



WASHINGTON STATE
**HOUSING FINANCE
COMMISSION**

Opening doors to a better life

Karen Miller
Chair

Kim Herman
Executive Director

January 23, 2018

Kay Wallin
Administrator-Resident Life & Services
Emerald Heights Retirement
10901 176th Circle NE
Redmond, WA 98052-7248

**Re: Emerald Heights 2003 Expansion
OID# 03-31A
2017 Annual Bond Report**

Dear Kay:

I have completed a review of the documentation submitted in conjunction with the above-referenced report. Documentation included the *Certificate of Continuing Project Compliance, Parts "A" and "B"* and the *Household Eligibility Certification, Resident Eligibility Application*, and verification of resident income for the reporting period. All of the documentation reviewed, including any requested corrections, appears to have been completed correctly.

Please note that our review was limited to those matters specifically described above.

If you have any questions, please call me at the number listed below.

Sincerely,

Marji Johnson

Senior Portfolio Analyst
Washington State Housing Finance Commission
206-287-4423 ♦ Fax #206-587-5113
Toll free in Washington 800-767-4663
E-mail: marji.johnson@wshfc.org ♦ Website: www.wshfc.org

cc: Lisa Hardy

**CERTIFICATE of CONTINUING
PROJECT COMPLIANCE
Bond Part A**

PROJECT NAME: <u>Emerald Heights 2003 Expansion</u>	COUNTY: <u>King</u>
STREET: <u>10901 - 176th Circle NE</u>	CITY: <u>Redmond</u> ZIP <u>98052-7218</u>
OWNER: <u>Eastside Retirement Association</u>	TELEPHONE: _____
Annual Re-certifications required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	OID#: <u>03-31A</u>

**The undersigned does hereby certify the following information is correct for the report period:
January 1, 2017 through December 31, 2017**

	407		
	Required	Occupied as of 12/31/17	Percent
1. Total number of units in the project:	102	62	
2. Total number of low-income units set-aside in the project:	_____	_____	_____
3. Total number of low-income units set-aside for:			
▪ Qualifying @ :	_____	_____	_____
▪ Additionally Qualified (50%)	0	_____	_____
▪ Project Qualified (60%)	0	_____	_____
▪ Qualified (80%)	41	65	_____
▪ Moderate (100%)	61	37	_____
4. Total number of market-rate units	305	305	_____
5. Total number of units occupied by initially-qualified residents with incomes in excess of 140% of the applicable income limits at re-certification:	_____	N/A	_____
6. Total number of Special-Needs Commitment units:			
▪ Disabled	0	-	_____
▪ Large Household (3 bedrooms; 4 or more people)	0	-	_____
▪ Medicaid	0	-	_____
7. Is this an Elderly project?			
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If yes, check box below.)			
<input checked="" type="checkbox"/> 55 <input type="checkbox"/> 62 and older <input type="checkbox"/> HUD/RD Elderly			

8. Total Number of units currently vacant in the project: 14

9. The following units are vacant and were *last occupied* by income-qualified households. Only Qualified Vacant units may be counted towards the project set-aside requirements, (if additional room is needed please attach additional sheets).

Owner's Certification

10. The warranties, covenants and representations of the owner contained in the Regulatory Agreement remain true, and the Owner remains in compliance therewith.

Yes No If no, attach an explanation.

11. The Owner has obtained low-income certification forms and supporting documentation for each low-income Household at initial occupancy and at re-certification if applicable.

Yes No If no, attach an explanation.

12. Each building in the Project is suitable for occupancy taking into account local health, safety, and building codes.

Yes No If no, attach an explanation of the nature of the issue.

13. The property is in compliance with the Fair Housing Accessibility Guidelines as issued in the Federal Register Vol. 56, No.44/ Wednesday, March 6, 1991.

Yes No If no, attach an explanation.

14. Have there been any building code violations received by the project within the reporting period?

Yes No If yes, attach a copy of the complaint and resolution/status.

15. Have there been any violations of the Fair Housing Regulations filed against the project within the reporting period?

Yes No If yes, attach a copy of the complaint and resolution/status.

16. Has the Owner refused to lease a unit in the project because an applicant holds a voucher or certificate of eligibility under Section 8 of the United State Housing Act of 1937, 42 U.S.C. 1437s?

Yes No If yes, attach an explanation.

17. Is the Owner required to submit an Affirmative Marketing Report?

Yes No If yes, attach to this report.

18. Has property loan been paid off within the last 12 months?
 Yes No (a loan payoff does not release you from the regulatory requirements)

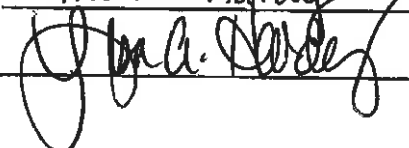
19. Has there been a transfer or change in ownership during this reporting period?
 Yes No If yes and the transfer was not approved by the Commission, contact us immediately. The Commission must approve all transfers.

I, Lisa A. Hardy, the undersigned Owner, being duly sworn, hereby represent and certify under penalty of perjury that the information contained in this statement and answers to the above questions, including any attachments hereto, is true, correct and complete to the best of my knowledge. I further certify that I have the requisite authority to execute this *Certificate of Continuing Project Compliance, Part A*.

I also certify that the *Certificate of Continuing Project Compliance, Part B*, listing the apartment number of each unit, the names of all resident who commenced or terminated occupancy during the reporting period, qualifying incomes (for qualified households), the size (number of bedrooms) of such units, rents currently being paid, vacant units and their immediately previous rental history and which units are set-aside for Special-Needs Housing Commitments pursuant to the Regulatory Agreement executed by the Ownership Entity, is true and accurate.

(If there has been a change in signing authority, please attach a copy of the corporate resolution or minutes from the partnership meeting showing the undersigned has the authority to execute these documents for the ownership entity.)

Original signature of the Owner must be sent to the Commission.

Print Name: Lisa A. Hardy Title: President & CEO
Signature:  Date: 1/4/18