



City of Stevenson

Leana Kinley, City Administrator

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To: City Council and Fire District 2 Commissioners
From: Leana Kinley, City Administrator
RE: Interlocal Agreement Changes
Meeting Date: October 5, 2023

Executive Summary:

The City of Stevenson and Fire District 2 have been working together cooperatively for many years and the relationship was formalized in 1989 with an Interlocal Agreement. Task 4A2 of the Fire Department Strategic Plan suggests the Interlocal Agreement between the agencies be reviewed and updated. It also suggests establishing a Joint Operating Board to unify the governance structure for the Fire Chief and operational coordination.

A copy of the Plan can be found online at <https://www.ci.stevenson.wa.us/emergency/page/documents-reports-resources>.

Overview of Items:

From the initial agreement, the goal of working together cooperatively was to “...render more effective service to the residents of the City and District,” which has not changed over 34 years later.

Agency assets remain with each agency and are their responsibility to repair, maintain, and fuel as needed. The Fire Station is a joint asset split between the Fire District and City.

Cost Splits:

City	Fire District
• 50% Fire Station Heating & Lighting	• 50% Fire Station Heating & Lighting
• 50% Fire Station Repairs & Maintenance	• 50% Fire Station Repairs & Maintenance
• 50% BVFF Costs	• 50% BVFF Costs
• 100% City Calls	• 100% Fire District Calls
• 50% Drill Pay	• 50% Drill Pay
• Fire Station Water and Sewer	• Fire Station Insurance
• Hydrant Water	•

Responsibility Splits:

City	Fire District
• Organize and maintain volunteer department between 18-35 men who shall be under the supervision and direction of a competent City Fire Chief.	
• Shall respond to rural calls	

<ul style="list-style-type: none"> • Shall respond to calls within or without city limits. 	
<ul style="list-style-type: none"> • City Fire Chief shall keep record of all calls, ...including information as required by the District Fire Marshal to fulfill the District's obligations. 	

There is language that implies there is a District Fire Marshal or District Fire Chief (language changed in some areas, but not all), "...who shall be a resident of the District and appointed by the Commissioners of the District." This is in addition to the City Fire Chief, who is responsible for the supervision and direction of the Volunteers, records and reporting to the District. Does the agreement discuss selection of a Fire Chief with collaboration between both the City and District? Does it remain there be two Fire Chiefs with clearly defined roles and responsibilities?

In reviewing the Fire Call and Assessed Valuation data for both the District and City, the average split over the past 5 years for both is about 70% City and 30% District. This would be a more equitable distribution of the department costs than the existing 50/50 split.

	Avg		2018	2019	2020	2021	2022	2023
Calls		City	58	45	42	22	45	41
		FD2	36	28	13	10	19	15
	69%	City	62%	62%	76%	69%	70%	73%
	31%	FD2	38%	38%	24%	31%	30%	27%
AV		City	214,756,455	226,002,086	244,668,288	268,252,761	296,213,114	353,292,275
		FD2	88,382,779	92,435,845	100,468,117	116,216,226	127,533,919	140,414,174
	71%	City	71%	71%	71%	70%	70%	72%
	29%	FD2	29%	29%	29%	30%	30%	28%

After discussion on the organizational structure of the department, are there other items within the contract that need to be added or changed? Comments on creating a Joint Operating Board as suggested in the Strategic Plan?

Does the Agreement need to address collaboration on a new fire hall (Task 5A3)? Is this a separate agreement that is discussed after the process regarding organizational structure is determined?

Action Needed:

Consensus on contractual changes to be brought before both agencies for additional review, discussion and approval.