

Marysville / FPD 12

Regional Fire Authority Committee Meeting

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

Attendees:

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

Welcome and Introduction

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

Review of Agenda and Goals

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

Approval of Minutes

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

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

Review Consultant Scopes of Work and Proposal

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

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

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

Interface Systems – Fire Benefit Charge

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

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

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

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

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

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

Review of Key Policy Issues and Work Plan

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

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

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

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

Charter Rules

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

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

Review Current Fire Service Levy Rate Equivalents & Projected Growth

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

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

Project Timeline/Election Date

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

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

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

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

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

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

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

Union Comments

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

Roundtable

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

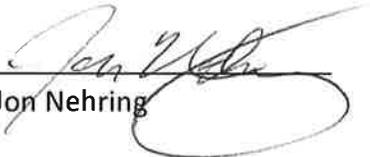
Next Meeting

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

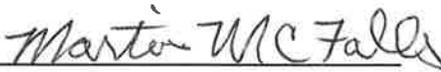
CAO Hirashima stated she will send the May RFA packets out early with all the requested information.

Adjourn

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



Mayor Jon Nehring



Fire Chief Martin McFalls



Recording Secretary