



Regional Wireless Cooperative

Board of Directors

Agenda

November 19, 2015

10:00 a.m. – 11:30 a.m.

	ITEM	PRESENTER
1)	<p>Call to Order, Roll Call, Opening Comments</p> <p>Michael Sumnicht Recognition / Introduction of New Motorola Account Manager, Michael Paz</p>	<p>Chair Hartig Scottsdale</p> <p>Mr. David Felix – RWC Executive Director</p>
2)	<p>Call to the Public A member of the public may request to address the Board by submitting a blue card that is available at the entry of the room. Speakers will be considered at the sole discretion of the Board Chairman, and will be allotted no more than three (3) minutes to speak.</p>	<p>Chair Hartig Scottsdale</p>
3)	<p>Approval of RWC Board Meeting Minutes from September 24, 2015 This item is for information, discussion and action.</p>	<p>Chair Hartig Scottsdale</p> <p>Est. 2 min.</p>
4)	<p>RWC Financial Update for Fiscal Year 2014/15 The purpose of this item is to provide an update to the Board on the RWC's Fiscal Year 2014/15 Financials. This item is for information, discussion and action.</p>	<p>Mr. David Felix – RWC Executive Director</p> <p>Ms. Kelly Stewart – RWC Accountant III</p> <p>Est. 10 min.</p>



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10:00 a.m. – 11:30 a.m.

<p>5)</p>	<p>Approval to Adopt the RWC 2016/2017 Budget and 5 Year Plan The purpose of this item is to request approval from the Board to adopt the RWC 2016/2017 Budget and 5 Year Plan. This item is for information, discussion and action.</p>	<p>Mr. David Felix – RWC Executive Director Ms. Kelly Stewart – RWC Accountant III Est. 10 min.</p>
<p>6)</p>	<p>Chandler Pursuit Briefing The purpose of this item is to update the Board on the Chandler Pursuit. This item is for information and discussion.</p>	<p>Mr. Ron Parks Ms. Michelle Potts Chandler 10 min.</p>
<p>7)</p>	<p>Executive Director’s Report A. Audit Update B. Tolleson PD C. Daisy Mountain D. Governance Working Group Update The purpose of this item is to update the Board. This item is for information and discussion.</p>	<p>Mr. David Felix – RWC Executive Director Est. 5 min.</p>
<p>8)</p>	<p>Announcements & Future Agenda Items The purpose of this item is to communicate any Board announcements or future agenda items. The next meeting is on January 28, 2016 from 10:00 – 11:30. This item is for information only.</p>	<p>Chair Hartig Scottsdale</p>
<p>9)</p>	<p>Adjourn</p>	<p>Chair Hartig Scottsdale</p>



**Regional Wireless Cooperative
Board of Directors
MINUTES
November 19, 2015**

City of Phoenix
200 W. Washington Street, 12th Floor
Phoenix, Arizona 85003

Board Members Present			Board Members Absent
Brent Ackzen	Shawn Holcomb (*)(**)	John Poorte*	Kevin Bailey
Kevin Artz	Mike Horn	Rick St. John	Milton Dohoney
Brenda Buren	John Imig	Rob Sweeney*	Bob Hansen
Wayne Clement	Lonnie Inskeep		Terry McDonald
Ron Deadman*	Danny Johnson		Mike Thompson
Larry Hall*	Paul Luizzi		Tim Van Scoter
Brad Hartig	Troy Maloney		
*Board Alternate	** Telephone Participant	^Non-Voting Alternate	

Staff and Public Present

Mindy Briggs	Tom Grebner	Kelly Stewart	
Jeff Case	Daniel Guerra	Tim Ulery	
Kim Clark	Dave Heck		
David Clarke	Carrie Hemmen		
Dave Collett	Regina Milkovich		
Jesse Cooper	Ron Parks		
Kim Engle	Tonia Rogers		
David Felix	Dale Shaw		
Domela Finnessey	Hans Silberschlag		
**Telephone Participant			

1. Call to Order, Roll Call and Opening Comments, Michael Sumnicht Recognition/Introduction of New Motorola Account Manager, Michael Paz

Chair Hartig called the meeting to order at 10:03 AM.

Executive Director David Felix recognized Mr. Michael Sumnicht upon his retirement from Motorola for his support of the RWC. Mr. Michael Paz was introduced as the new Motorola Account Manager to replace Mr. Sumnicht.

2. Call to the Public – None

3. Approval of RWC Board Meeting Minutes from September 24, 2015.

A **MOTION** was made by Brent Ackzen and **SECONDED** by Rick St. John to approve the RWC Board meeting minutes from September 24, 2015. **MOTION CARRIED UNANIMOUSLY (16-0).**

4. RWC Financial Update for Fiscal Year 2014/15

Executive Director David Felix briefed the Board on the RWC Financial Update for Fiscal Year 2014/15.

A **MOTION** was made by Rick St. John and **SECONDED** by Lonnie Inskeep to approve the Financial Update. **MOTION CARRIED UNANIMOUSLY (17-0*).**

*Phoenix Board Member Rob Sweeney arrived a few minutes late.

5. Approval to Adopt the RWC 2016/17 Budget and 5 Year Plan

Executive Director David Felix presented the proposed budget for the upcoming Fiscal Year 2016/17 and the 5 Year Plan.

A **MOTION** was made by John Imig and **SECONDED** by Paul Luizzi to adopt the proposed budget. **MOTION CARRIED UNANIMOUSLY (17-0).**

6. Chandler Pursuit Briefing

Mr. Ron Parks, Communications Analyst, from the Chandler Police Department provided a briefing on an armed robbery incident that took place at the National Bank of Arizona on Chandler Boulevard on August 24, 2015. The armed suspect led the Chandler Police Department on a long pursuit of over one hour across numerous jurisdictional boundaries before being taken into custody while attempting to buy a movie ticket to hide himself. The pursuit was a very dangerous and critical situation. The RWC's wide area interoperability resources provided two critical functions which was bringing everyone together and providing the wide area coverage needed. The regional interoperability initiatives worked flawlessly and gave seamless communications between multiple agencies during a very critical moving incident involving taking into custody an FBI wanted felon with no injuries to the public, first responders or the suspect.

7. Executive Director's Report

A. Governance Working Group Update

Chair Hartig who is also the Chair of the Governance Working Group provided the briefing on the progress of the group.

Three key areas were touched upon: 1) the RWC/TRWC financial audit, 2) governance document status, and 3) next steps.

Due to the findings of the financial audit and the TRWC not wanting to incur increased costs, the single governance approach is no longer a viable option.

With regard to the jointly formed governance document, the TRWC has determined that there are some necessary modifications that will need to be made to the document in order to meet their needs. They will approach their Board for approval to form a committee to work on the document to make these modifications for an independent governance document that they will use.

As the RWC members of the group agree that the new jointly formed document is a much improved document, it will be brought before the RWC Board for consideration after a final review has taken place by the group.

Moving forward, the RWC/TRWC Governance Working Group will be looking at developing a hybrid governance structure over both groups and future groups that might wish to join. Some of the goals would be improved coordination, long term system compatibility, funding efficiencies between the systems, multi contract efficiencies, opportunities for joint funding and the possibility of other regional system participation. Still needing to be researched is the corporate authority model or an IGA.

B. Audit Update

Executive Director David Felix brought to the Board's attention that due to administrative circumstances out of the control of the RWC, the Audit is not able to be presented until January 2016.

C. Tolleson PD

The transition process for the Tolleson Police Department to move onto the RWC has begun. RWC staff met with Tolleson on November 22 to frame what equipment is needed and are working together to possibly meet a December timeframe.

D. Daisy Mountain

The Daisy Mountain bond election was successful to upgrade their towers, so discussions to move forward will take place after the holidays.

8. Announcements and Future Agenda Items

Chair Hartig announced that the next RWC Board of Directors meeting is scheduled on January 28, 2016 from 10:00 a.m. to 11:30 a.m.

9. Adjournment

Chair Hartig adjourned the meeting at 11:04 a.m.

Respectfully submitted,

Kim Engle, Management Assistant I



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	November 19, 2015
FROM:	Kelly Stewart, RWC Accountant III		Item 4
SUBJECT:	FINANCIAL UPDATE FOR FISCAL YEAR 2014/15		

BACKGROUND

The purpose of this report is to present Fiscal Year 2014/15 financial updates to the Board.

THE ISSUE

The RWC governing documents state that year-end expenditure reporting should be provided to the RWC Board. This report is a summary of total revenues and expenses for fiscal 2014/15. Total revenues collected for the fiscal year ended June 30, 2015 were \$8,644,844 and total actual operations and maintenance (O&M) expenditures were \$7,209,384. Total revenues exceeded total expenses by \$1,435,460.

The main variances from budget to actuals occurred in the following areas contributing revenues to exceed expenses:

- Unfilled Information Technology Services (ITS) positions.
- Preventative and Facility Maintenance Cycle Reduction
- Unfilled Accountant III (RWC) position

Last year the Board of Directors approved to apply a portion of the annual year-end settlement to achieve a Required Minimum Balance (RMB) of 12.5% of the Operations and Maintenance Budget. At this time the Cooperative in total has the required 12.5% minimum balance, however, three members have not contributed their proportionate share due to their increased number of subscribers on the system.

RECOMMENDATION

The RWC Executive Committee recommends Board approval to apply each Member's fiscal year 2014/15 settlement towards their next Quarter Billing for FY2015/16. Please refer to the table on the following page for the itemization by Member.

Proposed Regional Wireless Cooperative Settlement Credits

Member	RMB Due	2014/15 Settlement	Remaining Settlement
Avondale	-	(23,880.99)	(23,880.99)
Buckeye	-	(23,666.33)	(23,666.33)
Chandler	-	(74,109.35)	(74,109.35)
Daisy Mountain	-	(1,642.29)	(1,642.29)
El Mirage	3,352.73	(7,593.70)	(4,240.98)
Glendale	-	(112,737.36)	(112,737.36)
Goodyear	-	(31,375.23)	(31,375.23)
Guadalupe	-	(792.87)	(792.87)
Maricopa	475.18	(14,575.44)	(14,100.25)
Maricopa County Community College District	-	(16,083.48)	(16,083.48)
North County Fire & Medical District - Formerly Sun City West FD	-	(3,012.91)	(3,012.91)
Peoria	-	(70,069.82)	(70,069.82)
Phoenix	-	(762,063.28)	(762,063.28)
Scottsdale	-	(106,538.74)	(106,538.74)
Sun City FD	-	(3,567.92)	(3,567.92)
Sun Lakes	228.33	(2,503.09)	(2,274.75)
Surprise	-	(42,562.23)	(42,562.23)
Tempe	-	(136,055.25)	(136,055.25)
Tolleson	-	(2,629.41)	(2,629.41)
	4,056.24	(1,435,459.69)	(1,431,403.45)



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	November 19, 2015
FROM:	Kelly Stewart, RWC Accountant III		Item 5
SUBJECT:	RWC 2016/17 BUDGET OVERVIEW & FIVE YEAR PLAN		

BACKGROUND

The purpose of this report is to present the proposed 2016/17 RWC Budget and Five Year Plan to the Board. The Executive Committee's input and recommendations have been incorporated into the budget proposal.

THE ISSUE

The RWC Budget is made up of the following categories:

- Motorola Contracts
 - Service Agreement and System Upgrade Agreement (SUA II), Narrow Banding, Lifecycle Upgrades, and TDMA
- Phoenix Information Technology and Services (ITS)
 - Wireless Services, Microwave, Network Services, and Share Sites.
- RWC Staffing
 - The cost of five staff positions
- Other budget items
 - Including maintenance cost for City of Scottsdale, site leases, electricity, auditing services, and legal services

For planning purposes, a summary of the RWC's estimated five year budget is shown below.

RWC ANNUAL BUDGET	FY2016/17	FY2017/18	FY2018/19	FY2019/20	FY2020/21
Subscriber Rate	\$35.10	\$35.85	\$36.48	\$37.12	\$37.79
Estimated Subscriber Count	18,258	18,258	18,258	18,258	18,258
O & M and Staffing	\$7,691,328	\$7,855,311	\$7,992,352	\$8,133,528	\$8,278,965
Required Minimum Balance	\$1,533	-	-	-	-
700 MHz, TDMA & Life Cycle Project	-	\$17,737,600	-	-	-
System Upgrade Agreement	\$3,029,389	\$3,029,389	\$3,029,389	\$3,029,389	\$3,029,389
Total Budget	\$10,722,250	\$28,622,300	\$11,021,741	\$11,162,917	\$11,308,354

The budget allocation for each Member is presented below.

Member	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
Avondale	\$ 150,615	\$ 401,209	\$ 154,836	\$ 156,816	\$ 158,855
Buckeye	184,151	367,795	189,311	191,732	194,225
Chandler	563,043	1,477,679	578,821	586,221	593,844
Daisy Mountain	11,767	16,631	12,097	12,251	12,411
El Mirage	96,489	174,792	99,192	100,460	101,766
Glendale	783,671	2,255,418	805,632	815,931	826,541
Goodyear	230,630	327,847	237,093	240,124	243,246
Guadalupe	5,883	16,280	6,048	6,126	6,205
Maricopa	102,960	233,832	105,845	107,198	108,592
Maricopa County Community College District	135,319	352,885	139,111	140,889	142,721
North County Fire & Medical - Formerly Sun City West	22,357	58,303	22,983	23,277	23,580
Paradise Valley	37,066	96,660	38,104	38,591	39,093
Peoria	535,391	1,384,954	550,394	557,430	564,679
Phoenix	5,629,249	15,879,331	5,786,999	5,860,983	5,937,198
Rural Metro	53,500	54,640	55,594	56,576	57,587
Scottsdale	896,632	2,215,506	921,759	933,543	945,682
Sun City Fire	27,652	67,427	28,427	28,790	29,165
Sun Lakes	21,180	49,612	21,774	22,052	22,339
Surprise	248,280	627,791	255,238	258,501	261,862
Tempe	930,756	2,425,362	956,839	969,071	981,673
Tolleson PD	36,833	92,057	36,290	36,754	37,232
Tolleson Fire	18,827	46,286	19,355	19,602	19,857
Total	\$ 10,722,250	\$ 28,622,300	\$ 11,021,741	\$ 11,162,917	\$ 11,308,354

RECOMMENDATION

The RWC Executive Committee recommends Board approval of the proposed 2016/2017 Budget.



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	November 19, 2015
FROM:	David Felix, RWC Executive Director Ron Parks, Chandler PD Communication Analyst		Item 6
SUBJECT:	CHANDLER PD MULTI-AGENCY PURSUIT		

BACKGROUND

On August 24, 2015 at approximately 3:37 PM, the Chandler 9-1-1 communications center received a report of an armed robbery that had just taken place at the National Bank of Arizona located at 6025 W. Chandler Blvd. in Chandler, Arizona.

After being located by police, the suspect fled and was pursued through multiple jurisdictions. He was subsequently apprehended in the City of Tempe.

This briefing will describe the incident and the important role the RWC network, regional interoperability planning, operational protocols and resources contributed to maintaining contact with the suspect and coordinating multi-agency response.

RECOMMENDATION

This agenda item is for information and discussion.



BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	November 19, 2015
FROM:	David Felix, RWC Executive Director		Item 7
SUBJECT:	EXECUTIVE DIRECTOR'S REPORT		

BACKGROUND

The Executive Director will provide an update to the Board of Directors regarding the following issues:

A. Annual Audit Update

In a previous Board meeting, the presentation of the annual audit findings were scheduled for the November 19th Board meeting. Due to delays in obtaining information related to pension calculations, the annual audit findings will be presented at the next Board meeting tentatively scheduled for January 2016.

B. Tolleson Police Department

The RWC received a letter from Tolleson Chief of Police Larry Rodriguez requesting the RWC begin the budgetary and technical analysis to transition the Police Department onto the RWC. On Thursday, October 22nd, RWC, Phoenix ITS and Motorola staff met with Chief Rodriguez to outline this process.

C. Daisy Mountain Fire District

Deputy Chief Danny Johnson reported that Daisy Mountain Fire District's bond election successfully passed which incorporates funding to upgrade their portion of the RWC network.

D. Governance Working Group Update

The purpose of this item is to update the Board on the Governance Working Group.

RECOMMENDATION

This agenda item is for information and discussion.