

**PRELIMINARY AGENDA  
MARYSVILLE FIRE DISTRICT  
BOARD OF DIRECTORS' MEETING  
September 17, 2025, 6 pm Station 62 / Zoom**

**1. Call to Order MFD - Flag Salute**

**2. Public Comment**

**3. MFD Consent Agenda**

- A. Approve minutes of the August 20, 2025, Regular Meeting
- B. Approve August 2025 Financial Statements
- C. Approval of September claims and Payroll:
  - i. MFD Expense Fund
    - Voucher Numbers – 250-thru-250 \$
    - Cancelled Warrant - 2231427 \$ 500.00
  - ii. Apparatus Fund
    - Voucher Numbers – 250-thru-250 \$
  - iii. Capital Fund
    - Voucher Numbers – 250 \$
  - iv. MFD Payroll (excluding benefits) \$
- D. Approval of August EMS Committee Account Recommendations
  - i. Refunds Check Numbers 4500-thru-4501 \$ 784.75
  - ii. Charity/Bankruptcy/Small Balance \$ 2,400.53
  - iii. Collections \$ 48,847.76

**4. Information Items**

- A. Communications:
- B. Committee Reports
  - i. Planning Committee:
  - ii. Personnel Committee:
  - iii. Finance Committee:

**5. Staff Business**

- A. Fire Chief Report
- B. Operations/Overtime Report
- C. Human Resources/Personnel Report
- D. Fire Prevention Report
- E. Finance Report
- F. Legal Counsel

**6. Old Business**

**7. New Business**

- A. Agenda Bill: 2026 Ambulance Transport Fee Schedule
- B. Agenda Bill: Updated Front Office Job Descriptions

**8. Call on Board**

**9. Executive Session**

- A. To review the performance of a public employee Pursuant RCW 42.30.110(1)(g)
- B. To discuss collective bargaining negotiations Pursuant RCW 42.30.140 (4)(a)

**10. Adjourn**

To listen to the meeting without providing public comment:

Join Zoom Meeting

<https://us02web.zoom.us/j/87945278606?pwd=a0VnUgYNPZCdHs3h3s8ekElfhnkmt1.1>

The Board of Directors may add and/or take action on other items not listed on the agenda.

Meeting ID: 879 4527 8606  
Passcode: 033314

**THE PUBLIC IS INVITED TO ATTEND**

**Special Needs**

*The Marysville Fire District strives to provide accessible opportunities for individuals with disabilities. Please contact the Human Resources Department, (360) 363-8510, at least five business days prior to any District meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6388 and ask the operator to dial the Marysville Fire District HR Department at (360)363-8510. For Voice Relay, please call 1-800-833-6384 and ask the operator to dial the Marysville Fire District HR Department at (360)363-8510.*

**MARYSVILLE FIRE DISTRICT  
BOARD OF DIRECTORS' MEETING  
August 20, 2025 – 6 pm – MFD St. 62 / Zoom**

***CALL TO ORDER***

Chairperson Muller called the MFD meeting to order and led the flag salute at 6 pm.

***PUBLIC COMMENT***

**Chairperson Muller called for public comment.**

Kate Shepard, Local 3219 President shared the following:

- Requested the Board reinstate the Local 3219 Report to the official monthly Board Meeting agenda.
- Shared the contributions of the Local on the passing of the fire levy. Starting in June, local 3219's Fire Levy Committee met multiple times, developed a \$20K budget, created a strategic plan, and actively worked 75 hours on a community outreach program.
- Local 3219's messaging promised to the public was that we would add additional staffing to our line in the form of additional firefighters to provide expeditious care, appropriate level of transports, and advanced professional life saving services.

**The following were in attendance:**

**Board of Directors:**

Steve Muller  
Kamille Norton  
Michael Stevens  
Tonya Christoffersen  
Mark James  
Rick Ross

**Staff Members:**

**Guests:**

Ned Vander Pol, Fire Chief  
Jeff Cole, Assistant Chief  
Tom Maloney, Assistant Chief  
Jennette Nielson, Deputy Chief  
Chelsie McInnis, Finance Director  
Steve Edin, Human Resource Director  
Mike Davis, IT Manager  
Paula DeSanctis, Administrative Assistant

***MFD CONSENT AGENDA***

- A. Approve minutes of July 16, 2025, Regular Meeting
- B. Approve July 2025 Financial Statements
- C. Approval of August Claims and Payroll:

i. MFD Expense Fund		
Voucher Numbers <u>250803207-thru-250803207</u>	\$	303,020.59
ii. Apparatus Fund		
Voucher Numbers <u>250802001-thru-250802025</u>	\$	350,483.34
iii. Capital Fund		
Voucher Numbers <u>250801001</u>	\$	2,612.50
iv. MFD Payroll (excluding benefits)	\$	1,665,018.70
D. Approval of May EMS Committee Account Recommendations		
Refunds – Check Numbers 4494-thru-4499	\$	1,927.91
Chairity/Bankruptcy/Small Balance	\$	920.77
Collections	\$	30,171.70
<b>Motion:</b>	To approve the MFD Consent Agenda	
<b>Made By:</b>	Ross	
<b>Seconded By:</b>	James	
<b>Action:</b>	PASSED unanimously	

## ***INFORMATION ITEMS***

**Communications:** Chief Vander Pol shared a letter of appreciation for our crew efficiency and kindness when responding to a water leak at the Opera House.

Quil Ceda Creek Casino gave a special thank you to Marysville Fire crews' quick response to water flow activated by a fire. Crews had them back in service within a couple hours.

## ***COMMITTEE REPORTS***

**Planning Committee:** Chairperson Muller shared there may be an opportunity at a new site across from Station 63; the owner is motivated to sell. Chief shared the architect is also taking a look at the feasibility of building on the existing Station 63 parcel.

**Personnel Committee:** Captain interviews were conducted last week. Elliott Lauritzen was promoted to Captain and Christopher McAulliffe has been temporarily promoted to Captain while Captain Patrick Woolcok attends the academy as a training Officer.

**Finance Committee:** Will meet on September 23, 2025.

## ***STAFF BUSINESS***

**Fire Chief Report:** Chief Vander Pol reported the following:

- There is discussion region wide on creating a training alliance. Combining training resources and operating together moving forward.
- Fire Stats put out a new toolbox on their incident reporting dashboard allowing us to pull information specific areas on incident analysis.
- A neighboring District has voiced concern about the imbalance in mutual aid given to the Soper Hill Optum location. Staff will work on recommendations for future planning.

**Operations Report:** Chief Cole reported the following:

- The two new engines are expected to leave E-One soon. We will be picking up four aid/medic units on September 3 and 4, 2025.
- Ladder 62 was damaged during a training evaluation; a light pole was hit causing significant damage. We will be sending the unit back to Yakima for repairs.
- The Haas alert system will be going into service in all our apparatus. This includes responder to responder alert and vehicle to responder alert.

- Participated with Sno Com, Marysville Police, and other police agencies operating a real time intelligence center with drones.

**Overtime Report:**

July 2025	Dollars	Total Hours	Sick Leave Used
Full-time	\$ 221,112.62	2,499.42	2,291.00
<b>Month Total</b>	<b>\$ 221,112.62</b>	<b>\$ 2,499.42</b>	<b>\$ 2,291.00</b>
YTD Totals	\$ 1,398,231.11	\$ 17,127.59	\$ 14,207.35

**Human Resources/Personnel Report:** Human Resources Director Edin reported the following:

- We have five off on intermittent FMLA, three off on short-term disability, one off on leave without pay until November, and one on light duty.
- Driver/Operator testing was today with eleven candidates.
- Our five new hires will attend the September academy.
- We have one new hire in background checks.

**Fire Prevention Report:** Fire Marshal Maloney reported the following:

- The Quil Ceda Creek Casino fire was started by a Dyson battery left plugged in. Sprinklers extinguished the fire. The rebuilding of the Casino would be \$49M dollars, the estimated loss was \$175K. Crew stayed and vacuumed up all the water getting them back open withing a couple hours.
- We have had four sprinkler activations this year, protecting a total assessed value of \$98M with estimated losses of \$424K or 5% of the total value.

**Finance Report:** Finance Director McInnis reported the following:

- EMS Committee reviewed 2026 ambulance transport rates with the new 2.3% CPI rate. The 2026 transport rate fee schedule will be brought to the board at next month's meeting for approval. We must publish our transport rate with the Washington Office of Insurance Commissioner annually before November 1.
- Budget request deadline is August 29, 2025. About half have been submitted including payroll budget for wages and benefits.
- The County Canvassing Committee confirmed our official results of the levy passing with 64.02%. Levy fund collection will begin next year.

**Legal Counsel Report:** District Attorney Noel Treat was absent from tonight's meeting.

**OLD BUSINESS**

None

**NEW BUSINESS**

**Agenda Bill: Sno Co Financial Services Contract – Accounts Payable Termination**

Finance Director McInnis shared that staff is recommending we terminate the Accounts Payable portion of our contract with the County while retaining the Payroll Services currently being provided. Our systems are now at capacity to perform the accounts payable functions in-house as well as the necessary tax reporting requirements. If approved, the new process would take effect for all invoices paid after January 1, 2026.

**Motion:** To approve the termination of the Snohomish County Financial Services Contract for Accounts Payable Services effective 12/31/2025  
**Made By:** Ross  
**Seconded By:** Christoffersen  
**Action:** PASSED unanimously

### ***CALL ON BOARD***

**Ross** – Thanked staff for the story post about our mechanics who saved the day with a downed engine. Thanked Director McInnis for her preparation for all meetings.

**James** – Thanked the crews who transported his dad. They did a great job and were very professional.

**Stevens** – Thank you and great job to everyone for their efforts with the levy passing.

**Christoffersen** – Happy the levy passed. Great to be a part of a team that works together.

**Norton** – Nothing to report.

**Muller** – Thanked Local President Shepard for the Locals hard work towards the levy passing. Sorry to hear about the new ladder truck being out of service. Good to see the face of the district in the media.

### ***EXECUTIVE SESSION***

Chairperson Muller called for a 10-minute executive session at 6:30 pm for the following:

- To discuss with legal counsel pending litigation pursuant RCW 42.30.110(1)(i)
- To discuss collective bargaining negotiations Pursuant RCW 42.30.140(4)(a)

We will return to open public meeting at 6:45 pm.

Chairperson Muller called for a 10-minute extension at 6:55 pm to return at 7:05 pm.

Chairperson Muller called for a 5-minute extension at 7:05 pm to return at 7:10 pm.

### ***RECONVENE***

The open public meeting was reconvened at 7:10 pm.

### ***ADJOURNMENT***

Chairperson Muller called for a motion to adjourn the August 20, 2025, regular meeting.

**Motion:** To adjourn the August 20, 2025, regular meeting  
**Made By:** Norton  
**Seconded By:** Stevens  
**Action:** PASSED unanimously

With no further action required the August 20, 2025, regular meeting at 7:12 pm.

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Ned Vander Pol  
District Secretary

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Date approved



## Fire Prevention Report

Prepared by: Thomas Maloney, Assistant Chief/Fire Marshal

September 17, 2025

- The total fire loss for 2025:  
We responded to 23 fire incidents that were investigated to date in 2025. The total estimated property pre-fire value is over \$107.7 million, with an estimated fire loss of over \$1.7million.
- Continue to work with Community Development on Middle Housing. We met with the Master Builders on private drive widths with discussion around townhomes and single family. Our meetings have been very productive, and it has been great to have a coordinated approach.
- FMO staff working with First Due on hydrant inspections and this is delayed further. We have heard back from First Due and are now waiting for their solution.

### 2025 Inspections

FMO Annual Business Inspection by Quarter 07/31/2025			
Q1	FM62	FM63	FM64
Complete	35	96	74
Assigned	36	113	84
% Complete	97%	85%	88%
Q2			
Complete	10	36	1
Assigned	11	48	53
% Complete	91%	75%	2%
Q3			
Complete	13	1	0
Assigned	19	65	78
% Complete	68%	2%	0%
Q4			
Complete			
Assigned	2	16	38
% Complete			

## 2025 - Monthly Inspection Report Through 9-4-2025

			A Shift Vander Veen	B Shift Pierce	C Shift Hopp	D Shift Carbary
61	Q1	Complete	6	19	21	15
		Total Assigned	27	23	23	17
		% Done	22%	83%	91%	88%
	Q2	Complete	0	18	0	16
		Total Assigned	25	25	22	25
		% Done	0%	72%	0%	64%
	Q3	Complete	0	4	0	0
		Total Assigned	23	25	26	25
		% Done	0%	16%	0%	0%
	Q4	Complete				
		Total Assigned	18	22	20	25
		% Done	0%	0%	0%	0%
			A Shift Neyens	B Shift Cook	C Shift Eagle	D Shift Woolcock
63	Q1	Complete	0	9	13	9
		Total Assigned	10	10	15	10
		% Done	0%	90%	87%	90%
	Q2	Complete	12	4	0	10
		Total Assigned	12	13	17	10
		% Done	100%	31%	0%	100%
	Q3	Complete	7	0	0	0
		Total Assigned	18	10	12	14
		% Done	39%	0%	0%	0%
	Q4	Complete				
		Total Assigned	9	14	10	12
		% Done	0%	0%	0%	0%

			A Shift Campbell	B Shift Burlingame	C Shift Tucker Je	D Shift McGowan
62	Q1	Complete	11	11	12	10
		Total Assigned	12	11	12	13
		% Done	92%	100%	100%	77%
	Q2	Complete	11	12	0	11
		Total Assigned	12	12	13	14
		% Done	92%	100%	0%	79%
	Q3	Complete	11	0	0	0
		Total Assigned	13	13	10	12
		% Done	85%	0%	0%	0%
	Q4	Complete				
		Total Assigned	9	13	11	11
		% Done	0%	0%	0%	0%
			A Shift Brooke*	B Shift Kuehn	C Shift Bailey	D Shift Williamson
66	Q1	Complete	8	8	11	11
		Total Assigned	12	8	14	11
		% Done	67%	100%	79%	100%
	Q2	Complete	0	15	12	10
		Total Assigned	12	15	14	10
		% Done	0%	100%	86%	100%
	Q3	Complete	8	0	10	10
		Total Assigned	15	8	12	14
		% Done	53%	0%	83%	71%
	Q4	Complete				
		Total Assigned	10	11	9	11
		% Done	0%	0%	0%	0%

Q1 Summary	
A Shift	45%
B Shift	93%
C Shift	89%
D Shift	89%

Q2 Summary	
A Shift	48%
B Shift	76%
C Shift	21%
D Shift	86%

Q3 Summary	
A Shift	44%
B Shift	4%
C Shift	21%
D Shift	18%

Q4 Summary	
A Shift	0%
B Shift	0%
C Shift	0%
D Shift	0%

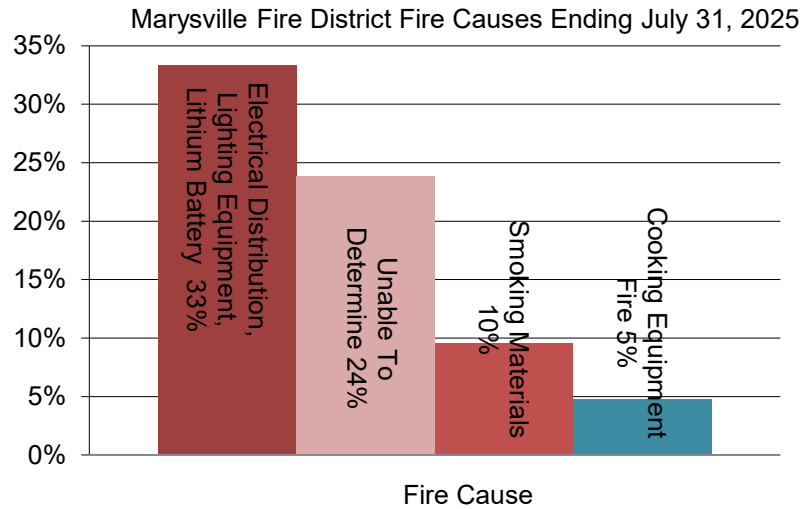
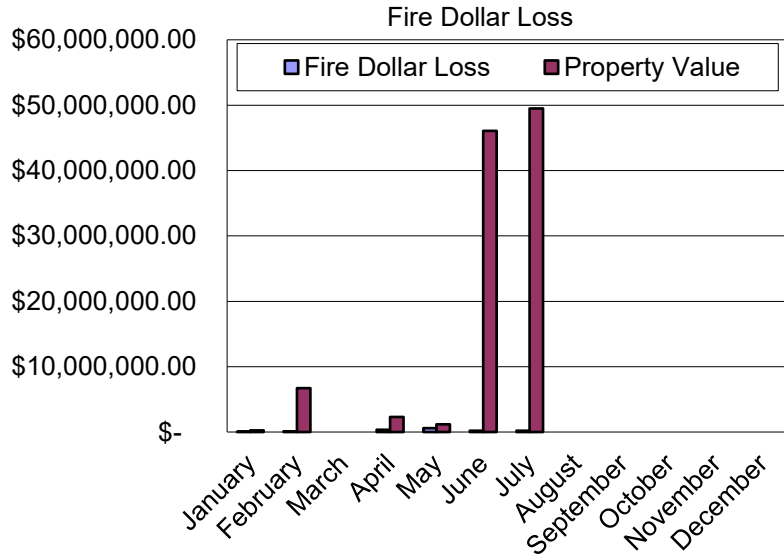
Overall Average	
A Shift	46%
B Shift	58%
C Shift	44%
D Shift	64%

Note: Inspections are not counted as complete until all Re-Inspections are also complete.

\* denotes light duty assistance



Marysville Fire District 2025 Fire Incident Totals										
Month	Total Investigations	Accidental	Incendiary	Undetermined	Residential	Commercial	Vehicle	Other	Total Property Value	Total Fire Loss
January	5	2	1	2	2	0	1	2	\$ 263,000.00	\$ 67,100.00
February	5	2	0	2	1	0	1	0	\$ 6,710,300.00	\$ 97,610.00
March	0	0	0	0	0	0	0	0	\$ -	\$ -
April	3	3	0	0	3	0	0	0	\$ 2,310,472.00	\$ 357,772.00
May	2	2	0	0	2	0	0	0	\$ 1,159,426.00	\$ 607,469.00
June	3	3	0	0	3	0	0	0	\$ 46,061,632.00	\$ 182,731.00
July	2	1	0	1	0	1	1	0	\$ 49,487,720.00	\$ 175,000.00
August	3	3	0	0	3	0	0	0	\$ 1,761,639.00	\$ 309,437.00
September										
October										
November										
December										
<b>Totals</b>	<b>23</b>	<b>16</b>	<b>1</b>	<b>5</b>	<b>14</b>	<b>1</b>	<b>3</b>	<b>2</b>	<b>\$107,754,189.00</b>	<b>\$ 1,797,119.00</b>





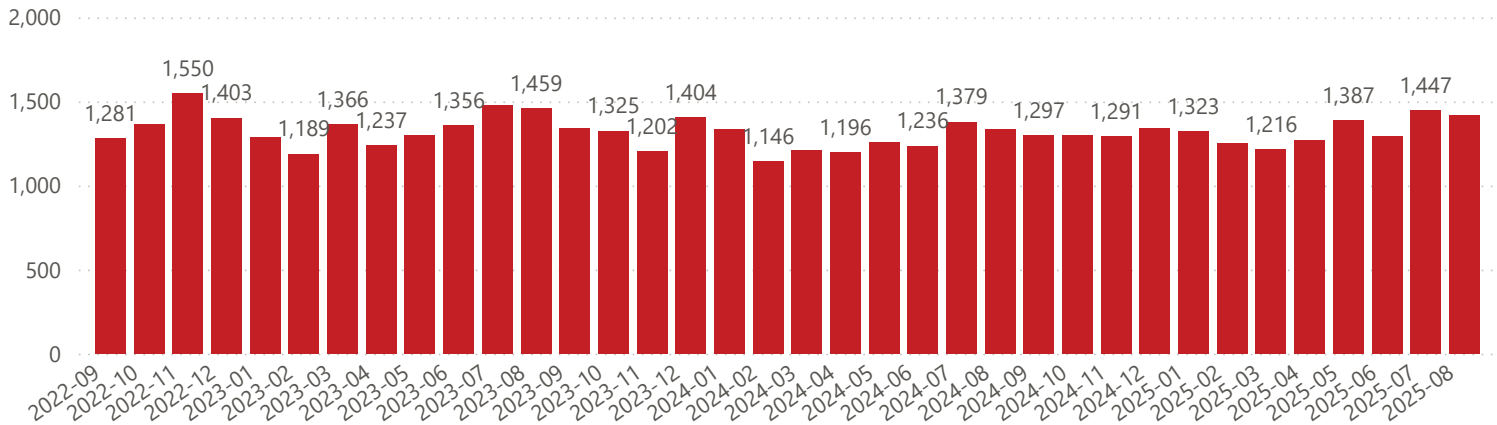
# MONTHLY **RESPONSE** STATISTICS

**August  
2025**



## Monthly Report August 2025

### Number of Incidents Over the Last 36 Months



### Average and Compliance Over The Last Month

Statistics	Average	Compliance %	Benchmark
Call Processing	00:01:18	54.57%	< 1:20
Turnout	00:01:42	70.09%	< 2:00
Travel	00:04:30	80.00%	< 6:00
Total Reflex	00:08:46	58.78%	< 8:30

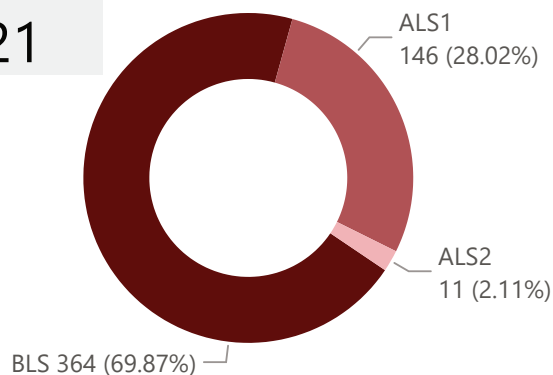
### Incidents by Call Group Over the Last Month

Incident Type	Number of Incidents	% of Total
EMS	1,141	80.47%
Service	73	5.15%
Alarm	63	4.44%
Vehicle Accident	58	4.09%
Fire - Structure	46	3.24%
Fire - Other	10	0.71%
Other	7	0.49%
Fire - Vegetation	6	0.42%
Hazardous Condition	6	0.42%
Rescue	6	0.42%
Hazmat	2	0.14%
<b>Total</b>	<b>1,418</b>	<b>100.00%</b>

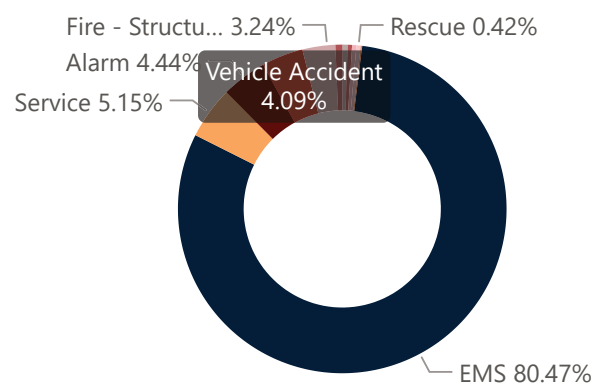
### Transport Counts BLS vs. ALS Over the Last Month

Total Count

521



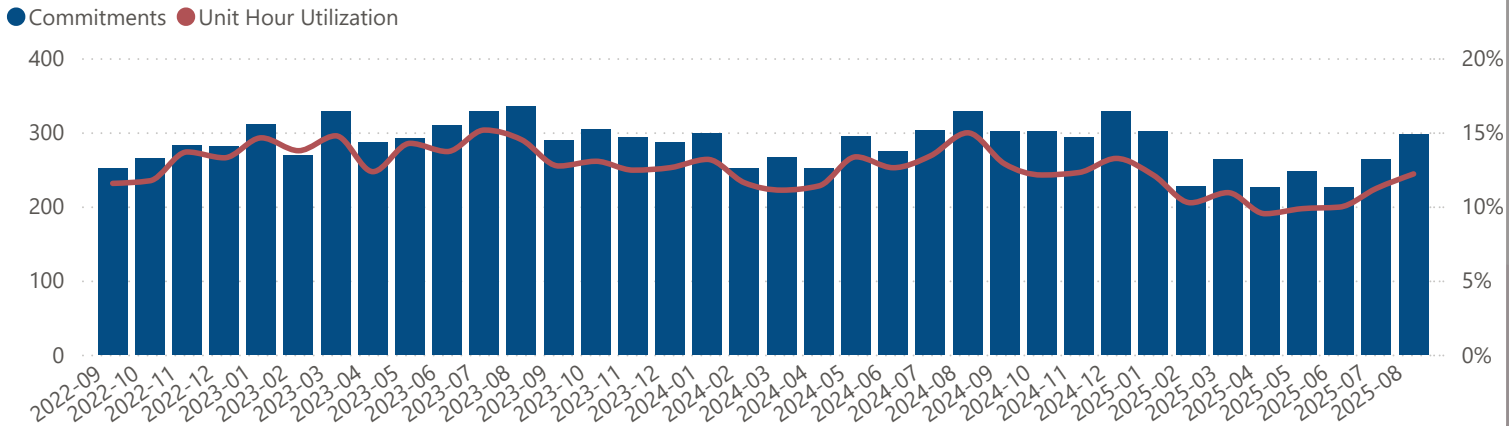
### Unique Incidents by Percentage Over the Last Month



Total Commitments by Unit - August 2025

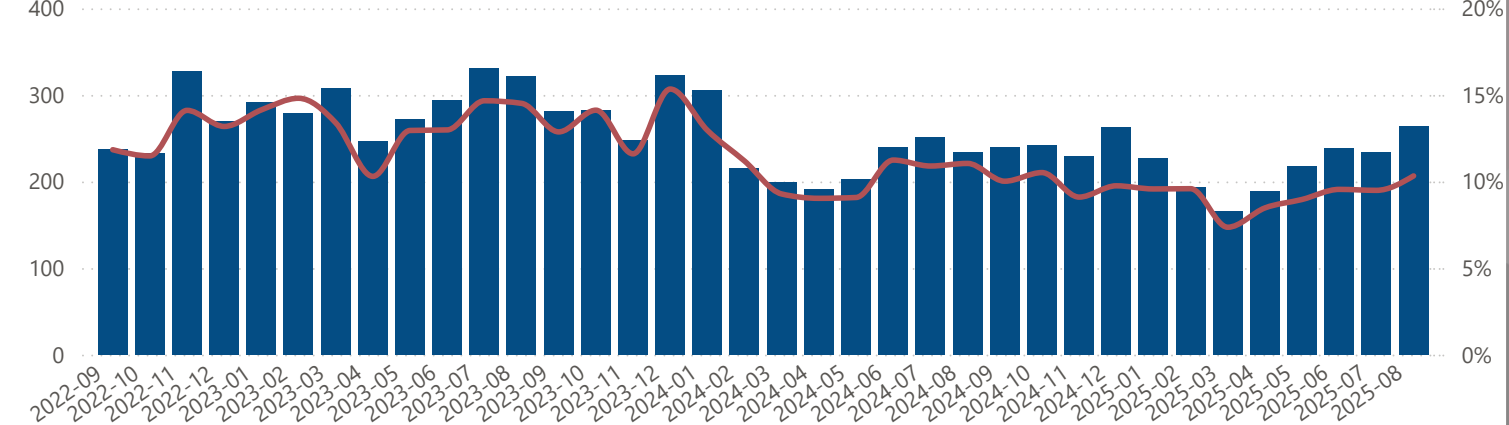
Engine E61 - Commitments and Unit Hour Utilization

Last 36 Months



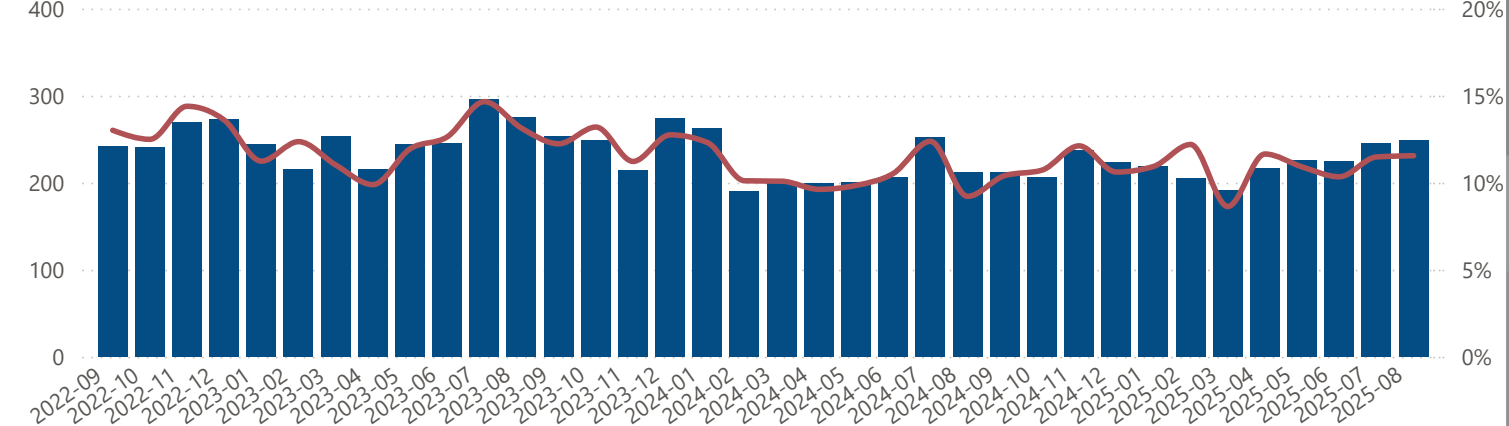
Engine E62/L62 - Commitments and Unit Hour Utilization

Last 36 Months



Engine E63 - Commitments and Unit Hour Utilization

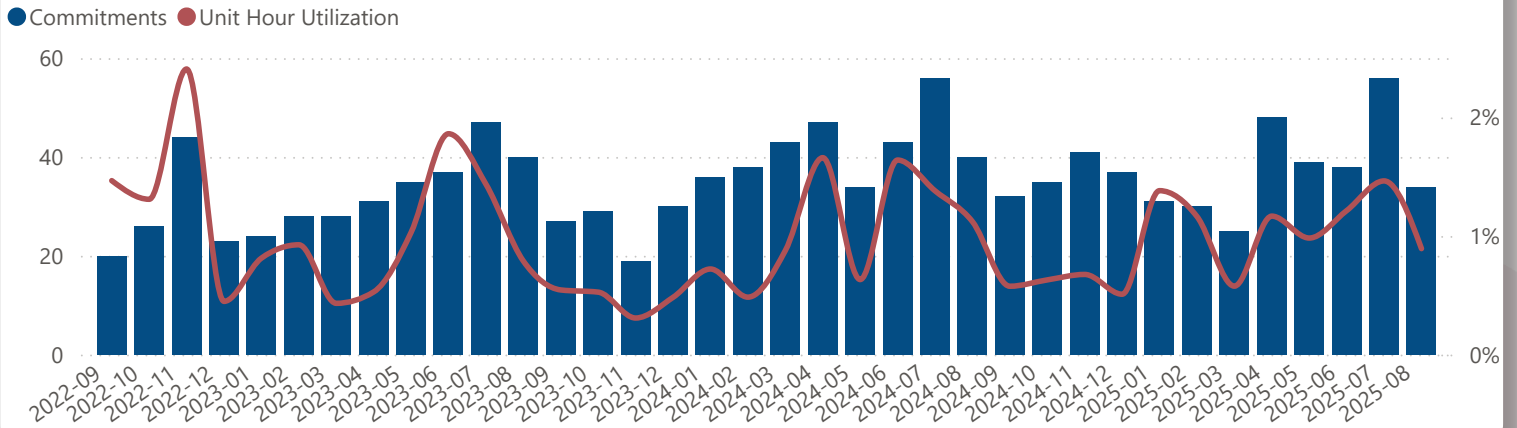
Last 36 Months



## Total Commitments by Unit - August 2025

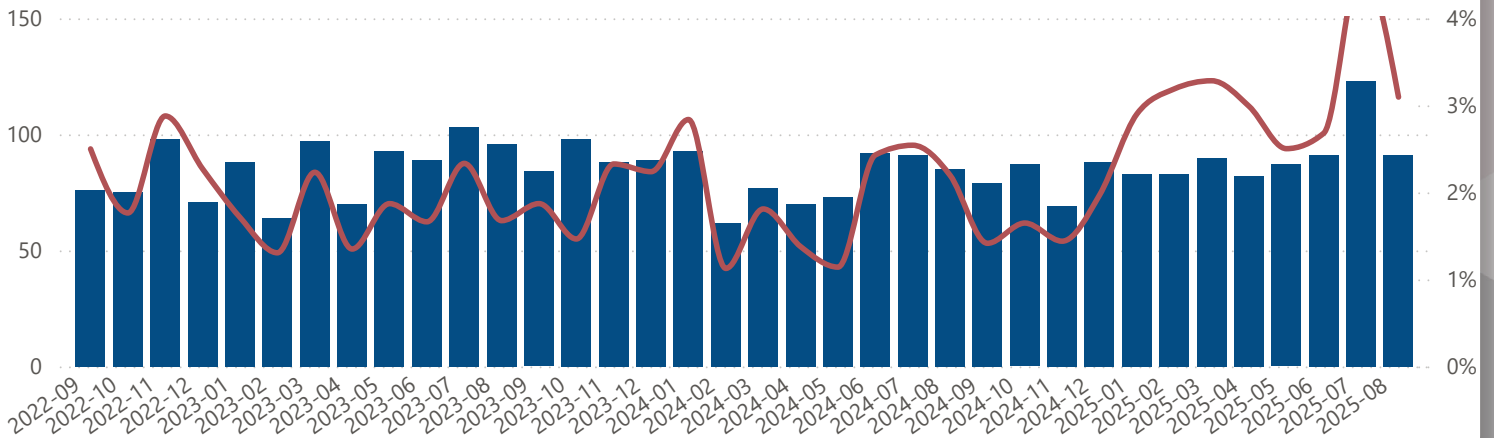
### Engine E65 - Commitments and Unit Hour Utilization

Last 36 Months



### Engine E66 - Commitments and Unit Hour Utilization

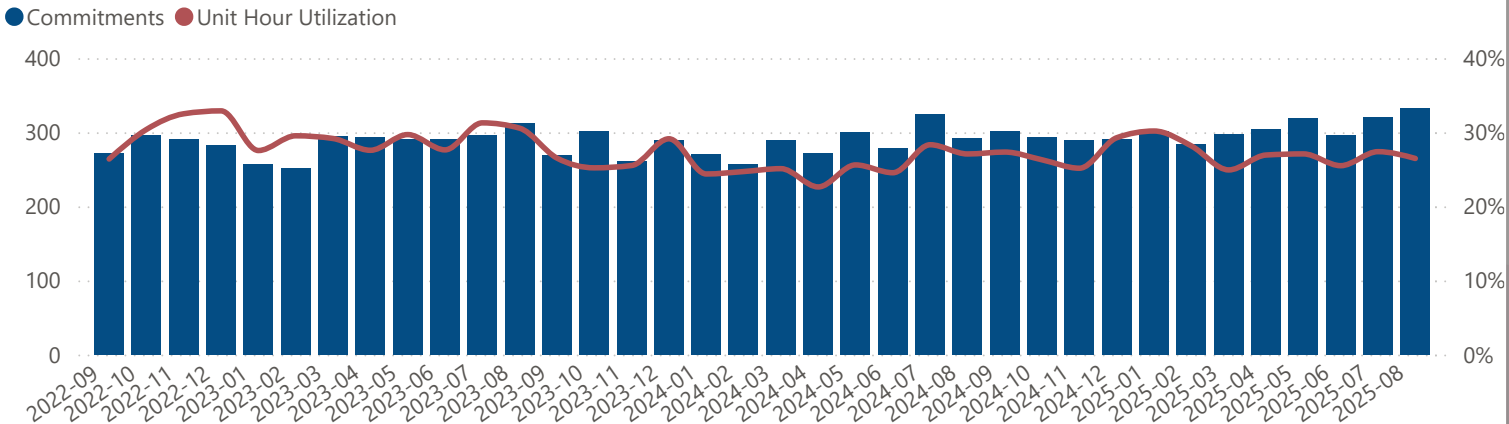
Last 36 Months



Total Commitments by Unit - August 2025

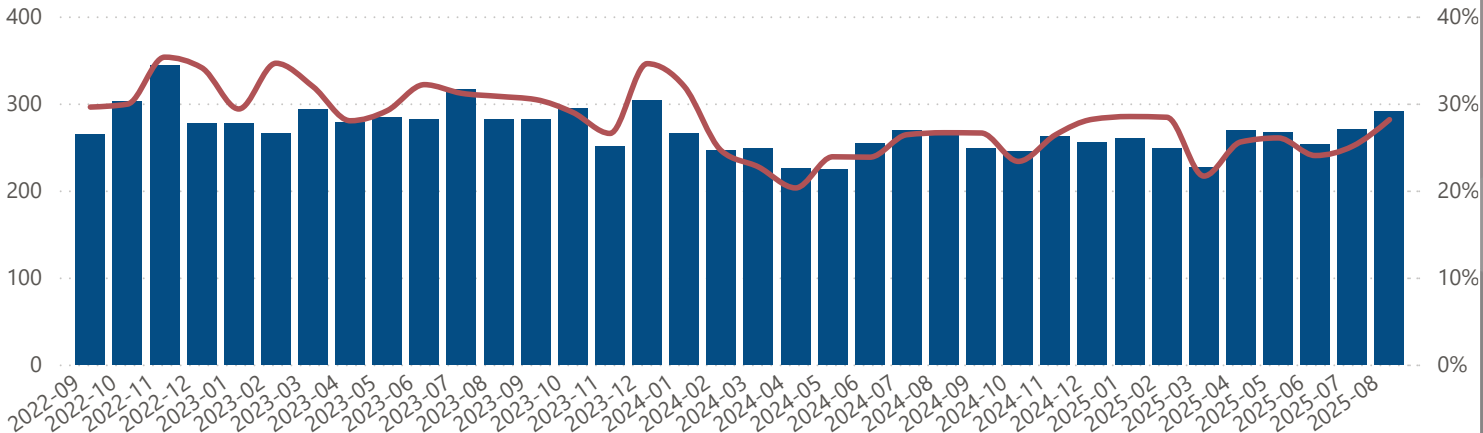
Ambulance A61 - Commitments and Unit Hour Utilization

Last 36 Months



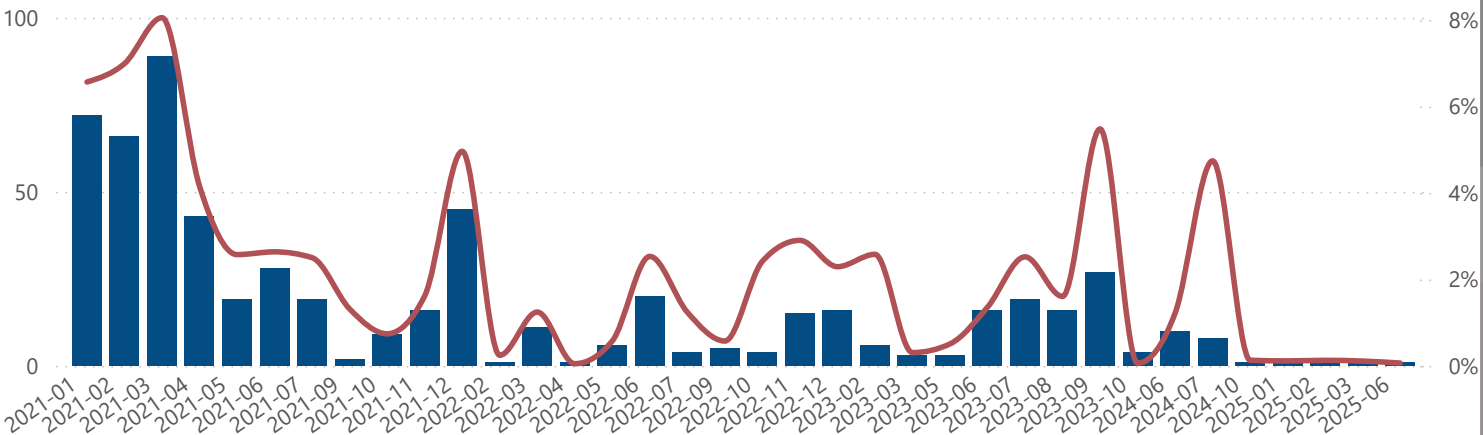
Ambulance A62 - Commitments and Unit Hour Utilization

Last 36 Months



Ambulance A62A - Commitments and Unit Hour Utilization

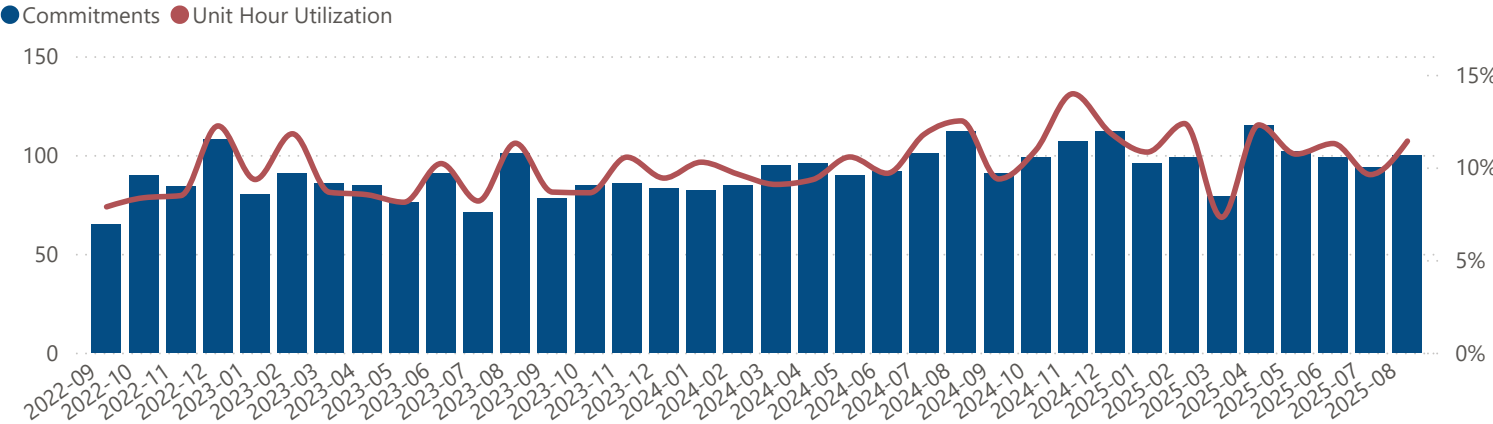
Last 36 Months



Total Commitments by Unit - August 2025

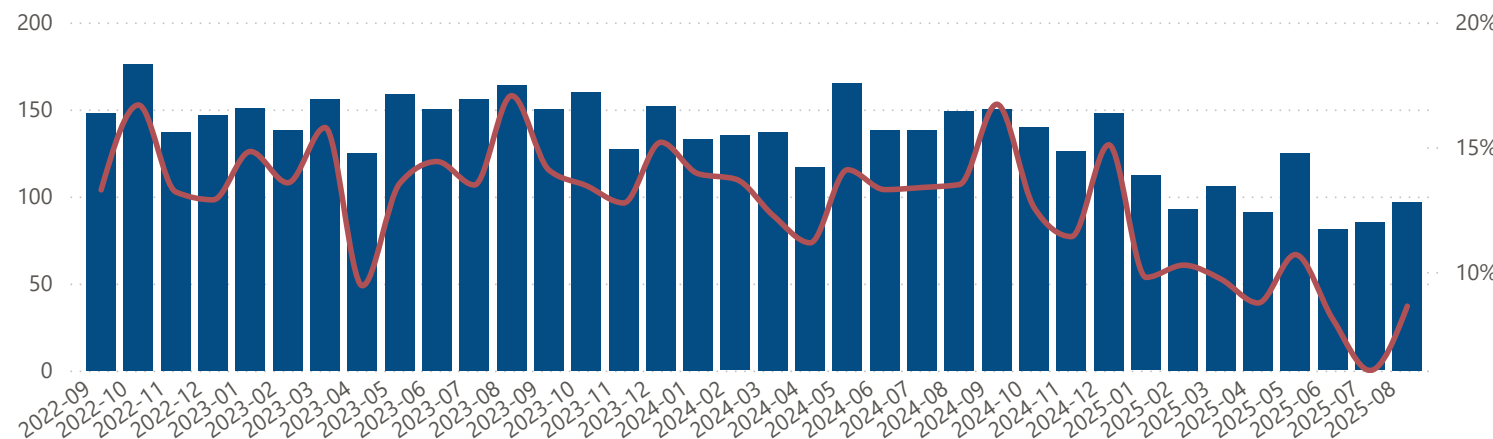
Ambulance A65 - Commitments and Unit Hour Utilization

Last 36 Months



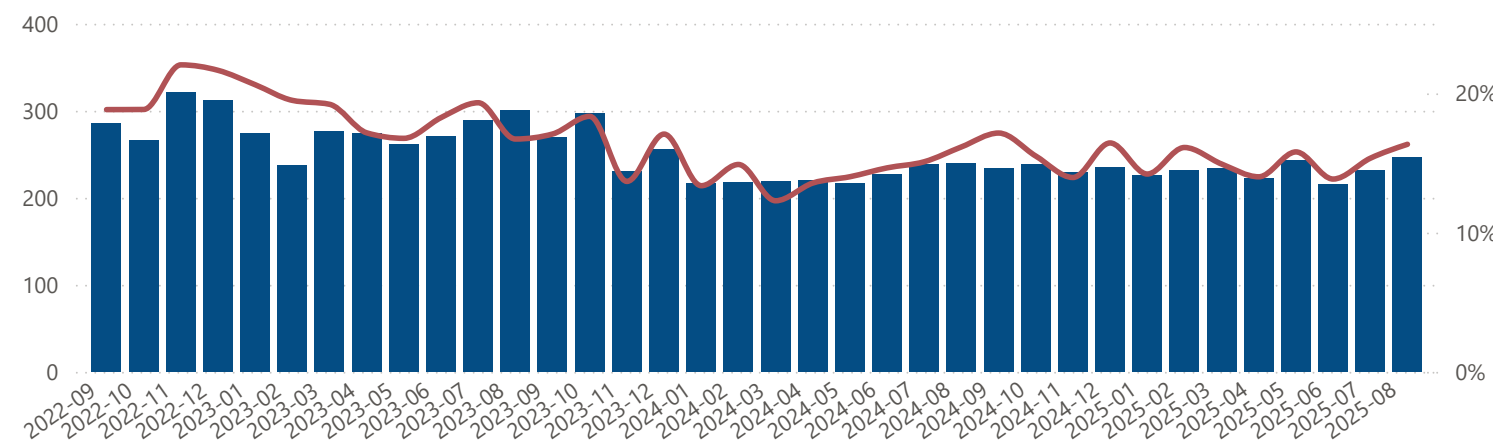
Ambulance A66 - Commitments and Unit Hour Utilization

Last 36 Months



Ambulance M61 - Commitments and Unit Hour Utilization

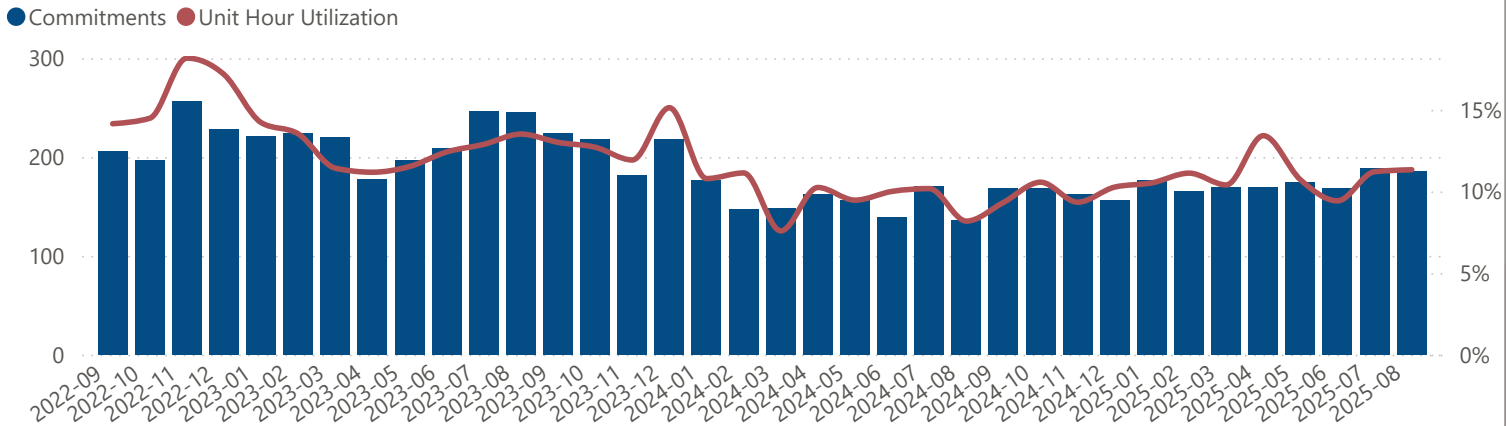
Last 36 Months



Total Commitments by Unit - August 2025

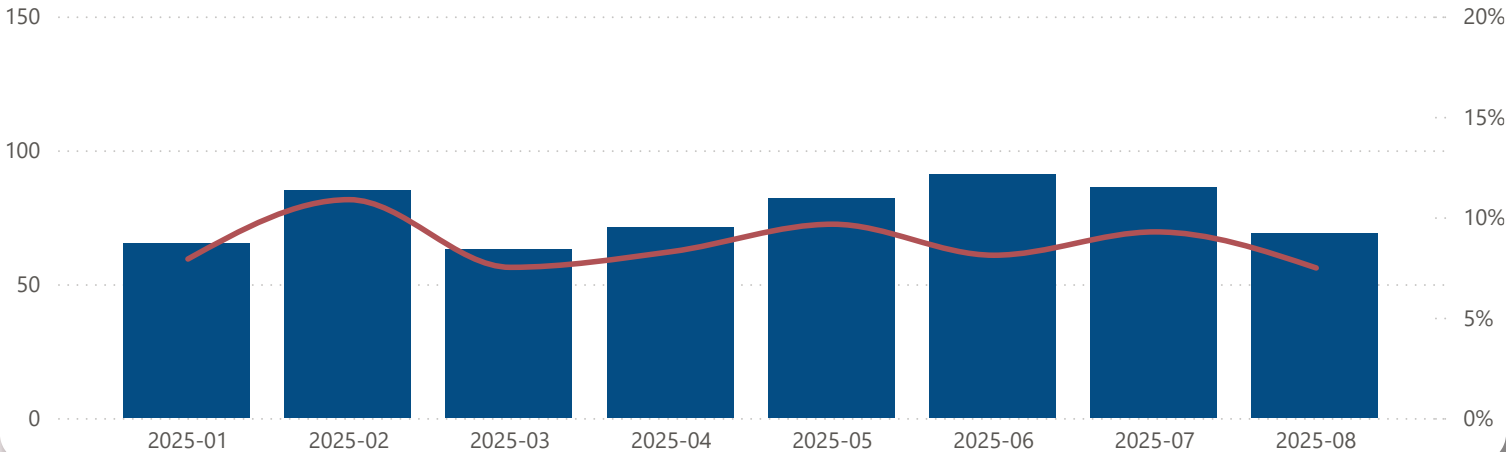
Ambulance M63 - Commitments and Unit Hour Utilization

Last 36 Months



Ambulance A66A - Commitments and Unit Hour Utilization

Last 36 Months

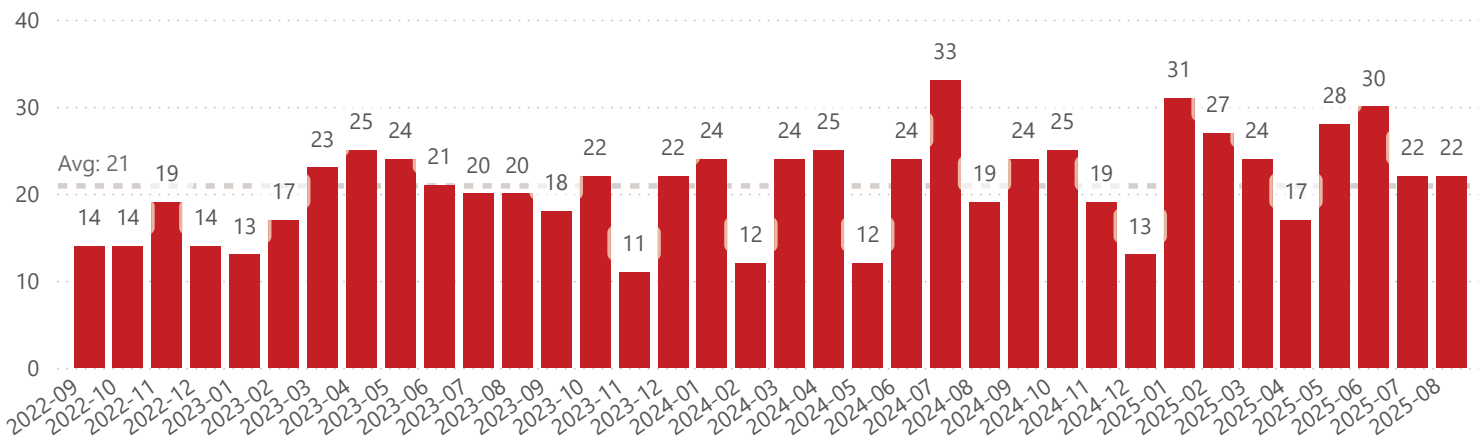




## Total Incidents by Address - August 2025

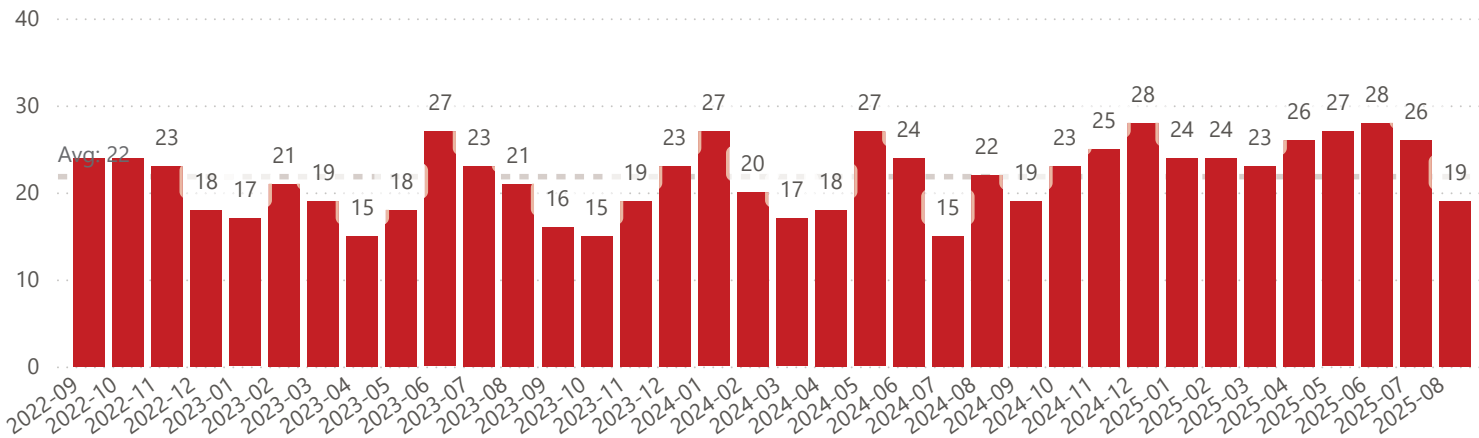
### Number of Incidents in Optum Marysville

4420 76th Street NE, Marysville, WA 98270 - Last 36 Months



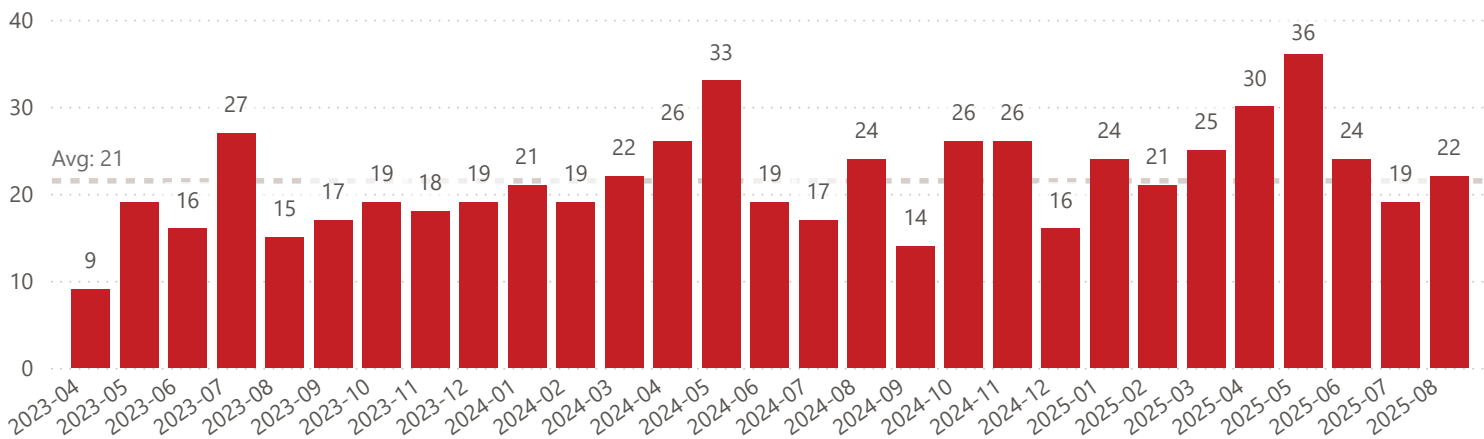
### Number of Incidents in Smokey Point

2901 174th Street NE, Marysville, WA 98271 - Last 36 Months



### Number of Incidents in Soper Hill

8923 Soper Hill Road, Marysville, WA 98270 - Last 36 Months



MARYSVILLE FIRE DISTRICT RFA - 2025 FINANCIAL SUMMARY

MFD RFA - EXPENSE FUND 778-70													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD Totals
RFA Regular Levy Tax Collections	26,363.79	291,600.97	712,578.90	8,141,869.62	961,050.42	82,228.77	77,168.22	70,310.56					10,363,171.25
RFA EMS Levy Tax Collections	10,064.83	136,598.99	331,306.18	3,736,517.49	456,912.86	38,484.57	36,973.55	31,678.30					4,778,536.77
City of Marysville EMS Levy Contract Revenue	1,146.34	-	-	863.55	1,142.07	-	3,150.11	321.36					6,623.43
Fire District #12 EMS/Regular Levy Contract Revenue	1,168.95	-	1,094.05	567.19	439.24	-	15.03	-					3,284.46
Leasehold Excise/Timber Excise Tax Distribution	142.51	1,028.66	-	142.51	1,546.85	-	142.51	757.63					3,760.67
Tulalip Tribes Contract -Nightclub/Liquor Store	-	-	-	-	-	-	-	-					-
District 15 Service Contracts	12,225.37	9,823.75	-	4,547.77	-	-	-	-					26,596.89
OSPI Public Schools (Marysville, Lakewood)	-	-	-	-	-	-	-	-					-
Sno-Isle Library	-	-	7,475.70	-	-	-	-	-					7,475.70
Grants - Federal & Local	-	-	778.00	-	14,328.00		341.00	-					15,447.00
Rental Income	1,875.00	2,150.00	1,600.00	2,425.00	1,600.00	1,600.00	2,425.00	1,750.00					15,425.00
Service Fees (Non-Contract)	-	20.00	20.00	1,614.12	20.00	20.00	-	20.00					1,714.12
Private Donations	-	-	-	91.50	-	-	-	-					91.50
Miscellaneous (Includes Custodial Activities)	13,147.13	6,260.08	5,435.34	11,606.50	4,131.67	26,754.64	2,013.53	2,378.50					71,727.39
Investment Interest Income	51,886.00	38,327.30	52,365.04	34,518.81	65,867.61	59,915.70	55,075.14	47,672.25					405,627.85
GEMT Revenues	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00	-	70,000.00	35,000.00					280,000.00
Ambulance Revenues	198,982.07	297,939.34	208,729.38	193,982.61	257,361.83	182,629.61	200,426.77	298,009.43					1,838,061.04
Total Rev & Non-Rev	352,001.99	818,749.09	1,356,382.59	12,163,746.67	1,799,400.55	391,633.29	447,730.86	487,898.03	-	-	-	-	17,817,543.07
Payroll (Salaries & Benefits)	2,195,335.46	2,129,954.84	2,155,179.68	2,083,783.00	2,165,319.96	2,133,514.93	2,171,987.33	2,137,351.94					17,172,427.14
Accounts Payable	902,030.82	341,361.16	311,881.83	346,366.67	425,469.98	286,947.97	285,994.30	302,520.59					3,202,573.32
Investment Fees	208.82	193.45	208.82	232.59	283.06	447.29	324.49	333.22					2,231.74
Sno Co Property Tax Refunds/Interest/Admin	-	466.37	-	-	253.06	618.62	2,261.31	171.35					3,770.71
Subtotal	3,097,575.10	2,471,975.82	2,467,270.33	2,430,382.26	2,591,326.06	2,421,528.81	2,460,567.43	2,440,377.10	-	-	-	-	20,381,002.91
Custodial Activities/Netted Transaction Entries	452.62	256.24	-	4,173.89	3,872.96	1,750.05	1,927.91	784.75					13,218.42
Annual Inter-Fund Transfers Out	1,335,000.00	-	-	-	-	-	-	-					1,335,000.00
Eligible Reimbursements	-	(1,280.61)	(13,891.96)	(15,683.68)	(4.00)	-	(1,087.31)	(13,120.77)					(45,068.33)
Current Pending Warrants/Voids/Reissues	-	-	-	-	-	-	-	-					-
Total Exp & Non-Exp	4,433,027.72	2,470,951.45	2,453,378.37	2,418,872.47	2,595,195.02	2,423,278.86	2,461,408.03	2,428,041.08	-	-	-	-	21,684,153.00
Excess(Deficit) Revenue Over Expenses	(4,081,025.73)	(1,652,202.36)	(1,096,995.78)	9,744,874.20	(795,794.47)	(2,031,645.57)	(2,013,677.17)	(1,940,143.05)	0.00	0.00	0.00	0.00	(3,866,609.93)
FUND BALANCE - EXPENSE	12,410,971.59	10,758,769.23	9,661,773.45	19,406,647.65	18,610,853.18	16,579,207.61	14,565,530.44	12,625,387.39					
Budget Report Monthly Total	3,098,027.72	2,470,951.45	2,453,378.37	2,418,872.47	2,595,195.02	2,423,278.86	2,461,408.03	2,428,041.08	-	-	-	-	
Budget Report YTD Total	3,098,027.72	5,568,979.17	8,022,357.54	10,441,230.01	13,036,425.03	15,459,703.89	17,921,111.92	20,349,153.00	20,349,153.00	20,349,153.00	20,349,153.00	20,349,153.00	
* Percentage of Operating Budget Remaining	90.33%	82.62%	74.96%	67.41%	59.30%	51.74%	44.06%	36.48%	36.48%	36.48%	36.48%	36.48%	
Target Operating Budget Percentage	91.67%	83.33%	75.00%	66.67%	58.33%	50.00%	41.67%	33.33%	25.00%	16.67%	8.33%	0.00%	
Under/(Over) Budget	(\$428,522.72)	(\$229,969.17)	(\$13,842.54)	\$236,789.99	\$311,099.97	\$557,326.11	\$765,423.08	\$1,006,887.00					
*Interfund transfers have been excluded from budget remaining to represent current status of operating budget remaining.													
MFD RFA - APPARATUS FUND - 778-72													
Investment Interest	13,026.12	16,094.24	15,491.84	14,967.38	15,487.54	14,706.75	14,540.29	14,109.48					118,423.64
Sales of Surplus Apparatus	-	-	-	-	-	22,056.33	-	-					22,056.33
Miscellaneous Revenues	-	-	-	-	-	-	148.50	-					148.50
Transfers In	2,500,000.00	-	-	-	-	-	-	-					2,500,000.00
Total Revenues	2,513,026.12	16,094.24	15,491.84	14,967.38	15,487.54	36,763.08	14,688.79	14,109.48	-	-	-	-	2,640,628.47
Investment Fees	50.00	50.00	143.76	128.15	133.33	125.38	96.92	92.50					820.04
Accounts Payable	5,295.58	24,910.07	15,841.61	19,941.75	92,015.59	154,724.50	139,656.64	350,482.34					802,868.08
Total Exp & Non-Exp	5,345.58	24,960.07	15,985.37	20,069.90	92,148.92	154,849.88	139,753.56	350,574.84	-	-	-	-	803,688.12
FUND BALANCE - APPARATUS	4,745,905.57	4,737,039.74	4,736,546.21	4,731,443.69	4,654,782.31	4,536,695.51	4,411,630.74	4,075,165.38					
MFD RFA - CAPITAL/RESERVE FUND - 778-73													
GEMT Program Revenues	114,840.76	328,610.60	129,619.35	45,500.00	125,948.69	16,225.48	64,438.75	237,352.45					1,062,536.08
Investment Interest	85,039.76	76,433.44	93,896.64	82,220.31	82,635.00	77,828.27	76,913.56	78,154.01					653,120.99
Transfers In	235,000.00	-	-	-	-	-	-	-					235,000.00
Total Revenues	434,880.52	405,044.04	223,515.99	127,720.31	208,583.69	94,053.75	141,352.31	315,506.46	-	-	-	-	1,950,657.07
Investment Fees	136.76	128.36	136.76	210.23	365.17	503.01	535.53	512.45					2,528.27
Interfund Transfers Out	1,500,000.00	-	-	-	-	-	-	-					1,500,000.00
Accounts Payable	82.50	94,423.68	935.00	81,228.98	179,050.67	55,906.96	12,504.10	2,612.50					426,744.39
Total Exp & Non-Exp	1,500,219.26	94,552.04	1,071.76	81,439.21	179,415.84	56,409.97	13,039.63	3,124.95	-	-	-	-	1,929,272.66
FUND BALANCE - CAPITAL/RESERVE	22,989,778.65	23,300,270.65	23,522,714.88	23,568,995.98	23,598,163.83	23,635,807.61	23,764,120.29	24,076,501.80					
MFD RFA - EQUIPMENT FUND - 778-74													
Investment Interest	1,819.73	1,816.05	1,757.50	1,704.24	1,777.28	1,719.00	1,753.67	1,789.25					14,136.72
Transfers In	100,000.00	-	-	-	-	-	-	-					100,000.00
Total Revenues	101,819.73	1,816.05	1,757.50	1,704.24	1,777.28	1,719.00	1,753.67	1,789.25	-	-	-	-	114,136.72
Investment Fees	50.00	50.00	39.95	14.65	15.30	14.66	11.69	11.73					207.98
Total Exp & Non-Exp	50.00	50.00	39.95	14.65	15.30	14.66	11.69	11.73	-	-	-	-	207.98
FUND BALANCE - APPARATUS	534,718.75	536,484.80	538,202.35	539,891.94	541,653.92	543,358.26	545,100.24	546,877.76					
Net Change in Cash Position - All Funds	(2,536,914.20)	(1,348,810.14)	(873,327.53)	9,787,742.37	(841,526.02)	(2,110,384.25)	2,008,687.28	1,962,449.38	41,323,932.33	0.00	0.00	0.00	
Combined Fund Balance	40,681,374.56	39,332,564.42	38,459,236.89	48,246,979.26	47,405,453.24	45,295,068.99	43,286,381.71	41,323,932.33	0.00	0.00	0.00	0.00	

**Marysville Fire District, A Regional Fire Authority**  
**Fund Resources and Uses Arising From Cash Transactions**  
**For the Month Ended August 31, 2025**

		<b>Total for all Funds (Memo Only)</b>	<b>Current Expense 778-70</b>	<b>Apparatus 778-72</b>	<b>Capital/Reserve 778-73</b>	<b>Equipment 778-74</b>
<b>Beginning Cash and Investments</b>						
308	Beginning Cash and Investments	43,286,381.71	14,565,530.44	4,411,630.74	23,764,120.29	545,100.24
388/588	Net Adjustments	-	-	-	-	-
<b>Revenues</b>						
310	Taxes	101,988.86	101,988.86	-	-	-
320	Licenses and Permits	-	-	-	-	-
330	Intergovernmental Revenues	273,703.83	36,351.38	-	237,352.45	-
340	Charges for Goods and Services	298,349.07	298,349.07	-	-	-
350	Fines and Penalties	-	-	-	-	-
360	Miscellaneous Revenues	143,275.86	49,223.12	14,109.48	78,154.01	1,789.25
Total Revenues:		817,317.62	485,912.43	14,109.48	315,506.46	1,789.25
<b>Expenditures</b>						
520	Public Safety	2,425,467.38	2,424,850.70	92.50	512.45	11.73
Total Expenditures:		2,425,467.38	2,424,850.70	92.50	512.45	11.73
Excess (Deficiency) Revenues over Expenditures:		(1,608,149.76)	(1,938,938.27)	14,016.98	314,994.01	1,777.52
<b>Other Increases in Fund Resources</b>						
391-393, 596	Debt Proceeds	-	-	-	-	-
397	Transfers-In	-	-	-	-	-
385	Special or Extraordinary Items	-	-	-	-	-
381,382,389,395,398	Other Resources	1,985.60	1,985.60	-	-	-
Total Other Increases in Fund Resources:		1,985.60	1,985.60	-	-	-
<b>Other Decreases in Fund Resources</b>						
594-595	Capital Expenditures	353,094.84	-	350,482.34	2,612.50	-
591-593, 599	Debt Service	743.04	743.04	-	-	-
597	Transfers-Out	-	-	-	-	-
585	Special or Extraordinary Items	-	-	-	-	-
581,582,589	Other Uses	2,447.34	2,447.34	-	-	-
Total Other Decreases in Fund Resources:		356,285.22	3,190.38	350,482.34	2,612.50	-
<b>Increase (Decrease) in Cash and Investments</b>		<b>(1,962,449.38)</b>	<b>(1,940,143.05)</b>	<b>(336,465.36)</b>	<b>312,381.51</b>	<b>1,777.52</b>
<b>Ending Cash and Investments</b>						
50851	Assigned	28,698,544.94	-	4,075,165.38	24,076,501.80	546,877.76
50891	Unassigned	12,625,387.39	12,625,387.39	-	-	-
<b>Total Ending Cash and Investments</b>		<b>41,323,932.33</b>	<b>12,625,387.39</b>	<b>4,075,165.38</b>	<b>24,076,501.80</b>	<b>546,877.76</b>

<b>CASH/INVESTMENT BALANCES</b>		<b>INT. RATE</b>	<b>TOTAL INTEREST</b>
CASH	\$ 166,831.79	0%	\$ -
LGIP	\$ 4,422.07	4.32%	\$ 4,472.17
SCIP	\$ 41,152,678.47	3.81%	\$ 137,252.82
<b>TOTAL</b>	<b>\$ 41,323,932.33</b>		<b>\$ 141,724.99</b>

GL787

## Summary Trial Balance M/E

Report Format 009

Period 8 ending August 31, 2025

Transaction status 2

Fnd 778 Marysville Fire District RF

		Opening Balance	Current Debits	Current Credits	Ending Balance
MFD RFA Expense Fund					
Assets					
778 1701110	Cash	54,969.36	6,640,296.28	6,621,870.57-	73,395.07
778 1701140	Invested in County Pool	10,786,471.00	4,181,256.08	2,420,155.00-	12,547,572.08
778 1701800	Investments	3,724,090.08	4,470.24	3,724,140.08-	4,420.24
778 1702110	Taxes Receivable	13,540,766.06	36,812.20	92,421.64-	13,485,156.62
778 1702420	Treasurers SCIP Interest	0.00	43,202.01	43,202.01-	0.00
Act 001	Assets	28,106,296.50	10,906,036.81	12,901,789.30-	26,110,544.01
Liabilities					
778 2701340	Vouchers Payable	0.00	303,591.20	303,591.20-	0.00
778 2702900	Due To Other Governments	16,506,449.96-	0.00	0.00	16,506,449.96-
778 2705700	Deferred Revenue	13,540,766.06-	92,421.64	36,812.20-	13,485,156.62-
Act 002	Liabilities	30,047,216.02-	396,012.84	340,403.40-	29,991,606.58-
Revenues					
778 3701110	Real & Personal Prop	15,039,404.26-	171.35	101,988.86-	15,141,221.77-
778 3701210	Private Harvest	528.44-	0.00	0.00	528.44-
778 3701720	Leasehold Excise Tax	2,474.60-	0.00	757.63-	3,232.23-
778 3706111	Investment Interest	157,122.66-	50.00	4,470.24-	161,542.90-
778 3706112	County Pool Interest	184,481.78-	283.22	43,202.01-	227,400.57-
778 3708600	Agency Deposits	1,940,956.13-	0.00	349,815.31-	2,290,771.44-
Act 003	Revenues	17,324,967.87-	504.57	500,234.05-	17,824,697.35-
Expenses					
778 5705597	Operating Transfers-Out	1,335,000.00	0.00	0.00	1,335,000.00
778 5708611	Agency Salaries	11,649,371.41	1,665,018.06	0.00	13,314,389.47
778 5708613	Agency Benefits	3,385,703.79	472,333.88	0.00	3,858,037.67
778 5708666	Agency Issues	909,366.32	114,064.05	1,944.88-	1,021,485.49
778 5709901	Rent (1099)	11,304.90	3,422.91	0.00	14,727.81
778 5709906	Medical/Health Care Svcs(	36,024.64	5,737.66	0.00	41,762.30
778 5709907	Non Employee Comp(1099)	1,939,116.33	181,740.85	500.00-	2,120,357.18
Act 005	Expenses	19,265,887.39	2,442,317.41	2,444.88-	21,705,759.92
Sub 770	MFD RFA Expense Fund	0.00	13,744,871.63	13,744,871.63-	0.00

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GL787

## Summary Trial Balance M/E

Report Format 009

Period 8 ending August 31, 2025

Transaction status 2

Fnd 778 Marysville Fire District RF

		Opening Balance	Current Debits	Current Credits	Ending Balance
MFD RFA Apparatus Fund					
Assets					
778 1721110	Cash	14,444.25	364,499.98	364,926.34-	14,017.89
778 1721140	Invested in County Pool	4,397,186.49	14,444.00	350,483.00-	4,061,147.49
778 1722420	Treasurers SCIP Interest	0.00	14,109.48	14,109.48-	0.00
Act 001	Assets	4,411,630.74	393,053.46	729,518.82-	4,075,165.38
Liabilities					
778 2721340	Vouchers Payable	0.00	350,482.34	350,482.34-	0.00
778 2722900	Due To Other Governments	2,238,225.03-	0.00	0.00	2,238,225.03-
Act 002	Liabilities	2,238,225.03-	350,482.34	350,482.34-	2,238,225.03-
Revenues					
778 3726111	Investment Interest	34,168.01-	0.00	0.00	34,168.01-
778 3726112	County Pool Interest	69,418.61-	92.50	14,109.48-	83,435.59-
778 3728600	Agency Deposits	22,204.83-	0.00	0.00	22,204.83-
778 3729700	Operating Transfers-In	2,500,000.00-	0.00	0.00	2,500,000.00-
Act 003	Revenues	2,625,791.45-	92.50	14,109.48-	2,639,808.43-
Expenses					
778 5728666	Agency Issues	452,385.74	342,458.17	0.00	794,843.91
778 5729907	Non Employee Comp(1099)	0.00	8,024.17	0.00	8,024.17
Act 005	Expenses	452,385.74	350,482.34	0.00	802,868.08
Sub 772	MFD RFA Apparatus Fund	0.00	1,094,110.64	1,094,110.64-	0.00

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GL787

Summary Trial Balance M/E

Report Format 009

Period 8 ending August 31, 2025

Transaction status 2

Fnd 778 Marysville Fire District RF

		Opening Balance	Current Debits	Current Credits	Ending Balance
MFD RFA Capital Reserve Fund					
Assets					
778 1731110	Cash	72,357.75	321,625.27	316,342.59-	77,640.43
778 1731140	Invested in County Pool	23,687,741.45	313,730.09	2,612.00-	23,998,859.54
778 1731800	Investments	4,021.09	1.93	4,021.19-	1.83
778 1732420	Treasurers SCIP Interest	0.00	78,152.08	78,152.08-	0.00
Act 001	Assets	23,764,120.29	713,509.37	401,127.86-	24,076,501.80
Liabilities					
778 2731340	Vouchers Payable	0.00	2,612.50	2,612.50-	0.00
778 2732900	Due To Other Governments	24,063,012.22-	0.00	0.00	24,063,012.22-
Act 002	Liabilities	24,063,012.22-	2,612.50	2,612.50-	24,063,012.22-
Revenues					
778 3736111	Investment Interest	357,897.60-	0.10	1.93-	357,899.43-
778 3736112	County Pool Interest	207,158.73-	512.35	78,152.08-	284,798.46-
778 3738600	Agency Deposits	825,183.63-	0.00	237,352.45-	1,062,536.08-
778 3739700	Operating Transfers-In	235,000.00-	0.00	0.00	235,000.00-
Act 003	Revenues	1,625,239.96-	512.45	315,506.46-	1,940,233.97-
Expenses					
778 5735597	Operating Transfers-Out	1,500,000.00	0.00	0.00	1,500,000.00
778 5738666	Agency Issues	26,176.71	0.00	0.00	26,176.71
778 5739907	Non Employee Comp(1099)	397,955.18	2,612.50	0.00	400,567.68
Act 005	Expenses	1,924,131.89	2,612.50	0.00	1,926,744.39
Sub 773	MFD RFA Capital Reserve Fund	0.00	719,246.82	719,246.82-	0.00

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GL787

Summary Trial Balance M/E

Report Format 009

Period 8 ending August 31, 2025

Transaction status 2

Fnd 778 Marysville Fire District RF

		Opening Balance	Current Debits	Current Credits	Ending Balance
MFD RFA Equipment Fund					
Assets					
778 1741110	Cash	1,742.88	1,777.52	1,742.00-	1,778.40
778 1741140	Invested in County Pool	543,357.36	1,742.00	0.00	545,099.36
778 1742420	Treasurers SCIP Interest	0.00	1,789.25	1,789.25-	0.00
Act 001	Assets	545,100.24	5,308.77	3,531.25-	546,877.76
Liabilities					
778 2742900	Due To Other Governments	432,949.02-	0.00	0.00	432,949.02-
Act 002	Liabilities	432,949.02-	0.00	0.00	432,949.02-
Revenues					
778 3746111	Investment Interest	4,099.39-	0.00	0.00	4,099.39-
778 3746112	County Pool Interest	8,051.83-	11.73	1,789.25-	9,829.35-
778 3749700	Operating Transfers-In	100,000.00-	0.00	0.00	100,000.00-
Act 003	Revenues	112,151.22-	11.73	1,789.25-	113,928.74-
Sub 774	MFD RFA Equipment Fund	0.00	5,320.50	5,320.50-	0.00
Fnd 778	Marysville Fire District RFA	0.00	15,563,549.59	15,563,549.59-	0.00

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## SNOHOMISH COUNTY

### Property Tax/Special Assessment Fund Activity

From 08-01-2025 To 08-31-2025

District: MARYSVILLE FIRE DISTRICT RFA

Year	Account Number	Beginning Balance	Certification Adjustments	Receipts and Adjustments	Ending Balance
<b>Fund: 778900 MARYSVILLE REGNL FIRE EXP</b>					
2025	7781702110	\$9,130,634.67	\$34,070.65	\$52,619.28	\$9,112,086.04
2024	7781702110	\$93,339.52	(\$1,259.17)	\$17,551.71	\$74,528.64
2023	7781702110	\$32,677.68	(\$504.41)	\$249.41	\$31,923.86
2022	7781702110	\$9,878.35	(\$138.31)	(\$113.39)	\$9,853.43
2021	7781702110	\$5,964.77	\$0.00	\$0.00	\$5,964.77
2020	7781702110	\$4,308.70	\$0.00	\$3.55	\$4,305.15
<b>Fund Total:</b>		\$9,276,803.69	\$32,168.76	\$70,310.56 ✓	\$9,238,661.89
<b>Fund: 778925 MARYSVILLE FIRE DISTRICT RFA EMS</b>					
2025	7781709252110	\$4,209,248.80	\$14,784.65	\$23,677.25	\$4,200,356.20
2024	7781709252110	\$46,925.94	(\$573.99)	\$8,001.05	\$38,350.90
<b>Fund Total:</b>		\$4,256,174.74	\$14,210.66	\$31,678.30 ✓	\$4,238,707.10
<b>District Total:</b>		\$13,532,978.43	\$46,379.42	\$101,988.86 ✓	\$13,477,368.99

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# MFD RFA Expense YTD - Revenues

Marysville Fire District

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## 004 MFD RFA - Expense Fund 778-70

Revenues	Amt Budgeted	August	YTD	Remaining	
310					
311 10 00 0-04 Real And Personal Property Taxes - Regular Levy	19,340,000.00	85,863.72	10,363,171.25	8,976,828.75	46.4%
311 11 00 0-04 Real and Personal Property Taxes - EMS Levy	8,925,000.00	16,125.14	4,778,536.77	4,146,463.23	46.5%
310	28,265,000.00	101,988.86	15,141,708.02	13,123,291.98	46.4%
330					
332 93 40 3-04 U.S. Dept Of Health - GEMT Program	450,000.00	35,000.00	280,000.00	170,000.00	37.8%
333 97 06 0-04 Homeland Security Grants - Pass Through	0.00	0.00	0.00	0.00	100.0%
334 01 30 0-04 WA State Patrol Grants	0.00	0.00	0.00	0.00	100.0%
334 04 90 0-04 State Grant - Department of Health	1,250.00	0.00	778.00	472.00	37.8%
334 06 90 0-04 WA State Dept of L&I - Stay at Work Program	0.00	0.00	0.00	0.00	100.0%
337 01 00 0-04 DOL State Fuel Tax Refunds	2,700.00	593.75	1,603.64	1,096.36	40.6%
337 02 00 0-04 Private Harvest Distributions	700.00	0.00	528.44	171.56	24.5%
337 03 00 0-04 Leasehold Excise Tax Distributions	1,800.00	757.63	3,232.23	(1,432.23)	0.0%
337 04 00 0-04 Miscellaneous Government Contributions	0.00	0.00	91.50	(91.50)	0.0%
330	456,450.00	36,351.38	286,233.81	170,216.19	37.3%
340					
341 70 00 0-04 Sales Of Merchandise	175.00	18.28	164.52	10.48	6.0%
342 21 00 0-04 Fire Protection and Emergency Medical Services	67,945.00	321.36	18,917.71	49,027.29	72.2%
342 60 00 0-04 Ambulance Transport Services	2,630,000.00	297,363.35	1,822,453.06	807,546.94	30.7%
342 61 00 0-04 Ambulance Billing - Collection Accts Receivables	20,000.00	646.08	15,607.98	4,392.02	22.0%
344 30 00 0-04 Repair Services	35,000.00	0.00	14,962.50	20,037.50	57.3%
344 40 00 0-04 Sales of Parts	40,000.00	0.00	11,634.39	28,365.61	70.9%
340	2,793,120.00	298,349.07	1,883,740.16	909,379.84	32.6%
360					
361 11 00 0-04 Investment Interest	450,000.00	47,672.25	405,627.85	44,372.15	9.9%
362 50 00 0-04 Monthly Rent - St. 65 House/St. 61 Office Space	22,500.00	1,550.87	13,669.84	8,830.16	39.2%
367 00 00 0-04 Contributions - Nongovernmental Sources	0.00	0.00	14,669.00	(14,669.00)	0.0%
367 11 00 0-04 Private Source Donations - Unrestricted	500.00	0.00	0.88	499.12	99.8%
367 12 00 0-04 Private Source Donation - Restricted	0.00	0.00	0.00	0.00	100.0%
369 10 00 0-04 Sales Of Surplus - Non-Capital	0.00	0.00	672.50	(672.50)	0.0%
369 40 00 0-04 Judgements & Settlements	0.00	0.00	85.62	(85.62)	0.0%
369 91 00 0-04 Miscellaneous Revenues	24,425.00	0.00	55,146.33	(30,721.33)	0.0%

## MFD RFA Expense YTD - Revenues

Marysville Fire District

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### 004 MFD RFA - Expense Fund 778-70

Revenues	Amt Budgeted	August	YTD	Remaining	
360					
369 92 00 0-04 Qualifying Reimbursements	0.00	0.00	0.00	0.00	100.0%
360	497,425.00	49,223.12	489,872.02	7,552.98	1.5%
380					
382 10 00 0-04 Refundable Damage Deposit - St. 65 Rental House	0.00	1,000.00	1,000.00	(1,000.00)	0.0%
382 90 00 0-04 Leasehold Excise Tax Collection	2,565.00	199.13	1,755.16	809.84	31.6%
382 91 00 0-04 Sales Tax Collection	135.00	1.72	15.48	119.52	88.5%
389 90 00 0-04 Other Custodial Activities - Acct Overpayments	20,000.00	784.75	13,218.42	6,781.58	33.9%
380	22,700.00	1,985.60	15,989.06	6,710.94	29.6%
390					
395 10 00 0-04 Proceeds From Sale of Capital Assets	0.00	0.00	0.00	0.00	100.0%
395 20 00 0-04 Capital Asset Insurance/Loss Recovery	0.00	0.00	0.00	0.00	100.0%
398 10 00 0-04 Insurance Recoveries - Non-Asset Related	0.00	0.00	0.00	0.00	100.0%
390	0.00	0.00	0.00	0.00	100.0%
<b>Fund Revenues:</b>	<b>32,034,695.00</b>	<b>487,898.03</b>	<b>17,817,543.07</b>	<b>14,217,151.93</b>	<b>44.4%</b>
<b>Fund Excess/(Deficit):</b>	<b>32,034,695.00</b>	<b>487,898.03</b>	<b>17,817,543.07</b>		

# MFD RFA Apparatus YTD - Revenues

Marysville Fire District

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## 304 MFD RFA - Apparatus Fund 778-72

Revenues	Amt Budgeted	August	YTD	Remaining	
360					
361 11 00 3-09 Investment Interest	140,000.00	14,109.48	118,423.64	21,576.36	15.4%
369 10 00 0-09 Sales Of Surplus - Non-Capital	0.00	0.00	148.50	(148.50)	0.0%
369 91 00 0-09 Miscellaneous Revenue	0.00	0.00	0.00	0.00	100.0%
360	140,000.00	14,109.48	118,572.14	21,427.86	15.3%
390					
395 10 00 0-09 Sales of Capital Assets	0.00	0.00	22,056.33	(22,056.33)	0.0%
397 01 00 0-09 Transfer In - Expense Fund	1,000,000.00	0.00	1,000,000.00	0.00	0.0%
397 02 00 0-09 Transfer In - Capital Fund	1,500,000.00	0.00	1,500,000.00	0.00	0.0%
390	2,500,000.00	0.00	2,522,056.33	(22,056.33)	0.0%
<b>Fund Revenues:</b>	<b>2,640,000.00</b>	<b>14,109.48</b>	<b>2,640,628.47</b>	<b>(628.47)</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>2,640,000.00</b>	<b>14,109.48</b>	<b>2,640,628.47</b>		

# MFD RFA Reserve/Capital YTD - Revenues

Marysville Fire District

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## 303 MFD RFA - Capital/Reserve Fund 778-73

Revenues	Amt Budgeted	August	YTD	Remaining	
330					
332 93 40 3-08 U.S. Dept Of Health - GEMT Program	1,615,000.00	237,352.45	1,062,536.08	552,463.92	34.2%
330	1,615,000.00	237,352.45	1,062,536.08	552,463.92	34.2%
360					
361 11 00 3-08 Investment Interest	640,000.00	78,154.01	653,120.99	(13,120.99)	0.0%
360	640,000.00	78,154.01	653,120.99	(13,120.99)	0.0%
390					
397 02 00 0-08 Transfer In - Expense Fund	235,000.00	0.00	235,000.00	0.00	0.0%
390	235,000.00	0.00	235,000.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>2,490,000.00</b>	<b>315,506.46</b>	<b>1,950,657.07</b>	<b>539,342.93</b>	<b>21.7%</b>
<b>Fund Excess/(Deficit):</b>	<b>2,490,000.00</b>	<b>315,506.46</b>	<b>1,950,657.07</b>		

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## MFD RFA Equipment YTD - Revenues

Marysville Fire District

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### 305 MFD RFA - Equipment Fund 778-74

Revenues	Amt Budgeted	August	YTD	Remaining	
360					
361 11 00 0-10 Investment Interest	15,000.00	1,789.25	14,136.72	863.28	5.8%
<del>360</del>	<del>15,000.00</del>	<del>1,789.25</del>	<del>14,136.72</del>	<del>863.28</del>	<del>5.8%</del>
390					
397 03 00 0-10 Transfer In - Expense Fund	100,000.00	0.00	100,000.00	0.00	0.0%
<del>390</del>	<del>100,000.00</del>	<del>0.00</del>	<del>100,000.00</del>	<del>0.00</del>	<del>0.0%</del>
<b>Fund Revenues:</b>	<b>115,000.00</b>	<b>1,789.25</b>	<b>114,136.72</b>	<b>863.28</b>	<b>0.8%</b>
<b>Fund Excess/(Deficit):</b>	<b>115,000.00</b>	<b>1,789.25</b>	<b>114,136.72</b>		

# MFD RFA Expense YTD - Expenses

Marysville Fire District

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## 004 MFD RFA - Expense Fund 778-70

Expenditures	Amt Budgeted	August	YTD	Remaining	
<b>100 General Admin</b>					
520					
522 10 49 5-04 Boardmember Dues & Memberships	6,500.00	0.00	6,488.00	12.00	0.2%
522 10 49 9-04 Miscellaneous - Government Services	1,500.00	0.00	98.43	1,401.57	93.4%
210	8,000.00	0.00	6,586.43	1,413.57	17.7%
522 16 22 9-04 Employee Service Recognition/Awards Banquet	25,000.00	1,569.76	12,757.68	12,242.32	49.0%
522 16 29 0-04 College Tuition Reimbursement	20,000.00	602.45	10,027.93	9,972.07	49.9%
522 16 31 0-04 Office Supplies	14,000.00	2,506.44	10,054.78	3,945.22	28.2%
522 16 41 0-04 State Audit	35,000.00	0.00	1,307.86	33,692.14	96.3%
522 16 41 2-04 Snohomish County Investment Fees	4,000.00	333.22	2,231.74	1,768.26	44.2%
522 16 41 3-04 Legal & Other Professional Services	132,000.00	6,358.00	66,158.50	65,841.50	49.9%
522 16 41 4-04 Organizational Consulting Services	34,680.00	0.00	5,000.00	29,680.00	85.6%
522 16 41 5-04 Document Shredding Services	7,500.00	115.72	3,307.02	4,192.98	55.9%
522 16 41 7-04 Snohomish County Financial Services	7,000.00	1,591.98	4,619.23	2,380.77	34.0%
522 16 41 8-04 Human Resources Expense	70,000.00	13,967.47	46,456.59	23,543.41	33.6%
522 16 41 9-04 Advertising Expense	1,500.00	325.00	973.46	526.54	35.1%
522 16 42 0-04 Postage & Shipping Costs	5,000.00	680.98	2,607.75	2,392.25	47.8%
522 16 45 0-04 Property Tax - Surface Water Mgmt	9,350.00	1,099.69	5,356.60	3,993.40	42.7%
522 16 45 5-04 Property Tax - Refunds/Interest	5,000.00	171.35	3,770.71	1,229.29	24.6%
522 16 45 7-04 Election Costs	50,000.00	0.00	0.00	50,000.00	100.0%
522 16 46 0-04 Liability/Auto/Property Insurance Premiums	325,000.00	0.00	317,900.00	7,100.00	2.2%
522 16 49 0-04 Administrative Dues & Memberships	10,500.00	0.00	9,405.45	1,094.55	10.4%
522 16 49 9-04 Miscellaneous - Administrative Expenses	4,500.00	141.41	5,210.00	(710.00)	0.0%
216	760,030.00	29,463.47	507,145.30	252,884.70	33.3%
522 20 25 0-04 Vaccines, Respiratory/Hearing Testing	10,000.00	420.66	6,293.64	3,706.36	37.1%
522 20 49 7-04 Health & Safety - Professional Services	31,000.00	0.00	30,326.00	674.00	2.2%
220	41,000.00	420.66	36,619.64	4,380.36	10.7%
522 45 43 0-04 Travel Expenses - ADMIN	8,500.00	0.00	4,386.80	4,113.20	48.4%
522 45 43 1-04 Travel Expenses - BOARD	15,000.00	0.00	10,217.47	4,782.53	31.9%
522 45 49 0-04 Registration Fees - ADMIN	7,500.00	(315.00)	7,585.60	(85.60)	0.0%
522 45 49 1-04 Registration Fees - BOARD	5,000.00	0.00	4,060.00	940.00	18.8%
245	36,000.00	(315.00)	26,249.87	9,750.13	27.1%

## MFD RFA Expense YTD - Expenses

Marysville Fire District

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### 004 MFD RFA - Expense Fund 778-70

Expenditures	Amt Budgeted	August	YTD	Remaining	
520					
520	845,030.00	29,569.13	576,601.24	268,428.76	31.8%
580					
582 10 00 0-04 Refund of Deposits	0.00	1,000.00	1,000.00	(1,000.00)	0.0%
582 90 00 0-04 Leasehold Excise Tax/Sales Tax Remit	2,700.00	662.59	1,994.64	705.36	26.1%
589 90 00 0-04 Other Custodial Activities - Acct Overpayment Refunds	20,000.00	784.75	13,218.42	6,781.58	33.9%
580	22,700.00	2,447.34	16,213.06	6,486.94	28.6%
<b>100 General Admin</b>	<b>867,730.00</b>	<b>32,016.47</b>	<b>592,814.30</b>	<b>274,915.70</b>	<b>31.7%</b>

### 105 Transfers

590					
597 01 00 0-04 Transfer Out - Apparatus Fund	1,000,000.00	0.00	1,000,000.00	0.00	0.0%
597 02 00 0-04 Transfer Out - Capital/Reserve Fund	235,000.00	0.00	235,000.00	0.00	0.0%
597 03 00 0-04 Transfer Out - Equipment Fund	100,000.00	0.00	100,000.00	0.00	0.0%
590	1,335,000.00	0.00	1,335,000.00	0.00	0.0%
<b>105 Transfers</b>	<b>1,335,000.00</b>	<b>0.00</b>	<b>1,335,000.00</b>	<b>0.00</b>	<b>0.0%</b>

### 805 MSA

520					
522 45 25 5-04 Medic School Expenses	70,000.00	0.00	34,356.54	35,643.46	50.9%
522 45 43 6-04 Travel Expenses - EMS	21,940.00	0.00	13,404.91	8,535.09	38.9%
522 45 49 6-04 Registration - EMS	12,715.00	0.00	16,072.82	(3,357.82)	0.0%
245	104,655.00	0.00	63,834.27	40,820.73	39.0%
522 70 31 0-04 Medical Supplies	250,000.00	21,439.20	162,342.30	87,657.70	35.1%
522 70 35 0-04 (2) AED Trainers	6,850.00	0.00	5,470.00	1,380.00	20.1%
522 70 35 5-04 Medical Equipment	7,385.00	0.00	0.00	7,385.00	100.0%
522 70 41 0-04 Ambulance Billing Services	157,000.00	11,742.00	98,408.75	58,591.25	37.3%
522 70 41 1-04 GEMT Program Consultant Services	30,000.00	0.00	0.00	30,000.00	100.0%
522 70 41 3-04 SCEMS Assessment	79,320.00	0.00	68,009.20	11,310.80	14.3%
522 70 41 7-04 Physician Advisor Services	32,280.00	3,112.00	23,208.00	9,072.00	28.1%
522 70 47 0-04 Medical Waste Disposal	2,500.00	102.57	1,321.24	1,178.76	47.2%
522 70 48 0-04 LUCAS/Defib/Cot Service Agreement	60,115.00	0.00	0.00	60,115.00	100.0%
522 70 49 0-04 SNOOCO 911 - ESO EPCR User Fees	26,000.00	1,206.16	16,334.15	9,665.85	37.2%
522 70 49 9-04 Miscellaneous - EMS	1,500.00	75.00	640.31	859.69	57.3%
270	652,950.00	37,676.93	375,733.95	277,216.05	42.5%

## MFD RFA Expense YTD - Expenses

Marysville Fire District

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### 004 MFD RFA - Expense Fund 778-70

Expenditures	Amt Budgeted	August	YTD	Remaining	
520					
520	757,605.00	37,676.93	439,568.22	318,036.78	42.0%
590					
594 22 62 0-04 EMS Pediatric Mannequin	31,200.00	0.00	24,936.96	6,263.04	20.1%
594 22 70 2-04 Life Pack 15 Installment Purchase (2023-2025)	20,025.00	0.00	20,022.58	2.42	0.0%
590	51,225.00	0.00	44,959.54	6,265.46	12.2%
<b>805 MSA</b>	<b>808,830.00</b>	<b>37,676.93</b>	<b>484,527.76</b>	<b>324,302.24</b>	<b>40.1%</b>

### 810 Wages/Benefits

520					
522 10 10 0-04 Boardmember Compensation	38,000.00	1,127.00	20,447.00	17,553.00	46.2%
210	38,000.00	1,127.00	20,447.00	17,553.00	46.2%
522 14 21 0-04 Leoff I Uninsured Claims	40,000.00	0.00	0.00	40,000.00	100.0%
522 14 21 5-04 Leoff I Retired / Insurance	44,150.00	603.74	24,265.28	19,884.72	45.0%
214	84,150.00	603.74	24,265.28	59,884.72	71.2%
522 16 10 0-04 Administrative Salaries	1,178,265.00	94,750.13	758,001.04	420,263.96	35.7%
522 16 10 5-04 Administrative Overtime	2,500.00	0.00	236.60	2,263.40	90.5%
522 16 20 0-04 Administrative Matching Deferred Comp	11,080.00	923.08	7,384.64	3,695.36	33.4%
522 16 21 0-04 Administrative Medical/Dental	153,930.00	12,305.25	98,052.64	55,877.36	36.3%
522 16 22 0-04 Administrative Retirement / LEOFF II	22,325.00	1,799.33	14,394.64	7,930.36	35.5%
522 16 22 5-04 Administrative Retirement / PERS	67,900.00	3,399.78	40,124.47	27,775.53	40.9%
522 16 23 0-04 Medicare/Social Security - All Employees	297,085.00	23,737.88	191,487.59	105,597.41	35.5%
522 16 24 0-04 Unemployment Taxes - All Employees	10,000.00	10.48	7,495.78	2,504.22	25.0%
522 16 25 0-04 Labor & Industries - All Employees	888,190.00	81,863.98	671,480.20	216,709.80	24.4%
522 16 25 5-04 WA Paid Family & Medical Leave - ESD	46,820.00	4,362.31	34,883.53	11,936.47	25.5%
522 16 26 0-04 EAP - All Employees	3,600.00	0.00	3,680.00	(80.00)	0.0%
522 16 27 0-04 Life Insurance - All Employees	14,805.00	3,601.92	9,595.74	5,209.26	35.2%
522 16 28 0-04 HRA Account Contribution	168,750.00	0.00	164,871.92	3,878.08	2.3%
522 16 29 9-04 Payroll Clearing Account	0.00	0.00	0.00	0.00	100.0%
216	2,865,250.00	226,754.14	2,001,688.79	863,561.21	30.1%
522 18 10 0-04 SSD - Salaries - Asst Chief/IT Manager	361,315.00	29,440.80	235,526.40	125,788.60	34.8%
522 18 20 0-04 SSD - Matching Deferred Comp - IT Manager	5,790.00	482.21	3,857.68	1,932.32	33.4%
522 18 21 0-04 SSD - Medical/Dental - Asst Chief/IT Manager	38,375.00	3,197.62	25,403.76	12,971.24	33.8%



# MFD RFA Expense YTD - Expenses

Marysville Fire District

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## 004 MFD RFA - Expense Fund 778-70

Expenditures		Amt Budgeted	August	YTD	Remaining	
520						
522 18 22 0-04	SSD - Retirement / LEOFF II - Asst Chief	11,475.00	924.91	7,399.28	4,075.72	35.5%
522 18 22 5-04	SSD - Retirement / PERS - IT Manager	13,385.00	672.69	7,934.82	5,450.18	40.7%
218		430,340.00	34,718.23	280,121.94	150,218.06	34.9%
522 20 10 0-04	FS - Full Time Salaries	10,837,000.00	831,601.63	6,982,077.83	3,854,922.17	35.6%
522 20 10 5-10	FS - Overtime	1,749,805.00	0.00	0.00	1,749,805.00	100.0%
522 20 10 5-11	FS - Overtime - PT Generated	0.00	0.00	0.00	0.00	100.0%
522 20 10 5-12	FS - Overtime - Paramedic CE	0.00	0.00	2,009.46	(2,009.46)	0.0%
522 20 10 5-13	FS - Overtime - Training	0.00	0.00	0.00	0.00	100.0%
522 20 10 5-14	FS - Overtime - Rescue	0.00	615.72	53,324.04	(53,324.04)	0.0%
522 20 10 5-15	FS - Overtime - Sick Coverage	0.00	56,216.21	477,109.20	(477,109.20)	0.0%
522 20 10 5-16	FS - Overtime - Hazmat CE	0.00	0.00	12,803.15	(12,803.15)	0.0%
522 20 10 5-17	FS - Overtime - Other	0.00	102,110.75	485,686.23	(485,686.23)	0.0%
522 20 10 5-18	FS - Overtime - OT Mandatory	0.00	6,121.75	40,432.57	(40,432.57)	0.0%
522 20 10 5-19	FS - Overtime - SCFTA	0.00	0.00	40,065.08	(40,065.08)	0.0%
522 20 10 7-04	FS - Acting Pay	40,000.00	1,954.92	12,932.37	27,067.63	67.7%
522 20 20 0-04	FS - Matching Deferred Compensation	346,300.00	26,043.90	207,399.77	138,900.23	40.1%
522 20 21 0-04	FS - Medical/Dental	1,787,000.00	143,471.70	1,170,600.98	616,399.02	34.5%
522 20 21 5-04	FS - MERP	106,200.00	7,050.00	58,050.00	48,150.00	45.3%
522 20 22 0-04	FS - Retirement / LEOFF II	684,300.00	53,824.18	425,984.53	258,315.47	37.7%
220		15,550,605.00	1,229,010.76	9,968,475.21	5,582,129.79	35.9%
522 30 10 0-04	FP - Salaries	785,410.00	64,119.23	512,953.83	272,456.17	34.7%
522 30 10 5-04	FP - Overtime	7,000.00	2,413.51	9,522.45	(2,522.45)	0.0%
522 30 10 5-18	FP - Overtime - OT Mandatory	0.00	0.00	0.00	0.00	100.0%
522 30 20 0-04	FP - Matching Deferred Compensation	22,530.00	1,869.34	14,954.72	7,575.28	33.6%
522 30 21 0-04	FP - Medical / Dental	139,740.00	10,860.96	86,106.53	53,633.47	38.4%
522 30 21 5-04	FP - MERP	5,400.00	450.00	3,600.00	1,800.00	33.3%
522 30 22 0-04	FP - Retirement / LEOFF II	36,590.00	3,035.90	23,766.56	12,823.44	35.0%
522 30 22 5-04	FP - Retirement / PERS	10,740.00	528.26	6,231.16	4,508.84	42.0%
230		1,007,410.00	83,277.20	657,135.25	350,274.75	34.8%
522 45 10 0-04	TRNG - Salaries	410,320.00	28,196.67	320,811.81	89,508.19	21.8%
522 45 10 5-04	TRNG - Overtime	50,000.00	0.00	0.00	50,000.00	100.0%
522 45 10 5-11	TRNG - Overtime - PT Generated	0.00	0.00	0.00	0.00	100.0%
522 45 10 5-12	TRNG - Overtime - Paramedic CE	0.00	0.00	0.00	0.00	100.0%
522 45 10 5-14	TRNG - Overtime - Rescue	0.00	0.00	295.43	(295.43)	0.0%
522 45 10 5-15	TRNG - Overtime - Sick Coverage	0.00	1,418.04	8,969.04	(8,969.04)	0.0%
522 45 10 5-16	TRNG - Overtime - Hazmat CE	0.00	0.00	0.00	0.00	100.0%
522 45 10 5-17	TRNG - Overtime - Other	0.00	10,597.41	29,477.89	(29,477.89)	0.0%
522 45 10 5-18	TRNG - Overtime - OT Mandatory	0.00	0.00	0.00	0.00	100.0%
522 45 10 5-19	TRNG - Overtime - SCFTA	0.00	0.00	605.05	(605.05)	0.0%
522 45 20 0-04	TRNG - Matching Deferred Compensation	6,985.00	581.70	4,653.60	2,331.40	33.4%
522 45 21 0-04	TRNG - Medical/Dental	48,780.00	4,935.56	39,965.47	8,814.53	18.1%
522 45 21 5-04	TRNG - MERP	3,600.00	300.00	2,700.00	900.00	25.0%

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## 004 MFD RFA - Expense Fund 778-70

Expenditures		Amt Budgeted	August	YTD	Remaining	
520						
522 45 22 0-04	TRNG - Retirement / LEOFF II	21,400.00	2,139.28	15,552.76	5,847.24	27.3%
245		541,085.00	48,168.66	423,031.05	118,053.95	21.8%
522 50 10 0-04	SSD - Salaries - Facilities	109,735.00	9,144.44	73,155.52	36,579.48	33.3%
522 50 10 5-04	SSD - Overtime - Facilities	2,500.00	0.00	1,255.63	1,244.37	49.8%
522 50 20 0-04	SSD - Matching Deferred Comp - Facilities	4,390.00	365.78	2,926.24	1,463.76	33.3%
522 50 21 0-04	SSD - Medical/Dental - Facilities	29,615.00	2,461.80	19,538.17	10,076.83	34.0%
522 50 21 5-04	SSD - MERP - Facilities	1,800.00	150.00	1,200.00	600.00	33.3%
522 50 22 5-04	SSD - Retirement / PERS - Facilities	10,150.00	510.26	6,133.27	4,016.73	39.6%
250		158,190.00	12,632.28	104,208.83	53,981.17	34.1%
522 60 10 0-04	SSD - Salaries - Fleet	258,135.00	21,053.02	171,997.07	86,137.93	33.4%
522 60 10 5-04	SSD - Overtime - Fleet	10,000.00	206.14	13,104.54	(3,104.54)	0.0%
522 60 20 0-04	SSD - Matching Deferred Comp - Fleet	4,390.00	365.78	2,926.24	1,463.76	33.3%
522 60 21 0-04	SSD - Medical / Dental - Fleet	54,995.00	4,056.59	32,207.89	22,787.11	41.4%
522 60 21 5-04	SSD - MERP - Fleet	3,600.00	300.00	2,400.00	1,200.00	33.3%
522 60 22 5-04	SSD - Retirement / PERS - Fleet	24,805.00	1,186.26	15,043.66	9,761.34	39.4%
260		355,925.00	27,167.79	237,679.40	118,245.60	33.2%
522 70 10 0-04	EMS - Salaries	3,948,000.00	347,549.33	2,548,088.45	1,399,911.55	35.5%
522 70 10 5-10	EMS - Overtime	680,480.00	0.00	0.00	680,480.00	100.0%
522 70 10 5-11	EMS - Overtime - PT Generated	0.00	0.00	0.00	0.00	100.0%
522 70 10 5-12	EMS - Overtime - Paramedic CE	0.00	1,530.89	64,217.37	(64,217.37)	0.0%
522 70 10 5-13	EMS - Overtime - Training	0.00	0.00	0.00	0.00	100.0%
522 70 10 5-14	EMS - Overtime - Rescue	0.00	0.00	6,149.38	(6,149.38)	0.0%
522 70 10 5-15	EMS - Overtime - Sick Coverage	0.00	12,365.28	215,245.38	(215,245.38)	0.0%
522 70 10 5-16	EMS - Overtime - Hazmat CE	0.00	0.00	0.00	0.00	100.0%
522 70 10 5-17	EMS - Overtime - Other	0.00	25,842.19	144,648.88	(144,648.88)	0.0%
522 70 10 5-18	EMS - Overtime - OT Mandatory	0.00	2,941.56	20,523.92	(20,523.92)	0.0%
522 70 10 5-19	EMS - Overtime - SCFTA	0.00	0.00	0.00	0.00	100.0%
522 70 10 7-04	EMS - Acting Pay	20,000.00	588.32	7,660.18	12,339.82	61.7%
522 70 20 0-04	EMS - Matching Deferred Compensation	112,985.00	8,057.18	68,732.32	44,252.68	39.2%
522 70 21 0-04	EMS - Medical/Dental	609,310.00	45,853.38	373,738.21	235,571.79	38.7%
522 70 21 5-04	EMS - MERP	27,000.00	1,650.00	13,950.00	13,050.00	48.3%
522 70 22 0-04	EMS - Retirement / LEOFF II	254,900.00	18,617.03	157,273.77	97,626.23	38.3%
270		5,652,675.00	464,995.16	3,620,227.86	2,032,447.14	36.0%
520		26,683,630.00	2,128,454.96	17,337,280.61	9,346,349.39	35.0%
810 Wages/Benefits		26,683,630.00	2,128,454.96	17,337,280.61	9,346,349.39	35.0%

## 815 BC Furness

520

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### 004 MFD RFA - Expense Fund 778-70

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520					
522 20 25 5-04 HazMat Physicals	8,000.00	0.00	1,914.66	6,085.34	76.1%
522 20 35 3-04 HazMat Equipment	10,000.00	0.00	39.27	9,960.73	99.6%
522 20 35 6-04 Water/Swimmer Program - Equipment	9,000.00	379.72	653.04	8,346.96	92.7%
522 20 35 7-04 Tech Rescue Equipment	10,000.00	0.00	6,906.32	3,093.68	30.9%
522 20 45 5-04 SOPB - Special Operations Assessment	20,200.00	0.00	15,472.61	4,727.39	23.4%
<b>220</b>	<b>57,200.00</b>	<b>379.72</b>	<b>24,985.90</b>	<b>32,214.10</b>	<b>56.3%</b>
522 45 43 7-04 Travel Expenses - Special Operations	10,500.00	0.00	1,539.33	8,960.67	85.3%
522 45 49 7-04 Registration - Special Operations	27,000.00	0.00	2,147.50	24,852.50	92.0%
<b>245</b>	<b>37,500.00</b>	<b>0.00</b>	<b>3,686.83</b>	<b>33,813.17</b>	<b>90.2%</b>
<b>520</b>	<b>94,700.00</b>	<b>379.72</b>	<b>28,672.73</b>	<b>66,027.27</b>	<b>69.7%</b>
<b>815 BC Furness</b>	<b>94,700.00</b>	<b>379.72</b>	<b>28,672.73</b>	<b>66,027.27</b>	<b>69.7%</b>

### 820 BC Soper

520					
522 20 31 0-04 FS - Operating Supplies (Consumables)	25,000.00	0.00	8,282.68	16,717.32	66.9%
522 20 35 0-04 FS - Operating Equipment & Tools	80,000.00	1,763.20	12,139.22	67,860.78	84.8%
522 20 49 9-04 Miscellaneous - Fire Suppression	1,500.00	0.00	50.24	1,449.76	96.7%
<b>520</b>	<b>106,500.00</b>	<b>1,763.20</b>	<b>20,472.14</b>	<b>86,027.86</b>	<b>80.8%</b>
<b>820 BC Soper</b>	<b>106,500.00</b>	<b>1,763.20</b>	<b>20,472.14</b>	<b>86,027.86</b>	<b>80.8%</b>

### 835 AC Maloney

520					
522 20 35 9-04 Respirator Fit Test Maint/Supplies	7,780.00	0.00	11,246.32	(3,466.32)	0.0%
522 20 48 7-04 SCBA - Contracted Maint Services/Cylinder Hydros	20,000.00	0.00	13,383.55	6,616.45	33.1%
<b>220</b>	<b>27,780.00</b>	<b>0.00</b>	<b>24,629.87</b>	<b>3,150.13</b>	<b>11.3%</b>
522 30 31 0-04 FP - Operating Supplies	9,000.00	315.86	338.05	8,661.95	96.2%
522 30 31 7-04 CERT Class Supplies	1,500.00	0.00	0.00	1,500.00	100.0%
522 30 45 0-04 FP - Contracted Services - Sno Co FM Investigations	11,200.00	0.00	0.00	11,200.00	100.0%
522 30 49 0-04 FP - Memberships, Dues, Subscriptions	10,000.00	1,698.44	4,194.17	5,805.83	58.1%
522 30 49 9-04 Miscellaneous - Fire Prevention	800.00	50.00	190.00	610.00	76.3%
<b>230</b>	<b>32,500.00</b>	<b>2,064.30</b>	<b>4,722.22</b>	<b>27,777.78</b>	<b>85.5%</b>
522 45 43 3-04 Travel Expenses - FP	8,000.00	0.00	3,416.27	4,583.73	57.3%

## MFD RFA Expense YTD - Expenses

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### 004 MFD RFA - Expense Fund 778-70

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520					
522 45 49 3-04 Registration Fees - FP	8,000.00	1,100.00	2,825.00	5,175.00	64.7%
245	16,000.00	1,100.00	6,241.27	9,758.73	61.0%
520	76,280.00	3,164.30	35,593.36	40,686.64	53.3%
<b>835 AC Maloney</b>	<b>76,280.00</b>	<b>3,164.30</b>	<b>35,593.36</b>	<b>40,686.64</b>	<b>53.3%</b>

### 845 BC Taylor

520					
522 20 24 0-04 Uniforms - All Employees	132,500.00	11,347.98	77,241.91	55,258.09	41.7%
520	132,500.00	11,347.98	77,241.91	55,258.09	41.7%
<b>845 BC Taylor</b>	<b>132,500.00</b>	<b>11,347.98</b>	<b>77,241.91</b>	<b>55,258.09</b>	<b>41.7%</b>

### 850 BC Jesus

520					
522 20 31 5-04 Health & Safety - Operating Supplies	3,000.00	0.00	998.23	2,001.77	66.7%
522 20 35 4-04 Exercise Equipment	20,000.00	896.89	18,749.02	1,250.98	6.3%
522 20 48 5-04 Exercise Equipment - Maintenance & Repair	1,000.00	0.00	0.00	1,000.00	100.0%
220	24,000.00	896.89	19,747.25	4,252.75	17.7%
522 45 25 0-04 JATC Apprenticeship Training	11,000.00	0.00	2,264.21	8,735.79	79.4%
522 45 31 0-04 Training Operating Supplies	4,000.00	0.00	2,886.64	1,113.36	27.8%
522 45 31 5-04 Training Props	15,600.00	0.00	3,001.64	12,598.36	80.8%
522 45 41 0-04 Contracted Instructors / Evaluators	12,000.00	0.00	1,457.83	10,542.17	87.9%
522 45 42 0-04 Training Consortium Program (Equip/Trng)	100,000.00	0.00	57,630.85	42,369.15	42.4%
522 45 43 5-04 Travel Expenses - FS	10,000.00	0.00	2,411.96	7,588.04	75.9%
522 45 45 0-04 Live Fire Training - Facility Rental Site Use & Prep Fees	22,800.00	0.00	635.76	22,164.24	97.2%
522 45 49 5-04 Registration - FS	15,675.00	499.97	19,379.97	(3,704.97)	0.0%
522 45 49 9-04 Miscellaneous - Training	1,000.00	0.00	0.00	1,000.00	100.0%
245	192,075.00	499.97	89,668.86	102,406.14	53.3%
520	216,075.00	1,396.86	109,416.11	106,658.89	49.4%
<b>850 BC Jesus</b>	<b>216,075.00</b>	<b>1,396.86</b>	<b>109,416.11</b>	<b>106,658.89</b>	<b>49.4%</b>

### 860 DC Nielson

520					
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### 004 MFD RFA - Expense Fund 778-70

Expenditures	Amt Budgeted	August	YTD	Remaining	
520					
522 20 49 5-04 Comprehensive Behavioral Health Program	50,000.00	0.00	26,372.27	23,627.73	47.3%
520	50,000.00	0.00	26,372.27	23,627.73	47.3%
<b>860 DC Nielson</b>	<b>50,000.00</b>	<b>0.00</b>	<b>26,372.27</b>	<b>23,627.73</b>	<b>47.3%</b>

### 865 BC Hale

520					
522 45 49 4-04 Incident Mgmt Training Program (Blue Card)	22,500.00	416.30	1,466.30	21,033.70	93.5%
520	22,500.00	416.30	1,466.30	21,033.70	93.5%
<b>865 BC Hale</b>	<b>22,500.00</b>	<b>416.30</b>	<b>1,466.30</b>	<b>21,033.70</b>	<b>93.5%</b>

### 870 SSD - Fleet/Facilities - FFS Farnes

520					
522 20 32 0-04 FS Vehicles - Fuel/Lubricants/Antifreeze	100,000.00	7,282.41	55,906.93	44,093.07	44.1%
522 20 48 0-04 SCBA - Compressor Repairs & Air Sample Testing	4,000.00	0.00	1,844.49	2,155.51	53.9%
220	104,000.00	7,282.41	57,751.42	46,248.58	44.5%
522 45 43 2-04 Travel Expenses - SSD	2,500.00	428.48	1,228.73	1,271.27	50.9%
522 45 49 2-04 Registration Fees - SSD	5,000.00	0.00	2,850.00	2,150.00	43.0%
245	7,500.00	428.48	4,078.73	3,421.27	45.6%
522 50 31 0-04 Facilities - Operating Supplies	50,000.00	2,781.93	35,807.15	14,192.85	28.4%
522 50 35 0-04 Facilities - Furniture, Equipment, Appliances	80,000.00	0.00	23,060.76	56,939.24	71.2%
522 50 35 2-04 Facility Electronic Security - Door Locks	16,500.00	0.00	947.40	15,552.60	94.3%
522 50 41 0-04 Facilities - Landscaping & Janitorial Service	50,000.00	3,849.53	29,046.71	20,953.29	41.9%
522 50 45 0-04 Equipment & Other Rentals	1,000.00	637.12	1,044.04	(44.04)	0.0%
522 50 47 0-04 Water / Sewer / Garbage	50,000.00	3,906.81	24,157.57	25,842.43	51.7%
522 50 47 5-04 Electricity / Natural Gas	155,000.00	6,520.39	85,083.20	69,916.80	45.1%
522 50 48 0-04 Facilities - Contracted Repair	165,000.00	50,346.05	228,837.30	(63,837.30)	0.0%
522 50 49 9-04 Miscellaneous - Facilities/Vehicles/Equipt	1,000.00	0.00	40.95	959.05	95.9%
250	568,500.00	68,041.83	428,025.08	140,474.92	24.7%
522 60 31 0-04 Vehicle / Shop - Operating Supplies	160,000.00	26,178.73	90,379.14	69,620.86	43.5%
522 60 35 0-04 Vehicle / Shop - Tools & Equipment	8,000.00	0.00	1,106.14	6,893.86	86.2%

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### 004 MFD RFA - Expense Fund 778-70

Expenditures	Amt Budgeted	August	YTD	Remaining	
520					
522 60 39 0-04 SCFD#15 Service Contract Supplies/Parts	40,000.00	0.00	3,181.06	36,818.94	92.0%
522 60 48 0-04 Vehicles - Repair/Services	60,000.00	3,697.13	12,652.45	47,347.55	78.9%
522 60 48 5-04 Equipment - Contracted Repair/Testing	22,000.00	0.00	0.00	22,000.00	100.0%
260	290,000.00	29,875.86	107,318.79	182,681.21	63.0%
522 70 32 0-04 EMS Vehicles - Fuel/Lubricants/Antifreeze	90,000.00	5,913.58	51,482.29	38,517.71	42.8%
270	90,000.00	5,913.58	51,482.29	38,517.71	42.8%
520	1,060,000.00	111,542.16	648,656.31	411,343.69	38.8%
<b>870 SSD - Fleet/Facilities - FFS Farnes</b>	<b>1,060,000.00</b>	<b>111,542.16</b>	<b>648,656.31</b>	<b>411,343.69</b>	<b>38.8%</b>

### 875 SSD - Communications - IT Davis

520					
522 18 35 7-04 Computer Hardware/Parts	120,000.00	2,595.64	14,093.22	105,906.78	88.3%
522 18 42 0-04 Telephone - All Stations	34,000.00	2,896.66	24,721.18	9,278.82	27.3%
522 18 42 3-04 Cellular Phone Services	44,000.00	3,340.70	25,309.65	18,690.35	42.5%
522 18 42 7-04 Network Lines & Maintenance	36,700.00	1,091.40	26,492.43	10,207.57	27.8%
522 18 45 0-04 Office Equipment	8,850.00	1,121.21	3,448.54	5,401.46	61.0%
522 18 49 0-04 Images/Repairs/Maintenance					
522 18 49 0-04 Computer Licensing/Support	300,000.00	5,104.24	136,946.43	163,053.57	54.4%
522 18 49 2-04 Teams/SharePoint/OneDrive Migration	30,000.00	0.00	22,490.00	7,510.00	25.0%
522 18 49 3-04 Intranet Design Services	20,000.00	0.00	10,090.02	9,909.98	49.5%
522 18 49 9-04 Miscellaneous - Communications	500.00	0.00	163.94	336.06	67.2%
218	594,050.00	16,149.85	263,755.41	330,294.59	55.6%
522 20 35 5-04 Communications Equipment	5,000.00	0.00	0.00	5,000.00	100.0%
522 20 41 7-04 GIS Contracted Services & Mapping Misc.	1,000.00	0.00	0.00	1,000.00	100.0%
522 20 45 0-04 SNOCO 911 - Managed Laptop Program	63,000.00	1,276.76	25,315.48	37,684.52	59.8%
522 20 45 2-04 SNOCO 911 - Dispatch Services	790,000.00	67,279.19	544,975.39	245,024.61	31.0%
522 20 48 3-04 Communications Equipment Repairs/Maintenance	5,000.00	0.00	0.00	5,000.00	100.0%
220	864,000.00	68,555.95	570,290.87	293,709.13	34.0%
520	1,458,050.00	84,705.80	834,046.28	624,003.72	42.8%

### 590

591 22 70 0-04 Capital Lease - Copy Machine	4,460.00	743.04	2,972.16	1,487.84	33.4%
591 22 70 5-00 Capital Lease - Postage Meter	805.00	0.00	603.63	201.37	25.0%

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Expenditures	Amt Budgeted	August	YTD	Remaining	
590					
590	5,265.00	743.04	3,575.79	1,689.21	32.1%
<b>875 SSD - Communications - IT Davis</b>	<b>1,463,315.00</b>	<b>85,448.84</b>	<b>837,622.07</b>	<b>625,692.93</b>	<b>42.8%</b>

## 880 PPE

520					
522 20 24 5-04	Protective Gear & Equipment	370,000.00	6,086.47	89,104.95	280,895.05 75.9%
522 20 41 0-04	PPE - Inspections/Repairs	30,000.00	8,241.26	49,014.29	(19,014.29) 0.0%
520		400,000.00	14,327.73	138,119.24	261,880.76 65.5%
<b>880 PPE</b>		<b>400,000.00</b>	<b>14,327.73</b>	<b>138,119.24</b>	<b>261,880.76 65.5%</b>

## 885 PIO/PUB ED

520					
522 30 31 3-04	FP - Public Education Supplies	12,000.00	105.63	10,549.45	1,450.55 12.1%
522 30 49 5-04	Newsletters & Community Publications	40,000.00	0.00	348.44	39,651.56 99.1%
520		52,000.00	105.63	10,897.89	41,102.11 79.0%
<b>885 PIO/PUB ED</b>		<b>52,000.00</b>	<b>105.63</b>	<b>10,897.89</b>	<b>41,102.11 79.0%</b>

<b>Fund Expenditures:</b>	<b>33,369,060.00</b>	<b>2,428,041.08</b>	<b>21,684,153.00</b>	<b>11,684,907.00</b>	<b>35.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>(33,369,060.00)</b>	<b>(2,428,041.08)</b>	<b>(21,684,153.00)</b>		

*CM*

# MFD RFA Apparatus YTD - Expenses

Marysville Fire District

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## 304 MFD RFA - Apparatus Fund 778-72

Expenditures	Amt Budgeted	August	YTD	Remaining	
<b>100 General Admin</b>					
520					
522 16 41 3-09 Snohomish County - Investment Fees	1,050.00	92.50	820.04	229.96	21.9%
520	1,050.00	92.50	820.04	229.96	21.9%
<b>100 General Admin</b>	<b>1,050.00</b>	<b>92.50</b>	<b>820.04</b>	<b>229.96</b>	<b>21.9%</b>
<b>815 BC Furness</b>					
590					
594 22 64 7-09 Boat/Trailer	28,500.00	0.00	56.66	28,443.34	99.8%
590	28,500.00	0.00	56.66	28,443.34	99.8%
<b>815 BC Furness</b>	<b>28,500.00</b>	<b>0.00</b>	<b>56.66</b>	<b>28,443.34</b>	<b>99.8%</b>
<b>870 SSD - Fleet/Facilities - FFS Farnes</b>					
590					
594 22 64 0-09 (2) Pumpers	2,720,000.00	177,506.42	286,843.64	2,433,156.36	89.5%
594 22 64 1-09 (4) Ambulances	1,650,000.00	156,596.69	162,549.21	1,487,450.79	90.1%
594 22 64 2-09 Staff Vehicle - FMO	55,000.00	3,062.00	53,477.54	1,522.46	2.8%
594 22 64 3-09 Staff Vehicle - Fire Chief	55,000.00	0.00	0.00	55,000.00	100.0%
594 22 64 4-09 (2) Water Rescue Vehicles	150,000.00	6,501.76	162,860.49	(12,860.49)	0.0%
594 22 64 5-09 Staff Vehicle - DC Operations	85,000.00	6,815.47	83,398.51	1,601.49	1.9%
594 22 64 8-09 Pumper Truck	105,000.00	0.00	53,682.03	51,317.97	48.9%
590	4,820,000.00	350,482.34	802,811.42	4,017,188.58	83.3%
<b>870 SSD - Fleet/Facilities - FFS Farnes</b>	<b>4,820,000.00</b>	<b>350,482.34</b>	<b>802,811.42</b>	<b>4,017,188.58</b>	<b>83.3%</b>
<b>Fund Expenditures:</b>	<b>4,849,550.00</b>	<b>350,574.84</b>	<b>803,688.12</b>	<b>4,045,861.88</b>	<b>83.4%</b>
<b>Fund Excess/(Deficit):</b>	<b>(4,849,550.00)</b>	<b>(350,574.84)</b>	<b>(803,688.12)</b>		

*CM*



## MFD RFA Reserve/Capital YTD - Expenses

Marysville Fire District

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### 303 MFD RFA - Capital/Reserve Fund 778-73

Expenditures	Amt Budgeted	August	YTD	Remaining	
590					
597 01 00 0-08 Transfer Out - Apparatus Fund	1,500,000.00	0.00	1,500,000.00	0.00	0.0%
590	1,500,000.00	0.00	1,500,000.00	0.00	0.0%

### 100 General Admin

520					
522 70 49 0-08 GEMT Program - Overpaid Funds Return	10,000.00	0.00	0.00	10,000.00	100.0%
000	10,000.00	0.00	0.00	10,000.00	100.0%
522 16 41 9-08 Snohomish County Investment Fees	6,000.00	512.45	2,528.27	3,471.73	57.9%
216	6,000.00	512.45	2,528.27	3,471.73	57.9%
520	16,000.00	512.45	2,528.27	13,471.73	84.2%
<b>100 General Admin</b>	<b>16,000.00</b>	<b>512.45</b>	<b>2,528.27</b>	<b>13,471.73</b>	<b>84.2%</b>

### 870 SSD - Fleet/Facilities - FFS Farnes

590					
522 16 41 3-08 General Capital Projects - A&E/Professional Services	25,000.00	0.00	0.00	25,000.00	100.0%
594 22 62 0-08 Station 63 Project - Land/Construction/A&E/Prof Svcs	12,500,000.00	2,612.50	348,745.03	12,151,254.97	97.2%
594 22 62 2-08 Station 65 Project - A&E/Professional Services	25,000.00	0.00	0.00	25,000.00	100.0%
594 22 62 4-08 Public Safety Building - Remodel/Improvement Costs	600,000.00	0.00	77,999.36	522,000.64	87.0%
590	13,150,000.00	2,612.50	426,744.39	12,723,255.61	96.8%
<b>870 SSD - Fleet/Facilities - FFS Farnes</b>	<b>13,150,000.00</b>	<b>2,612.50</b>	<b>426,744.39</b>	<b>12,723,255.61</b>	<b>96.8%</b>
<b>Fund Expenditures:</b>	<b>14,666,000.00</b>	<b>3,124.95</b>	<b>1,929,272.66</b>	<b>12,736,727.34</b>	<b>86.8%</b>
<b>Fund Excess/(Deficit):</b>	<b>(14,666,000.00)</b>	<b>(3,124.95)</b>	<b>(1,929,272.66)</b>		

CM

# MFD RFA Equipment YTD - Expenses

Marysville Fire District

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305 MFD RFA - Equipment Fund 778-74

Expenditures	Amt Budgeted	August	YTD	Remaining	
<b>100 General Admin</b>					
520					
522 16 41 9-10 Snohomish County - Investment Fees	1,000.00	11.73	207.98	792.02	79.2%
520	1,000.00	11.73	207.98	792.02	79.2%
100 General Admin	1,000.00	11.73	207.98	792.02	79.2%
Fund Expenditures:	1,000.00	11.73	207.98	792.02	79.2%
Fund Excess/(Deficit):	(1,000.00)	(11.73)	(207.98)		

*CM*

MARYSVILLE FIRE DISTRICT RFA - EXPENSE FUND  
FINANCIAL SUMMARY OF CASH RECEIPTS AND DISBURSEMENTS

**Cash on hand at beginning of the month:** **\$14,565,530.44**

Income for the month:

08/07 - Cash Deposit	\$274.53
08/14 - Cash Deposit	\$8,448.79
08/21 - Cash Deposit	\$6,243.36
08/22 - ACH Debit Transfer	\$332,363.35
08/27 - Cash Deposit	\$2,485.28
08/31 - RFA Property Tax Collections	\$71,988.86
08/31 - FD12 Property Tax Collections	\$0.00
08/31 - LET/Private Harvest Distribution	\$757.63
08/31 - Investment Interest	\$47,672.25

**Total Income for the month:** **\$470,234.05**

Expenditures for the month:

08/22 - A/P - Warrants Approved 08/20	(\$303,020.59)
08/26 - A/P - Warrant Void & Cancel	\$500.00
08/31 - Sno Co Investment Fees	(\$333.22)
08/31 - Sno Co Property Tax Refunds	(\$171.35)
08/31- Payroll - Approved 08/20	(\$2,137,351.94)

**Total Expenditures for the month:** **(\$2,440,377.10)**

**Cash on hand as of 08/31/2025** **\$12,595,387.39**

MARYSVILLE FIRE DISTRICT RFA - APPARATUS FUND  
FINANCIAL SUMMARY OF CASH RECEIPTS AND DISBURSEMENTS

**Cash on hand at beginning of the month:** **\$4,411,630.74**

Income for the month:

08/31 - Investment Interest	\$14,109.48
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**Total Income for the month:** **\$14,109.48**

Expenditures for the month:

08/22 - A/P - Warrants Approved 08/20	(\$350,482.34)
08/31 - Sno Co Investment Fees	(\$92.50)

**Total Expenditures for the month:** **(\$350,574.84)**

**Cash on hand as of 08/31/2025** **\$4,075,165.38**

MARYSVILLE FIRE DISTRICT RFA - CAPITAL/RESERVE FUND  
FINANCIAL SUMMARY OF CASH RECEIPTS AND DISBURSEMENTS

**Cash on hand at beginning of the month:** **\$23,764,120.29**

Income for the month:

08/22 - ACH Debit Transfer	\$237,352.45	
08/31 - Investment Interest	<u>\$78,154.01</u>	
<b>Total Income for the month:</b>		<b>\$315,506.46</b>
Expenditures for the month:		
08/22 - A/P - Warrants Approved 08/20	(\$2,612.50)	
08/31 - Sno Co Investment Fees	<u>(\$512.45)</u>	
<b>Total Expenditures for the month:</b>		<b>(\$3,124.95)</b>
<b>Cash on hand as of 08/31/2025</b>		<b><u><u>\$24,076,501.80</u></u></b>

MARYSVILLE FIRE DISTRICT RFA - EQUIPMENT FUND  
 FINANCIAL SUMMARY OF CASH RECEIPTS AND DISBURSEMENTS

<b>Cash on hand at beginning of the month:</b>		<b>\$545,100.24</b>
Income for the month:		
08/31 - Investment Interest	<u>\$1,789.25</u>	
<b>Total Income for the month:</b>		<b>\$1,789.25</b>
Expenditures for the month:		
08/31 - Sno Co Investment Fees	<u>(\$11.73)</u>	
<b>Total Expenditures for the month:</b>		<b>(\$11.73)</b>
<b>Cash on hand as of 08/31/2025</b>		<b><u><u>\$546,877.76</u></u></b>
<i>GRAND TOTAL CASH ON HAND - August 1, 2025</i>	<i>\$43,286,381.71</i>	
<i>GRAND TOTAL CASH ON HAND - August 31, 2025</i>	<i><u>\$41,293,932.33</u></i>	
<i>DIFFERENCE</i>	<i><u><u>(\$1,992,449.38)</u></u></i>	

**MARYSVILLE FIRE DISTRICT**

**Regional Fire Authority**

**AGENDA BILL**

**BOARD MEETING DATE: September 17, 2025**

AGENDA ITEM: 2026 Ambulance Transport Fee Schedule	AGENDA SECTION: New Business															
PREPARED BY: Chelsie McInnis, Finance Director																
ATTACHMENTS: Resolution 2021-002 Ambulance Transport Billing Authorization 2026 "Exhibit A" - Emergency Medical Services (Transport) Billing Charge Report 2026 Annual CPI Transport Rate Calculation Table																
BUDGET CODE: N/A	AMOUNT: N/A															
<p>SUMMARY:</p> <p>Per MFD Resolution 2021-002 "Exhibit A", ambulance transport rates, including base mileage rate, will be increased to 100% of CPI-W, Seattle-Tacoma-Bellevue, Half 1, each January 1. CPI-W for the 2026 effective rate period is 2.3%.</p> <p>This new fee schedule, "Exhibit A" shall be attached to MFD Resolution 2021-002 and supersede all previous rate adoptions.</p> <table border="1"><thead><tr><th>DESCRIPTION</th><th>IN-DISTRICT BILLING RATE</th><th>OUT-OF-DISTRICT BILLING RATE</th></tr></thead><tbody><tr><td>Basic Life Support (BLS-NE &amp; E)</td><td>\$960.00</td><td>\$1,080.00</td></tr><tr><td>Advanced Life Support-1 (ALS-1E)</td><td>\$1,285.00</td><td>\$1,415.00</td></tr><tr><td>Advanced Life Support-2 (ALS-2)</td><td>\$1,430.00</td><td>\$1,550.00</td></tr><tr><td>Base Rate Mileage</td><td>\$23.90</td><td>\$26.25</td></tr></tbody></table>		DESCRIPTION	IN-DISTRICT BILLING RATE	OUT-OF-DISTRICT BILLING RATE	Basic Life Support (BLS-NE & E)	\$960.00	\$1,080.00	Advanced Life Support-1 (ALS-1E)	\$1,285.00	\$1,415.00	Advanced Life Support-2 (ALS-2)	\$1,430.00	\$1,550.00	Base Rate Mileage	\$23.90	\$26.25
DESCRIPTION	IN-DISTRICT BILLING RATE	OUT-OF-DISTRICT BILLING RATE														
Basic Life Support (BLS-NE & E)	\$960.00	\$1,080.00														
Advanced Life Support-1 (ALS-1E)	\$1,285.00	\$1,415.00														
Advanced Life Support-2 (ALS-2)	\$1,430.00	\$1,550.00														
Base Rate Mileage	\$23.90	\$26.25														

**RECOMMENDED ACTION:**

Motion to approve "Exhibit A" of MFD Resolution 2021-002, as presented, modifying the 2026 ambulance transport fee schedule and authorizing annual adjustments.

**MARYSVILLE FIRE DISTRICT  
A REGIONAL FIRE AUTHORITY  
RESOLUTION NO. 2021-002;**

**AMBULANCE TRANSPORT BILLING AUTHORIZATION**

**WHEREAS**, Marysville Fire District provides emergency medical transportation services to the residents and visitors of the Fire District and assists with transporting for neighboring agencies per mutual aid agreements; and

**WHEREAS**, in order for Marysville Fire District to discharge the responsibility of providing emergency medical transportation services the Board of Directors has determined that it is necessary to establish a fee schedule for persons using the service.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS FOR THE MARYSVILLE FIRE DISTRICT, A REGIONAL FIRE AUTHORITY, AS FOLLOWS:**

1. A fee shall be assessed and billed to all persons who request, require and receive emergency medical transport services from the Fire District.
2. The fee schedule attached hereto as exhibit "A" shall be adopted and remain in effect until such time it is modified by the Board of Directors.
3. The Fire Chief shall cause such assessment(s) to be billed to persons using the service by means approved by the Board of Directors.
4. The Fire Chief shall cause such assessments to be collected by means approved by the Board of Directors.
5. Revenue collected from the transport services shall be used and directed by the Board of Directors.

**MARYSVILLE FIRE DISTRICT, A REGIONAL FIRE AUTHORITY**

**ADOPTED** by the Marysville Fire District, A Regional Fire Authority, this 16<sup>th</sup> day of June, 2021 by majority vote of the members.

BOARD OF DIRECTORS

  
\_\_\_\_\_  
Board Chairperson

ATTEST:

  
\_\_\_\_\_  
District Secretary

**Exhibit "A"**

**MARYSVILLE FIRE DISTRICT  
Emergency Medical Services (Transport) Billing Charge Report  
(Effective 01/01/2026-12/31/2026)**

DESCRIPTION	IN-DISTRICT BILLING RATE	OUT-OF-DISTRICT BILLING RATE
Basic Life Support (BLS-NE & E)	<b>\$960.00</b>	<b>\$1,080.00</b>
Advanced Life Support-1 (ALS-1E)	<b>\$1,285.00</b>	<b>\$1,415.00</b>
Advanced Life Support-2 (ALS-2)	<b>\$1,430.00</b>	<b>\$1,550.00</b>
Base Rate Mileage	<b>\$23.90</b>	<b>\$26.25</b>

**ANNUAL BILLING RATE INFLATION FACTOR:**

Each January 1, billing rates at all levels of service and base rate mileage will increase by an amount equal to 100% of the Seattle-Tacoma-Bellevue area Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W), All Items, Base Period (1982-84=100), HALF1 (first half current year compared to first half previous year); as published by the U.S. Bureau of Labor Statistics.

In the event CPI-W (as defined by the index and period above) falls below zero, the fee schedule will remain unchanged from the previous year.

Service level rates shall be rounded up to the nearest five dollars (\$5.00) and base rate mileage shall be rounded up to the nearest nickel (\$0.05). *(Example: Base: \$876.25 rounds up to \$880.00, Mileage \$19.31 rounds up to \$19.35)*





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**MARYSVILLE FIRE DISTRICT**

**Regional Fire Authority**

**AGENDA BILL**

**BOARD MEETING DATE: September 17, 2025**

<b>AGENDA ITEM:</b> Updates to Accounting Technician, Administrative Assistant, Administrative Assistant/HR and Payroll Technician Job Descriptions.	<b>AGENDA SECTION:</b> New Business
<b>PREPARED BY:</b> Steve Edin, Human Resources Director Chelsie McInnis, Finance Director	
<b>ATTACHMENTS:</b> N/A	
<b>BUDGET CODE:</b> Various	<b>AMOUNT:</b> \$
<b>SUMMARY:</b> In preparation for the upcoming changes to the district's accounts payable process, pending retirement of the HR Director and to bring better checks and balances to the payroll process and accounting functions, administration is proposing updates to all the front office classifications. No changes to salaries are proposed at this time.	

<b>RECOMMENDED ACTION:</b> Motion to approve the recommended changes to the Accounting Technician, Administrative Assistant, Administrative Assistant/HR Finance and Payroll Technician job descriptions as recommended by staff.
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## MARYSVILLE FIRE DISTRICT POSITION DESCRIPTION

<b>POSITION TITLE:</b>	Accounting Technician
<b>DEPARTMENT:</b>	Finance and Administration
<b>CLASSIFICATION:</b>	Non-Union/Non-Exempt
<b>APPROVAL DATE:</b>	<del>September 17, 2025</del> February 16, 2022

### **POSITION PURPOSE:**

Individuals assigned to this position are expected to apply a broad knowledge of accounting/bookkeeping and ~~finance, and~~finance and serve as a customer service assistant.

### **SUPERVISION RECEIVED:\***

- o Works under the administrative direction of the Finance Director.

### **SUPERVISION EXERCISED:\***

- o None.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** -- *The job duties and responsibilities represented in this job description in no way imply that these are the only duties to be performed. Individuals occupying this position will be required to follow any other job related instructions and to perform any other ~~job-related~~job-related duties requested by a supervisor. Specific duties and responsibilities include, but are not limited to:*

- Processes invoices for payment; reviews and audits invoices to ensure accuracy of prices and entries.
- Prepares warrants for distribution including verification of vendor name, mailing address and payment amount.
- Maintains electronic vendor database to include obtaining W-9 forms, performing IRS TIN matching verification, and assisting in annual IRS 1099 review/preparation processes.
- Reviews, identifies and resolves problems and discrepancies on accounting records or documents, including researching records and making adjustments to customer accounts or

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Accounting Technician

Revised: ~~September 17, 2025~~February 16, 2022

accounting records.

- Posts, records, enters and updates manual and/or automated accounting records.
- Reviews and processes patient care reports for submittal to the District's contracted ambulance billing agency. Duties of such include: ensuring signatures are recorded from both the patient(s) and crew member(s), ensuring that incident and patient information is complete, and verifying that transport mileage and level of service are accurately assigned and calculated.
- Performs various ambulance billing functions as assigned, including report reconciliations and administrative tasks associated with bad debt account assignments.
- Assists in maintaining capital asset inventory database.
- ~~Serve as an alternate Payroll technician.~~
- Answers questions from customers regarding account information or accounting and billing procedures.
- Balances journal entries, printouts, deposits or other accounting documents.
- Processes and enters data/information into computer to prepare a variety of documents.
- Totals and balances batch totals, entries to accounts, bills or records.
- Sorts and files records, reports, and other documents; maintains files for designated accounts or accounting functions.
- ~~Arrange travel for personnel and board members, including registration, per diem, and hotel reservations.~~
- ~~Assist the training division with training registration.~~
- Prepares receipts for a variety of payments.
- Drafts routine correspondence and notices to customers; prepares customer mailings.
- Assist with accounts receivable as necessary.
- Assist with budget monitoring, maintaining budget control information, and the budgeting process.
- Assist in preparation of monthly and annual financial reports.
- Relieves other clerical and office personnel as needed.
- Receive and process incoming telephone calls.
- Receive and process incoming customers.
- Answer and direct routine inquiries from customers.
- Attend meetings, seminars, conferences and other training programs to keep informed on current laws and changes that may affect the district.
- Perform other job related duties assigned by the Finance Director.
- Serve as back up for Finance Director.
- The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

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Accounting Technician

Revised: ~~September 17, 2025~~ February 16, 2022

### **PHYSICAL DEMANDS AND WORKING ENVIRONMENT:**

Please see the attached questionnaire for position specific physical requirements and typical working conditions. The physical demands and work environment characteristics described in the attached form are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disability to perform the essential functions. Maybe required to work beyond normal working hours to attend evening and weekend meetings.

### **QUALIFICATIONS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education, Training and Experience Guidelines** -- *The Marysville Fire District reserves the right to evaluate and consider, at its discretion, any combination of education and experience that tends to indicate the applicant possesses the skills, knowledge and abilities listed herein.*

- High school diploma or equivalent required.
- Associate's degree in Accounting or Business Administration preferred.
- Two years' experience working in a clerical environment.
- Increasingly responsible experience including related clerical or administrative experience, or an equivalent combination of education, training and/or experience that provides the following knowledge, skills and abilities:

#### **Knowledge of:**

- General accounting principles and office procedures.
- English, spelling, grammar, vocabulary and punctuation.

#### **Ability to:**

- Type at a speed of 50 w.p.m.
- Use a variety of computer applications, including word processing, spreadsheets and database.
- Work in a confidential capacity.
- Compose correspondence, reports and articles from general directions and rough notes.
- Perform research, organize and present findings.
- Work cooperatively with others as a member of the department team.
- Maintain and establish effective and cooperative working relationships with the public and

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Accounting Technician

Revised: ~~September 17, 2025~~ [February 16, 2022](#)

public officials.

- Work through lunch meetings, work late, attend evening or early morning meetings as required.

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Accounting Technician

Revised: [September 17, 2025](#)~~[February 16, 2022](#)~~

- Deal with the public in stressful situations.
- Project an image of professionalism through appearance, cooperation, compatibility, punctuality and enthusiasm.
- Submit to a thorough employment reference check and verification of all applicable certifications.
- Submit to a thorough background check.

**LICENSE OR CERTIFICATE REQUIREMENTS:**

- Requires a valid Washington State Driver's License and a driving record acceptable to the Department's insurance carrier.

The statements contained herein reflect general details as necessary to describe the functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work period, or otherwise to balance the workload.

This job description does not constitute an employment agreement between the Employer and Employee and is subject to change as the needs of the Employer and requirements of the job change.

\_\_\_\_\_  
EMPLOYEE ACKNOWLEDGEMENT

\_\_\_\_\_  
DATE

## MARYSVILLE FIRE DISTRICT POSITION DESCRIPTION

<b>POSITION TITLE:</b>	<b>Administrative Assistant – HR/Finance</b>
<b>DEPARTMENT:</b>	<b>Finance and Administration</b>
<b>CLASSIFICATION:</b>	<b>Non-Union/Non-Exempt</b>
<b>APPROVAL DATE:</b>	<b><u>September 17, 2025</u><del>November 20, 2023</del></b>

### **POSITION PURPOSE:**

This position provides para-professional and administrative support to the human resources and finance divisions of the Marysville Fire District. The work performed by the class follows established procedures and general directions; incumbents operate independently and apply established guidelines and alternatives to make routine judgements and decisions.

### **SUPERVISION RECEIVED:\***

- o Works under the administrative direction of the Human Resources ~~and Finance~~ Directors.

### **SUPERVISION EXERCISED:\***

- o None.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** -- The job duties and responsibilities represented in this job description in no way imply that these are the only duties to be performed. Individuals occupying this position will be required to follow any other job related instructions and to perform any other job related duties requested by a supervisor. Specific duties and responsibilities include, but are not limited to:

- Assists the District's Records Officer with records management functions for divisions, including organizing and maintaining databases, official personnel files, and other records in compliance with district policies, legal regulations, and confidentiality requirements; purges and archives files and documents per RCW and WAC retention schedules.
- Serves as the LEOFF Disability Board liaison, processing LEOFF 1 Retiree claims and submitting them to the Disability Board in a timely manner.
- Assists in coordinating recruitment and selection processes, including advertising vacancies, receiving applications, answering applicant questions and scheduling candidate interviews. Processes employee background checks, schedules pre-employment physicals and psychological exams as needed.

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Administrative Assistant – HR/Finance

Revised: September 17, 2025~~November 20, 2023~~

• ~~Coordinates the CDL random drug and alcohol testing, schedules exams, audits CDL holder spreadsheet to ensure employee compliance with required certifications and licenses, runs biannual Driver's Abstracts, tracks manager/supervisor required Drug & Alcohol Training.~~

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- Assists with the District's on-boarding process to include new employee orientations, employee enrollment into the District's benefits program and coordinating the District's benefits program with the Payroll Specialist.
- Assists with scheduling employee exit interviews.
- Assists the division managers in preparing correspondence and reports addressing confidential and sensitive matters and gathering data for analysis and studies including gathering information related to developing labor negotiation strategies.
- Assists the Human Resources Director with the annual wage and benefit budget ensuring accuracy for final submittal to the Finance Director.
- Assist with Public Records Requests.
- Assist with monthly bank account reconciliations.
- Prepare and distribute monthly budget reports.
- Assists with maintenance of the electronic vendor database to include obtaining W-9 forms, performing IRS TIN matching verification, and assisting in annual IRS 1099 review/preparation processes.
- Assists with state of Washington filing requirements such as fuel excise tax, use/sales tax and unclaimed property.
- Receive and process incoming telephone calls.
- Receive and process incoming customers.
- Answer and direct routine inquiries from customers.
- ~~May provide~~ Provide clerical support for operations of the District.
- Arrange training travel/registrations for personnel, including but not limited to event registrations, per diem, hotel/flight reservations. ~~Assist with employee training and travel registrations.~~
- Assist with the preparation of the District's annual department report.
- Attend meetings, seminars, conferences and other training programs to keep informed on current laws and changes that may affect the district.
- Perform other job related duties assigned by the Human Resources and Finance Directors.
- Serve as backup for payroll technician, ambulance billing, and board secretary.
- The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

#### **PHYSICAL DEMANDS AND WORKING ENVIRONMENT:**

Please see the attached questionnaire for position specific physical requirements and typical working conditions. The physical demands and work environment characteristics described in

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Administrative Assistant – HR/Finance

Revised: ~~September 17, 2025~~ November 20, 2023



the attached form are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disability to perform the essential functions. Maybe required to work beyond normal working hours to attend evening and weekend meetings.

**QUALIFICATIONS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education, Training and Experience Guidelines** -- *The Marysville Fire District reserves the right to evaluate and consider, at its discretion, any combination of education and experience that tends to indicate the applicant possesses the skills, knowledge and abilities listed herein.*

- High school diploma or equivalent required.
- Associates degree in human resource management, Accounting or Business Administration, or a related field preferred.
- Two years' experience working in a clerical environment.
- One year of experience working in a human resource-related capacity preferred.
- Increasingly responsible experience including related clerical or administrative experience, or an equivalent combination of education, training and/or experience that provides the following knowledge, skills and abilities:

**Knowledge of:**

- General principles of human resource management programs and practices.
- General principles of payroll programs and practices.
- General knowledge of applicant tracking and on-boarding software.
- Record keeping systems for human resource and payroll administration.
- Pertinent local, state, and federal laws, rules and regulations.
- General knowledge of Windows based computers and Microsoft Office software, especially Excel.
- General office procedures.
- Public finance and/or public administration.
- English, spelling, grammar, vocabulary and punctuation.

**Ability to:**

- Use a variety of computer applications, including word processing, spreadsheets and database and applicant tracking/on-boarding software
- Use all office equipment proficiently including windows-based personal computers and related software applications that support the human resource management function.
- Work in a confidential capacity.

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Administrative Assistant – HR/Finance

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- Compose correspondence, reports and articles from general directions and rough notes.
- Extract and research data, create and contextualize reports and present findings.
- Work cooperatively with others as a member of the department team.
- Maintain and establish effective and cooperative working relationships with the public, employees and public officials.
- Work through lunch meetings, work late, attend evening or early morning meetings as required.
- Deal with the public in stressful situations.
- Project an image of professionalism through appearance, cooperation, compatibility, punctuality and enthusiasm.
- Submit to a thorough employment reference check and verification of all applicable certifications.
- Submit to a thorough background check.

**LICENSE OR CERTIFICATE REQUIREMENTS:**

- Requires a valid Washington State Driver's License and a driving record acceptable to the Department's insurance carrier.

The statements contained herein reflect general details as necessary to describe the functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work period, or otherwise to balance the workload.

This job description does not constitute an employment agreement between the Employer and Employee and is subject to change as the needs of the Employer and requirements of the job change.

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EMPLOYEE ACKNOWLEDGEMENT

\_\_\_\_\_  
DATE

## MARYSVILLE FIRE DISTRICT POSITION DESCRIPTION

<b>POSITION TITLE:</b>	<b>Administrative Assistant</b>
<b>DEPARTMENT:</b>	<b>Finance and Administration</b>
<b>CLASSIFICATION:</b>	<b>Non-Union/Non-Exempt</b>
<b>APPROVAL DATE:</b>	<u>September 17, 2025</u> <del>February 16, 2022</del>

### **POSITION PURPOSE:**

This performs a wide variety of complex confidential secretarial and administrative support functions.

Incumbent reports to the Fire Chief and the Finance Director with work reviewed for accuracy, completeness and adherence to established procedures.

### **SUPERVISION RECEIVED:\***

- o Works under the administrative direction of the Finance Director.

### **SUPERVISION EXERCISED:\***

- o None.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** -- The job duties and responsibilities represented in this job description in no way imply that these are the only duties to be performed. Individuals occupying this position will be required to follow any other job related instructions and to perform any other job related duties requested by a supervisor. Specific duties and responsibilities include, but are not limited to:

- Serve as confidential secretary to the Fire Chief including handling confidential and politically sensitive materials, manage research projects, complete information and data requests, develop, write, edit, communications and maintain schedule including organizing calendar and arranging meetings.
- Serve as Administrative Assistant to the Marysville Fire District Board of Directors.
- Prepare agenda and board packets for the Marysville Fire District Board of Directors and Snohomish County Fire District #12 Board of Commissioners.
- Interprets, communicates, and applies rules, procedures and policies; serves as recording secretary for meetings of the Board of Directors and Snohomish County Fire District #12 Board of Commissioners.
- Prepares minutes of the Board of Directors, and Snohomish County Fire District #12 Board

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Accounting Technician

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of Commissioner's meetings and conducts, coordinates and/or directs routine follow-up, including indexing of minutes/resolutions, and works cooperatively and in tandem with other administrative support staff.

- Maintain the District's website postings of public business information to include board meeting notices, minutes, agendas, and packets, annual department reports, budget documents, bid documents/advertisements, surplus notices, and interlocal agreements.
- Organize regular board meetings, special meetings, employee recognition events, and annual retreat/board workshops.
- Keep the Marysville Fire District Board of Directors and Snohomish County Fire District #12 Board of Commissioners informed on pertinent business of the Fire District.
- Facilitate registration/travel for Board Members and Snohomish County Fire District #12 Board of Commissioners attending workshops, and conferences, etc.
- Prepare, develop, and coordinate the District's annual department report.
- Receives and greets visitors; independently prepares a variety of correspondence, letters, memoranda, reports, and other written materials.
- Provides administrative assistance to special committees.
- Receive and process incoming telephone calls.
- Open and distribute mail.
- Serve as Rider Program Custodian.
- Purchase office supplies as needed.
- ~~Prepare training division announcements and assist with registration and other assignments directed by the Battalion Chief of Training/Safety.~~
- Provide clerical support for operations of District.
- Provide assistance, as requested for technology, finance and payroll departments.
- Serve as backup for accounts payable.
- The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

#### **PHYSICAL DEMANDS AND WORKING ENVIRONMENT:**

Please see the attached questionnaire for position specific physical requirements and typical working conditions. The physical demands and work environment characteristics described in the attached form are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disability to perform the essential functions. Maybe required to work beyond normal working hours to attend evening and weekend meetings.

#### **QUALIFICATIONS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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Accounting Technician

Revised: September 17, 2025~~February 16, 2022~~

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**Education, Training and Experience Guidelines** -- *The Marysville Fire District reserves the right to evaluate and consider, at its discretion, any combination of education and experience that tends to indicate the applicant possesses the skills, knowledge and abilities listed herein.*

- High school diploma or equivalent required.
- Two years' experience working in a clerical environment.
- Increasingly responsible experience including related clerical or administrative experience, or an equivalent combination of education, training and/or experience that provides the following knowledge, skills and abilities:

**Knowledge of:**

- General accounting principles and office procedures.
- English, spelling, grammar, vocabulary and punctuation.

**Ability to:**

- Type at a speed of 50 w.p.m.
- Use a variety of computer applications, including word processing, spreadsheets and database.
- Work in a confidential capacity.
- Compose correspondence, reports and articles from general directions and rough notes.
- Perform research, organize and present findings.
- Work cooperatively with others as a member of the department team.
- Maintain and establish effective and cooperative working relationships with the public and public officials.
- Work through lunch meetings, work late, attend evening or early morning meetings as required.
- Deal with the public in stressful situations.
- Project an image of professionalism through appearance, cooperation, compatibility, punctuality and enthusiasm.
- Submit to a thorough employment reference check and verification of all applicable certifications.
- Submit to a thorough background check.

**LICENSE OR CERTIFICATE REQUIREMENTS:**

- Requires a valid Washington State Driver's License and a driving record acceptable to the Department's insurance carrier.

The statements contained herein reflect general details as necessary to describe the functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may

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Accounting Technician

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perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work period, or otherwise to balance the workload.

This job description does not constitute an employment agreement between the Employer and Employee and is subject to change as the needs of the Employer and requirements of the job change.

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EMPLOYEE ACKNOWLEDGEMENT

\_\_\_\_\_  
DATE

## MARYSVILLE FIRE DISTRICT POSITION DESCRIPTION

<b>POSITION TITLE:</b>	<b>Payroll Clerk</b>
<b>DEPARTMENT:</b>	<b>Finance and Administration</b>
<b>CLASSIFICATION:</b>	<b>Non-Union/Non-Exempt</b>
<b>APPROVAL DATE:</b>	<a href="#"><u>September 17, 2025</u></a> <del>February 16, 2022</del>

### **POSITION PURPOSE:**

This position is expected to apply a broad knowledge of accounting/bookkeeping of the department's purpose, functions and practices to regular and recurring duties.

Incumbent's work reviewed for accuracy, completeness and adherence to established procedures.

### **SUPERVISION RECEIVED:\***

- o Works under the administrative direction of the Finance Director.

### **SUPERVISION EXERCISED:\***

- o None.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** -- *The job duties and responsibilities represented in this job description in no way imply that these are the only duties to be performed. Individuals occupying this position will be required to follow any other job related instructions and to perform any other job related duties requested by a supervisor. Specific duties and responsibilities include, but are not limited to:*

- Process and submit monthly payroll for the District. Payroll duties include: distribution of paychecks, administering direct deposit, pay rate changes including longevity pay, step and salary adjustments, and payroll changes; completion and submittal of payroll reports and payments for IRS taxes, Department of Retirement Systems (DRS), Labor & Industries (L&I), 457/Deferred Compensation program, Health Reimbursement Account, benefit plan administrators, Employment Security Systems, and other miscellaneous transactions.
- Manage workflow to ensure all payroll transaction are processed accurately and timely.

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Payroll Clerk

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- Prepare entries for payroll submittals to the County and make changes/adjustments in payroll as necessary. Reconcile payroll prior to transmission to the county and validate confirmed reports.
- Understand proper taxation of employer paid benefits.
- Responsible for the payroll component of the electronic timekeeping system to include validating employees monthly time, and to ensure valid data to /from payroll program.
- Prepare monthly, quarterly, and annual payroll reports, tax reports, in accordance with State guidelines and District policy.
- Maintain the District's attendance program, to include: vacation, sick leave and overtime. Prepare personnel time sheets to calculate overtime and verify accuracy.
- ~~Assists the Human Resources~~ Director~~Manager~~ with the annual wage and benefit budget ensuring accuracy for final submittal to the Finance Director.
- Serve as a technical resource to personnel regarding payroll processes, policies and procedures; respond to inquiries and provide information concerning calculations, pay rates, benefits, taxes and leave; investigate and resolve retroactive and other payroll discrepancies.
- Distributes annual W-2's to employees.
- Serve as Notary Public.
- Maintain accurate benefit records (e.g., medical/dental insurance premiums, and employee/employer deferred compensation plans).
- ~~Prepare, develop, and coordinate the annual fire report.~~
- Assist with Public Records Requests.
- Receive and process incoming telephone calls.
- Receive and process incoming customers.
- Answer and direct routine inquiries from customers.
- Provide clerical support for operations of the District.
- ~~Serve as an alternate Board Secretary to include attending after hours Board meetings, transcribing minutes, etc.~~
- Attend meetings, seminars, conferences and other training programs to keep informed on current laws and changes that may affect the district.
- Perform other job related duties assigned by the Chief and Finance Director.
- The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

#### **PHYSICAL DEMANDS AND WORKING ENVIRONMENT:**

Please see the attached questionnaire for position specific physical requirements and typical working conditions. The physical demands and work environment characteristics described in

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Payroll Clerk

Revised: ~~September 17, 2025~~ February 16, 2022



the attached form are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disability to perform the essential functions. Maybe required to work beyond normal working hours to attend evening and weekend meetings.

#### **QUALIFICATIONS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education, Training and Experience Guidelines** -- *The Marysville Fire District reserves the right to evaluate and consider, at its discretion, any combination of education and experience that tends to indicate the applicant possesses the skills, knowledge and abilities listed herein.*

- High school diploma or equivalent required.
- Associates degree in Accounting or Business Administration preferred.
- Two years' experience working in a clerical environment.
- Increasingly responsible experience including related clerical or administrative experience, or an equivalent combination of education, training and/or experience that provides the following knowledge, skills and abilities:

#### **Knowledge of:**

- General accounting principles.
- General office procedures.
- Public finance and/or public administration.
- English, spelling, grammar, vocabulary and punctuation.

#### **Ability to:**

- Use a variety of computer applications, including word processing, spreadsheets and database.
- Work in a confidential capacity.
- Compose correspondence, reports and articles from general directions and rough notes.
- Perform research, organize and present findings.
- Work cooperatively with others as a member of the department team.
- Maintain and establish effective and cooperative working relationships with the public and public officials.
- Work through lunch meetings, work late, attend evening or early morning meetings as required.

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Payroll Clerk

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- Deal with the public in stressful situations.
- Project an image of professionalism through appearance, cooperation, compatibility, punctuality and enthusiasm.
- Submit to a thorough employment reference check and verification of all applicable certifications.
- Submit to a thorough background check.

**LICENSE OR CERTIFICATE REQUIREMENTS:**

- Requires a valid Washington State Driver's License and a driving record acceptable to the Department's insurance carrier.
- Certified Public Records Officer preferred.
- Certified Payroll Professional preferred.

The statements contained herein reflect general details as necessary to describe the functions of this job, the level of knowledge and skill typically required, and the scope of responsibility, but should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other functional areas to cover absences or relief, to equalize peak work period, or otherwise to balance the workload.

This job description does not constitute an employment agreement between the Employer and Employee and is subject to change as the needs of the Employer and requirements of the job change.

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EMPLOYEE ACKNOWLEDGEMENT

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DATE

To the firemen to thank you for taking care of  
a pan full of burnt eggs! The house was  
full of smoke and I'm sure there were  
bits of eggs & shells, everywhere in the  
kitchen.

When I went back home to see the damage,  
everything was cleaned up & all windows  
were open.

Thank you so much. Your work is much  
appreciated.

God Bless you.

Connie Fisher #105

Just for you by Sheri