



**SHORELINE FIRE DEPARTMENT
REGIONAL FIRE AUTHORITY (RFA)
SPECIAL BOARD OF COMMISSIONERS MEETING**

AGENDA

November 20, 2025

5:30 p.m.

Regular Meeting will be held via Zoom conferencing and
on-site at Station 51 7220 NE 181st Street
Kenmore, WA 98028

Join Zoom Meeting

<https://us02web.zoom.us/j/84248066884?pwd=cnRLWXB5ZVYwYTlxTDBVeWhNRXdCZz09>

Meeting ID: 842 4806 6884

Passcode: 069285

Dial by your location: 1 253 215 8782

- I. **Call to Order**
- II. **Pledge of Allegiance**
- III. **Public Comment**
Public Comment Procedures:
Individuals wishing to comment must do so by signing the Public Comment Sign-In Sheet or if appearing virtually by "raising their hand" or the equivalent. Each individual must state their name, the organization they are affiliated with, if applicable, and their city of residence. The chair shall recognize those persons and provide them the opportunity to comment. Individuals may speak up to two minutes and those representing recognized organizations may speak up to four minutes.
- IV. **Consideration of Agenda**
- V. **Approval of Past Meeting Minutes**
 - November 6, 2025 – Regular Meeting Minutes / MOTION
- VI. **Correspondence**
- VII. **Standing Agenda**
 1. Warrants – Motion to Approve
 2. Commissioners' Report
 3. Financial Report (*second meeting of each month*) (***will be reported at the December 4 Board Meeting***)
 4. Statistics Report (*reported annually at the 2nd meeting of January*)
 5. Strategic Activity Report
 6. RFA Activity Reports
- VIII. **Old Business**
 - Resolution 25-18 PEMB-CPI 2026 / MOTION
- IX. **New Business**
 - Resolution 25-19, 2026 Budget Resolution / MOTION
 - Resolution 25-20, 2026 FBC Resolution / MOTION
 - Resolution 25-21, 2026-Certification of Regular Property Tax Levy and Bond Levy/ MOTION
 - Resolution 25-22, RFA Governing Board Amending the Regular Meeting Schedule / MOTION
- X. **Projected Agendas**
- XI. **Adjournment**

XII. **Executive Session – (following the Washington State Legislature RCW's)**

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RCW 42.30.110(1)(i) Litigation

- (i) Litigation that has been specifically threatened to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party;

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RCW 42.30.110(1)(f) Evaluate Complaints / Charges

- (f) To receive and evaluate complaints or charges brought against a public officer or employee. However, upon the request of such officer or employee, a public hearing or a meeting open to the public shall be conducted upon such complaint or charge;

☐

RCW 42.30.110(1)(g) Applicant Qualifications / Employee Performance

- (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;

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RCW 42.30.140(4)(b) Negotiations

- (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

☐

RCW 42.30.110(1)(b) Real Estate / Site or Acquisition

- (b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price;



SHORELINE FIRE DEPARTMENT (RFA) GOVERNING BOARD MEETING

SHORELINE FIRE DEPARTMENT (RFA) REGULAR MEETING MINUTES November 6, 2025

Chair Fischer called the regular meeting of the Shoreline Regional Fire Authority (RFA) Governing Board to order at 5:30 p.m. on November 6, 2025, at Station 61, 17525 Aurora Ave. N., Shoreline, WA. 98133. Commissioner Fischer read into the record Commissioners Wollum's excused absence.

PRESENT:

Kimberly Fischer , Chair	Matt Cowan , Chief
Tyler Byers , Vice-Chair (attended via Zoom and left the meeting at 7:10 p.m.)	Matt Hochstein , Deputy Chief (DC)
Eric Adman , Commissioner (attended via Zoom)	Ryan Burgess , Fire Marshal
David Harris , Commissioner	
Rod Heivilin , Commissioner	
Rick Nye , Commissioner	
Josh Pratt , Commissioner (attended via Zoom)	
Barb Sullivan , Commissioner	
Rick Webster , Commissioner (attended via Zoom and left the meeting at 6:25 p.m.)	

ABSENT:

- **Lisa Wollum**, Commissioner

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT:

- The Governing Board received public comment from Doug Loeser, Department Battalion Chief and Local 1760 IAFF Union President, who urged the Commissioners to consider the financial impacts of eliminating the Post-Employment Medical Benefit.

IV. CONSIDERATION OF AGENDA:

- None.

V. APPROVAL OF PAST MINUTES:

MOTION: The Chair asked if there were any corrections or amendments to the October 16, 2025, Special Meeting minutes. Hearing none, the Chair declared the minutes approved as presented.

MOTION: The Chair asked if there were any corrections or amendments to the October 30, 2025, Special Meeting minutes. Hearing none, the Chair declared the minutes approved as presented.

MOTION: The Chair asked if there were any corrections or amendments to November 3, 2025, Special Meeting minutes. Hearing none, the Chair declared the minutes approved as presented.

VI. CORRESPONDENCE:

- A thank-you letter was received recognizing the Department's support at the Ridgecrest Elementary parade.

VII. IMPACT MITIGATION FEE/UPDATES:

- Ryan Burgess, Fire Marshal, provided the quarterly update from the Fire Marshal's Office. He distributed and summarized the fire impact fees collected to date and reviewed current permitting submittals. This information is attached and incorporated by reference.

- Chief Cowan reported that the Fire Impact Residential Fee schedule has been updated to include a per-square-foot calculation to ensure compliance with State of Washington requirements. The updated schedule has been shared with the City of Shoreline for their consideration and adoption.

VIII. STANDING AGENDA:

1. Warrants:

SHORELINE FIRE DEPARTMENT REGIONAL FIRE AUTHORITY VOUCHER COVER SHEET

First Board Meeting
NOVEMBER 6, 2025

TYPE OF TRANSACTION	INVOICE NUMBER	DISBURSEMENT AMOUNT	RELEASE DATE
RFA EXPENSE FUND: 10-064-0010			
Vendor Voucher(s)	251022001 - 251022027	70,969.33	10/22/25
Vendor Voucher(s)	251026001 - 251026034	30,263.73	10/29/25
Vendor Voucher(s)	251105001 - 251105024	69,961.60	11/5/25
Payroll Vouchers	102225A - 102225M	157,365.51	10/22/25
ACH Payment Request - Payroll Direct Deposit	ACH	1,171,287.20	10/28/25
ACH Payment Request - Payroll Taxes	ACH	279,194.52	10/29/25
ACH Payment Request - HRA/VEBA	ACH	82,048.67	10/30/25
ACH Payment Request - ALERUS (457 Plan)	ACH	104,585.94	10/30/25
ACH Payment Request - WA DCP	ACH	57,522.85	10/30/25
ACH Payment Request - Dept. of Retirement Systems	ACH	250,935.02	10/30/25
ACH Payment Request - IAFF Local 1760 (Union Dues)	ACH	25,920.72	10/30/25
ACH Payment Request - DSHS	ACH	5,234.38	10/30/25
Payroll Voucher	111225A - 111225E	25,059.83	11/12/25
ACH Payment Request - Payroll Direct Deposit	ACH	191,007.44	11/12/25
Payroll - Taxes	ACH	29,139.77	11/13/25
Dept of Retirement Systems	ACH	32,934.02	11/26/25
Interfund Transfer- OUT to RESERVE fund		No Activity	
Interfund Transfer- OUT to CAPITAL fund		No Activity	
Interfund Transfer- OUT to BENEFIT fund		No Activity	

\$ 2,583,430.53

RFA ALS EXPENSE FUND: 10-064-6080			
Vendor Voucher(s)	251018001 - 251018009	9,355.14	10/22/25
	251023001 - 251023006	3,417.73	10/29/25
	251102001 - 251102002	827.82	11/5/25
Payroll Vouchers	ALS102225A - ALS102225I	35,539.82	10/22/25
ACH Payment Request - Payroll Direct Deposit	ACH	306,082.06	10/28/25
ACH Payment Request - Payroll Taxes	ACH	80,825.14	10/29/25
ACH Payment Request - HRA/VEBA	ACH	22,499.93	10/30/25
ACH Payment Request - ALERUS (457 Plan)	ACH	31,772.47	10/30/25
ACH Payment Request - WA DCP	ACH	23,176.86	10/30/25
ACH Payment Request - Dept. of Retirement Systems	ACH	71,124.70	10/30/25
ACH Payment Request - IAFF Local 1760 (Union Dues)	ACH	6,555.06	10/30/25
ACH Payment Request - DSHS	ACH	2,069.00	10/30/25
Payroll Voucher	ALS111225A - ALS111225D	5,518.98	11/12/25
ACH Payment Request - Payroll Direct Deposit	ACH	90,185.62	11/12/25
Payroll - Taxes	ACH	16,078.86	11/13/25
Dept of Retirement Systems	ACH	16,065.47	11/26/25
Interfund Transfer- OUT to ALS CAPITAL fund		No Activity	

\$ 721,094.66

RFA ALS CAPITAL FUND: 10-064-6060			
Vendor Voucher(s)	251017001	803.28	10/22/25
Vendor Voucher(s)	251101001	978.17	11/5/25

\$ 1,781.45

RFA MIH EXPENSE FUND: 10-064-6070			
Vendor Voucher(s)	251025001	2,728.42	10/29/25

\$ 2,728.42

RFA CAPITAL FUND: 10-0643-010			
Vendor Voucher(s)	251020001 - 251020008	94,675.26	10/22/25
Vendor Voucher(s)	251024001 - 251024005	9,136.04	10/29/25
Vendor Voucher(s)	251104001 - 251104005	1,909,101.32	11/5/25

\$ 2,012,912.62

RFA NKCTC FUND: 10-064-0100			
Vendor Voucher(s)	251021001 - 251021003	24,579.17	10/22/25

\$ 24,579.17

RFA FIRE BENEFIT FEE: 10-064-0030			
Vendor Voucher(s)		No Activity	

\$ -

RFA BENEFITS FUND: 10-064-6050			
Vendor Voucher(s)	251019001	14,469.37	10/22/25
Vendor Voucher(s)	251103001 - 251103003	14,178.77	11/5/25

\$ 28,648.14

RFA DONATION FUND: 10-064-6030			
Vendor Voucher(s)		No Activity	

\$ -

RFA RESERVE FUND: 10-064-6010			
Vendor Voucher(s)			

\$ -

MOTION			
Move to accept disbursements in the amount of :		\$ 5,375,174.99	

MOTION: Commissioner Heivilin moved, and Commissioner Harris seconded a motion to accept the disbursements for \$5,375,174.99 per the detail above. The motion passed; nine ayes.

2. Commissioners' Report:

- Commissioner Adman reported that he was elected to the City of Kenmore Council, Position No. 6.
- Commissioner Adman also requested that the Department upgrade the microphone technology for future public meetings. Chief Cowan noted that we will explore options.

- Commissioners Heivilin, Fischer, Nye, Sullivan, and Harris attended the Washington Fire Commissioners Association (WFCA) Conference in Tulalip, Washington, and reported that it was very informative.
- Commissioner Fischer attended the Medic One Foundation Gala and noted that the event's fundraising goal of one million dollars was successfully achieved.

3. Financial Report

- Chief Cowan presented the September 2025 Financial Summary Report, listed below and included by reference.

FINANCIAL SUMMARY REPORT: SEPTEMBER 2025

Regular Board Meeting: November 6, 2025

ALL FUNDS- FUND RESOURCES AND USES ARISING FROM CASH TRANSACTIONS (Statement C-4)

This report identifies the beginning cash balance, revenues, expenditures and other increases and decreases

End of SEP Balance	\$	30,124,897.54
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General Expense Fund - BUDGET OVERVIEW (BIAS- budget position report)

Data as of SEP 2025		Notes
Percentage Remaining	45.3%	
Targeted Percentage Remaining	37.5%	
Over/Under Targeted Budget Remaining	7.8%	Under Budget

General Expense Fund- OVERTIME COSTS

Data as of SEP 2025		Notes
Total Overtime	\$ 261,126.53	
Firefighting Staffing Overtime	\$ 183,955.24	Overtime processing period: Aug 15, 2025 - Sept 12, 2025
BLS/EMS Staffing Overtime	\$ 77,171.29	Overtime processing period: Aug 15, 2025 - Sept 12, 2025

General Expense Fund- CASH ON HAND

Data as of SEP 2025		Notes
Cash on hand, end of SEP balance	\$ 16,882,246.41	

Transfers:

FUND NAME	TRANSFERS-OUT	TRANSFERS-IN	Purpose
EXPENSE	from SFD	\$ 10,800,000.00	Special Transfer IN to RFA
EXPENSE	from NSD	\$ 6,500,000.00	Special Transfer IN to RFA
CAPITAL	from SFD	\$ 1,210,000.00	Special Transfer IN to RFA
NKCTC	from SFD	\$ 600,000.00	Special Transfer IN to RFA
BENEFITS	from SFD	\$ 430,000.00	Special Transfer IN to RFA
ALS EXP	from SFD	\$ 340,000.00	Special Transfer IN to RFA
TOTALS		\$ 19,880,000.00	

4. Statistics Report:

- No report.

5. Strategic Activity Report:

- Chief Cowan will provide, via email, a report from the Department's Leadership Retreat, which will include the strategic goals for 2026.

6. RFA Activity Reports:

- **Chief Cowan** provided a written RFA activity report, which is attached and incorporated by reference.
- **Deputy Chief Hochstein** provided a written RFA activity report, which is attached and incorporated by reference.
 - Commissioner Heivilin inquired whether a ladder truck is currently in service. Deputy Chief Hochstein clarified that Ladder 161 (Apparatus 2171) is at Hughes Manufacturing for required repairs, and that Pierce Manufacturing has deemed the apparatus unsafe for use until those repairs are completed. The apparatus is expected to return to service next week.
 - The new ladder truck (Apparatus 2251), is not expected to be ready for service for approximately two months. A push-in ceremony for the new apparatus is tentatively planned for mid-January.
 - Deputy Chief Hochstein recognized and commended the Department's apparatus committee, particularly Captain Cameron Eickelmann, the committee chair, for their work throughout the process.
 - Deputy Chief Hochstein addressed questions regarding the high electricity usage at Station 51 and noted it could be due to the size and operational demands of the station.
 - In 2025, Station 51 completed its bay lighting conversion project to LED fixtures to help reduce energy consumption. The Department will continue implementing energy-saving measures to help mitigate rising costs.
 - Brief discussion was also held regarding higher sewer costs at Station 64.
- **Deputy Chief Orams** provided a written RFA activity report, which is attached and incorporated by reference.

IX. OLD BUSINESS:

- None.

X. NEW BUSINESS:

- **Final Edits of the 2026 Budget:**
 - Chief Cowan presented the final 2026 Budget Summary and Revenue vs. Expenses which is included by reference.
- **Resolution 25-18 Post Employment Medical Benefit Program (PEMB)-CPI 2026:**
 - Revisions to the PEMB coverage resolutions were updated to reflect the annual CPI-U increase. Changes to Resolution 25-18 incorporate a CPI-U increase of 2.7% effective January 1, 2026, and include formal notice that the PEMB program will be terminated effective November 6, 2028, in accordance with the required three-year notice provision.
 - Commissioner Adman requested additional analysis on the impacts of eliminating the PEMB program as outlined in the resolution. Chief Cowan noted that Labor and Management negotiated a higher sick-leave cash-out rate, firefighter step raises, and position pay increases to help offset the removal of the PEMB program. Commissioner Pratt also requested a more detailed discussion.

- Further, it was noted that the program costs the Department money and is not generating savings, and that there is a significant concern regarding long-term liability increases.
- Chief Cowan clarified that PEMB is not tied to Collective Bargaining Agreement ratification, as it is established solely by Commissioner resolution.
- The Governing Board recommended having further discussion regarding the PEMB resolution under an executive session pursuant to RCW 42.30.140(4)(b) Negotiations.
- **Chief Officer Collective Bargaining Agreement (CBA):**
 - IAFF Local Union 1760 and Management negotiated and finalized the Chief Officer Collective Bargaining Agreement for January 1, 2025, through December 31, 2027. Recommend that the Governing Board of Fire Commissioners approve the Chief Officer Collective Bargaining Agreement for January 1, 2025, through December 31, 2027.
 - MOTION:** *Commissioner Harris moved, and Commissioner Heivilin seconded a motion to authorize the Shoreline Fire Department RFA Governing Board to approve the Chief Officer Collective Bargaining Agreement for January 1, 2025 through December 31, 2027. The motion passed; eight ayes.*
- **Future Board Meeting Locations:**
 - The Governing Board discussed future meeting locations between Station 61 and Station 51, including anticipated scheduling conflicts at Station 51 beginning in February of 2026.
 - Commissioner Adman expressed support for maintaining a dual-location meeting schedule, and Commissioner Byers agreed. The consensus of the Board was to continue alternating meeting locations between Station 61 and Station 51 through 2026.
 - It was agreed that during the Department's Fire Academy, scheduled for February through May 2026, all Board meetings will be held at Station 61.
- **Board Minutes Signatures:**
 - The Governing Board discussed the continued use of digital/e-signatures for Board-approved documents. Chief Cowan confirmed that the e-signature process remains legally compliant and has been authorized by Board resolution and by each Commissioner through the Signature Authorization forms.
- **January 1 Board Meeting Reschedule:**
 - The Governing Board agreed to reschedule the January 1, 2026, meeting to January 8, 2026, and to move the January 15, 2026 meeting to January 22, 2026.

XI. PROJECTED AGENDA:

- Commissioner Nye will have an excused absence at the November 20, 2025 meeting.
- Commissioner Adman will have an excused absence at the December 18, 2025 meeting.

XII. EXECUTIVE SESSION:

- The regular meeting of the Governing Board moved to Executive Session at 6:50 p.m. until 7:05 p.m. for approximately 15 minutes. Chief Cowan read into record the executive session pursuant to RCW 42.30.140(4)(b) Negotiations.

- At 7:05 p.m., the Governing Board briefly returned to open session and announced an extension of the Executive Session for an additional 5 minutes, until 7:10 p.m.

The Executive Session concluded, and the regular meeting was reconvened at 7:10 p.m. The Governing Board tabled the PEMB discussion to the next Board meeting.

The Governing Board adjourned the regular meeting at 7:10 p.m.

Minutes prepared by: Gina Chanthavong

Boupha K. Siharath
Secretary to the Governing Board

Eric Adman, Commissioner

Tyler Byers, Commissioner

Kimberly A. Fischer, Commissioner

David M. Harris, Commissioner

Rod Heivilin, Commissioner

Rick Nye, Commissioner

Josh Pratt, Commissioner

Barb Sullivan, Commissioner

Rick Webster, Commissioner

Lisa Wollum, Commissioner

DRAFT

**SHORELINE FIRE DEPARTMENT REGIONAL FIRE AUTHORITY
VOUCHER COVER SHEET**

Second Board Meeting
NOVEMBER 20, 2025

TYPE OF TRANSACTION	INVOICE NUMBER	DISBURSEMENT AMOUNT	RELEASE DATE
RFA EXPENSE FUND: 10-064-0010			
Vendor Voucher(s)	251110001 - 251110052	251,244.79	11/12/25
Vendor Voucher(s)	251115001 - 251115026	310,038.00	11/19/25
Vendor Voucher(s)	251119001	50,152.69	11/19/25
Payroll Vouchers	112525A - 112525j	159,598.96	11/26/25
ACH Payment Request - Payroll Direct Deposit	ACH	1,247,866.48	11/21/25
ACH Payment Request - HRA/VEBA	ACH	62,915.23	11/25/25
ACH Payment Request - ALERUS (457 Plan)	ACH	116,891.80	11/25/25
ACH Payment Request - WA DCP	ACH	61,959.88	11/25/25
ACH Payment Request - IAFF Local 1760 (Union Dues)	ACH	26,807.03	11/25/25
ACH Payment Request - Dept. of Retirement Systems	ACH	269,103.57	11/25/25
ACH Payment Request - DSHS	ACH	4,984.38	11/25/25
ACH Payment Request - Payroll Taxes	ACH	320,539.18	11/24/25

\$ 2,882,101.99

RFA ALS EXPENSE FUND: 10-064-6080			
Vendor Voucher(s)	251106001 - 251106008	8,979.35	11/12/25
	251112001 - 251112007	71,494.27	11/19/25
	251116001 - 251116002	3,357.49	11/19/25
Payroll Vouchers	ALS112525A - ALS112525H	39,743.46	11/26/25
ACH Payment Request - Payroll Direct Deposit	ACH	346,599.67	11/21/25
ACH Payment Request - HRA/VEBA	ACH	13,816.58	11/25/25
ACH Payment Request - ALERUS (457 Plan)	ACH	33,673.12	11/25/25
ACH Payment Request - WA DCP	ACH	22,909.40	11/25/25
ACH Payment Request - IAFF Local 1760 (Union Dues)	ACH	6,843.48	11/25/25
ACH Payment Request - Dept. of Retirement Systems	ACH	80,209.23	11/25/25
ACH Payment Request - Payroll Taxes	ACH	101,411.01	11/24/25
ACH Payment Request - DSHS	ACH	2,069.00	11/25/25

\$ 731,106.06

RFA ALS CAPITAL FUND: 10-064-6060			
Vendor Voucher(s)		No Activity	

\$ -

RFA MIH EXPENSE FUND: 10-064-6070			
Vendor Voucher(s)		No Activity	

\$ -

RFA CAPITAL FUND: 10-0643-010			
Vendor Voucher(s)	251108001 - 251108012	68,528.53	11/12/25
Vendor Voucher(s)	251113001 - 251113007	121,422.47	11/19/25
Vendor Voucher(s)	251117001	5,117.52	11/19/25

\$ 195,068.52

RFA NKCTC FUND: 10-064-0100			
Vendor Voucher(s)	251109001	555.53	11/12/25
Vendor Voucher(s)	251111001	367.25	11/19/25
Vendor Voucher(s)	251118001	6,134.65	11/19/25

\$ 7,057.43

RFA FIRE BENEFIT FEE: 10-064-0030			
Vendor Voucher(s)		No Activity	

\$ -

RFA BENEFITS FUND: 10-064-6050			
Vendor Voucher(s)	251107001	3,165.60	11/12/25
Vendor Voucher(s)	251114001 - 251114005	31,700.67	11/19/25

\$ 34,866.27

RFA DONATION FUND: 10-064-6030			
Vendor Voucher(s)		No Activity	

\$ -

RFA RESERVE FUND: 10-064-6010			
Vendor Voucher(s)		No Activity	

\$ -

MOTION			
Move to accept disbursements in the amount of :		\$ 3,850,200.27	

Shoreline Fire Department

BOARD MEETING DATE: November 20th, 2025

Chief Cowan

RFA Activity Reports

The following are noteworthy activities and/or meetings completed since the last Governing Board meeting:

Hiring/Succession Development

- We are still advertising for the Facilities Manager, again, and for the Facilities Technician at the same time.
- We have started advertising for the next Division Chief of Suppression/Training as DivC Pitts will be retiring in March of 2026.
- We are still awaiting approval from PERC for administrative positions being added to Union.
- We are preparing for the MIH Lead position and HR Lead position.

Staffing

- We remain at 7 conditional offers for entry level Firefighter positions as we have lost one to an injury they sustained. Orientation night is coming up in early December.

Negotiations

- Started the integration of already approved articles from the Uniform CBA into the Non-Uniform CBA, as appropriate, for the start of negotiations.
- Started reviewing comparables for administrative staff in preparation for negotiations.
- Spent time preparing documents explaining the impacts of PEMB program.

Contracts

- I believe that there is agreement to extend the NEMCO ILA for 2026.
- We continue to work on implementing Vector Solutions management for BFD personnel.

North King County Training Consortium

- Multi-Company Operations (MCO) drills, new lifepak orientation, and Code CBT training.
- New ladder truck training.

Budget

- 2026 budget development is complete, with final resolutions to be approved at the November 20 meeting.
- Latest report from County indicates an average increase of about 9.35% in overall AV for 2026. We are finalizing budget resolutions, but the AV has not been finalized as yet.

Strategic Activity

- Continue working on Station 57 Generator and HVAC Replacement.

- New ladder truck is here, but will not be put into service until late this year. Fire engine to follow in early 2026.
- Robust conversation about short and medium-term admin staffing needs, some to be added later this year and early 2026.
- Messaged out our strategic goals for 2026 along with Retreat summary.
- Initiating a new effort for better communication by holding a joint exec/leadership team meeting starting on November 20th. Shall occur on the 1st and 3rd Thursdays.

Public Records Requests

- Significant requests at this time.

Noteworthy Meetings/Activities

- November 3 – Special RFA Board Meeting
 - Presented in depth review and Q&A on 2026 budget.
- November 5 – USAR Policy Board Meeting
 - Attended regional policy board meeting to discuss ongoing training, budget, and logistical issues.
- November 7 – NORCOM Sustainable Growth Committee
 - Discussed different aspects of what sustainability means for NORCOM.
 - Staff will take topics of conversation and prepare for deeper discussions by group.
 - Much focus on economies of scale, cultural barriers, and cost efficiency.
- November 10 – Zone 1 Fire Chiefs Meeting
 - Discussed next steps for County after EMS levy passing.
 - Need a new President for KCFA and discussed scheduling challenges.
- November 12 – Management Team Meeting
 - Discussed strengthening chain of command communications.
 - Update on apparatus construction and repair, station 57 work, and repairs and upcoming quartermaster system.
 - Discussed upcoming administrative staffing needs and processes.
- November 14 – NORCOM Governing Board Meeting
 - Approved 2026 budget.

We had four teams compete in the EMS World EMS competition. Placing even in the top 10 would be an honor, but our ALS teams placed 4th and 2nd! And even better, our BLS teams placed 4th and 1st!!! Really proud of how they represented our Department and region.

Incorporated into the above Board meeting minutes by reference.

Submitted by: Chief, Matt Cowan

RFA Activity Highlights

Shoreline Fire Department RFA

BOARD MEETING DATE: November 20, 2025

Deputy Chief Matt Hochstein

Facilities:

- Ongoing service ticket repairs.
- First Arriving platform project underway.
- Continued work with TCA for design of new carport over south drill ground parking stalls.
- Continued work with TCA regarding Shop expansion.
- St. 57 HVAC and generator capital project underway.

Fleet:

- Ongoing preventative maintenance and repairs of all district apparatus.
- Annual services and PMs are ongoing.
- New ladder truck is at Station 63 for tool mounting for tool and equipment upfitting, and training.
- Shoreline pumper at Hughes for continued work on punch list.
- L161 back in service on 11/14/25.

IT:

- Finished the Microsoft Windows updates for November 2025.
- Replacing computers at all stations. (project is 90% completed - the remaining 10% are on hold due to a big public records request.)
- Received new Pelco cameras – will need to coordinate installation with Facilities, weather permitting.
- Received the 11 Dell keyboards that were repaired.
- Ordering new iPads to be MDC and ESO tablets.
- Repairing and replacing ESO tablets as needed
- Misc tasks around stations.

Near Future:

- Critical vulnerabilities announced for VMware ESXi server - New updates need to be installed on all servers
- Researching new Remote Control software, for IT helpdesk support
- Researching new Monitoring software, for proactive monitoring of infrastructure equipment.
- Researching new Pelco / Motorola software VMS (video management system)

RFA Activity Highlights

- Network maintenance needed at ST51. Not scheduled yet – estimated 2 hour downtime.
- Network maintenance needed at ST57. Not scheduled yet – estimated 2 hour downtime.
- Network maintenance needed at ST65. Not scheduled yet – estimated 2 hour downtime.
- Network maintenance needed at ST61. Not scheduled yet – estimated 4 hour downtime.

Ongoing:

Deploying new 5G modems to various apparatus when possible

DC of Support Services:

- Weekly coordination meetings with Fire Prevention, I.T., Facilities, Fleet, Support Services Project Manager, and Executive Team.
- TCA bi-weekly check in x 2
- Bothell Labor Management
- Hochstein/Hansson weekly check in
- Bi-weekly Gallatin meeting
- Meeting w/ Shop personnel
- Management Team meeting
- WHA Insurance review
- Pre- Construction meeting at Braun for new medic units
- Community Resiliency Training

Regional Fire Authority Activity Highlights

Shoreline Fire Department

BOARD MEETING DATE: November 20, 2025

Deputy Chief Andres Orams

The following items of note were completed during the period of November 7 to November 20, 2025:

Deputy Chief Orams – Projects and Meetings

- Weekly Division Chief meetings
- Executive Leadership meeting
- Bothell Labor Management meeting
- Began “Expectations” meetings with new Bothell officers.
- Gallatin/Shoreline bi-weekly check-in
- Fire Benefit Charge meeting
- BLS Working Group meeting

Fire Suppression (Pitts)

- Weekly Division Chief meetings
- Executive Leadership meeting
- Management Team meeting
- Safety Committee meeting
- Northeast King County Joint Operations meeting
- HazMat Working Group meeting
- King County External Customers Radio Roundtable
- Rescue Technician Captains meeting
- Community Resilience Training

EMS and MIH (Kennison):

- Weekly Division Chief meetings
- MIH meeting regarding grants
- Management Team meeting
- ALS Training Officers meeting
- ALS Working Group meeting

Training (Majeed):

- DEIB Committee meeting
- Joint Agency Training (Rescue Company Evaluation)
- New Pierce Ladder TDA Orientation
- 2026 Training Division - Nov 17-20
- HazMat Working Group meeting
- Rescue Technician Captain's meeting



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FIRE CHIEF
Matt Cowan

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

**GOVERNING BOARD OF COMMISSIONERS
REGIONAL FIRE AUTHORITY MEETING**

Meeting Date:	November 20, 2025
Agenda Title:	Resolution 25-18 - <i>Post Employment Medical Benefits Coverage</i>
Background Information: Revisions to the Post-Employment Medical Benefits Coverage Resolution are updated to reflect yearly increases for CPI-U. Changes to Resolution 25-18 have been made to incorporate the CPI increase of 2.7% effective beginning on January 1, 2026. This resolution will also provide notice that the program will end on November 20, 2028.	
Recommendation: Recommend that the Board of Commissioners approve and sign Resolution 25-18– <i>Post Employment Medical Benefits Coverage</i> .	
Financial Impact:	☒ YES ☐ NO ☐ Cost Neutral
Cost Impact:	CPI increase will change the monthly reimbursement, but this is an expected cost of the program.
Other Options:	
Attachments:	Resolution 25-18 Post Employment Medical Benefits Coverage

BOARD OF COMMISSIONERS MOTION

I move to authorize the Governing Board of Commissioners to sign and adopt Resolution 25-18 Post Employment Medical Benefits Coverage effective beginning on January 1, 2026.

Follow Up Action(s):	
Follow up Person(s):	Chief Cowan
Follow up Date(s):	



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FIRE CHIEF
Matt Cowan

COMMISSIONERS

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

RESOLUTION 25-18

POST-EMPLOYMENT MEDICAL BENEFITS COVERAGE

Effective Date: January 1, 2026

This Resolution addresses medical premium assistance to LEOFF or PERS retiring employees based on individual sick leave hours remaining on the record at the time of their official LEOFF or PERS service retirement. The terms of the previous resolutions (17-10, 17-01, 14-03, 13-08, 13-06, and 13-02, 19-07, 20-12, 21-04, 22-03, 22-06, 23-01, 24-07) remain in place for those employees retiring within those time frames.

WHEREAS, the Shoreline Fire Department's Governing Board of Commissioners ("Governing Board") recognizes it is in the best interest of the Fire Department and its LEOFF and PERS employees to establish a post-employment medical benefit plan, and

WHEREAS, the Governing Board recognizes the costs associated with medical insurance to cover the gap between an eligible retirement and when Medicare provides coverage delays the retirement of many senior employees, and

WHEREAS, the Governing Board recognizes the savings generated by senior employees retiring offsets some of the cost of providing a post-employment medical benefit plan;

THEREFORE BE IT RESOLVED, employees with service retirements from the Shoreline Fire Department under the Washington State LEOFF or PERS retirement systems shall be eligible in the program under the conditions described below:

Due to the differences in retirement systems, there are different age requirements and other criteria for this program. For all LEOFF personnel the retirement age is 53 years of age. For all PERS employees the retirement age is 62 years of age. PERS requirement and premium assistance is also modified to account for employees with no previous PERS affiliation. Up to six Union-represented, and one non-represented employee are eligible per year for this program, based on seniority. However, employees with a personal services contract are outside of these limits.

If more than four ALS employees wish to take advantage of this program, then for each additional ALS position above four (4), to receive the post-employment medical benefit the Department must be able to:

- Have an employee willing and eligible to fill that position
- Acquire an additional seat at Harborview paramedic training:

Note: If an additional ALS position doesn't become available, then the ALS employee will be able to withdrawal their letter of retirement intent without permanently forfeiting their option for this program. The next most senior Chief Officer or Uniformed (suppression) contract employee, if there is one, would be able to use the vacated post-employment medical benefit position.

All represented employees that wish to take advantage of this program must submit a letter of intent to retire prior to February 1st with their last day of employment prior to July 1st of the following year. Non-represented personnel must submit a letter prior to September 1st. If the employee's letter has been accepted by the Department, but then the employee does not retire prior to July 1st of the next year then the employee will permanently forfeit their option for this program. However, if an employee submits a letter of retirement intent prior to February 1st and is not within the six most senior employees to give notice, the employee will be allowed to withdraw their letter.

Employees may request a later retirement date, which will be considered by the Department. Exceptions to these time frames for notification and retirement will be considered on a case-by-case basis and, if deemed mutually beneficial to the employee and to the Department, may be approved by the Fire Chief and the Governing Board.

The Governing Board hereby gives formal notice that the Post-Employment Medical Benefits (PEMB) program established under Resolution 25-18 will be **terminated effective November 20, 2028**, in accordance with the required three-year notice provision.

All employees enrolled in the PEMB program prior to the effective date of dissolution will continue to receive benefits in accordance with the terms of the Resolution that exists at the time of the employee's enrollment. No enrolled employee shall lose eligibility or have their benefit amount reduced as a result of this dissolution. Benefits will continue until each affected employee's previously determined PEMB end date or age 65, whichever occurs first.

The Department shall continue to administer benefits for all enrolled participants through their full eligibility period. Upon dissolution of the program, no new participants shall be accepted, and no further program modifications shall be made except as required to administer benefits for existing participants.

LEOFF Employees:

To be eligible for the Post-Employment Medical Benefits Program, LEOFF Employees shall meet the requirements necessary to establish a prime year and officially retire from the LEOFF system.

The prime year is established when an employee has met all of the following criteria:

1. Employee shall be a minimum of 53 years of age.
2. Employee shall have a minimum of 25 years of LEOFF service credits. For previous Evergreen Medics, 25 years combined years between LEOFF and years of service with Evergreen as a medic.
3. Employee shall have served their final 10 years with Shoreline Fire Department or combined years between Shoreline and Northshore Fire Departments prior to official LEOFF retirement.

For the purposes of this salary savings program this point will be called the "prime year." If an employee has 25 years of service prior to the age of 53 then their prime year is at age 53. If 25 years of service occurs after the age of 53 then whatever age the employee is the year they attain 25 years of service is their prime year. For example:

- An employee is hired at age 25. Their prime year is age 53.
- An employee is hired at age 30. Their prime year is age 55.
- An employee is hired at age 33, but worked 5 years of retirement credits at another agency with LEOFF or PERS. Their prime year is age 53.

Employees will be eligible to apply for the program if their prime year starts before July 1 of the following year. For individuals who reach eligibility on or after July 1, the following year will be used as their prime year.

LEOFF Employees who meet the prime year requirements shall receive premium assistance based on the following table starting January 1, 2026. Every year thereafter on January 1 the monthly premium assistance shall be increased by CPI consistent with Uniform CBA.

LEOFF - TABLE OF BENEFITS	
Employees who meet the requirements shall receive premium assistance based on the following table.	
Retirement Year	Premium Assistance
Prime Year	\$1,215.32 per mo.
Prime Year plus 1 year	\$1,063.41 per mo.
Prime Year plus 2 years	\$911.48 per mo.
Prime Year plus 3 years	\$759.57 per mo.
Prime Year plus 4 or more years	\$683.61 per mo.

LEOFF Employees shall receive one (1) year of post-employment medical and dental plan premium assistance based on the above table for each one hundred (100) hours of accrued sick leave on the official records of the Department at the time-of-service retirement. Application of premium assistance is based on rounding down from each one hundred (100) hour increments. Example: An employee with three hundred and seventy (370) hours on the record would receive three (3) years of premium assistance.

PERS Employees:

To be eligible for the Post-Employment Medical Benefits Program, PERS Employees shall meet the requirements necessary to establish a prime year and officially retire from the PERS system.

When an employee has met the following criteria, they shall be eligible for the program:

1. Employee shall be a minimum of 62 years of age. If an employee decides to retire earlier than age 62, which represents the prime year, the Fire Chief has the option to apply the prime year calculation.
2. Employee shall have served their final 15 years with Shoreline Fire Department prior to official PERS retirement.

Employees will be eligible to apply for the program if their prime year starts before July 1 of the following year. For individuals who reach eligibility on or after July 1, the following year will be used as their prime year.

PERS Employees who meet the requirements and have a minimum of 25 years of PERS retirement credits shall receive premium assistance based on the following table starting January 1, 2023. Every year thereafter on January 1 the monthly premium assistance shall be increased by CPI consistent with Uniform CBA.

PERS - TABLE OF BENEFITS - 25 YEARS OF PERS SERVICE CREDITS

Employees who meet the minimum requirements and have 25 years of PERS retirement credits shall receive premium assistance based on the following table.

Retirement Year	Premium Assistance
Prime Year	\$1,215.32 per mo.
Prime Year plus 1 year	\$1,063.41 per mo.
Prime Year plus 2 years	\$911.48 per mo.
Prime Year plus 3 years	\$759.57 per mo.
Prime Year plus 4 or more years	\$683.61 per mo.

PERS Employees who meet the minimum requirements and have less than 25 years of PERS service credits shall receive premium assistance based on the following table:

PERS - TABLE OF BENEFITS - LESS THAN 25 YEARS OF PERS SERVICE CREDITS

Employees who meet the minimum requirements with **LESS THAN** 25 years of PERS retirement credits shall receive prorated premium assistance based on the following table. (*See sample calculation)

Retirement Year	Premium Assistance
Prime Year	\$1,063.41 per mo.
Prime Year plus 1 year	\$911.48 per mo.
Prime Year plus 2 years	\$759.57 per mo.
Prime Year plus 3 years	\$683.61 per mo.
Prime Year plus 4 or more years	\$607.66 per mo.

*** SAMPLE PRORATED CALCULATION**

The premium assistance is calculated based on an employee meeting the minimum requirements with 20 years of PERS service credit (or 80% of 25 years)

Retirement Year	Premium Assistance	Prorated %	Adjusted Assistance
Prime Year	\$989.92 per mo.	80%	\$791.94 per mo.
Prime Year plus 1 year	\$866.18 per mo.	80%	\$692.94 per mo.

PERS Employees shall receive one (1) year of post-employment medical and dental plan premium assistance based on the above tables for each one hundred (100) hours of accrued sick leave on the official records of the Department at the time-of-service retirement. Application of premium assistance is based on rounding down from each one hundred (100) hour increments. Example: An employee with three hundred and seventy (370) hours on the record would receive three (3) years of premium assistance. Day shift employees (non-uniformed and non-represented only), for the sole purpose of this post-employment medical benefit, shall have their sick leave balance converted to the equivalent of shift personnel for calculating their potential years of benefit.

Premium Assistance Payments for LEOFF and PERS Retirees:

The Department's contribution shall be made to the retiree's HRA VEBA account on a monthly basis. In the event the retiree passes away prior to utilizing all of their benefit, the benefit will cease at the end of the month following death. In no event shall the Department's contribution extend beyond the employee's eligibility for Medicare coverage or age 65, whichever is earlier. Any employee that is enrolled in this program shall be guaranteed that benefit as stated in this Resolution, regardless of whether or not this program has been modified or if the structure of the Department has changed. If the Medicare age is modified, individuals on the plan will receive the benefit until age 65 years of age.

The Department agrees to manage and fund the associated costs of this program. The Department shall retain the sole discretion to delegate administration of the HRA to a designated third-party administrator or plan service provider of the Department's choosing. In the event that the Department determines that this program is no longer in the best interest of the organization, then the Department shall confer with the Union prior to terminating the program. Any retired member receiving benefits pursuant to this program at the time of program termination shall continue to receive payments until age 65 or until their death, whichever is earlier. In the event that the Department joins an RFA, merges with another department, or is acquired by another agency, the employees who retired under this program shall continue to receive benefits or be paid their entire benefit in a lump sum payment.

This Resolution is applicable to employees retiring on or following the date of approval of this Resolution.

ADOPTED AND APPROVED by the Governing Board of Fire Commissioners of the Shoreline Fire Department, King County, Washington, at a regular meeting thereof, held on November 20, 2025.

Attest:

**GOVERNING BOARD OF THE SHORELINE FIRE DEPARTMENT
REGIONAL FIRE AUTHORITY**

Boupha K. Siharath
Secretary to the Governing Board

Eric Adman, Commissioner

Tyler Byers, Commissioner

Kimberly A. Fischer, Commissioner

David M. Harris, Commissioner

Rod Heivilin, Commissioner

Rick Nye, Commissioner

Josh Pratt, Commissioner

Barb Sullivan, Commissioner

Rick Webster, Commissioner

Lisa Wollum, Commissioner



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FIRE CHIEF
Matt Cowan

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

**GOVERNING BOARD OF COMMISSIONERS
REGIONAL FIRE AUTHORITY MEETING**

Meeting Date:	November 20, 2025																													
Agenda Title:	Resolution 25-19 - <i>Adoption of the 2026 Budget</i>																													
Background Information: Annual Resolution adopting the 2026 budget. A public hearing for citizen input was held on October 30, 2025.																														
Recommendation: Recommend that the Board approve Resolution 25-19 adopting the 2026 budget in its entirety.																														
<table border="0"><thead><tr><th colspan="3"><u>Expenditure Division Budget Amount</u></th></tr><tr><th><u>Budget</u></th><th></th><th><u>Amount</u></th></tr></thead><tbody><tr><td>General Expense*</td><td>\$</td><td>48,615,432</td></tr><tr><td>General Capital</td><td>\$</td><td>4,106,987</td></tr><tr><td>General Benefits</td><td>\$</td><td>2,862,227</td></tr><tr><td>ALS Expense</td><td>\$</td><td>12,113,412</td></tr><tr><td>ALS Capital</td><td>\$</td><td>1,631,700</td></tr><tr><td>MIH Expense</td><td>\$</td><td>1,187,266</td></tr><tr><td>TOTAL</td><td>\$</td><td>70,517,024</td></tr></tbody></table> *General Expense budget includes Interfund Transfers Out.				<u>Expenditure Division Budget Amount</u>			<u>Budget</u>		<u>Amount</u>	General Expense*	\$	48,615,432	General Capital	\$	4,106,987	General Benefits	\$	2,862,227	ALS Expense	\$	12,113,412	ALS Capital	\$	1,631,700	MIH Expense	\$	1,187,266	TOTAL	\$	70,517,024
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TOTAL	\$	70,517,024																												
Financial Impact:	☒ YES	☐ NO																												
Cost Impact:	Needed funds for 2026 operations																													
Other Options:																														
Attachments:	Resolution 25-19 - <i>Adoption of the 2026 Budget</i>																													

BOARD OF COMMISSIONERS MOTION

I move to authorize the Governing Board of Commissioners to sign and adopt Resolution 25-19 approving the 2026 budget, (*General Expense, General Capital, General Benefits, ALS Expense, ALS Capital and CMT Expense budgets*), in the amount of **\$70,517,024**.

Follow Up Action(s):	
Follow up Person(s):	Fire Chief, Matt Cowan
Follow up Date(s):	



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FIRE CHIEF
Matt Cowan

COMMISSIONERS
Eric Adman Tyler Byers
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Rick Nye Barb Sullivan
Rick Webster Lisa Wollum

SHORELINE FIRE DEPARTMENT
(Regional Fire Authority)
RESOLUTION 25-19

A Resolution of the Governing Board of the Shoreline Fire Department Regional Fire Authority ("Governing Board") adopting the 2026 General Expense, General Capital, General Benefits, ALS Expense, ALS Capital and CMT Expense budgets.

WHEREAS, the Governing Board of the Shoreline Fire Department Regional Fire Authority have reviewed the proposed budget for Fiscal Year 2026 (January 1–December 31), which serves as a financial plan that matches proposed expenditures with anticipated revenues; and

WHEREAS, the proposed budget was developed on the basis of need, and through cooperation with department managers, elected officials, and staff;

NOW THEREFORE BE IT RESOLVED that the Governing Board approve the 2026 proposed budget in the amount of **\$70,517,024** as follows:

<u>Expenditure Division Budget Amount</u>		
<u>Budget</u>		<u>Amount</u>
General Expense*	\$	48,615,432
General Capital	\$	4,106,987
General Benefits	\$	2,862,227
ALS Expense	\$	12,113,412
ALS Capital	\$	1,631,700
MIH Expense	\$	1,187,266
TOTAL	\$	70,517,024

**General Expense budget includes Interfund Transfers Out.*

ADOPTED at the regular meeting of the Governing Board of the Shoreline Fire Department Regional Fire Authority, this 20th day of November 2025.

Attest:

**GOVERNING BOARD OF THE SHORELINE FIRE
DEPARTMENT REGIONAL FIRE AUTHORITY**

Boupha K. Siharath
Secretary to the Governing Board

Eric Adman, Commissioner

Tyler Byers, Commissioner

Kimberly A. Fischer, Commissioner

David M. Harris, Commissioner

Rod Heivilin, Commissioner

Rick Nye, Commissioner

Josh Pratt, Commissioner

Barb Sullivan, Commissioner

Rick Webster, Commissioner

Lisa Wollum, Commissioner



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Rod Heivilin Josh Pratt
Rick Nye Barb Sullivan
Rick Webster Lisa Wollum

**GOVERNING BOARD OF COMMISSIONERS
REGIONAL FIRE AUTHORITY MEETING**

Meeting Date:	November 20, 2025		
Agenda Title:	Resolution 25-20 - <i>Establishing 2026 Benefit Charge</i>		
Background Information: in 2021, the voters of the predecessor fire district duly approved the imposition of a benefit charge for a period of ten (10) years, in accordance with RCW 52.26.180 & RCW 52.18, and such voter authorization remains valid and applicable to the Shoreline Fire Regional Fire Authority service area; and authorizes a regional fire protection service authority to by law, fix and impose a benefit charge on personal property and improvements to real property, which are located within the authority's boundaries and which have or will receive benefits from the services provided by the authority.			
Recommendation: Recommend that the Board approve Resolution 25-20 setting the fire benefit charge for the calendar year 2026 at \$11,500,000 .			
Financial Impact:	☒ YES	☐ NO	
Cost Impact:	Needed funds for 2026 operations		
Other Options:			
Attachments:	Resolution 25-20 - <i>Benefit Charge (RCW 52.26.180 & RCW 52.18)</i> 2026		

BOARD OF COMMISSIONERS MOTION

I move to authorize the Governing Board of Commissioners to sign and adopt Resolution 25-20 establishing the fire benefit charge for the calendar year 2026 at **\$11,500,000**.

Follow Up Action(s):	
Follow up Person(s):	Fire Chief, Matt Cowan
Follow up Date(s):	



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FIRE CHIEF
Matt Cowan

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

SHORELINE FIRE DEPARTMENT
(Regional Fire Authority)
RESOLUTION 25-20
BENEFIT CHARGE (RCW 52.26.180) 2026

A Resolution of the Governing Board of the Shoreline Fire Regional Fire Authority ("Governing Board") imposing a benefit charge on personal property and improvements to real property within the jurisdiction of the Regional Fire Authority (RFA) for the calendar year 2026.

WHEREAS, RCW 52.26.180 authorizes a regional fire protection service authority to by law, fix and impose a benefit charge on personal property and improvements to real property, which are located within the authority's boundaries and which have or will receive benefits from the services provided by the authority; and

WHEREAS, in 2025, as part of the formation of the regional fire authority, the voters approved the imposition of a benefit charge for a period of six (6) years, in accordance with RCW 52.18, and such voter authorization remains valid and applicable to the Shoreline Fire Regional Fire Authority service area; and

WHEREAS, pursuant to RCW 52.18.060(2), a public hearing was held on October 30, 2025 for the purpose of reviewing and establishing the benefit charge to be imposed for the 2026 calendar year; and

WHEREAS, the Governing Board determined that the methodology utilized and set forth in the report of the public hearing reasonably takes into consideration the facts and circumstances of each property for which a benefit charge is imposed, and further that each individual benefit charge is reasonably proportioned to the measurable benefits to the property resulting from the services afforded by the RFA;

BE IT RESOLVED by the Governing Board of the Shoreline Fire Regional Fire Authority as follows:

1. Amount: The benefit charge to be collected in 2026 is hereby established in the total amount of **\$11,500,000**.
2. Specification and Benefit Charge: The apportioned benefit charges to be applied to specific commercial, residential and personal property within the RFA shall be in accordance with the "Schedule of Fire Benefit Charges – Shoreline Fire Regional Fire Authority" to be furnished by request as soon as the information is made available to the RFA by the King County Assessor and in accordance with the attached reports to the Governing Board.

ADOPTED at the meeting of the Governing Board of the Shoreline Fire Regional Fire Authority, this 20th day of November 2025.

Attest:

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

Boupha K. Siharath
Secretary to the Governing Board

Eric Adman, Commissioner

Tyler Byers, Commissioner

Kimberly A. Fischer, Commissioner

David M. Harris, Commissioner

Rod Heivilin, Commissioner

Rick Nye, Commissioner

Josh Pratt, Commissioner

Barb Sullivan, Commissioner

Rick Webster, Commissioner

Lisa Wollum, Commissioner

CERTIFICATE

I, Bouphe K. Siharath, the Secretary of the Governing Board of the Shoreline Fire Department Regional Fire Authority, King County, Washington, hereby certify that the foregoing Resolution is a full, true and correct copy of a Resolution duly adopted at a regular meeting of the Governing Board of said Department, duly held at a regular meeting on November 20, 2025 of which meeting all members of said Governing Board had due notice, and at which a majority thereof was present; and that at said meeting said Resolution was adopted by the following vote:

AYES, and in favor thereof, Commissioners: 0

NAYS, Commissioners: 0

ABSENT, Commissioners: 0

ABSTAIN, Commissioners: 0

I further certify that I have carefully compared the same with the original Resolution on file and of record in my office; that said Resolution is a full, true and correct copy of the original Resolution adopted at said meeting; and that said Resolution has not been amended, modified or rescinded since the date of its adoption, and is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this 20th day of November, 2025.

**GOVERNING BOARD OF THE SHORELINE FIRE
DEPARTMENT REGIONAL FIRE AUTHORITY**
King County, Washington

(S E A L)

Bouphe K. Siharath
Secretary to the Governing Board



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FIRE CHIEF
Matt Cowan

COMMISSIONERS
Eric Adman Tyler Byers
Kim Fischer David Harris
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**GOVERNING BOARD OF COMMISSIONERS
REGIONAL FIRE AUTHORITY MEETING**

☐ Informational Only

☒ Approval / Motion

Meeting Date:	November 20, 2025
Agenda Title:	Resolution 25-21 - <i>Certification of Regular Property Tax Levy and Bond Levy</i>
Background Information: The King County Assessor has notified the Governing Board of the Shoreline Fire Department RFA that the assessed valuation of all taxable property within the boundaries of the Shoreline Fire Department RFA for the calendar year 2026 is \$31,763,433,683 . To maintain and pay for the costs of fire protection and medical services within the Shoreline Fire Department RFA, the King County Council must levy and the Treasury Division Manager of King County, Washington, must collect in 2026, a regular tax levy for the Shoreline Fire Department RFA's General Expense Fund in the amount of \$22,336,408 as described in Exhibit A.	
Recommendation: The Governing Board hereby certifies to the King County Council a regular property tax levy in the principal amount of \$22,336,408 for the Shoreline Fire Department RFA's General Expense Budget, as described in Exhibit A. Further, the Governing Board hereby authorizes and directs the Treasury Division Manager of King County, Washington, to collect said amount in 2026.	
Financial Impact:	☒ YES ☐ NO
Cost Impact:	Needed funds for 2026 operations and capital bond purchases
Other Options:	
Attachments:	Resolution 25-21 - <i>Certification of Regular Property Tax Levy and Bond Levy</i> - Exhibit A to Resolution 25-21

BOARD OF COMMISSIONERS MOTION

I move to authorize the Governing Board to adopt Resolution 25-21 and hereby certifies to the King County Council a regular property tax levy in the principal amount of **\$22,336,408** for the Shoreline Fire Department RFA's General Expense Budget, as described in Exhibit A. Further, the Governing Board hereby authorizes and directs the Treasury Division Manager of King County, Washington, to collect said amount in 2026.

Follow Up Action(s):	
Follow up Person(s):	Fire Chief, Matt Cowan
Follow up Date(s):	



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FIRE CHIEF
Matt Cowan

COMMISSIONERS

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

SHORELINE FIRE DEPARTMENT
(Regional Fire Authority)

RESOLUTION 25-21

TAX LEVY RESOLUTION

Certification of Regular Property Tax Levy and Bond Levy

WHEREAS, Shoreline Fire Department Regional Fire Authority “(Shoreline Fire Department RFA)”, of King County, Washington is a municipal corporation duly organized and existing under and by virtue of the laws of the State of Washington;

WHEREAS, the Governing Board of the Shoreline Fire Department RFA (the "Governing Board") has properly given notice at the public hearing held on October 30, 2025 to consider the Department's current revenue sources for the expense budget for the 2026 calendar year, pursuant to RCW 84.55.120; and

WHEREAS, the Governing Board, after a public hearing and duly considering all relevant evidence and testimony presented, has determined that the Shoreline Fire Department RFA requires property tax revenue collected at a rate of \$.70 per \$1,000 of assessed value;

NOW THEREFORE, IT IS HEREBY FOUND, DETERMINED AND ORDERED as follows:

WHEREAS the King County Assessor has notified the Governing Board of the Shoreline Fire Department RFA that the assessed valuation of all taxable property within the boundaries of the Shoreline Fire Department RFA for the calendar year 2026 is **\$31,763,433,683**.

WHEREAS, the Governing Board has determined that to maintain and pay for the costs of fire protection and medical services within the Shoreline Fire Department RFA, the King County Council must levy and the Treasury Division Manager of King County, Washington, must collect in 2026, a regular tax levy for the Shoreline Fire Department RFA’s General Expense Fund in the amount of **\$22,336,408** as described in Exhibit A, attached hereto and by this reference incorporated herein;

NOW THEREFORE, IT IS HEREBY FOUND, DETERMINED AND ORDERED as follows:

CERTIFICATION OF REGULAR PROPERTY TAX LEVY

The Governing Board hereby certifies to the King County Council a regular property tax levy in the principal amount of **\$22,336,408** for the Shoreline Fire Department RFA’s General Expense Budget, as described in Exhibit A attached hereto and by this reference incorporated herein. Further, the Governing Board hereby authorizes and directs the Treasury Division Manager of King County, Washington, to collect said amount in 2026.

EFFECTIVE DATE

This Resolution shall be effective immediately upon its adoption and approval.

ADOPTED AND APPROVED by the Governing Board of the Shoreline Fire Department Regional Fire Authority, King County, Washington, at a regular meeting thereof, held on November 20th, 2025.

Attest:

**GOVERNING BOARD OF THE SHORELINE FIRE
DEPARTMENT REGIONAL FIRE AUTHORITY**

Boupha K. Siharath
Secretary to the Governing Board

Eric Adman, Commissioner

Tyler Byers, Commissioner

Kimberly A. Fischer, Commissioner

David M. Harris, Commissioner

Rod Heivilin, Commissioner

Rick Nye, Commissioner

Josh Pratt, Commissioner

Barb Sullivan, Commissioner

Rick Webster, Commissioner

Lisa Wollum, Commissioner

CERTIFICATE

I, Boupha K. Siharath, the Secretary of the Governing Board of the Shoreline Fire Department RFA, King County, Washington, hereby certify that the foregoing Resolution is a full, true and correct copy of a Resolution duly adopted at a regular meeting of the Governing Board of said Department, duly held at a regular meeting place thereof on November 20th, 2025 of which meeting all members of said Governing Board had due notice, and at which a majority thereof was present; and that at said meeting said Resolution was adopted by the following vote:

AYES, and in favor thereof, Commissioners: 0

NAYS, Commissioners: 0

ABSENT, Commissioners: 0

ABSTAIN, Commissioners: 0

I further certify that I have carefully compared the same with the original Resolution on file and of record in my office; that said Resolution is a full, true and correct copy of the original Resolution adopted at said meeting; and that said Resolution has not been amended, modified or rescinded since the date of its adoption, and is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this 20th day of November, 2025.

**GOVERNING BOARD OF THE SHORELINE FIRE
DEPARTMENT REGIONAL FIRE AUTHORITY**
King County, Washington

(S E A L)

Boupha K. Siharath
Secretary to the Governing Board

By Ordinance 2152 of the Metropolitan King County Council, Taxing Districts are required annually to submit the following information regarding their tax levies for the ensuing year as part of a formal resolution of the District's governing body.

THE KING COUNTY ASSESSOR HAS NOTIFIED THE GOVERNING BODY OF

Shoreline Fire Department RFA

THAT THE ASSESSED VALUATION OF PROPERTY

LYING WITHIN THE BOUNDARIES OF SAID DISTRICT FOR THE ASSESSMENT YEAR 2025 IS:

		\$	31,763,433,683
REGULAR (STATUTORY) LEVY (AS APPLICABLE):			
EXPENSE FUND		\$	22,234,404
- LID LIFT NAME		\$	
- LID LIFT NAME		\$	
- LID LIFT NAME			
- LID LIFT NAME			
- LTIF			
RESERVE FUND		\$	
NON-VOTED G.O. BOND (Limited)		\$	
REFUNDS (Noted on worksheet)		\$	102,004
TOTAL REGULAR LEVY		\$	22,336,408

EXCESS (VOTER APPROVED) LEVY:

(Please list authorized bond levies separately.)

G.O. BONDS FUND LEVY	\$	
G.O. BONDS FUND LEVY	\$	
G.O. BONDS FUND LEVY	\$	

SPECIAL LEVIES (INDICATE PURPOSE AND DATE OF ELECTION AT WHICH APPROVED, EXCEPT LID LIFTS):

	\$	
	\$	

TOTAL TAXES REQUESTED: \$ **22,336,408**

THE ABOVE IS A TRUE AND COMPLETE LISTING OF LEVIES FOR SAID DISTRICT FOR TAX YEAR 2026 AND THEY ARE WITHIN THE MAXIMUMS ESTABLISHED BY LAW.

(AUTHORIZED SIGNATURE)

(DATE)



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

**GOVERNING BOARD OF COMMISSIONERS
REGIONAL FIRE AUTHORITY MEETING**

Meeting Date:	November 20, 2025		
Agenda Title:	Resolution 25-22 - <i>Governing Board Amending the Regular Meeting Schedule</i>		
Background Information: There is a need to schedule the regular meeting dates of the Governing Board in January 2026, and to temporarily adjust the location of the third-Thursday meetings between February and May 2026 to accommodate the Fire Academy.			
Recommendation: Recommend that the Board of Commissioners approve and sign Resolution 25-22 - <i>Governing Board Amending Regular Meeting Schedule</i>			
Financial Impact:	☐ YES	☒ NO	☐ Cost Neutral
Cost Impact:	None.		
Other Options:			
Attachments:	Resolution 25-22 - <i>Governing Board Amending Regular Meeting Schedule</i>		

BOARD OF COMMISSIONERS MOTION

I move to authorize the Governing Board of Commissioners to sign and Resolution 25-22 - *Governing Board Amending the Regular Meeting Schedule*.

Follow Up Action(s):	
Follow up Person(s):	Chief Cowan
Follow up Date(s):	



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FIRE CHIEF
Matt Cowan

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

SHORELINE FIRE DEPARTMENT
(Regional Fire Authority)

RESOLUTION 25-22

Amending the Regular Meeting Schedule for Calendar Year 2026
(Amending RESOLUTION 25-01)
(RCW 42.30.070)

A RESOLUTION of the Shoreline Fire Department Governing Board amending the regular meeting schedule of the Governing Board for calendar year 2026.

WHEREAS, RCW 42.30.070 and the Shoreline Fire Department Governing Board Bylaws requires the Governing Board to establish its regular meeting schedule by Resolution.

WHEREAS, the Governing Board previously adopted Resolution 25-01 establishing its regular meeting schedule as follows:

The first Thursday of each month at 5:30 pm, at Headquarters, 17525 Aurora Ave N, Shoreline, WA 98133

The third Thursday of each month at 5:30 pm, at Station 51, 7220 NE 181st St, Kenmore, WA 98028

WHEREAS, the Governing Board desires to provide limited exceptions to the regular meeting dates in January 2026, and to temporarily adjust the location of the third-Thursday meetings between February and May 2026 to accommodate the Fire Academy;

RESOLUTION: NOW THEREFORE, BE IT RESOLVED, that the Governing Board of the Shoreline Fire Department hereby adopts the following exceptions to the 2026 regular meeting schedule:

January 2026 Meeting Dates: The regular January meetings shall be held on Thursday, January 8, 2026, at Headquarters / Station 61, 17525 Aurora Ave N, Shoreline, WA 98133, and on Thursday, January 22, 2026, at Station 51, 7220 NE 181st St, Kenmore, WA 98028, in lieu of the first and third Thursdays.

February through May 2026 Meeting Location Adjustment: The third Thursday regular meetings for the months of February, March, April, and May 2026 shall be held at Headquarters / Station 61, at 5:30 p.m., to accommodate Fire Academy operations at Station 51.

All other regular meeting dates and locations previously established remain unchanged.

Adoption: ADOPTED by the Governing Board of Shoreline Fire Department, at a regular public meeting of such Board on the 20th day of November, 2025 the following Board Members being present and voting:

Attest:

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

Boupha K. Siharath
Secretary to the Board

Eric Adman, Commissioner

Tyler Byers, Vice-Chair

Kimberly A. Fischer, Chair

David M. Harris, Commissioner

Rod Heivilin, Commissioner

Josh Pratt, Commissioner

Barb Sullivan, Commissioner

Rick Webster, Commissioner

Lisa Wollum, Commissioner



**SHORELINE FIRE DEPARTMENT
REGIOINAL FIRE AUTHORITY (RFA)
Tentative Projected Agendas**

Regional Fire Authority Board meetings are held monthly on the 1st and 3rd Thursday of the month

- Items may not be in the same order as they will appear on the preliminary agenda.

D = Discussion
A = Action
PH = Public Hearing

November 20, 2025

Planned Absence: _____ Commissioner Nye will have an excused absence

5:30 PM (Public Meeting Station 51)

SUBJECT	RESOLUTION	TYPE	STAFF
Adoption of 2026 budget and supporting Resolutions			

December 4, 2025

Planned Absence: _____

5:30 PM (Public Meeting Station 61)

SUBJECT	RESOLUTION	TYPE	STAFF
SFD/RFA Election of Chair/Vice Chair			

December 18, 2025

Planned Absence: _____ Commissioner Adman will have an excused absence

5:30 PM (Public Meeting Station 51)

SUBJECT	RESOLUTION	TYPE	STAFF
NSFD Election of Chair/Vice Chair			

January 8, 2026 (RESCHEDULED)

Planned Absence: _____

5:30 PM (Public Meeting Station 61)

SUBJECT	RESOLUTION	TYPE	STAFF

January 22, 2026 (RESCHEDULED)

Planned Absence: _____

5:30 PM (Public Meeting Station 51)

SUBJECT	RESOLUTION	TYPE	STAFF

OTHER DETIALS:

- Commissioner Webster will attend via Zoom October 20 through end of December