

**REGULAR MEETING OF
THE EXECUTIVE COMMITTEE AND THE USER COMMITTEE
TUESDAY, AUGUST 18, 2020, 2:00 PM
CONDUCTED VIA TELECONFERENCE**

PLEASE NOTE: PURSUANT TO GOVERNOR NEWSOM'S EXECUTIVE ORDER NOS. N-25-20 AND N-29-20, MEMBERS OF THE BOARD OF DIRECTORS, EXECUTIVE COMMITTEE, USER COMMITTEE, AND STAFF WILL PARTICIPATE IN THIS MEETING VIA A TELECONFERENCE. IN THE INTEREST OF MAINTAINING APPROPRIATE SOCIAL DISTANCING, THE AUTHORITY ENCOURAGES THE PUBLIC TO PARTICIPATE AND TO PROVIDE COMMENTS ON AGENDA ITEMS OR OTHER SUBJECT MATTER WITHIN THE JURISDICTION OF THE EXECUTIVE COMMITTEE, AND USER COMMITTEE BY JOINING:

Link: <https://global.gotomeeting.com/join/798403693>

Phone: +1 (408) 650-3123

Access Code: 798-403-693

A. CALL TO ORDER

B. ROLL CALL BY ACTING EXECUTIVE DIRECTOR

1. Executive Committee
2. User Committee

C. PUBLIC DISCUSSION

In the interest of maintaining appropriate social distancing, members of the Executive Committee, User Committee, and staff will participate in this meeting via teleconference. The Authority encourages the public to participate by using one of the following options for public comments:

- Email your public comment to cchoi@rcc911.org by 7:30 AM, the day of the meeting to have your comment available to Executive Committee and the public.
- Call (310) 973-1802 ext.100 and leave a message by 7:30 AM, the day of the meeting.

D. EXECUTIVE COMMITTEE CONSENT CALENDAR

1. Minutes from July 21, 2020, Regular Meeting
APPROVE
2. Check Register June 2020
RECEIVE AND FILE
3. Check Register July 2020
RECEIVE AND FILE
4. Cash and Investments Report/June 30, 2020
RECEIVE AND FILE
5. Agreement with El Camino College District Police Department to Provide Professional Emergency Vehicle Build and Repair Services
APPROVE

E. ITEMS TO REMOVE FROM CONSENT CALENDAR

F. EXECUTIVE COMMITTEE GENERAL BUSINESS

1. Fiscal Year 2019/20 Revised Budget Surplus & Fiscal Year 2020/21 Revised Assessment Schedule
APPROVE

G. USER COMMITTEE GENERAL BUSINESS

1. Minutes from July 21, 2020, Regular Meeting
APPROVE

H. ACTING EXECUTIVE DIRECTOR'S REPORT

I. EXECUTIVE AND USER COMMITTEES' COMMENTS

J. EXECUTIVE COMMITTEE CLOSED SESSION AGENDA

1. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6
Agency Designated Representative: Acting Executive Director
Employee Organization: Teamsters Local 911

K. ADJOURNMENT

Posting Date/Time: August 13, 2020 12:00PM

Signature:



John Krok, Acting Executive Director

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REGULAR MEETING OF THE EXECUTIVE COMMITTEE AND THE USER COMMITTEE

TUESDAY, JULY 21, 2020, 2:00 PM

A. CALL TO ORDER

The Executive and User Committees convened in a regular joint session at 2:02PM on July 21, 2020 by teleconference.

B. ROLL CALL BY ACTING EXECUTIVE DIRECTOR

Present: City Manager Bruce Moe, City of Manhattan Beach
City Manager Clint Osorio, City of Gardena
City Manager Erick Lee, City of Hawthorne
Chief Mike Ishii, Hawthorne Police Department
Chief Mike Saffell, Gardena Police Department
Chief Derrick Abell, Manhattan Beach Police Department

Also Present: Chief Paul LeBaron, Hermosa Beach Police Department
Acting Executive Director John Krok
Operations Manager Shannon Kauffman
Finance & Performance Audit Manager Vanessa Alfaro
Captain Gary Tomatani, Hawthorne Police Department
Captain Eric Lane, Hawthorne Police Department

C. PUBLIC DISCUSSION

None.

D. ELECTION OF EXECUTIVE COMMITTEE CHAIRPERSON AND VICE-CHAIR FOR FISCAL YEAR 2020/21

City Manager Moe nominated City Manager Lee as the Chair of the Executive Committee. Motion carried by unanimous roll call vote. City Manager Moe nominated City Manager Osorio as the Vice-Chair of the Executive Committee. The motion was seconded by City Manager Lee and passed by unanimous roll call.

E. EXECUTIVE COMMITTEE CONSENT CALENDAR

MOTION: City Manager Moe moved to approve the Consent Calendar, Item 1, as amended to clarify the motion for Item F-3 to indicate the application of FY2019/20 surplus to each of the three member cities' cost assessments for FY2020/21, Items 3, and 4. The motion was seconded by City Manager Osorio and passed by unanimous roll call vote.

1. Minutes from June 16, 2020, Regular Meeting
APPROVE as amended
3. Update on COVID-19 Expenditures Through June 30, 2020
RECEIVE AND FILE
4. Resolution of the Executive Committee Establishing a Schedule of Fees and Charges for Fiscal Year 2020/21
RECEIVE AND FILE

F. ITEMS TO REMOVE FROM CONSENT CALENDAR

2. Check Register June 2020
RECEIVE AND FILE
Acting Executive Director Krok reported incomplete data and will report back at the following meeting.

5. Fiscal Year 2020/21 Revised Proposed Budget Amendment and Assessments for Member Cities

RECEIVE AND FILE

City Manager Moe inquired about the possible changes to the member cities' cost assessments should the City of Hermosa Beach enter into a new channel sharing agreement with the City of Manhattan Beach. Acting Executive Director Krok advised that if the contract is approved then the assessments for FY2020/21 will be revised.

MOTION: City Manager Moe moved to receive and to file the Revised Proposed Budget Amendment and Assessments for Fiscal Year 2020/21. The motion was seconded by City Manager Osorio and passed by unanimous roll call vote.

G. EXECUTIVE COMMITTEE GENERAL BUSINESS

1. Carry Over to Fiscal Year 2020/21 Funds and Purchase Orders Totaling \$113,450.18

APPROVE

Acting Executive Director Krok summarized the carry over including services delayed due to COVID-19. City Manager Osorio inquired of the necessity of carry over if most of items have base budgets. Acting Executive Director Krok reported that some of the projects were not completed by the end of fiscal year 2019/20 as well as the uniform replacements do not occur every year.

MOTION: City Manager Osorio moved to approve the Carry Over to Fiscal Year 2020/21 Funds and Purchase Orders totaling \$113,450.18. The motion was seconded by City Manager Moe and passed by unanimous voice vote.

2. Section 115 Trust

PROVIDE DIRECTION

Acting Executive Director Krok provided a report on the options between PARS and CalPERS in establishing Section 115 Trust. City Manager Osorio had previously analyzed these programs for the City of Gardena and felt this would be the right step in establishing stabilization program. City Manager Moe has both PARS (pension stabilization) and PERS (OPEB). The Committee endorsed PERS and staff will bring this item to the Board of Directors in September. City Manager Lee recommended to bring the Treasurer, Mr. Lilligren, into later discussions.

MOTION: City Manager Moe moved to select PERS for the Board of Directors' approval in September. The committee agreed and passed by unanimous voice vote.

3. Technical Services Division Workload Support Charges

PROVIDE DIRECTION

Acting Executive Director Krok reported the Technical Services Division Workload Support Charges change from work orders to labor hours will provide more accurate reporting. No comments were provided by City Managers Moe and Osorio. City Manager Lee supports the labor hour calculations change.

MOTION: City Manager Moe moved to approve the changes to the Technical Services Division Workload Support. The motion was seconded by City Manager Osorio and passed by unanimous roll call vote.

H. USER COMMITTEE GENERAL BUSINESS

1. Election of User Committee Chairperson and Vice-Chair for Fiscal Year 2020/21

Chief Ishii nominated Chief Saffell as Chair of the User Committee. The motion was seconded

by Chief Abell and passed by unanimous voice vote. Chiefs Ishii and Abell recommended representation by the Fire Department and was concurred by City Manager Moe. Chief Ishii nominated Interim Wolfgang Knabe as Vice-Chair. The motion was seconded by Chief Abell and passed by unanimous voice vote.

2. Minutes from June 16, 2020, Regular Meeting

APPROVE

MOTION: Chief Saffell moved to approve the minutes from June 16, 2020. The motion was seconded by Chief Abell and passed by unanimous roll call vote.

3. Minutes from June 16, 2020, Special Meeting

APPROVE

MOTION: Chief Saffell moved to approve the minutes from the special meeting on June 16, 2020. The motion was seconded by Chief Ishii and passed by unanimous roll call vote.

4. Update on Computer Aided Dispatch System Project with Mark43

RECEIVE AND FILE

Acting Executive Director Krok reported the User Committee agreed to work with Mark43 and generate a new contract to include specific stipulations.

MOTION: Chief Saffell moved to receive and to file the update on Computer Aided Dispatch System Project with Mark43. Chief Ishii seconded the motion and passed by unanimous voice vote.

I. ACTING EXECUTIVE DIRECTOR'S REPORT

Acting Executive Director Krok provided report on recruitment, Continuity of Operations during COVID-19, Manhattan Beach Water Tower Radio Site, and Phase 2 Feasibility Study for the City of Palos Verdes.

J. EXECUTIVE AND USER COMMITTEES' COMMENTS

Chief Abell commended the Authority on hiring and training operators during these difficult times.

K. ADJOURNMENT

The meeting adjourned at 2:33PM.

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Check Register FY 2019-20

June 2020

<u>Accounts Payable Check Issued Date</u>	<u>Total Check Amount</u>	<u>Notes</u>
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June 5, 2020	\$143,415.81	
June 12, 2020	\$99,034.36	
June 19, 2020	\$169,816.76	
June 26, 2020	\$82,914.11	

Accounts Payable Total	\$495,181.04	
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Payroll Checks Issued Date

June 5, 2020	\$259,251.45	includes MOU eligible leave payouts
June 19, 2020	\$211,533.50	includes FLSA Payments for Teamsters & CWA

Payroll Total	\$470,784.95	
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Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
20131	6/5/2020	00219	INTERNAL REVENUE SERVICE	Ben30167	6/5/2020	FEDERAL WITHHOLDING TAX	59,163.94	59,163.94
20132	6/5/2020	00223	EMPLOYMENT DEVEL DEPT	Ben30171	6/5/2020	STATE DISABILITY INSURANC	22,676.27	22,676.27
20133	6/5/2020	00222	STATE DISBURSEMENT UNIT	Ben30175	6/5/2020	SUPPORT: PAYMENT	184.62	184.62
20134	6/5/2020	00058	CALPERS	Ben30169	6/5/2020	PERS RETIREMENT: PAYMEN	37,152.31	37,152.31
20135	6/5/2020	00221	ICMA RETIREMENT TRUST	Ben30173	6/5/2020	DEFERRED COMPENSATION	15,798.60	15,798.60
20136	6/1/2020	00696	GUARDIAN	533654-06	5/21/2020	GUARDIAN - DENTAL,VISION,	6,174.10	6,174.10
55079	6/5/2020	00217	CALIFORNIA TEAMSTERS UN	Ben30163	6/5/2020	UNION DUES TEAMSTERS: P	2,008.00	2,008.00
55080	6/5/2020	00218	CWA LOCAL 9400	Ben30165	6/5/2020	UNION DUES CWA: PAYMENT	257.97	257.97
Sub total for UNION BANK:							143,415.81	

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
1750	6/12/2020	00012	CALIFORNIA WATER SERVICE5550731926	5/29/2020	FIRE PROTECTION SERVICE,	81.08	81.08
55081	6/12/2020	00867	MAR INVESTIGATION SERVICES,2020-02-28	2/28/2020	PRE-EMPLOYMENT POLYGR,	200.00	200.00
55082	6/12/2020	00297	AT&T, ATT CALNET 000014846446	6/3/2020	PHONE SERVICE 5/03/20-6/02	233.04	233.04
55083	6/12/2020	00064	AT&T, ATT PAYMENT CENTER960 461-1623 55	6/1/2020	PHONE SERVICE 05/01/2020-	3,492.00	3,492.00
55084	6/12/2020	00014	CDW GOVERNMENT, INC. XXX5701	5/29/2020	CDW-G BILLABLE PARTS	1,140.90	
			ZBC3133	6/5/2020	CDW-G BILLABLE PARTS	366.94	1,507.84
55085	6/12/2020	00017	CHEM PRO LABORATORY, IN662589	5/23/2020	HQ MAINTENANCE	86.50	86.50
55086	6/12/2020	00734	COMMANDSTAT ANALYTICS, I168	5/7/2020	CRYSTAL REPORTS FOR DIS	1,496.25	
			164	3/4/2020	CRYSTAL REPORTS FOR DIS	570.00	2,066.25
55087	6/12/2020	00225	COMMLINE INC 0221578-IN	5/28/2020	OUTSIDE TECH SVC-TOWER	15,000.00	
			0221602-IN	5/28/2020	PUBLIC SAFETY VEHICLE UP	3,655.00	18,655.00
55088	6/12/2020	00879	CROWN CASTLE 611015	6/1/2020	DEDICATED INTERNET ACCE	1,100.00	1,100.00
55089	6/12/2020	00070	GAS COMPANY, THE 059 194 8982 2	6/3/2020	GAS SERVICE HQ/ 4/30/2020-	729.69	729.69
55090	6/12/2020	00027	HAVIS INC. IN627301	5/26/2020	HAVIS, INC BILLABLE PARTS	966.78	966.78
55091	6/12/2020	00798	HYDREX PEST CONTROL 331549	6/3/2020	PEST CONTROL SERVICES	75.00	
			333454	6/3/2020	PEST CONTROL SERVICES	59.00	134.00
55092	6/12/2020	00880	JUAN CHAVEZ LANDSCAPINGINV0532	6/9/2020	HQ FACILITY LANDSCAPE SE	450.00	450.00
55093	6/12/2020	00442	LAWSON PRODUCTS, INC. 9307593245	5/18/2020	LAWSON PRODUCTS, INC. BI	258.34	258.34
55094	6/12/2020	00087	LIEBERT CASSIDY & WHITMO1498369	4/30/2020	LEGAL SERVICES	1,175.00	
			1498367	4/30/2020	LEGAL SERVICES	684.00	
			1498368	4/30/2020	LEGAL SERVICES FOR FY18-	76.00	1,935.00
55095	6/12/2020	00671	MARC R. COHEN, MD EMSMD-10	5/31/2020	MEDICAL DIRECTOR SVCS	5,083.33	5,083.33
55096	6/12/2020	00331	MITSUBISHI ELECTRIC INC 376435	6/1/2020	ANNUAL MAINTENANCE FOR	677.04	677.04
55097	6/12/2020	00577	NEW LOOK AUTO DETAIL 2234	5/29/2020	VEHICLE MAINTENANCE AND	105.00	105.00
55098	6/12/2020	00819	OCCUPATIONAL HEALTH CEN67904508	5/6/2020	PRE-EMPLOYMENT MEDIC/	1,074.00	
			67966943	5/14/2020	PRE-EMPLOYMENT MEDIC/	358.00	1,432.00
55099	6/12/2020	00411	PITNEY BOWES 3103979844	5/30/2020	POSTAGE METER	180.91	180.91
55100	6/12/2020	00818	RICHARDS,WATSON & GERSI226883	5/27/2020	GENERAL COUNSEL AND LE	4,893.41	
			226884	5/27/2020	GENERAL COUNSEL AND LE	4,709.64	9,603.05
55101	6/12/2020	00145	SETINA MFG CO INC 205871	6/3/2020	SETINA MANUFACTURING CO	2,794.00	
			205979	6/4/2020	SETINA MANUFACTURING CO	897.63	3,691.63
55102	6/12/2020	00824	SMART JANITORIAL, COMPLE12193	6/1/2020	SMART JANITORIAL HQ MAIN	3,585.00	
			12194	6/1/2020	COVID-19: SMART JANITORIA	1,890.00	5,475.00

Bank : union UNION BANK		(Continued)						
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
55103	6/12/2020	00302	SPRINT	155018370-104	5/29/2020	DAC CHARGES/4-26 TO 5-25-	3,825.87	
				107177860-109	5/27/2020	WIRELESS MODEMS/4-24 TO	85.98	3,911.85
55104	6/12/2020	00935	UPSTATE WHOLESALE SUPPLI	INV19112	5/15/2020	COMPUTERS FOR HAWTHOF	10,727.46	10,727.46
55105	6/12/2020	00171	VERIZON WIRELESS	9855206776	5/23/2020	MODEM SVC. MBPD/ 4/24/20-	38.05	
				9855281042	5/23/2020	GPD DAC CHARGES/ 4/24/20-	2,685.59	
				9855206775	5/23/2020	MODEM SVC. MBPD/ 4/24/20-	912.74	
				9855221996	5/23/2020	DAC CHARGES HPD/ 4/24/20-	384.98	
				9854875409	5/18/2020	CELL PH. CHGS: 4/19/20-5/18,	348.02	4,369.38
55106	6/12/2020	00150	WATTCO	55138	5/15/2020	WATTCO BILLABLE PARTS	203.66	203.66
55107	6/12/2020	00436	WEST-LITE SUPPLY COMPAN	69061C	4/7/2020	HQ MAINTENANCE	484.88	
				69276C	5/4/2020	HQ MAINTENANCE	236.49	721.37
55108	6/12/2020	00063	WHELEN ENGINEERING CO.,	729260	5/28/2020	WHELEN ENGINEERING CO B	332.07	
				731512	6/3/2020	WHELEN ENGINEERING CO B	52.92	384.99
55109	6/12/2020	00067	XCEL MECHANICAL SYSTEMS	21908	5/28/2020	VITAL REPAIRS AND SERVICE	12,990.00	
				21909	5/28/2020	VITAL REPAIRS AND SERVICE	4,550.00	
				21910	5/28/2020	VITAL REPAIRS AND SERVICE	3,032.17	20,572.17
Sub total for UNION BANK:							99,034.36	

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
20137	6/10/2020	00058	CALPERS	1000000160444	5/14/2020	HEALTH PREMIUMS - JUNE 2	61,476.83	61,476.83
20138	6/19/2020	00219	INTERNAL REVENUE SERVICE	Ben30237	6/19/2020	FEDERAL WITHHOLDING TAX	37,646.07	37,646.07
20139	6/19/2020	00223	EMPLOYMENT DEVEL DEPT	Ben30239	6/19/2020	STATE DISABILITY INSURANC	13,743.67	13,743.67
20140	6/19/2020	00222	STATE DISBURSEMENT UNIT	Ben30245	6/19/2020	SUPPORT: PAYMENT	184.62	184.62
20141	6/19/2020	00058	CALPERS	Ben30241	6/19/2020	PERS RETIREMENT: PAYMEN	36,048.19	36,048.19
20142	6/19/2020	00221	ICMA RETIREMENT TRUST	Ben30243	6/19/2020	DEFERRED COMPENSATION	14,739.25	14,739.25
55110	6/19/2020	00002	AFLAC	Ben30231	6/19/2020	AFLAC INSURANCE: PAYMEN	3,712.16	3,712.16
55111	6/19/2020	00217	CALIFORNIA TEAMSTERS UN	Ben30233	6/19/2020	UNION DUES TEAMSTERS: P	2,008.00	2,008.00
55112	6/19/2020	00218	CWA LOCAL 9400	Ben30235	6/19/2020	UNION DUES CWA: PAYMENT	257.97	257.97
Sub total for UNION BANK:							169,816.76	

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
1751	6/26/2020	00012	CALIFORNIA WATER SERVICE4675328235	6/16/2020	WATER SERV HQ/ 5/15/20-6/1	255.90	255.90
1752	6/26/2020	00069	SOUTHERN CALIFORNIA EDIS2-23-553-5986	6/16/2020	ELEC SERV/ 5/11/20 - 6/10/20	9,825.94	
			2-03-672-6511	6/19/2020	ELEC SERV PUNTA/ 5/19/20 -	744.57	
			2-19-337-1549	6/6/2020	ELEC SERV GRANDVIEW/ 5/1	166.19	10,736.70
1753	6/25/2020	00621	FIRST BANKCARD				
		00392	ALLEN MANUFACTURING, LL RINV130593	5/8/2020	PARTS REIMBURSABLE	1,438.24	
		00467	LOWES BUSINESS 418498683	5/15/2020	OFFICE EQUIPMENT	1,101.41	
		00466	AMAZON MARKETPLACE 111-8874140-12	5/9/2020	OFFICE EQUIPMENT	440.99	
		00228	COSTCO MEMBERSHIP 281118987	4/30/2020	JANITORIAL SUPPLIES	246.41	
		00610	DIRECTV 37408340007	5/5/2020	CABLE SERVICE	224.71	
		00467	LOWES BUSINESS 418498683	5/13/2020	OFFICE EQUIPMENT	153.20	
		00937	NET TRANSCRIPTS INC 0031811-IN	5/14/2020	LEGAL SERVICES ONLINE TF	123.38	
		00938	GO LIGHT 244658	6/23/2020	PARTS REIMBURSABLE	101.00	
		00761	BOX INV07913870	5/26/2020	SOFTWARE SERVICES	90.00	
		00466	AMAZON MARKETPLACE 111-7271527-17	5/21/2020	OFFICE SUPPLIES	66.47	
		00795	MEDIA TEMPLE 324775-22	5/23/2020	MONTHLY WEBSITE HOSTING	55.00	
		00466	AMAZON MARKETPLACE 112-8167477-05	5/17/2020	OFFICE SUPPLIES	52.60	
		00466	AMAZON MARKETPLACE 112-8429361-94	5/7/2020	JANITORIAL SUPPLIES	35.59	
		00228	COSTCO MEMBERSHIP 281118987-1	4/30/2020	DISPATCHER WELLNESS	34.65	
		00466	AMAZON MARKETPLACE 112-9832339-32	5/24/2020	OFFICE SUPPLIES	28.75	
		00826	LA TIMES 060220	5/20/2020	LA TIMES MONTHLY SUBSCR	15.96	
		00466	AMAZON MARKETPLACE 113-2705648-49	5/5/2020	OFFICE SUPPLIES	15.77	
		00466	AMAZON MARKETPLACE 113-9841870-01	5/4/2020	OFFICE SUPPLIES	11.80	
		00466	AMAZON MARKETPLACE 112-4750766-10	5/5/2020	COVID-19: OFFICE SUPPLIES	9.67	
		00920	WALMART 01856	5/1/2020	OFFICE SUPPLIES	1.45	
		00466	AMAZON MARKETPLACE 114-6214111-18	5/4/2020	COVID-19: OFFICE SUPPLIES	-34.56	
		00466	AMAZON MARKETPLACE 113-7787540-00	5/5/2020	COVID-19: OFFICE SUPPLIES	-187.38	4,025.11
55113	6/26/2020	00153	ALERTE SYSTEMS INC A31133	5/21/2020	VEHICLE OUTFITTING PARTS	2,528.88	2,528.88
55114	6/26/2020	00297	AT&T, ATT CALNET 000014893920	6/13/2020	PHONE SERV 5/13/20-6/12/20	2,267.62	
			000014901120	6/13/2020	PHONE SERVICE 5/13/20-6/12/20	194.33	
			000014898056	6/13/2020	PHONE SERV 5/13/20-6/12/20	105.89	2,567.84
55115	6/26/2020	00813	CHOI, CLARA 061620	6/16/2020	COVID-19: CELL PHONE REIM	153.60	153.60
55116	6/26/2020	00019	CINTAS CORPORATION #427 4049436993	5/1/2020	CLEANING SERVICES FOR F'	109.32	
			4050612309	5/15/2020	CLEANING SERVICES FOR F'	109.32	218.64

Bank : union UNION BANK		(Continued)						
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
55117	6/26/2020	00078	COX, CHRISTOPHER	062620	6/26/2020	RETIREE MED PREM/JULY 20	740.78	740.78
55118	6/26/2020	00008	FEDERAL SIGNAL CORP	7485108	5/13/2020	FEDERAL SIGNAL CORP BILL	12,192.00	
				7491141	5/21/2020	FEDERAL SIGNAL CORP BILL	4,403.38	
				7484941	5/13/2020	FEDERAL SIGNAL CORP BILL	4,018.62	
				7505761	6/11/2020	FEDERAL SIGNAL CORP BILL	3,983.96	
				7486015	5/14/2020	FEDERAL SIGNAL CORP BILL	3,786.50	
				7499635	6/3/2020	FEDERAL SIGNAL CORP BILL	2,332.26	30,716.72
55119	6/26/2020	00651	FRONTIER	209-188-0077-04	6/1/2020	PHONE SERVICE 6/1/20 - 6/30	150.37	150.37
55120	6/26/2020	00651	FRONTIER	Y002Z665-S-201	6/5/2020	PHONE SERV 6/05/20-7/04/20	51.80	51.80
55121	6/26/2020	00022	GO RHINO PUBLIC SFTY DIVI	417313 RI	1/6/2020	VEHICLE OUTFITTING PARTS	309.14	309.14
55122	6/26/2020	00027	HAVIS INC.	IN627617	5/28/2020	HAVIS, INC BILLABLE PARTS	2,130.97	
				SIN100972	6/12/2020	HAVIS, INC BILLABLE PARTS	1,554.50	3,685.47
55123	6/26/2020	00116	MEADORS, LATANYA	062620	6/26/2020	RETIREE MED PREM/JULY 20	476.43	476.43
55124	6/26/2020	00818	RICHARDS,WATSON & GERSI	227327	6/22/2020	GENERAL COUNSEL AND LEG	2,719.16	2,719.16
55125	6/26/2020	00060	RIVERA, JOSE	062620	6/26/2020	RETIREE MED PREM/JULY 20	520.89	520.89
55126	6/26/2020	00145	SETINA MFG CO INC	206549	6/15/2020	SETINA MANUFACTURING CO	4,023.20	4,023.20
55127	6/26/2020	00273	SHAW, LILLIAN	062620	6/26/2020	RETIREE MED PREM/JULY 20	438.83	438.83
55128	6/26/2020	00803	SPARKLETTS	18193479 06122	6/12/2020	WATER FILTRATION SYSTEM	40.00	40.00
55129	6/26/2020	00460	SPECTRUM BUSINESS	1133787060420	6/4/2020	SPECTRUM BUSINESS INTEF	1,900.00	1,900.00
55130	6/26/2020	00126	STEVENS, DEBORAH	062620	6/26/2020	RETIREE MED PREM/JULY 20	608.75	608.75
55131	6/26/2020	00034	STEVENS, GARY	062620	6/26/2020	RETIREE MED PREM/JULY 20	606.50	606.50
55132	6/26/2020	00815	SUN WIRELESS	20151	6/22/2020	MICROWAVE RADIO SITE INS	6,570.00	6,570.00
55133	6/26/2020	00711	TROY SHEET METAL WORKS	28444	6/4/2020	VEHICLE OUTFITTING PARTS	1,171.15	1,171.15
55134	6/26/2020	00150	WATTCO	55138-02	6/3/2020	WATTCO BILLABLE PARTS	203.63	203.63
55135	6/26/2020	00481	WAYTEK, INC.	2999129	6/19/2020	BLANKET PURCHASE ORDEF	2,766.89	
				2999185	6/19/2020	BLANKET PURCHASE ORDEF	1,521.67	4,288.56
55136	6/26/2020	00436	WEST-LITE SUPPLY COMPAN	69603C	6/4/2020	LIGHTS FOR HEADQUARTER	86.68	86.68
55137	6/26/2020	00063	WHELEN ENGINEERING CO.,	735059	6/10/2020	WHELEN ENGINEERING CO B	1,764.00	
				737850	6/18/2020	WHELEN ENGINEERING CO B	390.29	2,154.29
55138	6/26/2020	00735	XEROX FINANCIAL SERVICES	2143647	6/30/2020	MONTHLY LEASE E2B666894	965.09	965.09
Sub total for UNION BANK:								82,914.11

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Check Register FY 2020-21

July 2020

<u>Accounts Payable</u>	<u>Check Issued Date</u>	<u>Total Check Amount</u>	<u>Notes</u>
	July 3, 2020	\$104,910.83	
	July 10, 2020	\$180,663.83	
	July 17, 2020	\$156,842.11	
	July 24, 2020	\$72,490.52	
	July 29, 2020	\$683,074.48	FY21 UAL and Insurance Premiums Payments
	July 31, 2020	<u>\$102,002.09</u>	
Accounts Payable Total		\$1,299,983.86	
	<u>Payroll Checks Issued Date</u>		
	July 3, 2020	\$158,286.44	
	July 17, 2020	\$156,888.36	
	July 31, 2020	<u>\$161,826.23</u>	
Payroll Total		\$477,001.03	

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
20143	7/3/2020	00219	INTERNAL REVENUE SERVICE	Ben30326	7/3/2020	FEDERAL WITHHOLDING TAX	32,857.64	32,857.64
20144	7/3/2020	00223	EMPLOYMENT DEVEL DEPT	Ben30330	7/3/2020	STATE DISABILITY INSURANC	12,668.85	12,668.85
20145	7/3/2020	00222	STATE DISBURSEMENT UNIT	Ben30334	7/3/2020	SUPPORT: PAYMENT	184.62	184.62
20146	7/3/2020	00058	CALPERS	Ben30328	7/3/2020	PERS RETIREMENT: PAYMEN	36,009.81	36,009.81
20147	7/3/2020	00221	ICMA RETIREMENT TRUST	Ben30332	7/3/2020	DEFERRED COMPENSATION	14,731.51	14,731.51
20148	7/1/2020	00696	GUARDIAN	533654-07	6/22/2020	GUARDIAN - DENTAL,VISION,	6,190.43	6,190.43
55139	7/3/2020	00217	CALIFORNIA TEAMSTERS UN	Ben30322	7/3/2020	UNION DUES TEAMSTERS: P	2,010.00	2,010.00
55140	7/3/2020	00218	CWA LOCAL 9400	Ben30324	7/3/2020	UNION DUES CWA: PAYMENT	257.97	257.97
Sub total for UNION BANK:							104,910.83	

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
55141	7/10/2020	00491	ACCELE ELECTRONICS, INC. 775164	6/24/2020	ACCELE ELECTRONICS BILL	1,093.82	1,093.82
55142	7/10/2020	00297	AT&T, ATT CALNET 000014983138	7/3/2020	PHONE SERVICE 6/03/20-7/02	541.46	541.46
55143	7/10/2020	00064	AT&T, ATT PAYMENT CENTER 960 461-1623 55	7/1/2020	PHONE SERVICE 06/01/2020-	3,598.76	3,598.76
55144	7/10/2020	00014	CDW GOVERNMENT, INC. ZGM0939	6/26/2020	CDW-G BILLABLE PARTS	1,626.19	
			ZGT2821	6/29/2020	CDW-G BILLABLE PARTS	413.44	2,039.63
55145	7/10/2020	00017	CHEM PRO LABORATORY, INC. 663699	6/23/2020	HQ MAINTENANCE	86.50	86.50
55146	7/10/2020	00070	GAS COMPANY, THE 059 194 8982 2	7/2/2020	GAS SERVICE HQ/ 6/1/2020-6	630.78	630.78
55147	7/10/2020	00442	LAWSON PRODUCTS, INC. 9307645914	6/11/2020	LAWSON PRODUCTS, INC. BI	259.97	
			9307672117	6/23/2020	LAWSON PRODUCTS, INC. BI	24.86	
			9307653580	6/15/2020	LAWSON PRODUCTS, INC. BI	15.44	300.27
55148	7/10/2020	00087	LIEBERT CASSIDY & WHITMO 1500405	5/31/2020	LEGAL SERVICES	1,064.00	
			1500407	5/31/2020	LEGAL SERVICES	370.00	
			1500406	5/31/2020	LEGAL SERVICES FOR FY18-	76.00	1,510.00
55149	7/10/2020	00671	MARC R. COHEN, MD EMSMD-11	6/30/2020	MEDICAL DIRECTOR SVCS	2,541.67	2,541.67
55150	7/10/2020	00818	RICHARDS, WATSON & GERSI 227327	6/22/2020	GENERAL COUNSEL AND LE	2,719.16	2,719.16
55151	7/10/2020	00390	SOUTH COAST AQMD 3670691	6/16/2020	ICE (>500 HP) EM ELEC GEN	421.02	421.02
55152	7/10/2020	00302	SPRINT 155018370-105	6/29/2020	DAC CHARGES/5-26 TO 6-25-	3,387.70	
			107177860-110	6/27/2020	WIRELESS MODEMS/5-24 TO	85.98	3,473.68
55153	7/10/2020	00036	TALLEY INCORPORATED 10364853	6/24/2020	TALLEY INC BILLABLE PARTS	263.31	263.31
55154	7/10/2020	00171	VERIZON WIRELESS 9857322065	6/23/2020	GPD DAC CHARGES/ 5/24/20-	2,759.46	
			9857247923	6/23/2020	MODEM SVC. MBPD/ 5/24/20-	1,031.81	
			9857263148	6/23/2020	DAC CHARGES HPD/ 5/24/20-	385.94	
			9856917690	6/18/2020	CELL PH. CHGS: 5/19/20-6/18,	321.75	
			9857247924	6/23/2020	MODEM SVC. MBPD/ 5/24/20-	38.03	4,536.99
55155	7/10/2020	00063	WHELEN ENGINEERING CO., 740563	6/24/2020	WHELEN ENGINEERING CO B	332.07	332.07
Sub total for UNION BANK:							24,089.12

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
1754	7/10/2020	00012	CALIFORNIA WATER SERVICE5550731926	6/30/2020	FIRE PROTECION SERVICE/	81.08	81.08
55156	7/10/2020	00936	BERKSHIRE HATHAWAY HC SOWC140546	6/3/2020	WORKERS COMP INSURANC	91,488.00	91,488.00
55157	7/10/2020	00747	BIDDLE CONSULTING GROUF64633	7/8/2020	ANNUAL SUBSCRIPTION TO	4,663.00	4,663.00
55158	7/10/2020	00225	COMMLINE INC 0229527-IN	6/29/2020	OUTSIDE TECH SERVICES	15,000.00	15,000.00
55159	7/10/2020	00879	CROWN CASTLE 634001	7/1/2020	REDUNDANT INTERNET SER	1,100.00	1,100.00
55160	7/10/2020	00721	ESRI 93852905	6/30/2020	GIS SOFTWARE - REQUIRED	1,500.00	1,500.00
55161	7/10/2020	00322	GEOSPATIAL TECHNOLOGIES17613	6/2/2020	SOFTWARE MAINTENANCE S	13,173.00	13,173.00
55162	7/10/2020	00027	HAVIS INC. SIN102453	6/26/2020	HAVIS INC. BILLABLE PARTS	703.45	703.45
55163	7/10/2020	00417	INFORMER SYSTEMS LLC 5530	6/1/2020	SCHEDULE EXPRESS - ANNL	9,516.00	9,516.00
55164	7/10/2020	00087	LIEBERT CASSIDY & WHITMO1499114	6/1/2020	LCW ANNUAL MEMBERSHIP	4,250.00	4,250.00
55165	7/10/2020	00331	MITSUBISHI ELECTRIC INC 378327	7/1/2020	HQ MAINTENANCE - ELEVAT	677.04	677.04
55166	7/10/2020	00145	SETINA MFG CO INC 207186	6/25/2020	SETINA MANUFACTURING CO	4,278.00	4,278.00
55167	7/10/2020	00824	SMART JANITORIAL, COMPLE12492	7/1/2020	HQ MAINTENANCE	3,585.00	3,585.00
55168	7/10/2020	00044	TYLER TECHNOLOGIES, INC. 045-303616	6/1/2020	ANNUAL FEE FOR TYLER ED	6,284.96	6,284.96
55169	7/10/2020	00063	WHELEN ENGINEERING CO., 743043	7/1/2020	WHELEN ENGINEERING CO E	275.18	275.18
Sub total for UNION BANK:							156,574.71

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
20149	7/10/2020	00058	CALPERS	1000000160766	6/15/2020	HEALTH PREMIUMS - JULY 20	58,012.68	58,012.68
20150	7/17/2020	00219	INTERNAL REVENUE SERVICE	Ben30390	7/17/2020	FEDERAL WITHHOLDING TAX	32,118.15	32,118.15
20151	7/17/2020	00223	EMPLOYMENT DEVEL DEPT	Ben30394	7/17/2020	STATE DISABILITY INSURANC	12,392.27	12,392.27
20152	7/17/2020	00222	STATE DISBURSEMENT UNIT	Ben30398	7/17/2020	SUPPORT: PAYMENT	184.62	184.62
20153	7/17/2020	00058	CALPERS	Ben30392	7/17/2020	PERS RETIREMENT: PAYMEN	37,156.45	37,156.45
20154	7/17/2020	00221	ICMA RETIREMENT TRUST	Ben30396	7/17/2020	DEFERRED COMPENSATION	14,709.97	14,709.97
55170	7/17/2020	00217	CALIFORNIA TEAMSTERS UN	Ben30386	7/17/2020	UNION DUES TEAMSTERS: P	2,010.00	2,010.00
55171	7/17/2020	00218	CWA LOCAL 9400	Ben30388	7/17/2020	UNION DUES CWA: PAYMENT	257.97	257.97
Sub total for UNION BANK:							156,842.11	

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
1755	7/24/2020	00069	SOUTHERN CALIFORNIA EDI\$2-23-553-5986	7/17/2020	ELEC SERV/ 6/03/20 - 7/13/20	13,702.03	
			2-03-672-6511	7/22/2020	ELEC SERV PUNTA/ 6/18/20 -	1,022.48	
			2-19-337-1549	7/9/2020	ELEC SERV GRANDVIEW/ 6/2	202.87	14,927.38
1757	7/24/2020	00621	FIRST BANKCARD				
		00504	DIGICERT, INC.	32728746	6/9/2020	SOFTWARE SERVICES	1,307.00
		00470	SUPERIOR PLASTIC FABRICA	0784	6/19/2020	PARTS - REIMBURSABLE	313.17
		00228	COSTCO MEMBERSHIP	281954555	6/11/2020	OFFICE SUPPLIES	248.37
		00610	DIRECTV	374935228007	6/5/2020	CABLE SERVICE	224.71
		00905	LOGMEIN	236519636	6/19/2020	SOFTWARE SERVICES	192.00
		00466	AMAZON MARKETPLACE	111-2814646-37	6/25/2020	OFFICE SUPPLIES	136.29
		00600	CHEVRON G&M #186	00092445	6/5/2020	VEHICLE FUEL - VAN	92.86
		00758	SOFTWAREKEEP	000033574	6/2/2020	SOFTWARE SERVICES	92.39
		00478	PAYPAL	59589	6/16/2020	COVID-19: JANITORIAL SUPP	92.19
		00761	BOX	INV08007982	6/26/2020	SOFTWARE SERVICES	90.00
		00035	HOME DEPOT CREDIT SERV	0620 00051 884	6/11/2020	MISCELLANEOUS SUPPLIES	85.60
		00795	MEDIA TEMPLE	65155787	6/24/2020	SSL RECERTIFICATION	75.00
		00466	AMAZON MARKETPLACE	113-2841776-38	6/7/2020	JANITORIAL SUPPLIES	73.41
		00466	AMAZON MARKETPLACE	111-9157333-42	6/1/2020	OFFICE EQUIPMENT	66.14
		00466	AMAZON MARKETPLACE	111-6358818-24	6/4/2020	OFFICE EQUIPMENT	66.14
		00466	AMAZON MARKETPLACE	114-6032264-14	6/14/2020	COVID-19: JANITORIAL SUPP	60.13
		00466	AMAZON MARKETPLACE	113-4576697-14	6/21/2020	COVID-19: JANITORIAL SUPP	60.13
		00795	MEDIA TEMPLE	324775-23	6/23/2020	MONTHLY WEBSITE HOSTING	55.00
		00467	LOWES BUSINESS	9368352	6/5/2020	GENERAL TECHNICAL SUPPLI	54.36
		00035	HOME DEPOT CREDIT SERV	0620 00053 895	6/11/2020	MISCELLANEOUS SUPPLIES	47.71
		00466	AMAZON MARKETPLACE	111-3345281-77	6/4/2020	COVID-19: JANITORIAL SUPP	35.61
		00466	AMAZON MARKETPLACE	114-5880034-43	5/28/2020	OFFICE SUPPLIES	35.24
		00466	AMAZON MARKETPLACE	113-3089130-23	6/21/2020	OFFICE SUPPLIES	33.05
		00466	AMAZON MARKETPLACE	112-4930273-69	5/29/2020	WIRELESS NUMERIC KEYPAI	27.36
		00854	MANHATTAN POSTAL CENTE	F309678	5/28/2020	RECRUITMENT	23.50
		00826	LA TIMES	070120	6/17/2020	LA TIMES MONTHLY SUBSCR	15.96
		00466	AMAZON MARKETPLACE	113-2768734-61	6/6/2020	OFFICE SUPPLIES	11.80
		00466	AMAZON MARKETPLACE	114-9681511-56	5/29/2020	OFFICE SUPPLIES	11.01
1758	7/30/2020	00073	STATE BOARD OF EQUALIZA	T012-655960	7/30/2020	SALES & USE TAX PMT WITH	7,650.00
55172	7/24/2020	00810	& ASSOCIATES, MAX PARKER	8724	4/13/2020	WEB DEVELOPEMNT - PDF T	225.00
							225.00

Bank : union UNION BANK			(Continued)					
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
55173	7/24/2020	00868	ALFARO, VANESSA	071320	7/13/2020	COVID-19: CELL PHONE REIM	84.00	84.00
55174	7/24/2020	00297	AT&T, ATT CALNET	000015039420	7/13/2020	PHONE SERV 6/13/20-7/12/20	2,378.29	
				000015046620	7/13/2020	PHONE SERVICE 6/13/20-7/12/20	209.51	
				000015043556	7/13/2020	PHONE SERV 6/13/20-7/12/20	106.60	2,694.40
55175	7/24/2020	00027	HAVIS INC.	SIN103000	6/30/2020	HAVIS, INC BILLABLE PARTS	5,128.66	5,128.66
55176	7/24/2020	00926	PONCE DE LEON, BROOKE	071320	7/13/2020	COVID-19: CELL PHONE REIM	72.19	72.19
55177	7/24/2020	00735	XEROX FINANCIAL SERVICES	2184171	7/10/2020	MONTHLY LEASE E2B666894	963.39	963.39
Sub total for UNION BANK:							35,371.15	

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
1756	7/24/2020	00012	CALIFORNIA WATER SERVICE	4675328235	7/17/2020	WATER SERV HQ/ 6/16/20-7/1	241.69	241.69
1759	7/24/2020	00651	FRONTIER	209-188-0077-04	7/1/2020	PHONE SERVICE 7/1/20 - 7/30	338.20	338.20
55178	7/24/2020	00810	& ASSOCIATES, MAX PARKER	8791	7/6/2020	WEBSITE MAINTENANCE SEI	550.00	
				8792	7/6/2020	WEBSITE MAINTENANCE SEI	317.00	
				8793	7/6/2020	WEBSITE MAINTENANCE SEI	250.00	
				8794	7/6/2020	WEBSITE MAINTENANCE SEI	20.00	1,137.00
55179	7/24/2020	00867	& INVESTIGATION SERVICES,	2020-07-008 RC	7/8/2020	PRE-EMPLOYMENT POLYGR	225.00	225.00
55180	7/24/2020	00014	CDW GOVERNMENT, INC.	ZHT1013	7/6/2020	CDW-G BILLABLE PARTS	358.31	358.31
55181	7/24/2020	00078	COX, CHRISTOPHER	072420	7/24/2020	RETIREE MED PREM/AUG 20	740.78	740.78
55182	7/24/2020	00839	CSAC EXCESS INSURANCE A	21400248	7/15/2020	FY 2020/21 CYBER LIABILITY	5,131.00	5,131.00
55183	7/24/2020	00008	FEDERAL SIGNAL CORP	7530203	7/15/2020	FEDERAL SIGNAL CORP BILL	158.58	158.58
55184	7/24/2020	00027	HAVIS INC.	SIN104707	7/20/2020	HAVIS INC. BILLABLE PARTS	938.76	938.76
55185	7/24/2020	00798	HYDREX PEST CONTROL	337203	7/7/2020	HQ MAINTENANCE - PEST CO	59.00	59.00
55186	7/24/2020	00116	MEADORS, LATANYA	072420	7/24/2020	RETIREE MED PREM/AUG 20	476.43	476.43
55187	7/24/2020	00060	RIVERA, JOSE	072420	7/24/2020	RETIREE MED PREM/AUG 20	520.89	520.89
55188	7/24/2020	00145	SETINA MFG CO INC	207661	7/6/2020	SETINA MANUFACTURING CO	1,213.69	1,213.69
55189	7/24/2020	00273	SHAW, LILLIAN	072420	7/24/2020	RETIREE MED PREM/AUG 20	438.83	438.83
55190	7/24/2020	00390	SOUTH COAST AQMD	3668767	6/16/2020	FY20-21 FLAT FEE FOR LAST	136.40	136.40
55191	7/24/2020	00803	SPARKLETTS	18193479 07102	7/10/2020	WATER FILTERATION SYSTEI	40.00	40.00
55192	7/24/2020	00460	SPECTRUM BUSINESS	1133787070420	7/4/2020	COMMUNICATION CONTRAC	1,900.00	1,900.00
55193	7/24/2020	00126	STEVENS, DEBORAH	072420	7/24/2020	RETIREE MED PREM/AUG 20	608.75	608.75
55194	7/24/2020	00034	STEVENS, GARY	072420	7/24/2020	RETIREE MED PREM/AUG 20	606.50	606.50
55195	7/24/2020	00481	WAYTEK, INC.	3008685	7/14/2020	WAYTEK INC BILLABLE PART	1,143.85	
				3009565	7/15/2020	WAYTEK INC BILLABLE PART	365.28	1,509.13
55196	7/24/2020	00063	WHELEN ENGINEERING CO.,	746450	7/9/2020	WHELEN ENGINEERING CO E	3,988.45	
				746417	7/8/2020	WHELEN ENGINEERING CO E	3,967.88	
				745816	7/8/2020	WHELEN ENGINEERING CO E	2,000.22	
				749121	7/15/2020	WHELEN ENGINEERING CO E	783.88	10,740.43
55197	7/24/2020	00518	WRAP BULLYS	12885	7/13/2020	VEHICLE OUTFITTING PARTS	3,200.00	
				12886	7/13/2020	VEHICLE OUTFITTING PARTS	3,200.00	
				12887	7/13/2020	VEHICLE OUTFITTING PARTS	3,200.00	9,600.00
Sub total for UNION BANK:								37,119.37

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
1760	7/28/2020	00058	CALPERS	1000000160926	7/1/2020	FY20-21 PERS UAL - PLAN 12	482,185.00	482,185.00
1761	7/28/2020	00058	CALPERS	1000000160927	7/1/2020	FY20-21 PERS UAL - PLAN 26	4,724.00	4,724.00
1762	7/28/2020	00058	CALPERS	1000000160926	7/1/2020	FY20-21 PERS UAL - PLAN 20	7,229.00	7,229.00
55198	7/29/2020	00836	ALLIANT INSURANCE SERVICE	1390104	6/29/2020	FY 20-21 EXCESS COMMERC	65,199.00	
				1390146	6/29/2020	FY 20-21 BUSINESS AUTO IN	13,154.05	
				1395874	7/1/2020	FY 20-21 ALLIANT DEADLY RE	4,646.25	
				1390158	6/29/2020	FY 20-21 GARAGE AND DEAL	1,618.96	
				1388899	7/20/2020	FY 20-21 EQUIPMENT FLOATI	273.00	84,891.26
55199	7/29/2020	00836	ALLIANT INSURANCE SERVICE	1370265	6/4/2020	FY 20-21 COMMERCIAL GENE	40,654.69	
				1370249	6/4/2020	FY 20-21 DIFFERENCE IN CO	25,812.50	
				1370271	6/4/2020	FY 20-21 EMPLOYMENT PRA	23,886.89	
				10113468	7/1/2020	FY 20-21 INSURANCE - POLIC	12,116.14	
				ACIP286	5/29/2020	FY 20-21 GOVERNMENT CRIM	1,575.00	104,045.22
Sub total for UNION BANK:							683,074.48	

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
20155	7/31/2020	00219	INTERNAL REVENUE SERVICE	Ben30521	7/31/2020	FEDERAL WITHHOLDING TAX	32,042.47	32,042.47
20156	7/31/2020	00223	EMPLOYMENT DEVEL DEPT	Ben30525	7/31/2020	STATE DISABILITY INSURANC	12,425.55	12,425.55
20157	7/31/2020	00222	STATE DISBURSEMENT UNIT	Ben30529	7/31/2020	SUPPORT: PAYMENT	184.62	184.62
20158	7/31/2020	00058	CALPERS	Ben30523	7/31/2020	PERS RETIREMENT: PAYMEN	37,838.33	37,838.33
20159	7/31/2020	00221	ICMA RETIREMENT TRUST	Ben30527	7/31/2020	DEFERRED COMPENSATION	14,043.58	14,043.58
55200	7/31/2020	00002	AFLAC	Ben30519	7/31/2020	AFLAC INSURANCE: PAYMEN	5,467.54	5,467.54
Sub total for UNION BANK:								102,002.09

D-4



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: August 18, 2020

ITEM NUMBER: D-4

TO: Executive Committee

COPY TO: Tim Lilligren, Treasurer

FROM: Vanessa Alfaro, Finance & Performance Audit Manager

SUBJECT: Cash & Investments Report/June 30, 2020

ATTACHMENTS:

1. Cash & Investments Report for June 30, 2020
2. LAIF Month End Statement for June 30, 2020
3. PMIA Performance Report as of June 30, 2020

RECOMMENDATION

Staff recommends the Executive Committee receive and file the Cash & Investments Report for June 30, 2020.

BACKGROUND

Section 53646 (a) (2) of the Government Code, states that the treasurer or chief fiscal officer may render a quarterly report (regarding the local agency's cash and investments) to the chief executive officer, the internal auditor, and the legislative body of the local agency. The quarterly report shall be so submitted within thirty (30) days following the end of the quarter covered by the report. The legislative body of a local agency may elect to require the report specified in subdivision (b) to be made on a monthly basis instead of quarterly.

At the November 21, 2006 meeting, the Executive Committee elected to receive the Cash & Investments Report on a quarterly basis.

DISCUSSION

Staff has completed the bank reconciliation for June 30, 2020. Attached is the Cash & Investments Report for the period.

All idle cash of the Authority is invested 100% with the State's Local Agency Investment Fund (LAIF). This complies with the Statement of Investment Policy. LAIF's monthly performance exhibits a slight decrease from the monthly average yields in 2019.

FISCAL IMPACT

None.

D-4

Attachment 1



Cash and Investments Report

As of June 30, 2020

Funding Source	Bank Balance	Deposits in Transit	Outstanding Checks	Book Balance
<u>Active Accounts</u>				
MUFG Union Bank (General/Payroll)	\$ 1,117,659.56		\$ (43,830.77)	\$ 1,073,828.79
<u>Investments</u>				
LAIF	\$ 4,524,405.30	\$ -	\$ -	\$ 4,524,405.30
Total Investments	\$ 4,524,405.30	\$ -	\$ -	\$ 4,524,405.30
<u>Other Cash on Hand</u>				
Petty Cash	\$ -	\$ -	\$ -	\$ 500.00
				\$ 500.00
Total Cash & Investments				\$ 5,598,734.09
<u>Breakdown of cash by fund:</u>				
Fund 10 (Enterprise Fund)				\$ 1,074,328.79
Fund 20 (SHSGP Grant Fund)				-
Total				\$ 1,074,328.79

D-4

Attachment 2

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

July 21, 2020

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS
AUTHORITY
TREASURER
4440 WEST BROADWAY
HAWTHORNE, CA 90250

[Tran Type Definitions](#)

//

Account Number: 15-19-001

June 2020 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	4,524,405.30
Total Withdrawal:	0.00	Ending Balance:	4,524,405.30

D-4

Attachment 3



PMIA/LAIF Performance Report as of 08/07/20



PMIA Average Monthly Effective Yields⁽¹⁾

Jul	0.920
Jun	1.217
May	1.363

Quarterly Performance Quarter Ended 06/30/20

LAIF Apportionment Rate ⁽²⁾ :	1.47
LAIF Earnings Ratio ⁽²⁾ :	.00004012766505335
LAIF Fair Value Factor ⁽¹⁾ :	1.004912795
PMIA Daily ⁽¹⁾ :	1.08%
PMIA Quarter to Date ⁽¹⁾ :	1.41%
PMIA Average Life ⁽¹⁾ :	191

*Revised 7/21/2020 per State Controller's Office

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 06/30/20 \$101.0 billion

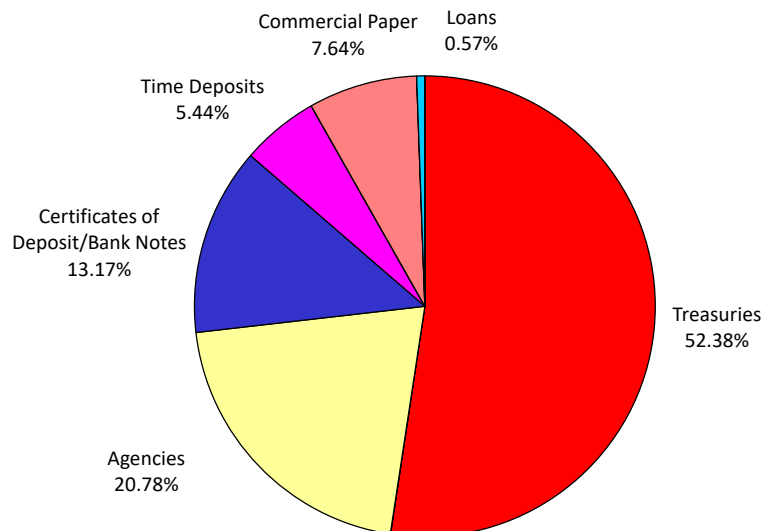


Chart does not include 0.02% of mortgages. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller

D-5



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: August 18, 2020

ITEM NUMBER: D-5

TO: Executive Committee

FROM: John Krok, Acting Executive Director *JK*

SUBJECT: AGREEMENT BETWEEN THE SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY AND EL CAMINO COLLEGE DISTRICT POLICE DEPARTMENT TO PROVIDE PROFESSIONAL EMERGENCY VEHICLE BUILD AND REPAIR SERVICES

ATTACHMENT: 1. Agreement

RECOMMENDATION

Staff recommends the Executive Committee approve an agreement with El Camino College District Police Department to continue providing professional emergency vehicle build and repair services.

BACKGROUND

The Authority has a long-standing relationship with the El Camino College District Police Department (ECPD) and dispatch center. We have been building emergency service vehicles for the ECPD since 1999 and have been their backup 9-1-1 Public Safety Answering Point (PSAP) since 2006. In addition, the ECPD has provided backup services to the authority on an as needed basis, such as providing dispatch console space to conduct checkpoint operations while the dispatch floor was under remodel.

DISCUSSION

The Authority's most recent agreement to provide professional emergency vehicle build and repair services for the ECPD was a three (3) year term July 1, 2017 - June 30, 2020.

The approval of this agreement with El Camino College District Police Department will ensure no interruption to the Authority providing emergency vehicle build and repair services.

FISCAL IMPACT

This agreement will generate revenue based on Resolution No. 325 (Schedule of Fees and Charges) that was adopted July 21, 2020.

D-5

Attachment 1

PUBLIC SAFETY EQUIPMENT MAINTENANCE AGREEMENT

1. The El Camino Community College District Police Department ("District") hereby requests and the South Bay Regional Public Communications Authority ("Authority") hereby agrees to provide professional emergency vehicle build and repair services to the District ("Agreement"). District and Authority are sometimes referred to herein as the "Parties", and individually as a "Party".
2. The term of this Agreement shall be for a period of three (3) years from the date of execution of this Agreement by the District. The Authority may terminate this Agreement at any time, at will, for any reason or no reason, after giving written notice to the District at least 30 calendar days before the termination is to be effective. The District may only terminate this Agreement for cause if the Authority fails to cure a breach of this Agreement within 7 calendar days after the District gives written notice to the Authority of the breach.
3. Commencing on the date of execution of this contract, the Authority will provide to the District professional emergency vehicle build and repair services on an as needed basis. The District will be responsible for all parts and labor costs associated with the service based on the most recently adopted resolution establishing a schedule of fees and charges, which is included in Appendix A. The Authority utilizes the Matrix Consulting Group's ("Matrix") Comprehensive Cost of Service and Allocation Study to determine the cost recovery levels for these fee-based services. The services provided by the Authority to the District are limited to District emergency services vehicles only and District public works type vehicles are not covered by this Agreement.
4. The District and the Authority shall attempt to settle any claim, dispute or controversy arising from this Agreement through consultation and negotiation in good faith and a spirit of mutual cooperation. If those attempts fail, the dispute shall be mediated by a mediator chosen jointly by the District and the Authority within thirty (30) days after notice by one of the parties demanding non-binding mediation. Neither Party shall unreasonably withhold consent to the selection of a mediator and the District and the Authority shall share the cost of the mediation equally. The Parties may also replace mediation with some other form of non-binding alternate dispute resolution ("ADR") procedure. Any dispute that cannot be resolved between the parties through negotiation or mediation within two (2) months after the date of the initial demand for non-binding mediation may then be submitted to a court of competent jurisdiction in the County of Los Angeles, California. If a lawsuit is necessary to resolve any dispute arising out of any of the provisions of this Agreement, the prevailing Party in such action shall be entitled to reasonable attorney fees as adjudicated and determined by the court.
5. The District agrees to indemnify, hold harmless, and defend the Authority and all its successors and assignees and its officers, directors, agents, employees, and members of its committees from any and all claims, demands, losses, damages, actions, causes of action, suits, costs, expenses and/or any liability whatsoever, including attorney fees arising from or occasioned by any act, omission, or negligence of the District or its agents, officers, servants, or employees, in the performance of this Agreement.
6. The Authority agrees to indemnify, hold harmless, and defend the District and all its successors and assignees and its officers, directors, agents and employees from any and

all claims, demands, losses, damages, actions, causes of action, suits, costs, expenses and/or any liability whatsoever, including attorney fees arising from or occasioned by any act, omission, or negligence of the Authority or its agents, officers, servants or employees, in the performance of this Agreement.

7. Notices shall be given pursuant to this Agreement by personal service on the Party to be notified or by written notice upon such Party sent by registered mail of the United States Postal Service addressed as follows:

DISTRICT:	Michael Pascual Director of Business Services El Camino Community College District 16007 Crenshaw Boulevard Torrance, CA 90506-0001
-----------	---

AUTHORITY:	John Krok Executive Director South Bay Regional Public Communications Authority 4440 W. Broadway Hawthorne, CA 90250
------------	---

The notices shall be deemed to have been given as of the date of personal service or three days after deposit of the same in the custody of the United States Postal Service. The District agrees to provide any required notice to the Authority at the above address.

8. This Agreement and all appendices referred to in this Agreement constitute the final, complete and exclusive statement of the terms of the agreement between the Parties pertaining to the subject matter of this Agreement and supersede all other prior or contemporaneous oral or written understandings and agreements of the Parties. No Party has been induced to enter into this Agreement by, nor is any Party relying on, any representation or warranty except those expressly set forth in this Agreement. This Agreement may not be amended, nor any provision or breach hereof waived, except in a writing signed by both Parties.
9. This Agreement may be executed in multiple counterparts, all of which shall be deemed an original, and all of which will constitute one and the same instrument.

The Parties, through their duly authorized representatives, sign this Agreement as follows:

EL CAMINO COMMUNITY COLLEGE DISTRICT

Aug 10, 2020

DATED: _____


Michael Pascual (Aug 10, 2020 16:06 PDT)


Michael Pascual
Director of Business Services
Administrative Services

SOUTH BAY REGIONAL PUBLIC
COMMUNICATIONS AUTHORITY

DATED: _____

John Krok
Acting Executive Director

APPROVED AS TO FORM:



Jennifer Petrusis
General Counsel, South Bay Regional
Public Communications Authority

Appendix A

Services Cost Levels Resolution No. 325

RESOLUTION NO. 335

RESOLUTION OF THE EXECUTIVE COMMITTEE OF THE SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY ESTABLISHING A SCHEDULE OF FEES AND CHARGES FOR FISCAL YEAR 2020/21

The Executive Committee of the South Bay Regional Public Communications Authority does resolve as follows:

1. The recovery of costs incurred by the Authority for providing services to outside agencies is necessary for the efficient management of the Authority's operations.
2. Resolution No. 325, passed and adopted October 15, 2019, and all amendments thereof are hereby repealed.
3. The Executive Committee hereby establishes, effective July 21, 2020, fees and charges as set forth in Exhibit "A."
4. The secretary shall certify to the adoption of this Resolution by the Executive Committee of the South Bay Regional Public Communications Authority.


Passed, approved, and adopted in a meeting held on the 21st day of July, 2020 by the following vote:


Ayes: Lee, Moe, Osorio

Noes:

Absent:

Abstain:



Erick B. Lee, Chair
Executive Committee

John Krok, Secretary
Executive Committee

EXHIBIT A

Maintenance and Repair Fee:	\$153.98 per hour
Parts Administrative Charge:	10% of Actual Cost
Patrol Vehicle Buildout Fee:	\$12,318.40
Specialty Vehicle Buildout Fee:	\$153.98 per hour
Unmarked Law Enforcement Vehicle Buildout Fee:	\$6,159.20

RCC Agreement

Final Audit Report

2020-08-10

Created:	2020-08-06
By:	Marisa Lopez (marlopez@elcamino.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAwIX3Z_OOLXJyRzKhBjunSp5ZX5RjsNo3

"RCC Agreement" History



Document created by Marisa Lopez (marlopez@elcamino.edu)

2020-08-06 - 1:00:32 AM GMT- IP address: 47.144.129.129



Document emailed to Michael Pascual (mopascual@elcamino.edu) for signature

2020-08-06 - 1:01:08 AM GMT



Email viewed by Michael Pascual (mopascual@elcamino.edu)

2020-08-10 - 11:06:32 PM GMT- IP address: 3.101.78.46



Document e-signed by Michael Pascual (mopascual@elcamino.edu)

Signature Date: 2020-08-10 - 11:06:46 PM GMT - Time Source: server- IP address: 107.194.135.152



Signed document emailed to Marisa Lopez (marlopez@elcamino.edu) and Michael Pascual (mopascual@elcamino.edu)

2020-08-10 - 11:06:46 PM GMT



Adobe Sign

F-1



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: August 18, 2020

ITEM NUMBER: F-1

TO: Executive Committee

FROM: John Krok, Acting Executive Director *GTK*
Vanessa Alfaro, Finance & Performance Audit Manager

SUBJECT: Fiscal Year 2019/20 Revised Budget Surplus & Fiscal Year 2020/21 Revised Assessment Schedule

ATTACHMENTS:

1. FY19/20 Revenue Status Report – Preliminary
2. FY19/20 Expenditure Status Report – Preliminary
3. FY20/21 Revised Proposed Budget Amendment
4. FY20/21 Revised Annual Assessments Schedule

RECOMMENDATION

Staff recommends the Executive Committee approve the use of fiscal year 2019/20 surplus funds in the amount of \$1.3 million to offset fiscal year 2020/21 assessments.

BACKGROUND

During the June 2020 Executive Committee meeting, the Member Cities requested use of FY2019/20 surplus funds to offset FY2020/21 assessments in light of the recent economic downturn.

DISCUSSION

The operating budget surplus for FY2019/20 is \$1,359,422. The following table illustrates Member Cities' share of the FY2019/20 budget surplus:

FY19-20 Summary	Year End Projected	Year End Projected (Revised)
Revenues	\$ 13,242,267	\$ 13,429,110
Expenditures	12,667,461	12,069,688
Revenues Over (Under) Expenditures	\$ 574,806	\$ 1,359,422
Gardena - 32.08%	\$ 184,398	\$ 436,103
Hawthorne - 45.07%	259,065	612,691
Manhattan Beach - 22.85%	131,343	310,628
	\$ 574,806	\$ 1,359,422

The fiscal year 2019/20 remains open until the Authority's auditors conclude their review and additional transactions may be recorded, if necessary. For this reason, staff recommends using \$1,300,000 as the final figure for revenues over expenditures for offset of FY2020/21 assessments.

The table below outlines the new assessment schedule (Attachment 4) if the Board of Directors adopts the FY2020/21 Revised Proposed Budget Amendment in September 2020 (Attachment 3), and approves the use of \$1.3 million in FY2019/20 budget surplus funds to reduce FY2020/21 assessments:

Quarter	1st	2nd	3rd	4th	
Due Date	7/15/2020	10/15/2020	1/15/2021	4/15/2021	Total
Member Cities					
Gardena	\$ 761,247.55	\$ 508,720.91	\$ 508,720.91	\$ 304,428.64	\$ 2,083,118.00
Less: FY19-20 Surplus	-	(156,390.00)	(156,390.00)	(104,260.00)	\$ (417,040.00)
	761,247.55	352,330.91	352,330.91	200,168.64	1,666,078.00
Hawthorne	932,608.95	623,333.35	623,333.35	373,017.35	2,552,293.00
Less: FY19-20 Surplus	-	(219,716.25)	(219,716.25)	(146,477.50)	\$ (585,910.00)
	932,608.95	403,617.10	403,617.10	226,539.85	1,966,383.00
Manhattan Beach	601,548.50	402,121.13	402,121.13	240,640.24	1,646,431.00
Less: FY19-20 Surplus	-	(128,437.57)	(128,437.57)	(85,625.05)	\$ (342,500.18)
	601,548.50	273,683.56	273,683.56	155,015.19	1,303,930.82

Additionally, the FY2019/20 surplus for the City of Manhattan Beach includes an existing fund balance of \$45,450.18 for equipment expenditures related to grant reimbursements for the Punta Place Radio Site project. The City of Manhattan Beach elected to apply this balance in a similar manner to further offset its FY2020/21 assessment.

Lastly, the Authority is currently renegotiating its contract with the City of Hermosa Beach for shared dispatching services with the City of Manhattan Beach. If approved and retroactively applied, the assessments for FY2020/21 may be further revised.

FISCAL IMPACT

Reduction in fund balance of \$1.3 million in FY2020/21 upon approval from the Board of Directors to apply this FY2019/20 budget surplus amount to reduce FY2020/21 assessments.

F-1

Attachment 1

Revenue Status Report

South Bay Regional PCA
7/1/2019 through 6/30/2020

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
10-50 Administration					
10-50-111 Administration					
10-50-111-4110 Gardena	2,391,301.00	2,391,301.00	2,391,301.00	0.00	100.00
10-50-111-4120 Hawthorne	3,359,598.00	3,359,598.00	3,359,598.00	0.00	100.00
10-50-111-4130 Manhattan Beach	1,703,280.00	1,703,280.00	1,703,280.00	0.00	100.00
10-50-111-4140 Hermosa Beach	975,208.00	975,208.40	975,208.40	-0.40	100.00
10-50-111-4145 El Segundo	1,372,870.00	1,372,870.49	1,372,870.49	-0.49	100.00
10-50-111-4146 Culver City Assessment	2,587,601.00	2,587,600.68	2,587,600.68	0.32	100.00
10-50-111-4150 El Camino Community College	790.00	652.90	652.90	137.10	82.65
10-50-111-4153 Medical Director Service/Manhattan Beach	27,000.00	30,250.00	30,250.00	-3,250.00	112.04
10-50-111-4154 Medical Director Services/El Segundo	27,000.00	27,708.33	27,708.33	-708.33	102.62
10-50-111-4210 Investment Earnings (LAIF)	50,000.00	72,498.05	72,498.05	-22,498.05	145.00
10-50-111-4220 POST Reimbursements	600.00	3,494.76	3,494.76	-2,894.76	582.46
10-50-111-4240 911 Reimbursements	0.00	3,000.00	3,000.00	-3,000.00	0.00
10-50-111-4255 Unrealized Gain/Loss on Investments	0.00	-5,481.80	-5,481.80	5,481.80	0.00
10-50-111-4430 Other Miscellaneous Revenue	2,500.00	68,954.72	68,954.72	-66,454.72	2758.19
Total Administration	12,497,748.00	12,590,935.53	12,590,935.53	-93,187.53	100.75
10-60 Operations					
10-60-211 Communications Center					
10-60-211-4215 DUI Reimbursement-Overtime	2,000.00	543.72	543.72	1,456.28	27.19
10-60-211-4435 Reimbursements Sprint Wireless	77,289.00	53,602.40	53,602.40	23,686.60	69.35

Revenue Status Report

South Bay Regional PCA
7/1/2019 through 6/30/2020

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
10-60-211-4440 Reimbursements/Verizon Wireless	15,229.00	42,805.32	42,805.32	-27,576.32	281.08
10-60-211-4460 Pink Patch Project	0.00	250.00	250.00	-250.00	0.00
Total Operations	94,518.00	97,201.44	97,201.44	-2,683.44	102.84
10-70 Technical Services					
10-70-311 Technical Services					
10-70-311-4310 Labor-Installation-Member	0.00	125.00	125.00	-125.00	0.00
10-70-311-4340 Labor-Repairs-Non Member	0.00	435.68	435.68	-435.68	0.00
10-70-311-4360 Reimbursements for Billable Parts	600,000.00	687,720.38	687,720.38	-87,720.38	114.62
10-70-311-4370 Reimbursements for GST Software	50,000.00	52,692.00	52,692.00	-2,692.00	105.38
Total Technical Services	650,000.00	740,973.06	740,973.06	-90,973.06	114.00
Total SBRPCA Enterprise Fund	13,242,266.00	13,429,110.03	13,429,110.03	-186,844.03	101.41

Revenue Status Report

South Bay Regional PCA
7/1/2019 through 6/30/2020

20 Grant Fund

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
20-80 Capital Infrastructure Projects					
20-80-433 Consulting/Vector Resources					
Total Grant Fund	0.00	0.00	0.00	0.00	0.00
 Grand Total	 13,242,266.00	 13,429,110.03	 13,429,110.03	 -186,844.03	 101.41

F-1

Attachment 2

Expenditure Status Report

South Bay Regional PCA
7/1/2019 through 6/30/2020

10 SBRPCA Enterprise Fund

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
50 Administration						
50-100 Administration						
50-100-5000 Expenditures						
50-111-5101 Salaries (Full-Time)	754,504.00	792,872.26	792,872.26	0.00	-38,368.26	105.09
50-111-5104 Acting Pay	0.00	1,341.05	1,341.05	0.00	-1,341.05	0.00
50-111-5107 Merit Pay	2,150.00	2,150.00	2,150.00	0.00	0.00	100.00
50-111-5108 Sick Leave Payoff	21,501.00	30,492.26	30,492.26	0.00	-8,991.26	141.82
50-111-5109 Vacation Leave Payoff	35,095.00	60,533.54	60,533.54	0.00	-25,438.54	172.48
50-111-5112 Other Pay	7,200.00	6,300.00	6,300.00	0.00	900.00	87.50
50-111-5201 Medical Insurance	93,161.00	57,807.93	57,807.93	0.00	35,353.07	62.05
50-111-5202 Dental Insurance	6,968.00	7,156.53	7,156.53	0.00	-188.53	102.71
50-111-5203 Vision Insurance	2,256.00	1,800.98	1,800.98	0.00	455.02	79.83
50-111-5204 Life Insurance	832.00	748.00	748.00	0.00	84.00	89.90
50-111-5205 Medicare	13,727.00	13,092.87	13,092.87	0.00	634.13	95.38
50-111-5207 Workers' Compensation	12,533.00	9,750.04	9,750.04	0.00	2,782.96	77.79
50-111-5208 PERS Contributions	119,629.00	79,562.90	79,562.90	0.00	40,066.10	66.51
50-111-5209 Retirees' Medical Insurance	15,524.00	4,986.00	4,986.00	0.00	10,538.00	32.12
50-111-5212 Deferred Comp Matching Benefit	27,500.00	33,908.26	33,908.26	0.00	-6,408.26	123.30
50-111-5219 PERS Contributions-UAL	0.00	33,569.32	33,569.32	0.00	-33,569.32	0.00
50-111-5301 Communications Contract Services	49,000.00	35,580.23	35,580.23	0.00	13,419.77	72.61
50-111-5302 Computer Contract Services/CAD-Tiburon	55,000.00	55,000.00	55,000.00	0.00	0.00	100.00
50-111-5304 Accounting/Auditing Services	20,000.00	20,850.00	20,850.00	0.00	-850.00	104.25
50-111-5305 Legal Services	207,121.20	170,977.81	170,977.81	0.00	36,143.39	82.55
50-111-5306 Recruitment Costs	78,610.00	69,085.69	69,085.69	0.00	9,524.31	87.88
50-111-5307 Software Maintenance Services	69,762.00	56,678.57	56,678.57	0.00	13,083.43	81.25
50-111-5308 Banking Services (Fees)	6,000.00	5,335.54	5,335.54	0.00	664.46	88.93
50-111-5309 Online/Website Maintenance Services	5,000.00	2,075.48	2,075.48	0.00	2,924.52	41.51
50-111-5312 Medical Director Services/Paramedics	54,000.00	57,958.30	57,958.30	0.00	-3,958.30	107.33
50-111-5313 Temporary Staffing Services	55,100.00	54,048.75	54,048.75	0.00	1,051.25	98.09
50-111-5401 Memberships & Dues	390.00	779.20	779.20	0.00	-389.20	199.79

Expenditure Status Report

South Bay Regional PCA
7/1/2019 through 6/30/2020

10 SBRPCA Enterprise Fund

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
50-111-5402 Publications	350.00	783.78	783.78	0.00	-433.78	223.94
50-111-5403 Conferences, Meetings & Travel	13,680.00	10,058.19	10,058.19	0.00	3,621.81	73.52
50-111-5404 Employee Services/EC-BOD	21,500.00	2,976.84	2,976.84	0.00	18,523.16	13.85
50-111-5407 Tuition Reimbursement	2,000.00	0.00	0.00	0.00	2,000.00	0.00
50-111-5501 Office Supplies	41,300.00	15,323.93	15,323.93	0.00	25,976.07	37.10
50-111-5502 Miscellaneous Supplies	44,100.00	19,327.86	19,327.86	0.00	24,772.14	43.83
50-111-5504 Vending Machine Supplies	0.00	239.84	239.84	0.00	-239.84	0.00
50-111-5507 Postage & Shipping	1,600.00	610.27	610.27	0.00	989.73	38.14
50-111-5509 Reproduction	1,500.00	25.00	25.00	0.00	1,475.00	1.67
50-111-5511 Office Equipment Lease	15,750.00	14,606.00	14,606.00	0.00	1,144.00	92.74
50-111-5513 General Liability Insurance Premium	180,826.00	159,707.12	159,707.12	0.00	21,118.88	88.32
50-111-5517 Vehicle Operations	2,000.00	50.00	50.00	0.00	1,950.00	2.50
50-111-5601 Telephone - Administration	16,200.00	13,450.48	13,450.48	0.00	2,749.52	83.03
50-111-5701 Maintenance - HQ	234,400.00	164,381.26	164,381.26	0.00	70,018.74	70.13
50-111-5703 Electricity - HQ	106,700.00	109,007.60	109,007.60	0.00	-2,307.60	102.16
50-111-5704 Electricity - Grandview	2,200.00	1,651.88	1,651.88	0.00	548.12	75.09
50-111-5705 Electricity - Punta Place	6,600.00	8,525.72	8,525.72	0.00	-1,925.72	129.18
50-111-5706 Gas - HQ	11,000.00	9,458.78	9,458.78	0.00	1,541.22	85.99
50-111-5707 Water - HQ	3,850.00	3,722.41	3,722.41	0.00	127.59	96.69
50-111-5715 Electricity-MB Water Tower	2,750.00	5,625.46	5,625.46	0.00	-2,875.46	204.56
50-111-5810 Office Equipment	0.00	132.28	132.28	0.00	-132.28	0.00
50-111-5820 Other Equipment	5,000.00	471.95	471.95	0.00	4,528.05	9.44
Total Administration	2,425,869.20	2,204,578.16	2,204,578.16	0.00	221,291.04	90.88
60 Operations						
60-200 Operations						
60-200-5000 Expenditures						
60-211-5101 Salaries (Full-Time)	5,311,530.00	4,399,304.07	4,399,304.07	0.00	912,225.93	82.83
60-211-5102 Salaries (Part-Time)	0.00	112,833.39	112,833.39	0.00	-112,833.39	0.00
60-211-5103 Overtime	385,000.00	926,435.95	926,435.95	0.00	-541,435.95	240.63
60-211-5104 Acting Pay	10,000.00	12,514.19	12,514.19	0.00	-2,514.19	125.14
60-211-5105 Bilingual Pay	8,400.00	6,629.00	6,629.00	0.00	1,771.00	78.92

Expenditure Status Report

South Bay Regional PCA
7/1/2019 through 6/30/2020

10 SBRPCA Enterprise Fund

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
60-211-5107 Merit Pay	0.00	63,000.00	63,000.00	0.00	-63,000.00	0.00
60-211-5108 Sick Leave Payoff	81,313.00	80,848.02	80,848.02	0.00	464.98	99.43
60-211-5109 Vacation Leave Payoff	54,217.00	59,556.64	59,556.64	0.00	-5,339.64	109.85
60-211-5110 Training Pay	15,000.00	14,285.39	14,285.39	0.00	714.61	95.24
60-211-5114 Holiday Payoff	100,000.00	132,889.72	132,889.72	0.00	-32,889.72	132.89
60-211-5115 Education Incentive Pay	101,406.00	104,682.23	104,682.23	0.00	-3,276.23	103.23
60-211-5116 Overtime - Ridealongs with Member Cities	10,000.00	0.00	0.00	0.00	10,000.00	0.00
60-211-5201 Medical Insurance	637,435.00	482,792.48	482,792.48	0.00	154,642.52	75.74
60-211-5202 Dental Insurance	47,968.00	35,968.74	35,968.74	0.00	11,999.26	74.98
60-211-5203 Vision Insurance	18,699.00	14,475.23	14,475.23	0.00	4,223.77	77.41
60-211-5204 Life Insurance	8,455.00	6,842.00	6,842.00	0.00	1,613.00	80.92
60-211-5205 Medicare	84,939.00	85,206.09	85,206.09	0.00	-267.09	100.31
60-211-5206 Unemployment Insurance	6,713.00	12,766.00	12,766.00	0.00	-6,053.00	190.17
60-211-5207 Workers' Compensation	58,372.00	45,409.69	45,409.69	0.00	12,962.31	77.79
60-211-5208 PERS Contributions	922,296.00	529,525.28	529,525.28	0.00	392,770.72	57.41
60-211-5209 Retirees' Medical Insurance	62,800.00	37,546.33	37,546.33	0.00	25,253.67	59.79
60-211-5211 Social Security	890.00	0.00	0.00	0.00	890.00	0.00
60-211-5219 PERS Contributions-UAL	0.00	355,234.46	355,234.46	0.00	-355,234.46	0.00
60-211-5401 Memberships & Dues	2,830.00	700.00	700.00	0.00	2,130.00	24.73
60-211-5402 Publications	1,710.00	0.00	0.00	0.00	1,710.00	0.00
60-211-5403 Conferences, Meetings & Travel	24,155.00	11,077.26	11,077.26	0.00	13,077.74	45.86
60-211-5404 Employee Services/EC-BOD	2,500.00	1,488.26	1,488.26	0.00	1,011.74	59.53
60-211-5405 Employee Awards	500.00	0.00	0.00	0.00	500.00	0.00
60-211-5406 POST Training	23,815.00	1,743.92	1,743.92	0.00	22,071.08	7.32
60-211-5407 Tuition Reimbursement	18,000.00	251.00	251.00	0.00	17,749.00	1.39
60-211-5506 Uniforms/Safety Equipment	3,500.00	3,426.76	3,426.76	0.00	73.24	97.91
60-211-5509 Reproduction	500.00	0.00	0.00	0.00	500.00	0.00
60-211-5603 Telephone - El Segundo	3,000.00	2,471.93	2,471.93	0.00	528.07	82.40
60-211-5604 Telephone - Gardena	5,000.00	2,534.98	2,534.98	0.00	2,465.02	50.70
60-211-5606 Telephone - Hawthorne	6,000.00	7,646.52	7,646.52	0.00	-1,646.52	127.44
60-211-5607 Telephone - Hermosa Beach	25,000.00	33,158.02	33,158.02	0.00	-8,158.02	132.63
60-211-5608 Telephone - Manhattan Beach	8,000.00	4,743.60	4,743.60	0.00	3,256.40	59.30
60-211-5611 Telephone - Punta Place	5,500.00	3,502.21	3,502.21	0.00	1,997.79	63.68
60-211-5612 Telephone - RCC	12,000.00	10,651.50	10,651.50	0.00	1,348.50	88.76

Expenditure Status Report

South Bay Regional PCA
7/1/2019 through 6/30/2020

10 SBRPCA Enterprise Fund

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
60-211-5613 Sprint Wireless Reimbursable	77,289.00	51,566.93	51,566.93	0.00	25,722.07	66.72
60-211-5614 Verizon Wireless Reimbursable	15,229.00	47,263.82	47,263.82	0.00	-32,034.82	310.35
60-211-5615 Telephone - Culver City	5,500.00	14,480.48	14,480.48	0.00	-8,980.48	263.28
60-211-5810 Office Equipment	0.00	5,513.26	5,513.26	0.00	-5,513.26	0.00
60-211-5830 Furniture & Fixtures	0.00	796.01	796.01	0.00	-796.01	0.00
Total Operations	8,165,461.00	7,721,761.36	7,721,761.36	0.00	443,699.64	94.57
70 Technical Services						
70-300 Technical Services						
70-300-5000 Expenditures						
70-311-5101 Salaries (Full-Time)	485,506.00	467,929.90	467,929.90	0.00	17,576.10	96.38
70-311-5103 Overtime	5,000.00	3,705.53	3,705.53	0.00	1,294.47	74.11
70-311-5107 Merit Pay	1,500.00	8,844.50	8,844.50	0.00	-7,344.50	589.63
70-311-5108 Sick Leave Payoff	17,780.00	13,035.55	13,035.55	0.00	4,744.45	73.32
70-311-5109 Vacation Leave Payoff	14,386.00	10,086.24	10,086.24	0.00	4,299.76	70.11
70-311-5201 Medical Insurance	47,863.00	46,726.24	46,726.24	0.00	1,136.76	97.62
70-311-5202 Dental Insurance	2,940.00	2,800.44	2,800.44	0.00	139.56	95.25
70-311-5203 Vision Insurance	1,406.00	1,339.08	1,339.08	0.00	66.92	95.24
70-311-5204 Life Insurance	693.00	660.00	660.00	0.00	33.00	95.24
70-311-5205 Medicare	7,267.00	7,395.11	7,395.11	0.00	-128.11	101.76
70-311-5207 Workers' Compensation	83,933.00	65,294.27	65,294.27	0.00	18,638.73	77.79
70-311-5208 PERS Contributions	82,721.00	53,426.29	53,426.29	0.00	29,294.71	64.59
70-311-5209 Retirees' Medical Insurance	32,775.00	19,612.97	19,612.97	0.00	13,162.03	59.84
70-311-5219 PERS Contributions-UAL	0.00	32,318.22	32,318.22	0.00	-32,318.22	0.00
70-311-5302 Computer Contract Services/CAD-Tiburon	145,000.00	145,000.00	145,000.00	0.00	0.00	100.00
70-311-5311 GST Software Reimbursable	52,692.00	52,692.00	52,692.00	0.00	0.00	100.00
70-311-5403 Conferences, Meetings & Travel	2,650.00	0.00	0.00	0.00	2,650.00	0.00
70-311-5503 General Technical Supplies	7,500.00	4,743.50	4,743.50	0.00	2,756.50	63.25
70-311-5506 Uniforms/Safety Equipment	3,500.00	1,046.86	1,046.86	0.00	2,453.14	29.91
70-311-5508 Postage	1,200.00	168.91	168.91	0.00	1,031.09	14.08
70-311-5514 Parts - Billing	717,308.00	750,656.61	750,656.61	0.00	-33,348.61	104.65
70-311-5516 Install Wire, Loom & Hardware	38,800.00	0.00	0.00	0.00	38,800.00	0.00

Expenditure Status Report

South Bay Regional PCA
7/1/2019 through 6/30/2020

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
70-311-5517 Vehicle Operations	4,500.00	3,309.98	3,309.98	0.00	1,190.02	73.56
70-311-5520 Equipment Repair	5,000.00	0.00	0.00	0.00	5,000.00	0.00
70-311-5521 Outside Technical Serv-Towers & Equip	415,000.00	324,760.75	324,760.75	0.00	90,239.25	78.26
70-311-5810 Office Equipment	8,260.25	8,260.25	8,260.25	0.00	0.00	100.00
70-311-5820 Other Equipment	0.00	137.75	137.75	0.00	-137.75	0.00
Total Technical Services	2,185,180.25	2,023,950.95	2,023,950.95	0.00	161,229.30	92.62
80 Capital Infrastructure Projects						
80-400 CIP						
80-400-5000 Expenditures						
80-454-5901 CIP Expenditures-IT Infrastructure/Equip	122,500.00	119,397.72	119,397.72	0.00	3,102.28	97.47
Total Expenditures	122,500.00	119,397.72	119,397.72	0.00	3,102.28	97.47
Total CIP	122,500.00	119,397.72	119,397.72	0.00	3,102.28	97.47
Total Capital Infrastructure Projects	122,500.00	119,397.72	119,397.72	0.00	3,102.28	97.47
Total SBRPCA Enterprise Fund	12,899,010.45	12,069,688.19	12,069,688.19	0.00	829,322.26	93.57

Expenditure Status Report

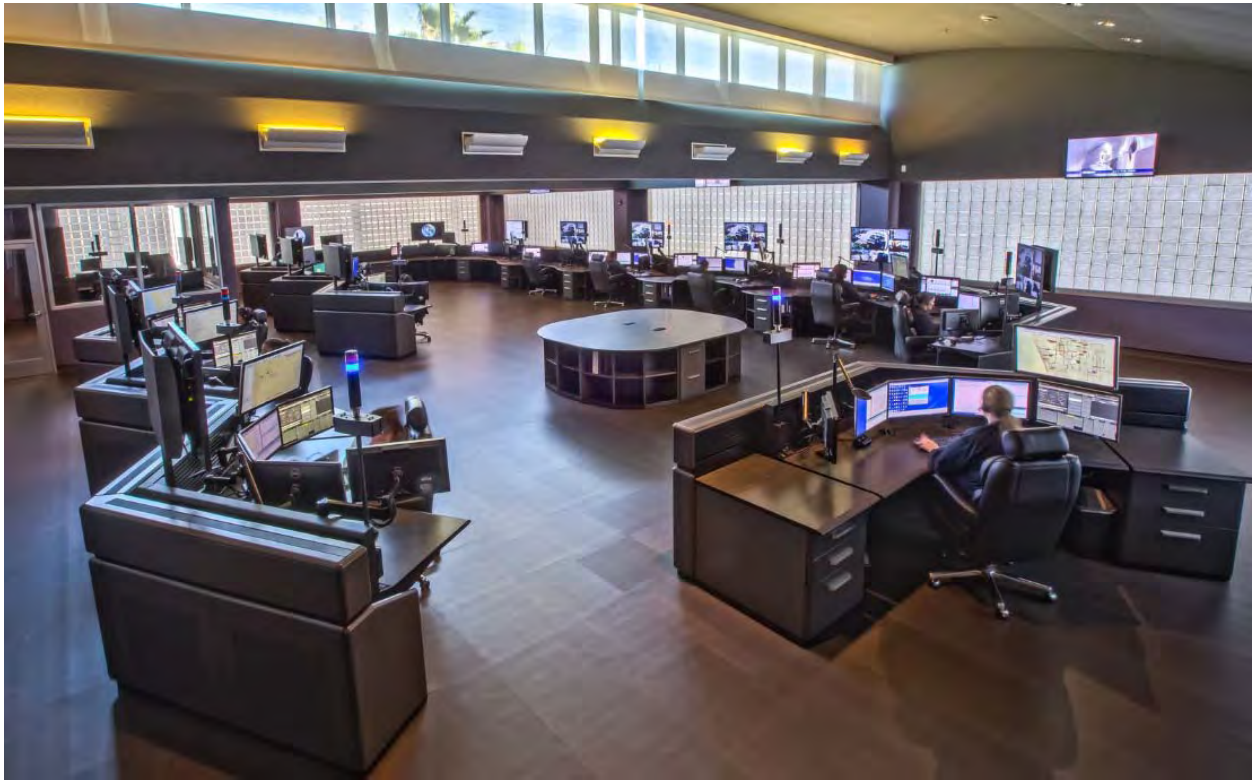
South Bay Regional PCA
7/1/2019 through 6/30/2020

20 Grant Fund

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
80 Capital Infrastructure Projects						
80-400 CIP						
80-400-5000 Expenditures						
Total Grant Fund	0.00	0.00	0.00	0.00	0.00	0.00
Grand Total	12,899,010.45	12,069,688.19	12,069,688.19	0.00	829,322.26	93.57

F-1

Attachment 3



South Bay Regional Public Communications Authority



Fiscal Year 2020-2021 Proposed Budget Amendment

FINANCIAL SUMMARIES



Personnel Summary (Full-Time Employees Only)

Department/Position Title	FY 17-18 Budget	FY 18-19 Budget	FY 19-20 Budget	FY 20-21 Adopted	FY 20-21 Revised
Administration Department					
Executive Director	1	1	1	1	1
Operations Manager	1	1	1	1	1
Administration Manager ¹	1	1	0	0	0
Finance & Performance Audit Manager ²	1	1	1	1	1
Information Technology Manager ¹	1	1	0	0	0
Executive Assistant ³	1	1	1	1	1
Administrative Services Manager ⁴	1	1	1	1	1
Accountant	0	0	1	1	1
Subtotal	7	7	6	6	6
Operations Department					
Communications Supervisor ⁵	7	7	7	8	7
Communications Operator ^{6,7}	51	51	54	55	54
Subtotal	58	58	61	63	61
Technical Services Division					
Lead Communications Technician	1	1	0	0	0
Communications Technician ¹	0	0	0	0	0
Public Safety Communications Specialist II	1	1	1	1	1
Public Safety Communications Specialist I	5	5	4	4	4
Subtotal	7	7	5	5	5
Grand Total	72	72	72	74	72

Notes

1. Position eliminated.
2. Formerly titled "Accounting & Finance Manager."
3. Formerly titled "Executive Secretary."
4. Formerly titled "Technical Services Manager."
5. One (1) additional position proposed to provide adequate support in special assignments. ELIMINATED
6. One (1) additional position proposed to provide adequate support in Communications Center. ELIMINATED
7. Ten (10) positions were added for FY 2017-18 to cover the dispatch requirements for the City of Culver City added as a client on 3/1/2017. Two (2) additional positions added for FY 2019-20 to cover additional requirements of Manhattan Beach and Hermosa Beach.

Cash Balance Estimates

Fund 10 - Enterprise Fund			
Beginning Balance	Adopted	Revised	Increase/ (Decrease)
Cash Available as of June 30, 2019	\$ 3,953,266	\$ 3,953,266	\$ -
Operating and Capital Reserve	(1,255,153)	(1,255,153)	-
OPEB Reserve	(250,000)	(250,000)	-
Available Cash	\$ 2,448,113	\$ 2,448,113	\$ -
Gardena - 32.08%	785,355	785,355	-
Hawthorne - 45.07%	1,103,365	1,103,365	-
Manhattan Beach - 22.85%	559,394	559,394	-
Fiscal Year 2019/20 Estimated Revenues & Expenditures			
Revenues	13,242,267	13,242,267	-
Expenditures	12,667,461	12,128,369	(539,091)
Revenues Over (Under) Expenditures	\$ 574,806	\$ 1,113,898	\$ 539,091
Estimated Balance - End of FY2019/20			
Estimated Cash Available on June 30, 2020	4,528,072	5,067,164	539,091
Operating and Capital Reserve (10% of Budget)	(1,293,844)	(1,240,179)	53,665
OPEB Reserve	(250,000)	(250,000)	-
Estimated Available Cash After Reserve Allocations	\$ 2,984,228	\$ 3,576,984	\$ 592,756
Gardena - 32.08%	957,340	1,147,497	190,156
Hawthorne - 45.07%	1,344,992	1,612,147	267,155
Manhattan Beach - 22.85%	681,896	817,341	135,445
Fiscal Year 2020/21 Budget Resources			
Assessments			
Gardena	2,174,993	2,083,118	(91,875)
Hawthorne	2,664,597	2,552,293	(112,304)
Manhattan Beach	1,718,710	1,646,431	(72,278)
Member City Subtotal	6,558,300	6,281,842	(276,458)
Culver City	2,665,229	2,665,229	-
El Segundo	1,493,738	1,493,738	-
Hermosa Beach	1,132,062	1,132,062	-
Contract City Subtotal	5,291,029	5,291,029	-
Non-Assessment Revenues	1,299,929	1,283,887	(16,042)
Total Budget Resources	13,149,258	12,856,759	(292,500)
Fiscal Year 2020/21 Budget Expenses			
Operating	12,688,443	12,151,793	(536,650)
Capital	250,000	250,000	-
Total Budget Expenses	12,938,443	12,401,793	(536,650)
Revenues Over (Under) Expenditures	\$ 210,815	\$ 454,966	\$ 244,150
Estimated Balance - End of FY2020/21			
Estimated Cash Available on June 30, 2021	4,738,888	5,522,129	783,242
Operating and Capital Reserve	(1,293,844)	(1,240,179)	53,665
OPEB Reserve	(250,000)	(250,000)	-
Estimated Available Cash After Reserve Allocations	\$ 3,195,043	\$ 4,031,950	\$ 836,907
Gardena - 32.08%	1,024,970	1,293,450	268,480
Hawthorne - 45.07%	1,440,006	1,817,200	377,194
Manhattan Beach - 22.85%	730,067	921,301	191,233

Assessments & Methodologies

Assessments	FY2019/20 Assessment	FY2020/21 Base	2019 CPIU	3 Year Budget Increases	3 Year Member Increases	Total % Increase	Amortized Adjustment	FY20/21 Bylaws Adjustments	Contract Adjustments	FY2020/21 Assessment	Increase (Decrease) Amount
Member Cities											
Gardena	\$ 2,391,301	\$ 1,985,246						\$ 97,873		\$ 2,083,118	(308,183)
Hawthorne	3,359,598	2,423,830						128,463		\$ 2,552,293	(807,305)
Manhattan Beach	1,703,280	1,869,882						(223,451)		\$ 1,646,431	(56,849)
Subtotal	7,454,179	6,278,958							-	6,281,842	(1,172,337)
Contract Cities											
Culver City	\$ 2,587,601	\$ 2,587,601	3.00%	N/A	-	3.00%	-		-	\$ 2,665,229	\$ 77,628
El Segundo	1,372,871	1,782,058	N/A	N/A	N/A	0.00%	-		(288,320)	1,493,738	120,868
Hermosa Beach	975,208	975,208	3.00%	5.00%	N/A	8.00%	78,837		-	1,132,062	156,854
Subtotal	\$ 4,935,680								\$ (288,320)	\$ 5,291,029	\$ 355,350
Total Assessments	\$ 12,389,859									\$ 11,572,872	\$ (816,987)

METHODOLOGIES

Member Cities	<p>Per the Authority's Bylaws, member cities will be charged the following premiums or receive the following discounts to allow phase-in of the Cost Allocation Policy: For FY20/21: City of Gardena: 4.93%, City of Hawthorne: 5.30%; City of Manhattan Beach: (11.95%) For FY21/22: City of Gardena: 3.33%, City of Hawthorne: 3.50%; City of Manhattan Beach: (7.97%) For FY22/23: City of Gardena: 1.69%, City of Hawthorne: 1.73%; City of Manhattan Beach: (3.98%)</p> <p>The member assessments do not include Technical Service Division Workload Support Charges. In accordance with the Bylaws, Workload Support charges will be derived by each agency's corresponding percentage of vehicle installation and repair work orders. Accounting of and billing for Workload Support will occur on a quarterly basis.</p>
Contract Cities	
Culver City	Percentage increase is based upon the prior average 3 year assessment increases for owner cities plus prior year CPIU with no cap. Agreement expires 03/01/2022.
El Segundo	Starting FY20-21, assessment based on Authority's Cost Allocation Policy to be phased in over a four year period in amounts not-to-exceed as follows: FY20-21 \$1,493,738; FY21-22 \$1,699,634; FY22-23 \$1,869,811; FY23-24 \$2,044,684 Agreement expires 06/30/2030.
Hermosa Beach	Based upon the prior average 3 year budget increases plus prior year CPIU. It was determined that Hermosa Beach was paying lower than anticipated rates so a new assessment amount was calculated based upon a revised methodology. The difference between the old methodology and revised was then amortized over 5 years and added each year to the proposed amount. Agreement expires 06/30/2028.

Assessments & Methodologies - Supplemental Information

Unadjusted Assessment Calculations per Cost Allocation Policy - FOR INFORMATION ONLY

Assessments	Gardena	Hawthorne	Manhattan Beach	Culver City ¹	El Segundo	Hermosa Beach ¹	TOTAL
OPERATIONS							
Call-Taking Emergency Calls	\$ 520,328	\$ 784,077	\$ 160,973	\$ 384,918	\$ 190,768	\$ 95,993	\$ 2,137,057
Call-Taking Non-Emergency Support	255,234	289,991	216,963	446,609	119,684	96,224	1,424,705
Police - Dedicated Dispatch Support	715,597	715,597	715,597	715,597	715,597	715,597	4,293,581
Police - Calls for Service Readiness Support	409,853	532,896	214,353	326,346	212,376	144,282	1,840,106
Fire - Dedicated Dispatch Support	-	-	337,625	337,625	337,625	-	1,012,876
Fire - Calls for Service Readiness Support	-	-	101,333	215,715	117,042	-	434,090
TECHNICAL SERVICES							
Technical Support - Dedicated Support	84,233	101,269	123,038	115,466	88,966	35,965	548,937
Total Calculated	\$ 1,985,246	\$ 2,423,830	\$ 1,869,882	\$ 2,542,276	\$ 1,782,058	\$ 1,088,061	\$ 11,691,352

Notes:

1. For illustrative purposes only. See Assessments & Methodologies for actual FY20-21 assessment calculation.

Cost Allocation Data

City	3 Year Average			
	911 Calls	Non-Emergency Calls	Police Calls for Service	Fire Calls for Service
Gardena	26,929	42,342	70,067	-
Hawthorne	40,579	48,108	91,102	-
Manhattan Beach	8,331	35,993	36,645	3,619
Culver City	19,921	74,090	55,791	7,704
El Segundo	9,873	19,855	36,307	4,180
Hermosa Beach	4,968	15,963	24,666	-
3 Year Average	105,306	213,001	295,981	12,935

City	Vehicle Inventories		
	Police	Fire	Total
Gardena	89	-	89
Hawthorne	107	-	107
Manhattan Beach	114	16	130
Culver City	94	28	122
El Segundo	73	21	94
Hermosa Beach	38	-	38
Total	515	65	580

Revenues by Account

Account Number & Title	FY2017/18 Actual	FY2018/19 Actual	FY 2019/20 Adopted	FY 2020/21 Adopted	FY 2020/21 Revised	Amount Inc (Dec)	Percent Inc (Dec)
Enterprise Fund (Fund 10)							
10-50-111-4110 Gardena	\$ 2,391,301	\$ 2,391,301	\$ 2,391,301	\$ 2,174,993	\$ 2,083,118	\$ (91,875)	-3.84%
10-50-111-4120 Hawthorne	3,359,598	3,359,598	3,359,598	2,664,597	2,552,293	(112,304)	-3.34%
10-50-111-4130 Manhattan Beach	1,703,280	1,703,280	1,703,280	1,718,710	1,646,431	(72,278)	-4.24%
Member City Subtotal	7,454,179	7,454,179	7,454,179	6,558,300	6,281,842	(276,458)	-3.71%
10-50-111-4140 Hermosa Beach	700,072	828,439	975,208	1,132,062	1,132,062	-	0.00%
10-50-111-4145 El Segundo	1,294,928	1,330,766	1,372,870	1,493,738	1,493,738	-	0.00%
10-50-111-4146 Culver City	2,360,551	2,507,365	2,587,601	2,665,229	2,665,229	-	0.00%
Contract City Subtotal	4,355,551	4,666,570	4,935,679	5,291,029	5,291,029	-	0.00%
Subtotal Assessments	\$ 11,809,730	\$ 12,120,749	\$ 12,389,858	\$ 11,849,329	\$ 11,572,872	(276,458)	-2.23%
10-50-111-4150 El Camino Community College	790	-	790	790	790	-	0.00%
10-50-111-4151 Annual Maint-MDC - Director	-	653	-	-	-	-	0.00%
10-50-111-4152 Medical Director/Hermosa Beach	12,500	-	-	-	-	-	0.00%
10-50-111-4153 Medical Director/Manhattan Beach	26,250	27,500	27,000	30,500	30,500	-	0.00%
10-50-111-4154 Medical Director/El Segundo	26,250	27,500	27,000	30,500	30,500	-	0.00%
10-50-111-4210 Investment Earnings (LAIF)	59,183	96,218	50,000	50,000	50,000	-	0.00%
10-50-111-4220 POST Reimbursements	574	120	600	1,400	1,400	-	0.00%
10-50-111-4255 Unrealized Gain/Loss on Investments	10,527	-	-	-	-	-	0.00%
10-50-111-4410 Vending Machine Revenue	-	-	-	-	-	-	0.00%
10-50-111-4430 Other Miscellaneous Revenue	379	4,853,937	2,500	2,500	2,500	-	0.00%
10-50-111-4240 911 Reimbursements	-	-	-	8,000	8,000	-	0.00%
10-50-111-4241 Redondo Beach Maintenance Agreement	-	-	-	13,000	13,000	-	0.00%
Subtotal Administration - Other	\$ 136,452	\$ 5,005,928	\$ 107,890	\$ 136,690	\$ 136,690	-	0.00%
10-60-211-4215 DUI Reimbursement-Overtime	2,275	879	2,000	2,000	2,000	-	0.00%
10-60-211-4435 Reimbursements Sprint Wireless	80,257	69,887	77,289	70,000	70,000	-	0.00%
10-60-211-4440 Reimbursements/Verizon Wireless	10,869	23,748	15,229	25,000	25,000	-	0.00%
10-60-211-4460 Pink Patch Project	-	356	-	-	-	-	0.00%
Subtotal Operations	\$ 93,401	\$ 94,871	\$ 94,518	\$ 97,000	\$ 97,000	-	0.00%
10-70-311-4310 Labor-Installation-Member	-	3,126	-	320,991	308,539	(12,452)	0.00%
10-70-311-4320 Labor-Installation-NonMember	-	-	-	92,556	88,966	(3,590)	0.00%
10-70-311-4360 Reimbursements for Billable Parts	710,838	479,845	600,000	600,000	600,000	-	0.00%
10-70-311-4370 Reimbursements for GST Software	47,574	45,592	50,000	52,692	52,692	-	0.00%
10-70-311-4371 Reimbursement ES Chat Software	-	-	-	-	-	-	0.00%
10-70-311-4375 Reimb Net Motion Licenses & Maint.	-	-	-	-	-	-	0.00%
10-70-311-4445 GETAC Project Reimbursements	-	-	-	-	-	-	0.00%
10-70-311-4455 Culver City Transition Reimbursement	15,014	-	-	-	-	-	0.00%
Subtotal Technical Services	\$ 773,427	\$ 528,563	\$ 650,000	\$ 1,066,239	\$ 1,050,197	\$ (16,042)	-2.47%
Subtotal Non-Assessment Revenues	\$ 1,003,280	\$ 5,629,362	\$ 852,408	\$ 1,299,929	\$ 1,283,887	\$ (16,042)	-1.88%
Total Enterprise Fund (Fund 10) Revenues	\$ 12,813,010	\$ 17,750,111	\$ 13,242,266	\$ 13,149,258	\$ 12,856,759	\$ (292,500)	-2.21%
Grant Fund (Fund 20)							
20-80-433-4270 Grant Reimb/P25 Comm Repeater	3,505,856	1,494,144	-	-	-	-	-
Total Grant Fund (Fund 20) Revenues	\$ 3,505,856	\$ 1,494,144	\$ -	\$ -	\$ -	\$ -	-
Grand Total All Funds	\$ 16,318,865	\$ 19,244,256	\$ 13,242,266	\$ 13,149,258	\$ 12,856,759	\$ (292,500)	-2.21%

Expenses by Department - Enterprise Fund (10)

Department/Description	FY17-18 Actual	FY18-19 Actual	FY 19-20 Adopted	FY 19-20 Amended	FY 20-21 Adopted	FY 20-21 Revised	vs Adopted Increase (Decrease)	vs Adopted Increase (Decrease) %
Administration								
Salaries & Benefits	\$ 1,144,662	\$ 936,648	\$ 1,177,580	\$ 1,112,580	\$ 1,278,828	\$ 1,169,105	\$ (109,723)	-8.58%
Supplies/Services/Equip	820,423	1,249,035	1,032,068	1,159,289	1,068,710	982,014	(86,696)	-8.11%
Subtotal Administration	\$ 1,965,085	\$ 2,185,684	\$ 2,209,648	\$ 2,271,869	\$ 2,347,538	\$ 2,151,119	\$ (196,419)	-8.37%
							-	-
Operations							\$ -	\$ -
Salaries & Benefits	\$ 6,736,024	\$ 7,180,642	\$ 7,990,433	\$ 7,990,433	\$ 8,121,218	\$ 7,830,472	\$ (290,746)	-3.58%
Supplies/Services/Equip	201,499	199,090	259,528	259,528	271,205	249,235	(21,970)	-8.10%
Subtotal Operations	\$ 6,937,523	\$ 7,379,731	\$ 8,249,961	\$ 8,249,961	\$ 8,392,423	\$ 8,079,707	\$ (312,716)	-3.73%
							-	-
Technical Services							\$ -	\$ -
Salaries & Benefits	\$ 812,266	\$ 667,568	\$ 783,770	\$ 783,770	\$ 770,440	\$ 742,925	\$ (27,515)	-3.57%
Supplies/Services/Equip	1,202,892	8,080,061	1,183,150	1,191,410	1,178,042	1,178,042	-	0.00%
Subtotal Technical Services	\$ 2,015,157	\$ 8,747,630	\$ 1,966,920	\$ 1,975,180	\$ 1,948,482	\$ 1,920,967	\$ (27,515)	-1.41%
							-	-
Total Operating Expenses	\$ 10,917,765	\$ 18,313,045	\$ 12,426,529	\$ 12,497,010	\$ 12,688,443	\$ 12,151,793	\$ (536,650)	-4.23%
							-	-
Total Capital Outlay	\$ 130,808	\$ 5,867	\$ 125,000	\$ 170,450	\$ 250,000	\$ 250,000	\$ -	0.00%
							-	-
Grand Total	\$ 11,048,573	\$ 18,318,911	\$ 12,551,529	\$ 12,667,461	\$ 12,938,443	\$ 12,401,793	\$ (536,650)	-4.15%
							-	-
Department Summary							-	-
Administration	\$ 1,965,085	\$ 2,185,684	\$ 2,209,648	\$ 2,271,869	\$ 2,347,538	\$ 2,151,119	\$ (196,419)	-8.37%
Operations	6,937,523	7,379,731	8,249,961	8,249,961	8,392,423	8,079,707	(312,716)	-3.73%
Technical Services	2,015,157	8,747,630	1,966,920	1,975,180	1,948,482	1,920,967	(27,515)	-1.41%
Capital Outlay	130,808	5,867	125,000	170,450	250,000	250,000	-	0.00%
Grand Total	\$ 11,048,573	\$ 18,318,911	\$ 12,551,529	\$ 12,667,461	\$ 12,938,443	\$ 12,401,793	\$ (536,650)	-4.15%
							-	-
Major Category Summary							-	-
Salaries & Benefits	\$ 8,692,952	\$ 8,784,858	\$ 9,951,783	\$ 9,886,783	\$ 10,170,486	\$ 9,742,502	\$ (427,984)	-4.21%
Supplies/Services/Equip	2,224,814	9,528,186	2,474,746	2,610,227	2,517,957	2,409,291	(108,666)	-4.32%
Capital Outlay	130,808	5,867	125,000	170,450	250,000	250,000	-	0.00%
Grand Total	\$ 11,048,573	\$ 18,318,911	\$ 12,551,529	\$ 12,667,461	\$ 12,938,443	\$ 12,401,793	\$ (536,650)	-4.15%

Expenses by Account

ACCT	DESCRIPTION	FY17-18 Actual	FY18-19 Actual	FY 19-20 Adopted	FY 19-20 Amended	FY 20-21 Adopted	FY 20-21 Revised	vs Adopted Increase (Decrease)	vs Adopted Increase (Decrease) %
5101	Salaries (Full-Time)	\$ 5,150,558	\$ 5,277,108	\$ 6,616,540	\$ 6,551,540	\$ 6,871,132	\$ 6,594,452	\$ (276,680)	-4.03%
5102	Salaries (Part-Time)	95,155	110,963	-	-	40,000	-	(40,000)	(1.00)
5103	Overtime	1,144,879	981,489	390,000	390,000	202,389	202,389	-	0.00%
5104	Acting Pay	284	3,005	10,000	10,000	10,000	13,682	3,682	36.82%
5105	Bilingual Pay	9,100	7,900	8,400	8,400	8,400	8,400	-	0.00%
5107	Merit Pay	4,089	81,056	3,650	3,650	4,350	4,350	-	0.00%
5108	Sick Leave Payoff	128,133	127,283	145,594	145,594	157,451	157,451	-	0.00%
5109	Vacation Leave Payoff	130,209	95,787	112,698	112,698	93,472	93,472	-	0.00%
5110	Training Pay	7,464	11,963	15,000	15,000	15,000	15,000	-	0.00%
5112	Other Pay	-	-	7,200	7,200	34,680	29,790	(4,890)	-14.10%
5114	Holiday Payoff	78,302	146,240	100,000	100,000	75,000	75,000	-	0.00%
5115	Education Incentive	93,849	99,224	132,406	132,406	104,300	104,300	-	0.00%
5116	Overtime-Ridealongs	-	-	10,000	10,000	-	-	-	0.00%
5201	Medical Insurance	593,977	530,107	778,459	778,459	809,989	781,534	(28,455)	-3.51%
5202	Dental Insurance	31,006	41,880	57,876	57,876	46,807	46,198	(609)	-1.30%
5203	Vision Care	13,846	19,318	22,361	22,361	21,795	21,055	(740)	-3.40%
5204	Life Insurance	7,016	7,713	9,980	9,980	9,768	9,471	(297)	-3.04%
5205	Medicare	100,802	101,659	105,933	105,933	110,819	106,789	(4,030)	-3.64%
5206	Unemployment Insurance	2,934	11,463	6,713	6,713	5,000	5,000	-	0.00%
5207	Workers' Compensation	165,726	75,637	154,838	154,838	132,500	91,488	(41,012)	-30.95%
5208	PERS Contribution	825,215	940,422	1,124,646	1,124,646	810,996	780,668	(30,328)	-3.74%
5209	Retirees' Medical Insurance	101,472	85,466	111,099	111,099	76,000	76,000	-	0.00%
5211	Social Security	589	126	890	890	-	-	-	0.00%
5212	Deferred Comp Matching	8,346	29,048	27,500	27,500	36,500	31,875	(4,625)	-12.67%
5219	PERS Contribution-UAL	-	-	-	-	494,138	494,138	-	-
Subtotal Salaries & Benefits		\$ 8,692,952	\$ 8,784,858	\$ 9,951,783	\$ 9,886,783	\$ 10,170,486	\$ 9,742,502	\$ (427,984)	-4.21%
5300	Maintenance & Operations	-	160	-	-	-	-	-	0.00%
5301	Communications Contract Svcs	23,210	23,314	49,000	49,000	54,000	48,000	(6,000)	-11.11%
5302	Computer Contract/CAD	360,450	400,360	200,000	200,000	200,000	200,000	-	0.00%
5304	Accountant/Auditing Services	12,250	28,800	33,000	33,000	33,000	33,000	-	0.00%
5305	Legal Services	62,130	61,875	95,000	147,121	95,000	75,000	(20,000)	-21.05%
5306	Recruitment Costs	68,616	76,911	53,610	68,610	68,530	34,000	(34,530)	-50.39%
5307	Software Maintenance Services	43,232	103,554	69,762	69,762	77,537	61,037	(16,500)	-21.28%
5308	Banking Services (Fees)	5,753	5,468	6,000	6,000	6,000	6,000	-	0.00%
5309	Website Maintenance Service	3,070	1,740	5,000	5,000	7,500	7,500	-	0.00%
5311	GST Software Reimbursable	47,574	44,791	50,000	52,692	52,692	52,692	-	0.00%
5312	Medical Director Services	65,000	59,619	54,000	54,000	61,000	61,000	-	0.00%
5313	Temporary Staffing	-	292,605	50,000	125,100	50,000	40,000	(10,000)	-20.00%
5401	Membership Dues	220	818	3,220	3,220	3,220	2,680	(540)	-16.77%
5402	Publications	785	3,343	2,060	2,060	2,060	2,060	-	0.00%
5403	Conferences, Meeting & Travel	36,256	20,083	40,485	40,485	51,675	38,202	(13,473)	-26.07%
5404	Employee Services/EC-BOD	4,061	3,771	3,500	3,500	13,000	8,000	(5,000)	-38.46%
5405	Employee Awards	-	-	500	500	500	500	-	0.00%
5406	POST Training	-	992	23,815	23,815	24,865	11,908	(12,957)	-52.11%
5407	Tuition Reimbursement	10,014	6,797	20,000	20,000	18,000	18,000	-	0.00%
5501	Office Supplies	12,101	31,411	9,000	9,000	9,000	9,000	-	0.00%
5502	Miscellaneous Supplies	160	408	1,100	1,100	9,100	9,100	-	0.00%
5503	General Technical Supplies	(10,660)	4,009	7,500	7,500	7,500	7,500	-	0.00%
5504	Vending Machine Supplies	-	-	-	-	-	-	-	0.00%
5505	Voice Recording Tapes	-	-	-	-	-	-	-	0.00%
5506	Uniforms/Safety Equipment	6,087	17,839	11,500	11,500	10,500	10,500	-	0.00%
5507	Postage	1,224	983	1,600	1,600	1,600	1,600	-	0.00%
5508	Shipping Costs	-	343	-	1,200	1,200	1,200	-	0.00%
5509	Reproduction	1,046	80	2,000	2,000	2,000	2,000	-	0.00%
5511	Office Equipment Lease	14,499	14,107	15,750	15,750	15,750	15,750	-	0.00%
5513	General Liability Insurance	172,917	137,703	210,826	210,826	175,678	198,512	22,834	13.00%
5514	Parts - Billing	527,416	745,477	600,000	597,308	600,000	600,000	-	0.00%
5515	Parts - Telecommunications	6,491	5,073	-	-	-	-	-	0.00%
5516	Install Wire, Loom & Hardware	35,533	31,058	40,000	38,800	30,000	30,000	-	0.00%
5517	Vehicle Operations	4,333	4,293	6,500	6,500	6,500	6,500	-	0.00%
5520	Equipment Repair	-	232	5,000	5,000	5,000	5,000	-	0.00%

Expenses by Account

ACCT	DESCRIPTION	FY17-18 Actual	FY18-19 Actual	FY 19-20 Adopted	FY 19-20 Amended	FY 20-21 Adopted	FY 20-21 Revised	vs Adopted Increase (Decrease)	vs Adopted Increase (Decrease) %
5521	Outside Tech Serv-Towers/Equi	237,587	359,890	325,000	325,000	325,000	325,000	-	0.00%
5524	GETAC Project	-	-	-	-	-	-	-	0.00%
5525	Culver City Infrastructure Trans	23,321	-	-	-	-	-	-	0.00%
5601	Telephone - Administration	15,387	20,123	15,000	15,000	15,000	15,000	-	0.00%
5603	Telephone - El Segundo	2,403	2,149	3,000	3,000	3,000	3,000	-	0.00%
5604	Telephone - Gardena	2,683	1,349	5,000	5,000	3,000	3,000	-	0.00%
5606	Telephone - Hawthorne	4,419	5,385	6,000	6,000	6,000	6,000	-	0.00%
5607	Telephone - Hermosa Beach	21,838	27,864	25,000	25,000	27,000	27,000	-	0.00%
5608	Telephone - Manhattan Beach	4,528	5,029	8,000	8,000	6,000	6,000	-	0.00%
5611	Telephone - Punta Place	3,765	3,897	5,500	5,500	4,500	4,500	-	0.00%
5612	Telephone - RCC	10,630	10,717	12,000	12,000	11,000	11,000	-	0.00%
5613	Sprint Wireless Reimbursable	77,632	65,103	77,289	77,289	70,000	70,000	-	0.00%
5614	Verizon Wireless Reimbursable	15,022	29,194	15,229	15,229	25,000	25,000	-	0.00%
5615	Telephone-Culver City	22,457	10,327	5,500	5,500	14,500	14,500	-	0.00%
5701	Maintenance/HQ	146,587	166,757	154,400	139,400	164,150	161,650	(2,500)	-1.52%
5702	Maintenance/Other	-	-	-	-	-	-	-	0.00%
5703	Electricity - HQ	88,489	86,087	106,700	106,700	98,000	98,000	-	0.00%
5704	Electricity - Grandview	2,012	900	2,200	2,200	2,200	2,200	-	0.00%
5705	Electricity - Punta	5,552	6,706	6,600	6,600	6,600	6,600	-	0.00%
5706	Gas - HQ	7,991	8,797	11,000	11,000	11,000	11,000	-	0.00%
5707	Water - HQ	3,733	3,360	3,850	3,850	3,850	3,850	-	0.00%
5715	Electricity - MB Water Tower	2,088	2,997	2,750	2,750	2,750	2,750	-	0.00%
5810	Office Equipment	4,382	15,237	-	8,260	12,000	2,000	(10,000)	-83.33%
5820	Other Equipment	7,820	6,568,300	15,000	15,000	15,000	15,000	-	0.00%
5830	Furniture & Fixtures	720	-	-	-	-	-	-	0.00%
5840	Vehicles	-	-	-	-	-	-	-	0.00%
Subtotal Supplies/Services/Equip		\$ 2,224,814	\$ 9,528,186	\$ 2,474,746	\$ 2,610,227	\$ 2,517,957	\$ 2,409,291	\$ (108,666)	-4.32%
Total Operating Expenses		\$ 10,917,765	\$ 18,313,045	\$ 12,426,529	\$ 12,497,010	\$ 12,688,443	\$ 12,151,793	\$ (536,650)	-4.23%
5901	Total Capital Outlay	130,808	5,867	125,000	170,450	250,000	250,000	-	0.00%
Total Enterprise Fund (Fund 10)		\$ 11,048,573	\$ 18,318,911	\$ 12,551,529	\$ 12,667,461	\$ 12,938,443	\$ 12,401,793	\$ (536,650)	-4.15%
5901	Grant Fund (20)	614,532	1,602,069	-	-	-	-	-	0.00%
Grand Total All Funds		11,663,106	19,920,980	12,551,529	12,667,461	12,938,443	12,401,793	(536,650)	-4.15%

NOTES:

Proposed budget excludes non-cash expenses such as accrued leave, depreciation, and gain (loss) on disposal of fixed assets.

FY 2019-20 Amended budget includes appropriations after budget adoption.

ADMINISTRATION DEPARTMENT



Expenses by Account - Administration Department

ACCT	DESCRIPTION	FY17-18 Actual	FY18-19 Actual	FY 19-20 Adopted	FY 19-20 Amended	FY 20-21 Adopted	FY 20-21 Revised	vs Adopted Increase (Decrease)	vs Adopted Increase (Decrease) %
5101	Salaries (Full-Time)	\$ 811,470	\$ 663,617	\$ 819,504	\$ 754,504	\$ 847,612	\$ 794,052	\$ (53,560)	-6.32%
5102	Salaries (Part-Time)	-	-	-	-	40,000	-	(40,000)	-100.00%
5104	Acting Pay	-	189	-	-	-	3,682	3,682	0.00%
5107	Longevity Pay	2,800	2,950	2,150	2,150	2,350	2,350	-	0.00%
5108	Sick Leave Payoff	20,409	14,418	21,501	21,501	33,358	33,358	-	0.00%
5109	Vacation Leave Payoff	88,078	34,686	35,095	35,095	24,086	24,086	-	0.00%
5112	Other Pay	-	-	7,200	7,200	34,680	29,790	(4,890)	-14.10%
5114	Holiday Payoff	-	2,423	-	-	-	-	-	0.00%
5201	Medical Insurance	54,858	54,655	93,161	93,161	88,393	87,658	(735)	-0.83%
5202	Dental Insurance	3,271	5,080	6,968	6,968	7,607	6,998	(609)	-8.01%
5203	Vision Care	1,068	1,488	2,256	2,256	1,726	1,597	(129)	-7.47%
5204	Life Insurance	595	590	832	832	792	759	(33)	-4.17%
5205	Medicare	13,796	10,778	13,727	13,727	13,660	12,866	(794)	-5.81%
5206	Unemployment Insurance	32	-	-	-	-	-	-	0.00%
5207	Workers' Compensation	9,612	4,053	12,533	12,533	10,725	7,405	(3,320)	-30.96%
5208	PERS Contribution	115,893	100,364	119,629	119,629	90,317	85,607	(4,710)	-5.21%
5209	Retirees' Medical Insurance	14,434	12,310	15,524	15,524	6,000	6,000	-	0.00%
5212	Deferred Comp Matching	8,346	29,048	27,500	27,500	36,500	31,875	(4,625)	-12.67%
5219	PERS Contribution-UAL	-	-	-	-	41,022	41,022	-	0.00%
Subtotal Salaries & Benefits		\$ 1,144,662	\$ 936,648	\$ 1,177,580	\$ 1,112,580	\$ 1,278,828	\$ 1,169,105	\$ (109,723)	-8.58%
5301	Communications Contract S	23,210	23,314	49,000	49,000	54,000	48,000	(6,000)	-11.11%
5302	Computer Contract/CAD	30,450	90,360	55,000	55,000	55,000	55,000	-	0.00%
5304	Accountant/Auditing Servic	12,250	28,800	33,000	33,000	33,000	33,000	-	0.00%
5305	Legal Services	62,130	61,875	95,000	147,121	95,000	75,000	(20,000)	-21.05%
5306	Recruitment Costs	68,616	76,911	53,610	68,610	68,530	34,000	(34,530)	-50.39%
5307	Software Maintenance Serv	43,232	103,554	69,762	69,762	77,537	61,037	(16,500)	-21.28%
5308	Banking Services (Fees)	5,753	5,468	6,000	6,000	6,000	6,000	-	0.00%
5309	Website Maintenance Servi	3,070	1,740	5,000	5,000	7,500	7,500	-	0.00%
5312	Medical Director Services	65,000	59,619	54,000	54,000	61,000	61,000	-	0.00%
5313	Temporary Staffing	-	292,605	50,000	125,100	50,000	40,000	(10,000)	-20.00%
5401	Membership Dues	220	789	390	390	390	390	-	0.00%
5402	Publications	-	1,714	350	350	350	350	-	0.00%
5403	Conferences, Meeting & Tr	22,950	3,209	13,680	13,680	21,725	16,725	(5,000)	-23.01%
5404	Employee Services/EC-BOD	2,218	3,294	1,000	1,000	10,500	5,500	(5,000)	-47.62%
5407	Tuition Reimbursement	-	-	2,000	2,000	-	-	-	0.00%
5501	Office Supplies	12,101	31,411	9,000	9,000	9,000	9,000	-	0.00%
5502	Miscellaneous Supplies	160	408	1,100	1,100	9,100	9,100	-	0.00%
5507	Postage & Shipping	1,224	983	1,600	1,600	1,600	1,600	-	0.00%
5509	Reproduction	693	80	1,500	1,500	1,500	1,500	-	0.00%
5511	Office Equipment Lease	14,499	14,107	15,750	15,750	15,750	15,750	-	0.00%
5513	General Liability Insurance	172,917	137,703	210,826	210,826	175,678	198,512	22,834	13.00%
5517	Vehicle Operations	366	125	2,000	2,000	2,000	2,000	-	0.00%
5601	Telephone - Administration	15,387	20,123	15,000	15,000	15,000	15,000	-	0.00%
5701	Maintenance/HQ	146,587	166,757	154,400	139,400	164,150	161,650	(2,500)	-1.52%
5703	Electricity - HQ	88,489	86,087	106,700	106,700	98,000	98,000	-	0.00%
5704	Electricity - Grandview	2,012	900	2,200	2,200	2,200	2,200	-	0.00%
5705	Electricity - Punta	5,552	6,706	6,600	6,600	6,600	6,600	-	0.00%
5706	Gas - HQ	7,991	8,797	11,000	11,000	11,000	11,000	-	0.00%
5707	Water - HQ	3,733	3,360	3,850	3,850	3,850	3,850	-	0.00%
5715	Electricity - MB Water Towe	2,088	2,997	2,750	2,750	2,750	2,750	-	0.00%
5810	Office Equipment	4,382	15,237	-	-	10,000	-	(10,000)	-100.00%
5820	Other Equipment	2,421	-	-	-	-	-	-	0.00%
5830	Furniture & Fixtures	720	-	-	-	-	-	-	0.00%
Subtotal Supplies/Services/Equip		\$ 820,423	\$ 1,249,035	\$ 1,032,068	\$ 1,159,289	\$ 1,068,710	\$ 982,014	\$ (86,696)	-8.11%
Total Expenses - Administration		\$ 1,965,085	\$ 2,185,684	\$ 2,209,648	\$ 2,271,869	\$ 2,347,538	\$ 2,151,119	\$ (196,419)	-8.37%

OPERATIONS DEPARTMENT



Expenses by Account - Operations Department

ACCT	DESCRIPTION	FY17-18 Actual	FY18-19 Actual	FY 19-20 Adopted	FY 19-20 Amended	FY 20-21 Adopted	FY 20-21 Revised	vs Adopted Increase (Decrease)	vs Adopted Increase (Decrease) %
5101	Salaries (Full-Time)	\$ 3,843,426	\$ 4,176,042	\$ 5,311,530	\$ 5,311,530	\$ 5,546,631	\$ 5,328,165	\$ (218,466)	-3.94%
5102	Salaries (Part-Time)	95,155	110,963	-	-	-	-	-	0.00%
5103	Overtime	1,143,975	980,650	385,000	385,000	195,539	195,539	-	0.00%
5104	Acting Pay	284	2,815	10,000	10,000	10,000	10,000	-	0.00%
5105	Bilingual Pay	9,100	7,900	8,400	8,400	8,400	8,400	-	0.00%
5107	Merit Pay	-	69,000	-	-	-	-	-	0.00%
5108	Sick Leave Payoff	92,696	96,478	106,313	106,313	106,313	106,313	-	0.00%
5109	Vacation Leave Payoff	36,694	49,221	63,217	63,217	55,000	55,000	-	0.00%
5110	Training Pay	7,464	11,963	15,000	15,000	15,000	15,000	-	0.00%
5114	Holiday Payoff	68,025	143,818	100,000	100,000	75,000	75,000	-	0.00%
5115	Education Incentive	90,403	99,224	132,406	132,406	104,300	104,300	-	0.00%
5116	Overtime-Ridealongs	-	-	10,000	10,000	-	-	-	0.00%
5201	Medical Insurance	479,885	442,163	637,435	637,435	668,836	641,116	(27,720)	-4.14%
5202	Dental Insurance	25,103	34,282	47,968	47,968	36,400	36,400	-	0.00%
5203	Vision Care	11,449	16,623	18,699	18,699	18,424	17,813	(611)	-3.32%
5204	Life Insurance	5,680	6,467	8,455	8,455	8,316	8,052	(264)	-3.17%
5205	Medicare	79,000	83,751	84,939	84,939	89,572	86,404	(3,168)	-3.54%
5206	Unemployment Insuranc	2,873	11,463	6,713	6,713	5,000	5,000	-	0.00%
5207	Workers' Compensation	56,347	24,605	58,372	58,372	49,951	34,490	(15,461)	-30.95%
5208	PERS Contribution	631,635	767,603	922,296	922,296	662,899	637,843	(25,056)	-3.78%
5209	Retirees' Medical Insurar	56,240	45,484	62,800	62,800	50,000	50,000	-	0.00%
5211	Social Security	589	126	890	890	-	-	-	0.00%
5219	PERS Contribution-UAL	-	-	-	-	415,637	415,637	-	0.00%
Subtotal Salaries & Benefits		\$ 6,736,024	\$ 7,180,642	\$ 7,990,433	\$ 7,990,433	\$ 8,121,218	\$ 7,830,472	\$ (290,746)	-3.58%
5300	Maintenance & Operatio	-	160	-	-	-	-	-	0.00%
5401	Membership Dues	-	29	2,830	2,830	2,830	2,290	(540)	-19.08%
5402	Publications	785	1,629	1,710	1,710	1,710	1,710	-	0.00%
5403	Conferences, Meeting &	13,306	15,382	24,155	24,155	27,300	18,827	(8,473)	-31.04%
5404	Employee Services/EC-BI	1,843	477	2,500	2,500	2,500	2,500	-	0.00%
5405	Employee Awards	-	-	500	500	500	500	-	0.00%
5406	POST Training	-	992	23,815	23,815	24,865	11,908	(12,957)	-52.11%
5407	Tuition Reimbursement	10,014	6,797	18,000	18,000	18,000	18,000	-	0.00%
5506	Uniforms/Safety Equipm	4,422	7,862	8,000	8,000	8,000	8,000	-	0.00%
5509	Reproduction	353	-	500	500	500	500	-	0.00%
5603	Telephone - El Segundo	2,403	2,149	3,000	3,000	3,000	3,000	-	0.00%
5604	Telephone - Gardena	2,683	1,349	5,000	5,000	3,000	3,000	-	0.00%
5606	Telephone - Hawthorne	4,419	5,385	6,000	6,000	6,000	6,000	-	0.00%
5607	Telephone - Hermosa Be	21,838	27,864	25,000	25,000	27,000	27,000	-	0.00%
5608	Telephone - Manhattan I	4,528	5,029	8,000	8,000	6,000	6,000	-	0.00%
5611	Telephone - Punta Place	3,765	3,897	5,500	5,500	4,500	4,500	-	0.00%
5612	Telephone - RCC	10,630	10,717	12,000	12,000	11,000	11,000	-	0.00%
5613	Sprint Wireless Reimbur	77,632	65,103	77,289	77,289	70,000	70,000	-	0.00%
5614	Verizon Wireless Reimbu	15,022	29,194	15,229	15,229	25,000	25,000	-	0.00%
5615	Telephone-Culver City	22,457	10,327	5,500	5,500	14,500	14,500	-	0.00%
5820	Other Equipment	5,399	4,749	15,000	15,000	15,000	15,000	-	0.00%
Subtotal Supplies/Services/Equip		\$ 201,499	\$ 199,090	\$ 259,528	\$ 259,528	\$ 271,205	\$ 249,235	\$ (21,970)	-8.10%
Total Expenses - Operations		\$ 6,937,523	\$ 7,379,731	\$ 8,249,961	\$ 8,249,961	\$ 8,392,423	\$ 8,079,707	\$ (312,716)	-3.73%

TECHNICAL SERVICES DIVISION



Expenses by Account - Technical Services Department

ACCT	DESCRIPTION	FY17-18 Actual	FY18-19 Actual	FY 19-20 Adopted	FY 19-20 Amended	FY 20-21 Adopted	FY 20-21 Revised	vs Adopted Increase (Decrease)	vs Adopted Increase (Decrease) %
5101	Salaries (Full-Time)	\$ 495,661	\$ 437,449	\$ 485,506	\$ 485,506	\$ 476,889	\$ 472,235	\$ (4,654)	-0.98%
5103	Overtime	904	839	5,000	5,000	6,850	6,850	-	0.00%
5104	Acting Pay	-	-	-	-	\$ -	-	-	0.00%
5106	Call Back Pay	-	-	-	-	\$ -	-	-	0.00%
5107	Merit Pay	1,289	9,106	1,500	1,500	2,000	2,000	-	0.00%
5108	Sick Leave Payoff	15,028	16,387	17,780	17,780	17,780	17,780	-	0.00%
5109	Vacation Leave Payoff	5,437	11,880	14,386	14,386	14,386	14,386	-	0.00%
5114	Holiday Payoff	10,277	-	-	-	-	-	-	0.00%
5115	Education Incentive	3,446	-	-	-	-	-	-	0.00%
5201	Medical Insurance	59,234	33,289	47,863	47,863	52,760	52,760	-	0.00%
5202	Dental Insurance	2,632	2,519	2,940	2,940	2,800	2,800	-	0.00%
5203	Vision Care	1,330	1,208	1,406	1,406	1,645	1,645	-	0.00%
5204	Life Insurance	741	656	693	693	660	660	-	0.00%
5205	Medicare	8,006	7,130	7,267	7,267	7,587	7,519	(68)	-0.90%
5206	Unemployment Insurance	29	-	-	-	-	-	-	0.00%
5207	Workers' Compensation	99,767	46,978	83,933	83,933	71,824	49,593	(22,231)	-30.95%
5208	PERS Contribution	77,688	72,456	82,721	82,721	57,780	57,218	(562)	-0.97%
5209	Retirees' Medical Insurance	30,798	27,672	32,775	32,775	20,000	20,000	-	0.00%
5219	PERS Contribution-UAL	-	-	-	-	37,479	37,479	-	0.00%
Subtotal Salaries & Benefits		\$ 812,266	\$ 667,568	\$ 783,770	\$ 783,770	\$ 770,440	\$ 742,925	\$ (27,515)	-3.57%
5302	Computer Contract/CA	330,000	310,000	145,000	145,000	145,000	145,000	-	0.00%
5311	GST Software Reimbur	47,574	44,791	50,000	52,692	52,692	52,692	-	0.00%
5403	Conferences, Meeting	-	1,491	2,650	2,650	2,650	2,650	-	0.00%
5503	General Technical Support	(10,660)	4,009	7,500	7,500	7,500	7,500	-	0.00%
5506	Uniforms/Safety Equip	1,664	9,977	3,500	3,500	2,500	2,500	-	0.00%
5507	Postage & Shipping	-	-	-	-	1,200	1,200	-	0.00%
5508	Shipping Costs	-	343	-	1,200	-	-	-	0.00%
5514	Parts - Billing	527,416	745,477	600,000	597,308	600,000	600,000	-	0.00%
5515	Parts - Telecommunica	6,491	5,073	-	-	-	-	-	0.00%
5516	Install Wire, Loom & H	35,533	31,058	40,000	38,800	30,000	30,000	-	0.00%
5517	Vehicle Operations	3,967	4,168	4,500	4,500	4,500	4,500	-	0.00%
5520	Equipment Repair	-	232	5,000	5,000	5,000	5,000	-	0.00%
5521	Outside Tech Serv-Tow	237,587	359,890	325,000	325,000	325,000	325,000	-	0.00%
5524	GETAC Project	-	-	-	-	-	-	-	0.00%
5525	Culver City Infrastructure	23,321	-	-	-	-	-	-	0.00%
5810	Office Equipment	-	-	-	8,260	2,000	2,000	-	0.00%
5820	Other Equipment	-	6,563,550	-	-	-	-	-	0.00%
Subtotal Supplies/Serv/Equip		\$ 1,202,892	\$ 8,080,061	\$ 1,183,150	\$ 1,191,410	\$ 1,178,042	\$ 1,178,042	\$ -	0.00%
Total Expenses - Tech Services		\$ 2,015,157	\$ 8,747,630	\$ 1,966,920	\$ 1,975,180	\$ 1,948,482	\$ 1,920,967	\$ (27,515)	-1.41%

F-1

Attachment 4



Annual Assessments (Revised)

Fiscal Year 2020-21

Quarter	1st	2nd	3rd	4th	
Due Date	7/15/2020	10/15/2020	1/15/2021	4/15/2021	Total
Member Cities					
Gardena	\$ 761,247.55	\$ 508,720.91	\$ 508,720.91	\$ 304,428.64	\$ 2,083,118.00
Less: FY19-20 Surplus	-	(156,390.00)	(156,390.00)	(104,260.00)	\$ (417,040.00)
	761,247.55	352,330.91	352,330.91	200,168.64	1,666,078.00
Hawthorne	932,608.95	623,333.35	623,333.35	373,017.35	2,552,293.00
Less: FY19-20 Surplus	-	(219,716.25)	(219,716.25)	(146,477.50)	\$ (585,910.00)
	932,608.95	403,617.10	403,617.10	226,539.85	1,966,383.00
Manhattan Beach	601,548.50	402,121.13	402,121.13	240,640.24	1,646,431.00
Less: FY19-20 Surplus	-	(128,437.57)	(128,437.57)	(85,625.05)	\$ (342,500.18)
	601,548.50	273,683.56	273,683.56	155,015.19	1,303,930.82
Contract Cities					
Culver City	666,307.25	666,307.25	666,307.25	666,307.25	2,665,229.00
El Segundo	373,434.50	373,434.50	373,434.50	373,434.50	1,493,738.00
Hermosa Beach	283,015.50	283,015.50	283,015.50	283,015.50	1,132,062.00
Total	\$ 3,618,162.25	\$ 2,352,388.82	\$ 2,352,388.82	\$ 1,904,480.93	\$ 10,227,420.82

Late Payment Penalties

- Gardena, Hawthorne, and Manhattan Beach
 - 5% penalty applies 15 days past due
 - 10% penalty applies 30 days past due
- Culver City
 - 1% penalty applies for payments 1 to 7 days late
 - 2.5% penalty applies after 7 days.
- El Segundo
 - 5% penalty applies for payments 1 to 7 days late
 - 10% penalty applies after 7 days.
- Hermosa Beach
 - 1% penalty applies for payments 1 to 7 days late
 - 2.5% penalty applies after 7 days.

Notes

- Gardena, Hawthorne, and Manhattan Beach are billed in the following proportions:
Q1-35%, Q2-25%, Q3-25%, Q4-15%
- Culver City, El Segundo, and Hermosa Beach are billed evenly throughout the year, 25% per quarter.
- GST Maintenance, Verizon Wireless DAC charges, Sprint DAC Charges, and Sprint modems are billed with 4th quarter assessments.

G-1

REGULAR MEETING OF THE EXECUTIVE COMMITTEE AND THE USER COMMITTEE

TUESDAY, JULY 21, 2020, 2:00 PM

A. CALL TO ORDER

The Executive and User Committees convened in a regular joint session at 2:02PM on July 21, 2020 by teleconference.

B. ROLL CALL BY ACTING EXECUTIVE DIRECTOR

Present: City Manager Bruce Moe, City of Manhattan Beach
City Manager Clint Osorio, City of Gardena
City Manager Erick Lee, City of Hawthorne
Chief Mike Ishii, Hawthorne Police Department
Chief Mike Saffell, Gardena Police Department
Chief Derrick Abell, Manhattan Beach Police Department

Also Present: Chief Paul LeBaron, Hermosa Beach Police Department
Acting Executive Director John Krok
Operations Manager Shannon Kauffman
Finance & Performance Audit Manager Vanessa Alfaro
Captain Gary Tomatani, Hawthorne Police Department
Captain Eric Lane, Hawthorne Police Department

C. PUBLIC DISCUSSION

None.

D. ELECTION OF EXECUTIVE COMMITTEE CHAIRPERSON AND VICE-CHAIR FOR FISCAL YEAR 2020/21

City Manager Moe nominated City Manager Lee as the Chair of the Executive Committee. Motion carried by unanimous roll call vote. City Manager Moe nominated City Manager Osorio as the Vice-Chair of the Executive Committee. The motion was seconded by City Manager Lee and passed by unanimous roll call.

E. EXECUTIVE COMMITTEE CONSENT CALENDAR

MOTION: City Manager Moe moved to approve the Consent Calendar, Item 1, as amended to clarify the motion for Item F-3 to indicate the application of FY2019/20 surplus to each of the three member cities' cost assessments for FY2020/21, Items 3, and 4. The motion was seconded by City Manager Osorio and passed by unanimous roll call vote.

1. Minutes from June 16, 2020, Regular Meeting
APPROVE as amended
3. Update on COVID-19 Expenditures Through June 30, 2020
RECEIVE AND FILE
4. Resolution of the Executive Committee Establishing a Schedule of Fees and Charges for Fiscal Year 2020/21
RECEIVE AND FILE

F. ITEMS TO REMOVE FROM CONSENT CALENDAR

2. Check Register June 2020
RECEIVE AND FILE
Acting Executive Director Krok reported incomplete data and will report back at the following meeting.

5. Fiscal Year 2020/21 Revised Proposed Budget Amendment and Assessments for Member Cities

RECEIVE AND FILE

City Manager Moe inquired about the possible changes to the member cities' cost assessments should the City of Hermosa Beach enter into a new channel sharing agreement with the City of Manhattan Beach. Acting Executive Director Krok advised that if the contract is approved then the assessments for FY2020/21 will be revised.

MOTION: City Manager Moe moved to receive and to file the Revised Proposed Budget Amendment and Assessments for Fiscal Year 2020/21. The motion was seconded by City Manager Osorio and passed by unanimous roll call vote.

G. EXECUTIVE COMMITTEE GENERAL BUSINESS

1. Carry Over to Fiscal Year 2020/21 Funds and Purchase Orders Totaling \$113,450.18

APPROVE

Acting Executive Director Krok summarized the carry over including services delayed due to COVID-19. City Manager Osorio inquired of the necessity of carry over if most of items have base budgets. Acting Executive Director Krok reported that some of the projects were not completed by the end of fiscal year 2019/20 as well as the uniform replacements do not occur every year.

MOTION: City Manager Osorio moved to approve the Carry Over to Fiscal Year 2020/21 Funds and Purchase Orders totaling \$113,450.18. The motion was seconded by City Manager Moe and passed by unanimous voice vote.

2. Section 115 Trust

PROVIDE DIRECTION

Acting Executive Director Krok provided a report on the options between PARS and CalPERS in establishing Section 115 Trust. City Manager Osorio had previously analyzed these programs for the City of Gardena and felt this would be the right step in establishing stabilization program. City Manager Moe has both PARS (pension stabilization) and PERS (OPEB). The Committee endorsed PERS and staff will bring this item to the Board of Directors in September. City Manager Lee recommended to bring the Treasurer, Mr. Lilligren, into later discussions.

MOTION: City Manager Moe moved to select PERS for the Board of Directors' approval in September. The committee agreed and passed by unanimous voice vote.

3. Technical Services Division Workload Support Charges

PROVIDE DIRECTION

Acting Executive Director Krok reported the Technical Services Division Workload Support Charges change from work orders to labor hours will provide more accurate reporting. No comments were provided by City Managers Moe and Osorio. City Manager Lee supports the labor hour calculations change.

MOTION: City Manager Moe moved to approve the changes to the Technical Services Division Workload Support. The motion was seconded by City Manager Osorio and passed by unanimous roll call vote.

H. USER COMMITTEE GENERAL BUSINESS

1. Election of User Committee Chairperson and Vice-Chair for Fiscal Year 2020/21

Chief Ishii nominated Chief Saffell as Chair of the User Committee. The motion was seconded

by Chief Abell and passed by unanimous voice vote. Chiefs Ishii and Abell recommended representation by the Fire Department and was concurred by City Manager Moe. Chief Ishii nominated Interim Wolfgang Knabe as Vice-Chair. The motion was seconded by Chief Abell and passed by unanimous voice vote.

2. Minutes from June 16, 2020, Regular Meeting

APPROVE

MOTION: Chief Saffell moved to approve the minutes from June 16, 2020. The motion was seconded by Chief Abell and passed by unanimous roll call vote.

3. Minutes from June 16, 2020, Special Meeting

APPROVE

MOTION: Chief Saffell moved to approve the minutes from the special meeting on June 16, 2020. The motion was seconded by Chief Ishii and passed by unanimous roll call vote.

4. Update on Computer Aided Dispatch System Project with Mark43

RECEIVE AND FILE

Acting Executive Director Krok reported the User Committee agreed to work with Mark43 and generate a new contract to include specific stipulations.

MOTION: Chief Saffell moved to receive and to file the update on Computer Aided Dispatch System Project with Mark43. Chief Ishii seconded the motion and passed by unanimous voice vote.

I. ACTING EXECUTIVE DIRECTOR'S REPORT

Acting Executive Director Krok provided report on recruitment, Continuity of Operations during COVID-19, Manhattan Beach Water Tower Radio Site, and Phase 2 Feasibility Study for the City of Palos Verdes.

J. EXECUTIVE AND USER COMMITTEES' COMMENTS

Chief Abell commended the Authority on hiring and training operators during these difficult times.

K. ADJOURNMENT

The meeting adjourned at 2:33PM.

H



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: August 18, 2020

ITEM: H

TO: Executive Committee and User Committee

FROM: John Krok, Acting Executive Director *JK*

SUBJECT: ACTING EXECUTIVE DIRECTOR'S REPORT

ATTACHMENTS: None

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

- **Recruitment of Communications Operators**
- **Organizational Update**