

RFA TIMELINE (3/7/24 DRAFT)

January 2024

Phase 1: Decision to Explore RFA

Governing Body Decision: **(COMPLETE)**

- Each Governing Body interested decides to explore the possibility of forming an RFA within reasonable proximity to neighboring fire protection jurisdictions.

Letters of Intent: **(COMPLETE – VIA RESOLUTIONS)**

- Governing Bodies send letters to each other indicating their desire to study the possibility of forming an RFA.

February 2024

Phase 2: Formation of Planning Committee

Appointment of Planning Committee: **(COMPLETE)**

- Governing Bodies, by Resolution, appoint three (3) members each to form an RFA Planning Committee.
- Members include three City Council elected officials from the involved Municipalities.

March 20, April 3, April 17, 2024

Planning Committee Rules: **(UNDERWAY)**

- Determine frequency of meetings.
- Select a Chair.
- Planning Committee meets and establishes rules of operation, public comment guidelines, use of alternates, use of facilitator, use of technical review committee,
- Commence preliminary financial review.
- Discuss the use of subcommittees.
- Establish a time frame for the final report.
- Establish a time frame for Council adoption of the final report.
- Scope for two contracts for 1) facilitation of RFA committee and 2) public engagement

May 1, May 15, May 29, June 5, June 19, 2024

Phase 3: Vision and Framework Development

Vision and Services Identification: (PENDING)

- Planning Committee identifies and confirms the vision of the RFA and the services it will provide.
- The composition of the governing body of the RFA i.e. mix of City Council members, citizens, elected or appointed at large, voting or non-voting.
- The number of members on the new governing body and length of time each member will serve on the new governing board.
- The funding mechanism to be utilized by the RFA i.e. ad valorem taxes, benefit charges, excess levy, EMS Levy, GEMT, etc.
- Establish the extent of labor involvement in the planning process.
- Review the collective bargaining agreement (CBA) and align it the new RFA configuration, if necessary.

July 3, July 17, July 31

Governing Body Composition and Funding Mechanism: (PENDING)

- Determine the composition, terms, and rules of the Governing Body of the RFA.
- Length of time each member will serve on the new governing board.
- Evaluate and decide on the funding mechanisms to be utilized by the RFA.

August 7, August 21

Level of Service/Standards of Cover: (PENDING)

- Define the level of service and standards of cover to be utilized by the RFA.
- Determine the makeup and structure of the Administrative Team.

September 4, September 18, October 2, 2024

Phase 4: Labor and Methodology

Labor Involvement: (PENDING)

- Review the collective bargaining agreement (CBA) and align it the new RFA configuration, if necessary.

Drafting of RFA Plan: (PENDING)

- Planning Committee finalizes the RFA Plan and adopts it by majority vote.

*Feasibility of Prop
Administration & Insurance*

November 4 (Camas), November 11, Washougal

Approval by Governing Bodies: (PENDING)

- RFA Plan is sent to individual Governing Bodies for approval.

November 2024

Phase 5: Adoption, Ballot Preparation, and Approval

Ballot Language Development: (PENDING)

- Planning Committee develops ballot language for the RFA and presents it to Governing Bodies.

Approval of Ballot Language: (PENDING)

- Individual Governing Bodies approve the ballot language.
- Each Governing Body places the ballot on the same ballot within their jurisdictions.

February, 2025

Phase 6: Public Vote and Post-Election Actions

Filing Deadline for April Vote ?February 21? 2025

- Prepare and submit ballot title.

Public Vote: ?April 22,? 2025 (PENDING)

- An RFA Plan may include a funding mechanism for ad valorem property taxes up to \$1.50 per \$1000 of A/V and be put to a Public vote. If ad valorem property taxes are included, a simple majority of the combined total (50% + 1) is required. For excess levy or benefit charge, a 60% super majority is required.

Post-Election Actions: (PENDING)

- If the RFA Plan passes, it goes into effect on the following January 1st or July 1st.
- If the RFA Plan fails, It may return to the Planning Committee for further action.

Possible Actions Post-Failure: (PENDING)

- Planning Committee may retool the plan for resubmission, conduct additional public outreach, or decide against the RFA.
- The RFA Plan can be voted on three (3) times before the Planning Committee has to formally be dissolved.

RFA Operation Commencement: (PENDING)

- If approved, the RFA begins operation on January 1st or July 1st following the election.
- If the RFA vote takes place after August 1st of a given year, then the RFA cannot legally collect ad valorem taxes or a benefit charge until the year following the formation of the RFA. If the election is held prior to August 1st, then the RFA can collect taxes and/or the benefit charge the upcoming year.
- In situations wherein taxes or the benefit charge cannot be collected, the RFA should contract back with the original participating cities to have them collect funds and distribute them to the RFA via a contractual agreement for the first year of the RFA. Thereafter, the RFA will collect revenues on its own.

Phase 7: First Year Management

January 2026 to December 2026

Possible Actions First Year: (PENDING)

- The first year of operation presents unique challenges to the funding. Taxes will be distributed to the RFA in April and October.
- Operation reserves will not exist.
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