



**CITY OF KIRKLAND**  
**City Manager's Office**  
123 Fifth Avenue, Kirkland, WA 98033 425.587.3001  
www.kirklandwa.gov

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## **MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** James Lopez, Assistant City Manager  
David Wolbrecht, Neighborhood Services Outreach Coordinator

**Date:** August 20, 2020

**Subject:** EARLY ACTION FUNDING FOR COMMUNITY ENGAGEMENT FOR R-5434

### **RECOMMENDATION:**

That the City Council approve the attached fiscal note (Attachment A) for one-time funding of \$380,000, from the Council Special Projects Reserves and 2019 Sales Tax Revenues above projections, to provide early action for the community engagement called for in Resolution R-5434 (Attachment B). By taking action on the consent agenda, this one-time expenditure will be approved.

### **BACKGROUND DISCUSSION:**

Since the tragic killing of George Floyd by a police officer on May 25, 2020 in Minneapolis, Minnesota there have been numerous marches and rallies in Kirkland calling for an end to structural racism and for the City to demonstrate that Black lives matter. At the June 16, 2020 Council meeting, the Council issued a statement directing the City Manager to develop a framework for the City's response to the community. At the July 7, 2020 Council meeting, the Council held a public hearing on the draft framework, Resolution R-5434. At the July 21, 2020 Council meeting, the Council received further community feedback on the revised resolution and adopted various amendments to it. As called for in the Resolution, the City Manager presented funding recommendations for Council authorization at the August 4, 2020 Council meeting as part of the Council's final deliberations on R-5434.

The City Manager's funding recommendations consisted of early action requests and budget process requests. The early action funding requests are intended to facilitate immediate implementation of community outreach elements, transparency elements, and national best practice research elements in the resolution. Specifically, these three immediate needs fulfill Section 5(c) of R-5434, the community engagement process outlined in the resolution. The City Manager recommended that that funding strategies for any remaining items outlined in R-5434 be incorporated into the City's Biennial Budget process.

The early actions total \$380,000 and include:

- Extend 1.0 Temp Management Analyst through 12/31/2021: \$160,000;
- Hire a Temp Special Projects Coordinator for 6 months: \$70,000; and
- Professional Services Funding for equity/racial justice consultants and related costs: \$150,000.

This amount is proposed to be funded through a combination of Council Special Projects Reserve and 2019 sales tax revenues above projections. Use of 2019 funds will result in less money to be applied towards the 2020 revenue gap. However, staff is developing a revised 2020 projection for the budget process that will recognize actual results through July and "gap reduction" actions taken since the May retreat, which are expected to reduce the projected 2020 shortfall. Based on these factors, staff projects the funding to cover these early actions will not worsen the 2020 gap.

The Council adopted R-5434 at the August 4, 2020 Council meeting and directed staff to return with a fiscal note authorizing the expenditure. Under Council fiscal policies, a request for the use of the Council Special Projects reserve must be authorized at one Council meeting, and then approved through the approval of a fiscal note at a subsequent Council meeting.

Attachment A: Authorizing Fiscal Note

Attachment B: Resolution R-5434

**FISCAL NOTE**

CITY OF KIRKLAND

Source of Request							
Kurt Triplett, City Manager							
Description of Request							
Authorize expenditure budgets proposed in Resolution R-5434. Funding will come from Council Special Projects Reserve and also through the recognition of Sales Tax Revenues above budget from 2019. The expenditure additions include: 1) Extend 1.0 Temp Management Analyst through 12/31/2021: \$160,000 ; 2) Temp Special Projects Coordinator for 6 months (through approx. 3/31/2021 depending on start date): \$70,000 ; 3) Professional Services Funding for equity/racial justice consultants and related costs: \$150,000. Total request of \$380,000. Funding is available through the use of \$133,161 in Council Special Projects reserve and \$246,839 in 2019 Sales Tax Revenues above budget.							
Legality/City Policy Basis							
Use of Council Special Projects reserves for the initiative is consistent with existing Reserve Policies.							
Fiscal Impact							
This use of \$133,161 from the Council Special Projects Reserve will empty the account for the 2019-20 budget, bringing the reserve's budget balance to \$0. Per Kirkland reserve policies, this account is replenished to the target balance of \$250,000 in the biennial budget process if excess revenues are available. The remaining \$246,839 will be from an appropriation of 2019 sales tax above budget. As noted in the memo, this "Use of 2019 funds will result in less money to be applied towards the 2020 revenue gap. However, staff is developing a revised 2020 projection for the budget process that will recognize actual results through July and "gap reduction" actions taken since the May retreat, which are expected to reduce the projected 2020 shortfall. Based on these factors, staff projects the funding to cover these early actions will not worsen the 2020 gap."							
Recommended Funding Source(s)							
	Description	2020 Est End Balance	Prior Auth. 2019-20 Uses	Prior Auth. 2019-20 Additions	Amount This Request	Revised 2020 End Balance	2020 Target
	Council Special Projects Rsv.	250,000	(266,839)	150,000	(133,161)	0	250,000
<b>Reserve</b>							
<b>Revenue/Exp Savings</b>							
<b>Other Source</b>							
Other Information							
Transfer \$133,161 in expense budget authority to City Manager's Office from Council Special Projects 01019001*599000-CCR0010000. Remaining \$246,839 will be appropriated to the City Manager's Office from GF Sales Tax (010*313111), and will be noted in the December 2020 Final budget Adjustments.							

Prepared By	Kyle Butler, Financial Planning Supervisor	Date	August 19, 2020
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## RESOLUTION R-5434

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND AFFIRMING THAT BLACK LIVES MATTER AND APPROVING THE FRAMEWORK FOR KIRKLAND TO BECOME A SAFE, INCLUSIVE AND WELCOMING COMMUNITY THROUGH ACTIONS TO IMPROVE THE SAFETY AND RESPECT OF BLACK PEOPLE IN KIRKLAND AND END STRUCTURAL RACISM BY PARTNERING WITH THOSE MOST AFFECTED

1           WHEREAS, On February 21, 2017 the City Council adopted  
2 Resolution R-5240 declaring Kirkland a Safe, Inclusive and Welcoming  
3 Community for all people; and  
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5           WHEREAS, following adoption of Resolution R-5240, the City has  
6 taken many budgetary and policy actions to make progress towards this  
7 goal but recognizes there is still much more to be done to achieve  
8 equity, justice and inclusion for everyone; and  
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10           WHEREAS, since the tragic killing of George Floyd by a police  
11 officer on May 25, 2020 in Minneapolis, Minnesota, there have been  
12 dozens of protests, marches and rallies in Kirkland calling for an end to  
13 structural racism and for the City to demonstrate that Black lives matter;  
14 and  
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16           WHEREAS, at the June 16, 2020 City Council meeting, the  
17 Council issued a formal statement to the community on issues of  
18 structural racism and injustice and requested that the City Manager  
19 develop "a framework for a citywide response to the issues of bias and  
20 racism towards our Black and brown community members" to be  
21 presented at the July 7, 2020 Council meeting; and  
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23           WHEREAS, the June 16 statement also asked the City Manager  
24 to bring to the July 7, 2020 Council meeting "a request for necessary  
25 resources for early implementation actions and community-wide  
26 conversations on these critical topics"; and  
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28           WHEREAS, the Eastside Race and Leadership Coalition has for  
29 several years brought together local stakeholders from across the  
30 community in pursuit of a vision in which the diversity of leaders in local  
31 government, social service and non-profit organizations, commerce and  
32 education sectors reflect those living in the communities, and that the  
33 decisions they make respect the cultural and social differences of those  
34 living, working, learning and growing in these communities and  
35 eliminate barriers that would otherwise keep them from achieving their  
36 fullest potential; and  
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38 WHEREAS, several notable Black leaders from the Eastside Race  
39 and Leadership Coalition formed a group called the Right to Breathe  
40 Committee, and since June 12, 2020 have been engaging the City in  
41 discussions and have called upon the City to abolish systemic Anti-  
42 Blackness to ensure equal justice, provide oversight and accountability  
43 through equitable shared decision-making that embodies the phrase  
44 "nothing about us without us", and de-escalate encounters involving  
45 people enforcing laws and rules against Black people; and

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47 WHEREAS, community members have encouraged the City to  
48 evaluate police policies against the national Campaign Zero's "8 Can't  
49 Wait" campaign to end police violence, and to commit to President  
50 Barack Obama's four part "Mayor's Pledge", which includes: reviewing  
51 the City's police use of force policies; engaging the Kirkland community  
52 by including a diverse range of input, experiences, and stories in the  
53 review; reporting the findings of the review to the community and  
54 seeking feedback; and reforming the City's police use of force policies;

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56 WHEREAS, this resolution incorporates elements of the "8 Can't  
57 Wait" and "Mayor's Pledge" initiatives and is also intended to create a  
58 path to progress on the goals of community stakeholders seeking  
59 change;

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

63  
64 Section 1. The City Manager is hereby directed to develop  
65 Transparency strategies to allow the community and the Council to  
66 understand how the City as an organization is performing. These  
67 strategies shall include but are not limited to:

- 68 a. Developing a police "use of force" public dashboard;
- 69 b. Evaluating enhancements to the existing police dashboard  
70 that help guard against bias in police action;
- 71 c. Developing a School Resource Officer public dashboard;
- 72 d. Developing a Human Resources public dashboard;
- 73 e. Developing a Human Services public dashboard; and
- 74 f. Other strategies identified by the community and the  
75 Council.

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77 Section 2. The City Manager is further directed to develop  
78 Accountability strategies to allow the community and the Council to  
79 understand the City's current police use of force policies and identify  
80 possible changes to such policies. These strategies shall include but are  
81 not limited to:

- 82 a. "8 Can't Wait" police use of force policy review;
- 83 b. Contracting for third party policy use of force review and use  
84 of force data evaluation and analysis;
- 85 c. Structured Council use of force policy and data deliberations;
- 86 d. Evaluating options for independent civilian oversight of  
87 police use of force.
- 88 e. Developing a police body camera pilot program; and
- 89 f. Review of national best practices for alternatives to police for

90 serving those experiencing homelessness, behavioral health  
 91 issues, drug addiction and other community challenges.  
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93 Section 3. The City Manager is further directed to develop  
 94 further Accountability strategies to allow the community and the Council  
 95 to understand and identify possible changes to other City organizational  
 96 structures, programs, and policies. These strategies shall include but  
 97 are not limited to:

- 98 a. Evaluating implementation of a community court to reduce  
 99 disproportional impacts on traditionally marginalized  
 100 populations;
- 101 b. Contracting for a comprehensive City organizational equity  
 102 assessment to identify gaps in diversity, equity and inclusion  
 103 in all areas of City policy, practice and procedure, and to  
 104 identify proposed actions steps to address these gaps;
- 105 c. Conducting a comprehensive review of City procurement and  
 106 contracting processes and documents to eliminate barriers  
 107 for disadvantaged businesses enterprises to compete for City  
 108 projects;
- 109 d. Evaluating whether public art, public symbols, special events  
 110 and City programming in Kirkland are welcoming to all  
 111 community members;
- 112 e. Expanding the diversity of public art, symbols, events and  
 113 programming to be more inclusive; and
- 114 f. Other strategies identified by the community and the  
 115 Council.  
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117 Section 4. The City Manager is further directed to develop  
 118 Community Engagement strategies to facilitate citywide conversations  
 119 about structural racism and policy and program solutions. These  
 120 strategies shall include but are not limited to:

- 121 a. Community engagement process centered around Black  
 122 people;
- 123 b. Targeted additional stakeholder engagement including  
 124 Indigenous people and people of color, with a focus on  
 125 including intersectional voices;
- 126 c. Town Halls, virtual meetings and small group discussion;
- 127 d. Surveys, mailers and social media campaigns;
- 128 e. Council retreat and public hearings; and
- 129 f. Other strategies identified by the community and the  
 130 Council.  
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132 Section 5. The City Manager is further directed to develop  
 133 Funding strategies to implement the entire framework set forth in this  
 134 resolution. These strategies shall include but are not limited to:

- 135 a. Funding an outside review of police use of force;
- 136 b. Funding a body camera pilot project;
- 137 c. Funding community engagement strategies;
- 138 d. Reserving additional funding to implement ideas from  
 139 community engagement, a national best practices review,  
 140 and the equity assessment; and
- 141 e. Meeting other funding needs identified by the community

142 and the Council.

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Section 6. The City Manager is hereby directed to return to the Council by August 4, 2020 with funding recommendations for Council authorization to implement the elements of the framework resolution.

Passed by majority vote of the Kirkland City Council in open meeting this 4 day of August, 2020.

Signed in authentication thereof this 4 day of August, 2020.

  
\_\_\_\_\_  
Penny Sweet, Mayor

Attest:

  
\_\_\_\_\_  
Kathi Anderson, City Clerk