



# SHORELINE FIRE DEPARTMENT (RFA) GOVERNING BOARD SPECIAL MEETING

## SHORELINE FIRE DEPARTMENT (RFA) SPECIAL JOINT MEETING MINUTES

March 12, 2026

Shoreline Fire Department (SFD) Board of Commissioners  
and  
North City Water District (NCWD) Board of Commissioners

Chair Fischer called the special Joint meeting to order at 5:30 p.m. on March 12, 2026. The meeting was held at the Shoreline Fire Department, located at 17525 Aurora Avenue North, Shoreline, Washington 98133. As required by RCW 42.30, the special meeting notice was posted on February 27, 2026. Commissioner Fischer read into records Commissioners Webster and Wollum's excused absence.

### PLEDGE ALLEGIANCE:

### ROLL CALL:

#### SHORELINE FIRE DEPARTMENT

**Kimberly Fischer**, Chair  
**Tyler Byers**, Commissioner (attend via Zoom)  
**David Harris**, Commissioner  
**Rod Heivilin**, Commissioner  
**Rick Nye**, Commissioner  
**Josh Pratt**, Commissioner  
**Barb Sullivan**, Commissioner  
**Eric Adman**, Vice-Chair

#### NORTH CITY WATER DISTRICT

**Charlotte Haines**, NCWD Commissioner (attend via Zoom)  
**Patricia Hale**, NCWD Commissioner (attend via Zoom)  
**Ron Ricker**, NCWD Commissioner, Board President  
**Diane Pottinger**, NCWD District Manager  
**Max Woody**, NCWD Director of Operations/Engineering

### ABSENT:

**Rick Webster**, Commissioner  
**Lisa Wollum**, Commissioner (attend via Zoom)

### SOUND TRANSIT (ST):

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- **SFD Sound Transit (Lynnwood Link the NE 145<sup>th</sup> St/SR 522):** Chief Cowan provided the following updates:
  - Major project components have been completed. The Department continues to manage remaining operational items associated with the project.
- **NCWD Sound Transit:** Diane Pottinger provided the following updates:
  - Multiple easements were required for the light rail station areas. NCWD is awaiting final easement documentation from Sound Transit.
  - Completion has been delayed due to outstanding property transactions between Sound Transit and the City of Shoreline. Until these transactions are finalized, NCWD is unable to close out associated projects. This process has taken approximately one year to resolve and remains pending final recording.
  - Discussed ongoing coordination related to infrastructure improvements along NE 145th Street and Bothell Way. The project has been divided into multiple segments by jurisdiction

(Shoreline, Kenmore, and Bothell), each managed separately by Sound Transit, which has added complexity to coordination and project delivery.

- Certain hydrants connected to Seattle Public Utilities extend across jurisdictional boundaries into Shoreline. Two hydrants are planned for removal as part of current work, while a third will remain until future project phases due to the cost of roadway restoration.

#### **FIRCREST FACILITY:**

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- **NCWD Fircrest Facility:** Diane Pottinger provided the following updates:
  - NCWD has entered into a Memorandum of Understanding with the Department of Social and Health Services (DSHS) regarding the Fircrest campus water system. The agreement outlines a phased transition in which the district will assume the system once it is upgraded to meet current NCWD standards.
  - The initial phase includes development of a new facility (approximately 120-bed hospital and laundry facility) located east of 15<sup>th</sup> Ave NE and NE 155th Street. This component is proceeding and will include a utility easement granted to NCWD for water infrastructure, to be formally recorded.
  - Long-term planning includes the potential construction of either a reservoir or pump station on the Fircrest campus or across the screen at the District's maintenance facility. The full buildout and system transition at the Fircrest campus is anticipated to occur over an extended timeline of approximately 15 to 20 years.

#### **SHORELINE FIRE DEPARTMENT UPDATES:**

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- **Regionalization Update:** Chief Cowan provided the following updates:
  - While the Bothell City Council appears generally supportive of exploring a Regional Fire Authority (RFA) model, additional information has been requested before a final decision is made.
  - Financial analysis is ongoing, including evaluation of a fire benefit charge model that would incorporate Bothell properties into the RFA structure.
  - Timing considerations were discussed, including the need for an August ballot measure to allow for full implementation by January 1, 2027.
- **SFD Staffing Update:** Chief Cowan provided the following updates:
  - The Department's Administrative Director will be retiring effective June 30. The Department has completed a review of its organizational structure and is planning minor adjustments to support long-term operational needs.
  - Sixteen firefighter recruits (combined between Bothell and Shoreline) are currently participating in the fire academy based in Kenmore, with anticipated graduation at the end of May.
  - Three personnel are currently enrolled in paramedic training, with expected program completion in late July or August.
- **SFD Capital Projects Update:** Chief Cowan provided the following updates:
  - Projects are primarily focused on equipment replacement and operational improvements, with no major large-scale capital purchases anticipated.

- Recent apparatus investments include the delivery of a new ladder truck, the upcoming arrival of a new fire engine, and future planning for a heavy rescue apparatus for Kenmore.
- Long-term planning for Station 62 (Richmond Beach), including potential redevelopment and use of adjacent property, remains under Board consideration. Timing is dependent on future funding decisions and potential regionalization efforts.
- **SFD Training Opportunities:** Chief Cowan provided the following updates:
  - The Department continues to utilize acquired structures for live fire training when available. Current training efforts are primarily focused on apparatus operations, including certification and familiarization for the new ladder truck and upcoming fire engine.
  - The Department is preparing for regional support related to upcoming FIFA events.

#### **NORTH CITY WATER DISTRICT UPDATES:**

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- **Capital Projects Update:** Max Woody provided the following updates:
  - **Sheridan Beach:**
    - Two projects in the Sheridan Beach area were completed, including a new waterline connection near McAleer Creek and a redundant connection from 41st Avenue to Beach Drive. These improvements increased system redundancy and enhanced fire flow capacity in the area.
  - **Sound Transit / NE 145th Corridor:**
    - Limited waterline work is planned along NE 145th Street; however, hydrant replacements and installation of a new water service for a transit facility are included.
    - Redundant or closely spaced hydrants connected to Seattle Public Utilities (SPU) were evaluated, with two planned for removal as part of the ST NE 145<sup>th</sup> Street project. Construction is expected to begin in spring 2026.
  - **Bothell Way Corridor (Future Project):**
    - A larger waterline replacement project along Bothell Way is anticipated as a later phase (potentially 2027 or beyond). The project will include replacement of aging infrastructure and installation of new hydrants.
  - **Department of Social and Health Services Project (Fircrest Campus):**
    - Waterline installation is nearing completion, with follow-up work planned for final documentation and system integration. Future connections are expected as additional development occurs.
  - **NE 6th Avenue / NE 145th Connection:**
    - A new connection is planned to link recently installed waterlines to improve system continuity and capacity. The project requires coordination with multiple agencies and permits but is expected to be constructed this spring.
  - **NE 155th Street Improvements:**
    - This project includes replacement and upsizing of waterlines to improve capacity and support future pressure zones, as well as additional requirements due to updated ADA standards. Hoping to coordinate with the City of Shoreline on this project.

➤ **Lake Forest Park Main Replacement (Sheridan Heights Area):**

- Replacement of aging 1950s-era waterlines due to repeated main breaks. The project will improve reliability and fire flow. Permitting is nearing completion, with construction anticipated within the year.

• **Flexnet System:** Max Woody provided the following updates:

- NCWD reported continued use of the leased SFD Station 65 site to support its Advanced Metering Infrastructure (AMI) system and expressed appreciation for the partnership and use of the facility.

**GOOD OF THE ORDER**

- A question was raised regarding the pump station located at NE 145th Street and 5th Avenue. It was clarified that the Seattle Public Utilities (SPU) FOY pump station will remain in place. Planned improvements include installation of new sidewalk infrastructure and associated site upgrades.
- It was reported that North City Water District has completed negotiations on a wholesale water contract with the City of Seattle following approximately four and a half years of discussions.

The Governing Board adjourned the special joint meeting at 6:26 p.m.

Minutes prepared by: Beatriz Goldsmith

Boupha K. Siharath  
Secretary to the Governing Board

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Kimberly A. Fischer, Chair

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Eric Adman, Vice-Chair

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