

At a Special Called Meeting of the 911 Communications Oversight Committee on Tuesday, June 21, 2022, at 1:30 p.m., in the Commission Chambers of City Hall located at 300 South 5th Street the following Committee members were present: Commissioner Carol Gault, Commissioner Eddie Jones, Dr. Irvin Smith, Jewel Jones, and Kevin Kauffeld (5). Chairperson Kevin Kauffeld presided.

City Clerk Lindsay Parish took the minutes of the meeting.

APPROVE MINUTES

Dr. Smith offered motion, seconded by Jewel Jones to adopt the Minutes of June 13, 2022. All in favor.

REVIEW OF WORKING GROUP PROGRESS TO DATE

Chair Kauffeld reported that the working group met with Federal Engineering last week. This was the third meeting of the group. The group is working through the technical specifications for the RFP. The group anticipates having a draft document from Federal Engineering around the second week of July.

Commissioner Eddie Jones comments:

- Expressed that his greatest concern is that the RFP is correct and that it will have the buy-in of the Fiscal Court and City Commission.
- Desires that the Fiscal Court, the City Commission and the 911 Oversight Committee do full due diligence on how portions of the State network could potentially be utilized. After discussions with the State Police, he is not sure that the State Police could respond to the RFP. Commissioner Gault clarified that the State Police might not choose to bid unless they have a partner like Motorola.
- Commissioner Jones would like to invite Brandon Marshall with the Kentucky State Police Radio Network Communications to be part of the conversation. Police Chief Brian Laird noted that KSP was invited to participate in the Federal Engineering report refresh last year and that part of that report was receiving input from Motorola as the KSP partner.
- Commissioner Jones would like a better understanding of how working with KSP would be advantageous or harmful to the community and if it would provide any cost savings. Police Chief Laird noted that the Federal Engineering report shows that there would still be costs involved in building towers even with a KSP partnership.
- Commissioner Jones felt that he needed to ask additional questions to Federal Engineering.
- Commissioner Jones discussed that a repeater can be added to vehicles for approximately \$15,000 per vehicle which may provide the 95% reliability that is desired.

The Committee discussed having Brandon Marshall and Federal Engineering come back to talk with the Committee at the next meeting to answer questions. The committee requested that Lindsay Parish compile the questions raised in the discussion and send them to Federal Engineering. The following questions were compiled from the discussion:

1. Our understanding is that in a 5 tower model, the 3 current towers at Elmdale Road, Rice Springs, and the KET Tower would be utilized. Would we only have a controller at one of the towers, or would there be a controller at each tower site?
2. Is it possible to do an RFP that would allow for certain alternate bids? An example that was given is: Could the RFP be written so that a vendor could offer an option that would utilize 3 towers (let's say KET, Rice Spring Tower, and Elmdale) and then another option that would utilize those 3 towers, plus 2 more. What impact (if any) would allowing for multiple alternatives within the same RFP have on the: quality of proposals, Federal preparation services, the timeline, and the review process once bids are turned in.
3. It has been brought up that the system is running on Windows XP which is passed end of life and needs to be upgraded. Page 60 of the updated report from Federal Engineering has a table related to the Dispatch System. Is this system related to Windows XP? If not, can you point out where the Windows XP update falls within the report?
4. What is the cost associated with the Windows XP upgrade? Is that something that could be upgraded immediately as we move through the RFP process, or does it have to be upgraded in conjunction with the larger upgrade?
5. Is the 700 MHZ Band reserved for the State Police?
6. Does the City tower have room at the top to add the new equipment that would be needed as part of an upgrade?

The committee discussed having Bandon Marshall and Federal Engineering at the same upcoming meeting. It was decided that Chair Kauffeld would reach out to Federal Engineering and Mr. Marshall.

Judge Executive Craig Clymer comments:

- Judge Clymer believes the City and County wants the City and the County to work as a team.
- The 911 System Upgrade is the Judge's number 1 priority and he wants to provide the best system for the people of McCracken County.
- He believes there may be differing understandings among the committee of exactly what needs to be in the RFP. He asked Deputy Judge Steve Doolittle to speak about the RFP process.

Deputy Judge Executive Steve Doolittle comments:

- Deputy Judge Doolittle commented that KSP is usually asked specifically to make a proposal and sometimes to also propose alternates. In order to receive the Kentucky State Police pricing, it would have to be requested. He does not believe that sending out an RFP will guarantee that KSP will submit a proposal. He doesn't think that if you just send out the RFP, that the State will just submit a proposal.

- In order to potentially receive a response from KSP, the RFP may need to have an alternate that would allow KSP to bid since the State System is not as robust as what is being recommended by Federal Engineering.

UPDATE ON FUNDING OPTIONS

Chair Kauffeld asked Finance Director Jon Perkins to provide an update on funding options. Mr. Perkins provided a handout to the Committee with 3 options for consideration. (Handouts are on file in the City Clerk's Office). Each option makes certain assumptions and the values will change as the assumptions change.

Assumptions

- Projected Cost = Total annual cost of operations at \$2,571,530 (based on FY23 Adopted Operations Budget), plus an annual debt service of \$900,000 (based on an assumption of borrowing \$10 million) for a subtotal of \$3,471,530. Subtract \$335,000 (based on cell phone revenue received from the State) for a total annual cost of \$3,136,530.

3 Funding Options

1. County Wide Real Estate Parcels #1

- This takes the total number of Real Estate Parcels in McCracken County of 33,049 (Per PVA 6/21/22).
- Annual Charge per parcel = \$94.91 (\$3,136,530 divided by the number of parcels)

2. County Wide Paducah Water Works Meters #2

- This option takes the total amount of water meters 27,000 (10,900 in the City and 16,100 in the county).
- The Total Annual Cost is divided by the total number of water meters.
- The Annual Charge Per PWW Meter = \$116.17
- Mr. Perkins noted that if the number of wells (approximately 1,000) is included, it drops the annual charge to \$112.02

3. Paducah City Water Meters and McCracken County Parcels

- This option shows the number of Paducah Water Meters in the City, along with the number of County Parcels with an annual charge per unit of \$99.18.

Dr Smith asked about the cost of collection. Paducah Water estimated it would be about \$75,000. Chair Kauffeld suggested sending the scenarios for legal review. Eddie Jones asked for Mr. Perkins to provide one additional scenario where Real Estate owners pay for the capital outlay piece and water meters are charged for the cost of operations.

Commissioner Gault offered motion, seconded by Mr. Jewel Jones to take these financial assumptions plus the additional one requested by Eddie Jones and take them to legal for review then bring back to this committee before a formal recommendation is made to the City Commission and Fiscal Court. All in favor.

Commissioner Carol Gault asked the representatives with Mercy Regional EMS that attended the meeting what EMS would need related to this upgrade. They responded that Mercy Regional EMS would never go to the 800 system because their other county partners are on low band. Upgrading would require new radios in all ambulances and to maintain two (2) radio systems. Nothing should change as far as their service. Their only need is that the Public Safety Answering Point (PSAP) remains a seamless system.

Commissioner Eddie Jones asked Chief Deputy for McCracken County Sheriff's Department Ryan Norman about any present concerns related to the upgrade. Chief Deputy Norman's biggest concern is that their radios are no longer supported by Motorola. They have also experienced dead spots for years in Kevil, Reidland, and Leeder Bottoms areas. They will need to upgrade the radios soon. He noted that currently there are no car repeaters in their vehicles, but they believe the cost to be approximately \$16,000 per vehicle to install a repeater.

FUTURE GOVERNANCE

Chair Kauffeld will reach out to Stacey to draw up two draft interlocal agreements related to the governance of 911. One agreement should utilize a user group as part of the governance and one should not.

OTHER 911 DISCUSSION

Chair Kauffeld thanked the members of the Committee for their work and dedication.

NEXT MEETING

The next meeting of the 911 Communications Services Oversight Committee will be Monday, July 11, 2022, at 1:30 p.m. at City Hall.

ADJOURN

Mr. Jewel Jones offered motion, seconded by Commissioner Carol Gault to adjourn the meeting. All in favor.

TIME ADJOURNED: 2:45 p.m.

ADOPTED: July 11, 2022