

# Southern Nevada Area Communications Council

## MEETING MINUTES

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Date: November 10, 2020

Location: Southern Nevada Area Communication Council Headquarters – **VIA WEBEX**  
6000 E. Rochelle Ave  
Las Vegas, NV 89122

Time: 10:00 A.M.

Board members present:	Scott Mazick, Chair	Chris Vasquez, Vice Chair
	Frank Milligan	Vince Albowicz
	Brad Adams	Kirk Moore
	Larry Haydu	Bill Baltas
	Wendy Lotman	Brian Nebeker

### Call to Order

### Public Comment:

### Introduction of the Board:

Unless otherwise stated, items may be taken out of the order presented on the agenda, and two or more items may be combined for consideration. The Board may also remove an item from the agenda or delay discussions relating to an item at any time

1. Approve the November 10, 2020 agenda and the minutes from the August 19, 2020 meeting. (*FOR POSSIBLE ACTION*):
  - A motion was made to approve; motion passed unanimously.
2. Receive the Administrator's Report with the inclusions of SNACC System and Financial Reports for the month of June and July 2020. (*FOR DISCUSSION*):

# SNACC ADMINISTRATOR'S REPORT

August 19, 2020

## TECHNICAL ITEMS:

8/11/2020 - Just before 9:30 am we lost the microwave link between UMC and Potosi causing NYE County to lose connectivity to the SNACC system. There was a power issue at UMC. The Link was restored by 9:40 am.

8/16/20 - High temp alarm at Beacon. It was 119 in the room. AC compressors on unit 1 and 2 were not running. Power cycled the unit and the ac compressors turned back on.

8/16/20 - High temp alarm at Angles Peak. The room was at 95. One of the 3 units was frozen. Defrosted the unit.

8/27/20 - Planned maintenance on radios servers from 3:00 am to 6:00 am. Involved about a 5 second outage at 4:00 am.

8/26/20 - We had a router power supply go bad causing us to lose one T1 circuit at each simulcast site. The router is redundant, so this did not affect communications. The power supply was replaced.

8/27/20 - One of the redundant site links at RJC stopped working. This is a leased T1 thru the phone company. The phone company repaired the link

09/28/20 thru 10/1/20 - the SNACC system will upgraded from 7.17 to 2019.2. This involved replacing outdated hardware and software on the system.

10/6/2020 - The UPS at Brooks failed causing site 33 to fail at 9:25 am. We restored half the site at 9:50 and fully restored my 10:10 am.

10/13/2020 - Begin installing the new site at Hoover Dam.

10/20/2020 - Beacon site went into site trunking. An issue was found in a Microwave at the FAO that caused the failure.

10/21/2020 - The problem with the UPS has been identified. During this trouble shooting process the Simulcast site went down again. Toshiba no longer supports this unit and we cannot get parts. We are working on getting a new UPS installed at the Brooks site.

10/29/2020 - Tower work for the Hoover Dam site has been completed. The site is now being configured.

## SNACC ANNOUNCEMENT(s):

We have a new two new members to the SNACC board. Terrance Holmes will be the alternate member for CCWRD. Kirk Moore will be replacing Isaac Henn for Henderson.

## BUDGET VARIANCES for AUGUST 2020:

1. Overtime - \$651.56 – 8.7% - Jason and Jose had to stay out late at a couple of sites due to environmental issues.
2. Call Back - \$629.67 – 25.1% - A few environmental issues with multiple sites, Jose and Jason had call backs this month.
3. Cleaning/Custodial - \$350.00 – 12.9%- Mr. Janitorial monthly cleaning services.
4. Equipment Maintenance and Repair - \$1258.75 – 10.1% DP Air replaced compressor for one of the liebert units in server room.
5. Electricity for Repeater Sites - \$1379.57 – 8.9% - Nevada Power and Boulder City Power
6. Print/Reproduction - \$322.19 – 20.1% - Konica Minolta July and August 2020

**BUDGET VARIANCES for SEPTEMBER 2020:**

1. Overtime - \$676.10 – 9% - Jason and Jose had to stay late or come in early during the upgrade to 2019.2
2. Cleaning/Custodial - \$450.00 – 16.5% - Mr. Janitorial monthly cleaning + carpet cleaning.
3. Equipment maintenance and repair - \$3515.88 – 28.1% - DP Air
4. Site rentals - \$9766.88 – 95.1% - Rack space at Apex and Elkhorn site lease
5. Electricity for Repeater Sites - \$1807.05 – 11% - Nevada Power and Boulder City Power
6. Vehicle Maintenance - \$1281.57 – 6.4% – Vehicle maintenance for Jose Suarez’s truck
7. Telecommunications – 1962.10 0 – 19.9% - ATT bills, Cellco and United Teleservices

**SYSTEM REPORTS**

**AUGUST 2020**

Airtime – 2,760.8 (Hours)

Push to Talks – 2,025,572

Busies – 49 (1.32 minutes)

**SEPTEMBER 2020:**

Airtime – 2,808 (Hours)

Push to Talks – 2,078,154

Busies – 61 (1.52 min)

*These reports can be found on the SNACC Website: <http://SNACCOnline.com>*

- Scott Mazick – Welcome to both Terrance and Kirk, we look forward to your input, guidance, and advice you can lay upon us and we look forward to working with you.
3. **Approve the Preliminary SNACC Budget for fiscal year 2022 and appropriate the current fiscal year projects presented for Device Management System, Over the Air Programming, and microwave upgrade. (FOR DISCUSSION/ACTION):**
- **Jason Manzo –**

# Southern Nevada Area Communications Council

## Fiscal Year 2022 Preliminary Budget *Presented 11/10/2020*

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### SNACC – FY22 PRELIMINARY BUDGET: REVENUES

FY21 Revenues	
Radios Fees	\$ 2,687,287
Reimbursement of Console SUAll & Maint	\$ 367,423
<b>Total</b>	<b>\$ 3,054,710</b>

FY22 Revenues	
Radios Fees	\$ 2,734,951
Reimbursement of Console SUAll & Maint	\$ 382,469
<b>Total</b>	<b>\$ 3,117,420</b>

- Fiscal year 2022 revenues ~
  - Revenue is increased 2.1% over fiscal year 2021
    - Annual fee is increased 5.7% to \$294.82 per radio
    - Radio inventory has increased to 9,612 as of latest Change Order (11)
    - Reimbursement of console maintenance is increased 3% in response to the annual escalation rate as contracted with Motorola

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**SNACC – FY22 PRELIMINARY BUDGET: SALARIES and BENEFITS**

FY21 Salaries, Wages, and Benefits	
Salaries	\$ 338,728
Benefits	\$ 151,388
Overtime	\$ 7,500
Call Back	\$ 2,500
<b>Total</b>	<b>\$ 500,116</b>

FY22 Salaries, Wages, and Benefits	
Salaries	\$ 352,277
Benefits	\$ 168,872
Overtime	\$ 7,500
Call Back	\$ 2,500
<b>Total</b>	<b>\$ 531,149</b>

- Fiscal year 2022 salary and benefit budget ~
  - Salaries are increased 6.2% over fiscal year 2021 and include merit adjustments in accordance with labor contracts. (Fiscal year 2021 does not reflect the impact of the VSP)
  - Fiscal year 2022 Salaries, Wages and Benefits total figure does not reflect Union Contracts or MOU's as these contracts and/or MOU's are set to be negotiated after June 2021.

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**SNACC – FY22 PRELIMINARY BUDGET: SERVICES AND SUPPLIES**

FY21 Services and Supplies	
FCC licensing assistance	\$ 1,780
Repair, maintain, clean facilities	\$ 2,720
Air Conditioning Service & Repairs	\$ 9,000
UPS maintenance	\$ 3,500
Rack Space Rental at Apex	\$ 4,266
Lease of SNACC offices	\$ 12,000
Elkhorn lease	\$ 6,000
Business Insurance	\$ 23,000
Data Circuit charges	\$ 5,320
Keys	\$ 205
Office, cleaning supplies	\$ 2,000
Hardware and supplies	\$ 3,850
Computer equipment and software	\$ 4,500
Electricity	\$ 16,000
Staff Travel/Training	\$ 10,000
Support, incl Administrative Support Agrmnt	\$ 48,763
Telecommunications	\$ 4,560
Printing	\$ 1,600
Automotive	\$ 20,000
<b>Total</b>	<b>\$ 179,064</b>

FY22 Services and Supplies	
FCC licensing assistance	\$ 1,780
Repair, maintain, clean facilities	\$ 2,720
Air Conditioning Service & Repairs	\$ 9,000
UPS maintenance	\$ 5,400
Rack Space Rental at Apex and Suncoast	\$ 8,466
Lease of SNACC offices	\$ 12,000
Elkhorn lease	\$ 6,000
Business Insurance	\$ 23,000
Data Circuit charges	\$ 5,320
Keys	\$ 205
Office, cleaning supplies	\$ 6,400
Hardware and supplies	\$ 13,264
Computer equipment and software	\$ 4,500
Electricity	\$ 16,000
Staff Travel/Training	\$ 10,000
Support, incl Administrative Support Agrmnt	\$ 48,763
Telecommunications	\$ 4,560
Printing	\$ 2,100
Automotive	\$ 20,000
<b>Total</b>	<b>\$ 199,478</b>

- Fiscal year 2022 services and supplies budget ~
  - Services and Supplies are increased 11.4% YOY and include adjustments for replacement of UPS and Toshiba batteries, the Rack Space Rental at Suncoast and an increase in Office, cleaning supplies for Mr. Janitor cleaning services to include carpet cleaning.

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**SNACC – FY22 PRELIMINARY BUDGET: SUAll and MAINTENANCE**

FY21 SUAll and Maintenance	
SUAll for Consoles (reimbursed)	\$ 210,773
Maintenance for Consoles (reimbursed)	\$ 156,650
SUAll for system infrastructure	\$ 298,881
Maintenance for system infrastructure	\$ 476,424
<b>Total</b>	<b>\$ 1,142,728</b>

FY22 SUAll and Maintenance	
SUAll for Consoles (reimbursed)	\$ 212,572
Maintenance for Consoles (reimbursed)	\$ 169,897
SUAll for system infrastructure	\$ 298,881
Maintenance for system infrastructure	\$ 481,574
<b>Total</b>	<b>\$ 1,162,924</b>

- Fiscal year 2022 SUAll and Maintenance ~
  - SUAll and maintenance are increased 1.8% overall from fiscal year 2021
    - The SUAll and maintenance for infrastructure will increase in fiscal year 2022 with the addition of the Hoover Dam ASR site.
    - Infrastructure and console maintenance increases at the contracted annual escalation rate of 3%.

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**SNACC – FY22 PRELIMINARY BUDGET: CAPITAL**

FY21 Capital	
Capital lease interest	\$ 87,349
Capital lease principal	\$ 495,234
Microwave	\$ 1,900,000
OTAP	\$ 510,000
<b>Total</b>	<b>\$ 2,992,583</b>

FY22 Capital	
Capital lease interest	\$ 68,048
Capital lease principal	\$ 514,533
Replace Vehicle # 14236	\$ 75,000
Arden Site Air Conditioners (2x4 Ton Units)	\$ 20,000
Genesis	\$ 20,000
<b>Total</b>	<b>\$ 677,582</b>

- Fiscal year 2022 capital budget
  - Fiscal year 2022 includes replacement of vehicle # 14236, Arden Site Air Conditioners and Genesis
- Status of Capital Lease Agreement
  - Original amount of issue in fiscal year 2015: \$4,795,356
  - Final payment date: December of 2024
  - Principal balance at end of fiscal year 2021: \$1,890,315
  - Principal balance at end of fiscal year 2022: \$1,375,781

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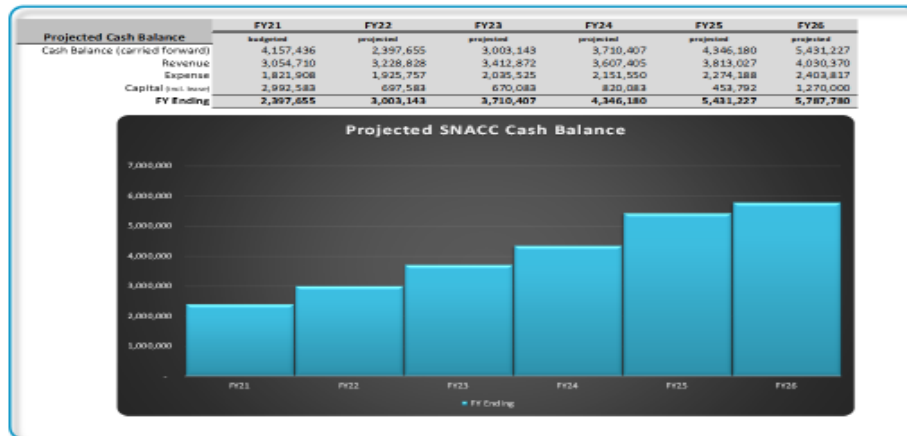
### SNACC – FY22 PRELIMINARY BUDGET: FUTURE CAPITAL PROJECTS

5 YEAR CAPITAL PLAN	FY21	FY22	FY23	FY24	FY25	FY26
Microwave upgrade	\$ 1,900,000					
OTAP / Device Management	\$ 510,000					
Replace vehicle # 14236		\$ 75,000				
Arden Site Air Conditioners (2x4 Ton Units)		\$ 20,000				
Genesis		\$ 20,000				
Device Management - licenses for 3,500 add'l radios			\$ 87,500	\$ 87,500	\$ 87,500	
Device Management - licenses for 3,000 add'l radios				\$ 75,000	\$ 75,000	
Replace vehicle # 15722				\$ 75,000		
Device Management - licenses for 10,000 radios						\$ 1,250,000
Brooks Site Air Conditioners (2x4 Ton Units)						\$ 20,000
	\$ 2,410,000	\$ 115,000	\$ 87,500	\$ 237,500	\$ 162,500	\$ 1,270,000

- Proposed Future Capital Projects ~
  - Vehicle Replacement # 14236: Technician's vehicle will be 13 years old and will require replacement due to high mileage and increased repair expense.
  - Arden Site Air Conditioners (2x4 Ton Units): Units are approximately 19 years old and will need to be replaced.
  - Genesis: SNACC will need to upgrade reporting tool by the next Motorola upgrade in approximately 2 years
  - Device Management: This allows for firmware upgrades and is used in conjunction with OTAP. This also automatically tracks codeplug data for each radio on the system.
  - Vehicle Replacement # 15722: Technician's vehicle will be 11 years old and will require replacement due to high mileage and increased repair expense.
  - Brooks Site Air Conditioners: Units are approximately 16 years old and are anticipated to need to be replaced.

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### SNACC – FY22 PRELIMINARY BUDGET: CASH BALANCE



- SNACC fund projected cash balance ~
  - Revenue growth is expected to continue to increase and exceed expenditure growth in fiscal years 2022 through 2026

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**SNACC – FY22 PRELIMINARY BUDGET: AGENCY BILLINGS**

SNACC FY22 RADIO INVENTORY (Preliminary)					
Member	# Radios	FY22 Fee	Member	# Radios	FY22 Fee
American Medical Response	142	\$ 42,159.26	Henderson Police Dept.	965	\$ 290,267.70
Boulder City Marshal	11	\$ 3,245.02	Henderson Utilities	71	\$ 20,932.22
Boulder City Police Department	114	\$ 35,605.48	Las Vegas Animal Control	37	\$ 10,906.34
Boulder City Fire Department	18	\$ 17,999.56	Las Vegas Convention & Visitors Authority	2	\$ 589.64
Clark County Airport	991	\$ 295,218.42	Las Vegas Court Marshalls	36	\$ 10,613.52
Clark County Boulder City Constable	5	\$ 1,474.10	Las Vegas Detention & Enforcement	169	\$ 49,823.58
Clark County Building	48	\$ 14,151.36	Las Vegas Fire Department	840	\$ 288,884.80
Clark County Coroner	1	\$ 294.82	Las Vegas Marshalls	137	\$ 40,350.34
Clark County Family Services	13	\$ 3,832.66	Las Vegas Parking Enforcement	35	\$ 11,497.98
Clark County Fire Department	691	\$ 171,290.42	Las Vegas Parks & Open Spaces	5	\$ 1,474.10
Clark County Information Technology	12	\$ 3,637.84	Las Vegas Valley Water District	700	\$ 206,374.00
Clark County Juvenile Justice	2	\$ 595.64	Las Vegas Water Pollution Facility	2	\$ 589.64
Clark County Office of Emergency Mgmt	15	\$ 4,422.30	Medic West	107	\$ 31,545.74
Clark County School District	362	\$ 106,724.84	Mercy Air/Air Methods	15	\$ 4,422.30
Clark County School District Attendance Officers	30	\$ 8,844.60	MGM Resorts International	1	\$ 294.82
Clark County Water Reclamation	148	\$ 43,623.24	Moapa Tribal Police	29	\$ 8,549.78
Clark County Henderson Constable	5	\$ 1,474.10	Nevada Gaming Control Board	45	\$ 13,264.90
Clark County Henderson Justice Crt	12	\$ 3,537.84	North Las Vegas Fire Department	207	\$ 61,027.74
Community Ambulance	115	\$ 35,083.58	North Las Vegas Police Department	580	\$ 288,923.60
Crossroads of Southern Nevada	1	\$ 294.82	Nye County IT	159	\$ 46,276.38
Elise Medical Center	5	\$ 294.82	Nye County IT VHF	289	\$ 12,860.00
Guardian Elise Medical Services	18	\$ 5,306.76	OptimumMedicine	2	\$ 589.64
HealthCare American - SHS Lakes ER	1	\$ 294.82	Pahrump Valley Fire Department	32	\$ 9,434.24
HealthCare American - SHS ALLIANT ER	1	\$ 294.82	Pahrump Valley Fire Department VHF	23	\$ 1,360.00
HealthCare American - SHS SUMMIT	2	\$ 589.64	Pariaute Indian Police	34	\$ 10,023.68
Henderson Alternative Sentencing	10	\$ 2,948.20	RTC	1082	\$ 319,260.06
Henderson Attorney	5	\$ 1,474.10	SNWA	282	\$ 83,139.24
Henderson Business Licensing	7	\$ 2,062.74	Southern Nevada Health District	76	\$ 22,111.60
Henderson Fire Dept	267	\$ 78,716.94	University Housing & Residential Life UNLV	25	\$ 7,370.50
Henderson Jail	74	\$ 21,816.68	University Police Services	130	\$ 38,326.60
Henderson Marshalls	26	\$ 7,665.32	University Police Services - CSN	52	\$ 15,330.64
Henderson Office of Health & Safety	14	\$ 4,171.12	University Police Services - UNLV	21	\$ 6,191.22

- Agency billings for fiscal year 2022 ~
  - Fees shown above are based on current inventory as of the date of this report. These numbers are provided for budgeting purposes only and are subject to change as inventory numbers change.

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**End**

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- **Frank Milligan** – What type of vehicle are you replacing?
- **Jason Manzo** – This is a Dodge Ram 3 quarter ton pickup truck with a standard 4-wheel drive package.
- **Frank Milligan** – This is my eleventh year on this Board, this is one of the best budget briefings I have ever had.
- **Jason Manzo** – Thanks Frank, this office worked very hard with Clark County Finance on this budget.
- **Frank Milligan** – I just want to say that I have been on this Board for 11 years and this is the best presentation we have received.
- **Scott Mazick** – When we talked about salaries and benefits, I see that increasing, are we still bearing that cost on the Salaries and benefits, even since the last administrator retired? Is this until May of 2021 until we hire a new administrator?



- **Jason Manzo** – Yes, you will see this continue to see until the new Administrator is hired.
- **Scott Mazick** – I would always like to say great job to you and your team and County Finance on this presentation.
- A motion was made to approve; motion passed unanimously.

**4. Approve the proposal from Motorola for the Device Management Services and Over the Air Programming and the option to add Time Divided Multiple Access. (FOR POSSIBLE ACTION):**

- **Jason Manzo** – We received the three proposals one with TDMA upgrade, the second one for OTAP and DMS, and one to combine. This would save a lot of programming time for everyone. We do not have to have anyone waiting for us to program or have anyone from your staff scheduled to gather radios. This would benefit the customers and us.
- **Ed Babauta** – If and when this is approved, when and how soon can we see the benefits of Over the air programming?
- **Jason Manzo** – It would be fairly quick, maybe the first quarter of the new year. There is a component that needs to be installed at our office.
- **Chris Vasquez** – We will have to touch all of the radios one more time, we have to program the radios with the OTAP in the radios.
- **Ed Babauta** – So the XTS and XTL radios are not capable to with DMS or OTAP?
- **Jason Manzo** – No, they are not capable of handling OTAP and DMS.
- **Scott Mazick** – Are we able to remove a portion of the TDMA and does the contract stand up with just OTAP and DMS if we go that route?
- **Jason Manzo** – Yes, Motorola did provide the contract excluding the TDMA portion.
- **Scott Mazick** – Has Sweikert reviewed this new scope?
- **Steven Sweikert**- No I have not
- **Jason Manzo** – The scope did not change it is the same scope on the new proposal.
- A motion was made to approve the OTAP and DMS scope of work; motion passed unanimously.

**5. For the Board to receive a status on the SNACC Microwave project. (FOR DISCUSSION):**

- **Jason Manzo** - At the last Board meeting I was asked to get a statement of work. Since then I reached out to Aviat, it did not make sense to install equipment that Clark County IT already has and I reach to County IT and they were busy with the elections, they asked this conversation to be tabled until December 1, 2020. If they agree to have us share their microwaves, we will save money.

**6. Approve the SNACC personnel to send out the subscriber billing for fiscal year 2021. (FOR POSSIBLE ACTION):**

- **Jason Manzo** - In June, County Finance asked us to hold off on sending the billing. After working diligently with Clark County Finance, it was determined that we need to send out the billing with the inclusion of the 5.7% rate increase.
- **Scott Mazick** – Is the count shown in the presentation, is that what we will be paying this year?
- **Larry Haydu** – The background says June 2022.
- **Jason Manzo** – That is a typo, it should be 2020.
- A motion was made to approve; motion passed unanimously.

**7. Amend the Compatible Radio Policy – to remove Group Services and Radio Management. (FOR POSSIBLE ACTION):**

- **Jason Manzo** - Radio Management has changed to Device Management Services (DMS) and is now a cloud-based service. Radio Management Server is now a legacy solution that is no longer sold by Motorola. This legacy product would have required SNACC to own and maintain the Radio Management Server and required a Radio Management license to be bought with the APX radio to add it to the server.

Device Management Services (DMS) has replaced Radio Management and is cloud based. Because it is cloud based there is no equipment to own or maintain. DMS does not use a Radio Management license. DMS has a yearly subscription fee instead of a Radio Management license option.

Group Services offers many features, one of them was being able to push out firmware upgrades over the air via the radio system. This feature has been shifting to over the Wi-Fi instead of over the air via the radio system due to it being more efficient. Because this was the main reason for making Group Services a required option for SNACC we think this should be an optional feature for agencies that would want the additional features group services offers outside of firmware upgrades.

**Scott Mazick** – Did this go to our working groups?

**Jason Manzo** – Yes, it was both agreed upon by both groups to remove Radio Management and Group Services.

**8. Motorola update for the SNACC Board. (FOR DISCUSSION):**

- **Daniela Soto -Leon** – Dane is here to speak on this item.
- **Dane Mattoon** – Those of you have met Carrie Hemmen, who was the Area Sales Manager for the last few years of Nevada, New Mexico, and Arizona. She has just been promoted to Territory Vice President over the seven western mountain states. In her leave for promotion, she has promoted Walter Waitly, he has been a manager out in Phoenix. If you have any questions, I would be happy to answer them.

**COMMENTS BY THE GENERAL PUBLIC:**

None

**NEXT MEETING DATE/ADJOURN:**

Next SNACC meeting: December 9, 2020

Meeting adjourned at 10:45 A.M.

Respectfully submitted:

Scott Mazick, Chairman  
Attachments