



## CITY OF KIRKLAND

Department of Planning and Community Development  
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### MEMORANDUM

**To:** Kurt Triplett, City Manager  
**From:** Dawn Nelson, Planning Supervisor  
**Date:** February 13, 2014  
**Subject:** ARCH 2014 WORK PROGRAM/ADMINISTRATIVE BUDGET, FILE PLN14-00001

#### RECOMMENDATION

Staff recommends that the City Council approves, by motion, the 2014 A Regional Coalition for Housing (ARCH) Work Program and Administrative Budget. Staff also recommends that the Council schedule a study session on ARCH programs and projects later in the year to help inform the 2015-2016 Budget process.

#### BACKGROUND DISCUSSION

The ARCH Executive Board has reviewed and approved the 2014 Work Program and Administrative Budget (see Attachments 1 and 2). Pursuant to the ARCH Interlocal Agreement, these are being forwarded to the member Councils for their review and approval.

This year, ARCH will assist the City of Kirkland with the following:

- Housing Needs Assessment for the Comprehensive Plan update
- Housing element and Housing Strategy Plan updates for the Comprehensive Plan update
- Affordability agreements for the South Kirkland Park & Ride project
- Administration of Code required affordable housing regulations
- TDR approaches and infrastructure financing tools for the Totem Lake Urban Center

A complete list of activities to be undertaken by ARCH in 2014 is contained in Attachment 1.

The proposed 2014 Administrative Budget for ARCH, which totals \$613,042, is itemized in Attachment 2. A comparison with the 2013 Budget is provided and shows how the cost to each city has changed from last year. The expenditure of \$81,456 for Kirkland's share was approved as part of the City's budget for 2014. This is the second year in a row that Kirkland's share of the ARCH budget has increased and is representative of a three year process to realign member contributions based on their current populations. Kirkland ARCH membership dues are transitioning over this period from a city of 49,000 to a city of 81,000. These increases follow a four year period, from 2009 through 2012, where there were no increases in the ARCH budget. The ARCH budget was held flat over this period of time as a recognition of revenue impact of the recession and the drop in development activity for member cities.

Councilmembers are also invited to the ARCH Housing Workshop on the future of East King County housing: Thursday, March 6th 6:00 – 8:00 PM at St. Luke's Lutheran Church in Bellevue.

Cc: Arthur Sullivan, ARCH, 16225 NE 87<sup>th</sup> Street, Suite A-3, Redmond, Washington 98052

Final 1-9-14

## ARCH WORK PROGRAM: 2014

### I. PROJECT ASSISTANCE

#### A. Oversight of Local Monetary Assistance

ARCH Trust Fund. Review applications and make recommendations for requests of local monetary funds through the ARCH Housing Trust Fund process. Includes helping to coordinate the application process and use of funds for various programs.

Objective: Allocation of \$1,000,000 or more through the ARCH Housing Trust Fund Process, and create or preserve a minimum of 50 units.

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

Provide a variety of types of affordable housing and that meet other funding priorities as specified in the ARCH Trust Fund Criteria.

Centralized Trust Fund System. Monitor centralized trust fund process including:

- Produce regular monitoring reports for the ARCH Trust Fund account.
- Work with Administrating Agency (Bellevue) to prepare contracts and distribute funds for awarded projects.
- Monitor funded projects including evaluating performance and tracking loan payments. Includes monitoring for long term sustainability of previously funded projects and working with other funders in the initial overall review, and any follow up evaluation of individual projects.

Objective: Monitor ongoing financial activities of the ARCH Trust Fund account and provide updated information to members.

Develop sustainable strategies for the HTF to meet local housing goals and preserve publicly assisted affordable housing.

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

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

**B. Special Initiatives** This includes a range of activities where ARCH staff assist local staff with specific projects. Activities can range from feasibility analysis, assisting with requests for proposals, to preparation of legal documents (e.g. contracts, covenants). Following are either

existing initiatives or examples of initiatives likely to emerge:

**Trust Fund Long Term Issues.**

ARCH Trust Fund: Dedicated Funding Source. As follow up to the ARCH Workshops in 2007, explore and evaluate the feasibility of a dedicated funding source to supplement general fund contributions for the ARCH Trust Fund. In 2014 convene members to discuss background information collected, evaluate options and next steps. For any options selected for further consideration, follow up on next steps.

Surplus Property/Underdeveloped Property. Assist as needed member cities' evaluation of potentially surplus public property or underutilized private property (e.g. faith community properties) for suitability of affordable housing. Currently identified opportunities includes:

- Assist Kirkland with implementing local provisions (e.g. land use and multifamily tax exemption affordability requirements) associated with the South Kirkland Park n Ride.
- Assist Sammamish with making surplus city site available to Habitat for Humanity of East King County.
- Continue to assist Redmond staff with coordinating the development of the 160<sup>th</sup> site for senior affordable housing development in Downtown Redmond.
- Continue to explore opportunities for catalyst projects in transit oriented neighborhoods such as Bel-Red, Overlake and central Mercer Island that include affordable housing and other features that help implement neighborhood plan objectives.

As a subset of this item, convene members and other stakeholders to explore how to potentially work more proactively with faith based organizations to utilize their properties to assist with addressing affordable housing needs, especially for homeless populations. This includes supporting efforts by Eastside Human Services Forum, EHAC and cities to develop an East King county sub-regional strategic approach to winter shelter for homeless adults and families. This work will also include working with member cities and local services agencies to develop a long term strategy for providing winter shelter and assisting with implementing any adopted strategy.

Objective: Identify one or more specific sites in East King County to be made available for housing and member jurisdictions develop a long term strategy for addressing winter shelter for homeless persons and families.

Eastside Homebuyer Assistance Program.

Continue working with Washington State Housing Finance Commission to implement the third phase of the House Key Plus ARCH Down Payment Assistance Program.

Objective: Maintain operation of the Homebuyer Assistance Program and implement updates.

HUD Assisted Housing. Continue to monitor and actively pursue efforts to preserve existing HUD assisted affordable housing. Assist members with evaluating and supporting the Housing Authority's effort to preserve two federally assisted senior properties in East King County.

Objective: Preserve existing federally assisted affordable housing in East King County and

prevent from converting to market rate housing.

## II. HOUSING POLICY PLANNING

Work items in this section are grouped into the following basic areas of activity:

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

### A. Local Planning Activities

ARCH Housing Strategy Program. ARCH members have identified a number of Priority Housing Strategies as well as an ongoing education program for members, several of which can impact local planning efforts, including:

- Ongoing education of staffs and officials through Housing 101 Workshops for staffs and new local officials; updating information in the Housing 101 Workbook, annual study sessions with member councils to review current issues and activities and materials profiling current programs and housing trends.
- Assist cities that incorporate priority strategies into their local work program (e.g. property tax exemption program in mixed use zones, regulatory incentive programs, regulations to increase housing diversity (mixed use, innovative housing, housing emphasis zones). (Note: See Local Housing Efforts below for specific activities by members.)

Housing Background Information. On an annual basis, ARCH will continue to provide updated housing data information as available. This updated housing information will be incorporated into the education fliers and Housing 101 report used as part of the ongoing Housing Education Program. In 2014, conduct a Housing 101 workshop that will help assist member councils and planning commissions to prepare for updates to their Housing Elements and as applicable preparation and/or update to local housing strategy plans.

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

Continue to keep member jurisdictions and the broader community aware of local housing conditions to assist in their efforts to evaluate current and future efforts to meet local housing objectives. Include research on recent housing trends, and responses to these trends.

Housing Needs Assessment. Members will need Housing Needs Assessments as part of their updates to their Comprehensive Plans. Working with ARCH members, ARCH has developed an overall needs assessment covering East King County. As an initial part of each member's update of their Comprehensive Plan, ARCH will supplement the overall needs assessment with localized information.

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

Accessory Dwelling Units (ADUs). Several ARCH members have expressed interest in evaluating current ADU regulations and explore other ways to increase availability of ADUs. ARCH staff will assist with convening interested ARCH member cities to evaluate existing ADU regulations and determine ways to inform the broader community.

Impact Fee Waivers. In response to revisions of state law allowing impact fee waivers for affordable housing, support as needed ARCH member cities review and adoption of local legislation to implement state authority to grant impact fee waivers.

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

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

#### **Bellevue**

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Assist City staff with developing and implementing administrative procedures for the Bel-Red land use incentive program.

Assist with Council evaluation of a Multifamily Tax Exemption program in the City. In the event Council provides direction to develop a program, assist City staff to develop code language for a program.

Assist in identifying opportunities for affordable housing and implementation of affordable housing strategies in identified East Link corridors and station areas where transit oriented housing and mixed income housing development is an important component of the initial planning work.

Assist in innovative housing ordinance for NB properties within the Newport Hills Commercial Center.

Assist in the "Downtown Livability" program's review of housing regulations and incentives.

#### **Beaux Arts Village**

Assist City staff with update to the Comprehensive Plan Housing Element.

#### **Bothell**

Assist city staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Assist city staff with review and update of existing Accessory Dwelling Units regulations.

Assist city staff with work related to affordable housing component of the city's LIFT program in their downtown areas. Includes assisting with any reporting requirements and potentially exploring additional opportunities for affordable housing on city owned properties in the downtown revitalization area.

Assist city staff with evaluating the updated state legislation regarding impact fee waivers for affordable housing, and explore potential revisions to local regulations related to impact fee waivers for affordable housing.

### **Clyde Hill**

Assist City staff with update to the Comprehensive Plan Housing Element.

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

### **Hunts Point**

Assist City staff with update to the Comprehensive Plan Housing Element.

### **Issaquah**

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Central Issaquah Plan: Continue work with City staff to refine development standards and regulations related to the housing policies adopted in the Central Issaquah Plan.

Based on policy direction in Central Issaquah Plan, assist City staff with research and presentation to council related to establishing a Multifamily Tax Exemption program in Central Issaquah. If program is approved by Council, assist staff with establishing administrative procedures.

As needed, assist City staff with administration of the affordable housing provisions of the Lakeside and Rowley development agreements.

Issaquah Highlands: Mostly completed, but monitor the implementation of any remaining portions of the Issaquah Highlands affordable housing development agreement.

### **Kenmore**

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Assist in review of affordable housing regulations as needed for the City's commercial zoning work program for the Regional Business zone.

Consult and provide assistance to City staff on specific sites with affordable housing opportunities such as in the downtown and on city owned property.

Assist in developing administrative procedures for the City's adopted multi-family tax exemption program.

### **Kirkland**

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Continue to assist staff with local action related to the South Kirkland Park & Ride property (e.g. documentation to secure affordability requirements.)

Continue to assist with negotiating and administering the provision of affordable housing in developments required to provide affordable housing units pursuant to city regulations and/or using the optional multifamily tax exemption program.

Consult with city on TDR approaches and infrastructure financing tools for the Totem Lake Urban Center.

Assist City staff with housing issues that come before Council Planning and Economic Development Committee and resulting initiatives.

Assist City staff with affordable housing preservation efforts and initiatives.

### **Medina**

Assist City staff with update to the Comprehensive Plan Housing Element.

### **Mercer Island**

Assist City staff with completion of administrative procedures and documents associated with the land use incentive and tax exemption programs for Town Center.

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Assist City staff with planning and if applicable, assist with implementation of a Transit-Oriented Development in the Town Center that includes affordable housing and commuter parking.

### **Newcastle**

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Assist with updating administrative procedures for city's updated affordable housing provisions based on any final revisions by Council. Assist with agreements for any project that would include an affordable housing requirement, including those related to the Community Business Center.

Assist staff with outreach effort related to ADUs.

### **Redmond**

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

Continue to assist staff with coordinating the development of the 160<sup>th</sup> site for senior affordable housing development in Downtown. (See Special Initiatives).

Assist with the creation of user guides for implementing housing requirements

Assist with the implementation of other high priority items identified in the Strategic Housing Plan, such as encouraging public/private partnerships to promote the development of affordable housing in urban centers.

Assist with pursuit of creative ways to implement the provisions for affordable housing in the Group Health Development Agreement including exploring ways to leverage other resources.

Assist with the promotion of affordable housing and other programs available to Redmond residents and developers, e.g., Accessory Dwelling Units (ADUs) (see above).

Assist with carrying out implementation strategies that result from the investigation of emerging housing markets and East Link Corridor housing strategies as described below under regional issues.

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

Provide assistance as needed in updating neighborhood plans (e.g. Southeast Redmond) with respect to housing, including periodic attendance at Redmond Community Academy and CAC meetings to help identify housing issues and develop policy and regulatory responses.

As follow up to City's adoption of Section 8 anti-discrimination ordinance, assist with education outreach effort to landlords regarding Section 8 program. Potentially do in cooperation with other jurisdictions.

### **Sammamish**

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

Assist City staff with making surplus site available to Habitat (see special initiatives).

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

Assist City staff with evaluating the updated state legislation regarding impact fee waivers for affordable housing, and explore potential revisions to local regulations related to impact fee waivers for affordable housing.

Assist City staff with new city code for homeless encampments.

### **Woodinville**

Assist City staff with update to Comprehensive Plan / Housing Element (including Housing Needs Assessment) and Housing Strategy Plan.

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

Assist City staff and Planning Commission with evaluating and developing incentives for affordable housing as provided for in the Downtown/Little Bear Creek Master Plan area.

### **Yarrow Point**

Assist City staff with update to the Comprehensive Plan Housing Element.

Assist Planning Commission and Council with a review and potential update of current ADU regulations, and assist with effort to increase public awareness of local provisions.

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

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

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

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

PSRC – HUD Sustainability Planning Grant (Growing Transit Communities (GTC)). PSRC in a partnership with public and private agencies from the Central Puget Sound region received a HUD Sustainable Communities Planning Grant. The formal grant work was completed at the end of 2013. Key products included a regional GTC strategy plan, analysis of development issues at several station areas along Eastlink, and a business plan for a land acquisition fund. In 2014 ARCH staff will assist member jurisdictions to evaluate and implement strategies relevant to their respective communities. Some specific activities for individual members are

described above in the Local Housing Efforts section. One general area of activity could be to assist member cities with familiarizing the development community about housing opportunities in these areas.

Objective: Obtain information that is applicable to ARCH member cities' housing development efforts and assist with implementing strategies developed during the GTC process.

Countywide Planning Policies (CPP) for Affordable Housing. The Growth Management Planning Council adopted updated CPPs for housing. This also included several follow up work program items to begin implementation of some of the policies. ARCH staff will assist the regional work group on these follow up work program items (e.g. identifying and collecting key regional data for monitoring progress).

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

Committee to End Homelessness (CEH)/ Eastside Homeless Advisory Committee (EHAC). Anticipated work of the CEH in the coming year include continued coordinated allocation of resources, and initiating several specific proposals (e.g. shelters, addressing homelessness for veterans, families conversion process, and youth and young adults). Role for ARCH staff is expected to include participating in the CEH Funders group and its efforts to coordinate funding, and inform ARCH members and the general public of CEH/EHAC activities. Also continue to participate in efforts to implement homeless efforts within East King County through EHAC, including longer term solutions for winter shelters in East King County (see Special Initiatives).

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

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

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

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

Monitoring Affordable Rental Housing. Administer ongoing compliance of affordability requirements. This includes affordable rental housing created through direct assistance (e.g. Trust Fund allocation, land donations) from member jurisdictions, and through land use incentives. Some Trust Fund projects also require monitoring of project cash flow related to loans made by jurisdictions to projects (see I. Project Assistance). One emerging issue is changing practices in payment of various utilities by residents. In 2014 one emphasis of monitoring will be to research this trend and making sure that permitted rent levels are appropriately accounting for what utilities are paid by residents.

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

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

Monitoring Affordable Ownership Housing. As more price restricted homes are created, monitoring of affordable ownership housing created through local land use regulations is becoming of increased importance. In addition, will continue to monitor general trends with ownership units, enforcement of covenant provisions (e.g. leasing homes, foreclosure), and as necessary evaluate and if warranted, complete revisions to the ownership covenants. One objective in the current year is to implement a process to regularly notify existing owners of the requirements of their affordability covenants. One other objective will be to consider updates to the covenants to account for any revisions to FHA guidelines. Also continue to maintain a list of households potentially interested in affordable ownership housing.

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

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

Information for public on Affordable Housing. Maintain lists of affordable housing in East King County (rental and ownership), and making that available as needed to people looking for affordable housing.

Objective: Maximize awareness of affordable housing opportunities in East King County through the ARCH web site, public flyers and other means to assist persons looking for affordable housing.

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

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

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

Education/Outreach. Education efforts should tie into efforts related to public outreach/input on regional housing issues (see Local Planning Activities). However, much of ARCH's outreach/education work will occur through work with individual members on local housing efforts. In addition to the Housing 101 workbook and related brochures, other outreach methods may include housing tours, a portfolio of successful projects, and short videos to be broadcast on local cable channels on local efforts.

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

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

Conduct specific education events for ARCH member staff, commissioners and council members.

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

ARCH Web Site. Update on a regular basis information on the ARCH website, including information related to senior housing opportunities. Add new section to the website that provides more details and administrative materials for affordable incentive programs available through ARCH members and fair housing information.

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

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

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

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

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

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

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

Administrative Procedures. Maintain administrative procedures that efficiently provide services to both members of ARCH and community organizations utilizing programs administered through ARCH. Prepare quarterly budget performance and work program progress reports, including Trust Fund monitoring reports. Prepare the Annual Budget and Work Program. Work with Executive Board to develop multi-year strategy for the ARCH Administrative Budget. Staff the Executive and Citizen Advisory Boards.

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

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

## 2014 ARCH Administrative Budget

Final Jan 2014

### I. ANNUAL OPERATING EXPENSES

| Item                     | 2013 Budget | 2014 Budget | Change Budget | Percent Change |
|--------------------------|-------------|-------------|---------------|----------------|
| Staffing *               |             |             |               |                |
| Housing Mgr              | \$ 114,066  | \$ 115,304  | \$ 1,238      | 1.09%          |
| Benefits                 | \$ 34,340   | \$ 36,441   | \$ 2,101      | 6.12%          |
| Housing Planner I        | \$ 98,284   | \$ 99,370   | \$ 1,086      | 1.10%          |
| Benefits                 | \$ 31,821   | \$ 33,772   | \$ 1,951      | 6.13%          |
| Housing Planner II       | \$ 48,330   | \$ 85,484   | \$ 37,154     | 76.88%         |
| Benefits                 | \$ 17,394   | \$ 31,447   | \$ 14,052     | 80.79%         |
| Clerk I                  | \$ 69,472   | \$ 70,217   | \$ 745        | 1.07%          |
| Benefits                 | \$ 27,223   | \$ 28,889   | \$ 1,667      | 6.12%          |
| Clerk II (.75 FTE)       | \$ 36,826   | \$ 37,219   | \$ 394        | 1.07%          |
| Benefits                 | \$ 22,012   | \$ 23,362   | \$ 1,350      | 6.13%          |
| Sub-total                | \$ 499,768  | \$ 561,506  | \$ 61,738     | 12%            |
| Rent                     | \$ 15,750   | \$ 21,600   | \$ 5,850      | 37%            |
| Utilities                | Incl^       | Incl^       | Incl^         | Incl^          |
| Telephone                | \$ 3,200    | \$ 3,296    | \$ 96         | 3%             |
| Operating                |             |             |               |                |
| Travel/Training          | \$ 2,000    | \$ 2,000    | \$ -          | 0%             |
| Auto Mileage             | \$ 3,000    | \$ 3,150    | \$ 150        | 5%             |
| Copier Costs             | \$ 2,000    | \$ 2,000    | \$ -          | 0%             |
| Office Supplies          | \$ 2,000    | \$ 2,060    | \$ 60         | 3%             |
| Office Equipment Service | \$ 1,500    | \$ 1,500    | \$ -          | 0%             |
| Fax/Postage              | \$ 1,200    | \$ 1,200    | \$ -          | 0%             |
| Periodical/Membership    | \$ 3,700    | \$ 3,700    | \$ -          | 0%             |
| Misc. (e.g. events,etc.) | \$ 1,680    | \$ 1,680    | \$ -          | 0%             |
| Insurance                | \$ 7,500    | \$ 8,700    | \$ 1,200      | 16%            |
| Reorganization Admin     | \$ 650      | \$ 650      | \$ -          |                |
| Sub-total                | \$ 25,230   | \$ 26,640   | \$ 1,410      | 6%             |
| TOTAL                    | \$ 543,948  | \$ 613,042  | \$ 69,094     | 12.70%         |

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

III. ARCH ADMINISTRATIVE BUDGET: RESOURCE DISTRIBUTION

| A. Cash Contributions           | 2013               | 2014 Change        | Percent Change             |
|---------------------------------|--------------------|--------------------|----------------------------|
| Bellevue \$                     | - \$               | - \$               | -                          |
| Bothell \$                      | 40,128 \$          | 45,176.24 \$       | 5,047.96                   |
| Issaquah \$                     | 19,745 \$          | 27,623.04 \$       | 7,877.64                   |
| King County \$                  | 43,466 \$          | 43,466.00 \$       | -                          |
| Kirkland \$                     | 68,853 \$          | 81,456.31 \$       | 12,603.46                  |
| Mercer Island \$                | 29,882 \$          | 29,882.38 \$       | -                          |
| Newcastle \$                    | 10,677 \$          | 11,693.91 \$       | 1,016.62                   |
| Redmond \$                      | 62,168 \$          | 65,119.57 \$       | 2,951.68                   |
| Woodinville \$                  | 12,366 \$          | 12,883.74 \$       | 518.15                     |
| Beaux Arts Village \$           | 1,569 \$           | 1,569 \$           | -                          |
| Clyde Hill \$                   | 2,905 \$           | 3,210 \$           | 305.59                     |
| Hunts Point \$                  | 1,569 \$           | 1,569 \$           | -                          |
| Medina \$                       | 2,901 \$           | 3,223 \$           | 322.12                     |
| Yarrow Point \$                 | 1,569 \$           | 1,569 \$           | -                          |
| Sammamish \$                    | 49,167 \$          | 53,420 \$          | 4,253.13                   |
| Kenmore \$                      | 25,564 \$          | 25,956 \$          | 391.88                     |
| Other \$                        | 7,088 \$           | - \$               | (7,088.40)                 |
| <b>TOTAL</b>                    | <b>\$ 379,619</b>  | <b>\$ 407,818</b>  | <b>\$ 28,199.82</b>        |
| <b>B. In-Kind Contributions</b> | <b>2013</b>        | <b>2014 Change</b> | <b>Percent Change</b>      |
| Bellevue                        | \$ 145,904         | \$ 153,579         | 7,675 5.26%                |
| <b>TOTAL</b>                    | <b>\$ 145,904</b>  | <b>\$ 153,579</b>  | <b>7,675</b>               |
| <b>C. Total Contributions *</b> |                    |                    |                            |
| Bellevue \$                     | 145,904 \$         | 153,579 \$         | 7,675 5.26%                |
| Bothell \$                      | 40,128 \$          | 45,176 \$          | 5,047.96 12.58%            |
| Issaquah \$                     | 19,745 \$          | 27,623 \$          | 7,877.64 39.90%            |
| King County \$                  | 43,466 \$          | 43,466 \$          | - 0.00%                    |
| Kirkland \$                     | 68,853 \$          | 81,456 \$          | 12,603.46 18.30%           |
| Mercer Island \$                | 29,882 \$          | 29,882 \$          | - 0.00%                    |
| Newcastle \$                    | 10,677 \$          | 11,694 \$          | 1,016.62 9.52%             |
| Redmond \$                      | 62,168 \$          | 65,120 \$          | 2,951.68 4.75%             |
| Woodinville \$                  | 12,366 \$          | 12,884 \$          | 518.15 4.19%               |
| Beaux Arts Village \$           | 1,569 \$           | 1,569 \$           | - 0.00%                    |
| Clyde Hill \$                   | 2,905 \$           | 3,210 \$           | 305.59 10.52%              |
| Hunts Point \$                  | 1,569 \$           | 1,569 \$           | - 0.00%                    |
| Medina \$                       | 2,901 \$           | 3,223 \$           | 322.12 11.10%              |
| Yarrow Point \$                 | 1,569 \$           | 1,569 \$           | - 0.00%                    |
| Sammamish \$                    | 49,167 \$          | 53,420 \$          | 4,253.13 8.65%             |
| Kenmore \$                      | 25,564 \$          | 25,956 \$          | 391.88 1.53%               |
| Other** \$                      | 7,088 \$           | 51,645 \$          | 44,556.60 628.58%          |
| <b>TOTAL</b>                    | <b>\$ 525,523</b>  | <b>\$ 613,042</b>  | <b>\$ 87,519.76 16.65%</b> |
| <b>TOTAL COSTS</b>              | <b>\$ 543,948</b>  | <b>\$ 613,042</b>  | <b>\$ 69,094.28 12.70%</b> |
| <b>BALANCE</b>                  | <b>\$ (18,425)</b> | <b>\$ 0</b>        |                            |

\* Changes are disproportionate in order to realign contributions based on recent annexations and updated census population figures.

\*\* ARCH administrative reserves and admin fees from Redmond Ridge East