



Shoreline Fire Department
Dedicated to the Protection of Life and Property
Serving our Communities for Over 85 Years, Since 1939

FIRE CHIEF
Matt Cowan

COMMISSIONERS
Ken Callahan Rod Heivilin
Kim Fischer Barb Sullivan
David Harris Eric Adman
Tyler Byers Rick Webster
Lisa Wollum Josh Pratt

SHORELINE FIRE DEPARTMENT
(Regional Fire Authority)

RESOLUTION 25-09

Appointing of Auditing Officer(s) for the purpose of authorizing the issuance of warrants and electronic transactions prior to the Board of Commissioners of the Shoreline Fire Department Regional Fire Authority approval.

WHEREAS, there may be circumstances when the Board of Commissioners of the Shoreline Fire Department Regional Fire Authority does not meet prior to a day in which they would need to approve vouchers for the Department's warrants and claims;

WHEREAS, there is a need by the Department to process warrants and electronic payments in a timely and consistent manner.

WHEREAS, it would be of financial benefit to appoint Auditing Officers to certify the voucher approval document for the correct and certified submission of vouchers to the King County Finance Office without awaiting a Commissioners meeting to authorize specific payments;

WHEREAS, RCW 42.24.180 authorizes the issuance of warrants before approval of the vouchers by the Board of Commissioners in order to expedite the payment of claims;

WHEREAS, Department Policy 126.2 – *Financial Procedures (PO, Invoices, Vouchers)* establishes the necessary purchasing and disbursing procedures that implement effective internal control for issuance of warrants and claims as required by RCW 42.24.180;

THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Shoreline Fire Department Regional Fire Authority hereby authorizes the following Auditing Officers to submit warrants and claims for payment and disbursement in accordance with Department Policy 126.2 prior to the Board taking action to approve said claims:

- Fire Chief
- Deputy Chiefs
- Administrative Director

ADOPTED at the regular meeting of the Board of Commissioners of Shoreline Fire Department Regional Fire Authority (RFA) this 1st day of May 2025.

Attest:


Bouphe K. Siharath
Secretary to the Board

**BOARD OF COMMISSIONER OF THE SHORELINE FIRE
DEPARTMENT REGIONAL FIRE AUTHORITY (RFA)**



Eric Adman, Commissioner

Tyler Byers, Commissioner

Kenneth G. Callahan, Commissioner


Kimberly A. Fischer, Commissioner


David M. Harris, Commissioner


Rod Heivilin, Commissioner


Josh Pratt, Commissioner


Barb Sullivan, Commissioner


Rick Webster, Commissioner


Lisa Wollum, Commissioner