

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Interlocal Agreement Between the City of Shoreline and the City of Lake Forest Park Relating to Resident Rate and Registration
DEPARTMENT:	Parks, Recreation & Cultural Services
PRESENTED BY:	Lynn M. Cheeney, Recreation Superintendent

PROBLEM/ISSUE STATEMENT:

In 2006, the cities of Shoreline and Lake Forest Park created an Interlocal Agreement allowing the residents of Lake Forest Park to sign up for recreation classes, programs, and facility rentals at the same cost as Shoreline residents. Lake Forest Park was billed and paid the difference between the resident and non-resident rate quarterly. Lake Forest Park terminated the Interlocal Agreement in May of 2009 and now wishes to reinstate it for 2010.

City of Shoreline staff have met with City of Lake Forest Park staff and agreed to a renewed agreement with some modifications. Changes from the original agreement include:

- Lake Forest park agreeing to reimburse the difference between all resident and non-resident rates during 2010. (The previous agreement had a maximum allowable amount)
- All scholarships for Lake Forest Park residents will be handled and processed by Lake Forest Park staff
- A 20% administrative fee based on the total quarterly billing amount will be added to help cover our staff expenses for registration assistance and compiling the quarterly billing documents.

The renewal of this agreement would give Lake Forest Park residents all recreation benefits of City of Shoreline residents including early access to registration. Staff will closely monitor the costs for administering this program in 2010 and notify Lake Forest Park no later than October 1, 2010 of any changes in assessments for 2011.

Each city is authorized to enter into agreements with the other, pursuant to R.C.W. Chapter 39.34 (Interlocal Cooperation Act).

FINANCIAL IMPACT:

This agreement will result in a slight increase in revenues for 2010 as a result of the 20% administrative fee that will be added to each total quarterly billing.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to sign this Interlocal Agreement with the City of Lake Forest Park allowing residents of Lake Forest Park to receive the same rates and register for Shoreline Parks, Recreation and Cultural Services classes, programs and facilities as Shoreline residents, with the difference in rates to be paid by the City of Lake Forest Park.

Approved By:

City Manager 

City Attorney 

BACKGROUND

Since 1996, the City of Shoreline has provided comprehensive recreation programs and services for the community. These programs serve adults, teens, children, seniors, individuals with disabilities and include athletics, cultural arts, special events, classes and aquatics. Shortly after incorporation an MOU was created with the Shoreline School District and in 2000 a formal Joint Use Agreement (JUA) was signed. This JUA allowed the District and the City to coordinate with and use each other's facilities and athletic fields. The City of Lake Forest Park is also a part of the Shoreline School District and this Interlocal Agreement is another step in creating a partnership for programs, classes and facilities.

In the 2005 budget, Council initiated resident and non-resident fees for recreation services. During the fall of that year, it was suggested that the cities put together an Interlocal Agreement that would give the residents of Lake Forest Park the benefit of the recreation services offered in the City of Shoreline. The premise was that Lake Forest Park residents would be treated as Shoreline residents and that they would pay the resident fees. This cost difference between residents and non-residents is approximately 10%. In order for this to occur, it was proposed that the City of Lake Forest Park reimburse the City of Shoreline each quarter for the difference between the resident rate and the non-resident rate. The current registration system allows the Shoreline Recreation Department to retrieve quarterly reports that can designate Lake Forest Park registrants and the amount due to the City of Shoreline.

During the past three and one half years, the City of Shoreline and the City of Lake Forest Park has had an Interlocal Agreement and 3,369 registrations were received from Lake Forest Park residents. Shoreline also administered a scholarship program on behalf of Lake Forest Park.

These are the totals that Lake Forest Park reimbursed Shoreline during the past three years. These figures are made up of the residency fees and scholarships.

2006	\$3,889
2007	\$5,297
2008	\$6,231
2009	\$3,648 (January through April)

The City of Shoreline was contacted by Lake Forest Park staff on May 4, 2009 informing Shoreline that Lake Forest Park was interested in terminating the Interlocal Agreement due to budget constraints. The program ended on May 8, 2009. The scholarship program previously administered by Shoreline was transferred to Lake Forest Park.

Later in the year, Lake Forest Park contacted Shoreline to ask that the Interlocal Agreement be reinstated for 2010. Shoreline staff reviewed the previous Interlocal Agreement and suggested three changes. The first is the elimination of a specific amount of funding for the reimbursement. This will alleviate the need to do an

amendment should the determined amount of funds be depleted during the year. The second change is Lake Forest Park will continue to facilitate the scholarship program. The final change to the Interlocal Agreement is the addition of an administrative fee of 20% to cover staff costs to administer and create quarterly reports and billings. During the previous Interlocal Agreement Shoreline staff spent many hours creating the reports and billings for Lake Forest Park. Staff will monitor the time that is needed to process these documents and will evaluate this percentage again in 2010.

Shoreline and Lake Forest Park staff met and agreed to the provisions that were written into the new Interlocal Agreement. Both staff will be presenting this document to their respective Councils for approval.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to sign this Interlocal Agreement with the City of Lake Forest Park allowing residents of Lake Forest Park to receive the same rates and register for Shoreline Parks, Recreation and Cultural Services classes, programs and facilities as Shoreline residents, with the difference in rates to be paid by the City of Lake Forest Park.

ATTACHMENTS

A. Interlocal Agreement with Lake Forest Park

INTERLOCAL AGREEMENT

Number 5577

Between the City of Shoreline and the City of Lake Forest Park Regarding Resident Rate for Participation in Parks & Recreation Programs

THIS IS AN AGREEMENT between the City of Shoreline ("Shoreline"), and the City of Lake Forest Park ("Lake Forest Park"), municipal corporations of the State of Washington.

WHEREAS, each City is authorized to enter into agreements with the other, pursuant to R.C.W Chapter 39.34 (Interlocal Cooperation Act); and

WHEREAS, Shoreline has a comprehensive recreation program; and

WHEREAS, Lake Forest Park has no programs and desires to have their citizens take advantage of recreation opportunities at Shoreline resident rates; and

WHEREAS, Lake Forest Park has allocated funds in the 2010 budget to provide participation of its residents in Shoreline programs and distribution of guides and information to community; and

WHEREAS, sharing resources with our neighboring communities benefits both cities; now therefore

IN CONSIDERATION of the mutual covenants of this Agreement, Shoreline and Lake Forest Park agree as follows:

1. Shoreline's Obligations

- 1.1 Shoreline will allow residents of the Lake Forest Park to register for Shoreline Parks and Recreation classes, programs and facility use at the same time as Shoreline residents and at the advertised Shoreline resident
- 1.2 Shoreline will bill Lake Forest Park at the end of each quarter the difference between the resident and non resident rate for participation of Lake Forest Park residents.
- 1.3 Shoreline will provide information to Lake Forest Park registrants on scholarship reimbursements provided by Lake Forest Park.
- 1.4 Shoreline will provide a quarterly service report along with its invoice to Lake Forest Park.

2. Lake Forest Park's Obligations

- 2.1 Lake Forest Park shall pay Shoreline the difference between the resident and non resident rate for each participant plus a 20% administration fee.
- 2.2 Lake Forest Park will notify residents of agreement with Shoreline.

3. Indemnity

- 3.1 Shoreline shall indemnify and hold harmless Lake Forest Park and its officers, agents and employees, from and against any and all claims, actions, suits liability, loss, costs, expenses, and damages of any nature whatsoever, which are caused by or result from a negligent act of omission of Shoreline, its officers, agents, and

employees in performing services pursuant to this agreement. In the event that any suit based upon such a claim, action, loss, or damage is brought against Lake Forest Park or Lake Forest Park and Shoreline, Shoreline shall defend the same at its sole cost and expense; and if final judgment be rendered against Lake Forest Park and its officers, agents, and employees or jointly against Lake Forest Park and Shoreline and their respective officers, agents and employees, Shoreline shall satisfy the same unless the judgment is the result of the sole negligence of Lake Forest Park.

4. Duration

- 4.1 This agreement is effective upon execution and shall continue in effect unless terminated under Section 5.

5. Termination Process

- 5.1 Either party may terminate this agreement by providing sixty (60) days written notice to the other party. Any expenses incurred by Shoreline prior to termination shall be reimbursed.

6. General Provisions

- 6.1 This Agreement may be amended by mutual written agreement of the parties.
- 6.2 No waiver by any party of any term or condition of this Agreement shall be deemed or construed to be a waiver of any other term or condition, nor shall a waiver of any breach be deemed to constitute a waiver of any subsequent breach whether of the same or a different provision of this Agreement.
- 6.3 This Agreement shall be administered by the Shoreline Parks, Recreation and Cultural Services Director or his designee. Lake Forest Park designates the Community Services Manager for purposes of consulting on the program. Each party shall notify the other of a change in designee.

IN WITNESS WHEREOF the parties have executed this Agreement the _____ day of _____ 2009.

City of Shoreline

City of Lake Forest Park

By:
Robert L. Olander
City Manager

By:
Dave Hutchinson
Mayor

Approved as to form:

Approved as to form:

Ian R. Sievers, City Attorney

Robert Sterbank, City Attorney