



**CITY OF KIRKLAND**  
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## **MEMORANDUM**

**To:** City Council

**From:** Kurt Triplett, City Manager

**Date:** July 27, 2020

**Subject:** REVISED SAFE, INCLUSIVE AND WELCOMING FRAMEWORK AND FUNDING RECOMMENDATIONS

### **Recommendation**

City Council reviews the revised draft Resolution R-5434, affirming that Black lives matter and establishing a framework to becoming a safe, inclusive and welcoming community. The revised resolution incorporates amendments made by the Council during the July 21 Council meeting discussion. Following review and any subsequent amendments, staff recommends final adoption on August 4.

It is also recommended the Council reviews and provides direction on the City Manager's funding plan to implement the elements of the framework resolution.

### **Background**

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.

R-5434 was drafted based on four key guiding principles:

- Build on previous City work to become safe, inclusive and welcoming.
- Listen, learn and partner with the Black community and People of Color on actions and outcomes.
- Create broad community engagement to identify actions to increase the safety of Black residents and visitors and reduce structural racism.
- Create policy and program outcomes that are specific, measurable, timely and funded.

The engagement with the Black community, non-profits, community-based organizations, experts and other community members is intended to inform the Council's 2021-2022 Biennial Budget deliberations in the fall of 2020, potential legislative actions for the Council or state legislature, and mid-biennial budget requests related to R-5434 in 2021.

### ***Relationship Between R-5240 and R-5434***

On February 21, 2017 the City Council adopted Resolution R-5240 declaring Kirkland a Safe, Inclusive and Welcoming Community for all people (Attachment A). R-5240 provided a wide-ranging framework for the City, including directing the City Manager to review City policies and programs, to evaluate administrative and legislative actions, and to invite community dialogue on ways to help keep Kirkland a safe, inclusive and welcoming city for all people. As affirmed in R-5240:

*...the City of Kirkland is committed to protecting and serving everyone who resides in, works in, or visits Kirkland without discrimination based on race, religion, color, national origin, sex, age, income or economic status, political affiliation, military status, sexual orientation, or physical, mental or sensory ability.*

The intent of R-5434 is not to supersede R-5240. Rather, R-5434 builds on the more comprehensive framework of R-5240 by focusing on structural, anti-Black racism through community engagement centered on Black people, policy and program review, and associated investments. The results of the transparency, accountability and community engagement strategies under R-5434 will ultimately benefit all residents of Kirkland.

### ***Funding Recommendations***

Staff view the actions outlined in R-5434 as the equivalent of a new City Work Program initiative and are proposing to resource the effort as a top priority of the government. With the current financial constraints caused by the COVID-19 pandemic, City staff have distinguished between early action funding requests and those requests that will be incorporated into the City's budget process.

### **Early Action Funding Requests**

The purpose of the early action funding requests is to facilitate immediate implementation of community outreach elements, transparency elements, and national best practice research elements in the resolution. There are three specific early action requests.

#### **1. Extend the current temporary Management Analyst position for the remainder of 2020 and through 2021 to initiate Sections 1-3**

The temporary Management Analyst position in the City Manager's Office expires on September 30, 2020. This position was created to support the exploratory process for a potential Fire and Emergency Medical Services ballot measure for the November 2020 election. This position coordinated the successful engagement process with the Community Safety Advisory Group (ComSAG), including the statistically valid phone survey and associated online version. The Management Analyst also coordinated the technical, legal and financial work that defined the ballot measure investments and cost estimates which were included in the final ordinance approved by the Council. This position was critical in supporting all actions that resulted in Council's decision to place the Fire and Emergency Service measure on the November 3, 2020 ballot.

The anticipated work plan as articulated in R-5434 sections 1, 2, and 3 (Transparency and Accountability) includes a significant amount of policy analysis, program assessment, and potential legislative support. Although some of this work will require third-party professional services, staff are anticipating that several of these items will be undertaken by this position. Extending this position through 2020 will also allow for

background support to the community outreach portion of the R-5434 work plan by completing associated policy analysis and program assessment. Further extension of this position through 2021 will best support the implementation of any recommendations of the community engagement process as well as policy analysis support through the 2021 Legislative session. This position would also be available to support implementation of the fire and emergency services ballot measure if approved by the voters in November.

*Funding Request: \$160,000 (Includes 2020 and 2021 costs)*

**2. Hire a temporary Special Projects Coordinator for a period of six months to support community engagement in section 4**

R-5434 outlines a robust community engagement process about structural racism and policy and program solutions. By design, this process will be centered around Black people, with targeted additional stakeholder engagement including Indigenous people and people of color, with a focus on including intersectional voices. These citywide conversations will take place at town halls (anticipated to be held virtually due to the on-going COVID-19 pandemic), other virtual meetings, and small group discussions, and it will also include surveys, mailers, and social media campaigns. Staff intend to return to Council for a themed retreat on this topic, and additional public hearings will be held to guide input to the Council on legislative action.

Outreach staff in the City Manager's Office dedicated to the implementation of such themed resident engagement are currently assigned to other high priority projects, including on-going pandemic response and community engagement on the biennial budget. Due to the complexity and amount of support anticipated for the R-5434 community engagement, a temporary dedicated staff position will be needed to implement this work plan under the direction of the Assistant City Manager.

*Funding Request: \$70,000*

**3. Professional Services Funding to support sections 1-4**

To help best support the community engagement process called for in R-5434, City staff anticipate needing to contract with subject matter experts for facilitating support, technology products for telephonic town halls, and similar professional services. Community conversations on structural racism, racial justice, and white supremacy culture require a high level of subject matter expertise and experience, and staff recommend hiring consultant(s) to facilitate such dialogues. Similarly, although the current technology available to staff through Zoom and other online platforms may be enough for a meaningful community engagement process, staff anticipate potentially needing to obtain additional software or hardware to implement the community engagement process. Staff also anticipates contracting for technical expertise for dashboard development, policy expertise for alternatives to policing and the equity gap analysis. The funding request for professional services is a placeholder with scope, schedule and budget to follow. If the full amount is not needed, it will not be expended.

*Funding Request: \$150,000*

These early actions total \$380,000 and are proposed to be funded through a combination of Council Special Projects Reserve and 2019 revenues above projections. Use of 2019 funds will result in less money to be applied towards the 2020 revenue gap. However, through July, revenue loss has been somewhat less than projected. In addition, there were additional “gap reduction” actions presented to the Council that have yet to be taken such as suspending contributions to sinking funds. Based on these factors, staff projects there is sufficient funding to cover these early actions without worsening the 2020 gap. A fiscal note detailing the final early action funding sources will be brought to the Council on September 1<sup>st</sup>.

#### Budget Process Funding Requests

The City Manager is recommending that funding strategies for any remaining items outlined in R-5434 be incorporated into the City’s Biennial Budget process. Approval of R-5434 will designate these items as priorities to be funded in the 2021-2022 budget. However, the City Manager is recommending waiting for several reasons. First, the community engagement for R-5434 is anticipated to generate additional ideas for policies, plans, and programs. Such ideas might influence the scope of other action items identified in the resolution. Second, some of these items, such as the dashboard for police use of force and the police officer body cameras, might be best funded as part of the Capital Improvement Program. Involving them in the context of the other CIP discussions will be helpful for the Council to appropriately prioritize and understand the trade-offs associated with these decisions. Finally, the City’s financial forecast continues to evolve as the economic impacts of the COVID-19 pandemic are further understood through sales tax reports and other revenue updates. The near-term financial landscape remains incredibly uncertain, and staff do not recommend committing to specific funding levels in August given that uncertainty. There will be much more certainty in October.

#### **Next Steps**

Staff is seeking final adoption of Resolution R-5434. Staff is also seeking concurrence with the two-part funding strategy to implement the elements of the framework resolution. With Council direction at the August 4 Council meeting, staff would return to the September 1 meeting with a fiscal note authorizing the expenditures.