

WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM

P25 Radio System Joint Operating Committee

Tracy Moore, Chair
Ryan Sommers, Vice-chair
Charles Moore, Secretary

****Draft Meeting Minutes**
Thursday, April 18, 2024**

This meeting was scheduled to begin directly after the 800 MHz Joint Operating Committee meeting but not begin earlier than 10:30 a.m.

**Washoe County Administration Complex
1001 East Ninth Street, Reno, Nevada, 89512
Building A, Second Floor, Caucus Room**

This meeting was held at a physical location with a teleconference option.

Committee website: https://www.washoecounty.gov/technology/board_committees/800mhz_joc

Committee Members

Dave Cochran, City of Reno	Charles Moore, Truckee Meadows FPD
Craig Franden, City of Reno (Alternate)	Chris Ketring, Truckee Meadows FPD (Alternate)
Derek Keller, City of Sparks	Ian Dasmann, TMWA
Connie Shepperd, City of Sparks (Alternate)	Chuck Atkinson, TMWA (Alternate)
David Todd Curtis, Nevada Air National Guard	Ed Atwell, UNR/NSHE
Matthew Lund, Nevada Air National Guard (Alternate)	Jeremy Irwin, UNR/NSHE (Alternate)
Ryan Sommers, North Lake Tahoe FPD	Vacant, US DEA
Russ Barnum, North Lake Tahoe FPD (Alternate)	Bryan Boren, US Dept. of Veterans Affairs
Don Pelt, Pyramid Lake Paiute Tribe	Ray Leal, US Dept. of Veterans Affairs (Alternate)
David Paulon, Pyramid Lake Paiute Tribe (Alternate)	Jenn Felter, Washoe County
Vacant, Reno-Sparks Indian Colony	Darrin Rice, Washoe County (Alternate)
Ben Carpenter, Reno-Tahoe Airport Authority	Tracy Moore, Washoe County School District
Vacant, Reno-Tahoe Airport Authority (Alternate)	Mark Mathers, Washoe County School District (Alternate)

Agenda

1. CALL TO ORDER AND DETERMINATION OF QUORUM [Non-Action Item]

The meeting was called to order at 10:30 a.m. Vice-Chair Charlie Moore opened the meeting.

Present

- | | |
|-----------------------------|-------------------|
| • City of Reno | Craig Franden |
| • City of Sparks | Derek Keller |
| • Nevada Air National Guard | David Todd Curtis |



QUALITY
PUBLIC SERVICE



INTEGRITY



EFFECTIVE
COMMUNICATION

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- Pyramid Lake Paiute Tribe
 - Reno-Tahoe Airport Authority
 - Truckee Meadows Fire Protection District
 - Truckee Meadows Water Authority
 - Washoe County
 - Washoe County School District
- Don Pelt
 - Ben Carpenter
 - Charlie Moore
 - Ian Dasmann
 - Jenn Felter
 - Tracy Moore

Absent

- North Lake Tahoe Fire Protection District
- Reno-Sparks Indian Colony (vacant)
- UNR
- US DEA (vacant)
- US Dept. of Veterans Affairs

Deputy District Attorney Brandon Price, Washoe County Deputy District Attorney's Office, was in attendance.

2. INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT VIA TEAMS/TELEPHONE [Non-Action Item].

Washoe County Deputy District Attorney Brandon Price provided the instructions for providing public comment: This meeting is being held at and physical location with a teleconference option. Members of the public may submit public comment by either attending the meeting in person, attending the meeting via teleconference or attending by telephone only utilizing (Meeting ID: 279 248 904 495, Passcode: cYYWMX or by telephone by dialing 775-325-0620 and entering Conference ID: 350 144 864#. To provide public comment via Teams, log into the Teams Meeting at the link on the first page of the notice of meeting and utilize the "Raise Hand" feature during any public comment period. To provide public comment via telephone only, press *5. Press *6 to mute/unmute.

3. PUBLIC COMMENT [Non-Action Item] – Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the P25 Radio System Joint Operating Committee agenda. However, action may not be taken on any matter raised during this public comment period until the matter is specifically listed on an agenda as an action item. Comments are to be made to the P25 Radio System Joint Operating Committee as a whole.

There was no response to the call for public comment; no emails had been submitted prior to the meeting.

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- 4. APPROVAL OF JANUARY 25, 2024, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Tracy Moore, Washoe County School District, moved to approve the minutes as written. Jenn Felter, Washoe County, provided the second. There was no response to the call for Committee or public comment. Upon a call for the vote, the motion carried unanimously.

- 5. ELECTION OF COMMITTEE OFFICER** [For Possible Action] – Discussion and possible action

Jenn Felter, Washoe County, nominated and moved to appoint Tracy Moore, Washoe County School District, as Chair; Member Tracy Moore accepted the nomination. Derek Keller, City of Sparks, seconded the motion. There were no further nominations or Committee discussions. There was no response to the call for public comment. Upon a call for the vote, the motion carried unanimously.

Tracy Moore, Washoe County School District, assumed the role of Chair.

- 6. P25 RADIO SYSTEM CONSTRUCTION GRANT FUNDING CONTRACTOR AND GRANT PROCESS REQUIREMENTS** [For Possible Action] – A discussion and possible action to solicit the services of a contractor to obtain grant for the construction of P25 Radio communication sites; possible action would be to authorize the use of Washoe County Regional Communication System (WCRCS) funds, not to exceed \$15,000.00, to pay for the grant contractor's services, subject to final approval of the contractor and the agreement between the Washoe County and the contractor; and to issue authorization letters allowing Washoe County to apply for grants on behalf of WCRCS Partner Agencies. *Quinn Korbolic, Washoe County Technology Services*

Quinn Korbolic, Washoe County Technology Services, and Jayne Leighton, formerly of L3Harris, reviewed the [presentation](#) for this item reviewing the request for more information on abilities to pursue alternate funding options to construct greenfield radio sites. Ms. Leighton has been brought on to help lead this project. She was in attendance and spoke to the abilities of Lexipol to personalize the types of grants the organization wants to be alerted to and their ability to help with the grant application process. The GrantFinder and Grant Writing Services were recommended as a starting point with a focus more on individual projects. The Grant Assistance Program is not being recommended at this time. She reviewed alternate vendors considered noting their fees, services and ability to be successful in obtaining the grants.

Chair Moore expressed appreciation to Ed Atwell, UNR, for recommending Lexipol as a vendor to consider, and support for moving forward with a potential huge return on the investment. Charlie Moore, Washoe County, spoke to the potential to pursue firefighter grants in a future funding round permitting more time for regional partners to obtain support letters. Mr. Korbolic spoke to the potential to create support letters in advance in order to facilitate future requests.

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Dave Cochran, City of Reno, moved to authorize the use of Washoe County Regional Communication System (WCRCS) funds, not to exceed \$15,000.00, to pay for the grant contractor's services, subject to final approval of the contractor and the agreement between the Washoe County and the contractor. Charlie Moore, Truckee Meadows Fire Protection District, provided the second. There was no further Committee discussion and no response to the call for public comment. Upon a call for a vote, the motion carried unanimously.

There was discussion of the process and potential need to have support letters unique and specific to each grant being applied versus the ability to have a form letter prepared in advance. It was suggested to alert the partnering agencies of the quick turnaround that may be necessary to have a successful submittal; and possibly focusing on grants that would allow for Washoe County to be the grantee. Chair Moore recognized the interlocal verbiage provided to empower the County to move forward with the budget and contracting as potentially sufficient for grant submittals. No action was taken on the sponsor letter portion of the agenda item.

7. **NEVADA SHARED RADIO SYSTEM PROJECT UPDATE** [Non-Action Item] – A presentation and discussion on the progress of the Nevada Share Radio System (NSRS) project status, cutover outlook, and possible prioritization for NSRS Regions and site builds. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, reviewed the [presentation](#) for this item focused on the projects with summer activity. Work could be pushed out to next summer depending on weather. Several sites have environmental studies underway to meet permitting requirements. Seven Lakes and Smokey Quartz have been moved to next summer. The complete schedule is approximately 400 days behind the initial schedule.



The image shows a presentation slide titled "NSRS Project Update Region 2". The slide features the Washoe County logo on the left, which includes the text "WASHOE COUNTY NEVADA" and "1861". The main content of the slide is a bulleted list of project updates for Region 2, categorized into three main areas: Incline Sheriff's Office & Biltmore, Red Peak, and a section for Wave guide Correction work and Microwave work.

- Incline Sheriff's Office & Biltmore
 - Permit approved for Incline, awaiting permit for Biltmore
 - Expected permit Mid May, and RX3 Construction expected to start
 - NVE Power addition to Incline Sheriff's and Communication H-frame Hook up for Site on Wheels
 - Biltmore Cabinet to be installed on Watertank APN
 - Wave guide Correction work to be completed September 9th, 2024
 - Microwave work expected to begin September 2024
- Red Peak
 - Lease agreement schedule for May 14th, 2024 BCC Meeting
 - Lease agreement effective in FY 25, Expected Notice to proceed to be issued July 1, 2024
 - Permitting expected to take 6 weeks.
 - Construction to begin Mid August

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The slide features the Washoe County, Nevada logo on the left, which includes the year 1861. The title "NSRS Project Update Region 2" is displayed in white text on a dark blue background. Below the title, a list of project updates is provided, including details on the Marble Bluff site and a microwave deployment schedule with specific dates and site connections.

- Marble Bluff
 - Awaiting approval from Tribe to move forward with signing NVE Right of Way agreement.
 - 2 weeks remaining on construction work.
 - P25 Antenna installation to occur by June 2024
- Microwave Deployment (Outages will stay on Wednesdays)
 - Snowflake ↔ Biltmore September 16th through September 18th
 - Biltmore ↔ Slide September 23rd through 25th
 - Marble ↔ Poito September 30th through October 2nd
 - Poito ↔ Fox October 7th through October 9th
 - Red Peak ↔ Spectrum October 15 through October 16th
 - Red Peak ↔ Virginia October 22 through October 23rd


8. **UPDATE ON THE P25 RADIO SYSTEM CONSTRUCTION, CONSTRUCTION COSTS, AND DISCUSSION OF INTERLOCAL AGREEMENT ADDENDUM TO ADDRESS CONSTRUCTION COST INCREASES** [For Possible Action] – An update and discussion of construction costs for the P25 greenfield radio sites, including a recent Construction Manager at Risk (CMAR) bid received by Washoe County for the construction of the Ashfields site; discussion of initial contract construction costs compared to current estimated or bid construction costs; discussion of possible funding sources to cover increased construction costs; discussion of prioritizing construction activities for the P25 system, which could include the recommendation to prioritize radio site construction for the Ash Field, Smokey Quartz, and Seven Lakes radio sites; and discussion of the status of the draft Addendum to the Washoe County P25 Radio System Interlocal Agreement of June 2020, which could include discussion of the draft Addendum’s terms. *Quinn Korbolic, Washoe County Technology Service*

Quinn Korbolic, Washoe County Technology Services, reviewed the [presentation](#) for this item focusing on a review of the costs to be included in the Addendum, the draft addendum and the timeline for review and agency action. Based on prior conversations, the plan would be to delay at least one site (Ash Field) and if are unable to find funding, any sites without funding would be removed. Current focus is on Seven Lakes and Smokey Quartz. Removing the Ash Field site reduces the expected deficit to approximately \$3.6 million; per agency amounts were provided to bridge that gap. Those amounts will be adjusted to be by LIDs rather than active radios. If greenfield sites are added, the microwave costs will increase to create those links. The Addendum terms were shared and would plan for payments to begin in FY26 with three payment options: pay as you go, pre-payment and periodic pay as you go (pay as County incurs the expense). The plan for managing excess and insufficient funding scenarios was also covered. \$500,000 in contingency has been included.

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What can we complete with the funds we have today?




	Future Payment	Prioritized Payment
Cold Springs Civils - Complete install	\$ 88,134.04	\$ 88,134.04
Red Peak Civils - Completion	\$ 938,429.85	\$ 938,429.85
Biltmore Civils	\$ 629,227.00	\$ 629,227.00
Civil Construction Contingency	\$ 500,000.00	
Microwave System Completion	\$ 851,824.17	\$ 268,892.33
Seven Lakes Communication site	\$ 1,880,574.12	
Ash Field Communication site	\$ 2,407,348.01	
Smoky Quartz Communication site	\$ 1,728,678.05	
P25 Milestone - Region 2 Acceptance	\$ 1,194,007.86	\$ 1,194,007.86
P25 Milestone - Final System Acceptance	\$ 537,303.54	\$ 537,303.54
TOTAL	\$ 10,755,526.64	\$ 3,655,994.62

This table is for illustrative purposes only

With current funds we can complete system commissioning and additional construction activities on the “core” of our system and have ~\$1.2M remaining to apply to construction of the site with the next highest priority.

Remaining Project funds	4,833,223.41
Prioritized expenses	(3,655,994.62)
Remaining funds	1,177,228.79

What can we complete with the funds we have today?



	Future Payment	Prioritized Payment
Cold Springs Civils - Complete install	\$ 88,134.04	\$ 88,134.04
Red Peak Civils - Completion	\$ 938,429.85	\$ 938,429.85
Biltmore Civils	\$ 548,799.00	\$ 548,799.00
Civil Construction Contingency	\$ 500,000.00	
Microwave System Completion	\$ 884,327.98	\$ 884,327.98
Seven Lakes Communication site	\$ 1,880,574.12	\$ 1,880,574.12
Ash Field Communication site	\$ 2,407,348.01	
Smoky Quartz Communication site	\$ 1,728,678.05	\$ 1,728,678.05
P25 Milestone - Region 2 Acceptance	\$ 1,194,007.86	\$ 1,194,007.86
P25 Milestone - Final System Acceptance	\$ 537,303.54	\$ 537,303.54
TOTAL	\$ 10,755,526.64	\$ 8,300,254.44

If we complete the “core” of the system and construct Seven Lakes and Smokey Quartz, we have a deficit of \$3.6M.

Remaining Project funds	4,696,417.84
Prioritized expenses	(8,300,254.44)
Remaining funds	(3,603,836.60)

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Addendum Cost by Agency					
Agency	Active Radio IDs June 30, 2023	Percent Share June 30, 2023	Agency Contribution FY26	Agency Contribution FY27	Total Agency Contribution FY24-FY27
Reno Tahoe Airport Authority	270	5.04%	\$70,711.37	\$70,206.98	\$140,918.34
US Drug Enforcement Agency	15	0.28%	\$3,928.41	\$3,900.39	\$7,828.80
Pyramid Lake Paiute Tribe	79	1.48%	\$20,689.62	\$20,542.04	\$41,231.66
City of Reno	1,281	23.93%	\$335,486.15	\$333,093.10	\$668,579.24
Reno Sparks Indian Colony	52	0.97%	\$13,618.49	\$13,521.34	\$27,139.83
City of Sparks	443	8.28%	\$116,019.02	\$115,191.45	\$231,210.46
Truckee Meadows Fire & Rescue	348	6.50%	\$91,139.09	\$90,488.99	\$181,628.08
Nevada System of Higher Education, UNR, TMCC	75	1.40%	\$19,642.05	\$19,501.94	\$39,143.98
North Lake Fire Protection District	72	1.35%	\$18,856.36	\$18,721.86	\$37,578.22
US Department of Veteran's Affairs	21	0.39%	\$5,499.77	\$5,460.54	\$10,960.32
Truckee Meadows Water Authority	91	1.70%	\$23,832.35	\$23,662.35	\$47,494.70
Washoe County School District	1,029	19.22%	\$269,488.87	\$267,566.59	\$537,055.46
Air National Guard	30	0.56%	\$7,856.82	\$7,800.78	\$15,657.59
Washoe County	1,547	28.90%	\$405,149.94	\$402,259.97	\$807,409.90
WCRC Infrastructure			\$400,000.00	\$410,000.00	\$810,000.00
	5,353		\$1,801,918.30	\$1,801,918.30	\$3,603,836.60

Addendum Terms

- Additional costs are divided proportionately by the number of radios, based on LIDS, each agency operates on the system.
 - LID Count on June 30, 2023.
- Specify each agency's share in an addendum
- Specify Payment dates
- Three different payment options
 - Annual Pay as you go
 - Prepayment
 - Periodic Pay as you go
- Excess funds – Agencies will be reimbursed for excess payments.
- Insufficient funds – If construction costs are greater than the total agency payments, the committee may consider options for completing construction.
 - If the total construction costs are \$500k greater than the total of all agency payments, the Partner Agencies shall renegotiate.

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Addendum Timeline



1. May, 2024: Washoe County will provide updated addendum to agencies with updated costs and dates.
2. July 2024: JOC members provide feedback on Addendum before July JOC meeting
3. October 2024: Finalize Addendum and approve for signature by Partner Agencies
4. January/February 2025: Addendum signed and finalized by all Partner Agencies.
5. July 1, 2025: 1st payments due

Jenn Felter, Washoe County, questioned the rationale for removing Ash Field and the shared costs in the addendum. Mr. Korbolic shared the adjustment had been made taking into consideration sentiments expressed about the level of service, the lower population, infrequency of calls and the impacted agencies. The Addendum seeks commitment on the higher priority sites that provide for greater needs for service coverage based on importance and impact. Alternative funding would continue to be sought for Ash Field with consideration of including it with Region 3.

Chair Moore spoke to the need to prioritize given the shortfall and focus on known repeater sites at higher risk due to lack of coverage. He noted support for the Ash Field site but that alternative approaches and a delay in construction may be necessary; he stressed the importance to use tax-payer dollars in the most reasonable way with regard to benefit. Additionally, to remove the site would require partner agreement; other partners are experiencing similar funding challenges.

Jenn Felter, Washoe County, spoke in favor of continuing with all sites and continuing to follow the model of all agencies contributing.

Shawn Tayler, P25 TAC member, shared the Ash Field site would provide coverage for a large hole in the public safety coverage; some of which is currently being covered by Modoc County (California) resources and would be replacing two sites in the original construction plan (49 Mountain and Yellow Peak).

Mr. Korbolic shared both scenarios can be provided for consideration to permit decisions to be made to allow for commitment to move forward with highest priority sites in the summer of 2025.

Melissa Lawney, as a private citizen, noted the outcome of the Las Vegas not planning for growth and a look to the future of service levels and the impact to the teams responding. She voiced concern that the voices of the people impacted in the field are not being expressed in

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these meetings and may be possibly lost as a result; she was in favor of encouraging those responders to become more involved in the prioritization conversations.

Charlie Moore, Truckee Meadows Fire Protection District, shared a scenario of beginning the process to construct two new fire stations delayed due to concerns with cost resulting in a doubling of construction costs post-pandemic. He spoke in favor of getting a plan in place for all sites to be built and that another round of bond financing could be considered to ensure it's done sooner than later.

Dave Cochran, City of Reno, voiced concern with making a recommendation before having commitment of all agencies. Mr. Korbolic suggested an option would be to provide staff with direction on whether to continue considering Ash Field or not or to provide both scenarios for consideration. Deputy District Attorney Price added a prioritization is being requested rather than to action to remove a site or not.

Charlie Moore, Truckee Meadows Fire Protection District, moved to direct staff to prioritize construction to include Ash Field; the motion was withdrawn to allow for prioritization.

Jenn Felter, Washoe County, moved to recommend Washoe County prioritize the activities of the P25 construction to Smokey Quartz, Seven Lakes, and then Ash Field. Charlie Moore provided the second.

Ben Carpenter, Reno-Tahoe Airport Authority, sought clarification on the cost including Ash Field and the per agency obligation for that option. It was shared the cost was approximately \$6 million after the \$2.2 million increase for that site post-covid, and the change in scope to require solar. The per agency cost could be provided.

There was no further Committee discussion and no response to the call for public comment. Upon a call for a vote, the motion carried unanimously.

9. P25 RADIO SYSTEM JOINT OPERATING COMMITTEE MEMBERS AND/OR STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS [Non-Action Item] – The next meeting of the P25 Radio System Joint Operating Committee is scheduled for July 25, 2024.

- Items 6 and 8 from this agenda
- System usage per site reporting & by agency to help inform funding discussions
- NDOT System Status Report (Seth Daniels)

10. PUBLIC COMMENT [Non-Action Item] – Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the P25 Radio System Joint Operating Committee agenda. However, action may not be taken on any matter raised during

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this public comment period until the matter is specifically listed on an agenda as an action item. Comments are to be made to the P25 Radio System Joint Operating Committee as a whole.

There was no response to the call for public comment.

11. ADJOURNMENT

The meeting adjourned at 11:52 a.m.

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