

**TOWN OF PRESCOTT VALLEY
WORK STUDY MEETING
MINUTES
February 19, 2015**

Library Auditorium
7401 E. Civic Circle
Prescott Valley, Arizona 86314

1. Call to Order

Mayor Skoog called the meeting to order at 5:30 p.m.

2. Roll Call

*Present: Council Member Grossman, Council Member Marshall, Council Member Whiting,
Council Member Anderson, Council Member Mallory, Vice Mayor Nye, and Mayor Skoog.*

3. Presentation: Arizona Department Of Administration - Arizona FirstNet

Arizona Department of Administration, Arizona Strategic Enterprise Technology, and Project Manager Karen Allen introduced *FirstNet* to the Council. FirstNet will be a federal technology network which will provide emergency responders with the first nationwide high speed, wireless broadband network dedicated to public safety use. During emergencies, public safety personnel need priority access and preemption, which are not available on commercial networks. FirstNet will provide them with their own network to work off of. The federal government has the \$7 billion in funding, overseen by public safety and technology officials, from spectrum auctions. They have through 2022 to build this intended self-sustaining, fee based network which would be built and operated by FirstNet. Users of the system would pay to use the system and keep it operating. State governors are appointed as points of contact responsible for interacting with FirstNet and will have the opportunity to opt in or opt out of the FirstNet network. The Arizona FirstNet team has been tasked with identifying all public safety agencies in the state and educating public safety stakeholders about FirstNets Nationwide Public Safety Broadband Network. FirstNet must be deployed and substantially operational by 2022. The system would provide shared video, audio, and data surrounding an area of any disaster as well as SDS sheets of chemicals in the area which can be read on a smart phone. Coverage and capacity objectives will be built into the system based on information provided from potential users for interoperability across the USA. Allen stated that this system would work in support of our emergency management program in Yavapai County.

Greg Sundie, Project Manager – Contractor, talked about the data collection that they have been doing with the public safety agencies. They are collecting the requirements of public safety agencies throughout Arizona which will be given to FirstNet. The requirements will feed into the RFP. Collected information from Prescott Valley will be fed into the system including public

safety info, critical infrastructure (Event Center, gas lines, power lines), and validation of the Arizona public safety agencies information, carrier usage, devices and data usage. They are looking for additional users on the network beyond police, fire and EMS such as other entities who would be involved in a disaster (i.e. utility companies such as water, gas, electricity and public utility providers, ADOT, tow truck drivers, snow plows) that they work with and have them signed onto this network to help make it a self-sustaining network. They collect other info that could affect responses such as events held in the town (P V Days, July 4th, Balloon Festival) which will saturate/overload the network. Sundie distributed and asked each Council member to complete a FirstNet system interest form, answering what value it would provide to the community, barriers they foresee and whether PV has a plan/budget for wireless device implementation and their contact information. He added that a draft RFI went out in the summer of 2014; the draft RFP is coming out this summer. Comments will be collected from that draft RFP after which a final RFP will be drafted and submitted to their vendors.

Town Manager Larry Tarkowski asked if anybody has considered making, as part of the RFP, a requirement that RFP responders be in the communication delivery business today. A Verizon or T-Mobile is much better suited to build a new system as they have the experience doing it. In addition, they would have the ability to use existing real estate that those companies have, even though this is a brand new and different service. There is some symmetry and existing co-location opportunities through existing companies in the business. He added that there is no way FirstNet is going to come close in price to what we are paying now, not even remotely. The amount we pay to Verizon right now is subsidized by 3-5 million other people in Arizona who are also using the service. We are very small users in the scheme of things. It is going to take big bucks to put up a solely, dedicated system! There is no way we are going to be able to afford this without federal subsidy.

Sundie responded that the model calls for the use of current commercial carriers by installing additional equipment on the towers then filling in gaps with new towers. Tarkowski commented that that would cost a substantial fee for an entirely new network. This will not be inexpensive.

Council member Grossman said he sees this as an attempt to reinvent the wheel. Everything is in place already to create this system. He suggested piggybacking on existing infrastructure using a different frequency or bandwidth for the first responders. He sees a lot of red flags including the Washington officials syphoning money off of the program.

Michael Britt, Program Manager commented that FirstNet is an authority separated from the Department of Commerce, not a federal agency. FirstNet can utilize co-location sharing frequency in areas where public safety won't need the full bandwidth. He thinks they will be able to pull it off. It is kind of a duplicate, but it would be a dedicated/reserved network for public safety.

Vice Mayor Nye urged them not to use the town's personnel images in their future presentations as a marketing tool without asking permission. Sundie apologized for not asking permission to use the images and said they will not use them in the future.

Britt reiterated that this system is separate from and a supplemental system to the current radio systems that the public agencies currently use. It is not going to replace it; it would be a supplement to the land radio system. FirstNet is not expected to materialize for at least another 10 years.

No action was taken.

4. Discussion: P (purchase) Card Policy

Finance Manager Katie Pehl clarified that initially the P Card policy was designed separate from the Credit Card policy. However after discussion with the legal department they decided to combine the two policies into one policy as credit cards will still be held too. Pehl stated that a P card is a purchasing card more for employees currently using Home Depot credit cards, online supply purchases and items like that. This policy is to set specific guidelines that will help the town reduce the risk of fraud or misuse of town funds. The use of P Cards will also reduce the employee time consuming paperwork of the FPOs process and streamline payment to a vendor.

Council member Mallory said she is familiar with P Cards and it is a good program.

Town Manager Tarkowski stated that different dollar ceiling levels will be set on the individual P cards. They will not all be set at the same dollar level. The difference between a P Card and a credit card is someone else cannot use your P card - only you can use it. Anyone else using your P Card would be considered fraud. Credit cards can be used by other people along with a letter authorizing them to do so.

Council member Whiting said he guessed we are looking at this more from the efficiency standpoint as opposed to a cost savings or is it both potentially. Pehl said potentially it could save money by using less processing time. Plus it will make our vendors happier too as they will get their payments immediately instead of waiting for a check to be issued. Bank of America will be used for the purchasing cards as we use them for our banking services right now. Vendors get payment immediately from the bank without us having to process a FPO. Pehl responded to Vice Mayor Nye that the chip provides greater security with a PIN number in addition to a signature.

No action was taken.

5. Discussion: Phase II of the Highway Safety Improvement street sign replacement Program

Public Works Director Norm Davis and Engineering Technician Jason Garver came forward. Davis gave an update to the federally funded highway safety improvement sign program. Phase I was completed this past fall replacing stop, yield and speed limit signs. The Town partners with ADOT and CYMPO on this program. Davis demonstrated the difference between the new stop signs replacing the vintage signs that have very little reflectivity left in them. ADOT administered the project and handled the federal reporting.

In phase II, 1,689 yellow regulatory signs and 338 green street name signs on the major arterial roads will be replaced starting in March. The town developed a GIS Map sheet which shows an

inventory of exactly where the 4,200 signs are located throughout the town of which 3,500 are being replaced. Each sign has a unique barcode on the back of it providing info of when it was installed, where and which direction it faces for inventory management purposes. In addition, the new design sign poles are easily replaced. Phase II will start in about 90 days.

Tarkowski thanked the department for bringing these federal dollars to Prescott Valley by knowing where all the signs were through the inventory developed. Hats off to the department for leveraging our fantastic inventory using the management systems that Norm and the department have set up which has turned into real money and real improvements to the town. Davis added that the NACOG worker worked for 8 weeks with Jason to create that inventory.

Council member Whiting added all removed signs are recycled. The new signs are like a beacon and definitely stand out which is a great safety measure.

No action was taken.

6. Discussion: Purchase of a bucket truck for Public Works Department

Operations Manager Alex Romero said the safety of our workers is a big thing to Public Works which is why they are looking to purchase a newer one. A bucket truck gets a lot of use around town. The current truck is tired with close to 180,000 miles on the 16 year old truck. They want to purchase a newer, safer truck. The one they are considering is a 2008, with about 98,000 miles on it that will be here next week sometime rerouted from Alabama. They will inspect it for the required specs and safety before accepting it for \$53,000 plus trade in on the old one. The bucket reaches 42 feet in the air with a working lift on it for large sign work. Romero believes this is a good choice and well worth it for what we need in our town.

Council member Anderson commented that the key to a truck like that is the hydraulic system not the amount of mileage on the diesel engine. Romero responded to Council member Mallory that a new one may run upwards of \$130,000 - \$140,000 or more.

No action was taken.

7. Adjournment

Mayor Skoog adjourned the meeting at 6:47 p.m.

ATTEST:

APPROVED:

Diane Russell, Town Clerk

Harvey Skoog, Mayor

STATE OF ARIZONA)
COUNTY OF YAVAPAI) ss:
TOWN OF PRESCOTT VALLEY)

CERTIFICATE OF COUNCIL MINUTES

I, Diane Russell, Town Clerk of the Town of Prescott Valley, Arizona, hereby certify that the foregoing minutes are a true and correct copy of the Minutes of the Work Study Meeting of the Town Council of the Town of Prescott Valley, held on Thursday, February 19, 2015.

I further certify that the meeting was duly called and held and that a quorum was present.

Dated this February 24, 2015

Diane Russell, Town Clerk