



CITY OF KIRKLAND

Police Department

123 Fifth Avenue, Kirkland, WA 98033 425.587.3400

www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Eric Olsen, Chief of Police
Michael Ursino, Captain

Date: June 25, 2012

Subject: Firearms Grant Resolution & Public Hearing for July 3, 2012 Council Meeting

RECOMMENDATION

It is recommended that the City Council conduct a public hearing and approve the attached resolution authorizing the City of Kirkland and the Kirkland Police Department (KPD) to apply for funding assistance through the Firearms and Archery Range Program (FARR). This grant will be in support of the firearms range that will be part of the new Public Safety Building (PSB) and is through the Washington State Recreation and Conservation Office. On February 1, 2011, the City of Kirkland and the Kirkland Police Department requested permission from the Council to apply for this grant and permission was granted. For the full February 01, 2011 memo packet go to: [February 1, 2011 Firearms Range Grant Resolution](#). The Kirkland Police Department withdrew the 2011 application given the uncertainty of the firing range project at that time and public access requirements of the grant. The range project has now been designed and will be a bid alternate project of the PSB and KPD has received much more detail about the public use requirements of the grant and can accommodate them. The 2012 application will satisfy all the requirements of the grant.

BACKGROUND DISCUSSION

The City of Kirkland and the Kirkland Police Department are in the process of applying for a grant through the Washington State Recreation and Conservation Office. This grant application is in support of the firearms range that will be part of the new Public Safety Building.

The firing range was initially included as part of the over-all cost for the Public Safety Building project. However, in an attempt to stay within the budget on July 5th, 2011 in a PSB project update memo, Chief Olsen recommended the range be included as a bid alternate to the project. At 50% schematic design, construction costs were estimated at \$833,000.

Understanding that there may be funding for projects, such as a range, there is a continuous effort to find alternate funding and/or regional partners for the construction of the range. If these efforts result in funding commitments and/or the bids are favorable, the full range could be constructed. Otherwise, completion of the firing range will be addressed in a future phase of the project and will be completed when funding is identified.

If the City is successful in receiving this grant, the Washington State Recreation and Conservation Office will award the City of Kirkland \$100,000 for the development of the firearms range. The grant requires a 100 percent match in the amount of \$100,000. The City of Kirkland will match this amount from bond proceeds or other funding sources for the Public Safety Building project. All funds will be paid on a reimbursement basis. The grant requires the project to be retained in use for a minimum of ten years commencing after the final reimbursement payment. The grant also carries with it potential renewable funds, meaning that every two years a funding request can be made for specific dollars attached to specific equipment for the overall range project. The potential of the grant with renewable funds is up to \$400,000. If awarded the grant, funds would need to be used within four years from the date of the contract being signed.

The timeline on the grant is as follows:

- Applications Due - July 2, 2012
- Technical Review - July, 2012
- Project Evaluation - September, 2012
- Board Meeting Grant Awards - June, 2013

As part of the application process, a public hearing must be conducted and a resolution from the City Council must be approved and attached to the final project application.

RESOLUTION R-4929

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AUTHORIZING APPLICATION FOR GRANT FUNDING ASSISTANCE FOR A FIREARMS AND ARCHERY RANGE RECREATION (FARR) PROGRAM PROJECT TO THE RECREATION AND CONSERVATION OFFICE AS PROVIDED IN RCW 79A.25.210-230; TITLE 286 WAC AND SUBSEQUENT LEGISLATIVE ACTON.

WHEREAS, the City of Kirkland is a Washington municipal corporation, and has met all program eligibility requirements, and

WHEREAS, under the provisions of FARR, state grant assistance is requested to aid in financing the cost of firearm range facility development; and

WHEREAS, the City considers it in the best public interest to complete the firearm range facility development project described in the funding application;

NOW, THEREFORE, be it resolved by the City Council of the City of Kirkland as follows:

1. The City Manager is hereby authorized and directed to make formal application to the Recreation and Conservation Office for grant assistance.

2. Any grant assistance received will be used for direct costs associated with implementation of the project referenced above.

3. The City hereby certifies that the City's matching share of project funding will be derived from bond proceeds and that it is responsible for supporting all non-cash commitments to this project should they not materialize.

4. The City acknowledges that the grant assistance, if approved, will be paid on a reimbursement basis, meaning the City will only request payment from the Recreation and Conservation Office after eligible and allowable costs have been incurred and payment remitted to its vendors, and that the Recreation and Conservation Office will hold retainage until the project is deemed complete.

5. The City acknowledges that any facility developed through grant assistance from the Recreation and Conservation Funding Board must be reasonably maintained and made available to the general public at reasonable hours and times of the year according to the type of area or facility unless other restrictions have been agreed to by the Recreation and Conservation Office Director or the Recreation and Conservation Funding Board.

6. The City acknowledges that any firearms range facility developed with grant assistance from the Recreation and Conservation

Funding Board must be dedicated for public outdoor recreation purposes, and be retained and maintained for such use for a minimum of ten (10) years from the date of final project reimbursement unless otherwise provided and agreed to by the City and the Recreation and Conservation Funding Board.

7. The City acknowledges that it is responsible for having liability coverage of at least one million dollars for a minimum of ten (10) years from the last date of reimbursement pursuant to Recreation and Conservation Funding Board policy.

8. This resolution becomes part of a formal application to the Recreation and Conservation Office for grant assistance; and

9. The City provided appropriate opportunity for public comment on this application.

Passed by majority vote of the Kirkland City Council in open meeting this ____ day of _____, 2012.

Signed in authentication thereof this ____ day of _____, 2012.

MAYOR

Attest:

City Clerk