

**Minutes for the October 30, 2007  
Public Safety Communications Board Meeting  
11:38 A.M.**

Note: One member of the PSCB was absent: Leon County Sheriff, Larry Campbell. The Sheriff was represented by his alternate: Major Scott Bakotic.

1. Approval of the July 24, 2007 minutes:

The City Manager moved, seconded by Chief Jones, to approve the July 24, 2007 minutes. The motion passed unanimously.

2. Acceptance of the Status Report regarding the current 800Mhz System Operational Issues:

The City Manager moved, seconded by Chief Jones, to approve the status report for the 800 MHz system. The motion passed unanimously.

3. Status Report and Discussion on the Easterwood Site:

Alan Rosenzweig, Assistant County Administrator, presented the status report on the Easterwood site to the PSCB.

The City Manager stated that she agreed with the issues related to site, however the City does not currently have the funding for the Joint Dispatch Building. The City only has funding for the Traffic Management Center, which is a State funded project.

The County Administrator requested that the "EOC" be removed from the draft site plan and only label the building as a "Joint Dispatch Center." The County Administrator stated that he would like to see the Joint Dispatch building and the Traffic Management Center be combined into one building. In addition, the County Administrator stated that he would like to see the inter-local agreement for the maintenance of the mount bike paths on the County/City agenda by the end of the calendar year.

Chief Dick moved, seconded by the City Manager, to accept the status report on the Easterwood site. The motion passed unanimously.

4. Discussion Regarding Status of the Program Manager RFP for the Construction of the Public Safety Communications Building:

Alan Rosenzweig, Assistant County Administrator, presented the status of the program manager RFP. Mr. Rosenzweig stated that the next appropriate step is to formally reject the program manager bid. Mr. Rosenzweig also recommended proceeding with procuring the services of a civil engineer in order to develop a PUD (planned unit development) for the Easterwood site. Mr. Rosenzweig stated that site committee did not think HEERY was appropriate for this project. In addition, Mr. Rosenzweig stated that he has received letters from other companies expressing interest in the project but that there were concerns regarding the County and City's commitment toward the project.

Gabe Menendez, Director of the City of Tallahassee Public Works Department, stated that the PUD would need to be approved by the City Commission.

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4. Continued: Discussion Regarding Status of the Program Manager RFP for the Construction of the Public Safety Communications Building:

Chief Quillin inquired about the Red Cross and the lease agreement. Mr. Rosenzweig stated that County was still negotiating with Red Cross and that the Red Cross would like to begin construction by the time the comprehensive plan amendment was approved.

Mr. Menendez stated that City has received a total of \$10.3 million from the State for the Traffic Management Project: \$7.3 million toward the facility and \$3 million toward equipment costs. The County Administrator asked if the \$7.3 million was enough to cover the cost of building a facility. Mr. Menendez replied that it would depend on the cost of the land.

The County Administrator inquired about the need for a civil engineer. Tom Brantely, Leon County Facilities Management Director, replied that a civil engineer is usually hired to develop site plans and maps related to construction.

The County Administrator asked how the cost of the civil engineer would be funded. Mr. Rosenzweig stated that in order to remain consistent with previous projects, the County and City should split the funding. Mr. Brantley added the cost for a civil engineer is typically \$15,000 to \$20,000. The City Manager stated that she would prefer to have a better sense of the cost before committing to the project. Mr. Rosenzweig reminded the PSCB that the Red Cross and the Traffic Management projects would be delayed, if there was no action taken during the meeting. Mr. Menendez stated that a portion of the Traffic Management funding might be available.

The City Manager moved, seconded by Chief Dick, to approve the Site Selection committee's recommendation to reject the program manager bids and direct the Site Selection committee to proceed with procuring the services of a civil engineer through the continuing supply process of either the City or County in order to develop a PUD for the proposed site, pending the availability of the Traffic Management funds. The motion passed unanimously.

5. Presentation of the Recommendations Regarding the 800 MHz Proposals Followed by Discussion Regarding the Recommendations:

Don DeLoach, Chief Information Systems Officer, introduced the Nick Tusa of Tusa Consulting. Mr. Tusa presented his evaluations and recommendations regarding the 800 MHz proposals. After Mr. Tusa completed his presentation the PSCB asked a number of questions relating to his evaluations and recommendations.

The County Administrator inquired about FSU, FAMU, and TCC and their financial responsibilities relating to the new system. Mr. DeLoach replied that entities were aware of the County/City efforts to obtain a new radio system and that written notification will be sent to them in regards to the new system. The City Manager stated that the PSCB should move forward with the obtaining the new system and then decide responsibility of each entity for the costs associated with the radio system upgrade.

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5. Continued: Presentation of the Recommendations Regarding the 800 MHz Proposals Followed by Discussion Regarding the Recommendations

Chief Quillin moved, seconded by the City Manager, to approve the following options:

- Approval to proceed with the Tusa recommendation and get City and County commission approval to negotiate and execute a contract with Motorola for an 800 MHz P25 Digital radio system.
- Direct staff to negotiate a contract before Dec 31, 2007 to take advantage of merging the 800MHz rebanding project with the Digital upgrade.
- Direct staff to notify FSU, FAMU, and TCC that their respective entities will be responsible for their costs associated with the 800MHz Digital Upgrade project.
- Direct staff to write an Interlocal Oversight Agreement similar to the 800MHz management oversight agreement that identifies responsibilities for finances and day to day operations of the new 800MHz Digital system.

The motion passed unanimously.

6. Discussion Regarding the Next Steps for Joint Dispatch:

The County Administrator facilitated discussion relating to the next steps for the joint dispatch project. Chief Dick expressed concern regarding the funding options for the project, specifically the impact of the results of the January 29, 2008 constitutional amendments. The County Administrator stated that perhaps the PSCB should make a recommendation to the Commissions that this is a priority project regardless of funding constraints.

Major Bakotic stated that the Sheriff is strongly supportive of the joint dispatch project and wants to continue to move forward. The City Manager agreed, however she expressed financial concerns. The City Manager also wanted to define “joint dispatch.” The County Administrator replied that “joint dispatch” refers to a new building, personnel issues (i.e. hiring a Director of Public Safety Communications), and program issues relating to the project.

The City Manager inquired as to the steps that can be taken prior to January 29, 2008. The County Administrator stated that the PSCB could hire an architect to begin the design process and discuss program and personnel issues.

The City Manager asked about locating the Emergency Medical Services building at the Easterwood site. The County Administrator stated that the County was moving forward with the EMS building on Blairstone Road. Several factors, such as location, travel time, etc. makes Blairstone a better location for the EMS building. Chief Quillin agreed and stated that he would prefer the EMS Building to be located on Blairstone and not at the Easterwood site with joint dispatch.

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6. Continued: Discussion Regarding the Next Steps for Joint Dispatch:

Chief Dick asked if the PSCB is ready to discuss program issues. Chief Dick also asked for all the options to be explained and stated that perhaps more direction is needed before a decision is made. Mr. Rosenzweig reminded the PSCB that the Winbourne and Costas report is a 'roadmap' for the PSCB to migrate from the current model of dispatch to a consolidated model. In addition Mr. Rosenzweig also reminded the PSCB that a Memorandum of Understanding was the only legal agreement supporting the creation of this Board. Mr. Rosenzweig suggested that the PSCB might consider moving forward with the creation of a 163 agreement (similar to Blueprint), as recommended by Winbourne and Costas.

Chief Jones stated that right now there appears to be a few options: status quo, move into an existing building, or build a new one.

The City Manager stated that staff should begin to put options together and that the City is committed to moving the project forward but the question is 'how'. Chief Dick replied that perhaps moving forward with drafting a 163 agreement makes sense if everyone agrees with the end game.

The County Administrator stated that the PSCB should weigh all their options and wait until the outcome of the January 29, 2007 constitutional amendment on property tax reform is known before proceeding with one direction or another.

7. New Business:

In order to negotiate a contract with Motorola the PSCB appointed a representative from each entity (County, City, and Sheriff):

- Leon County: Alan Rosenzweig, Assistant County Administrator
- The City of Tallahassee: To be determined by the City Manager
- The Leon County Sheriff's Office: Major Scott Bakotic.

8. Next meeting date:

Date: February 5, 2008

Time: 11:30 a.m. to 1:30 p.m.

Location: To be determined

9. Possible Agenda Topics for the Next Meeting:

- i. Status Report regarding the current 800Mhz System Operational Issues
- ii. Options relating to Joint Dispatch

Meeting adjourned at 1:31 p.m.