



CITY OF KIRKLAND
Department of Parks & Community Services
123 5th Avenue, Kirkland, WA 98033 425.587.3300
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager
From: Lynn Zwaagstra, Director
Jen Boone, Interim Human Services Supervisor
Date: April 5, 2022

Subject: RESOLUTION AUTHORIZING DISTRIBUTION OF COVID COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS

RECOMMENDATION

The Kirkland Human Services Commission recommends that the City Council approve the attached resolution distributing Kirkland's third tranche of COVID (CV) Community Development Block Grant (CDBG) funds. In addition, as outlined in the attached fiscal note, city staff recommend that funding be provided to LifeWire from the Human Services Reserves. By acting on the consent agenda, this resolution and fiscal note will be approved.

BACKGROUND DISCUSSION

The primary objective of the federal Community Development Block Grant program is to support the development of viable urban communities by providing decent housing, a suitable living environment via community facilities and public infrastructure, and expanded economic opportunities, principally for persons of low and moderate income. Funds are distributed to communities nationwide on a formula basis.

The City currently receives its CDBG funds through an agreement with King County as part of a CDBG Consortium of 34 cities and towns. Since 2015 the City of Kirkland has chosen the option of participating within the King County Consortium as a Joint Agreement City. With this option the King County Consortium "passes through" a portion of the CDBG funds to larger member cities known as Joint Agreement cities. These cities allocate their portion of the funds to meet locally identified needs through their own allocation process.

SPECIAL COVID CDBG FUNDS

The Coronavirus Aid, Relief, and Economic Security (CARES) Act passed by Congress and signed into law on March 27, 2020 included billions of supplemental CDBG supplemental funding to be distributed.

The first tranche of \$224,436 covered a portion of expenses incurred by Catholic

Community Services' New Bethlehem Programs in 2020 and 2021 due to the pandemic. The second tranche of \$97,815 is covering some of the expenses incurred by The Sophia Way due to needing to provide a second day center location for adult women as a result of the pandemic.

The third tranche of \$426,945 is proposed to support mental health worker retention in response to increased demand for services during the pandemic, food insecurity, and case management and behavioral health support for Spanish and Portuguese speaking residents who have experienced barriers seeking federal assistance throughout the pandemic.

FUNDING DISTRIBUTION RECOMMENDATIONS:

The Human Services Commission held a public hearing to receive comment about its recommendations on March 22, 2022. In addition, written feedback was welcomed. No public comments were received. The Commission makes the following recommendation for the 2022 funds:

\$246,945 for hourly wage premiums for staff of behavioral health agencies that are currently funded by Kirkland 2021-2022 human services grants. Agencies to be supported will be chosen through an RFP (request for proposal) that will be released in April.

\$100,000 to Hopelink to buy fresh produce, dairy and meat for distribution to Kirkland residents.

\$80,000 for an agency to provide case management for housing stability and mental health support to Spanish and Portuguese speaking community members. The agency to be supported will be chosen through an RFP that will be released in April.

LifeWire Funding

City staff also recommends that City Council fully fund LifeWire's ask for 2021-2022 for its advocacy services utilizing its Human Services Reserves. The pandemic has been a very challenging time for both survivors of domestic violence and agencies who offer services to survivors. This critical funding will assist LifeWire with providing advocacy support to individuals, and mental health therapy for both groups and individuals. LifeWire was awarded \$140,000 of its \$197,082 funding request during the 2021-2022 grant process. The additional recommended allocation fully funds LifeWire's ask for 2021-2022 and is in response to the increased caseloads. To review the fiscal implications of this request, please refer to the Fiscal Note in Attachment B.

HUMAN SERVICES RESERVE SUMMARY TABLE

Human Services Reserve Available Balance	\$337,990
March 2022 Recommended Allocation	\$57,082
Human Services Reserve Remaining	\$280,908

Attachment A – Resolution Authorizing Distribution of COVID Community
Development Block Grant (CDBG) Funds

Attachment B – Fiscal Note Authorizing Human Services Reserves for LifeWire Funding

RESOLUTION R-5527

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND ALLOCATING THE CITY'S PORTION OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS FOR CV-3.

1 WHEREAS, on May 20, 2014, the City Council authorized
2 the City of Kirkland's ("City") participation in the King County
3 Community Development Block Grant and HOME Investment
4 Partnerships Program (CDBG/HOME) Consortium as a Joint
5 Agreement City and the City entered into an Interlocal Agreement
6 with King County for that purpose; and
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8 WHEREAS, on July 21, 2020, the City Council extended its
9 Interlocal Agreement with King County as a Joint Agreement City
10 through 2023; and
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12 WHEREAS, as a Joint Agreement City, the City receives
13 funds in support of programs and projects that directly benefit our
14 community, including but not limited to home repair, affordable
15 housing, community facilities, public infrastructure, and human
16 services; and
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18 WHEREAS, as part of the Interlocal Agreement with King
19 County, the City must develop a plan for allocating its portion of
20 the CDBG funds each year; and
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22 WHEREAS, as part of CARES Act the City received a special
23 allocation of CDBG-Coronavirus (CV) funds to support community
24 efforts to prevent, prepare for, and respond the Coronavirus; and
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26 WHEREAS, toward developing such a plan, the City's
27 Human Services Commission held a public hearing on March 22,
28 2022, at which time the Commission provided an opportunity for
29 the public to comment on recommendations for the plan, which
30 recommendations are now being forwarded to the Council.
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32 NOW, THEREFORE, be it resolved by the City Council of the
33 City of Kirkland as follows:
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35 Section 1. The recommendations of the Human Services
36 Commission are accepted and approved by the City Council.
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38 Section 2. Based on estimates provided by the United
39 States Department of Housing and Urban Development (HUD),
40 the City intends to allocate its third tranch of CDBG-CV funds as
41 follows:
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43 (a) \$246,945 for hourly wage premiums for staff of behavioral
44 health agencies that are currently funded by Kirkland 2021-

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2022 human services grants. Agencies to be supported will be chosen through an RFP that will be released in April; (b) \$100,000 to Hopelink to buy fresh produce, dairy, and meat for distribution to Kirkland residents; and (c) \$80,000 for an agency to provide case management for housing stability and mental health support to Spanish and Portuguese speaking community members. The agency to be supported will be chosen through an RFP that will be released in April.

Section 3. In the event the funding level actually provided by HUD is more or less than estimated, the above projects, services and administration should receive proportionate increases or decreases based upon the final distribution amount.

Passed by majority vote of the Kirkland City Council in open meeting this ____ day of _____, 2022.

Signed in authentication thereof this ____ day of _____, 2022.

Penny Sweet, Mayor

Attest:

Kathi Anderson, City Clerk

FISCAL NOTE*CITY OF KIRKLAND*

Source of Request							
Lynn Zwaagstra, Director, Parks & Community Services							
Description of Request							
One-time funding of \$57,082 from the Human Services Reserve to fully fund LifeWire's request for its 2021-2022 advocacy services. This critical funding will assist LifeWire with providing advocacy support to individuals, and mental health therapy for both groups and individuals. LifeWire was awarded \$140,000 of its \$197,082 funding request during the 21-22 grant process. The additional recommended allocation will fulfill LifeWire's ask for 2021-22.							
Legality/City Policy Basis							
Fiscal Impact							
One-time transfer of \$57,082 from Human Services Reserve to PCS-Human Services Professional Services.							
Recommended Funding Source(s)							
Reserve	Description	2022 Est End Balance	Prior Auth. 2021-22 Uses	Prior Auth. 2021-22 Additions	Amount This Request	Revised 2022 End Balance	2022 Target
	Human Services Rsv.	1,258,253	(920,263)	0	(57,082)	280,908	N/A
Revenue/Exp Savings							
Other Source							
Other Information							

Prepared By	George Dugdale, Financial Planning Manager	Date	March 28, 2022
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