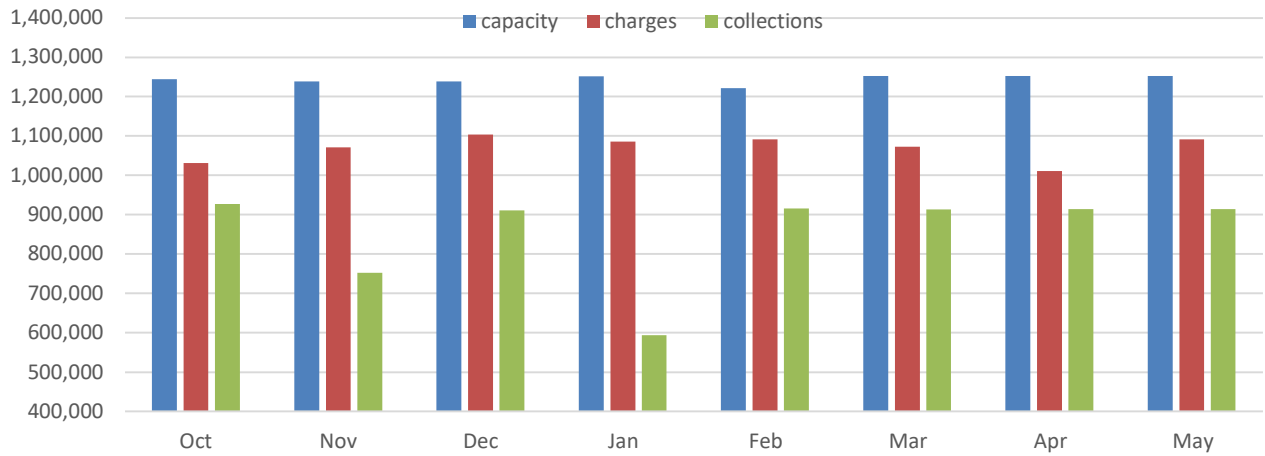
Restricted	1,599,016
Unrestricted	44,055,793
Total Net Position	<u>45,654,809</u>

Total Liabilities, Deferred Inflows of Resources and Net Position \$ 95,758,727

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 5/31/2026
HK BUSINESS TYPE ACTIVITIES ONLY (Consolidated to include Component Units)

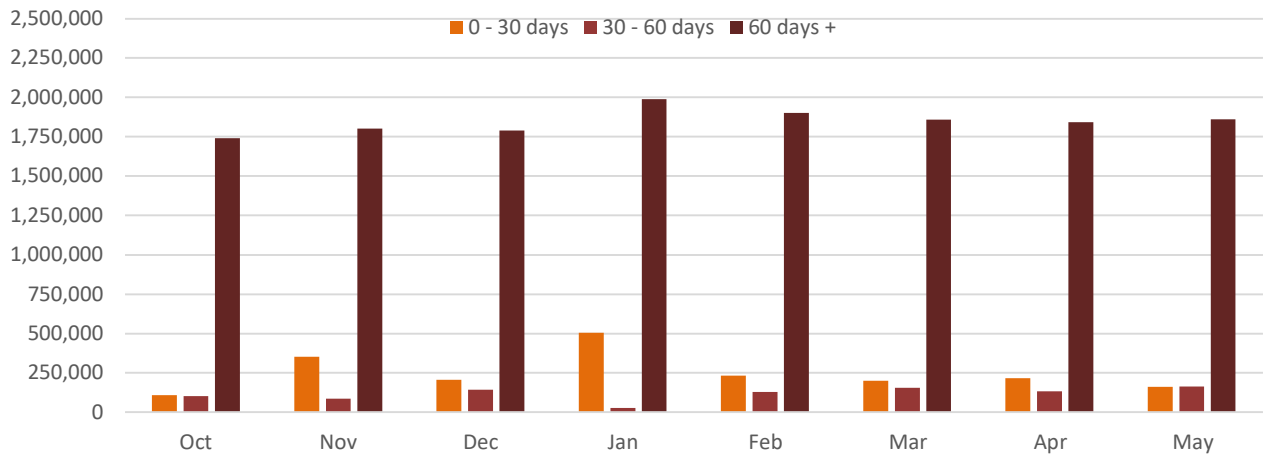
	Current Month				Year to Date			
	May-2026	May-2026			11 months	11 months		
	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>var %</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>var %</u>
Income								
Rent and Other Tenant Related Income	\$ 1,313,273	\$ 1,366,568	\$ (53,295)	-3.9%	\$ 13,943,482	\$ 15,032,247	\$ (1,088,766)	-7.2%
Self Help Sales and Other Income	-	95,000	(95,000)	-100.0%	115,990	1,045,000	(929,010)	-88.9%
Grant Income	498,550	803,500	(304,949)	-38.0%	8,640,066	8,838,496	(198,431)	-2.2%
Interest Income	39,431	53,244	(13,813)	-25.9%	446,361	585,684	(139,323)	-23.8%
Total Income	1,851,253	2,318,312	(467,058)	-20.1%	23,145,899	25,501,427	(2,355,529)	-9.2%
Expense								
Payroll/Labor Expense	601,926	508,129	93,797	18.5%	4,709,623	5,589,415	(879,792)	-15.7%
Property Expense	247,661	189,000	58,661	31.0%	2,060,887	2,078,997	(18,111)	-0.9%
Utilities	188,434	139,180	49,255	35.4%	1,787,224	1,530,976	256,248	16.7%
Marketing/Advertising Expense	977	2,344	(1,367)	-58.3%	21,486	25,784	(4,298)	-16.7%
Office Expense	(27,074)	32,513	(59,587)	-183.3%	268,192	357,638	(89,446)	-25.0%
Operational/Professional	229,077	238,907	(9,831)	-4.1%	2,120,128	2,627,982	(507,854)	-19.3%
Grant Expense	703,499	718,319	(14,820)	-2.1%	7,778,657	7,901,504	(122,846)	-1.6%
Self Help Lot Sales & Other Costs	-	79,167	(79,167)	-100.0%	106,363	870,837	(764,474)	-87.8%
Insurance/Tax Expense	53,587	53,458	128	0.2%	599,579	588,041	11,538	2.0%
Depreciation & Amortization	120,963	117,701	3,262	2.8%	1,370,253	1,294,709	75,544	5.8%
Interest on Debt	81,838	97,433	(15,594)	-16.0%	1,053,589	1,071,758	(18,169)	-1.7%
Total Expense	2,200,887	2,176,149	24,738	1.1%	21,875,981	23,937,641	(2,061,660)	-8.6%
Net Income (Loss)	<u>\$ (349,634)</u>	<u>\$ 142,162</u>	<u>\$ (491,796)</u>	<u>-346%</u>	<u>\$ 1,269,918</u>	<u>\$ 1,563,786</u>	<u>\$ (293,868)</u>	<u>-19%</u>

Housing Kitsap rental charges and collections



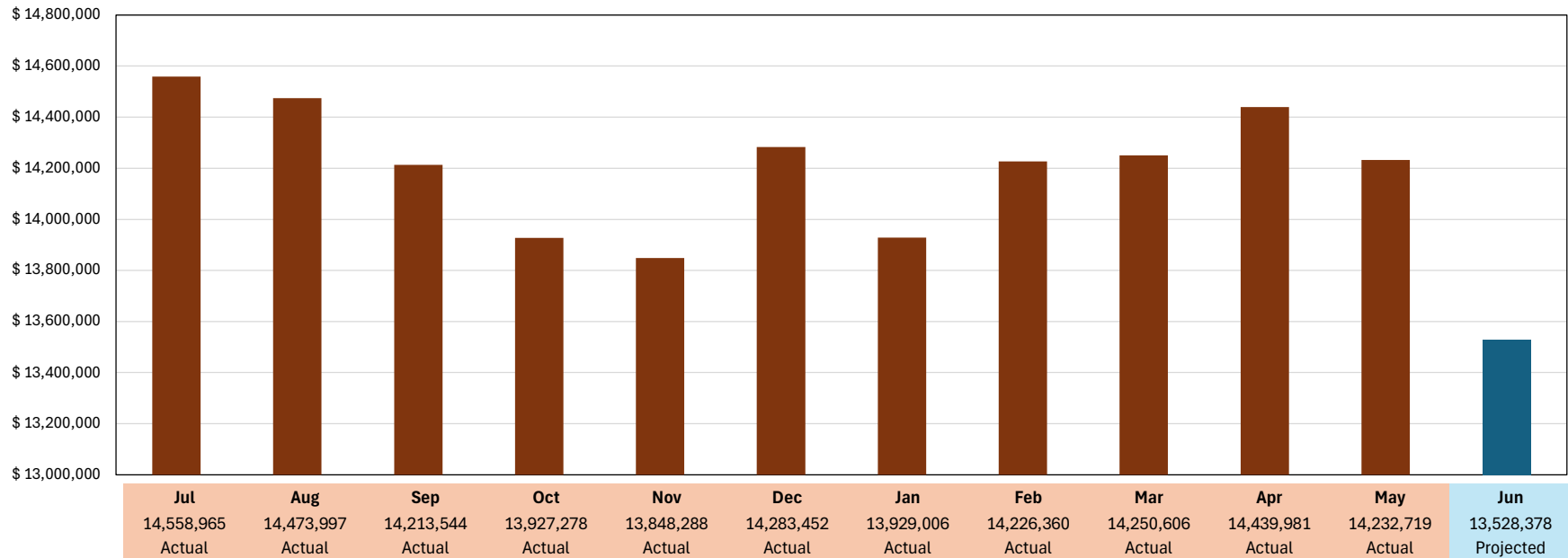
capacity	1,244,703	1,238,506	1,238,506	1,251,456	1,222,116	1,252,191	1,252,039	1,252,039
charges	1,031,444	1,071,142	1,103,875	1,086,323	1,091,412	1,072,997	1,011,269	1,091,405
collections	926,381	752,444	911,112	593,707	916,180	913,355	913,998	914,122

Housing Kitsap tenant account receivables



0 - 30 days	107,549	350,480	207,349	505,876	231,140	197,898	216,503	162,148
30 - 60 days	100,523	85,822	141,992	26,002	128,087	153,880	131,911	163,883
60 days +	1,741,226	1,801,631	1,790,235	1,988,137	1,900,816	1,857,050	1,842,744	1,859,368

Housing Kitsap Cash Flow Projection



Expected Cash Inflow and Outflow include the following:

June 2026:

- a. RD 523 TA/ REHAB/Dvlp Director Salary Grants - \$135,000
- b. Rents and Subsidies
- c. Reimbursement for Heritage Stairs Project - \$50,808
- d. Reimbursement for Kingston Ridge Roof Project - \$117,800
- e. Reimbursement for Southern Cross Development - \$87,400.00

- 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 - \$40,000
- f. Golden Tides II Siding Repair - 9,320
- e. Rhododendron Exterior Decks - \$89,000
- g. Kitsap Apartments Bond Interest Payment- \$626,680
- f. Self Help Housing Vehicle Purchase - \$43,000
- f. Conifer Woods Bridges - \$48,000



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: June 23, 2026

ESTIMATED TIME: 10 minutes

AGENDA TITLE: Property Management Update

AGENDA ITEM: 8. C.

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

- Staffing Updates:
 - Currently recruiting for Lead Maintenance Technician
 - Currently recruiting for Maintenance Technicians
- The Regional Directors of Property Management participated in the review and development of updates to Housing Kitsap's Violence Against Women Act (VAWA) Policy to ensure operational consistency and regulatory compliance across the portfolio.
- The Regional Directors of Property Management collaborated in the review and refinement of the Employee Housing Decision Tree to support consistent application of employee housing eligibility and occupancy decisions.
- Property Manager training was held June 17, 2026, and included a review of split ledger procedures, a VAWA policy refresher, newly developed legal notice templates, SharePoint resources and document management tools, the Air Conditioning Policy, and an open Q&A session to support staff understanding and consistency.
- The physical inspection deficiency response reports for Conifer Woods and Madrona Manor were completed and submitted in response to the recent LIHTC physical inspections, documenting corrective actions and timelines for all identified deficiencies.
- Regional Directors continue to meet with staff often to discuss performance and address any concerns, as well as discuss strategies for filling vacant units, increasing rent collection and occupancy, and timely, accurate completion of recertifications and Reasonable Accommodations.
- All communities are utilizing Yardi Procure to Pay (P2P), Yardi CHECKscan, and Yardi RENTCafé. Yardi Screening and Yardi Marketplace are being implemented. Providing additional support as needed.
- 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	6	-	-	3	-	70	31	-	South End
Finch Place Apartments	29	3	-	-	3	103	-	-	-	North End
Fjord Manor Apartments	38	-	-	-	-	241	24	-	-	North End
Fjord Vista II Apartments	16	-	-	-	-	-	170	61	-	North End
Golden Tides II	45	5	-	-	5	155	14	-	-	North End
Golden Tides III	18	2	-	-	3	154	-	-	-	North End
Heritage Apartments	56	2	1	1	1	37	42	30	-	South End
HK Homes	136	14	1	-	19	98	157	106	33	North End
Kingston Ridge Apartments	43	-	-	-	-	52	2	19	-	North End
Liberty Bay	16	-	-	-	-	-	-	-	-	North End
Madrona Manor	40	2	-	-	2	296	7	-	-	South End
Nordic Cottages	8	-	-	-	-	50	-	-	-	North End
Orchard Bluff Mobile Home Park	89	-	2	-	2	-	-	-	-	South End
Park Place Apartments	86	8	3	2	4	-	59	4	-	South End
Port Orchard Vista	42	4	-	-	1	271	1	-	-	South End
Rhododendron Apartments	50	6	-	-	-	75	25	-	-	North End
Time Square Apartments	16	1	-	-	1	44	26	-	-	North End
Viewmont East Apartments	76	7	-	-	2	33	44	38	-	South End
Windsong Apartments	36	2	1	-	3	260	178	-	-	North End
Totals	912	62	8	3	49	indicates bedroom size not available at this property				

12 Month Occupancy June 2025 - May 2026

Property	Units	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Conifer Woods Apartments	72	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%	86.09%	78.86%	79.31%	79.31%	79.31%	79.31%	79.31%	79.31%	79.31%	82.76%
Fjord Manor	38	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%
Golden Tides II	45	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%	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%	91.07%	87.50%	87.50%	88.93%	88.65%	88.48%	91.48%	91.07%	91.07%
HK Homes	136	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	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%	93.75%	93.75%	93.75%	93.75%	93.75%	93.75%	93.75%	93.75%	100.00%
Madrona Manor	40	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%	99.96%	100.00%
Park Place Apartments	86	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	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	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%	93.54%	93.75%	93.75%	93.75%	94.64%	93.75%	93.75%
Viewmont East	76	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	94.44%	97.04%	100.00%	100.00%	100.00%	97.22%	97.22%	97.22%	95.24%	94.44%	90.75%
Housing Kitsap Average	913	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 - May 31, 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	17	14	9	2	16	8	6	2	1	3	2
Finch Place Apartments	29	2	4	2	0	4	0	0	0	1	0	0
Fjord Manor	38	7	5	5	1	7	1	1	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	7	13	3	0	0	0
Golden Tides III	18	2	2	2	0	2	1	0	0	0	0	0
Heritage Apartments	56	9	7	7	0	9	5	4	2	0	2	2
HK Homes	136	28	17	13	2	36	16	30	7	4	3	0
Kingston Ridge Apartments	43	9	4	2	0	7	6	3	2	0	0	0
Liberty Bay Apartments	16	1	1	1	0	1	0	0	0	0	0	0
Madrona Manor	40	6	8	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	5	5	7	0	5	1	0	0	0	0	0
Park Place Apartments	86	20	20	11	2	16	11	10	2	4	18	11
Port Orchard Vista	42	9	11	9	0	7	1	0	1	2	0	0
Rhododendron Apartments	51	5	3	0	1	4	2	1	0	1	2	1
Time Square Apartments	16	3	3	0	0	0	0	0	0	3	0	0
Viewmont East	76	7	8	4	0	3	2	5	3	3	4	3
Windsong Apartments	36	3	4	7	3	4	1	0	0	1	0	0
Totals	913	148	118	87	11	144	64	76	23	20	32	19
Total Overall Percentage		16%	13%	10%	1%	16%	7%	8%	3%	2%	4%	2%



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: June 23, 2026

ESTIMATED TIME: 5 minutes

AGENDA TITLE: Compliance Department Update

AGENDA ITEM: 8. D.

SUBMITTED BY: Freddy Linares

TITLE: Director of Compliance

- Processed July 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 10 Reasonable Accommodation requests.
- Received and reviewed 26 new admission/move-in files.
- Submitted 86 HCV certifications to HUD through PIC.
- 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. Yardi has communicated the availability of using Compliance Manager for our Affordable properties as well. We will begin to explore that option further.
- Attended the monthly HCV Managers call with Washington housing authorities to discuss common program topics and emerging issues.
- Compliance Specialist Daniel Sabel completed the Tax Credit Compliance Specialist course.
- Attended HUD HCV Shortfall Prevention Team call. Discussed the new Two-Year Tool and shortfall action plan.

HCV program update:

Total Vouchers leased as of June 15, 2026	461
Vouchers per agency ACC	553



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: June 23, 2026

ESTIMATED TIME: 15 minutes

AGENDA TITLE: Development Update

AGENDA ITEM: 8. 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 plan is under scrutiny possibly requiring revision
 - 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 moving forward with roofs completed before end of summer.
 - d. Group 4 – Appraisals are completed, loans are approved and waiting for 3rd level review with national. USDA should be on track to close early July. 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 – group has been challenging to form.
- 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)

- a. Projects are back under way. We have internal overlap with the program while the coordinator is out on medical leave, who will return to work in July.

3. Other Affordable Housing

- Southern Cross Rental Homes
 - a. First building footings are poured. Foundation wall pours are scheduled for the week of June 15, 2026.
- Viking's Crest Phase 2
 - a. Sale negotiations are ongoing to sell the remaining parcel to the City of Poulsbo for conservation land and a city park.
- Sally's Place
 - a. Architectural firm is procured and the scope of work is defined. Environmental Works is developing a test-fit scope with options; progress is temporarily slow due to prioritization of Howerton Place.
- Howerton Place:
 - a. Purchase and Sale Agreement (PSA) is 98% complete. Civil engineers are preparing the SDAP, which will be submitted immediately upon receipt of water and sewer availability letters. Preliminary costs are estimated at \$5.1 million.
 - b. Applications for the Community Investments in Affordable Housing (CIAH) and the Washington State Housing Trust Fund (HTF) will be submitted this year.



Housing Kitsap Board of Commissioners

Department Update

MEETING DATE: June 23, 2026

ESTIMATED TIME: 5 minutes

AGENDA TITLE: Procurement and Administration Update

AGENDA ITEM: 8. F.

SUBMITTED BY: Laura Auerbach, Director of Procurement & Administration

1. Procurement:

- Projects in Process:
 - Rhododendron Decks: Contract signed, work to begin when permits are issued.
 - 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: Elyon Maintenance began May 1.
- Updating Procurement Policy: HUD made the first changes in 19 years to the Procurement Standards. All aspects must be reviewed and compared to Washington State requirements.
- 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.
- Yardi: Establishing Job Cost to track contracts.

2. Records:

- 16 boxes of records that met their retention period were destroyed
- Received six new Public Records Requests

3. Information Services:

- Completed AI Policy – currently with legal for review.
- Revising IT & Mobile Device policies for Board review in July.
- Business Microsoft CoPilot AI usability testing underway.
- HK office's phone system is at end-of-life; final decision and implementation plan for transition targeted for end of June
- Donated eighteen 19-inch monitors after upgrading

4. Human Resources:

- Staff Ambassadors: Summer Event scheduled for July 8, 2026.
- Vacant Positions:
 - Maintenance Techs – Golden Tides, Finch/Rhody, Heritage, Fjord Manor/Fjord Vista II
 - Maintenance Leads – Central Region, South Region
 - General Ledger Accountant

- o Certification Specialist
- New Hires:
 - o Chase McCubbins – Single Family Construction Supervisor
- Employee Exits:
 - o Joe Cusick – General Ledger Accountant
 - o Marley Neal – Certification Specialist
 - o Duncan Price – Maintenance Technician

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