



OREGON

MARION COUNTY BOARD OF COMMISSIONERS

# Work Session Summary Minutes

## Marion County Radio Project Monthly Update

June 24, 2025. 2:15 PM

Courthouse Square, 555 Court St. NE, Salem  
5th Floor, Suite 5232, Commissioners Board Room

### ATTENDANCE:

**Commissioners:** Kevin Cameron, Colm Willis, and Danielle Bethell.

**Board's Office:** Matt Lawyer, Jan Fritz, Toni Whitler, Heather Inyama, Chris Eppley, and Trevor Lane.

**Legal Counsel:** Steve Elzinga.

**Public Works:** Brian Nicholas, and Dennis Mansfield.

**Sheriff's Office:** Nick Hunter.

Commissioner Danielle Bethell called the meeting to order at 2:16 p.m.

### Marion County Radio Project Update

#### • **Tait Dashboard / Design Status**

- Project dashboard actively tracking progress and milestones.
- Generators confirmed in production.
- Towers released for production, awaiting structural shop drawings.
- Preliminary radio and microwave designs expected by end of July.
- Detailed design targeted for mid-September with seven-week review period.
- System configuration will transition to three trunked channels and four conventional channels.
- Anticipated cost reduction with channel configuration change.

#### • **Sites Status:**

- All Points Wireless (APW) site lease agreement nearly complete, first-year ground lease estimated at \$13,800.
- McCully Mountain ground lease agreement verbally approved.
- East View Lane site lease with City of Silverton in development.
- Whipper site long-term use agreement planned.
- Bid advertisement scheduled for August 6<sup>th</sup>.
- Three-week bid period.
- Contract completion date set for June 30, 2026.

#### • **User Engagement:**

- Extensive Technical Advisory Committee (TAC) consultations.
- Addressed concerns about radio usage and cost fairness.
- Explored multiple fee structure models.
- Considered agency-specific budget and operational constraints.

#### • **Governance:**

- Multiple agreements in development:

- Subscriber agreements.
- Site user agreements.
- Data system sharing protocols.
- Collaborative contract development with legal counsel.
- Preparing templates for various site and operational agreements.

### **Operation & Maintenance:**

- Estimated annual operating costs around \$1.1 million.
- Focus on creating sustainable funding model.
- Considerations for long-term system sustainability.
- Exploring cost-sharing mechanisms across participating agencies.
- Planning for potential future infrastructure and maintenance needs.

### **Use Fee Structure Alternatives**

- Multiple models explored:
  - Flat fee per radio.
  - Pure time-of-use model.
  - Hybrid approach (current recommendation).
- Hybrid model key features:
  - Flat monthly fee per radio (\$12/radio).
  - Time of use calculation based on agency operating budgets.
- Differentiated rates for specific agencies:
  - Public Works: \$100/radio.
  - Metcom 911: \$45/radio.
- Proportional cost allocation method.
- Flexibility for future adjustments based on actual usage data.
- Aims to balance costs across different agencies.

### **Radio Fund**

- Proposed dedicated radio fund for fiscal year 2026-2027.
- Separate fund to prevent cross-subsidization.
- Allows more transparent cost tracking.
- Provides flexibility for handling unexpected expenses.
- Recommended further discussion with finance team.

### **Other**

- Continued emphasis on transparency.
- Ongoing stakeholder communication.
- Potential for fine-tuning fee structure after initial implementation.
- Monitoring actual system usage for future refinements.

### **Next Steps**

- Finalize fee structure model.
- Develop comprehensive radio fund proposal.
- Continue stakeholder engagement.
- Prepare detailed implementation agreements.
- Schedule follow-up review of fee structure after initial months of operation.

**Adjourned** – time: 2:47 p.m.

**Minutes by:** Mary Vityukova

**Reviewed by:** Gary L. White