

**City of Bellingham – Fire District 8  
Regional Fire Authority Planning Committee  
Meeting 1**

Date: Monday, June 26, 2018

Time: 1:30 P.M. – 3:30 P.M.

Location: Bellingham City Hall - Mayor's Boardroom

Minutes

1. Welcome and Introductions (10 min.)

Planning Committee:

Mayor Kelli Linville, District 8 Commissioner Roger Buswell, District 8 Commissioner David Lehmann, District 8 Commissioner Rob Neher, City Council Terry Borneman, City Council Michael Lilliquist

Staff Team:

Fire Chief Bill Newbold, Planning Director Rick Sepler, Fire Captain Dave Pethick, Assistant Fire Chief Bill Hewett, Fire Administrative Manager Kristi Clift, City Deputy Administrator Brian Heinrichs, City Finance Manager Andy Asbjornsen, Fire Captain Tim Kays

2. Presentation: Overview of the RFA Planning Process - Chief Newbold (30 min.)

Review forms of Governance

COB & D8 Collaboration History

Why an RFA?

Challenges

Role of the Planning Committee

Sample Project Schedule

Proposed RFA Boundaries

Calls for Service Summary

Incidents Summary

2017 Financial Data

RFA Funding Options

Fire Benefit Charge Explanation

Example of RFA Revenue COB + D8

3. Review sample RFA Plan (forwarded in advance) - Chiefs Hewett & Newbold (10 min.)

Renton Example

Governance, Finance, Organization, Services Provided - Discussion

4. Review of draft proposed charter and operating rules for Committee - Chief Hewett (15 min.)  
Planning Committee members review for discussion at next meeting
5. Electing Committee Chair, Vice-Chair, appointing Secretary - Planning Committee members (10 min.)  
Postponed to next meeting
6. Discussion on Critical Issues - Chief Hewett (20 min.)  
Fairness of funding  
Funding able to be sustainable for current and future services  
Maintain and enhance services  
Keep costs reasonable  
Governance - Relationship of City & District, How do we integrate, define services
7. Committee Meeting date(s) (10 min.)  
Next meeting - July 17<sup>th</sup>, 2:00pm-4:00pm  
Suggest to meet at least monthly
8. Next Agenda/Date (10 min.)
9. Closing Comments/Adjourn -  
  
Clear statement of the problem  
Clear statement of what will happen if we don't go forward  
Did we achieve this?