

A G E N D A
REGULAR MEETING OF THE BOARD OF DIRECTORS,
THE EXECUTIVE COMMITTEE, AND THE USER COMMITTEE
TUESDAY, JANUARY 21, 2025, 2:00 PM
SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY
SECOND FLOOR CONFERENCE ROOM
4440 W. BROADWAY, HAWTHORNE, CA

A. **CALL TO ORDER**

B. **ROLL CALL**

1. Board of Directors
2. Executive Committee
3. User Committee

C. **PUBLIC DISCUSSION**

Members of the public will be given the opportunity to directly address the Board of Directors, the Executive Committee, and User Committee on any matter within the subject matter jurisdiction of the Authority, including items on the agenda.

D. **BOARD OF DIRECTORS CONSENT CALENDAR**

1. Minutes from August 13, 2024
APPROVE
2. Updated Publicly Available Pay Schedule
RECEIVE AND FILE

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

F. **BOARD OF DIRECTORS GENERAL BUSINESS**

1. Fiscal Year 2024-2025 Mid-Year Budget Report
RECEIVE AND FILE
2. Appropriation of \$1,000,000 from the Enterprise Fund to Fund Additional Vehicle Upfitting Purchases
APPROVE

G. **EXECUTIVE COMMITTEE CONSENT CALENDAR**

1. Minutes from November 19, 2024
APPROVE
2. Check Register – November 2024
RECEIVE AND FILE
3. Check Register - December 2024
RECEIVE AND FILE
4. Fiscal Year 2023-2024 Annual Financial Report
RECEIVE AND FILE
5. VESTA 911 Equipment and Support Services
APPROVE
6. Approve Change Purchase Orders Totaling \$235,000 to Various Vendors for Vehicle Upfitting Parts and Equipment for the Technical Services Division
APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDERS

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

H. **ITEMS REMOVED FROM CONSENT CALENDAR**

I. **USER COMMITTEE CONSENT CALENDAR**

1. Minutes from November 19, 2024
APPROVE

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

K. **EXECUTIVE DIRECTOR'S REPORT**

- Staffing Update
- CAD Update
- 5 Year CIP Update
- Police & Fire Task Force
- Medical Director

L. **BOARD OF DIRECTORS, EXECUTIVE AND USER COMMITTEES' COMMENTS**

M. **EXECUTIVE COMMITTEE CLOSED SESSION AGENDA**

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54957(b)(1)
Title: Executive Director

N. **ADJOURNMENT**

Posting Date/Time: January 16, 2025/5:00PM

Signature:



John Krok, Executive Director

D-1

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

AUGUST 13, 2024

A. CALL TO ORDER

The Board of Directors and the Executive Committee and the convened in a special/regular joint session at 2:00PM on Tuesday, August 13, 2024, in the second-floor conference room of the South Bay Regional Public Communications Authority at 4440 West Broadway, Hawthorne, CA.

B. ROLL CALL

Present: Councilmember Rodney Tanaka, City of Gardena
Councilmember David Lesser, City of Manhattan Beach
Councilmember Alex Monteiro, City of Hawthorne
City Manager Clint Osorio, City of Gardena
City Manager Bruce Moe, City of Manhattan Beach
City Manager Vontray Norris, City of Hawthorne
Chief Mike Saffell, Gardena Police Department
Chief Gary Tomatani, Hawthorne Police Department
Chief Mike Lang, Manhattan Beach Fire Department

Absent:

Also Present: Interim Executive Director John Krok
Operations Manager Shannon Kauffman
Finance Manager Vanessa Alfaro
Executive Assistant Cristina Manley
Jennifer Petrusis RWG Law

C. PUBLIC DISCUSSION

None.

D. EMPLOYEE RECOGNITION

Interim Director Krok recognized Communications Operator Carolyn Chaffin for her 25 years of dedication and service.

**E. ELECTION OF THE BOARD OF DIRECTORS CHAIRPERSON AND VICE-CHAIRPERSON FOR
FISCAL YEAR 2024/2025**

MOTION: Councilmember Lesser moved to nominate Councilmember Tanaka to serve as chairperson of the Board of Directors during Fiscal Year 2024 -2025. The motion was seconded by Councilmember Monteiro 3 – 0.

MOTION: Councilmember Tanaka moved to nominate Councilmember David Lesser to serve as Vice-Chairperson of the Board of Directors during Fiscal Year 2024 – 2025. The motion was seconded by Councilmember Monteiro and passed 3 – 0.

F. BOARD OF DIRECTORS CONSENT CALENDAR

1. Minutes from May 2024

APPROVE

2. Schedule of Fees and Charges for Fiscal Year 2024/25 as Described in Exhibit A of the Draft Resolution

ADOPT A RESOLUTION ESTABLISHING A SCHEDULE OF FEES AND CHARGES FOR FISCAL YEAR 2024/25

3. Updated Publicly Available Pay Schedule

APPROVE AND ADOPT

4. Proposed A Resolution of the Board of Directors Approving an Annual Consumer Price Index Adjustment for Rates in the Legal Services Agreement with Richards, Watson & Gershon

APPROVE AND ADOPT A RESOLUTION APPROVING AN ANNUAL RATE INCREASE

5. Proposed Amended FMLA Policy

APPROVE AND ADOPT AMENDED POLICY AND RESOLUTION

MOTION: Councilmember Tanaka moved to approve the Board of Directors' Consent Calendar as written. The motion was seconded by Councilmember Monteiro and passed 3 – 0.

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

None.

H. **BOARD OF DIRECTORS GENERAL BUSINESS**

1. Proposed Capital Improvement Program: Amended Budgetary Policy, 5-Year Capital Improvement Plan and Budget Appropriation from Enterprise Fund for Year 1, and Proposed Dept Policy

APPROVE RESOLUTION AMENDING BUDGETARY POLICY TO ADOPT CAPITAL IMPROVEMENT PROGRAM POLICY, ADOPT RESOLUTION FOR INITIAL 5-YEAR CAPITAL IMPROVEMENT PLAN AND BUDGET APPROPRIATION FOR YEAR 1, AND APPROVE RESOLUTION ADOPTING DEBT POLICY

Interim Executive Director Krok was proposed incorporating a 5-year Capital Improvement Plan. The Authority is seeking approval to adopt resolution amending the Budgetary Policy, adopting a 5-Year CIP and appropriation of \$595,000 from the Enterprise Fund. Finalizing a resolution to adopt a Debt Policy.

Discussion separate in three components:

1. Adoption of a resolution amending the budgetary policy to include Section 7, Capital Improvement Planning. The Matrix Consulting Group was hired to assist with the development of a capital improvement policy and framework. Their recommendations included the following:
 - Criteria for capital assess purchases to be included in the Capital Improvement Plan.
 - Funding principles to govern CIP purchases.
 - Guidelines for prioritizing these purchases.

This policy was presented to the Executive Committee in our June 2024 meeting, concerns were expressed over the proposed threshold of \$25,000 for the capital asset purchases. Interim Director Krok explained that staff conferred with Matrix and agreed that the \$25,000 threshold for CIP projects is appropriate for now.

Councilmember expressed concern over the threshold amount. Interim Director Krok clarified that Matrix agreed with the assessment, after meeting with the Executive Committee.

MOTION: Councilmember Tanaka moved to approve Amended Budgetary Policy, 5-Year Capital Improvement plan. The motion was seconded by Councilmember Lesser and passed by a vote 3-0.

Councilmember Lesser complimented staff for a remarkable job.

2. Initial Five-Year Capital Improvement Plan:

An initial appropriation of \$595,000 from the Enterprise Fund balance is proposed. An assessment report from CSG Consultants assessed the Authority's headquarters and facilities for repairs and replacements components within the next five years. The report included \$595,000 capital purchases, radio communications networks, equipment, and facilities projects.

Five-Year Plan includes the following:

- \$800,000 for radios
- \$800,400 for information technology
- \$865,000 for facilities
- \$2,000,000 for CAD Systems

Total Balance: \$4,465,400

The Authority current fund balance is \$6,500,000 as of June 30, 2023, includes a 10% Operating & Capital Reserve. CAD system's implementation cost is estimated, with annual subscription costs anticipated to be in the range of \$400,000 - \$650,000. These will be part of the operating budget and affect assessments.

Councilmember Monteiro mentioned if amount for the CAD systems \$2,000,000 is sufficient. Interim Director Krok provided the estimates (one – time implementations for both systems) \$1,500,000.

Councilmember Monteiro mentioned implementing Next Gen 911 technology/video system. Operations Manager Kauffman reported that the State of California will fund this program when it comes through 911. Rapid SOS Portal Emergency Interface is a current system. This program is currently state funded. Councilmember Monteiro also inquired about the replacement of the backup generator. Finance Manager Alfaro mentioned the solar component is not part of the CIP. CIP includes components related to day tank generator/piping system.

Councilmember Lesser suggested for that Interim Director Krok follow-up with a discussion with the Board of Directors, when deciding to lease or purchase solar equipment.

Councilmember Lesser inquired when the proposed contract will be implemented. Interim Director Krok confirmed a recommendation to be presented to the Executive Committee at our September meeting.

City Manager Osorio inquired if equipment replacement fund that is currently in the balance sheet. Finance Manager Alfaro mentioned the budget policy contains a 10% reserve which states for operations and equipment replacement (operating reserve).

MOTION: Councilmember Tanaka moved to approve a Resolution adopting 5-Year Capital Improvement Plan effective FY24-25, with an initial appropriation of \$595,000 from the Enterprise Fund undesignated fund balance. The motion was seconded by Councilmember Monteiro and passed by a vote of 3 – 0.

3. Debt Policy:

Matrix Consulting recommended adopting a Debt Policy to govern the use of debt capital asset purchases. The policy may include revenue bonds, loans, and other short-term debt. The staff presented the proposal debt policy to the Executive Committee during the June 2024 meeting, Executive Committee approved the recommendation to the Board of Directors. Directed staff to confirm with Matrix, the debt policy is accordance with the California Debt and Investment Advisory Commission's (CDIAC) guidelines. Matrix confirmed the proposed policy is aligned with CDIAC's guidelines.

MOTION: Councilmember Tanaka moved to approve a Resolution adopting the Debt Policy. The motion was seconded by Councilmember Lesser and passed by a vote of 3 – 0.

I. **ELECTION OF THE EXECUTIVE COMMITTEE CHAIRPERSON AND VICE-CHAIRPERSON FOR FISCAL YEAR 2024/2025**

MOTION: City Manager Moe moved to nominate City Manager Norris to serve as Chairperson of the Executive Committee during Fiscal Year 2024 – 2025. The motion was seconded by City Manager Osorio and passed 3 – 0.

MOTION: City Manager Moe moved to nominate City Manager Osorio to serve as Vice-Chairperson of the Executive Committee during Fiscal Year 2024 -2025. The motion was seconded by City Manager Moe and passed by unanimous roll call vote.

J. **EXECUTIVE COMMITTEE CONSENT CALENDAR**

1. Minutes from June 2024

APPROVE

2. Check Register – June 2024

RECEIVE AND FILE

3. Ratify Action by the Executive Director to Bind and Approve FY 2024/25 Insurance Policies Proposed by Alliant Insurance Services, Inc. for Insurance Necessary to Protect the Authority and its Members Agencies, and to Approve Purchase Orders Associated with 2024/25 Insurance Policies Proposed by Alliant Insurance Services, Inc. in an Amount Not to Exceed \$383,153.00

RATIFY ACTION BY EXECUTIVE DIRECTOR TO BIND AND APPROVE INSURANCE POLICIES AND RATIFY EXECUTIVE DIRECTOR'S EXECUTION OF PURCHASE ORDERS

4. Approve a Change order in the amount of \$45,000 to CDW Government for Supplies and Equipment

APPROVE

5. Approve a Change Order in the Amount of \$1,200 to Xcel Mechanical Systems, Inc. for Supplies and Services

APPROVE

6. Approve a Change Order in the Amount of \$32,000 to Compline Inc. for Supplies and Equipment

APPROVE

7. Approve a Change Order in the Amount of \$60,000 to Motorola Solutions Inc. for Supplies and Equipment

APPROVE

8. Cash & Investments Report for June 30, 2024

RECEIVE AND FILE

City Manager Osorio commented on Item 3 of the Consent Calendar, and commended Interim Director Krok for providing information right before the meeting. City Manager Norris expressed gratitude to Interim Director Krok for disseminating information/communication with the Authority's power outage.

MOTION: City Manager Norris moved to approve the Executive Committee Calendar Items 1 – 8. The motion was seconded by City Manager Moe and passed by a vote 3 – 0.

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

None.

L. **EXECUTIVE DIRECTOR'S REPORT**

Interim Director Krok provided an update on the following:

- Authority Staffing: Current staffing levels are at 37/50 Communications Operators and Supervisors – 76%. The Authority is using Supervisors to sit a position. Three new dispatcher's candidates starting the academy on August 19, 2024. We are continuously exploring ways to reduce overtime, reported a 34% decrease of OT. Operations Manager Kauffman and Interim Director Krok are currently working with an agency that has a program for traveling dispatchers on a contract basis (working on a proposal and contract).

Councilmember Lesser inquired on the benefit(s) of an employee seeking employment from an independent contractor. Interim Director Krok explained these candidates are coming from outstate and short-term commitments. The Authority is filling a need, OT and time off. The Authority is working on a contract (cost LA region) to present to the BOD.

Councilmember Tanaka inquired about active recruitment in our surrounding South Bay cities. Operations Manager Kauffman mentioned Torrance Police Department offering a \$40,000 lateral bonus for dispatchers.

City Manager Osorio commented if the staffing from the contract service would be retired annuitants. Interim Director Krok explained that The Authority is looking at CalPERS and CLETS implications. City Manager Osorio mentioned a meet and confer with the union. Interim Director Krok is planning to meet with the union.

City Manager Norris inquired if the contract employee has the option of a buyout, in the event that the employee wants to stay full-time. Interim Director Krok stated that the company would have no issues to contractually commit.

- Computer Aided Dispatch Software and Professional Services Update:

Interim Director Krok recently met with the Fire Task Force committee, provided great input regarding specific integration for the CAD system. The Authority took the information back to our CAD consultant and CAD vendors looking for specific integration guarantees. The Authority staff will meet with CAD consultant to finalize the grades with the CAD vendor selection. In our September 2024 meeting, staff will share with the Board our findings and recommendation for CAD selection.

Councilmember Lesser inquired on the input from our contract agencies with the selection of the CAD system. Interim Director Krok mentioned the number of hands on meetings with the CAD vendors, both fire and police committees attached to all demos. Surveys were sent out with the pros and cons of each system. Additional fire meetings were provided for specific questions and their needs.

- POST Audit:

The Authority recently had a yearly Police Officer Standards and Training (POST) audit that reviews post training requirements and background investigations standards/practices. The Authority successfully completed the audit and found to be in compliance.

- Authority Events:

The Authority participated in National Night Out at each of our cities. Thank you to all the cities, for allowing us to participate.

- Data Security Incident:

Interim Director Krok reported on the data security incident that occurred on July 10,

2024. Discovered a security incident that involved an unauthorized access, encryption of data on a segment of our computer network on the administration side. This incident did not cause a public safety issues, and no impact on systems that support 911 services for the communities that we serve. The investigation is ongoing, but has determined that some data related to the administration of the Authority may have accessed or acquired. Interim Director Krok will provide a final report once it is completed.

Councilmember Lesser inquired if the Authority is currently working on a practice, for a future disruption of infrastructures. Interim Director Krok discussed briefly recommendations from the third party vendor, that were reviewed after this incident. The Authority modified/adjusted our systems based on recommendations.

- Recognition: Interim Director Krok recognized City Manager Bruce Moe, on his exceptional career and profound impact he has had on our organization.

M. **BOARD OF DIRECTORS & EXECUTIVE COMMITTEE COMMENTS**

N. **ADJOURNMENT**

The meeting was adjourned at 2:48p.m.

D-2



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: January 21, 2025

ITEM: D - 2

TO: Board of Directors

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

SUBJECT: UPDATED PUBLICLY AVAILABLE PAY SCHEDULE

ATTACHMENTS: 1. Exhibit A – Publicly Available Pay Schedule

RECOMMENDATION

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

BACKGROUND

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

DISCUSSION

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

The following changes since the last schedule was adopted include:

- Updated compensation for the Executive Director of \$19,000/month per the Executive Director Employment Agreement with John Krok effective November 19, 2024.

- Per California minimum wage law, the Administrative Intern Step A rate is \$16.50/hour effective January 1, 2025.
- Per the MOU with the Communications Workers of America approved by the Executive Committee on March 15, 2022, the following position received a 1.00% wage increase effective January 4, 2025:
 - Communications Supervisor
- Per the MOU with the California Teamsters Public, Professional and Medical Employees Union Local 911 approved by the Executive Committee on June 21, 2022, the following positions received a 1.00% wage increase effective January 4, 2025:
 - Communications Operator
 - Public Safety Communications Specialist I
 - Public Safety Communications Specialist II

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

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

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

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

FISCAL IMPACT

None

D-2

Attachment 1

Exhibit A

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Publicly Available Pay Schedule

MONTHLY SALARY STEPS OF REPRESENTED POSITIONS

Salary Effective Date	Position Title	Step A	Step B	Step C	Step D	Step E	Step F	Step G
07/01/2024	Accountant	\$ 7,620.77	\$ 7,990.38	\$ 8,377.91	\$ 8,784.24	\$ 9,210.27	\$ 9,440.53	\$ 9,676.54
07/01/2024	Administrative Services Manager	\$ 11,535.76	\$ 12,095.25	\$ 12,681.86	\$ 13,296.93	\$ 13,941.83	\$ 14,290.38	\$ 14,647.64
01/04/2025	Communications Operator	\$ 6,203.55	\$ 6,502.05	\$ 6,815.49	\$ 7,144.67	\$ 7,490.23	\$ 7,853.12	\$ 8,234.06
01/04/2025	Communications Supervisor	\$ 7,472.19	\$ 7,835.14	\$ 8,216.21	\$ 8,616.33	\$ 9,036.47	\$ 9,477.60	\$ 9,940.81
07/01/2024	Executive Assistant	\$ 8,179.18	\$ 8,575.87	\$ 8,991.80	\$ 9,427.90	\$ 9,885.16	\$ 10,132.28	\$ 10,385.59
07/01/2024	Finance & Performance Audit Manager	\$ 11,824.94	\$ 12,398.45	\$ 12,999.77	\$ 13,630.27	\$ 14,291.34	\$ 14,648.62	\$ 15,014.83
01/04/2025	Public Safety Communications Specialist I	\$ 6,959.68	\$ 7,307.66	\$ 7,673.05	\$ 8,056.69	\$ 8,459.53	N/A	N/A
01/04/2025	Public Safety Communications Specialist II	\$ 7,307.67	\$ 7,673.04	\$ 8,056.70	\$ 8,459.53	\$ 8,882.51	N/A	N/A
07/01/2024	Operations Manager	\$ 12,056.99	\$ 12,659.82	\$ 13,292.81	\$ 13,957.45	\$ 14,655.33	\$ 15,021.71	\$ 15,397.25

MONTHLY SALARY STEPS OF UNREPRESENTED POSITIONS

Salary Effective Date	Position Title	Salary
11/19/2024	Executive Director	\$ 19,000.00

HOURLY RATE STEPS FOR PART-TIME EMPLOYEES

Salary Effective Date	Position Title	Step A	Step B	Step C	Step D	Step E
01/01/2025	Administrative Intern	\$ 16.50	\$ 16.50	\$ 18.15	N/A	N/A
01/04/2025	Communications Operator	\$ 35.79	\$ 37.51	\$ 39.32	\$ 41.22	\$ 43.21
11/20/2019	Office Assistant	\$ 18.00	\$ 19.80	\$ 21.78	N/A	N/A

F-1



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: January 21, 2025

ITEM NUMBER: F-1

TO: Board of Directors

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

SUBJECT: FISCAL YEAR 2024-2025 MID-YEAR BUDGET REPORT

ATTACHMENTS: 1. Revenue Status Report
2. Expenditure Status Report

RECOMMENDATION

Staff recommends that the Board of Directors receive and file the Fiscal Year 2024-2025 Mid-Year Budget Performance Report for the period July 1, 2024 through December 31, 2024.

DISCUSSION

Staff has analyzed the Authority's financial activities through December 31, 2024. The Authority accrued 85% of its assessment revenues from its member cities and 75% of its assessment revenues from contract cities (Attachment #1) in accordance with the FY24-25 budget adopted by the Board of Directors in March 2024. Revenues as of December 31, 2024 total \$11,562,995, or about 80% of projected revenues for FY25.

As it relates to expenses (Attachment #2), a total of \$6,588,962 has been expended from the Enterprise Fund, which represents 45.9% of the budget in the first half of the fiscal year.

Expenses for salary and benefits accounted for 44.3% of their budgeted amounts, across all departments. However, this percentage also includes the CalPERS unfunded actuarial liability (UAL) lump sum payment of \$749,966 for fiscal year 2024-25, which generates interest savings of \$25,086 compared to monthly payments throughout the year. Additionally, the Authority's liability and workers' compensation insurance premiums for the entire fiscal year, totaling approximately \$382,985, were also paid in full during this period. Expenses for supplies, services and equipment accounted for 62.9% of their budgeted amounts, across all departments. Finally, expenses for capital improvement projects represent 4.8% of the budgeted amount.

Below is a summary of expenses by category and department for all funds:

Department	Adjusted Appropriation	Year-to-date Expenses	Percent Used	Year-to-date Encumbrances	Balance	Percent Used (w/ encumbrances)
SALARY & BENEFITS						
Administration	\$ 1,476,091	\$ 625,417	42.4%	\$ -	\$ 850,674	42.4%
Operations	8,176,353	3,579,422	43.8%	-	4,596,931	43.8%
Technical Services	839,169	439,833	52.4%	-	399,336	52.4%
Salary & Benefits Total	\$ 10,491,613	\$ 4,644,672	44.3%	\$ -	\$5,846,941	44.3%
SUPPLIES, SERVICES & EQUIPMENT						
Administration	\$ 1,405,782	\$ 757,844	53.9%	\$ 307,693	\$ 340,245	75.8%
Operations	250,416	117,678	47.0%	314,030	(181,292)	172.4%
Technical Services	1,371,110	1,028,457	75.0%	1,371,982	(1,029,329)	175.1%
Total	\$ 3,027,308	\$ 1,903,979	62.9%	\$ 1,993,705	\$ (870,376)	128.8%
CAPITAL IMPROV. PROJECTS	\$ 845,000	\$ 40,310	4.8%	\$ -	\$ 804,690	4.8%
ENTERPRISE FUND TOTAL	\$ 14,363,921	\$ 6,588,962	45.9%	\$ 1,993,705	\$5,781,254	59.8%

Staff is reporting progress made during the first half of the fiscal year on the following FY24-25 work plan objectives:

- Recruitment and Retention**
 Achieve budgeted staffing levels $\geq 90\%$ for Communications Operators and Supervisors. Identify new opportunities to make recruitment as effective as possible. Enhance the wellness program to improve retention.

Status: The Authority is actively identifying, testing, and hiring for the Communications Operator position. We are making this one of our highest priorities. In addition to our normal recruitment activities, we recently executed a contract with ResQ911, which provides temporary staffing services, in an effort to relieve overtime mandates for Operators. Additionally, we've dedicated resources to improve employee wellness in an attempt to reduce stress in the workplace environment.
- Implementation of a New CAD System**
 Complete procurement and implementation of a new Computer Aided Dispatch (CAD) system. Go live with the product within 14 months of contract signing.

Status: The Authority is currently working on the vetting of a professional services contract with our CAD vendor Versaterm. We anticipate completion of the implementation and acceptance of this CAD within the next 18-24 months.
- Employee Engagement and Recognition**
 Support existing programs, and start new ones, to enhance wellness, increase involvement and recognition, and encourage professional development for all members of the Authority.

Status: The Authority has put a program in place that tracks birthdays and work anniversaries to acknowledge and celebrate employees. We also invite employees to Executive Committee meetings to share accomplishments in a public setting.

Additionally, the Authority offered a “Dine & Development” employee education opportunity related to the 457(b) plan available to employees.

- Succession Planning

Ensure that all leadership positions at the Authority are occupied. Develop candidates to fill key roles at all levels. Forecast vacancies, recruit, and prepare selected succession choices to fill open positions.

Status: The Authority continues to ensure proper career path development for all employees. We are in the process of identifying interest and candidates for the Administrative Services Manager and Communications Supervisor positions.

- Service Delivery

Examine opportunities for expanded services and technology for police departments. Engage with fire departments to identify areas for improved service delivery and future needs. Monitor and respond to inquiries from new cities for dispatch services.

Status: The Authority has restarted the scheduling of both Police and Fire Task Force meetings. We are dedicated to providing the highest levels of service to our police and fire departments and this collaboration is proving to be very valuable in identifying needs, service issues, and solutions.

FISCAL IMPACT

None.

F-1

Attachment 1

Revenue Status Report

SOUTH BAY REGIONAL PCA
 7/1/2024 through 12/31/2024

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	2,506,909.00	2,130,872.65	2,130,872.65	376,036.35	85.00
10-50-111-4120 Hawthorne	3,022,424.00	2,569,060.40	2,569,060.40	453,363.60	85.00
10-50-111-4130 Manhattan Beach	1,895,695.00	1,611,340.75	1,611,340.75	284,354.25	85.00
10-50-111-4140 Hermosa Beach	898,811.00	674,108.25	674,108.25	224,702.75	75.00
10-50-111-4145 El Segundo	2,137,139.00	1,602,854.25	1,602,854.25	534,284.75	75.00
10-50-111-4146 Culver City Assessment	3,035,752.00	2,276,814.00	2,276,814.00	758,938.00	75.00
10-50-111-4150 El Camino Community College	790.00	0.00	0.00	790.00	0.00
10-50-111-4210 Investment Earnings (LAIF)	75,000.00	118,710.75	118,710.75	-43,710.75	158.28
10-50-111-4220 POST Reimbursements	5,000.00	0.00	0.00	5,000.00	0.00
10-50-111-4240 911 Reimbursements	5,000.00	0.00	0.00	5,000.00	0.00
10-50-111-4241 Redondo Beach Maintenance Agreement	10,238.00	0.00	0.00	10,238.00	0.00
10-50-111-4255 Unrealized Gain/Loss on Investments	0.00	31,830.80	31,830.80	-31,830.80	0.00
10-50-111-4430 Other Miscellaneous Revenue	2,500.00	16,465.55	16,465.55	-13,965.55	658.62
Total Administration	13,595,258.00	11,032,057.40	11,032,057.40	2,563,200.60	81.15
10-60 Operations					
10-60-211 Communications Center					
10-60-211-4440 Reimbursements/Verizon Wireless	65,000.00	0.00	0.00	65,000.00	0.00
10-60-211-4465 Reimbursement for PulsePoint	10,000.00	0.00	0.00	10,000.00	0.00

Revenue Status Report

SOUTH BAY REGIONAL PCA
 7/1/2024 through 12/31/2024

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>
Total Operations	75,000.00	0.00	0.00	75,000.00	0.00
10-70 Technical Services					
10-70-311 Technical Services					
10-70-311-4360 Reimbursements for Billable Parts	784,294.00	530,937.51	530,937.51	253,356.49	67.70
10-70-311-4370 Reimbursements for GST Software	52,692.00	0.00	0.00	52,692.00	0.00
Total Technical Services	836,986.00	530,937.51	530,937.51	306,048.49	63.43
Total SBRPCA Enterprise Fund	14,507,244.00	11,562,994.91	11,562,994.91	2,944,249.09	79.70

Revenue Status Report

SOUTH BAY REGIONAL PCA
 7/1/2024 through 12/31/2024

20 Grant Fund

<i>Account Number</i>	<i>Adjusted Estimate</i>	<i>Revenues</i>	<i>Year-to-date Revenues</i>	<i>Balance</i>	<i>Prct Rcvd</i>
20-80 Capital Infrastructure Projects					
20-80-458 COVID-19					
Total Grant Fund	0.00	0.00	0.00	0.00	0.00
Grand Total	14,507,244.00	11,562,994.91	11,562,994.91	2,944,249.09	79.70

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Attachment 2

Expenditure Status Report

SOUTH BAY REGIONAL PCA
7/1/2024 through 12/31/2024

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>
50 Administration						
50-100 Administration						
50-100-5000 Expenditures						
50-111-5101 Salaries (Full-Time)	973,148.00	366,687.20	366,687.20	0.00	606,460.80	37.68
50-111-5102 Salaries (Part-Time)	30,000.00	11,962.67	11,962.67	0.00	18,037.33	39.88
50-111-5103 Overtime	2,500.00	17.54	17.54	0.00	2,482.46	0.70
50-111-5104 Acting Pay	711.00	6,744.44	6,744.44	0.00	-6,033.44	948.59
50-111-5107 Longevity Pay	2,700.00	1,400.00	1,400.00	0.00	1,300.00	51.85
50-111-5108 Sick Leave Payoff	38,885.00	3,706.94	3,706.94	0.00	35,178.06	9.53
50-111-5109 Vacation Leave Payoff	32,404.00	7,943.53	7,943.53	0.00	24,460.47	24.51
50-111-5112 Other Pay	13,000.00	0.00	0.00	0.00	13,000.00	0.00
50-111-5201 Medical Insurance	83,057.00	28,465.24	28,465.24	0.00	54,591.76	34.27
50-111-5202 Dental Insurance	12,929.00	4,647.42	4,647.42	0.00	8,281.58	35.95
50-111-5203 Vision Insurance	2,708.00	840.90	840.90	0.00	1,867.10	31.05
50-111-5204 Life Insurance	1,274.00	510.00	510.00	0.00	764.00	40.03
50-111-5205 Medicare	15,782.00	5,787.33	5,787.33	0.00	9,994.67	36.67
50-111-5206 Unemployment Insurance	0.00	8,699.00	8,699.00	0.00	-8,699.00	0.00
50-111-5207 Workers' Compensation	8,377.00	8,855.00	8,855.00	0.00	-478.00	105.71
50-111-5208 PERS Contributions	110,443.00	47,634.95	47,634.95	0.00	62,808.05	43.13
50-111-5209 Retirees' Medical Insurance	11,000.00	2,844.56	2,844.56	0.00	8,155.44	25.86
50-111-5211 Social Security	0.00	741.68	741.68	0.00	-741.68	0.00
50-111-5212 Deferred Comp Matching Benefit	27,600.00	10,290.00	10,290.00	0.00	17,310.00	37.28
50-111-5219 PERS Contributions-UAL	109,573.00	107,638.68	107,638.68	0.00	1,934.32	98.23
50-111-5220 FSA Expense	630.00	189.00	189.00	0.00	441.00	30.00
50-111-5301 Networking Services	40,158.00	15,050.90	15,050.90	13,909.00	11,198.10	72.11
50-111-5302 IT Computer Contract Services	55,000.00	27,500.00	27,500.00	27,500.00	0.00	100.00
50-111-5304 Accounting/Auditing Services	40,000.00	35,540.00	35,540.00	0.00	4,460.00	88.85
50-111-5305 Legal Services	109,400.00	83,590.29	83,590.29	45,409.71	-19,600.00	117.92
50-111-5306 Recruitment Costs	67,684.00	24,313.69	24,313.69	39,646.00	3,724.31	94.50
50-111-5307 Software Maintenance Services	109,334.00	89,265.84	89,265.84	46,790.09	-26,721.93	124.44

Expenditure Status Report

SOUTH BAY REGIONAL PCA
 7/1/2024 through 12/31/2024

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>
50-111-5308 Banking Services (Fees)	7,500.00	1,549.55	1,549.55	0.00	5,950.45	20.66
50-111-5309 Online/Website Maintenance Services	7,500.00	949.90	949.90	4,480.00	2,070.10	72.40
50-111-5311 IT Consulting Services	25,000.00	0.00	0.00	6,000.00	19,000.00	24.00
50-111-5313 Temporary Staffing Services	25,000.00	0.00	0.00	0.00	25,000.00	0.00
50-111-5401 Memberships & Dues	935.00	220.79	220.79	0.00	714.21	23.61
50-111-5402 Publications	750.00	79.80	79.80	0.00	670.20	10.64
50-111-5403 Conferences, Meetings & Travel	28,200.00	8,450.56	8,450.56	0.00	19,749.44	29.97
50-111-5404 Employee Services	31,297.00	1,442.53	1,442.53	5,000.00	24,854.47	20.59
50-111-5405 Employee Awards	500.00	0.00	0.00	0.00	500.00	0.00
50-111-5501 Office Supplies	10,350.00	2,859.26	2,859.26	3,798.74	3,692.00	64.33
50-111-5502 Janitorial Supplies	12,524.00	2,494.36	2,494.36	1,500.00	8,529.64	31.89
50-111-5507 Postage & Shipping	1,035.00	217.12	217.12	2,560.01	-1,742.13	268.32
50-111-5509 Reproduction	500.00	0.00	0.00	0.00	500.00	0.00
50-111-5511 Office Equipment Lease	10,000.00	1,758.64	1,758.64	6,741.36	1,500.00	85.00
50-111-5513 General Liability Insurance Premium	330,000.00	276,844.30	276,844.30	4,364.64	48,791.06	85.21
50-111-5517 Vehicle Operations	2,000.00	431.85	431.85	760.00	808.15	59.59
50-111-5601 Telephone - Administration	18,598.00	7,391.59	7,391.59	0.00	11,206.41	39.74
50-111-5701 Maintenance - HQ	225,767.00	80,154.52	80,154.52	99,233.70	46,378.78	79.46
50-111-5703 Electricity - HQ	175,000.00	78,782.18	78,782.18	0.00	96,217.82	45.02
50-111-5704 Electricity - Grandview	3,282.00	1,402.50	1,402.50	0.00	1,879.50	42.73
50-111-5705 Electricity - Punta Place	11,028.00	4,536.02	4,536.02	0.00	6,491.98	41.13
50-111-5706 Gas - HQ	17,504.00	7,191.93	7,191.93	0.00	10,312.07	41.09
50-111-5707 Water - HQ	5,306.00	3,181.67	3,181.67	0.00	2,124.33	59.96
50-111-5715 Electricity-MB Water Tower	6,500.00	1,515.42	1,515.42	0.00	4,984.58	23.31
50-111-5810 Office Equipment	10,000.00	499.79	499.79	0.00	9,500.21	5.00
50-111-5820 Other Equipment	15,000.00	0.00	0.00	0.00	15,000.00	0.00
50-111-5830 Furniture & Fixtures	2,500.00	439.90	439.90	0.00	2,060.10	17.60
Total Expenditures	2,881,873.00	1,383,260.98	1,383,260.98	307,693.25	1,190,918.77	58.68
Total Administration	2,881,873.00	1,383,260.98	1,383,260.98	307,693.25	1,190,918.77	58.68
51 GASB 68 Pension Expenses						
51-100 Administration						

Expenditure Status Report

SOUTH BAY REGIONAL PCA
 7/1/2024 through 12/31/2024

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>
51-100-5000 Expenditures						
Total GASB 68 Pension Expenses	0.00	0.00	0.00	0.00	0.00	0.00
60 Operations						
60-200 Operations						
60-200-5000 Expenditures						
60-211-5101 Salaries (Full-Time)	5,206,954.00	1,571,611.65	1,571,611.65	0.00	3,635,342.35	30.18
60-211-5102 Salaries (Part-Time)	0.00	74,949.74	74,949.74	0.00	-74,949.74	0.00
60-211-5103 Overtime	225,000.00	594,140.68	594,140.68	0.00	-369,140.68	264.06
60-211-5104 Acting Pay	10,000.00	1,362.80	1,362.80	0.00	8,637.20	13.63
60-211-5105 Bilingual Pay	10,800.00	3,752.00	3,752.00	0.00	7,048.00	34.74
60-211-5108 Sick Leave Payoff	95,000.00	45,736.75	45,736.75	0.00	49,263.25	48.14
60-211-5109 Vacation Leave Payoff	90,000.00	44,433.87	44,433.87	0.00	45,566.13	49.37
60-211-5110 Training Pay	15,000.00	5,680.89	5,680.89	0.00	9,319.11	37.87
60-211-5112 Other Pay	0.00	22,000.00	22,000.00	0.00	-22,000.00	0.00
60-211-5114 Holiday Payoff	52,000.00	3,872.76	3,872.76	0.00	48,127.24	7.45
60-211-5115 Education Incentive Pay	148,652.00	41,791.98	41,791.98	0.00	106,860.02	28.11
60-211-5201 Medical Insurance	738,892.00	227,327.07	227,327.07	0.00	511,564.93	30.77
60-211-5202 Dental Insurance	64,237.00	19,942.61	19,942.61	0.00	44,294.39	31.05
60-211-5203 Vision Insurance	18,830.00	5,867.39	5,867.39	0.00	12,962.61	31.16
60-211-5204 Life Insurance	11,629.00	3,944.00	3,944.00	0.00	7,685.00	33.92
60-211-5205 Medicare	85,876.00	34,581.83	34,581.83	0.00	51,294.17	40.27
60-211-5206 Unemployment Insurance	15,000.00	1,098.00	1,098.00	0.00	13,902.00	7.32
60-211-5207 Workers' Compensation	39,792.00	42,063.00	42,063.00	0.00	-2,271.00	105.71
60-211-5208 PERS Contributions	600,827.00	197,591.68	197,591.68	0.00	403,235.32	32.89
60-211-5209 Retirees' Medical Insurance	72,000.00	31,882.81	31,882.81	0.00	40,117.19	44.28
60-211-5211 Social Security	0.00	607.60	607.60	0.00	-607.60	0.00
60-211-5212 Deferred Comp Matching Benefit	81,000.00	23,128.61	23,128.61	0.00	57,871.39	28.55
60-211-5219 PERS Contributions-UAL	590,860.00	580,251.82	580,251.82	0.00	10,608.18	98.20
60-211-5220 FSA Expense	4,004.00	1,802.85	1,802.85	300.00	1,901.15	52.52
60-211-5302 Computer Contract/CAD	0.00	9,240.00	9,240.00	22,660.00	-31,900.00	0.00

Expenditure Status Report

SOUTH BAY REGIONAL PCA
 7/1/2024 through 12/31/2024

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>
60-211-5313 Temporary Staffing Services	0.00	20,000.00	20,000.00	288,000.00	-308,000.00	0.00
60-211-5401 Memberships & Dues	2,370.00	82.00	82.00	0.00	2,288.00	3.46
60-211-5402 Publications	1,710.00	0.00	0.00	0.00	1,710.00	0.00
60-211-5403 Conferences, Meetings & Travel	23,846.00	1,373.66	1,373.66	0.00	22,472.34	5.76
60-211-5404 Employee Services	2,588.00	11,942.83	11,942.83	98.27	-9,453.10	465.27
60-211-5405 Employee Awards	3,500.00	0.00	0.00	0.00	3,500.00	0.00
60-211-5406 POST Training	12,608.00	280.00	280.00	0.00	12,328.00	2.22
60-211-5407 Tuition Reimbursement	16,000.00	0.00	0.00	0.00	16,000.00	0.00
60-211-5506 Uniforms/Safety Equipment	13,000.00	4,825.46	4,825.46	2,971.34	5,203.20	59.98
60-211-5509 Reproduction	500.00	0.00	0.00	0.00	500.00	0.00
60-211-5603 Telephone - El Segundo	3,282.00	1,559.21	1,559.21	0.00	1,722.79	47.51
60-211-5604 Telephone - Gardena	3,500.00	392.20	392.20	0.00	3,107.80	11.21
60-211-5606 Telephone - Hawthorne	20,000.00	15,007.85	15,007.85	0.00	4,992.15	75.04
60-211-5607 Telephone - Hermosa Beach	13,128.00	4,434.60	4,434.60	0.00	8,693.40	33.78
60-211-5608 Telephone - Manhattan Beach	6,564.00	1,995.58	1,995.58	0.00	4,568.42	30.40
60-211-5611 Telephone - Punta Place	4,923.00	522.72	522.72	0.00	4,400.28	10.62
60-211-5612 Telephone - RCC	12,034.00	4,708.79	4,708.79	0.00	7,325.21	39.13
60-211-5614 Verizon Wireless Reimbursable	65,000.00	23,925.38	23,925.38	0.00	41,074.62	36.81
60-211-5615 Telephone - Culver City	15,863.00	16,077.95	16,077.95	0.00	-214.95	101.36
60-211-5616 PulsePoint Software	10,000.00	0.00	0.00	0.00	10,000.00	0.00
60-211-5810 Office Equipment	5,000.00	0.00	0.00	0.00	5,000.00	0.00
60-211-5820 Other Equipment	15,000.00	1,310.10	1,310.10	0.00	13,689.90	8.73
Total Operations	8,426,769.00	3,697,100.72	3,697,100.72	314,029.61	4,415,638.67	47.60
70 Technical Services						
70-300 Technical Services						
70-300-5000 Expenditures						
70-311-5101 Salaries (Full-Time)	495,907.00	216,736.90	216,736.90	0.00	279,170.10	43.71
70-311-5103 Overtime	30,000.00	18,785.76	18,785.76	0.00	11,214.24	62.62
70-311-5107 Merit Pay	850.00	306.00	306.00	0.00	544.00	36.00
70-311-5108 Sick Leave Payoff	10,500.00	10,650.86	10,650.86	0.00	-150.86	101.44
70-311-5109 Vacation Leave Payoff	10,000.00	6,838.74	6,838.74	0.00	3,161.26	68.39

Expenditure Status Report

SOUTH BAY REGIONAL PCA
 7/1/2024 through 12/31/2024

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>
70-311-5110 Training Pay	2,500.00	1,173.23	1,173.23	0.00	1,326.77	46.93
70-311-5201 Medical Insurance	67,000.00	19,312.45	19,312.45	0.00	47,687.55	28.82
70-311-5202 Dental Insurance	9,400.00	3,200.50	3,200.50	0.00	6,199.50	34.05
70-311-5203 Vision Insurance	2,600.00	866.74	866.74	0.00	1,733.26	33.34
70-311-5204 Life Insurance	1,020.00	476.00	476.00	0.00	544.00	46.67
70-311-5205 Medicare	8,044.00	3,555.69	3,555.69	0.00	4,488.31	44.20
70-311-5207 Workers' Compensation	56,547.00	59,773.00	59,773.00	0.00	-3,226.00	105.70
70-311-5208 PERS Contributions	56,087.00	25,268.41	25,268.41	0.00	30,818.59	45.05
70-311-5209 Retirees' Medical Insurance	18,000.00	7,398.19	7,398.19	0.00	10,601.81	41.10
70-311-5212 Deferred Comp Matching Benefit	7,500.00	3,415.00	3,415.00	0.00	4,085.00	45.53
70-311-5219 PERS Contributions-UAL	63,214.00	62,075.50	62,075.50	0.00	1,138.50	98.20
70-311-5302 IT Computer Contract Services	145,000.00	72,500.00	72,500.00	72,500.00	0.00	100.00
70-311-5311 GST Software Reimbursable	52,692.00	39,519.00	39,519.00	13,173.00	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	7,763.00	3,215.68	3,215.68	825.00	3,722.32	52.05
70-311-5506 Uniforms/Safety Equipment	2,588.00	1,570.51	1,570.51	1,532.72	-515.23	119.91
70-311-5507 Postage & Shipping	1,200.00	187.00	187.00	0.00	1,013.00	15.58
70-311-5514 Parts - Billing	784,294.00	728,847.36	728,847.36	1,110,181.71	-1,054,735.07	234.48
70-311-5517 Vehicle Operations	4,923.00	948.45	948.45	1,520.00	2,454.55	50.14
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	363,000.00	177,907.50	177,907.50	172,250.00	12,842.50	96.46
70-311-5810 Office Equipment	2,000.00	3,761.46	3,761.46	0.00	-1,761.46	188.07
Total Technical Services	2,210,279.00	1,468,289.93	1,468,289.93	1,371,982.43	-629,993.36	128.50
80 Capital Infrastructure Projects						
80-400 CIP						
80-400-5000 Expenditures						
80-454-5901 CIP Expenditures-IT Infrastructure/Equip	250,000.00	17,310.05	17,310.05	0.00	232,689.95	6.92
80-461-5901 Five Year CIP Expenditures - Radios	330,000.00	0.00	0.00	0.00	330,000.00	0.00
80-462-5901 Five Year CIP Expenditures - Facilities	265,000.00	23,000.00	23,000.00	0.00	242,000.00	8.68
Total Expenditures	845,000.00	40,310.05	40,310.05	0.00	804,689.95	4.77
Total CIP	845,000.00	40,310.05	40,310.05	0.00	804,689.95	4.77

Expenditure Status Report

SOUTH BAY REGIONAL PCA
 7/1/2024 through 12/31/2024

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>
Total Capital Infrastructure Projects	845,000.00	40,310.05	40,310.05	0.00	804,689.95	4.77
Total SBRPCA Enterprise Fund	14,363,921.00	6,588,961.68	6,588,961.68	1,993,705.29	5,781,254.03	59.75

Expenditure Status Report

SOUTH BAY REGIONAL PCA
 7/1/2024 through 12/31/2024

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	14,363,921.00	6,588,961.68	6,588,961.68	1,993,705.29	5,781,254.03	59.75

F-2



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: January 21, 2025

ITEM NUMBER: F-2

TO: Executive Committee

FROM: John Krok, Executive Director

SUBJECT: APPROPRIATION OF \$1,000,000 FROM THE ENTERPRISE FUND TO FUND ADDITIONAL VEHICLE UPFITTING PURCHASES

ATTACHMENT: None

RECOMMENDATION

Staff recommends that the Board of Directors appropriate \$1,000,000 from the Fund 10 Enterprise Fund to Parts-Billing (Account #70-311-5514) to fund additional vehicle upfitting purchases.

BACKGROUND

The Technical Services Division performs vehicle upfitting services which consist of installing radio communications equipment, light bars, mobile cameras, computer systems, and all necessary equipment into emergency vehicles. Work orders are completed in accordance with specifications provided by each of the Authority's member and contract cities. Upon completion of the work, each city is billed for the actual costs associated with the supplies and equipment purchased by the Authority to fulfill the work order. Due to the high volume of orders placed each year, the Authority is an authorized distributor for many of the vendors utilized and receives discounts ranging from 10% to 47% on many of its purchases. Such discounts are passed along to member and contract cities alike.

DISCUSSION

Based on workload projections for the remainder of the year, staff anticipates that the Fiscal Year 2024-2025 budget of \$784,294 for these purchases is insufficient and will be exhausted prior to the end of the fiscal year. In order to ensure the vehicle upfitting work requested by the Authority's six (6) police departments and three (3) fire departments continues without interruption through the end of the year, additional funds are needed.

FISCAL IMPACT

All costs associated with the upfitting of vehicles are 100% reimbursable by the member or contract agencies requesting these services.

G-1

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

NOVEMBER 19, 2024

A. CALL TO ORDER

The Executive Committee and the User Committee convened in a regular joint session at 2:01 PM on Tuesday, November 19, 2024, in the second-floor conference room of the South Bay Regional Public Communications Authority at 4440 West Broadway, Hawthorne, CA.

B. ROLL CALL

Present: City Manager Clint Osorio, City of Gardena
Interim City Manager Talyn Mirzakhanian, City of Manhattan Beach
City Manager Vontray Norris, City of Hawthorne
Chief Mike Saffell, Gardena Police Department
Chief Gary Tomatani, Hawthorne Police Department
Division Chief Anthony Gomes, Manhattan Beach Fire Department
Captain Andrew Enriquez, Manhattan Beach Police Department
Chief Mike Lang, Manhattan Beach Fire Department
Chief George Avery, El Segundo Fire Department

Absent: Chief Rachel Johnson, Manhattan Beach Police Department

Also Present: Interim Executive Director John Krok
Operations Manager Shannon Kauffman
Finance Manager Vanessa Alfaro
Executive Assistant Cristina Manley
Jennifer Petrusis General Counsel, RWG Law
Communications Supervisor Lena Ramos

C. PUBLIC DISCUSSION

None.

D. EXECUTIVE COMMITTEE CONSENT CALENDAR

1. Minutes from October 15, 2024
APPROVE
2. Check Register – October 2024
RECEIVE AND FILE
3. Cash and Investments Report July – September 2024
RECEIVE AND FILE

MOTION: City Manager Norris moved to approve the Executive Committee Consent Calendar items 1-3. The motion was seconded by City Manager Mirzakhanian and passed by a vote of 3-0.

E. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

F.

GENERAL BUSINESS

1. Executive Director Employment Agreement

APPOINT JOHN KROK AS EXECUTIVE DIRECTOR, APPROVE THE EMPLOYMENT AGREEMENT, AND AUTHORIZE THE EXECUTIVE COMMITTEE CHAIRPERSON TO SIGN EMPLOYMENT AGREEMENT

General Counsel Petrusis provided an overview of the draft contract agreement, authorizing employment for Executive Director. Employment agreement outlined employment and retirement benefits. An oral report was provided and an adjustment to the draft contract, page 3 section 3H – 11 fixed holidays.

MOTION: City Manager Osorio moved to approve Executive Director Employment Agreement John Krok. The motion was seconded by City Manager Mirzakhianian and passed by a vote of 3-0.

2. Agreement with GetResQ911 to Provide Professional Placement Services for Temporary Communications Operators

APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE ON BEHALF OF AUTHORITY

Executive Director Krok discussed the contract for professional placement services for temporary communication operators:

- \$20,000 startup fee; \$2,400/month per dispatcher – placement fee
- Contract limited to one year
- Dispatchers are required to have several years of experience

Union discussions ongoing: plans for a town hall meeting for employees aimed to clarify the roles of the temporary dispatchers and provide an opportunity for questions.

City Manager Mirzakhianian requested the Director to provide a report after hiring a few temporary employees. Executive Director Krok stated he will provide monthly updates on the progress of the program.

MOTION: City Manager Mirzakhianian moved to approve the Executive Committee General Business item 2. The motion was seconded by City Manager Norris and passed by a vote of 4 – 0.

G.

USER COMMITTEE CONSENT CALENDAR

1. Minutes for October 15, 2024

APPROVE

MOTION: Chief Saffell moved to approve the User Committee Consent Calendar item 1. The motion was seconded by Chief and passed by a vote of 3 – 0

H.

ITEMS REMOVED FROM CONSENT CALENDAR

I.

EXECUTIVE DIRECTOR REPORT

- Staffing Update

Executive Director Krok provided a report on staffing in the communications center; three applicants are currently in backgrounds and possibility of two starting academy in mid – December. Recent tour by 20 college students from Long Beach Community College. The contract for professional

placement services for temporary communication operators would be beneficial to the organization helping in our staffing levels.

- CAD Update

Development of CAD contract is ongoing. Meeting with fire cities for interface discussions completed. Currently meeting with police department for interface discussions.

- 5 Year CIP Update

Six projects identified for fiscal year. Landscaping and irrigation project completed under budget. Quotes for remaining five projects are in progress.

- Police & Fire Task Force

Emphasis on better communication and collaboration. Regular meetings to discuss service levels and improvements. Standardization of policies and procedures for better training and execution. Chief Saffell requested a designee update for monthly meetings.

- Medical Director

Mandate from Los Angeles County for PSAPs to have an EMD medical director. Working with LA County for a timeline and monthly progress reports. Position to be included in next fiscal year budget process. Anticipated rollout date: July 1, 2025.

J. **EXECUTIVE COMMITTEE AND USER COMMITTEE COMMENT**

Chief Saffell suggested for a finance committee to meet with city finance departments. Aim to ensure awareness of budget planning and big-ticket items. Coordination with Vanessa for planning and logistics of meetings.

K. **ADJOURNMENT**

The meeting was adjourned at 2:19PM.

G-2



Check Register FY 2024-25

November 2024

<u>Accounts Payable Check Issued Date</u>	<u>Total Check Amount</u>	<u>Notes</u>
November 1, 2024	\$184,011.59	
November 8, 2024	\$77,696.86	
November 15, 2024	\$96,375.27	
November 22, 2024	\$106,454.45	
November 29, 2024	<u>\$66,625.94</u>	
Accounts Payable Total	\$531,164.11	
<u>Payroll Checks Issued Date</u>		
November 1, 2024	\$235,220.77	Includes eligible MOU payoffs
November 15, 2024	\$164,352.64	
November 29, 2024	<u>\$186,756.92</u>	
Payroll Total	\$586,330.33	

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
20819	11/1/2024	00696	GUARDIAN	533654-11	10/22/2024	GUARDIAN - DENTAL, VISION	6,577.02	6,577.02
20820	11/1/2024	00058	CALPERS	10000001771108	10/14/2024	HEALTH PREMIUMS FOR NO	56,059.65	56,059.65
20821	11/1/2024	00219	INTERNAL REVENUE SEF	Ben39331	11/1/2024	FEDERAL WITHHOLDING TA)	51,805.15	51,805.15
20822	11/1/2024	00223	EMPLOYMENT DEVEL DE	Ben39335	11/1/2024	STATE DISABILITY INSURAN	21,153.64	21,153.64
20823	11/1/2024	00222	STATE DISBURSEMENT L	Ben39339	11/1/2024	SUPPORT: PAYMENT	184.62	184.62
20824	11/1/2024	00058	CALPERS	Ben39333	11/1/2024	PERS RETIREMENT: PAYMEN	33,365.51	33,365.51
20825	11/1/2024	00221	MISSIONSQUARE RETIRE	Ben39329	11/1/2024	DEFERRED COMPENSATION	12,392.00	12,392.00
58242	11/1/2024	00217	CALIFORNIA TEAMSTERS	Ben39327	11/1/2024	UNION DUES TEAMSTERS: P	971.50	971.50
58243	11/1/2024	00218	CWA LOCAL 9400	Ben39325	11/1/2024	UNION DUES CWA: PAYMEN	113.56	113.56
58244	11/1/2024	00269	SHERIFF'S DEPARTMENT	Ben39323	11/1/2024	FILE NO. 3712408030018 GAF	638.87	638.87
58245	11/1/2024	00996	WAGeworks INC., HEAL	Ben39337	11/1/2024	HEALTH CARE FSA: PAYMEN	750.07	750.07
Sub total for BANK OF THE WEST:							184,011.59	

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
2208	11/5/2024	00012	CALIFORNIA WATER SER 4675328235	10/17/2024	WATER SERV HQ/ 9/18/24-10/	499.84	499.84
2209	11/8/2024	00012	CALIFORNIA WATER SER 5550731926	10/30/2024	FIRE PROTECTION SERVICE	104.45	104.45
2210	11/8/2024	00070	GAS COMPANY, THE 059 194 8982 2	11/4/2024	GAS SERVICE HQ/ 10/2/2024-	1,400.03	1,400.03
2211	11/8/2024	00069	SOUTHERN CALIFORNIA 700610392752	11/1/2024	ELECT SERV GRANDVIEW/ 1	159.75	159.75
2212	11/8/2024	00031	EMPLOYMENT DEVELOP L1196303056	10/30/2024	UNEMPLOYMENT INS / JULY-	3,749.00	3,749.00
2213	11/8/2024	00651	FRONTIER 209-188-0077-04	11/1/2024	PHONE SERVICE 11/1/24 - 11/	337.87	337.87
58246	11/8/2024	00297	AT&T, ATT CALNET 000022549484	11/3/2024	PHONE SERVICE 10/03/24-11/	511.48	511.48
58247	11/8/2024	00064	AT&T, ATT PAYMENT CEN 960 461-1623 55	11/1/2024	PHONE SERVICE 11/01/2024-	2,461.99	2,461.99
58248	11/8/2024	00014	CDW GOVERNMENT, INC AA6T52P	9/18/2024	CDW-G BILLABLE PARTS	19,933.49	19,933.49
58249	11/8/2024	00017	CHEM PRO LABORATORY IN170994	11/1/2024	WATER TREATMENT SERVIC	96.05	96.05
58250	11/8/2024	00225	COMMLINE INC 0473248-IN	10/29/2024	ANNUAL SOFTWARE SUPPO	15,000.00	15,000.00
58251	11/8/2024	00867	JOE MAR POLYGRAPH 24-001-SBRPCA	10/29/2024	PRE-EMPLOYMENT POLYGR	250.00	
			24-002-SBRPCA	11/1/2024	PRE-EMPLOYMENT POLYGR	250.00	
			24-003-SBRPCA	11/2/2024	PRE-EMPLOYMENT POLYGR	250.00	750.00
58252	11/8/2024	00799	LA UNIFORMS & TAILORII 24144	10/21/2024	UNIFORM SETS - OPS & TEC	192.55	
			24305	10/30/2024	UNIFORM SETS - OPS & TEC	96.91	
			24143	10/21/2024	UNIFORM SETS - OPS & TEC	82.52	371.98
58253	11/8/2024	00087	LIEBERT CASSIDY & WHI 277711	9/30/2024	FY 24-25 LEGAL SERVICES	765.00	765.00
58254	11/8/2024	01091	MANLEY, CRISTINA 110524	11/5/2024	SOFTWARE SUBSCRIPTION	99.99	99.99
58255	11/8/2024	01022	RACE COMMUNICATIONS RC1371485	11/1/2024	COMMUNICATION CONTRAC	1,198.50	1,198.50
58256	11/8/2024	01133	SKANE MILLS LLP 41845	10/31/2024	FY 24-25 LEGAL SERVICES~	7,000.00	7,000.00
58257	11/8/2024	00824	SMART JANITORIAL, COM 31190	11/1/2024	HQ MAINTENANCE - CLEANII	4,685.00	4,685.00
58258	11/8/2024	00803	SPARKLETTS 18193479 10252	10/25/2024	WATER FILTRATION SYSTEM	66.64	66.64
58259	11/8/2024	00074	STAPLES INC. 7002645414	10/19/2024	OFFICE & JANITORIAL SUPPI	976.97	976.97
58260	11/8/2024	01109	TRUCKVAULT INC. 276947	10/22/2024	TRUCKVAULT INC BILLABLE I	6,633.06	
			278718	10/31/2024	TRUCKVAULT INC BILLABLE I	2,932.00	9,565.06
58261	11/8/2024	00171	VERIZON WIRELESS 9977076289	10/23/2024	GPD DAC CHARGES/ 9/24/24-	1,915.69	
			9977015865	10/23/2024	DAC CHARGES HPD/ 9/24/24-	1,910.53	
			9977000603	10/23/2024	MODEM SVC. MBPD/ 9/24/24	929.69	
			9976614699	10/18/2024	CELL PH. CHGS: 9/19/24-10/1	320.13	
			9977000604	10/23/2024	MODEM SVC. MBPD/ 9/24/24-	78.02	5,154.06
58262	11/8/2024	01065	WAGeworks INC., HEA INV7110195	10/23/2024	FSA EXPENSE	92.00	92.00
58263	11/8/2024	00063	WHELEN ENGINEERING 582198	10/14/2024	WHELEN ENGINEERING CO I	2,717.71	2,717.71

Sub total for BANK OF THE WEST: 77,696.86

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
20826	11/15/2024	00219	INTERNAL REVENUE SEF Ben39387	11/15/2024	FEDERAL WITHHOLDING TA	34,041.67	34,041.67
20827	11/15/2024	00223	EMPLOYMENT DEVEL DE Ben39391	11/15/2024	STATE DISABILITY INSURAN	14,539.06	14,539.06
20828	11/15/2024	00222	STATE DISBURSEMENT L Ben39395	11/15/2024	SUPPORT: PAYMENT	184.62	184.62
20829	11/15/2024	00058	CALPERS Ben39389	11/15/2024	PERS RETIREMENT: PAYMEN	32,954.83	32,954.83
20830	11/15/2024	00221	MISSIONSQUARE RETIRE Ben39385	11/15/2024	DEFERRED COMPENSATION	12,178.59	12,178.59
58264	11/15/2024	00217	CALIFORNIA TEAMSTERS Ben39383	11/15/2024	UNION DUES TEAMSTERS: P	974.00	974.00
58265	11/15/2024	00218	CWA LOCAL 9400 Ben39381	11/15/2024	UNION DUES CWA: PAYMEN	113.56	113.56
58266	11/15/2024	00269	SHERIFF'S DEPARTMENT Ben39379	11/15/2024	FILE NO. 3712408030018 GAF	638.87	638.87
58267	11/15/2024	00996	WAGeworks INC., HEAL Ben39393	11/15/2024	HEALTH CARE FSA: PAYMEN	750.07	750.07
Sub total for BANK OF THE WEST:							96,375.27

9 checks in this report.

Grand Total All Checks: 96,375.27

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
2215	11/22/2024	00069	SOUTHERN CALIFORNIA 700440732476	11/12/2024	ELEC SERV/ 10/2/24 - 11/6/24	12,638.91	12,638.91
2216	11/22/2024	00073	STATE BOARD OF EQUAL 012-655960	11/22/2024	SALES & USE TAX 2024 Q4 PI	1,867.00	1,867.00
2217	11/22/2024	00621	FIRST BANKCARD				
		01136	LE MERIDIEN 15109	10/24/2024	APCO INTERNATIONAL CONF	963.27	
		01135	ALTUS NETWORK SOLUT 17014	10/11/2024	SOFTWARE SERVICES	850.00	
		01135	ALTUS NETWORK SOLUT 17009	10/11/2024	SOFTWARE SERVICES	794.50	
		00058	CALPERS 5RNNC7XQL2V	10/2/2024	2024 CALPERS EDUCATIONA	599.00	
		00228	COSTCO MEMBERSHIP 1139768879	9/27/2024	JANITORIAL SUPPLIES	536.26	
		00673	EXPEDIA 7294399639485	10/16/2024	2024 CALPERS EDUCATIONA	530.70	
		00311	APCO INTERNATIONAL 1139767	10/19/2024	APCO INTERNATIONAL CONF	381.00	
		00981	SAM'S CLUB 10216408983	10/1/2024	EMPLOYEE WELLNESS PRO	366.20	
		00610	DIRECTV 065190124X241	10/5/2024	CABLE SERVICE	251.98	
		01036	CLOUDFLARE INC. IN-10701635	9/28/2024	SOFTWARE SERVICES	250.00	
		01036	CLOUDFLARE INC. IN-13665421	10/26/2024	SOFTWARE SERVICES	250.00	
		00466	AMAZON MARKETPLACE 114-2316150-70	9/27/2024	OFFICE SUPPLIES	170.64	
		00466	AMAZON MARKETPLACE 113-7421319-78	10/1/2024	OFFICE SUPPLIES	170.64	
		00466	AMAZON MARKETPLACE 112-0466507-67	10/1/2024	OFFICE SUPPLIES	170.64	
		00052	PARADISE AWARDS 37500	10/7/2024	EMPLOYEE SERVICE PLAQU	153.25	
		00467	LOWES BUSINESS 11808606	10/8/2024	GENERAL TECH SUPPLIES	152.96	
		00915	GOLD GAS 950865899	10/17/2024	FUEL - TRUCK	125.05	
		00466	AMAZON MARKETPLACE 113-3552179-10	10/24/2024	OFFICE SUPPLIES	97.01	
		00761	BOX INV12258934	10/26/2024	SOFTWARE SERVICES	90.00	
		01047	GODADDY 3370201819	10/23/2024	WEBSITE HOSTING SUBSCR	85.98	
		00765	EXXON GASOLINE 954902961	10/9/2024	FUEL - EXPLORER	66.80	
		00466	AMAZON MARKETPLACE 114-3680854-74	10/1/2024	GENERAL TECH SUPPLIES	59.49	
		00466	AMAZON MARKETPLACE 111-3042526-60	10/3/2024	OFFICE SUPPLIES	56.88	
		01046	PELTON 100124	10/1/2024	EMPLOYEE SERVICES	44.00	
		00885	UBER 102424	10/25/2024	APCO INTERNATIONAL CONF	43.99	
		00466	AMAZON MARKETPLACE 112-3445453-27	10/22/2024	OFFICE SUPPLIES	33.50	
		00854	MANHATTAN POSTAL CEI 379781	10/29/2024	RECRUITMENT	32.50	
		00466	AMAZON MARKETPLACE 112-3996047-74	10/20/2024	OFFICE SUPPLIES	22.03	
		00466	AMAZON MARKETPLACE 113-3832883-33	10/16/2024	OFFICE SUPPLIES	22.03	
		00826	LA TIMES 100724	10/7/2024	LA TIMES MONTHLY SUBSCF	15.96	
		01086	FOOD 4 LESS 485760	10/14/2024	EMPLOYEE SERVICES - WAT	15.18	

Bank : bow BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
		00466	AMAZON MARKETPLACE	112-0641055-18	10/20/2024	OFFICE SUPPLIES	11.01
		01112	CRICUT INC.	110524	10/26/2024	CRICUT MONTHLY SUBSCRIF	11.01
58268	11/22/2024	00297	AT&T, ATT CALNET	000022587418	11/13/2024	PHONE SERV 10/13/24-11/12/	3,085.56
				000022594616	11/13/2024	PHONE SERV 10/13/24-11/12/	278.34
				000022591553	11/13/2024	PHONE SERV 10/13/24-11/12/	245.65
58269	11/22/2024	00014	CDW GOVERNMENT, INC	AB4CL1W	11/2/2024	CDW-G BILLABLE PARTS	17,900.12
				AB3W33D	10/30/2024	CDW-G BILLABLE PARTS	0.24
58270	11/22/2024	00101	CORDOVA, TONY	112224	11/22/2024	RETIREE MED PREM/DEC 20	593.00
58271	11/22/2024	00081	COSTON, SHANDER	112224	11/22/2024	RETIREE MED PREM/DEC 20	343.00
58272	11/22/2024	00879	CROWN CASTLE	1686637	11/1/2024	REDUNDANT INTERNET SER	1,100.00
58273	11/22/2024	00103	DIVINITY, TANJI	112224	11/22/2024	RETIREE MED PREM/DEC 20	593.00
58274	11/22/2024	01069	DOCUMENT CONSULTING	138035	11/1/2024	COPIER LEASE & PRINTING	235.16
58275	11/22/2024	00106	FARLEY, SANDRA	112224	11/22/2024	RETIREE MED PREM/DEC 20	343.00
58276	11/22/2024	00008	FEDERAL SIGNAL CORP	8785460	10/30/2024	FEDERAL SIGNAL CORP BILL	8,430.80
				8781771	10/25/2024	FEDERAL SIGNAL CORP BILL	7,186.02
				8781778	10/25/2024	FEDERAL SIGNAL CORP BILL	4,011.48
				8786473	10/31/2024	FEDERAL SIGNAL CORP BILL	3,973.50
58277	11/22/2024	00651	FRONTIER	7002Z664-S-243	11/5/2024	PHONE SERV 11/05/24-12/04/	1,339.73
				7002Z665-S-243	11/5/2024	PHONE SERV 11/05/24-12/04/	920.87
58278	11/22/2024	01117	GOODY TECHNOLOGIES	10292	11/14/2024	EMPLOYEE RECOGNITION P	4,400.00
58279	11/22/2024	00027	HAVIS INC.	SIN282821	10/17/2024	HAVIS INC BILLABLE PARTS	866.02
58280	11/22/2024	00577	JESSICA RAMOS	3311	11/12/2024	VEHICLE MAINTENANCE & D	120.00
58281	11/22/2024	01106	JOSE CONSTANTINO VAL	INV1239	11/12/2024	MONTHLY LANDSCAPING SE	450.00
58282	11/22/2024	01091	MANLEY, CRISTINA	110724	11/7/2024	CALPERS CONFERENCE EXP	385.86
58283	11/22/2024	00113	MARTIN, LISA	112224	11/22/2024	RETIREE MED PREM/DEC 20	343.00
58284	11/22/2024	00331	MITSUBISHI ELECTRIC IN	507280	11/1/2024	HQ MAINTENANCE - ELEVAT	805.30
58285	11/22/2024	00047	MOTOROLA SOLUTIONS,	8282007025	10/23/2024	MOTOROLA SOLUTIONS INC	4,476.14
58286	11/22/2024	01005	ORKIN PEST CONTROL	268236884	10/8/2024	HQ MAINTENANCE - PEST C	100.99
				268236885	10/8/2024	HQ MAINTENANCE - PEST C	73.99
58287	11/22/2024	00121	PINELA, ELIZABETH	112224	11/22/2024	RETIREE MED PREM/DEC 20	593.00
58288	11/22/2024	00411	PITNEY BOWES	3106916271	11/11/2024	OFFICE EQUIPMENT MONTH	170.36
58289	11/22/2024	00818	RICHARDS, WATSON & GI	250375	11/14/2024	FY 24-25 GENERAL COUNSEI	12,397.50
58290	11/22/2024	00060	RIVERA, JOSE	112224	11/22/2024	RETIREE MED PREM/DEC 20	747.95
58291	11/22/2024	00145	SETINA MFG CO INC	296283	11/6/2024	SETINA MANUFACTURING C	639.47
58292	11/22/2024	00034	STEVENS, GARY	112224	11/22/2024	RETIREE MED PREM/DEC 20	593.00

Bank : bow BANK OF THE WEST (Continued)

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>Inv Date</u>	<u>Description</u>	<u>Amount Paid</u>	<u>Check Total</u>
58293	11/22/2024	00063	WHELEN ENGINEERING 592373	11/1/2024	WHELEN ENGINEERING CO	2,335.76	
			592359	11/1/2024	WHELEN ENGINEERING CO	2,301.36	
			590662	10/30/2024	WHELEN ENGINEERING CO	2,145.91	6,783.03
Sub total for BANK OF THE WEST:							106,454.45

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
20831	11/29/2024	00219	INTERNAL REVENUE SEF Ben39476	11/29/2024	FEDERAL WITHHOLDING TAX	37,804.37	37,804.37
20832	11/29/2024	00223	EMPLOYMENT DEVELOPMENT BENEFITS Ben39480	11/29/2024	STATE DISABILITY INSURANCE	15,593.76	15,593.76
20833	11/29/2024	00222	STATE DISBURSEMENT BENEFITS Ben39484	11/29/2024	SUPPORT: PAYMENT	184.62	184.62
20835	11/29/2024	00221	MISSIONSQUARE RETIREMENT BENEFITS Ben39474	11/29/2024	DEFERRED COMPENSATION	9,196.52	9,196.52
58294	11/29/2024	00002	AFLAC Ben39470	11/29/2024	AFLAC INSURANCE: PAYMENT	2,943.78	2,943.78
58295	11/29/2024	00269	SHERIFF'S DEPARTMENT BENEFITS Ben39472	11/29/2024	FILE NO. 3712408030018 GAF	152.82	152.82
58296	11/29/2024	00996	WAGeworks INC., HEALTH BENEFITS Ben39482	11/29/2024	HEALTH CARE FSA: PAYMENT	750.07	750.07
Sub total for BANK OF THE WEST:							66,625.94

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Check Register FY 2024-25

December 2024

<u>Accounts Payable Check Issued Date</u>	<u>Total Check Amount</u>	<u>Notes</u>
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December 6, 2024	\$249,368.35	
December 13, 2024	\$158,124.74	
December 20, 2024	\$399,169.67	
December 27, 2024	<u>\$95,088.35</u>	
Accounts Payable Total	\$901,751.11	

<u>Payroll Checks Issued Date</u>		
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December 13, 2024	\$180,564.47	
December 27, 2024	<u>\$168,755.77</u>	
Payroll Total	\$349,320.24	

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
2218	12/6/2024	00012	CALIFORNIA WATER SER 4675328235	11/18/2024	WATER SERV HQ/ 10/17/24-1'	499.84	499.84
2219	12/6/2024	00069	SOUTHERN CALIFORNIA 700383926852	11/18/2024	ELEC SERV PUNTA/ 10/17/24	891.34	891.34
58297	12/6/2024	01004	BOB & MARC PLUMBING S-113146	11/27/2024	HQ MAINTENANCE - PLUMBII	170.00	170.00
58298	12/6/2024	00014	CDW GOVERNMENT, INC AB4974X	11/9/2024	CDW-G BILLABLE PARTS	3,002.18	
			AB4CL1Y	11/2/2024	CDW-G BILLABLE PARTS	3,002.02	
			AB5ZD4J	11/14/2024	CDW-G BILLABLE PARTS	474.98	
			AB34L5R	10/31/2024	CDW-G BILLABLE PARTS	0.16	6,479.34
58299	12/6/2024	00017	CHEM PRO LABORATORY IN175115	12/1/2024	WATER TREATMENT SERVIC	96.05	96.05
58300	12/6/2024	00439	CIT COM, INC. 2024-11	11/1/2024	CAD SYSTEM CONSULTANT	9,240.00	9,240.00
58301	12/6/2024	00225	COMMLINE INC 0472570-IN	10/24/2024	COMMLINE INC BILLABLE PA	665.00	
			0473921-IN	11/4/2024	COMMLINE INC BILLABLE PA	665.00	
			0475061-IN	11/13/2024	COMMLINE INC BILLABLE PA	665.00	1,995.00
58302	12/6/2024	00407	COSCO FIRE PROTECTIC 1000692809	10/28/2024	ANNUAL HQ MAINTENANCE	1,116.97	1,116.97
58303	12/6/2024	01137	DIANE CARROLL 1068	11/22/2024	GETRESQ911 TEMPORARY S	20,000.00	20,000.00
58304	12/6/2024	01048	ERIC JASON ARROYO 3548	11/20/2024	RECRUITMENT - BACKGROU	1,500.00	1,500.00
58305	12/6/2024	00008	FEDERAL SIGNAL CORP 8799506	11/18/2024	FEDERAL SIGNAL CORP BILL	48,258.65	
			8788837	11/4/2024	FEDERAL SIGNAL CORP BILL	4,450.41	
			8798609	11/15/2024	FEDERAL SIGNAL CORP BILL	1,687.66	
			8799691	11/18/2024	FEDERAL SIGNAL CORP BILL	1,146.60	
			8803994	11/22/2024	FEDERAL SIGNAL CORP BILL	555.40	56,098.72
58306	12/6/2024	00027	HAVIS INC. SIN286454	11/12/2024	HAVIS INC BILLABLE PARTS	2,163.41	
			SIN287108	11/15/2024	HAVIS INC BILLABLE PARTS	1,997.30	
			SIN287322	11/19/2024	HAVIS INC BILLABLE PARTS	920.14	5,080.85
58307	12/6/2024	00442	LAWSON PRODUCTS, INC 9312004748	11/13/2024	LAWSON PRODUCTS INC BIL	837.45	837.45
58308	12/6/2024	01128	LOBBY TRAFFIC SYSTEM 76851	10/21/2024	ACCESS CONTROL - NEW G	2,037.40	2,037.40
58309	12/6/2024	00331	MITSUBISHI ELECTRIC IN 510063	12/1/2024	HQ MAINTENANCE - ELEVAT	805.30	805.30
58310	12/6/2024	00047	MOTOROLA SOLUTIONS, 8282017987	11/7/2024	MOTOROLA SOLUTIONS INC	33,064.19	
			8282018622	11/8/2024	MOTOROLA SOLUTIONS INC	3,322.32	
			8282020291	11/11/2024	MOTOROLA SOLUTIONS INC	917.90	37,304.41
58311	12/6/2024	00580	PUN GROUP, LLP, THE 114997	11/30/2024	PROFESSIONAL AUDIT SERV	1,540.00	1,540.00
58312	12/6/2024	01022	RACE COMMUNICATIONS RC1406605	12/1/2024	COMMUNICATION CONTRAC	1,198.50	1,198.50
58313	12/6/2024	00818	RICHARDS,WATSON & GI 250070	10/18/2024	FY 24-25 GENERAL COUNSEI	10,344.22	
			249722	9/26/2024	FY 24-25 GENERAL COUNSEI	7,910.47	18,254.69
58314	12/6/2024	00145	SETINA MFG CO INC 297438	11/21/2024	SETINA MANUFACTURING C	6,536.00	6,536.00

Bank : bow BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
58315	12/6/2024	00824	SMART JANITORIAL, COM 31553	12/1/2024	HQ MAINTENANCE - CLEANING	4,530.55	4,530.55
58316	12/6/2024	00803	SPARKLETTS 18193479 11222	11/22/2024	WATER FILTRATION SYSTEM	53.99	53.99
58317	12/6/2024	00242	STI-CO 0000162087	10/15/2024	PARTS - REIMBURSABLE	553.37	553.37
58318	12/6/2024	00711	TROY SHEET METAL WO 63565	11/20/2024	TROY PRODUCTS INC PARTS	3,770.39	
			63258	11/12/2024	TROY PRODUCTS INC PARTS	301.60	4,071.99
58319	12/6/2024	00044	TYLER TECHNOLOGIES, 045-493688	12/1/2024	TYLER EDEN SOFTWARE SU	15,492.80	15,492.80
58320	12/6/2024	00171	VERIZON WIRELESS 9979447113	11/23/2024	DAC CHARGES HPD/ 10/24/24	1,948.12	
			9979506976	11/23/2024	GPD DAC CHARGES/ 10/24/24	1,914.89	
			9979431960	11/23/2024	MODEM SVC. MBPD/ 10/24/24	930.07	
			9979047400	11/18/2024	CELL PH. CHGS: 10/19/24-11/	320.13	
			9979431961	11/23/2024	MODEM SVC. MBPD/ 10/24/24	78.02	5,191.23
58321	12/6/2024	01065	WAGeworks INC., HEAL INV7212346	11/23/2024	FSA EXPENSE	92.00	92.00
58322	12/6/2024	00063	WHELEN ENGINEERING 600799	11/16/2024	WHELEN ENGINEERING CO I	40,850.27	
			593585	11/4/2024	WHELEN ENGINEERING CO I	2,335.76	
			590739	10/30/2024	WHELEN ENGINEERING CO I	963.14	
			591327	10/30/2024	WHELEN ENGINEERING CO I	881.12	
			590740	10/30/2024	WHELEN ENGINEERING CO I	386.32	
			601524	11/19/2024	WHELEN ENGINEERING CO I	320.83	
			580270	10/10/2024	WHELEN ENGINEERING CO I	283.12	46,020.56
58323	12/6/2024	00067	XCEL MECHANICAL SYST 4412	11/21/2024	FY 24-25 HQ MAINTENANCE	1,680.00	1,680.00
Sub total for BANK OF THE WEST:							249,368.35

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
20836	12/3/2024	00696	GUARDIAN	533654-12	11/12/2024	GUARDIAN - DENTAL, VISION,	7,101.36	7,101.36
20837	12/11/2024	00058	CALPERS	1000000177424	11/14/2024	HEALTH PREMIUMS FOR DEC	55,295.56	55,295.56
20838	12/13/2024	00219	INTERNAL REVENUE SEF	Ben39547	12/13/2024	FEDERAL WITHHOLDING TAX	35,183.46	35,183.46
20839	12/13/2024	00223	EMPLOYMENT DEVEL DE	Ben39551	12/13/2024	STATE DISABILITY INSURANC	15,082.74	15,082.74
20840	12/13/2024	00222	STATE DISBURSEMENT L	Ben39555	12/13/2024	SUPPORT: PAYMENT	184.62	184.62
20841	12/13/2024	00058	CALPERS	Ben39549	12/13/2024	PERS RETIREMENT: PAYMEN	31,662.88	31,662.88
20842	12/13/2024	00221	MISSIONSQUARE RETIRE	Ben39545	12/13/2024	DEFERRED COMPENSATION	11,835.49	11,835.49
58324	12/13/2024	00217	CALIFORNIA TEAMSTERS	Ben39543	12/13/2024	UNION DUES TEAMSTERS: P.	915.00	915.00
58325	12/13/2024	00218	CWA LOCAL 9400	Ben39541	12/13/2024	UNION DUES CWA: PAYMENT	113.56	113.56
58326	12/13/2024	00996	WAGeworks INC., HEAL	Ben39553	12/13/2024	HEALTH CARE FSA: PAYMEN	750.07	750.07
Sub total for BANK OF THE WEST:							158,124.74	

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
2220	12/20/2024	00012	CALIFORNIA WATER SER	5550731926	12/2/2024	FIRE PROTECTION SERVICE	104.45	104.45
2221	12/20/2024	00621	FIRST BANKCARD					
		01139	THE EARPHONE CONNEC	304260	11/18/2024	PARTS - BILLING	813.46	
		00228	COSTCO MEMBERSHIP	1147547365	11/2/2024	JANITORIAL SUPPLIES	419.96	
		00981	SAM'S CLUB	10234524230	11/19/2024	EMPLOYEE WELLNESS PRO	370.00	
		00199	GOVT FINANCE OFFICER	819003	11/5/2024	GFOA GOVT COMPENSATIOI	315.00	
		00052	PARADISE AWARDS	37890	11/11/2024	EMPLOYEE PLAQUE - YEARS	312.12	
		00610	DIRECTV	065190124X241	11/5/2024	CABLE SERVICE	251.98	
		00052	PARADISE AWARDS	.4466	10/31/2024	EMPLOYEE PLAQUE - YEARS	164.27	
		00228	COSTCO MEMBERSHIP	111958571988	11/2/2024	COSTCO MEMBERSHIP	130.00	
		00467	LOWES BUSINESS	290665823	11/12/2024	GENERAL TECH SUPPLIES	125.53	
		00087	LIEBERT CASSIDY & WHI	9336	11/13/2024	CONFERENCES, MEETING, 8	100.00	
		00610	DIRECTV	2	11/14/2024	EMPLOYEE SERVICES	96.95	
		00761	BOX	INV12331785	11/20/2024	SOFTWARE SERVICES	90.00	
		01047	GODADDY	3427113747	11/23/2024	MONTHLY WEBSITE HOSTIN	85.98	
		00199	GOVT FINANCE OFFICER	819004	11/5/2024	GFOA COMPENSATED ABSEI	85.00	
		00854	MANHATTAN POSTAL CEI	379950	11/2/2024	RECRUITMENT	65.00	
		00467	LOWES BUSINESS	21213006	11/5/2024	GENERAL TECH SUPPLIES	63.92	
		00981	SAM'S CLUB	994263	11/22/2024	ADMIN SUPPLIES	55.29	
		00466	AMAZON MARKETPLACE	113-3914537-19	11/7/2024	PARTS - BILLING	45.63	
		00255	CSMFO	200025378	10/31/2024	CSMFO SOUTH BAY CHAPTE	45.00	
		01046	PELTON	110124	11/1/2024	EMPLOYEE SERVICES	44.00	
		00826	LA TIMES	110424	11/4/2024	LA TIMES MONTHLY SUBSCF	15.96	
		01112	CRICUT INC.	121024	11/26/2024	CRICUT SUBSCRIPTION	11.01	3,706.06
2222	12/20/2024	00651	FRONTIER	209-188-0077-04	12/1/2024	PHONE SERVICE 12/1/24 - 12	337.87	337.87
2223	12/20/2024	00411	PITNEY BOWES	8000-9090-0888	12/1/2024	POSTAGE AND SHIPPING	39.99	39.99
2224	12/20/2024	00070	GAS COMPANY, THE	059 194 8982 2	12/5/2024	GAS SERVICE HQ/ 10/31/2024	2,128.04	2,128.04
2225	12/20/2024	00069	SOUTHERN CALIFORNIA	700440732476	12/11/2024	ELEC SERV / 10/31/24 - 12/8/2	13,213.46	
				700610392752	12/4/2024	ELECT SERV GRANDVIEW/ 1	263.62	13,477.08
2226	12/20/2024	00073	STATE BOARD OF EQUAL	012-655960	12/20/2024	SALES & USE TAX 2024 Q4 PI	928.00	928.00
2227	12/20/2024	00058	CALPERS	1000000177604	12/12/2024	REPLACEMENT BENEFIT FUI	1,674.00	
				1000000177253	11/5/2024	REPLACEMENT BENEFIT FUI	305.68	1,979.68
58327	12/20/2024	00392	ALLEN MANUFACTURING	RINV407768	12/3/2024	RAY ALLEN MANUFACTURIN	6,945.69	6,945.69

Bank : bow BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
58328	12/20/2024	00297	AT&T, ATT CALNET	000022735542	12/13/2024	PHONE SERV 11/13/24-12/12/24	3,709.46	
				000022691056	12/3/2024	PHONE SERVICE 11/03/24-12/03/24	511.48	
				000022742740	12/13/2024	PHONE SERV 11/13/24-12/12/24	287.13	
				000022739677	12/13/2024	PHONE SERV 11/13/24-12/12/24	247.41	4,755.48
58329	12/20/2024	00064	AT&T, ATT PAYMENT CEN	960 461-1623 55	12/1/2024	PHONE SERVICE 12/01/2024-	2,423.67	2,423.67
58330	12/20/2024	01138	AUST, JENNIFER	122024	12/20/2024	RETIREE MED PREM/JAN 2025	42.00	42.00
58331	12/20/2024	00225	COMMLINE INC	0477763-IN	12/6/2024	ANNUAL SOFTWARE SUPPO	80,000.00	
				0476674-IN	11/26/2024	ANNUAL SOFTWARE SUPPO	15,000.00	
				0477720-IN	12/6/2024	BATTERY SWAP	7,907.50	
				0477316-IN	12/3/2024	COMMLINE INC BILLABLE PA	665.00	103,572.50
58332	12/20/2024	00101	CORDOVA, TONY	122024	12/20/2024	RETIREE MED PREM/JAN 2025	592.00	592.00
58333	12/20/2024	00081	COSTON, SHANDER	122024	12/20/2024	RETIREE MED PREM/JAN 2025	342.00	342.00
58334	12/20/2024	00879	CROWN CASTLE	1708096	12/1/2024	REDUNDANT INTERNET SER	1,100.00	1,100.00
58335	12/20/2024	00426	DELL MARKETING LP	10784778965	11/27/2024	SOFTWARE MAINTENANCE S	5,918.09	5,918.09
58336	12/20/2024	00103	DIVINITY, TANJI	122024	12/20/2024	RETIREE MED PREM/JAN 2025	592.00	592.00
58337	12/20/2024	01048	ERIC JASON ARROYO	3554	12/2/2024	RECRUITMENT - BACKGROU	1,500.00	1,500.00
58338	12/20/2024	00785	EXPERIAN	78759	12/1/2024	CREDIT MONITORING	75.00	75.00
58339	12/20/2024	00106	FARLEY, SANDRA	122024	12/20/2024	RETIREE MED PREM/JAN 2025	342.00	342.00
58340	12/20/2024	00008	FEDERAL SIGNAL CORP	8806245	11/26/2024	FEDERAL SIGNAL CORP BILL	7,988.09	7,988.09
58341	12/20/2024	00005	FEDEX	AB54183913	12/6/2024	POSTAGE AND SHIPPING	187.00	187.00
58342	12/20/2024	00651	FRONTIER	7002Z664-S-243	12/5/2024	PHONE SERV 12/05/24-1/04/25	1,339.73	
				7002Z665-S-243	12/5/2024	PHONE SERV 12/05/24-1/04/25	920.87	2,260.60
58343	12/20/2024	00322	GEOSPATIAL TECHNOLO	18940	12/2/2024	SOFTWARE MAINTENANCE S	13,173.00	13,173.00
58344	12/20/2024	00027	HAVIS INC.	SIN288752	12/2/2024	HAVIS INC BILLABLE PARTS	33,746.92	
				SIN288020	11/22/2024	HAVIS INC BILLABLE PARTS	25,498.58	
				SIN288021	11/22/2024	HAVIS INC BILLABLE PARTS	21,964.63	
				SIN288022	11/22/2024	HAVIS INC BILLABLE PARTS	21,875.33	103,085.46
58345	12/20/2024	00148	HAWTHORNE, CITY OF	IT-24-02-rcc	12/17/2024	COMPUTER CONTRACT SER	50,000.00	50,000.00
58346	12/20/2024	00577	JESSICA RAMOS	3319	12/5/2024	VEHICLE MAINTENANCE & D	120.00	120.00
58347	12/20/2024	00867	JOE MAR POLYGRAPH	2024-09-020	9/20/2024	PRE-EMPLOYMENT POLYGR	250.00	250.00
58348	12/20/2024	01106	JOSE CONSTANTINO VAL	INV1246	12/15/2024	MONTHLY LANDSCAPING SE	450.00	450.00
58349	12/20/2024	00113	MARTIN, LISA	122024	12/20/2024	RETIREE MED PREM/JAN 2025	342.00	342.00
58350	12/20/2024	00047	MOTOROLA SOLUTIONS,	8282035492	12/5/2024	MOTOROLA SOLUTIONS INC	10,891.01	
				8282031998	11/27/2024	MOTOROLA SOLUTIONS INC	2,051.31	
				8282032292	11/27/2024	MOTOROLA SOLUTIONS INC	1,129.31	14,071.63

Bank : bow BANK OF THE WEST (Continued)

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
58351	12/20/2024	00819	OCCUPATIONAL HEALTH 85166994	11/25/2024	RECRUITMENT - PRE-EMPLC	848.00	848.00
58352	12/20/2024	01134	O'HAGAN MEYER LLP RETAINER	9/20/2024	FY 24-25 LEGAL SERVICES	10,000.00	10,000.00
58353	12/20/2024	01005	ORKIN PEST CONTROL 271036068	12/3/2024	HQ MAINTENANCE - PEST C	100.99	100.99
58354	12/20/2024	00121	PINELA, ELIZABETH 122024	12/20/2024	RETIREE MED PREM/JAN 202	592.00	592.00
58355	12/20/2024	00818	RICHARDS,WATSON & GI 250944	12/11/2024	FY 24-25 GENERAL COUNSEI	7,267.50	7,267.50
58356	12/20/2024	00060	RIVERA, JOSE 122024	12/20/2024	RETIREE MED PREM/JAN 202	786.34	786.34
58357	12/20/2024	00144	SAXE-CLIFFORD PHD, SL 24-1202-8	12/2/2024	PRE-EMPLOYMENT PSYCHO	400.00	
			24-1205-2	12/5/2024	PRE-EMPLOYMENT PSYCHO	400.00	800.00
58358	12/20/2024	00463	SIGTRONICS 155959	11/21/2024	SIGTRONICS CORPORATION	3,671.54	3,671.54
58359	12/20/2024	00034	STEVENS, GARY 122024	12/20/2024	RETIREE MED PREM/JAN 202	592.00	592.00
58360	12/20/2024	00345	STOMMEL INC. SI112416	11/27/2024	LEHR AUTO BILLABLE PARTS	1,043.58	1,043.58
58361	12/20/2024	00036	TALLEY INCORPORATED 10454497	12/2/2024	TALLEY INC BILLABLE PARTS	727.65	727.65
58362	12/20/2024	01028	WESTIN AUTOMOTIVE PI 2195148	11/27/2024	WESTIN AUTOMOTIVE BILLA	17,301.18	17,301.18
58363	12/20/2024	00063	WHELEN ENGINEERING I 603734	11/22/2024	WHELEN ENGINEERING CO I	12,609.51	12,609.51
Sub total for BANK OF THE WEST:							399,169.67

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
20843	12/27/2024	00219	INTERNAL REVENUE SEF Ben39649	12/27/2024	FEDERAL WITHHOLDING TAX	34,958.97	34,958.97
20844	12/27/2024	00223	EMPLOYMENT DEVELOPMENT BENEFITS Ben39653	12/27/2024	STATE DISABILITY INSURANCE	14,965.06	14,965.06
20846	12/27/2024	00058	CALPERS Ben39651	12/27/2024	PERS RETIREMENT: PAYMENT	30,833.27	30,833.27
20847	12/27/2024	00221	MISSIONSQUARE RETIREMENT BENEFITS Ben39647	12/27/2024	DEFERRED COMPENSATION	10,864.86	10,864.86
58364	12/27/2024	00002	AFLAC Ben39641	12/27/2024	AFLAC INSURANCE: PAYMENT	1,748.38	1,748.38
58365	12/27/2024	00217	CALIFORNIA TEAMSTERS BENEFITS Ben39645	12/27/2024	UNION DUES TEAMSTERS: PAYMENT	856.00	856.00
58366	12/27/2024	00218	CWA LOCAL 9400 Ben39643	12/27/2024	UNION DUES CWA: PAYMENT	113.56	113.56
58367	12/27/2024	00996	WAGeworks INC., HEALTH BENEFITS Ben39655	12/27/2024	HEALTH CARE FSA: PAYMENT	748.25	748.25
Sub total for BANK OF THE WEST:							95,088.35

G-4



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: January 21, 2025

ITEM: G-4

TO: Executive Committee

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

SUBJECT: FISCAL YEAR 2023-2024 ANNUAL FINANCIAL REPORT

ATTACHMENTS:

1. Audited Annual Financial Report for the Fiscal Year Ended June 30, 2024
2. Separate Auditor Letter dated November 6, 2024 regarding audit matters

RECOMMENDATION

Staff recommends that the Executive Committee receive and file the attached audited Financial Statements and auditor communication for the Fiscal Year Ended June 30, 2024.

BACKGROUND

The Authority's Budgetary Policy (Resolution No. 366) requires the Executive Director to present fiscal year-end audited financial statements to the Executive Committee at the Committee's regularly scheduled meeting in February of each year or sooner.

The Pun Group LLP, the Authority's independent auditing firm, has completed the audit of the Authority's fiscal activities for the fiscal year ended June 30, 2024. Accordingly, the Authority's Financial Statements for the period have been finalized.

DISCUSSION

The auditors have rendered an unmodified opinion on the Authority's Financial Statements for the Fiscal Year Ended June 30, 2024. In their opinion, the financial statements present fairly, in all material respects, the respective financial position of the Authority, as of June 30, 2024 and 2023, and the respective changes in financial position and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

The Authority's net position was \$7,070,641 for the fiscal year ended June 30, 2024 reflecting an increase of approximately 36.26% since June 30, 2023. The change in net position is primarily the result of larger than expected number of vacancies from resignations and retirements. Additionally, investment earnings from the Authority's investments under California's Local Agency Investment Fund (LAIF) returned over \$375,000 more than anticipated. This combination led to higher than expected revenues over expenses at year end.

Operating revenues for the Authority increased 9.89% to \$14,360,147 and operating expenses increased by 9.63% to \$12,269,704. The increase in operating revenues and expenses is primarily the result of an increase in assessments for budgeted increases for salaries and benefits, and supplies, services, and equipment.

As illustrated in the Required Supplementary Information (RSI) of the financial statements, the Authority's net pension liability increased by \$463,554 to \$10,117,770 as of June 30, 2024 for the measurement date of June 30, 2023. The increase is due to various factors, including: a minor asset loss (investment return was 6.1% but CalPERS expected 6.9%), interest costs, normal growth of pension liability due to normal cost, and experience loss driven by high inflation and COLAs. Section 20814(c) of the California Public Employees' Retirement Law (PERL) requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through CalPERS' annual actuarial valuation process. The Plan's actuarially determined rate is based on the estimated amount necessary to pay the Plan's allocated share of the risk pool's costs of benefits earned by employees during the year and any unfunded accrued liability. The Authority is required to contribute the difference between the actuarially determined rate and the contribution rate of members. Gains and losses related to changes in total pension liability and fiduciary net position are recognized in pension expense/income systematically over time.

Additionally, as required under GASB Statement No. 75, the Net Other Postemployment Benefits (OPEB) liability is reported in the Statement of Net Position in the amount of \$1,582,009 using a June 30, 2023 measurement date, a decrease of \$663,591 from the previous fiscal year due mainly to experience and demographic changes. The net OPEB liability is calculated by actuaries using estimates and actuarial techniques from an actuarial valuation as of June 30, 2023. Prior to FY21, the Authority funded OPEB obligations on a pay-as-you-go basis (i.e., as medical insurance premiums become due). In FY21, the Authority established an irrevocable trust with the California Employers' Retiree Benefit Trust (CERBT) and pre-funded \$250,000.

In FY22, the Board of Directors approved an ongoing funding policy to address pension liabilities and to prefund OPEB liabilities. Pursuant to Section 6, Excess Funds of Resolution 366, following each year there is a budgetary surplus, surplus funds will be used towards an Additional Discretionary Payment (ADP) to the CalPERS pension Unfunded Actuarial Liability (UAL) until the plan reaches and maintains a 90% funded ratio, and towards an Actuarially Determined Net Trust Contribution to the Authority's Section 115 Trust for OPEB for a period of 20 years or until the trust is fully funded, whichever occurs first. Therefore, staff expects to remit the FY25 ADP and net trust contribution of \$445,512 and \$72,178, respectively, in January 2025.

In August 2024, the Board of Directors approved a resolution adopting a Five-Year Capital Improvement Plan effective FY24-25. The projects in the Plan total approximately \$4.5

million over the next five years and, per the adopted policy, are to be funded by existing Enterprise funds. This total does not include annually recurring subscription costs after the new Computer Aided Dispatch (CAD) system is implemented.

The available cash balance as of Fiscal Year 2023-2024 is \$9,160,937. The undesignated available cash balance is \$2,842,599. Upon direction from the Board of Directors and Executive Committee, undesignated funds can be utilized to phase-in annual CAD subscription costs to minimize the impact in assessment increases.

Fund Balance Estimates	
Fund 10 - Enterprise Fund	
Cash Available as of June 30, 2024	\$ 9,160,937
Operating and Capital Reserve	(1,376,892)
Pension and OPEB Funding	(517,690)
Five-Year CIP Funding	(4,465,400)
Cash Available (Undesignated)	\$ 2,842,599
Gardena - 32.08%	911,906
Hawthorne - 45.07%	1,281,159
Manhattan Beach - 22.85%	649,534

There are two additional communications from the auditors which are normal for a governmental audit. The first is on the final two pages of the financial statements and is entitled “Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards.” In this report the auditors advised that they did not identify any deficiencies in internal control that they consider to be material weaknesses, nor did they identify any instances of noncompliance which would require their reporting upon.

The second letter from the Auditors calls to the Board of Directors’ attention important aspects of the audit, such as the use of estimates, whether management consulted other independent auditors, and that there were no disagreements with the auditors.

In summary, the auditors have rendered an unmodified opinion on the Authority’s Financial Statements, which indicate positive and clean results of the Authority’s audit.

FISCAL IMPACT

None. The financial statements reflect the overall financial condition of the Authority, and the audit represents an objective evaluation of financial activities.

G-4

Attachment 1

South Bay Regional Public Communications Authority

Hawthorne, California

Annual Financial Report

For the Years Ended June 30, 2024 and 2023





Board of Directors as of June 30, 2024

Name	City Represented	Title
Rodney Tanaka	City of Gardena	Member
David Lesser	City of Manhattan Beach	Member
Alex Monteiro	City of Hawthorne	Member

*South Bay Regional Public Communications Authority
4440 West Broadway
Hawthorne, California 90250*

**South Bay Regional Public Communications Authority
Annual Financial Report
For the Years Ended June 30, 2024 and 2023**

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INDEPENDENT AUDITORS' REPORT



To the Board of Directors
of the South Bay Regional Public Communications Authority
Hawthorne, California

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of the business-type activities of the South Bay Regional Public Communications Authority (the "Authority") as of and for the years ended June 30, 2024 and 2023, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities of the Authority, as of June 30, 2024 and 2023, and the changes in financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America ("GAAS") and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States ("*Government Auditing Standards*"). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, Schedule of the Proportionate Share of the Net Pension Liability and Related Ratios, Schedule of Contributions – Pensions, Schedule of Changes in Net Other Postemployment Benefits Liability and Related Ratios, and Schedule of Contributions – Other Postemployment Benefits be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 6, 2024 on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.



Santa Ana, California
November 6, 2024

South Bay Regional Public Communications Authority
Management's Discussion and Analysis (Unaudited)
For the Years Ended June 30, 2024 and 2023

The following Management's Discussion and Analysis (MD&A) of activities and financial performance of the South Bay Regional Public Communications Authority (Authority) provides an introduction to the financial statements of the Authority for the years ended June 30, 2024 and 2023. We encourage readers to consider the information presented here in conjunction with the basic financial statements and related notes, which follow this section.

Financial Highlights

- In 2024, the Authority's net position increased 36.26%, or \$1,881,489, due primarily to a larger than expected number of vacancies. Additionally, investment earnings from the Authority's investments under California's Local Agency Investment Fund (LAIF) returned over \$375,000 more than anticipated. This combination led to higher than expected revenues over expenses at year end thereby increasing the Authority's net position.
- In 2023, the Authority's net position increased 32.29%, or \$1,266,476, due primarily to a larger than expected number of vacancies from resignations and retirements. In addition, the net pension liability increased approximately \$5.5 million due to a negative investment return of -7.5% reported by CalPERS; the expected rate of return was 7.15% resulting in a loss of 14.65%. The CalPERS discount rate (expected rate of return) was also lowered 25 basis points from 7.15% to 6.9%, which contributes to the increase in the net pension liability.
- In 2024, the Authority's operating revenues increased 9.89% or \$1,292,024 as a result of an increase in assessments of approximately \$650,000 due to budgeted increases for salaries and benefits, and supplies, services, and equipment as well as an increase in revenues from vehicle outfitting parts in excess of \$600,000.
- In 2023, the Authority's operating revenues increased 5.39% or \$668,232, as a result of an increase in assessments due to budgeted increases for salaries and benefits, and supplies, services, and equipment.
- In 2024, the Authority's operating expenses increased 9.63% or \$1,077,725, due primarily to budgeted increases for salaries and benefits, and supplies, services, and equipment as well as a non-cash expense accounting entry related to pensions.
- In 2023, the Authority's operating expenses increased 4.45% or \$476,559, due primarily to budgeted increases for salaries and benefits, and supplies, services, and equipment.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Authority's financial statements. The financial statements are comprised of two components: 1) financial statements and, 2) notes to financial statements.

This report also contains other supplementary information in addition to the financial statements themselves. The financial statements are designed to provide readers with a broad overview of the Authority's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Authority's assets, deferred outflow of resources, liabilities, and deferred inflow of resources with the difference between the four reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Authority is improving or deteriorating.

South Bay Regional Public Communications Authority
Management's Discussion and Analysis (Unaudited) (Continued)
For the Years Ended June 30, 2024 and 2023

The *statement of revenues, expenses and changes in net position* presents information showing how net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., earned but unused vacation leave).

The *statement of cash flows* presents information showing the sources and uses of cash related to operating activities, noncapital financing activities, capital and related financing activities and investing activities. In addition, the statement provides information about significant non-cash investing, capital and financing activities.

Notes to the Basic Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the basic financial statements.

Financial Analysis of the Authority

One of the most important questions asked about the Authority's finances is, "*Is the Authority better off or worse off as a result of this year's activities?*" The Balance Sheet and the Statement of Revenues, Expenses and Changes in Net Position report information about the Authority in a way that helps answer this question.

These statements include all assets and liabilities using the *accrual basis of accounting*, which is similar to the accounting used by most private sector companies. All of the current year's revenues and expenses are taken into account regardless of when the cash is received or paid.

These two statements report the Authority's *net position* and changes in them. One can think of the Authority's net position – the difference between assets, deferred outflows of resources, liabilities and deferred inflows of resources – as a way to measure the Authority's financial health, or *financial position*. Over time, *increases or decreases* in the Authority's net position are one indicator of whether its *financial health* is improving or deteriorating. However, one will need to consider other non-financial factors such as changes in economic conditions.

Condensed Statements of Net Position

	<u>June 30, 2024</u>	<u>June 30, 2023</u>	<u>June 30, 2022</u>
Assets:			
Current assets	\$ 9,986,276	\$ 7,070,554	\$ 5,896,252
Capital assets, net	6,660,045	7,227,097	7,959,624
Total assets	<u>16,646,321</u>	<u>14,297,651</u>	<u>13,855,876</u>
Deferred outflows of resources	<u>5,229,661</u>	<u>5,674,146</u>	<u>3,432,657</u>
Liabilities:			
Current liabilities	549,568	445,465	744,391
Noncurrent liabilities	11,938,607	12,214,131	6,843,868
Total liabilities	<u>12,488,175</u>	<u>12,659,596</u>	<u>7,588,259</u>
Deferred inflows of resources	<u>2,317,166</u>	<u>2,123,049</u>	<u>5,777,598</u>
Net position:			
Investment in capital assets	6,660,045	7,227,097	7,959,624
Unrestricted (Deficit)	410,596	(2,037,945)	(4,036,948)
Total net position	<u>\$ 7,070,641</u>	<u>\$ 5,189,152</u>	<u>\$ 3,922,676</u>

South Bay Regional Public Communications Authority
Management's Discussion and Analysis (Unaudited) (Continued)
For the Years Ended June 30, 2024 and 2023

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Authority, assets and deferred outflows of resources of the Authority exceeded liabilities and deferred inflows of resources by \$7,070,641 and \$5,189,152 as of June 30, 2024 and 2023.

By far the largest portion of the Authority's net position reflects its investment in capital assets (net of accumulated depreciation) less any related debt used to acquire those assets that is still outstanding. The Authority uses these capital assets to provide services to its members and client agencies; consequently, these assets are *not* available for future spending.

At the end of fiscal year 2024 and 2023, the Authority shows an unrestricted net position of \$410,596 and (\$2,037,945) respectively. The positive change in net position is due to an increase in revenues over expenses from a large number of unanticipated vacancies and higher than expected investment earnings. The Executive Committee in collaboration with the Board of Directors, have taken action to reserve aspects of the unrestricted net position for specified purposes such as operating reserves and future other post-employment benefits funding. During fiscal year 2021, the Board of Directors approved the establishment of a Section 115 Trust to prefund other post-employment benefits. The Board of Directors also approved an initial transfer to the trust of \$250,000 from reserves previously held in the Authority's Enterprise Fund for this purpose. In fiscal year 2022, the Board of Directors amended the Authority's budget policy to allow ongoing funding for both pension and OPEB unfunded liabilities.

Condensed Statements of Revenues, Expenses, and Changes in Net Position

	<u>June 30, 2024</u>	<u>June 30, 2023</u>	<u>June 30, 2022</u>
Revenues:			
Operating revenues	\$ 14,360,147	\$ 13,068,123	\$ 12,399,891
Non-operating revenues	529,944	128,654	(64,598)
Total revenues	<u>14,890,091</u>	<u>13,196,777</u>	<u>12,335,293</u>
Expenses:			
Operating expenses	12,269,704	11,191,979	10,715,420
Depreciation expense	738,898	738,322	739,203
Total expenses	<u>13,008,602</u>	<u>11,930,301</u>	<u>11,454,623</u>
Change in net position	<u>1,881,489</u>	<u>1,266,476</u>	<u>880,670</u>
Net Position:			
Beginning of year	<u>5,189,152</u>	<u>3,922,676</u>	<u>3,042,006</u>
End of year	<u>\$ 7,070,641</u>	<u>\$ 5,189,152</u>	<u>\$ 3,922,676</u>

The Statement of Revenues, Expenses, and Changes in Net Position shows how the Authority's net position changed during the fiscal year. In the case of the Authority, net position increased by \$1,881,489 and \$1,266,476, respectively, as of June 30, 2024 and 2023.

In 2024, a closer examination of the sources of changes in net position reveals that the Authority's total revenues increased by \$1,693,314 due primarily to an increase of about \$650,000 for budgeted increases in expenses, an increase in revenues from vehicle outfitting parts in excess of \$600,000, and an increase in investment earnings of over \$375,000 from funds deposited with LAIF.

In 2023, a closer examination of the sources of changes in net position reveals that the Authority's total revenues increased by \$861,484 due primarily to the collection of the full assessment amounts as calculated using the Cost Allocation Policy and an increase in investment earnings from funds deposited with the Local Agency Investment Fund (LAIF).

**South Bay Regional Public Communications Authority
Management's Discussion and Analysis (Unaudited) (Continued)
For the Years Ended June 30, 2024 and 2023**

Capital Asset Administration

Capital assets balances consisted of the following:

	<u>June 30, 2024</u>	<u>June 30, 2023</u>
Non-depreciable assets	\$ 495,554	\$ 495,554
Depreciable assets	15,826,457	15,716,640
Accumulated depreciation	<u>(9,661,966)</u>	<u>(8,985,097)</u>
Total capital assets, net	<u>\$ 6,660,045</u>	<u>\$ 7,227,097</u>

The capital asset activities of the Authority are summarized above and in Note 3 to the basic financial statements.

Conditions Affecting Current Financial Position

The operations of the Authority are funded by assessments from its members. Changes in the economy are unlikely to directly impact the Authority. Management is not aware of past, present or future conditions that would have a significant impact on the Authority's financial position and/or net position.

Requests for Information

This financial report is designed to provide the Authority's funding sources, customers, stakeholders and other interested parties with an overview of the Authority's financial operations and financial condition. Questions regarding the information included in this report, or requests for additional financial information should be addressed to South Bay Regional Public Communications Authority, 4440 West Broadway, Hawthorne, CA 90250.

BASIC FINANCIAL STATEMENTS

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South Bay Regional Public Communications Authority
Statements of Net Position
June 30, 2024 and 2023

ASSETS	Business-Type Activities	
	2024	2023
Current assets:		
Cash and investments	\$ 9,160,937	\$ 6,508,629
Accounts receivable	354,312	336,571
Accrued interest receivable	112,344	56,519
Prepaid items	30,590	7,302
Materials and supplies inventory	328,093	161,533
Total current assets	9,986,276	7,070,554
Noncurrent assets:		
Capital assets, not being depreciated	495,554	495,554
Capital assets, being depreciated, net	6,164,491	6,731,543
Total noncurrent assets	6,660,045	7,227,097
Total assets	16,646,321	14,297,651
DEFERRED OUTFLOWS OF RESOURCES		
Pensions related	4,216,683	4,575,421
Other postemployment benefits related	1,012,978	1,098,725
Total deferred outflows of resources	5,229,661	5,674,146
LIABILITIES		
Current liabilities:		
Accounts payable and accrued expenses	298,026	198,864
Accrued salaries and benefits	171,932	141,833
Compensated absences, due within one year	79,610	104,768
Total current liabilities	549,568	445,465
Noncurrent liabilities:		
Compensated absences, due within more than one year	238,828	314,305
Net pension liability	10,117,770	9,654,226
Net other postemployment benefits liability	1,582,009	2,245,600
Total noncurrent liabilities	11,938,607	12,214,131
Total liabilities	12,488,175	12,659,596
DEFERRED INFLOWS OF RESOURCES		
Pensions related	322,231	468,938
Other postemployment benefits related	1,994,935	1,654,111
Total deferred inflows of resources	2,317,166	2,123,049
NET POSITION		
Investment in capital assets	6,660,045	7,227,097
Unrestricted (deficit)	410,596	(2,037,945)
Total net position	\$ 7,070,641	\$ 5,189,152

South Bay Regional Public Communications Authority
Statements of Revenues, Expenses, and Changes in Net Position
For the Years Ended June 30, 2024 and 2023

	Business-Type Activities	
	2024	2023
Operating revenues:		
Assessments revenues	\$ 13,224,686	\$ 12,000,654
Charges for services	1,040,427	995,521
Reimbursement revenue	60,111	56,412
Other revenue	34,923	15,536
Total operating revenues	14,360,147	13,068,123
Operating expenses:		
Administration	2,961,879	2,048,840
Operations	7,347,399	7,364,078
Technical services	1,859,656	1,738,357
Other projects	100,770	40,704
Depreciation expense	527,292	526,716
Depreciation expense - grant funded	211,606	211,606
Total operating expenses	13,008,602	11,930,301
Operating Income	1,351,545	1,137,822
Nonoperating revenues:		
Investment income	436,959	128,654
Intergovernmental revenue	118,870	-
Loss on disposal of assets	(25,885)	-
Total nonoperating revenues	529,944	128,654
Changes in net position	1,881,489	1,266,476
Net position:		
Beginning of year	5,189,152	3,922,676
End of year	\$ 7,070,641	\$ 5,189,152

South Bay Regional Public Communications Authority

Statements of Cash Flows

For the Years Ended June 30, 2024 and 2023

	Business-Type Activities	
	2024	2023
Cash flows from operating activities:		
Cash receipts for dispatching services	\$ 14,342,406	\$ 13,148,422
Cash paid to vendors and suppliers for materials and services	(2,656,271)	(2,340,720)
Cash paid for salaries and wages	(9,336,100)	(9,686,423)
Net cash provided by operating activities	2,350,035	1,121,279
Cash flows from noncapital financing activities:		
Intergovernmental revenue	118,870	-
Net cash provided by non-capital financing activities	118,870	-
Cash flows from capital and related financing activities:		
Acquisition of capital assets	(197,731)	(5,795)
Net cash used in capital and related financing activities	(197,731)	(5,795)
Cash flows from investing activities:		
Interest received	381,134	82,791
Net cash provided by investing activities	381,134	82,791
Net increase in cash and cash equivalents	2,652,308	1,198,275
Cash and cash equivalents:		
Beginning of year	6,508,629	5,310,354
End of year	\$ 9,160,937	\$ 6,508,629
Reconciliation of operating income to net cash provided by operating activities:		
Operating income	\$ 1,351,545	\$ 1,137,822
Adjustments to reconcile operating loss to net cash provided by operating activities:		
Depreciation expense	738,898	738,322
Operating assets, deferred outflows of resources, liabilities and deferred inflows of resources		
(Increase) decrease in accounts receivable	(17,741)	80,299
(Increase) decrease prepaid items	(23,288)	(213)
(Increase) decrease materials and supplies inventory	(166,560)	(10,250)
(Increase) decrease pensions related deferred outflows of resources	358,738	(2,272,260)
(Increase) decrease OPEB related deferred outflows of resources	85,747	30,771
Increase (decrease) accounts payable and accrued expenses	99,162	84,849
Increase (decrease) accrued salaries and benefits	30,099	(357,242)
Increase (decrease) compensated absences	(100,635)	(106,131)
Increase (decrease) net pension liability	463,544	5,514,141
Increase (decrease) net other postemployment benefits liability	(663,591)	(64,280)
Increase (decrease) pensions related deferred inflows of resources	(146,707)	(3,523,785)
Increase (decrease) OPEB related deferred inflows of resources	340,824	(130,764)
Total adjustments	998,490	(16,543)
Net cash provided by operating activities	\$ 2,350,035	\$ 1,121,279

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NOTES TO THE BASIC FINANCIAL STATEMENTS

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South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements
For the Years Ended June 30, 2024 and 2023

Note 1 – Reporting Entity and Summary of Significant Accounting Policies

Organization and Operations of the Reporting Entity

The South Bay Regional Public Communications Authority (the “Authority”) was organized on October 14, 1975, under the provisions of the Joint Exercise of Powers Act of the Government Code of the State of California. The purpose of the Authority is to provide a forum for discussion, study, development, implementation, operations, and maintenance of a consolidated regional public safety services communications system. At the present time, the Authority serves the Cities of Gardena, Hawthorne, and Manhattan Beach in the aforementioned capacity. Additionally, the Authority serves the Cities of Culver City, Hermosa Beach and El Segundo in a non-member capacity.

Basis of Presentation

Financial statement presentation follows the recommendations promulgated by the Governmental Accounting Standards Board (“GASB”) commonly referred to as accounting principles generally accepted in the United States of America (“U.S. GAAP”). GASB is the accepted standard-setting body for establishing governmental accounting and financial reporting standards.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The financial statements (i.e., the statement of net position, the statement of revenues, expenses and changes in net position, and statement of cash flows) report information on all of the activities of the primary government. The Authority accounts for its operations (a) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services on a continuing basis be financed or recovered primarily through member assessments and charges for services; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

The financial statements are reported using the “*economic resources*” measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as all eligibility requirements have been met. Interest associated with the current fiscal period is considered to be susceptible to accrual and so has been recognized as revenue of the current fiscal period.

Use of Estimates

The preparation of the basic financial statements in accordance with U.S. GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates and assumptions.

Cash and Cash Equivalents

For the purpose of the statements of cash flows, the Authority considers cash and cash equivalents as cash on hand, demands deposits and short-term investments with original maturity of three months or less from the date of acquisition.

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 1 – Reporting Entity and Summary of Significant Accounting Policies (Continued)

Investments

Changes in fair value that occur during a fiscal year are recognized as investment income reported for that fiscal year. Investment income includes interest earnings, changes in fair value, and any gains or losses realized upon the liquidation or sale of investments.

Accounts Receivable

Management deems all accounts receivable as collectible at year-end. Accordingly, an allowance for doubtful accounts has not been reported. Historical experience indicates that uncollectible accounts receivable is immaterial.

Prepaid Items

Certain payments to vendors reflect costs or deposits applicable to future accounting periods and are recorded as prepaid items in the basic financial statements.

Materials and Supplies Inventory

Materials and supplies inventory consist primarily of equipment for police vehicles such as sirens, modems, light fixtures and wire harness. Inventory is valued at cost using a weighted average cost method. Inventory items are charged to expense at the time that individual items are inventoried at year-end.

Capital Assets

Capital assets acquired and/or constructed are capitalized at historical cost. The Authority's policy has set the capitalization threshold for reporting capital assets at \$5,000. Donated assets are recorded at estimated acquisition value at the date of donation. Upon retirement or other disposition of capital assets, the cost and related accumulated depreciation are removed from the respective balances and any gains or losses are recognized. Depreciation is recorded on a straight-line basis over the estimated useful life of the assets. The estimated useful life of buildings, automobiles, property, and equipment ranges from five to forty years.

Deferred Outflows of Resources and Deferred Inflows of Resources

The Statement of Net Position reports separate sections for deferred outflows of resources and deferred inflows of resources, when applicable.

Deferred Outflows of Resources represent a consumption of net position that applies to future periods.

Deferred Inflows of Resources represent acquisition of net position that applies to future periods.

Compensated Absences

The Authority accounts for compensated absences (unpaid vacation, compensatory time and holiday leave) in accordance with U.S. GAAP. The Authority is required to accrue a liability, with a corresponding charge to current operations, for employees' right to receive compensation in future years when certain conditions are met. The Authority accrues unpaid vacation, compensatory time and holiday leave.

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 1 – Reporting Entity and Summary of Significant Accounting Policies (Continued)

Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions and pension expense, information about the fiduciary net pension of the Authority’s pension plans and additions to/deductions from the Plan’s fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

The following timeframes are used for pension reporting:

For the year ended June 30, 2024

Valuation Date	June 30, 2022
Measurement Date	June 30, 2023
Measurement Period	July 1, 2022 to June 30, 2023

For the year ended June 30, 2023

Valuation Date	June 30, 2021
Measurement Date	June 30, 2022
Measurement Period	July 1, 2021 to June 30, 2022

Gains and losses related to changes in total pension liability and fiduciary net position are recognized in pension expense systematically over time. The first amortized amounts are recognized in pension expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to pensions and are to be recognized in future pension expense. The amortization period differs depending on the source of the gain or loss. The difference between projected and actual earnings is amortized straight-line over 5 years. All other amounts are amortized straight-line over the average expected remaining service lives of all members that are provided with benefits (active, inactive and retirees) as of the beginning of the measurement period.

Other Postemployment Benefits (“OPEB”)

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the Authority’s OPEB Plans and additions to/deductions from the OPEB Plans’ fiduciary net position have been determined on the same basis as they are reported by the Plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

The following timeframes are used for OPEB reporting:

For the year ended June 30, 2024

Valuation Date	June 30, 2023
Measurement Date	June 30, 2023
Measurement Period	July 1, 2022 to June 30, 2023

For the year ended June 30, 2023

Valuation Date	June 30, 2021
Measurement Date	June 30, 2022
Measurement Period	July 1, 2021 to June 30, 2022

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 1 – Reporting Entity and Summary of Significant Accounting Policies (Continued)

Other Postemployment Benefits (“OPEB”) (Continued)

Gains and losses related to changes in total OPEB liability and fiduciary net position are recognized in OPEB expense systematically over time. The first amortized amounts are recognized in OPEB expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense. The amortization period differs depending on the source of the gain or loss. The difference between projected and actual earnings is amortized using the straight-line method over 5 years. All other amounts are amortized straight-line over the average expected remaining service lives of all members that are provided with benefits (active, inactive, and retired) as of the beginning of the measurement period.

Net Position

The financial statements utilize a net position presentation. Net position is categorized as follows:

Investment in capital assets – This component of net position consists of capital assets, net of accumulated depreciation.

Restricted – This component of net position consists of external constraints placed on net position imposed by creditors, grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation. There is no restricted net position reported by the Authority at June 30, 2024 and 2023.

Unrestricted – This component of net position is the amount of the assets, deferred outflows or resources, liabilities, and deferred inflows of resources that are not included in the determination of investments in capital assets or the restricted component of net position.

When expenses are incurred for purposes for which both restricted and unrestricted components of net position are available, the policy is to apply the restricted component of net position first, then the unrestricted component of net position as needed.

Note 2 – Cash and Investments

Cash and Cash Equivalent at June 30, 2024 and 2023 consisted of the following:

Description	June 30, 2024	June 30, 2023
Cash on hand	\$ 500	\$ 500
Demand deposits with financial institutions	551,886	570,713
Investments	8,608,551	5,937,416
Total cash and investments	<u>\$ 9,160,937</u>	<u>\$ 6,508,629</u>

Demand Deposits

At June 30, 2024 and 2023, the carrying amount of the Authority’s demand deposits was \$551,886 and \$570,713, respectively, and the financial institution balance was \$535,481 and \$735,068, respectively. The differences of \$16,405 and \$164,355 at June 30, 2024 and 20223 respectively, represent outstanding checks, deposits-in-transit and/or other reconciling items.

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 2 – Cash and Investments (Continued)

Demand Deposits (Continued)

The California Government Code requires California banks and savings and loan associations to secure an entity's deposits by pledging government securities with a value of 110% of an entity's deposits. California law also allows financial institutions to secure entity deposits by pledging first trust deed mortgage notes having a value of 150% of an entity's total deposits. The entity's Treasurer may waive the collateral requirement for deposits which are fully insured up to \$250,000 by the FDIC.

The collateral for deposits in federal and state-chartered banks is held in safekeeping by an authorized agent of depository recognized by the State of California Department of Banking. The collateral for deposits with savings and loan associations is generally held in safekeeping by the Federal Home Loan Bank in San Francisco, California as an agent of depository. These securities are physically held in an undivided pool for all California public agency depositors. Under Government Code Section 53655, the placement of securities by a bank or savings and loan association with an agent of depositor has the effect of perfecting the security interest in the name of the local governmental agency. Accordingly, all collateral held by California agents of depository are considered to be held for, and in the name of, the local government.

Authorized Investments and Investment Policy

The Authority has adopted an investment policy directing the Fiscal Officer to deposit funds in financial institutions. Investments are to be made in the following areas:

U.S. Treasuries	No limit
U.S. Federal Agencies	33-1/3% maximum for each agency; 60% maximum overall
Non-Negotiable certificates of deposit	20% maximum
Negotiable certificates of deposit	20% maximum
LAIF	No limit
Los Angeles County Treasury Pool	50% maximum

Custodial Credit Risk

The custodial credit risk for *deposits* is the risk that in the event of the failure of a depository financial institution, a government will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. The Authority's investment policy requires that collateral be held by an independent third party with whom the Authority has a current custodial agreement.

The custodial credit risk for *investments* is the risk that in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of investment or collateral securities that are in the possession of an outside party. The Authority's investment policy requires that all security transactions are conducted on a delivery-versus-payment (DVP) method and that all securities are held by a qualified, third-party custodian, as evidenced by safekeeping receipts. The trust department of the Authority's bank may act as third-party custodian, provided that the custodian agreement is separate from the banking agreement. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools (such as LAIF).

As of June 30, 2024, and 2023 none of the Authority's deposits and investments was exposed to custodial credit risk.

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 2 – Cash and Cash Equivalent (Continued)

Investments

The Authority’s investments as of June 30, 2024 and 2023 were as follows:

<u>Investments</u>	<u>Credit Rating</u>	<u>Maturity - 12 Months or Less</u>	
		<u>June 30, 2024</u>	<u>June 30, 2023</u>
California Local Agency Investment Fund (LAIF)	Not Rated	\$ 8,608,551	\$ 5,937,416

Investment in California – Local Agency Investment Fund (LAIF)

The Authority is a voluntary participant in LAIF which is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The fair value of the Authority’s investment in this pool is reported in the accompanying financial statements at amounts based upon the entity’s pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. Further information about LAIF is available on the California State Controller’s website: www.treasurer.ca.gov/pmia-laif/.

The Authority had \$8,608,551 and \$5,937,416 invested in LAIF. The investment in LAIF is reported at amortized cost, which approximates fair value.

Note 3 – Capital Assets

A summary of changes in the capital assets for the year ended June 30, 2024 is as follows:

	<u>Balance July 1, 2023</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance June 30, 2024</u>
Nondepreciable assets:				
Land and easements	\$ 495,554	\$ -	\$ -	\$ 495,554
Total nondepreciable assets	495,554	-	-	495,554
Depreciable assets:				
Buildings and improvements	6,389,356	38,627	-	6,427,983
Vehicles and equipment	9,327,284	159,104	(87,914)	9,398,474
Total depreciable assets	15,716,640	197,731	(87,914)	15,826,457
Accumulated depreciation:				
Buildings and improvements	(3,471,540)	(179,893)	-	(3,651,433)
Vehicles and equipment	(5,513,557)	(559,005)	62,029	(6,010,533)
Total accumulated depreciation	(8,985,097)	(738,898)	62,029	(9,661,966)
Total depreciable assets, net	6,731,543	(541,167)	(25,885)	6,164,491
Total capital assets, net	\$ 7,227,097	\$ (541,167)	\$ (25,885)	\$ 6,660,045

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 3 – Capital Assets (Continued)

Depreciation Expense for the year ended June 30, 2024 was charged as follows:

Authority depreciable assets	\$	527,292
UASI Grant and other equipments		211,606
		\$ 738,898

A summary of changes in the capital assets for the year ended June 30, 2023 is as follows:

	Balance			Balance
	July 1, 2022	Additions	Deletions	June 30, 2023
Nondepreciable assets:				
Land and easements	\$ 495,554	\$ -	\$ -	\$ 495,554
Total nondepreciable assets	495,554	-	-	495,554
Depreciable assets:				
Buildings and improvements	6,389,356	-	-	6,389,356
Vehicles and equipment	9,322,606	5,795	(1,117)	9,327,284
Total depreciable assets	15,711,962	5,795	(1,117)	15,716,640
Accumulated depreciation:				
Buildings and improvements	(3,292,442)	(179,098)	-	(3,471,540)
Vehicles and equipment	(4,955,450)	(559,224)	1,117	(5,513,557)
Total accumulated depreciation	(8,247,892)	(738,322)	1,117	(8,985,097)
Total depreciable assets, net	7,464,070	(732,527)	-	6,731,543
Total capital assets, net	\$ 7,959,624	\$ (732,527)	\$ -	\$ 7,227,097

Depreciation Expense for the year ended June 30, 2023 was charged as follows:

Authority depreciable assets	\$	526,716
UASI Grant and other equipments		211,606
		\$ 738,322

Note 4 – Compensated Absences

A summary of changes in compensated absences for the years ended June 30, 2024 and 2023 is as follows:

Year Ended	Beginning			Ending	Due within	Due in More
	Balance	Additions	Deletions	Balance	One Year	Than One Year
June 30, 2024	\$ 419,073	\$ 560,751	\$ (661,386)	\$ 318,438	\$ 79,610	\$ 238,828
June 30, 2023	\$ 525,204	\$ 584,351	\$ (690,482)	\$ 419,073	\$ 104,768	\$ 314,305

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 5 – Deferred Compensation Savings Plan

For the benefit of its employees, the Authority participates in a 457 Deferred Compensation Program (Program). The purpose of this Program is to provide deferred compensation for public employees that elect to participate in the Program. Generally, eligible employees may defer receipt of a portion of their salary until termination, retirement, death, or unforeseeable emergency. Until the funds are paid or otherwise made available to the employee, the employee is not obligated to report the deferred salary for income tax purposes. Federal law requires deferred compensation assets to be held in trust for the exclusive benefit of the participants. Accordingly, the Authority is in compliance with this legislation. Therefore, these assets are not the legal property of the Authority, and are not subject to claims of the Authority’s general creditors and are not included in the accompanying financial statements. Market value of all plan assets held in trust by Mission Square Retirement (formerly ICMA-RC Services, LLC) at June 30, 2024 and 2023 were \$7,460,963 and \$6,668,198, respectively.

Note 6 – Defined Benefit Pension Plan

General Information about the Pension Plan

Plan Description

The Authority contributes to the California Public Employees’ Retirement System (“CalPERS”), a cost-sharing multiple-employer defined benefit pension plan. CalPERS acts as a common investment and administrative agent for participating public entities within the State of California. A full description of the pension plan, benefit provisions, assumptions (for funding, but not accounting purposes), and membership information are listed in the June 30, 2022 and 2021 Annual Actuarial Valuation Reports. This report and CalPERS’ audited financial statements are publicly available reports that can be obtained at CalPERS’ website under Forms and Publications.

Members Covered by Benefit Terms

At June 30, 2022 and 2021, valuation dates, the following members were covered by the benefit terms:

Plan Members	2022			2021		
	Classic Tier 1	Classic Tier 2	PEPRA Tier 3	Classic Tier 1	Classic Tier 2	PEPRA Tier 3
Active members	29	7	20	32	6	29
Transferred and terminated members	76	10	35	77	11	25
Retired members and beneficiaries	81	3	-	78	2	-
Total plan members	186	20	55	187	19	54

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 6 – Defined Benefit Pension Plan (Continued)

General Information about the Pension Plans (Continued)

Benefits Provided

CalPERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. A classic CalPERS member becomes eligible for Service Retirement upon attainment of age 55 with at least five (5) years of credited service. Public Employee Pension Reform Act (PEPRA) miscellaneous members become eligible for service retirement upon attainment of age 62 with at least five (5) years of service. The service retirement benefit is a monthly allowance equal to the product of the benefit factor, years of service, and final compensation. The final compensation is the highest average annual compensation during any consecutive 12-or 36-month period of employment. Retirement benefits for classic miscellaneous employees are calculated as 2% of the highest average annual compensation during any consecutive 12-or 36-month period of employment. Retirement benefits for PEPRA miscellaneous employees are calculated as 2% of the average final three (3) year compensation.

Participant is eligible for non-industrial disability retirement if they become disabled and has at least five (5) years of credited service. There is no special age requirement. The standard non-industrial disability retirement benefit is a monthly allowance equal to 1.8% of final compensation, multiplied by service. Industrial disability benefits are not offered to miscellaneous employees.

An employee's beneficiary may receive the basic death benefit if the employee dies while actively employed. The employee must be actively employed with the Authority to be eligible for this benefit. An employee's survivor who is eligible for any other pre-retirement death benefit may choose to receive that death benefit instead of this basic death benefit. The basic death benefit is a lump sum in the amount of the employee's accumulated contributions, where interest is currently credited at 6% per year, plus a lump sum in the amount of one month salary for each completed year of current service, up to a maximum of six months' salary. For purposes of this benefit, one month salary is defined as the member's average monthly full-time rate of compensation during the 12 months preceding death.

Upon the death of a retiree, a one-time lump sum payment of \$500 will be made to the retiree's designated survivor(s), or to the retiree's estate.

Benefit terms provide for annual cost-of-living adjustments to each employee's retirement allowance. Beginning the second calendar year after the year of retirement, retirement and survivor allowances will be annually adjusted on a compound basis by 2%.

Contributions

Section 20814(c) of the California Public Employees' Retirement Law (PERL) requires that the employer contribution rates for all public employers will be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through CalPERS' annual actuarial valuation process. The public agency cost-sharing plans covered by the Miscellaneous risk pool, the Plan's actuarially determined rate is based on the estimated amount necessary to pay the Plan's allocated share of the risk pool's costs of benefits earned by employees during the year, and any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of members.

For the measurement period ended June 30, 2023, the active member contribution rates for the Classic Miscellaneous Plan Tier 1, Tier 2 and the PEPRA Miscellaneous Plan are 7.00%, 7.00% and 6.75% of annual pay, respectively, and the employer contribution rates are 10.87%, 8.63% and 7.47% of annual payroll, respectively.

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 6 – Defined Benefit Pension Plan (Continued)

General Information about the Pension Plans (Continued)

Contributions (Continued)

For the measurement period ended June 30, 2022, the active member contribution rates for the Classic Miscellaneous Plan Tier 1, Tier 2 and the PEPRM Miscellaneous Plan are 7.00%, 7.00% and 6.75% of annual pay, respectively, and the employer contribution rates are 10.88%, 8.65% and 7.59% of annual payroll, respectively.

Net Pension Liability, Pension Expenses, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension Plans

Actuarial Methods and Assumptions Used to Determine the Total Pension Liability

The June 30, 2022 and 2021 valuations were rolled forward to determine the June 30, 2023 and 2022 total pension liabilities, based on the following actuarial methods and assumptions:

Actuarial Methods and Assumptions Used to Determine Total Pension Liability

Actuarial Cost Method	Entry Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Salary Increases	Varies by Entry Age and Service
Mortality Rate Table ¹	Derived using CalPERS' Membership Data for all Funds.
Post Retirement Benefit Increase	Contract COLA up to 2.30% until Purchasing Power Protection Allowance Floor on Purchasing Power applies

¹The mortality table used in 2023 measurement period was developed based on CalPERS-specific data. The probabilities of mortality are based on the 2021 CalPERS Experience Study and Review of Actuarial Assumptions. Mortality rates incorporate full generational mortality improvement using 80% of Scale MP-2020 published by the Society of Actuaries. For more details on this table, please refer to the 2021 experience study report from November 2021 that can be found on the CalPERS website. The mortality table used in 2022 measurement period was developed based on CalPERS-specific data. The probabilities of mortality are based on the 2021 CalPERS Experience Study for the period from 2001 to 2019. Pre-retirement and Post-retirement mortality rates include generational mortality improvement using 80% of Scale MP-2020 published by the Society of Actuaries. For more details on this table, please refer to the CalPERS Experience Study and Review of Actuarial Assumptions report from November 2021 that can be found on the CalPERS website.

Change of Assumption

Effective with the June 30, 2021 valuation date (2022 measurement date), the accounting discount rate was reduced from 7.15% to 6.90%. In determining the long-term expected rate of return, CalPERS took into account long-term market return expectations as well as the expected pension fund cash flows. Projected returns for all asset classes are estimated, combined with risk estimates, and are used to project compound (geometric) returns over the long term. The discount rate used to discount liabilities was informed by the long-term projected portfolio return. In addition, demographic assumptions and the inflation rate assumption were changed in accordance with the 2021 CalPERS Experience Study and Review of Actuarial Assumptions.

In 2023 measurement period, there were no changes of assumptions.

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 6 – Defined Benefit Pension Plan (Continued)

Net Pension Liability, Pension Expenses, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension Plans (Continued)

Long-Term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all of the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The expected real rates of return by asset class are as followed:

	2023	
Asset Class	Assumed Asset Allocation	Real Return Years 1 - 10^{1,2}
Global equity - cap-weighted	30.00%	4.54%
Global equity non-cap-weighted	12.00%	3.84%
Private Equity	13.00%	7.28%
Treasury	5.00%	0.27%
Mortgage-backed Securities	5.00%	0.50%
Investment Grade Corporates	10.00%	1.56%
High Yield	5.00%	2.27%
Emerging Market Debt	5.00%	2.48%
Private Debt	5.00%	3.57%
Real assets	15.00%	3.21%
Leverage	-5.00%	-0.59%
	100.00%	

¹An Expected inflation of 2.30% used for this period

²Figures are based on the 2021 Asset Liability Management study.

Discount Rate

The discount rate used to measure the 2023 and 2022 total pension liabilities was 6.90%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 6 – Defined Benefit Pension Plan (Continued)

Net Pension Liability, Pension Expenses, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension Plans (Continued)

Sensitivity of the Authority’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the Authority’s proportionate share of the net pension liability of the Plan as of the measurement date, calculated using the discount rate of 6.90% for the June 30, 2023 and 2022 Measurement Date, respectively, as well as what the Authority’s proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (5.90%) or 1 percentage-point higher (7.90%) than the current rate as follows:

Measurement Date	Plan's Net Pension Liability/(Asset)		
	Discount Rate - 1%	Current Discount	Discount Rate + 1%
	5.90%	Rate 6.90%	7.90%
June 30, 2023	\$ 15,892,421	\$ 10,117,770	\$ 5,364,736
	Discount Rate - 1%	Current Discount	Discount Rate + 1%
	5.90%	Rate 6.90%	7.90%
June 30, 2022	\$ 15,311,889	\$ 9,654,226	\$ 4,999,374

Pension Plan Fiduciary Net Position

Detail information about the plan’s fiduciary net position is available in the separately issued CalPERS financial report and can be obtained from CalPERS’ website under Forms and Publications.

Proportionate Share of Net Pension Liability and Pension Expense

The following table shows the plan’s proportionate share of the risk pool collective net pension liability over the measurement period:

	Increase (Decrease)		
	Total Pension Liability	Fiduciary Net Position	Net Pension Liability/(Asset)
Balance as of June 30, 2022 (Valuation Date)	\$ 41,503,408	\$ 31,849,182	\$ 9,654,226
Balance as of June 30, 2023 (Measurement Date)	42,697,467	32,579,697	10,117,770
Net Changes during 2022-2023	\$ 1,194,059	\$ 730,515	\$ 463,544
Balance as of June 30, 2021 (Valuation Date)	\$ 38,002,605	\$ 33,862,520	\$ 4,140,085
Balance as of June 30, 2022 (Measurement Date)	41,503,408	31,849,182	9,654,226
Net Changes during 2021-2022	\$ 3,500,803	\$ (2,013,338)	\$ 5,514,141

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 6 – Defined Benefit Pension Plan (Continued)

Net Pension Liability, Pension Expenses, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension Plans (Continued)

Proportionate Share of Net Pension Liability and Pension Expense (Continued)

The following is the approach established by the plan actuary to allocate the net pension liability and pension expense to the individual employers within the risk pool for the measurement periods ended June 30, 2023 and 2022.

- (1) In determining a cost-sharing plan’s proportionate share, total amounts of liabilities and assets are first calculated for the risk pool as a whole on the valuation date (June 30, 2022 and 2021). The risk pool’s fiduciary net position (“FNP”) subtracted from its total pension liability (“TPL”) determines the net pension liability (“NPL”) at the valuation date.
- (2) Using standard actuarial roll forward methods, the risk pool TPL is then computed at the measurement date (June 30, 2023 and 2022). Risk pool FNP at the measurement date is then subtracted from this number to compute the NPL for the risk pool at the measurement date. For purposes of FNP in this step and any later reference thereto, the risk pool’s FNP at the measurement date denotes the aggregate risk pool’s FNP at June 30, 2023 and 2022 less the sum of all additional side fund (or unfunded liability) contributions made by all employers during the measurement periods (2022-2023 and 2021-2022).
- (3) The individual plan’s TPL, FNP and NPL are also calculated at the valuation date. TPL is allocated based on the rate plan’s share of the actuarial accrued liability. FNP is allocated based on the rate plan’s share of the market value assets.
- (4) Two ratios are created by dividing the plan’s individual TPL and FNP as of the valuation date from (3) by the amounts in step (1), the risk pool’s total TPL and FNP, respectively.
- (5) The plan’s TPL as of the measurement date is equal to the risk pool TPL generated in (2) multiplied by the TPL ratio generated in (4). The plan’s FNP as of the Measurement Date is equal to the FNP generated in (2) multiplied by the FNP ratio generated in (4) plus any additional side fund (or unfunded liability) contributions made by the employer on behalf of the plan during the measurement period.
- (6) The plan’s NPL at the measurement date is the difference between the TPL and FNP calculated in (5).

Deferred outflows of resources, deferred inflows of resources, and pension expense is allocate based on the Authority’s share of risk pool actuarial accrued liability at the beginning of measurement period.

The Authority’s proportionate share of the net pension liability was as follows:

2024		2023	
Measurement Date		Measurement Date	
June 30, 2022	0.083580%	June 30, 2021	0.076550%
June 30, 2023	0.081100%	June 30, 2022	0.083580%
Change - Increase		Change - Increase	
(Decrease)	-0.002480%	(Decrease)	0.007030%

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 6 – Defined Benefit Pension Plan (Continued)

Net Pension Liability, Pension Expenses, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension Plans (Continued)

Proportionate Share of Net Pension Liability and Pension Expense (Continued)

For the years ended June 30, 2024 and 2023, the Authority recognized pension expense in the amount of \$2,020,583 and \$1,144,135, respectively.

The amortization period differs depending on the source of the gain or loss. The difference between projected and actual earnings is amortized over 5-years straight line. All other amounts are amortized straight-line over the average expected remaining service lives of all members that are provided with benefits (active, inactive and retired) as of the beginning of the measurement period.

The expected average remaining service lifetime (“EARSL”) is calculated by dividing the total future service years by the total number of plan participants (active, inactive, and retired) in the risk pool. The EARSL for risk pool for the measurement date ended June 30, 2023 and 2022 are 3.8 and 3.7 years, respectively, which was obtained by dividing the total service years of 600,538 and 574,665 (the sum of remaining service lifetimes of the active employees) by 160,073 and 153,587 (the total number of participants: active, inactive, and retired), respectively.

Deferred Outflows of Resources and Deferred Inflows of Resources

At June 30, 2024 and 2023, the Authority reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	2024		2023	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Contributions made after the measurement date	\$ 1,345,008	\$ -	\$ 1,426,039	\$ -
Adjustment due to differences in proportions	53,000	(90,847)	197,832	-
Differences between expected and actual experience	516,871	(80,179)	193,875	(129,850)
Differences between projected and actual earnings on pension plan investments	1,638,158	-	1,768,398	-
Difference between actual and proportionate share of employer contributions	52,791	(151,205)	-	(339,088)
Changes in assumptions	610,855	-	989,277	-
Total Deferred Outflows/(Inflows) of Resources	\$ 4,216,683	\$ (322,231)	\$ 4,575,421	\$ (468,938)

Deferred outflows of resources related to pensions resulting from Authority’s contributions subsequent to the measurement date in the amount of \$1,345,008 and \$1,426,039 will be recognized as a reduction of the collective net pension liability in the years ending June 30, 2025 and 2024, respectively.

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 6 – Defined Benefit Pension Plan (Continued)

Net Pension Liability, Pension Expenses, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension Plans (Continued)

Deferred Outflows of Resources and Deferred Inflows of Resources (Continued)

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be amortized to pension expense in future periods as follows:

Year Ending June 30,	Deferred Outflows / (Inflows) of Resources	Year Ending June 30,	Deferred Outflows / (Inflows) of Resources
	2024		2023
2025	\$ 769,455	2024	\$ 692,860
2026	506,930	2025	587,004
2027	1,226,053	2026	318,969
2028	47,006	2027	1,081,611
2029	-	2028	-
Thereafter	-	Thereafter	-
Total	\$ 2,549,444	Total	\$ 2,680,444

Note 7 – Other Postemployment Benefits (“OPEB”)

General Information about the OPEB Plan

Plan Description

The Authority provides certain health insurance benefits, in accordance with a memorandum of understanding with its retired employees. Employees, who retire directly from the Authority under CalPERS at age 50 (52 for miscellaneous PEPRA) and have 5 years continuous service with the Authority, become eligible for benefits if they reach normal retirement age while working for the Authority. The benefits for various bargaining groups are as follows:

Teamsters (Communications Operators):

- 10 years of service – will get \$200/mo. from retirement date till age 65
- 15 years of service – will get \$300/mo. from retirement date till age 65
- 20 years of service – will get \$500/mo. from retirement date till age 65

Those who retired prior to July 1, 2008, shall continue to receive \$582 per month, until age 65 as long as the Authority remains in the Public Employees’ Medical & Hospital Care Act (PEMHCA); if no longer in PEMHCA, they will receive above depending on years of service. This includes the minimum contribution required under Government Code Section 22892(b) of PEMHCA, \$157 and \$151 per month for 2024 and 2023 calendar year, respectively.

Those who retired between July 1, 2008 and June 30, 2021, shall continue to receive \$750 per month, until age 65 as long as the Authority remains in PEMHCA; if no longer in PEMHCA, they will receive above depending on years of service. This includes the minimum contribution required under Government Code Section 22892(b) of PEMHCA.

Communications Operators hired after July 1, 2014 are eligible to receive the benefit after 15 years of service.

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 7 – Other Postemployment Benefits (“OPEB”) (Continued)

General Information about the OPEB Plan (Continued)

Plan Description (Continued)

Teamsters (Communications Technicians) (Continued):

10 years of service – will get \$200/mo. from retirement date till age 65

15 years of service – will get \$300/mo. from retirement date till age 65

20 years of service – will get \$500/mo. from retirement date till age 65

Those who retire prior to July 1, 2021, shall continue to receive \$960 per month, until age 65 as long as the Authority remains in PEMHCA; if no longer in PEMHCA, they will receive above depending on years of service. This includes the minimum contribution required under Government Code Section 22892(b) of PEMHCA, \$157 and \$151 per month for 2024 and 2023 calendar year, respectively.

Communications Operators hired after July 1, 2014 are eligible to receive the benefit after 15 years of service.

CWA (Communications Supervisors):

15 years of service – will get \$300/mo. from retirement date till age 65

20 years of service – will get \$500/mo. from retirement date till age 65

Those who retire from the Authority before July 1, 2014 receive \$750 per month, until age 65 as long as the Authority remains in PEMHCA, or the above if no longer in PEMHCA. This includes the minimum contribution required under Government Code Section 22892(b) of PEMHCA, \$157 and \$151 per month for 2024 and 2023 calendar year, respectively.

On January 1, 2022, additional Authority contributions to tier 2 CWA group with 15+ years of service were increased by \$50 monthly and is reflected in the amounts above.

Management & Confidential

Management and confidential employees receive a benefit of \$40 times the number of years of service as a monthly benefit from their retirement date until the age of 65 (with minimum 10 years of service with the Authority). Those who retire before July 1, 2019 with a minimum 10 years of service shall receive \$960 per month until age 65 as long as the Authority remains in PEMHCA, or the above if no longer in PEMHCA. This includes the minimum contribution required under Government Code Section 22892(b) of PEMHCA, \$157 and \$151 per month for 2024 and 2023 calendar year, respectively.

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 7 – Other Postemployment Benefits (“OPEB”) (Continued)

All Bargaining Groups

The Authority currently contracts with CalPERS for employee group insurance health benefits. If the Authority should terminate its contract with CalPERS, all employees hired prior to April 1, 1986, who are ineligible to participate in Medicare and retire from a classification covered by the memorandum of understanding of each bargaining unit, are receiving retirement benefits from CalPERS and have a minimum of twenty (20) years of full-time employment, shall be entitled to enroll in an Authority-selected health benefit plan. The benefits provided in the health plan selected by the Authority shall equal or exceed the benefits the employee would have received had he/she been eligible to participate in Medicare. The Authority agrees to pay the cost of coverage for the plan in which the employee is enrolled. If the employee resides outside the State of California at the time of eligibility, the Authority agrees to pay the employee the cash equivalent of the cost of coverage for the plan in which the employee would have been enrolled had he/she lived in California. This benefit commences upon the employee reaching the age of 65, at which time he/she would have otherwise been eligible to participate in Medicare. The benefit shall cease if and when the employee becomes eligible to participate in Medicare or an equivalent Government health benefit program.

General Information about the OPEB Plan

Employees Covered by the Benefit Term

The following employees were covered by the benefit terms at June 30, 2023 measurement date:

	2023
Active employees	57
Inactive employees or beneficiaries currently receiving benefits	19
Inactive employees entitled to, but not yet receiving benefits	8
Total	84

Contributions

The contribution requirements of plan members and the Authority is established and may be amended by the Authority’s Management or the Board of Directors. For the years ended June 30, 2024 and 2023, the average contribution rate was not applicable. Employees are not required to contribute to the plan.

Net OPEB Liability

The Authority’s 2024 and 2023 net OPEB liabilities were measured as of June 30, 2023 and 2022, respectively, and the total OPEB liabilities used to calculate the net OPEB liabilities were determined by an actuarial valuation as of June 30, 2023 and 2021, respectively.

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 7 – Other Postemployment Benefits (“OPEB”) (Continued)

Net OPEB Liability (Continued)

Actuarial Assumptions

Total OPEB liability in the June 30, 2023 and 2022 measurement date was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Actuarial Assumptions

Actuarial Valuation Date	June 30, 2023 for 2023 MD and June 30, 2021 for 2022 MD																
Contribution Policy	Full actuarial determined contribution																
Discount Rate	5.75% at June 30, 2023 (pre-funded with CalPERS diversified trust Strategy 2) 5.75% at June 30, 2022 (pre-funded with CalPERS diversified trust Strategy 2) 5.50% at June 30, 2021 (pre-funded with CalPERS diversified trust Strategy 2)																
Expected Long-term Rate of Return on investment	Expected Authority contributions projected to keep sufficient plan assets to pay all benefits from trust																
General Inflation	2.50% per annum																
Mortality, Retirement, Disability, Termination	CalPERS 2000-2019 Experience Study for June 30, 2023 VD CalPERS 1997-2015 Experience Study for June 30, 2021 VD																
Mortality Improvement	Mortality projected fully generation with Scale MP2021																
Salary Increases	Aggregate 2.75% annually Merit - CalPERS 2000-2019 Experience Study for June 30, 2023 VD Merit - CalPERS 1997-2015 Experience Study for June 30, 2021 VD																
Medical Trend	June 30, 2023 VD Non-Medicare - 8.50% for 2025, decreasing to an ultimate rate of 3.45% in 2076 June 30, 2023 VD Medicare - 7.505% for 2025, decreasing to an ultimate rate of 3.45% in 2076 and later years June 30, 2021 VD Non-Medicare - 6.75% for 2022, decreasing to an ultimate rate of 3.75% in 2076 and later years June 30, 2021 VD Medicare - 5.85% for 2022, decreasing to an ultimate rate of 3.75% in 2076 and later years																
PEHHCA Minimum Increase	3.50% annually for June 30, 2023 VD 4.02% annually for June 30, 2021 VD																
Participation at Retirement	Actives: Based on the supplemental benefit amount																
	<table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="border: none;">Suppl Benefit</th> <th style="border: none;">Participation</th> <th style="border: none;">Suppl Benefit</th> <th style="border: none;">Participation</th> </tr> </thead> <tbody> <tr> <td style="border: none;">\$0-\$99</td> <td style="border: none;">50.0%</td> <td style="border: none;">\$300-\$499</td> <td style="border: none;">85.0%</td> </tr> <tr> <td style="border: none;">\$100-\$199</td> <td style="border: none;">75.0%</td> <td style="border: none;">\$500+</td> <td style="border: none;">90.0%</td> </tr> <tr> <td style="border: none;">\$200-\$299</td> <td style="border: none;">80.0%</td> <td></td> <td></td> </tr> </tbody> </table>	Suppl Benefit	Participation	Suppl Benefit	Participation	\$0-\$99	50.0%	\$300-\$499	85.0%	\$100-\$199	75.0%	\$500+	90.0%	\$200-\$299	80.0%		
Suppl Benefit	Participation	Suppl Benefit	Participation														
\$0-\$99	50.0%	\$300-\$499	85.0%														
\$100-\$199	75.0%	\$500+	90.0%														
\$200-\$299	80.0%																
Spouse Coverage	Retirees: Based on current coverage Actives: current election if covered, 20% if waived Retirees: current election																

Discount Rate

The discount rate of 5.75% was used during measurement periods June 30, 2023 and 2022, respectively. The Authority assumed long-term inflation assumption of 2.50% to set the expected long-term net rate of return. The long-term expected real return are presented as geometric means.

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 7 – Other Postemployment Benefits (“OPEB”) (Continued)

Change in Total OPEB Liability

	2024		
	Increase (Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability
Balance at June 30, 2022	\$ 2,635,154	\$ 389,554	\$ 2,245,600
Changes Recognized for the Measurement Period:			
Service Cost	95,635	-	95,635
Interest on the total OPEB liability	154,085	-	154,085
Change of benefit terms	-	-	-
Difference between expected and actual experience	(480,425)	-	(480,425)
Changes in assumptions	(123,015)	-	(123,015)
Contribution from the employer	-	295,224	(295,224)
Net investment income	-	15,219	(15,219)
Administrative expenses	(102,096)	102,096	-
Benefit payments	-	(572)	572
Net changes during measurement 2022-23	(455,816)	411,967	(663,591)
Balance at June 30, 2023 (measurement date)	\$ 2,179,338	\$ 801,521	\$ 1,582,009
	2023		
	Increase (Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability
Balance at June 30, 2021	\$ 2,560,062	\$ 250,182	\$ 2,309,880
Changes Recognized for the Measurement Period:			
Service Cost	99,215	-	99,215
Interest on the total OPEB liability	143,513	-	143,513
Change of benefit terms	7,172	-	7,172
Difference between expected and actual experience	-	-	-
Changes in assumptions	(74,924)	-	(74,924)
Contribution from the employer	-	292,863	(292,863)
Net investment income	-	(53,224)	53,224
Administrative expenses	-	(383)	383
Benefit payments	(99,884)	(99,884)	-
Net changes during measurement 2021-22	75,092	139,372	(64,280)
Balance at June 30, 2022 (measurement date)	\$ 2,635,154	\$ 389,554	\$ 2,245,600

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 7 – Other Postemployment Benefits (“OPEB”) (Continued)

Change in Total OPEB Liability (Continued)

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability of the Authority, as well as what the total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate, for the measurement periods ended June 30, 2023 and June 30, 2022:

Measurement Date	Plan's Total OPEB Liability		
	Discount Rate -1% (4.75%)	Current Discount Rate (5.75%)	Discount Rate +1% (6.75%)
	June 30, 2023	\$ 1,819,644	\$ 1,582,009
Measurement Date	Plan's Total OPEB Liability		
	Discount Rate -1% (4.75%)	Current Discount Rate (5.75%)	Discount Rate +1% (6.75%)
	June 30, 2022	\$ 2,565,928	\$ 2,245,600

Sensitivity of the Total OPEB Liability to Changes in Healthcare Cost Trend Rates

The following presents the total OPEB liability of the Authority, as well as what the total OPEB liability would be if it were calculated using a health care cost trend rates that are one percentage point lower or one percentage point higher than the current rates, for the measurement periods ended June 30, 2023 and June 30, 2022:

Measurement Date	Plan's Total OPEB Liability		
	Healthcare Cost Trend Rate -1%	Current Healthcare Cost Trend Rate	Healthcare Cost Trend Rate +1%
	June 30, 2023	\$ 1,381,118	\$ 1,582,009
June 30, 2022	\$ 1,951,471	\$ 2,245,600	\$ 2,611,788

OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the years ended June 30, 2024 and June 30, 2023, the Authority recognize OPEB expense in the amounts of \$67,470 and \$130,951, respectively. At June 30, 2024 and 2023, the Authority reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	2024		2023	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Contributions made after measurement date	\$ 304,490	\$ -	\$ 295,224	\$ -
Changes in assumptions	414,163	(1,393,701)	474,147	(1,460,291)
Differences between expected and actual experience	241,769	(601,234)	271,990	(193,820)
Net Difference between projected and actual earnings on plan investments	52,556	-	57,364	-
Total	\$ 1,012,978	\$ (1,994,935)	\$ 1,098,725	\$ (1,654,111)

The Expected Average remaining service Lifetime (“EARSL”) is calculated by dividing the total future service years by total number of covered participants in the plan. The EARSL for the plan at the beginning of measurement period June 30, 2023 and 2022 is 10.2 and 10.9 years, which were obtained by dividing the total services years of 775 and 918 by 76 and 84 covered participants, respectively.

South Bay Regional Public Communications Authority
Notes to the Basic Financial Statements (Continued)
For the Years Ended June 30, 2024 and 2023

Note 7 – Other Postemployment Benefits (“OPEB”) (Continued)

OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB (Continued)

Deferred outflows of resources related to OPEB resulting from Authority’s contributions subsequent to the measurement date in the amounts of \$304,490 and \$295,224 will be recognized as a reduction of the net OPEB liability in the years ending June 30, 2025 and 2024, respectively.

Year Ending June 30,	Deferred Outflows/ (Inflows) of Resources 2024	Year Ending June 30,	Deferred Outflows/ (Inflows) of Resources 2023
2025	\$ (155,663)	2024	\$ (101,123)
2026	(155,664)	2025	(101,123)
2027	(155,738)	2026	(101,124)
2028	(167,205)	2027	(101,198)
2029	(143,191)	2028	(112,665)
Thereafter	(508,986)	Thereafter	(333,377)
Total	\$ (1,286,447)	Total	\$ (850,610)

Note 8 – Conduit Debt

The Authority issued three series of bonds to finance the costs of acquisition, construction, installation, and equipping of the main facility with emergency communications equipment (the “Project”) in January 2001 on behalf of the Cities of Gardena, Hawthorne, and Manhattan Beach. The 2001 Revenue Bonds Series A in the amount of \$3,060,000 (Gardena), the 2001 Variable Rate Demand Revenue Bonds Series B in the amount of \$4,300,000 (Hawthorne), and the 2001 Variable Rate Demand Revenue Bonds Series C in the amount of \$2,180,000 (Manhattan Beach), are payable from the revenues derived primarily from project financing and operating revenues by the Cities of Gardena, Hawthorne, and Manhattan Beach, respectively.

In 2007, the Authority issued the 2007 Refunding Revenue Bonds, Series A in the amount of \$2,800,000 to fully refund the 2001 Revenue Bond Series A on behalf of the City of Gardena. The outstanding balances of the 2007 Refunding Revenue Bonds Series A were \$1,070,000 and \$1,195,000 as of June 30, 2024 and 2023, respectively. The 2001 Revenue Bonds, Series B, were fully refunded by the City of Hawthorne’s private placement in 2016. The 2001 Revenue Bonds, Series C, were paid off by the City of Manhattan Beach.

The bonds were not reflected as the Authority’s long-term debt because the debt is solely payable from and secured by specific revenue sources described in the official statement. Neither the faith and credit of the Authority, nor the taxing power of the State of California or any political subdivision thereof, is pledged for payment of these bonds. Accordingly, since this debt does not constitute an obligation of the Authority, it is not included in the accompanying basic financial statements.

Note 9 – Commitments and Contingencies

Litigation

In the ordinary course of operations, the Authority is subject to claims and litigation from outside parties. In the opinion of the Authority’s management, there is no pending litigation which is likely to have a material adverse effect on the financial position of the Authority.

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REQUIRED SUPPLEMENTARY INFORMATION

South Bay Regional Public Communications Authority
Required Supplementary Information (Unaudited)
Schedule of the Authority's Proportionate Share of the Net Pension Liability and Related Ratios
For the Years Ended June 30, 2024 and 2023

Last Ten Fiscal Years

California Public Employees' Retirement System (CalPERS) Miscellaneous Plan

Measurement date	June 30, 2014	June 30, 2015	June 30, 2016	June 30, 2017	June 30, 2018
Authority's proportion of the net pension liability	0.059500%	0.059500%	0.064949%	0.067677%	0.068180%
Authority's proportionate share of the net pension liability	\$ 4,084,007	\$ 4,084,007	\$ 5,620,134	\$ 6,711,657	\$ 6,570,432
Authority's covered payroll	\$ 4,485,167	\$ 4,665,871	\$ 4,773,439	\$ 5,184,067	\$ 5,270,919
Authority's proportionate share of the net pension liability as a percentage of covered payroll	91.06%	87.53%	117.74%	129.47%	124.65%
Plan's fiduciary net position as a percentage of the plan's total pension liability	79.82%	78.40%	74.06%	73.31%	75.26%

South Bay Regional Public Communications Authority
Required Supplementary Information (Unaudited)
Schedule of the Authority's Proportionate Share of the Net Pension Liability and Related Ratios (Continued)
For the Years Ended June 30, 2024 and 2023

Last Ten Fiscal Years

California Public Employees' Retirement System (CalPERS) Miscellaneous Plan

Measurement date	June 30, 2019	June 30, 2020	June 30, 2021	June 30, 2022	June 30, 2023
Authority's proportion of the net pension liability	0.071590%	0.074680%	0.076550%	0.083580%	0.081100%
Authority's proportionate share of the net pension liability	\$ 7,335,396	\$ 8,125,094	\$ 4,140,085	\$ 9,654,226	\$ 10,117,770
Authority's covered payroll	\$ 5,408,034	\$ 5,838,063	\$ 6,005,530	\$ 5,834,801	\$ 5,250,822
Authority's proportionate share of the net pension liability as a percentage of covered payroll	135.64%	139.17%	68.94%	165.46%	192.69%
Plan's fiduciary net position as a percentage of the plan's total pension liability	75.26%	75.10%	88.29%	76.68%	76.21%

South Bay Regional Public Communications Authority
Required Supplementary Information (Unaudited)
Schedule of Contributions - Pensions
For the Years Ended June 30, 2024 and 2023

Last Ten Fiscal Years

California Public Employees' Retirement System (CalPERS) Miscellaneous Plan

Fiscal Year	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
Actuarially determined contribution	\$ 507,694	\$ 553,317	\$ 634,790	\$ 692,687	\$ 807,058
Contribution in relation to the actuarially determined contribution	<u>(507,694)</u>	<u>(553,317)</u>	<u>(634,790)</u>	<u>(692,687)</u>	<u>(807,095)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (37)</u>
Authority's covered payroll	<u>\$ 4,665,871</u>	<u>\$ 4,773,439</u>	<u>\$ 5,184,067</u>	<u>\$ 5,270,919</u>	<u>\$ 5,408,034</u>
Contributions as a percentage of covered payroll	<u>10.88%</u>	<u>11.59%</u>	<u>12.25%</u>	<u>13.14%</u>	<u>14.92%</u>

Notes to the Schedule:

Change in Benefit Terms: There were no changes to benefit terms.

Change of Assumptions: In 2023, there were no changes. In 2022, the discount rate was reduced from 7.15% to 6.90%. In addition, demographic assumptions and the inflation rate assumption were changed in accordance with the 2021 CalPERS Experience Study and Review of Actuarial Assumptions. In 2019 to 2021, there were no changes. In 2018, demographic assumptions and inflation rate were changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017. There were no changes in the discount rate. In 2017, the accounting discount rate reduced from 7.65 percent to 7.15 percent. In 2016, there were no changes. In 2015, amounts reported reflect an adjustment of the discount rate from 7.5 percent (net of administrative expense) to 7.65 percent (without a reduction for pension plan administrative expense. In 2014, amounts reported were based on the 7.5 percent discount rate.

South Bay Regional Public Communications Authority
Required Supplementary Information (Unaudited)
Schedule of Contributions - Pensions (Continued)
For the Years Ended June 30, 2024 and 2023

Last Ten Fiscal Years

California Public Employees' Retirement System (CalPERS) Miscellaneous Plan

Fiscal Year	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-2023</u>	<u>2023-2024</u>
Actuarially determined contribution	\$ 957,115	\$ 1,078,691	\$ 1,145,330	\$ 1,164,476	\$ 1,142,452
Contribution in relation to the actuarially determined contribution	<u>(957,115)</u>	<u>(1,078,691)</u>	<u>(1,427,194)</u>	<u>(1,426,039)</u>	<u>(1,345,008)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (281,864)</u>	<u>\$ (261,563)</u>	<u>\$ (202,556)</u>
Authority's covered payroll	<u>\$ 5,838,063</u>	<u>\$ 6,005,530</u>	<u>\$ 5,834,801</u>	<u>\$ 5,250,822</u>	<u>\$ 5,246,280</u>
Contributions as a percentage of covered payroll	<u>16.39%</u>	<u>17.96%</u>	<u>24.46%</u>	<u>27.16%</u>	<u>25.64%</u>

Notes to the Schedule:

Change in Benefit Terms: There were no changes to benefit terms.

Change of Assumptions: In 2023, there were no changes. In 2022, the discount rate was reduced from 7.15% to 6.90%. In addition, demographic assumptions and the inflation rate assumption were changed in accordance with the 2021 CalPERS Experience Study and Review of Actuarial Assumptions. In 2019 to 2021, there were no changes. In 2018, demographic assumptions and inflation rate were changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017. There were no changes in the discount rate. In 2017, the accounting discount rate reduced from 7.65 percent to 7.15 percent. In 2016, there were no changes. In 2015, amounts reported reflect an adjustment of the discount rate from 7.5 percent (net of administrative expense) to 7.65 percent (without a reduction for pension plan administrative expense. In 2014, amounts reported were based on the 7.5 percent discount rate.

South Bay Regional Public Communications Authority
Required Supplementary Information (Unaudited)
Schedule of Changes in Net Other Postemployment Benefits Liability and Related Ratios
For the Years Ended June 30, 2024 and 2023

Measurement Period	Last Ten Fiscal Years				
	2016-2017 ¹	2017-2018	2018-2019	2019-2020	2020-2021
Total OPEB Liability					
Service Cost	\$ 163,778	\$ 143,129	\$ 138,260	\$ 156,598	\$ 218,323
Interest on the total OPEB liability	88,136	103,266	111,541	100,283	80,605
Changes in benefit terms	-	-	5,100	-	-
Difference between expected and actual experience	-	-	(304,572)	-	332,432
Changes in assumptions	(307,074)	(113,847)	117,179	547,573	(1,457,595)
Contribution from the employer	-	-	-	-	-
Benefit payments	(126,836)	(137,416)	(122,659)	(82,889)	(85,350)
Net changes in total OPEB liability	(181,996)	(4,868)	(55,151)	721,565	(911,585)
Total OPEB liability, beginning	2,992,097	2,810,101	2,805,233	2,750,082	3,471,647
Total OPEB liability, ending (a)	\$ 2,810,101	\$ 2,805,233	\$ 2,750,082	\$ 3,471,647	\$ 2,560,062
Plan fiduciary net position:					
Employer contribution	\$ 126,836	\$ 137,416	\$ 122,659	\$ 83,145	\$ 335,588
Employee contributions	-	-	-	-	-
Net investment income	-	-	-	-	186
Administrative expenses	-	-	(232)	(256)	(242)
Benefit payments	(126,836)	(137,416)	(122,659)	(82,889)	(85,350)
Other	-	-	-	-	-
Net changes in fiduciary net position	-	-	(232)	-	250,182
Plan fiduciary net position, beginning	-	-	-	-	-
Plan fiduciary net position, ending (b)	\$ -	\$ -	\$ -	\$ -	\$ 250,182
Plan net OPEB liability - ending (a) - (b)	\$ 2,810,101	\$ 2,805,233	\$ 2,750,082	\$ 3,471,647	\$ 2,309,880
Plan's fiduciary net position as a percentage of the total OPEB liability	0.00%	0.00%	0.00%	0.00%	9.77%
Covered employee payroll	\$ 5,996,321	\$ 7,010,558	\$ 6,722,179	\$ 7,264,866	\$ 6,322,182
Plan Net OPEB liability as a percentage of covered employee payroll	46.86%	40.01%	40.91%	47.79%	36.54%

¹Historical information is presented only for measurement periods after GASB 75 was implemented in 2016-2017.

South Bay Regional Public Communications Authority
Required Supplementary Information (Unaudited)
Schedule of Changes in Net Other Postemployment Benefits Liability and Related Ratios (Continued)
For the Years Ended June 30, 2024 and 2023

	Last Ten Fiscal Years	
Measurement Period	2021-2022	2022-2023
Total OPEB Liability		
Service Cost	\$ 99,215	\$ 95,635
Interest on the total OPEB liability	143,513	154,085
Changes in benefit terms	7,172	-
Difference between expected and actual experience	-	(480,425)
Changes in assumptions	(74,924)	(123,015)
Contribution from the employer	-	(102,096)
Benefit payments	(99,884)	-
Net changes in total OPEB liability	75,092	(455,816)
Total OPEB liability, beginning	2,560,062	2,635,154
Total OPEB liability, ending (a)	\$ 2,635,154	\$ 2,179,338
Plan fiduciary net position:		
Employer contribution	\$ 292,863	\$ 295,224
Employee contributions	-	-
Net investment income	(53,224)	15,219
Administrative expenses	(383)	(572)
Benefit payments	(99,884)	(102,096)
Other	-	-
Net changes in fiduciary net position	139,372	207,775
Plan fiduciary net position, beginning	250,182	389,554
Plan fiduciary net position, ending (b)	\$ 389,554	\$ 597,329
Plan net OPEB liability - ending (a) - (b)	\$ 2,245,600	\$ 1,582,009
Plan's fiduciary net position as a percentage of the total OPEB liability	14.80%	27.40%
Covered employee payroll	\$ 6,425,816	\$ 6,542,989
Plan Net OPEB liability as a percentage of covered employee payroll	34.90%	24.20%

¹Historical information is presented only for measurement periods after GASB 75 was implemented in 2016-2017.

South Bay Regional Public Communications Authority
Required Supplementary Information (Unaudited)
Schedule of Contributions – Other Postemployment Benefits
For the Years Ended June 30, 2024 and 2023

Last Ten Fiscal Years

Other Postemployment Benefits ("OPEB")

Fiscal year	2016-17 ¹	2017-18	2018-19	2019-20	2020-21
Actuarially determined contribution	\$ 126,836	\$ 140,536	\$ 122,891	\$ 83,145	\$ 85,588
Contribution in relation to the actuarially determined contribution	<u>(126,836)</u>	<u>(140,536)</u>	<u>(122,891)</u>	<u>(83,145)</u>	<u>(335,588)</u>
Contribution deficiency / (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (250,000)</u>
Authority's covered employee payroll	<u>\$ 5,996,321</u>	<u>\$ 7,010,558</u>	<u>\$ 6,722,179</u>	<u>\$ 7,264,866</u>	<u>\$ 7,482,812</u>
Contributions as a percentage of covered employee payroll	<u>2.12%</u>	<u>2.00%</u>	<u>1.83%</u>	<u>1.14%</u>	<u>1.14%</u>

Notes to Schedule:

Valuation date:	June 30, 2023
Methods and assumptions used to determine contribution rates:	Entry Age Normal
Actuarial Cost Method:	Level dollar
Amortization Method:	20-year fixed period for 2021/22
Amortization Period:	Market value of assets
Asset Valuation Method:	2.50% per year
Inflation:	5.50% at June 30, 2021 (pre-funded with CalPERS diversified trust Strategy 2)
Investment return/discount rate:	2.21% at June 30, 2020 (Bond Buyer 20-year index) Non Medicare - 6.75% for 2022, decreasing to an ultimate rate of 3.75% in 2076 and later years
Medical Trend:	Non Medicare - 6.75% for 2022, decreasing to an ultimate rate of 3.75% in 2076 and later years Medicare - 5.85% for 2022, decreasing to an ultimate rate of 3.75% in 2076 and later years
Mortality:	CalPERS 1997-2015 Experience Study
Mortality Improvement:	Mortality projected fully generational with Scale MP-2020

South Bay Regional Public Communications Authority
Required Supplementary Information (Unaudited)
Schedule of Contributions – Other Postemployment Benefits (Continued)
For the Years Ended June 30, 2024 and 2023

Last Ten Fiscal Years

Other Postemployment Benefits ("OPEB")

Fiscal year	2021-22	2022-23	2023-2024
Actuarially determined contribution	\$ 298,470	\$ 300,428	\$ 302,653
Contribution in relation to the actuarially determined contribution	(292,863)	(295,224)	(304,490)
Contribution deficiency / (excess)	\$ 5,607	\$ 5,204	\$ (1,837)
Authority's covered employee payroll	\$ 6,425,816	\$ 6,542,989	\$ 6,594,017
Contributions as a percentage of covered employee payroll	4.64%	4.59%	4.59%

Notes to Schedule:

Valuation date:	June 30, 2023
Methods and assumptions used to determine contribution rates:	Entry Age Normal
Actuarial Cost Method:	Level dollar
Amortization Method:	20-year fixed period for 2021/22
Amortization Period:	Market value of assets
Asset Valuation Method:	2.50% per year
Inflation:	5.50% at June 30, 2021 (pre-funded with CalPERS diversified trust Strategy 2)
Investment return/discount rate:	2.21% at June 30, 2020 (Bond Buyer 20-year index) Non Medicare - 6.75% for 2022, decreasing to an ultimate rate of 3.75% in 2076 and later years
Medical Trend:	Non Medicare - 6.75% for 2022, decreasing to an ultimate rate of 3.75% in 2076 and later years Medicare - 5.85% for 2022, decreasing to an ultimate rate of 3.75% in 2076 and later years
Mortality:	CalPERS 1997-2015 Experience Study
Mortality Improvement:	Mortality projected fully generational with Scale MP-2020

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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Independent Auditors' Report

To the Board of Directors
of the South Bay Regional Public Communications Authority
Hawthorne, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States ("*Government Auditing Standards*"), the financial statements of the business-type activities of the South Bay Regional Public Communications Authority, California (the "Authority") as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprises the Authority's basic financial statements, and have issued our report thereon dated November 6, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of Authority's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

To the Board of Directors
of the South Bay Regional Public Communications Authority
Hawthorne, California
Page 2

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "The Per Group, LLP". The signature is written in a cursive, flowing style.

Santa Ana, California
November 6, 2024

G-4

Attachment 2



November 6, 2024

To the Board of Directors
of the South Bay Regional Public Communications Authority
Hawthorne, California

We have audited the financial statements of the business-type activities of South Bay Regional Public Communications Authority (the “Authority”) for the year ended June 30, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 23, 2024. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Authority are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2024. We noted no transactions entered into by the Authority during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the Authority’s financial statements were:

- Management’s estimate of the depreciation on capital assets is based on the industry standard and past experience on actual useful life of the asset groups. We evaluated the key factors and assumptions used to develop the depreciation on capital assets in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management’s estimate of the net pension liabilities is based on the proportionated share of actuarial valuation on total pension liability and based on the proportionated share of fiduciary net position for CalPERS plan. We evaluated the key factors and assumptions used to develop the net pension liability in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management’s estimate of the net other postemployment benefits (“OPEB”) liability is based on the actuarial valuation on the total OPEB liability. We evaluated the key factors and assumptions used to develop the net OPEB liability in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

- Note 1 – Reporting Entity and Summary of Significant Accounting Policy
- Note 6 – Defined Benefit Pension Plan
- Note 7 – Other Postemployment Benefits (“OPEB”)
- Note 9 – Commitments and Contingencies

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit’s financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors’ report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 6, 2024.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the Authority’s financial statements or a determination of the type of auditors’ opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Authority’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

To the Board of Directors
of the South Bay Regional Public Communications Authority
Hawthorne, California
Page 3

Other Matters

We applied certain limited procedures to Management's Discussion and Analysis, the Schedule of Proportionate Share of the Net Pension Liability and Related Ratios, the Schedule of Contributions – Pensions, the Schedule of Changes in Net Other Postemployment Benefit Liability and Related Ratios, and the Schedule of Contributions – Other Postemployment Benefits, which are required supplementary information ("RSI") that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the information and use of Board of Directors and management of the Authority and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in black ink that reads "The PwC Group, LLP". The signature is written in a cursive, flowing style.

Santa Ana, California

G-5



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: January 21, 2025

ITEM NUMBER: G-5

TO: Executive Committee

FROM: John Krok, Executive Director

SUBJECT: VESTA 911 Equipment and Support Services

ATTACHMENT: 1. AT & T Maintenance Quote

RECOMMENDATION

Staff recommends that the Executive Committee authorize the Executive Director to purchase equipment and support services for the Authority's 911 Vesta system in the total amount not to exceed \$123,000.

BACKGROUND

A 9-1-1 system includes all equipment and systems used within the Public Safety Answering Point (PSAP) to answer 9-1-1 calls. This includes, but is not limited to:

- Desktop computers
- Gateways and routers
- Integration devices
- 9-1-1 call logging recorders
- Cabling
- Ancillary systems, services, and products associated with the delivery of 9-1-1 calls

The CA 9-1-1 Branch's policy ensures high quality and best value for PSAPs in procuring and maintaining 9-1-1 Call Processing Equipment (CPE) systems and services. To support this policy, the CA 9-1-1 Branch assists PSAPs in procuring and maintaining their CPE systems effectively.

DISCUSSION

The Authority currently holds an agreement with AT&T for the support and maintenance

of its CPE equipment. Since the system's procurement and implementation nearly 10 years ago, the State of California Office of Emergency Services (CAL OES) has directly covered payments to AT&T for the equipment and services related to the Authority's VESTA 9-1-1 system.

Starting February 15, 2025, the Authority will assume responsibility for direct payments to AT&T for these services. However, CAL OES has committed to fully reimbursing the Authority for these costs.

Looking ahead, the Authority anticipates replacing and modernizing the VESTA 9-1-1 system over the next 2-3 years as the current equipment reaches the end of its useful life. To maintain uninterrupted services, the Authority seeks to:

1. Continue its maintenance agreement with AT&T for the period of February 15, 2025, through February 15, 2026.
2. Replace end-of-life UPS backup batteries for two servers and fifteen dispatch positions in the communications center.

While CAL OES is beta-testing fully cloud-based 9-1-1 systems that would eliminate the need for on-premise equipment, these systems have not yet met the required criteria for deployment. The Authority will continue monitoring the progress of this initiative.

FISCAL IMPACT

Funds are available in the Authority's adopted Fiscal Year 2024/25 budget and are fully reimbursable by CAL OES.

G-5

Attachment 1



DATE 12/17/2024

Budgetary Maintenance Quote

South Bay Regional

Extended Maintenance

AT&T Contact Robert Russo

Phone (951) 500-2130

Email rr1713@att.com

Address 3580 Orange Street #104

Riverside, CA 92501

15 Position VESTA

9-1-1 CPE BASIC TURN-KEY STAND-ALONE SYSTEM

Turn-key System

12 Months Maintenance	\$ 82,517.54
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Maintenance Term: 02/17/2025 to 02/16/2026

Backroom UPS Replacement Quantity

2	\$ 14,274.00
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Position UPS Replacement Quantity

15	\$ 22,425.00
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AT&T will continue to provide Service under the Maintenance Plan for as long as parts are available on a commercially reasonable basis.

In the event repair parts are not readily available:

AT&T will advise customer and customer will have the option to replace the Equipment with a similar product.

In the event the customer declines to authorize such replacement, AT&T will cease providing Service for such Equipment.

	UPS	\$ 36,699.00
	Tax 10.25%	\$ 3,761.65
	SYSTEM MAINTENANCE TOTAL	\$ 82,517.54

This Quote Valid until 4/16/2025

TOTAL	\$ 122,978.19
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G-6



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: January 21, 2025

ITEM NUMBER: G-6

TO: Executive Committee

FROM: John Krok, Executive Director

SUBJECT: APPROVE CHANGE PURCHASE ORDERS TOTALING \$235,000 TO VARIOUS VENDORS FOR VEHICLE UPFITTING PARTS AND EQUIPMENT FOR THE TECHNICAL SERVICES DIVISION

ATTACHMENT: None

RECOMMENDATION

Staff recommends that the Executive Committee approve the following change purchase orders for vehicle upfitting parts and equipment for the Technical Services Division totaling \$235,000:

- | | |
|-------------------------------------|-----------|
| 1) CDW-G: | \$ 25,000 |
| 2) Federal Signal Corporation: | \$ 40,000 |
| 3) Motorola Solutions | \$130,000 |
| 4) Westin Automotive Products, Inc. | \$ 40,000 |

BACKGROUND

The Executive Committee approved blanket purchase orders (“BPOs”) to various vendors that provide goods and services to the Authority on an as-needed basis on June 18, 2024 for FY24-25.

Many of these vendors provide parts and equipment for vehicle work performed by the Technical Services Division.

The Technical Services Division performs vehicle upfitting services which consist of installing radio communications equipment, light bars, mobile cameras, computer systems, and all necessary equipment into emergency vehicles. Work orders are completed in accordance with specifications provided by each of the Authority’s member and contract cities. Upon completion of the work, each city is billed for the actual costs associated with the supplies and equipment purchased by the Authority to fulfill the work order.

DISCUSSION

Due to a surge in vehicle upfitting requests by police and fire agencies, and a significant increase in the cost of parts, FY24-25 year-end expenditures associated with purchases from these vendors are expected to exceed approved purchase order amounts and approval for these changes is required by the Executive Committee per Resolution 352 adopted on September 29, 2022.

The following provides a summary of the vendors for which a change purchase order is being requested:

1) CDW-G

CDW was founded in 1984 and remains a leader in providing technology products and services for business, government and education. The company has a secondary division known as CDW-G, devoted solely to United States government entities, including Local, State and the Federal government. The Authority routinely orders computers, modems, cables and other related accessories from CDW-G for the installation work performed by the Technical Services Division.

A summary of purchase order authorizations for CDW (PO 00724) for the current fiscal year is as follows:

Original Amount Authorized by Executive Committee on 6/18/24	\$90,000
Change Order Authorized by Executive Committee on 9/17/24	100,000
Change Order Request on 1/21/25	25,000
Total Not-to-Exceed Amount	\$215,000

2) Federal Signal Corporation

Federal Signal Corporation (Federal Signal) is an industry leader in the manufacturing of emergency lighting and siren equipment. Federal Signal is one of two vendors used by the Authority as its source for this type of equipment, which is used for upfitting its member and contract agencies' public safety vehicles. The vendor provides lighting and siren equipment that meets or exceeds both state and federal laws. Federal Signal provides a law enforcement agency discount to the Authority that ranges between 25% and 47%, depending on the item. These discounts are passed along to member and contract cities alike.

A summary of purchase order authorizations for Federal Signal (PO 00727) for the current fiscal year is as follows:

Original Amount Authorized by Executive Committee on 6/18/24	\$180,000
Change Order Request on 1/21/25	40,000
Total Not-to-Exceed Amount	\$220,000

3) Motorola Solutions

The Authority routinely orders mobile and portable radios, microphones, chargers and other related accessories from Motorola for the installation work performed by the Technical Services Division. The proposed BPO provides staff with the ability to order supplies and equipment in a timely and efficient manner, cutting down on both lead

and build time. Motorola provides the Authority a 10%-20% discount depending on the item. These discounts are passed along to member and contract cities alike.

A summary of purchase order authorizations for Motorola (PO 00732) for the current fiscal year is as follows:

Original Amount Authorized by Executive Committee on 6/18/24	\$30,000
Change Order Authorized by Executive Committee on 8/13/24	60,000
Change Order Authorized by Executive Committee on 9/17/24	100,000
Change Order Request on 1/21/25	130,000
Total Not-to-Exceed Amount	\$320,000

4) Westin Automotive Products, Inc.

Westin law enforcement products are designed, tested and engineered in San Dimas, California. Westin has been an industry leading manufacturer for over 40 years. Westin provides a diverse range of law enforcement products at a 50% discounted rate.

A summary of purchase order authorizations for Westin Automotive (PO 00737) for the current fiscal year is as follows:

Original Amount Authorized by Executive Committee on 6/18/24	\$65,000
Change Order Request on 1/21/25	40,000
Total Not-to-Exceed Amount	\$105,000

FISCAL IMPACT

All costs associated with the upfitting of vehicles are 100% reimbursable by the member or contract agencies requesting these services. In order to facilitate the work, a budget line item exists in the Fiscal Year 2024-25 Adopted Budget for such reimbursable parts. While in aggregate, current authorized blanket purchase orders to all vendors for billable parts exceed the budgeted line item, staff anticipates that encumbered funds for some vendors may not be fully utilized. However, staff will submit a request to the Board of Directors to appropriate additional funds for vehicle upfitting to ensure work continues without interruption through the end of the fiscal year.

I-1

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

NOVEMBER 19, 2024

A. CALL TO ORDER

The Executive Committee and the User Committee convened in a regular joint session at 2:01 PM on Tuesday, November 19, 2024, in the second-floor conference room of the South Bay Regional Public Communications Authority at 4440 West Broadway, Hawthorne, CA.

B. ROLL CALL

Present: City Manager Clint Osorio, City of Gardena
Interim City Manager Talyn Mirzakhanian, City of Manhattan Beach
City Manager Vontray Norris, City of Hawthorne
Chief Mike Saffell, Gardena Police Department
Chief Gary Tomatani, Hawthorne Police Department
Division Chief Anthony Gomes, Manhattan Beach Fire Department
Captain Andrew Enriquez, Manhattan Beach Police Department
Chief Mike Lang, Manhattan Beach Fire Department
Chief George Avery, El Segundo Fire Department

Absent: Chief Rachel Johnson, Manhattan Beach Police Department

Also Present: Interim Executive Director John Krok
Operations Manager Shannon Kauffman
Finance Manager Vanessa Alfaro
Executive Assistant Cristina Manley
Jennifer Petrusis General Counsel, RWG Law
Communications Supervisor Lena Ramos

C. PUBLIC DISCUSSION

None.

D. EXECUTIVE COMMITTEE CONSENT CALENDAR

1. Minutes from October 15, 2024

APPROVE

2. Check Register – October 2024

RECEIVE AND FILE

3. Cash and Investments Report July – September 2024

RECEIVE AND FILE

MOTION: City Manager Norris moved to approve the Executive Committee Consent Calendar items 1-3. The motion was seconded by City Manager Mirzakhanian and passed by a vote of 3-0.

E. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

F.

GENERAL BUSINESS

1. Executive Director Employment Agreement

APPOINT JOHN KROK AS EXECUTIVE DIRECTOR, APPROVE THE EMPLOYMENT AGREEMENT, AND AUTHORIZE THE EXECUTIVE COMMITTEE CHAIRPERSON TO SIGN EMPLOYMENT AGREEMENT

General Counsel Petrusis provided an overview of the draft contract agreement, authorizing employment for Executive Director. Employment agreement outlined employment and retirement benefits. An oral report was provided and an adjustment to the draft contract, page 3 section 3H – 11 fixed holidays.

MOTION: City Manager Osorio moved to approve Executive Director Employment Agreement John Krok. The motion was seconded by City Manager Mirzakhian and passed by a vote of 3-0.

2. Agreement with GetResQ911 to Provide Professional Placement Services for Temporary Communications Operators

APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE ON BEHALF OF AUTHORITY

Executive Director Krok discussed the contract for professional placement services for temporary communication operators:

- \$20,000 startup fee; \$2,400/month per dispatcher – placement fee
- Contract limited to one year
- Dispatchers are required to have several years of experience

Union discussions ongoing: plans for a town hall meeting for employees aimed to clarify the roles of the temporary dispatchers and provide an opportunity for questions.

City Manager Mirzakhian requested the Director to provide a report after hiring a few temporary employees. Executive Director Krok stated he will provide monthly updates on the progress of the program.

MOTION: City Manager Mirzakhian moved to approve the Executive Committee General Business item 2. The motion was seconded by City Manager Norris and passed by a vote of 4 – 0.

G.

USER COMMITTEE CONSENT CALENDAR

1. Minutes for October 15, 2024

APPROVE

MOTION: Chief Saffell moved to approve the User Committee Consent Calendar item 1. The motion was seconded by Chief and passed by a vote of 3 – 0

H.

ITEMS REMOVED FROM CONSENT CALENDAR

I.

EXECUTIVE DIRECTOR REPORT

- Staffing Update

Executive Director Krok provided a report on staffing in the communications center; three applicants are currently in backgrounds and possibility of two starting academy in mid – December. Recent tour by 20 college students from Long Beach Community College. The contract for professional

placement services for temporary communication operators would be beneficial to the organization helping in our staffing levels.

- CAD Update

Development of CAD contract is ongoing. Meeting with fire cities for interface discussions completed. Currently meeting with police department for interface discussions.

- 5 Year CIP Update

Six projects identified for fiscal year. Landscaping and irrigation project completed under budget. Quotes for remaining five projects are in progress.

- Police & Fire Task Force

Emphasis on better communication and collaboration. Regular meetings to discuss service levels and improvements. Standardization of policies and procedures for better training and execution. Chief Saffell requested a designee update for monthly meetings.

- Medical Director

Mandate from Los Angeles County for PSAPs to have an EMD medical director. Working with LA County for a timeline and monthly progress reports. Position to be included in next fiscal year budget process. Anticipated rollout date: July 1, 2025.

J. **EXECUTIVE COMMITTEE AND USER COMMITTEE COMMENT**

Chief Saffell suggested for a finance committee to meet with city finance departments. Aim to ensure awareness of budget planning and big-ticket items. Coordination with Vanessa for planning and logistics of meetings.

K. **ADJOURNMENT**

The meeting was adjourned at 2:19PM.