



SHORELINE FIRE DISTRICT BOARD OF COMMISSIONERS MEETING

REGULAR MEETING MINUTES May 15, 2025

Chair Sullivan called the regular meeting of the Board of Commissioners to order at 5:15 p.m. on May 15, 2025. The meeting was held at the Shoreline Fire Department, located at Station 51, 7220 NE 181st Street, Kenmore, WA 98028.

PRESENT:	Barb Sullivan, Chair	Matt Hochstein, Deputy Chief (DC)
	Rod Heivilin, Vice-Chair	Matt Cowan, Chief
	Kimberly Fischer, Commissioner	Andres Orams, Deputy Chief (DC)
	David Harris, Commissioner	Boupha Siharath, Board Secretary (BS)

I. PLEDGE OF ALLEGIANCE

II. CALL TO ORDER

- **ABSENT:** None.

III. PUBLIC COMMENT:

- None.

IV. CONSIDERATION OF AGENDA:

- None.

V. STANDING AGENDA

- **APPROVAL OF PAST MEETING MINUTES:**

***MOTION:** Commissioner Fischer moved, and Commissioner Heivilin seconded a motion to approve the May 1, 2025, regular meeting minutes. The motion passed; four ayes.*

WARRANTS

**SHORELINE FIRE DEPARTMENT (FIRE DISTRICT)
VOUCHER COVER SHEET**

Board Meeting
MAY 15, 2025

TYPE OF TRANSACTION	INVOICE NUMBER	DISBURSEMENT AMOUNT	RELEASE DATE
EXPENSE FUND: 10-004-0010			
Vendor Voucher(s)	250510001 - 250510021	318,285.04	5/14/25
Vendor Voucher(s)	250517001 - 250517030	96,680.67	5/21/25
		\$ 414,965.71	
ALS EXPENSE FUND: 10-004-6080			
Vendor Voucher(s)	250505001 - 250505004	68,744.37	5/14/25
Vendor Voucher(s)	250511001	32,252.00	5/14/25
Vendor Voucher(s)	250512001 - 250512009	11,253.89	5/21/25
		\$ 112,250.26	
ALS CAPITAL FUND: 10-004-6060			
Vendor Voucher(s)		No Acitvty	
		\$ -	
CMT EXPENSE FUND: 10-004-6070			
Vendor Voucher(s)	250508001	12,852.86	5/14/25
Vendor Voucher(s)	250515001	467.91	5/21/25
		\$ 13,320.77	
CAPITAL EXPENSE FUND: 10-004-0020			
Vendor Voucher(s)	250507001 - 250507002	91,548.60	5/14/25
Vendor Voucher(s)	250514001	3,820.98	5/21/25
		\$ 95,369.58	
NKCTC FUND: 10-004-0100			
Vendor Voucher(s)	250509001 - 250509005	16,320.59	5/14/25
Vendor Voucher(s)	250516001 - 250516005	9,981.52	5/21/25
		\$ 26,302.11	

BENEFITS FUND: 10-004-6050			
Vendor Voucher(s)	250506001 - 250506002	5,160.80	5/14/25
Vendor Voucher(s)	250513001	9,909.81	5/21/25
		\$ 15,070.61	
EMS DONATION FUND: 10-004-6030			
Vendor Voucher(s)		No Activity	
		\$ -	
EXPENSE RESERVE FUND: 10-004-6010			
Vendor Voucher(s)		No Activity	
		\$ -	
MOTION			
Move to accept disbursements in the amount of :		\$ 677,279.04	

MOTION: *Commissioner Heivilin moved, and Commissioner Fischer seconded a motion to accept the disbursements for \$677,279.04 per the detail above. The motion passed; four ayes.*

- **Shoreline District Resolution 25-02 - Establish Meeting Schedule:**

- As required by State law, the Shoreline Fire Department must set the regular meeting schedule for the remainder of 2025. Recommend that the Board of Commissioners approve and sign the Shoreline Fire Department (Fire District) Resolution 25-03– Shoreline Fire District Authorizing Use of Electronic Signatures.

MOTION: *Commissioner Heivilin moved, and Commissioner Fischer seconded a motion to approve and sign 25-02– Establishing Regular Meeting Schedule. The motion passed; four ayes.*

- **Filling Vacancy by Appointment:**

- Commissioner Position #5 on the Shoreline Fire District Board of Commissioners is now officially vacant. In accordance with RCW 42.12.080(1), the Board is required to nominate at least one candidate to fill the vacancy at an open public meeting. The Board has 90 days from the date the vacancy occurred to appoint a new commissioner.
- Rick Nye has filed for Position #5, which will appear on the November ballot. In the meantime, the Board may nominate someone to temporarily fill the vacancy. Public notice of the fire commissioner vacancy and consideration of accepting applications will be posted.
- The Board has nominated Rick Nye and will reach out to see if he is interested in filling the position for the remainder of the year. If Mr. Nye is interested, a motion to appoint him can be made at the next meeting.

MOTION: *Commissioner Fischer nominated Rick Nye to fill the vacancy on the Shoreline District Board, Position #5 and direct staff to seek additional nominations as required by RCW 42.12.080, Commissioner Harris seconded the motion. The motion passed; four ayes.*

VI. EXECUTIVE SESSION:

➤ None.

The Commissioners adjourned the regular meeting at 5:25 p.m.

MOTION: Commissioner Heivilin moved, and Commissioner Fischer seconded, a motion to adjourn the regular meeting of the Board of Commissioners at 5:25 p.m. The motion passed; four ayes.

Minutes prepared by: Beatriz Goldsmith


Boupha K. Siharath
Secretary to the Board


Barb Sullivan, Chair


Rod Heivilin, Vice-Chair


David M. Harris, Commissioner


Kimberly A. Fischer, Commissioner