



CITY OF KIRKLAND
Department of Parks & Community Services
123 Fifth Ave, Kirkland, WA 98033 · 425.587.3300
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: James Lopez, Deputy City Manager of External Affairs
Lynn Zwaagstra, Parks and Community Services Director
Jen Boone, Human Services Manager
Amanda Judd, Human Services Coordinator-Community Well-being

Date: September 08, 2023

Subject: KING COUNTY HEALTH THROUGH HOUSING PROJECT UPDATE

RECOMMENDATION:

It is recommended that the City Council receive an update on the King County Health Through Housing Project in Kirkland.

BACKGROUND DISCUSSION:

The Health Through Housing Initiative¹ is King County's commitment to addressing chronic homelessness by partnering with host cities, including City of Kirkland, to create up to 1,600 units of affordable housing through purchasing and repurposing hotels and other existing buildings throughout King County. In March 2023, City Council adopted Resolution R-5583² authorizing the City Manager to sign an agreement with King County regarding the County's Health Through Housing Initiative that will convert the former La Quinta Inn into permanent supportive housing for people experiencing or at-risk of experiencing chronic homelessness. For more information on other HTH sites in King County, explore the Health Through Housing Dashboard.³

Summary of Timeline Updates

Since the adoption of Resolution R-5583, City staff have met regularly with the King County Health Through Housing (HTH) team to collaborate and receive updates on the advancement of the Kirkland site timeline. Reference Addendum A for the tentative HTH Kirkland Project Timeline provided by King County. The timeline lists several activities and the associated projected date range in which they will be initiated and completed. Each activity also highlights responsible and approving roles for each party.

Local Referral Planning

As part of the agreement between the City of Kirkland and King County, up to 65% of the housing units at the Kirkland HTH site will be reserved for local individuals who are experiencing chronic homelessness or at-risk of chronic homelessness on the Eastside. City of Kirkland Human Services Division staff have worked closely with the King County Health Through Housing Referral Coordinator to begin the process of establishing a local referral network of homeless service providers in Kirkland and on the Eastside. This local referral network of

¹ <https://kingcounty.gov/depts/community-human-services/initiatives/health-through-housing.aspx>

² https://www.kirklandwa.gov/files/sharedassets/public/city-managers-office/pdfs/hth/2023_resolution-5583-psha.pdf

³ <https://kingcounty.gov/depts/community-human-services/initiatives/health-through-housing/dashboard.aspx>

homeless service providers will be the pathway by which local referrals will be made to King County for those set aside housing units dedicated to local individuals experiencing homelessness. City staff convened an initial information-sharing meeting with potential local referral network participants, in partnership with the County, in February 2023. The following homeless service providers were invited to that initial meeting:

- Staff from area shelters and other homeless support programs:
 - The Sophia Way
 - Congregations for the Homeless
 - Friends of Youth
 - Tent City 4
 - Overlake Safe Parking Program
 - Lake Washington United Methodist Safe Parking Program
- City partners who work directly in homeless outreach and support:
 - Redmond Homeless Outreach
 - Bellevue Homeless Outreach
 - Issaquah Behavioral Health Coordinator

The initial list of homeless support staff who may be eligible to participate in the local referral network will continue to grow as additional providers are identified. Most notably, the City's new Homeless Outreach Coordinator will be included to serve as the City of Kirkland's referral representative. Collaboration between the City and County will ensure that the local referral network providers have access to the Seattle/King County Homeless Management Information System (HMIS). HMIS is the tool used to determine eligibility of potential residents, so local referral partners will be required to have access to the database. Also part of the local referral planning process is identifying how local referrals will be prioritized.

There are two best practices the County has shared with City staff regarding the timeline of working with local referral network partners and capturing data for determining prioritization, based on previous HTH site rollouts.

1. The County recommends a maximum 8-week timeline preceding the anticipated date of the site opening before sharing eligibility criteria and information. The County has found that having too large of a gap in the timeline between sharing information and accepting referrals creates complications. In addition to staff turnover and losing contact with residents, there is opportunity for the spread of misinformation leading to false hope for residents.
2. The County recommends not doing a data capture of current area users of homelessness services to determine local prioritization prior to January 2024. There are additional HTH and other permanent supportive housing projects on the Eastside that are queued to open prior to the Kirkland site.⁴ Data captured prior to those sites opening would no longer accurately reflect area users of homelessness services by the time the Kirkland site opens as many could be housed at these sites.

Construction Scoping/Permit Planning, Permit Review, and Pre-Occupancy Construction
King County's Facilities Management Department (FMD) oversees all county-owned buildings. With the addition of the HTH multi-site acquisition, the County put in place measures to increase

⁴ Two permanent supportive housing projects are slated to open before the Kirkland HTH site. Plymouth Crossing, located in Bellevue, began the referral and leasing process in Summer 2023. The HTH site located at the Silver Cloud Inn at Redmond is slated to open in 2024.

their ability to meet the scope of work necessary to move the HTH projects forward. That included completing an Architectural and Engineering (AE) request for proposal (RFP) for a construction contractor to assist with the HTH portfolio. This work is reflected on the timeline under Construction Scoping/Permit Planning. Construction of the property to prepare for occupancy is tentatively projected to begin in early 2024.

Housing Operator Selection and Housing Operator Contract Development

In preparation of the procurement process, the County hosted two open houses at the Kirkland HTH site in September for prospective bidders of the housing operator role along with City staff from CMO and Human Services. The County's procurement team led the communication with prospective applicants to schedule time slots. Invitations to participants went to organizations in the HTH pre-qualified provider pools. Reference Addendum B for King County's list of providers pre-qualified to bid for the HTH Operator role. The County anticipates beginning the Operator procurement process in late October or early November and the expected timeline between posting the Request for Bids and selecting an Operator is approximately 12 weeks.

Development of Safety and Security Plan, Code of Conduct, Community Relations/Good Neighbor Plan

The City will participate in the development of these agreements in collaboration with the County and Operator. The City is also an approving party as highlighted on the draft project timeline; the City Manager for the Code of Conduct and Community Relations/Good Neighbor Plan, and the Kirkland Police Department for the Safety and Security Plan. The City anticipates the work on these agreements to move forward once an Operator is selected.

Local Referral Activated and Resident Intake & Move-In

Approximately 8 weeks prior to the anticipated opening of the site, the local referral network will be activated and the referral, intake, and move-in process will begin. While currently planned to begin in January 2025, all of the preceding activities listed on the County's projected timeline and described in this memo will impact the actual start date of this phase. In the interim, staff are providing updates to the local referral network on the project timeline and anticipated next steps.

Next Steps

Staff will continue to keep City Council informed as this project progresses.

Attachment A - King County Health Through Housing Project Timeline

Attachment B - King County Health through Housing Qualified Provider Pools

[illegible]

Health through Housing Provider Pools

Property Management Operations

Provider	Provider Program Name	East County	North County	Northeast County	Seattle	Southeast County	Southwest County
4450 Green Lake Way N	Wallingford INN				X		
Archdiocesan Housing Authority	Catholic Housing Services	X			X	X	X
Catholic Community Services of King County	Catholic Community Services of King County	X			X	X	X
Chief Seattle Club	American Indian/Alaska Native Emergency Housing & Permanent Supportive Housing in King County	X	X	X	X	X	X
Compass Housing Alliance	Compass Housing Alliance Health through Housing RFQ Application	X	X	X	X	X	X
Congregations for the Homeless	CFH Response to HTH RFQ	X					
DAWN - Domestic Abuse Women's Network	DAWN Qualifications for HTH RFQ					X	X
Downtown Emergency Service Center	DESC's Application for Health Through Housing	X	X	X	X	X	X
Low Income Housing Institute (LIHI)	LIHI's HTH RFQ Response	X	X	X	X	X	X
Plymouth Housing	HTH Plymouth Housing	X			X		
Snoqualmie Valley Shelter Services	Snoqualmie Valley HTH			X			
St. Stephen Housing Association	St. Stephen Housing Association HTH RFQ						
The Salvation Army	The Salvation Army	X	X	X	X	X	X
Urban League of Metropolitan Seattle	ULMS Health thru Housing Support Services				X		
YMCA of Greater Seattle	YMCA HTH Application	X	X	X	X	X	X
YWCA Seattle-King-Snohomish	YWCA Health Through Housing	X			X	X	X

Health through Housing Provider Pools

On Site Support Services

Provider	Provider Program Name	East County	North County	Northeast County	Seattle	Southeast County	Southwest County
Catholic Community Services of King County	Catholic Community Services of King County	X			X	X	X
Chief Seattle Club	American Indian/Alaska Native Emergency Housing & Permanent Supportive Housing in King County	X	X	X	X	X	X
Compass Housing Alliance	Compass Housing Alliance Health through Housing RFQ Application	X	X	X	X	X	X
Congregations for the Homeless	CFH Response to HTH RFQ	X					
DAWN - Domestic Abuse Women's Network	DAWN Qualifications for HTH RFQ					X	X
Downtown Emergency Service Center	DESC's Application for Health Through Housing	X	X	X	X	X	X
Evergreen Treatment Services - REACH	Health Through Housing - ETS REACH		X		X	X	X
Friends of Youth	Friends of Youth	X					
Kent Youth and Family Services	Kent Youth and Family Services	X			X	X	X
Low Income Housing Institute (LIHI)	LIHI's HTH RFQ Response	X	X	X	X	X	X
Plymouth Housing	HTH Plymouth Housing	X			X		
Public Defender Association	Public Defender Association				X		X
Renton Ecumenical Association of Churches	REACH Health Through Housing						X
Snoqualmie Valley Shelter Services	Snoqualmie Valley HTH			X			
Solid Ground	Solid Ground WA		X		X	X	X
St. Stephen Housing Association	St. Stephen Housing Association HTH RFQ					X	X
The Salvation Army	The Salvation Army	X	X	X	X	X	X
The Sophia Way	The Sophia Way	X					
Urban League of Metropolitan Seattle	ULMS Health thru Housing Support Services						
YMCA of Greater Seattle	YMCA HTH Application	X	X	X	X	X	X
YWCA Seattle-King-Snohomish	YWCA Health Through Housing	X			X	X	X

Health through Housing Provider Pools

Street Outreach

Provider	Provider Program Name	East County	North County	Northeast County	Seattle	Southeast County	Southwest County
Catholic Community Services of King County	Catholic Community Services of King County	X			X	X	X
Chief Seattle Club	American Indian/Alaska Native Emergency Housing & Permanent Supportive Housing in King County	X	X	X	X	X	X
Congregations for the Homeless	CFH Response to HTH RFQ	X					
Downtown Emergency Service Center	DESC's Application for Health Through Housing	X	X	X	X	X	X
Evergreen Treatment Services - REACH	Health Through Housing - ETS REACH		X		X	X	X
Kent Youth and Family Services	Kent Youth and Family Services	X			X	X	X
Mary's Place	Mary's Place Outreach and Diversion Throughout King County	X	X	X	X	X	X
Neighborhood House	Neighborhood House Homeless Street Outreach Services						X
Snoqualmie Valley Shelter Services	Snoqualmie Valley HTH			X			
The Salvation Army	The Salvation Army	X	X	X	X	X	X
The Sophia Way	The Sophia Way	X					
University Heights Center for the Community Association	Vehicle Residency Outreach/Safe Lot				X		
Urban League of Metropolitan Seattle	ULMS Health thru Housing Support Services				X		X
YMCA of Greater Seattle	YMCA HTH Application	X	X	X	X	X	X

Health through Housing Provider Pools
Community Based Organization (CBO)

Provider	Provider Program Name	East County	North County	Northeast County	Seattle	Southeast County	Southwest County
6322 44th Ave S	WACC HTH Program		X		X	X	X
African Community Housing and Development	Services for African Diaspora Immigrants & Refugees				X		X
Africatown Community Land Trust	Africatown Community Land Trust				X		
Chief Seattle Club	American Indian/Alaska Native Emergency Housing & Permanent Supportive Housing in King County	X	X	X	X	X	X
Eritrean Association in Greater Seattle	Eritrean Association HTH Program		X		X		X
Evergreen Treatment Services - REACH	Health Through Housing - ETS REACH		X		X	X	X
Kent Youth and Family Services	Kent Youth and Family Services	X			X	X	X
Lavender Rights Project	Washington Black Trans Task Force's The House				X	X	X
Multi-Service Center	MSC- Health Through Housing						X
Urban League of Metropolitan Seattle	ULMS Health thru Housing Support Services				X		X
YWCA Seattle-King-Snohomish	YWCA Health Through Housing	X			X	X	X