

Emergency Communication System and Facilities Program Advisory Board

Meeting Minutes

December 3, 2020 at 10:00 am via Teams

Members Present:

Adam Fortney – Chair	Chris Alexander	Jon Nehring
Jason Biermann	Dan Templeman	Roy Waugh
George Hurst		

Others:

Brad Steiner	Kurt Mills	Brian Haseleu	Russell Wiita
Terry Peterson	Nathan Kennedy	James Martin	Jill Iversen

Sheriff Fortney Call to Order 10:00 am

Meeting Minutes Approval

September 3, 2020 Meeting Minutes	Motion for Approval	Jon Nehring
	2 nd	Chris Alexander
	All Approved	

Tulalip Tribal PD ON-Boarding Scope and Costs (Mills & Steiner)

Mills:

Tulalip Tribal Police is the only County Law Enforcement Agency that is not officially part of Snohomish County 911. They operate on their own radio frequency, a dying Legacy System. The Sno911 Board has agreed we could enter into a contract with the Tulalip Tribal Police for radio only use. We have a similar contract with the Stillaguamish Tribal Police. The Tulalip is different in that it is Radio only. The Sno911 would like to recommend to this body that the radios be funded to allow Tulalip to come onboard. The board does want to start off with a 12-month term. After 12 months we'll make any adjustments if necessary and if we decide it's not working for either party, we can end the contract and they will give the radios back to us.

Steiner:

Six months ago, this advisory board approved a scope increase of \$600,000 to bring Tulalip Tribal Police on board. Through continued conversations with the Tribe, new quantities have come to light.

Here is where we are at:

The number of mobiles and portable radios have increased, so our estimate is now \$1,020,000, rounding up.

Additional reasons for the increase:

- Wi-fi feature through change order 2, that increased the cost of the subscribers.
- Also, when we received the updated numbers from the Chief and applied the 130% factor that we've applied to all LE agencies, it brought the portables up from the previous number.

We have 80 portables to cover their authorized officer count. They have 66 vehicles, which is more than was originally discussed.

They'll receive their portables after everyone else has received theirs.

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We are advocating that Tulalip Tribal Police continue their own consoles, so they will not be bridging into the Sno911 Network. We will be providing some radios to them so they can bridge their current consoles onto the new system. Anything in their dispatch center with the exception of the three radios that their consoles use, will be their responsibility to install or upgrade if they want to.

Mills:

We are proposing this as a step increase as opposed to using contingency dollars since they were never envisioned to be a part of this agreement.

Haseleu:

Included in the budget request for 2021, was the initial estimate of \$600,000 which we clearly called out as a scope increase. This will be an additional scope increase. We will want to talk with Council as the authorizing body is what vehicle should we use to get authority for that Scoped increase change. We will want some formal action or briefing with Council to get them on board with the better and more refined estimate of the cost associated with bringing Tulalip on board.

\$420,000 Scope Increase for a total of \$1,020,000 Scope Increase

Motion for Approval	Chris Alexander
2 nd	George Hurst
All Approved	Scope Increase passed by Board

RRP Subscriber Deployment (Steiner)

We completed the pilot test for both Fire and Law agencies.

Number one goal from day one is to get new radios into the hands of the users. The pilot test that we did has really yielded fruit. This is a good thing when it comes to quality; the fire community has a lot of changes they made to the template that they approved in August. We are happy we have taken this extra time to make sure we have the programming right, because there's things that we wanted to change. We are in the process of finalizing the programming with the TACS which is scheduled to happen next week (Dec. 7-11, 2020) but we are also working with the template committee to make sure all the requested changes are prioritized and agreed to. We have over a hundred points of feedback that we are evaluating.

The plan is to be deploying subscribers, portables in particular, starting in January. There is a quality process in place, we are taking user feedback into account and we're not going to release all the subscriber until everyone is satisfied with it.

We have a Police TAC schedule for next Tuesday (Dec. 8, 2020), Fire TAC scheduled for next Wednesday (Dec. 9, 2020). My hope and goal that we get the final templates approved and then the Motorola programming machine will start.

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Roundtable

Peterson:

The SNO911 Board at their November meeting selected City of Mill Creek Councilmember Vince Cavaleri as an alternate as well as appointed him to this committee as the City Official (SERS).

Haseleu:

Update to the 2018 Cash Flow Projection Emergency Communication System and Facilities Tax. When we did that, we had a budget for the Radio System specifically, the 66.8 Million Dollars for the Radio System Replacement Project. Additionally, the tax generates money above and beyond the replacement of the existing radio system. Our goal was to prioritize the money consistent with the priorities included in the ordinance that authorized the underlining tax, and secondarily our goal in putting that cashflow projection together was to utilize short-term financing strategies to ensure if the tax was implemented we could borrow money so we wouldn't be restrained in the buildout of the system.

We have been able to update that five-year plan as to what the actual receipts are. We have removed that short-term financing aspects because it confuses and muddies the plan. We had to do an internal fund loan to be able to make that first progress payment in 2018 when we entered into the contract with Motorola. We turned that loan into a bank anticipation note, prior to us going out to bond. We then went out to bond to get the 35 million to have the capitol in place to be able to build out that system. So, with the five year, we removed the short-term financing aspect to make the plan easier to understand and be able to see more of the policy recommendations that are imbedded within that plan. The priorities that were included in the enabling legislation which is Ordinance 18-037, had priorities built into the use of these funds:

1. Repayment of bonds used to finance the emergency communication equipment and infrastructure.
2. Setting aside sufficient capital for future equipment replacements including technology upgrades and infrastructure improvements.
3. Providing funds for maintenance and operation costs paid by the system user.

See 2021 Draft Fund 170 5 Yr. Plan – Excel

The tax started and has accumulated through 2018 and into 2019 with actuals, we've got a projection for 2020 and it shows the available revenue stream for the next five years. If you summarize all those components that equals the 66.8 million dollars of costs associated with the Radio Replacement Project. Looking at our other expenditures, first is our dept service payment excluding the short-term financing is 2.8 million for a fifteen-year period of time to pay off the 35 million we borrowed to be able to build the system out as quickly as possible. In 2020 we have additionally the 1.2 million dollars for SNO911 Support. This shows, given the fluctuations of this being a sales tax revenue in economic conditions, we're setting aside 5 million dollars just as reserves. With 5 million dollars over fifteen years which is the life of the bonds, you will then have 75 million available for potential replacement of the system. We will not know what the technology will be in that timeframe, but that was the reasoning behind the 5 million to start to accumulate so we didn't have to borrow or go back out to the public to ask for additional funding sources.

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We anticipated there would be additional coverage needs that the original system wasn't designed for. We are setting aside 3 million in 2021, 4 million in 2022 and 2023, and then back down to 3 million in 2024, for scope increases for these additional needs.

Small capital needs are for subscriber user radio replacement which we'll start setting aside in 2024.

This Board will make all the recommendations to the Executive and Council as to how to program these dollars in the future. We are projecting an ending fund balance of 3 million at the end of 2025. Our revenue projection has been revised to take into consideration the impact sales tax as a result of the COVID-19 pandemic.

Meeting adjourned at 10:57 am

Meeting minutes by:

Jill Iversen

Sheriff's Administrative Assistant