

**CITY COUNCIL 6.C**  
**CITY OF LYNNWOOD**  
**CITY COUNCIL**

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**TITLE: Briefing: Interlocal Agreement for Fire Presentation Services**

**DEPARTMENT CONTACT: David Kleitsch, Development and Business Services**

**SUMMARY:**

Council will receive a briefing on the proposed Interlocal Agreement between South County Fire and Lynnwood regarding the ILA for Fire Prevention Services..

**PRESENTER:**

David Kleitsch, Development and Business Services Director

**ESTIMATED TIME:**

30

**BACKGROUND:**

At the Work Session on October 7, 2024, Council will receive a briefing on the proposed Interlocal Agreement (ILA) between the South Snohomish County Fire and Rescue Regional Fire Authority (RFA) and the City of Lynnwood (COL) regarding Fire Prevention Services. The proposed ILA is provided as an attachment to this memo.

The South Snohomish County Fire & Rescue (RFA) and the City of Lynnwood (COL) entered into an Interlocal Agreement (ILA) for Fire Prevention Services that commenced on October 1, 2017. The contract remains in effect and has been funded by COL through the FY2023-2024 budget. The original ILA is provided as an attachment to this memo for reference.

In 2024, the RFA and COL initiated discussions regarding amending the ILA regarding fire prevention service delivery and funding. Council received briefings on these discussions at the Work Sessions on July 15, 2024 and September 3, 2024.

The proposed ILA is attached to this memo and reflects the discussions and recommendations between the RFA and COL to amend the ILA.

**SUGGESTED ACTION:**

Receive a briefing on the proposed Interlocal Agreement for consideration and action at the Business Meeting on October 14, 2024.

## **PREVIOUS COUNCIL ACTIONS:**

On October 1, 2017, the RFA and COL entered into an Interlocal Agreement (ILA) for Fire Prevention Services.

At the Work Session on July 15, 2024, Council received a briefing regarding discussions between the RFA and COL to amend the ILA for Fire Prevention Services.

At the Work Session on On September 3, 2024, Council received a briefing on discussions between the RFA and COL to amend the ILA for Fire Presentation Services.

## **FUNDING:**

The proposed ILA modifies the funding arrangement for Fire Prevention Services.

The original ILA was structured so that COL fire prevention functions were transferred to the RFA, and that COL was responsible for paying the cost of those functions. Since 2022, the RFA has increased in geographic size and population. This expansion provides the opportunity to review how fire prevention services are delivered and funded.

The proposed ILA is structured so that the RFA retains the role and responsibility for fire prevention service delivery. Funding for those services will be provided by the RFA with the exception of fire permit plan review and inspection. For the function of fire permit plan review and inspection provided by the RFA, a "fee for service" model will be established. The COL will remit to the RFA the fire plan review and inspection fees that the City collects as part of the building permit process.

## **DEPARTMENT ATTACHMENTS**

Description:

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[Council Briefing Memo, ILA for Fire Prevention Services, October 7, 2024.pdf](#)

[Draft Fire Presentation ILA, 2024.10.01.pdf](#)

[Original RFA Fire Marshal Services ILA, 2017.10.1.pdf](#)