MARYSVILLE FIRE DISTRICT
Meeting Minutes
PLANNING COMMITTEE SPECIAL MEETING
November 12, 2026 – 1 PM – MFD St. 61 Admin Conference Rm/Zoom

The following were in attendance:

Board of Directors:

Michael Stevens
Kamille Norton *(zoom)*
Steve Muller

Staff Members:

Ned Vander Pol, Fire Chief
Jeff Cole, Assistant Chief
Taylor Matsumura, Administrative Assistant

Guests:

Sarah Elley, Principal, TCA *(zoom)*
Will Allen, Project Architect *(zoom)*

CALL TO ORDER

Chairperson Muller called the November 12, 2026, Planning Committee meeting to order at 1:02 PM.

DISCUSSION ITEM

Station 61 Renovation Project Update

Sarah Elley, TCA, presented the Station 61 floor plans and reviewed the anticipated projects:

a. Reconfigure and expand the kitchen, laundry area, and men's locker room.
b. Update the Emergency Operations Center (EOC) area.
c. Decommission plumbing in the former jail area.
d. Create controlled access points to the second-floor public space that restrict access to operational areas and crew spaces.

Chairperson Muller asked about soundproofing and insulation for the second-floor training room, which could potentially be used for Board meetings and closed executive sessions.

Board Member Norton noted that an adjacent space could also be made available for executive sessions. The goal is to provide a private and confidential meeting space without disrupting crew areas, while ensuring appropriate sound control and mutual respect for operational needs.

Sarah Elley then presented a preliminary estimate of approximately $1.8 million for all Station 61 projects. The group discussed the advantages and disadvantages of completing the projects concurrently versus using a phased approach.

Approved Initials

Board Member Stevens asked about the anticipated five- to ten-year outlook for the current building. The group agreed that the longer-term timeline remains fluid; however, members agreed that the proposed projects are necessary to support the building's continued usability.

Work is currently anticipated to begin in the third quarter of 2027, allowing time for permitting, bidding, and related preconstruction activities. TCA will explore whether the schedule can be advanced. While project priorities can be established, sequencing will also depend on contractor availability and capabilities. The group noted that contract parameters may be included to help guide work priorities.

The plans will continue to move forward and will be presented to the Board when ready for consideration.

ADJOURNMENT

With no further action, the special meeting of the Planning Committee was adjourned Thursday, November 12, 2026, at 1:20 PM.

Ned Vander Pol
District Secretary

11/23/2026
Date approved

THE PUBLIC IS INVITED TO ATTEND

Special Needs
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Approved Initials