

AGENDA
REGULAR JOINT MEETING OF THE EXECUTIVE COMMITTEE AND THE USER COMMITTEE
TUESDAY, AUGUST 17, 2021, 2:00 PM
SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY
CONDUCTED VIA TELECONFERENCE

PLEASE NOTE: PURSUANT TO GOVERNOR NEWSOM’S EXECUTIVE ORDER NOS. N-25-20 AND N-29-20, MEMBERS OF THE 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/OR USER COMMITTEE BY JOINING:

Link: <https://us02web.zoom.us/j/87115877514?pwd=WE0vNkl0Q1JDZ1NoZ2NTbHlHb09adz09>

Meeting ID: [Meeting ID: 871 1587 7514](#)

Access Code: [Passcode: 393077](#)

A. **CALL TO ORDER**

B. **ROLL CALL**

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.

All of your comments provided by the deadlines above will be available to the Executive Committee, User Committee, and the public prior to the meeting.

In addition, you may participate by joining Zoom during the meeting by using the link above and using the “raise hand” button or entering *9 on the phone’s dial pad if you would like to make a comment.

D. **EXECUTIVE COMMITTEE CONSENT CALENDAR**

1. Minutes from July 20, 2021
APPROVE
2. Check Register – July 2021
RECEIVE AND FILE
3. Cash & Investments Report /June 30, 2021
RECEIVE AND FILE
4. Approval of a Purchase Order in the Amount of \$42,527.97 to the Interoperability Network of the South Bay (INSB) for Two-Way Radio Antenna Removal and Relocation from Manhattan Beach Water Tank
APPROVE

- E. **ITEMS REMOVED FROM THE CONSENT CALENDAR**
- F. **USER COMMITTEE GENERAL BUSINESS**
 - 1. Minutes from July 20, 2021
APPROVE
- G. **EXECUTIVE DIRECTOR'S REPORT**
- H. **EXECUTIVE COMMITTEE AND USER COMMITTEE COMMENTS**
- I. **ADJOURNMENT**

Posting Date/Time: August 5, 2021/1:00PM

Signature:



Ross Klun, Executive Director

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**SPECIAL MEETING OF THE BOARD OF DIRECTORS AND
REGULAR JOINT MEETING OF
THE EXECUTIVE COMMITTEE AND THE USER COMMITTEE**

A. CALL TO ORDER

The Board of Directors convened in a special meeting and the Executive and User Committees convened in a regular joint meeting on July 20, 2021 at 2:04PM by teleconference.

B. ROLL CALL

Present: Mayor Pro Tem Hildy Stern, City of Manhattan Beach
Mayor Pro Tem Rodney Tanaka, City of Gardena
Councilmember Alex Monteiro, City of Hawthorne
City Manager Clint Osorio, City of Gardena
City Manager Bruce Moe, City of Manhattan Beach
Chief Mike Ishij, Hawthorne Police Department
Chief Mike Saffell, Gardena Police Department
Chief Derrick Abell, Manhattan Beach Police Department
Chief Kenneth Powell, Culver City Fire Department
Interim Chief Jaime Bermudez, El Segundo Police Department

Absent: Manhattan Beach Fire Department

Also Present: Jennifer Petrusis, Richards Watson Gershon
Ross Klun, Executive Director
Shannon Kauffman, Operations Manager
John Krok, Administrative Services Manager
Vanessa Alfaro, Finance and Performance Audit Manager
Laura Kalty, Liebert Cassidy Whitmore

C. PUBLIC DISCUSSION

None.

D. ELECTION OF THE BOARD OF DIRECTORS CHAIRPERSON AND VICE-CHAIRPERSON FOR FISCAL YEAR 2021-2022

Motion: Mayor Pro Tem Tanaka moved to nominate Councilmember Monteiro to serve as Chair for the Board of Directors. The motion was seconded by Mayor Pro Tem Stern and passed by voice vote. Councilmember Monteiro moved to nominate Mayor Pro Tem Tanaka to serve as Vice-Chairperson. The motion was seconded by Mayor Pro Tem Stern and passed by voice vote.

E. BOARD OF DIRECTORS CONSENT CALENDAR

Motion: Vice Chair Tanaka moved to approve the Consent Calendar, Items #1-2. The motion was seconded by Mayor Pro Tem Stern and passed by voice vote.

1. Minutes from March 16, 2021

APPROVE

2. Minutes from May 13, 2021

APPROVE

F. ITEMS REMOVED FROM CONSENT CALENDAR

None.

G. BOARD OF DIRECTORS GENERAL BUSINESS

1. Updated Publicly Available Pay Schedule

APPROVE AND ADOPT

Motion: Mayor Pro Tem Stern moved to approve the Updated Publicly Available Pay Schedule. The motion was seconded by Vice Chair Tanaka and approved by voice vote.

H. **ELECTION OF THE EXECUTIVE COMMITTEE CHAIRPERSON AND VICE-CHAIRPERSON FOR FISCAL YEAR 2021-2022**

Motion: City Manager Moe moved to nominate City Manager Osorio to serve as Chair for the Executive Committee. The motion was seconded by Chief Ishii and passed by voice vote. City Manager Osorio moved to nominate City Manager Moe to serve as Vice-Chairperson. The motion was seconded by Chief Ishii and passed by voice vote.

I. **EXECUTIVE COMMITTEE CONSENT CALENDAR**

Motion: Vice Chair Moe moved to approve Consent Calendar, Items #1-2. The motion was seconded by Chief Ishii and passed by voice vote.

1. Minutes from June 15, 2021

APPROVE

2. Check Register – June 2021

RECEIVE AND FILE

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

None.

K. **ELECTION OF THE USER COMMITTEE CHAIRPERSON AND VICE-CHAIRPERSON FOR FISCAL YEAR 2021-2022**

Chief Abell moved to nominate Chief Saffell as Chair for the User Committee. The motion was seconded by Chief Ishii and passed by voice vote. Chief Saffell moved to nominate Chief Ishii as Vice-Chairperson. The motion was seconded by Chief Abell and passed by voice vote.

L. **USER COMMITTEE GENERAL BUSINESS**

1. Minutes from June 15, 2021

APPROVE

Motion: Chief Abell moved to approve the minutes from June 15, 2021. The motion was seconded by Vice Chair Ishii and passed by voice vote.

M. **EXECUTIVE DIRECTOR'S REPORT**

Mr. Klun provided report on the updated records of designations and the status of Mark43 CAD contract.

N. **BOARD OF DIRECTORS, EXECUTIVE COMMITTEE, AND USER COMMITTEE COMMENTS**

Chief Ishii reported ongoing discussion to prepare for Sofi Stadium and the impacts on neighboring cities and agencies.

O. **EXECUTIVE COMMITTEE CLOSED SESSION AGENDA**

The Executive Committee entered into closed session to discuss the following item at 2:25PM.

1. CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

Agency Designated Representative: Executive Director and Liebert, Cassidy, Whitmore

Employee Organization: The California Teamsters Public, Professional and Medical Employees Union Local 911

The Executive Committee returned from closed session at 2:34PM with no action taken.

P. **ADJOURNMENT**

The meeting was adjourned at 2:34PM.

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Check Register FY 2021-22

July 2021

<u>Accounts Payable Check Issued Date</u>	<u>Total Check Amount</u>	<u>Notes</u>
July 2, 2021	\$177,402.57	
July 9, 2021	\$385,620.71	
July 16, 2021	\$110,320.43	
July 23, 2021	\$802,262.08	
July 30, 2021	<u>\$105,043.06</u>	
Accounts Payable Total	\$1,580,648.85	
 <u>Payroll Checks Issued Date</u>		
July 2, 2021	\$188,539.89	
July 16, 2021	\$181,167.20	
July 30, 2021	<u>\$171,137.48</u>	
Payroll Total	\$540,844.57	

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
20300	7/2/2021	00219	INTERNAL REVENUE SERVICE	7/2/2021	FEDERAL WITHHOLDING TAX	34,394.83	34,394.83
20301	7/2/2021	00223	EMPLOYMENT DEVEL DEPT	7/2/2021	STATE DISABILITY INSURANC	13,841.07	13,841.07
20302	7/2/2021	00222	STATE DISBURSEMENT UNIT	7/2/2021	SUPPORT: PAYMENT	184.62	184.62
20303	7/2/2021	00058	CALPERS	7/2/2021	PERS RETIREMENT: PAYMEN	40,874.87	40,874.87
20304	7/2/2021	00221	MISSIONSQUARE RETIREME	7/2/2021	DEFERRED COMPENSATION	14,927.85	14,927.85
20305	7/1/2021	00696	GUARDIAN	6/23/2021	GUARDIAN - DENTAL, VISION,	6,978.24	6,978.24
20306	7/9/2021	00058	CALPERS	6/14/2021	HEALTH PREMIUMS - JULY 20	63,906.79	63,906.79
55835	7/2/2021	00217	CALIFORNIA TEAMSTERS UN	7/2/2021	UNION DUES TEAMSTERS: P	2,034.00	2,034.00
55836	7/2/2021	00218	CWA LOCAL 9400	7/2/2021	UNION DUES CWA: PAYMENT	260.30	260.30
Sub total for UNION BANK:						177,402.57	

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
1834	7/9/2021	00069	SOUTHERN CALIFORNIA EDI:700383926852	6/23/2021	ELEC SERV PUNTA/ 5/19/21 -	911.89	
			700610392752	7/6/2021	ELECT SERV GRANDVIEW/ 6,	218.98	1,130.87
55837	7/9/2021	00810	& ASSOCIATES, MAX PARKER9176	7/2/2021	WEBSITE DESIGN & DEVELO	250.00	
			9138	6/16/2021	WEBSITE DATABASE TROUBI	211.00	461.00
55838	7/9/2021	00477	APPLE ONLINE STORE	6/29/2021	EQUIPMENT FOR OPERATIOI	1,540.89	
			AF18386487	6/29/2021	EQUIPMENT FOR OPERATIOI	609.27	2,150.16
			AF19082678	6/29/2021	EQUIPMENT FOR OPERATIOI	546.32	546.32
55839	7/9/2021	00297	AT&T, ATT CALNET	7/3/2021	PHONE SERVICE 6/03/21-7/02	804.65	804.65
55840	7/9/2021	00064	AT&T, ATT PAYMENT CENTER960 461-1623 5	7/1/2021	PHONE SERVICE 06/01/2021-	7,441.88	
55841	7/9/2021	00014	CDW GOVERNMENT, INC.	6/25/2021	CDW-G BILLABLE PARTS	6,752.81	
			G089903	6/24/2021	CDW-G BILLABLE PARTS	2,070.55	2,070.55
			G023682	6/23/2021	SECURITY CAMERA MONITO	2,070.55	2,070.55
			G021220	7/6/2021	SECURITY CAMERA MONITO	1,350.56	1,350.56
			G480987	7/5/2021	CDW-G BILLABLE PARTS	1,035.27	20,721.62
			G464695	6/25/2021	SECURITY CAMERA MONITO	86.50	86.50
55842	7/9/2021	00017	CHEM PRO LABORATORY, INI676379	6/23/2021	WATER TREATMENT SERVIC	577.89	577.89
55843	7/9/2021	00101	CORDOVA, TONY	7/9/2021	RETIREE MED PREM/JULY 20	186.21	
55844	7/9/2021	00033	EDDINGS BRO AUTO PARTS	6/4/2021	GENERAL TECH SUPPLIES	-18.00	168.21
			851759	6/7/2021	DEPOSIT REFUND FOR INV 8	802.02	802.02
			851892	7/6/2021	GAS SERVICE HQ/ 6/2/21-7/1/	1,573.10	1,573.10
55845	7/9/2021	00070	GAS COMPANY, THE	5/27/2021	HEADSETS AND AMPLIFIERS	703.23	703.23
55846	7/9/2021	00961	GCAT, LLC, DBA TARGET DIS1313738	6/29/2021	LASD MONTHLY DATA CONNI	81.00	
55847	7/9/2021	00148	HAWTHORNE, CITY OF	6/25/2021	HQ MAINTENANCE - PEST C	59.00	140.00
55848	7/9/2021	00798	HYDREX PEST CONTROL	6/25/2021	HQ MAINTENANCE - PEST C	450.00	450.00
			377610	7/6/2021	HQ MAINTENANCE - LANDSC	3,459.21	
			377611	5/28/2021	VEHICLE OUTFITTING PARTS	1,126.26	4,585.47
55849	7/9/2021	00880	JUAN CHAVEZ LANDSCAPINGINV0683	6/23/2021	VEHICLE OUTFITTING PARTS	2,541.67	2,541.67
55850	7/9/2021	00043	MANEY WIRE & CABLE, INC. 20071638	6/30/2021	MEDICAL DIRECTOR SERVIC	4,000.00	
			20072196	6/29/2021	HQ PHONE EQUIPMENT & SC	2,521.35	6,521.35
55851	7/9/2021	00671	MARC R. COHEN, MD	6/29/2021	HQ NETWORK PHONE CONS	53,250.75	53,250.75
55852	7/9/2021	00527	NMK CORPORATION	7/2/2021	COMPUTER NETWORK SWIT	4,680.00	4,680.00
			EMSD-23	6/29/2021	GENERAL COUNSEL AND LEI	2,321.50	2,321.50
			RCC-004	6/22/2021	SETINA MANUFACTURING C	3,287.99	
			RCC-006	6/29/2021	DAC CHARGES/5-26 TO 6-25-	85.98	3,373.97
			INV-US59906	6/27/2021	WIRELESS MODEMS/5-24 TO		
55853	7/9/2021	00754	OSI HARDWARE, INC	6/29/2021			
55854	7/9/2021	00818	RICHARDS,WATSON & GERSI1232427	6/29/2021			
55855	7/9/2021	00145	SETINA MFG CO INC	6/22/2021			
55856	7/9/2021	00302	SPRINT	6/29/2021			
			227418				
			155018370-117				
			107177860-122				

Bank : union UNION BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
55857	7/9/2021	00146	06821	6/8/2021	HQ WINDOW TINT TO ASSIST	1,890.00	1,890.00
55858	7/9/2021	00300	06821	6/8/2021	STRICTLY TINT	1,825.50	1,825.50
55859	7/9/2021	00775	5921	5/14/2021	UNITED POWER GENERATION SERVICES AND INSPECTION	1,284.21	1,284.21
55860	7/9/2021	00171	9882635587	6/23/2021	USA FORKLIFT REPAIR	2,638.55	
			9882557916	6/23/2021	VERIZON WIRELESS	1,027.41	
			9882573645	6/23/2021	MODEM SVC. MBPD/ 5/24/21-	424.72	
			9882210672	6/18/2021	DAC CHARGES HPD/ 5/24/21-	361.94	
			9882557917	6/23/2021	CELL PH. CHGS: 5/19/21-6/18,	38.03	4,490.65
55861	7/9/2021	00996	9882557917	6/23/2021	MODEM SVC. MBPD/ 5/24/21-	50.00	50.00
55862	7/9/2021	00150	WAGEWORKS INC., HEALTHY/INV2870583	6/23/2021	HEALTHCARE MONTHLY COI	648.49	648.49
			57262	5/12/2021	WATTCO		
					WATTCO BILLABLE PARTS		
Sub total for UNION BANK:							117,779.13

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
1838	7/9/2021	00012	CALIFORNIA WATER SERVICE5550731926	6/25/2021	FIRE PROTECTION SERVICE	90.48	90.48
55863	7/9/2021	00836	ALLIANT INSURANCE SERVIC 1676066	6/23/2021	FY21-22 INSURANCE POLICY	47,215.19	
			1675912	6/23/2021	FY21-22 INSURANCE POLICY	27,877.50	
			1675976	6/23/2021	FY21-22 INSURANCE POLICY	26,722.13	
			10124230	7/1/2021	FY21-22 INSURANCE POLICY	17,433.33	
			1684394	6/30/2021	FY21-22 INSURANCE POLICY	11,981.13	
			ACIP295	5/27/2021	FY21-22 INSURANCE POLICY	1,654.00	
			1684506	6/30/2021	FY21-22 INSURANCE POLICY	1,412.46	
			1683258	6/29/2021	FY21-22 INSURANCE POLICY	253.00	134,548.74
55864	7/9/2021	00936	BERKSHIRE HATHAWAY HC 694335	6/17/2021	FY21-22 WORKERS COMPEN	91,763.00	91,763.00
55865	7/9/2021	00747	BIDDLE CONSULTING GROUUF67797	6/8/2021	CRITICAL 911 ANNUAL SUBS	6,000.00	6,000.00
55866	7/9/2021	00879	CROWN CASTLE 859750	7/1/2021	REDUNDANT INTERNET SER	1,100.00	1,100.00
55867	7/9/2021	00322	GEOSPATIAL TECHNOLOGIES18011	6/14/2021	SOFTWARE MAINTENANCE S	13,173.00	13,173.00
55868	7/9/2021	00417	INFORMER SYSTEMS LLC 5723	6/1/2021	SCHEDULE EXPRESS ANNUA	9,828.00	9,828.00
55869	7/9/2021	00331	MITSUBISHI ELECTRIC INC 402838	7/1/2021	HQ MAINTENANCE - ELEVAT	697.11	697.11
55870	7/9/2021	00824	SMART JANITORIAL, COMPLE16607	7/1/2021	HQ MAINTENANCE - CLEANI	3,585.00	3,585.00
55871	7/9/2021	00390	SOUTH COAST AQMD 3841551	6/17/2021	DIESEL FUEL STORAGE	440.15	
			3844227	6/17/2021	FY21-22 FLAT FEE FOR LAST	142.59	582.74
55872	7/9/2021	00044	TYLER TECHNOLOGIES, INC. 045-339340	6/1/2021	ANNUAL FEE FOR TYLER ED	6,473.51	6,473.51

Sub total for UNION BANK:

267,841.58

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
20307	7/16/2021	00219	INTERNAL REVENUE SERVICE	7/16/2021	FEDERAL WITHHOLDING TAX	38,629.12	38,629.12
20308	7/16/2021	00223	EMPLOYMENT DEVEL DEPT	7/16/2021	STATE DISABILITY INSURANC	15,079.12	15,079.12
20309	7/16/2021	00222	STATE DISBURSEMENT UNIT	7/16/2021	SUPPORT: PAYMENT	184.62	184.62
20310	7/16/2021	00058	CALPERS	7/16/2021	PERS RETIREMENT: PAYMEN	39,407.95	39,407.95
20311	7/16/2021	00221	MISSIONSQUARE RETIREME	7/16/2021	DEFERRED COMPENSATION	14,832.32	14,832.32
55873	7/16/2021	00217	CALIFORNIA TEAMSTERS UN	7/16/2021	UNION DUES TEAMSTERS: P	1,927.00	1,927.00
55874	7/16/2021	00218	CWA LOCAL 9400	7/16/2021	UNION DUES CWA: PAYMENT	260.30	260.30
Sub total for UNION BANK:						110,320.43	

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
1835	7/26/2021	00069	SOUTHERN CALIFORNIA EDI:700440732476	7/14/2021	ELEC SERV /6/3/21 - 7/11/21	15,542.48	
			700383926852	7/20/2021	ELEC SERV PUNTA/ 6/18/21 -	990.75	16,533.23
1837	7/23/2021	00621	FIRST BANKCARD				
		00466	AMAZON MARKETPLACE	6/17/2021	TSD CONFERENCE ROOM CI	1,562.80	
		00014	CDW GOVERNMENT, INC.	6/15/2021	OFFICE EQUIPMENT	1,382.50	
		00467	LOWES BUSINESS	6/17/2021	GENERAL TECH SUPPLIES	530.74	
		00466	AMAZON MARKETPLACE	6/15/2021	OFFICE EQUIPMENT	440.99	
		00464	TARGET	7/20/2021	OFFICE SUPPLIES	338.36	
		00466	AMAZON MARKETPLACE	6/17/2021	TSD CONFERENCE ROOM CI	319.17	
		00466	AMAZON MARKETPLACE	6/9/2021	OFFICE EQUIPMENT - COMM	6.57	
		00466	AMAZON MARKETPLACE	5/13/2021	INCORRECT CHARGE - REFL	-14.95	
		00854	MANHATTAN POSTAL CENTE	6/25/2021	RECRUITMENT- FINGERPRIN	23.50	
		00466	AMAZON MARKETPLACE	6/15/2021	OFFICE EQUIPMENT	23.42	
		00466	AMAZON MARKETPLACE	6/23/2021	EMPLOYEE SERVICES AWAR	22.92	
		00826	LA TIMES	6/21/2021	LA TIMES MONTHLY SUBSCR	15.96	
		00466	AMAZON MARKETPLACE	6/15/2021	OFFICE SUPPLIES	12.86	
		00466	AMAZON MARKETPLACE	6/21/2021	OFFICE SUPPLIES	9.91	
		00466	AMAZON MARKETPLACE	6/24/2021	OFFICE SUPPLIES	39.66	
		00466	AMAZON MARKETPLACE	6/6/2021	JANITORIAL SUPPLIES	37.02	
		00035	HOME DEPOT CREDIT SERV	6/17/2021	GENERAL TECH SUPPLIES	33.39	
		00466	AMAZON MARKETPLACE	6/11/2021	JANITORIAL SUPPLIES	31.24	
		00981	SAM'S CLUB	6/7/2021	EMPLOYEE SERVICES: TEAN	30.43	
		00466	AMAZON MARKETPLACE	6/15/2021	OFFICE SUPPLIES	29.76	
		00466	AMAZON MARKETPLACE	6/3/2121	UNIFORMS-OPERATORS	92.48	
		00761	BOX	6/26/2021	SOFTWARE SERVICES	90.00	
		00466	AMAZON MARKETPLACE	6/10/2021	OFFICE SUPPLIES	88.93	
		00489	DOMINO'S PIZZA #8226	6/8/2021	EMPLOYEE SERVICES: TEAN	66.94	
		00466	AMAZON MARKETPLACE	6/6/2021	OFFICE SUPPLIES	60.28	
		00466	AMAZON MARKETPLACE	6/8/2021	OFFICE SUPPLIES	39.68	
		00087	LIEBERT CASSIDY & WHITMO	6/21/2021	TRAINING	149.00	
		00795	MEDIA TEMPLE	6/23/2021	MONTHLY WEBSITE HOSTING	130.00	
		00999	SIMPLY STAMPS	6/23/2021	EMPLOYEE SERVICES AWAR	119.67	
		00983	MI ZACATECAS	6/22/2021	EMPLOYEE SERVICES: TEAN	112.41	
		00466	AMAZON MARKETPLACE	6/23/2021	EMPLOYEE SERVICES AWAR	99.20	

Bank : union UNION BANK (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
			40	6/22/2021	EMPLOYEE SERVICES: TEAM	98.08	
		00983 MI ZACATECAS					
		00052 PARADISE AWARDS	26296	6/24/2021	EMPLOYEE SERVICES AWAR	258.64	
		00610 DIRECTV	065190124X210	6/5/2021	CABLE SERVICE	231.99	
		00228 COSTCO MEMBERSHIP	00086	6/10/2021	GENERAL TECH SUPPLIES	220.44	
		00905 LOGMEIN (GO TO MEETINGS)	306276851	6/19/2021	SOFTWARE SERVICES	192.00	
		00466 AMAZON MARKETPLACE	113-3927110-361	6/17/2021	EMPLOYEE SERVICES: TEAM	169.07	
		00466 AMAZON MARKETPLACE	114-0164179-79	6/22/2021	OFFICE SUPPLIES	151.87	7,246.93
1839	7/30/2021	00073 STATE BOARD OF EQUALIZATION	1012-6555960	7/30/2021	SALES & USE TAX PMT WITH	4,499.00	4,499.00
55782	6/11/2021	00014 CDW GOVERNMENT, INC.	D481729	5/20/2021	VISUAL/MEETING DISPLAY F	4,278.61	
			D553459	5/23/2021	ANNUAL EMAIL SERVER UPD	2,184.00	
			C647327	5/4/2021	CDW-G BILLABLE PARTS	413.44	
			D167868	5/13/2021	GENERAL TECH SUPPLIES	248.54	
			D101099	5/12/2021	GENERAL TECH SUPPLIES	197.90	
55875	7/23/2021	00297 AT&T, ATT GALNET	000016752398	7/13/2021	PHONE SERV 6/13/21-7/12/21	2,703.59	7,322.49
			000016759598	7/13/2021	PHONE SERVICE 6/13/21-7/12/21	198.89	
			000016756534	7/13/2021	PHONE SERV 6/13/21-7/12/21	158.48	
55876	7/23/2021	00426 DELL MARKETING LP	10493608495	6/6/2021	PC MONITOR REPLACEMENT	834.36	3,060.96
55877	7/23/2021	00799 LA UNIFORMS & TAILORING	9086	6/4/2021	UNIFORMS FOR COMMUNIC/	214.71	834.36
			9067	6/4/2021	UNIFORMS FOR COMMUNIC/	192.66	
			9115	6/9/2121	UNIFORMS FOR COMMUNIC/	8.82	416.19
55878	7/23/2021	00977 PIONEER NETWORK INC	1816	7/19/2021	CHAIRS FOR DISPATCH CEN	3,231.00	3,231.00
55879	7/23/2021	00995 SIMPLY NUC	12114769	7/16/2021	FORM FACTOR COMPUTER F	14,998.48	14,998.48
55880	7/23/2021	00146 STRICTLY TINT	71421	6/24/2021	WINDOW TINT - HQ HEAT DIS	1,260.00	1,260.00
55881	7/23/2021	00300 UNITED POWER GENERATION	1015316	6/22/2021	SERVICES AND INSPECTION	1,980.50	
			5299	5/6/2021	SERVICES AND INSPECTION	538.76	2,519.26
Sub total for UNION BANK:						61,921.90	

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
1840	7/23/2021	00012	CALIFORNIA WATER SERVICE4675328235	7/14/2021	WATER SERV HQ/ 6/12/21 - 7/	211.39	211.39
1841	7/23/2021	00651	FRONTIER 209-188-0077-0	7/1/2021	PHONE SERVICE 7/1/21 - 7/31	350.92	350.92
1842	7/26/2021	00058	CALPERS 1000000164774	7/1/2021	FY21-22 PERS UAL - PLAN 12	580,591.00	580,591.00
1843	7/26/2021	00058	CALPERS 1000000164769	7/1/2021	FY21-22 PERS UAL - PLAN 26	5,665.00	5,665.00
1844	7/26/2021	00058	CALPERS 1000000164769	7/1/2021	FY21-22 PERS UAL - PLAN 20	7,705.00	7,705.00
55882	7/23/2021	00810	& ASSOCIATES, MAX PARKER9187	7/10/2021	WEBSITE MAINTENANCE SEI	20.00	20.00
55883	7/23/2021	00836	ALLIANT INSURANCE SERVIC 1693782	7/8/2021	FY21-22 INSURANCE POLICY	81,208.00	81,208.00
			1688061	7/1/2021	FY21-22 INSURANCE POLICY	4,599.79	4,599.79
55884	7/23/2021	00998	ANTHEM BLUE CROSS 1025233661	7/7/2021	ARPA COBRA SUBSIDY-HESE	2,607.52	2,607.52
55885	7/23/2021	00747	BIDDLE CONSULTING GROU67797	6/8/2021	CRITICAL 911 ANNUAL SUB	4,495.00	4,495.00
55886	7/23/2021	00225	COMMLINE INC 0309662-IN	6/29/2021	MONTHLY FEE FOR TECH SE	15,000.00	15,000.00
55887	7/23/2021	00101	CORDOVA, TONY 072321	7/23/2021	RETIREE MED PREM/AUG 20	577.89	577.89
55888	7/23/2021	00078	COX, CHRISTOPHER 072321	7/23/2021	RETIREE MED PREM/AUG 20	817.00	817.00
55889	7/23/2021	00103	DIVINITY, TANJI 072321	7/23/2021	RETIREE MED PREM/AUG 20	526.84	526.84
55890	7/23/2021	00651	FRONTIER 7002Z664-S-211	7/5/2021	PHONE SERV 7/05/21-8/04/21	94.84	94.84
			Y002Z665-S-211	7/5/2021	PHONE SERV 7/05/21-8/04/21	64.75	64.75
55891	7/23/2021	00027	HAVIS INC. SIN140757	6/29/2021	HAVIS INC BILLABLE PARTS	2,720.44	2,720.44
55892	7/23/2021	00116	MEADORS, LATANYA 072321	7/23/2021	RETIREE MED PREM/AUG 20	496.10	496.10
55893	7/23/2021	00577	NEW LOOK AUTO DETAIL 2466	7/13/2021	VEHICLE MAINTENANCE & D	105.00	105.00
55894	7/23/2021	00121	PINELA, ELIZABETH 072321	7/23/2021	RETIREE MED PREM/AUG 20	526.84	526.84
55895	7/23/2021	00994	PRISM INSURANCE AGENCY 22400398	7/9/2021	FY21-22 CYBER LIABILITY IN	7,632.00	7,632.00
55896	7/23/2021	00060	RIVERA, JOSE 072321	7/23/2021	RETIREE MED PREM/AUG 20	526.77	526.77
55897	7/23/2021	00803	SPARKLETTS 18193479 07092	7/9/2021	HQ MAINTENANCE - WATER I	40.00	40.00
55898	7/23/2021	00460	SPECTRUM BUSINESS 1133787070421	7/4/2021	COMMUNICATION CONTRAC	1,900.00	1,900.00
55899	7/23/2021	00126	STEVENS, DEBORAH 072321	7/23/2021	RETIREE MED PREM/AUG 20	607.00	607.00
55900	7/23/2021	00034	STEVENS, GARY 072321	7/23/2021	RETIREE MED PREM/AUG 20	607.00	607.00
55901	7/23/2021	00300	UNITED POWER GENERATIO15328	7/4/2021	SITE SERVICES & INSPECTIC	4,634.05	4,634.05
55902	7/23/2021	00996	WAGWORKS INC., HEALTHEBen32562	7/16/2021	DEPENDENT CARE FSA: PAY	3,158.45	3,158.45
55903	7/23/2021	01000	WESTERN OFFICE 33841	7/19/2021	OFFICE FURNITURE ADDITIC	2,205.17	2,205.17
55904	7/23/2021	00067	XCEL MECHANICAL SYSTEMS23340	6/21/2021	HQ MAINTENANCE	9,516.00	9,516.00
55905	7/23/2021	00735	XEROX FINANCIAL SERVICES2718060	7/10/2021	OFFICE EQUIPMENT LEASE	1,130.42	1,130.42
Sub total for UNION BANK:						740,340.18	

Bank : union UNION BANK

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
20312	7/30/2021	00219	INTERNAL REVENUE SERVICE	7/30/2021	FEDERAL WITHHOLDING TAX	33,830.66	33,830.66
20313	7/30/2021	00223	EMPLOYMENT DEVEL DEPT	7/30/2021	STATE DISABILITY INSURANC	13,620.97	13,620.97
20314	7/30/2021	00222	STATE DISBURSEMENT UNIT	7/30/2021	SUPPORT: PAYMENT	184.62	184.62
20315	7/30/2021	00058	CALPERS	7/30/2021	PERS RETIREMENT: PAYMEN	39,212.43	39,212.43
20316	7/30/2021	00221	MISSIONSQUARE RETIREME	7/30/2021	DEFERRED COMPENSATION	13,323.98	13,323.98
55906	7/30/2021	00002	AFLAC	7/30/2021	AFLAC INSURANCE: PAYMEN	4,870.40	4,870.40
Sub total for UNION BANK:						105,043.06	

D-3



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: August 17, 2021

ITEM NUMBER: D-3

TO: Executive Committee

COPY TO: Tim Lilligren, Treasurer

FROM: Vanessa Alfaro, Finance & Performance Audit Manager

SUBJECT: Cash & Investments Report/June 30, 2021

ATTACHMENTS:

1. Cash & Investments Report for June 30, 2021
2. LAIF Month End Statement for June 30, 2021
3. PMIA Performance Report as of June 30, 2021

RECOMMENDATION

Staff recommends that the Executive Committee receive and file the Cash & Investments Report for June 30, 2021.

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 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. The Board of Directors receives the Cash & Investments Report annually.

DISCUSSION

Staff has completed the bank reconciliation for June 30, 2021. 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 decrease from the monthly average yields in 2020.

FISCAL IMPACT

None.

D-3

Attachment 1



Cash and Investments Report As of June 30, 2021

Funding Source	Bank Balance	Deposits in Transit	Outstanding Checks	Book Balance
<u>Active Accounts</u>				
MUFG Union Bank (General/Payroll)	\$ 755,481.79	_____	\$ (61,264.17)	\$ 694,217.62
<u>Investments</u>				
LAIF	\$ 4,289,149.10	_____	\$ -	\$ 4,289,149.10
Total Investments	\$ 4,289,149.10	\$ -	\$ -	\$ 4,289,149.10
<u>Other Cash on Hand</u>				
Petty Cash	\$ -	\$ -	\$ -	\$ 500.00
				\$ 500.00
Total Cash & Investments				<u><u>\$ 4,983,866.72</u></u>
<u>Breakdown of cash by fund:</u>				
Fund 10 (Enterprise Fund)				\$ 4,983,866.72
Fund 30 (Enterprise Fund)				-
Fund 20 (SHSGP Grant Fund)				-
Total				<u><u>\$ 4,983,866.72</u></u>

D-3

Attachment 2

California State Treasurer
Fiona Ma, CPA



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

July 06, 2021

[LAIIF 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 2021 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
6/9/2021	6/8/2021	RW	1676469	1636665	VANESSA ALFARO	-375,000.00
6/30/2021	6/30/2021	RW	1677776	1637983	VANESSA ALFARO	-150,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	4,814,149.10
Total Withdrawal:	-525,000.00	Ending Balance:	4,289,149.10

D-3

Attachment 3



PMIA/LAIF Performance Report as of 07/15/21



PMIA Average Monthly Effective Yields⁽¹⁾

Jun	0.262
May	0.315
Apr	0.339

Quarterly Performance Quarter Ended 06/30/21

LAIF Apportionment Rate ⁽²⁾ :	0.33
LAIF Earnings Ratio ⁽²⁾ :	0.00000897371743018
LAIF Fair Value Factor ⁽¹⁾ :	1.00008297
PMIA Daily ⁽¹⁾ :	0.22%
PMIA Quarter to Date ⁽¹⁾ :	0.30%
PMIA Average Life ⁽¹⁾ :	291

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 06/30/21 \$193.3 billion

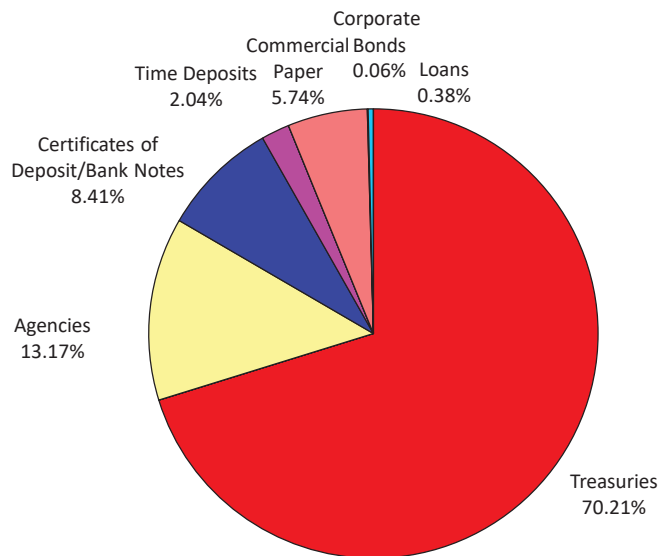


Chart does not include 0.01% of mortgages. Percentages may not total 100% due to rounding.

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-4



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: August 17, 2021

ITEM NUMBER: D-4

TO: Executive Committee

FROM: M. Ross Klun, Executive Director

SUBJECT: APPROVAL OF A PURCHASE ORDER IN THE AMOUNT OF \$42,527.97 TO THE INTEROPERABILITY NETWORK OF THE SOUTH BAY (INSB) FOR TWO-WAY RADIO ANTENNA REMOVAL AND RELOCATION FROM MANHATTAN BEACH WATER TANK

ATTACHMENT: 1. Invoice

RECOMMENDATION

Staff recommends that the Executive Committee approve a purchase order in the amount of \$42,527.97 to INSB for two-way radio antenna removal and relocation from Manhattan Beach Water Tank.

DISCUSSION

The Authority maintains two-way radio antennas that are vital to the Authority's operation at the Manhattan Beach Water Tank. During rehabilitation of the water tank, it was necessary to remove and relocate the Authority's equipment. This invoice represents reimbursement to INSB, for work performed jointly with INSB, to remove and relocate the Authority's two-way radio antennas.

FISCAL IMPACT

Funds for this payment are available in the adopted Fiscal Year 2020-2021 budget.

D-4

Attachment 1



CUSTOMER #	BILLING DATE	PAST DUE	INVOICE #	TOTAL DUE
28995	08/31/2020	09/30/2020	2021-00150588	\$42,527.97

Pay this Amount → **\$42,527.97**

Description : Antenna Removal Reimbursement
 Type : Misc Billing

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS
 AUTHORITY
 ATTN: ROSS KLUN
 4440 WEST BROADWAY
 HAWTHORNE, CA 90250

Mail Payment to:

City of Torrance
 Revenue Division
 3031 Torrance Boulevard
 Torrance, CA 90503

DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT

KEEP THIS PORTION FOR YOUR RECORDS

SOUTH BAY REGIONAL PUBLIC
 COMMUNICATIONS AUTHORITY
 ATTN: ROSS KLUN
 4440 WEST BROADWAY
 HAWTHORNE, CA 90250

TO ENSURE PROPER POSTING TO YOUR ACCOUNT,
 PLEASE SEND YOUR CHECK WITH THE TOP PORTION
 OF THE INVOICE TO THE ABOVE ADDRESS
 BILLING INQUIRY: **310-618-5830**

Description: Antenna Removal Reimbursement

Reference: Reimbursement for two-way radio antenna removal and relocation from Manhattan Beach Water Tank. Work was performed by INSB on behalf of its members and SBRPCA in advance of the water tank rehabilitation project. Reimbursement charge and allocation method was approved by the INSB Governance Board at the June 16, 2020 meeting. Work completed August 2020. (\$56,164.33). Torrance POs 2020-531 (\$30,000.00) and 2020-527 (\$26,164.33).

SBRPCA Allocation: \$16,363.64 + \$26,164.33 = \$42,527.97

(Based on 2 RX and 4 TX voice antennas and 1 microwave link)

Please issue a check payable to: Interoperability Network of the South Bay c/o City of Torrance.

Description	Comments	Qty	Unit Price	Total Price
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REIMBURSEMENT		1	\$42,527.9700	\$42,527.97
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Total Invoice
\$42,527.97

CUSTOMER #	BILLING DATE	PAST DUE	INVOICE #	CHARGES
28995	08/31/2020	09/30/2020	2021-00150588	\$42,527.97

Balance → **\$42,527.97**

Mail Payment to:

City of Torrance
 Revenue Division
 3031 Torrance Boulevard
 Torrance, CA 90503

F-1

**SPECIAL MEETING OF THE BOARD OF DIRECTORS AND
REGULAR JOINT MEETING OF
THE EXECUTIVE COMMITTEE AND THE USER COMMITTEE**

A. CALL TO ORDER

The Board of Directors convened in a special meeting and the Executive and User Committees convened in a regular joint meeting on July 20, 2021 at 2:04PM by teleconference.

B. ROLL CALL

Present: Mayor Pro Tem Hildy Stern, City of Manhattan Beach
Mayor Pro Tem Rodney Tanaka, City of Gardena
Councilmember Alex Monteiro, City of Hawthorne
City Manager Clint Osorio, City of Gardena
City Manager Bruce Moe, City of Manhattan Beach
Chief Mike Ishij, Hawthorne Police Department
Chief Mike Saffell, Gardena Police Department
Chief Derrick Abell, Manhattan Beach Police Department
Chief Kenneth Powell, Culver City Fire Department
Interim Chief Jaime Bermudez, El Segundo Police Department

Absent: Manhattan Beach Fire Department

Also Present: Jennifer Petrusis, Richards Watson Gershon
Ross Klun, Executive Director
Shannon Kauffman, Operations Manager
John Krok, Administrative Services Manager
Vanessa Alfaro, Finance and Performance Audit Manager
Laura Kalty, Liebert Cassidy Whitmore

C. PUBLIC DISCUSSION

None.

D. ELECTION OF THE BOARD OF DIRECTORS CHAIRPERSON AND VICE-CHAIRPERSON FOR FISCAL YEAR 2021-2022

Motion: Mayor Pro Tem Tanaka moved to nominate Councilmember Monteiro to serve as Chair for the Board of Directors. The motion was seconded by Mayor Pro Tem Stern and passed by voice vote. Councilmember Monteiro moved to nominate Mayor Pro Tem Tanaka to serve as Vice-Chairperson. The motion was seconded by Mayor Pro Tem Stern and passed by voice vote.

E. BOARD OF DIRECTORS CONSENT CALENDAR

Motion: Vice Chair Tanaka moved to approve the Consent Calendar, Items #1-2. The motion was seconded by Mayor Pro Tem Stern and passed by voice vote.

1. Minutes from March 16, 2021

APPROVE

2. Minutes from May 13, 2021

APPROVE

F. ITEMS REMOVED FROM CONSENT CALENDAR

None.

G. BOARD OF DIRECTORS GENERAL BUSINESS

1. Updated Publicly Available Pay Schedule

APPROVE AND ADOPT

Motion: Mayor Pro Tem Stern moved to approve the Updated Publicly Available Pay Schedule. The motion was seconded by Vice Chair Tanaka and approved by voice vote.

H. **ELECTION OF THE EXECUTIVE COMMITTEE CHAIRPERSON AND VICE-CHAIRPERSON FOR FISCAL YEAR 2021-2022**

Motion: City Manager Moe moved to nominate City Manager Osorio to serve as Chair for the Executive Committee. The motion was seconded by Chief Ishii and passed by voice vote. City Manager Osorio moved to nominate City Manager Moe to serve as Vice-Chairperson. The motion was seconded by Chief Ishii and passed by voice vote.

I. **EXECUTIVE COMMITTEE CONSENT CALENDAR**

Motion: Vice Chair Moe moved to approve Consent Calendar, Items #1-2. The motion was seconded by Chief Ishii and passed by voice vote.

1. Minutes from June 15, 2021

APPROVE

2. Check Register – June 2021

RECEIVE AND FILE

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

None.

K. **ELECTION OF THE USER COMMITTEE CHAIRPERSON AND VICE-CHAIRPERSON FOR FISCAL YEAR 2021-2022**

Chief Abell moved to nominate Chief Saffell as Chair for the User Committee. The motion was seconded by Chief Ishii and passed by voice vote. Chief Saffell moved to nominate Chief Ishii as Vice-Chairperson. The motion was seconded by Chief Abell and passed by voice vote.

L. **USER COMMITTEE GENERAL BUSINESS**

1. Minutes from June 15, 2021

APPROVE

Motion: Chief Abell moved to approve the minutes from June 15, 2021. The motion was seconded by Vice Chair Ishii and passed by voice vote.

M. **EXECUTIVE DIRECTOR'S REPORT**

Mr. Klun provided report on the updated records of designations and the status of Mark43 CAD contract.

N. **BOARD OF DIRECTORS, EXECUTIVE COMMITTEE, AND USER COMMITTEE COMMENTS**

Chief Ishii reported ongoing discussion to prepare for Sofi Stadium and the impacts on neighboring cities and agencies.

O. **EXECUTIVE COMMITTEE CLOSED SESSION AGENDA**

The Executive Committee entered into closed session to discuss the following item at 2:25PM.

1. CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6

Agency Designated Representative: Executive Director and Liebert, Cassidy, Whitmore

Employee Organization: The California Teamsters Public, Professional and Medical Employees Union Local 911

The Executive Committee returned from closed session at 2:34PM with no action taken.

P. **ADJOURNMENT**

The meeting was adjourned at 2:34PM.

G



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: August 17, 2021

ITEM: G

TO: Executive Committee and User Committee

FROM: M. Ross Klun, Executive Director

SUBJECT: EXECUTIVE DIRECTOR'S REPORT

ATTACHMENTS: None

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

- Status of the Mark43 CAD contract with SBRPCA
- CAD project work groups for police and fire
- Plans for future status reporting, information sharing, and updates on the CAD project