

Executive Board

City of Bellevue
City of Kirkland
City of Redmond
City of Mercer Island
City of Issaquah



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**EXECUTIVE BOARD
SUMMARY OF MINUTES**

November 12, 2015
10:00 a.m.

Redmond City Hall
Trestle Room, Lobby Level
Redmond, Washington

PRESENT: Kurt Triplett

ALTERNATES: Jim Jolliffe (Brad Miyake), Steve Heitman (Noel Treat), Jane Christenson (John Marchione)

ABSENT: Bob Harrison

OTHERS PRESENT: Nick Seibert, Scott Hatfield, Jessie Morgan

1. Call to Order
The meeting was called to order at 10:10 a.m. by Kurt Triplett, who presided.
2. Roll Call
3. Approve Agenda
Steve Heitman motioned to approve the agenda, it was seconded by Jane Christenson and carried 4-0.
4. Consent Agenda
 - a) Approval of Payment Vouchers:** the following voucher/warrants were approved for payment: Voucher (warrant) numbers 6094 through 6108 for a total of \$34,908.51.
 - b) Approval of Minutes of October 8, 2015**
Steve Heitman motioned to approve the Consent Agenda, it was seconded by Jane Christenson and carried 4-0.
5. Action Items
 - a) Approval of 2016 Budget Amendment**
Scott Hatfield reports that there are no changes to the 2016 Budget Amendment from the previous Executive Board meeting. The Operations Committee gave a unanimous recommendation to pass the amendment and access fee to the Executive Board.

The most significant change from the previous 2016 Budget is the lowering of the replacement reserves, allowing for a decrease in the 2016 Access Fee from \$31.01 to \$25.25 monthly.

Jane Christenson motioned to approve the 2016 Budget Amendment, it was seconded by Steve Heitman and carried 4-0.

b) Approval of 2016 Access Fee

Jim Jolliffe motioned to approve the 2016 Access Fee, it was seconded by Steve Heitman and carried 4-0.

6. Reports

a) PSERN Update

Kurt Triplett reports that the first PSERN Joint Board Meeting occurred yesterday. The Board discussed the details of the PSERN Operations Committee and its member selection as well as their position as a recommending body, not a voting one. Kurt reports that attendance was good at the meeting and the only other significant issue is alternative tower sites for the locations that have been deemed not viable. Most of these issues are due to ordinance issues. The Joint Board also discussed how the RCB should work with PSERN. Scott Hatfield suggests that the RCB approve design changes on a regular basis to ensure that the changes PSERN is making does not cause adverse changes in the Legacy system that is currently in use. The RCB can then provide a system of checks and balances during the build out of the new system.

b) 2016 Meeting Schedule

Scott Hatfield reports that at the last Executive Board Meeting, Board members wanted to discuss the meeting schedule. Currently, it is a monthly schedule. The Board decided to continue to schedule monthly and convene as needed, but no less that once every other month. The Operations Committee will meet as the Executive Board does.

c) Access Fee Impacts by Radio Count

Scott Hatfield presents EPSCA Access Fee Impacts by radio count breakdown handout.

d) EPSCA Replacement Reserve Strategy

Scott Hatfield reports that EPSCA currently has approximately 5 years' worth of operations funds in replacement reserves. EPSCA has only dipped into replacement reserves to build and move sites (3 times). For catastrophic failure, it is estimated that EPSCA would need \$1.5 million in liquid form. The failure would have to be uninsured and the amount chosen was based on how much it would cost to replace our simulcast system if it just failed. Kurt Triplett advises to send out language about what happens to the reserves when EPSCA dissolves and to continue discussions regarding this matter.

7. Other/Information

December Executive Board Meeting Canceled.

8. Executive Session

None

9. Adjourn
Being no further business, meeting adjourned at 10:55 a.m.

**Next Meeting
Scheduled for:**

January 14, 2016