



TRWC Board of Directors Meeting via Conference Call

Monday, March 23, 2009, 10 am to 11 pm

Location: Town of Gilbert – Room 233
50 E. Civic Center Drive
Gilbert, AZ 85296

Participant Instructions:

1. Dial the reservationless conferencing access number: 1 866 456 0016
 - a. Note: international reservationless conferencing participants, dial 1 720 348 6543
2. Dial the reservationless conferencing room number: *7263442*
 - a. Note: the star key must be pressed before and after your room number

Wait to be added to the conference

Agenda

1. **10:00 am – 10:05 am - Agenda Review**
Topic Leader: Chairman Kross
2. **10:05 am – 10:10 am – Discussion/Possible Action on the 03/02/09 TRWC Board Meeting Minutes**
Topic Leader: Chairman Kross
3. **10:10 am to 10:25 pm – Discussion/Possible Action on a MOU with Gila River Indian Community**
Topic Leader: Executive Director
4. **10:25 am – 10:50 am – Update - Discussion/Possible Action on the Fiscal Year 09/10 Budget**
Topic Leader: Executive Director
Guest Speaker: Denny Fulton, Mesa
5. **10:50 am – 11:00 pm – Meeting Summary and Next Meeting Preview**
Topic Leader: Executive Director
6. **11:00 pm - Adjournment**



TRWC Board of Directors Meeting Minutes – Conference Call

Monday, March 23, 2009, 10 am to 11 pm

Location: Town of Gilbert – Room 233
50 E. Civic Center Drive
Gilbert, AZ 85296

Members Present: *Mesa:* Denny Fulton, Mike Brown, Dale Shaw, Alex Deshuk, Bruce McGregor; *Queen Creek:* John Kross, Van Summers; *Gilbert:* Shawn Woolley; *AJFD:* Chuck Zanella; *Apache Junction:* Kathy Jeter, *TRWC Attorney:* Bill Anger

Guests: None

Recorder: Leslie Dibble

Minutes

Agenda Review

Topic Leader: Chairman Kross

Chairman Kross reviewed the agenda items with the Board.

Discussion/Possible Action on the 03/02/09 TRWC Board Meeting Minutes

Topic Leader: Chairman Kross

Chairman Kross asked for a motion for consideration of the minutes. A motion to approve by Chuck Zanella and Second by Alex Deshuk. All were in favor.

Discussion/Possible Action on Gila River's interest in joining the TRWC

Topic Leader: Executive Director

- Dale Shaw updated the Board regarding Gila River joining the TRWC.
 - The Board discussed the immediate need to cover two casinos and Mesa has performed a quick study for the Tribe.
 - Dale Shaw suggested entering into a MOU with Gila River for these two locations before a more comprehensive study is done to include the entire area for Gila River. The costs for the MOU would be for staff time and a maintenance agreement for radio programming and development of talk groups.
 - Final action will be taken at the March 30th Board meeting.
- A motion to continue with discussions regarding entering into a MOU was made by Chairman Kross and a Second by Chuck Zanella. All were in favor.
- Dale Shaw, Executive Director, will be contacting Mark Hill of Gila River in the very near future to continue the discussion.

Update - Discussion/Possible Action on the Fiscal Year 09/10 Budget

Topic Leader: Executive Director

- Budget documents previously sent out to the Board members were reviewed and questions from the Board members were taken by Denny Fulton, Mesa, and Dale Shaw.
- [Budget Detail](#)
- [Proposed Budget](#)
- There will be a presentation by Denny Fulton, Mesa, at the March 30th Board meeting on the revised budget. Two different scenarios will be presented.

Meeting Summary and Next Meeting Preview

Topic Leader: Executive Director

- Dale Shaw summarized each of the agenda topics.
- The next Board of Directors meeting will be held on March 30th in Gilbert, same room and same time. This was rescheduled from the original April 6th date.

Adjournment

- Chairman Kross adjourned the meeting.



March 12, 2009

TRWC Board of Directors:

Attached you will find the proposed Fiscal Year 2009/2010 Budget, for discussion at the upcoming 3/23 Special Board Meeting. The meeting will be conducted at 10AM via conference call at 1-866-456-0016, call room *7263442*.

The proposed budget includes \$1,424,763 in total operational and maintenance costs, that corresponds to a monthly cost of \$32 per subscriber unit. There are no planned capital expenditures for the year beyond the TOPAZ/PRWN reconfiguration that will be considered later as a special assessment.

Should you or your staff have any questions in advance of the meeting, please don't hesitate to contact me.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Shaw", is written over a white background.

Dale Shaw
Executive Director
TOPAZ Regional Wireless Cooperative
Telephone: (480) 644-5377
dshaw@topazrwc.org



PROPOSED FISCAL YEAR 2009 / 2010 BUDGET

FISCAL YEAR 2009 - 2010 TOPAZ SUBSCRIBER UNITS, NETWORK OPERATIONS AND MAINTENANCE COST, AND REVENUE ESTIMATES

SUMMARY OF TOPAZ OPERATIONS AND MAINTENANCE COSTS	FY 09/10
TOTAL TOPAZ NETWORK OPERATIONS SUPPORT COSTS	\$550,342
TOTAL TOPAZ INFRASTRUCTURE & MICROWAVE SUPPORT COSTS	\$436,585
TOTAL TOPAZ MANAGEMENT SUPPORT	\$437,836
 TOTAL TOPAZ OPERATIONS AND MAINTENANCE COSTS	 <u>\$1,424,763</u>

SUBSCRIBER UNITS (AS OF DECEMBER 17,2008)	
TOTAL MESA	2,734
TOTAL TOWN OF GILBERT	712
TOTAL APACHE JUNCTION FIRE DISTRICT	74
TOTAL CITY OF APACHE JUNCTION	164
TOTAL TOWN OF QUEEN CREEK	<u>4</u>
 TOTAL SUBSCRIBER UNITS	 <u>3,688</u>

ANNUAL FEE PER SUBSCRIBER UNIT - TOPAZ OPERATIONS AND MAINTENANCE COSTS	<u>\$386</u>
MONTHLY FEE PER SUBSCRIBER UNIT - TOPAZ OPERATIONS AND MAINTENANCE COSTS	<u>\$32</u>

ANNUAL REVENUE FROM SUBSCRIBER UNITS - OPERATING COSTS	
MESA	\$1,056,210
TOWN OF GILBERT	\$275,063
APACHE JUNCTION FIRE DISTRICT	\$28,588
CITY OF APACHE JUNCTION	\$63,357
TOWN OF QUEEN CREEK	\$1,545
TOTAL ANNUAL REVENUE FROM SUBSCRIBER UNITS - OPERATING COSTS	<u>\$1,424,763</u>

MONTHLY REVENUE FROM SUBSCRIBER UNITS - OPERATING COSTS	
MESA	\$88,017
TOWN OF GILBERT	\$22,922
APACHE JUNCTION FIRE DISTRICT	\$2,382
CITY OF APACHE JUNCTION	\$5,280
TOWN OF QUEEN CREEK	\$129
TOTAL MONTHLY REVENUE FROM SUBSCRIBER UNITS - OPERATING COSTS	<u>\$118,730</u>

TRWC CAPITAL COSTS	<u>NONE</u>
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INFORMATION ITEMS ONLY -- NO BOARD OF DIRECTORS ACTION AT THIS TIME PROPOSED COSTS TO BE RECOVERED WITH A SPECIAL ASSESSMENT FEE	
A. COSTS TO RECONFIGURE <i>[Costs under review with Motorola. Projected expenditure in Jan.,Febr., Mar. 2010]</i>	\$700,000
B. HIGH SITE DEVELOPMENT <i>[Costs under review with Motorola. Projected expenditure in Jan.,Febr., Mar. 2010]</i>	<u>\$550,000</u>
C. TOTAL INFORMATION ITEMS ONLY	<u>\$1,250,000</u>

Fulton March 10, 2010

TOPAZ SUBSCRIBER UNITS, NETWORK OPERATIONS AND MAINTENANCE COST, CAPITAL IMPROVEMENT COSTS AND REVENUE ESTIMATES

[SUBSCRIBER UNITS, TOPAZ % SPLIT AND LABOR PER COMMUNICATIONS]

[USE 08/09 BUDGET FOR NON LABOR, ESCALATE FOR 09/10 PER BUDGET]

[USE 08/09 BUDGET SALARIES FOR PRELIMINARY BUDGET, DO NO ESCALATE FOR 09/10 PER BUDGET]

		800 Mhz		
		%		
1. TOPAZ NETWORK OPERATIONS SUPPORT COSTS		FY 08/09 BUDGET	Support	FY 09/10
LABOR				
DATA GROUP:				
SR. COMMUNICATIONS NETWORK TECHNOLOGIST	4669	\$105,658	55%	\$58,112
COMMUNICATIONS NETWORK TECHNOLOGIST	1671	\$96,398	55%	\$53,019
COMMUNICATIONS NETWORK TECHNOLOGIST	1168	\$110,830	55%	\$60,957
TOTAL DATA GROUP LABOR				<u>\$172,087</u>
MOTOROLA POST WARRANTY SERVICES:				
2.80%				
SSA (Software Service Agreement)		\$239,532	100%	\$316,041
MOTOROLA SERVICES		\$60,519	100%	\$62,214
TOTAL MOTOROLA POST WARRANTY SERVICES				<u>\$378,255</u>
TOTAL TOPAZ NETWORK OPERATIONS SUPPORT COSTS				<u>\$550,342</u>

NOTE 1: SSA Contract expires March 31, 2010. On-going negotiations with Motorola on SSA costs. Use existing contract price for 9 months and preliminary SSA price of \$545,568 for 3 months FY 09/10. Preliminary SSA per Motorola presentation to Communications on March 9, 2009.

		800 Mhz		
		%		
2. TOPAZ INFRASTRUCTURE & MICROWAVE SUPPORT COSTS		FY 08/09 BUDGET	Support	FY 09/10
LABOR				
SYSTEMS GROUP:				
COMMUNICATIONS TECHNICAN III	0982	\$72,112	50%	\$36,056
COMMUNICATIONS TECHNICAN III	1364	\$83,398	50%	\$41,699
COMMUNICATIONS TECHNICAN III	1167	\$69,637	50%	\$34,819
COMMUNICATIONS TECHNICAN III	0804	\$91,348	50%	\$45,674
COMMUNICATIONS SYSTEMS COORDINATOR	0805	\$96,988	55%	\$53,343
WIRELESS COMMUNICATIONS ADMINISTRATOR	3358	\$89,947	50%	\$44,974
OVERTIME		\$54,275	50%	\$27,138
TOTAL SYSTEMS GROUP LABOR				<u>\$283,702</u>
COMMODITIES & OTHER SERVICES				
2.80%				
72820 TRAINING		\$27,000	45%	\$12,151
74220 REPLACEMENT PARTS & MATERIALS		\$127,627	25%	\$31,908
74250 SOFTWARE		\$6,147	45%	\$2,767
72360 MISCELLANEOUS CONTRACT REPAIR		\$65,100	25%	\$16,276
7220 SPARE EQUIPMENT SHIPPING		\$615	40%	\$247
74210 TOOLS & EQUIPMENT		\$31,500	45%	\$14,176
72260 VEHICLES		\$44,750	50%	\$22,376
72210 LEASED CIRCUITS		\$600	50%	\$301
72270 TRAVEL		\$11,600	75%	\$8,701
72720 OTHER SUBSCRIPTIONS & MEMBERSHIPS		\$4,200	60%	\$2,521
72180 PROFESSIONAL SERVICES OTHER		\$12,600	50%	\$6,301
TOTAL COMMODITIES & OTHER SERVICES				<u>\$117,725</u>
SITE LEASES				
2.80%				
THOMPSON PEAK (CAP)		\$34,200	100%	\$35,158
TOTAL TOPAZ INFRASTRUCTURE & MICROWAVE SUPPORT COSTS				<u>\$436,585</u>

Fulton March 10, 2010

TOPAZ SUBSCRIBER UNITS, NETWORK OPERATIONS AND MAINTENANCE COST, CAPITAL IMPROVEMENT COSTS AND REVENUE ESTIMATES
[SUBSCRIBER UNITS, TOPAZ % SPLIT AND LABOR PER COMMUNICATIONS]
[USE 08/09 BUDGET FOR NON LABOR, ESCALATE FOR 09/10 PER BUDGET]

		800 Mhz		
		%		
		FY 08/09 BUDGET	Support	FY 09/10
3. TOPAZ MANAGEMENT SUPPORT COSTS				
LABOR				
MANAGEMENT & WAREHOUSE SUPPORT				
ADMINISTRATION SUPPORT ASSISTANT III	1098	\$67,619	15%	\$10,143
PARTS & SUPPLY SPECIALIST	3936	\$50,916	10%	\$5,092
LEAD PARTS & SUPPLY SPECIALIST	1598	\$66,015	10%	\$6,602
COMMUNICATIONS PROJECT LIASION	0528	\$106,954	50%	\$53,477
COMMUNICATIONS PROJECT LIASION	2397	\$133,713	50%	\$66,857
COMMUNICATIONS PROJECT LIASION	0185	\$124,585	25%	\$31,146
COMMUNICATIONS ADMINISTRATOR	2931	\$136,757	25%	\$34,189
EXECUTIVE DIRECTOR	3833	\$136,888	50%	\$68,444
COMMUNICATIONS DISPATCHER - ENCRYPTION	2868	\$108,347	10%	\$10,835
GENERAL SERVICES RATE FOR MGMT. SUPPORT		17.3132%		\$126,687
ENCRYPTION RATE FOR MGMT. SUPPORT		20.4157%		\$2,212
TOTAL LABOR				<u>\$415,683</u>
COMMODITIES & OTHER SERVICES				
2.80%				
TRAINING		\$3,000	10%	\$308
MISCELLANEOUS		\$19,500	50%	\$10,023
COMMODITIES - ENCRYPTION		\$2,000	100%	\$2,056
LEGAL SERVICES		\$7,500	100%	\$7,710
OTHER SERVICES		\$2,000	100%	<u>\$2,056</u>
TOTAL COMMODITIES & OTHER SERVICES				<u>\$22,153</u>
TOTAL TOPAZ MANAGEMENT SUPPORT				<u><u>\$437,836</u></u>
4. NETWORK EQUIPMENT DEPRECIATION [10 YEAR LIFE]				
SYSTEM UPGRADES, INSTALL, HARDWARE, SOFTWARE		\$0	50%	<u><u> </u></u>
5. SUMMARY OF TOPAZ OPERATIONS AND MAINTENANCE COSTS				
TOTAL TOPAZ NETWORK OPERATIONS SUPPORT COSTS				\$550,342
TOTAL TOPAZ INFRASTRUCTURE & MICROWAVE SUPPORT COSTS				\$436,585
TOTAL TOPAZ MANAGEMENT SUPPORT				\$437,836
TOTAL NETWORK EQUIPMENT DEPRECIATION				<u>\$0</u>
TOTAL TOPAZ OPERATIONS AND MAINTENANCE COSTS				<u><u>\$1,424,763</u></u>
6. CAPITAL IMPROVEMENT COSTS				
TYPES OF CAPITAL				
VARIOUS PROJECTS INCLUDING SYSTEM UPGRADES, INSTALLATION, HARDWARE AND SOFTWARE				<u>\$0</u>
TOTAL CAPITAL IMPROVEMENT COSTS				<u><u>\$0</u></u>

Fulton March 10, 2010

TOPAZ SUBSCRIBER UNITS, NETWORK OPERATIONS AND MAINTENANCE COST, CAPITAL IMPROVEMENT COSTS AND REVENUE ESTIMATES
[SUBSCRIBER UNITS, TOPAZ % SPLIT AND LABOR PER COMMUNICATIONS]
[USE 08/09 BUDGET FOR NON LABOR, ESCALATE FOR 09/10 PER BUDGET]

7. SUBSCRIBER UNITS [AS OF DECEMBER 17,2008]

MESA		
	MOBILES	757
	PORTABLES	1,921
	CONTROL STATIONS	56
TOTAL MESA		<u>2,734</u>
TOWN OF GILBERT		
	MOBILES	235
	PORTABLES	458
	CONTROL STATIONS	19
TOTAL TOWN OF GILBERT		<u>712</u>
APACHE JUNCTION FIRE DISTRICT		
	MOBILES	26
	PORTABLES	44
	CONTROL STATIONS	4
TOTAL APACHE JUNCTION FIRE DISTRICT		<u>74</u>
CITY OF APACHE JUNCTION		
	MOBILES	59
	PORTABLES	100
	CONTROL STATIONS	5
TOTAL CITY OF APACHE JUNCTION		<u>164</u>
TOWN OF QUEEN CREEK		
	MOBILES	2
	PORTABLES	0
	CONTROL STATIONS	2
TOTAL TOWN OF QUEEN CREEK		<u>4</u>
TOTAL SUBSCRIBER UNITS		
	MOBILES	1,079
	PORTABLES	2,523
	CONTROL STATIONS	86
TOTAL SUBSCRIBER UNITS		<u>3,688</u>

8. SUBSCRIBER UNIT PERCENTAGE

MESA	74.13%
TOWN OF GILBERT	19.31%
APACHE JUNCTION FIRE DISTRICT	2.01%
CITY OF APACHE JUNCTION	4.45%
TOWN OF QUEEN CREEK	0.11%
TOTAL SUBSCRIBER UNIT PERCENTAGE	<u>100.00%</u>

Fulton March 10, 2010

TOPAZ SUBSCRIBER UNITS, NETWORK OPERATIONS AND MAINTENANCE COST, CAPITAL IMPROVEMENT COSTS AND REVENUE ESTIMATES
[SUBSCRIBER UNITS, TOPAZ % SPLIT AND LABOR PER COMMUNICATIONS]
[USE 08/09 BUDGET FOR NON LABOR, ESCALATE FOR 09/10 PER BUDGET]

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TOTAL MONTHLY REVENUE FROM SUBSCRIBER UNITS - OPERATING COSTS	<u><u>\$118,730</u></u>
12. ANNUAL FEE PER SUBSCRIBER UNIT - TOPAZ CAPITAL IMPROVEMENT COSTS	<u><u>\$0</u></u>
MONTHLY FEE PER SUBSCRIBER UNIT - TOPAZ CAPITAL IMPROVEMENT COSTS	<u><u>\$0</u></u>
13. ANNUAL REVENUE FROM SUBSCRIBER UNITS - CAPITAL IMPROVEMENT COSTS	
MESA	\$0
TOWN OF GILBERT	\$0
APACHE JUNCTION FIRE DISTRICT	\$0
CITY OF APACHE JUNCTION	\$0
TOWN OF QUEEN CREEK	\$0
TOTAL ANNUAL REVENUE FROM SUBSCRIBER UNITS - CAPITAL IMPROVEMENT COSTS	<u><u>\$0</u></u>
14. MONTHLY REVENUE FROM SUBSCRIBER UNITS - CAPITAL IMPROVEMENT COSTS	
MESA	\$0
TOWN OF GILBERT	\$0
APACHE JUNCTION FIRE DISTRICT	\$0
CITY OF APACHE JUNCTION	\$0
TOWN OF QUEEN CREEK	\$0
TOTAL MONTHLY REVENUE FROM SUBSCRIBER UNITS - CAPITAL IMPROVEMENT COSTS	<u><u>\$0</u></u>