

# SNURE LAW OFFICE, PSC

A Professional Services Corporation

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**Clark B. Snure**  
Retired

**Brian K. Snure**  
brian@snurelaw.com

Of counsel  
Thomas G. Burke  
Joseph F. Quinn

## **STATUTORY REQUIREMENTS FOR USE OF RESOLUTIONS (FIRE DISTRICTS/REGIONAL FIRE AUTHORITIES)**

A resolution can be used in place of a motion at any time when it is useful to document an action taken by a board of commissioners in a document separate from the meeting minutes (for example, when the District establishes its tax levy and budget). In addition, in certain situations the use of a resolution is required by statute. The following list includes some of the statutory provisions that require the use of resolutions. The list is not all-inclusive and other statutory requirements for resolutions may exist. If the cited statute uses a term other than "resolution" the term is indicated in parenthesis.

RCW	SUBJECT MATTER
RCW 4.96.041	Establishing Litigation Defense Policy and Procedure
RCW 39.04.155	Establishing Small Works Roster
RCW 39.04.190	Establishing Vendor List Procedure
RCW 39.04.280	Waiving Competitive Bidding Requirements
RCW 39.34.030	Establishment of interlocal cooperation act agreement.
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RCW 39.44.130	Appointment of fiscal agency for bond registration.
RCW 39.50.030	Issuance of short-term obligations (ordinance).
RCW 39.53	Refunding bond act.
RCW 39.56.040	Cancellation of warrant.
RCW 39.64	Bankruptcy proceedings.

RCW 41.24	Volunteer Fire Fighter's Relief and Pension (appropriate legislation).
RCW 42.24.080	Appointment of auditing officer of district.
RCW 42.24.110	Reimbursement of travel expenses (local legislation).
RCW 42.24.130	Establishment of advance travel expense fund (local legislation).
RCW 42.30.07	Establishment of time of regular meetings.
RCW 52.04.051	Annexation of an area contiguous to a fire protection district by petition method.
RCW 52.06.030	Merger of two districts requiring action by the merger district and action by the merging district.
RCW 52.06.040	Merger of two districts requiring action by the merging district to call an election.
RCW 52.06.050	Merger of two districts requiring action by both districts declaring the merger completed after an election.
RCW 52.06.05	Merger of two districts requiring action by both districts declaring the merger completed in the event of no election.
RCW 52.06.100	Partial merger requiring action by the merger district declaring the merger completed in the event of no election.
RCW 52.10.010	Dissolution of district.
RCW 52.12.101	Assumption of authority to issue burning permits
RCW 52.12.102	Assumption of authority to issue burning permits.
RCW 52.12.131	Establishment of charges for emergency medical services.
RCW 52.14.010	Authorization for commissioners to serve as volunteer fire fighters.
RCW 52.12.015	Authorization to seek voter approval to increase the board of commissioners to five commissioners.

RCW 52.14.080	Appointment of district secretary and designation of term of office.
RCW 52.14.090	Establishment of date, time and place of regular meetings of board of commissioners.
RCW 52.18.010, .030 52.26.200, .180	Establishment of benefit charge.
RCW 52.20.010, 020	Establishment of local improvement district.
RCW 52.30.040	Establishment of civil service.
RCW 52.26.110	Withdrawal/Reannexation of Territory from RFA
RCW 52.26.120	Dissolution of Fire District
RCW 52.26.280	Establish Civil Service in RFA
RCW 52.26.300	Annexation of Fire Protection Jurisdiction to RFA