

StoryComm Board of Directors
Meeting Minutes
January 16, 2020

Attending: Cain, Murken, Schainker, Newton, Fitzgerald, Cychosz, Bowers, Houghton, Roush, Hackett, Lennie, Anderson, Brogden, Eickholt, Markley, Milas, Holmes

On the phone: Clanton

Cain called the meeting to order. Quorum determined.

Murken moved to approve the agenda. Second by Schainker. Motion carried unanimously.

Murken moved to approve the meeting minutes from December. Second by Schainker. Motion carried unanimously.

Tower Sites Update-

The Zearing temporary site has seen the most activity lately. The equipment is installed and on the air. The only piece remaining is install of the AC. We do not have the official paperwork for the change order for the site, but the amount is \$11,408.58, which is in line with the original order of magnitude.

Three out of the five sites for the permanent system are ready for civil work, the StoryComm Northeast, Justice Center and South Towers.

The Wallace Hall site is running for the temporary system, we will need to transfer the tower from a temporary lease to a permanent lease. Clanton has already reached out to Paula DeAngelo at ISU to get to work on the permanent lease.

In November, the Board gave the Working Group direction to identify alternative locations for a site in the Gilbert area. We have a suitable alternative on a parcel of land that is located essentially between the ISU Horticulture Farm and the city of Gilbert. The land sold on auction in early December and the Working Group has had contact with the new owner (Woodland Farms). On Thursday, January 9, the landowner was provided a copy of the lease with Collins-Maxwell. Terms of the lease were discussed and the landowner did not make a counter offer. The following Monday the landowner contacted Hackett with new knowledge of the Zearing (Knaphus) lease. He counter offered at \$5,000 annual payment and at that price was ready to move ahead. The opportunity with the private landowner presents StoryComm with the best opportunity to stay on the current project timeline.

The second alternative is Gilbert Schools. The Superintendent reached out to Hackett to advise that some of the School Board members would be interested in a project update and possibly revisiting the idea of a tower on school property. Hackett attended the regular School Board meeting on Monday and gave an update, including the interest of Woodland Farms. Two Gilbert City Council members who were present questioned if the School Board would be open to another location on their property, the northeast corner instead of the northwest. Ultimately, the group decided to set up a joint workshop to include School Board and the City Council members. The meeting is set for next Thursday evening, January 23.

Choosing to proceed with Gilbert Schools carries a risk based on project schedule and insurance coverages. All five sites must be settled before the total system design can be confirmed. No construction work can begin on any site until completion of system design. Delay could cause testing to be pushed beyond the first part of 2021, possibly into the spring. There might be alternative construction options, but the goal should be to move as quickly as possible.

Delay would force us to run on the temporary system longer than projected, adding the risk of change in status at the Zearing temporary site.

In addition, there was discussion by the Gilbert School Board about approving the StoryComm tower and then working with a cellular company to use space on the tower for cell equipment. Milas advised that such co-locating could affect tower design and add cost. Bowers added that allowing co-locating could cause a loss of control on who could co-locate in the future. The Board asked Clanton to research rules.

Murken asked the Board to take into consideration that the School Board and City Council may have had time to reconsider and are reaching back out to StoryComm with support and interest.

After much discussion, the Board tasked Hackett to inquire what the timeframe for meetings and potential lease approval would be with Gilbert Schools. In the meantime, the Working Group will continue negotiations with Woodland Farms.

Banked Radios- There has been discussion at the county level regarding the bank of 30 radios and radios planned for Sheriff's Reserve Deputies that will be excess. The idea is to back the banked radio count from 30 to 15. The banked radios will be housed with EMA and will be programmed and active. Story County is considering selling some radios back to Ames, if appropriate, and offering excess radios to volunteer agencies to purchase at a reduced price. The intention is to come to a more reasonable number of radios; the discussion will continue.

ISU has different needs; they will keep the 30 banked radios. ISU banked radios will be programmed and active.

StoryComm Budget- Anderson developed a simplified version of the infrastructure budget titled *StoryComm Infrastructure and Radio Project Budget 1/16/2020*. The version takes into account the change orders, shows payments and tracks contingency. As of 1/16/20, Total Project Payments was \$6,967,416.58. Anderson provided another resource that simplifies the construction budget, total project costs of the build.

The initial purchase of radio consoles is within the total infrastructure cost. Future replacement of the consoles is still yet to be determined and is the crux of why the Working Group does not have a complete CIP. The 911 Executive Board will meet next week and will discuss.

Draft Financial Policies and Procedures Manual- The manual was designed as a supplement to the change order process that will guide practices going forward. The change order process will remain effective as approved. Anderson presented the manual in draft form and highlighted items for the Board. The Board suggested several edits. Andersen will make revisions and bring the manual back to the Board for approval at a future meeting.

Working Group Updates-

- Teams have tested the temporary system over the last three days. The system performed as expected. There are some deficient spots, but even on the temporary system, coverage is far better than current. The test plan and maps are available for anyone who would like to take a closer look.
- All agencies purchasing radios are going through the process of coordinating radio programming and operations planning. RACOM has developed a detailed fleetmap that is available for review. The fleetmap is very important to the migration from the current radio system to the temporary system.

CyRide has already migrated and are successfully communicating on the temporary system. Migration will continue with ISU the first week of February. The full transition schedule is still being solidified. The schedule is designed so that all migrations are complete well before the EE tower is decommissioned.

New Business- Murken made a motion for Cain, Chair, to sign the Merchants Bonding Company project status form. Second by Schainker. Motion carried unanimously. Form completed by Anderson and Roush for StoryComm.

The next StoryComm meeting will be Thursday, February 27, 2020 at 2:30pm. *Updated meeting date and time.

Meeting adjourned at 6:10pm.