

**SNOHOMISH COUNTY FIRE DISTRICT #12  
BOARD OF COMMISSIONERS &  
CITY OF MARYSVILLE OFFICIALS/COUNCIL MEMBERS  
JOINT SPECIAL MEETING  
November 20, 2015**

**CALL TO ORDER**

Council Member Muller and Commissioner Demarco called the meeting to order at 4:05 pm.

**The following were in attendance:**

**Commissioners:**

Dave DeMarco  
Marilyn Sheldon  
Gary Bontrager  
Pat Cook, Incoming 2016 Commissioner

**City Council Members**

Steve Muller  
Jeff Vaughan  
Michael Stevens

**Staff Members:**

Martin McFalls, Fire Chief  
Chelsie Reece, Finance Manager  
Paula DeSanctis, Secretary

**City Officials**

Jon Nehring, Mayor  
Gloria Hirashima, Chief Administrative Officer  
Sandy Langdon, City Finance Manager

Council Member Muller recapped the last RFA meeting which was left at the City looking into an RFA vs. current structure vs. a City Fire Department. Muller stated the city has a come up with an interim proposal, an amendment to the current ILA.

Council Member Vaughan stated the changes are very small but would allow the two agencies to come together and give the city more access to information needed to get a better understanding of the financial position of the Fire Distinct to help make a decision of which direction the City should go.

The City Chief Administrative Officer, Gloria Hirashima, explained that the city has been looking for the least intrusive way to receive more financial information from the Fire District. Gloria states the proposal includes a few administrative changes to the current ILA with no changes to the Board of Directors. The following are the changes proposed.

Pg. 3 – Operations Committee. A three member committee consisting of the Mayor, CAO, and the Fire Chief would oversee the operations of the District.

Pg. 4 – Operating Fund. The Fire District would use the City Finance department for the issuance of accounts payable and payroll checks. This would allow the City to have access to run financial reports.

Pg. 5 – Financial Contribution by City. No payment formula is defined, rather each year an agreement as to the financial contribution by the City for the ensuing year will be finalized by September 30<sup>th</sup>.

Pg. 5 – Employment of Personnel. The payroll functions will move from the county to the city. This will allow the City to run needed payroll reports.

Commissioner Bontrager requested that Gloria's name be added to the Operations Committee following Chief Administrative Officer of the City.

Commissioner DeMarco asked the term of the proposed amendment to the ILA. Gloria responded it would be a 1 year term to allow time to gather and review information received.

Commissioner DeMarco informed the City officials that at the last FD12 meeting the Commissioners were all in agreement that they still want an RFA and are set on a even governance. The other option would be to contract for service with the City. He stated that they have been in contact with an attorney to understand the process of dissolving the District.

Demarco asked how long the process would take to form a City Fire Department with District 12 contracting back for services. Mayor replied it would be a large undertaking that would need at least one year to collect the data and then determine the possibility of forming a City Fire Department.

Commissioner Demarco stated the District 12 Commissioners will meet along with their attorney to discuss the proposed amended ILA.

Mayor Nehring stated they will be presenting the proposal to the City Council in December.

**Adjournment**

With no further action, the meeting was adjourned at 5:25pm.

Monte McFalls  
District Secretary

12/20/15  
Date