

**EXECUTIVE BOARD
SUMMARY OF MINUTES**

December 9, 2010
10:00 a.m.

Bellevue City Hall
Room 1E-113
Bellevue, Washington

PRESENT: John Marchione, Kurt Triplett, Rich Conrad, Ava Frisinger

ALTERNATES: Mike Eisner (for Steve Sarkozy)

ABSENT:

OTHERS PRESENT: Mark Hagreen, Mike Ursino, Nick Seibert, Chris Fischer, Kevin Bostrom, John McCracken, Brad Steiner, Brooke Flynn, Joe Mann, Kerry Isbister, Scott Hatfield, Gregg Flint, Howard Tucker, Jessie Morgan

1. Call to Order
The meeting was called to order at 10:10 a.m. by John Marchione, who presided.
2. Roll Call
3. Approve Agenda
Rich Conrad requested Agenda Item 6e) Karen Reed Proposal be tabled. Scott Hatfield requested Agenda Item 6b) Canyon Park Contact with Gary Harper Construction be tabled as he did not have it yet. A motion to approve the agenda as amended was made by Rich Conrad, it was seconded by Ava Frisinger and carried 5-0.
4. Consent Agenda
 - a) **Approval of Payment Vouchers:** The following voucher/warrants were approved for payment: Voucher (warrant) numbers 4967 through 5028 for a total of \$232,628.72.
 - b) **Approval of Minutes of October 18, 2010.** Kurt Triplett moved to approve the consent agenda; it was seconded by Rich Conrad and carried 5-0. Rich Conrad suggested that perhaps less supporting detail should be included in the packets, condensing them to save paper.
5. Report of Operation Committee
 - a) **Financial Status Report**
Jessie Morgan reports a clean audit from the State Auditor with no findings or recommendations. Included in the agenda packet is the December 2009 financial statement she prepared in conjunction with the audit. An exit conference is to be scheduled in the near future and our next audit is due in 2013, covering 2010, 2011, and 2012. Scott Hatfield thanked Jessie for all her hard work in ensuring another successful audit.

b) Operations Manager Report

a. Site Work

Scott Hatfield reports that the Horizon Heights tower repairs have been completed. The Coal Creek construction contract is on the agenda for approval, the Canyon Park contract has been pulled. Once the contract has been signed for Coal Creek, it should not be long before we can break ground at that site.

b. Rebanding

We are in the mediation phase of the FRA for rebanding. Radio replacement is forecasted to begin first quarter of 2011.

c. Regional Issues

Scott updated the Executive Board on the progress of the Next Gen switch cutover. Following the cutover there were some unexpected audio quality issues. Motorola was invited to the meeting to elaborate on what is being done to mitigate the problem. Currently, they are in the data gathering phase regarding the troubleshooting of the issues that are occurring. Subscribers have been asked to log unacceptable audio quality issues in order to help gather data and identify trends. Various representatives from EPSCA's service area gave testimony to the Board on the audio quality issues they are experiencing.

c) System Status Report

Gregg Flint reported on the impact of the storm last week. Most issues were resolved within a day. The rest of the sites are running smoothly and all the sites have been optimized again.

6. Action Items

a) Coal Creek Contract with Omega Construction

Scott Hatfield recommended that the Executive Board approve the recommendation to enter into a contract with Omega Construction. This would allow EPSCA to enter into a final agreement to build the previously approved site at Coal Creek in order to improve the radio coverage in the Coal Creek/Factoria area. The bid is under the engineer's estimate. Rich Conrad moved to approve the contract with Omega Construction for Coal Creek; it was seconded by Kurt Triplett and carried 5-0. Rich Conrad suggested that in the future, the actual contract need not be included in the packet, he would like a statement that the contract has been successfully reviewed by Risk and Legal and the dollar amount of the contract.

b) Canyon Park Contract with Gary Harper Construction

Tabled, awaiting arrival of contract.

c) Console Maintenance Contracts

Scott Hatfield recommended the Executive Board approve the recommendation to enter into agreements with the cities of Redmond, Issaquah and Bothell for console services. Kurt Triplett asked if these had been reviewed by the respective cities yet, Scott replied that the agreements would need to go through their internal processes and to Council. Ava Frisinger moved to approve the three console maintenance contracts; it was seconded by Kurt Triplett and carried 5-0.

d) North Seattle Extension of Site Use

Scott Hatfield noted that the original deadline for the North Seattle site was December 15, it has been extended to March 15. He recommended the Board approve the recommendation to enter into negotiations with the Shoreline Water District for a

new lease. There was considerable discussion at the last Operations Committee and it was their recommendation to approve paying the \$5,000 deposit and enter into discussions with Shoreline Water District to remain on the site. After discussion and questions, Howard Tucker presented the Board with an executive summary of the history and issues surrounding the North Seattle and Lake Forest Park sites. Mike Eisner motioned to approve paying \$5,000 to negotiate with Shoreline Water District, it was seconded by Kurt Triplett and carried 5-0.

e) Karen Reed Proposal

Tabled.

7. Other / Information

a) Proposed 2011 Meeting Schedule

8. Executive Session

None.

9. Adjourn

Being no further business, the meeting was adjourned at 11:10 a.m.

**Next Meeting
Scheduled for:**

January 13, 2011