



**State of Washington
PUBLIC DISCLOSURE COMMISSION**

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August 5, 2025

Delivered electronically to accounting@wliha.org

Subject: PDC Case 179767 regarding WA Housing Alliance Action Fund (2025)

WA Housing Alliance Action Fund
Rachael Myers, Treasurer
Kathy Lynn, Ministerial Treasurer

The Public Disclosure Commission (PDC) completed its review of the complaint filed by Conner Edwards on April 4, 2025.

- The complaint alleged that WA Housing Alliance Action Fund (the Committee) may have violated RCW 42.17A.235 and .240 by failing to file timely contribution and expenditure reports for election year 2024. Specifically, the complaint alleged that the Committee participated in the 2024 general election but did not file the required 21- and 7-day pre-general election C-4 reports until April 2025.

Applicable Laws and Rules

[RCW 42.17A.205](#) requires every political committee to register with the PDC by filing a *Committee Registration* (C-1pc report) within two weeks of organization or the date it first has the expectation of receiving contributions or making expenditures in any election campaign, whichever is earlier. A committee that selects the Full Reporting option on their C-1pc report is required to report contributions and expenditures to the PDC on C-3 reports and C-4 reports pursuant to [RCW 42.17A.235](#) & [RCW 42.17A.240](#). The due dates for these reports are based upon the election cycle, the committee's election participation, and their financial activity.

Background and Findings

- WA Housing Alliance Action Fund has been reporting since 2012 and under a different name since 2008. The current Treasurer is Rachael Myers and the current Ministerial Treasurer is Kathy Lynn.
- On June 24, 2025, Lynn, who in addition to being the Committee's Ministerial Treasurer is the Finance and Operations Manager for the Washington Low Income Housing Alliance, provided a written response to the complaint.

- Lynn said she was unaware of the need to file the 21- and 7-day pre-general election C-4 reports when there is no activity to report but is now aware of the requirement and will follow it in future elections.
- During the period July 30 to Aug. 31, 2024, the Committee received contributions totaling \$10,000 and made expenditures totaling \$9,915. The expenditures were contributions to multiple legislative candidates. The August C-4 was filed Aug. 5, 2024, which was earlier than the required due date for the post-primary C-4 report, which was Sep. 10, 2024.
- During the period Sep. 1 to Sep. 30, 2024, the Committee received contributions totaling \$13,000 and made expenditures totaling \$13,315, with the expenditures again being contributions to multiple legislative candidates. The September C-4 report was filed Sept. 30, 2024, which was earlier than the due date for the 21-day pre-general election C-4 report covering the period Sep. 1 to Oct. 14, 2024, which was Oct. 15, 2024. The Sept. C-4 included a contribution check for \$1,200 to Cortes for Senate issued on Sep. 18, 2024. The check was never cashed and was returned to the Committee's bank account by the bank on Dec. 23, 2024, creating a need for the Committee to account for the uncashed and returned funds.
- During the periods of Oct., Nov., and Dec. 2024, the Committee did not receive contributions or make expenditures, other than \$15 in unitemized expenditures in Oct. 2024, \$15 in unitemized expenditures in Nov. 2024, and \$30 in unitemized expenditures in Dec. 2024 and the return in December of the Sept. 18, 2024, \$1,200 contribution. The Committee filed the Oct., Nov., and Dec., 2024 C-4 reports on April 3, 2025, after contacting the PDC to seek assistance in reporting the uncashed and returned funds totaling \$1,200.
- Lynn explained the handling and reporting of the uncashed and returned \$1,200 and her reporting monthly rather than by the 21- and 7-day pre-general election reporting schedule, as follows:

“We issue checks via bill payer at Chase. On 12/23/2024 Chase put the funds from an uncashed check into our account. I was unaware of the check not being cashed until it appeared on the bank statement. I entered the amount on the December report when the funds were deposited into the account. I asked PDC staff if I should have amended the report when the check was issued and amended all of the reports since then. I did file the reports late because I didn't know the 7 day and 21 day reports were required even if there weren't any transactions and I didn't realize there was a check that wasn't cashed until I was sending statements to our outside accountants and saw the bill payer check funds had been returned to our bank account.”

Summary and Resolution

WA Housing Alliance Action Fund filed monthly C-4 reports during the 2024 general election C-4 reporting period when it was required to file 21- and 7-day pre-general election C-4 reports. However, the Committee's election activities occurred during August and September 2024 and the Committee's monthly reports were filed earlier than they would have been filed under the mandatory reporting due dates. The Committee reported the return of the \$1,200 uncashed contribution check after speaking with PDC staff.

Based on this information, the PDC has dismissed this matter in accordance with RCW 42.17A.755(1).

However, PDC staff is reminding you about the importance of filing required 21-day and 7-day pre-election C-4 reports and the post-election C-4 report rather than monthly C-4 reports in accordance with the statutes and rules.

If you have questions, you may contact Phil Stutzman at 1-360-753-1111, toll-free at 1-877-601-2828 or by e-mail at pdcc@pdcc.wa.gov.

Sincerely,

Electronically signed by Phil Stutzman

Phil Stutzman
Compliance Officer

Endorsed by,

Electronically signed by Kim Bradford

Kim Bradford
Deputy Director
For Peter Frey Lavalley
Executive Director

cc: Conner Edwards, Complainant