

City of Kenmore
STEP Housing Committee Meeting Minutes
April 30, 2025 @ 4:00 PM

STEP Housing Committee Members – In Attendance

Maddie Hayden
Josh Kurcinka
Timothy Marchello
Corina Pfeil
Juliana Pooley
Caitlin Sullivan
Jennifer Alderman

Staff

Nick Chen, Kimley-Horn (consultant/facilitator)
Debbie Bent, Community Development Director
Brittany Chue, Senior Planner

Meeting Agenda

1. **Committee Introductions**
 - a. **Committee member Introductions:** Each committee member and staff member introduced themselves.
 - b. **STEP Committee make-up and purpose:** Reference to the STEP Housing Committee Charter. Committee purpose of delivering a final report to the City Council by October giving recommendations for STEP Housing regulations and community engagement options.
2. **Presentation/Discussion:** Nick Chen gave a PowerPoint presentation giving an overview of the STEP Committee expectations, project overview, STEP Housing framework and several discussion questions.

Committee Questions/Comments:

- Consider how to involve individuals who may be served by STEP Housing, could reach out to established partners for volunteers (Corina Pfeil)
- How to involve and hear from people with lived experience in addition to housing provider experts (Juliana Pooley)
- Confirm that the Planning Commission does not have a role in providing STEP Housing recommendations (Josh Kurcinka)
- A question about the process for allocating the number of housing units, reference to the Department of Commerce website (Josh Kurcinka)

1. Knowing the requirements the City of Kenmore must meet, where do you see opportunities to provide a greater variety of housing types for community members?
 - Is STEP Housing required beyond zones where hotels are allowed? In which multi-family or residential zones would STEP housing apply? If middle housing regulations are adopted, would STEP Housing be required in these residential zones? (Caitlin Sullivan)
 - Can a zoning map be provided to show where STEP Housing is required? (Timothy Marchello)
 - Opportunities to support affordable housing near transit, new state law. (Juliana Pooley)
2. What do you see as potential challenges to providing additional opportunities for STEP housing in the City of Kenmore.
 - Given past community experiences, we need transparent communication. (Corina Pfeil)
 - Need representation of people who have lived in STEP housing. Concern about implicit bias. People are hesitant to speak up to share traumatic experiences. Recognize that Kenmore residents have different states of housing vulnerability, but they would not wish to engage. Recognize this topic is about our neighbors. (Juliana Pooley)
 - How to connect with community and school district, challenge with neighborhood gentrification. (Corina Pfeil)
 - How to capture the perspective from those who have lived experience, those who are the most affected may be the least able to make time to attend. (Caitlin Sullivan)
 - Housing insecure people are unrepresented. Hard for people experiencing housing insecurity to be advocates. (Jennifer Alderman)
 - Panel members may be the best way to represent different perspectives including lived experience. (Josh Kurcinka)
 - Too few case workers to help, for example assistance applying for housing vouchers. (Corina Pfeil)
 - Does the City have a HUD housing certification classification? (Corina Pfeil)
 - The principal of Kenmore Elementary or the after-school provider working with kids in need was suggested as a potential panel member. (Josh Kurcinka)
 - How to ensure all voices are heard. (Caitlin Sullivan)

- Perception of Permanent Supportive Housing (PSH), 30% AMI what career types does this apply to? (Corina Pfeil)
 - Mary's Place and Lake City Partners are successful in the community. What services do these organizations have that the Plymouth project did not provide? (Josh Kurcinka)
 - Mary's Place and Lake City Partners were controversial initially. Community outreach was conducted. (Juliana Pooley)
3. Knowing the direction provided by the City Council for this committee, where do you see the greatest opportunity to have a positive impact on this process?
- In Kenmore there is a lack of supportive services. Need offices in Kenmore for accessibility to services. There is a need for ongoing support in Permanent Supportive Housing (PSH) and shelters. Challenge to make sure "silos" are broken down to provide/create opportunity for interconnected services/systems and broad support, more than housing. (Jennifer Alderman)
 - PSH and transitional housing provide permanent housing but with sheltered housing, people are still homeless. There is a need to recognize that triage services do not solve the housing crisis, there is a need for more housing. (Juliana Pooley)
 - Housing first is a targeted universal approach, engage partners like universities, religious partners, and other agencies that fill the gap for services. (Corina Pfeil)
 - Community education is important. (Corina Pfeil)
 - For PSH understand who is served and why often this is the ongoing permanent housing type. (Caitlin Sullivan)
 - Lack of housing and building types, especially affordable housing. (Corina Pfeil)
 - PSH when there is a shortage of resources, then there can be a misuse of services e.g. use of emergency services as there is no other alternative. Clarify what the intake process is to match service to need. Addressing fear. (Juliana Pooley)
 - There is a misunderstanding of the people who qualify for permanent supportive housing and what their situation is. Permanent supportive housing serves people who are not able to afford affordable housing units. (Caitlin Sullivan)
 - Need to mitigate risk to bring community along. (Josh Kurcinka)
 - What have other jurisdictions experienced that are successful? (Josh Kurcinka)

4. What further information would be useful for staff and facilitators to provide at the following meeting?
 - Examples of regulations, community engagement, community education materials in other jurisdictions who have successfully implemented regulations and projects.
 - Zoning map that identifies where STEP housing is required, including where applicable to multi-family zones.
5. **Other Items**
 - A meeting stipend for Committee members will be offered. Staff will provide an email with information on the process.
 - Staff will conduct a poll to determine the date/time of next Committee meeting.
 - Staff will identify potential expert panel members, and coordinate date/time for a discussion at the next Committee meeting.