

**MEMORANDUM OF AGREEMENT
NORTH KING COUNTY COALITION ON HOMELESSNESS**

This Memorandum of Agreement (“Agreement”) is entered into by and between the Cities of Shoreline, Bothell, Kenmore, Lake Forest Park and Woodinville and the following community organizations:

- Bothell United Methodist Church
- ~~Health Care for the Homeless~~
- ~~Hopelink~~
- Interfaith Task Force on Homelessness
- Lake City Partners Ending Homelessness
- ~~Lived Experience Coalition~~
- North Sound Radar Navigator Program
- North Urban Human Services Alliance
- Ronald United Methodist Church

Each may be referred to individually as a Partner and collectively as the Partners.

WHEREAS, the Partners have a common goal of ending homelessness within their jurisdictional boundaries, cities that they serve, as well as in the region and, each Partner represents a relevant stakeholder interest; and

WHEREAS, in 2019, the City of Seattle and King County established the King County Regional Homelessness Authority so as to provide for a joint and cooperative undertaking to coordinate services within an equitable operational framework that will enable and facilitate joint planning, program funding and establishing standards for and accountability programs so as to improve the delivery of services and enhance outcome for those individuals and families receiving such services through a Regional Action Plan; and

WHEREAS, the Partners wish to act cooperatively to formulate policies and strategies that address homelessness and to do so in an efficient and expeditious manner so that those individuals and families experiencing homelessness or who are at imminent risk of experiencing homelessness within the North King County area have access to services;

WHEREAS, the Partners wish to act cooperatively so as to articulate local needs, priorities, and solutions to address homelessness within the North King County area to the King County Regional Homelessness Authority and to potentially establish a North King County Sub-Region;

NOW, THEREFORE, in consideration of the foregoing and mutual covenants contained in this Agreement, the Partners agree as follows:

I. INCORPORATION OF RECITALS

The foregoing Recitals are incorporated in and made a part of this Agreement.

II. ESTABLISHMENT OF THE NORTH KING COUNTY COALITION ON HOMELESSNESS ("COALITION")

- A. **Purpose.** The purpose of this Coalition is to work together across sectors and jurisdictions in North King County in support of policies and community-based efforts to provide services and housing options for those in the North King County communities who are experiencing homelessness or who are at risk of becoming homeless.
- B. **Advisory Body.** The Coalition is organized as an advisory body, with implementation of any recommendation to be presented to the legislative or governing body of a Partner for consideration and potential adoption pursuant to the local policies and procedures for that Partner.

III. MEMBERSHIP

- A. **Governmental Partners.** The following governmental entities are members of the Coalition:

City of Bothell
City of Kenmore
City of Lake Forest Park
City of Shoreline
City of Woodinville

- B. **Non-Governmental Partners.** The following non-governmental entities are members of the Coalition:

Bothell United Methodist Church
~~Health Care for the Homeless~~
~~Hopelink~~
Interfaith Task Force on Homeless
Lake City Partners Ending Homelessness
~~Lived Experience Coalition~~
North Sound Radar Navigator Program
North Urban Human Services Alliance
Ronald United Methodist Church

- C. **Financial Requirement.** There is no financial requirement to be a Coalition Partner.

North King County Coalition on Homelessness MOA

Page 2 of 12

[10-7-21 FINAL]

Each Partner shall be responsible for all costs and expenses incurred in its participation in the Coalition.

- D. **Future Partners.** It is expected that there will be interested parties not currently included in the Coalition that will either request inclusion or that will be identified by the Coalition and asked to participate. The then-existing Partners shall evaluate interested parties on a case-by-case basis to determine eligibility for membership through the decision-making process as set forth in section V.E. Every effort shall be made to include interested parties that have not historically been represented in planning for homelessness services including people of color and those with lived experience of homelessness. Addition of future partners shall be subject to majority approval of the then-existing Partners. All future partners shall execute a then-effective version of this Agreement. Individuals are not eligible for membership in the Coalition.
- E. **Non-Partner Participation.** From time to time, organizations and members of the general public will participate in Coalition-led activities but they will not be considered Partners in the Coalition until denoted as such by the then-existing Partners and only after executing a then-effective version of this Agreement. While allowed to participate, non-Partners have no voting rights.
- F. **Withdrawal.** Any Partner may withdraw from the Coalition upon written notice to the other Partners. Such notice shall state the effective date of the withdrawal, and that such withdrawal is supported through action of the withdrawing Partner in the same manner as the original Agreement was approved, such as by approval of the legislative or governing body. Following the withdrawal of one or more Partners, the Consortium shall continue to exist, and this Agreement shall remain in effect as between the remaining Partners unless terminated as provided in Section IV.

IV. TERM AND AMENDMENT.

- A. **Term.** This Agreement shall become effective upon its execution by all Partners, as authorized by each Partner's legislative or governing body, and shall remain in effect until terminated.
- B. **Termination.** This Agreement may be terminated by mutual consent of a majority of the then-existing Partners. This Agreement will automatically terminate when the Coalition is comprised of three (3) or fewer Partners.
- C. **Amendment.** The provisions of this Agreement may be reviewed periodically to ensure that the Agreement continues to further the Coalition's purpose. Any Partner may request amendment to this Agreement. Unless otherwise provided, this Agreement may only be amended by unanimous consent represented by affirmative

action of each Partner's legislative or governing body. Any amendment adopted shall be in writing and appended to this Agreement.

V. ORGANIZATIONAL ROLES AND RESPONSIBILITIES

A. Goals. The Coalition seeks to identify the unique roles and opportunities associated with ending homelessness through the coordination and direct involvement of a wide array of stakeholders, public and private, by engaging in the following tasks.

B. Tasks.

1. Learn about the current system of services available to those experiencing homelessness and determine what is/is not working, both for those experiencing homelessness and for the community at large
2. Learn about existing resources available in North King County and; what resources need to be sustained, modified, or eliminated
3. Identify opportunities for partnership with public and private entities and leveraging partnerships to achieve the Coalition's purpose
4. Identify opportunities for advocacy and seek support from various constituencies
5. Seek to serve as the sub-regional hub for communication with the King County Regional Homelessness Authority.
6. Develop related recommendations for the consideration of Partners' legislative or governing bodies regarding amendment or implementation of local policy and plans and, subject to a Partner's legislative or governing body's consent, to State and County legislative bodies or agencies for incorporation into legislative agendas

C. Lead agency and Chair.

1. The City of Shoreline will act as the lead agency for the purpose of scheduling meetings and other administrative functions unless the King County Regional Homelessness Authority provides sufficient staffing to assume these responsibilities.
2. At the first meeting of the Coalition or as soon as reasonably possible thereafter, the Partners will elect from its members a chair who shall preside at all meetings of the Coalition, and a vice chair, who will serve in the chair's absence, by majority vote of the entire Coalition membership.

D. Active Participation. Each Partner has committed to active participation in the Coalition and shall be held accountable for the work that it has agreed to perform. However, each Partner recognizes that the commitment level of each other Partner will depend on the resources and size of the Partner. At a minimum, each Partner will send an appointed representative to Coalition meetings.

E. Decision-making Protocols.

North King County Coalition on Homelessness MOA

Page 4 of 12

[10-7-21 FINAL]

1. Each Partner entity shall be a voting member and shall have one (1) vote. The Coalition will operate by consensus of its Partners. Consensus is defined as general agreement of the Partners present. No decisions shall be taken unless a quorum of at least 51% of the Partners are present.
2. For all decisions, the Coalition shall first attempt to reach consensus. If consensus cannot be reached, then decisions shall be by majority vote of a quorum of the Coalition Partners.

F. **Voluntary Membership.** Membership in the Coalition is a voluntary act and it is acknowledged and agreed that in entering into this Agreement, no Partner is committing to adopt or implement any action or recommendation that may be developed by the Coalition even if consensus is reached.

VI. PARTNERS NOTIFICATION

Any official notification among the Partners to the Coalition that would substantially affect the terms and conditions of this Agreement shall be directed to the responsible individual noted below:

City of Shoreline
Debbie Tarry
17500 Midvale Ave N
Shoreline, WA 98133-4905
dtarry@shorelinewa.gov

City of Bothell
Becky Range
18415 101st Ave NE
Bothell, WA 98011
Becky.range@bothellwa.gov

City of Kenmore
Lauri Anderson
18120 68th Avenue NE
Kenmore, WA 98028
landerson@kenmorewa.gov

City of Lake Forest Park
Phillip Hill
17425 Ballinger Way NE

Lake Forest Park, WA 98155
phill@ci.lake-forest-park.wa.us

City of Woodinville
Diana Hart
17301 133rd AVE NE
Woodinville, WA 98072
dianah@ci.woodinville.wa.us

Bothell United Methodist Church
Pastor Kristin Joyner
18515 192nd Ave NE
Bothell, WA 98011
pastorkristin@bothellumc.org

~~Health Care for the Homeless~~
~~Name~~
~~Street address~~
~~Email~~

~~Hopelink~~
~~Name~~
~~Street address~~
~~Email~~

Interfaith Task Force on Homelessness
Bill Kirlin-Hackett
3030 Bellevue Way NE
Bellevue, WA 98004
itfh@comcast.net

Lake City Partners Ending Homelessness
~~Walter Washington~~
William Towey
16357 Aurora Ave North, Shoreline WA 98133
walt@lakecitypartners.org

Lived Experience Coalition
~~Johnathan Hemphill~~
Pacific Tower, 1200 12th Ave S #1200,
Seattle, WA 98144
johnathan@wearelec.org

North King County Coalition on Homelessness MOA
Page 6 of 12
[10-7-21 FINAL]

North Sound Radar Navigator Program
Brook Buettner
18415 101st Avenue NE
Bothell, WA 98011
Brook.buettner@bothellwa.gov

North Urban Human Services Alliance
Silje Sodal
P.O. Box 60215
Shoreline, WA 98160
staff@nuhsa.org

Ronald United Methodist Church
Kelly Dahlman-Oeth
17839 Aurora Avenue N.
Shoreline, WA 98133
pastorkel@gmail.com

VII. INDEMNIFICATION

- A. **No Assumption of Liability.** In no event do the Partners intend to assume any responsibility, risk, or liability of any other Partner or otherwise with regard to any Partner's duties or any act, statute, or regulation of local, state, or federal law.
- B. **Hold Harmless.** To the maximum extent permitted by law, each Partner shall indemnify and hold harmless the other Partners and their agents, employees, and officers, from and against all claims, judgments, awards, costs and/or other actions arising from any negligent or intentional act or omission of the indemnifying Partner, its agents, employees, and officers and shall defend at its own expenses any and all claims, demands, suits, actions, penalties, damages, or costs, of whatsoever kind or nature, brought against the other Partners arising out of, in connection with, or incident to this Agreement and the indemnifying Partner's negligent performance under this Agreement.
- C. **Concurrent Negligence.** In the event of any such liability arising from the concurrent negligence of the indemnifying Partner and another Partner, the indemnity obligation of this section shall apply only to the extent of the negligence of the indemnifying Partner.

VIII. MEETINGS AND RECORD-KEEPING

- A. **Virtual Participation.** Partners may participate in meetings through the use of any means of communication by which all attending Partners and members of the public participating in such meeting can hear each other during the meeting, including, but not limited to, teleconference or videoconferencing. Any Partner participating in a meeting by such means is deemed to be present at the meeting for all purposes including, but not limited to, establishing a quorum.
- B. **Public Records/Retention.** The Partners acknowledge that some Partners are governmental agencies subject to Washington's Public Records Act, chapter 42.56 RCW, and, as such, this Agreement and records arising from the performance of this Agreement are public records subject to disclosure unless an exemption applies. Each Governmental Partner is responsible for its own compliance with the Public Records Act and with the records retention schedule for contracts/agreements issued by the Washington Secretary of State pursuant to chapter 40.14 RCW.

IX. DISPUTE RESOLUTION

In the event that a dispute arises under this Agreement, the Partners shall endeavor to resolve the dispute in an amicable manner by direct discussions. If not resolved by mutual agreement, then the Partners may engage in alternative dispute resolution by mutual agreement. No Partner waives its rights to seek legal remedy provided to it under the law.

X. GENERAL PROVISIONS

- A. **Jurisdiction and Venue.** This Agreement shall be interpreted pursuant to the laws of the State of Washington and any judicial action arising from this Agreement shall be in King County Superior Court.
- B. **Legal Relations.** This Agreement shall be governed by the laws of the State of Washington. Coalition Partners shall each comply with all applicable local, state, and federal laws and regulations.
- C. **No Alteration of Police Power or Preclusion of Activities.**
 - 1. Nothing in this Agreement alters, or seeks to alter, the existing statutory authority of any Partner under state or federal law or the Partner's own policies, procedures, and regulations.
 - 2. This Agreement in no way restricts the Partners from participating in any activity with other public or private agencies, organizations, or individuals pertaining to the subject matter of this Agreement.
 - 3. Nothing in this Agreement is intended to affect existing obligations or other

agreements of the Partners, whether individually or collectively.

- D. **No Third-Party Rights.** This Agreement is for internal management purposes of the Partners involved. It shall not be construed to provide a private right or cause of action for or by any person or entity, nor shall it be enforceable in law by anyone other than the Partners.
- E. **Execution of Counterparts.** This Agreement may be executed in counterparts, all of which shall be regarded for all purposes as an original.
- F. **Entirety.** This Agreement constitutes the entire Agreement between the Parties with respect to the subject matter hereof, and supersedes any other negotiations, agreements or communications, whether written or oral, that have been made by the Parties.
- G. **Severability.** In case any provision in this Agreement is held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not be affected.

IN WITNESS WHEREOF, each person executing this Agreement on behalf of a Party represents and warrants that he or she is fully authorized to execute this Agreement of behalf of the Party for which he or she is signing on the date indicated next to their signatures.

CITY OF SHORELINE

Debbie Tarry

City Manager

Signature

Date

CITY OF BOTHELL

Erin Leonhart

Interim City Manager

Signature

Date

- D. **No Third-Party Rights.** This Agreement is for internal management purposes of the Partners involved. It shall not be construed to provide a private right or cause of action for or by any person or entity, nor shall it be enforceable in law by anyone other than the Partners.
- E. **Execution of Counterparts.** This Agreement may be executed in counterparts, all of which shall be regarded for all purposes as an original.
- F. **Entirety.** This Agreement constitutes the entire Agreement between the Parties with respect to the subject matter hereof, and supersedes any other negotiations, agreements or communications, whether written or oral, that have been made by the Parties.
- G. **Severability.** In case any provision in this Agreement is held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not be affected.

IN WITNESS WHEREOF, each person executing this Agreement on behalf of a Party represents and warrants that he or she is fully authorized to execute this Agreement of behalf of the Party for which he or she is signing on the date indicated next to their signatures.

CITY OF SHORELINE

Debbie Tarry
Name
Debbie Tarry
Signature

City Manager
Title
9/8/22
Date

CITY OF BOTHELL

Name

Title

Signature

Date

- D. **No Third-Party Rights.** This Agreement is for internal management purposes of the Partners involved. It shall not be construed to provide a private right or cause of action for or by any person or entity, nor shall it be enforceable in law by anyone other than the Partners.
- E. **Execution of Counterparts.** This Agreement may be executed in counterparts, all of which shall be regarded for all purposes as an original.
- F. **Entirety.** This Agreement constitutes the entire Agreement between the Parties with respect to the subject matter hereof, and supersedes any other negotiations, agreements or communications, whether written or oral, that have been made by the Parties.
- G. **Severability.** In case any provision in this Agreement is held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not be affected.

IN WITNESS WHEREOF, each person executing this Agreement on behalf of a Party represents and warrants that he or she is fully authorized to execute this Agreement of behalf of the Party for which he or she is signing on the date indicated next to their signatures.

CITY OF SHORELINE

_____	_____
Name	Title
_____	_____
Signature	Date

CITY OF BOTHELL

Erin Leonhart	Interim City Manager
_____	_____
Name	Title
	Jun 9, 2022
_____	_____
Signature	Date

CITY OF KENMORE
Internal Agreement No. 21-C2759

Rob Karlinsey

City Manager

Name

Title

Rob Karlinsey

Oct 29, 2021

Rob Karlinsey (Oct 29, 2021 14:07 PDT)

Signature

Date

CITY OF LAKE FOREST PARK

Name

Title

Signature

Date

CITY OF WOODINVILLE

Name

Title

Signature

Date

BOTHELL UNITED METHODIST CHURCH

Name

Title

Signature

Date

HEALTH CARE FOR THE HOMELESS

Name

Title

Signature

Date

CITY OF KENMORE

Name

Title

Signature

Date

CITY OF LAKE FOREST PARK

Jeff Johnson

Name

Mayor

Title

[Handwritten Signature]

Signature

11/18/2021

Date

CITY OF WOODINVILLE

Name

Title

Signature

Date

BOTHELL UNITED METHODIST CHURCH

Name

Title

Signature

Date

HEALTH CARE FOR THE HOMELESS

Name

Title

Signature

Date

CITY OF KENMORE

Name

Title

Signature

Date

CITY OF LAKE FOREST PARK

Name

Title

Signature

Date

CITY OF WOODINVILLE

Brandon Buchanan
Name

City Manager
Title


Signature

November 10, 2021
Date

BOTHELL UNITED METHODIST CHURCH

Name

Title

Signature

Date

HEALTH CARE FOR THE HOMELESS

CITY OF KENMORE

Name _____

Title _____

Signature _____

Date _____

CITY OF LAKE FOREST PARK

Name _____

Title _____

Signature _____

Date _____

CITY OF WOODINVILLE

Name _____

Title _____

Signature _____

Date _____

BOTHELL UNITED METHODIST CHURCH

Name Rev. Joseph D. Kim

Title Lead Pastor

Signature 

Date 6.3.22

HEALTH CARE FOR THE HOMELESS

Name _____

Title _____

~~HOPELINK~~

Name

Title

Signature

Date

INTERFAITH TASK FORCE ON HOMELESSNESS

The Rev. Bill Kirlin-Hackett
Name

Director
Title

Bill Kirlin-Hackett
Signature

10/14/21
Date

LAKE CITY PARTNERS ENDING HOMELESSNESS

Name

Title

Signature

Date

~~LIVED EXPERIENCE COALITION~~

Name

Title

Signature

Date

Name

Title

Signature

Date

INTERFAITH TASK FORCE ON HOMELESSNESS

Name

Title

Signature

Date

LAKE CITY PARTNERS ENDING HOMELESSNESS

Walter Washington
Name

Executive Director
Title



Signature

10/2021
Date

LIVED EXPERIENCE COALITION

Name

Title


Signature

Date

NORTH SOUND RADAR NAVIGATOR PROGRAM

CLINT BECK
Name

Bothell Police DEPUTY CHIEF
Title


Signature

06/03/20
Date

NORTH URBAN HUMAN SERVICES ALLIANCE

Name

Title

Signature

Date

RONALD UNITED METHODIST CHURCH

Name

Title

Signature

Date

Signature

Date

NORTH URBAN HUMAN SERVICES ALLIANCE

Heidi Shepherd
Name

Board Chair
Title

Heidi J. Shepherd
Signature

1/13/22
Date

RONALD UNITED METHODIST CHURCH

Name

Title

Signature

Date

NORTH SOUND RADAR NAVIGATOR PROGRAM

Name

Title

Signature

Date

NORTH URBAN HUMAN SERVICES ALLIANCE

Name

Title

Signature

Date

RONALD UNITED METHODIST CHURCH

Kelly S. Dahlman-Oeth

Name

Lead Pastor

Title



Signature

08/31/2022

Date