

REGIONAL CRISIS RESPONSE (RCR) AGENCY

Date: August 8, 2024

To: Phillip Hill, City of Lake Forest Park City Administrator, RCR Executive Board Member
Accounts Payable, City of Lake Forest Park, RCR Participant Billing Contact

From: RCR Fiscal Agent Staff
Michael Olson, RCR Executive Board Treasurer, City of Kirkland Director of Finance & Administration
Elizabeth Adkisson, City of Kirkland Administrative Services Director

Re: 2025-2026 RCR Budget – Principal Agency Contributions

¹Please be advised – on August 1, 2024, the Regional Crisis Response (RCR) Agency Executive Board approved the 2025-2026 RCR Preliminary Budget.

Pursuant to Section 12(b) of the RCR Agency Interlocal Agreement, this notice advises Principal Agencies of their required financial participation for the 2025-2026 biennium, reflected in Table 1.

Table 1 - 2025-2026 Principal Agency Contributions

REGIONAL CRISIS RESPONSE AGENCY PARTICIPANT AGENCY CONTRIBUTIONS 2025-2026						
	BOTHELL	KENMORE	KIRKLAND	LAKE FOREST PARK	SHORELINE	TOTAL
Population (2024 Final Estimate)	50,670	24,350	96,710	13,680	61,910	247,320
% of Total	20.49%	9.85%	39.10%	5.53%	25.03%	100.00%
STEADY STATE BUDGET OPTION PER CAPITA CONTRIBUTION						
2025 All costs allocated per capita	\$ 433,104	\$ 208,133	\$ 826,633	\$ 116,930	\$ 529,178	\$ 2,113,978
2026 All costs allocated per capita	\$ 472,651	\$ 227,138	\$ 902,114	\$ 127,607	\$ 577,498	\$ 2,307,008
TOTAL 2025-2026	\$ 905,755	\$ 435,270	\$ 1,728,747	\$ 244,538	\$ 1,106,677	\$ 4,420,987

For the 2025-2026 Biennium, the City of Lake Forest Park’s Contributions are as follows:

- 2025: \$116,930
- 2026: \$127,607

In accordance with the RCR Agency Interlocal Agreement, each participating agency must provide confirmation of approval by their legislative authority of their respective shares of the budget, as evidenced by resolution or other appropriate method, to be received by the RCR Agency no later than December 1, 2024.

Failure of a Principal to approve its share of the 2025-2026 Budget shall result in the RCR Agency no longer responding to Community Members in Crisis within the jurisdictional boundaries of the Principal Agency, effective January 1, 2025.

¹ August 1, 2024, RCR Executive Board Materials – www.kirklandwa.gov/files/sharedassets/public/v/1/city-managers-office/pdfs/agendas/rcr-exec-board-2024.08.01-meeting-packet.pdf

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In light of the holidays occurring just previous to the interlocal agreement deadline, RCR Fiscal Agent Staff is requesting this evidence be provided no later than **Friday, November 22, 2024**, and has provided a sample resolution approving the 2025-2026 allocation for the Regional Crisis Response (RCR) Agency budget.

All approval documentation should be sent to the attention of the RCR Fiscal Agent Point of Contact, as follows, no later than Friday, November 22, 2024:

RCR Fiscal Agent Staff
Attn: Elizabeth Adkisson
123 5th Ave
Kirkland, WA 98033
eadkisson@kirklandwa.gov

The RCR Agency Executive Board will meet on Thursday, December 5, 2024, to consider adoption of the 2025-2026 RCR Budget.

Please contact the RCR Fiscal Agent staff with any questions, or if we may be of any assistance in your Agency's budget approval process, and the consideration of these contributions.

Thank you for your attention to this matter.

RCR Fiscal Agent Team,

Michael Olson

RCR Board Treasurer &
Kirkland Director of Finance and
Administration

O: 425-587-3146

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Elizabeth Adkisson

Administrative Services Manager
City of Kirkland

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eadkisson@kirklandwa.gov

Enclosure: Sample Resolution.