

Pierce County

Department of Human Services

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Tacoma, Washington 98402
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SHB 2060 Affordable Housing Document Recording Fee:

In 2002 the Washington State Legislature passed SHB 2060 that requires County Auditors to charge a ten-dollar recording fee on all recorded documents with the exception of those previously excluded from any fees. The purpose of the recording fee is to provide funding for activities that support affordable housing to very low-income persons and households with incomes at or below fifty (50%) percent of the area median income (AMI). Subsequent legislation included SHB 1359 passed in 2007 (priority for extremely low-income households) and SHB 2578 passed in 2018 (increased the fee from \$10 to \$13 per recorded document).

2019 Steering Committee Members:

Heather Moss, Director Human Services, Chair,
Pierce County

David Bugher, City of Lakewood

Daniel Murillo, City of Tacoma

Robin Farris, Councilmember City of Puyallup

Ron Lucas, Mayor Town of Steilacoom

Vacant (Cities and Towns Representative)

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Steering Committee:

Under County Council Resolution R2003-96 the Pierce County Council authorized the Executive to enter into inter-local agreements between the county and the cities and towns for the administration of the program. In accordance with these inter-local agreements the Steering Committee was created. Under the inter-local agreements and guiding principles, the Steering Committee is to be comprised of one representative from Pierce County, Tacoma, and Lakewood, and four at-large representatives from the cities and towns. These four at large representatives are appointed by the Association of Cities and Towns. The Steering Committee has the following duties:

- Approve policies and procedures for the distribution and award of funding;
- Approve eligible projects for funding; and
- Approve terms of funding.

Eligible Activities:

The legislation and RCW's allow for the following activities:

- Acquisition, rehabilitation, and/or new construction of housing projects or units within housing projects affordable to low-income persons with incomes at or below fifty percent (50%) of the area median income.
- Supporting building operation and maintenance costs of housing projects or units within housing projects eligible to receive housing trust funds that are affordable to low-income persons with incomes at or below fifty percent (50%) of the area median income, and that require a supplement to rent income to cover ongoing operating expenses.
- Rental assistance vouchers for housing projects or units within housing projects that are affordable to low-income persons with income at or below fifty percent (50%) of area median income, to be administered by a local public housing authority or other local organization that has an existing rental assistance voucher program consistent with the United States Department of Housing and Urban Development's (HUD) Section 8 rental assistance voucher program standards.
- Emergency Shelter Operations funding. ***Per the inter-local agreement Associated Ministries receives 16% of the annual 2060 allocation to be distributed to non-profits for emergency shelter operations.***

Program Administration:

The Affordable Housing Document Recording Fee Fund is administered by Pierce County, Department of Human Services. The County is responsible for the following:

- Collection of the recording fees;
- Annual budgeting of expenditures and revenues;
- Ensure sufficient fund balance and reserves;
- Creating policies for contracting, monitoring and loan administration;
- Issuance of Notice of Fund Availabilities (NOFA's);
- Eligibility Review's and Underwriting of applications for funding;
- Executing Legal Contracts and Loan Documentation;
- Processing reimbursements for eligible project related costs; and
- Monitoring to ensure program goals are met.

Accomplishments to Date (2003 to current):

- 931 completed affordable housing units (49 projects) acquired, constructed and/or rehabilitated. Includes rental and homeownership:
 - 567 units (24 projects) City of Tacoma/Lakewood; and
 - 334 units (25 projects) Balance of Pierce County.
- 260 affordable housing units (8 projects) awarded capital funds pending completion:
 - 197 units (4 projects) City of Tacoma/Lakewood; and
 - 63 units (4 projects) Balance of Pierce County.
- Approximately \$11 million of 2060 funding on capital projects has been leveraged by \$190 million dollars in other state, federal and private funding.
- Approximately \$2 million has supported emergency shelter operations providing temporary housing for homeless persons and individuals.
- \$276k has supported the operations and maintenance of 45 affordable housing units.
- Geographic balance of funding:
 - Tacoma/Lakewood projects represent 48% of overall funding since 2003.
 - Pierce County (outside Tacoma/Lakewood) projects represent 52% of overall funding since 2003.

Budget Summary:

Year	Projected Revenue	Projected Expenditures
2019	\$1,324,400	\$2,923,970*
2020 (proposed)	\$1,196,590	\$3,018,838*
2021 (proposed)	\$1,256,420	\$1,577,284*

*Includes use of fund balance.

Contact Information:

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