



**Board of Directors  
Agenda  
December 5, 2024  
10:00 a.m. – 11:30 a.m.**

	ITEM	PRESENTER
1)	<b>Call to Order, Roll Call, Opening Comments</b>	Chair Andrea Glass City of Tempe
2)	<b>Call to the Public</b> A member of the public may request to address the Board by submitting a request to RWC staff via phone or email. Speakers will be considered at the sole discretion of the Board Chair and will be allotted no more than three (3) minutes to speak.	Chair Andrea Glass City of Tempe
3)	<b>Approval of RWC Board Meeting Minutes from the August 22, 2024, Meeting</b> <b>This item is for information, discussion, and action.</b>	Chair Andrea Glass City of Tempe
4)	<b>Financial Update for Fiscal Year 2023/24 and Settlement Credit</b> The purpose of this item is to request Board approval for the Financial Update for Fiscal Year 2023/2024 and Settlement Credit. <b>This item is for information, discussion, and action.</b>	John Imig RWC Executive Director



5)	<p><b>RWC Trunked Network Fiscal Year 2025/26 Subscriber Unit Rate, FY 26 Budget Overview and 5-Year Plan</b></p> <p>The purpose of this item is to seek Board approval for the proposed RWC Trunked Network FY 2025/26 Subscriber Unit Rate, FY 26 Budget and 5-Year Plan. <b>This item is for information, discussion, and action.</b></p>	<p>John Imig RWC Executive Director</p>
6)	<p><b>RWC Conventional (VHF) Network Fiscal Year 2025/26 Subscriber Unit Rate, FY 26 Budget Overview and 5-Year Plan</b></p> <p>The purpose of this item is to seek Board approval for the proposed RWC VHF Network FY 2025/26 Subscriber Unit Rate, FY 26 Budget and 5-Year Plan. <b>This item is for information, discussion, and action.</b></p>	<p>John Imig RWC Executive Director</p>
7)	<p><b>RWC Board of Directors Board Chair Nomination and Appointment</b></p> <p>The purpose of this item is to present the Chair Nomination Committee nominee(s) and to appoint a new Board Chair. <b>This item is for information, discussion, and action.</b></p>	<p>John Imig RWC Executive Director</p>
8)	<p><b>Executive Director's Report</b></p> <ul style="list-style-type: none"> <li>A) RWC External Audit Update</li> <li>B) Interference Detection System Updates</li> <li>C) ERRCS Update</li> <li>D) CY 2025 Meeting Dates (Attachment A)</li> </ul> <p><b>This item is for information and discussion.</b></p>	<p>John Imig RWC Executive Director</p>



9)	<b>Announcements, Public Comment, Future Agenda Items</b> The purpose of this item is to communicate any Board announcements, additional public comment, or future agenda items. <b>This item is for information only.</b>	Chair Andrea Glass City of Tempe
10)	<b>Adjourn</b>	Chair Andrea Glass City of Tempe



**Regional Wireless Cooperative  
Board of Directors  
MINUTES  
December 5, 2024**

City of Phoenix  
Public Transit Building  
302 N. 1<sup>st</sup> Ave, 7<sup>th</sup> Floor  
Phoenix, Arizona 85003

<b>Board Members Present</b>		<b>Board Members Absent</b>
Shawn Holcomb~ – Arizona Fire and Medical Authority	Heather Beckwith*~ – Paradise Valley	Jeff McMenemy – Harquahala FD
Jeff Scheetz~ – Avondale	Heather Cammarata*~ – Peoria	Roy Stanifer – Maricopa Community College District
Greg Platacz~ – Buckeye	Steen Hambric~ – Phoenix	Tony Van Roekel*~ – Sun City Fire and Medical
Val Gale - Chandler	Robert Fisher*~ – Scottsdale	Tolleson
Alan Zangle – Daisy Mountain Fire District	Tracy Montgomery – Surprise	
Paul Marzocca~ – El Mirage	Andrea Glass – Tempe	
Mark Saali*~ – FRBSF	Les Brown~ - Wickenburg	
Rick St. John~ – Glendale		
Paul Luizzi – Goodyear		
Wayne Clement~ – Guadalupe		
George Burger – Maricopa		
*Board Alternate	^Non-Voting Alternate	~Telephone Participant

<b>Staff and Public Present</b>			
John Imig – RWC	Nicholas Roosevelt – RWC	Almira Santos – RWC	Mark Sampson – RWC
Selena Barner – RWC	John Sater – Radio Shop		
~Telephone Participant			

**NOTE:** RWC Administrative Staff attendees were accounted for prior to the start of the meeting. No roll call for other staff of RWC Members, other interested parties, or the public was taken.



**1. Call to Order, Roll Call and Opening Comments**

Board Chair Andrea Glass, representing the City of Tempe, called the meeting of the Regional Wireless Cooperative (RWC) Board of Directors (Board) to order at 10:00 AM. Chair Glass asked RWC Management Assistant, Nick Roosevelt (RWC) to take Roll Call.

**2. Call to the Public**

Chair Glass received no response when asked if there were any requests from the public to speak.

**3. Approval of RWC Board Meeting Minutes from the August 22, 2024, Meeting**

Chair Glass asked the Board if there was any need for discussion on the draft minutes presented from the August 22, 2024, Board Meeting. There was no discussion.

A **MOTION** was made by Rick St. John and **SECONDED** by Paul Luizzi to approve the August 22, 2024, RWC Board meeting minutes.

**MOTION CARRIED UNANIMOUSLY (15-0)**

**4. Financial Update for Fiscal Year 2023/24 and Settlement Credit**

Mark Sampson (RWC) presented a report on the financial update and settlement from fiscal year 2023/24. There were savings due to Trunked/VHF Network contingency funds, increase in radio subscribers and other areas. He noted that revenues exceeded expenses by around \$1,231,214.09 and he discussed some of the reasons for that variance. The report included the amount due to each Member once approved by the Board.

A **MOTION** was made by Rick St. John and **SECONDED** by Paul Luizzi to approve the recommendation as presented.

**MOTION CARRIED UNANIMOUSLY (15-0)**

**5. RWC Trunked Network Fiscal Year 2025/26 Subscriber Unit Rate, FY 26 Budget Overview and 5-Year Plan**

Mr. Sampson presented the proposed subscriber unit rate, budget overview and 5-year plan for fiscal year 2025/26. He mentioned that the projected rate, if approved, will be \$33.69, which represents a decrease of \$0.37 from the current rate of \$34.06. The rate was based on the October 2024 Radio count and the report included a projection for FY26 and the four following years including a breakdown for each member.

John Imig (RWC) briefly explained the RWC Budget's CIP projects, including router procurement, video monitoring and access upgrades, microwave radio replacements, and Ethernet device lifecycle updates, all aimed at maintaining reliability and security.



A **MOTION** was made by Douglas Steele and **SECONDED** by Alan Zangle to approve the recommendation as presented.

**MOTION CARRIED UNANIMOUSLY (15-0)**

6. **RWC Conventional (VHF) Network Fiscal Year 2025/26 Subscriber Unit Rate, FY 26 Budget Overview and 5-Year Plan**

Mr. Imig presented the proposed subscriber unit rate, budget overview and 5-year plan for fiscal year 2025/26. He mentioned that the projected rate, if approved, will be \$10.22, which represents an increase of \$0.40 from the current rate of \$9.82. The rate was based on the October 2024 Radio count and the report included a projection for FY26 and the four following years including a breakdown for each member.

Mr. Imig went on to briefly explain the RWC VHF Budget, which includes ITS services and ongoing projects. Key initiatives focus on upgrading monitoring and access systems, replacing end-of-life equipment, and enhancing VHF capacity through channels A14 and A15 to support regional growth. Additionally, the budget designates approximately \$20,000 to expand the RWC Accountant I position from 29 to 40 hours per week, with benefits included.

Paul Luizzi (Goodyear) asked if the RWC staffing adjustment involves hiring a new employee or reassigning work. Mr. Imig clarified that the employee count will stay the same, and that the increased hours will allow staff to address previously deprioritized tasks.

A **MOTION** was made by George Burger and **SECONDED** by Alan Zangle to approve the recommendation as presented.

**MOTION CARRIED UNANIMOUSLY (15-0)**

7. **RWC Board of Directors Board Chair Nomination and Appointment**

Mr. Imig explained that the Board must elect a new Chair due to Chair Glass announcing her retirement. He explained in detail the nomination process that had been conducted. Rick St. John (Glendale), Douglas Steele (Peoria) and Val Gale (Chandler) were asked to serve on the Chair Nominating Committee. Mr. St. John. shared that Mr. Gale was nominated to serve as the Chair at the conclusion of this meeting. He asked if there were any other nominations. There were none. Mr. Imig added that the Board Vice-Chair will need to filled at the next Board Meeting.

A **MOTION** was made by Rick St. John and **SECONDED** by Paul Luizzi to appoint Val Gale to the position of Board Chair.

**MOTION CARRIED UNANIMOUSLY (15-0)**



## **8. Executive Director's Report**

### **A. RWC External Audit Update**

Mr. Imig stated that the external audit is near completion and a full report, along with the Annual Comprehensive Financial Report, will be given during the February 2025 RWC Board Meeting.

### **B. Interference Detection System Updates**

Mr. Imig provided an update on the interference detection system. It was funded by two Urban Area Security Initiative (UASI) grants for a total of 12 sites. The system has successfully identified and mitigated interference, benefiting RWC members and the broader region. A third grant request has been submitted for additional funding. Mr. Imig also informed the board about rogue mobile signal jammers encountered by law enforcement, which disrupt radio and cellular communications. He encouraged members to contact their Terrorism Liaison Officers (TLO) for detailed information, as the matter is sensitive.

### **C. ERRCS Update**

Mr. Imig updated the board on the ERRCS program, emphasizing policy updates requiring single systems for campus-style buildings to reduce interference and improve response times. He noted NICET has recognized the RWC as a national model for its ERRCS program, highlighting the collaboration of member agencies.

### **D. CY 2025 Meeting Dates (Attachment A)**

Mr. Imig confirmed the next RWC Board Meeting will be held on Thursday, February 27<sup>th</sup>, likely at the current location, with alternative options being explored if needed. May and August meetings will remain virtual per the Board's direction.

## **9. Announcements, Public Comment, Future Agenda Items**

Mr. Imig thanked Chair Glass for her service as Board Chair and noted that Mr. Gale would be formally introduced at the February meeting. Chair Glass expressed her gratitude to the RWC staff for their dedication and hard work, adding that it has been an honor to serve as the Chair and representative for the City of Tempe over the past six years.

## **10. Adjournment**

Chair Glass requested a motion to adjourn the meeting at 10:43 AM.



A **MOTION** was made by Douglas Steele and **SECONDED** by Paul Luizzi to adjourn the December 5, 2024, Board Meeting.

**MOTION CARRIED UNANIMOUSLY (15-0)**

Respectfully Submitted,  
Selena Barner – Administrative Aide





## BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	December 5, 2024	
FROM:	John Imig, RWC Executive Director			Item 4
STAFF:	Almira Santos, RWC Accountant IV			
SUBJECT:	FINANCIAL UPDATE FOR FISCAL YEAR 2023/24 AND SETTLEMENT CREDIT			

### BACKGROUND

The purpose of this report is to present the Fiscal Year (FY) 2023/24 financial updates to the RWC Board of Directors.

### THE ISSUE

RWC Governance requires that year-end expenditure reports be provided to the RWC Board of Directors. This report is a summary of the total revenues and expenses for the Fiscal Year ended June 30, 2024.

- Total revenues collected were \$9,376,380.90.
- Total actual operations and maintenance (O&M) expenditures totaled \$8,366,131.81, resulting in:
  - Revenues exceeding expenses by \$1,010,249.09.
  - After adding total interest earned of \$220,965.
  - This results in Settlement Credits totaling \$1,231,214.09, which will go back to the Members.

Variances in the RWC budget were mostly a result of:

- The Contingency Funds for both Trunked and VHF Networks were not utilized, totaling \$400,000.
- Radio subscribers increased by 4%, thereby increasing revenue.
- Interest earnings greatly exceeded FY23 levels.
- Additional savings were generated from lower ground lease charges, circuit charges and a reduction in miscellaneous maintenance charges.

Settlement Credits for each member are as follows:

**Proposed Regional Wireless Cooperative Settlement Credits**

<b>Member</b>	<b>2023/24 Settlement</b>
Arizona Fire & Medical Authority	\$ (15,814.88)
Avondale	(34,416.37)
Buckeye	(28,852.72)
Chandler	(61,994.36)
Daisy Mountain	(12,864.88)
El Mirage	(9,875.33)
Federal Reserve Bank	(1,415.88)
Glendale	(69,357.73)
Goodyear	(37,758.43)
Guadalupe	(1,229.13)
Harquahala FD	(801.18)
Maricopa	(14,163.66)
Maricopa County Community College District	(12,548.90)
Paradise Valley	(4,274.02)
Peoria	(52,497.83)
Phoenix	(631,856.71)
Scottsdale	(88,795.59)
Sun City FD	(5,473.87)
Surprise	(35,060.01)
Tempe	(90,599.80)
Tolleson	(9,311.78)
Wickenburg	(2,304.33)
	<b><u>\$ (1,231,214.09)</u></b>

\*Buckeye Valley Fire District joined Arizona Fire & Medical Authority in May 2023.

**RECOMMENDATION**

The Executive Director, after review and approval by the Executive Committee, recommends Board approval for the Fiscal Year 2023/24 Financial Update and Settlement Credit and to issue each member their respective credit memo.



## BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	December 5, 2024
FROM:	John Imig, RWC Executive Director		Item 5
STAFF:	Almira Santos, RWC Accountant IV		
SUBJECT:	RWC TRUNKED NETWORK FISCAL YEAR 2025/26 SUBSCRIBER UNIT RATE, FY 26 BUDGET OVERVIEW AND 5-YEAR PLAN		

### BACKGROUND

The purpose of this report is to present the FY 2025/26 Subscriber Unit Rate, FY 26 Budget Overview and 5-Year Plan for the RWC Trunked Network.

### THE ISSUE

The Subscriber Unit Rate is determined by dividing the staffing, operations, and maintenance budget by the number of subscriber units estimated to be on the network in FY 2025/26. The rate for FY 2025/26, if approved, will be \$33.69, which represents a decrease of \$0.37 from the previous rate of \$34.06. This revised rate was based on the October 2024 Radio count. The reasons for the rate decrease are as follows:

- Decrease of a telecommunications fiber lease cost of approximately \$18,000.
- Cost savings on an RWC-funded position in the Phoenix PD encryption office by identifying and removing unnecessary overtime charges budgeted at approximately \$33,000.
- Cost reduction of approximately \$80,000 for the IT Lead User Technology Specialist position. The position charges will be split between the RWC and the City of Phoenix ITS Dept by approximately 80/20.
- A decrease in property insurance cost by \$18,000.

<b>Annual Staffing, O&amp;M</b>	<b>\$ 8,735,910</b>
<b>Subscriber Units</b>	<b>21,609</b>
<b>Monthly Subscriber Rate</b>	<b>\$ 33.69</b>

The RWC Budget is made up of the following categories:

- Motorola Solutions, Inc. (MSI)
  - Service Contract and Software Upgrade Assurance (SUA II) Agreement.
- City of Phoenix Information Technology Services (ITS) Department
  - Wireless Services, Microwave, and Network Services.
- RWC Staffing
  - Four (4) funded staff positions.
- City of Scottsdale Maintenance Manager costs, site leases, auditing services, electricity, and telecommunications

The RWC Budget also includes the following capital (CIP) projects:

- Router Replacement Project
  - Procurement of Ethernet routers to meet required Motorola specifications in support of the overall Ethernet replacement project.
  - An initial installment of 17 routers was accomplished by deferring cost savings from a Juniper Paragon Software Suite project.
  - The balance of this request covers the procurement of the final 18 routers to fulfill the Motorola design requirements.
- Communication Site Monitoring and Access Control Replacement
  - The current video monitoring and site access system installed across RWC network sites is obsolete.
  - This project is designed to replace devices that do not meet standards or requirements for enhanced video monitoring and site access capabilities.
  - The site card access system will be replaced with a supported, cyber-secure solution that will provide needed metrics for authentication (via issued badges) and necessary controls in support of security policies.
  - The project is intended to refresh video security and door access devices to current standards; implement devices that have manufacturer support; meet security policy, meet cybersecurity standards, and support multiple users.
- Microwave System Lifecycle Replacement
  - This program was created to replace wireless microwave radios that have met the expected duration of 10 years of production service in the public safety RWC radio network.
  - The current assessment of radio replacements covers fiscal years 2026 to 2029. The RWC Trunked system portion of this project for FY26 through FY29 averages \$643,125 per year, for a total of \$2,572,500.

- Radio Network Ethernet Lifecycle Replacement (*Beginning FY 26/27*)
  - This program is designed to replace aged or obsolete Ethernet networking devices after seven (7) years of production service within the RWC.
    - Timing of replacements is directly attributed to manufacturer "End of Support" limits and ensures desired reliability and performance metrics while minimizing downtime.
  - The RWC Trunked system program cost for FY26/27 through FY28/29 averages \$848,000 per year, for a total project cost of \$2,544,000.

For planning purposes, the summary of the RWC Trunked Network FY 2025/26 budget by member and the 5-Year Plan is reflected below:

### RWC Trunked Network FY25/26 Budget Detail

Member	Oct 2024 Radio Count	FY25 O&M/ Staffing	SUA II	Logging Recorder	Router Replacement Project	Comm Site Monitoring & Access Control Replacement	Microwave System Lifecycle Replacement	FY 2025/26 TOTAL
Arizona Fire & Medical Authority	316	127,749.90	37,887.97	-	2,519.50	3,511.69	9,559.60	181,228.66
Avondale	632	255,499.80	75,775.94	19,753.56	5,039.00	7,023.38	19,119.20	382,210.88
Buckeye	494	199,710.28	59,229.93	-	3,938.71	5,489.79	14,944.44	283,313.15
Chandler	1,101	445,103.29	132,008.41	82,764.12	8,778.38	12,235.35	33,307.33	714,196.88
Daisy Mountain	182	73,577.47	21,821.55	-	1,451.10	2,022.56	5,505.84	104,378.52
El Mirage	168	67,917.67	20,142.97	-	1,339.48	1,866.97	5,082.32	96,349.41
Federal Reserve Bank	28	11,319.61	3,357.16	-	223.25	311.16	847.05	16,058.23
Glendale	1,254	506,956.88	150,352.90	62,018.52	9,998.26	13,935.63	37,935.87	781,198.06
Goodyear	610	246,605.82	73,138.17	43,739.52	4,863.59	6,778.89	18,453.65	393,579.64
Guadalupe	15	6,064.08	1,798.48	-	119.60	166.69	453.78	8,602.63
Harquahala FD	9	3,638.45	1,079.09	-	71.76	100.02	272.27	5,161.59
Maricopa	253	102,280.77	30,334.36	-	2,017.19	2,811.57	7,653.73	145,097.62
Maricopa County Community College District	233	94,195.34	27,936.38	25,456.44	1,857.73	2,589.32	7,048.69	159,083.90
Paradise Valley	79	31,937.47	9,471.99	-	629.87	877.92	2,389.90	45,307.15
Peoria	899	363,440.38	107,788.88	-	7,167.81	9,990.53	27,196.45	515,584.05
Phoenix	10,914	4,412,222.76	1,308,573.79	156,991.92	87,018.34	121,286.63	330,169.17	6,416,262.61
Scottsdale	1,575	636,728.13	188,840.36	75,691.56	12,557.62	17,502.89	47,646.73	978,967.29
Sun City Fire	65	26,277.67	7,793.41	-	518.25	722.34	1,966.37	37,278.04
Surprise	573	231,647.76	68,701.93	54,179.88	4,568.58	6,367.71	17,334.34	382,800.20
Tempe	1,625	656,941.72	194,835.29	-	12,956.28	18,058.53	49,159.33	931,951.15
Tolleson	165	66,704.85	19,783.28	21,135.12	1,315.56	1,833.64	4,991.56	115,764.01
Wickenburg	69	27,894.76	8,273.01	-	550.14	766.79	2,087.38	39,572.08
<b>Members Subtotal</b>	<b>21,259</b>	<b>8,594,414.86</b>	<b>2,548,925.25</b>	<b>541,730.64</b>	<b>169,500.00</b>	<b>236,250.00</b>	<b>643,125.00</b>	<b>12,733,945.75</b>
<b>Associates</b>								
AMR	271	109,557.67						109,557.67
Maricopa Ambulance	79	31,937.47						31,937.47
<b>Associates Subtotal</b>	<b>350</b>	<b>141,495.14</b>	<b>-</b>		<b>-</b>	<b>-</b>		<b>141,495.14</b>
<b>ESTIMATED TOTALS</b>	<b>21,609</b>	<b>8,735,910.00</b>	<b>2,548,925.25</b>	<b>541,730.64</b>	<b>169,500.00</b>	<b>236,250.00</b>	<b>643,125.00</b>	<b>12,875,440.89</b>

## 5-Year Budget Plan by Member

### RWC Trunked Network FY26 to FY30 Budget Detail

Member	Oct 2024 Radio Count	% Allocation	FY 2025/26 TOTAL	FY 2026/27 TOTAL	FY 2027/28 TOTAL	FY 2028/29 TOTAL	FY 2029/30 TOTAL
Arizona Fire & Medical Authority	316	1.46%	181,229	197,406	198,285	206,558	186,368
Avondale	632	2.92%	382,211	415,159	417,526	434,702	394,969
Buckeye	494	2.29%	283,313	308,604	309,977	322,911	291,348
Chandler	1,101	5.10%	714,197	773,047	778,664	810,124	742,492
Daisy Mountain	182	0.84%	104,379	113,696	114,202	118,967	107,339
El Mirage	168	0.78%	96,349	104,950	105,417	109,816	99,082
Federal Reserve Bank	28	0.13%	16,058	17,492	17,570	18,303	16,514
Glendale	1,254	5.80%	781,198	847,257	852,660	887,466	809,378
Goodyear	610	2.82%	393,580	426,121	429,168	446,531	408,991
Guadalupe	15	0.07%	8,603	9,371	9,412	9,805	8,847
Harquahala FD	9	0.04%	5,162	5,622	5,647	5,883	5,308
Maricopa	253	1.17%	145,098	158,050	158,753	165,377	149,213
Maricopa County Community College District	233	1.08%	159,084	171,776	173,210	180,121	166,069
Paradise Valley	79	0.37%	45,307	49,352	49,571	51,640	46,592
Peoria	899	4.16%	515,584	561,609	564,108	587,645	530,206
Phoenix	10,914	50.51%	6,416,263	6,979,717	7,014,906	7,305,653	6,613,477
Scottsdale	1,575	7.29%	978,967	1,061,871	1,068,588	1,112,233	1,014,084
Sun City Fire	65	0.30%	37,278	40,606	40,786	42,488	38,335
Surprise	573	2.65%	382,800	413,760	417,027	433,754	398,920
Tempe	1,625	7.52%	931,951	1,015,143	1,019,661	1,062,206	958,381
Tolleson Fire & PD	165	0.76%	115,764	124,845	125,957	130,950	121,100
Wickenburg	69	0.32%	39,572	43,105	43,296	45,103	40,694
<b>Members Subtotal</b>	<b>21,259</b>	<b>98.38%</b>	<b>12,733,945.75</b>	<b>13,838,558.42</b>	<b>13,914,391.66</b>	<b>14,488,235.25</b>	<b>13,147,704.31</b>
<b>Associates</b>							
AMR	271	1.25%	109,558	114,502	114,965	115,448	115,951
Maricopa Ambulance	79	0.37%	31,937	33,379	33,514	33,654	33,801
<b>Associates Subtotal</b>	<b>350</b>	<b>1.62%</b>	<b>141,495.14</b>	<b>147,880.55</b>	<b>148,478.63</b>	<b>149,101.96</b>	<b>149,751.65</b>
<b>ESTIMATED TOTALS</b>	<b>21,609</b>	<b>100.00%</b>	<b>12,875,440.89</b>	<b>13,986,438.97</b>	<b>14,062,870.29</b>	<b>14,637,337.22</b>	<b>13,297,455.97</b>

## 5-Year Budget Summary

RWC ANNUAL BUDGET	FY2025/26	FY2026/27	FY2027/28	FY2028/29	FY2029/30
Subscriber Rate	\$ 33.69	\$ 35.21	\$ 35.35	\$ 35.50	\$ 35.66
Estimated Subscriber Count	21,609	21,609	21,609	21,609	21,609
O&M, Staffing	\$ 8,735,910.00	\$ 9,130,145.09	\$ 9,167,070.49	\$ 9,205,555.31	\$ 9,245,667.11
Required Minimum Balance	\$ -	\$ -	\$ -	\$ -	\$ -
System Upgrade Agreement	\$ 2,548,925.25	\$ 2,570,934.59	\$ 2,593,702.22	\$ 3,112,442.66	\$ 3,205,815.94
Logging Recorders	\$ 541,730.64	\$ 557,984.04	\$ 574,722.33	\$ 591,964.00	\$ 609,722.92
Router Replacement Project	\$ 169,500.00				
Comm Site Monitoring & Access Control Replacement	\$ 236,250.00	\$ 236,250.00	\$ 236,250.00	\$ 236,250.00	\$ 236,250.00
Microwave System Lifecycle Replacement	\$ 643,125.00	\$ 643,125.00	\$ 643,125.00	\$ 643,125.00	
Radio Network Ethernet Lifecycle Replacement		\$ 848,000.25	\$ 848,000.25	\$ 848,000.25	
<b>Total Budget</b>	<b>\$ 12,875,440.89</b>	<b>\$ 13,986,438.97</b>	<b>\$ 14,062,870.29</b>	<b>\$ 14,637,337.22</b>	<b>\$ 13,297,455.97</b>

### RECOMMENDATION

The Executive Director, after review and approval by the RWC Executive Committee, recommends the Board approve the FY 2025/26 Subscriber Unit Rate of \$33.69, FY26 Budget, and 5-Year Plan and authorize the RWC staff to assess the members quarterly.



## BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	December 5, 2024
FROM:	John Imig, RWC Executive Director		Item 6
STAFF:	Almira Santos, RWC Accountant IV		
SUBJECT:	<b>RWC CONVENTIONAL (VHF) NETWORK FISCAL YEAR 2025/26 SUBSCRIBER UNIT RATE, FY26 BUDGET OVERVIEW AND 5-YEAR PLAN</b>		

### BACKGROUND

The purpose of this report is to present the FY 2025/26 Subscriber Unit Rate, FY 26 Budget Overview and 5-Year Plan for the RWC Conventional (VHF) Network.

### THE ISSUE

- The Subscriber Unit Rate is determined by dividing the staffing, operations, and maintenance budget by the number of subscriber units estimated to be on the network in FY 2025/26.
- The rate for FY 2025/26, if approved, will be \$10.22, which represents an increase of \$0.40 from the previous rate of \$9.82. This revised rate was based on the October 2024 Radio count.
  - IT Radio Shop charges increased by approximately \$63,000.
  - Approximately \$20,000 to increase RWC Accountant I hours from 29 hours per week to 40 hours per week and to include benefits.

<b>Annual Staffing, O&amp;M</b>	<b>\$ 575,676</b>
<b>Subscriber Units</b>	<b>4,692</b>
<b>Monthly Subscriber Rate</b>	<b>\$ 10.22</b>

The RWC VHF Budget is made up of the following categories:

- City of Phoenix Information Technology Services (ITS) Department
  - Wireless Services, Microwave, and Network Services
- RWC Staffing
  - 1 Position



The RWC Budget also includes the following projects:

- Communication Site Monitoring and Access Control Replacement
  - The current video monitoring and site access system installed across RWC network sites is obsolete.
  - This project is designed to replace devices that do not meet standards or requirements for enhanced video monitoring and site access capabilities.
  - The site card access system will be replaced with a supported, cyber-secure solution that will provide needed metrics for authentication (via issued badges) and necessary controls in support of security policies.
  - The project is intended to refresh video security and door access devices to current standards; implement devices that have manufacturer support; meet security policy, meet cybersecurity standards, and support multiple users.
- Microwave System Lifecycle Replacement
  - This program was created to replace wireless microwave radios than have met the expected duration of 10 years of production service in the public safety RWC radio network.
  - The current assessment of radio replacements covers fiscal years 2026 to 2029. The overall program cost for FY26 through FY29 averages \$214,375 per year, for a total project cost of \$857,500.
- Radio Network Ethernet Lifecycle Replacement (*Beginning FY 26/27*)
  - This program is designed to replace aged or obsolete Ethernet networking devices after seven (7) years of production service within the RWC.
    - Timing of replacements is directly attributed to manufacturer "End of Support" limits and ensures desired reliability and performance metrics while minimizing down time.
  - The VHF program cost for FY26/FY27 through FY28/29 averages \$282,667 per year, for a total project cost of approximately \$848,000.
- VHF Equipment End-Of-Life
  - Calculated by the Radio Shop at the RWC's initial adoption of VHF, these funds are used to replace end-of-life VHF capital equipment across the network.
- VHF Expansion (A14 & A15)
  - The RWC VHF Expansion Working Group has recommended adding channels A14 and A15 to provide additional capacity in response to the rapid growth in the region. This is a complex project that is in the beginning phases of planning with the Phoenix Fire Department. The Phoenix Radio Shop has requested \$52,000 as a starting estimate for this project.

For planning purposes, the summary of the RWC Conventional (VHF) Network FY 2025/26 budget by member and the 5-Year Plan is reflected as follows:

**FY 2025/26 Budget by Member**

Member	Radio Count as of Oct 2024	Staffing / O&M	VHF Equipment End-of-life	VHF Expansion (A14 & A15)	Comm Site Monitoring & Access Control Replacement	Microwave System Lifecycle Replacement	Total Budget
AFMA	267	\$ 32,759	\$ 19,984	\$ 2,959	\$ 4,481	\$ 12,199	\$ 72,383
Avondale	160	19,631	11,975	1,773	2,685	7,310	43,375
Buckeye	117	14,355	8,757	1,297	1,964	5,346	31,718
Chandler	161	19,754	12,050	1,784	2,702	7,356	43,646
Daisy Mountain	179	21,962	13,398	1,984	3,004	8,178	48,526
El Mirage	43	5,276	3,218	477	722	1,965	11,657
Glendale	267	32,759	19,984	2,959	4,481	12,199	72,383
Goodyear	169	20,735	12,649	1,873	2,836	7,722	45,815
Guadalupe	15	1,840	1,123	166	252	685	4,066
Harquahala FD	9	1,104	674	100	151	411	2,440
Maricopa	78	9,570	5,838	864	1,309	3,564	21,145
Peoria	197	24,171	14,745	2,183	3,306	9,001	53,406
Phoenix	2,182	267,716	163,315	24,182	36,622	99,694	591,531
Scottsdale	281	34,477	21,032	3,114	4,716	12,839	76,178
Sun City Fire	62	7,607	4,640	687	1,041	2,833	16,808
Surprise	151	18,527	11,302	1,673	2,534	6,899	40,935
Tempe	316	38,771	23,652	3,502	5,304	14,438	85,666
Tolleson	38	4,662	2,844	421	638	1,736	10,302
<b>Members Subtotal</b>	<b>4,692</b>	<b>\$ 575,676</b>	<b>\$ 351,180</b>	<b>\$ 52,000</b>	<b>\$ 78,750</b>	<b>\$ 214,375</b>	<b>\$ 1,271,981</b>

**5-Year Plan**

RWC Conventional Network (VHF) ANNUAL BUDGET	FY2025/26	FY2026/27	FY2027/28	FY2028/29	FY2029/30
Subscriber Rate	\$ 10.22	\$ 10.37	\$ 10.51	\$ 10.66	\$ 9.82
Estimated Subscriber Count	4,692	4,692	4,692	4,692	4,692
O&M, Staffing	\$ 575,676.00	\$ 583,665.10	\$ 591,874.06	\$ 600,311.61	\$ 541,990.00
Required Minimum Balance	\$ -	\$ -	\$ -	\$ -	\$ -
VHF Equipment End-of-Life	\$ 351,180.00	\$ 351,180.00	\$ 351,180.00	\$ 351,180.00	\$ 351,180.00
VHF Expansion (A14 & A15)	\$ 52,000.00				
Comm Site Monitoring & Access Control Replacement	\$ 78,750.00	\$ 78,750.00	\$ 78,750.00	\$ 78,750.00	\$ 78,750.00
Microwave System Lifecycle Replacement	\$ 214,375.00	\$ 214,375.00	\$ 214,375.00	\$ 214,375.00	
Radio Network Ethernet Lifecycle Replacement		\$ 282,666.75	\$ 282,666.75	\$ 282,666.75	
<b>Total Budget</b>	<b>\$ 1,271,981.00</b>	<b>\$ 1,510,636.85</b>	<b>\$ 1,518,845.81</b>	<b>\$ 1,527,283.36</b>	<b>\$ 971,920.00</b>

## RECOMMENDATION

The Executive Director, after review and approval by the RWC Executive Committee, recommends the Board approve the FY 2025/26 Conventional (VHF) Subscriber Unit Rate of \$10.22, FY26 Budget, and 5-Year Plan and authorizes the RWC staff to assess the Members quarterly.



## BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	December 5, 2024
FROM:	John Imig, RWC Executive Director		Item 7
STAFF:	Nicholas Roosevelt, RWC Management Assistant II		
SUBJECT:	RWC BOARD OF DIRECTORS BOARD CHAIR NOMINATION AND APPOINTMENT		

### BACKGROUND

Chair Andrea Glass will no longer be able to serve as the Board Chair as she will be retiring from the City of Tempe Fire Department this year.

### THE ISSUE

On August 22, 2024, the Board appointed three (3) volunteers to serve as a Board Chair nominating committee — Val Gale (Chandler), Rick St. John (Glendale), and Douglas Steele (Peoria). The nominating committee solicited nominees and will present the nominee(s). A vote will be held to appoint the new Board Chair.

### RECOMMENDATION

The RWC Executive Director, after review and approval by the Executive Committee, recommends that the RWC Board elect a new Board Chair to begin their 2-year term beginning December 2024.



## BOARD OF DIRECTORS REPORT

TO:	Regional Wireless Cooperative (RWC) Board Members	Agenda Date:	December 5, 2024
FROM:	John Imig, RWC Executive Director		Item 8
STAFF:	Thomas Grebner, City of Phoenix Deputy Chief Information Officer Nicholas Roosevelt, RWC Management Assistant Almira Santos, RWC Accountant IV		
SUBJECT:	EXECUTIVE DIRECTOR’S REPORT		

### BACKGROUND

The Executive Director will brief the Board of Directors on the following items:

- A. RWC External Audit Update
- B. Interference Detection System Updates
- C. ERRCS Updates
- D. CY 2025 Meeting Dates (Attachment A)

### RECOMMENDATION

This item is for information and discussion.



2025 RWC Board of Directors Meetings

<u>Date</u>	<u>Location</u>
Thursday, February 27 <sup>th</sup> 10:00 – 11:30	TBD
Thursday, May 22 <sup>nd</sup> 10:00 – 11:30	WebEx
Thursday, August 21 <sup>st</sup> 10:00 – 11:30	WebEx
Thursday, December 4 <sup>th</sup> 10:00 – 11:30	TBD