



SHORELINE FIRE DEPARTMENT (RFA) GOVERNING BOARD MEETING

SHORELINE FIRE DEPARTMENT (RFA) REGULAR MEETING MINUTES August 6, 2026

Chair Fischer called the regular meeting of the Shoreline Regional Fire Authority (RFA) Governing Board to order at 5:30 p.m. on August 6, 2026, at Station 61, 17525 Aurora Ave. N. Shoreline, WA. 98133. Chair Fischer read into record the absence of Commissioners Byers and Wollum.

PRESENT:

Kimberly Fischer , Chair	Matt Hochstein , Deputy Chief (DC)
David Harris , Commissioner	Andres Orams , Deputy Chief (DC)
Josh Pratt , Commissioner (attended via Zoom)	
Rod Heivilin , Commissioner	
Barb Sullivan , Commissioner	
Rick Webster , Commissioner	
Rick Nye , Commissioner	
Eric Adman , Vice-Chair	

ABSENT:

- **Tyler Byers**, Commissioner
- **Lisa Wollum**, Commissioner

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT:

- No public comment was received.

IV. CONSIDERATION OF AGENDA:

- The Public Records Policy discussion was removed from the agenda.
- Commissioner Fischer added a discussion regarding the formation of a subcommittee to address Post-Employment Medical Benefits (PEMB).

V. APPROVAL OF PAST MINUTES:

- **MOTION:** *The Chair asked if there were any corrections or amendments to the July 23, 2026, Special Meeting minutes. Hearing none, the Chair declared the minutes approved as presented.*

VI. CORRESPONDENCE:

- A letter was received thanking the Shoreline Fire Department for their support at the annual Safety Day community event hosted by the neighboring Lake Forest Park Police Department.

VII. STANDING AGENDA:

1. Warrants:

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

**First Board Meeting
AUGUST 6, 2026**

TYPE OF TRANSACTION	INVOICE NUMBER	DISBURSEMENT AMOUNT	RELEASE DATE
RFA EXPENSE FUND: 10-064-0010			
Vendor Voucher(s)	260719001 - 260719035	59,792.10	7/29/26
Vendor Voucher(s)	260806001 - 260806023	49,622.68	8/5/26
Payroll Voucher	81226A - 81226E	32,605.31	8/12/26
ACH Payment Request - Payroll Direct Deposit	ACH	202,182.00	8/12/26
Payroll - Taxes	ACH	26,938.86	8/13/26
Dept of Retirement Systems	ACH	34,240.19	8/28/26

\$ 405,381.14

RFA ALS EXPENSE FUND: 10-064-6080			
Vendor Voucher(s)	260714001 - 260714011	9,992.98	7/29/26
	260802001 - 260802003	45,552.62	8/5/26
Payroll Voucher	ALS81226A - ALS81226D	7,068.37	8/12/26
ACH Payment Request - Payroll Direct Deposit	ACH	104,713.35	8/12/26
Payroll - Taxes	ACH	19,304.08	8/13/26
Dept of Retirement Systems	ACH	18,754.49	8/28/26

\$ 205,385.89

RFA ALS CAPITAL FUND: 10-064-6060			
Vendor Voucher(s)	260713001 - 26713002	27,320.20	7/29/26
Vendor Voucher(s)	260801001	1,453.90	8/5/26

\$ 28,774.10

RFA MIH EXPENSE FUND: 10-064-6070			
Vendor Voucher(s)	260717001	4,971.04	7/29/26

\$ 4,971.04

RFA CAPITAL FUND: 10-064-3010			
Vendor Voucher(s) 	260720001	94,668.31	7/29/26
Vendor Voucher(s) 	260716001	416.93	7/29/26
Vendor Voucher(s)	260804001 - 260804003	12,469.96	8/5/26

\$ 107,555.20

RFA NKCTC FUND: 10-064-0100				
Vendor Voucher(s)	260718001 - 260718004	28,099.93	7/29/26	
Vendor Voucher(s)	260805001	1,415.82	8/5/26	

\$ 29,515.75

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

\$ -

RFA BENEFITS FUND: 10-064-6050				
Vendor Voucher(s)	260715001 - 260715003	36,248.46	7/29/26	
Vendor Voucher(s)	260803001	223.20	8/5/26	

\$ 36,471.66

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 :	\$ 818,054.78

MOTION: Commissioner Heivilin moved, and Commissioner Webster seconded a motion to accept the disbursements for \$818,054.78 per the detail above. The motion passed; eight ayes.

2. Commissioners' Report:

- None.

3. Financial Report:

- DC Orams presented the June 2026 Financial Summary Report, which is incorporated by reference, and listed on the following page.
 - A question was raised regarding the King County Surface Water Management charge and whether it is a one-time or annual charge. DC Hochstein noted that he believed the charge was a tax and would review it and provide additional information.
 - Another question was raised regarding the Community Outreach/MIH salary and benefits line item, noting that it appeared to be over budget at the six-month point in the year. DC Orams indicated he would review the expenditures and follow up. It was noted that the County reimburses the Department to some degree. Commissioner Webster requested a breakdown of the expenditures and related reimbursements.

FINANCIAL SUMMARY REPORT: JUN 2026

Regular Board Meeting: August 6, 2026

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 JUN Balance	\$	27,272,740.60
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General Expense Fund - BUDGET OVERVIEW (BIAS- budget position report)

Data as of JUN 2026		Notes
Percentage Remaining	48.5%	
Targeted Percentage Remaining	50.0%	
Over/Under Targeted Budget Remaining	-1.5%	Over Budget

General Expense Fund- OVERTIME COSTS

Data as of JUN 2026		Notes
Total Overtime	\$ 200,762.19	
Firefighting Staffing Overtime	\$ 115,545.40	Overtime processing period: May 15, 2026 - Jun 12, 2026
BLS/EMS Staffing Overtime	\$ 85,216.79	Overtime processing period: May 15, 2026 - Jun 12, 2026

General Expense Fund- CASH ON HAND

Data as of JUN 2026		Notes
Cash on hand, end of JUN balance	\$ 14,497,022.73	

Interfund Transfers: NO ACTIVITY

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.
- **DC Hochstein** provided a written RFA activity report, which is attached and incorporated by reference.
 - Commissioner Nye raised a question regarding the higher utility costs at Station 51 compared with the other Department stations. DC Hochstein noted that a prior bill may not have been captured, resulting in two months of charges appearing on one bill, and indicated he would review the matter further. He also noted that a lighting conversion is planned for Station 51 as part of the 2027 capital projects, which is anticipated to help reduce electricity costs.

- DC Hochstein clarified that the King County Surface Water Management charge discussed earlier is associated with property taxes for the 60-series stations.
- **DC Orams** 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):**
 - No updates to report.
- **Public Records Policy:**
 - The agenda item was removed and was not discussed.
- **Climate Action Committee Update:**
 - Commissioner Adman provided an update regarding the progress of the Climate Action Committee. An Executive Summary regarding the Washington State Clean Buildings Performance Standard was provided to the Board for informational purposes and is attached and incorporated by reference.
 - Commissioner Adman reported that the Committee identified energy and fleet-related goals, several of which align with Washington State Clean Buildings Performance Standard requirements applicable to Department facilities.
 - The Committee discussed the potential benefit of expanding benchmarking and data-collection efforts to support broader energy-use tracking and best practices. The July 2027 compliance timeline was also discussed.
 - Commissioner Adman noted that future work will include developing short- and long-term strategies. The Committee plans to meet again to review progress and determine next steps.
- **Sub-Committee for Post Employment Medical Benefits (PEMB):**
 - Commissioner Fischer noted that when the Board previously voted to sunset the existing PEMB program in 2028, there was discussion regarding forming a committee to explore potential alternatives. A subcommittee was proposed to evaluate options for a more affordable and sustainable PEMB program.
 - Commissioners Nye, Heivilin, Webster, and Pratt agreed to participate on the subcommittee. The subcommittee will coordinate meeting dates and begin reviewing potential options and related financial considerations.

IX. NEW BUSINESS:

X. PROJECTED AGENDA:

- A Special Meeting/workshop will be scheduled for the Commissioners to review the Commissioner budget and handbook. Commissioners will coordinate their availability for scheduling.
- The Board discussed the need to reschedule the September 17 Governing Board Meeting due to a conflict with the King County Fire Chiefs Association Leadership Summit. The potential cancellation or scheduling of an alternate date will be discussed at the next meeting.

- Commissioner Fischer is expected to attend the August 20 meeting remotely or be excused from attendance. Vice-Chair Commissioner Adman will preside over the meeting.
- Commissioner Nye is expected to be absent from the October 15 meeting.

XI. EXECUTIVE SESSION:

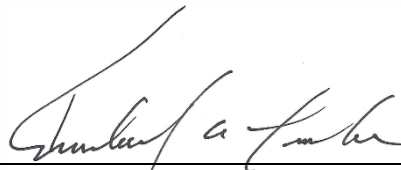
- None.

The Governing Board adjourned the regular meeting at 5:53 p.m.

Minutes prepared by: Beatriz Goldsmith



Beatriz Goldsmith
Secretary to the Governing Board



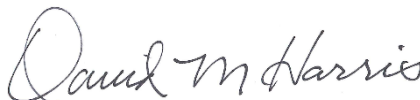
Kimberly A. Fischer, Chair



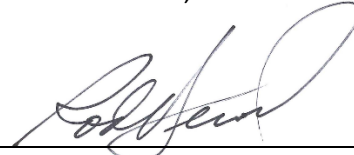
Eric Adman, Vice-Chair



Tyler Byers, Commissioner



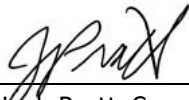
David M. Harris, Commissioner



Rod Heivilin, Commissioner



Rick Nye, Commissioner



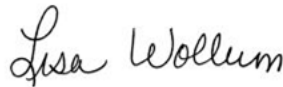
Josh Pratt, Commissioner



Barb Sullivan, Commissioner



Rick Webster, Commissioner



Lisa Wollum, Commissioner