

**MARYSVILLE FIRE DISTRICT  
A REGIONAL FIRE AUTHORITY  
RESOLUTION NO. 2019-019;**

**AUTHORIZATION FOR PETTY CASH FUND AND NAME  
HUMAN RESOURCES MANAGER AS CUSTODIAN**

**WHEREAS**, the City of Marysville (City) and the Snohomish County Fire Protection District No. 12 (“District 12”), by Interlocal Agreement in 1991, and as was subsequently amended, created the Marysville Fire District (District) to provide fire and emergency response services within the corporate limits of the City of Marysville and the boundaries of the Snohomish County Fire Protection District No. 12; and

**WHEREAS**, with the growing needs of the community within the service area and the demands for enhanced fire and EMS services the City and the District determined that it was in the public interest to place a measure, pursuant to the terms and conditions of chapter 52.26 RCW, before the voters that if approved would result in formation of a regional fire authority (RFA); and

**WHEREAS**, pursuant to the special election was held on April 23, 2019, for consideration of Ballot Measure Proposition No. 1, the voters approved and authorized the creation of the Marysville Fire District, a regional fire authority effective October 1, 2019; and

**WHEREAS**, RCW 52.26.100(3) states that “[e]xcept as otherwise provided in the regional fire protection service authority plan, all rules and all pending business before the participating fire protection jurisdiction pertaining to the powers, functions, and duties transferred shall be continued and acted upon by the regional fire protection service authority, and all existing contracts and obligations shall remain in full force and shall be performed by the regional fire protection service authority.”; and

**WHEREAS**, RCW 52.26.090(g) authorizes the RFA Board to “exercise powers and perform duties as the board determines necessary to carry out the purposes, functions, and projects of the authority” which includes the adoption of governing Resolutions and Operational and Tactical Policies; and

**WHEREAS**, Marysville Fire District operations requires small purchases to be made within the local area, small immediate payments to be made to outside area vendors, and small qualifying payments for employee business expense reimbursements deemed necessary and appropriate; and

**WHEREAS**, paying small bills through the regular governmental system is time consuming and costly; and

**WHEREAS**, paying such bills within the petty cash account will result in savings to Marysville Fire District;

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

1. Petty cash fund, hereafter referred to as “PETTY CASH FUND” is hereby established.
2. The fund shall be maintained at \$1,500.00 (One Thousand Five Hundred Dollars).

3. The Human Resources Manager for Marysville Fire District, is designated and named the custodian of the fund. The designated custodian shall hold such position until terminated by the Board or until termination of employment with Marysville Fire District, whichever shall first occur. The designated custodian or his/her duly appointed successor shall perform the duties set forth in this resolution.
4. Two additional signers shall be designated, including the Fire chief and one other designated by the Fire Chief.
5. The custodian shall deposit all monies received for such fund in the Marysville Fire District "Petty Cash Fund" checking account. Such money shall consist of the initial deposit authorized by this resolution and replenish fund from warrants issued pursuant to vouchers authorized by the Board and refunds of unexpended advances received from officers and employees.
6. Disbursements from the fund shall be made by check signed by the custodian or another account signer. Disbursements shall be made only pursuant to statute and pursuant to rules and regulations prescribed by the Washington State Auditor.

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

**ADOPTED** by the Marysville Fire District, A Regional Fire Authority, this 1<sup>st</sup> day of October, 2019 by majority vote of the members.

BOARD OF DIRECTORS

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

ATTEST:

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