



SHORELINE FIRE DEPARTMENT (RFA) GOVERNING BOARD MEETING

SHORELINE FIRE DEPARTMENT (RFA) REGULAR MEETING MINUTES April 16, 2026

Chair Fischer called the regular meeting of the Shoreline Regional Fire Authority (RFA) Governing Board to order at 5:30 p.m. on April 16, 2026, at Station 61, 17525 Aurora Ave. N. Shoreline, WA. 98133. Chair Fischer read into record the excused absence for Commissioner Sullivan.

PRESENT:

Kimberly Fischer , Chair	Matt Cowan , Fire Chief
Eric Adman , Vice-Chair	Andres Orams , Deputy Chief (DC)
Tyler Byers , Commissioner (attended via Zoom)	
David Harris , Commissioner	
Rod Heivilin , Commissioner	
Rick Nye , Commissioner (attended via Zoom)	
Josh Pratt , Commissioner (attended via Zoom)	
Rick Webster , Commissioner	
Lisa Wollum , Commissioner (attend via Zoom)	

ABSENT:

- **Barb Sullivan**, Commissioner

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT:

- None.

IV. CONSIDERATION OF AGENDA:

- Agenda amended to add "Post-Employment Medical Benefits (PEMB) – Retirement Dates under New Business.

V. APPROVAL OF PAST MINUTES:

- **MOTION:** *The Chair asked if there were any corrections or amendments to the April 2, 2026, Regular Meeting minutes. Hearing none, the Chair declared the minutes approved as presented.*

VI. CORRESPONDENCE:

- None.

VII. STANDING AGENDA:

1. **Warrants:**

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

**Second Board Meeting
APRIL 16, 2026**

TYPE OF TRANSACTION	INVOICE NUMBER	DISBURSEMENT AMOUNT	RELEASE DATE
RFA EXPENSE FUND: 10-064-0010			
Vendor Voucher(s)	260411001 - 260411031	54,176.35	4/8/26
Vendor Voucher(s)	260413001	7,653.09	4/8/26
	260417001 - 260417065	450,630.63	4/15/26
	260422001 - 260422041	118,207.74	4/22/26
	41526A	20,218.83	4/15/26
ACH Payment Request - Payroll Direct Deposit	ACH	141,053.45	4/13/26
Payroll - Taxes	ACH	18,512.12	4/14/26
Dept of Retirement Systems	ACH	23,446.99	4/29/26
Payroll Vouchers		Will be added for next meeting	
ACH Payment Request - Payroll Direct Deposit		Will be added for next meeting	
ACH Payment Request - HRA/VEBA		Will be added for next meeting	
ACH Payment Request - ALERUS (457 Plan)		Will be added for next meeting	
ACH Payment Request - WA DCP		Will be added for next meeting	
ACH Payment Request - IAFF Local 1760 (Union Dues)		Will be added for next meeting	
ACH Payment Request - Dept. of Retirement Systems		Will be added for next meeting	
ACH Payment Request - DSHS		Will be added for next meeting	
ACH Payment Request - Payroll Taxes		Will be added for next meeting	

\$ 833,899.20

RFA ALS EXPENSE FUND: 10-064-6080			
Vendor Voucher(s)	260407001 - 260407006	38,290.90	4/8/26
Vendor Voucher(s)	260416001 - 260416009	88,802.68	4/15/26
Vendor Voucher(s)	260418001 - 260418007	9,257.29	4/22/26
Post Retirement Medical Benefits	ACH	14,735.70	4/9/26
Payroll Voucher	ALS41526A	3,555.44	4/15/26
ACH Payment Request - Payroll Direct Deposit	ACH	71,088.61	4/13/26
Payroll - Taxes	ACH	13,644.53	4/14/26
Dept of Retirement Systems	ACH	12,641.51	4/29/26
Payroll Vouchers		Will be added for next meeting	
ACH Payment Request - Payroll Direct Deposit		Will be added for next meeting	
ACH Payment Request - HRA/VEBA		Will be added for next meeting	
ACH Payment Request - ALERUS (457 Plan)		Will be added for next meeting	
ACH Payment Request - WA DCP		Will be added for next meeting	
ACH Payment Request - IAFF Local 1760 (Union Dues)		Will be added for next meeting	
ACH Payment Request - Payroll Taxes			

\$ 252,016.66

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

\$ -

RFA MIH EXPENSE FUND: 10-064-6070			
Vendor Voucher(s)	260412001 - 460412002	13,401.82	4/8/26

\$ 13,401.82

RFA CAPITAL FUND: 10-0643-010			
Vendor Voucher(s)	260409001 - 260409003	14,286.40	4/8/26
Vendor Voucher(s)	260415001 - 260415005	19,310.20	4/15/26
Vendor Voucher(s)	260420001 - 260420003	12,168.12	4/22/26

\$ 45,764.72

RFA NKCTC FUND: 10-064-0100			
Vendor Voucher(s)	260410001 - 260140002	16,460.56	4/8/26
Vendor Voucher(s)	260421001 - 260421002	24,602.75	4/22/26

\$ 41,063.31

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

\$ -

RFA BENEFITS FUND: 10-064-6050			
Vendor Voucher(s)	260408001	3,165.60	4/8/26
	260414001 - 260414002	2,218.40	4/15/26
	260419001 - 260419002	23,338.53	4/22/26
Post Retirement Medical Benefits	ACH	13,824.23	4/9/26

\$ 42,546.76

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 :

\$ 1,228,692.47

MOTION: Commissioner Heivilin moved, and Commissioner Webster seconded a motion to accept the disbursements for \$1,228,692.47 per the detail above. The motion passed; nine ayes.

2. Commissioners' Report:

- None.

3. Financial Report

- The March 2026 Financial Summary Report will be provided at the next Board meeting.

4. Statistics Report:

- None.

5. Strategic Activity Report:

- None.

6. RFA Activity Reports:

- **Chief Cowan** provided a written RFA activity report, which is attached and incorporated by reference.

VIII. OLD BUSINESS:

- **Potential of Bothell Joining the Regional Fire Authority (RFA):**

- Chief Cowan provided an update on discussions with the City of Bothell regarding the potential RFA process:
 - Chief Cowan reported that Bothell is currently considering a November ballot measure and discussed associated timeline considerations.
 - Key considerations included governance, financial impacts, service-level impacts, and potential sequencing involving Snohomish County Fire District #10.
 - A meeting with the Bothell City Council was discussed, and the Board agreed to hold a Special Joint Meeting on May 14, 2026, at a start time of 5:30 p.m. or 6:00 p.m.

IX. NEW BUSINESS:

- **Unlimited Tax General Obligation (UTGO) Bond:**

- Chief Cowan provided an overview of a potential voter-approved UTGO bond to support construction of new fire station(s), noting there is no current UTGO bond in place.
- The Department is evaluating capital planning scenarios, including construction of Station 62, potential future station needs in south Bothell, and associated funding strategies.
- Preliminary analysis has been conducted on service needs, call volumes, response impacts, and station siting, with additional analysis anticipated.
- Chief Cowan noted potential inclusion of apparatus purchases and the need for updated financial forecasting, including impact fee projections.
- Commissioner Adman expressed general support for continued evaluation and emphasized consideration of overall financial impacts and community affordability.
- Chief Cowan will incorporate Board feedback and return with additional information, including further financial analysis and clarification of available legal options.

- **Post Employment Medical Benefits Program (PEMB) Retirement Dates:**

- Chief Cowan noted that, due to a grievance related to a retirement date, adjustments to retirement dates under the PEMB must be brought forward for Board consideration.
- The Board authorized adjustments to the retirement dates.

X. PROJECTED AGENDA:

- Commissioner Nye is expected to attend the May 7 meeting virtually or have an excused absence.
- Commissioner Adman will have excused absences on May 7.
- A potential Special Joint Meeting with the Bothell City Council may be held on May 14.
- Commissioner Byers is expected to attend the May 21 meeting virtually or an excused absence.
- The Washington Fire Commissioners Association Annual Seminar is scheduled for June 4 in Chelan, Washington. Due to this event, the June 4 Board meeting will be rescheduled. The Board confirmed the following schedule changes:
 - June 4 to June 11
 - June 18 to June 25
 - July 2 to July 9
 - July 16 to July 23

XI. EXECUTIVE SESSION:

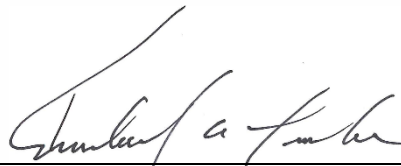
- None.

The Governing Board adjourned the regular meeting at 7:08 p.m.

Minutes prepared by: Beatriz Goldsmith



Bouphe K. Siharath
Secretary to the Governing Board



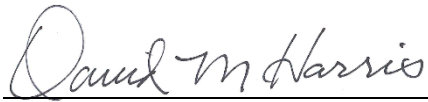
Kimberly A. Fischer, Chair



Eric Adman, Vice-Chair



Tyler Byers, Commissioner



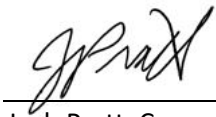
David M. Harris, Commissioner



Rod Heivilin, Commissioner




Rick Nye, Commissioner



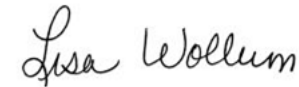
Josh Pratt, Commissioner



Barb Sullivan, Commissioner



Rick Webster, Commissioner



Lisa Wollum, Commissioner