

Southern Nevada Area Communications Council

MEETING MINUTES

Date: May 19, 2021

Location:

<https://clarkcountynv.webex.com/clarkcountynv/onstage/g.php?MTID=ed76d8b810abe7ad5cf8a1cb66f8aad22>

Southern Nevada Area Communications Council
6000 E. Rochelle Ave
Las Vegas, NV 89122

Time: 10:00 A.M.

Board members present:

Scott Mazick, Chair
James Morwood
Terrance Holmes
Mitchell Maciszak

Chris Vasquez, Vice Chair
Ed Babauta
Isaac Henn
Brian Nebeker

Call to Order

Public Comment: NONE GIVEN

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 discussion relating to an item at any time

1. Approve the May 19th, 2021 agenda with the inclusion of tabled and/or reconsidered items, emergency items, and/or deletion of items, and approve the minutes of the February 17, 2021 meeting. (*FOR POSSIBLE ACTION*)

- Motion was made to approve; motion passed unanimously.

2. Receive the Administrator's Report with the inclusion of the SNACC monthly financial reports and budget variances for January, February, March, and April 2021 and system reports for February, March, and April 2021. (*FOR DISCUSSION*):

SNACC ADMINISTRATOR'S REPORT

May 19, 2021

SNACC UPDATES:

2/25/21- We replaced the UPS and transfer switch at the Brooks site. This is a simulcast site and the prime site for all the simulcast sites. We were able to do this without causing any radio service disruption. Nationwide Power was the vendor that we hired for this job.

03/4/21- We replaced the batteries in our UPS at the SNACC office which maintains the SNACC master site equipment. Nationwide Power was the vendor that we hired for this job.

03/9/21 – Jason and Jose replaced the UPS batteries at the Mandalay Bay site.

3/30/21- We completed the Over the Air Programming and Device Management Services project with Motorola. We have begun adding radios to Device Management Server and have updated several radios so they can be programed over the air.

4/24/21- The site at Apex went down for just over an hour. This was due to a power outage that damaged a power transformer and popped the breaker to the fiber converter. The breaker was reset, and the building ran on generator power, until NV Energy repaired the power transformer.

5/11/21- Clark County IT and Henderson IT were able to repair the broken microwave hop from Geneva to Henderson Dispatch. SNACC was able to turn the Geneva site back on and is now being used again. Henderson IT is waiting for the new microwave to ship and replace the old microwave.

UPS MAINTENANCE - I have picked Nationwide Power to start preventive maintenance on our 4 large uninterruptible power supply (UPS). Each UPS will be receiving a PM twice a year, 1 major and 1 minor. The cost for this service is \$4,441.67 for the year. This will start after July 1st, 2021 and is already in our budget for the new fiscal year.

BUDGET VARIANCES:

January 2021

1. Equipment Maintenance and repair – 11.9% - \$1,487.50 – DP Air
2. Computers and supplies – 28.6% - \$1,288.76 – CDW, UPS for the SNACC HQ master switch
3. Electricity – 9.4% - \$1,506.64 – NV Energy invoice for Brooks Site in North Las Vegas, BC Power bill for site in Boulder City, this was three invoices in one.
4. Vehicle Maintenance – 7.2% - \$1,438.84 – This was for maintenance and fuel for two SNACC vehicles (Colorado and Silverado) and the SNACC generators.
5. Print/Reproduction – 9.7% - \$155.22 – Konica Minolta Copier Charges for December 2020
6. Clark County Agreement, ERP, IT Support, etc. – 21.2% - \$10,273.00 – Fiscal Year 2021, Quarter 3, APCO, and AFC dues.

February 2021

1. Cleaning/Custodial – 12.8% - \$350 – Mr. Janitorial, due to COVID the cleaning companies are required to purchase specific cleaning solutions for all Clark County office and/or facilities.
2. Operating and cleaning supplies – 8.3% - \$58.89 – FedEx – we sent out the Aeroflex 8800 for its yearly calibration
3. Minor Equipment (Tools, cables, etc.) – 9.2% - \$354.54 – HD Supply – flame-resistant overalls for Big Horn. NV Energy requires these flame-resistant overalls for anyone that enters the site. And a portable air compressor.
4. Electricity – 12.4% - \$1,987.99 – NV Energy bill for Brooks and BC Power for SNACC site in Boulder City.
5. Telecommunications – 25.2% - \$2,483.56 – Telecom Fee for Nov/Dec 2020
6. Print/Reproduction – 9.6% - \$154.10 - Konica Minolta copier charges

March 2021

1. Cleaning/Custodial – 12.9% - \$350 – Mr. Janitorial, due to COVID the cleaning companies are required to purchase specific cleaning solutions for all Clark County offices and/or facilities.
2. Business Liability Insurance – 14% - \$4,120 – Fiscal year 2021 Liability retention billing/liability billing
3. Minor Equipment (Tools, cables, etc.) – 83.2% - \$4,443.32 – Locus USA – DiagnostX extended annual maintenance which covers hardware or software defects that might arise within the annual maintenance term.
4. Computers and supplies – 5.9% - \$262.45 – headset, alligator clips, usb-c cable, 32GB flash drives and charging cables.
5. Electricity – 5.7% - \$912.71 – NV Energy (For SNACC site in Boulder City)
6. Travel/training – 17.8% - \$349 – SkillPath Seminars for Office Specialist, this is an annual pass for unlimited training.
7. Print/Reproduction – 9.7% - \$155.65 – Konica Minolta copier charges

April 2021

1. Overtime – 6.8% - \$480.07 – APEX call back on a Saturday (As referenced above on 4/24/2021) – Power transformer was damaged, NV Energy had to come replace the power transformer. There were also a few hours of overtime to meet SNACC business needs.
2. Cleaning/custodial – 12.9% - \$350 - Mr. Janitorial, due to COVID all contracted cleaning companies are required to purchase specific cleaning solutions for all Clark County offices and/or facilities.
3. Equipment maintenance and repair – 72.6% - \$29,720.50 – DP Air and emergency UPS replacement at Brooks Site, March invoice for the Nationwide Power Solutions, and there is also a charge for the UPS batteries at the SNACC headquarters.
4. Electricity – 5.6% - \$900.11 – NV Energy (For SNACC site in Boulder City)
5. Vehicle Maintenance – 10.2% - \$2,050.08 – Clark County Automotive generator maintenance and fuel costs
6. Telecommunications – 5.2% - United Teleservices, AT&T – telecom for main telephone and T1 lines.

SYSTEM REPORTS:

February 2021

1. Airtime – 2,464.7 (Hours)
2. Push-To-Talks – 1,812,258
3. Buses – 80 (3.59 Minutes)

March 2021

1. Airtime – 2,931.2 (Hours)
2. Push-To-Talks – 2,158,395
3. Buses – 39 (0.84 Minutes)

April 2021

1. Airtime – 2,950.9 (Hours)
2. Push-To-Talks – 2,159,108
3. Buses – 84 (2.50 Minutes)

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

- 3. Approve the Fiscal Year 2022 Proposed Final Budget, this will be presented by the Acting Administrator, Jason Manzo. (FOR POSSIBLE ACTION):

Southern Nevada Area Communications Council

Fiscal Year 2022 Proposed Final Budget

Presented 5/19/2021

1.

SNACC – FY22 PROPOSED FINAL BUDGET: REVENUES

FY21 Revenues	
Radios Fees	\$ 2,687,287
Reimbursement of Console SUAII & Maint	\$ 367,423
Total	\$ 3,054,710

FY22 Revenues	
Radios Fees	\$ 2,743,970
Reimbursement of Console SUAII & Maint	\$ 404,570
Total	\$ 3,148,540

- Fiscal year 2022 revenues ~
 - Revenue is increased 3.1% over fiscal year 2021
 - Annual fee is increased 5.7% to \$294.82 per radio
 - Radio inventory has increased to 9,642 as of latest Change Order (12)
 - Reimbursement of console maintenance is increased 3% in response to the annual escalation rate as contracted with Motorola.

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SNACC – FY22 PROPOSED FINAL BUDGET: SALARIES and BENEFITS

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

FY22 Salaries, Wages, and Benefits	
Salaries	\$ 307,185
Benefits	\$ 144,903
Overtime	\$ 7,500
Call Back	\$ 2,500
Total	\$ 462,088

- Fiscal year 2022 salary and benefit budget ~
 - Salaries are decreased by 7.6% over fiscal year 2021 due to the inclusion of the VSP impact. Figures do 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 PROPOSED FINAL 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
Total	\$ 179,064

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
Total	\$ 199,478

- 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 PROPOSED FINAL 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
Total	\$ 1,142,728

FY22 SUAll and Maintenance	
SUAll for Consoles (reimbursed)	\$ 230,568
Maintenance for Consoles (reimbursed)	\$ 174,002
SUAll for system infrastructure	\$ 298,881
Maintenance for system infrastructure	\$ 495,526
Total	\$ 1,198,977

- Fiscal year 2022 SUAll and Maintenance ~
 - SUAll and maintenance are increased 4.9% 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 PROPOSED FINAL BUDGET: CAPITAL

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

FY22 Capital	
Capital lease interest	\$ 68,048
Capital lease principal	\$ 514,533
Microwave upgrade	\$ 1,900,000
Replace Vehicle 14236	\$ 75,000
Arden Site AC/Genesis/Device Mgmt	\$ 127,500
Total	\$ 2,557,582

- Fiscal year 2022 capital budget
 - Fiscal year 2022 includes the Microwave Upgrade, replacement of vehicle # 14236, Arden Site Air Conditioners, Genesis and Device Management.
- 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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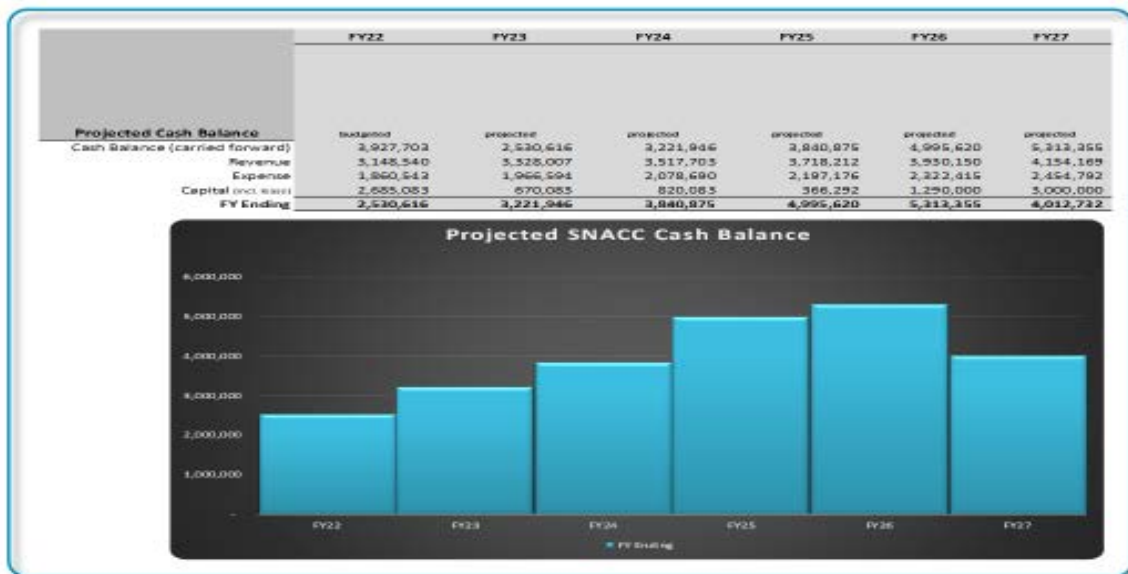
SNACC – FY22 PROPOSED FINAL BUDGET: FUTURE CAPITAL PROJECTS

5 YEAR CAPITAL PLAN	FY22	FY23	FY24	FY25	FY26	FY27
Microwave upgrade	\$ 1,900,000					
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	
TDMA Migration					\$ 20,000	\$ 3,000,000
	\$ 2,102,500	\$ 87,500	\$ 237,500	\$ 75,000	\$ 1,290,000	\$ 3,000,000

- Proposed Future Capital Projects ~
 - Microwave upgrade: Due to technology advancement and requirements needed to continue to upgrade our radio system, the current microwave system needs to be upgraded to ethernet operations.
 - Vehicle Replacement # 14236: Technician's vehicle will be 14 years old and will require replacement due to high mileage and increased repair expense.
 - Arden Site Air Conditioners (2x4 Ton Units): Units are approximately 20 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.

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SNACC – FY22 PROPOSED FINAL 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 2027.

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SNACC – FY22 PROPOSED FINAL BUDGET: AGENCY BILLINGS

SNACC FY22 BILLABLE RADIO INVENTORY (final)					
Member	# Radios	FY22 Fee	Member	# Radios	FY22 Fee
American Medical Response	141	41,569.62	Henderson Police Dept.	963	289,806.06
Boulder City Marshals	9	2,653.38	Henderson Utilities	71	20,932.22
Boulder City PD	122	35,968.04	Las Vegas Animal Control	33	9,729.06
City of Boulder City Fire	40	11,792.80	Las Vegas Convention & Visitors Authority	2	589.64
Clark County Airport	998	294,230.36	Las Vegas Court Marshals	36	10,612.52
Clark County Boulder City Constable	5	1,474.10	Las Vegas Detention & Enforcement	205	60,438.10
Clark County Building & Fire Prev.	50	14,741.00	Las Vegas Fire Department	623	183,672.86
Clark County Coroner	1	294.82	Las Vegas Marshals	180	53,067.60
Clark County Family Services	13	3,832.66	Las Vegas Parking Enforcement	39	11,497.98
Clark County Fire Department	533	157,139.06	Las Vegas Valley Water District	618	182,196.76
Clark County IT	12	3,537.84	Las Vegas Water Pollution Facility (WPOF)	2	589.64
Clark County Juvenile Justice	2	589.64	Medic West	107	31,545.74
Clark County OEM	15	4,422.30	Mercy Air/Air Methods	23	6,780.86
Clark County School District	361	106,430.02	MGM Resorts International	1	294.82
Clark County School District Attendance Officers	30	8,644.60	Moapa Tribal Police	0	-
Clark County Water Reclamation	152	44,812.64	Nevada Gaming Control Board	82	24,175.24
Clark County/Hend Constable	5	1,474.10	North Las Vegas Fire Department	206	60,732.92
Clark County/Hend Justice Crt	12	3,537.84	North Las Vegas PD	950	280,079.00
Community Ambulance	119	35,083.58	Nye County IT	163	48,055.66
CrossRoads of Southern Nevada (CRSN)	1	294.82	Nye County IT VHF	395	23,700.00
Emera- Dignity Health	4	1,179.28	OptimuMedicine	2	589.64
Elite Medical Center	1	294.82	Pahrump Valley Fire Department	32	9,434.24
Guardian Elite Medical Services (GEM)	16	4,717.12	Pahrump Valley Fire Department VHF	24	1,440.00
HealthCare American - SHS_Lakes ER	1	294.82	Palute Indian Police	32	9,434.24
HealthCare American - SHS_ALLIANCE ER	1	294.82	RTC	1089	321,058.98
HealthCare American - SHS_SUNRISE	2	589.64	SNWA	365	107,606.30
Henderson Alternative Sentencing	10	2,948.20	Southern Nevada Health District	75	22,111.50
Henderson Attorney	5	1,474.10	United States Air Force - Nellis	1	294.82
Henderson Business Operations/Henderson Business Lic	7	2,063.74	University Housing & Residential Life - UNLV	25	7,370.50
Henderson Fire Dept	267	78,716.94	University Police Services	195	57,489.90
Henderson Jail	74	21,816.68	Universal Health Services - Blue Diamond	1	294.82
Henderson Marshals	26	7,665.32	Universal Health Services - Green Valley	1	294.82
Henderson Code Enforcement	10	2,948.20	University Police Services - UNLV	26	7,665.32
Henderson Office Of Health And Safety	10	2,948.20			

- 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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- A motion was made; motion passed unanimously.

4. Approve the Nevada Gaming Control Board Contract Renewal with SNACC effective July 1, 2021 thru June 30, 2023. (FOR POSSIBLE ACTION):

- Jason Manzo – We are asking that the Board approves the Nevada Gaming Control Board Contract renewal with SNACC. This contract is required for NGCB to be on our system and utilize our services. This is a two-year contract that is effective July 1, 2021 thru June 30, 202. This contract states that NGCB is going to pay for 82 radios in fiscal year 2022 fees at \$294.82 per radio for a total cost of \$24,175.24. In fiscal year 2023 they anticipate having the same count of 82 radios and paying \$311.62 per radio for a total of \$25,552.84 to SNACC. The contract allows them to add additional radios as needed at the applicable fee. I would like to open this up to the Board.
- Scott Mazick – Any questions or comments from the Board? I am assuming our legal counsel has gone through and reviewed the contract?
- Steven Sweikert – I have no issues with this contract.
- Scott Mazick – I hope that the original contract is a little more legible than what is scanned into this presented.
- Jason Manzo – We will ask the State if they can include a better legible copy.
- Motion was made to approve; motion passed unanimously.

5. Approve the APEX site contract between the State of Nevada Department of Administration, Enterprise Information Technology Services and Southern Nevada Area Communications Council for the rack space rental. (FOR POSSIBLE ACTION):

- Jason Manzo – This is a contract between SNACC and the State of Nevada to allow SNACC to utilize their rack space at the APEX site. This contract will be good for four fiscal years 2022-2025 with the option of renewing for two additional terms, four fiscal years. The total cost of the lease for the four fiscal years is \$29,776.64. We have two rack spaces used at APEX. The state is charging \$3722.08 for every rack in their building totaling \$7,444.16. The question was asked if after this term is done, will the rates remain the same, the answer was no. They have a formula that calculates what the charges should be. In four years, they will provide us the new dollar amount approved.
- Scott Mazick – Were you able to review? Did you have any concerns with this contract?
- Steven Sweikert – No, I did not have any concerns.
- Motion was made to approve; motion passed unanimously.

COMMENTS BY THE GENERAL PUBLIC:

Scott Mazick – We have had some discussions about changing the time of the meetings, Daniela will be reaching out to you all.

NEXT MEETING DATE/ADJOURN:

Next SNACC meeting is on August 18, 2021. Meeting adjourned at 10:43 a.m.

Respectfully submitted:

Scott Mazick, Chairman
Attachments

