



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

AGENDA

July 9, 2026

5:30 p.m.

**Special Meeting will be held via Zoom conferencing and
on-site at Station 61 17525 Aurora Avenue North**

Join Zoom Meeting

<https://us02web.zoom.us/j/83414034545?pwd=QVJhWGxPMETvaEdvMjJZSWFMMnBoQT09>

Meeting ID: 834 1403 4545

Passcode: 554785

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. **Approval of Past Meeting Minutes**
 - June 25, 2026 – Special Meeting Minutes / MOTION
- V. **Correspondence**
- VI. **Training/Travel Reimbursement Process and Rules of Procedure Handbook / DISCUSSION**
- VII. **Standing Agenda**
 1. Warrants – Motion to Approve
 2. Governing Board Members’ Report
 3. Financial Report (*second meeting of each month*) (**May 2026 Financial Report will be reported**)
 4. Statistics Report
 5. Strategic Activity Report
 6. RFA Activity Reports
- VIII. **Old Business**
 - Approval of Resolution 26-05 Approving the Amended Regional Fire Authority Governing Documents to include the City of Bothell and Snohomish County Fire District No. 10 / MOTION
- IX. **New Business**
- X. **Projected Agendas**



SHORELINE FIRE DEPARTMENT (RFA) GOVERNING BOARD SPECIAL MEETING

SHORELINE FIRE DEPARTMENT (RFA) SPECIAL MEETING MINUTES June 25, 2026

Chair Fischer called the Special meeting of the Shoreline Regional Fire Authority (RFA) Governing Board to order at 5:30 p.m. on June 25, 2026, at Station 51, 7220 NE 181st Street, Kenmore, WA 98028.

PRESENT:

Kimberly Fischer , Chair	Matt Cowan , Fire Chief
Eric Adman , Vice-Chair (arrived at 5:31 p.m. attended via Zoom)	Matt Hochstein , Deputy Fire Chief (attended via Zoom)
Tyler Byers , Commissioner (attended via Zoom)	Andres Orams , Deputy Fire Chief
David Harris , Commissioner	
Rod Heivilin , Commissioner	
Josh Pratt , Commissioner (attended via Zoom)	
Rick Nye , Commissioner	
Barb Sullivan , Commissioner	
Rick Webster , Commissioner	
Lisa Wollum , Commissioner (arrived at 5:33 p.m. attended via Zoom)	

ABSENT: None.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENT:

- No public comment was received.

IV. Resolution 26-01 – Appointment of Board Secretary and Administration of Oath of Office:

- Due to the resignation of Shoreline Fire Board Secretary Bopha Siharath, Beatriz Goldsmith was appointed as the Regional Fire Authority Governing Board Secretary. Notary Public Dawn Killion administered the Oath of Office, which was read into the record. The executed Oath of Office is attached and incorporated by reference.

MOTION: *Commissioner Fischer moved, and Commissioner Heivilin seconded a motion to authorize the RFA Governing Board of Commissioners to approve and sign Resolution 26-01 Appointing Beatriz Goldsmith as the Secretary to the Shoreline Fire Department Regional Fire Authority Board of Commissioners. The motion passed; nine ayes.*

V. APPROVAL OF PAST MINUTES:

MOTION: *The Chair asked if there were any corrections or amendments to the June 11, 2026, Special Meeting minutes. Board Secretary Beatriz Goldsmith requested a correction to the spelling of Commissioner Kim Fischer's name under the Projected Agenda section. The Chair declared the minutes approved as amended.*

VI. CORRESPONDENCE:

- A thank-you letter was received from a local citizen expressing appreciation for the Department's assistance during an emergency response.

VII. STANDING AGENDA:

1. Warrants:

SHORELINE FIRE DEPARTMENT REGIONAL FIRE AUTHORITY
VOUCHER COVER SHEET

Second Board Meeting
JUNE 25, 2026

TYPE OF TRANSACTION	INVOICE NUMBER	DISBURSEMENT AMOUNT	RELEASE DATE
RFA EXPENSE FUND: 10-064-0010			
Vendor Voucher(s)	260611001 - 260611029	345,904.08	6/10/26
Vendor Voucher(s)	260613001 - 260613032	257,506.33	6/17/26
Vendor Voucher(s)	26062001 - 260620035	120,356.91	6/23/26
Payroll Vouchers	62326A - 62326K	272,996.80	6/23/26
ACH Payment Request - Payroll Direct Deposit	ACH	1,363,928.68	6/25/26
ACH Payment Request - Payroll Taxes	ACH	355,715.52	6/26/26
ACH Payment Request - HRA/VEBA	ACH	104,344.15	6/29/26
ACH Payment Request - ALERUS (457 Plan)	ACH	210,707.17	6/29/26
ACH Payment Request - WA DCP	ACH	72,054.81	6/29/26
ACH Payment Request - Dept. of Retirement Systems	ACH	277,471.40	6/29/26
ACH Payment Request - IAFF Local 1760 (Union Dues)	ACH	28,902.60	6/29/26
ACH Payment Request - DSHS	ACH	4,934.38	6/29/26

\$ 3,414,822.83

RFA ALS EXPENSE FUND: 10-064-6080			
Vendor Voucher(s)	260607001 - 260607008	75,705.15	6/10/26
Vendor Voucher(s)	260612001 - 260612009	175,891.78	6/17/26
Vendor Voucher(s)	260615001 - 260615006	10,088.56	6/23/26
Post Retirement Medical Benefits	ACH	14,735.70	5/7/26
Post Retirement Medical Benefits	ACH	15,495.27	6/10/26
Payroll Vouchers	ALS62326A - ALS62326I	46,169.71	6/23/26
ACH Payment Request - Payroll Direct Deposit	ACH	337,507.64	6/25/26
ACH Payment Request - Payroll Taxes	ACH	96,355.09	6/26/26
ACH Payment Request - HRA/VEBA	ACH	19,066.59	6/29/26
ACH Payment Request - ALERUS (457 Plan)	ACH	38,499.88	6/29/26
ACH Payment Request - WA DCP	ACH	22,138.99	6/29/26
ACH Payment Request - Dept. of Retirement Systems	ACH	79,758.53	6/29/26
ACH Payment Request - IAFF Local 1760 (Union Dues)	ACH	6,786.88	6/29/26
ACH Payment Request - DSHS	ACH	2,069.00	6/29/26

\$ 940,268.77

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

\$ -

RFA MIH EXPENSE FUND: 10-064-6070			
Vendor Voucher(s)	260618001	10,615.32	6/23/26

\$ 10,615.32

RFA CAPITAL FUND: 10-0643-010			
Vendor Voucher(s)	260609001 - 260609002	663,342.09	6/10/26
Vendor Voucher(s)	260614001 - 260614002	5,260.03	6/17/26
Vendor Voucher(s)	260617001 - 260617004	31,764.87	6/23/26

\$ 700,366.99

RFA NKCTC FUND: 10-064-0100			
Vendor Voucher(s)	260610001 - 260610003	7,666.50	6/10/26
Vendor Voucher(s)	260619001 - 260619005	20,940.96	6/16/26

\$ 28,607.46

RFA FIRE BENEFIT FEE: 10-064-0030			
Vendor Voucher(s)	260616001 - 260616003	23,972.84	6/23/26

\$ 23,972.84

RFA BENEFITS FUND: 10-064-6050			
Vendor Voucher(s)	260608001 - 260608003	5,384.00	
Post Retirement Medical Benefits	ACH	13,824.23	5/7/26
Post Retirement Medical Benefits	ACH	13,824.23	6/10/26

\$ 33,032.46

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 :		\$ 5,151,686.67	

MOTION: Commissioner Heivilin moved, and Commissioner Webster seconded a motion to accept the disbursements for \$5,151,686.67 per the detail above. The motion passed; ten ayes.

- The warrant disbursements approved at the **May 7, 2026, Board Meeting** has been corrected due to an entry error.

Type of Transaction	Fund #	Amount	Disbursement Date
ACH Payment Request- Payroll Direct Deposit	10-064-0010	216,189.94	5-13-2026

Correction submitted for June 25, 2026 Board Meeting

Type of Transaction	Fund #	Amount	Disbursement Date
ACH Payment Request- Payroll Direct Deposit	10-064-0010	\$219,189.94	5-13-2026

Grand Total: \$4,031,574.94 (Incorrect Amount)
\$4,034,574.94 (Correct Amount)

MOTION: *Commissioner Sullivan moved, and Commissioner Harris seconded a motion to accept the revised disbursements in the amount of \$4,034,574.94 for the May 7, 2026 Board meeting warrant voucher approvals. The motion passed; ten ayes.*

- The warrant disbursements approved at the **June 11, 2026, Board Meeting** has been corrected due to an entry error.

Type of Transaction	Fund #	Amount	Disbursement Date
ACH Payment Request- Payroll Taxes, Q1	10-064-0010	9,135.08	5-4-2026
ACH Payment Request- Payroll Taxes, Q1	10-064-6080	2,283.77	5-4-2026

Correction submitted for June 25, 2026 Board Meeting

Type of Transaction	Control #	Amount	Disbursement Date
ACH Payment Request- Payroll Taxes, Q1	10-064-0010	3,375.83	5-4-2026
ACH Payment Request- Payroll Taxes, Q1	10-064-6080	341.84	5-4-2026

Grand Total: \$3,759,686.89 (Incorrect Amount)
\$3,751,985.71 (Correct Amount)

MOTION: *Commissioner Heivilin moved, and Commissioner Sullivan seconded a motion to accept the revised disbursements in the amount of \$3,751,985.71 for the May 7, 2026, Board meeting warrant voucher approvals. The motion passed; ten ayes.*

2. Commissioners' Report:

- Commissioner Fischer attended the Shoreline Fire Department Annual Pancake Breakfast & Safety Fair and reported that the event was well attended and successful.

3. Financial Report

- The May 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.
- **DC Hochstein** provided a written RFA activity report, which is attached and incorporated by reference.
- **Andres Orams** provided a written RFA activity report, which is attached and incorporated by reference.

VIII. OLD BUSINESS:

• **Regional Fire Authority Potentially Including Bothell:**

- Chief Cowan provided an update regarding ongoing discussions with the City of Bothell and Snohomish County Fire Protection District No. 10 (Sno10) concerning potential integration into the Regional Fire Authority.
 - The City of Bothell and Sno10 have adopted resolutions formally requesting consideration for participation in the RFA. Negotiations and revisions to the governing documents are ongoing.
 - The Department continues to evaluate legal and financial considerations associated with the Sno10 EMS levy to determine the appropriate mechanism for continued levy collection or whether a future EMS levy may be necessary.
 - The proposed governance documents incorporate the previously approved 3-3-3 Governing Board model.
 - The final governance package is anticipated to be presented for Governing Board consideration at the July 9, 2026, meeting to meet the November election timeline.

• **Snohomish County Fire District No. 10 Regarding Potential Participation in the Regional Fire Authority:**

- This item was discussed in conjunction with the Regional Fire Authority Potentially Including Bothell agenda item.

IX. NEW BUSINESS:

• **Resolution 26-02 Shoreline FD Claims Agent:**

- Due to the upcoming resignation of Bouphe Siharath, it is necessary to appoint a new Claims Officer. Rachel Garlini, Director of Administration/Finance, has been designated to assume this responsibility. The Claims Officer serves as the authorized representative of the Regional Fire Authority for matters involving claims against the RFA and performs duties as required by applicable law and Department policy.

MOTION: *Commissioner Adman moved, and Commissioner Nye seconded a motion to approve and sign Resolution 26-02– Appointing Rachel Garlini as the Department’s Agent to Receive Claims. The motion passed; ten ayes.*

• **Resolution 26-03 RFA_Appointing Auditing Officers:**

- Due to the upcoming resignation of Bouphe Siharath, it is necessary to appoint new auditing Officers to certify the voucher approval document for submission of vouchers to the King County Finance Office.

MOTION: *Commissioner Adman moved, and Commissioner Sullivan seconded a motion to approve and sign Resolution 26-03 Appointing Auditing Officers for the Shoreline Fire Department RFA. The motion passed; ten ayes.*

• **Resolution 26-04 Establishing Record Retention and Medical Records Officer:**

- Due to the upcoming resignation of Bouphe Siharath, it is necessary to appoint a new Records Retention and Medical Services Privacy Officer. This Officer shall ensure that the Department remains compliant with all applicable State laws regarding production and retention of records

MOTION: *Commissioner Heivilin moved, and Commissioner Webster seconded a motion to approve and sign Resolution 26-04 Establishing a Record Retention Officer and Medical Records Privacy Officer for the Shoreline Fire Department RFA. The motion passed; ten ayes.*

• **Surplus Ambulance and Pumper:**

- The Department requested authorization to declare a surplus ambulance and pumper due to their age and condition.
- Chief Cowan advised that the Snoqualmie Pass Fire Department had expressed interest in the surplus pumper and requested the Governing Board consider an intergovernmental transfer. Chief Cowan then left the meeting during the Governing Board's discussion.
- Deputy Chief Hochstein noted that the Department's financial policy authorizes intergovernmental transfers of surplus equipment. The Governing Board discussed available disposal options.
- Following discussion, the Governing Board determined to transfer the pumper to Snoqualmie Pass Fire Department through an intergovernmental transfer and to dispose of the surplus ambulance through public auction.

MOTION: *Commissioner Adman moved, and Commissioner Webster seconded, a motion to declare the 2010 Pierce pumper surplus and authorize its transfer to Snoqualmie Pass Fire Department through an intergovernmental transfer. The motion passed; ten ayes.*

MOTION: *Commissioner Webster moved, and Commissioner Harris seconded, a motion to declare the 2010 Ford/Braun ambulance surplus and authorize the Fire Chief or designee to dispose of the vehicle through public auction. The motion passed; ten ayes.*

- **Surplus Equipment – Donation:**

- The Department requested authorization to declare surplus Philips HeartStart FR3 Automated External Defibrillators (AEDs) and recommended donating the equipment to Hero Saver, a nonprofit organization that redistributes emergency response equipment to underserved organizations.
- During discussion, Commissioner Adman requested that two surplus AEDs be donated to the Adopt A Stream Foundation.
- The motion was amended to authorize donation of the remaining surplus AEDs to Hero Saver and two AEDs to the Adopt A Stream Foundation.

MOTION: *Commissioner Nye moved, and Commissioner Webster a motion to declare the AEDs identified on the attached surplus equipment inventory list as surplus to the needs of the Department and authorize the Fire Chief, or designee, to donate the remaining AEDs to Hero Saver and two AEDs to the Adopt A Stream Foundation. The motion passed; nine ayes, with Commissioner Adman abstaining.*

- **Surplus Equipment – Sale:**

- The Department requested authorization to declare multiple items surplus due to age, condition, or lack of further operational use. The items identified in the attached presentation, incorporated by reference, were determined to have no further value to the Department and were proposed for disposal through the garage sale process authorized under Policy 126.

MOTION: *Commissioner Webster moved, and Commissioner Heivilin seconded a motion to declare the listed equipment surplus and valueless and authorize the Fire Chief or designee to surplus using a garage sale format permitted in Policy 126. The motion passed; ten ayes.*

- **Sole Source Purchase—MSO Command Box:**

- The Department requested authorization to purchase a 90-inch Stonewell Custom Built CAV Body from Stonewell Bodies Co. through a sole source procurement. The chassis for the new Medical Services Officer (MSO) vehicle has previously been purchased, and funding for the command body was included in the 2026 budget.
- Chief Cowan reported that the sole source purchase would maintain consistency with the Department's existing command vehicle fleet.

MOTION: *Commissioner Sullivan moved, and Commissioner Webster seconded, a motion to authorize the Fire Chief or designee to enter into a sole source purchase for a 90-inch Stonewell Custom Built CAV Body from Stonewell Bodies Co. The motion passed; ten ayes.*

X. PROJECTED AGENDA:

- Commissioners Webster and Nye will not attend the July 9 meeting and will have excused absences.
- Commissioners Byers and Nye will not attend the July 23 meeting and will have excused absences.

- Commissioner Fischer is expected to attend the August 20 meeting virtually or be excused from attendance. Vice-Chair Commissioner Adman will preside over the meeting.
- Chief Cowan discussed scheduling a pinning ceremony for seven newly promoted employees. The Governing Board expressed support for holding the ceremony on a date separate from a regular Governing Board meeting. The Department will coordinate with the employees to identify a suitable date.

XI. EXECUTIVE SESSION:

- The Executive Session scheduled under RCW 42.30.140(4)(b) for negotiations was not held.

The Governing Board adjourned the regular meeting at 6:31 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

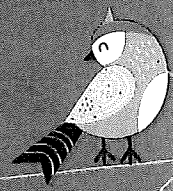
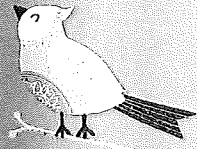
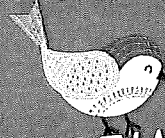
DRAFT

COUNTING

blessings...

FEELING

grateful...



SENDING thanks.

Thank you so much.

Paul and Judy Abdo

April 27, 2026

To Medic 1 and Personnel of Fire Station 51

On March 30, 2026, I had cardiac arrest in my home on Finn Hill. My wife immediately called 911 and with assistance from the 911 operator started cpr. Within minutes Medic 1 and fire units arrived. They took over the cpr and performed other life saving measures to stabilize me and transport me to Evergreen Hospital.

Due to your quick response and professionalism in life saving care, I am able to write this letter.

On behalf of myself and my family I thank you for saving my life. I will now continue to enjoy my life and watch my grand children grow. For all of you, I wish you the best for you and your families now and in the future.

Thank you for being in a profession that cares about helping others.

Paul Abdo

A handwritten signature in cursive script that reads "Paul Abdo".

Governing Board Training/Travel and Governing Handbook Procedures Commissioner Reference

Travel and Training Approval Process. Before attending conferences, meetings, or training events that require Department reimbursement:

- Sign the FIN 309 Governing Board Travel Request Form and obtain Governing Board approval before travel. The FIN 309 must be signed by at least two Governing Board members, excluding the Commissioner requesting travel.

After Travel is Completed. Upon returning from travel or training:

- Complete the required reconciliation forms.
- Submit all itemized receipts and supporting documentation.
- Complete the applicable forms:
 - FIN 313 – Governing Board Reimbursement Reconciliation Form
 - FIN 314 – Governing Board Credit Card Reconciliation Form (if applicable)

Importance of Timely Submission. Submit reconciliation forms and receipts as soon as practical after travel.

- Timely submission allows the Accounting Department to:
 - Process reimbursements with itemized receipts promptly.
 - Reconcile Department credit card statements.
 - Meet monthly financial reporting deadlines.
 - Maintain documentation required for state audits.

Commissioner Communication: Timely communication is an important and Commissioners are encouraged to:

- Regularly monitor their Department email accounts.
- Respond to emails requesting acknowledgement or confirmation of receipt.
- Reply promptly to requests for signatures, travel approvals, scheduling, or other Board business.

Rules of Procedure Handbook. Each Commissioner will receive a copy of the current Rules of Procedure Handbook. Included with your copy:

- A current copy of the Rules of Procedure Handbook.
- A redline version identifying proposed revisions.

As outlined in Section 9 – Effect/Waiver of Rules:

- The Board may temporarily waive provisions of the Rules by majority vote when appropriate.
- The Rules of Procedure are reviewed as needed, but at least every two years.
- The formal review occurs during January of each even-numbered year; however, the Board may review or amend the Rules at any time.

Additional Commissioner Review Items. Commissioners are also encouraged to review:

- Current terms of office and service dates to ensure Department records are accurate.
- Committee assignments and Board responsibilities. Commissioners who are unable to regularly attend committee meetings should discuss a possible reassignment, allowing another interested Commissioner the opportunity to participate and represent the Department.



Shoreline Fire Department

(A Regional Fire Authority)

RULES OF PROCEDURE FOR THE GOVERNING BOARD



Rules of Procedure

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SECTION 1. GENERAL

- A. These rules constitute the official Rules of Procedure for the Shoreline Fire Department Governing Board and were adopted May 1, 2025. In all matters not addressed in the rules, the Board of Fire Governing Board members shall be governed by statutory requirements and Robert’s Rule of Order, provided the rules do not conflict with the statutory requirements.
- B. The rules of procedure shall be the Board of Governing Board members “standard operating procedures.”

The Board of Governing Board members, as elected officials, shall adhere to the following Shoreline Fire Department standard operating procedures:

- Admin 111 Smoking
- Admin 113 Non-discrimination Equal Opportunity Anti-Harassment
- Admin 114 Courtesy and Conduct
- Admin 131 Internet and Electronic Resource Equipment Use
- Admin 135 Telephone Use
- Admin 141 Conflicts of Interest in the Workplace
- Admin 150 Maintaining a HIPPA Training Program

SECTION 2. ORGANIZATION

A. Oath of Office of Governing Board Members

As provided by RCW 29A.04.133 and RCW 29A.60.280(3), Governing Board Members shall take the oath:

- Up to ten days prior to the day the Governing Board members' term of office begins, or
- At the last regular meeting of the Board in December.

B. Election of Officers

1. The Board shall elect a Chair and Vice Chair for a term of one year and organize itself at the first meeting of each calendar year provided that upon Board motion such elections and organizational meeting may be postponed up to thirty (30) days. The term of the Chair and Vice Chair shall begin upon said election and end at the time of election of the successor. In the temporary absence of the Chair, the Vice Chair shall perform the duties and responsibilities of the Chair relating to the conduct of meetings and emergency business.

In the event the Chair is unable to complete the term of office, a new Chair shall be elected at the next regular meeting. In the event the Vice Chair is unable to complete the term of office, a new Vice Chair shall be elected at the next regular meeting. The Chair or Vice Chair may be removed from office by a majority vote of the Board.

C. Quorum

1. A meeting of the Governing Board only occurs when a quorum of the members is present. A quorum of Governing Board members is required for the Governing Board to act. If a quorum of Governing Board members is present, any discussion of Department business must comply with the *Open Public Meetings Act*, RCW 42.30.
2. A quorum in a ten-member board is six Governing Board members.

D. Voting

1. Unless otherwise provided by resolution, all votes shall be taken by voice.
2. In the event of a tie vote on any matter, the matter shall be considered defeated.
3. Each Governing Board member may vote on all motions before the Board, unless a conflict of interest or any appearance of fairness question under state law is present.
4. Governing Board members who abstain from voting may, for the public benefit, state the reason for abstention.

E. Attendance, Excused Absence

1. RCW 52.14.050 provides that a Governing Board member shall forfeit their office by failing to attend three consecutive regular meetings of the Board without being excused by the Board if appropriate notice is given.
2. Members of the Board may be excused from attending a meeting by contacting the Fire Chief, another Governing Board member or the Secretary to the Board prior to the meeting and state the reason for their inability to attend the meeting. The member contacted shall convey the information.
3. Following the Call to Order, the Board Chair shall inform the Board of the member's absence.
4. As a courtesy, Governing Board members shall also provide notice of an absence from special meetings in a similar manner.

F. General Decorum

1. While the Board is in session, members must preserve order and decorum. A member shall neither, by conversation or otherwise delay or interrupt the proceedings or the peace of the Board, nor disrupt any member while speaking or refuse to obey the directions of the Board, except as otherwise provided in the rules.

G. Confidentiality

1. Governing Board members shall keep confidential all written materials and verbal information provided to them during Executive Sessions to ensure that the Department's position is not compromised.
2. Confidentiality also applies to information provided to Governing Board members outside of Executive Session when the information is considered to be exempt from disclosure under exemptions as set forth in the Revised Code of Washington.
3. During or after an Executive Session, if direction is given by the Board Chair to Department staff on any issue considered during the Executive Session, all further contact with any other party should be conducted by the designated Department staff person handling the issue. Governing Board members should obtain the permission of the Board Chair prior to discussing the information with anyone other than other Governing Board members, the Department attorney, the Fire Chief or Chief's designee.

H. Secretary to the Board

1. The Secretary to the Board, or an authorized designee, shall attend all Board meetings. If the Secretary and the designee are not available for a Board meeting, the Fire Chief shall appoint a staff member to act as Recording Secretary for the meeting.

I. Attendance of Officers or Employees

1. The Fire Chief or Chief's designee shall attend all Board meetings. Any Department officer or employee may attend the Board meetings.

J. Conflict of Interest

1. The Board agrees to adhere to the Shoreline Fire Department policy Admin 141 Conflicts of Interest in the Workplace.

SECTION 3: OFFICERS

A. Presiding Officers

1. The Chair, or in the Chair's absence, the Vice Chair, shall be the Presiding Officer of the Board. In the absence of both the Chair and the Vice Chair, the Board shall appoint one of the members of the Board to act as a temporary Presiding Officer.

B. Presiding Officer Duties: it shall be the duty of the Presiding Officer to:

1. Call the meeting to order
2. Adhere to the meeting Agenda
3. Control discussion in an orderly manner
4. Comply with the executive session requirements.
5. Adjourn the meeting

SECTION 4: COMMITTEES

A. Ad Hoc Committee Assignments:

1. An ad hoc committee of not more than four Governing Board members may be appointed by the Board Chair with the concurrence of the Board as the need arises.

B. Standing Committee Assignments

1. If standing committees of not more than four Governing Board members are established, they shall be appointed by the Board Chair with the approval of the Board.

SECTION 5: MEETINGS

A. Times and Places for Regular Meetings:

1. The governing body shall establish the date, time and place for holding regular meetings by resolution. Meetings of the governing body need not be held within the boundaries of the Department. If at any time any regular meeting falls on a holiday, such regular meeting shall be held the next business day unless rescheduled by Resolution of the Board.

B. Special Meetings:

1. Special meetings may be held by the Board subject to notice requirements in accordance with RCW 42.30.080.
2. Special meeting is defined as any board meeting other than a regular board meeting, and may be called by the chair or by a majority of the board. The Board may not take final action on any item not specified in the meeting notice. Notice may be waived in writing in advance of the meeting or by attending. Notice of a special meeting must meet the following minimum statutory requirements a minimum of 24 hours in advance of the meeting:
 - **Board Member notice.** Written notice must be delivered either personally, by mail, by fax, or by e-mail.
 - **Media notice.** Written notice must be delivered either personally, by mail, by fax, or by e-mail and to media outlets that have submitted a written request to be notified of your special meetings.
 - **Web Site Notice.** Written notice must be posted on the Department website.

- **Posting Notice.** Written notice must be prominently displayed at the main entrance of the Departments principal location.

C. – Emergencies and Exceptions In accordance with RCW 42.30.070

1. If, by reason of fire, flood, earthquake, or other emergency, there is a need for expedited action by a governing body to meet the emergency, the presiding officer of the governing body may provide for a meeting site other than the regular meeting site and notice requirements of this chapter shall be suspended during such emergency. It shall not be a violation of the requirements of this chapter for a majority of the members of a governing board to travel together or gather for the purposes other than a regular meeting or a special meeting as these terms are used in this chapter: PROVIDED, that there is no action as defined in this chapter.

D. Executive Sessions/Closed Sessions

1. Executive sessions may be held for any authorized purpose under RCW 42.30.110(1) or for those portions of a meeting that are exempt from the OPMA under RCW 23.30.140:
2. Before going into Executive Session, the Board Chair must publicly announce the purpose for the Executive Session, identify the statutory purpose, and the time when the session will be concluded.
3. Should the session require additional time, a public announcement shall be made that the session is being extended and for how long.
4. Should the session conclude early, the open public meeting cannot be resumed until the stated time has arrived.

E. Committee Meetings

1. Committee meetings may be held by each ad hoc or standing committee at times, dates and location determined by the committee.

SECTION 6: BOARD ORDER OF BUSINESS

A. Order of Business for Regular Meetings

The order of business for each regular meeting shall be as follows unless modified by the Board:

- I. **Call to Order**
- II. **Pledge of Allegiance**
- III. **Public Comment**
- IV. **Consideration of Agenda**
- V. **Approval of Past Meeting Minutes**
- VI. **Correspondence**
- VII. **Standing Agenda**
 1. Warrants – Motion to Approve
 2. Governing Board Members’ Report
 3. Financial Report (second meeting of each month)
 4. Statistics Report (reported annually at the 2nd meeting of January)
 5. RFA Activity Reports

- VIII. **Old Business**
- IX. **New Business**
- X. **Projected Agendas**
- XI. **Adjournment**
- XII. **Executive Session (if applicable)**

SECTION 7: PUBLIC PARTICIPATION

A. Comments by Citizens

1. The board agenda allows for public comment at any meeting. In person citizens wishing to address the board shall sign in prior to the start of the board meeting. Citizens participating virtually will raise their hand to be recognized.
2. Individual citizens may speak for two minutes.
3. Those representing recognized organizations may speak for four minutes.
4. Individuals may submit public comment in writing in advance of the meeting. Written comments shall be distributed to the Governing Board members, shall be available to members of the public on request, but shall not be read out loud.

B. Board Response

1. Per Roberts Rules of Order, it is recommended that no Governing Board members enter into any discussion with any member of the public during the Public Comment segment. It is further recommended that the citizen be told that their comment has been heard and will be taken under advisement.

C. Identification of Speakers

1. All individuals offering public comment shall be requested but not required to state their name, city of residence and organization (if applicable) being represented.

SECTION 8: AGENDA PREPARATION

- A.** The Secretary to the Board, or designee, shall prepare an agenda for each Board meeting specifying the time and place of the meeting and setting forth a brief general description of each item to be considered via the Department's *Agenda Approval* form.

An item for a Board Meeting may be placed on the agenda by any of the following methods:

1. A majority vote of the Board
 - Board Consensus
 - Board Chair
 - Fire Chief
- B.** The Board agenda for both regular and special meetings shall be posted to the Department's website at least 24 hours in advance of the Board meeting time.
- C.** Board packets should be available for the Board's review by 1:00 p.m. on the day preceding the Board meeting date.
- D.** Regular meeting agendas may be modified at any time. Special meeting agendas cannot be modified after the notice and posting requirements have been met.

SECTION 9: EFFECT/WAIVER OF RULES

- A. The Rules of Procedure are adopted for the sole benefit of the members of the Board to assist in the orderly conduct of Board business.
- B. Except where required by law, the Rules of Procedure do not grant rights or privileges to members of the public or third parties.
- C. Failure of the Board to adhere to the rules shall not result in liability to the Department, its officers, agents, and employees, nor shall failure to adhere to the rules result in invalidation of any Board action.
- D. The Board may, by a majority vote, determine to temporarily waive any of the provisions of the rules.
- E. The Rules of Procedure may be reviewed periodically as needed, but no less than every two years; therefore the Board procedures shall be considered in the month of January of every even numbered year and may be considered any other time that the Board shall choose to review them.

SECTION 10: COMMISSIONER COMPENSATION

- A. It is the desire of the Fire Governing Board members of the Shoreline Fire Department to encourage the involvement and participation in fire service professional organizations, and to compensate Governing Board Members for administrative duties performed on behalf of the Department.
- B. Compensation limits for Governing Board members are set in statute. RCW 52.14.010 provides for the payment of compensation for each Governing Board member. RCW 52.14.010 also provides for the Office of Financial Management to adjust this dollar threshold for inflation every five years.
- C. The annual “Payroll Processing Dates” and “Commission Meetings, Warrants, Cut Dates, Holiday Observed” schedules are provided to each Commissioner in January of each year. Each Commissioner is responsible for processing their *Governing Board members Payroll* form and forwarding to Payroll by the end of the first week of the beginning of each month.
- D. Governing Board members may receive compensation per meeting, with no restriction on the number of meetings per month, but with a yearly restriction as outlined in RCW 52.14.010.
- E. Governing Board members cannot “bank” attendance at meetings in one year and make a monetary claim for those meetings in the next fiscal year. RCW 52.14.010 anticipates that compensation is paid monthly as it is earned.
- F. All compensation received as a result of RCW 52.14.010 must be requested by completing and signing the Shoreline Fire Department’s *Governing Board members Payroll* form. This request must occur within sixty (60) days of the performance of services on behalf of the Department.
- G. It is necessary for Governing Board members to leave the district for periods of time while conducting Department business, attending meetings and/or conferences. During such out of district travel, Fire Governing Board members will incur expenses for transportation, meals and lodging. The Department has an obligation to pay reasonable expenses for travel, meals and lodging for the Fire Commissioner engaged in Department business.

SECTION 11: SERVICE DAYS

- A. It is a function of the Board to establish what services a Board Member may perform on behalf of the Shoreline Fire Department Regional Fire Authority (RFA) for compensation. Compensation may be rendered for the following services listed below.

1. Attendance at all regular and special RFA Governing Board meetings.
2. Attendance at the Washington Fire Commissioners Association (WFCA) June and October annual conferences and Saturday seminars.
3. King County Fire Commissioners Association (KCFCA) Saturday seminars are also acceptable.
4. Participation in RFA Governing Board committee functions (meetings, related projects) assigned by the Board or requested by the Fire Chief or Chief's designee.
5. Attendance at Shoreline Fire Department (SFD) open house, pancake breakfast, annual appreciation banquet functions, and other Department held functions the Governing Board has been invited to.
6. Attendance at meetings as requested by the Fire Chief or Chief's designee for the purpose of conducting Department business.
7. Each day of attendance at Board approved seminars and conferences. The travel time when a separate day of travel is required due to the location and scheduling of the event.
8. Attendance at the monthly King County Fire Commissioner's Association executive Board meeting per month for any Commissioner assigned to the Board. Attendance at the monthly General meeting is authorized for all Governing Board members.
9. Two days of service per month shall be allowed for Governing Board members to prepare for meetings and sign regular meeting vouchers. Final voucher batches are typically available at 1:00 p.m. on the Wednesday before each regular Board meeting. If an emergency voucher signing required, then it qualifies as a day of service.
10. Attendance at new employee and recruit graduation ceremonies.
11. Attendance at public meetings as a representative of the SFD as appointed by the Board or invited by the Chief or Chief's designee.
12. Attendance at the National Association of Emergency and Fire Officials (NAEFO) seminars.
13. Attendance at the Northwest Leadership Seminar (NWLS).
14. Meetings via Zoom or other virtual meeting programs shall be considered the same as in person attendance.

Compensation for meetings and events not listed above:

If a Commissioner would like to attend meetings or events not listed as approved services day per above, they shall complete the *FIN 316 Governing Board members Day of Service Request Form* for approval. Services not listed above will not be processed through payroll without majority Board approval.

SECTION 12: TRAVEL

- A. It is the policy of the Shoreline Fire Department to provide for actual and reasonable expenses incurred for travel, food, beverage, and lodging for the Fire Governing Board members while conducting approved business, school and/or meetings on behalf of the Department. Meals shall be covered under the current per diem rates as established by the Department. The Governing Board members of Shoreline Fire Department may attend any and all meetings of the King County Commissioners.
- B. The Washington State Fire Commissioners Associations (WFCA) and/or committees thereof may perform administrative services on behalf of the Department with prior approval of the Board.
- C. When traveling out of the area, Governing Board members shall complete travel/training forms to appropriately document travel and training expenses via the *FIN 309 Governing Board members Travel Request form* (for prior approval) and the Governing Board members Travel Reconciliation

Forms at conclusion of travel to reconcile travel costs (*FIN 313 Governing Board members Reimbursement Reconciliation Form, and/or FIN 314 Governing Board members Credit Card Reconciliation Form*).

- D. The *FIN 309 Governing Board members Travel Request* form must be completed for prior approval and signed by at least two of the Governing Board members, excluding the Board member completing the form. If three signatures are not obtained, the Governing Board members in disagreement should discuss the expense and work to come to some sort of an agreement. From an auditor's standpoint, the Governing Board members should all agree.
- E. If requested, the Executive Assistant can assist in processing requests for travel/training via the *FIN 309 Governing Board members Travel Request* form and assist in processing the *Governing Board members Travel Reconciliation Forms* at the conclusion of the event.
- F. If traveling out of town to a conference/meeting, reservations will be made at the conference host hotel (or if not available, the nearest available hotel with a rate comparable to the host hotel).
- G. When the cost of lodging exceeds what would normally be an average for adequate lodging and when there is a valid reason, other than the convenience or comfort of the person requesting such lodging, the Board of Governing Board members may authorize a prudent adjustment.
- H. Governing Board members shall have the option of sharing a room with another Commissioner if they choose. In this instance, the double occupancy rate will be paid by the Department.
- I. Governing Board members not sharing a room and traveling with spouses/significant others will be compensated at the single occupancy rate for the room, the difference, if any, shall be paid by the Commissioner.
- J. Governing Board members shall receive meals and incidental expenses while traveling on Department business. In conjunction with the Office of Financial Management (OFM) guidelines, the Department will apply the maximum allowable per diem rate for the Continental United States (CONUS) for both meals and lodging. Meal per diem will be calculated on a per diem meal basis utilizing rates established, except as noted below.
EXCEPTION: Governing Board members shall receive meal reimbursement for actual expenses incurred for special events while conducting business on behalf of the Department, i.e., meeting, King County Governing Board members Executive Board), banquets (annual WFCA/KCFCA Installation Banquet), etc. Governing Board members shall provide backup documentation, i.e., itemized receipts, to receive reimbursement for actual expenses or provide a credit card reconciliation form with itemized receipts if paid by Department credit card.
- K. Governing Board members who depart for an overnight trip prior to 0800 are entitled to breakfast meal allowance. Employees who return from an overnight trip later than 1800 are entitled to dinner meal allowance.
- L. If the Governing Board member chooses to dine out prior to a meeting or function that is related to Department business, or chooses to dine out rather than accept a meal provided through registration to an event, the expense is not reimbursable. An exception may be granted if there are dietary concerns which mandate alternative dining. The Governing Board member must provide a written explanation for this alternative dining before being compensated.
- M. Mileage will be reimbursed at the current Internal Revenue Service rate per mile. Mileage shall be from the Headquarters Station to the event site as determined by using MapQuest or Google maps.
- N. Credit card use shall be limited to authorized travel expenses which include actual expenses for meals, lodging, transportation and related items.

- O. Any tickets, vouchers, gift certificates or similar materials in an amount exceeding \$25 that are or could be perceived as gratuity or monetary benefit while traveling or conducting business on behalf of Shoreline Fire Department shall become and remain the property of Shoreline Fire Department. Any such items shall be reported to the Fire Chief immediately. Door prizes, raffles and drawings are exempt from this policy.
- P. Lodging for out-of-town meetings will be provided when the meeting is more than 50 miles away or is for two or more consecutive days, regardless of distance.
- Q. Upon completion of the travel/event, Governing Board members shall be responsible to provide signed, fully itemized *Governing Board members Reconciliation Forms* of actual expenses and provide receipts for same.

SECTION 13: ACCESS TO DEPARTMENT RECORDS

- A. Governing Board members shall be afforded the same access to public records as any citizen. Each Commissioner shall have access to Department records, at the Fire Chief's discretion, during regular business hours of the Department, provided that the review or examination of the records shall not interfere with the normal operation of the Department office personnel. Governing Board members shall not remove original Department records from Department facilities. Administrative staff shall provide copies of records requested by the Commissioner. With advance Board approval, Governing Board members may be allowed access to records that are exempt from disclosure under the Public Records Act when necessary to perform the Board member's duties.

SECTION 14: PERSONAL LIABILITY PROTECTION

- A. Governing Board members shall be included as named insureds on all applicable Department insurance policies. In the event a Commissioner shall be individually named as a defendant in any litigation arising out of the performance by the Commissioner of Department business and the Department's insurance carrier shall deny coverage and refuse to provide defense to the action, the Department shall provide the Commissioner with separate legal counsel and indemnification subject to the following conditions:
 - 1. The cause of the action must have arisen as a result of the action or non-action of the Commissioner while acting within the scope and authority of the office of Commissioner.
 - 2. The cause of action must not have arisen as a result of intentional, willful, or criminal conduct of the Commissioner.

SECTION 15: LIABILITY PROTECTION PROCEDURE

- A. The following procedure shall be used to determine if the Department shall provide the defense and liability coverage for a Commissioner under Department policy.
 - 1. The matter shall be referred to the Department's attorney for investigation and review.
 - 2. The Department's attorney shall fully investigate the facts and circumstances of the litigation and the actions of the defendant Commissioner.
 - 3. The Department's attorney shall report to the Governing Board in writing the results of the investigation and research. A copy of the report shall be furnished to each Governing Board member under the attorney/client communication privilege.
 - 4. The Governing Board shall make the final determination based on the report and investigation of the attorney.

SECTION 16: CLOTHING ALLOWANCE

- A. Annually, the Governing Board members will receive a clothing allowance in the amount of \$250.00. Clothing allowance not used cannot be carried over to the following year.
- B. Board appropriate attire will be normal business attire and may include:
1. Golf-style shirts with embroidered Department or Fire Commissioner logo or other logo clothing that may be approved for staff employees. No color requirements.
 2. Baseball cap.
 3. Light jacket – as may be identified by the Department, with embroidered Department logo.
 4. Long or short sleeve shirts, or blouses (chambray or twill) with Department logo.
 5. Sweaters or fleece vest with Department logo, as may be identified by the Department.
 6. Long sleeve pullover – ThermaCheck 100 with Department logo (purchased from Lands' End).

C. Department-Provided Initial Dress Attire for New Commissioners:

In addition to the annual clothing allowance described above, the Department will provide the following dress attire to each newly appointed Commissioner on a one-time basis, at a reasonable cost and from vendors identified by the Department:

1. Single-breasted blue or black blazer.
2. Gray or black slacks or skirt.
3. Blauer Emergency Response Jacket, Navy, Style 9845 and Blauer Fleece Jacket (liner), Black, Style 4650 (purchased through Kroesen's Uniforms).
4. One baseball cap.

These initial dress items are provided by the Department and are not charged against the Commissioner's annual clothing allowance. Replacement of these items after the initial issue may be purchased by the Commissioner using their annual clothing allowance.

- D. When a clothing purchase is made, the Governing Board members shall fill out and sign for approval the Department *Commissioner Uniform Clothing Reimbursement Form #FIN313-A* and provide original receipts for same.

SECTION 17: EQUIPMENT ISSUE

- A. Governing Board members *may* be issued personal Department equipment upon their appointment. Governing Board members will meet with the Deputy Chief of Support Services to confirm what equipment they would like and to complete the *Governing Board members Personal Equipment Issue* form. **Authorized Department equipment includes:**

Business Cards (*not returned*)
Commissioner Visa Credit Card
File Cabinet Key
Fire Commissioner Traffic Safety Vest
Gold Badge

ID Card and Badge Case
Pocket Name Badge (*not returned*)
White Hard Hat
Station Key
Alerting Device – if requested

- B. When a Governing Board members' term expires, Department-issued equipment identified on the *Governing Board members Personal Equipment Issue* form shall be returned to the Deputy Chief of Support Services. **The Governing Board members' gold badge shall be placed on a suitable plaque and awarded to the retiring Commissioner as a service award.**

SECTION 18: COMMISSIONER REQUESTS FOR STAFF ASSISTANCE

- A.** The Governing Board desires to maintain an open line of communication between the Governing Board members and the staff/employees of the Shoreline Fire Department. The Board recognizes, however, that repeated uncoordinated requests by individual Governing Board members may place a burden on Department personnel and may interfere with normal Department operations.
- B.** To minimize conflicts, it is the policy of the Board that individual Governing Board members shall submit all requests for staff assistance to the Chair of the Board and the Chair shall notify the Fire Chief of the request for assistance.
- C.** The Fire Chief shall arrange for staff to fill the request and advise the Chair when the requested assistance may be available. If the request cannot be filled within a reasonable period of time, the Fire Chief shall notify the Chair and advise the Chair why the request cannot be completed. The Chair, in turn, shall notify the Board member of the delay and when assistance may be available.

SECTION 19: BOARD DOCUMENT APPROVAL AND SIGNATURES

- A.** Governing Board members may vote to approve minutes of any meeting, including meetings at which they were not present. Approval of minutes constitutes confirmation that the minutes accurately reflect the official actions and proceedings of the Governing Board.
- B.** Following approval by the Governing Board, the electronic signatures of all Governing Board members may be applied to the minutes pursuant to the Governing Board's Resolution and electronic signature authorization and. The Board Secretary shall apply their electronic signature last to certify the minutes as the official and permanent record of the Governing Board.
- C.** In addition to minutes, the electronic signatures of Governing Board members may be applied, pursuant to the Governing Board's Resolution and electronic signature authorization, to other documents approved by the Governing Board, including but not limited to:
 - 1. Resolutions
 - 2. Contracts
 - 3. Interlocal agreements
 - 4. Memoranda of Understanding
 - 5. Other legally binding documents executed by the Governing Board
- D.** Application of authorized electronic signatures reflects execution of the document on behalf of the Governing Board as a collective body and does not represent individual approval beyond the action recorded in the minutes.

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

First Board Meeting
JULY 9, 2026

TYPE OF TRANSACTION	INVOICE NUMBER	DISBURSEMENT AMOUNT	RELEASE DATE
RFA EXPENSE FUND: 10-064-0010			
Vendor Voucher(s)	260624001 - 260624026	47,306.14	6/30/26
Payroll Voucher	71526A - 71526D	21,997.81	7/15/26
ACH Payment Request - Payroll Direct Deposit	ACH	114,612.87	7/13/26
Payroll - Taxes	ACH	12,836.28	7/14/26
Dept of Retirement Systems	ACH	18,841.56	7/30/26

\$ 215,594.66

RFA ALS EXPENSE FUND: 10-064-6080			
Vendor Voucher(s)	260623001 - 260623004	3,503.98	6/30/26
Payroll Voucher	ALS71526A - ALS71526D	7,868.96	7/15/26
ACH Payment Request - Payroll Direct Deposit	ACH	111,528.76	7/13/26
Payroll - Taxes	ACH	20,812.52	7/14/26
Dept of Retirement Systems	ACH	19,904.95	7/30/26

\$ 163,619.17

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)	260625001	57,489.58	6/30/26
Vendor Voucher(s)	260622001 - 260622002	195,067.98	6/30/26

\$ 252,557.56

RFA NKCTC FUND: 10-064-0100			
Vendor Voucher(s)	260621001	4,412.00	6/30/26

\$ 4,412.00

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

\$ -

RFA BENEFITS FUND: 10-064-6050		
Vendor Voucher(s)		No Activity
Vendor Voucher(s)		

\$ -

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 :

\$ 636,183.39



**Shoreline Fire Department
Regional Fire Authority**

Monthly Financial Report

MAY 2026

- + Financial Summary Report**
- + Fund Balance Summary-Statement C-4**
(Fund resources and uses arising from cash transactions)
- + 2026 Budget Position Report (Expense fund)**
- + Overtime Costs (Expense Fund, Fire Suppression/BLS EMS)**
- + Cash on Hand (Expense fund)**

FINANCIAL SUMMARY REPORT: MAY 2026

Regular Board Meeting: July 9, 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 MAY Balance	\$	31,079,152.29
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General Expense Fund - BUDGET OVERVIEW (BIAS- budget position report)

Data as of MAY 2026		Notes
Percentage Remaining	57.3%	
Targeted Percentage Remaining	58.3%	
Over/Under Targeted Budget Remaining	-1.0%	Over Budget

General Expense Fund- OVERTIME COSTS

Data as of MAY 2026		Notes
Total Overtime	\$ 286,924.13	
Firefighting Staffing Overtime	\$ 162,329.99	Overtime processing period: Apr 10, 2026 - May 15, 2026
BLS/EMS Staffing Overtime	\$ 124,594.14	Overtime processing period: Apr 10, 2026 - May 15, 2026

General Expense Fund- CASH ON HAND

Data as of MAY 2026		Notes
Cash on hand, end of MAY balance	\$ 17,352,703.46	

Interfund Transfers: NO ACTIVITY

Fund Balance Summary- STATEMENT C-4

JANUARY - MAY 2026

FUND Name	Fund Number	Beginning Balance	Receipts	Disbursements	Ending Balance
General Expense FUND	10-064-0010	\$ 8,946,037	\$ 29,330,730	\$ 20,924,064	\$ 17,352,703
Reserve FUND	10-064-6010	\$ 6,117,815	\$ 114,695	\$ 2,243	\$ 6,230,267
Benefits FUND	10-064-6050	\$ 3,106,637	\$ 54,775	\$ 463,726	\$ 2,697,687
Donations FUND	10-064-6030	\$ 312,954	\$ 9,766	\$ 111	\$ 322,609
ALS Expense FUND	10-064-6080	\$ 3,982,888	\$ 1,710,230	\$ 4,900,265	\$ 792,853
MIH FUND	10-064-6070	\$ 183,689	\$ 151,633	\$ 250,130	\$ 85,191
Capital FUND	10-064-3010	\$ 565,720	\$ 3,037,400	\$ 1,495,209	\$ 2,107,910
ALS Captital FUND	10-064-6060	\$ 2,165,315	\$ 35,481	\$ 741,216	\$ 1,459,581
<i>Petty Cash Checking</i>		\$ 30,000	\$ -	\$ -	\$ 30,000
<i>Petty Cash Box</i>		\$ 350	\$ -	\$ -	\$ 350
Total		\$ 25,411,405	\$ 34,444,711	\$ 28,776,964	\$ 31,079,152

2026 BUDGET POSITION

Shoreline Regional Fire Authority

Summary

Time: 12:28:32 Date: 07/03/2026

Page: 1

001 General Expense Fund: 10-064-0010

Expenditures	Amt Budgeted	May	YTD	Remaining	
					Target Percentage Remaining: 58.3%
510 ADMINISTRATIVE					
522 10 11 01-00 Salaries- Administration	1,880,000.00	89,845.43	738,385.70	1,141,614.30	60.7%
522 10 12 01-00 Overtime	107,600.00	1,762.46	28,476.01	79,123.99	73.5%
001 Salaries & Wages	1,987,600.00	91,607.89	766,861.71	1,220,738.29	61.4%
522 10 21 01-00 State Retirement	125,628.32	7,887.26	36,990.49	88,637.83	70.6%
522 10 21 02-00 WA Paid Family & Medical Leave	13,050.14	450.37	2,321.81	10,728.33	82.2%
522 10 22 01-00 Med/Den/HRA VEBA/Life Ins	330,000.00	20,170.11	101,572.28	228,427.72	69.2%
522 10 22 02-00 Medicare	29,320.20	2,022.73	11,310.04	18,010.16	61.4%
522 10 22 03-00 Sick Leave Incentive Pay	35,500.00	3,232.01	15,725.16	19,774.84	55.7%
522 10 22 05-00 Long Term Disability Insurance	8,730.00	600.00	2,962.50	5,767.50	66.1%
522 10 24 01-00 Labor & Industries	4,150.00	261.91	1,250.89	2,899.11	69.9%
522 10 24 02-00 Unemployment	10,000.00	0.00	0.00	10,000.00	100.0%
522 10 26 01-00 Employee Assistance Program	210.00	3.50	17.50	192.50	91.7%
522 10 27 01-00 Clothing Allowance	6,000.00	0.00	2,383.49	3,616.51	60.3%
522 10 29 01-00 Employee Recognition Program	1,000.00	0.00	0.00	1,000.00	100.0%
522 10 29 02-00 Tuition Reimbursement	70,000.00	2,807.00	13,374.41	56,625.59	80.9%
002 Personnel Benefits	633,588.66	37,434.89	187,908.57	445,680.09	70.3%
522 10 31 01-00 Operating Supplies	21,700.00	406.23	5,371.90	16,328.10	75.2%
522 10 31 02-00 Employee Recognition Program	4,500.00	268.03	1,132.59	3,367.41	74.8%
522 10 31 03-00 Promotions	1,000.00	0.00	0.00	1,000.00	100.0%
003 Supplies	27,200.00	674.26	6,504.49	20,695.51	76.1%
522 10 41 01-00 Legal Services	55,000.00	5,153.00	51,738.98	3,261.02	5.9%
522 10 41 02-00 Payroll Services	50,000.00	2,602.06	21,832.29	28,167.71	56.3%
522 10 41 03-00 Consulting Services	143,210.00	27,157.31	139,656.04	3,553.96	2.5%
522 10 41 04-00 Annual Drivers Record Audit	3,500.00	2,700.00	2,700.00	800.00	22.9%
522 10 41 05-00 Printing	1,000.00	0.00	0.00	1,000.00	100.0%
522 10 41 06-00 Recruitment	31,250.00	4,094.74	7,525.70	23,724.30	75.9%
522 10 41 08-00 Courier Services	3,000.00	158.34	1,055.60	1,944.40	64.8%
522 10 41 09-00 Outside Instructors	26,050.00	21,237.68	26,899.58	(849.58)	0.0%
522 10 42 01-00 Postage	3,750.00	0.00	(1,165.82)	4,915.82	131.1%
522 10 43 01-00 Travel- Chief	19,000.00	0.00	2,668.32	16,331.68	86.0%
522 10 43 02-00 Travel- Administrative Staff	18,250.00	0.00	91.20	18,158.80	99.5%
522 10 43 03-00 Travel- Leadership Team Retreat	8,500.00	0.00	140.30	8,359.70	98.3%
522 10 43 04-00 Travel-DEIB	8,000.00	0.00	0.00	8,000.00	100.0%
522 10 43 05-00 Promotions- Food	500.00	0.00	0.00	500.00	100.0%
522 10 43 06-00 Meeting Meals	750.00	21.76	21.76	728.24	97.1%
522 10 43 07-00 Employee Recognition Program	3,000.00	0.00	(57.00)	3,057.00	101.9%
522 10 44 01-00 Adverstising	500.00	1,123.00	1,343.00	(843.00)	0.0%
522 10 45 01-00 Employee Recognition Program	3,500.00	0.00	326.00	3,174.00	90.7%
522 10 45 03-00 Leadership Team	3,500.00	0.00	4,825.12	(1,325.12)	0.0%
Retreat-Facility/Meals					
522 10 46 01-00 Insurance	390,400.00	0.00	313,558.71	76,841.29	19.7%
522 10 49 01-00 Registrations- Chief	7,000.00	0.00	0.00	7,000.00	100.0%
522 10 49 02-00 Registrations- Administrative Staff	15,800.00	1,811.54	3,141.54	12,658.46	80.1%
522 10 49 03-00 Registrations- DEIB	5,000.00	0.00	0.00	5,000.00	100.0%
522 10 49 04-00 Memberships	12,260.00	0.00	7,400.88	4,859.12	39.6%
522 10 49 05-00 Credit Cards Service Fee	100.00	0.00	0.00	100.00	100.0%
522 10 49 06-00 Strategic Initiatives	15,000.00	0.00	0.00	15,000.00	100.0%
522 10 49 07-00 Subscriptions	2,000.00	44.20	44.20	1,955.80	97.8%
522 10 49 08-00 Toll Fees (Good2Go Pass)	100.00	0.00	92.01	7.99	8.0%

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Shoreline Regional Fire Authority

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001 General Expense Fund: 10-064-0010

Expenditures	Amt Budgeted	May	YTD	Remaining	
510 ADMINISTRATIVE					
522 10 49 09-00 State Audit	32,000.00	4,018.50	24,256.60	7,743.40	24.2%
522 10 49 10-00 KC Finance-Invstmnt/Taxes Fees	253,000.00	14,326.08	24,079.34	228,920.66	90.5%
522 10 49 11-00 Claims- Self Insured	3,500.00	0.00	25.00	3,475.00	99.3%
004 Services	1,118,420.00	84,448.21	632,199.35	486,220.65	43.5%
510 ADMINISTRATIVE	3,766,808.66	214,165.25	1,593,474.12	2,173,334.54	57.7%
<i>Over budget by -0.6%</i>					
511 LEGISLATIVE					
522 11 11 01-00 Salaries- Commissioners	231,840.00	7,245.00	34,293.00	197,547.00	85.2%
522 11 12 01-00 Overtime- Board Meetings	1,000.00	0.00	0.00	1,000.00	100.0%
001 Salaries & Wages	232,840.00	7,245.00	34,293.00	198,547.00	85.3%
522 11 21 00-00 State Retirement (DRS)	2,000.00	0.00	195.93	1,804.07	90.2%
522 11 22 01-00 Medicare/Social Security Tax	16,500.00	554.24	2,481.23	14,018.77	85.0%
522 11 22 02-00 WA Paid Family & Medical Leave	1,500.00	23.40	101.15	1,398.85	93.3%
522 11 24 01-00 Labor and Industries	300.00	8.10	38.34	261.66	87.2%
522 11 27 01-00 Clothing Allowance	2,500.00	0.00	143.65	2,356.35	94.3%
002 Personnel Benefits	22,800.00	585.74	2,960.30	19,839.70	87.0%
522 11 43 01-00 Travel-Commissioner Conferences	45,000.00	498.00	3,767.02	41,232.98	91.6%
522 11 43 02-00 KCFCA- Meeting Food	300.00	0.00	0.00	300.00	100.0%
522 11 49 01-00 Registration- WFCA Conf/Seminars	18,000.00	0.00	3,454.06	14,545.94	80.8%
522 11 49 03-00 Memberships	8,380.00	0.00	6,888.00	1,492.00	17.8%
522 11 49 04-00 Elections-Education Information	23,668.00	0.00	0.00	23,668.00	100.0%
522 11 49 05-00 Elections-County Fee	84,529.00	2,437.00	2,437.00	82,092.00	97.1%
004 Services	179,877.00	2,935.00	16,546.08	163,330.92	90.8%
511 LEGISLATIVE	435,517.00	10,765.74	53,799.38	381,717.62	87.6%
<i>Under budget by 29.3%</i>					
520 FIRE SUPPRESSION					
522 20 11 01-00 Salaries	13,630,754.00	991,111.25	5,923,948.63	7,706,805.37	56.5%
522 20 12 01-00 Overtime	1,650,060.00	162,329.99	775,475.99	874,584.01	53.0%
001 Salaries & Wages	15,280,814.00	1,153,441.24	6,699,424.62	8,581,389.38	56.2%
522 20 21 01-00 State Retirement	862,939.30	76,484.08	365,669.27	497,270.03	57.6%
522 20 21 02-00 WA Paid Family & Medical Leave	102,408.44	(14,051.66)	16,278.49	86,129.95	84.1%
522 20 22 01-00 Med/Den/HRA VEBA/Life Ins	2,350,000.00	190,679.28	965,152.74	1,384,847.26	58.9%
522 20 22 02-00 Medicare	231,571.80	19,825.94	99,204.12	132,367.68	57.2%
522 20 22 03-00 MERP-Med Exp Reimb. Plan	105,800.00	8,400.00	42,500.00	63,300.00	59.8%
522 20 22 04-00 Sick Leave Incentive	68,000.00	935.55	63,321.23	4,678.77	6.9%
522 20 23 01-00 Disability Insurance	43,700.00	100.00	42,000.00	1,700.00	3.9%
522 20 24 01-00 Labor & Industries	819,400.00	101,805.51	487,716.65	331,683.35	40.5%
522 20 27 01-00 Clothing Allowance <i>Quartermaster</i>	100,000.00	1,367.91	66,691.04	33,308.96	33.3%
522 20 27 02-00 Dress Uniforms (Class A)	16,000.00	59.84	72.99	15,927.01	99.5%
002 Personnel Benefits	4,699,819.54	385,606.45	2,148,606.53	2,551,213.01	54.3%
522 20 31 01-00 SCBA Supplies	9,160.00	0.00	271.21	8,888.79	97.0%
522 20 31 02-00 Bunker Gear	62,000.00	13,771.37	28,386.39	33,613.61	54.2%

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001 General Expense Fund: 10-064-0010

Expenditures	Amt Budgeted	May	YTD	Remaining	
520 FIRE SUPPRESSION					
522 20 31 03-00 Firefighting Operations Supplies	60,976.00	3,366.74	13,754.41	47,221.59	77.4%
522 20 31 04-00 Haz Mat Supplies/Equipment	19,360.00	0.00	3,824.56	15,535.44	80.2%
522 20 31 05-00 Uniform Supplies	12,000.00	225.74	3,083.80	8,916.20	74.3%
522 20 31 06-00 Disaster Supplies	2,200.00	0.00	0.00	2,200.00	100.0%
522 20 31 07-00 Communications Supplies/Equipment	6,750.00	0.00	202.95	6,547.05	97.0%
522 20 31 08-00 Firehouse Supplies	6,700.00	96.11	1,646.70	5,053.30	75.4%
522 20 31 09-00 TRT Supplies/Equipment	7,520.00	0.00	3,049.23	4,470.77	59.5%
522 20 31 10-00 Incident Management (Supplies/Maint)	1,000.00	0.00	0.00	1,000.00	100.0%
522 20 31 12-00 Deployment Supplies- In/Out	5,000.00	0.00	0.00	5,000.00	100.0%
522 20 35 01-00 Other Small Tools & Equipment	5,000.00	1,350.80	3,460.03	1,539.97	30.8%
003 Supplies	197,666.00	18,810.76	57,679.28	139,986.72	70.8%
522 20 41 01-00 Mapping / Pre-Fire Printing	16,500.00	0.00	15,252.00	1,248.00	7.6%
522 20 48 01-00 Firefighting Operations Equipment Maint & Repair	47,650.00	10,371.75	23,242.91	24,407.09	51.2%
522 20 48 03-00 Communications	18,000.00	0.00	1,630.39	16,369.61	90.9%
522 20 48 04-00 TRT Maintenance & Repairs	2,520.00	0.00	0.00	2,520.00	100.0%
522 20 48 05-00 Service Contracts- Maintenance & Repair	22,950.00	7,331.68	9,083.03	13,866.97	60.4%
522 20 48 06-00 Other Repairs	1,000.00	0.00	0.00	1,000.00	100.0%
522 20 48 07-00 Dispatch Services	826,392.00	0.00	391,919.40	434,472.60	52.6%
522 20 48 08-00 Radio Services	75,000.00	0.00	36,834.84	38,165.16	50.9%
522 20 48 09-00 Eastside Hazmat Consortium	20,000.00	0.00	19,185.19	814.81	4.1%
004 Services	1,030,012.00	17,703.43	497,147.76	532,864.24	51.7%
520 FIRE SUPPRESSION	21,208,311.54	1,575,561.88	9,402,858.19	11,805,453.35	55.7%
<i>Over budget by -2.6%</i>					
530 FIRE MARSHAL					
522 30 11 01-00 Salaries - FM, AFM, CO	615,000.00	49,802.32	249,011.60	365,988.40	59.5%
522 30 11 02-00 Salaries - Deputy FM	900,000.00	73,738.70	365,646.57	534,353.43	59.4%
522 30 11 04-00 Salaries- Administrative Assistant	190,000.00	13,780.66	72,802.07	117,197.93	61.7%
522 30 12 01-00 Overtime- FMO	71,000.00	5,739.37	31,840.16	39,159.84	55.2%
001 Salaries & Wages	1,776,000.00	143,061.05	719,300.40	1,056,699.60	59.5%
522 30 21 01-00 State Retirement	116,483.20	9,225.92	42,114.34	74,368.86	63.8%
522 30 21 02-00 WA Paid Family & Medical Leave	11,737.44	507.83	2,353.49	9,383.95	79.9%
522 30 22 01-00 Med/Den/HRA VEBA/Life Ins	280,000.00	23,671.77	118,358.85	161,641.15	57.7%
522 30 22 02-00 Medicare	30,752.00	2,452.75	11,526.56	19,225.44	62.5%
522 30 22 03-00 MERP-Med Exp Reimb Plan	9,600.00	800.00	4,000.00	5,600.00	58.3%
522 30 22 04-00 Sick Leave Incentive	15,000.00	0.00	19,768.05	(4,768.05)	0.0%
522 30 23 01-00 Disability Insurance	4,600.00	50.00	4,750.00	(150.00)	0.0%
522 30 24 01-00 Labor & Industries	61,500.00	5,345.27	23,087.15	38,412.85	62.5%
522 30 27 01-00 Clothing Allowance	6,000.00	0.00	667.43	5,332.57	88.9%
002 Personnel Benefits	535,672.64	42,053.54	226,625.87	309,046.77	57.7%
522 30 31 01-00 Supplies - FMO	7,000.00	20.97	584.78	6,415.22	91.6%
522 30 35 01-00 FMO-Small Equipment	1,500.00	0.00	1,108.31	391.69	26.1%

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001 General Expense Fund: 10-064-0010

Expenditures	Amt Budgeted	May	YTD	Remaining	
530 FIRE MARSHAL					
003 Supplies	8,500.00	20.97	1,693.09	6,806.91	80.1%
522 30 41 01-00 Consulting Fee	11,500.00	0.00	0.00	11,500.00	100.0%
522 30 43 01-00 Travel- FMO	15,000.00	0.00	0.00	15,000.00	100.0%
522 30 49 01-00 Membership- FMO	2,350.00	105.00	1,524.00	826.00	35.1%
522 30 49 02-00 Registration-FMO	14,300.00	708.82	5,271.57	9,028.43	63.1%
522 30 49 03-00 Subscriptions- FMO	24,350.00	0.00	14,545.07	9,804.93	40.3%
004 Services	67,500.00	813.82	21,340.64	46,159.36	68.4%
530 FIRE MARSHAL	2,387,672.64	185,949.38	968,960.00	1,418,712.64	59.4%
					<i>Under budget by 1.1%</i>
531 COMMUNITY OUTREACH					
522 31 11 01-00 Salaries- PIO <i>Includes MIH Sal & Benefits</i>	175,000.00	57,325.12	155,929.33	19,070.67	10.9%
522 31 12 01-00 Community Outreach Overtime	107,000.00	8,211.79	32,617.52	74,382.48	69.5%
001 Salaries & Wages	282,000.00	65,536.91	188,546.85	93,453.15	33.1%
522 31 21 01-00 State Retirement	15,002.40	4,523.09	12,604.29	2,398.11	16.0%
522 31 21 02-00 WA Paid Family & Medical Leave	1,916.08	307.94	788.26	1,127.82	58.9%
522 31 22 01-00 Med/Den/HRA VEBA/Life Ins	37,000.00	9,829.09	29,246.12	7,753.88	21.0%
522 31 22 02-00 Medicare	4,089.00	1,185.81	3,303.26	785.74	19.2%
522 31 22 03-00 MERP- Med Exp Reimb Plan	1,200.00	500.00	1,300.00	(100.00)	0.0%
522 31 23 01-00 Disability Insurance	500.00	0.00	1,500.00	(1,000.00)	0.0%
522 31 24 01-00 Labor & Industries	7,300.00	2,473.67	5,180.32	2,119.68	29.0%
522 31 27 01-00 Clothing Allowance	700.00	0.00	0.00	700.00	100.0%
002 Personnel Benefits	67,707.48	18,819.60	53,922.25	13,785.23	20.4%
522 31 31 01-00 Supplies - PIO	34,000.00	3,183.24	3,831.91	30,168.09	88.7%
522 31 31 02-00 Supplies- Chaplain Program	0.00	0.00	0.00	0.00	100.0%
522 31 31 03-00 Supplies- CPR Program	11,500.00	2,350.01	4,282.66	7,217.34	62.8%
003 Supplies	45,500.00	5,533.25	8,114.57	37,385.43	82.2%
522 31 43 01-00 Travel- PIO	5,050.00	0.00	2,756.63	2,293.37	45.4%
522 31 45 01-00 Advertising	100.00	0.00	0.00	100.00	100.0%
522 31 48 01-00 Maintenance & Repairs- PIO	650.00	0.00	0.00	650.00	100.0%
522 31 49 02-00 Membership- PIO	200.00	0.00	0.00	200.00	100.0%
522 31 49 03-00 Registration- PIO	4,700.00	0.00	1,298.00	3,402.00	72.4%
522 31 49 05-00 Other Services & Charges	7,800.00	0.00	0.00	7,800.00	100.0%
004 Services	18,500.00	0.00	4,054.63	14,445.37	78.1%
531 COMMUNITY OUTREACH	413,707.48	89,889.76	254,638.30	159,069.18	38.4%
					<i>Over budget by -19.9%</i>
545 TRAINING					
522 45 11 01-00 Salaries - Chief Officer	245,000.00	19,659.25	98,296.25	146,703.75	59.9%
522 45 11 02-00 Salaries- Company Officer	405,000.00	33,455.00	167,275.00	237,725.00	58.7%
522 45 11 03-00 Salaries-Administrative Asst.	120,000.00	9,511.42	47,557.10	72,442.90	60.4%
522 45 11 04-00 Salaries-Driver Engineer	175,000.00	13,829.59	41,710.11	133,289.89	76.2%
522 45 12 01-00 Overtime-Training	133,700.00	64,808.81	114,221.02	19,478.98	14.6%
522 45 12 02-00 OT Training Firefighters <i>Recruit Academy OT</i>	51,000.00	34,561.10	86,691.61	(35,691.61)	0.0%

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Expenditures	Amt Budgeted	May	YTD	Remaining	
545 TRAINING					
001 Salaries & Wages	1,129,700.00	175,825.17	555,751.09	573,948.91	50.8%
522 45 21 01-00 State Retirement	75,100.04	5,217.32	23,502.46	51,597.58	68.7%
522 45 21 02-00 WA Paid Family & Medical Leave	7,275.27	299.37	1,277.02	5,998.25	82.4%
522 45 22 01-00 Med/Den/HRA VEBA/Life Ins	150,000.00	12,007.21	51,578.76	98,421.24	65.6%
522 45 22 02-00 Medicare	17,380.65	1,321.77	6,058.78	11,321.87	65.1%
522 45 22 03-00 MERP- Med Exp Reimb Plan	4,800.00	300.00	1,500.00	3,300.00	68.8%
522 45 22 04-00 Sick Leave Incentive	5,500.00	0.00	6,989.29	(1,489.29)	0.0%
522 45 23 01-00 Disability Insurance	2,600.00	50.00	1,750.00	850.00	32.7%
522 45 24 01-00 Labor & Industries	33,000.00	3,010.70	11,872.66	21,127.34	64.0%
522 45 27 01-00 Clothing Allowance	3,000.00	0.00	428.46	2,571.54	85.7%
002 Personnel Benefits	298,655.96	22,206.37	104,957.43	193,698.53	64.9%
522 45 31 01-00 Training Supplies	20,000.00	4,472.32	11,776.70	8,223.30	41.1%
003 Supplies	20,000.00	4,472.32	11,776.70	8,223.30	41.1%
522 45 41 01-00 Outside Instructors	5,000.00	0.00	0.00	5,000.00	100.0%
522 45 43 01-00 Travel	85,250.00	6,541.85	16,147.17	69,102.83	81.1%
522 45 48 01-00 Repairs & Maintenance	500.00	0.00	0.00	500.00	100.0%
522 45 49 01-00 Registrations	97,000.00	668.00	15,456.38	81,543.62	84.1%
522 45 49 02-00 Memberships/NKCTC Per Capita	318,833.00	0.00	318,833.00	0.00	0.0%
004 Services	506,583.00	7,209.85	350,436.55	156,146.45	30.8%
545 TRAINING	1,954,938.96	209,713.71	1,022,921.77	932,017.19	47.7%
					Over budget by -10.6%
550 FACILITIES					
522 50 11 01-00 Salary	460,000.00	34,936.97	189,203.13	270,796.87	58.9%
522 50 11 02-00 Salary- Maintenance Supervisor	160,000.00	11,549.54	57,747.70	102,252.30	63.9%
522 50 11 03-00 Salaries- Mechanic, Facilities Maintenance	730,000.00	51,714.33	209,079.71	520,920.29	71.4%
522 50 12 01-00 Overtime	99,000.00	5,039.65	49,193.24	49,806.76	50.3%
001 Salaries & Wages	1,449,000.00	103,240.49	505,223.78	943,776.22	65.1%
522 50 21 01-00 State Retirement	90,854.20	5,172.79	24,996.27	65,857.93	72.5%
522 50 21 02-00 WA Paid Family & Medical Leave	9,631.56	330.88	1,671.84	7,959.72	82.6%
522 50 22 01-00 Med/Den/HRA VEBA/Life Ins	240,000.00	17,145.53	80,774.23	159,225.77	66.3%
522 50 22 02-00 Medicare	21,510.50	2,124.34	10,764.50	10,746.00	50.0%
522 50 22 03-00 MERP- Med Exp Reimb Plan	8,400.00	700.00	2,900.00	5,500.00	65.5%
522 50 22 04-00 Sick Leave Incentive	13,000.00	948.63	4,653.97	8,346.03	64.2%
522 50 23 01-00 Disability Insurance	4,700.00	100.00	2,500.00	2,200.00	46.8%
522 50 24 01-00 Labor & Industries	27,000.00	2,250.67	9,404.89	17,595.11	65.2%
522 50 27 01-00 Clothing Allowance	9,000.00	0.00	2,394.61	6,605.39	73.4%
002 Personnel Benefits	424,096.26	28,772.84	140,060.31	284,035.95	67.0%
522 50 31 01-00 General Supplies	14,000.00	507.47	5,461.51	8,538.49	61.0%
522 50 31 02-00 Cleaning Supplies	38,000.00	4,166.70	11,181.11	26,818.89	70.6%
522 50 31 03-00 Staff/Support Vehicle Fluid Parts/Supplies	52,000.00	1,652.04	15,271.85	36,728.15	70.6%
522 50 31 04-00 Fire Apparatus Parts & Supplies	458,500.00	9,698.54	83,464.32	375,035.68	81.8%
522 50 31 05-00 Shop Bulk Fluid & Supplies	20,000.00	985.40	13,768.37	6,231.63	31.2%

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550 FACILITIES					
522 50 31 06-00 Apparatus Placards/Lettering	2,500.00	0.00	0.00	2,500.00	100.0%
522 50 32 01-00 Fuel (all Divisions)	134,500.00	9,134.87	52,251.95	82,248.05	61.2%
522 50 35 01-00 Misc Tools-Fleet	10,750.00	825.57	5,875.24	4,874.76	45.3%
522 50 35 02-00 Misc Tools-Facilities	4,000.00	0.00	854.73	3,145.27	78.6%
522 50 35 03-00 Facilities Equipment	18,000.00	577.13	14,660.74	3,339.26	18.6%
003 Supplies	752,250.00	27,547.72	202,789.82	549,460.18	73.0%
522 50 41 01-00 Snow Removal	2,000.00	0.00	0.00	2,000.00	100.0%
522 50 41 02-00 Janitorial Contract- Sta 61 & 51	30,030.00	2,328.15	11,572.93	18,457.07	61.5%
522 50 41 03-00 HVAC/Boiler Maint Contract	52,386.25	0.00	15,806.93	36,579.32	69.8%
522 50 41 07-00 Fire System Contract	15,925.00	0.00	13,771.94	2,153.06	13.5%
522 50 41 08-00 UL Test L61	12,000.00	0.00	2,695.00	9,305.00	77.5%
522 50 41 09-00 Pest Control	22,100.00	1,703.99	15,334.78	6,765.22	30.6%
522 50 43 01-00 Travel	16,500.00	3,322.62	8,031.96	8,468.04	51.3%
522 50 45 02-00 Misc. Rentals	12,550.00	421.00	596.74	11,953.26	95.2%
522 50 45 03-00 Miscellaneous Services	6,300.00	252.63	1,336.90	4,963.10	78.8%
522 50 47 01-00 Electricity	118,350.00	10,088.93	49,803.10	68,546.90	57.9%
522 50 47 02-00 Garbage	36,100.00	2,961.65	15,267.90	20,832.10	57.7%
522 50 47 03-00 Sewer	37,000.00	1,210.05	9,442.57	27,557.43	74.5%
522 50 47 04-00 Water	42,400.00	647.30	11,244.61	31,155.39	73.5%
522 50 47 05-00 Natural Gas	144,160.00	11,501.43	77,568.19	66,591.81	46.2%
522 50 47 06-00 KC Taxes / Surface Water Management	63,000.00	0.00	60,771.11	2,228.89	3.5%
522 50 48 01-00 Facilities Repair & Maint. <i>Fire System Repair, Plumbing, Electrical</i>	100,800.00	10,358.62	68,021.58	32,778.42	32.5%
522 50 48 02-00 Apparatus/Equipmnt (Rep & Maint)	144,500.00	18,150.29	41,960.75	102,539.25	71.0%
522 50 48 03-00 Generator Maint.	15,000.00	46.92	46.92	14,953.08	99.7%
522 50 48 04-00 Heavy Maintenance- Facilities	53,000.00	1,933.75	3,598.75	49,401.25	93.2%
522 50 48 07-00 Exhaust Syst. Repair & Maint.	7,000.00	1,972.75	4,002.39	2,997.61	42.8%
522 50 48 11-00 Quarterly Elevator Maintenance	22,500.00	1,749.32	5,876.43	16,623.57	73.9%
522 50 48 12-00 Overhead Doors Maintenance	28,000.00	1,456.39	7,236.78	20,763.22	74.2%
522 50 49 01-00 Registrations	26,550.00	(535.60)	9,858.75	16,691.25	62.9%
004 Services	1,008,151.25	69,570.19	433,847.01	574,304.24	57.0%
550 FACILITIES	3,633,497.51	229,131.24	1,281,920.92	2,351,576.59	64.7%
					<i>Under budget by 6.4%</i>
551 IT					
522 51 31 01-00 Computer Supplies	17,000.00	0.00	922.76	16,077.24	94.6%
003 Supplies	17,000.00	0.00	922.76	16,077.24	94.6%
522 51 41 01-00 Software License/Maintenance <i>Trng Database, Office 365</i>	197,808.50	6,307.92	125,387.51	72,420.99	36.6%
522 51 41 02-00 Website Services	2,250.00	0.00	536.75	1,713.25	76.1%
522 51 42 01-00 Voice/Data/Fax Lines	90,000.00	14,276.55	44,743.18	45,256.82	50.3%
522 51 42 02-00 IT Services	185,000.00	16,998.48	72,709.69	112,290.31	60.7%
522 51 42 03-00 Cell Phone Airtime	62,000.00	1,807.80	9,352.23	52,647.77	84.9%
522 51 48 01-00 Facilities Repair & Maintenance	8,000.00	0.00	2,448.29	5,551.71	69.4%
522 51 48 02-00 IT Repair and Support	5,000.00	0.00	196.00	4,804.00	96.1%
522 51 48 03-00 Copy Machines-per Copy Charges, Toners,repairs	18,500.00	1,368.91	9,415.50	9,084.50	49.1%
522 51 48 04-00 Voice/Data System Repair & Maint	20,000.00	0.00	83,282.14	(63,282.14)	0.0%

2026 BUDGET POSITION

Shoreline Regional Fire Authority

Summary

Time: 12:28:32 Date: 07/03/2026

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001 General Expense Fund: 10-064-0010

Expenditures	Amt Budgeted	May	YTD	Remaining	
551 IT					
522 51 48 05-00 Server/Network Maintenance	0.00	0.00	0.00	0.00	100.0%
004 Services	588,558.50	40,759.66	348,071.29	240,487.21	40.9%
551 IT	605,558.50	40,759.66	348,994.05	256,564.45	42.4%
				Over budget by -15.9%	
560 OTHER SERVICES					
522 60 12 01-00 Overtime	27,450.00	1,056.80	6,246.02	21,203.98	77.2%
001 Salaries & Wages	27,450.00	1,056.80	6,246.02	21,203.98	77.2%
522 60 22 01-00 Wellness Physicals, Shots, Hearing Tests	15,250.00	1,279.00	8,869.23	6,380.77	41.8%
002 Personnel Benefits	15,250.00	1,279.00	8,869.23	6,380.77	41.8%
522 60 31 01-00 Safety Officer Supplies Radio Tags	14,250.00	3,794.16	9,249.76	5,000.24	35.1%
522 60 35 01-00 Fitness Wellness Equipment/Supplies	1,000.00	0.00	0.00	1,000.00	100.0%
003 Supplies	15,250.00	3,794.16	9,249.76	6,000.24	39.3%
522 60 41 01-00 Professional Services	0.00	0.00	0.00	0.00	100.0%
522 60 43 01-00 Travel	2,350.00	0.00	3,983.01	(1,633.01)	0.0%
522 60 48 01-00 Fitness Equip Maint/Repair	6,500.00	0.00	0.00	6,500.00	100.0%
522 60 49 01-00 Registrations	8,400.00	0.00	10,832.59	(2,432.59)	0.0%
004 Services	17,250.00	0.00	14,815.60	2,434.40	14.1%
560 OTHER SERVICES	75,200.00	6,129.96	39,180.61	36,019.39	47.9%
				Over budget by -10.4%	
571 EMS/BLS					
522 71 11 01-00 Salaries- Firefighters	4,607,246.00	298,584.67	1,492,923.35	3,114,322.65	67.6%
522 71 12 01-00 Overtime	824,000.00	124,594.14	591,771.56	232,228.44	28.2%
001 Salaries & Wages	5,431,246.00	423,178.81	2,084,694.91	3,346,551.09	61.6%
522 71 21 01-00 State Retirement	293,942.29	19,282.79	96,413.95	197,528.34	67.2%
522 71 21 02-00 WA Paid Family & Medical Leave	36,477.22	897.73	4,488.65	31,988.57	87.7%
522 71 22 01-00 Med/Den/HRA VEBA/Life Ins.	945,000.00	70,448.38	352,241.90	592,758.10	62.7%
522 71 22 02-00 Medicare	83,753.07	5,558.75	27,793.75	55,959.32	66.8%
522 71 22 03-00 MERP- Med Exp Reimb Plan	40,800.00	3,100.00	15,500.00	25,300.00	62.0%
522 71 23 01-00 Disability Insurance	17,000.00	0.00	17,000.00	0.00	0.0%
522 71 24 01-00 Labor & Industries	280,600.00	16,650.00	83,250.00	197,350.00	70.3%
002 Personnel Benefits	1,697,572.58	115,937.65	596,688.25	1,100,884.33	64.9%
522 71 31 01-00 Supplies - EMS/BLS	91,500.00	6,858.43	30,474.56	61,025.44	66.7%
522 71 31 02-00 EMS Apparatus Parts & Supplies	82,000.00	2,429.03	22,774.58	59,225.42	72.2%
522 71 32 01-00 Fuel - BLS	44,000.00	2,900.39	15,794.69	28,205.31	64.1%
003 Supplies	217,500.00	12,187.85	69,043.83	148,456.17	68.3%
522 71 48 01-00 Repair & Maintenance	6,750.00	335.53	1,737.93	5,012.07	74.3%
522 71 48 02-00 EMS Apparatus Repair & Maintenance	23,000.00	0.00	0.00	23,000.00	100.0%
522 71 48 03-00 Transport Billing Office	98,100.00	4,990.30	179,112.79	(81,012.79)	0.0%

2026 BUDGET POSITION

Shoreline Regional Fire Authority

Summary

Time: 12:28:32 Date: 07/03/2026

Page: 8

001 General Expense Fund: 10-064-0010

Expenditures	Amt Budgeted	May	YTD	Remaining	
571 EMS/BLS					
004 Services	127,850.00	5,325.83	180,850.72	(53,000.72)	0.0%
571 EMS/BLS	7,474,168.58	556,630.14	2,931,277.71	4,542,890.87	60.8%
				<i>Under budget by 2.5%</i>	
591 Lease Payments					
591 22 70 01-00 Lease Payments	900.00	0.00	348.84	551.16	61.2%
591 22 70 02-00 Subscription Based IT (SBITA) Office 365	25,000.00	28,189.75	28,189.75	(3,189.75)	0.0%
591 Lease Payments	25,900.00	28,189.75	28,538.59	(2,638.59)	0.0%
Fund Expenditures:	41,981,280.87	3,146,886.47	17,926,563.64	24,054,717.23	57.3%
Fund Excess/(Deficit):	(41,981,280.87)	(3,146,886.47)	(17,926,563.64)		

May 2026

Target Percentage Remaining: 58.3%

Overage Percentage Remaining: 57.3%

Over budget by **-1.0%**

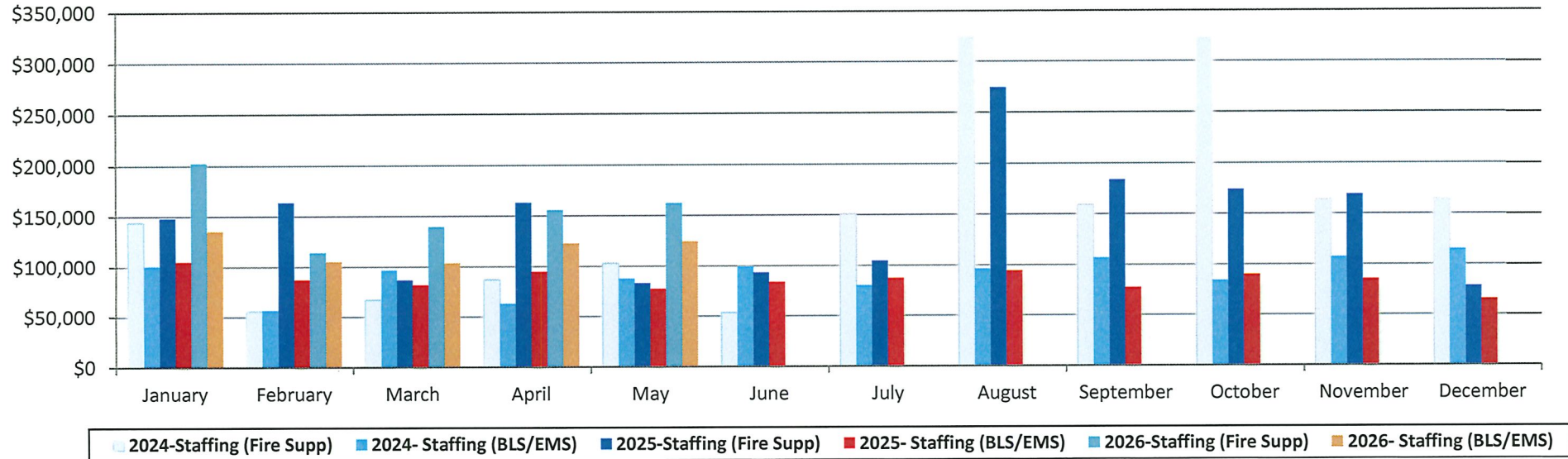
OVERTIME COST (EXP fund)- FIRE SUPPRESSION & BLS/EMS

MAY 2026

OT Budget: **522.20.12**: Staffing, FF SL, Disability Vacancy, Meetings, Committee, Deployments, Comp cash out / **522.71.12**: Aid Car Prem Pay, Staffing BLS

	2024-Staffing (Fire Supp)	2024- Staffing (BLS/EMS)	2025-Staffing (Fire Supp)	2025- Staffing (BLS/EMS)	2026-Staffing (Fire Supp)	2026- Staffing (BLS/EMS)	OT Processing Period
January	\$ 144,271.86	\$ 100,992.20	\$ 148,299.84	\$ 105,095.49	\$ 202,763.75	\$ 135,384.72	Dec 12, '25 - Jan 09, '26
February	\$ 55,709.81	\$ 56,813.23	\$ 163,626.04	\$ 86,959.47	\$ 114,549.61	\$ 105,167.21	Jan 09 - Feb 13, 2026
March	\$ 67,109.34	\$ 96,709.19	\$ 86,750.13	\$ 81,612.78	\$ 139,879.30	\$ 103,460.82	Feb 13 - Mar 13, 2026
April	\$ 86,878.84	\$ 63,118.27	\$ 163,305.85	\$ 94,773.16	\$ 155,953.34	\$ 123,164.67	Mar 13 - Apr 10, 2026
May	\$ 103,038.99	\$ 87,511.59	\$ 82,984.83	\$ 77,169.26	\$ 162,329.99	\$ 124,594.14	Apr 10 - May 15, 2026
June	\$ 53,462.76	\$ 99,416.93	\$ 93,434.17	\$ 83,559.12			May 15 - Jun 12, 2026
July	\$ 150,812.78	\$ 80,054.44	\$ 104,808.17	\$ 87,089.57			Jun 12 - Jul 10, 2026
August	\$ 324,779.38	\$ 96,539.92	\$ 275,022.97	\$ 94,018.67			Jul 10 - Aug 14, 2026
September	\$ 159,302.54	\$ 107,313.78	\$ 183,955.24	\$ 77,171.29			Aug 14 - Sep 11, 2026
October	\$ 323,260.74	\$ 84,364.70	\$ 174,338.50	\$ 89,940.45			Sep 11 - Oct 09, 2026
November	\$ 163,734.91	\$ 107,568.69	\$ 169,128.45	\$ 85,558.45			Oct 09 - Nov 13, 2026
December	\$ 164,126.40	\$ 115,484.02	\$ 78,181.48	\$ 65,488.69			Nov 13 - Dec 11, 2026
Total	\$ 1,796,488.35	\$ 1,095,886.96	\$ 1,723,835.67	\$ 1,028,436.40	\$ 775,475.99	\$ 591,771.56	
<i>Monthly Average</i>	<i>\$ 149,707.36</i>	<i>\$ 91,323.91</i>	<i>\$ 143,652.97</i>	<i>\$ 85,703.03</i>	<i>\$ 155,095.20</i>	<i>\$ 118,354.31</i>	

MAY 2026	Year to Date	2026 Budget	Remaining Bal.	% Remaining	Target % remaining	<i>Miscellaneous Note</i>
OT-Staffing (Fire Supp)	\$ 775,475.99	\$ 1,650,060.00	\$ 874,584.01	53.00%	58.30%	Inc. in FF staffing, sick leave, deployments
OT-Staffing (BLS/EMS)	\$ 591,771.56	\$ 824,000.00	\$ 232,228.44	28.18%	58.30%	Includes A157 Upstaffing



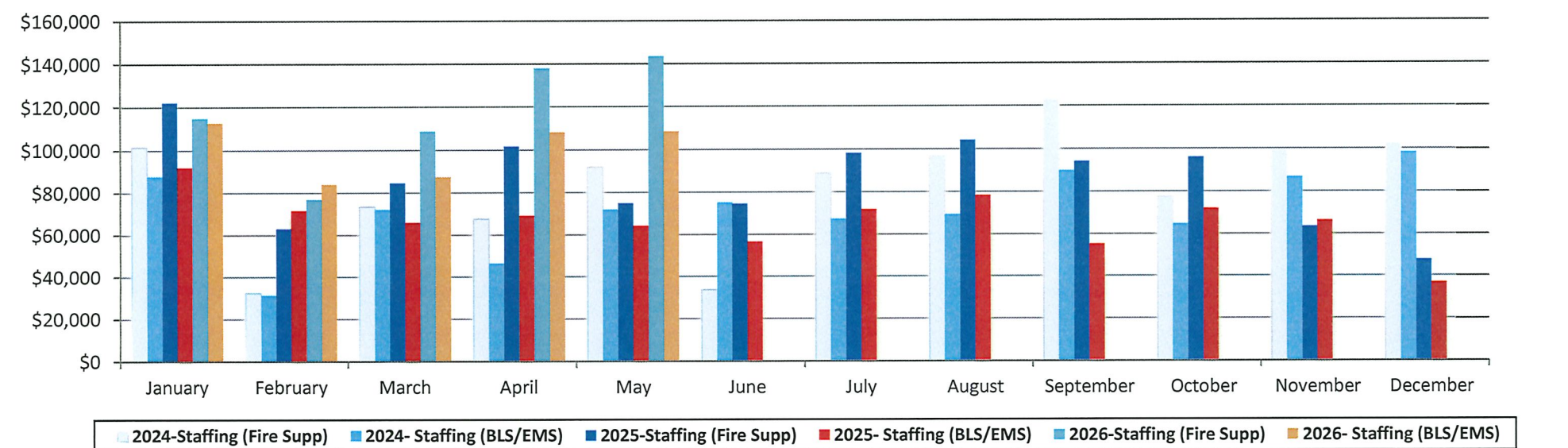
OVERTIME COST (EXP fund)- FIRE SUPPRESSION & BLS/EMS - STAFFING ONLY

May 2026

OT Budget: 522.20.12.01-01: Staffing, FF SL, Disability Vacancy / 522.71.12.01-01: Staffing BLS

	2024-Staffing (Fire Supp)	2024- Staffing (BLS/EMS)	2025-Staffing (Fire Supp)	2025- Staffing (BLS/EMS)	2026-Staffing (Fire Supp)	2026- Staffing (BLS/EMS)	OT Processing Period
January	\$ 101,457.42	\$ 87,812.50	\$ 122,116.00	\$ 92,008.67	\$ 114,840.38	\$ 112,797.70	Dec 12, '25 - Jan 09,'26
February	\$ 32,384.79	\$ 31,371.68	\$ 63,085.55	\$ 71,605.84	\$ 76,849.37	\$ 84,045.72	Jan 09 - Feb 13, 2026
March	\$ 73,504.88	\$ 72,124.85	\$ 84,539.09	\$ 66,119.40	\$ 108,686.59	\$ 87,432.39	Feb 13 - Mar 13, 2026
April	\$ 67,626.09	\$ 46,500.19	\$ 101,662.67	\$ 69,236.82	\$ 137,920.55	\$ 108,232.70	Mar 13 - Apr 10, 2026
May	\$ 91,932.42	\$ 71,954.21	\$ 74,974.46	\$ 64,275.80	\$ 143,420.05	\$ 108,381.30	Apr 10 - May 15, 2026
June	\$ 33,649.62	\$ 75,205.13	\$ 74,645.62	\$ 56,548.52			May 15 - Jun 12, 2026
July	\$ 88,719.04	\$ 67,422.23	\$ 98,283.47	\$ 71,898.45			Jun 12 - Jul 10, 2026
August	\$ 96,742.64	\$ 69,431.03	\$ 104,108.46	\$ 78,235.68			Jul 10 - Aug 14, 2026
September	\$ 122,757.02	\$ 89,889.99	\$ 94,164.78	\$ 55,292.68			Aug 14 - Sep 11, 2026
October	\$ 77,476.25	\$ 64,888.54	\$ 96,161.66	\$ 72,030.37			Sep 11 - Oct 09, 2026
November	\$ 99,254.51	\$ 86,794.04	\$ 63,615.52	\$ 66,458.95			Oct 09 - Nov 13, 2026
December	\$ 102,251.11	\$ 98,397.59	\$ 47,746.60	\$ 36,925.03			Nov 13 - Dec 11, 2026
Total	\$ 987,755.79	\$ 861,791.98	\$ 1,025,103.88	\$ 800,636.21	\$ 581,716.94	\$ 500,889.81	
<i>Monthly Average</i>	<i>\$ 82,312.98</i>	<i>\$ 71,816.00</i>	<i>\$ 85,425.32</i>	<i>\$ 66,719.68</i>	<i>\$ 116,343.39</i>	<i>\$ 100,177.96</i>	

	May 2026	Year to Date	2026 Budget	Remaining Bal.	% Remaining	Target % remaining	Miscellaneous Note
OT-Staffing (Fire Supp)	\$ 581,716.94	\$ 581,716.94	\$ 900,000.00	\$ 318,283.06	35.36%	58.30%	FF Staffing/SL, DL
OT-Staffing (BLS/EMS)	\$ 500,889.81	\$ 500,889.81	\$ 600,000.00	\$ 99,110.19	16.52%	58.30%	includes A157 Upstaffing



General Expense Fund- CASH ON HAND

Fund Number: 10-064-0010

7/2/2026

YEAR 2026	Beginning Cash Balance	Receipts	Disbursements	Ending Balance
Beginning Cash Balance	\$ 8,946,036.77			
January		9,294,856.11	7,173,982.24	11,066,910.64
February		545,872.69	2,989,162.29	8,623,621.04 low
March		8,376,866.72	4,153,713.19	12,846,774.57
April		9,186,676.59	3,460,319.45	18,573,131.71 high
May		1,926,458.22	3,146,886.47	17,352,703.46
June				
July				
August				
September				
October				
November				
December				
Total	\$ 8,946,036.77	29,330,730.33	20,924,063.64	17,352,703.46
<i>Monthly Average</i>		<i>5,866,146</i>	<i>4,184,813</i>	

NOTES:

JAN 2026: Disbursements incl. \$2,997,500 interfund transfer OUT to CAP for 2026 budget allocation (1 of 2)

JAN 2026: Receipts include \$8,736,000 transfer in from Shoreline Fire District

MAR 2026: Receipts include \$7,000,000 transfer in from Northshore Fire District 16

APR 2026: Receipts include first 1/2 of property taxes, \$8,941,441

YEAR 2025	Beginning Cash Balance	Receipts	Disbursements	Ending Balance
Beginning Cash Balance	\$ -			
January				
February				
March				
April				
May		10,000,000.00	2,142,499.44	7,857,500.56
June		2,333,868.98	3,160,364.94	7,031,004.60
July		147,441.92	2,663,055.72	4,515,390.80
August		601,897.73	2,953,146.01	2,164,142.52 low
September		17,766,647.02	3,048,543.13	16,882,246.41 high
October		536,525.33	2,681,760.45	14,737,011.29
November		369,891.47	3,320,989.20	11,785,913.56
December		1,590,088.96	4,429,965.75	8,946,036.77
Total	\$ -	33,346,361.41	24,400,324.64	8,946,036.77
<i>Monthly Average</i>		<i>4,168,295</i>	<i>3,050,041</i>	

NOTES:

MAY 2025: Transferred in \$10,000,000 from Shoreline Fire District & Northshore Fire District

SEP 2025: Transferred in \$17,300,000 from Shoreline Fire District & Northshore Fire District

Shoreline Fire Department

BOARD MEETING DATE: July 9th, 2026

Chief Cowan

RFA Activity Reports

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

Hiring/Succession Development

- The HR Director application period ended on May 31 with over 40 applicants. Interviews over the next few weeks.
- Our new Receptionist, Cathaline Umbinetti, started this week!
- Sadly, Bougha's last day was on June 30th.

Staffing

- Have been filling some positions at World Cup events and have upstaffed apparatus in our response area. Minimal increases in incidents.

Negotiations

- We have completed nine Non-Uniform CBA negotiations.

Contracts

- Personal services contract amendment for Director of Administration/Finance, and the creation of contract for Executive Assistant is forthcoming.

Budget

- We have finished an analysis of BFD and Sno10 joining the RFA and it would be a significant cost savings for our taxpayers.
- We have started our budget process, and our target is to have everything completed by our November 5th meeting. This is earlier than in previous years but provides more flexibility if we need to delay our November 19th meeting.

Strategic Activity

- Our new ladder truck and fire engine are being worked on at Hughes with ETAs forthcoming.
- Continue to work on short and medium-term admin staffing needs.
- Reinforcing our strategic goals for 2026 along with Retreat summary review.
- Joining the Bothell Fire Department ELT meeting with ours every two weeks on 1st and 3rd Mondays.
- Have finalized collaborative draft positions for Bothell and Sno10 on potentially joining the RFA.

Public Records Requests

- Significant requests currently that are impacting staff workload capacity.

Noteworthy Meetings/Activities

- June 30 – Monthly LMC Meeting

- Monthly meeting to discuss ongoing issues.
- July 1 – Bothell ELT Meeting
 - Met with ELT to discuss ongoing budget preparation and presentation.
- July 2 – PERC Mediation Hearing
 - Met on potential settlement of ongoing PERC issue but did not settle.
- July 2 – Meeting with Sno10 BOC Chairperson
 - Met with Chair to discuss ongoing RFA progress, purchase of new fire engine, and remodel of Station 44.
- July 4 – Bothell 4th of July Celebration
 - Helped at pancake breakfast and then walked in parade celebrating July 4th.
- July 6 – ELT Meeting
 - Have moved our bi-monthly ELT meetings to Mondays and are holding them jointly with BFD personnel.

Incorporated into the Board meeting minutes by reference.

Submitted by: Chief, Matt Cowan

RFA Activity Highlights

Shoreline Fire Department RFA

BOARD MEETING DATE: July 9, 2026

Deputy Chief Matt Hochstein

DC of Support Services – DC Hochstein:

- Weekly coordination meetings with I.T., Facilities, Fleet.
- Weekly Executive Team meetings.
- Weekly DC Hochstein/Capital Proj. Manager Hansson check-in meetings.
- Weekly DC Hochstein/BC Savino check-in meetings.
- Bi-Weekly Gallatin meeting.
- Bi-Weekly Shoreline ELT meeting.
- Meeting with TCA Architects.
- Monthly Labor Management Meeting.
- Bothell Fire/City of Bothell Facilities & Fleet monthly tie in meeting.
- 2027 budget kickoff meeting with all Support Services staff.
- Bothell Fire 4th of July Pancake Feed and City of Bothell 4th of July parade.
- Quartermaster/Finance check in meeting
- Deliver surplus rigs to Ritchie Bros. for surplus.
- Meeting with Braun to review Medic Unit spec.
- Impact Negotiations meeting

Facilities - Facilities Manager Johnston:

- Ongoing service ticket repairs.
- Meeting with Arborist at Station 57 and 65
- Begin Budget planning for 2027
- Ongoing landscaping at all stations
- Follow-up training on HVAC at Station 57
- Lighting project at Station 65 follow up
- Continued Clean Buildings training

Fleet – Fleet Manager Swanson:

- Ongoing preventative maintenance and repairs of all district apparatus.
- Annual services and PMs are ongoing.
- ADA minivan for MIH was delivered, starting upfitting.
- 2251 (L161), is still at Hughes for warranty work
- 2252 (E164), is at Hughes and they are working on the hose bed modifications

IT – IT Manager Middleton:

- Continued working on the new Apple Business account, creating customizations for deploying apps to iPhones and iPads.

RFA Activity Highlights

- Preparing to roll out the new iPads for ESO when given approval from ALS DivC. Possibly 7/7/2026

- Setup modems in 3 new aid cars
- Procured equipment for 2 new medic apparatus
- Dormakaba installed 6 new door locks. 5 at ST61, 1 at ST51
- Microsoft Windows updates for July 2026
- Orientation for new receptionist
- Support Services budget kickoff meetings
- Computer Replacement project is 95% completed - the remaining 5% are on hold due to a big public records request.
- 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)
- Network maintenance needed at ST51. Not scheduled yet – estimated 2 hour downtime.
- Network maintenance needed at ST61. Not scheduled yet – estimated 5 hours downtime.

Ongoing:

- Deploying new 5G modems to various apparatus when possible

Other:

- NORCOM 911 new IT manager: Carl Detert

Capital Projects – Capital Projects Manager Hansson:

- 57 lighting project completed.
- 65 lighting project has begun, anticipated completion in two weeks.
- 64 lighting project to begin after 65 is completed.
- Surplus sale is underway with closing on the 20th.
- Work continues with TCA on 51/61 office evaluation, 64/65 remodel evaluation and 61 shop expansion.
- Research continues on 51 carport project. Trying to schedule a meeting with potential contractor in upcoming weeks.
- Evaluation of 51's admin kitchen to explore making it user friendly for more people.
- Evaluation of the facilities long term strategic plan is underway. Exploring ways to make it more robust and complete.

Regional Fire Authority Activity Highlights

Shoreline Fire Department

BOARD MEETING DATE: July 9, 2026

Deputy Chief Andres Orams

The following items of note were completed during the period of June 26, through July 9, 2026:

Deputy Chief Orams – Projects and Meetings

- Met with City Emergency Managers (Shoreline, NEMCO and Bothell)
- Executive Team meetings
- Participated in Deputy Chief interview for Kirkland FD
- Labor Management meeting
- Attended Airway Labs with Dr. McCoy
- Met with Bellevue FD DC of Operations
- Executive Leadership Team meeting
- Discussion of regional topics with KC Emergency Services Deputy Director
- KC Zone 1 Operations Chiefs meeting
- Norcom Fire Operations meeting
- Discussion with Bothell FM on mobile home fires
- Impact Negotiations with Bothell

Fire Suppression (Burrow)

- Fire Advisory Group call
- KC Wildland Coordinators meeting
- Participated SIM Lab – The Crucible
- PSERN Operator Technica; Working Group meeting
- Executive Leadership Team meeting
- Training Division meeting
- Tyler Advisory Board meeting

EMS and MIH (Kennison):

- “Return to Work” training with new paramedics
- Swedish Stroke EMS Collaboration meeting
- Executive Leadership Team meeting
- Monthly ALS budget review
- Central Region EMS Board meeting
- Washington ESO User Group meeting
- Crisis Center check-in
- Quarterly Outreach Leads meeting with NUHSA
- Central Region Regional Council meeting

Training (Majeed):

- Zone 1 BC conference call
- Rescue Company modules and workbook
- Led SIM Lab – The Crucible
- “Return to Work” training with new paramedics
- PIA Review



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

**BOARD OF COMMISSIONERS
 REGIONAL FIRE AUTHORITY MEETING**

Meeting Date:	July 9, 2026
Agenda Title:	<i>Resolution 26-05 Approving the Amended Regional Fire Authority Plan and Governing Documents to include the City of Bothell and Snohomish County Fire District No. 10.</i>
Background Information:	Shoreline Fire Department Regional Fire Authority has prepared amendments to the Regional Fire Authority Plan and Governing Documents to provide for the inclusion of the City of Bothell and Snohomish County Fire District No. 10 as Participating Jurisdictions. The City of Bothell adopted a resolution on June 9, 2026, and Snohomish County Fire District No. 10 adopted a resolution on June 23, 2026, expressing their desire to annex into the Shoreline Fire Department Regional Fire Authority. Approval of Resolution 26-05 authorizes the amended Plan and Governing Documents to be transmitted for final review by said organizations to support submission of separate ballot measures to the voters of Bothell and Snohomish County Fire District No. 10 at the November 3, 2026, General Election in accordance with Chapter 52.26 RCW.
Recommendation:	It is recommended that the Governing Board approve Resolution 26-05 Approving the Amended Regional Fire Authority Plan and Governing Documents to include the City of Bothell and Snohomish County Fire District No. 10.
Financial Impact:	<input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Cost Neutral
Other Options:	
Attachments:	<ul style="list-style-type: none"> Resolution 26-05 Approving the Amended Regional Fire Authority Plan and Governing Documents to include the City of Bothell and Snohomish County Fire District No. 10. Amended Regional Fire Authority Governing Documents (Final Draft – To Be Posted Prior to the Meeting).

RECOMMENDED MOTION (IF APPLICABLE):

I move to authorize the RFA Governing Board of Commissioners to approve and sign the Amended Regional Fire Authority Plan and Governing Documents to include the City of Bothell and Snohomish County Fire District No. 10.

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



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SHORELINE FIRE DEPARTMENT (A Regional Fire Authority)

RESOLUTION 26-05

Approving the Amended Regional Fire Authority Governing Documents to include the City of Bothell and Snohomish County Fire District No. 10

WHEREAS, the Shoreline Fire Department Regional Fire Authority ("SHFD RFA") was formed pursuant to Chapter 52.26 RCW to provide regional fire protection and emergency medical services; and

WHEREAS, the Shoreline Fire Department Regional Fire Authority has a long history of working cooperatively with the City of Bothell and Snohomish County Fire District No. 10 to provide efficient and effective fire protection, emergency medical services, and related emergency services throughout the region; and

WHEREAS, the Governing Board has reviewed the Amended Regional Fire Authority Plan and Governing Documents providing for the inclusion of the City of Bothell and Snohomish County Fire District No. 10 as Participating Jurisdictions in the Shoreline Fire Department Regional Fire Authority; and

WHEREAS, on June 9, 2026, the City of Bothell adopted a resolution expressing its desire to annex into the Shoreline Fire Department Regional Fire Authority, and on June 23, 2026, Snohomish County Fire District No. 10 adopted a resolution expressing its desire to annex into the Shoreline Fire Department Regional Fire Authority; and

WHEREAS, approval of the amended Regional Fire Authority Plan and Governing Documents by the Governing Board will allow the proposed amendments to be reviewed by the City of Bothell and Snohomish County Fire District No. 10, and then submitted to the voters of said organizations as separate ballot measures at the November 3, 2026 General Election in accordance with Chapter 52.26 RCW; and

WHEREAS, the Governing Board finds that approval of the amended Regional Fire Authority Plan and Governing Documents is in the best interest of the Shoreline Fire Department Regional Fire Authority and the communities served;

THEREFORE BE IT RESOLVED, that the Governing Board of the Shoreline Fire Department Regional Fire Authority hereby approves the Amended Regional Fire Authority Plan and Governing Documents providing for the inclusion of the City of Bothell and Snohomish County Fire District No. 10 as Participating Jurisdictions, substantially in the form presented to the Governing Board, and authorizes the Fire Chief, or designee, to transmit the amended Plan and Governing Documents to the participating jurisdictions to take all actions necessary to facilitate submission of the Plan to the voters at the November 3, 2026 General Election in accordance with Chapter 52.26 RCW.

ADOPTED by the Governing Board of the Shoreline Regional Fire Authority, at a Special Open Public meeting of such Board on the 9th day of July 2026.

Attest:

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

Beatriz Goldsmith
Secretary to the 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



**SHORELINE FIRE DEPARTMENT
REGIONAL 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

July 9, 2026, meeting was rescheduled

Planned Absence: Commissioners Webster and Nye have excused absence

5:30 PM (**SPECIAL Meeting Station 61**)

SUBJECT	RESOLUTION	TYPE	STAFF

July 23, 2026, meeting was rescheduled

Planned Absence: Commissioners Byers and Nye have an excused absence

5:30 PM (**SPECIAL Meeting Station 51**)

SUBJECT	RESOLUTION	TYPE	STAFF

August 6, 2026,

Planned Absence:

5:30 PM (**Meeting Station 61**)

SUBJECT	RESOLUTION	TYPE	STAFF

August 20, 2026,

Planned Absence: Commissioner Fischer will attend virtually or have an excused absence

5:30 PM (**Meeting Station 51**)

SUBJECT	RESOLUTION	TYPE	STAFF

September 3, 2026,

Planned Absence:

5:30 PM (**Meeting Station 61**)

SUBJECT	RESOLUTION	TYPE	STAFF

September 17, 2026,

Planned Absence:

5:30 PM (**Meeting Station 51**)

SUBJECT	RESOLUTION	TYPE	STAFF
– KCFCA Leadership Summit Sept. 15-17			

OTHER DETIALS:

- WFCA Spokane Oct 24-26, 2026