

January 20, 2009

**MINUTES OF A REGULAR MEETING
OF THE EXECUTIVE COMMITTEE
AND THE USER COMMITTEE**

1. **CALL TO ORDER**

The Executive Committee and the User Committee convened in a regular session at 2:04 p.m. on Tuesday, January 20, 2009, in the second floor conference room of the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

ROLL CALL

Present: City Manager Steve Burrell, City of Hermosa Beach
City Manager Geoff Dolan, City of Manhattan Beach
City Manager Mitch Lansdell, City of Gardena
City Manager Jag Pathirana, City of Gardena
Captain Mike Garafano, Hermosa Beach Fire Department
Chief Mike Heffner, Hawthorne Police Department
Captain Tom Kang, Gardena Police Department
Chief David Lantzer, Hermosa Beach Fire Department
Sgt. Steve Prendergast, Gardena Police Department
Chief Greg Savelli, Hermosa Beach Police Department
Battalion Chief Ken Shuck, Manhattan Beach Fire Department
Chief Rod Uyeda, Manhattan Beach Police Department

Absent: None.

Also Present: Executive Director Ralph Mailloux
Administration Manager Bonnie Agee
Operations Manager Shannon Kauffman
Technical Services Manager Jose Rivera
Finance Manager Agnes Walker
Mr. Kunle Aderonmu, Authority's Legal Counsel

2. **PUBLIC DISCUSSION**

None.

3. **ACTION ITEMS**

3a. **APPROVAL OF MINUTES – DECEMBER 16, 2008**

The minutes of December 16, 2008 were approved as written.

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3b. **MID-YEAR BUDGET REPORT**

The Executive Committee verified that the Mid-Year Budget Report should be updated to include the month of January 2009 for consideration by the Board of Directors in the near future.

The Mid-Year Budget Report was continued to the next joint meeting with the Board of Directors.

3c. **CASH & INVESTMENTS REPORT – DECEMBER 31, 2008**

Finance Manager Walker related staff's recommendation to receive and file the Cash & Investments Report as of December 31, 2008. She explained that the Authority's cash position remains healthy and that the cash on hand should fund the Authority's expenses for the next six months.

The Cash & Investments Report as of December 31, 2008 was received and filed.

3d. **RESOLUTION OF INTENTION**

Finance Manager Walker advised that Resolution of Intention No. 268 was prepared by the Public Employees Retirement System (PERS) and must be adopted by the Executive Committee to amend the Authority's contract with PERS to coincide with the recently-negotiated agreement with the Teamsters' bargaining group for one-year final compensation, which will also apply to all Authority employees. She explained that this will cost the Authority approximately \$56,000 per year and, if implemented by March 2009, it will cost approximately \$19,000 in 2009, which can be absorbed with budgetary savings.

MOTION: City Manager Dolan moved to adopt Resolution No. 268. The motion was seconded by City Manager Lansdell and passed by unanimous vote.

RESOLUTION NO. 268

**RESOLUTION OF INTENTION TO APPROVE AN
AMENDMENT TO CONTRACT BETWEEN THE BOARD OF
ADMINISTRATION CALIFORNIA PUBLIC EMPLOYEES'
RETIREMENT SYSTEM AND THE BOARD OF DIRECTORS
SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS
AUTHORITY**

3e. **EMERGENCY GENERATOR SYSTEM AT MAIN FACILITY**

Executive Director Mailloux advised that exhaust from the Authority's emergency generator is significantly impacting the Hawthorne Police Department; that the Authority contacted vendors for possible remedies and received a quote in the amount of \$33,345 to

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direct the exhaust from the emergency generator up and over the Police Department; and that this item was placed on the meeting agenda at the request of Chief Heffner.

City Manager Dolan related his understanding that this is the back-up generator for both the Authority and the Hawthorne Police Department, which is significantly larger than the Authority's facility. It was his feeling that the cost to remedy the situation should be shared.

City Manager Pathirana agreed that the City of Hawthorne would pay one-half of the cost.

Executive Director Mailloux noted that the Hawthorne Police Department purchased the generator.

MOTION: City Manager Dolan moved that the Authority and the Hawthorne Police Department shall share the cost to eliminate the impact of the emergency generator exhaust on the Hawthorne Police Department. The motion was seconded by City Manager Lansdell and passed by unanimous vote.

4. **EXECUTIVE DIRECTOR'S REPORT**

4a. Executive Director Mailloux reported on the status of the Punta Place and Manhattan Beach Water Tower Infrastructure Upgrade Projects.

5. **COMMENDATIONS**

5a. **Commendation – Communications Operator Kevin Smith**

Chief Medrano's commendation dated December 17, 2008 pertaining to Communications Operator Kevin Smith was received and filed.

6. **NEW BUSINESS**

None.

7. **CLOSED SESSION**

Per Government Code Section 54956.9(b) (Conference with Legal Counsel – Anticipated litigation – Government Code Section), at 2:14 p.m., the Executive Committee entered into a closed session to discuss anticipated litigation. The meeting returned to open session at 3:04 p.m.

8. **ADJOURNMENT**

At 3:05 p.m., the meeting was adjourned.

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