

StoryComm Board of Directors
Meeting Minutes
February 15, 2023

Attending: Murken, Schainker, Fitzgerald, Huff, Newton, Lennie, Jacobs, L. Johnson, DeLashmutt, Briseño, Hackett, Tapper, Wu, Pyle, Clanton
On the Phone (Webex): Foster

Murken called the meeting to order at 2:00pm.

Quorum determined with Newton voting as Iowa State alternate.

Introductions in the room and on Webex.

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

Schainker moved to approve the meeting minutes from November. Second by Newton. Motion carried unanimously.

StoryComm Financials Update- Wu provided the operating budget with Q2 actual expense updates. She noted that the insurance, \$37,035, was paid in Q2. Wu and the Working Group worked together to add Q3 and Q4 best estimates. The orange column, FY23 Projected, is the sum of all four quarters. Lennie continued with an overview of budget updates.

- Electric- We budgeted \$15,000 and project to end the FY at about \$17,000. FY24 Proposed is \$18,000.
- Fiber- We budgeted high for FY23 with anticipation of added fiber run for the mobile console at the stadium. That work was unnecessary so are costs are low. We've now determined that fiber cost is going to be about \$1,500 per quarter going forward. FY24 Proposed remains \$21,960 just until we have a little more history.
- Generator Fuel- We anticipate only needing a fill once per year. Fills have been about \$200 per site. We left the FY24 Proposed number a little high at \$3,000 just in case there is an emergency event where the generators have to run for an extended time.
- Maint. of HVAC- We are tracking just slightly above budgeted. We increased the FY24 Proposed to \$7,500 to cover the annual contract with C&K and extra repairs. We've found that occasional repairs that are starting to present themselves are about \$500-\$600 minimum.
- Maint. of Generator- We fell short on this budgeted amount because there is a transfer switch maintenance charge in addition to generator. The initial budget should have been closer to \$8,300. The FY23 Projected is \$14,966 with extra repairs. The FY24 Proposed is \$16,000 (\$8,300 maint. and roughly \$2,000 per generator (4) for repairs).
- Lawn Care and Snow Removal- We need another year of data before we are comfortable adjusting these budgets. The Working Group will be following up with the company to discuss weed control and snow removal level of service.
- Land/Site Lease Costs- These are fixed costs. The \$3,000 expense in Q2 is to Collins-Maxwell CSD for the South tower. Office changeover there caused them to miss invoicing ISU for FY22. They did catch up, so the FY22 invoice was paid out in Q2 FY23. Newton mentioned that ISU changed the process to auto invoice so it will be consistent in the future.

- System Admin.- We do not project to spend any of the budgeted \$50,000 in FY23. We left \$50,000 for FY24 Proposed. The consensus of the Working Group is that we will not need a full or part-time employee. We are still determining all the needs that the Working Group might end up being responsible for.
- Annual Capitol Fund- The fixed contribution is \$30,000 and we added carry over from FY22. \$103,205 is the total, that includes the \$30,000. Schainker asked what the goal is for the Capitol Fund and saving for future replacements. Lennie referred to the next line, Long-Term Consulting.
- Long-Term Consulting- MCP developed a capital budget (CIP) document that needs to be revisited. The long-term consulting budget could fund employing MCP to help refine the document.

Murken suggested that the Working Group start updating and bring the document back to the Board yet this FY. She wants to see a long-term outlook and how that affects subscriber fees, as some small communities are struggling with budgets. The Working Group will make the document an action item and estimate the activity in Q4.

Schainker said that if rural agencies cannot keep up with their expenditures, he does not feel that the City of Ames- he cannot speak for the others- can help subsidize them. He asked Murken if she feels these users will not be able to meet the growing expenditure needs. Shrinker wanted to clarify that there is no suggestion that subscriber fees get subsidized; users continue to pay their fair share.

Murken responded that users are already seeing increases in subscriber fees through the 911 Board so StoryComm just needs to be careful with decisions.

- Contingency- We expect to spend \$20,000 of contingency in FY23. There is a change order for RACOM to install redundant routers at the Justice Center and Wallace Hall control point towers. MCP strongly encouraged this upgrade; added resiliency is the benefit. The cost includes the hardware and spare routers on reserve for a potential hot-swap if ever necessary. If a router did go down it would not be a single point of failure, but would limit capacity. With the approval of the change order, RACOM would have the hardware to fix the problem immediately, bypassing potential supply chain delays.

Newton mentioned that there is \$45,000 left in infrastructure funds. If the money does not get spent, it could be paid back out to the three agencies.

The Board agreed to leave the \$20,000 in FY23 contingency to move forward with the change order.

Newton made a motion to approve the financial update with the use of \$20,000 from contingency for the change order. Second by Schainker. Motion carried unanimously.

Newton made a motion to approve the FY24 Proposed budget. Second by Schainker. Motion carried unanimously.

MOU Signature- Clanton edited the draft MOU between StoryComm and RACOM to incorporate revisions discussed at the November meeting- Section 1. Retainage. Amounts and dates listed; Section 5. LP Tanks. Three-year sell agreement language added.

The \$94,000 for the Slater Tower mentioned in section 3. will be paid by the 911 Board.

Clanton requested that the motion specify approval of the draft in substantial form, as the draft has not been approved or signed by RACOM. If RACOM wishes to make any other changes, Clanton will filter those back through the Working Group.

Schainker made a motion to approve the MOU in substantial form. Second by Newton. Motion carried unanimously.

BeOn Licensing- Johnson provided copies of an access agreement for purchase of BeOn licenses. Individual or agency will have the opportunity to purchase a single BeOn license from RACOM after approval by StoryComm. The user must contact a member of the Working Group to obtain an agreement and gain approval before going direct with RACOM. The agreement does not change the standing BeOn policy, it is procedural only. If the user breaks the agreement, RACOM has the capability to disconnect the license from the cell phone or device.

ARA Broadband Project- The initial request by Hongwei Zhang for this project included co-locating broadband equipment on three StoryComm tower sites. At that time, StoryComm did make any agreements and said that it preferred to be on the system for at least a year before making considerations. Hongwei updated that he is working with RACOM for preliminary discovery before bringing a proposal back to StoryComm. There is no action to take now, just an alert to anticipate more discussion in the next year.

Working Group Updates-

Responsibilities Task List- Briseño shared that a list of StoryComm system responsibilities and contacts has been developed and is being finalized by the Working Group.

Cameras- Lennie mentioned that infrastructure at the tower sites supports adding security cameras. The Working Group has requested a rough estimate of cost to install cameras at the three rural tower sites (NE, NW, South). RACOM has not come back with those numbers. Unless there is an opportunity to fund install in FY24, we would be looking at proposal in the FY25 budget. A stand-alone system with a dedicated server could run \$20,000.

Lennie informed the group of the passing of Mike Milas, Mission Critical Partners consultant on our project. MCP will backfill and replace Milas' position. Todd Johnson will be the point of contact for now.

Old Business- Newton mentioned that an audit is ongoing. Wu has provided the state auditor with requested info.

New Business-

Fitzgerald opened discussion about using current vendor IP Pathways as a sole source for hardware and software replacement for the MAPSG shared network. It is critical that purchases and updates move forward as contracts are close to expiration and costs continue to rise. The current purchasing process is inefficient and is being challenged.

MAPSG business is not that of StoryComm, but all MAPSG agency decision makers sit on the StoryComm Board. The MAPSG network also connects into radio operations.

Fitzgerald referenced a government bill to build out Next Generation 911 (NG911) communications with innovative voice and data capabilities. With technology transitions on the way, Fitzgerald asked the StoryComm Board to consider being an umbrella of support over emerging communications.

The Board accepted to use time during StoryComm meetings to discuss the potential. Streamlining the structure of the StoryComm Board to fit could potentially involve a re-write of the 28E and change to the funding system.

Iowa State will be closing out the StoryComm infrastructure and equipment accounts. Board members concurred for the three agencies to go back to their individual Boards for approval to move the remaining \$45,000 to the StoryComm Capitol Fund.

Newton made a motion to adjourn. Schainker second. Motion carried unanimously.