



SHORELINE FIRE DEPARTMENT, CITY OF BOTHELL, AND SNOHOMISH COUNTY FIRE DISTRICT #10 REGIONAL FIRE PLAN

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with an effective date of May 1, 2025;
as revised on July 9, 2026,
with an effective date of March 1, 2027*

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	SECTION 1	BACKGROUND & NEEDS STATEMENTS
	<i>Adopted</i>	<i>May 1, 2025</i>
	<i>Revised</i>	<i>March 1, 2027</i>

For many decades the Shoreline Fire Department (SHFD), a fire protection district, and King County Fire Protection District No. 16 d/b/a Northshore Fire Department (NFD), a fire protection district, and other agencies have discussed some type of regionalization. These discussions have included options such as service contracts, mergers, and formation of a regional fire authority (RFA). These efforts have received more attention especially over the past ten years, which included the potential of multiple fire departments across north King County joining together as an RFA. Ultimately, it was decided to start smaller and build into something bigger. This relationship became formalized in 2025 when voters within SHFD and NFD approved formation of the Shoreline Fire Department Regional Fire Authority (SHFD RFA) at an election held on February 11, 2025, under the authority of chapter 52.26 of the Revised Code of Washington (RCW). The effective date of the SHFD RFA was May 1, 2025.

The SHFD RFA is an all-hazards fire department providing the following services through different Divisions:

- Administrative Services,
- Emergency Medical Services (BLS),
- Emergency Medical Services (ALS),
- Fire Suppression,
- Training as part of the North King County Training Consortium,
- Fire Marshal Services,
- Public Information and Education through Community Outreach,
- Technical Rescue (Low/High Angle, Confined Space, Trench, Surface Water),
- Hazardous Materials Operations,
- Mobile Integrated Health Care,
- Maintenance (Fleet, Facilities), and
- Emergency Management as part of the City of Shoreline.

In connection with the formation of the SHFD RFA, all NFD employees and all SHFD employees were transferred to the SHFD RFA. The NFD and the SHFD and their respective legislative authorities still exist for the following purposes: representation on the SHFD RFA Governing Board ensuring geographic representation and voter representation from each of the legacy fire districts, and taxation for purposes of paying of voter-approved bonds, as applicable. All operations, however, are managed by and the responsibility of the SHFD RFA.

There are many advantages of joining fire departments together into an RFA, some of which are identified below:

Stronger, More Consistent Emergency Services

- Unified training, standards, deployment, and clinical oversight.
- Justification for expanded programs such as Rescue staffing.
- Improved reliability and coverage when staffed apparatus cross legacy borders or provide mutual aid to cover gaps in regional coverage.
- Potentially there will be an increase in the number of staffed apparatuses.
- Better staffing on the apparatus with potentially four-person fire engines and/or ladder trucks.

Greater Financial Stability and Sustainability

- Larger tax base spreads capital and operational costs across more property owners.
- Better resilience in economic downturns.
- Lower costs through increased economies of scale and bonding capacity.
- Reductions in duplicated administration and support functions.

Protection and Enhancement of the ALS Program

- Physical consolidation of all medic units under a single authority.
- Strengthened staffing depth and clinical consistency.
- Reduced operational vulnerability.

Expanded Workforce Capacity and Leadership Development

- More promotional opportunities for Firefighters and Officers.
- Greater administrative and technical depth (IT, analytics, information).
- Stronger succession pathways across both agencies.
- Greater depth of experience and reduction of single point failure.
- Better depth of staffing in the different divisions such as the Fire Marshals Office.

Increased Regional Influence

- Enhanced eligibility for State and Federal grants.
- Stronger position in countywide fire/EMS system planning.

Regionalization in whatever form has been an industry trend for decades. It has been wholeheartedly embraced in other states, and even in other counties around Washington. The King County area has been slower to move in this direction but is gaining much momentum. The biggest reason is the service needs and expectations for fire departments continue to increase every year, while there is also increased pressure on taxes that residents pay. Regionalization will allow for the highest level of service and provide the best efficiencies, ensuring the people we serve will have the best service while stretching their tax dollars as far as possible.

The following is a summary of our needs and challenges:

1. The ability to respond to emergency situations by fire protection and emergency services jurisdictions has not kept up or progressed with the community's needs and special service demands. Anticipated increase in population will likely exacerbate this problem.
2. Providing fire protection and emergency medical service system requires a collaborative partnership and responsibility among local and regional governments, the private sector, and the communities we serve.
3. There are efficiencies to be gained by regional fire protection and emergency medical service delivery, while maintaining local control.

4. Timely development of critical, significant projects can best be achieved through enhanced funding options for regional fire protection, emergency services, specialized rescue, hazardous material mitigation, and other services.
5. Our region has a long history of a cooperative approach to meeting the needs of our residents. The SHFD RFA (and its predecessor fire protection districts) has operationally worked together on a daily basis for many decades with the City of Bothell (Bothell) and Snohomish County Fire District #10 (Sno10), a fire protection district.
6. All IAFF Union employees in the SHFD RFA and Bothell are represented under nearly identical collective bargaining agreements (CBA); the fire departments have engaged in a joint training consortium since 2020; and they are led by one Fire Chief pursuant to an executive services agreement between the SHFD RFA and Bothell and collaborate very well administratively and operationally.
7. On June 9, 2026, the Bothell City Council adopted Resolution No. 1756 (2026) requesting annexation into the SHFD RFA, subject to voter approval within Bothell consistent with the provisions of RCW 52.26.300(3).
8. On June 23, 2026, the Sno10 Board of Commissioners adopted Resolution No. 2026-01 requesting annexation into the SHFD RFA, subject to voter approval within Sno10 consistent with the provisions of RCW 52.26.300(3).
9. On July 9, 2026, the SHFD RFA Governing Board adopted Resolution No. 26-05, amending and restating the original SHFD RFA Plan to incorporate Bothell and Sno10 into the SHFD RFA with an effective date (Effective Date) of March 1, 2027 (referred to as this 2026 RFA Plan or RFA Plan).
10. The 2026 RFA Plan was approved by the Bothell City Council on July 21, 2026, and the Board of Commissioners of Sno10 on July 14, 2026.
11. On November 3, 2026, Bothell and Sno10 will ask voters in their respective jurisdictions to consider combining all fire prevention and protection functions and services currently provided in the SHFD RFA, except for Fire Marshal Office services that will be maintained by Bothell.
12. Upon voter approval, annexation will become effective on March 1, 2027.

RFA Plan Revision Disposition:

The NEEDS STATEMENT section of the RFA Plan is subject to amendment by a majority vote of the RFA Governance Board.

	SECTION 2	DEFINITIONS	
	<i>Adopted</i>	<i>May 1, 2025</i>	
	<i>Revision</i>	The DEFINITIONS section of The RFA Plan is subject to amendment by a majority vote of the RFA Governance Board.	
	<i>Revised</i>	<i>March 1, 2027</i>	

1. The definitions in this section apply throughout this RFA Plan, unless the context clearly requires otherwise.
 - 1.1. **"Board", "Governance Board" or "Governing Board"** means the governing body of the SHFD RFA.
 - 1.2. **"Bothell"** means the City of Bothell, a non-charter code city organized under the laws of the State.
 - 1.3. **"Effective Date"** means March 1, 2027, as the effective date of this RFA Plan incorporating Bothell and Sno10 into the Shoreline RFA, which amends and restates the original RFA Plan with an effective date of May 1, 2025, pending approval by the Bothell and Sno10 voters, as applicable.
 - 1.4. **"NFD"** means King County Fire Protection District No. 16 d/b/a Northshore Fire Department, a fire protection district.
 - 1.5. **"Participating Jurisdictions"** means NFD, SHFD, Bothell and Sno10.
 - 1.6. **"RCW"** means Revised Code of Washington.
 - 1.7. **"Regional Fire Protection Service Authority" or "Regional Fire Authority" or "RFA"** means a regional fire protection service authority formed pursuant to chapter 52.26 RCW. An RFA is a municipal corporation, an independent taxing authority within the meaning of Article VII, Section 1 of the state Constitution, and a taxing district within the meaning of Article VII, Section 2 of the state Constitution.
 - 1.8. **"RFA Plan" or "2026 RFA Plan"** means this Regional Fire Protection Service Authority Plan, as amended and approved in accordance with chapter 52.26 RCW for the financing and operation of the SHFD RFA, as it may be further amended from time to time.

1.9. “SHFD” means Shoreline Fire Department, a fire protection district.

1.10. “SHFD RFA” means the Shoreline Fire Department Regional Fire Authority as defined in this plan with boundaries that are coextensive with the boundaries of the Participating Jurisdictions.

1.11. “Sno10” means Snohomish County Fire Protection District No. 10, a fire protection district.

1.12. “State” means the State of Washington.

RFA Plan Revision Disposition:

The DEFINITIONS section of the RFA Plan is subject to amendment or revision only by a majority vote of the RFA Governance Board.

	SECTION 3	FORMATION AUTHORITY	
	<i>Adopted</i>	<i>May 1, 2025</i>	
	<i>Revision</i>	The FORMATION AUTHORITY section of the RFA Plan is subject to amendment or revision only by submission of a revised RFA Plan to the electorate for approval.	
	<i>Revised</i>	<i>March 1, 2027</i>	

A. REGIONAL FIRE PROTECTION SERVICE AUTHORITY.

- Chapter 52.26 RCW provides statutory authority for the formation of a Regional Fire Authority by NFD and SHFD as the original participating jurisdictions. Voters within NFD and SHFD approved the formation of the SHFD RFA at an election held on February 11, 2025, with an effective date of May 1, 2025.

B. RFA PLAN APPROVAL AUTHORITY.

- The SHFD RFA Governing Board approved this 2026 RFA Plan pursuant to a resolution adopted on July 9, 2026.
- Pursuant to RCW 52.26.300, the legislative body of Bothell and Sno10 each reviewed and approved of this 2026 RFA Plan by resolution and called for an election to approve this 2026 RFA Plan.
- Upon voter approval of the 2026 RFA Plan on November 3, 2026, Bothell and Sno10 will be annexed into and become part of the SHFD RFA as of the Effective Date.
- Upon voter approval, Bothell shall continue to exist as a non-charter code city under State law after the Effective Date.
- SHFD and NFD will also continue to exist for the exclusive purposes of levying and collecting taxes and providing representation to the SHFD RFA Board after the Effective Date.
- Upon voter approval, Sno10 will be dissolved and will no longer exist as a separate fire protection district; provided the date of dissolution shall be after the Effective Date as determined by the Board of Fire Commissioners of Sno10 and no later than December 31, 2027, as provided in RCW 52.26.120. Prior to the date of dissolution, Sno10 shall continue to exist for the exclusive purposes of the levying and collecting of taxes prior

to December 31, 2027, and for matters requiring consideration by its Board of Fire Commissioners.

7. If the RFA Plan and annexation is not approved by a 50% majority of the voters within Bothell or Sno10, then operations relating to the services set forth herein with respect to Bothell and Sno10, as applicable, shall remain unchanged.

RFA Plan Revision Disposition:

The FORMATION AUTHORITY section of the RFA Plan is subject to amendment or revision only by submission of a revised RFA Plan to RFA Governing Board for approval.

	SECTION 4	JURISDICTIONAL BOUNDARIES	
	<i>Adopted</i>	<i>May 1, 2025</i>	
	<i>Revision</i>	The JURISDICTIONAL BOUNDARIES section of the RFA Plan is subject to amendment or revision only by a majority vote of the RFA Governance Board.	
	<i>Revised</i>	<i>March 1, 2027</i>	

A. JURISDICTIONAL BOUNDARIES ON DATE OF FORMATION.

1. On the Effective Date, the jurisdictional boundaries of the SHFD RFA shall be the legal boundaries of the Participating Jurisdictions.

B. CHANGES IN JURISDICTIONAL BOUNDARIES AFTER THE EFFECTIVE DATE.

1. Boundary Changes that do not require an RFA Plan amendment.
 - 1.1. **Annexation of a portion of the SHFD RFA by a City outside the jurisdictional boundaries of the SHFD RFA.** On the effective date of such annexation, the annexed territory shall automatically be removed from the boundaries of the SHFD RFA. In this situation the SHFD RFA shall not be obligated to transfer employees or assets of the SHFD RFA.
 - 1.2. **SHFD RFA Annexations.** Pursuant to RCW 52.26.090(g), the SHFD RFA shall have the authority to conduct annexations of unincorporated territory adjacent to the SHFD RFA pursuant to the statutory authority and procedures set forth in RCW 52.04.001 through RCW 52.04.051. The territory added to the SHFD RFA by such annexation shall be subject to the taxation, charges, and bonded indebtedness (if approved as part of the annexation process) of the SHFD RFA. Any transfer of assets or employees that occurs as a result of the annexation shall be between the transferring entity and the SHFD RFA.
 - 1.3. **RFA Partial Mergers.** Pursuant to RCW 52.26.090(g), the SHFD RFA shall have the authority to participate in the partial merger process under the authority and pursuant to the procedures set forth in RCW 52.06.090 and .100.
2. Boundary Changes that require an RFA Plan Amendment.

- 2.1. **Addition of another entity.** The addition of another entity as a participating jurisdiction in the SHFD RFA shall require a voter approved amendment to the 2026 RFA Plan.

RFA Plan Revision Disposition:

The JURISDICTIONAL BOUNDARIES section of the RFA Plan is subject to amendment or revision only by a majority vote of the RFA Governance Board.

	SECTION 5	GOVERNANCE and ORGANIZATIONAL STRUCTURE	
	<i>Adopted</i>	<i>May 1, 2025</i>	
	<i>Revision</i>	The GOVERNANCE and ORGANIZATIONAL STRUCTURE section of the RFA Plan is subject to amendment or revision only by a majority vote of the RFA Governance Board; provided, amendment or revision to provide for Commissioner Districts pursuant to RCW 52.26.080 is subject to voter approval.	
	<i>Revised</i>	<i>March 1, 2027</i>	

A. GOVERNING BOARD STRUCTURE AND OPERATION.

- 1. Governing Board.** As provided by RCW 52.26.080, the RFA Governing Board shall be established consistent with the terms of this Section and shall have authority as of the Effective Date.
- 2. Composition of the Governing Board.** As provided by RCW 52.26.080, the Governing Board of the Shoreline RFA shall be comprised of nine (9) voting members consisting of three (3) three seated members of the legislative body of each from NFD, SHFD and Bothell as appointed by the Participating Jurisdiction in its sole discretion.
- 3.** The SHFD RFA Governing Board shall also include nonvoting advisory positions populated by Fire Commissioners from NFD and SHFD not seated on the Governing Board and as established by the SHFD RFA Governing Board.
- 4. Governing Rules.** The SHFD RFA Governing Board shall develop and adopt governance policies and rules for the SHFD RFA Governing Board to conduct business in accordance with RCW 52.26.080.
- 5. Authority.** The SHFD RFA Governing Board shall have all the power and authority granted governing boards under Washington State law and shall include the power and authority to make any decisions appropriate for the SHFD RFA and for matters related to Title 52 RCW.
- 6. Compensation for the Governing Board.** Members of the Governing Board, including advisory positions, will receive compensation in the same manner and under the same conditions as provided by law for Fire Commissioners of a fire protection district organized under Title 52 RCW, and as provided by law for Councilmembers established in Bothell Municipal Code Chapter 2.92 and Title 35 RCW.

7. **Sno10 Advisory Board.** In recognition of two strategic capital projects, the purchase of a new fire engine and major remodel of Station 44, the current Fire Commissioners of Sno10 will be offered positions on an advisory board specifically to complete said work. They will be compensated in the same manner as members of the Governing Board and as allowed under Title 52 RCW. The advisory board will be dissolved after the two projects are completed.

RFA Plan Revision Disposition:

The GOVERNANCE and ORGANIZATIONAL STRUCTURE section of the Plan may be amended by a majority vote of the RFA Governance Board; provided, amendment or revision to provide for Commissioner Districts pursuant to RCW 52.26.080 is subject to voter approval.

	SECTION 6	FUNDING and FINANCE	
	<i>Adopted</i>	<i>May 1, 2025</i>	
	<i>Revision</i>	The FUNDING and FINANCE section of the RFA Plan is subject to amendment or revision by the Governing Board except when voter approval is required by statute.	
	<i>Revised</i>	<i>March 1, 2027</i>	

A. INTERIM RFA FINANCES

1. The operation and administration of the SHFD RFA for 2027 after the Effective Date shall be funded by the funds budgeted for fire department services in the budget of the SHFD RFA and budgets of each Bothell and Sno10 for the 2027 calendar year.
2. If voters within Bothell and Sno10 approve the annexation of such jurisdictions, respectively, into SHFD RFA as provided herein, the SHFD RFA property tax levy and charges shall be imposed and collected beginning January 1, 2028 (the calendar year following the Effective Date of annexation). Prior to January 1, 2028, Bothell and Sno10 shall continue to pay for services in the manner as provided herein and established by agreement between the SHFD RFA and Bothell and Sno10, as applicable.

B. RFA REVENUES:

1. **Tax Levies.** The SHFD RFA is authorized to levy up to \$1.00 per thousand of assessed valuation and collect taxes in accordance with RCW 52.26.050 (1) (b). However, in the first year the SHFD RFA has taxing authority within all of the Participating Jurisdictions, 2028, the SHFD RFA expects to levy and collect taxes at the tax levy rate of approximately \$.45 per thousand of assessed valuation; provided the exact levy rate will not be able to be defined until late 2027 during the 2028 budget process.
2. **Benefit Charge.** The SHFD RFA shall be authorized to impose a fire benefit charge (FBC) on all improved properties within the SHFD RFA service area, initially based upon the general formula and methodology provided in Appendix A in accordance with RCW 52.26.050(1)(a). The exact amount of the FBC will be determined in late 2027 during the 2028 budget process.
3. **Service Contracts.** To the extent permitted by law, the RFA Governance Board shall have the authority to pursue and contract with agencies and entities exempt from property taxes in accordance with RCW 52.30.020 and related statutes.

4. **Impact and Mitigation Fees.** The SHFD RFA shall have the authority to impose impact and mitigation fees in the manner authorized by law.
5. **Additional Revenue Options.** The RFA Governing Board shall have the authority to pursue, subject to any applicable statutory voter approval requirements and RFA Plan Amendment, if required, all additional revenue sources authorized by law including but not limited to revenue sources specifically identified in Title 52 RCW and Title 84 RCW that are not otherwise addressed in chapter 52.26 RCW.

C. TRANSFER OF ASSETS.

1. **Bothell Assets.** In accordance with RCW 52.26.100, on the Effective Date, Bothell shall transfer all current assets to the SHFD RFA pertaining to fire protection except for Stations 42 and 45 and except for any assets related to CRR/Fire Prevention services to continue to be provided by Bothell. Such assets shall include all Bothell Fire Department related real property and personal property, including but not limited to furniture, office equipment, motor vehicles, reports, documents, surveys, books, records, files, papers, or written material pertaining to the Bothell Fire Department.

Bothell shall retain ownership of Stations 42 and 45 until it is practical to transfer ownership to the SHFD RFA for one dollar (\$1), but such transfer shall occur no later than the date when bonds issued by Bothell for the construction of and improvements to such stations, including refunding bonds, are no longer outstanding (expected to be 2040). From and after such transfer, the SHFD RFA shall retain an automatic reversionary interest in such stations in the event that these stations are no longer used for fire protection and response services provided by the SHFD RFA. On the Effective Date or other date as mutually agreed to by Bothell and the SHFD RFA and prior to the transfer date, Bothell shall lease Stations 42 and 45 to the SHFD RFA at an annual rate of one dollar (\$1). As a condition for the lease, the SHFD RFA shall assume 100% of the maintenance, operational, construction and improvement costs for Stations 42 and 45 specific to fire department operations, except for any ongoing contentious or litigated projects such as, but not limited to, current HVAC system repair work, which shall remain with Bothell. The lease shall provide the SHFD RFA with full authority to improve, construct, renovate and equip the leased Stations so long as such Stations continue to be used for fire protection and response services by the SHFD RFA.

Bothell intends to continue to provide CRR/Fire Prevention Services and to maintain employee positions and assets related thereto from and after the Effective Date. In the event that such services, employees and assets are to be transferred to the SHFD RFA, such transition will be provided for by separate agreement between Bothell and the SHFD RFA, as needed.

- 1.1. On the Effective Date, Bothell shall commit to the following transfers to the SHFD RFA as identified below. The specific transfer amounts will be defined once the

Bothell 2027 budget has been approved. When referencing the fire department budget calculations below, the amount will include all fire department specific line items as if the fire department is remaining with Bothell and shall also include costs covered in other Bothell divisions, such as, but not limited to, finance, information technology (IT), human resources, facilities, fleet not covered under contract with the SHFD RFA, and other maintenance and operations costs, except for Fire Marshal Office staff (Fire Marshal, Assistant Fire Marshal, Deputy Fire Marshal, and Administrative Assistant).

- a. For 2027 Operations – A transfer equal to the remainder of the amount budgeted by Bothell in 2027 to operate the fire department. The aforementioned remainder references the amount budgeted minus any funds already expended in 2027. Payments will occur according to the schedule determined by a separate interlocal agreement.
 - b. For Asset Replacement – A transfer of \$105,000 shall occur within 30 days of the Effective Date, with an additional \$505,000 transfer no later than April 1, 2028, to assist with the current SHFD RFA capital replacement plan.
2. **Sno10 Assets.** On the Effective Date, Sno10 shall immediately transfer any current and future assets to the SHFD RFA. Such assets shall include all real property and personal property, including but not limited to furniture, office equipment, motor vehicles, reports, documents, surveys, books, records, files, papers, or written material owned by or in the possession of Sno10.
 - 2.1. On the Effective Date, Sno10 shall transfer to the SHFD RFA all funds held with Snohomish County, as *its ex officio* Treasurer, together with all future property tax and contractual payments received at the time of receipt.

D. LIABILITIES.

1. **Bothell Debt.** On the Effective Date, the SHFD RFA shall assume all outstanding liabilities of Bothell specific to fire department operations, except for any ongoing contentious or litigated projects such as the HVAC situation at Stations 42 and 45. Voter approved debt, such as Unlimited Tax Obligation (UTGO) bonds, shall remain with the originating jurisdiction's voters.
2. **Sno10 Debt.** On the Effective Date, the SHFD RFA shall assume all outstanding liabilities of Sno10. Voter approved debt, such as Unlimited Tax Obligation (UTGO) bonds, shall remain with the originating jurisdiction's voters.
3. **SHFD RFA Debt.** SHFD RFA voter approved debt, such as Unlimited Tax Obligation (UTGO) bonds, shall remain with the originating jurisdiction's voters.

4. **Future SHFD RFA Expenses.** All future fire department related expenses that would have been incurred by Bothell and Sno10 beginning in 2028 shall be the responsibility of the SHFD RFA.
5. **Bothell Accrued Leave.** On the Effective Date, the SHFD RFA shall assume all outstanding accrued leave liabilities of Bothell fire department personnel transferring employment to the SHFD RFA. However, Bothell will be invoiced for the “cash out” cost of any legacy Bothell fire department personnel separating from the SHFD RFA prior to or on December 31, 2028.
6. **Bothell Public Safety Levy.** Bothell shall continue to collect the full amount of its Safe and Secure Levy through 2030 and transfer funds to the SHFD RFA commensurate to cover ten senior (5-year) Firefighter positions with benefits. When the current levy sunsets, there would no longer be any obligation from Bothell to cover these positions.
7. **Bothell and Sno10 EMS Levies.** With the dissolution of Sno10, there will be no authority to collect EMS levy funds beyond 2027. For 2027 the Bothell Urban EMS District and Sno10 will continue to collect EMS levy funds and transfer them to the SHFD RFA. However, in 2027 the SHFD RFA will ask the voters to re-establish a replacement EMS levy, for 2028 and beyond, to mimic the King County EMS levy across both Bothell and Sno10 jurisdictions. This will ensure the continuation of funding and delivery of EMS services.
8. **Bothell LEOFF1 Retirees.** Bothell shall retain all existing LEOFF1 retiree responsibilities.

RFA Plan Revision Disposition:

The FUNDING AND FINANCE section of the RFA Plan is subject to amendment or revision by the Governing Board except when voter approval is required by statute.

	SECTION 7	ORGANIZATIONAL STRUCTURE - PERSONNEL - ADMINISTRATION	
	<i>Adopted</i>	<i>May 1, 2025</i>	
	<i>Revision</i>	The ORGANIZATIONAL STRUCTURE - PERSONNEL - ADMINISTRATION section of the RFA Plan is subject to amendment by a majority vote of the RFA Governance Board.	
	<i>Revised</i>	<i>March 1, 2027</i>	

A. ORGANIZATIONAL STRUCTURE.

1. **Organizational Chart.** The SHFD RFA shall be organized as provided in Appendix B of the RFA Plan.

B. PERSONNEL.

1. **Fire Chief.** On the Effective Date, the Fire Chief of SHFD RFA shall continue serving in such capacity. The Fire Chief shall always be appointed and serve at the pleasure of the RFA Governance Board.
2. **Personnel.** The existing personnel of Bothell Fire Department, except the Administrative Assistant in the Fire Marshal Office, shall be offered positions in the SHFD RFA to fulfill assigned duties as outlined in the organizational structure in Appendix B. All personnel that choose to accept positions shall be transferred on the Effective Date. Efforts will be made to ensure personnel will remain at their current rank, grade and seniority.
3. **Agreements.** All current employee agreements, personal service contracts, and any other contracts or agreements pertaining to work, duties, services or employment with Bothell shall be transferred over with all personnel on the Effective Date.

C. ADMINISTRATION.

1. **Administration.** Administrative personnel from Bothell that choose to transfer to the SHFD RFA will be added to the current administrative staff of the SHFD RFA. All current administrative and business functions, agreements, documents, policies and procedures, operations, and information technology shall transfer over to the SHFD RFA unless otherwise noted in this plan.

2. **Seamless Transition.** Unless otherwise noted in the RFA Plan, the transfer of authority and the administration and management of the SHFD RFA shall be seamless and shall initially model the current administrative and management components of the current SHFD RFA.

RFA Plan Revision Disposition:

The ORGANIZATIONAL STRUCTURE – PERSONNEL - ADMINISTRATION section of The RFA Plan is subject to amendment by a majority vote of the RFA Governance Board.

	SECTION 8	OPERATIONS AND SERVICES	
	<i>Adopted</i>	<i>May 1, 2025</i>	
	<i>Revision</i>	The OPERATIONS AND SERVICES section of The RFA Plan is subject to amendment by a majority vote of the RFA Governance Board.	
	<i>Revised</i>	<i>March 1, 2027</i>	

A. FIRE PROTECTION AND EMERGENCY MEDICAL SERVICES.

1. On the Effective Date, the SHFD RFA shall become the service provider for all fire protection, fire suppression, emergency medical services and for the protection of life and property, except Fire Marshal Office work within Bothell, to the areas currently served by the RFA, Bothell, and Sno10. Fire Marshal Office work in Bothell shall remain the responsibility of the City of Bothell.
2. The RFA Governing Board shall determine staffing models, standards of coverage, deployment standards, field operations, command staffing, and operational policies and procedures for the SHFD RFA and shall, within budgetary limitations, work to maintain or improve service levels.
3. A recognized need to improve service levels in the northwest corner of the City of Shoreline and south Bothell currently exists. This will be a high priority to address in 2027 and will require the construction of new fire stations in each area. The completion of these stations, and subsequent staffing anticipated in 2030, will significantly improve performance in the cities of Bothell, Kenmore, and Shoreline.
4. All current automatic aid and mutual aid agreements, and any other contractual services agreements, documents, or memorandums currently in place with Bothell and Sno10 shall be transferred over to the SHFD RFA on the Effective Date to provide continuous, seamless readiness and emergency services coverage.

RFA Plan Revision Disposition:

The OPERATIONS AND SERVICES section of the RFA Plan is subject to amendment by a majority vote of the RFA Governance Board.

APPENDIX A
Fire Benefit Charge Data
Subject to Modification by elected RFA Governance Board

**THE PICTURE BELOW IS A SAMPLE ONLY. ACTUAL SPECIFIC DETAILS TO BE
DEFINED IN 2028 BUDGET PROCESS.**

Shoreline Factors and Totals for 2026

Fire District	64	Factor	Max Sq Ft	Factor	Max Sq Ft	Commercial Subtotals				
Residential 1	0.42	5,000	Commercial - 1	3	4,000	308	Commercial 1	\$419,663.05	736,205	
Residential 2	0.52	6,500	Commercial - 2	4	10,000	259	Commercial 2	\$752,532.68	1,665,398	
Residential 3	0.62	8,000	Commercial - 3	5	20,000	119	Commercial 3	\$604,196.32	1,672,350	
Residential 4	0.72	10,000	Commercial - 4	6	50,000	111	Commercial 4	\$1,018,166.98	3,661,582	
Residential 5	0.82	15,000	Commercial - 5	7	100,000	101	Commercial 5	\$1,500,540.20	7,024,937	
Residential 6	0.92	20,000	Commercial - 6	8	200,000	35	Commercial 6	\$845,244.28	4,619,694	
Residential 7	1.02	No Max	Commercial - 7	9	No Max	12	Commercial 7	\$440,421.98	3,178,476	
Multi Unit	0.6		Cost Per Gallon	65.83		# Parcels FBC \$ Square Feet				
Sprinkler	0.7		Balancing Factor	0.00818673		Residential Subtotals				
# Parcels	FBC \$	Square Feet								
47,493	Residential	\$9,059,890.91	116,753,182							
945	Commercial	\$5,580,765.49	22,558,642							
1,202	Mobile Home	\$0.00	1,868,364							
281	Multi Unit	\$2,359,359.47	19,202,157							
49,921	Total District	\$17,000,015.87	160,382,345							
				46,452 Residential 1 \$8,623,001.02 110,048,553						
				816 Residential 2 \$291,359.27 4,470,941						
				117 Residential 3 \$55,266.73 823,397						
				52 Residential 4 \$33,037.90 470,002						
				36 Residential 5 \$29,529.71 425,579						
				15 Residential 6 \$17,708.50 274,040						
				5 Residential 7 \$9,987.78 240,670						

APPENDIX B Organizational Structure

Proposed structure for 2027 after Bothell and Sno10 are annexed into the SHFD RFA.

