

## City of Marysville and Fire District 12

### RFA Planning Committee Meeting

Thursday, May 24, 2018, 5:00 – 7:00 PM

Marysville Council Chambers

#### Proposed Agenda

1. Welcome and Introductions (*5 min.*) Mayor Nehring
2. Review of Agenda and Goals for meeting (*3 min.*) Mayor Nehring
3. Approval of Meeting Summary from March 22 (*3 min.*) Mayor Nehring
4. **Action Item:** Charter/Operating Rules (5 min.) Mayor Nehring
5. Fire Benefit Charge Consultant report and next steps (40 min.) Neil Blindheim
  - Direction requested: Does the Committee want a FBC included In the RFA Plan as an initial funding source, or retained as a future funding option?
6. **Action item:** Communications plan (10 min.) Staff
  - Confirming initial public input forum dates (September)
7. Presentation of Draft Plan, remaining issues (50 min.) Staff
8. Union Comment
9. Closing Roundtable comments
10. Next meeting
11. Adjourn

Next meeting: Thursday, July 26, 2018, 5-7 PM

- Proposed agenda: continue review of draft plan as needed; levy rate options

## ***Marysville / FPD 12***

### ***Regional Fire Authority Committee Meeting***

Marysville City Council Chambers  
March 22, 2018  
5:00 pm

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#### **Attendees:**

<b>Marysville Mayor:</b>	Jon Nehring
<b>Marysville City Council:</b>	Steve Muller, Jeff Vaughan, Kamille Norton
<b>Marysville CAO:</b>	Gloria Hirashima
<b>Marysville Finance Director:</b>	Sandy Langdon
<b>Fire District 12 Commissioners:</b>	Tonya Christoffersen, Rick Ross, Pat Cook
<b>Marysville Fire Chief:</b>	Martin McFalls
<b>MFD Finance Manager:</b>	Chelsie McInnis

#### **Welcome and Introduction**

Mayor Nehring welcomed everyone and called the meeting to order at 5:03 pm and asked for introductions around the table.

#### **Review of Agenda and Goals**

Mayor Nehring gave a brief overview of tonight's agenda and goals consisting of the Consultants scope of work proposal, key policy issues, fire levy rates equivalents, and the project timeline.

#### **Approval of Minutes**

Mayor Nehring asked for a motion to approve the February 7, 2018 RFA meeting minutes.

**Motion** made by Commissioner Ross seconded by Councilmember Muller to approve the February 7, 2018 RFA meeting minutes as presented. **Motion** passed unanimously.

#### **Review Consultant Scopes of Work and Proposal**

Chief Administrative Officer (CAO), Gloria Hirashima, presented the RFA scope of services prepared by Consultant Karen Reed outlining six tasks necessary to bring the plan to ballot measure. Hirashima shared that the work would total between 160 – 180 hours for a contract

total of \$37,000.00 for the full 180 hours. Hirashima asked the committee for feedback on additional tasks needed and/or authorization of the scope of work as presented. The City would enter into a professional services agreement with the agreement that both parties would pay fifty percent.

**Motion** made by Commissioner Ross seconded by Councilmember Muller to authorize the scope of work services with Consultant Karen Reed as noted by CAO Hirashima in her presentation. **Motion** passed unanimously.

### **Interface Systems – Fire Benefit Charge**

CAO Hirashima shared the Fire Benefit Charge (FBC) analysis proposal as requested by the RFA Committee. Hirashima stated she has been working with Consultant Neil Blindheim with Interface Systems Management. The FBC model presented was in a spreadsheet format showing the lay out and options analyzing the City of Marysville and Fire District 12 together or separately. The total cost for the project would be \$9,000.00. Hirashima stated that once the contract is executed, (with a proposal for the two agencies to split the cost 50/50), the model would be available for the May RFA meeting. Hirashima will request a presentation of the complete RFA model.

The completion date would be four to five weeks from the approval of the agreement.

Muller stated he feels the FBC analysis model will be an asset to the operation going forward. It can be used on an ongoing bases to evaluate service and unit costs, not just for the FBC.

Chief McFalls states this will be an evaluative tool to assess the cost of a call.

Hirashima noted that Consultant Blindheim stated that because of our time schedule, he felt we should move forward and refresh the new construction data later in the year when it has been updated at the Snohomish County Assessor's Office.

**Motion** made by Councilmember Muller seconded by Councilmember Vaughn to approve this agreement as noted. **Motion** passed unanimously.

### **Review of Key Policy Issues and Work Plan**

CAO Hirashima reviewed the work plan and schedule as prepared by Consultant Karen Reed. The plan is outlined into two categories, major topics that will be brought to the committee as agenda items for discussion and the "other" minor topics to be discussed at staff level and presented to the committee with recommendations. The work on the overall transition plan has started.

Councilmember Norton stated that this plan is under the assumption of an April 2019 election date. Norton asked if there were thoughts or ideas on possibly another date, either November 2018 or February 2019.

Hirashima stated, as current, this plan as proposed could work for February 2018 or April 2019. The plan is easily adaptable for an earlier November 2018 date.

**Motion** made by Councilmember Norton seconded by Commissioner Cook to approve proposed work plan. **Motion** passed unanimously.

### **Charter Rules**

CAO Hirashima stated we had a fairly formal governing charter and rules for the last RFA process and asked the Committee if they wanted similar charter rules with this process. All Committee members agreed it is good to have structure.

Hirashima will bring back the charter rules from the previous process revised to reflect the two parties.

### **Review Current Fire Service Levy Rate Equivalents & Projected Growth**

Marysville Fire District (MFD) Finance Manager Chelsie McInnis explained that tonight's handout on the MFD/Fire District 12 comparative 2018 expenditures/levies is the same format we compared in our first round with Arlington. It is essentially just breaking down the revenues and expenditures of current operations and equating them into a levy equivalency so we can get an idea of where we are right now at current fire service operations. McInnis reviewed the 2018 numbers with a combined 2018 estimated ending fund balance for MFD/FD12 of approximately \$11.8 million.

As requested by Councilmember Muller, McInnis reported that the 2017 ending fund balance for both MFD and Fire District 12 was \$14.3 million. The majority of the budgeted fund balance estimated for spend down during 2017 and 2018 is attributed to capital projects and apparatus purchases. These purchases include two new fire engines, a new aid car, and facility projects at Station 63, 65, and 66, which may or may not be complete by the end of the year. The estimated 2018 ending fund balance presented in the handouts reflects 100% of the budgeted appropriations being spent.

### **Project Timeline/Election Date**

CAO Hirashima shared the memo prepared by Consultant Karen Reed summarizing options available identifying the election dates for 2018 and 2019 and last date to submit a ballot to County elections for each of those election timelines.

Hirashima shared that it is the staff's recommendation that the Committee target an April 2019 election date for the RFA ballot measure due to the fact that regardless of a November 2018 or April of 2019 election, the RFA levies for funding will not start until 2020. In addition, there are multiple other measures going to ballot in November 2018, which may cause unwanted competition and voter confusion. The additional time would allow for a public information campaign for potential success.

Council member Muller asked for information on how voter turnout effects ballot measures to help strategically choose the best date for the RFA measure. Hirashima stated she could gather that information and bring it to the next RFA meeting.

Councilmember Norton shared that historically turnout for the February, April, or August elections is not great. This is a big vote and can have a huge impact on taxpayers. November will be a big election year with many big races. The more voters we have voting the better gauge we will get on how our community feels about the RFA.

Commissioner Cook shared that our Local is behind the RFA, we will have 100 plus members who will be out supporting this measure informing the voters.

Mayor Nehring stated there will be a lot of information brought before you in May. You can adjust the work plan to meet the needs of the election date that you arrive at. Staff will make sure we accommodate whatever you decide.

Mayor Nehring addressed some of the concerns surrounding the election date and how that affects the current MFD ILA. Once an election date is locked in, the two agencies could choose to have a discussion on the terms of the 2019 ILA. No one is questioning the need for more personnel; it is beneficial to have the data from the CPSM study when making these decisions. With a ballot measure set, coupled with the CPSM data there may be more confidence to come to an agreement on increased ILA contract revenues combined with some portion of reserve spending. There is the possibility of constructing an ILA that resembles a soft RFA for 2019. Whatever election date chosen, this can be a smooth process. There is a way to craft this to satisfy the needs of the community and get the information needed before putting it on the ballot.

### **Union Comments**

Local 3219 President Cody Brooke shared his concern over the Marysville Fire District's lack of funding, lack of personnel, aging apparatus and equipment, and the broken part time program. Brooke also stated his concern that the RFA Committee is considering waiting until April 2019 to take the RFA measure to ballot. Brooke stated the creation of the RFA would help secure a long-term sustainable funding mechanism for the greater Marysville area fire and emergency response. Brooke expressed that public safety needs to be a priority for our citizens and for the men and women of this organization who serve them.

### **Roundtable**

**Commissioner Cook** – Reinforced District 12 and the Marysville Fire District's need for sustainable funding for 2019.

### **Next Meeting**

The next RFA Committee meeting is scheduled for May 24, 2018, 5:00 pm at Marysville City Council Chambers.

CAO Hirashima stated she will send the May RFA packets out early with all the requested information.

**Adjourn**

With no further business to discuss, the meeting adjourned at 6 pm.

\_\_\_\_\_  
Mayor Jon Nehring

\_\_\_\_\_  
Fire Chief Martin McFalls

\_\_\_\_\_  
Recording Secretary

DRAFT

**City of Marysville – Fire District #12  
Regional Fire Authority Planning Committee**

**Charter / Operating Rules**

Version dated 05.01.18

**Mission of the Regional Fire Authority (RFA) Planning Committee:** The mission of the Planning Committee is to create and propose to the elected leadership of the City of Marysville (City) and Snohomish County Fire Protection District #12 (“the District”) a plan for a regional fire authority (“Plan”) encompassing the entire territory within the jurisdictional boundaries of Marysville and the District, including the proposed governance, design, financing and development of fire protection and emergency service facilities and operations, and maintenance and preservation of facilities and systems, all as authorized by Ch. 52.26 RCW. The Planning Committee is advisory to Mayor and City Council of the City and to the Board of Commissioners of the District. The Planning Committee shall seek to develop an RFA Plan which, if approved by the voters within the City and District, will achieve the following goals and outcomes:

1. To provide stable, secure, affordable and sustainable funding and service levels over time to meet the needs of the growing population in the City and the District.
  2. To improve efficiency and effectiveness of operations of the City and the District.
  3. To provide service at levels equal to or better than those currently provided within the two participating jurisdictions.
  4. To ensure the Plan addresses the concerns and needs of both the City and the District and is ultimately supported by both City Councilmembers and the District Commissioners.
  5. To provide transparent, understandable information to the public about the potential impacts of the proposed RFA.
  6. To ensure meaningful public input opportunities during the planning process, and to consider public input received in the drafting of the Plan.
  7. To ensure the governance plan for the RFA provides equitable representation of the two member agencies, and to provide sufficient flexibility in the Plan to allow additional cities and fire district to join the RFA in the future without needing to re-submit a new RFA plan to the voters of the City and the District.
- B. **Membership:** The Planning Committee membership shall include 3 elected representatives from the City of Marysville and the 3 Fire District #12 Board of Commissioners. The Mayor of Marysville shall serve as a non-voting Member and Chair of the Planning Committee. The City will appoint an Alternate member to the Planning Committee to serve in the

absence of an appointed representative from the City. Alternates are encouraged to attend and observe all meetings.

**C. Process:**

1. Schedule. The Planning Committee will meet approximately once per month through 2018 as needed. The goal of this schedule is to complete the Plan with sufficient detail, based on documentable information, and by a reasonable date, so that the City Council and Board of Commissioners may review and deliberate on the Plan and make an informed and timely decision whether to place the proposal on the ballot for voter approval no later than the April 2019 election.
2. Developing Preliminary Recommendations, Public Outreach Process. The Planning Committee will accomplish its mission by reviewing staff-developed reports, information, options and recommendations and considering public input. The Planning Committee will identify preliminary recommendations with respect to all items that must be included in the Plan. The Planning Committee shall also provide advice on the public outreach effort accompanying the development of the Plan and public education effort after the Plan is approved.
3. Periodic Updates to Councils and Board. The Planning Committee will provide periodic updates to the City Council and Board of Commissioners in the form of preliminary recommendations, in order that the Council and Board may provide timely input on the development of the Plan.
4. City Council and Board Deliberations. The City Council or the Board of Commissioners may determine it needs additional time to deliberate on a preliminary recommendation from the Planning Committee, and if so, the Planning Committee will shift its work plan so as to not delay the schedule any further than necessary. A City Council or Commission seeking additional time to deliberate on a preliminary recommendation will make every effort to conclude its deliberations by the end of its next regularly scheduled meeting.
5. Reconciling Direction from City Council and Board. If either City Council or the Board of Commissioners is opposed to any preliminary recommendation of the Planning Committee, they will so advise the Planning Committee. The Planning Committee will then work to amend the preliminary recommendations to reconcile it with input from both legislative bodies, and bring revised recommendations back for their review. In the event of any apparently irreconcilable conflicts between the parties, the Planning Committee will so notify the Council and Board and propose a resolution. Work on the



project will cease at any point at which either Council or the Commission adopts a resolution to halt work on the project.

- D. **Public Input.** All meetings of the Planning Committee shall be open to the public and shall be duly noticed as public meetings as required by law. The Planning Committee is required by statute to ensure there are opportunities for public input in the development of the Plan. The Planning Committee shall adopt a plan for public input, which will at a minimum include conducting two public information and input sessions before the Plan is approved by the Council and District. The City and District will also host a website where the public and other stakeholders can gather information and review the agendas, proceedings and materials considered by the Planning Committee. The Planning Committee may determine whether to take public comment at its meetings, and shall provide the public a means to submit written comments at Planning Committee meetings and online. If the Planning Committee determines to take public comment at its meetings, it shall adopt rules relating to such public comment.
- E. **Public Communications.** Members of the Planning Committee may be called on from time to time to comment about the activities of the Planning Committee or the subject matter under deliberation. In such communications, Members will take care to distinguish any adopted Planning Committee positions from individual Member positions. Members agree to refer inquiries from the press to the Chair of the Planning Committee for response on behalf of the Planning Committee.
- F. **Chair of Planning Committee:** The Mayor of Marysville shall serve as non-voting Chair of the Committee. The Chair will review and approve agendas in advance of meetings. The Chair will preside over Planning Committee meetings, shall serve as spokesperson for the Planning Committee, shall sign transmittals and reports of the Planning Committee, and assume such other duties as may be delegated to them from time to time by the Planning Committee. Any vacancy in the post of Chair may be filled by the Planning Committee upon a vote of a majority of the Planning Committee, provided that at no time shall the Planning Committee have more than six (6) voting members, three from each jurisdiction.
- G. **Resignation and Appointment of Replacement Members.** Any Member of the Planning Committee may resign, and such resignation shall be effective upon submitting written notice to the Chair and the resigning member's agency CEO (Mayor or Fire Chief). The legislative body of the resigning Member's agency shall take prompt action to appoint a replacement member.

H. **Planning Committee Meetings.** Notice of all meetings of the Planning Committee shall be given by the Chair or his designee in writing by electronic mail or personal delivery to all Members at least seven (7) days prior to the date on which the meeting is to be held; provided, however, the Panel Chair may call for special meetings, and not less than three (3) days' notice may be given for a special meeting. Any notice shall specify the date, time and place of the meeting; provided, however, notice may be waived in writing signed by the person or persons entitled to such notice, whether before or after the time at which the notice is required to be given, which shall be equivalent to the giving of such notice.

1. Attendance. Members must be present to participate in meeting; participation by conference call is not allowed.
2. Agendas. Prior to each regularly scheduled meeting, the Planning Committee, the Chair shall work with staff to confirm an agenda for the meeting. At the beginning of the meeting, any Member may request that an item be added to the Agenda. The decision whether to add an item shall be made by the presiding Chair, but this decision may be overturned by a vote of not less than 4 planning committee members including two from each jurisdiction. Agendas will be made available to the Members electronically (by email) at least 3 days prior to the meeting. Staff supporting the Planning Committee shall make best efforts to provide all meeting materials to the Panel at least 2 days prior to the meeting date.
3. Quorum. A quorum at any meeting shall consist of Planning Committee Members who represent a simple majority.
4. Rules of Order. All meetings of the Planning Committee shall be conducted in accordance with the latest edition or revision of Robert's Rules of Order, except as otherwise provided in this Charter.
5. Minutes. Summary minutes shall be kept of Planning Committee meetings, recording attendance, general discussion items, decisions and votes (where taken). The Planning Committee shall approve all such summaries, which shall, be provided to the City Council and Board of Commissioners and posted online.

I. **Decision Making:**

1. Votes. The Planning Committee shall attempt to make decisions by consensus, defined as approval from not less than two-thirds of the Planning Committee members from each of the two participating jurisdictions. Where such consensus cannot be achieved, items may be approved by a majority of the Planning Commission Members, however, the lack

of consensus shall be noted. The minutes shall reflect the votes of each member. Each Member of the Planning Committee has one vote, excepting the Chair which is non-voting. No proxy voting is allowed.

2. Routine Items. Routine actions of the Planning Committee (for example, approval of the meeting summary) will be confirmed by the vote of a majority of the Members of the Committee.
  3. Approval of Final Recommended RFA Plan. Notwithstanding the terms of Sections I.1-2, the final proposed RFA Plan must be approved by not less than two-thirds of the voting Planning Committee members from each of the two participating jurisdictions. Voting by proxy will be allowed for this item if necessary to ensure all Planning Committee member votes are cast.
- J. **Staff support for Task Force:** Staff support will be provided by the employees of the City and the District, and an independent consultant, and legal counsel appointed by the jurisdictions for the project. The Planning Committee members acknowledge that additional consultant support may be necessary to develop all the information needed to develop a final recommended RFA Plan.
- K. **Funding:** The parties have entered into a separate agreement addressing how costs of the Planning Committee process will be shared. That agreement may need to be amended from time to time as work on the project proceeds.
- L. **Approval and Amendment of this Charter:** This Charter shall be approved by vote of not less than two-thirds of the voting Members of the Planning Committee including at least two members from each jurisdiction. Any amendments to this Charter must be similarly approved.



**2020 RFA FIRE BENEFIT CHARGE (FBC) FUNDING CAPACITY ANALYSIS**

2020 A/V Estimate <sup>(1)</sup> 10,027,753,842

**\$2.00 TOTAL COMBINED**

\$2.00 Total / \$0.50 FBC	REGULAR EXPENSE LEVY		
		Rate Equivalent	2020 Dollars Collected
	RFA Regular Levy Rate <sup>(2)</sup>	\$1.00	\$10,027,754
	<b>RFA FBC Rate Equivalency</b>	<b>\$0.50</b>	<b>\$5,013,877</b>
	Total Regular Levy Plus FBC	\$1.50	\$15,041,631
	EMS LEVY		
	RFA EMS Levy Rate <sup>(3)</sup>	\$0.50	\$5,013,877
	<b>Total Combined</b>	<b>\$2.00</b>	<b>\$20,055,508</b>

**\$1.90 TOTAL COMBINED**

\$1.90 Total / \$0.50 FBC	REGULAR EXPENSE LEVY		
		Rate Equivalent	2020 Dollars Collected
	RFA Regular Levy Rate <sup>(2)</sup>	\$0.90	\$9,024,978
	<b>RFA FBC Rate Equivalency</b>	<b>\$0.50</b>	<b>\$5,013,877</b>
	Total Regular Levy Plus FBC	\$1.40	\$14,038,855
	EMS LEVY		
	RFA EMS Levy Rate <sup>(3)</sup>	\$0.50	\$5,013,877
	<b>Total Combined</b>	<b>\$1.90</b>	<b>\$19,052,732</b>

\$2.00 Total / \$0.75 FBC	REGULAR EXPENSE LEVY		
		Rate Equivalent	2020 Dollars Collected
	RFA Regular Levy Rate <sup>(2)</sup>	\$0.75	\$7,520,815
	<b>RFA FBC Rate Equivalency</b>	<b>\$0.75</b>	<b>\$7,520,815</b>
	Total Regular Levy Plus FBC	\$1.50	\$15,041,631
	EMS LEVY		
	RFA EMS Levy Rate <sup>(3)</sup>	\$0.50	\$5,013,877
	<b>Total Combined</b>	<b>\$2.00</b>	<b>\$20,055,508</b>

\$1.90 Total / \$0.75 FBC	REGULAR EXPENSE LEVY		
		Rate Equivalent	2020 Dollars Collected
	RFA Regular Levy Rate <sup>(2)</sup>	\$0.65	\$6,518,040
	<b>RFA FBC Rate Equivalency</b>	<b>\$0.75</b>	<b>\$7,520,815</b>
	Total Regular Levy Plus FBC	\$1.40	\$14,038,855
	EMS LEVY		
	RFA EMS Levy Rate <sup>(3)</sup>	\$0.50	\$5,013,877
	<b>Total Combined</b>	<b>\$1.90</b>	<b>\$19,052,732</b>

**SUMMARY - FBC RATES VS. DOLLARS COLLECTED**

	Rate Equiv	2020 Dollars Produced
Min FBC to offset loss of \$0.50 in Reg Levy	\$ 0.50	\$5,013,877
	\$ 0.75	\$7,520,815
	\$ 0.80	\$8,022,203
	\$ 0.85	\$8,523,591
	\$ 0.90	\$9,024,978
	\$ 1.00	\$10,027,754

If RFA intent is to stay within a \$1.50 or \$1.40 "regular" type levy maximum then regular levy would be manipulated to offset FBC funding level while still maintaining target maximums on non-EMS levy tax collection. The tables above illustrate this inverse relationship.

General Assumption - Every \$0.10 of levy rate equivalency generates approximately \$1M in FBC

**Considerations and Other Assumptions**

- (1) 5% annual inflation factor utilized for assessed value estimates
- (2) Use of FBC reduces regular levy maximum to \$1.00
- (3) EMS levy assessed value varies slightly from regular levy assessed value due to DNR protected forest lands within FD12 boundary; EMS utilized for total A/V Estimate Base

**Marysville--Fire District #12 Regional Fire Authority Planning Committee**

**Proposed Communication Plan**

Draft dated May 17, 2018

<p>Key Messages (as of May 2018—these will evolve)</p>	<ul style="list-style-type: none"> <li>• The RFA Planning Committee is advisory to the City Council and the Board of Commissioners.</li> <li>• The Planning Committee is tasked with developing a Regional Fire Authority Plan, which, if approved by both jurisdictions, will be submitted to the voters.</li> <li>• The Planning Committee began working early in 2018, and will be making a recommendation in November, 2018</li> </ul>
<p>Audiences:</p>	<p>Primary:</p> <ul style="list-style-type: none"> <li>• City Council and FD 12 Board of Commissioners</li> <li>• Employees of Marysville Fire District</li> <li>• Contract agencies</li> </ul> <p>Secondary (in initial planning phase):</p> <ul style="list-style-type: none"> <li>• Residents and businesses in the jurisdictions</li> <li>• Local media</li> <li>• Emergency service providers</li> </ul>
<p>Strategy</p>	<ul style="list-style-type: none"> <li>• Provide regular, balanced, accurate, high level information to City Councils and Board of Commissioners to enable them to quickly stay informed on project status and next steps.</li> <li>• Ensure an opportunity for two-way input – information out from the Planning Committee and information and feedback in--to and from all Primary and Secondary Audiences.</li> <li>• Progress should be transparent. Project schedule, status, meeting agendas, meeting summaries, meeting materials should be posted on the website unless otherwise directed.</li> <li>• At specific in-person briefings of Councils/Commission, each agency should be asked to confirm that it wants the effort to continue.</li> </ul>
<p>Tactics</p>	<ul style="list-style-type: none"> <li>• Host a website with an overview of the role of the Planning Committee, FAQs, Proposed Boundary Map, Planning Committee Meeting agendas and minutes. Links to website on homepage of all three jurisdictions.</li> <li>• Provide monthly updates to City Council and Board of Commissioners (verbal)</li> <li>• Open houses for community input /education (<i>during plan development</i>):             <ul style="list-style-type: none"> <li>○ Proposed: September dates &amp; locations:                 <ul style="list-style-type: none"> <li>▪ Forum 1: 4-6 PM, Wednesday 9/19/18, Station 62</li> <li>▪ Forum 2: 7-8:30 PM, Thursday 9/27/18, Council Chambers</li> </ul> </li> <li>○ Additional presentations: Chamber of Commerce (4<sup>th</sup> Friday, September); other service clubs?</li> </ul> </li> <li>• Press releases/ media outreach as milestones reached</li> <li>• City and District newsletters</li> <li>• Meetings with community groups, businesses, organizations</li> <li>• Informational briefings to contract cities/districts</li> </ul>

## South Snohomish County Fire & Rescue Regional Fire Authority (RFA) Plan

[Will need RFA name]

Name options will be developed with input from fire district employees, and provided for Committee's decision

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## **ACKNOWLEDGEMENT**

Recognizing the challenges and opportunities that all fire jurisdictions are facing, the City of Marysville and Snohomish County Fire District No. 12, building on a partnership of many years, agreed to explore the different governance and funding options available to provide regional fire protection and emergency medical services to the communities we serve.

### Planning Committee

Jeff Vaughan, Marysville City Council

Pat Cook, Fire District 12 Commissioner

Steve Muller Marysville City Council

Tonya Christoffersen, Fire District 12 Commissioner

Kamille Norton, Marysville City Council

Rick Ross, Fire District 12 Commissioner

Mark James (alternate), Marysville City Council

### Leadership Staff

Martin McFalls, Fire Chief, Fire District 12

Gloria Hirashima, Chief Administrative Officer, City of Marysville

### Staff Workgroup

#### **City of Marysville**

Sandy Langdon

Jon Walker

#### **Fire District 12**

Chelsie McInnis

Jeff Cole

Darryl Neuhoff

Tom Maloney



<b>SECTION 1</b>	<b>BACKGROUND &amp; NEEDS STATEMENTS</b>
<i>Revision</i>	The <b>BACKGROUND &amp; NEEDS STATEMENTS</b> section of the <b>RFA Plan</b> is subject to amendment by a majority vote of the RFA Governing Board.
<i>Adopted</i>	
<i>Revised</i>	

**A. Background and Needs:**

1. The ability to respond to emergency situations by fire protection and emergency services jurisdictions has not kept up or progressed with the region’s needs and special service demands. Anticipated increases in population, residential density and building heights will likely exacerbate this problem.
2. Providing a fire protection and emergency services system requires a collaborative partnership and responsibility among local and regional governments, the private sector, and the community.
3. Delivery of core emergency services and timely development of significant projects can best be achieved through stable funding options for regional fire protection and emergency services.
4. The City of Marysville and Snohomish County Fire Protection District No. 12 have had a cooperative partnership, striving to provide the highest level of fire and emergency services to our community within the confines of available resources through a long-standing interlocal agreement by which they jointly provide services as the Marysville Fire District.
5. The City of Marysville and Fire Protection District No. 12 will be asking its citizens to consider combining all functions and services provided by the City of Marysville Fire Department and Snohomish County Fire Protection District No. 12 into a single entity, called (**new name**).
6. The Planning Committee established this Plan using an approach to equitably share costs and contribute assets to form the Regional Fire Authority.

**RFA SECTION 1 PLAN REVISION DISPOSITION:**

The **NEEDS STATEMENT** section of the (**RFA**) **Plan** is subject to amendment by a majority vote of the RFA Governing Board. [**Note**: if something other than a simple majority of a quorum is required to approve an action under the governance proposal, this may need to be amended (same comment for other sections of plan).]

SECTION 2	DEFINITIONS
<i>Revision</i>	The <b>DEFINITIONS</b> section of the <b>RFA Plan</b> is subject to amendment by a majority vote of the RFA Governing Board.
<i>Adopted</i>	
<i>Revised</i>	

**A. DEFINITIONS [update]**

1. The definitions in this section apply throughout this **Plan**, unless the context clearly requires otherwise.
  - 1.1. **“Governing Board”** means the governing body of the regional fire protection service authority.
  - 1.2. **“City”** means the City of Marysville
  - 1.3. **“District”** means Snohomish County Fire Protection District No. 12.
  - 1.4. **“Effective Date”** means January 1, 2019 [will need to confirm effective date, based on selection of election date].
  - 1.5. **“EMS Levy”** is the Emergency Medical care and Service levy authorized by RCW 84.52.069.
  - 1.6. **“Marysville Fire District”** means the joint operating agency created by interlocal agreement by and between the City and District originally entered into on October 16, 1991, and subsequently amended, authorizing operation of a consolidated fire department to provide fire protection, fire suppression and emergency medical services.
  - 1.7. **“Participating Jurisdictions”** means the City of Marysville and Snohomish County Fire Protection District No. 12 and includes the definition in RCW 52.26.020(4).
  - 1.8. **“RFA”** means the regional fire protection service authority formed pursuant to chapter 52.26 RCW.
  - 1.9. **“Regional Fire Authority Plan,” “RFA Plan” or “Plan”** means this Regional Fire Protection Service Authority Plan, drafted and approved in accordance with Chapter 52.26 RCW for the development, financing and operation of the South Snohomish County Fire & Rescue Regional Fire Authority.

**RFA SECTION 2 PLAN REVISION DISPOSITION:**

The **DEFINITIONS** section of the **RFA Plan** is subject to amendment or revision only by a majority vote of the RFA Governing Board.

<b>SECTION 3</b>	<b>FORMATION AUTHORITY</b>
<i>Revision</i>	The <b>FORMATION AUTHORITY</b> section of the <b>RFA Plan</b> is subject to amendment or revision only by submission of a revised RFA Plan to the electorate for approval.
<i>Adopted</i>	
<i>Revised</i>	

**A. REGIONAL FIRE PROTECTION SERVICE AUTHORITY**

1. Chapter 52.26 RCW provides statutory authority for the formation of a Regional Fire Authority by the City of Marysville and Snohomish County Fire District No. 12.

**B. PLANNING COMMITTEE AUTHORITY**

1. RCW 52.26.030 and RCW 52.26.040 provides statutory authority to form and operate a Planning Committee.
2. The Participating Jurisdictions formed a Planning Committee consisting of three (3) elected officials of the City and three (3) Commissioners of the District.
3. The Planning Committee developed and presented the RFA Plan to the elected officials of each Participating Jurisdiction.

**C. RFA PLAN APPROVAL AUTHORITY**

1. The legislative body of each Participating Jurisdiction reviewed and approved this RFA plan and requested an election to submit the plan to voters.
2. The RFA Plan is being submitted to the voters of the City and the District as a ballot measure that must be approved by a simple majority. [TBD depending on initial funding sources—if Fire Benefit Charge included, a 60% approval is required.]
3. Should the RFA Plan be approved by a simple majority of the voters of the Participating Jurisdictions, the [name of RFA] shall be formed on the Effective Date in accordance with RCW 52.26.070.
4. Upon voter approval of the RFA Plan, the City and the District shall continue to exist as municipal corporations. The exclusive purpose of the continued existence of the District shall be to levy and collect taxes and/or other fire protection district revenue to be transferred to the RFA until such time as the RFA collects its own replacement revenues, and to provide representation to the newly formed RFA Governing Board.

[Note: RFA will need to pay on an ongoing basis for District elections, and required administrative functions]

If the RFA Plan is not approved by a simple majority of the voters, then operations

relating to the services set forth herein shall remain with the Marysville Fire District.

[Note: ILA expires 12.31.18 and will need to be extended to cover period before RFA Effective Date.]

**RFA SECTION 3 PLAN REVISION DISPOSITION:**

The **FORMATION AUTHORITY** section of the **RFA Plan** is subject to amendment or revision only by submission of a revised RFA Plan to the electorate for approval.

<b>SECTION 4</b>	<b>JURISDICTIONAL BOUNDARIES</b>
<i>Revision</i>	The <b>JURISDICTIONAL BOUNDARIES</b> section of the <b>RFA Plan</b> is subject to amendment or revision only by a majority vote of the RFA Governing Board.
<i>Adopted</i>	
<i>Revised</i>	

**A. JURISDICTIONAL BOUNDARIES ON DATE OF FORMATION**

1. On the Effective Date, the jurisdictional boundaries of the RFA shall be the legal boundaries of the Participating Jurisdictions. The boundaries are generally depicted on the map attached hereto and in **Appendix A** of this RFA Plan.
2. On the Effective Date, the RFA shall also be responsible for providing fire and/or emergency medical services to the following jurisdictions via the referenced interlocal agreements:

**2.1. Marysville Fire District Interlocal Agreements:**

- a. Consolidated Borough of Quil Ceda Village pursuant to an Interlocal Agreement for Fire and Emergency Medical Services dated January 01, 2016 and subsequent Second Amendment dated January 01, 2018;
- b. Snohomish County Fire District No.15 pursuant to an Interlocal Agreement for Emergency Medical and/or Advanced Life Support Services dated January 01, 2018.

- 2.2 The Marysville Fire District shall assign the foregoing interlocal agreements to the RFA on the Effective Date.

[Note: part of transition plan will involve formally assigning these agreements to the RFA; the contracting parties should be notified well in advance]

**B. CHANGES IN JURISDICTIONAL BOUNDARIES AFTER FORMATION OF THE RFA**

1. Boundary changes that do not require an RFA Plan amendment: [text coming from legal]
2. Boundary Changes that require an RFA Plan Amendment.
  - 2.1. Annexations of Other Fire Protection Jurisdictions. Other fire protection jurisdictions that are within reasonable proximity to the boundaries of the RFA are eligible for annexation by the RFA. Upon Plan amendment and voter approval as provided in the annexation procedures of RCW 52.26.300, the boundary of the RFA will be adjusted to include the annexed fire protection jurisdiction.

[Review of City annexations into RFA pending]

**RFA SECTION 4 PLAN REVISION DISPOSITION:**

The JURISDICTIONAL BOUNDARIES section of the RFA Plan is subject to amendment or revision only by a majority vote of the RFA Governing Board.

<b>SECTION 5</b>	<b>GOVERNANCE</b>
<i>Revision</i>	The <b>GOVERNANCE</b> section of the <b>RFA Plan</b> is subject to amendment or revision by a simple majority vote of the voters of the RFA
<i>Adopted</i>	
<i>Revised</i>	

**A. GOVERNING BOARD STRUCTURE AND OPERATION**

- 1. Governing Board.** As provided by RCW 52.26.080, the RFA Governing Board shall be established consistent with the terms of this Section and shall have authority as of the Effective Date.
- 2. Governing Board.** Upon the Effective Date, the Governing Board shall include five (5) voting members consisting of four (4) elected officials from the City to be appointed by the City Council and one (1) elected official from the District to be appointed by the Board of Commissioners. In addition, there will be one (1) non-voting member who shall be an elected official from the District to be appointed by the Board of Commissioners.

Policy Issue: Governing Board structure/term details. The Plan needs to describe:

- The length of terms of office for Board appointees
- Whether these term are staggered so that all Board members do not change at the same time.
- Whether there are alternates to serve on the Board

By way of example, the text below suggests 4 year terms for appointees and includes an approach for staggering terms of City appointees. The text is silent as to alternates. It also suggests proposes the District’s voting and non-voting Board members

The text below also proposes how the Board composition would change should Fire District 12 be dissolved.

Two of the elected officials appointed to the City positions will serve an initial term of one year and two will serve an initial term of two years. Subsequent appointments will be for four-year terms. The City Council may fill a City position at any time it is vacated due to the end of an elected official’s term of office, the elected official’s resignation or removal from office, the elected official’s resignation from the Governing Board, or when a majority of the full City Council votes to remove an elected official from the Governing Board.

The District voting appointee will serve an initial term of four-years. The District non-voting appointee will serve an initial term of two years. Subsequent appointments will be

for four-year terms. The Board of Commissioners may fill a District position at any time it is vacated due to the end of an elected official's term of office, the elected official's resignation or removal from office, the elected official's resignation from the Governing Board, or when a majority of the full Board of Commissioners votes to remove an elected official from the Governing Board.

One or more elected commissioner positions may be added to the Governing Board if the District dissolves (see section 5) or if another fire protection jurisdiction is annexed to the RFA (see Section 6) and meets the population requirements of this Plan.

3. **Governing Rules.** The RFA Governing Board shall develop and adopt by-laws, governance policies and rules for the RFA Governing Board to conduct business in accordance with RCW 52.26.080.
4. **Authority.** The RFA Governing Board shall have all the power and authority granted by chapter 52.26 RCW.
5. **Dissolution.** If the District dissolves as provided in chapter 52.10 RCW and RCW 52.26.120, a commissioner district encompassing the boundaries of the District at the time of dissolution will be formed and elections will be conducted in accordance with RCW 52.26.080. The commissioner elected from the district will serve a six year term and receive compensation as provided in RCW 52.26.080. The non-voting District appointee position will be eliminated upon the dissolution of the District. **[Additional legal review pending.]**

Policy Issue: Future Governing Board changes

Should the Plan describe how the Governing Board structure will change upon annexation of additional jurisdictions into the RFA? If not, approval of voters in the District, City and annexing jurisdiction will be required to make adjustments to the Governing Board.

If the decision is to address future governance in the Plan, the issues are:

- On what basis are seats added? (Population? Population and AV? Other?)
- Is there a maximum number of seats? If so, what is it, and what happens if that maximum is exceeded?
- What will the terms of office be for the added seats be and will they be staggered?

The text below suggests a simple approach to adding other fire districts (but not cities), based on population. Legal review pending on language with respect to annexation of cities into the RFA, and with regard to staggering. Maximum number of seats not addressed.

6. **Addition of other fire protection jurisdictions.** A fire protection jurisdiction that is located within reasonable proximity of the RFA that is annexed through the procedures in RCW 52.26.300 will receive representation on the Governing Board as follows:

If the annexed jurisdiction has a population of less than 10,000, the annexed jurisdiction will not appoint any elected official to the Governing Board.



If the annexed jurisdiction has a population between 10,000 and 20,000, the annexed jurisdiction will appoint one elected official to the Governing Board to serve as a non-voting member.

If the annexed jurisdiction has a population of more than 20,000, the annexed jurisdiction will appoint one elected official to the governing board to serve as a voting member.

**RFA SECTION 5 PLAN REVISION DISPOSITION:**

The **GOVERNANCE** section of the **Plan** may be amended by a simple majority vote of the voters within the RFA.

<b>SECTION 6</b>	<b>FUNDING and FINANCE</b>
<i>Revision</i>	The <b>FUNDING and FINANCE</b> section of the <b>RFA Plan</b> is subject to amendment or revision by the Governing Board except when voter approval is required by statute.
<i>Adopted</i>	
<i>Revised</i>	

**A. INTERIM RFA FINANCES**

]

1. Commencing on the Effective Date, the operation and administration of the RFA shall be funded by the following:
  - 1.1 Tax levies of the RFA; provided, however, that if the Effective Date is either January 1 or July 1 of 2019, the RFA will not be entitled to collect taxes until 2020;
  - 1.2 Tax levies of the District (including fire levy pursuant to RCW 52.16.130, .140 and .160);
  - 1.3 District EMS levy revenues collected pursuant to RCW 84.52.069, until such time as the RFA begins collecting revenues on its own EMS levy;
  - 1.4 Service contract revenues from the District (described in Section 4.A.2);
  - 1.5 All other revenue received by the District;
  - 1.6 The City will contribute to the RFA (i) the funds budgeted for fire department services in the adopted budget of the City and (ii) all EMS levy revenues until such time as the RFA begins collecting revenues on its own EMS levy.

**B. RFA REVENUES**

Policy Issue: The RFA Plan needs to establish the fire levy maximum rate authorized, and whether a fire benefit charge will be part of the initial funding structure or simply retained for future possible use.

Text below can be revised; as initially drafted, it calls for no fire benefit charge being imposed initially.

1. **Tax Levies.** The RFA shall be authorized to levy and collect taxes in accordance with RCW 52.26.050(1)(b) at the initial tax levy rate of \$ \_\_\_\_\_ per thousand of assessed valuation. [Note: Maximum rate allowed is \$1.50]
2. **Fire Benefit Charge.** The Plan does not authorize the implementation of a fire benefit charge under RCW 52.26.050(a), but the Governing Board may, in the future, seek voter approval of a fire benefit charge consistent with the requirements of RCW 52.26.180 through RCW 52.26.270. If a fire benefit charge is imposed, the RFA’s tax maximum fire levy will be reduced to \$1.00 per thousand of assessed valuation in accordance with RCW 52.26.240. [Unknown if Committee will propose a FBC]
3. **EMS Levy.** The Plan does not include an EMS levy under RCW 84.52.069, but the Governing Board may, in the future, seek voter approval of an EMS levy consistent with the requirements of RCW 84.52.069. If the RFA levies an EMS levy, such levy will replace the District’s and City’s EMS levies. [City and District EMS levies are both

permanent & will continue until and unless replaced by an RFA EMS levy which must be approved by RFA voters.]

Policy Issue: For so long as the RFA is relying upon the local City and District EMS levies, should the Plan confirm the rates of those levies (continue the current levy rate equivalency commitment)? The language below commits both jurisdictions to continuing to levy at the maximum rate allowed by law.

**3.1 Equivalence of City and District EMS Levies.** For so long as the City and District continue to levy their permanent EMS levies, they each commit to transfer funds in amount equivalent to the amount that would be collected if the EMS levy were imposed at the maximum rate allowed by law.

4. **Service Contracts.** To the extent permitted by law, the RFA Governing Board shall have the authority to pursue and contract with agencies and entities exempt from property taxes in accordance with RCW 52.30.020 and related statutes.
5. **Fire Impact and Mitigation Fees.** The RFA may enter into interlocal agreements with Snohomish County and/or the City of Marysville and other cities to collect such fees.
6. **Transport Fees.** The RFA Board will charge and collect transport fees in accordance with policies adopted by the RFA Governing Board.
7. **Additional Revenue Options.** The RFA Governing Board shall have the authority to pursue, subject to any applicable statutory voter approval requirements and the RFA Plan Amendment, if required, all additional revenue sources authorized by law including, but not limited to, revenue sources specifically identified in Title 52 RCW and Title 84 RCW that are not otherwise addressed in chapter 52.26 RCW.

### C. TRANSFER OF ASSETS

1. **District Assets.** On the Effective Date, the District shall immediately transfer any remaining and future assets to the RFA. Such assets shall include all real property (**Appendix C**), apparatus and vehicles (**Appendix D**) and personal property, including but not limited to fund balances, furniture, office equipment, reports, documents, surveys, books, records, files, papers, or written material owned by or in the possession of the District.

**1.1 Reserve Funds.** On the effective Date, the District shall transfer the following reserve funds to the RFA:

- a) Snohomish County Fire District No. 12 Expense Fund 780-70
- b) Snohomish County Fire District No. 12 Reserve Fund 780-73.

2. **City Assets.** On the Effective Date, the City shall immediately transfer to the RFA the following assets:

Policy issue: How to handle use of Station 61 by the RFA. Lease or sale? Terms under discussion now.

- 2.1. Unless otherwise specified herein, no City funds shall be transferred to the RFA.
- 2.2. All reports, documents, surveys, books, records, files, papers, or written material used by the City to carry out the fire protection and emergency services powers, functions, and duties of the City that are owned by or in the possession of the City.
- 2.3. City water systems including fire hydrants and related appurtenances shall not be transferred and shall remain City property.
3. **Jointly Held Property.** On the Effective Date, the District and City shall immediately transfer any jointly held remaining and future assets to the RFA. Such assets shall include all real property (**Appendix C**), apparatus and vehicles (**Appendix D**) and personal property, including but not limited to fund balances, furniture, office equipment, reports, documents, surveys, books, records, files, papers, or written material owned by or in the possession of the joint operation.
4. **Reserve Funds.** On the effective Date, the District shall transfer the following reserve funds to the RFA:
  - 4.1 Marysville Fire District Expense Fund 781-70
  - 4.2 Marysville Fire District – Apparatus Replacement Fund 781-72
  - 4.3 Marysville Fire District – Reserve/Capital Fund 781-73
5. **Condition of Assets.** All assets transferred by either Participating Jurisdiction based on the Plan and any subsequent agreements shall be transferred on an “as is/where is” condition.
6. **Determination.** Except as otherwise provided in this RFA Plan, whenever any question arises as to the transfer of any funds, books, documents, records, papers, files, equipment, or other tangible property used or held in the exercise of the powers and the performance of the duties and functions transferred, the governing body of the Participating Jurisdiction owning such assets shall make a determination as to the proper allocation.

#### D. LIABILITIES

1. On the Effective date, the RFA shall assume all outstanding liabilities of the District.
2. **LEOFF 1 Retired Medical.** The City has no obligations under LOEFF 1 retiree medical care for current or prior fire employees. District rights and obligations under LOEFF 1 retiree medical shall be transferred to the RFA upon the Effective Date, including the Long-Term Care policies maintained by the District.
3. **Future District Expenses.** All future costs incurred by the District on and after the Effective Date shall be the responsibility of the RFA.

#### RFA SECTION 6 PLAN REVISION DISPOSITION:

The **FUNDING AND FINANCE** section of the **RFA Plan** is subject to amendment or revision by majority vote of the Governing Board except when voter approval is required by statute.

<b>SECTION 7</b>	<b>ORGANIZATIONAL STRUCTURE: PERSONNEL &amp; ADMINISTRATION</b>
<i>Revision</i>	The <b>ORGANIZATIONAL STRUCTURE: PERSONNEL &amp; ADMINISTRATION</b> section of the <b>RFA Plan</b> is subject to amendment by a majority vote of the RFA Governing Board.
<i>Adopted</i>	
<i>Revised</i>	

**A. ORGANIZATIONAL STRUCTURE**

- 1. Organizational Chart.** The RFA shall be initially organized as provided in **Appendix B** of the RFA Plan; provided, however, that after the Effective Date, the Fire Chief shall have authority to adjust the Organizational Chart as necessary to improve service delivery without amending the RFA Plan.

**B. PERSONNEL**

- 1. Fire Chief.** On the Effective Date, the Fire Chief of the District shall serve as the Fire Chief of the RFA. The Fire Chief shall at all times be appointed and serve at the pleasure of the Governing Board.
- 2. Personnel.** The existing personnel of the District shall transfer to the RFA to fulfill assigned duties as outlined in the organizational structure in Appendix B. All District personnel shall be transferred on the Effective Date at their current rank, grade and seniority.

**2.1** Until such time as the RFA collects its own fire levy under RCW 52.26.140 (1) (a)-(c), the RFA will contract with the District for the services of one full-time, paid employee as required by RCW 52.26.140(1)(c). **[Legal review pending]**

- 3. Agreements.** All current employee agreements, collective bargaining unit agreements, outstanding labor issues, personal service contracts, and any other contracts or agreements pertaining to work, duties, services or employment with the District shall be transferred over with all personnel on the Effective Date.

**C. ADMINISTRATION**

- 1. Administration.** All current administrative and business functions, agreements, documents, operations, and policies and procedures from the Marysville Fire District shall transfer over to the RFA unless otherwise noted in this Plan.
- 2. Provision of Information Technology Services.**

Policy decision whether, and under what terms, the City should provide IT services to the RFA, as it currently does for the Marysville Fire District (and District.)

3. **Seamless Transition.** Unless otherwise noted in the RFA Plan, the transfer of authority and the administration and management of the RFA shall be seamless and shall initially model the current administrative and management components of the Marysville Fire District.

The **ORGANIZATIONAL STRUCTURE: PERSONNEL & ADMINISTRATION** section of The RFA Plan is subject to amendment by a majority vote of the RFA Governing Board.

<b>SECTION 8</b>	<b>OPERATIONS AND SERVICES</b>
<i>Revision</i>	The <b>OPERATIONS AND SERVICES</b> section of the <b>RFA Plan</b> is subject to amendment by a majority vote of the RFA Governing Board.
<i>Adopted</i>	
<i>Revised</i>	

**A. FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES**

1. All current operational and service delivery aspects of the Marysville Fire District, and the District, including ambulance transports, shall be transferred to the RFA on the Effective Date.
2. Current staffing models, deployment standards, field operations, command staffing, and operational policies and procedures of the Marysville Fire District shall be transferred to the RFA and continued at the current level of service on the Effective Date. As such, services, levels of service, standards of coverage, development standards and customer expectations of each Participating Jurisdiction on the Effective Date shall remain unaffected.
3. All current automatic aid and mutual aid agreements, all interlocal agreements and contractual services agreements, documents, or memorandums currently in place with the City, the Marysville Fire District, and the District shall be transferred to the RFA on the Effective Date to provide continuous, seamless readiness and emergency services coverage.

**B. FIRE MARSHAL/INSPECTION SERVICES.**

Policy issue: Will the City contract with the RFA for provision of fire marshal and inspection services (currently performed by 3 FTEs) and if so, the terms and conditions of that will need to be negotiated as part of the transition plan if the RFA is approved by voters.

1. Existing Service Providers:
  - 1.1. The City of Marysville, through the Marysville Fire District currently provides Fire Marshal and Inspection Services (“Fire Marshal Services”) pursuant to RCW 19.27.050 within the boundaries of the City of Marysville:
  - 1.2. Snohomish County currently provides Fire Marshal Services within the District.
2. Fire Marshal Service Providers on Effective Date:
  - 2.1. On the Effective Date, Fire Marshal Services within the boundaries of the RFA shall be provided as follows:
    - a. Within the City Marysville: The RFA will provide Fire Marshal Services to the City of Marysville pursuant to an interlocal agreement which compensates the

RFA for agreed to services. [Policy issue]

- b. Within unincorporated Snohomish County: Snohomish County shall provide Fire Marshal Services
- c. The RFA may provide Fire Marshal and inspection services to another local municipal jurisdiction through an interlocal agreement

### **C. EMERGENCY MANAGEMENT SERVICES**

#### **1. Existing Service Providers:**

- 1.1. The City of Marysville provides Emergency Management Services within the boundaries of the City of Marysville.
- 1.2. Snohomish County DEM currently provides Emergency Management Services within the District.

#### **2. Emergency Management Services on Effective Date:**

- 2.1. On the Effective Date, Emergency Management Services within the boundaries of the RFA shall be provided as follows:
  - a. Within the City of Marysville: City of Marysville staff will provide emergency management services within the city.
  - b. Within unincorporated Snohomish County: Snohomish County Department of Emergency Management shall remain the provider of Emergency Management Services.

### **D. PUBLIC EDUCATION SERVICES**

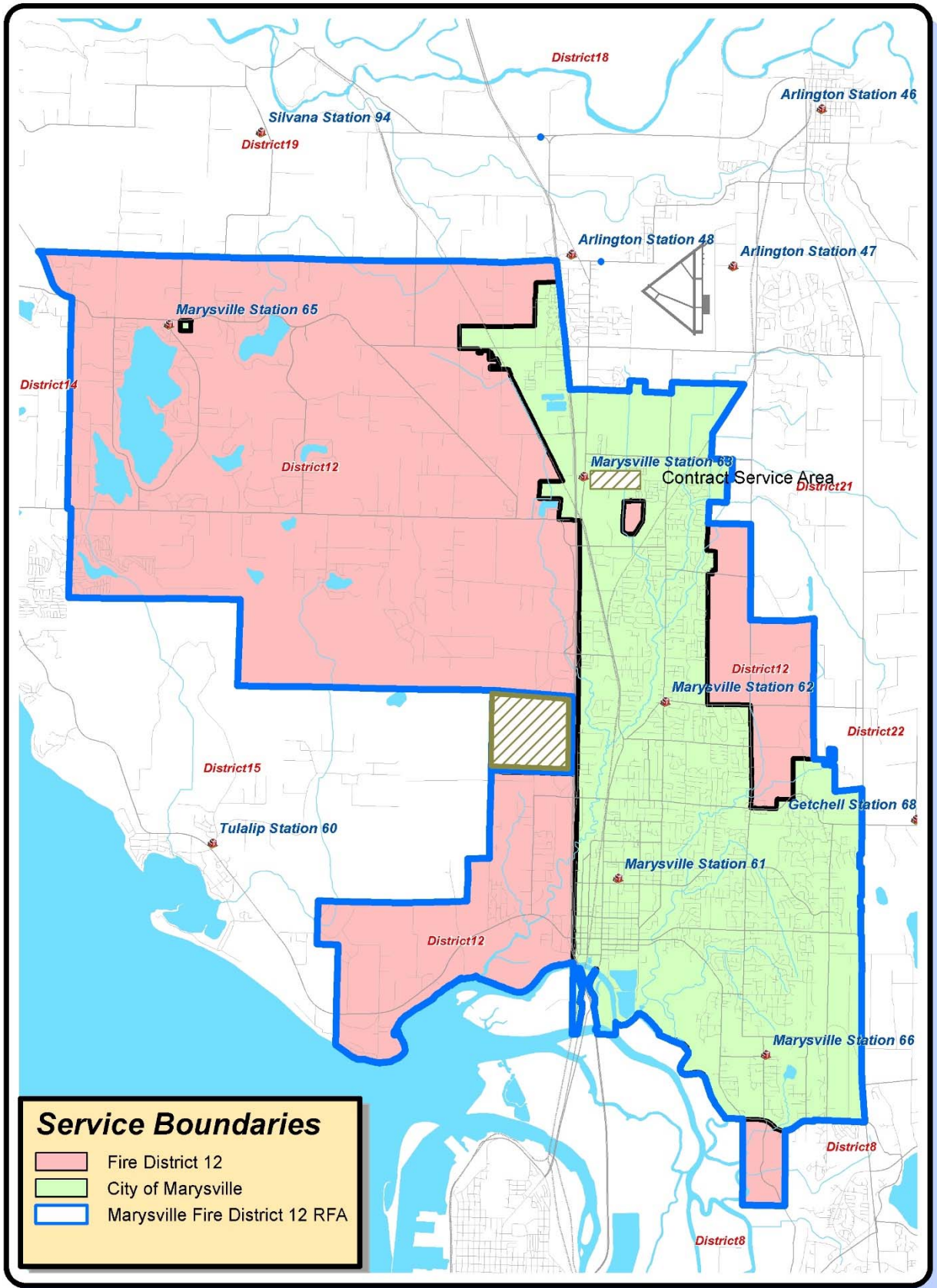
- 1. On the Effective Date of the creation of the RFA, the RFA shall provide Public Education Services throughout the jurisdiction of the RFA and its service area.

### **RFA SECTION 8 PLAN REVISION DISPOSITION:**

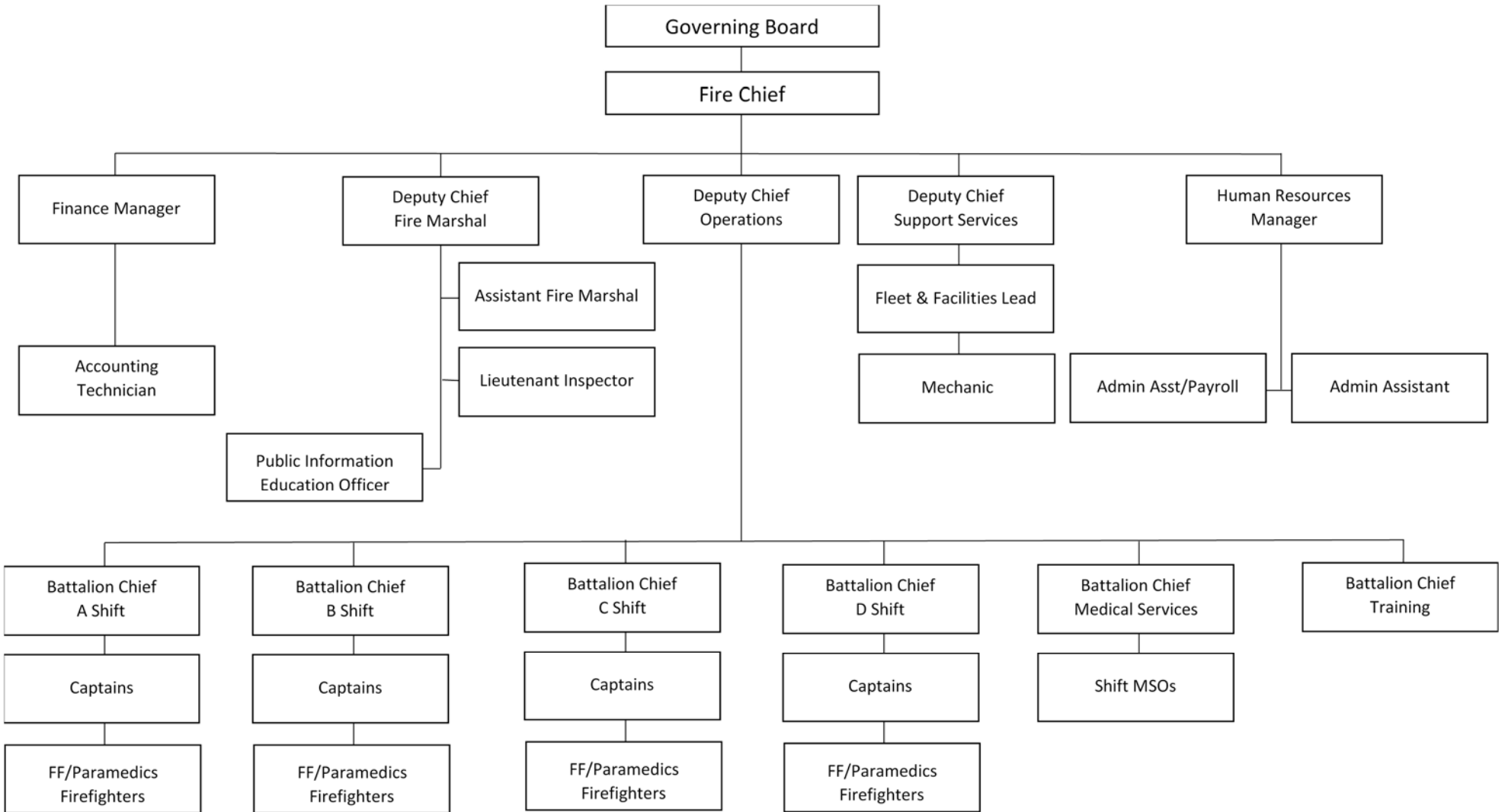
The **OPERATIONS AND SERVICES** section of the **RFA Plan** is subject to amendment by a majority vote of the RFA Governing Board.



### Appendix A Jurisdictional Boundaries



### Appendix B Organization Chart



## Appendix C Real Property

JOINTLY OWNED PROPERTY – ACQUIRED UNDER MFD ILA				
FACILITY	YEAR BUILT	ADDRESS	LAND Acres	BUILDING SF
Station 62	2002	10701 Shoultes Rd, Marysville 98271	1.42	11,926
Station 66	2009	7217 40 <sup>th</sup> St NE, Marysville 98270	3.49	10,965
Admin Bldg	1983	1094 Cedar Ave, Marysville 98270	0.56	4,310
St. 65 Rental House	1981	4216 175th Pl NW, Stanwood 98292	0.17	930

CITY OF MARYSVILLE				
FACILITY	YEAR BUILT	ADDRESS	LAND Acres	BUILDING SF
Station 61	1989	1635 Grove Street, Marysville 98270	2.58	32,000 <sup>1</sup>

FIRE DISTRICT 12				
FACILITY	YEAR BUILT	ADDRESS	LAND Acres	BUILDING SF
Station 63	1964	14716 Smokey Pt Blvd, Marysville 98271	1.16	4,981
Station 65	1963	17500 E Lk Goodwin Rd, Stanwood 98292	0.33	7,332
Maintenance Shop	1974	5100 108 <sup>th</sup> St. NE, Marysville 98271	0.94	4,306
Storage – St. 64	1978	15105 10 <sup>th</sup> Dr. NW, Marysville 98271	1.30	1,600
Vacant Property	N/A	45 Degree Rd, Arlington 98223	0.89	N/A

<sup>1</sup> Public Safety Center including Police, Jail, Fire. Square footage obtained from 1992 Use Agreement between City of Marysville and Fire District 12; Fire utilizes approximately 13,288 sq. ft.

**Appendix D  
Personal Property – Vehicles and Apparatus**

<b>JOINTLY OWNED PROPERTY – ACQUIRED UNDER MFD ILA</b>			
<b>UNIT #</b>	<b>YEAR/MAKE/MODEL</b>	<b>LICENSE #</b>	<b>VIN #</b>
01	1997 Ford Expedition	24902D	1FMFU187VLB37621
02	2015 Chevrolet Suburban	50179D	1GNSK5KC9FR615391
03	2016 Chevrolet K2500	50182D	1GB2KUEG7GZ262558
04	2009 Chevrolet Impala	50181D	2G1WS57M191278555
05	2001 Dodge Ram	25026D	3B7KF23Z91G200966
06	2009 Chevrolet Impala	50161D	2G1WS57M591279370
09	2002 Ford Excursion	35433D	1FMNU41S22EC84539
10	2001 Chevrolet Impala	25029D	2G1WF55K519358632
11	2003 Chevrolet Suburban	47201D	3GNFK16Z23G239623
12	2007 Dodge Caravan	40138D	1D4GP24E17B251252
13	2009 Ford Escape	47202D	1FMCU93G09KB62447
14	2014 Ford Escape	50174D	1FMCU0F71FUA93811
15	2014 Ford Escape	50175D	1FMCU0F73FUA93812
21	2007 International	46483D	1HTMRAAL87H532956
22	2015 International	59468D	1HTJSSKK4FH686047
23	1998 Chevrolet K3500	48151C	1GBJK34JXWF006210
24	2001 International	25027D	1HTSLAAM11H364067
25	2001 International	25028D	1HTSLAAM71H370519
26	2003 International	37505D	1HTMRAAM93H592201
27	2006 International	75994C	1HTMRAAM76H293438
28	2006 International	75993C	1HTMRAAM56H293437
29	2010 International	52553D	1HTMRAAMOAH228049
30	2015 International	59469D	1HTJSSKK2FH686046
40	1995 Darley	31625C	4S7AT9D08SC014769
42	2006 E-One Platform	40139D	4ENGAAA8761001123
43	1995 Darley	31624C	4S7AT9D04SC014770
44	2002 H&W International	35435D	1HTMKADR82H520285
45	2017 Rosenbauer		54F2CB619HWM11906
46	2017 Rosenbauer		54F2CB610HWM11907
47	2002 H&W	25030D	4S7AT33922C040443
48	2010 E-One	93229C	4EN6AAA89A1005811
49	2010 E-One	93228C	4EN6AAA80A1005812
50	2005 Cargo Mate Trailer	39607D	5NHUTBT236T405985
60	2005 Kenworth W-900	39606D	1NKDL00X35R091577
63	1998 International	22850D	1HTSLAAMOWH598546
64	2001 Ford Ranger	39604D	1FTYR14U41TA64179
66	2003 F-550	50176D	1FDAW57P53EC35693
67	Zodiac Boat & Trailer	25098D	XF020610C898; 1CXBT1410XS903372

<b>FIRE DISTRICT 12</b>			
<b>UNIT #</b>	<b>YEAR/MAKE/MODEL</b>	<b>LICENSE #</b>	<b>VIN #</b>
61	1961 Crown		

**Marysville – FD 12 RFA Issues Outside the Scope of the Planning Document**

**v. 5.17.18**

In addition to the issues addressed specifically in the RFA Plan, there are a number of other questions/considerations for the RFA Committee

1.	<p>What is the <b>message to voters about why they should approve the RFA?</b> Is it about service improvements? Costs? Stability of funding? Other?</p> <ul style="list-style-type: none"> <li>• Related to this, what if anything will the City convey to its voters about the net tax impact of approving the creation of the RFA?</li> </ul>
2.	<p><b>Public outreach</b> is required in the development of the Plan</p> <ul style="list-style-type: none"> <li>• Staff is proposing initial outreach in September, prior to Plan being finalized</li> </ul>
3.	<p><b>Transition Plan</b></p> <ul style="list-style-type: none"> <li>• A transition plan, detailing the transfer/assignment of assets, current service contracts, etc. to occur after vote and prior to Effective Date, should be developed after the Plan is approved and before the vote, to be ready to move quickly to accomplish the transition.</li> <li>• The transition work will include developing agreements to transfer assets and assign service contract responsibility, and could include agreements related to fire marshal and inspection services, IT services, use by RFA of Station 61, etc.</li> </ul>
4.	<p><b>Financial stability over time</b></p> <ul style="list-style-type: none"> <li>• Before finalizing the plan, using whatever policy decisions are proposed, and known cost escalators and capital/equipment costs over time, the Planning Committee will want to review the outcome of the financial modelling over a multi-year (5-7 years) period, to determine ending fund balance/feasibility of operations of the RFA as a stand-alone agency over several years at the proposed funding levels.</li> </ul>