

**A G E N D A**  
**REGULAR JOINT MEETING OF**  
**THE EXECUTIVE COMMITTEE AND THE USER COMMITTEE**  
**TUESDAY, APRIL 16, 2019, 2:00 PM**  
**SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY**  
**SECOND FLOOR CONFERENCE ROOM**  
**4440 W. BROADWAY, HAWTHORNE, CA**

**A. CALL TO ORDER**

**B. PUBLIC DISCUSSION**

Members of the public will be given the opportunity to directly address the Executive Committee and the User Committee on any item listed on the agenda.

**C. NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK AND AUTHORITY RECOGNITIONS**

**D. CONSENT CALENDAR**

1. Minutes of the Regular Meeting – March 19, 2019
2. Check Register for March 2019
3. Approve a Fiscal Year 2018/19 Blanket Purchase Order in the Amount of \$200,000 to the City of Hawthorne for Computer Aided Dispatch Software Maintenance Services; and  
  
Approve Operating Budget Transfer in the Amount of \$165,000 from the Salaries & Benefits Category to the Supplies & Services Category of the Adopted Fiscal Year 2018-2019 Budget to Assist with Funding these Services
4. Updated Publicly Available Pay Schedule
5. Approve a Fiscal Year 2018/19 Blanket Purchase Order in the Amount of \$100,000 to Liebert Cassidy Whitmore, a Professional Corporation, for Legal Services
6. Authorize the Executive Director to Execute a Service Agreement with Crown Castle Fiber for Dedicated Redundant Internet Access

**E. ITEMS REMOVED FROM THE CONSENT CALENDAR**

**F. GENERAL BUSINESS**

1. Memorandum of Understanding between the City of Redondo Beach and South Bay Regional Public Communications Authority to Develop and Implement a First Responder Console Communications Network

**G. EXECUTIVE DIRECTOR'S REPORT**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Executive Assistant at 310-973-1802 ext. 100. Notification 48 hours prior to the meeting will enable the JPA to make reasonable arrangements to ensure accessibility to this meeting [28CFR35. 102-35. 104 ADA Title II].

H. **EXECUTIVE COMMITTEE AND USER COMMITTEE COMMENTS**

I. **CLOSED SESSION AGENDA**

**Conference with Labor Negotiator**

Pursuant to Government Code Section 54957.6

Discussion with Liebert Cassidy Whitmore Re: Teamsters Local 911

**Conference with Labor Negotiator**

Pursuant to Government Code Section 54957.6

Discussion with Liebert Cassidy Whitmore Re: Management & Confidential

J. **ADJOURNMENT**

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Posting Place: 4440 W. Broadway, Hawthorne, CA 90250 and  
www.rcc911.org

Posting Date/Time: April 10, 2019/5:00 PM

Signature:



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Erick B. Lee, Executive Director

C



# Staff Report

## South Bay Regional Public Communications Authority

**MEETING DATE:** April 16, 2019

**ITEM:** C

**TO:** Executive Committee and User Committee

**FROM:** Erick B. Lee, Executive Director

**SUBJECT:** NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK  
AND AUTHORITY RECOGNITIONS

**ATTACHMENTS:** None

Every year during the second full week of April, the public safety community honors its telecommunications personnel. This year's week-long event runs from April 14<sup>th</sup> through April 20<sup>th</sup>.

Initially established in 1981 by the Contra Costa County Sheriff's Office, National Public Safety Telecommunicators Week is a reminder to recognize the important and often unseen contributions made to communities across the nation by dispatchers who serve as the vital first link in the public safety response chain.

As part of this year's event and during this meeting, the Authority will be recognizing five staff members who exhibited excellent performance over the past year:

- Carolyn Chaffin
- Jeff Cook
- Adrienne Michaelsen
- Melissa Pimentel
- Megan Wiles

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**MINUTES OF A REGULAR JOINT MEETING OF  
THE BOARD OF DIRECTORS, THE EXECUTIVE COMMITTEE,  
AND THE USER COMMITTEE**

**March 19, 2019**

**A. CALL TO ORDER**

The Board of Directors, the Executive Committee and the User Committee convened in a regular joint session at 2:10 PM on Tuesday, March 19, 2019, in the second-floor conference room of the South Bay Regional Public Communications Authority at 4440 West Broadway, Hawthorne, CA.

**ROLL CALL**

Present: Councilmember Haidar Awad, City of Hawthorne  
Councilmember David Lesser, City of Manhattan Beach

City Manager Ed Medrano, City of Gardena  
City Manager Bruce Moe, City of Manhattan Beach  
Interim City Manager Arnie Shadbeh, City of Hawthorne (arrived 2:18 PM)  
Administrative Services Director John Ramirez, City of Hawthorne

Chief Mike Ishii, Hawthorne Police Department  
Chief Derrick Abell, Manhattan Beach Police Department

Absent: Mayor Pro Tem Rodney Tanaka, City of Gardena

Also Present: Executive Director Erick B. Lee  
Operations Manager Shannon Kauffman  
Administrative Services Manager John Krok  
Fire Chief Chris Donovan, City of El Segundo  
City Manager Suja Lowenthal, City of Hermosa Beach  
Acting Chief Milton McKinnon, City of Hermosa Beach  
Laura Kalty, Liebert Cassidy Whitmore

**C. PUBLIC DISCUSSION**

None.

**D. BOARD OF DIRECTORS ACTION ITEMS**

1. Resolution of the Board of Directors of the South Bay Regional Public Communications Authority Adopting the Budget for Fiscal Year 2019-2020

Executive Director Lee presented the Recommended Fiscal Year 2019-2020 Budget.

**MOTION:** Councilmember Awad moved to approve the resolution. The motion was seconded by Councilmember Lesser and passed by unanimous voice vote.

**E. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Lee reported on the updated status on Communications Operators' recruitment, the status on the INSB Network Project, and UASI Grant administration and reimbursement.

**F. BOARD OF DIRECTORS COMMENTS**

Councilmember Awad presented an award of service to Councilmember Lesser as he reached the end of his term as a member of the Board of Directors . Councilmember Lesser advised all in attendance that it was a privilege to be involved with the Authority and thanked everyone.

G. **EXECUTIVE COMMITTEE COMMENTS**

None.

H. **USER COMMITTEE COMMENTS**

Acting Chief McKinnon introduced Hermosa Beach's City Manager Suja Lowenthal. Chief Donovan reported on staff's work to continually improve fire response times and publicly thanked the RCC. City Manager Moe announced the hiring of Fire Chief Daryn Drum. Chief Drum will be leaving the Heartland Fire & Rescue to start working with the City of Manhattan Beach on April 8, 2019. Mr. Moe also advised that Chief Abell has done an amazing job overseeing both the Police and Fire departments over the past year.

The Board of Directors' and Executive Committee entered into closed session at 2:48PM.

I. **BOARD OF DIRECTORS' & EXECUTIVE COMMITTEE'S CLOSED SESSION**

At 2:48PM, the Board of Directors' and Executive Committee entered into closed session to discuss the following items:

Conference with Labor Negotiator  
Pursuant to Government Code Section 54957.6  
Discussion with Liebert Cassidy Whitmore Re: Teamsters Local 911

Conference with Labor Negotiator  
Pursuant to Government Code Section 54957.6  
Discussion with Liebert Cassidy Whitmore Re: Communications Workers of America

Conference with Labor Negotiator  
Pursuant to Government Code Section 54957.6  
Discussion with Liebert Cassidy Whitmore Re: Management & Confidential

The meeting returned to open session at 3:12PM with no action taken in closed session.

J. **EXECUTIVE COMMITTEE'S CONSENT CALENDAR**

City Manager Moe moved to approve the Consent Calendar, Item Numbers 1-5. The motion was seconded by City Manager Medrano and passed by unanimous voice vote.

1. Minutes from February 19, 2019
2. Check Register from February 2019
3. Amendment #2 to the Agreement between the South Bay Regional Public Communications Authority and M Jack Brooks, JD for Consulting Services; and  
Approve of a Corresponding Change Purchase Order in the Amount of \$80,000 for a Total Not-To-Exceed Amount of \$180,000 for these Services; and  
Approve an Additional Operating Budget Transfer in the Amount of \$80,000 from the Salaries & Benefits Category to the Supplies & Services Category of the Adopted Fiscal year 2018/2019 Budget to Continue Funding these Services.

4. Side Letter Agreement Amending the July 1, 2016 to June 30, 2019 Memorandum of Understanding between Management and Confidential Employees and the South Bay Regional Public Communications Authority
5. Side Letter Agreement Amending the July 1, 2017 to June 30, 2020 Memorandum of Understanding between the Communications Workers of America and the South Bay Regional Public Communications Authority

K. **ITEMS REMOVED FROM THE CONSENT CALENDAR**

None.

L. **EXECUTIVE COMMITTEE'S GENERAL BUSINESS**

1. Single Audit and Independent Auditors' Reports for the Year Ended June 30, 2018

Executive Director Lee presented the Single Audit Report and reported no irregularities in the report. The report was received and filed by the Executive Committee.

M. **CLOSED SESSION AGENDA**

At 3:13PM, the Executive Committee entered into a closed session to discuss the following items:

Conference with Labor Negotiator

Pursuant to Government Code Section 54957.6

Discussion with Liebert Cassidy Whitmore Re: Teamsters Local 911

Conference with Labor Negotiator

Pursuant to Government Code Section 54957.6

Discussion with Liebert Cassidy Whitmore Re: Communications Workers of America

Conference with Labor Negotiator

Pursuant to Government Code Section 54957.6

Discussion with Liebert Cassidy Whitmore Re: Management & Confidential

The meeting returned to open session at 3:27PM with no action taken in closed session.

N. **ADJOURNMENT**

The meeting was adjourned at 3:27PM.



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## Check Register FY 2018-19

March 2019

<u>Accounts Payable Check Issued Date</u>	<u>Total Check Amount</u>	<u>Notes</u>
March 1, 2019	\$127,649.64	
March 7, 2019	\$128,146.94	
March 21, 2019	\$180,510.79	
March 21, 2019	<u>\$1,562,324.60</u>	Wire Transfers re: UASI Grant
Accounts Payable Total	\$1,998,631.97	
 <u>Payroll Checks issued Date</u>		
March 1, 2019	\$179,598.19	
March 15, 2019	\$180,593.44	
March 29, 2019	<u>\$175,793.71</u>	
Payroll Total	\$535,985.34	

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03/06/2019 11:28:07AM

Final Check List  
South Bay Regional PCA

Page: 1

Bank : union UNION BANK

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
1385	3/1/2019	00219	INTERNAL REVENUE SERVICE	Ben26952	3/1/2019	FEDERAL WITHHOLDING TAX: P/	39,086.06	39,086.06
1386	3/1/2019	00223	EMPLOYMENT DEVEL DEPT	Ben26954	3/1/2019	STATE DISABILITY INSURANCE:	15,976.92	15,976.92
1387	3/1/2019	00058	CALPERS	Ben26956	3/1/2019	PERS RETIREMENT: PAYMENT	33,284.21	33,284.21
1388	3/1/2019	00222	STATE DISBURSEMENT UNIT	Ben26958	3/1/2019	SUPPORT: PAYMENT	184.62	184.62
*54084	2/15/2019	00225	COMMLINE INC	0130998-IN	2/15/2019	MAJORSINE POWER INVERTER/	1,900.00	1,900.00
54085	3/6/2019	00217	CALIFORNIA TEAMSTERS UNION	Ben26946	3/1/2019	UNION DUES TEAMSTERS: PAYM	2,043.50	2,043.50
54086	3/6/2019	00218	CWA LOCAL 9400	Ben26950	3/1/2019	UNION DUES CWA: PAYMENT	249.52	249.52
54087	3/6/2019	00221	ICMA RETIREMENT TRUST	Ben26948	3/1/2019	DEFERRED COMPENSATION - 3(	12,923.08	12,923.08
54088	3/6/2019	00221	ICMA RETIREMENT TRUST	20190201	3/6/2019	PAY PERIOD 02/01/19	12,620.72	
				20190104	3/6/2019	PAY PERIOD 01/04/19	11,281.01	23,901.73
Sub total for UNION BANK:								129,549.64

\* Check voided and reissued as a wire transfer on 03/21/2019

Adjusted total: \$127,649.64

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9 checks in this report.

Grand Total All Checks: 129,549.64

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03/07/2019 5:15:07PM

Final Check List  
South Bay Regional PCA

Page: 1

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
54089	3/7/2019	00811	AC-DC	0007062-IN	1/18/2019	MZL 10 DELAY TIMER	1,617.75	1,617.75
54090	3/7/2019	00297	ATT CALNET	12614801	2/13/2019	PHONE SERVICES 01/31/19-02/15/19	2,521.46	
				1256380	2/3/2019	PHONE SERVICES 01/31/19-02/15/19	717.01	
				412622001	2/13/2019	PHONE SERVICE 01/13/19-02/12/19	186.24	
				12618937	2/13/2019	PHONE SERVICES 01/31/19-02/15/19	92.72	3,517.43
54091	3/7/2019	00014	CDW GOVERNMENT, INC.	QWQ2791	1/30/2019	HARDWARE FOR ADMIN STAFF	7,138.02	
				RFJ7979	2/21/2019	HARDWARE FOR ADMIN STAFF	2,221.32	9,359.34
54092	3/7/2019	00017	CHEM PRO LABORATORY, INC.	646074	2/1/2019	WATER TREATMENT/FEB 2019	86.50	86.50
54093	3/7/2019	00015	CHEVRON AND TEXACO	53781810	3/7/2019	FLEET 01/22/19-02/21/19	154.89	154.89
54094	3/7/2019	00019	CINTAS CORPORATION #427	4015479324	1/25/2019	FLOORMAT CLEANING/JAN 2019	93.88	
				4017123811	3/7/2019	FLOORMAT CLEANING/FEB 2019	93.88	187.76
54095	3/7/2019	00156	CODE 3 INC	1186309	10/9/2018	SPEAKER BRACKET/701204199	91.51	91.51
54096	3/7/2019	00225	COMMLINE INC	0137600-IN	2/28/2019	MONTHLY SERVICE/MARCH 2019	12,500.00	
				0083154-IN	1/30/2019	SMART VISOR MIC	798.40	13,298.40
54097	3/7/2019	00786	EMPLOYERS ASSURANCE CO	20190311	2/18/2019	WORKERS COMP/MAR 2019	9,953.30	9,953.30
54098	3/7/2019	00785	EXPERIAN	CD1910002755	1/25/2019	CREDIT CHECK	8.40	
				CD1911002733	2/22/2019	CREDIT CHECK	4.20	12.60
54099	3/7/2019	00651	FRONTIER	3103752741011110	2/1/2019	PHONE SERVICE 375-2741 /02/01/19	224.50	
				209051870106030	2/1/2019	PHONE SERVICE 051-8701 /02/01/19	92.35	
				7002Z664-S-18309	2/5/2019	PHONE SERVICE/02/05/19-03/04/19	57.35	
				209150596909238	2/1/2019	PHONE SERVICE 150-5969 /02/01/19	52.11	
				213038166608300	2/1/2019	PHONE SERVICE 038-1666 /02/01/19	47.97	
				2130381666083002	1/1/2019	PHONE SERVICE 038-1666 /01/01/19	47.97	
				209150597811308	2/1/2019	PHONE SERVICE 150-5978 /02/01/19	45.29	
				7002Z665-S-18309	2/5/2019	PHONE SERVICE/02/05/19-03/04/19	39.15	
				209151099802099	2/1/2019	PHONE SERVICE 151-0998/02/01/19	38.94	
				209150244610318	2/1/2019	PHONE SERVICE 150-2446 /02/01/19	38.94	
				3103752741011110	2/1/2019	PHONE SERVICE 150-2447/02/01/19	38.94	723.51
54100	3/7/2019	00181	GARDENA, CITY OF	19-101	3/1/2019	REIMBURSEMENT PER CONTRA	16,312.86	16,312.86
54101	3/7/2019	00027	HAVIS INC.	ON576991	2/4/2019	UT-1004/701204269	645.35	
				IN576692	1/31/2019	C-EB25-XTL-1P BRKT,EQUIP/701204269	479.87	
				IN577779	2/11/2019	C-DMM-2014/701204256	246.13	1,371.35
54102	3/7/2019	00542	HEARTLAND SERVICES, INC	INV196726	1/31/2019	WHOLE UNIT DIAGNOSTICS	433.23	433.23
54103	3/7/2019	00798	HYDREX PEST CONTROL	208581	3/31/2019	ANT CONTROL	75.00	75.00

Bank : union UNION BANK		(Continued)					
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
54104	3/7/2019	00039	JANI-KING OF CALIF INC.	LAX119066	1/31/2019	JANITOR SERVICES/JAN 2019	2,237.49
				LAX01190856	1/31/2019	JANITOR SUPPLIES/JAN 2019	1,041.56
				LAX01190824	1/31/2019	JANITOR SUPPLIES/JAN 2019	817.23
				LAX01190857	1/31/2019	JANITOR SUPPLIES/JAN 2019	664.70
				LAX01190922	1/31/2019	JANITOR SUPPLIES/JAN 2019	66.41
							4,827.39
54105	3/7/2019	00442	LAWSON PRODUCTS, INC.	9306509241	2/21/2019	INSTALL PARTS/TECH SHOP	338.99
				9306462963	2/4/2019	INSTALL PARTS/TECH SHOP	261.47
				9306509242	2/1/2019	INSTALL PARTS/TECH SHOP	62.91
							663.37
54106	3/7/2019	00087	LIEBERT CASSIDY & WHITMORE	1472292	1/31/2019	LEGAL SERVICES/01/31/2019	1,184.00
54107	3/7/2019	00812	LIGHTWERKS	12146	2/27/2019	BSRCO:R9861580NA	4,399.88
54108	3/7/2019	00802	M JACK BROOKS, JD	142019SBR	3/4/2019	FINANCIAL SERVICES 02/01/2019	25,400.00
54109	3/7/2019	00671	MARC R. COHEN, MD	008	2/28/2019	MEDICAL DIR SERV/FEB 2019	4,583.33
54110	3/7/2019	00331	MITSUBISHI ELECTRIC INC	344057	2/1/2019	ELEVATOR MAINT/JAN 2019	662.64
				345916	3/1/2019	ELEVATOR MAINT/FEB 2019	662.64
							1,325.28
54111	3/7/2019	00119	MOUSER ELECTRONICS, INC.	51242906	1/31/2019	TECH SHOP SUPPLIES	137.88
54112	3/7/2019	00577	NEW LOOK AUTO DETAIL	2014	1/22/2019	CAR WASH SERV/SHOP TRUCK	75.00
				2019	2/8/2019	CAR WASH SERV/SHOP TRUCK	75.00
				2022	2/19/2019	CAR WASH SERV/SHOP TRUCK	75.00
							225.00
54113	3/7/2019	00777	PHILLIPS PLUMBING	155668	1/14/2019	PLUMBER	202.50
54114	3/7/2019	00144	SAXE-CLIFFORD PHD, SUSAN	19-0221-1	2/21/2019	PSYCH EVALUATION	400.00
54115	3/7/2019	00803	SPARKLETTS	18193479 012519	1/1/2019	FILTRATION SYSTEM RENTAL	43.00
				18193479 0252219	2/22/2019	FILTRATION SYSTEM RENTAL	43.00
							86.00
54116	3/7/2019	00460	SPECTRUM BUSINESS	1133787022419	1/24/2019	SPECTRUM BUSINESS INTERNE	1,907.91
54117	3/7/2019	00302	SPRINT	155018370-088	3/7/2019	DAC CHARGES/12/26/18-01/25/19	5,452.01
				155018370-089	3/1/2019	DAC CHARGES/01/26/19-02/25/19	4,555.63
				107177860-094	2/27/2019	WIRELESS MODEMS/1/24/19-02/25/19	85.98
							10,093.62
54118	3/7/2019	00074	STAPLES INC.	603551781080915	1/30/2019	OFFICE SUPPLIES	71.12
54119	3/7/2019	00538	TACTICAL COMMAND CABINETS	2019021A	2/18/2019	5 PD UNIT BOXES	7,250.00
				20190218B	2/18/2019	1 LOCK BOX CABINET	890.00
							8,140.00
54120	3/7/2019	00149	U.S. HEALTHWORKS MED GROU	13463451-CA	1/25/2019	PRE-EMP PHYSICAL	716.00
54121	3/7/2019	00171	VERIZON WIRELESS	9822896126	1/23/2019	GPD DAC CHARGES/12/24/18-01/23	3,042.82
				9822835844	1/23/2019	MODEM SVC HPD/12/24/18-01/23	347.75
				9822819881	1/23/2019	MODEM SVC MBPD/01/14/19-02/25/19	342.23
				982442604	2/18/2019	CELL PHONE CHARGES/01/18-19	220.40
				9822819882	1/23/2019	MODEM SVC MBPD/01/14/19-02/25/19	38.01
							3,991.21

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Bank : union UNION BANK		(Continued)					
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
54122	3/7/2019	00436	WEST-LITE SUPPLY COMPANY, IN62521C	3/7/2019	LIGHTS FOR HEADQUARTERS	655.27	
			62521C-1	1/30/2019	LIGHTS FOR HEADQUARTERS	127.66	782.93
54123	3/7/2019	00067	XCEL MECHANICAL SYSTEMS 701204277	9/12/2018	BOILER REPAIR/701204277	484.31	484.31
54124	3/7/2019	00735	XEROX FINANCIAL SERVICES 1509207	2/8/2019	COPIER LEASE/01/30/19-02/27/19	1,329.78	1,329.78
Sub total for UNION BANK:							128,146.94

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36 checks in this report.

Grand Total All Checks: 128,146.94



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03/21/2019 11:56:09AM

Final Check List  
South Bay Regional PCA

Page: 1

Bank : union UNION BANK

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
1389	3/15/2019	00219	INTERNAL REVENUE SERVICE	Ben27048	3/15/2019	FEDERAL WITHHOLDING TAX: P/	41,227.18	41,227.18
1390	3/15/2019	00058	CALPERS	Ben27050	3/15/2019	PERS RETIREMENT: PAYMENT	33,516.27	33,516.27
1391	3/15/2019	00223	EMPLOYMENT DEVEL DEPT	Ben27052	3/15/2019	STATE DISABILITY INSURANCE:	16,153.35	16,153.35
1392	3/15/2019	00222	STATE DISBURSEMENT UNIT	Ben27054	3/15/2019	SUPPORT: PAYMENT	184.62	184.62
54084	3/21/2019	00225	COMMLINE INC	0130998-IN	2/15/2019	MAJORSINE POWER INVERTER/	1,900.00	1,900.00
54125	3/15/2019	00217	CALIFORNIA TEAMSTERS UNION	Ben27040	3/15/2019	UNION DUES TEAMSTERS: PAYM	2,052.50	2,052.50
54126	3/15/2019	00058	CALPERS	Ben27044	3/15/2019	ANTHEM TRADITIONAL HMO: PA	23,334.62	
				Ben27038	3/15/2019	ANTHEM TRADITIONAL HMO: PA	23,334.61	46,669.23
54127	3/15/2019	00218	CWA LOCAL 9400	Ben27046	3/15/2019	UNION DUES CWA: PAYMENT	249.52	249.52
54128	3/15/2019	00696	GUARDIAN	Ben27036	3/15/2019	DENTAL HMO PLAN: PAYMENT	5,657.46	5,657.46
54129	3/15/2019	00221	ICMA RETIREMENT TRUST	Ben27042	3/15/2019	DEFERRED COMPENSATION - 3(	12,596.32	12,596.32
54130	3/21/2019	00004	AGEE, BONNIE	31519	3/15/2019	RETIREE MED PREM/APR 2019	672.97	672.97
54131	3/21/2019	00007	ANZA GROUP	80712	3/12/2019	BUSINESS CARD (J VERMENDI)	79.87	79.87
54132	3/21/2019	00297	ATT CALNET	12756786	3/13/2019	PHONE SERV/02/13/19-03/12/19	2,494.06	
				12705564	3/13/2019	PHONE SERV/02/13/19-03/12/19	717.01	
				12763986	3/13/2019	PHONE SERV/02/13/19-03/12/19	194.02	
				12760922	3/13/2019	PHONE SERV/02/13/19-03/12/19	95.72	3,500.81
54133	3/21/2019	00064	ATT PAYMENT CENTER	960 461 1623	3/1/2019	PHONE SERV/03/01/19-03/31/19	1,836.84	1,836.84
54134	3/21/2019	00078	COX, CHRISTOPHER	31519	3/15/2019	RETIREE MED PREM/APR 2019	675.22	675.22
54135	3/21/2019	00621	FIRST BANKCARD	9019	2/28/2019	FEBRUARY 2019	1,199.41	
				6439	2/28/2019	FEBRUARY 2019	1,054.38	
				2481	2/28/2019	FEBRUARY 2019	945.28	
				3754	2/28/2019	FEBRUARY 2019	429.14	3,628.21
54136	3/21/2019	00651	FRONTIER	310375274101111	3/1/2019	PHONE SERV 375-2741/03/01/19-	239.16	
				209051870106030	3/1/2019	PHONE SERV 051-8701/03/01/19-	101.38	
				7002Z664-S-1906	3/5/2019	PHONE SERV/03/05/19-04/04/19	75.74	
				209150596909238	3/1/2019	PHONE SERV 150-5969/03/01/19-	61.14	
				209150597811308	3/1/2019	PHONE SERV 150-5978/03/01/19-	54.32	
				7002Z665-S-1906	3/5/2019	PHONE SERV/03/05/19-04/04/19	51.72	
				209151099802099	3/1/2019	PHONE SERV 151-0998/03/01/19-	47.97	
				209150244610318	3/1/2018	PHONE SERV 150-2446/03/01/19-	47.97	
				213038166608300	3/1/2019	PHONE SERV 038-1666/03/01/19-	47.97	
				209150244709268	3/1/2019	PHONE SERV 150-2447/03/01/19-	38.94	766.31
54137	3/21/2019	00116	MEADORS, LATANYA	31519	3/15/2019	RETIREE MED PREM/APR 2019	486.57	486.57

Bank : union UNION BANK		(Continued)						
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
54138	3/21/2019	00060	RIVERA, JOSE	31519	3/15/2019	RETIREE MED PREM/APR 2019	819.50	819.50
54139	3/21/2019	00273	SHAW, LILLIAN	31519	3/15/2019	RETIREE MED PREM/APR 2019	441.50	441.50
54140	3/21/2019	00079	SHEAREN, KENNETH	31519	3/15/2019	RETIREE MED PREM/APR 2019	488.13	488.13
54141	3/21/2019	00074	STAPLES INC.	603551781080915	2/27/2019	OFFICE SUPPLIES	17.00	17.00
54142	3/21/2019	00126	STEVENS, DEBORAH	31519	3/15/2019	RETIREE MED PREM/APR 2019	611.75	611.75
54143	3/21/2019	00034	STEVENS, GARY	31519	3/15/2019	RETIREE MED PREM/APR 2019	609.50	609.50
54144	3/21/2019	00149	U.S. HEALTHWORKS MED GROU	13478415-CA	3/1/2019	PRE-EMP PHYSICAL	358.00	358.00
54145	3/21/2019	00171	VERIZON WIRELESS	982484571	2/23/2019	DAC CHARGE GPD/02/24/19-03/2	2,641.88	
				9824785703	2/23/2019	DAC CHARGE HPD/02/24/19-03/2	347.15	
				9824769838	3/20/2019	MODEM SVC MBPPD/02/24/19-03	342.13	
				9824769839	2/23/2019	MODEM SVC MBPPD/02/24/19-03	38.05	3,369.21
54146	3/21/2019	00627	WESTERN GRAPHIX	51581	3/12/2019	PRINTER RIBBON & DESIGN SVC	279.89	279.89
54147	3/21/2019	00299	WYENN & ASSOCIATES	031519	3/15/2019	POLOGRAPH EXAM/WELLS & GC	550.00	550.00
54148	3/21/2019	00735	XEROX FINANCIAL SERVICES	1545613	3/10/2019	COPIER LEASE:02/28/19-03/29/19	1,113.06	1,113.06
Sub total for UNION BANK:							180,510.79	

29 checks in this report.

Grand Total All Checks: 180,510.79

**Wire Transfers on March 21, 2019**

<b><u>VENDOR</u></b>	<b><u>INVOICE NUMBER</u></b>	<b><u>INVOICE DATE</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT PAID</u></b>
MOTOROLA SOLUTIONS, INC.	41264148	3/20/2019	25% OF CONTRACT RE: INSTALLATION, 10% OF CONTRACT RE: FINAL ACCEPTANCE	\$1,560,424.60
COMMLINE, INC.	0130998-IN	1/16/2019	MAJORSINE POWER INVERTER - 1KV	\$ 1,900.00
<b>TOTAL</b>				<b>\$1,562,324.60</b>

D-3



# Staff Report

## South Bay Regional Public Communications Authority

**MEETING DATE:** April 16, 2019

**ITEM:** D-3

**TO:** Executive Committee

**FROM:** Erick B. Lee, Executive Director

**SUBJECT:** APPROVE A FISCAL YEAR 2018/19 BLANKET PURCHASE ORDER IN THE AMOUNT OF \$200,000 TO THE CITY OF HAWTHORNE FOR COMPUTER AIDED DISPATCH SOFTWARE MAINTENANCE SERVICES; AND

APPROVE OPERATING BUDGET TRANSFER IN THE AMOUNT OF \$165,000 FROM THE SALARIES & BENEFITS CATEGORY TO THE SUPPLIES & SERVICES CATEGORY OF THE ADOPTED FISCAL YEAR 2018-2019 BUDGET TO ASSIST WITH FUNDING THESE SERVICES

**ATTACHMENTS:** None

### **RECOMMENDATION**

Staff recommends that the Executive Committee approve a Fiscal Year 2018/19 blanket purchase order in the amount of \$200,000 to the City of Hawthorne for Computer Aided Dispatch software maintenance services and an operating budget transfer in the amount of \$165,000 from the Salaries & Benefits category to the Supplies & Services category of the adopted Fiscal Year 2018-2019 Budget to assist with funding these services.

### **DISCUSSION**

The Authority's Computer Aided Dispatch (CAD) software has not been supported by the manufacturer for many years. In order to ensure the system remained reliable and operational, the Authority contracted with the City of Hawthorne for maintenance services associated with this software. The City is preparing to invoice the Authority for its annual CAD maintenance service billing in the amount of \$200,000. This will be the last and final billing from the City for these services, as the existing system will be superseded by the new Mark43 CAD when it goes live in Fiscal Year 2019-2020. (Funds have not been set aside for these services in the adopted Fiscal Year 2019-2020 budget because costs

associated with the Mark43 system will be allocated and directly billed by the City of Hawthorne to the police and fire agencies that utilize the system).

Additionally, the Authority entered into an agreement with the City of Hawthorne for general information technology services in Fiscal Year 2017-2018. Under the terms of the agreement, the City provides 100% of the services associated with the Authority's computer and networking infrastructure for a fee of \$200,000 per year.

For Fiscal Year 2018-2019, a total of \$235,000 was budgeted for IT consulting services and CAD maintenance services. With the approval of the agreement for IT consulting services at the beginning of the fiscal year, the remaining amount of \$165,000 was intended to be offset by salary and benefits savings from Authority's vacant Information Technology Manager position, which has remained unfilled for the entire fiscal year. In order to access these funds to pay for the contracted services, a budget transfer in the amount of \$165,000 is necessary.

### **FISCAL IMPACT**

None. Funding for these services will be derived from the salary savings associated with vacant Information Technology Manager position and funds set aside in the related supplies and services accounts.

D-4





# Staff Report

## South Bay Regional Public Communications Authority

**MEETING DATE:** April 16, 2019

**ITEM NUMBER:** D-4

**TO:** Executive Committee

**FROM:** Erick B. Lee, Executive Director

**SUBJECT:** UPDATED PUBLICLY AVAILABLE PAY SCHEDULE

**ATTACHMENTS:** 1. Salary Schedule

### **RECOMMENDATION**

Staff recommends that the Executive Committee approve the attached salary schedule reflecting all Authority positions and associated salaries in order to meet the California Public Employees' Retirement System (CalPERS) requirements of Government Code § 20636(b)(1) and CCR § 570.5.

### **BACKGROUND**

CalPERS requires that one comprehensive salary schedule be duly approved and adopted by the Authority's governing body which indicates the position title for every employee position and shows the payrate for each position. This payrate is that which is to be reportable as compensation earnable (for the purposes of establishing an employee's pensionable income) to CalPERS.

### **DISCUSSION**

This report updates the Authority's salary schedule based upon the approved and adopted memoranda of understanding (MOUs) that the Authority maintains with its represented employees and the employment agreement it maintains with its non-represented employee. Staff requests that the Executive Committee approve the attached salary schedule, which will fulfill the CalPERS requirement for "publicly available pay schedules" approved by the governing body.

Positions with salary changes on this schedule or that have been added since the last schedule was adopted include:

- Accountant: \$6,322 - \$7,684 per month
  - Per the side letter to the MOU with the Management and Confidential Employees approved by Executive Committee as a on November 20, 2018
- Communications Operator: \$5,545.84 - \$7,361.06 per month
  - Per the MOU with the California Teamsters Public, Professional and Medical Employees Union Local 911 approved by the Executive Committee on January 15, 2019
- Executive Director: \$17,166.66 per month
  - Per the Amended and Restated Employment Agreement with the Executive Director approved by the Executive Committee on December 18, 2018
- Public Safety Communications Specialist I: \$6,221.80 - \$7,562.63 per month
  - Formerly titled Jr. Communications Technician
  - Per the MOU with the California Teamsters Public, Professional and Medical Employees Union Local 911 approved by the Executive Committee on January 15, 2019
- Public Safety Communications Specialist II: \$6,532.89 - \$7,940.76 per month
  - Position added to the schedule
  - Per the MOU with the California Teamsters Public, Professional and Medical Employees Union Local 911 approved by the Executive Committee on January 15, 2019

Additionally, the following positions have been removed from the schedule as they are no longer included in the Authority's Position Classification Plan or covered by an applicable MOU:

- Communications Technician
- Lead Communications Technician

California Code of Regulations (CCR) 570.5 outlines the requirements to satisfy CalPERS' definition of "publicly available pay schedules," as follows:

(a) For purposes of determining the amount of "compensation earnable" pursuant to Government Code Sections 20630, 20636, and 20636.1, payrate shall be limited to the amount listed on a pay schedule that meets all of the following requirements:

1. Has been duly approved and adopted by the employer's governing body in accordance with requirements of applicable public meeting laws;
2. Identifies the position title for every employee position;
3. Shows the payrate for each identified position, which may be stated as a single amount or as multiple amounts within a range;
4. Indicates the time base, including, but not limited to, whether the time base is hourly, daily, bi-weekly, monthly, bi-monthly, or annually;
5. Is posted at the office of the employer or immediately accessible and available for public review from the employer during normal business hours or posted on the employer's internet website;

6. Indicates an effective date and date of any revisions;
7. Is retained by the employer and available for public inspection for not less than five years; and
8. Does not reference another document in lieu of disclosing the payrate.

The comprehensive pay schedule for all Authority positions must be independent from the salary schedules attached to any memoranda of understanding (MOUs) or included in an employment agreement.

**FISCAL IMPACT**

None.

D-4

Attachment 1

## SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

### Publicly Available Pay Schedule

#### MONTHLY SALARY STEPS OF REPRESENTED POSITIONS

Salary Effective Date	Position Title	Step A	Step B	Step C	Step D	Step E	Step F	Step G
11/20/2018	Accountant	\$6,322.00	\$6,638.00	\$6,970.00	\$7,318.00	\$7,684.00	N/A	N/A
09/18/2018	Administrative Services Manager	\$9,569.80	\$10,024.99	\$10,507.21	\$11,008.70	\$11,541.05	N/A	N/A
01/15/2019	Communications Operator	\$5,545.84	\$5,812.68	\$6,092.89	\$6,387.17	\$6,696.10	\$7,020.51	\$7,361.06
07/01/2018	Communications Supervisor	\$6,679.97	\$7,004.44	\$7,345.10	\$7,702.80	\$8,078.40	\$8,472.76	\$8,886.86
09/18/2018	Executive Assistant	\$6,785.26	\$7,259.77	\$7,734.25	\$8,208.76	\$8,683.25	N/A	N/A
09/18/2018	Finance & Performance Audit Manager	\$9,809.68	\$10,276.07	\$10,769.37	\$11,284.46	\$11,829.01	N/A	N/A
01/15/2019	Public Safety Communications Specialist I	\$6,221.80	\$6,532.88	\$6,859.53	\$7,202.50	\$7,562.63	N/A	N/A
01/15/2019	Public Safety Communications Specialist II	\$6,532.89	\$6,859.52	\$7,202.51	\$7,562.62	\$7,940.76	N/A	N/A
09/18/2018	Operations Manager	\$10,002.18	\$10,502.29	\$11,027.39	\$11,578.77	\$12,157.71	N/A	N/A

#### MONTHLY SALARY OF UNREPRESENTED POSITION

Salary Effective Date	Position Title	Salary
12/18/2018	Executive Director	\$17,166.66

D-5



# Staff Report

## South Bay Regional Public Communications Authority

**MEETING DATE:** April 16, 2019

**ITEM:** D-5

**TO:** Executive Committee

**FROM:** Erick B. Lee, Executive Director

**SUBJECT:** APPROVE A FISCAL YEAR 2018/19 BLANKET PURCHASE ORDER IN THE AMOUNT OF \$100,000 TO LIEBERT CASSIDY WHITMORE, A PROFESSIONAL CORPORATION, FOR LEGAL SERVICES

**ATTACHMENTS:** None

### **RECOMMENDATION**

Staff recommends that the Executive Committee approve a fiscal year 2018/19 blanket purchase order in the amount of \$100,000 to Liebert Cassidy Whitmore, a professional corporation, for legal services.

### **DISCUSSION**

The Authority contracts with the law firm of Liebert Cassidy Whitmore ("LCW") for certain legal services. In order to fund the anticipated costs associated with the services to be provided by LCW for the remainder of the year, a purchase order in the amount of \$100,000 is recommended. Such purchase order would account for the amount already expended under the authority of the Executive Director (\$12,677.50) plus the amounts planned for during the rest of the fiscal year.

### **FISCAL IMPACT**

None. Funds are available in the adopted Fiscal Year 2018-2019 budget for this expense.

D-6





# Staff Report

## South Bay Regional Public Communications Authority

**MEETING DATE:** April 16, 2019

**ITEM NUMBER:** D-6

**TO:** Executive Committee

**FROM:** John Krok, Administrative Services Manager *JK*

**SUBJECT:** AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A SERVICE AGREEMENT WITH CROWN CASTLE FIBER FOR DEDICATED REDUNDANT INTERNET ACCESS

**ATTACHMENTS:** None

### RECOMMENDATION

Staff recommends that the Executive Committee authorize the Executive Director to execute a service agreement with Crown Castle Fiber for dedicated redundant internet access.

### DISCUSSION

The Authority is currently working with Mark43 to create an integrated public safety solution for Police/Fire Computer Aided Dispatch (CAD). Mark43 is a Cloud-based computer aided dispatch (CAD) system. In order to minimize the risk of system downtime, this cloud-based technology will require a dedicated redundant internet access provider in addition to the Authority's current primary internet provider. Additionally, the Authority launched its internet based Text to 9-11 service in November of 2017. A redundant internet provider would also prevent this service from being interrupted in the event of an internet outage with the Authority's primary provider.

Currently, the Authority contracts with Spectrum Business for dedicated internet access. Spectrum Business provides the Authority dedicated internet access at a bandwidth of 500 megabits per second (Mbps). The recurring monthly cost to the agency is \$1,900. This capacity and speed of data transfer ensures the Authority can access all existing cloud-based technologies and provides room for growth.

The Authority has identified Crown Castle Fiber as a vendor that is capable of providing dedicated redundant internet access. Crown Castle Fiber is the largest domestic all-fiber provider in the country, with over 60,000 route miles of fiber in over 25 major US markets. Castle Crown Fiber is completely diverse of any local exchange carriers, which would

provide the Authority with the ability to remain operational in the event that its current primary provider experiences a service outage.

Crown Castle Fiber has provided a 36 month service term quote for dedicated internet access at a monthly rate of \$1,100 to begin on July 1, 2019. The bandwidth provided for in this quote is 500 megabits per second (Mbps) with 99.999% up time.

### **FISCAL IMPACT**

None. Funds for the above requested agreement are included in the adopted Fiscal Year 2019-2020 budget.

F-1



# Staff Report

## South Bay Regional Public Communications Authority

**MEETING DATE:** April 16, 2019

**ITEM:** F-1

**TO:** Executive Committee

**FROM:** Erick B. Lee, Executive Director

**SUBJECT:** MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF REDONDO BEACH AND SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY TO DEVELOP AND IMPLEMENT A FIRST RESPONDER CONSOLE COMMUNICATIONS NETWORK

**ATTACHMENTS:** 1. Memorandum of Understanding

### **RECOMMENDATION**

Staff recommends that the Executive Committee approve a Memorandum of Understanding ("MOU") between the City of Redondo Beach and the South Bay Regional Public Communications Authority to develop and implement a first responder console communications network.

### **DISCUSSION**

For many years, the Authority has been working with the Interoperability Network of the South Bay ("INSB") Joint Powers Agency to develop a regional, trunked digital public safety radio network that interfaces with the Interagency Communications Interoperability System ("ICI System"). This network will provide the Authority's member and contract cities, along with the cities of Redondo Beach and Torrance, with interoperable radio communication capabilities locally in the South Bay and wide-area coverage throughout the Los Angeles County region.

As part of the \$5,000,000 Urban Area Security Initiative ("UASI") grant received from the City of Los Angeles, the Authority purchased Avtec dispatch consoles and VP Gate and trunking gateway servers that allows its users to access and interface with the INSB radio network. While the grant funded the up-front costs associated with purchasing this equipment, the Authority is responsible for the recurring maintenance services associated with its continued operation.

The City of Redondo Beach has also purchased Avtec dispatch consoles and VP Gate servers for its radio communications, but has not purchased trunking gateway servers. Without such servers, the City cannot access the INSB radio network. However, because the Authority's and the City's systems are compatible, the City has requested use of the Authority's trunking gateway, microwave network, and four (4) trunking licenses to access the INSB network.

Staff and the Authority's radio communications consultant have evaluated the City's request and determined that necessary licenses are available and that sufficient capacity exists on the Authority's microwave network to accommodate this request. Under terms of the proposed MOU, the Authority would provide the City of Redondo Beach with the access as requested. In return, the City would pay its proportional share of costs of all routine maintenance, software service maintenance and support, maintenance and upgrades to the network, and required software upgrades on the Authority's VP Gate and trunking gateway servers. Under the proposed MOU, staff estimates that approximately 20% of the costs the Authority will be incurring for these routine maintenance services would be offset and billed back to the City.

By entering into this MOU, the City would be gain access to the INSB radio network while avoiding costs associated with the purchase of additional radio equipment. Likewise, the Authority would offset a portion of its fixed costs associated with maintaining its radio system.

It should be noted that the proposed MOU relates to allowing the City of Redondo Beach—along with its Police, Fire, and ultimately Public Works departments—access to the Authority's radio infrastructure in order to access the INSB radio network. It would not create a relationship or contract for dispatching services. In 2018, the City requested a quote from the Authority for consolidation of dispatch services. Staff anticipates responding to that request in early Fiscal Year 2019-2020 after the recommendations from the Comprehensive Cost of Service and Allocation Study are reviewed by the Executive Committee.

Additionally, the Authority has been working with representatives from the City of Redondo Beach to license one of its analog radio channels that will be underutilized once its Police and Fire Departments transition to the INSB radio network. This channel would be used by the Authority as a backup access channel for times when the ICI System is unavailable due to planned or unplanned outages. Conceptually, the City's representatives have agreed to the Authority's request. Staff will be working with its radio communications consultant, general counsel, and the City to develop a formal agreement for the licensing of this radio channel and anticipates presenting it to the Executive Committee for approval in the coming months.

### **FISCAL IMPACT**

Under the terms of the MOU and the anticipated maintenance costs that would be eligible for passing along to the City of Redondo Beach, staff estimates that the Authority will receive approximately \$13,000 per year in reimbursement revenue.

F-1

Attachment 1

**MEMORANDUM OF UNDERSTANDING BETWEEN THE  
CITY OF REDONDO BEACH AND SOUTH BAY REGIONAL PUBLIC  
COMMUNICATIONS AUTHORITY TO DEVELOP AND IMPLEMENT A  
FIRST RESPONDER CONSOLE COMMUNICATIONS NETWORK**

THIS MEMORANDUM OF UNDERSTANDING (this "MOU") is made between the City of Redondo Beach, a Chartered Municipal Corporation ("City"), and South Bay Regional Public Communications Authority, a Joint Powers Authority ("Authority").

WHEREAS, the purpose of this MOU is to develop and implement a First Responder Console Communications Network between the two parties; and

WHEREAS, the City desires to employ four Avtec dispatch console positions at the Redondo Beach Public Safety Dispatch center that will integrate with the Authority's consolidated dispatch center located in Hawthorne, California; and

WHEREAS, the City consoles shall have the ability to communicate on the Interoperability Network of South Bay JPA P25 trunked system ("INSB") in conjunction with City's independently dedicated conventional channels.

WHEREAS, the City is currently a member of the INSB Joint Powers Authority; and

WHEREAS, the Authority is a Joint Powers Authority comprised of the member cities of Manhattan Beach, Hawthorne, and Gardena and is a consortium for dispatch services.

NOW THEREFORE, in consideration of the promises and mutual covenants contained herein, and intending to be legally bound, the parties hereby agree to the following:

1. City shall procure the following at the City's cost:
  - VP Gateway servers at Redondo Beach's Public Safety Dispatch center; and
  - Services for design programming and integration and for installation of the VP Gateway and trunking Gateway servers along with their related networks.
2. City shall be responsible for all costs associated with the procurement of the Gateway and trunking services, the associated integration of the Gateway and trunking services, programming, and any necessary cabling, hardware or mounting items that may be required to fulfill the installation. City shall also be responsible for any site development or upgrades that may be necessary to install new equipment. City shall take every precaution not to reconfigure any part of the affiliated Gateway or trunking server port settings on any associated device that interface to the Authority's INSB communication paths without prior permission and approval of the Authority.





3. City shall be responsible for its proportional share of the costs of all routine maintenance, software service maintenance and support, maintenance and upgrades to the network supporting this First Responder Console Communications Network, and/or required software upgrades on the Gateway and trunking servers as necessary and as determined by the Authority.
4. City shall ensure that any City routers, switches or firewalls, or other data facilities shall be compatible with technical requirements of the Authority and INSB system in the event the network interface for the Authority and/or INSB Gateway and trunking services are impacted.
5. The term of this MOU shall commence on the date this MOU has been executed by both parties and continue until terminated as provided herein. Any party may terminate this MOU at any time by providing 90 days written notice to the other party's City Manager or Executive Director, whichever is applicable, by depositing such notice in the United States mail, postage prepaid. Notices shall be deemed delivered upon receipt by personal service or as of the third day after deposit in the United States mail.
6. Authority grants the City the following:
  - Capacity on the Authority's microwave network that supports the City's console data transport needs;
  - Use of the P25 Trunking Gateway/ISSI Gateway/Firewall at the Authority's and INSB facility; and
  - The use of (4) four Position dispatch P25 CSSI trunking licenses from Authority.
7. Indemnity. Authority agrees to hold harmless and indemnify City and its officers, officials, and employees from any and all liability arising out of Authority's sole negligence or willful misconduct in connection with its performance of its obligations pursuant to the terms of this MOU. City agrees to hold harmless and indemnify Authority and its officers, officials, committee members, and employees from any and all liability arising out of City's sole negligence or willful misconduct in connection with its performance of its obligations pursuant to the terms of this MOU.
8. Integration. This MOU constitutes the entire agreement between the parties concerning the subject matter hereof and supersedes any previous oral or written agreement.
9. No Relationship. This MOU does not constitute and shall not be construed as constituting a partnership, joint venture or any other type of relationship between City and Authority. Neither party shall have any right to obligate or bind the other party in any manner whatsoever, and nothing herein contained shall give or is intended to give any rights of any kind to any third parties.





10. Amendment. This MOU may be amended or modified only by a subsequent written instrument executed by both parties and approved by the City Council of the City of Redondo Beach and the Authority's Executive Committee.

[Signatures on the next page]



IN WITNESS WHEREOF, the parties have affixed their names as of the day and year written below.

CITY OF REDONDO BEACH

SOUTH BAY REGIONAL PUBLIC  
COMMUNICATIONS AUTHORITY

\_\_\_\_\_  
William C. Brand, Mayor

\_\_\_\_\_  
Edward Medrano, Executive Committee Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Erick B. Lee, Executive Director

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Eleanor Manzano, City Clerk

APPROVED:

\_\_\_\_\_  
Risk Manager

APPROVED AS TO FORM:

\_\_\_\_\_  
Michael W. Webb, City Attorney



G



# Staff Report

## South Bay Regional Public Communications Authority

**MEETING DATE:** April 16, 2019

**ITEM:** G

**TO:** Executive Committee and User Committee

**FROM:** Erick B. Lee, Executive Director

**SUBJECT:** EXECUTIVE DIRECTOR'S REPORT

**ATTACHMENTS:** None

The Executive Committee and User Committee will be provided an oral report on the following topics:

- Recruitment Updates
  - Communications Operators
  - Finance & Performance Audit Manager
- Update on INSB Network Project
- Update on UASI Grant Administration and Reimbursement