

A G E N D A
REGULAR MEETING OF THE BOARD OF DIRECTORS,
THE EXECUTIVE COMMITTEE, AND THE USER COMMITTEE
TUESDAY, MARCH 18, 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 January 21, 2025
APPROVE
2. Cash and Investments Report for December 31, 2024
RECEIVE AND FILE
3. Resolution Delegating Investment Authority to the Treasurer over Authority Funds and the Authority's Section 115 Trust
APPROVE AND ADOPT RESOLUTION

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

F. **BOARD OF DIRECTORS GENERAL BUSINESS**

1. Resolutions Authorizing an Exception to the CalPERS 180-day Wait Period
APPROVE AND ADOPT RESOLUTIONS
2. Fiscal Year 2025-2026 Five-Year Capital Improvement Plan
APPROVE AND ADOPT RESOLUTION
3. Resolution Adopting the Budget for Fiscal Year 2025-2026
APPROVE AND ADOPT RESOLUTION

G. **EXECUTIVE COMMITTEE CONSENT CALENDAR**

1. Minutes from February 18, 2025
APPROVE
2. Check Register – February 2025
RECEIVE AND FILE

H. **ITEMS REMOVED FROM CONSENT CALENDAR**

I. **EXECUTIVE COMMITTEE GENERAL BUSINESS**

1. Executive Director's Update on Staffing and Recruitment
RECEIVE AND FILE

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].

2. Executive Director's Update on Medical Director
RECEIVE AND FILE
3. Executive Director's Update on Implementation of New Computer Aided Dispatch System
RECEIVE AND FILE

J. **USER COMMITTEE CONSENT CALENDAR**

1. Minutes from February 18, 2025
APPROVE

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

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

M. **EXECUTIVE COMMITTEE CLOSED SESSION AGENDA**

1. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6
Agency Designated Representatives: Executive Director and Liebert, Cassidy Whitmore
Employee Organization: The California Teamsters Public, Professional and Medical Employees Union Local 911
2. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6
Agency Designated Representatives: Executive Director and Liebert, Cassidy Whitmore
Employee Organization: Communications Workers of America
3. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6
Agency Designated Representatives: Executive Director and Liebert, Cassidy Whitmore
Employee Organization: Management & Confidential Employees

N. **ADJOURNMENT**

Posting Date/Time: March 13, 2025/5:00PM

Signature:



John Krok, Executive Director

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

JANUARY 21, 2025

A. CALL TO ORDER

The Board of Directors, Executive Committee and User Committee convened in a regular joint session at 2:00 PM on Tuesday, January 21, 2025, in the second-floor conference room of the South Bay Regional Public Communications Authority at 4440 West Broadway, Hawthorne, CA.

B. ROLL CALL

Present:

Mayor Pro-Tem 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
Interim City Manager Tallyn Mirzakhani, 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
Chief Mike Lang, Manhattan Beach Fire Department
Chief Rachel Johnson, Manhattan Beach Police Department

Absent:

Also Present:

Executive Director John Krok
Operations Manager Shannon Kauffman
Finance Manager Vanessa Alfaro
Executive Assistant Cristina Manley
Jennifer Petrusis General Counsel, RWG Law

C. PUBLIC DISCUSSION

None.

D. BOARD OF DIRECTORS CONSENT CALENDAR

1. Minutes from August 13, 2024

APPROVE

2. Updated Publicly Available Pay Schedule

RECEIVE AND FILE

MOTION: Mayor Pro-Tem Tanaka moved to approve the Board of Directors Consent Calendar items 1-2. The motion was seconded by Councilmember Lesser and passed by a vote of 3-0.

E. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

F.

BOARD OF DIRECTORS GENERAL BUSINESS

1. Fiscal Year 2024-2025 Mid-Year Budget Report
RECEIVE AND FILE

Finance Manager Alfaro presented Mid-Year Budget Performance Report. Revenues and expenses are on track with the adopted budget.

- Revenues total \$11.5 million, about 80% of expected revenues for fiscal year.
- Expenses through December total approximately \$6.5 million
- Salaries and benefits account for 44% of budgeted amounts
- Supply, services and equipment account for nearly 63%

Staff recommends the Board of Directors, receive and file fiscal year 2024-2025 Mid-Year Budget Performance Report.

MOTION: Mayor Pro-Tem Tanaka motioned to receive and file. The motion was seconded by Councilmember Lesser and passed by a vote of 3-0.

2. Appropriation of \$1,000,000 from the Enterprise Fund to Fund Additional Vehicle Upfitting Purchases
APPROVE

Executive Director Krok asked for approval to appropriate 1 million dollars from the Authority's Enterprise Fund for additional vehicle up-fitting purchases. He mentioned that all costs associated with the up-fitting of vehicles are 100 percent reimbursable by the member or contract agencies requesting these services. He stated that there has a notable increase in cost for parts post COVID.

MOTION: Mayor Pro-Tem Tanaka moved to approve the Board of Directors General Business item 2. The motion was seconded by Councilmember Monteiro and passed by a vote of 3 – 0.

G.

EXECUTIVE COMMITTEE CONSENT CALENDAR

1. Minutes for 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

MOTION: City Manager Norris moved to approve the Executive Committee Consent Calendar item 1 - 6. The motion was seconded by City Manager Mirzakhian and passed by a vote of 3 – 0

H.

ITEMS REMOVED FROM CONSENT CALENDAR

None.

I. **USER COMMITTEE CONSENT CALENDAR**

1. Minutes from November 19, 2024

APPROVE

MOTION: Chief Saffell moved to approve the User Committee Consent Calendar Item 1. The motion was seconded by Chief Johnson and passed by a vote of 4 – 0

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

None.

K. **EXECUTIVE DIRECTOR'S REPORT**

- **Staffing Update**

Executive Director Krok provided a report on staffing in the communications center; three applicants are currently in backgrounds and one candidate starting the academy January 27th. The Authority hired two temporary communications dispatchers and the costs of a temporary dispatch is mid-range compared to full-time employees. He explained that Authority staff made adjustments to the interview process to better identify suitable candidates with the necessary skill set for the job. Challenges in recruitment are not due to lack of interest but rather the ability to navigate the process.

- **CAD Update**

Draft contract for new CAD system is under review. Expected to receive finalize by the end of the week.

- Software integrations for Fire Departments is nearly complete
- Meeting with Police Task Force, scheduled for Thursday to finalize integration
- Project kickoff is anticipated for early March
- Standard implementation timeline for CAD is between 18 to 24 months

- **5 Year CIP Update**

- Six projects identified for fiscal year; landscaping and irrigation projects have been completed
- Progress is being made on identifying vendors and obtaining final quotes are remaining projects

- **Police & Fire Task Force**

Fire Task Force meetings have resumed with positive attendance and input. The first Police Task Force meeting is scheduled for Thursday.

- **Medical Director**

A medical director is mandated for PSAPs providing emergency medical dispatching (EMD). Budgeting for the position is included in the Authority's next fiscal year budget. Candidate selection is in progress, with a target to go live by July 1st. The basis for this mandate is that it ensures quality assurance in emergency medical dispatching. The Medical Director provides oversight on training and procedures related to emergency medical dispatch.

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

None.

M. **EXECUTIVE COMMITTEE CLOSED SESSION AGENDA**

The Executive Committee entered closed session at 2:22PM.

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

The Executive Committee returned from closed session at 2:59PM, no reportable action taken.

N. **ADJOURNMENT**

The meeting was adjourned at 2:59PM

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Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: March 18, 2025

ITEM NUMBER: D-2

TO: Board of Directors

COPY TO: Tim Lilligren, Treasurer

FROM: Vanessa Alfaro, Finance & Performance Audit Manager

SUBJECT: Cash & Investments Report/December 31, 2024

ATTACHMENTS:

1. Cash & Investments Report for December 31, 2024
2. LAIF Month End Statement for December 31, 2024
3. PMIA Performance Report as of December 31, 2024

RECOMMENDATION

Staff recommends that the Board of Directors receive and file the Cash & Investments Report for December 31, 2024.

BACKGROUND

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

At the November 21, 2006 meeting, the Executive Committee elected to receive the Cash & Investments Report on a quarterly basis. The Board of Directors receives the Cash & Investments Report annually.

DISCUSSION

Staff has completed the bank reconciliation for December 31, 2024. Attached is the Cash & Investments Report for the period. All idle cash of the Authority is invested 100% with the State's Local Agency Investment Fund (LAIF). This complies with the Statement of Investment Policy. In September 2024, LAIF's Pooled Money Investments Account's (PMIA) effective yield reached 4.5%; a return that has not been reached since the first quarter of 2008. In calendar year 2024, the effective yield averaged 4.3%.

FISCAL IMPACT

None.

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Attachment 1



Cash and Investments Report As of December 31, 2024

Funding Source	Bank Balance	Deposits in Transit	Outstanding Checks	Book Balance
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Active Accounts

Bank of the West/BMO Bank (General/Payroll)	\$ 1,442,352.62		\$ 9,183.64	\$ 1,433,168.98
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Investments

LAIF	\$ 11,371,435.93		\$ -	\$ 11,371,435.93
Total Investments	\$ 11,371,435.93	\$ -	\$ -	\$ 11,371,435.93

Other Cash on Hand

Petty Cash	\$ -	\$ -	\$ -	\$ 500.00
				\$ 500.00

Total Cash & Investments

\$ 12,805,104.91

Breakdown of cash by fund:

Fund 10 (Enterprise Fund)	\$ 12,805,104.91
Fund 30 (Enterprise Fund)	-
Fund 20 (Grant Fund)	-
Total	<u>\$ 12,805,104.91</u>

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Attachment 2

California State Treasurer

Fiona Ma, CPA



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

January 02, 2025

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

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

[Tran Type Definitions](#)



Account Number: 15-19-001

December 2024 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
12/6/2024	12/5/2024	RW	1764143	1724690	VANESSA ALFARO	-200,000.00
12/20/2024	12/19/2024	RD	1764651	1725195	VANESSA ALFARO	500,000.00

Account Summary

Total Deposit:	500,000.00	Beginning Balance:	11,071,435.93
Total Withdrawal:	-200,000.00	Ending Balance:	11,371,435.93

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Attachment 3



PMIA/LAIF Performance Report as of 02/05/25



Quarterly Performance Quarter Ended 12/31/24

LAIF Apportionment Rate ⁽²⁾ :	4.62
LAIF Earnings Ratio ⁽²⁾ :	0.00012664187216722
LAIF Administrative Cost ^{(1)*} :	0.28
LAIF Fair Value Factor ⁽¹⁾ :	0.999621985
PMIA Daily ⁽¹⁾ :	4.40
PMIA Quarter to Date ⁽¹⁾ :	4.48
PMIA Average Life ⁽¹⁾ :	252

PMIA Average Monthly Effective Yields⁽¹⁾

January	4.366
December	4.434
November	4.477
October	4.518
September	4.575
August	4.579

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 12/31/24 \$155.4 billion

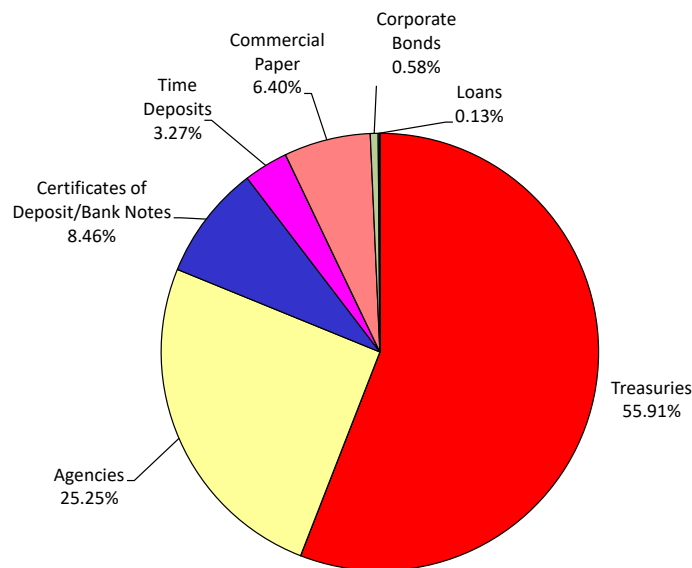


Chart does not include \$1,239,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

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

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

*The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller

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Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: March 18, 2025

ITEM NUMBER: D-3

TO: Board of Directors

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

SUBJECT: RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY DELEGATING INVESTMENT AUTHORITY TO THE TREASURER OVER AUTHORITY FUNDS AND THE AUTHORITY'S SECTION 115 TRUST

ATTACHMENTS: 1. Resolution

RECOMMENDATION

Staff recommends that the Board of Directors approve and adopt the Resolution delegating investment authority to the Treasurer over Authority funds and Section 115 Trust funds.

BACKGROUND

Government Code Section 6509.5 authorizes the Authority to invest any money in its treasury pursuant to Government Code Section 6505.5 that is not required for the immediate necessities of the Authority, as the Authority determines is advisable, in the same manner and upon the same conditions as permitted to local agencies pursuant to Sections 53601 et seq. of the Government Code.

Government Code Section 53607 authorizes the Board of Directors to delegate to the Authority's Treasurer the authority to invest or reinvest the funds of the Authority for a one-year period. Government Code Section 53621 authorizes the Board of Directors to delegate to the Treasurer the Board's authority to invest or reinvest funds intended for the payment of employee retiree health benefits.

DISCUSSION

Annually, the Board of Directors has delegated investment authority to the Authority's Treasurer. Adopting this resolution makes the annual delegation of investment authority to the Authority's Treasurer and reconfirms the Board's delegation of investment authority over the Section 115 Trust for the payment of employee retiree health benefits.

There are no proposed changes to the Authority's Investment Policy which was adopted March 15, 2022.

LEGAL REVIEW

The proposed Resolution was reviewed by and developed in conjunction with the Authority's General Counsel.

FISCAL IMPACT

There is no direct fiscal impact to the Authority resulting from the adoption of this Resolution delegating investment authority.

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Attachment 1

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE SOUTH BAY REGIONAL PUBLIC
COMMUNICATIONS AUTHORITY DELEGATING
INVESTMENT AUTHORITY TO THE TREASURER**

WHEREAS, Government Code Section 6509.5 authorizes the Authority to invest any money in its treasury pursuant to Government Code Section 6505.5 that is not required for the immediate necessities of the Authority, as the Authority determines is advisable, in the same manner and upon the same conditions as permitted to local agencies pursuant to Sections 53601 et seq. of the Government Code; and

WHEREAS, Government Code Section 53607 authorizes the Board of Directors to delegate to the Authority's Treasurer (the "Treasurer") the Board's authority to invest or reinvest funds of the Authority, and to sell and exchange securities so purchased for a one-year period; and

WHEREAS, Government Code Section 53621 authorizes the Board of Directors to delegate to a designated Authority officer the Board's authority to invest or to reinvest funds intended for the payment of employee retiree health benefits, and pursuant to Resolution No. 334, adopted by the Board of Directors on September 8, 2020, the Board of Directors previously has delegated to the Treasurer such investment authority with respect to the Authority's funds intended for the payment of employee retiree health benefits held, pursuant to an agreement with the California Public Employees' Retirement System (CalPERS), in the California Employers' Retiree Benefit Trust (CERBT), an irrevocable trust established by CalPERS in compliance with Internal Revenue Code Section 115 to manage other post-employment benefits (OPEB) funds for public agencies;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the South Bay Regional Public Communications Authority as follows:

Section 1. Pursuant to Government Code Section 53607 and as provided in the attached Amended Investment Policy, which was adopted by Resolution 346 the Board of Directors hereby delegates for one year to the Treasurer the authority to invest and reinvest funds of the Authority, including without limitation the authority to sell and exchange securities, but excluding any deferred compensation or pension plans (which are managed under separate authorization) and subject to Section 2 below which sets forth the Board's separate delegation of authority with respect to the investment of funds in the CERBT, a Section 115 trust established by the Authority for the payment of employee retiree health benefits (the "Section 115 Trust").

Section 2. Pursuant to Government Code Section 53621, the Board of Directors hereby approves, ratifies, and confirms its delegation to the Treasurer of the Board's authority to invest or to reinvest funds deposited into the Section 115 Trust for the payment of employee retiree health benefits by the Treasurer's selection of the investment strategy for the Authority's Section 115 Trust, as set forth in Resolution No. 334 and as further provided in the attached Amended Investment Policy.

Section 3. This Resolution shall be effective immediately upon its adoption.

WE HEREBY CERTIFY that the foregoing is a true and correct copy of the resolution adopted by the Board of Directors of the South Bay Regional Public Communications Authority in a meeting held on the 18th day of March, 2025 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Rodney Tanaka
Chairperson Board of Directors

John Krok, Executive Director
Secretary of the Board of Directors

Exhibit A

South Bay Regional Public Communications Authority Amended Statement of Investment Policy (effective as of March 15, 2022)

SECTION 1: PURPOSE

The purpose of these investment policy guidelines is to identify various policies and procedures that enhance opportunities for a prudent and systematic investment process to maximize the use of idle cash in the Authority's treasury. The initial step toward a prudent investment policy is to organize and formalize investment-related activities. Related activities, which comprise good cash management, include accurate cash projection; the expeditious collection of revenue; the control of disbursements; cost-effective banking relationships and, if necessary, short-term borrowing programs pursuant to any applicable state law authority to coordinate working cash requirements; and investment opportunity. In concert with these requirements are the many facets of an appropriate and secure short-term investment program.

SECTION 2: SCOPE

The intent of this policy is to cover all short-term operating funds and investment activities of the Authority, except as otherwise described in subsections A, B, and C below.

A. Proceeds of Debt Issues. California Government Code Sections 53601 and 5922(d) authorize proceeds of bonds, certificates of participation, notes, and other debt issues to be invested in accordance with the documentation and statutes governing such debt. These statutory sections recognize the unique needs and objectives of such proceeds.

B. Deferred Compensation Plans. In addition to the types of investments authorized in California Government Code Sections 53601 and 53602, California Government Code Section 53609 authorizes deferred compensation funds (i.e., public pension or retirement funds) held by a public agency to be invested in a broad range of other investments, as follows: corporate stocks, bonds, and securities, mutual funds, savings and loan accounts, credit union accounts, life insurance policies, annuities, mortgages, deeds of trust, or other security interests in real or personal property. So long as the deferred compensation or pension plans of the Authority are managed by MissionSquare Retirement or the California Public Employees' Retirement System (CalPERS) under contract with the Authority, this policy does not apply to the deferred compensation or pension plans.

C. Section 115 Retiree Health Benefits Trust. California Government Code Section 53620 et seq. authorizes the Authority to invest funds designated for the payment of employee retiree health benefits in any form or type of investment deemed prudent by the Board of Directors, or by a designated officer to whom the Board of Directors has delegated investment authority with respect to funds intended for the payment of employee retiree health benefits, subject to certain statutory duties specified in Section 3.G. below. Accordingly, Section 6 (Investment Instruments) of this policy does not apply to restrict

the investments for any Section 115 Trust established by the Authority for the payment of the costs of retiree health benefits.

SECTION 3: OBJECTIVES

A. Safety of principal is the foremost objective of the Authority, followed by liquidity, and yield. Each investment transaction shall seek to first ensure that capital losses are avoided, whether they are from securities, defaults, or erosion of market value.

B. Investment decisions should not incur unreasonable credit or market risks in order to obtain current investment income. "Credit risk," defined as the risk of loss due to failure of the issuer of a security, shall be mitigated by investing in only very safe securities and by diversifying the investment portfolio so that the failure of any one issuer would not unduly harm the Authority's cash flow.

"Market risk," defined as the risk of market value fluctuations due to overall changes in the general level of interest rates, shall be mitigated by structuring the portfolio so that securities mature at the same time that major cash outflows occur, thus eliminating the need to sell securities prior to their maturity. Market Risk shall also be mitigated by prohibiting the taking of short positions (selling securities that the Authority does not own). The Authority explicitly recognizes that in a diversified portfolio, occasional measured losses are inevitable and must be considered within the context of overall investment return.

C. The Authority's investment portfolio shall remain sufficiently liquid to enable the Authority to meet all operating requirements, which might be reasonably anticipated.

D. The investment portfolio shall be managed to attain a market average rate of return throughout budgetary and economic cycles, taking into account the Authority's investment risk constraints, cash flow requirements, and State and local laws, ordinances, or resolutions that restrict the placement of short-term funds.

E. The Authority shall not make investments for the purpose of trading or speculation as the dominant criterion.

F. The Authority shall adhere to the guidance provided by the "prudent investor standard" established by California Government Code Section 53600.3 and made applicable to the Authority by Section 6509 of the California Government Code, which deems those persons investing public funds to be trustees and fiduciaries, and obligates a trustee and fiduciary of public funds to ensure that investments shall be made with the care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the local agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the local agency. This standard shall be applied in the context of managing an overall portfolio.

G. As provided by California Government Code Section 53622, funds deposited into any Section 115 trust established by the Authority for the payment of employee retiree health benefits shall only be held for the purpose of providing benefits to participants in the retiree health benefit plan and defraying reasonable expenses of

administering that plan. As further provided by Section 53622, when making investments of such funds, the Board of Directors or, so long as the delegation of authority in Section 4.B. below is in full force and effect, the Treasurer shall discharge its duties with respect to the investment of the funds as follows:

1. Solely in the interest of, and for the exclusive purposes of providing benefits to, participants in the retiree health benefit plan, minimizing employer contributions thereto, and defraying reasonable expenses of administering the plan.
2. With the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with these matters would use in the conduct of an enterprise of a like character and with like aims.
3. Shall diversify the investments of the funds so as to minimize the risk of loss and to maximize the rate of return, unless under the circumstances it is clearly prudent not to do so.

SECTION 4: DELEGATION OF INVESTMENT AUTHORITY

A. Delegation of Investment Authority to Treasurer - Surplus Funds. Except for the Authority's Section 457 deferred compensation plan (which is managed by Mission Square Retirement), the Authority's pension plan (which is managed by CalPERS), and any Section 115 trust established by the Authority for the payment of employee retiree health benefits (which is governing by Section 4.B below), the Board of Directors hereby delegates its authority to invest or reinvest all Authority funds, or to sell or exchange securities so purchased, to the Treasurer for a one-year period pursuant to California Government Code Section 53607. Such delegation may be annually renewed by the City Council pursuant to Government Code Section 53607. So long as such delegated investment authority is in effect, the Treasurer may appoint one or more Deputy Treasurers as the Treasurer deems necessary and convenient for the prompt and faithful discharge of its duties to invest and reinvest the funds of the Authority.

B. Delegation of Investment Authority to Treasurer - Section 115 Retiree Health Benefits Trust. Pursuant to its Resolution No. 334, the Board of Directors has established with CalPERS an irrevocable trust in compliance with Internal Revenue Code Section 115 (the "Section 115 Trust") to fund the payment of employee retiree health benefits and delegated to the Treasurer the authority to select the investment strategy for the Authority's assets held in the Section 115 Trust. Pursuant to California Government Code Section 53621, the Board of Directors hereby approves, ratifies, and confirms the delegation to the Treasurer of the Board's authority to invest or reinvest funds deposited into the Authority's Section 115 Trust for the payment of employee retiree health benefits by the Treasurer's selection of the investment strategy for the Authority's Section 115 Trust and subject to the statutory duties specified above in Section 3.G.

SECTION 5: REPORTING

A. Monthly Transactions Reports. So long as the Board of Directors' annual delegation of investment authority to the Treasurer pursuant to Section 4.A above and

California Government Code Section 53607 is effective, the Treasurer shall provide a monthly report of all investment transactions of the Authority's funds to the Board of Directors.

B. Quarterly Investment Reports. The Authority's Finance & Performance Audit Manager shall prepare a quarterly investment report and submit it to the Executive Committee of the Authority on quarterly basis and to the Board of Directors of the Authority annually. Schedules of the quarterly report shall itemize the quarter's investment activities' effect on portfolio value, both individually and by investment category. The quarterly investment report shall include the type of investment, issuer, date of maturity, and par and dollar amount invested on all securities, investments, and moneys held by the Authority; provided, for investments that have been placed in LAIF, the County Treasury Pool, or in FDIC-insured accounts, the most recent statements received by the Authority from these institutions may be provided in lieu of the foregoing information.

C. Statement of Investment Policy. From time to time as necessary or desirable, the Finance & Performance Audit Manager shall submit for consideration and approval by the Board of Directors proposed changes to the Investment Policy of the Authority. The Finance & Performance Audit Manager, along with the Executive Director, shall make all filings as required by the State of California.

SECTION 6: INVESTMENT INSTRUMENTS

A. Authorized Investments. Authorized investments for the Authority are listed below and are subject to the restrictions and guidelines set forth in this policy. In any event, eligible instruments must be specifically authorized by California State laws, and to no greater an extent than authorized by those laws. Where this policy specifies a percentage limitation for a particular category of investment, that percentage is applicable only at the date of purchase.

Subject to the foregoing and the additional investment criteria specified below and in subsection C, investments may be made in the following instruments:

1. U.S. Treasuries. United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

2. U.S. Federal Agencies. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.

3. Non-negotiable Certificates of Deposit (CDs). Non-negotiable Certificates of Deposit or Time Deposits placed with state or federally chartered commercial banks and/or savings and loan associations. Amounts placed in non-negotiable CDs shall be insured by the Federal Deposit Insurance Corporation or, to the extent the amount exceeds the insured maximum, shall be collateralized per California law and as specified in subsection C.3 below.

4. Negotiable Certificates of Deposit (CDs). Negotiable Certificates of Deposits issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the California Financial Code), a state or federal credit union, or by a state-licensed branch of a foreign bank.

As provided in California Government Code Section 53601, investments in negotiable CDs are not subject to the collateralization requirements of California Government Code Section 53630 et seq. but may not exceed, as applicable, the shareholder's equity of the depository bank, the total of the net worth of the depository savings association (unless the deposit does not exceed \$500,000 and is federally-insured or collateralized per State law), or the total of the unimpaired capital and surplus of the credit union (unless the deposit does not exceed \$500,000 and is federally-insured or collateralized per State law).

5. Local Agency Investment Fund (LAIF). The State of California Local Agency Investment Fund (i.e., state investment pool) established by California Government Code Section 16429.1 in the custody of the State Treasurer.

6. Los Angeles County Treasury Pool. The Los Angeles County Treasury Pool (i.e. county investment pool) established pursuant to California Government Code Section 27130 et seq.

B. Prohibited Investments. Investments which the Authority specifically prohibits:

- Bond Funds
- Money Market Mutual Funds
- Reverse Repurchase Agreements
- Derivatives when possibility of returning no yield such as inverse floaters, range notes or non-Treasury interest-only strips

C. Additional Authority Investment Guidelines. Additional Authority investment guidelines are as follows:

1. Maximum Maturity. No investment shall be purchased which matures more than three years from the date of purchase without the prior approval of the Board of Directors.

2. Portfolio Concentration Limits. Of the total investment portfolio, no more of than the respective percentages specified below may be invested in the applicable categories of authorized investments, as follows:

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

3. Portfolio Diversification. Subject to Section 9 (Risk Tolerance), to reduce overall portfolio risk while attempting to attain market value rates of return consistent with the primary objectives of safety and availability of funds, investments shall be diversified across types of investments, maturities of those investments, and institutions in which those investments are made.

4. Collateralization of Deposits of Public Funds. Deposits of public funds shall be made only in qualified public depositories as established by State law (California Government Code Section 53630 et seq.). Deposits shall be insured by the Federal Deposit Insurance Corporation or, to the extent the amount exceeds the insured maximum, shall be collateralized in accordance with State law (California Government Code Section 53630 et seq.).

SECTION 7: RELATIONSHIPS WITH FINANCIAL INSTITUTIONS

A. The Authority may only purchase authorized investments, not purchased directly from the issuer, from either an institution licensed by the State as a broker/dealer, from a national or state chartered bank, from a federal or state savings institution, from a brokerage firm designated as a primary government dealer by the Federal Reserve Bank, or a member of a federally regulated securities exchange. For clarification purposes, investments in LAIF or the County Treasury Pool are considered to be purchased directly from the issuer.

B. All financial institutions with which the Authority conducts investment activities must agree in writing to undertake reasonable efforts to prevent illegal and/or imprudent transactions involving Authority funds. Should it come to the attention of the Treasurer and/or the Finance & Performance Audit Manager that the Authority's funds have been involved in illegal and/or imprudent transactions, the Treasurer and/or the Finance & Performance Audit Manager shall report this information to the Executive Committee and the Board of Directors of the Authority along with options for dealing with the situation.

C. Primary government securities dealers who report to the New York Federal Reserve are preferred for conducting transactions of all eligible securities other than non-negotiable certificates of deposit.

SECTION 8: INTERNAL CONTROLS

A. Internal Controls. Internal controls shall be as follows:

1. Written confirmations or statements of account from the parties involved shall evidence all investments, maturities and sales.

2. Each certificate, security or safekeeping receipt shall be compared to a purchase order or log sheet to verify that the securities received are the same as those purchased.

3. Someone shall review all evidence of investment transactions (e.g., certificates, securities, safekeeping receipts, broker/dealer confirmations, statements, etc.) other than the person(s) responsible for making the investments.

B. Custody and safekeeping policies. Pursuant to California Government Code Section 53608, the Board of Directors hereby delegates to the Treasurer the authority to deposit securities and other investments of the Authority for custody and safekeeping of securities. Safekeeping policies for the custody of securities and other investments of the Authority shall be as follows:

1. Negotiable certificates and securities shall be held by a third-party custodian/safekeeping account in a manner that establishes the Authority's right of ownership. Eligible third-party custodians shall meet the requirements of California Government Code Section 53608 and include the following: a federal or state association (as defined in Section 5102 of the California Financial Code), a trust company or a state or national bank located within the State of California, or the Federal Reserve Bank of San Francisco or any branch thereof within the State of California.

2. Non-negotiable certificates of deposit may be stored in the Treasurer's vault.

3. A broker/dealer shall never hold Authority investments.

SECTION 9: RISK TOLERANCE

The Authority recognizes that investment risks can result from issuer defaults, market price changes, or various technical complications leading to temporary illiquidity. In general, portfolio diversification is employed as a way to control risk, unless under the circumstances and guided by the "prudent investor standard" described in Section 3.F, it is reasonably prudent not to do so. Investment managers are expected to display prudence in the selection of securities as a way to minimize default risk.

No individual investment transaction shall be undertaken which jeopardizes the total capital position of the overall portfolio. The Treasurer and/or the Finance & Performance Audit Manager shall periodically establish guidelines and strategies to control risks of default, market price changes, and illiquidity. All investment reports shall specifically address whether current investment results have been affected by any of the foregoing risks, and shall explain what actions investment officials have taken to control or correct for such risks.

SECTION 10: INDEMNIFICATION OF INVESTMENT OFFICIALS

Any investment officer exercising his or her authority with due diligence and prudence, and in accordance with the Authority's Investment Policy, shall not be held personally liable for any individual investment losses or for total portfolio losses.

F-1



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: March 18, 2025

ITEM NUMBER: F-1

TO: Board of Directors

FROM: John Krok, Executive Director

SUBJECT: Resolutions Authorizing an Exception to the CalPERS 180-day Wait Period

ATTACHMENT:

1. Resolution for 180-Day Wait Period Exception Aust, Jennifer
2. Resolution for 180-Day Wait Period Exception Chaffin, Carolyn
3. Employment Job Offer Aust, Jennifer
4. Employment Job Offer Chaffin, Carolyn

RECOMMENDATION

Staff recommends that the Board of Directors approve and adopt the attached Resolutions pursuant to Government Code sections 7522.56 and 21224, for an exception to CalPERS' 180-Day wait period for post-retirement employment so that the Authority can fill the critical needed position of Communications Operator.

BACKGROUND

Due to critically low staffing levels that are significantly impacting the workforce, the Authority is seeking permission to employ extra help retired annuitants prior to the CalPERS required 180-Day wait period to perform the duties of Communications Operator for the Authority under Gov. Code sections 7522.56 and 21224.

DISCUSSION

CalPERS annuitants are prohibited from being employed by a CalPERS agency until the retiree has had a break in service for more than 180 days from the date of retirement.

The Authority would like to hire two retired annuitants before the expiration of their respective 180-day waiting periods because of a critically low workforce.

Government Code section 7522.56 permits the Authority to hire a retired annuitant before the 180-day waiting period has passed if the governing body of the Authority (the Board

of Directors) certifies the nature of the employment and that the appointment is necessary to fill a critically needed position before 180 days have passed.

Therefore, we are asking the Executive Committee to review and decide whether to recommend to the Board of Directors that it adopt a certifying resolution as required by Gov Code section 7522.56 and CalPERS requirements.

The Authority has prepared the attached Resolutions and appointment documents for the Board of Directors' consideration related to an exception to the 180-day waiting period for post-retirement employment for retired annuitants Jennifer Aust and Carolyn Chaffin. These extra help positions for the Communications Operator position will provide approximately fifty-two (52) hours of staffing per week in the Communications Center and they will be limited to 960 hours in a fiscal year.

FISCAL IMPACT

Funding for this limited duration position is available in the FY24-25 Adopted Budget due to salary savings from current vacancies.

F-1

Attachment 1

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY FOR CALPERS 180-DAY WAIT PERIOD EXCEPTION PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTIONS 7522.56 & 21224

WHEREAS, in compliance with Government (Gov.) Code section 7522.56 of the Public Employees' Retirement Law, the Board of Directors of the South Bay Regional Public Communications Authority must provide CalPERS this certification resolution when hiring a retiree before 180 days has passed since their retirement date; and

WHEREAS, this limited duration appointment is necessary to fill a critically needed "extra help" position in the Authority; and

WHEREAS, Jennifer Aust, CalPERS ID 4065290124, retired from the South Bay Regional Public Communications Authority in the position of Communications Operator, effective December 7, 2024; and

WHEREAS, the Authority is in urgent need of additional support to maintain its emergency communication services due to vacancies within the Authority; and

WHEREAS, Gov. Code section 7522.56 requires that post-retirement employment commence no earlier than 180 days after the retirement date, which is June 6, 2025 without this certification resolution; and

WHEREAS, Gov. Code section 7522.56 provides that this exception to the 180-day wait period shall not apply if the retiree accepts any retirement-related incentive; and

WHEREAS, the Board of Directors, the South Bay Regional Public Communications Authority, and Jennifer Aust certify that Jennifer Aust has not and will not receive a Golden Handshake or any other retirement-related incentive; and

WHEREAS, the Board of Directors desires to appoint Jennifer Aust as an extra help retired annuitant to perform the duties of Communications Operator for the South Bay Regional Public Communications Authority under Gov. Code section 21224, effective March 24, 2025; and

WHEREAS, the entire employment agreement, contract or appointment document between Jennifer Aust and the South Bay Regional Public Communications Authority has been reviewed by this body and is attached herein; and

WHEREAS, no matters, issues, terms or conditions related to this employment and appointment have been or will be placed on a consent calendar; and

WHEREAS, the employment shall be limited to 960 hours per fiscal year for all CalPERS employers; and

RESOLUTION NO. _____

CALPERS 180-DAY WAIT PERIOD

WHEREAS, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate; and

WHEREAS, the maximum base salary for this position is \$8234.06 and the hourly equivalent is \$47.50, and the minimum base salary for this position is \$6203.55 and the hourly equivalent is \$35.79; and

WHEREAS, the hourly rate paid to Jennifer Aust will be \$43.21; and

WHEREAS, Jennifer Aust has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate; and

THEREFORE, BE IT RESOLVED THAT:

SECTION 1. The Board of Directors hereby certifies the nature of the appointment of Jennifer Aust as described herein and detailed in the attached appointment document and that this appointment is necessary to fill the critically needed position of Communications Operator for the South Bay Regional Public Communications Authority due to critically low staffing levels that are significantly impacting the workforce.

SECTION 2. That this appointment shall be effective March 24, 2025.

WE HEREBY CERTIFY that the foregoing is a true copy of the resolution adopted by the Board of Directors of the South Bay Regional Public Communications Authority in a meeting thereof held on the 18th day of March, 2025, by the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

Rodney Tanaka
Chairperson of the Board of Directors

John Krok, Executive Director
Secretary of the Board of Directors

RESOLUTION NO. _____
CALPERS 180-DAY WAIT PERIOD

F-1

Attachment 2

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY FOR CALPERS 180-DAY WAIT PERIOD EXCEPTION PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTIONS 7522.56 & 21224

WHEREAS, in compliance with Government (Gov.) Code section 7522.56 of the Public Employees' Retirement Law, the Board of Directors of the South Bay Regional Public Communications Authority must provide CalPERS this certification resolution when hiring a retiree before 180 days has passed since their retirement date; and

WHEREAS, this limited duration appointment is necessary to fill a critically needed "extra help" position in the Authority; and

WHEREAS, Carolyn Chaffin, CalPERS ID 4002028115, retired from the South Bay Regional Public Communications Authority in the position of Communications Operator, effective November 12, 2024; and

WHEREAS, the Authority is in urgent need of additional support to maintain its emergency communication services due to vacancies within the Authority; and

WHEREAS, Gov. Code section 7522.56 requires that post-retirement employment commence no earlier than 180 days after the retirement date, which is May 11, 2025 without this certification resolution; and

WHEREAS, Gov. Code section 7522.56 provides that this exception to the 180-day wait period shall not apply if the retiree accepts any retirement-related incentive; and

WHEREAS, the Board of Directors, the South Bay Regional Public Communications Authority, and Carolyn Chaffin certify that Carolyn Chaffin has not and will not receive a Golden Handshake or any other retirement-related incentive; and

WHEREAS, the Board of Directors desires to appoint Carolyn Chaffin as an extra help retired annuitant to perform the duties of Communications Operator for the South Bay Regional Public Communications Authority under Gov. Code section 21224, effective March 19, 2025; and

WHEREAS, the entire employment agreement, contract or appointment document between Carolyn Chaffin and the South Bay Regional Public Communications Authority has been reviewed by this body and is attached herein; and

WHEREAS, no matters, issues, terms or conditions related to this employment and appointment have been or will be placed on a consent calendar; and

WHEREAS, the employment shall be limited to 960 hours per fiscal year for all CalPERS employers; and

RESOLUTION NO. _____

CALPERS 180-DAY WAIT PERIOD

WHEREAS, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate; and

WHEREAS, the maximum base salary for this position is \$8234.06 and the hourly equivalent is \$47.50, and the minimum base salary for this position is \$6203.55 and the hourly equivalent is \$35.79; and

WHEREAS, the hourly rate paid to Carolyn Chaffin will be \$43.21; and

WHEREAS, Carolyn Chaffin has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate; and

THEREFORE, BE IT RESOLVED THAT:

SECTION 1. The Board of Directors hereby certifies the nature of the appointment of Carolyn Chaffin as described herein and detailed in the attached appointment document and that this appointment is necessary to fill the critically needed position of Communications Operator for the South Bay Regional Public Communications Authority due to critically low staffing levels that are significantly impacting the workforce.

SECTION 2. That this appointment shall be effective March 19, 2025.

WE HEREBY CERTIFY that the foregoing is a true copy of the resolution adopted by the Board of Directors of the South Bay Regional Public Communications Authority in a meeting thereof held on the 18th day of March, 2025, by the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

Rodney Tanaka
Chairperson of the Board of Directors

John Krok, Executive Director
Secretary of the Board of Directors

RESOLUTION NO. _____
CALPERS 180-DAY WAIT PERIOD

F-1

Attachment 3



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



March 18, 2025

Jennifer Aust

Re: Offer of Employment

Dear Jennifer:

We are pleased to offer you the position as an “extra help” retired annuitant to perform the duties of Communications Operator for the South Bay Regional Public Communications Authority, under Gov. Code section 21224, effective March 24, 2025. Your employment shall be limited to 960 hours per fiscal year and you will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to your hourly rate. Terms of your employment with the Authority are as follows:

Position Offered:	Communications Operator
Hourly Salary:	\$43.21
First Day of Employment:	March 24, 2025

We welcome you to the organization in this critical and challenging position.

Sincerely,

John Krok
Executive Director

Offer Accepted by:

Date:

Jennifer Aust

F-1

Attachment 4



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



March 18, 2025

Carolyn Chaffin

Re: Offer of Employment

Dear Carolyn:

We are pleased to offer you the position as an “extra help” retired annuitant to perform the duties of Communications Operator for the South Bay Regional Public Communications Authority, under Gov. Code section 21224, effective March 19, 2025. Your employment shall be limited to 960 hours per fiscal year and you will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to your hourly rate. Terms of your employment with the Authority are as follows:

Position Offered:	Communications Operator
Hourly Salary:	\$43.21
First Day of Employment:	March 19, 2025

We welcome you to the organization in this critical and challenging position.

Sincerely,

John Krok
Executive Director

Offer Accepted by:

Date:

Carolyn Chaffin

F-2



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: March 18, 2025

ITEM NUMBER: F-2

TO: Board of Directors

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

SUBJECT: Fiscal Year 2025-2026 Proposed Five-Year Capital Improvement Plan

ATTACHMENTS: 1. Proposed Five-Year Capital Improvement Plan
2. Resolution

RECOMMENDATION

Staff recommends that the Board of Directors approve the resolution adopting the Five-Year Capital Improvement Plan effective Fiscal Year 2025-2026.

BACKGROUND

Staff was directed to establish a Five-Year Capital Improvement Plan (CIP) to ensure sufficient resources exist to fund the Authority's capital asset needs and to help stabilize future increases in assessments.

In August 2024, the Board of Directors approved a resolution amending the Budgetary Policy to include Section 7 on Capital Improvement Planning and adopted the initial Five-Year CIP effective FY24-25 with an initial appropriation of \$595,000 from the Enterprise Fund undesignated fund balance.

Section 7 of the Budgetary Policy (Resolution No. 366) requires that the Five-Year CIP be integrated with the Authority's annual budget process and incorporates the first year of the CIP as part of the annually adopted budget. Additionally, the policy established criteria for capital asset purchases, includes funding principles, and provides guidelines for prioritization of projects.

DISCUSSION

The Five-Year CIP will be reviewed and revised each year by continuing to identify capital improvement projects within its five year plan and by re-prioritizing existing capital improvements as needed. Therefore, staff has prepared the attached Five-Year CIP for

FY25-26 through FY29-30, which includes re-prioritization of projects adopted last year and new projects added to the last year of the rolling five-year plan. Overall, the proposed Five-Year CIP focuses on improving infrastructure in the areas of IT, telecommunications, and facilities. Projects were identified as part of a collaborative effort among staff and stakeholders, which included a comprehensive facilities assessment conducted by a third-party and partnering with Hawthorne's IT department and other vendors to evaluate and identify needs and areas for improvement.

Funding for FY2025-2026 of the proposed Five-Year CIP totals \$2,754,000, and this amount would be adopted and appropriated from the Enterprise Fund undesignated fund balance at the time of adoption of the FY2025-2026 Recommended Budget.

Capital Improvement Projects Summary - Year 1	FY25-26 Proposed
Deployment of Multi-Factor Authentication	25,000
Information Technology Total	\$ 25,000
Console & Workstation Replacement	450,000
Radios Total	\$ 450,000
Building Automation System	155,000
Heating Boiler and Boiler Controller Replacement	45,000
Building Hot Water Pumps Replacement	25,000
Air Compressor and Refrigerated Air Dryer Replacement	25,000
Glass Block Walls and Windows Re-Pointing	29,000
Facilities Total	279,000
New Computer Aided Dispatch System	\$ 2,000,000
Fleet Replacement	-
Vehicle Needs Total	\$ -
Grand Total	\$ 2,754,000

The complete Five-Year CIP includes 33 individual projects totaling \$5,699,400 to be funded by the Authority's Enterprise Fund undesignated fund balance. However, a project in FY30 of \$1 million dollars for the radio conventional system will likely only be undertaken if grant funding becomes available.

	FY24-25 Adopted	FY25-26 Proposed	FY26-27 Projected	FY27-28 Projected	FY28-29 Projected	FY29-30 Projected	Five-Year Total
Proposed Capital Improvements:							
Information Technology	\$ -	\$ 25,000	\$ 388,400	\$ 90,000	\$ 220,000	\$ 256,000	\$ 979,400
Radios	330,000	450,000	470,000	-	-	1,000,000	1,920,000
Facilities	265,000	279,000	85,000	180,000	56,000	-	600,000
New Computer Aided Dispatch system	-	2,000,000	-	-	-	-	2,000,000
Vehicle Needs	-	-	-	100,000	-	100,000	200,000
Total CIP Costs:	\$ 595,000	\$ 2,754,000	\$ 943,400	\$ 370,000	\$ 276,000	\$ 1,356,000	\$ 5,699,400

The Proposed Five-Year CIP was presented to the Executive Committee in February 2025 and was approved for recommendation to the Board of Directors.

FISCAL IMPACT

The Five-Year CIP effective for FY25-26 totals nearly \$5.7 million dollars and the Authority's undesignated available fund balance as of June 30, 2025 is projected to be approximately \$7.3 million dollars. Therefore, sufficient funds are available in the Enterprise Fund to fund the CIP projects for the next five years. The appropriation of \$2,754,000 from the Enterprise Fund will cover CIP costs for the first year of the Five-Year CIP.

F-2

Attachment 1

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY



Proposed Capital Improvement Plan FY 2025-2026 through FY 2029-30

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Introduction

February 18, 2025

Members of the Executive Committee:

In August 2024, the Board of Directors approved a resolution amending the Budgetary Policy to include Section 7 on Capital Improvement Planning (CIP) and adopted the initial Five-Year CIP effective FY24-25 with an initial appropriation of \$595,000 from the Enterprise Fund undesignated fund balance. Section 7 of the Budgetary Policy (Resolution No. 366) requires that the Five-Year CIP be integrated with the Authority's annual budget process and incorporates the first year of the CIP as part of the annually adopted budget. Additionally, the policy established criteria for capital asset purchases, includes funding principles, and provides guidelines for prioritization of projects.

Staff has prepared the attached Five-Year CIP, which updates the CIP adopted last year. Overall, the proposed Five-Year CIP focuses on improving infrastructure in the areas of IT, telecommunications, and facilities. Projects were identified as part of a collaborative effort among staff and stakeholders, which included a comprehensive facilities assessment conducted by a third-party and partnering with Hawthorne's IT department and other vendors to evaluate and identify needs and areas for improvement in order to continue providing high quality services to the communities we serve.

Funding for FY25-26 of the proposed Five-Year CIP totals \$2,754,000, and this amount would be adopted and appropriated from the Enterprise Fund undesignated fund balance at the time of adoption of the FY25-26 Recommended Budget.

The complete Five-Year CIP includes 33 individual projects totaling \$5,699,400 to be funded by the Authority's Enterprise Fund undesignated fund balance; though some projects may only be undertaken if grant funding becomes available.

Staff respectfully submits the Fiscal Year 2025-2026 Proposed Five-Year Capital Improvement Plan.

Respectfully,



John Krok, Executive Director

South Bay Regional Public Communications Agency
Five Year Capital Improvement Plan

	FY24-25 Adopted	FY25-26 Proposed	FY26-27 Projected	FY27-28 Projected	FY28-29 Projected	FY29-30 Projected	Five-Year Total
Beginning Fund Balance	\$ 9,160,937	\$ 8,786,570	\$ 6,351,884	\$ 5,753,007	\$ 5,752,480	\$ 5,941,627	
Pension/OPEB Funding	\$ 517,690	\$ 419,585	\$ 394,376	\$ 369,427	\$ 273,752	\$ 301,922	
Obligated Reserves:							
Operating & Capital Reserve	\$ 1,434,792	\$ 1,548,406	\$ 1,608,975	\$ 1,674,090	\$ 1,744,267	\$ 1,809,555	
Total Obligated Reserves:	\$ 1,434,792	\$ 1,548,406	\$ 1,608,975	\$ 1,674,090	\$ 1,744,267	\$ 1,809,555	
Unobligated Fund Balance	\$ 7,208,455	\$ 6,818,579	\$ 4,348,533	\$ 3,709,490	\$ 3,734,460	\$ 3,830,150	
Proposed Capital Improvements:							
Information Technology	\$ -	\$ 25,000	\$ 388,400	\$ 90,000	\$ 220,000	\$ 256,000	\$ 979,400
Radios	330,000	450,000	470,000	-	-	1,000,000	1,920,000
Facilities	265,000	279,000	85,000	180,000	56,000	-	600,000
New Computer Aided Dispatch system	-	2,000,000	-	-	-	-	2,000,000
Vehicle Needs	-	-	-	100,000	-	100,000	200,000
Total CIP Costs:	\$ 595,000	\$ 2,754,000	\$ 943,400	\$ 370,000	\$ 276,000	\$ 1,356,000	\$ 5,699,400
Unobligated Fund Balance After Capital:	\$ 6,613,455	\$ 4,064,579	\$ 3,405,133	\$ 3,339,490	\$ 3,458,460	\$ 2,474,150	
Revenues over Expenses at End of Year	\$ 738,323	\$ 738,899	\$ 738,899	\$ 738,899	\$ 738,900	\$ 738,898	
Ending Unobligated Fund Balance:	\$ 7,351,778	\$ 4,803,478	\$ 4,144,033	\$ 4,078,390	\$ 4,197,360	\$ 3,213,049	
Percentage Unobligated Fund Balance:	53%	33%	27%	25%	25%	18%	

Capital Improvement Projects Summary - Year 1		FY25-26 Proposed
Deployment of Multi-Factor Authentication		25,000
Information Technology Total	\$	25,000
Console & Workstation Replacement		450,000
Radios Total	\$	450,000
Building Automation System		155,000
Heating Boiler and Boiler Controller Replacement		45,000
Building Hot Water Pumps Replacement		25,000
Air Compressor and Refrigerated Air Dryer Replacement		25,000
Glass Block Walls and Windows Re-Pointing		29,000
Facilities Total		279,000
New Computer Aided Dispatch System	\$	2,000,000
Vehicle Needs Total	\$	-
Grand Total	\$	2,754,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 1

SECTION 1									
Project Name:		NEW COMPUTER-AIDED DISPATCH (CAD) SYSTEM				Project Number:		26-01-IT	
						Priority Number:		4	
Category:		One-Time Capital				Type:		Non-Recurring	
Project Manager		Project Cost Summary:		Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
				FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
				\$0	\$2,000,000	\$0	\$0	\$0	\$0
Project Estimates:		Project Start Date:	7/1/2025	Project End Date:	6/30/2026	In last year's 5 Year Plan?		Y	

SECTION 2		PROJECT DESCRIPTION
Project Description/Justification:		
<p>The Authority's current CAD system is at the end of its useful life and requires replacement. An RFP has resulted in the selection of a vendor. A contract is under negotiation. Replacement of the CAD system is estimated to be approximately \$2,000,000 in implementation costs.</p>		
Notes:		

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Salaries & Benefits							\$0
Profess/Contract Svcs		\$2,000,000					\$2,000,000
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$2,000,000
Net Project Costs	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance		\$2,000,000					\$2,000,000
							\$0
							\$0
Total	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 1

SECTION 1							
Project Name:	DEPLOYMENT OF MFA				Project Number:	26-02-IT	
					Priority Number:	6	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$25,000	\$0	\$0	\$0	\$0
Project Estimates:	Project Start Date:	7/1/2025	Project End Date:	6/30/2026	In last year's 5 Year Plan?	Y	

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>Deploying Multi-Factor Authentication (MFA) to computer workstations in a 9-1-1 dispatch center is essential to enhance the security of sensitive systems and data. Given the critical nature of emergency services, safeguarding access to dispatch software and communications infrastructure is paramount to prevent unauthorized access, data breaches, and potential service disruptions. MFA adds an additional layer of security by requiring multiple forms of verification, significantly reducing the risk of compromised credentials. Furthermore, compliance with the Criminal Justice Information Services (CJIS) Security Policy mandates the use of advanced authentication methods to protect criminal justice information. Implementing MFA ensures adherence to these stringent requirements, maintaining the integrity and reliability of emergency response operations and ultimately protecting public safety.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software		\$25,000					\$25,000
Total Capital Costs	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$25,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance		\$25,000					\$25,000
							\$0
							\$0
Total	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 1

SECTION 1							
Project Name:	CONSOLE & WORKSTATIONS (PC)				Project Number:	26-01-RA	
					Priority Number:	5	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$450,000	\$0	\$0	\$0	\$0
Project Estimates:	Project Start Date:	7/1/2025	Project End Date:	6/30/2026	In last year's 5 Year Plan?	N	

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>Upgrade of the current Avtec Radio Dispatch Console</p> <p>The current Avtec Radio console system was installed in 2015 when the radio system moved from Telco to IP.</p> <p>The current system will no longer be supported, as the hardware media workstation is no longer in production, along with current windows software on the PC.</p> <p>The new system will refresh the software to support the latest version, along with moving to a software based media workstation, along with USB supported accessories, and new Outpost plus gateways.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus		\$450,000					\$450,000
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$450,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance		\$450,000					\$450,000
							\$0
							\$0
Total	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	\$ 450,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 1

SECTION 1									
Project Name:		BUILDING AUTOMATION SYSTEM				Project Number:		26-01-FA	
						Priority Number:		5	
Category:		One-Time Capital				Type:		Non-Recurring	
Project Manager		Project Cost Summary:		Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
				FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
				\$0	\$155,000	\$0	\$0	\$0	\$0
Project Estimates:		Project Start Date:	7/1/2025	Project End Date:	6/30/2026	In last year's 5 Year Plan?			

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>The building is served by a Carrier Comfort Building Management System with proprietary, non-BACnet controls. The building automation system is original to the building and the equipment that it serves with a graphical user interface to represent the building and its connected systems.</p> <p>Based on the age and useful life of 15 years for the control system, lifecycle replacement is needed.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Salaries & Benefits							\$0
Profess/Contract Svcs		\$155,000					\$155,000
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ 155,000	\$ -	\$ -	\$ -	\$ -	\$155,000
Net Project Costs	\$ -	\$ 155,000	\$ -	\$ -	\$ -	\$ -	\$ -

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance		\$155,000					\$155,000
							\$0
							\$0
Total	\$ -	\$ 155,000	\$ -	\$ -	\$ -	\$ -	\$ 155,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 1

SECTION 1							
Project Name:	REPLACEMENT OF HEATING BOILER AND BOILER CONTROLLER				Project Number:	26-02-FA	
					Priority Number:	5	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$45,000	\$0	\$0	\$0	\$0
Project Estimates:	Project Start Date:	7/1/2025	Project End Date:	6/30/2026	In last year's 5 Year Plan?	Y	

SECTION 2		PROJECT DESCRIPTION
Project Description/Justification:		
<p>The building is heated by a Raypak natural gas fired hot water boiler (B-1) with an input heating capacity of 750 MBH. Hot water from the boiler is circulated by two (2) 2-HP base-mounted end-suction water pumps (HWP-1 and HWP-2) manufactured by Bell & Gossett via piping to the various VAV boxes and hot water unit heaters throughout the building. A 53-gallons expansion tank bolted to the concrete slab is also provided to allow for expansion and contraction of the heating water. The boiler, hot water pumps, and the expansion tank are located within the equipment area of the service yard at the southeast corner of the site. Four (4) hot water unit heaters (Modine Model No. HS108501) provide heating to the garage service bays. The heating system boiler and hot water pumps appear to be the original units installed in 2001.</p> <p>Based on age and useful life of 30 years, the hot water boiler, and associated controls, are anticipated to require periodic repair or partial replacement over the evaluation period to address deficiencies as they occur, to restore aged or deteriorated sections and to maintain their function and reliability. However, due to the salt sea water atmospheric conditions, the useful life for the boiler is assumed to be reduced and require lifecycle replacement.</p>		
Notes:		

SECTION 3		PROJECT COSTS					
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Salaries & Benefits							\$0
Profess/Contract Svcs		\$45,000					\$45,000
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$45,000
Net Project Costs	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -

SECTION 4		FINANCING					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance		\$45,000					\$45,000
							\$0
							\$0
Total	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 1

SECTION 1								
Project Name:		REPLACEMENT OF HOT WATER PUMPS				Project Number:		26-03-FA
						Priority Number:		5
Category:		One-Time Capital				Type:		Non-Recurring
Project Manager		Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
			FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
			\$0	\$25,000		\$0	\$0	\$0
Project Estimates:		Project Start Date:	7/1/2025	Project End Date:	6/30/2026	In last year's 5 Year Plan?	Y	

SECTION 2		PROJECT DESCRIPTION
Project Description/Justification:		
<p>The building is heated by a Raypak natural gas fired hot water boiler (B-1) with an input heating capacity of 750 MBH. Hot water from the boiler is circulated by two (2) 2-HP base-mounted end-suction water pumps (HWP-1 and HWP-2) manufactured by Bell & Gossett via piping to the various VAV boxes and hot water unit heaters throughout the building. A 53-gallons expansion tank bolted to the concrete slab is also provided to allow for expansion and contraction of the heating water. The boiler, hot water pumps, and expansion tank are located within the equipment area of the service yard at the southeast corner of the site. Four (4) hot water unit heaters (Modine Model No. HS108501) provide heating to the garage service bays. The heating system boiler and hot water pumps appear to be the original units installed in 2001.</p> <p>The hot water pumps have surpassed their useful life of 20 years and lifecycle replacement is needed. It is recommended that these pumps be removed and replaced with new, vertical inline centrifugal pumps to match the existing sizes of the existing pumps.</p>		
Notes:		

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Salaries & Benefits							\$0
Profess/Contract Svcs		\$25,000					\$25,000
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$25,000
Net Project Costs	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance		\$25,000					\$25,000
							\$0
							\$0
Total	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 1

SECTION 1							
Project Name:		AIR COMPRESSOR AND REFRIGERATED AIR DRYER			Project Number:		26-04-FA
Category:		One-Time Capital			Priority Number:		5
Project Manager					Type:		Non-Recurring
Project Cost Summary:		Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$25,000	\$0	\$0	\$0	\$0
Project Estimates:		Project Start Date:	7/1/2025	Project End Date:	6/30/2026	In last year's 5 Year Plan?	Y

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>Compressed air is provided by a reciprocating compressor (CAC-1) with an adjacent refrigerated air dryer (AD-1) to the hose reels in the carport and technical service bays of the garage and the adjacent technical area (Rm. 108).</p> <p>Based on age, and useful life of 20 years, air compressor and refrigerated air dryer require lifecycle replacement.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Salaries & Benefits							\$0
Profess/Contract Svcs		\$25,000					\$25,000
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$25,000
Net Project Costs	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance		\$25,000					\$25,000
							\$0
							\$0
Total	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 1

SECTION 1									
Project Name:		GLASS BLOCK WALLS/WINDOWS				Project Number:		26-05-FA	
						Priority Number:		5	
Category:		One-Time Capital				Type:		Non-Recurring	
Project Manager		Project Cost Summary:		Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
				FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
				\$0	\$29,000	\$0	\$0	\$0	\$0
Project Estimates:		Project Start Date:	7/1/2025	Project End Date:	6/30/2026	In last year's 5 Year Plan?		Y	

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>In a variety of locations, but primarily at the front façade, glass block is used. The glass block is 4-inches thick and 8"x"8 in height and width. The mortar for the glass block in both the Main Conference Room and the Communications Center show signs of deterioration. The sills associated with glass blocks show signs of moderate water damage. There's bubbling and some flaking of paint and gypsum wallboard on the sills.</p> <p>The mortar joints for glass block windows require to be scraped out and repointed on the interior side. The sill underneath damaged areas require repair to sustain the useful life of the systems.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Salaries & Benefits							\$0
Profess/Contract Svcs		\$29,000					\$29,000
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ 29,000	\$ -	\$ -	\$ -	\$ -	\$29,000
Net Project Costs	\$ -	\$ 29,000	\$ -	\$ -	\$ -	\$ -	\$ -

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance		\$29,000					\$29,000
							\$0
							\$0
Total	\$ -	\$ 29,000	\$ -	\$ -	\$ -	\$ -	\$ 29,000

Capital Improvement Projects Summary - Year 2		FY26-27 Projected
Desktop System Replacements - Admin		30,000
Core Replacement		60,000
Primary Firewall Replacement		70,000
Eden System Replacement (New ERP System)		183,400
Dispatch Floor Firewall Installation		45,000
Information Technology Total	\$	388,400
Antenna System		400,000
Battery Backup (Repeater)		70,000
Radios Total	\$	470,000
Chilled Water Pumps		25,000
Air-handling Unit (AH-1)		60,000
Facilities Total		85,000
Vehicle Needs Total	\$	-
Grand Total	\$	943,400

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 2

SECTION 1							
Project Name:	DESKTOP SYSTEM REPLACEMENTS - ADMINISTRATIVE				Project Number:	27-01-IT	
					Priority Number:	6	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$30,000	\$0	\$0	\$0
Project Estimates:	Project Start Date:	7/1/2026	Project End Date:	6/30/2027	In last year's 5 Year Plan?	Y	

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>Replacing administration computer desktop workstations that are out of warranty and at the end of their life cycle is crucial to maintain operational efficiency and security of the authority. Outdated systems are prone to hardware failures and are incompatible with the latest software updates, posing significant risks to productivity and data integrity. Additionally, unsupported machines lack the necessary security patches, making them vulnerable to cyber threats. By upgrading to new, warranty-covered desktops, the administration ensures reliable performance, enhanced security, and continued support, thereby safeguarding critical data and business continuity.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software			\$30,000				\$30,000
Total Capital Costs	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$30,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance			\$30,000				\$30,000
							\$0
							\$0
Total	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 2

SECTION 1							
Project Name:	CORE REPLACEMENT				Project Number:	27-02-IT	
					Priority Number:	6	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$60,000	\$0	\$0	\$0
Project Estimates:	Project Start Date:	7/1/2026	Project End Date:	6/30/2027	In last year's 5 Year Plan?	Y	

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>Replacement of the Authority's network core device is crucial for ensuring optimal performance, security, and longevity of the Authority's network infrastructure. The current network core device, reaching the end of its life useful life, requires replacement to maintain high standards of service. A new, modern network core enhances system resiliency, providing improved redundancy and reliability to efficiently manage peak loads and emergency situations. Additionally, updated network cores offer advanced cybersecurity features, protecting against evolving threats and ensuring compliance with industry standards. This upgrade is vital for delivering uninterrupted, secure, and efficient emergency services, ultimately enhancing public safety.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software			\$60,000				\$60,000
Total Capital Costs	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$60,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ 60,000

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance			\$60,000				\$60,000
							\$0
							\$0
Total	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ 60,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 2

SECTION 1							
Project Name:	PRIMARY FIREWALL REPLACEMENT				Project Number:	27-03-IT	
					Priority Number:	6	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$70,000	\$0	\$0	\$0
Project Estimates:	Project Start Date:	7/1/2026	Project End Date:	6/30/2027	In last year's 5 Year Plan?	Y	

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>Replacing the Authority's primary network firewalls, which are approaching over five years old by 2026, is essential to maintain robust cybersecurity and optimal network performance. As firewalls age, their ability to effectively counteract evolving cyber threats diminishes, posing potential security risks. Upgrading to modern firewalls ensures the latest security features and updates are in place, protecting sensitive data and systems from advanced threats. Additionally, newer firewalls offer improved performance, greater reliability, and enhanced management capabilities, ensuring the network remains resilient and efficient. This proactive replacement is crucial for safeguarding the Authority's digital infrastructure and ensuring continued compliance with industry security standards.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software			\$70,000				\$70,000
Total Capital Costs	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$70,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance			\$70,000				\$70,000
							\$0
							\$0
Total	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 2

SECTION 1							
Project Name:	REPLACEMENT OF ERP SYSTEM				Project Number:	27-04-IT	
					Priority Number:	6	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$183,400	\$0	\$0	\$0
Project Estimates:	Project Start Date:	7/1/2026	Project End Date:	6/30/2027	In last year's 5 Year Plan?	Y	

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>The Authority's current Enterprise Resource Planning (ERP) System for finance and payroll operations, Tyler Eden, is scheduled to "sunset" in March 2027. The technology currently utilized within the Eden product will be incompatible with other systems used by the Authority, ultimately making it difficult to enhance Eden's functionality. Therefore, the Authority will need to implement a new ERP system before the end of FY27. The project costs provided are based on estimates provided by Tyler Technologies to migrate the Authority to a newer system.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software			\$183,400				\$183,400
Total Capital Costs	\$ -	\$ -	\$ 183,400	\$ -	\$ -	\$ -	\$183,400
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ 183,400	\$ -	\$ -	\$ -	\$ 183,400

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance			\$183,400				\$183,400
							\$0
							\$0
Total	\$ -	\$ -	\$ 183,400	\$ -	\$ -	\$ -	\$ 183,400

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 2

SECTION 1								
Project Name:		DISPATCH FLOOR FIREWALL INSTALLATION				Project Number:		27-05-IT
						Priority Number:		6
Category:		One-Time Capital				Type:		Non-Recurring
Project Manager		Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
			FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
			\$0	\$0	\$45,000	\$0	\$0	\$0
Project Estimates:		Project Start Date:	7/1/2026	Project End Date:	6/30/2027	In last year's 5 Year Plan?	Y	

SECTION 2		PROJECT DESCRIPTION
Project Description/Justification:		
<p>Implementation of an additional layer of dedicated firewalls to protect the dispatch computers from cyber threats. Given the sensitive nature of the data and operations handled by dispatch systems, a dedicated firewall provides robust security by monitoring and controlling incoming and outgoing network traffic. This added layer of defense helps prevent unauthorized access, malware, and other cyber attacks, ensuring the integrity and availability of emergency response services. By isolating and protecting dispatch computers with a dedicated firewall, the Authority can enhance its cybersecurity posture, ensuring reliable and secure operations that are vital for public safety.</p>		
Notes:		

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software			\$45,000				\$45,000
Total Capital Costs	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$45,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ 45,000

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance			\$45,000				\$45,000
							\$0
							\$0
Total	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ 45,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet
YEAR 2

Capital Budget Worksheet
YEAR 2

SECTION 1								
Project Name:		ANTENNA SYSTEM				Project Number:		27-01-RA
						Priority Number:		5
Category:		One-Time Capital				Type:		Non-Recurring
Project Manager		Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
			FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
			\$0	\$0	\$400,000	\$0	\$0	\$0
Project Estimates:		Project Start Date:	7/1/2026	Project End Date:	6/30/2027	In last year's 5 Year Plan?	Y	

SECTION 2		PROJECT DESCRIPTION
Project Description/Justification:		
Replacement of the legacy RF antenna/coax lines for both Conventional Analog Systems and Console/Dispatch equipment is needed. The current lines were installed between 2007-2009 and have an expected useful life of 12-15 years.		
Notes:		

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus			\$400,000				\$400,000
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$400,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ 400,000

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance			\$400,000				\$400,000
							\$0
							\$0
Total	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ 400,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 2

SECTION 1							
Project Name:	BATTERY BACK UP (REPEATER)				Project Number:	27-02-RA	
					Priority Number:	6	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$70,000	\$0	\$0	\$0
Project Estimates:	Project Start Date:	7/1/2026	Project End Date:	6/30/2027	In last year's 5 Year Plan?		

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>Battery Back-up for Conventional RF and Microwave Equipment- Replacement</p> <p>The current conventional radio communications equipment has an existing back up battery system that was installed in 2014 when converted to an IP based conventional radio system (Tait Infrastructure). This project would fund the replacement of batteries at the 9 sites which have an estimated life expectancy of 10 years. The current battery system was installed in 2009. The current back up time for the radio system is under 15 min, which they should hold up to 4 hours. If an outage is to occur, the equipment would have to revert to back up battery prior to the generator to kick in.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software			\$70,000				\$70,000
Total Capital Costs	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$70,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance			\$70,000				\$70,000
							\$0
							\$0
Total	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 2

SECTION 1							
Project Name:	CHILLED WATER PUMPS				Project Number:	27-01-FA	
					Priority Number:	5	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$25,000	\$0	\$0	\$0
Project Estimates:	Project Start Date:	7/1/2026	Project End Date:	6/30/2027	In last year's 5 Year Plan?	Y	

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>The building is cooled by a 60-ton Carrier rotary scroll high efficiency air-cooled chiller (CH-1) with R-410A refrigerant. Chilled water is circulated by two (2) 5-HP base-mounted end-suction water pumps (CWP-1 and CWP-2) manufactured by Bell & Gossett via piping to the air-handling units throughout the building. A 33.6-gallon expansion tank bolted to the concrete slab allows for expansion and contraction of the heating water. The chiller, chilled water pumps, and the expansion tank are located within the equipment area of the service yard at the southeast corner of the site.</p> <p>Chilled water pumps CWP-1 and CWP-2 appear to be the original units installed in 2001. These units have surpassed their useful life of 25 years and lifecycle replacement is required. It is recommended that these pumps be removed and replaced with new vertical inline centrifugal pumps to match the sizes of the existing pumps.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Salaries & Benefits							\$0
Profess/Contract Svcs			\$25,000				\$25,000
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$25,000
Net Project Costs	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance			\$25,000				\$25,000
							\$0
							\$0
Total	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 2

SECTION 1							
Project Name:	AIR-HANDLING UNIT (AH-1)				Project Number:	27-02-FA	
					Priority Number:	5	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$60,000	\$0	\$0	\$0
Project Estimates:	Project Start Date:	7/1/2026	Project End Date:	6/30/2027	In last year's 5 Year Plan?	Y	

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>UPS Room Air Handling Unit: AH-1, a 2,000-cfm chilled water fan coil air conditioner (Carrier Model 42BH-20), is located above the entry door to Rm. 103 and serves this room that houses critical electrical, U.P.S. and C.P.U. equipment for the building.</p> <p>The AH-1 unit appears to be the original unit installed in 2001. Based on age and useful life of 25 years, the AH-1 requires lifecycle replacement within this period.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Salaries & Benefits							\$0
Profess/Contract Svcs			\$60,000				\$60,000
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$60,000
Net Project Costs	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance			\$60,000				\$60,000
							\$0
							\$0
Total	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ 60,000

Capital Improvement Projects Summary - Year 3		FY27-28 Projected
Network Edge Switch Replacement		45,000
Desktop System Replacement - Dispatch		45,000
Information Technology Total	\$	90,000
Radios Total	\$	-
Manhattan Beach Communication Station Equipment		
Shelter Building Air Conditioning Units		25,000
Preaction System		55,000
Emergency Generator Above Ground Tank and Day Tank		100,000
Facilities Total		180,000
Fleet Replacement		100,000
Vehicle Needs Total	\$	100,000
Grand Total	\$	370,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 3

SECTION 1							
Project Name:	NETWORK EDGE SWITCH REPLACEMENT				Project Number:	28-01-IT	
					Priority Number:	6	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$0	\$45,000	\$0	\$0
Project Estimates:	Project Start Date:	7/1/2027	Project End Date:	6/30/2028	In last year's 5 Year Plan?	Y	

SECTION 2		PROJECT DESCRIPTION
Project Description/Justification:		
<p>Edge networking switch equipment refers to devices positioned at the periphery of a network, connecting end-user devices like computers, printers, and security cameras to the broader network infrastructure. These switches manage local data traffic, ensuring efficient communication between devices and the central network. The need to replace aging edge networking gear at the Authority is crucial due to outdated equipment potentially causing performance bottlenecks, security vulnerabilities, and reliability issues.</p>		
Notes:		

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software				\$45,000			\$45,000
Total Capital Costs	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$45,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ 45,000

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance				\$45,000			\$45,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ 45,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 3

SECTION 1							
Project Name:	DESKTOP SYSTEM REPLACEMENT - DISPATCH				Project Number:	28-02-IT	
					Priority Number:	6	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$0	\$45,000	\$0	\$0
Project Estimates:	Project Start Date:	7/1/2027	Project End Date:	6/30/2028	In last year's 5 Year Plan?	Y	

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>Replacing the Authority's dispatch center desktop workstations as they reach the end of their warranty and lifecycle in 2027 is critical to maintaining operational efficiency and security. Aging workstations pose risks such as hardware failures, decreased performance, and vulnerability to security breaches due to outdated software and lack of support. Upgrading to new desktops ensures reliable performance, compatibility with current software updates, and enhanced cybersecurity measures. This initiative supports uninterrupted emergency response operations, improves productivity, and ensures compliance with modern IT standards, ultimately enhancing the Authority's ability to deliver effective services and protect public safety.</p>	
<div style="border: 1px solid black; height: 200px; width: 100%;"></div>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture				\$45,000			\$45,000
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$45,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ 45,000

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance				\$45,000			\$45,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ 45,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 3

SECTION 1							
Project Name:	Manhattan Beach Communication Station Equipment Shelter			Project Number:	28-04-FA		
	Building Air Conditioning Units			Priority Number:	5		
Category:	One-Time Capital			Type:	Non-Recurring		
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$0	\$25,000	\$0	\$0
Project Estimates:	Project Start Date:	7/1/2027	Project End Date:	6/30/2028	In last year's 5 Year Plan?	Y	

SECTION 2		PROJECT DESCRIPTION
Project Description/Justification:		
<p>Manhattan Beach – Communications Shed 3516 Grandview Avenue, Manhattan Beach, CA</p> <p>This offsite communication building is cooled by two (2) exterior, wall mounted Bard Manufacturing Co. air-conditioning units (Serial No. 140A072289877-02, Model No. WA242-A05XPD053) with R22 refrigerant. These units are controlled by a Bard Series MC3000 lead/lag controller to provide 24/7 cooling to the equipment within the building.</p> <p>These are fully redundant air conditioning units, and based on the manufacture date and an EUL of 20 years, lifecycle replacement is needed.</p>		
Notes:		

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Salaries & Benefits							\$0
Profess/Contract Svcs				\$25,000			\$25,000
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$25,000
Net Project Costs	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance				\$25,000			\$25,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 3

SECTION 1							
Project Name:	Preaction System				Project Number:	28-05-FA	
					Priority Number:	5	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$0	\$55,000	\$0	\$0
Project Estimates:	Project Start Date:	7/1/2027	Project End Date:	6/30/2028	In last year's 5 Year Plan?	Y	

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>A double interlocked, pre-action system located within a cabinet in the NW corner of garage service bays provides fire protection to the communications center, training room on the second floor, and the computer room on the first floor.</p> <p>Based on age, the preaction system has surpassed their EUL of 15 years and require lifecycle replacement.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Salaries & Benefits							\$0
Profess/Contract Svcs				\$55,000			\$55,000
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$55,000
Net Project Costs	\$ -	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ -

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance				\$55,000			\$55,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ 55,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 3

Capital Budget Worksheet

YEAR 3

SECTION 1								
Project Name:		EMERGENCY GENERATOR ABOVE GROUND TANK AND DAY TANK			Project Number:		28-06-FA	
					Priority Number:		5	
Category:		One-Time Capital			Type:		Non-Recurring	
Project Manager		Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
			FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
			\$0	\$0	\$0	\$100,000	\$0	\$0
Project Estimates:		Project Start Date:	7/1/2027	Project End Date:	6/30/2028	In last year's 5 Year Plan?	Y	

SECTION 2		PROJECT DESCRIPTION
Project Description/Justification:		
<p>Emergency Generator Fueling System: The diesel generator fueling system consists of a 6,000-gallon above ground tank, a day tank and a Veeder Root TLS 300/350 monitoring system mounted inside the generator enclosure.</p> <p>The EUL of the 6,000-gallon fuel tank and day tank is 25 years, and the Veeder Root TLS 300/350 monitoring system is no longer being manufactured due to obsolete components and increased costs for older technologies. As such, lifecycle replacement is needed.</p>		
Notes:		

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Salaries & Benefits							\$0
Profess/Contract Svcs				\$100,000			\$100,000
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$100,000
Net Project Costs	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance				\$100,000			\$100,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 3

SECTION 1								
Project Name:		VEHICLE REPLACEMENT			Project Number:		28-01-VE	
					Priority Number:		5	
Category:		One-Time Capital			Type:		Non-Recurring	
Project Manager		Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	
			FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
			\$0	\$0	\$0	\$100,000	\$0	\$0
Project Estimates:		Project Start Date:	7/1/2027	Project End Date:	6/30/2028	In last year's 5 Year Plan?	N	

SECTION 2		PROJECT DESCRIPTION
Project Description/Justification:		
<p>The Authority's vehicle fleet consists of two vehicles dedicated to our Technical Services Division (TSD) and one vehicle dedicated for official SBRPCA business use. The TSD vehicles (Ford E250 van and Ford F250 truck) are in good shape but were acquired in 2004 and will require replacement due to their age. The third vehicle (Ford Explorer) was acquired in 2016 and will also need replacement.</p>		
Notes:		

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus				\$100,000			\$100,000
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$100,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance				\$100,000			\$100,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000

Capital Improvement Projects Summary - Year 4		FY28-29 Projected
Building Camera Replacement		35,000
Building Camera Server Replacement		50,000
Storage Array Replacement		100,000
Server Replacement		35,000
Information Technology Total	\$	220,000
Radios Total	\$	-
Carpet - Life Cycle Replacement		31,000
Carpet tile - Life Cycle Replacement		25,000
Facilities Total		56,000
Vehicle Needs Total	\$	-
Grand Total	\$	276,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 4

SECTION 1								
Project Name:		BUILDING CAMERA REPLACEMENT				Project Number:		29-01-IT
						Priority Number:		6
Category:		One-Time Capital				Type:		Non-Recurring
Project Manager		Allocated	Year 1	Year 2	Year 3	Year 4	Year 5	
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
		\$0	\$0	\$0	\$0	\$35,000	\$0	
Project Estimates:		Project Start Date:	7/1/2028	Project End Date:	6/30/2029	In last year's 5 Year Plan?	Y	

SECTION 2		PROJECT DESCRIPTION
Project Description/Justification:		
<p>The Authority's security cameras are now over five years old, with some exceeding seven years old so lifecycle replacement is necessary to ensure effective facility protection and overmatch. These older cameras have difficulty meeting minimum standards for image quality and can potentially compromise security operations. By replacing these aging cameras with newer models, the Authority can improve monitoring capabilities with features such as higher resolution, better low-light performance, and advanced analytics. This replacement project is essential for maintaining robust security measures, enhancing incident response capabilities, and safeguarding the Authority's facility.</p>		
Notes:		

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture					\$35,000		\$35,000
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$35,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ 35,000

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance					\$35,000		\$35,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ 35,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 4

SECTION 1							
Project Name:	BUILDING CAMERA SERVER REPLACEMENT				Project Number:	29-02-IT	
					Priority Number:	6	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$0	\$0	\$50,000	\$0
Project Estimates:	Project Start Date:	7/1/2028	Project End Date:	6/30/2029	In last year's 5 Year Plan?	Y	

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>Replacing the Authority's aging security camera recording server is crucial to enhance storage capacity, performance, and system resilience. The current server, nearing the end of its lifecycle, may struggle to handle increasing data loads and maintain reliable operation. Upgrading to a new server will provide ample storage for extended retention periods, improve processing power for faster video retrieval and analysis, and ensure robust resilience to prevent downtime and data loss. This upgrade is essential for maintaining effective surveillance operations, supporting comprehensive security monitoring, and enhancing the Authority's overall security posture.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture					\$50,000		\$50,000
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$50,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance					\$50,000		\$50,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 4

SECTION 1								
Project Name:		STORAGE ARRAY REPLACEMENT				Project Number:		29-03-IT
Category:		One-Time Capital				Priority Number:		6
Project Manager						Type:		Non-Recurring
Project Cost Summary:		Allocated	Year 1	Year 2	Year 3	Year 4	Year 5	
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
		\$0	\$0	\$0	\$0	\$100,000	\$0	
Project Estimates:		Project Start Date:	Project End Date:	6/30/2029	In last year's 5 Year Plan?	Y		

SECTION 2		PROJECT DESCRIPTION
Project Description/Justification:		
<p>Replacing the Authority's data storage array is essential to ensure data integrity, performance, and security. As storage arrays age, they become prone to failures, inefficiencies, and are unable to receive crucial security updates, putting sensitive information at risk. Upgrading to a modern storage array will provide enhanced capacity, faster data access, and robust security features, ensuring reliable data storage and compliance with evolving data protection standards. This replacement is critical for maintaining efficient operations, safeguarding data, and supporting the Authority's long-term technological and operational needs. This replacement time will be at the maximum life expectancy of the existing devices.</p>		
Notes:		

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software					\$100,000		\$100,000
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$100,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance					\$100,000		\$100,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 4

SECTION 1							
Project Name:		SERVER REPLACEMENT			Project Number:		29-04-IT
Category:		One-Time Capital			Priority Number:		6
Project Manager					Type:		Non-Recurring
Project Cost Summary:		Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$0	\$0	\$35,000	
Project Estimates:		Project Start Date:	7/1/2028	Project End Date:	6/30/2029	In last year's 5 Year Plan?	Y

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>Replacing the Authority's servers is crucial to maintaining reliable, secure, and efficient operations. As servers age, they face increased risks of hardware failures, performance degradation, and security vulnerabilities due to the lack of updates and support. Upgrading to new servers will ensure enhanced processing power, improved system reliability, and access to the latest security features, which are essential for safeguarding sensitive data and supporting critical applications. This replacement time will be at the maximum life expectancy of the existing devices.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software					\$35,000		\$35,000
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$35,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ 35,000

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance					\$35,000		\$35,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ 35,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 4

SECTION 1									
Project Name:		CARPET REPLACEMENT				Project Number:		29-06-FA	
						Priority Number:		6	
Category:		One-Time Capital				Type:		Non-Recurring	
Project Manager		Project Cost Summary:		Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
				FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
				\$0	\$0	\$0	\$0	\$31,000	\$0
Project Estimates:		Project Start Date:	7/1/2028	Project End Date:	6/30/2029	In last year's 5 Year Plan?	Y		

SECTION 2	PROJECT DESCRIPTION
Project Description/Justification:	
<p>Carpeting is used in the office areas. The carpet is in good condition; however, it is reaching the end of its useful life and will need to be replaced.</p>	
Notes:	

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Salaries & Benefits							\$0
Profess/Contract Svcs					\$31,000		\$31,000
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ 31,000	\$ -	\$31,000
Net Project Costs	\$ -	\$ -	\$ -	\$ -	\$ 31,000	\$ -	\$ -

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance					\$31,000		\$31,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ -	\$ 31,000	\$ -	\$ 31,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

YEAR 4

SECTION 1									
Project Name:		CARPET TILE/FLOORING REPLACEMENT				Project Number:		29-07-FA	
						Priority Number:		6	
Category:		One-Time Capital				Type:		Non-Recurring	
Project Manager		Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5	
			FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	
			\$0	\$0	\$0	\$0	\$25,000	\$0	
Project Estimates:		Project Start Date:	7/1/2028	Project End Date:	6/30/2029	In last year's 5 Year Plan?	Y		

SECTION 2		PROJECT DESCRIPTION	
Project Description/Justification:			
Flooring throughout the Authority's headquarters is in good condition; however, it is reaching the end of its useful life and will need to be replaced.			
Notes:			

SECTION 3	PROJECT COSTS						
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Salaries & Benefits							\$0
Profess/Contract Svcs					\$25,000		\$25,000
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$25,000
Net Project Costs	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -

SECTION 4	FINANCING						
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance					\$25,000		\$25,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000

Capital Improvement Projects Summary - Year 5		FY29-30 Projected
Hiperwal Replacement		106,000
Replacement of NEC Displays and Computers		150,000
Information Technology Total	\$	256,000
Conventional System		1,000,000
Radios Total	\$	1,000,000
Facilities Total		-
Fleet Replacement		100,000
Vehicle Needs Total	\$	100,000
Grand Total	\$	1,356,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 5

SECTION 1							
Project Name:	HIPERWAL REPLACEMENT				Project Number:	30-01-IT	
					Priority Number:	6	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$0	\$0	\$0	\$106,000
Project Estimates:	Project Start Date:	7/1/2029	Project End Date:	6/30/2030	In last year's 5 Year Plan?	N	

SECTION 2		PROJECT DESCRIPTION
Project Description/Justification:		
<p>The Hiperwall software system, installed in 2017, is a critical tool for displaying broadcast TV, CCTV camera feeds, CAD information, and other user-defined video content across the dispatch center. However, frequent system failures and the need for constant IT intervention have negatively impacted operational effectiveness, situational awareness, and communication workflows. Replacing the Hiperwall system with a more reliable and modern solution will enhance real-time information sharing, improve dispatcher efficiency, and boost operator morale by providing a more stable and user-friendly platform.</p>		
Notes:		

SECTION 3		PROJECT COSTS					
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software						\$106,000	\$106,000
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 106,000	\$106,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 106,000	\$ 106,000

SECTION 4		FINANCING					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance						\$106,000	\$106,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 106,000	\$ 106,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 5

SECTION 1							
Project Name:	REPLACEMENT OF NEC DISPLAYS AND COMPUTERS				Project Number:	30-02-IT	
					Priority Number:	6	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$0	\$0	\$0	\$150,000
Project Estimates:	Project Start Date:	7/1/2029	Project End Date:	6/30/2030	In last year's 5 Year Plan?	N	

SECTION 2		PROJECT DESCRIPTION
Project Description/Justification:		
<p>Installed in 2017, the dispatch center's display screens and video processing hardware are reaching end-of-life and end-of-support, making it increasingly difficult to maintain reliability and compatibility with modern video standards. Upgrading this equipment will enhance visual clarity, improve processing efficiency, and support seamless integration with new systems. These improvements will reinforce situational awareness, streamline information sharing, and strengthen operational effectiveness, ultimately improving dispatcher performance in managing critical communications.</p>		
Notes:		

SECTION 3		PROJECT COSTS					
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus							\$0
Light Equip/Furniture							\$0
Hardware/Software						\$150,000	\$150,000
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$150,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000

SECTION 4		FINANCING					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance						\$150,000	\$150,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 5

SECTION 1							
Project Name:	CONVENTIONAL SYSTEM				Project Number:	30-01-RA	
					Priority Number:	6	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$0	\$0	\$0	\$1,000,000
Project Estimates:	Project Start Date:	7/1/2029	Project End Date:	6/30/2030	In last year's 5 Year Plan?	N	

SECTION 2		PROJECT DESCRIPTION
Project Description/Justification:		
<p>Upgrade of the current Tait TB9100 (no longer manufactured/parts unavailable)</p> <p>The current Conventional system consists of a (7) Site – 6 channel conventional/IP voted radio system, and was first installed in 2008, then upgraded to IP in 2014. This system is stand alone, and serves as a redundancy to the current Trunk Radio system (INSB).</p> <p>The system provides coverage for each individual city (Police), if networking or ICI System is being serviced/or a catastrophic failure.</p>		
Notes:		

SECTION 3		PROJECT COSTS					
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus						\$1,000,000	\$1,000,000
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$1,000,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000

SECTION 4		FINANCING					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Grant Fund						\$1,000,000	\$1,000,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

Capital Budget Worksheet

YEAR 5

SECTION 1							
Project Name:	VEHICLE REPLACEMENT				Project Number:	30-01-VE	
					Priority Number:	6	
Category:	One-Time Capital				Type:	Non-Recurring	
Project Manager	Project Cost Summary:	Allocated	Year 1	Year 2	Year 3	Year 4	Year 5
		FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
		\$0	\$0	\$0	\$0	\$0	\$100,000
Project Estimates:	Project Start Date:	7/1/2029	Project End Date:	6/30/2030	In last year's 5 Year Plan?	N	

SECTION 2		PROJECT DESCRIPTION
Project Description/Justification:		
<p>The Authority's vehicle fleet consists of two vehicles dedicated to our Technical Services Division (TSD) and one vehicle dedicated for official SBRPCA business use. The TSD vehicles (Ford E250 van and Ford F250 truck) are in good shape but were acquired in 2004 and will require replacement due to their age. The third vehicle (Ford Explorer) was acquired in 2016 and will also need replacement.</p>		
Notes:		

SECTION 3		PROJECT COSTS					
Activity	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Prelim Design/Plans							\$0
Engineering/Arch Svcs							\$0
Land/ROW Acquisition							\$0
Construction							\$0
Heavy Equip/Apparatus						\$100,000	\$100,000
Light Equip/Furniture							\$0
Hardware/Software							\$0
Total Capital Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$100,000
Salaries & Benefits							\$0
Profess/Contract Svcs							\$0
Materials & Supplies							\$0
Maint/Fuel/Util/Other							\$0
Revenues (New/Add.)							\$0
Net Oper. Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0
Net Project Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000

SECTION 4		FINANCING					
Funding Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Total
Enterprise Fund - Unrestricted Fund Balance						\$100,000	\$100,000
							\$0
							\$0
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000

F-2

Attachment 2

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS
AUTHORITY ADOPTING THE FIVE-YEAR CAPITAL
IMPROVEMENT PLAN EFFECTIVE FISCAL YEAR 2025-
2026 AND FINDING THE ACTION EXEMPT FROM THE
CALIFORNIA ENVIRONMENTAL QUALITY ACT**

WHEREAS, the Board of Directors of the South Bay Regional Public Communications Authority desires to adopt a five-year Capital Improvement Plan in accordance with the Capital Improvement Program set forth in the Authority's Budgetary Policy to ensure sufficient resources exist to fund the Authority's capital asset needs and to help stabilize future increases in assessments;

WHEREAS, pursuant to Article IV(G) of the Bylaws, the Board of Directors shall make all policy decisions and determinations for the Authority; and

WHEREAS, the first year of the five-year Capital Improvement Plan includes \$2,754,000 in capital purchases, which will require an appropriation from the Enterprise Fund balance and becomes part of the annually adopted operating budget for fiscal year 2025-2026;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the South Bay Regional Public Communications Authority:

SECTION 1. The Board of Directors approves and adopts the five-year Capital Improvement Plan, a copy of which is attached hereto as Exhibit A, which shall be effective in fiscal year 2025-2026.

SECTION 2. In order to fund the first year of the five-year Capital Improvement Plan, the Board of Directors intends to approve an appropriation of funds amounting to \$2,754,000 from the Enterprise Fund balance as part of the FY25-26 annual budget.

SECTION 3. The Board of Directors hereby finds that it can be seen with certainty that there is no possibility that the approval of this Capital Improvement Plan may have a significant effect on the environment. The Capital Improvement Plan is a prioritizing and funding allocation program and cannot and does not have the potential to cause a significant effect on the environment. Accordingly, the approval of this Capital Improvement Plan is therefore exempt from the environmental review requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of Title 14 of the California Code of Regulations. In addition, the items contemplated by the Capital Improvement Plan include activities such as replacement of computer and communications equipment, plumbing and HVAC improvements, landscaping improvements, and other items that either do not constitute a project under CEQA or are exempt from CEQA, including pursuant to Sections 15301 and 15304 of Title 14 of the California Code of Regulations. In the event that further environmental review is required for any activities set forth in the Capital Improvement Plan, such review will be conducted at the time the

physical improvements prioritized in the Capital Improvement Plan are considered at a future unspecified date.

WE HEREBY CERTIFY that the foregoing is a true copy of the resolution adopted by the Board of Directors of the South Bay Regional Public Communications Authority in a meeting thereof held on the 18th day of March 2025, by the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

Rodney Tanaka
Chairperson Board of Directors

John Krok, Executive Director
Secretary of the Board of Directors

F-3



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: March 18, 2025

ITEM NUMBER: F-3

TO: Board of Directors

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

SUBJECT: Fiscal Year 2025-2026 Recommended Budget

ATTACHMENTS: 1. Resolution
2. Fiscal Year 2025-2026 Recommended Budget
3. Exhibit A - Fiscal Year 2025-2026 Assessment Schedule

RECOMMENDATION

Staff recommends that the Board of Directors approve the resolution adopting the recommended budget for Fiscal Year 2025-2026 and the corresponding assessment schedule.

BACKGROUND

The Executive Committee reviewed and discussed the preliminary budget at its regular meeting on February 18, 2025 and recommends approval of the budget.

DISCUSSION

The Authority derives its revenue from four main sources:

1. Member City Assessments
2. Contract City Assessments
3. Reimbursements from Member and Contract Agencies and Other Revenues
4. Investment Earnings

Member City Assessments

Assessments for member cities are based on the Cost Allocation Policy adopted by the Board of Directors in Fiscal Year 2019-20 and updated in September 2022. This policy ties assessments as closely as possible to the services provided to its member and contract cities. A summary of the Fiscal Year 2025-2026 assessments for member cities is as follows:

Assessments - Member Cities				
Member City	FY24-25 Adopted	FY25-26 Proposed	\$ Increase (Decrease)	% Change
Gardena	\$ 2,506,909	\$ 2,524,078	\$ 17,169	0.68%
Hawthorne	3,022,424	3,030,749	8,325	0.28%
Manhattan Beach	1,895,695	1,994,114	98,419	5.19%
Total	\$ 7,425,028	\$ 7,548,941	\$ 123,913	1.67%

Contract City Assessments

The assessment for all contract cities are based on the Cost Allocation Policy. The agreements with contract cities of Culver City, El Segundo, and Hermosa Beach expire on June 30, 2027, June 30, 2030, and June 30, 2030 respectively. A summary of the Fiscal Year 2025-2026 assessments for contract cities is as follows:

Assessments - Contract Cities				
Contract City	FY24-25 Adopted	FY25-26 Proposed	\$ Increase (Decrease)	% Change
Culver City	\$ 3,035,752	\$ 3,084,820	\$ 49,068	1.62%
El Segundo	2,137,139	2,209,980	72,841	3.41%
Hermosa Beach	898,811	901,858	3,047	0.34%
Total	\$ 6,071,702	\$ 6,196,658	\$ 124,956	2.06%

A note regarding Technical Services Division Workload Support Charges

Effective FY23-24, the Board of Directors amended the Cost Allocation Policy to include Technical Services Division Workload Support Charges in the annual assessment by using a rolling three-year average of labor hours associated with vehicle installation and repair work orders. Previously, Workload Support Charges were billed quarterly and derived by each agency's percentage of labor hours associated with work orders for the quarter being billed.

Reimbursements from Member and Contract Agencies and Other Revenues

The Authority's Technical Services Division performs hundreds of vehicle installation, maintenance, and repair service work orders. The Authority is reimbursed by the agency requesting the service for the direct costs of supplies and equipment associated with completing the work.

Investment Earnings

All idle cash of the Authority is invested 100% with the State's Local Agency Investment Fund (LAIF). This complies with the Authority's Statement of Investment Policy.

Revenue Summary

Total revenues are estimated to increase by 4% or \$579,574 to \$15,086,818 compared to the revenue projections in the Fiscal Year 2024-2025 Adopted Budget.

Expense Summary

The recommended expenditure budget is \$14,347,919, which represents an increase of \$578,998 or 4.21% in expenses compared to the Fiscal Year 2024-2025 Adopted Budget. The increase includes reimbursable items offset by an equal increase in Other Revenues. The increase in expenses that don't include offsetting revenues total about \$340,000 dollars or a 2.47% increase from the FY24-25 Adopted Budget.

The following table summarizes proposed changes in revenue and expense categories compared to the FY24-25 Adopted Budget.

REVENUE SUMMARY BY CATEGORY – ENTERPRISE FUND (FUND 10)				
	FY24-25 Adopted	FY25-26 Proposed	\$ Increase (Decrease)	% Change
Assessments				
Member Cities	\$7,425,028	\$7,548,941	\$123,913	1.67%
Contract Cities	6,071,702	6,196,658	124,956	2.06%
Subtotal Assessments	\$13,496,730	\$13,745,599	\$248,869	1.84%
Non-Assessment Revenue	\$1,010,514	\$1,341,219	\$330,705	32.73%
Grand Total	\$14,507,244	\$15,086,818	\$579,574	4.00%
EXPENSE SUMMARY BY CATEGORY – ENTERPRISE FUND (FUND 10)				
	FY24-25 Adopted	FY25-26 Proposed	\$ Increase (Decrease)	% Change
Operating Budget	\$13,518,921	\$14,097,919	\$578,998	4.28%
Capital Outlay	250,000	250,000	-	0.00%
Total	\$13,768,921	\$14,347,919	\$578,998	4.21%
Salaries & Benefits	\$10,492,243	\$10,745,045	\$252,802	2.41%
Supplies/Svcs/Equip	3,026,678	3,352,874	326,196	10.78%
Capital Outlay	250,000	250,000	-	0.00%
Total	\$13,768,921	\$14,347,919	\$578,998	4.21%
Revenues Over (Under) Expenses	\$738,323	\$738,899		

Changes from Prior Year

The following are the ten most significant increases or decreases in budgeted accounts:

- Salaries (Full-Time) (\$148,032 Increase): Includes estimates for MOU Cost of Living Adjustments (COLAs).
- Parts - Billing (\$139,220 Increase): As a result of an increase in demand by member and contract cities for vehicle outfitting services reimbursed by requesting departments.
- Vesta 911 Reimbursable (\$100,000 Increase): 911 communications equipment and maintenance agreement with AT&T reimbursed by Cal OES.
- PERS Contribution-UAL (\$98,405 Increase): Increase corresponds to the Authority's pension liability.

- Other Pay (\$68,000 Increase): Increase reflects MOU signing bonuses for eligible employees from MOUs expiring June 2025.
- Software Maintenance Services (\$36,827 Increase): Increase reflects IT planned purchases.
- Medical Director Services (\$30,000 Increase): As a result of a requirement to implement this service for all PSAPs.
- PERS Contribution (\$21,308 Increase): Increase corresponds to related increases in pensionable salaries identified in item #1.
- Maintenance/HQ (\$25,767 Decrease): Decrease reflects needs for upcoming small projects identified in a facility condition assessment report.
- Medical Insurance (\$106,331 Decrease): Decrease reflects revised projections based on employee demographics.

Work Plan Objectives for Fiscal Year 2025-2026:

Staff believes the recommended budget will provide the necessary funds to accomplish the Authority's objectives for the coming year, which include:

1. 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.

2. Implementation of a New CAD System

- Complete procurement and implementation of a new Computer Aided Dispatch (CAD) system. Go live with the product within 18 months of contract signing.

3. 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.

4. 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.

5. 5 Year Capital Improvement Plan

- Continue to execute projects identified in the newly developed and adopted five-year CIP plan.

6. Authority Medical Director

- Identify and hire a Medical Director for FY 2025/2026. Los Angeles County Emergency Medical Services has issued a mandate to Public Safety Answering Points (PSAPs) for this position to oversee Emergency Medical Dispatch (EMD) services provided to our communities.

Attachment #1 (Fiscal Year 2025-2026 Recommended Budget) details staff's proposed use of budgeted funds along with descriptions of the Authority's programs, associated work plan objectives, and performance measure data.

This recommended budget continues to fund the Authority's goal of providing an outstanding level of service to the communities it serves..

FISCAL IMPACT

As proposed, revenues are anticipated to exceed expenses by \$738,899 as indicated below:

Estimated Cash Available (Fund 10) as of June 30, 2025	\$8,786,570
FY 2025-26 Revenues	15,086,818
FY 2025-26 Expenditures	(14,347,919)
Revenues Over Expenditures	738,899
Pension and OPEB Funding	(419,585)
Five-Year CIP Funding	(2,754,000)
Estimated Cash Available (Fund 10) as of June 30, 2026	6,351,884
Operating and Capital Reserve	(1,548,406)
Available Balance after Reserve Allocation	\$4,803,478

Allocation of Estimated Cash Available after Reserve Allocation	
Member	June 30, 2026
City of Gardena	\$1,540,956
City of Hawthorne	2,164,928
City of Manhattan Beach	1,097,595
Total	\$4,803,478

F-3

Attachment 1

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS
AUTHORITY ADOPTING THE BUDGET FOR FISCAL YEAR
2025-2026 AND CORRESPONDING ASSESSMENT SCHEDULE**

WHEREAS, the South Bay Regional Public Communications Authority has been established for the purpose of implementing, operating, and maintaining a consolidated regional public safety services communications system for the mutual benefit of its membership;

WHEREAS, Article IV, Section J of the Bylaws requires the Board adopt an annual budget and assessment schedule;

WHEREAS, in a public session, on March 18, 2025, the Board of Directors examined and adopted the budget for Fiscal Year 2025-2026 as outlined below;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of said Authority has adopted a budget in the amount of \$14,347,919 for the period of July 1, 2025 through June 30, 2026 in accordance with the following allocations:

Administration Department	\$3,037,045
Operations Department	8,642,899
Technical Services Division	2,417,975
Capital Outlay	250,000
Total Budget	\$14,347,919

BE IT FURTHER RESOLVED that the Board of Directors of said Authority adopts the Assessment Schedule in Exhibit A for Fiscal Year 2025-2026.

BE IT FURTHER RESOLVED that the Finance & Performance Audit Manager of the Authority is authorized to issue assessments to the Member Cities and to the cities with which the Authority contracts for dispatch services in accordance with the terms, conditions, and formulas contained in Article X of the Authority Bylaws, and as shown on page 23 of the budget.

BE IT FURTHER RESOLVED that the Board of Directors approves an appropriation from the Enterprise Fund balance in the amount of \$2,754,000 to fund FY2025-2026 capital improvement projects as part of the adopted Five-Year Capital Improvement Plan.

WE HEREBY CERTIFY that the foregoing is a true copy of the resolution adopted by the Board of Directors of the South Bay Regional Public Communications Authority in a meeting thereof held on the 18th day of March 2025, by the following vote:

Ayes:
Noes:
Absent:
Abstain:

Rodney Tanaka
Chairperson of the Board of Directors

John Krok, Executive Director
Secretary of the Board of Directors

F-3

Attachment 2

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

**Fiscal Year 2025-2026
Recommended Budget**



BE THE VOICE OF
**REASON.
RESPECT.
RESPONSE.**

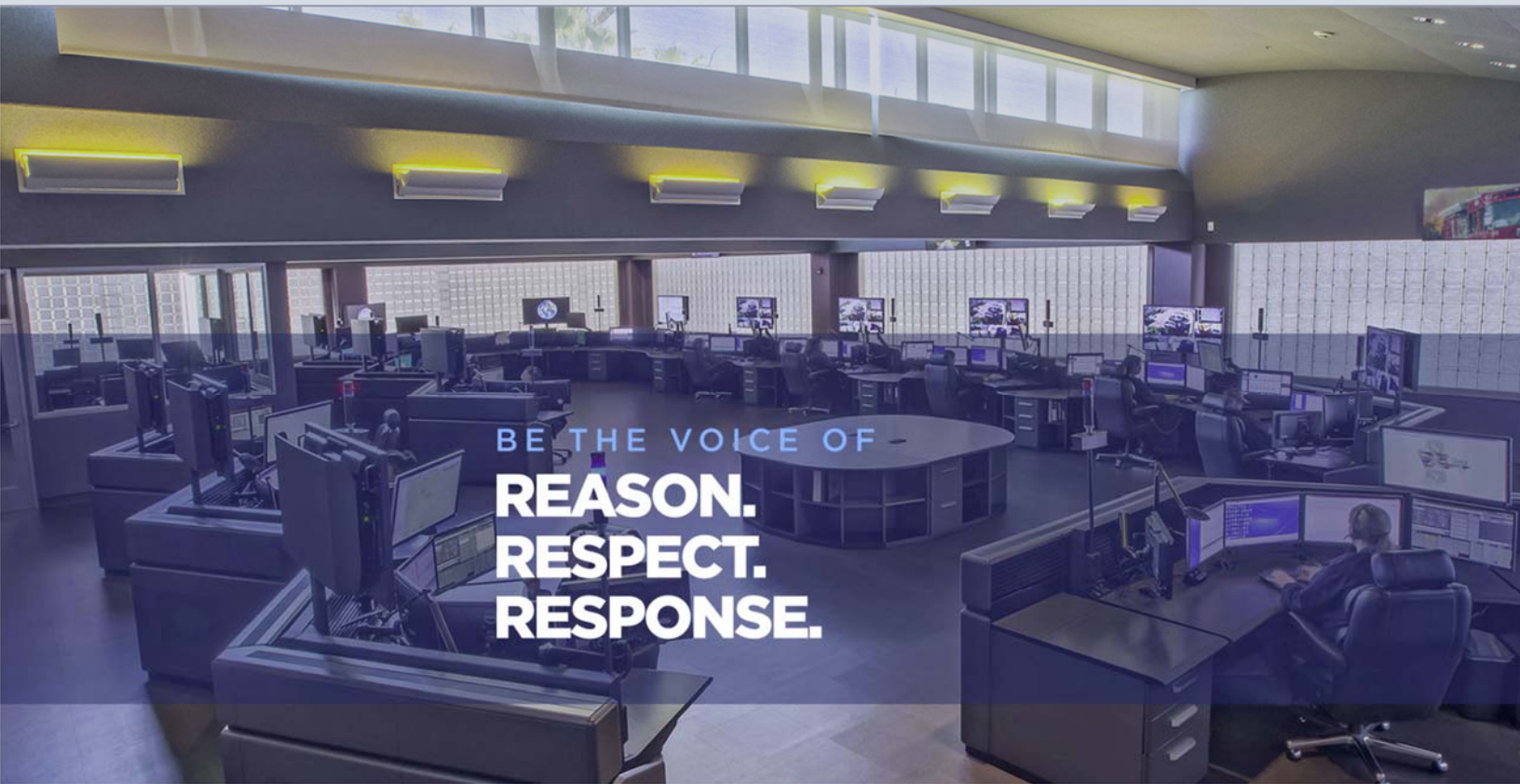


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AUTHORITY OFFICIALS

Board of Directors

Rodney Tanaka
Mayor Pro Tem
City of Gardena

Alex Monteiro
Councilmember
City of Hawthorne

David Lesser
Mayor Pro Tem
City of Manhattan Beach

Executive Committee

Clint Osorio
City Manager
City of Gardena

Vontray Norris
City Manager
City of Hawthorne

Talyn Mirzakhanian
City Manager
City of Manhattan Beach

User Committee

Michael Saffell
Chief of Police
City of Gardena

Gary Tomatani
Chief of Police
City of Hawthorne

Rachel Johnson
Chief of Police
City of Manhattan Beach

Mike Lang
Fire Chief
City of Manhattan Beach

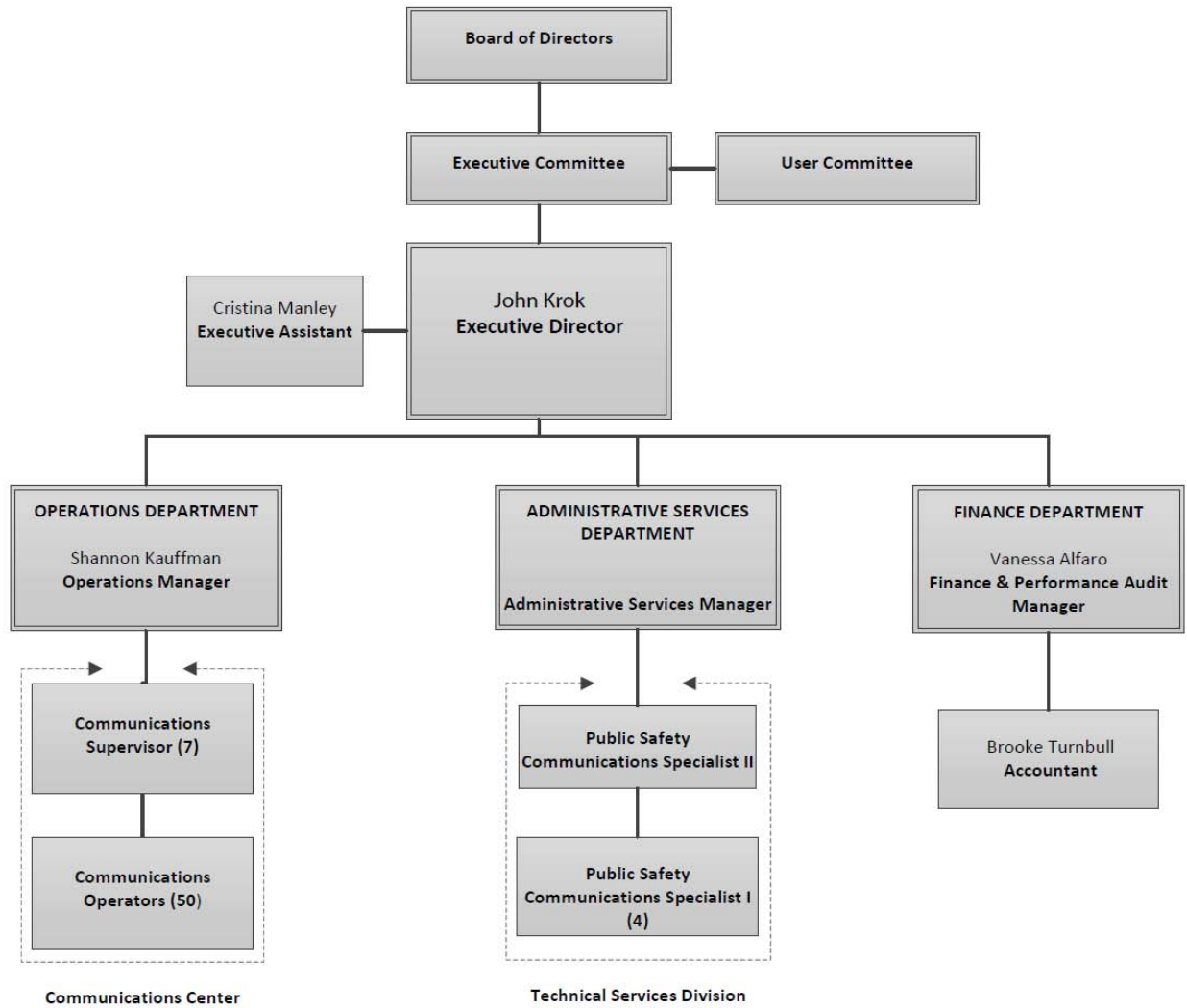
SBRPCA Staff

John Krok, *Executive Director*
Shannon Kauffman, *Operations Manager*
Vacant, *Administrative Services Manager*
Vanessa Alfaro, *Finance & Performance Audit Manager*
Brooke Turnbull, *Accountant*
Cristina Manley, *Executive Assistant*



Organization Chart

Fiscal Year 2025-2026



VISION

To lead the way in regional emergency communications and shape the future of public safety through collaboration with our communities.

MISSION

We are dedicated to professionalism and excellence in public safety communications.

VALUES

TEAMWORK

We collaborate with one another and with our fire and police departments to manage incidents in the field and ensure the safety of the first responders and the public.

PROFESSIONALISM

With our actions and our demeanor, we provide the highest levels of service to our communities.

EMPATHY

A tangible display of empathy to callers shows respect to the people we serve and can help diffuse stressful situations for police officers and firefighters.

INNOVATION

We embrace continuous improvement as the cornerstone of continued service excellence and sustained fiscal viability.



Budget Message

March 18, 2025

Members of the Board of Directors:

Staff respectfully submits the Fiscal Year 2025-2026 Recommended Budget. In developing this budget, staff was mindful of the financial impact to the Member Cities, while maintaining the Authority's goal of continuing to provide an outstanding level of service to the communities served.

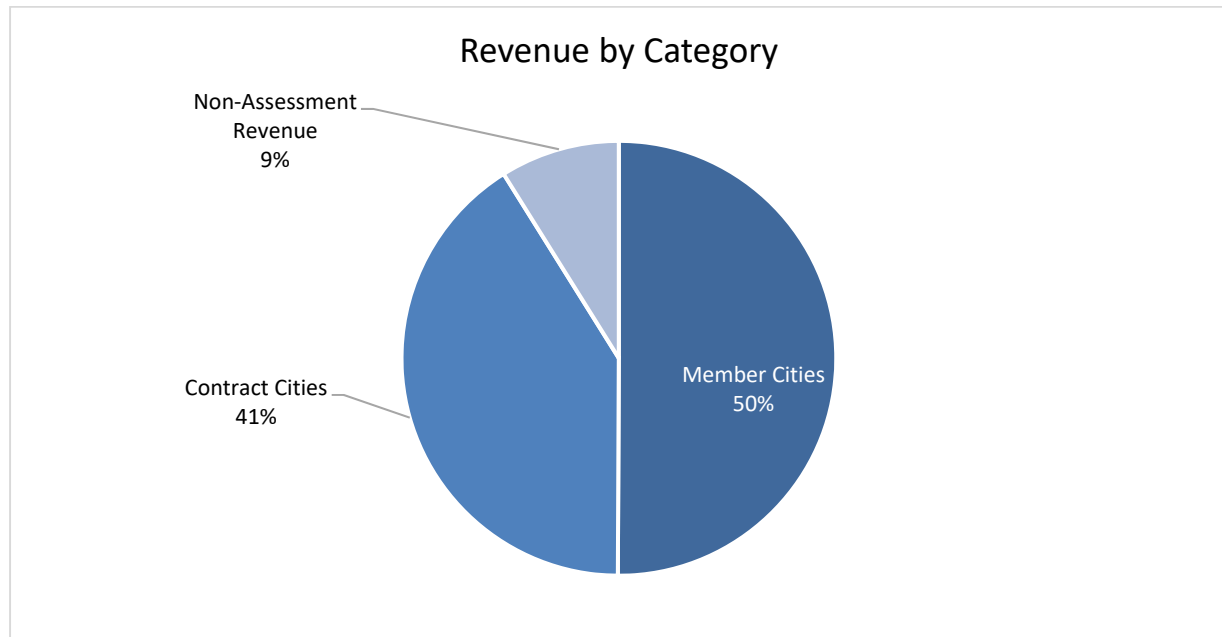
Assessments for Member Cities are based on the Cost Allocation Policy adopted by the Board of Directors in Fiscal Year 2019-20 and updated in September 2022. Discounts for the City of Manhattan Beach and premiums for the City of Gardena and the City of Hawthorne were phased in over a three-year period and concluded in FY2022-2023.

The assessments for the cities of Culver City, Hermosa Beach, and El Segundo are based on the Cost Allocation Policy. Discounts for the City of El Segundo to allow cost increases to be phased-in concluded in FY2023-2024.

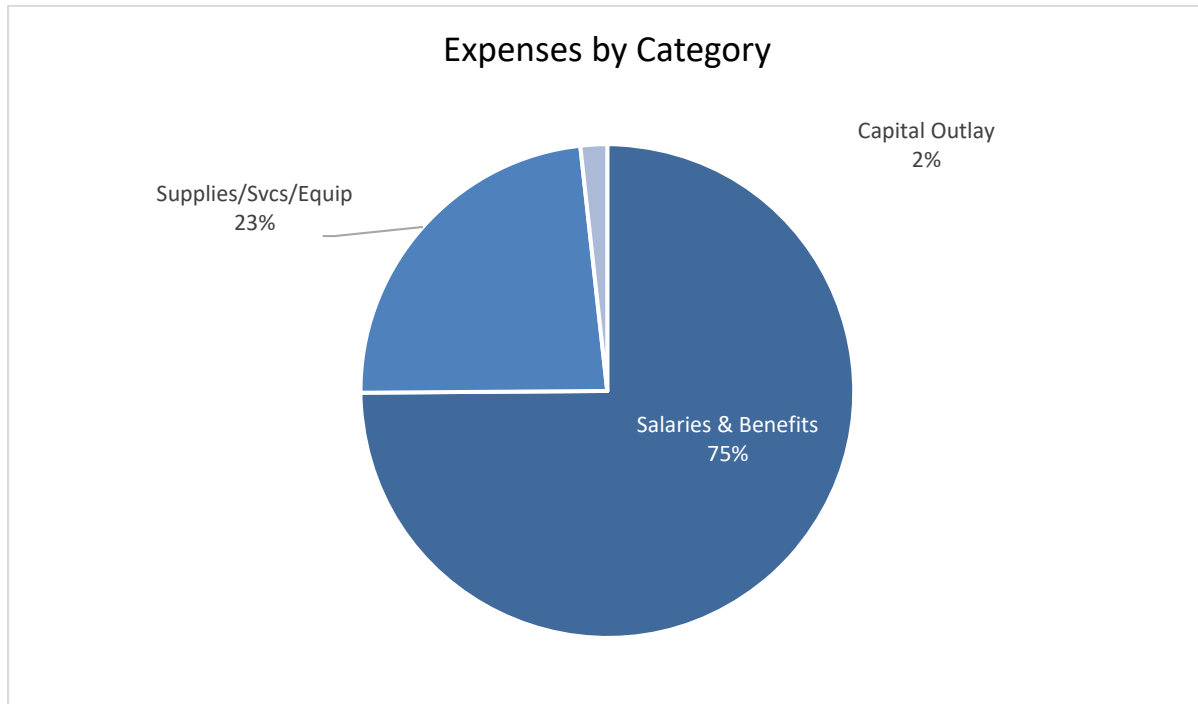
Total revenues are estimated to increase by 4% to \$15,086,818. Assessment amounts include Technical Services Division Workload Support charges utilizing the Cost Allocation Policy. Effective FY23-24, the Board of Directors amended the Cost Allocation Policy to include Technical Services Division Workload Support Charges in the annual assessment by using a rolling three-year average of labor hours associated with vehicle installation and repair work orders. Prior to FY23-24, Workload Support Charges were billed quarterly and derived by each agency's percentage of labor hours associated with work orders for the quarter being billed.

The proposed expenditure budget is \$14,347,919, which represents an increase of \$578,998 or 4.21% in expenses compared to the adopted budget for Fiscal Year 2024-2025.

The following tables and charts illustrate the significant budget categories with their corresponding increases and decreases.



REVENUE SUMMARY BY CATEGORY – ENTERPRISE FUND (FUND 10)				
	FY24-25	FY25-26	\$ Increase	%
	Adopted	Proposed	(Decrease)	Change
Assessments				
Member Cities	\$7,425,028	\$7,555,334	\$130,306	1.75%
Contract Cities	6,071,702	6,190,265	118,563	1.95%
Subtotal Assessments	\$13,496,730	\$13,745,599	\$248,869	1.84%
Non-Assessment Revenue	\$1,010,514	\$1,341,219	\$330,705	32.73%
Grand Total	\$14,507,244	\$15,086,818	\$579,574	4.00%



EXPENSE SUMMARY BY CATEGORY – ENTERPRISE FUND (FUND 10)				
	FY24-25	FY25-26	\$ Increase	%
	Adopted	Proposed	(Decrease)	Change
Operating Budget	\$ 13,518,921	\$ 14,097,919	\$ 578,998	4.28%
Capital Outlay	250,000	250,000	-	0.00%
Total	\$13,768,921	\$14,347,919	\$578,998	4.21%
Salaries & Benefits	\$ 10,492,243	\$ 10,745,045	\$ 252,802	2.41%
Supplies/Svcs/Equip	3,026,678	3,352,874	326,196	10.78%
Capital Outlay	250,000	250,000	-	0.00%
Total	\$13,768,921	\$14,347,919	\$578,998	4.21%

Expenditure Changes from the Prior Year:

The following are the ten most significant increases or decreases in budgeted accounts:

Summary of Top 10 Expenditure Increases (Decreases)				
Line Item	FY24-25 Adopted	FY25-26 Proposed	\$ Increase (Decrease)	% Change
Salaries (Full-Time)	6,676,009	6,824,041	148,032	2.2%
Parts - Billing	784,294	923,514	139,220	17.8%
Vesta 911 Reimbursable	-	100,000	100,000	0.0%
PERS Contribution-UAL	763,647	862,052	98,405	12.9%
Other Pay	13,000	81,000	68,000	523.1%
Software Maintenance Services	109,334	146,161	36,827	33.7%
Medical Director Services	-	30,000	30,000	0.0%
PERS Contribution	767,357	788,665	21,308	2.8%
Maintenance/HQ	225,767	200,000	(25,767)	-11.4%
Medical Insurance	888,949	782,618	(106,331)	-12.0%

1. Salaries (Full-Time) (\$148,032 Increase): Includes estimates for MOU Cost of Living Adjustments (COLAs).
2. Parts - Billing (\$139,220 Increase): As a result of an increase in demand by member and contract cities for vehicle outfitting services reimbursed by requesting departments.
3. Vesta 911 Reimbursable (\$100,000 Increase): 911 communications equipment and maintenance agreement with AT&T reimbursed by Cal OES.
4. PERS Contribution-UAL (\$98,405 Increase): Increase corresponds to the Authority's pension liability.
5. Other Pay (\$68,000 Increase): Increase reflects MOU signing bonuses for eligible employees from MOUs expiring June 2025.
6. Software Maintenance Services (\$36,827 Increase): Increase reflects IT planned purchases.
7. Medical Director Services (\$30,000 Increase): As a result of a requirement to implement this service for all PSAPs.
8. PERS Contribution (\$21,308 Increase): Increase corresponds to related increases in pensionable salaries identified in item #1.

9. Maintenance/HQ (\$25,767 Decrease): Decrease reflects needs for upcoming small projects identified in a facility condition assessment report.
10. Medical Insurance (\$106,331 Decrease): Decrease reflects revised projections based on employee demographics.

Additional Budget Information

Beginning in Fiscal Year 2015-2016, CalPERS began to require payment for each agency's unfunded actuarial liability (UAL) as a separate payment for each coverage plan. These payments are based on each plan's total liability rather than by plan individual payroll to allow employers to track their own UAL and pay it down faster if they choose. Normal Cost rates for FY2025-26 for Tier 1, Tier 2, and PEPRAs employee groups are 12.58%, 10.19%, and 7.96%, respectively. All employees pay at least one half of the employee contribution previously paid by the Authority. UAL payments for Tier 1, Tier 2, and PEPRAs employee groups are \$839,271, \$8,912, and \$13,869, respectively. The total increase in retirement costs for Fiscal Year 2025-2026 is \$119,713.

The remaining increases and decreases to operating expenses are included in a detailed listing by account in the subsequent pages.

Capital Outlay for Fiscal Year 2025-2026:

The capital outlay request is for \$250,000 for communications, technology, and infrastructure replacement purchases. In August 2024, the Board of Directors approved a Five-Year Capital Improvement Plan (CIP) to be reviewed and approved annually alongside the Authority's operating budget. Capital Outlay is separate from the Five-Year CIP.

Members' Assessments for Fiscal Year 2025-2026: The calculation of the assessments is found in the Financial Summaries section of the document. The budget, as presented, uses the Cost Allocation Policy adopted in FY2019-20 and as updated in September 2022. The assessment for Gardena is \$2,524,078, a \$17,169 increase; Hawthorne is \$3,030,749, an \$8,325 increase; and Manhattan Beach is \$1,994,114, a \$98,419 increase.

Assessments for Contract Cities:

The current agreement with Culver City was approved in March 2022 and expires on June 30, 2027. The five-year agreement transitioned Culver City to the Cost Allocation Policy. Culver City's assessment based on the Cost Allocation Policy is \$3,084,820, an increase of \$49,068.

El Segundo's assessment is \$2,209,980 an increase of \$72,841. An agreement was finalized in January 2020, which transitioned El Segundo to the Cost Allocation Policy over a four-year period with discounts that ended with the FY23-24 assessment. The current agreement expires on June 30, 2030.

Hermosa Beach's assessment is \$901,858, an increase of \$3,047. An agreement was finalized in Fall 2020 effective July 1, 2020, which transitioned Hermosa Beach to the Cost Allocation Policy and combined police dispatching services with the City of Manhattan Beach. The current agreement expires on June 30, 2030.

Technical Services Division Workload Support Charges

Under the Cost Allocation Policy, Technical Services Division costs are allocated into two functional areas, Dedicated Support and Workload Support.

Dedicated Support charges are derived by each agency's corresponding percentage of police and fire vehicles that are anticipated to be active in inventory (either in-service or pending commissioning/decommissioning) during the assessment year. All such vehicles are listed on each agency's "Active Vehicle Inventory List" and certified annually by its Chief of Police or Fire Chief. The Dedicated Support portion of Technical Services Division costs is included as part of each city's annual assessment.

Effective FY23-24, the Board of Directors amended the Cost Allocation Policy to include Technical Services Division Workload Support Charges in the annual assessment by using a rolling three-year average of labor hours associated with vehicle installation and repair work orders. Previously, Workload Support Charges were billed quarterly and derived by each agency's percentage of labor hours associated with work orders for the quarter being billed.

Operations Department

As part of the annual budget development process, staff has reviewed the current staffing allocation plan that allocates Communications Operator staffing between the Operations Department's three functional areas of Call-Taking, Police Dispatch and Fire Dispatch and recommends no modification to the existing allocation plan illustrated below:

Function	Position Allocations	Allocation of Operations Department Costs
Call-Taking	3.5	35%
Police Dispatch	5.0	50%
Fire Dispatch	1.5	15%
Total	10.00	100%

Other Revenues:

These include interest income from the Authority's investment with the Local Agency Investment Fund (LAIF), and reimbursements from participating agencies for wireless services, GST software maintenance, and other reimbursable parts and services.

Work Plan Objectives for Fiscal Year 2025-2026:

Staff believes the recommended budget will provide the necessary funds to accomplish the Authority's objectives for the coming year, which include:

1. 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.

2. Implementation of a New CAD System

- Complete procurement and implementation of a new Computer Aided Dispatch (CAD) system. Go live with the product within 18 months of contract signing.

3. 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.

4. 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.

5. 5 Year Capital Improvement Plan

- Continue to execute projects identified in the newly developed and adopted five-year CIP plan.

6. Authority Medical Director

- Identify and hire a Medical Director for FY 2025/2026. Los Angeles County Emergency Medical Services has issued a mandate to Public Safety Answering

Points (PSAPs) for this position to oversee Emergency Medical Dispatch (EMD) services provided to our communities.

Fund Balance/Reserves:

In accordance with the Executive Committee's Budget Policy, as established by Resolution No. 366, the recommended Fiscal Year 2025-2026 budget includes a 10% Operational and Capital Reserve of \$1,434,792.

In October 2011 the Executive Committee established a reserve in the amount of \$250,000 for future funding of OPEB liabilities. In September 2020, the Board of Directors approved a resolution to establish a Section 115 Trust for pre-funding OPEB obligations and the \$250,000 reserve was transferred to the Trust in June 2021.

Additionally, in January 2022, the Board of Directors approved an Additional Discretionary Payment (ADP) towards the Authority's pension liability and a contribution to the Section 115 Trust for OPEB of \$281,864 and \$192,679, respectively. A revision to the Budget Policy was presented and approved to allow ongoing funding of pension and OPEB unfunded liabilities using budgetary surplus and unrestricted available fund balance each fiscal year. Therefore, fund balance projections include tentative ADPs and trust contributions over the next several years. The amounts projected for the FY 2025-2026 budget based on actuarial valuations are \$77,642 (OPEB) and \$341,943 (Pension).

The available Enterprise Fund cash balance is projected to be \$7,351,778 by June 30, 2025 and \$4,803,478 by June 30, 2026, and is allocated to each member city based on its ownership percentage of the Authority.

Acknowledgement:

I thank the Board of Directors, the Executive Committee, the User Committee, and the Police and Fire Task Forces for their continued support for another successful year at the Authority. I also want to thank the Authority staff for consistently providing outstanding service to the communities we serve.

Respectfully submitted,



John Krok, Executive Director

Authority Profile

Mission

The South Bay Regional Public Communications Authority (SBRPCA) is dedicated to professionalism and excellence in public safety communications.

Overview

The South Bay Regional Public Communications Authority (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. The Authority also provides services to the cities of Culver City, El Segundo and Hermosa Beach under contract.

The Authority's Board of Directors, consisting of one Councilmember from each of the Member Cities, maintains authority over the annual budget for the Authority. Policy management is relegated to the Executive Committee, consisting of City Managers from each of the Member Cities. The Executive Director, who is appointed by the Executive Committee, manages the day-to-day operations. A User Committee, consisting of Police and Fire Chiefs from the Member Cities, provides direction relative to the needs of the organization. Police Officers and Firefighters from the Member Cities make up the Police and Fire Task Forces, which provide feedback and recommendations to facilitate an optimum level of service and safety for citizens, police officers, and firefighters.

The Authority annually processes approximately 320,000 police and fire incidents in the Southern California region of Los Angeles County commonly referred to as the "South Bay."

The Authority is budgeted for 68 full-time positions. Five (5) Technical Services staff members install radio communications equipment, light bars, mobile cameras, computer systems, and all necessary equipment for full-service, emergency vehicles. Staff also coordinates capital projects and provides technical services to the following external agencies: El Camino College Campus Police Department; Gardena Public Works Department; Hermosa Beach Public Works Department; L.A. Impact; Manhattan Beach Public Works Department; and Palos Verdes Estates.

Brief Profiles of Member/Client Cities

City of Gardena – incorporated on September 11, 1930 as a general law city with a Council-Manager form of government; located 13 miles south of metropolitan Los Angeles in the South Bay area of Los Angeles County; full service city including its own municipal bus lines; 5.9 square miles; population of 61,027; 6 parks, 1 community center, 1 municipal pool, 1 parkette, and 2 gymnasiums. The City provides police protection and contracts with Los Angeles County for fire and emergency medical services. The City has approximately 446 full and part time employees.

City of Hawthorne – incorporated in 1922 as a general law city with a Council-Manager form of government; ideally located near the Los Angeles International Airport, connected by rail to the Port of Los Angeles and downtown Los Angeles, and surrounded by the San Diego (I-405), Harbor (I-110), and Glenn M. Anderson (I-105) Freeways; the City of Hawthorne could easily be termed the “Hub of the South Bay”; 6 square miles; population of nearly 88,083; 10 parks including 1 skate park; 1 pool; 1 sports center; 1 memorial center; and 1 senior center. The City provides police protection and contracts with Los Angeles County for fire and emergency medical services. The City has approximately 383 full and part time employees.

City of Manhattan Beach – incorporated on December 7, 1912 as a general law city with a Council-Manager form of government; located 19 miles southwest of downtown Los Angeles on the southerly end of Santa Monica Bay; 3.88 square miles; population of 35,506; full service city with its own police, fire/emergency services personnel; 2.1 miles of beach front and a 928-foot long pier; a 9-hole golf course; 2 community centers; 54 acres of developed parks; 21 acres parkway; and 40 acres of recreational beach. The City has approximately 305 full time employees.

City of Culver City – incorporated in 1917 as a general law city and transitioned to a charter city in 1947. The City operates under a Mayor/City Council-City Manager form of government; located 5 miles north of Los Angeles International Airport; 5.2 square miles; population of 40,779 full service city with its own police and fire/emergency services personnel; 18 parks. The City has approximately 721 full time equivalent employees.

City of El Segundo – incorporated on January 18, 1917 as a general law city with a Council-Manager form of government; located 14 miles southwest of downtown Los Angeles, adjacent to the City of Los Angeles International Airport and borders the Century Freeway (105) on the north and the San Diego Freeway (405) on the east, both of which provide linkages to other major freeways traveling north, south and east; 5.5 square miles; population of 17,272; full service city with its own police, fire/emergency services personnel; 1 police station, 2 fire stations, 22 parks,

13 recreational facilities and 91.2 acres of parks. The city has approximately 381 full and part time employees.

City of Hermosa Beach – incorporated on January 14, 1907 as a general law city with a Council-Manager form of government; located 4 miles south of Los Angeles International Airport; 1.43 square miles; population of 19,728 full service city with its own police and fire protection; emergency medical services; 20 parks; 36.52 acres of beach; 19.50 acres of open space park; 1 community theatre. The City has approximately 129 full time and 40 part time employees.

Description of Funds

The accounts of the Authority are organized in funds, which is considered a separate accounting entity. The operations of the fund are accounted for with a set of self-balancing accounts that comprise its assets, liabilities, fund equity (net assets), revenues, and expenses. The Authority uses only one Proprietary Fund Type as follows:

Enterprise Fund (Fund 10) – Used to account for operations for which a fee is charged to external users for goods or services and the activity (a) is financed with debt that is solely secured by a pledge of the net revenues; (b) has third-party requirements that the cost of providing services, including capital costs, be recovered with fees and charges; or, (c) establishes fees and charges based on a pricing policy designed to recover similar costs.

Grant Fund (Fund 20) – During Fiscal Year 2009-2010, the Authority received a State Homeland Security Grant to equip the “new” Punta Place Radio Site. Revenues and expenses for this grant were accounted for in this Fund. The project was completed in Fiscal Year 2010-2011 and all revenues were received during Fiscal Year 2011-2012. Additionally, the Authority received a grant under the 2016 Urban Area Security Initiative (UASI) program to build out the Interoperability Network of the South Bay. This project was completed in Fiscal Year 2018-2019. Purchases associated with this grant were also made from Fund 20. The fund remains open to account for the equipment (capital assets) purchased with these grants.

Basis of Accounting and Budgeting

Proprietary fund types are accounted for using the “economic resources” measurement focus and accrual basis of accounting. This means that all assets and liabilities (whether current or non-current) associated with the activity are included on the balance sheet. Their reported fund equity presents total net assets. The operating statements of the proprietary funds present increases (revenues) and decreases (expenses) in total net assets.

Revenues are recognized when they are earned and expenses are recognized when the liability is incurred. Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Authority are member assessments and charges for services. Operating expenses include the costs of legal, accounting, and other administrative services. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Budget Process

Departments begin developing their budget requests in October and submit them in November to the Finance unit of the Administration Department. Finance staff compiles all the requests and also calculates the personnel costs based on payroll information, along with any new labor-negotiated items.

In January, the Executive Director reviews the requests with departments and makes necessary changes for the preliminary budget to be submitted to the Executive Committee. Around the same time, staff prepares the mid-year budget report, which is submitted to the Board of Directors. In February, the Executive Committee meets with the Executive Director and staff to discuss the preliminary budget and makes recommendations. Finance staff incorporates all of the changes, if any, and prepares the recommended budget document. Afterwards, staff presents the recommended budget to the Board of Directors for final approval in March.

In FY2024-25, the Board of Directors revised the Budgetary Policy via Resolution no. 366 to include guidelines for implementing a Capital Improvement Program. The Board then adopted an initial Five-Year CIP Plan and appropriated funds from the Enterprise Fund for the first year of the Plan.

Budget Amendments

During the year, the Executive Director may execute line item transfers within the following major budget categories as long as the total expenses of each category remain unchanged: Salaries & Benefits; Services & Supplies; and Capital Outlay. However, the legal level of budgetary authority is set at the Fund level, as determined by the Board of Directors. The Board of Directors reviews and approves any budget amendments (increases and decreases) at the January meeting when the mid-year budget report is submitted.

Revenue Estimates

Assessments: Revenues that support the Authority's operations come from assessments to its Members.

Prior to the Fiscal Year 2008-2009 budget, assessments were developed based on the percentage of system utilization and the communications equipment maintained. On January 15, 2008, the Board amended the Bylaws to change the assessment formula based on the Member Cities' ownership share instead of system usage. The ownership share was based on the Members' share of the bonds issued in 2001 to finance the Authority's headquarters.

In September 2019, the Board amended the Bylaws to adopt a new Cost Allocation Policy based on a Comprehensive Cost of Service and Allocation Study that was completed in August 2019. This policy ties assessments as closely as possible to the services provided to its Member and Contract Cities. The amended Bylaws provided for Manhattan Beach's assessments to gradually increase to the full amount under the Cost Allocation Policy over a four year period. In order to accomplish this phasing of assessment increases, the City of Manhattan Beach's assessment was calculated according to the Cost Allocation Policy, but it received a series of diminishing discounts over a three-year period. During this same period, assessments for the City of Gardena and the City of Hawthorne were calculated according to the policy, but a premium was added on top of the calculated amounts to make-up for the discount provided to the City of Manhattan Beach. The premium and discount periods have ended for Manhattan Beach, Gardena, and Hawthorne and do not apply to periods after Fiscal Year 2022-2023.

The Authority entered into a new agreement for dispatching services with the City of El Segundo, effective July 1, 2020. Under the new agreement, the City's assessment is based on the Cost Allocation Policy after a four-year phasing-in of significant increases. The discount periods have ended and do not apply to periods after Fiscal Year 2023-2024.

The Authority entered into a new agreement for dispatching services with the City of Hermosa Beach, effective July 1, 2020. Under the new agreement, the City has combined police dispatching services with the City of Manhattan Beach and is subject to the Cost Allocation Policy.

A new five year agreement, which transitioned Culver City to the Cost Allocation Policy was entered into in March 2022.

Other Revenues:

These include interest income from the Authority's investment with the State's Local Agency Investment Fund (LAIF); and reimbursements from participating agencies for wireless services, GST software maintenance, and other reimbursable services.

Operating Departments

Administration – Includes the day-to-day management of the Authority's operations based on the Board of Directors' and the Executive Committee's policy guidelines; managing the Communications Center; Personnel and Training; and Finance (accounting including accounts payable, accounts receivable, payroll, cash receipts, bank reconciliation, budgeting, and financial reporting). The department is staffed with: an Executive Director; an Operations Manager; an Administrative Services Manager; a Finance & Performance Audit Manager; an Accountant; and an Executive Assistant.

Operations – Seven (7) Communications Supervisors and fifty (50) Communications Operators provide 911 services to the Member Cities, the City of Culver City, City of El Segundo and the City of Hermosa Beach. The combined resident population served for all six (6) cities is approximately 262,000 people.

Technical Services – Provides installation, repairs, and maintenance of telecommunications equipment services to the Members Cities and other clients, as well as maintenance of the Authority's facilities. The department is staffed with one (1) Public Safety Communications Specialist II and four (4) Public Safety Communications Specialist I positions.

Personnel Summary (Full-Time Employees Only)

Department/Position Title	FY 22-23 Adopted	FY 23-24 Adopted	FY 24-25 Adopted	FY 25-26 Proposed
Administration Department				
Executive Director	1	1	1	1
Operations Manager	1	1	1	1
Finance & Performance Audit Manager	1	1	1	1
Executive Assistant	1	1	1	1
Administrative Services Manager	1	1	1	1
Accountant	1	1	1	1
Subtotal	6	6	6	6
Operations Department				
Communications Supervisor	7	7	7	7
Communications Operator	50	50	50	50
Subtotal	57	57	57	57
Technical Services Division				
Public Safety Communications Specialist II	1	1	1	1
Public Safety Communications Specialist I	4	4	4	4
Subtotal	5	5	5	5
Grand Total	68	68	68	68

FINANCIAL SUMMARIES



Fund Balance Estimates

Fund 10 - Enterprise Fund	
Beginning Balance	
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	(595,000)
Available Cash	\$ 6,671,355
Gardena - 32.08%	2,140,171
Hawthorne - 45.07%	3,006,780
Manhattan Beach - 22.85%	1,524,405
Fiscal Year 2024-25 Estimated Revenues & Expenditures	
Revenues	14,507,244
Expenditures	13,768,921
Revenues Over (Under) Expenditures	\$ 738,323
Estimated Balance - End of FY2024-25	
Pension and OPEB Funding	(517,690)
Five-Year CIP Funding	(595,000)
Estimated Cash Available on June 30, 2025	8,786,570
Operating and Capital Reserve (10% of Budget)	(1,434,792)
Estimated Available Cash After Reserve Allocations	\$ 7,351,778
Gardena - 32.08%	2,358,450
Hawthorne - 45.07%	3,313,446
Manhattan Beach - 22.85%	1,679,881
Fiscal Year 2025-26 Budget Resources	
Assessments	
Gardena	2,524,078
Hawthorne	3,030,749
Manhattan Beach	1,994,114
Member City Subtotal	7,548,941
Culver City	3,084,820
El Segundo	2,209,980
Hermosa Beach	901,858
Contract City Subtotal	6,196,658
Non-Assessment Revenues	1,341,219
Total Budget Resources	15,086,818
Fiscal Year 2025-26 Budget Expenses	
Operating	14,097,919
Capital	250,000
Total Budget Expenses	14,347,919
Revenues Over (Under) Expenditures	\$ 738,899
Estimated Balance - End of FY2025-26	
Pension and OPEB Funding	(419,585)
Five-Year CIP Funding	(2,754,000)
Estimated Cash Available on June 30, 2026	6,351,884
Operating and Capital Reserve	(1,548,406)
Estimated Available Cash After Reserve Allocations	\$ 4,803,478
Gardena - 32.08%	1,540,956
Hawthorne - 45.07%	2,164,928
Manhattan Beach - 22.85%	1,097,595

Assessments & Methodologies

Assessments	FY24-25 Assessment	FY25-26 Base	Bylaws Adjustments	Contract Adjustments	Other Adjustments	FY25-26 Assessment	Increase (Decrease) Amount
Member Cities							
Gardena	\$ 2,506,909	\$ 2,524,078	-		-	\$ 2,524,078	17,169
Hawthorne	3,022,424	3,030,749	-		-	3,030,749	8,325
Manhattan Beach	1,895,695	1,994,114	-		-	1,994,114	98,419
Subtotal	7,425,028	7,548,941	-		-	7,548,941	123,913
Contract Cities							
Culver City	\$ 3,035,752	3,084,820		-	-	3,084,820	\$ 49,068
El Segundo	2,137,139	2,209,980		-	-	2,209,980	72,841
Hermosa Beach	898,811	901,858		-	-	901,858	3,047
Subtotal	\$ 6,071,702	6,196,658		-	-	\$ 6,196,658	\$ 124,956
Total Assessments	\$ 13,496,730	\$ 13,745,599	-	-	-	\$ 13,745,599	\$ 248,869

METHODOLOGIES	
Member Cities*	Assessments based on Authority's Cost Allocation Policy and due quarterly in the following proportions: Q1-35%, Q2-25%, Q3-25%, Q4-15%
Contract Cities*	
Culver City	Starting FY22-23, assessment based on Authority's Cost Allocation Policy and 25% of the total is due quarterly. Agreement expires 06/30/2027.
El Segundo	Starting FY20-21, assessment based on Authority's Cost Allocation Policy (25% of the total is due quarterly) to be phased in over a four year period in amounts not-to-exceed as follows: FY20-21 \$1,493,738; FY21-22 \$1,699,634; FY22-23 \$1,869,811; FY23-24 \$2,044,684 Agreement expires 06/30/2030.
Hermosa Beach	Starting FY20-21, assessment based on Authority's Cost Allocation Policy (25% of the total is due quarterly) and shared dispatching services with the City of Manhattan Beach. Agreement expires 06/30/2030.
<p>*Effective FY23-24, the Board of Directors amended the Cost Allocation Policy to include Technical Services Division Workload Support Charges in the annual assessment by using a rolling three-year average of labor hours associated with vehicle installation and repair work orders. Previously, Workload Support Charges were billed quarterly and derived by each agency's percentage of labor hours associated with work orders for the quarter being billed.</p>	

Assessments & Methodologies - Supplemental Information

Unadjusted Assessment Calculations per Cost Allocation Policy - FOR INFORMATION ONLY

Assessments	Gardena	Hawthorne	Manhattan Beach	Culver City	El Segundo	Hermosa Beach	TOTAL
OPERATIONS							
Call-Taking Emergency Calls	\$ 661,649	\$ 942,049	\$ 187,212	\$ 475,459	\$ 225,280	\$ 107,355	\$ 2,599,003
Call-Taking Non-Emergency Support	340,878	363,794	253,064	498,176	142,514	134,243	1,732,669
Police - Dedicated Dispatch Support	868,161	868,161	434,081	868,161	868,161	434,081	4,340,807
Police - Calls for Service Readiness Support	385,205	548,689	267,901	300,104	201,261	157,185	1,860,346
Fire - Dedicated Dispatch Support	-	-	442,501	442,501	442,501	-	1,327,502
Fire - Calls for Service Readiness Support	-	-	131,744	297,434	139,752	-	568,929
TECHNICAL SERVICES							
Technical Support - Workload Support	167,208	183,963	146,223	32,663	115,083	13,031	658,172
Technical Support - Dedicated Support	100,976	124,092	131,391	170,322	75,428	55,963	658,172
Total Calculated	\$ 2,524,078	\$ 3,030,749	\$ 1,994,115	\$ 3,084,820	\$ 2,209,980	\$ 901,858	\$ 13,745,599

Cost Allocation Data

Operations

City	3 Year Average			
	911 Calls	Non-Emergency Calls	Police Calls for Service	Fire Calls for Service
Gardena	28,273	42,696	61,331	-
Hawthorne	40,254	45,566	87,360	-
Manhattan Beach	8,000	31,697	42,654	3,784
Culver City	20,317	62,398	47,781	8,543
El Segundo	9,626	17,850	32,044	4,014
Hermosa Beach	4,587	16,814	25,026	-
3 Year Average	111,057	217,022	296,196	16,341

Technical Services

City	Work Order Labor Hours	Vehicle Inventories		
	3 Year Average	Police	Fire	Total
Gardena	988	83	-	83
Hawthorne	1,087	102	-	102
Manhattan Beach	864	91	17	108
Culver City	193	109	31	140
El Segundo	680	50	12	62
Hermosa Beach	77	46	-	46
Total	3,889	481	60	541

Revenues by Account

Account Number & Title	FY22-23 Adopted	FY22-23 Actual	FY23-24 Adopted	FY23-24 Actual	FY24-25 Adopted	FY25-26 Proposed	vs Adopted Inc (Dec) \$	% Change
Enterprise Fund (Fund 10)								
10-50-111-4110 Gardena	\$ 2,233,811	\$ 2,233,811	\$ 2,474,182	\$ 2,465,655	\$ 2,506,909	\$ 2,524,078	\$ 17,169	0.68%
10-50-111-4120 Hawthorne	2,729,338	2,729,338	2,977,528	2,975,629	3,022,424	3,030,749	8,325	0.28%
10-50-111-4130 Manhattan Beach	1,606,565	1,606,565	1,830,007	1,827,220	1,895,695	1,994,114	98,419	5.19%
Member City Subtotal	6,569,714	6,569,714	7,281,717	7,268,504	7,425,028	7,548,941	123,913	1.67%
10-50-111-4140 Hermosa Beach	798,138	798,138	887,842	881,869	898,811	901,858	3,047	0.34%
10-50-111-4145 El Segundo	1,869,811	1,869,811	2,044,684	2,044,684	2,137,139	2,209,980	72,841	3.41%
10-50-111-4146 Culver City	2,762,991	2,762,991	3,029,629	3,029,629	3,035,752	3,084,820	49,068	1.62%
Contract City Subtotal	5,430,940	5,430,940	5,962,155	5,956,182	6,071,702	6,196,658	124,956	2.06%
Subtotal Assessments	\$ 12,000,654	\$ 12,000,654	\$ 13,243,872	\$ 13,224,686	\$ 13,496,730	\$ 13,745,599	\$ 248,869	1.84%
10-50-111-4150 El Camino Community College	790	-	790	-	790	-	(790)	-100.00%
10-50-111-4152 Medical Director/Hermosa Beach	-	-	-	-	-	-	-	0.00%
10-50-111-4153 Medical Director/Manhattan Beach	30,500	30,500	30,500	7,625	-	-	-	0.00%
10-50-111-4154 Medical Director/El Segundo	-	-	-	-	-	-	-	0.00%
10-50-111-4210 Investment Earnings (LAIF)	30,000	161,305	30,000	377,323	75,000	175,000	100,000	133.33%
10-50-111-4220 POST Reimbursements	5,000	-	5,000	650	5,000	5,000	-	0.00%
10-50-111-4255 Unrealized Gain/Loss on Investments	-	-	-	-	-	-	-	0.00%
10-50-111-4410 Vending Machine Revenue	-	-	-	-	-	-	-	0.00%
10-50-111-4430 Other Miscellaneous Revenue	2,500	15,536	2,500	34,923	2,500	2,500	-	0.00%
10-50-111-4240 911 Reimbursements	5,000	-	5,000	-	5,000	5,000	-	0.00%
10-50-111-4241 Redondo Beach Maint Agreement	13,000	10,238	13,000	10,238	10,238	10,238	-	0.00%
Subtotal Administration - Other	\$ 86,790	\$ 217,579	\$ 86,790	\$ 430,758	\$ 98,528	\$ 197,738	\$ 99,210	100.69%
10-60-211-4215 DUI Reimbursement-Overtime	1,000	-	-	-	-	-	-	0.00%
10-60-211-4435 Reimbursements Sprint Wireless	1,200	-	-	-	-	-	-	0.00%
10-60-211-4440 Reimbursements/Verizon Wireless	60,000	56,412	65,000	59,461	65,000	67,275	2,275	3.50%
10-60-211-4460 Pink Patch Project	-	-	-	-	-	-	-	0.00%
10-60-211-XXXX Reimbursement for PulsePoint	-	-	-	-	10,000	-	(10,000)	-100.00%
10-60-211-XXXX Reimbursement for Vesta 911	-	-	-	-	-	100,000	100,000	0.00%
Subtotal Operations	\$ 62,200	\$ 56,412	\$ 65,000	\$ 59,461	\$ 75,000	\$ 167,275	\$ 92,275	123.03%
10-70-311-4310 Labor-Installation-Member	305,134	502,847	-	-	-	-	-	0.00%
10-70-311-4320 Labor-Installation-NonMember	260,657	62,944	-	-	-	-	-	0.00%
10-70-311-4360 Reimbursements for Billable Parts	700,000	336,300	739,900	969,873	784,294	923,514	139,220	17.75%
10-70-311-4370 Reimbursements for GST Software	55,327	52,692	52,692	52,692	52,692	52,692	-	0.00%
10-70-311-4371 Reimbursement ES Chat Software	-	-	-	-	-	-	-	0.00%
10-70-311-4375 Reimb Net Motion Licenses & Maint	-	-	-	-	-	-	-	0.00%
10-70-311-4445 GETAC Project Reimbursements	-	-	-	-	-	-	-	0.00%
10-70-311-4455 Culver City Transition Reimb	-	-	-	-	-	-	-	0.00%
Subtotal Technical Services	\$ 1,321,118	\$ 954,783	\$ 792,592	\$ 1,022,565	\$ 836,986	\$ 976,206	\$ 139,220	16.63%
Subtotal Non-Assessment Revenues	\$ 1,470,108	\$ 1,228,774	\$ 944,382	\$ 1,512,784	\$ 1,010,514	\$ 1,341,219	\$ 330,705	32.73%
Total Enterprise Fund (Fund 10) Revenues	\$ 13,470,762	\$ 13,229,428	\$ 14,188,254	\$ 14,737,470	\$ 14,507,244	\$ 15,086,818	\$ 579,574	4.00%
Grant Fund (Fund 20)								
20-80-433-4270 Grant Reimb	-	-	-	118,870	-	-	-	-
Total Grant Fund (Fund 20) Revenues	\$ -	\$ -	\$ -	\$ 118,870	\$ -	\$ -	\$ -	-
Grand Total All Funds	\$ 13,470,762	\$ 13,229,428	\$ 14,188,254	\$ 14,856,340	\$ 14,507,244	\$ 15,086,818	\$ 579,574	4.00%

Expenses by Department - Enterprise Fund (10)

Department/Description	FY22-23 Adopted	FY22-23 Actual	FY23-24 Adopted	FY23-24 Actual	FY24-25 Adopted	FY25-26 Proposed	vs Adopted Inc (Dec) \$	% Change
Administration								
Salaries & Benefits	\$ 1,349,947	\$ 1,264,814	\$ 1,372,591	\$ 1,282,948	\$ 1,476,721	\$ 1,598,777	\$ 122,056	8.27%
Supplies/Services/Equip	1,132,460	1,078,457	1,295,333	1,047,400	1,405,152	1,438,268	33,116	2.36%
Subtotal Administration	\$ 2,482,407	\$ 2,343,271	\$ 2,667,924	\$ 2,330,348	\$ 2,881,873	\$ 3,037,045	\$ 155,172	5.38%
Operations								
Salaries & Benefits	\$ 7,922,665	\$ 7,285,395	\$ 8,178,845	\$ 7,226,568	\$ 8,176,353	\$ 8,253,317	\$ 76,964	0.94%
Supplies/Services/Equip	212,865	154,148	394,532	249,450	250,416	389,582	139,166	55.57%
Subtotal Operations	\$ 8,135,530	\$ 7,439,543	\$ 8,573,377	\$ 7,476,017	\$ 8,426,769	\$ 8,642,899	\$ 216,130	2.56%
Technical Services								
Salaries & Benefits	\$ 772,540	\$ 586,280	\$ 789,430	\$ 677,031	\$ 839,169	\$ 892,951	\$ 53,782	6.41%
Supplies/Services/Equip	1,250,677	1,159,003	1,288,199	1,351,671	1,371,110	1,525,024	153,914	11.23%
Subtotal Technical Services	\$ 2,023,217	\$ 1,745,284	\$ 2,077,629	\$ 2,028,702	\$ 2,210,279	\$ 2,417,975	\$ 207,696	9.40%
Total Operating Expenses	\$ 12,641,154	\$ 11,528,098	\$ 13,318,929	\$ 11,835,068	\$ 13,518,921	\$ 14,097,919	\$ 578,998	4.28%
Total Capital Outlay	\$ 200,000	\$ 40,704	\$ 200,000	\$ 311,946	\$ 250,000	\$ 250,000	\$ -	0.00%
Grand Total	\$ 12,841,154	\$ 11,568,802	\$ 13,518,929	\$ 12,147,014	\$ 13,768,921	\$ 14,347,919	\$ 578,998	4.21%
Department Summary								
Administration	\$ 2,482,407	\$ 2,343,271	\$ 2,667,924	\$ 2,330,348	\$ 2,881,873	\$ 3,037,045	\$ 155,172	5.38%
Operations	8,135,530	7,439,543	8,573,377	7,476,017	8,426,769	\$ 8,642,899	216,130	2.56%
Technical Services	2,023,217	1,745,284	2,077,629	2,028,702	2,210,279	\$ 2,417,975	207,696	9.40%
Capital Outlay	200,000	40,704	200,000	311,946	250,000	\$ 250,000	-	0.00%
Grand Total	\$ 12,841,154	\$ 11,568,802	\$ 13,518,929	\$ 12,147,014	\$ 13,768,921	\$ 14,347,919	\$ 578,998	4.21%
Major Category Summary								
Salaries & Benefits	\$ 10,045,152	\$ 9,136,490	\$ 10,340,866	\$ 9,186,547	\$ 10,492,243	\$ 10,745,045	\$ 252,802	2.41%
Supplies/Services/Equip	2,596,002	2,391,608	2,978,063	2,648,521	3,026,678	3,352,874	326,196	10.78%
Capital Outlay	200,000	40,704	200,000	311,946	250,000	250,000	-	0.00%
Grand Total	\$ 12,841,154	\$ 11,568,802	\$ 13,518,929	\$ 12,147,014	\$ 13,768,921	\$ 14,347,919	\$ 578,998	4.21%

Expenses by Account

ACCT	DESCRIPTION	FY22-23 Adopted	FY22-23 Actual	FY23-24 Adopted	FY23-24 Actual	FY24-25 Adopted	FY25-26 Proposed	vs Adopted Inc (Dec) \$	% Change
5101	Salaries (Full-Time)	\$ 6,567,750	\$ 5,045,701	\$ 6,858,530	\$ 5,044,310	\$ 6,676,009	\$ 6,824,041	\$ 148,032	2.22%
5102	Salaries (Part-Time)	30,000	122,010	30,000	113,034	30,000	34,000	4,000	13.33%
5103	Overtime	228,500	921,110	228,500	1,140,165	257,500	257,500	-	0.00%
5104	Acting Pay	16,218	665	10,676	7,370	10,711	10,753	42	0.39%
5105	Bilingual Pay	9,600	11,150	9,600	9,998	10,800	12,000	1,200	11.11%
5107	Merit Pay	3,200	3,278	3,450	3,494	3,550	2,150	(1,400)	-39.44%
5108	Sick Leave Payoff	155,819	78,939	135,918	79,281	144,385	146,384	1,999	1.38%
5109	Vacation Leave Payoff	109,939	129,628	112,389	130,678	132,404	134,070	1,666	1.26%
5110	Training Pay	15,000	10,966	15,000	16,922	17,500	22,500	5,000	28.57%
5112	Other Pay	13,000	134,554	13,000	28,540	13,000	81,000	68,000	523.08%
5114	Holiday Payoff	100,000	20,122	52,000	20,829	52,000	52,000	-	0.00%
5115	Education Incentive	122,605	121,838	132,173	97,498	148,652	148,646	(6)	0.00%
5116	Overtime-Ridealongs	-	-	-	-	-	-	-	0.00%
5201	Medical Insurance	738,469	580,960	741,383	606,664	888,949	782,618	(106,331)	-11.96%
5202	Dental Insurance	72,454	59,093	73,230	61,942	86,566	88,710	2,144	2.48%
5203	Vision Care	22,108	15,945	21,223	16,747	24,138	24,233	95	0.39%
5204	Life Insurance	10,609	9,237	13,923	10,718	13,923	14,422	499	3.58%
5205	Medicare	107,312	95,379	111,163	95,967	109,702	111,614	1,912	1.74%
5206	Unemployment Insurance	20,000	6,273	15,000	3,301	15,000	15,000	-	0.00%
5207	Workers' Compensation	105,669	83,158	103,948	91,057	104,716	124,716	20,000	19.10%
5208	PERS Contribution	729,984	586,155	822,346	616,834	767,357	788,665	21,308	2.78%
5209	Retirees' Medical Insurance	88,000	72,601	96,000	85,643	101,000	96,000	(5,000)	-4.95%
5211	Social Security	-	180	-	116	-	-	-	0.00%
5212	Deferred Comp Matching	98,100	84,671	107,100	86,827	116,100	107,400	(8,700)	-7.49%
5219	PERS Contribution-UAL	676,566	938,129	629,680	814,962	763,647	862,052	98,405	12.89%
5220	Deferred Comp Matching	4,250	4,747	4,634	3,651	4,634	4,571	(63)	-1.36%
Subtotal Salaries & Benefits		\$ 10,045,152	\$ 9,136,490	\$ 10,340,866	\$ 9,186,547	\$ 10,492,243	\$ 10,745,045	\$ 252,802	2.41%
5300	Maintenance & Operations	-	-	-	-	-	-	-	0.00%
5301	Communications Contract Svcs	48,000	28,304	38,800	30,037	40,158	41,564	1,406	3.50%
5302	IT Computer Contract Services	200,000	200,000	364,000	245,760	200,000	200,000	-	0.00%
5304	Accountant/Auditing Services	33,000	14,850	34,881	22,050	40,000	41,400	1,400	3.50%
5305	Legal Services	100,000	81,216	105,700	64,218	109,400	113,229	3,829	3.50%
5306	Recruitment Costs	61,645	55,796	65,395	42,663	67,684	70,053	2,369	3.50%
5307	Software Maintenance Services	76,550	67,202	81,548	97,827	109,334	146,161	36,827	33.68%
5308	Banking Services (Fees)	7,500	9,611	7,500	2,330	7,500	7,500	-	0.00%
5309	Website Maintenance Service	7,500	4,451	7,500	7,809	7,500	7,763	263	3.51%
5311	GST Software Reimbursable	55,327	52,692	77,692	64,692	77,692	77,692	-	0.00%
5312	Medical Director Services	30,500	30,500	30,500	7,625	-	-	-	0.00%
5313	Temporary Staffing	20,000	1,221	20,000	3,441	25,000	25,000	-	0.00%
5401	Membership Dues	3,130	1,228	3,130	1,260	3,305	3,421	116	3.51%
5402	Publications	2,460	1,051	2,460	817	2,460	2,546	86	3.50%
5403	Conferences, Meeting & Travel	42,932	21,996	54,496	21,237	54,696	57,968	3,272	5.98%
5404	Employee Services/EC-BOD	8,000	6,174	16,314	20,970	33,885	35,071	1,186	3.50%
5405	Employee Awards	1,500	-	1,500	-	4,000	4,123	123	3.08%
5406	POST Training	12,608	1,080	12,608	894	12,608	13,049	441	3.50%
5407	Tuition Reimbursement	16,000	4,777	16,000	3,406	16,000	16,560	560	3.50%
5501	Office Supplies	10,000	13,306	10,000	7,986	10,350	10,712	362	3.50%
5502	Janitorial Supplies	12,100	4,262	12,100	4,822	12,524	12,962	438	3.50%
5503	General Technical Supplies	7,500	3,657	7,500	7,948	7,763	7,763	-	0.00%
5504	Vending Machine Supplies	-	-	-	-	-	-	-	0.00%
5505	Voice Recording Tapes	-	-	-	-	-	-	-	0.00%
5506	Uniforms/Safety Equipment	10,500	8,305	10,500	9,881	15,588	15,955	367	2.35%
5507	Postage	2,800	831	2,200	1,104	2,235	2,271	36	1.61%
5508	Shipping Costs	-	-	-	-	-	-	-	0.00%
5509	Reproduction	2,000	-	1,000	-	1,000	1,018	18	1.80%
5511	Office Equipment Lease	15,750	10,084	15,750	4,050	10,000	10,350	350	3.50%
5513	General Liability Insurance	259,500	258,379	337,000	266,687	330,000	310,000	(20,000)	-6.06%
5514	Parts - Billing	700,000	709,032	739,900	871,239	784,294	923,514	139,220	17.75%
5515	Parts - Telecommunications	-	-	-	-	-	-	-	0.00%
5516	Install Wire, Loom & Hardware	-	-	-	-	-	-	-	0.00%
5517	Vehicle Operations	6,500	915	6,757	2,473	6,923	7,070	147	2.12%
5520	Equipment Repair	5,000	-	5,000	-	5,000	5,000	-	0.00%
5521	Outside Tech Serv-Towers/Equip	325,000	247,205	325,000	271,878	363,000	375,705	12,705	3.50%
5524	GETAC Project	-	-	-	-	-	-	-	0.00%
5525	Culver City Infrastructure Trans	-	-	-	-	-	-	-	0.00%
5601	Telephone - Administration	17,000	18,696	17,969	17,917	18,598	19,249	651	3.50%
5603	Telephone - El Segundo	3,000	3,652	3,171	3,714	3,282	3,397	115	3.50%

Expenses by Account

ACCT	DESCRIPTION	FY22-23 Adopted	FY22-23 Actual	FY23-24 Adopted	FY23-24 Actual	FY24-25 Adopted	FY25-26 Proposed	vs Adopted Inc (Dec) \$	% Change
5604	Telephone - Gardena	3,000	987	3,171	4,642	3,500	3,623	123	3.51%
5606	Telephone - Hawthorne	14,500	20,187	20,000	25,832	20,000	20,700	700	3.50%
5607	Telephone - Hermosa Beach	12,000	8,101	12,684	9,436	13,128	13,587	459	3.50%
5608	Telephone - Manhattan Beach	6,000	4,399	6,342	4,145	6,564	6,794	230	3.50%
5611	Telephone - Punta Place	4,500	1,104	4,757	1,043	4,923	5,095	172	3.49%
5612	Telephone - RCC	11,000	9,901	11,627	10,784	12,034	12,455	421	3.50%
5613	Sprint Wireless Reimbursable	1,200	-	-	-	-	-	-	0.00%
5614	Verizon Wireless Reimbursable	60,000	57,536	65,000	59,296	65,000	67,275	2,275	3.50%
5615	Telephone-Culver City	14,500	13,139	15,327	19,904	15,863	16,418	555	3.50%
5616	PulsePoint Software	-	-	-	-	10,000	10,000	-	0.00%
5617	Vesta 911 Reimbursable	-	-	-	-	-	100,000	100,000	0.00%
5618	Medical Director Services	-	-	-	-	-	30,000	30,000	0.00%
5701	Maintenance/HQ	164,150	185,955	173,507	161,157	225,767	200,000	(25,767)	-11.41%
5702	Maintenance/Other	-	-	-	-	-	-	-	0.00%
5703	Electricity - HQ	135,000	161,330	150,000	169,133	175,000	181,125	6,125	3.50%
5704	Electricity - Grandview	3,000	2,798	3,171	3,057	3,282	3,397	115	3.50%
5705	Electricity - Punta	10,000	10,655	10,570	12,220	11,028	11,414	386	3.50%
5706	Gas - HQ	16,000	26,055	16,912	16,618	17,504	18,117	613	3.50%
5707	Water - HQ	4,850	3,959	5,126	3,847	5,306	5,492	186	3.51%
5715	Electricity - MB Water Tower	3,500	4,088	6,500	9,856	6,500	6,728	228	3.51%
5810	Office Equipment	12,000	10,268	17,000	1,982	17,000	25,000	8,000	47.06%
5820	Other Equipment	15,000	9,903	20,000	6,273	30,000	45,000	15,000	50.00%
5830	Furniture & Fixtures	2,500	769	2,500	22,561	2,500	2,588	88	3.52%
5840	Vehicles	-	-	-	-	-	-	-	0.00%
Subtotal Supplies/Services/Equip		\$ 2,596,002	\$ 2,391,608	\$ 2,978,063	\$ 2,648,521	\$ 3,026,678	\$ 3,352,874	\$ 326,196	10.78%
Total Operating Expenses		\$ 12,641,154	\$ 11,528,098	\$ 13,318,929	\$ 11,835,068	\$ 13,518,921	\$ 14,097,919	\$ 578,998	4.28%
5901	Total Capital Outlay	200,000	40,704	200,000	311,946	250,000	250,000	-	0.00%
Total Enterprise Fund (Fund 10)		\$ 12,841,154	\$ 11,568,802	\$ 13,518,929	\$ 12,147,014	\$ 13,768,921	\$ 14,347,919	\$ 578,998	4.21%
5901	Grant Fund (20)	-	-	-	-	-	-	-	0.00%
Grand Total All Funds		12,841,154	11,568,802	13,518,929	12,147,014	13,768,921	14,347,919	578,998	4.21%

Notes:

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

5 Year Revenue Projections - Enterprise Fund (10)

Account Number & Title	FY24-25 Adopted	FY25-26 Projected	FY26-27 Projected	FY27-28 Projected	FY28-29 Projected	FY29-30 Projected
Enterprise Fund (Fund 10)						
10-50-111-4110 Gardena	\$ 2,506,909	\$ 2,524,078	\$ 2,718,112	\$ 2,813,801	\$ 2,912,399	\$ 3,023,885
10-50-111-4120 Hawthorne	3,022,424	3,030,749	3,264,483	3,379,348	3,499,387	3,631,509
10-50-111-4130 Manhattan Beach	1,895,695	1,994,114	2,143,577	2,219,589	2,289,939	2,386,767
Member City Subtotal	\$ 7,425,028	\$ 7,548,941	\$ 8,126,172	\$ 8,412,738	\$ 8,701,725	\$ 9,042,161
10-50-111-4140 Hermosa Beach	898,811	901,858	972,609	1,006,754	1,045,165	1,081,685
10-50-111-4145 El Segundo	2,137,139	2,209,980	2,381,886	2,465,886	2,557,704	2,650,448
10-50-111-4146 Culver City	3,035,752	3,084,820	3,328,198	3,445,271	3,580,840	3,702,372
Contract City Subtotal	\$ 6,071,702	\$ 6,196,658	\$ 6,682,693	\$ 6,917,911	\$ 7,183,709	\$ 7,434,505
Subtotal Assessments	\$ 13,496,730	\$ 13,745,599	\$ 14,808,865	\$ 15,330,649	\$ 15,885,434	\$ 16,476,666
10-50-111-4150 El Camino Community College	\$ 790	\$ -	\$ -	\$ -	\$ -	\$ -
10-50-111-4152 Medical Director Service/Hermosa Beach	-	-	-	-	-	-
10-50-111-4153 Medical Director Service/Manhattan Beach	-	-	-	-	-	-
10-50-111-4154 Medical Director Services/El Segundo	-	-	-	-	-	-
10-50-111-4210 Investment Earnings (LAIF)	75,000	175,000	184,508	195,456	208,030	222,454
10-50-111-4220 POST Reimbursements	5,000	5,000	5,272	5,584	5,944	6,356
10-50-111-4255 Unrealized Gain/Loss on Investments	-	-	-	-	-	-
10-50-111-4410 Vending Machine Revenue	-	-	-	-	-	-
10-50-111-4430 Other Miscellaneous Revenue	2,500	2,500	2,636	2,792	2,972	3,178
10-50-111-4240 911 Reimbursements	5,000	5,000	5,272	5,584	5,944	6,356
10-50-111-4241 Redondo Beach Maint Agreement	10,238	10,238	10,794	11,435	12,170	13,014
Subtotal Administration - Other	\$ 98,528	\$ 197,738	\$ 208,482	\$ 220,852	\$ 235,060	\$ 251,357
10-60-211-4215 DUI Reimbursement-Overtime	-	-	-	-	-	-
10-60-211-4435 Reimbursements Sprint Wireless	-	-	-	-	-	-
10-60-211-4440 Reimbursements/Verizon Wireless	65,000	67,275	70,930	75,139	79,973	85,518
10-60-211-4460 Pink Patch Project	-	-	-	-	-	-
10-60-211-XXXX Reimbursement for PulsePoint	10,000	-	-	-	-	-
10-60-211-XXXX Reimbursement for Vesta 911	-	100,000	105,433	111,689	118,874	127,116
Subtotal Operations	\$ 75,000	\$ 167,275	\$ 176,364	\$ 186,828	\$ 198,847	\$ 212,634
10-70-311-4310 Labor-Installation-Member	-	-	-	-	-	-
10-70-311-4320 Labor-Installation-NonMember	-	-	-	-	-	-
10-70-311-4360 Reimbursements for Billable Parts	784,294	923,514	973,692	1,031,464	1,097,821	1,173,937
10-70-311-4370 Reimbursements for GST Software	52,692	52,692	55,555	58,851	62,637	66,980
10-70-311-4371 Reimbursement ES Chat Software	-	-	-	-	-	-
10-70-311-4375 Reimb Net Motion Licenses & Maint.	-	-	-	-	-	-
10-70-311-4445 GETAC Project Reimbursements	-	-	-	-	-	-
10-70-311-4455 Culver City Transition Reimbursement	-	-	-	-	-	-
Subtotal Technical Services	\$ 836,986	\$ 976,206	\$ 1,029,247	\$ 1,090,315	\$ 1,160,459	\$ 1,240,917
Subtotal Non-Assessment Revenues	\$ 1,010,514	\$ 1,341,219	\$ 1,414,092	\$ 1,497,995	\$ 1,594,366	\$ 1,704,908
Total Enterprise Fund Revenues	\$ 14,507,244	\$ 15,086,818	\$ 16,222,957	\$ 16,828,644	\$ 17,479,800	\$ 18,181,574
Grant Fund (Fund 20)						
20-80-433-4270 Grant Fund	-	-	-	-	-	-
Total Grant Fund Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total All Funds	\$ 14,507,244	\$ 15,086,818	\$ 16,222,957	\$ 16,828,644	\$ 17,479,800	\$ 18,181,574

Notes:

1. CPIU Projection is the three (3) year average CPIU, escalated by 50 basis points per year

5 Year Expense Projections - Enterprise Fund (10)

Department/Description	FY24-25 Adopted	FY25-26 Projected	FY26-27 Projected	FY27-28 Projected	FY28-29 Projected	FY29-30 Projected
Administration						
Salaries & Benefits	\$ 1,476,721	\$ 1,598,777	\$ 1,652,932	\$ 1,709,145	\$ 1,767,508	\$ 1,828,118
Supplies/Services/Equipment	1,405,152	1,438,268	1,513,426	1,638,459	1,778,828	1,936,847
Subtotal Administration	\$ 2,881,873	\$ 3,037,045	\$ 3,166,357	\$ 3,347,604	\$ 3,546,336	\$ 3,764,965
Operations						
Salaries & Benefits	\$ 8,176,353	\$ 8,253,317	\$ 8,526,158	\$ 8,808,952	\$ 9,102,120	\$ 9,406,105
Supplies/Services/Equipment	250,416	389,582	1,018,749	1,043,120	1,071,113	1,103,222
Subtotal Operations	\$ 8,426,769	\$ 8,642,899	\$ 9,544,908	\$ 9,852,072	\$ 10,173,233	\$ 10,509,328
Technical Services						
Salaries & Benefits	\$ 839,169	\$ 892,951	\$ 922,788	\$ 953,734	\$ 985,837	\$ 1,019,147
Supplies/Services/Equipment	1,371,110	1,525,024	1,600,005	1,686,336	1,785,495	1,899,236
Subtotal Technical Services	\$ 2,210,279	\$ 2,417,975	\$ 2,522,794	\$ 2,640,070	\$ 2,771,332	\$ 2,918,382
Total Operating Expenses	\$ 13,518,921	\$ 14,097,919	\$ 15,234,059	\$ 15,839,745	\$ 16,490,900	\$ 17,192,675
Total Capital Outlay	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Grand Total	\$ 13,768,921	\$ 14,347,919	\$ 15,484,059	\$ 16,089,745	\$ 16,740,900	\$ 17,442,675
Department Summary						
Administration	\$ 2,881,873	\$ 3,037,045	\$ 3,166,357	\$ 3,347,604	\$ 3,546,336	\$ 3,764,965
Operations	8,426,769	8,642,899	9,544,908	9,852,072	10,173,233	10,509,328
Technical Services	2,210,279	2,417,975	2,522,794	2,640,070	2,771,332	2,918,382
Capital Outlay	250,000	250,000	250,000	250,000	250,000	250,000
Grand Total	\$ 13,768,921	\$ 14,347,919	\$ 15,484,059	\$ 16,089,745	\$ 16,740,900	\$ 17,442,675
Major Category Summary						
Salaries & Benefits	\$ 10,492,243	\$ 10,745,045	\$ 11,101,878	\$ 11,471,831	\$ 11,855,464	\$ 12,253,370
Supplies/Services/Equipment	3,026,678	3,352,874	4,132,180	4,367,915	4,635,436	4,939,305
Capital Outlay	250,000	250,000	250,000	250,000	250,000	250,000
Grand Total	\$ 13,768,921	\$ 14,347,919	\$ 15,484,059	\$ 16,089,745	\$ 16,740,900	\$ 17,442,675

Notes:

- Salaries and benefits projections are based upon known and anticipated increases in employee compensation per MOUs and assumes 3% annually thereafter.
- Supplies/Services/Equipment are increased by the three (3) year average CPIU, escalated by 50 basis points per year.

5 Year Fund Balance Projections - Enterprise Fund (10)

	FY24-25 Adopted	FY25-26 Projected	FY26-27 Projected	FY27-28 Projected	FY28-29 Projected	FY29-30 Projected
Cash Balance Projections						
Beginning Balance	\$ 9,160,937	\$ 8,786,570	\$ 6,351,884	\$ 5,753,006	\$ 5,752,478	\$ 5,941,625
Operating and Capital Reserve	(1,376,892)	(1,434,792)	(1,548,406)	(1,608,975)	(1,674,090)	(1,744,267)
Pension and OPEB Funding	(517,690)	(419,585)	(394,376)	(369,427)	(273,752)	(301,922)
Five-Year CIP Funding	(595,000)	(2,754,000)	(943,400)	(370,000)	(276,000)	(1,356,000)
Available Cash	\$ 6,671,355	\$ 4,178,193	\$ 3,465,702	\$ 3,404,605	\$ 3,528,636	\$ 2,539,436
Budget Resources						
Assessments						
Gardena	\$ 2,506,909	\$ 2,524,078	\$ 2,718,112	\$ 2,813,801	\$ 2,912,399	\$ 3,023,885
Hawthorne	3,022,424	3,030,749	3,264,483	3,379,348	3,499,387	3,631,509
Manhattan Beach	1,895,695	1,994,114	2,143,577	2,219,589	2,289,939	2,386,767
Member City Subtotal	\$ 7,425,028	\$ 7,548,941	\$ 8,126,172	\$ 8,412,738	\$ 8,701,725	\$ 9,042,161
Culver City	3,035,752	3,084,820	3,328,198	3,445,271	3,580,840	3,702,372
El Segundo	2,137,139	2,209,980	2,381,886	2,465,886	2,557,704	2,650,448
Hermosa Beach	898,811	901,858	972,609	1,006,754	1,045,165	1,081,685
Contract City Subtotal	\$ 6,071,702	\$ 6,196,658	\$ 6,682,693	\$ 6,917,911	\$ 7,183,709	\$ 7,434,505
Non-Assessment Revenues	1,010,514	1,341,219	1,414,092	1,497,995	1,594,366	1,704,908
Total Budget Resources	\$ 14,507,244	\$ 15,086,818	\$ 16,222,957	\$ 16,828,644	\$ 17,479,800	\$ 18,181,574
Budget Expenses						
Operating	\$ 13,518,921	\$ 14,097,919	\$ 15,234,059	\$ 15,839,745	\$ 16,490,900	\$ 17,192,675
Capital	250,000	250,000	250,000	250,000	250,000	250,000
Total Budget Expenses	\$ 13,768,921	\$ 14,347,919	\$ 15,484,059	\$ 16,089,745	\$ 16,740,900	\$ 17,442,675
Revenues Over (Under) Expenditures	\$ 738,323	\$ 738,899	\$ 738,898	\$ 738,898	\$ 738,900	\$ 738,899
Ending Estimated Balance						
Pension and OPEB Funding	(517,690)	(419,585)	(394,376)	(369,427)	(273,752)	(301,922)
Five-Year CIP Funding	(595,000)	(2,754,000)	(943,400)	(370,000)	(276,000)	(1,356,000)
Ending Balance	\$ 8,786,570	\$ 6,351,884	\$ 5,753,006	\$ 5,752,478	\$ 5,941,625	\$ 5,022,603
Operating and Capital Reserve	(1,434,792)	(1,548,406)	(1,608,975)	(1,674,090)	(1,744,267)	(1,809,555)
Available Balance After Reserve Allocations	\$ 7,351,778	\$ 4,803,478	\$ 4,144,032	\$ 4,078,388	\$ 4,197,358	\$ 3,213,048
Gardena - 32.08%	2,358,450	1,540,956	1,329,405	1,308,347	1,346,512	1,030,746
Hawthorne - 45.07%	3,313,446	2,164,928	1,867,715	1,838,129	1,891,749	1,448,121
Manhattan Beach - 22.85%	1,679,881	1,097,595	946,911	931,912	959,096	734,181

Note: 5 year projections include long-term plans to address pension & OPEB unfunded liabilities and Five-Year CIP Funding.

ADMINISTRATION DEPARTMENT



Administration Department

The department has six (6) positions: an Executive Director; an Operations Manager; an Administrative Services Manager; a Finance & Performance Audit Manager; an Accountant; and an Executive Assistant.

Management

The Authority operates under the overall direction of the Executive Director, who implements the policies adopted by the Executive Committee; manages the day-to-day operations; conducts labor negotiations; guides the development of the annual budget; works closely with Authority's legal counsel; oversees construction/ maintenance of all transmission and receiver sites; secures grants; coordinates the agenda for monthly meetings with the Executive Committee, the User Committee, and the Police and Fire Task Force; and negotiates maintenance agreements with other governmental agencies. An Executive Assistant supports the entire organization.

Operations

The Operations Manager oversees the Communications Center's daily operations, policies and procedures, and technology and equipment, including the activities performed by the Communications Center's 57 employees; and may act as the Executive Director during the Executive Director's absence.

Administrative Services

The Administrative Services Manager oversees recruitment; maintains personnel records; processes required documents for health and other insurance coverage and retirement benefits for all employees; manages the Technical Services Division; coordinates training for all staff; and may act as the Executive Director during the Executive Director's absence.

Accounting & Finance

The Finance & Performance Audit Manager manages the overall accounting functions; prepares the annual budget; monitors cash flow; invests idle cash; prepares monthly budget performance reports and quarterly cash and investments reports; coordinates the annual financial audit; and advises the Executive Director in financial matters. Payroll, accounts payable, cash receipts, accounts receivable, journal entries; preparation of the Annual Report for Special Districts and Government Compensation Report to the State Controller, federal and state payroll tax returns and the quarterly Sales & Use Tax Report; and other related accounting functions are also performed by the Finance & Performance Audit Manager and an Accountant assigned to the Department.

Expenses by Account - Administration Department

ACCT	DESCRIPTION	FY22-23 Adopted	FY22-23 Actual	FY23-24 Adopted	FY23-24 Actual	FY24-25 Adopted	FY25-26 Proposed	vs Adopted Inc (Dec) \$	% Change
5101	Salaries (Full-Time)	\$ 906,839	\$ 829,804	\$ 938,840	\$ 894,131	\$ 973,148	\$ 1,028,720	\$ 55,572	5.71%
5102	Salaries (Part-Time)	30,000	53,395	30,000	1,873	30,000	34,000	4,000	13.33%
5103	Overtime	-	614	-	906	2,500	2,500	-	0.00%
5104	Acting Pay	6,218	91	676	4,080	711	753	42	5.91%
5107	Longevity Pay	2,450	2,450	2,600	2,550	2,700	1,300	(1,400)	-51.85%
5108	Sick Leave Payoff	35,969	20,915	30,418	9,647	38,885	40,884	1,999	5.14%
5109	Vacation Leave Payoff	32,939	23,467	27,389	10,370	32,404	34,070	1,666	5.14%
5112	Other Pay	13,000	2,884	13,000	18,927	13,000	15,000	2,000	15.38%
5114	Holiday Payoff	-	-	-	-	-	-	-	0.00%
5201	Medical Insurance	95,812	70,819	80,128	75,310	83,057	69,043	(14,014)	-16.87%
5202	Dental Insurance	8,988	9,633	10,757	10,550	12,929	12,929	-	0.00%
5203	Vision Care	2,226	1,917	2,226	2,017	2,708	2,605	(103)	-3.80%
5204	Life Insurance	936	1,054	1,274	1,190	1,274	1,274	-	0.00%
5205	Medicare	14,461	13,640	15,088	13,587	15,782	16,686	904	5.73%
5206	Unemployment Insurance	-	-	-	-	-	-	-	0.00%
5207	Workers' Compensation	8,454	6,653	8,316	7,285	8,377	9,977	1,600	19.10%
5208	PERS Contribution	92,307	84,711	105,108	102,926	110,443	137,617	27,174	24.60%
5209	Retirees' Medical Insurance	6,000	5,443	6,000	5,589	11,000	6,000	(5,000)	-45.45%
5211	Social Security	-	180	-	116	-	-	-	0.00%
5212	Deferred Comp Matching	21,600	25,340	27,600	24,048	27,600	30,000	2,400	8.70%
5219	PERS Contribution-UAL	71,748	111,584	72,541	97,439	109,573	154,789	45,216	41.27%
5220	FSA Expense	-	221	630	410	630	630	-	0.00%
Subtotal Salaries & Benefits		\$ 1,349,947	\$ 1,264,814	\$ 1,372,591	\$ 1,282,948	\$ 1,476,721	\$ 1,598,777	\$ 122,056	8.27%
5301	Networking Services	48,000	28,304	38,800	30,037	40,158	41,564	1,406	3.50%
5302	IT Computer Contract Services	55,000	55,000	55,000	55,000	55,000	55,000	-	0.00%
5304	Accountant/Auditing Services	33,000	14,850	34,881	22,050	40,000	41,400	1,400	3.50%
5305	Legal Services	100,000	81,216	105,700	64,218	109,400	113,229	3,829	3.50%
5306	Recruitment Costs	61,645	55,796	65,395	42,663	67,684	70,053	2,369	3.50%
5307	Software Maintenance Services	76,550	67,202	81,548	97,827	109,334	146,161	36,827	33.68%
5308	Banking Services (Fees)	7,500	9,611	7,500	2,330	7,500	7,500	-	0.00%
5309	Website Maintenance Service	7,500	4,451	7,500	7,809	7,500	7,763	263	3.51%
5311	IT Consulting Services	-	-	25,000	12,000	25,000	25,000	-	0.00%
5312	Medical Director Services	30,500	30,500	30,500	7,625	-	-	-	0.00%
5313	Temporary Staffing	20,000	1,221	20,000	3,441	25,000	25,000	-	0.00%
5401	Membership Dues	840	1,228	840	1,129	935	968	33	3.53%
5402	Publications	750	1,051	750	817	750	776	26	3.47%
5403	Conferences, Meeting & Travel	16,725	12,687	28,000	10,822	28,200	29,187	987	3.50%
5404	Employee Services	5,500	2,972	13,814	4,358	31,297	32,392	1,095	3.50%
5405	Employee Awards	500	-	500	-	500	500	-	0.00%
5407	Tuition Reimbursement	-	-	-	-	-	-	-	0.00%
5501	Office Supplies	10,000	13,306	10,000	7,986	10,350	10,712	362	3.50%
5502	Janitorial Supplies	12,100	4,262	12,100	4,822	12,524	12,962	438	3.50%
5504	Vending Machine Supplies	-	-	-	-	-	-	-	0.00%
5507	Postage & Shipping	1,600	831	1,000	1,104	1,035	1,071	36	3.48%
5509	Reproduction	1,500	-	500	-	500	500	-	0.00%
5511	Office Equipment Lease	15,750	10,084	15,750	4,050	10,000	10,350	350	3.50%
5513	General Liability Insurance	259,500	258,379	337,000	266,687	330,000	310,000	(20,000)	-6.06%
5517	Vehicle Operations	2,000	176	2,000	562	2,000	2,070	70	3.50%
5601	Telephone - Administration	17,000	18,696	17,969	17,917	18,598	19,249	651	3.50%
5701	Maintenance/HQ	164,150	185,955	173,507	161,157	225,767	200,000	(25,767)	-11.41%
5703	Electricity - HQ	135,000	161,330	150,000	169,133	175,000	181,125	6,125	3.50%
5704	Electricity - Grandview	3,000	2,798	3,171	3,057	3,282	3,397	115	3.50%
5705	Electricity - Punta	10,000	10,655	10,570	12,220	11,028	11,414	386	3.50%
5706	Gas - HQ	16,000	26,055	16,912	16,618	17,504	18,117	613	3.50%
5707	Water - HQ	4,850	3,959	5,126	3,847	5,306	5,492	186	3.51%
5715	Electricity - MB Water Tower	3,500	4,088	6,500	9,856	6,500	6,728	228	3.51%
5810	Office Equipment	10,000	7,044	10,000	484	10,000	16,000	6,000	60.00%
5820	Other Equipment	-	3,981	5,000	2,664	15,000	30,000	15,000	100.00%
5830	Furniture & Fixtures	2,500	769	2,500	3,111	2,500	2,588	88	3.52%
Subtotal Supplies/Services/Equip		\$ 1,132,460	\$ 1,078,457	\$ 1,295,333	\$ 1,047,400	\$ 1,405,152	\$ 1,438,268	\$ 33,116	2.36%

Expenses by Account - Administration Department

ACCT	DESCRIPTION	FY22-23 Adopted	FY22-23 Actual	FY23-24 Adopted	FY23-24 Actual	FY24-25 Adopted	FY25-26 Proposed	vs Adopted Inc (Dec) \$	% Change
Total Expenses - Administration		\$ 2,482,407	\$ 2,343,271	\$ 2,667,924	\$ 2,330,348	\$ 2,881,873	\$ 3,037,045	\$ 155,172	5.38%

Account Detail - Administration Department

Account	Account Description	Comments/Explanation
5101	Salaries (Full-Time)	Includes contracted and estimated increases from MOUs and agreement with employees
5104	Acting Pay	Per MOU with Management & Confidential Employees
5107	Longevity Pay	Based on longevity starting at 10 years of service @ \$250 plus \$50 increase for each additional year
5108	Sick Leave Payoff	Per MOU paid @ 100% of pay rate; max 120 hours paid (twice/year)
5109	Vacation Leave Payoff	Per MOU paid @ 100% of pay rate; max 100 hours paid (twice/year)
5112	Other Pay	Includes automobile allowance and General Leave Payoff
5201	Medical Insurance	Per MOU and employment agreement - cafeteria plan limit
5202	Dental Insurance	Per MOU and employment agreement - cafeteria plan limit
5203	Vision Care	Per MOU and employment agreement - 100% employer paid
5204	Life Insurance	Per MOU \$100,000 employee-only coverage
5205	Medicare	1.45% employer rate
5207	Workers' Compensation	Based on projected increase from prior year premium
5208	PERS Contribution	Rates reflect increase in the Normal Cost from 12.52% to 12.58% for Tier 1 employees plus 3.5% of employee contributions; increase from 10.15% to 10.19% for Tier 2 employees hired after October 25, 2011; increase from 7.87% to 7.96% for PEPRAs employees hired after January 1, 2013. UAL portion is allocated to a different account (see account # 5219).
5209	Retirees' Medical Insurance	Per MOU - retiree benefit
5212	Deferred Comp Matching	Per MOU and employment agreement
5219	PERS Contribution-UAL	Unfunded Accrued Liability determined by CalPERS Actuarial Report
5301	Networking Services	Consultant for frequency issues; Monthly charge for internet services
5302	Computer Contract Svcs/CAD	IT support from Hawthorne; CAD consultant
5304	Accountant/Auditing Services	Annual independent audit, GASB75 Valuation (as needed), other consulting services
5305	Legal Services	Authority's legal counsel; ongoing general consulting and labor negotiations consulting
5306	Recruitment Costs	See attached detail sheet
5307	Software Maintenance Services	See attached detail sheet
5308	Banking Services (Fees)	Union Bank services (not offset by earnings allowance)
5309	Website Maintenance Service	Hosting/licensing fees
5311	IT Consulting Services	GIS Consulting
5312	Medical Director Services	Administrative services for review and provision of input into the development of agencies' fire departments' policies and procedures that impact patient care. State mandated.
5401	Membership Dues	See attached detail sheet
5402	Publications	See attached detail sheet
5403	Conferences, Meetings & Travel	See attached detail sheet
5404	Employee Services	Includes Exec Comm/Board of Directors' meeting expenses/other employee services
5405	Employee Awards	Employee recognition
5407	Tuition Reimbursement	Reimbursement of college/university class tuition and eligible expenses per MOU
5501	Office Supplies	Pens, paper, envelopes, folders, printer cartridges, and other office supplies
5502	Janitorial Supplies	Cleaning and other supplies
5504	Vending Machine Supplies	Outsourced; Vending machine contractor took over in February 2017.
5505	Voice Recording Tapes	Voice recording tape/dvd supplies
5507	Postage & Shipping	Postage/UPS/Express mail services
5509	Reproduction	Accounts Payable & Payroll checks; W-2's; 1099's; budget doc, etc.
5511	Office Equipment Lease	Copier and postage meter
5513	General Liability Insurance	Authority's various insurance coverages including cyber, property, earthquake, etc.
5517	Vehicle Operations	Gasoline/maintenance cost
5601	Telephone - Administration	Telephone for Administration
5701	Maintenance/HQ	See attached detail sheet
5702	Maintenance/Other	Fuel tank cleaning, permit fees, and other maintenance costs for other sites
5703	Electricity - HQ	Utilities; Electricity for HQ
5704	Electricity - Grandview	Utilities; Electricity for Grandview site
5705	Electricity - Punta	Utilities; Electricity for Punta Place site
5706	Gas - HQ	Utilities; Gas for HQ
5707	Water - HQ	Utilities; Water for HQ
5810	Office Equipment	Computers, printers, laptops, etc.
5820	Other Equipment	Television, tools, etc.
5830	Furniture & Fixtures	Chairs, work stations, etc.

Account Detail - Administration Department

Networking Servives	
10-50-111-5301	
Race Communications	15,426
Crown Castle internet	15,426
CAD Connectivity	10,712
Total	\$ 41,564
Recruitment	
10-50-111-5306	
Advertising - Daily Breeze and job websites (NeoGov, etc.)	2,678
Job Fairs/Community Events	3,214
Background investigations	32,137
Psychological exams	6,427
Physical exams	5,110
Polygraph exams	4,419
Credit Report	536
Criticalll Annual Subscription	8,570
Marketing Materials	5,356
Fingerprinters/LiveScan/DOJ/SS# check	1,607
Total	\$ 70,053
Software Maintenance Services	
10-50-111-5307	
EDEN annual maintenance cost (software support and licensing updates)	18,342
EDEN Operating Systems & Database Administration	7,473
Annual Barracuda Spam updates for Server	2,491
Schedule Express	10,779
Email certificate renewal	849
ESC shop software annual maintenance cost	1,698
Extreme Routers Annual Maintenance	3,963
Jot Forms	1,359
Solar Winds Annual Maintenance	3,397
Other Software Maintenance	13,000
Fortiguard security software for network	11,323
Box Subscription - Distribution of 9-1-1 and radio recordings	1,223
Zoom Subscription	679
ESRI Annual Maintenance	1,698
Exaq Vision Annual Maintenance - Security System	4,529
Stancil Annual Maintenance - Logging Recorder	2,831
Media Temple/Go Daddy Website Annual Maintenance	1,132
Wave	518
PowerEngage	10,350
Email Filter	15,525
	33,000
Total	\$ 146,161
Memberships	
10-50-111-5401	
Executive Director annual dues	466
CAL Chiefs (Fire Chiefs Communications Section) - Group membership annual dues	52
California Society of Municipal Finance Officers (CSMFO) - Finance Manager/Accountant annual dues	197
California Background Investigators Association (CBIA)	72
Government Finance Officers Association (GFOA) - Finance Manager annual dues	181
Total	\$ 968
Publications	
10-50-111-5402	
Labor Law Compliance Center - Labor Law posters	155
Government Finance Officers Association publications as needed	207
Media Subcriptions	414
Total	\$ 776

Account Detail - Administration Department

Conferences, Meetings, & Travel	
10-50-111-5403	
Labor Law Seminars and Conferences	10,350
California Society of Municipal Finance Officers (CSMFO) - annual conference/ February	1,553
Leadership Retreat	-
CSMFO bi-monthly Chapter meetings - Finance Manager	311
CalPERS Ed Forum, Anaheim (Fin Mgr & Accountant)	1,294
Government Tax Seminar -Finance Mgr	673
GFOA/CSMFO finance workshops (Fin Mgr & Accountant)	1,035
APCO/NENA Conferences	3,623
Management Retreat	10,350
Total	\$ 29,187
Maintenance/HQ	
10-50-111-5701	
Gardening Service (grounds)	6,532
Janitorial Service	51,047
Tree Trimming Services	7,077
Fuel Tank Cleaning and diesel refills	5,444
Generator Service (contract and repairs) - includes HQ, Punta, MBWT, Grandview, & 1500 Gal Diesel	13,065
Various permit fees - South Coast Air Quality Management District (AQMD) & LA County Fire Hazmat Program	2,722
Fire Alarm, Fire Alarm Inspection & Fire Extinguishers Service and Repairs	8,165
Elevator Maintenance Contract	10,452
Water Treatment	1,306
HVAC Maintenance - Contract plus necessary repairs	36,308
DirectTV Services	2,722
Roll-up door Annual Maintenance - Tech Services Bay	2,722
Exterminator Service	3,810
Water Filtration Service	1,089
Uninterrupted Power Supply (UPS) Maintenance - includes Tower Radio Room	13,065
Building Exterior Annual Cleaning	5,444
Plumbing, Security Gate & Other repairs	8,165
Facility replacement light bulbs/hardware	1,633
Roof Cleaning and Drain Cleaning	10,000
Metal Handrails for Stairs - Palos Verdes	5,000
Misc maintenance	4,233
Total	\$ 200,000

OPERATIONS DEPARTMENT



Operations Department

The Operations Department is the Communications Center which is staffed with seven (7) Communications Supervisors and 50 Communications Operators. Communications Operators must attend and graduate from an accredited 120-hour Basic Academy hosted by Golden West College, Rio Hondo College, or the Riverside County Sheriffs' Department. The Basic Academy is accredited by the California Commission on Peace Officer Standards and Training (POST).

The Communications Center personnel answer all 9-1-1 and 7-digit emergency police and fire calls for the Cities of Manhattan Beach, Gardena, and Hawthorne (Members), as well as the cities of Culver City, El Segundo and Hermosa Beach (under contract). These calls are processed utilizing a computer-aided dispatch (CAD) system, and then dispatched to the appropriate police or fire department field units. The Communications Center operates 24 hours a day, 7 days a week.

When working the Complaint Operator position, a Communications Operator is responsible for receiving and responding appropriately and quickly to all incoming calls for service. These calls for service may be received via police and fire emergency lines, 9-1-1 lines, SMS/Text-to-911, TTY/TDD (Telecommunication Device for the Deaf), police and fire department hotlines, as well as hotlines from Chevron, Northrop, or the Hawthorne Airport Tower. Upon receipt of the call, the operator must determine the validity, nature, and priority of the call. These calls are entered as incidents to be dispatched to police and fire personnel or may be transferred appropriately.

When functioning as a Police or Fire Dispatcher, the Communications Operator is responsible for prompt and effective transmissions of dispatches as well as the coordination and intercommunication of all field units. The job requires considerable exercise of initiative and independent judgment in determining priorities and coordinating a variety of simultaneous activities of a critical nature. The operator processes requests for other city services and information from outside agencies as well as requests for information from law enforcement databases.

Prior Year Accomplishments:

- Received 342,944 calls in CY2024
 - 911 Calls: 131,076
 - 7 Digit Calls: 211,868
- Averaged 38 seconds for Police dispatch (Priority E and 1 calls) and 9 seconds for Fire dispatch in CY2024.
- Answered 97.92% of overall calls within 15 seconds and 97.94% at the busiest hour within 15 seconds in CY2024.
- Responded to 538 Text-to-911 Sessions in CY2024.

Expenses by Account - Operations Department

ACCT	DESCRIPTION	FY22-23 Adopted	FY22-23 Actual	FY23-24 Adopted	FY23-24 Actual	FY24-25 Adopted	FY25-26 Proposed	vs Adopted Inc (Dec) \$	% Change
5101	Salaries (Full-Time)	\$ 5,176,790	\$ 3,884,530	\$ 5,412,120	\$ 3,759,824	\$ 5,206,954	\$ 5,276,570	69,616	1.34%
5102	Salaries (Part-Time)	-	68,615	-	111,161	-	-	-	0.00%
5103	Overtime	225,000	895,063	225,000	1,090,872	225,000	225,000	-	0.00%
5104	Acting Pay	10,000	574	10,000	3,290	10,000	10,000	-	0.00%
5105	Bilingual Pay	9,600	11,150	9,600	9,998	10,800	12,000	1,200	11.11%
5107	Merit Pay	-	-	-	-	-	-	-	0.00%
5108	Sick Leave Payoff	106,350	53,067	95,000	61,357	95,000	95,000	-	0.00%
5109	Vacation Leave Payoff	65,000	98,357	75,000	113,603	90,000	90,000	-	0.00%
5110	Training Pay	15,000	9,966	15,000	16,445	15,000	20,000	5,000	33.33%
5112	Other Pay	-	119,130	-	9,612	-	57,000	57,000	0.00%
5114	Holiday Payoff	100,000	20,122	52,000	20,829	52,000	52,000	-	0.00%
5115	Education Incentive	122,605	121,838	132,173	97,498	148,652	148,646	(6)	0.00%
5116	Overtime-Ridealongs	-	-	-	-	-	-	-	0.00%
5201	Medical Insurance	581,257	475,809	600,055	498,156	738,892	649,833	(89,059)	-12.05%
5202	Dental Insurance	56,062	45,221	56,173	45,399	64,237	65,623	1,386	2.16%
5203	Vision Care	17,837	12,777	17,207	13,117	18,830	19,028	198	1.05%
5204	Life Insurance	8,893	7,562	11,629	8,695	11,629	12,128	499	4.29%
5205	Medicare	85,313	76,391	88,311	76,048	85,876	86,552	676	0.79%
5206	Unemployment Insurance	20,000	6,273	15,000	3,301	15,000	15,000	-	0.00%
5207	Workers' Compensation	40,154	31,600	39,500	34,602	39,792	47,392	7,600	19.10%
5208	PERS Contribution	586,430	462,462	658,562	466,706	600,827	591,660	(9,167)	-1.53%
5209	Retirees' Medical Insurance	60,000	54,635	72,000	66,139	72,000	75,000	3,000	4.17%
5211	Social Security	-	-	-	-	-	-	-	0.00%
5212	Deferred Comp Matching Benefit	70,500	54,536	76,500	56,557	81,000	69,900	(11,100)	-13.70%
5219	PERS Contribution-UAL	561,624	771,189	514,011	660,115	590,860	631,044	40,184	6.80%
5220	FSA Expense	4,250	4,527	4,004	3,242	4,004	3,941	(63)	-1.57%
Subtotal Salaries & Benefits		\$ 7,922,665	\$ 7,285,395	\$ 8,178,845	\$ 7,226,568	\$ 8,176,353	\$ 8,253,317	\$ 76,964	0.94%
5300	Maintenance & Operations	-	-	-	-	-	-	-	0.00%
5302	Computer Contract/CAD	-	-	164,000	45,760	-	-	-	0.00%
5401	Membership Dues	2,290	-	2,290	131	2,370	2,453	83	3.50%
5402	Publications	1,710	-	1,710	-	1,710	1,770	60	3.51%
5403	Conferences, Meeting & Travel	23,557	9,209	23,846	10,366	23,846	26,131	2,285	9.58%
5404	Employee Services	2,500	3,202	2,500	16,612	2,588	2,679	91	3.52%
5405	Employee Awards	1,000	-	1,000	-	3,500	3,623	123	3.51%
5406	POST Training	12,608	1,080	12,608	894	12,608	13,049	441	3.50%
5407	Tuition Reimbursement	16,000	4,777	16,000	3,406	16,000	16,560	560	3.50%
5506	Uniforms/Safety Equipment	8,000	7,728	8,000	8,929	13,000	13,455	455	3.50%
5509	Reproduction	500	-	500	-	500	518	18	3.60%
5603	Telephone - El Segundo	3,000	3,652	3,171	3,714	3,282	3,397	115	3.50%
5604	Telephone - Gardena	3,000	987	3,171	4,642	3,500	3,623	123	3.51%
5606	Telephone - Hawthorne	14,500	20,187	20,000	25,832	20,000	20,700	700	3.50%
5607	Telephone - Hermosa Beach	12,000	8,101	12,684	9,436	13,128	13,587	459	3.50%
5608	Telephone - Manhattan Beach	6,000	4,399	6,342	4,145	6,564	6,794	230	3.50%
5611	Telephone - Punta Place	4,500	1,104	4,757	1,043	4,923	5,095	172	3.49%
5612	Telephone - RCC	11,000	9,901	11,627	10,784	12,034	12,455	421	3.50%
5613	Sprint Wireless Reimbursable	1,200	-	-	-	-	-	-	0.00%
5614	Verizon Wireless Reimbursable	60,000	57,536	65,000	59,296	65,000	67,275	2,275	3.50%
5615	Telephone-Culver City	14,500	13,139	15,327	19,904	15,863	16,418	555	3.50%
5616	PulsePoint Software	-	-	-	-	10,000	10,000	-	0.00%
5617	Vesta 911 Reimbursable	-	-	-	-	-	100,000	100,000	0.00%
5618	Medical Director Services	-	-	-	-	-	30,000	30,000	0.00%
5810	Office Equipment	-	3,224	5,000	1,498	5,000	5,000	-	0.00%
5820	Other Equipment	15,000	5,922	15,000	3,609	15,000	15,000	-	0.00%
5830	Furniture & Fixtures	-	-	-	19,449	-	-	-	0.00%
Subtotal Supplies/Services/Equip		\$ 212,865	\$ 154,148	\$ 394,532	\$ 249,450	\$ 250,416	\$ 389,582	\$ 139,166	55.57%
Total Expenses - Operations		\$ 8,135,530	\$ 7,439,543	\$ 8,573,377	\$ 7,476,017	\$ 8,426,769	\$ 8,642,899	\$ 216,130	2.56%

Account Detail - Operations Department

Account	Account Description	Comments/Explanation
5101	Salaries (Full-Time)	Includes contracted and estimated increases from MOUs if applicable
5102	Salaries (Part-Time)	Part-time Communications Operators
5103	Overtime	Covers overtime for staffing, training, and other needs as necessary
5104	Acting Pay	Communications Operators acting as Communications Supervisors per MOU with the Teamsters
5105	Bilingual Pay	Per MOU - \$100/month for eligible employees
5108	Sick Leave Payoff	Per MOU - max Teamsters 120 hours/CWA 120 hours @ 85% of base rate
5109	Vacation Leave Payoff	Per MOU - max 90 hours Teamsters @ 85%; CWA @ 90% of base rate
5110	Training Pay	Per MOU - Incentive pay when Communications Operators train new employees
5114	Holiday Payoff	Payoff for unused holiday time at year-end
5115	Education Incentive	Per MOU - Incentive pay when employees obtain certificates and/or degrees
5116	Overtime - Ridealongs with Cities	Overtime for operators and supervisors to go on ride-alongs with member cities.
5201	Medical Insurance	Per MOUs - cafeteria plan limit
5202	Dental Insurance	Per MOUs - cafeteria plan limit
5203	Vision Insurance	Per MOUs - 100% employer paid
5204	Life Insurance	Per MOU \$100,000 employee-only coverage
5205	Medicare	1.45% employer rate
5206	State Unemployment	Based on estimated reimbursements to EDD for actual claims
5207	Workers' Compensation	Based on projected increase from prior year premium
5208	PERS Contribution	Rates reflect increase in the Normal Cost from 12.52% to 12.58% for Tier 1 employees plus 3.5% of employee contributions; increase from 10.15% to 10.19% for Tier 2 employees hired after October 25, 2011; increase from 7.87% to 7.96% for PEPRA employees hired after January 1, 2013. UAL portion is allocated to a different account (see account # 5219).
5209	Retirees' Medical Insurance	Per MOU - retiree benefit
5219	PERS Contribution-UAL	Unfunded Accrued Liability determined by CalPERS Actuarial Report
5401	Membership Dues	See attached detail
5402	Publications	See attached detail
5403	Conferences, Meetings & Travel	See attached detail
5404	Employee Services/EC-BOD	Employee Assistance Program; miscellaneous employee operations expenses
5405	Employee Awards	Employee recognition
5406	POST Training	Mandated training; some training eligible for reimbursement by State. See attached detail.
5407	Tuition Reimbursement	Per MOU - Reimbursement of college/university class tuition and eligible expenses
5506	Uniforms/Safety Equipment	Uniform purchases for new hires and replacements for existing employees
5509	Reproduction	Training manuals
5603	Telephone - El Segundo	Data and hotline phone circuits
5604	Telephone - Gardena	Data and hotline phone circuits
5606	Telephone - Hawthorne	Data and hotline phone circuits
5607	Telephone - Hermosa Beach	Data and hotline phone circuits
5608	Telephone - Manhattan Beach	Data and hotline phone circuits
5611	Telephone - Punta Place	Data and hotline phone circuits
5612	Telephone - RCC	Data and hotline phone circuits
5613	Sprint Wireless Reimbursable	Data charges that will be reimbursed to the Authority in the 4th qtr Assessment each year.
5614	Verizon Wireless Reimbursable	Data charges that will be reimbursed to the Authority in the 4th qtr Assessment each year.

Account Detail - Operations Department

Membership Dues	
10-60-211-5401	
Association of Police Communications Officials (APCO) - Group Membership	578
National Emergency Number Association (NENA) - Group Membership	750
CWA Association Memberships	1,125
Total	\$ 2,453
Publications	
10-60-211-5402	
Miscellaneous publications	1,770
Total	\$ 1,770
Conferences, Meetings & Travel	
10-60-211-5403	
Total Response/EMD Training	9,500
Association of Police Communications Officials (APCO) Conference	3,500
CA 9-1-1 Training Allotment for CAL-NENA, NENA and Next Gen 9-1-1 Training	10,000
Civilian Management Seminars PMW Associates	1,186
Mandatory Supervisor Harrasment Training	420
Employee Mandatory Harrasment Training	1,300
LA County PSAP quarterly meetings - Operations Manager/Administration Supervisor	225
Total	\$ 26,131
POST Training	
10-60-211-5406	
Public Safety Training Consultants (PSTC) Seminars	6,676
Golden West College - 120 hours POST training	5,649
Golden West College - 80 hour POST Supervisor Training	725
Total	\$ 13,049

TECHNICAL SERVICES DIVISION



Technical Services Division

The Technical Services Division is staffed with a Public Safety Communications Specialist II and four (4) Public Safety Communications Specialist I positions. The division provides technical services for vehicles and equipment used by the Member Cities and client cities Police, Fire, and Public Works personnel. The division also provides the same services to outside agencies including the City of Palos Verdes Estates, El Camino College Campus Police Department, and Los Angeles Interagency Metropolitan Police Apprehension Crime Taskforce (LA IMPACT).

Services provided include: installation of radios, emergency lighting, sirens, mobile computer systems, prisoner cages, prisoner restraint systems, prisoner seats, trunk boxes, slide out equipment trays, support wiring, and electrical equipment on patrol vehicles; repairs and maintenance of above equipment; repairs of mobile radios, portable radios, mobile computers, sirens, light bars, and mobile video equipment.

The division is responsible managing contracts for the maintenance and upgrade of the Authority's remote receivers and transmitters at the following sites: The Authority's Tower in Hawthorne; Punta Place in Palos Verdes Estates; South Bay Hospital in Redondo Beach; Grandview in Manhattan Beach; Water Tower in Manhattan Beach; Pacific Corporate Towers in El Segundo; Water Tower in El Segundo; Pier in Hermosa Beach; and Gardena Police Department.

The technologies that the division maintains under contract include: a microwave "ring" (1+1) network; IP voted conventional analog radio communications; networking equipment at all transmit and receive sites (firewalls, switches, routers, site monitoring equipment); Orion Solarwinds Network monitoring 24/7; generator and backup systems.

Technical Services also coordinates the maintenance requirements for the Authority facility and capital improvement projects; is responsible for upkeep of the Authority's FCC licenses and processing applications for new channels; and prepares/plans for future frequency needs of the Authority, Member Agencies and client cities.

Prior Year Accomplishments:

- Completed 385 work orders for installations and repairs of various telecommunications equipment used by Police, Fire and Public Works from members and client agencies in FY2024.

Expenses by Account - Technical Services Department

ACCT	DESCRIPTION	FY22-23 Adopted	FY22-23 Actual	FY23-24 Adopted	FY23-24 Actual	FY24-25 Adopted	FY25-26 Proposed	vs Adopted Inc (Dec) \$	% Change
5101	Salaries (Full-Time)	\$ 484,121	\$ 331,367	\$ 507,570	\$ 390,355	\$ 495,907	\$ 518,751	\$ 22,844	4.61%
5103	Overtime	3,500	25,433	3,500	48,386	30,000	30,000	-	0.00%
5104	Acting Pay	-	-	-	-	-	-	-	0.00%
5106	Call Back Pay	-	-	-	-	-	-	-	0.00%
5107	Merit Pay	750	828	850	944	850	850	-	0.00%
5108	Sick Leave Payoff	13,500	4,957	10,500	8,277	10,500	10,500	-	0.00%
5109	Vacation Leave Payoff	12,000	7,804	10,000	6,705	10,000	10,000	-	0.00%
5110	Training Pay	-	1,000	-	477	2,500	2,500	-	0.00%
5112	Other Pay	-	12,540	-	-	-	9,000	9,000	0.00%
5114	Holiday Payoff	-	-	-	-	-	-	-	0.00%
5115	Education Incentive	-	-	-	-	-	-	-	0.00%
5201	Medical Insurance	61,400	34,332	61,200	33,198	67,000	63,742	(3,258)	-4.86%
5202	Dental Insurance	7,404	4,239	6,300	5,992	9,400	10,158	758	8.06%
5203	Vision Care	2,045	1,252	1,790	1,614	2,600	2,600	-	0.00%
5204	Life Insurance	780	621	1,020	833	1,020	1,020	-	0.00%
5205	Medicare	7,538	5,348	7,764	6,332	8,044	8,376	332	4.13%
5206	Unemployment Insurance	-	-	-	-	-	-	-	0.00%
5207	Workers' Compensation	57,061	44,905	56,132	49,170	56,547	67,347	10,800	19.10%
5208	PERS Contribution	51,247	38,981	58,676	47,203	56,087	59,388	3,301	5.89%
5209	Retirees' Medical Insurance	22,000	12,523	18,000	13,915	18,000	15,000	(3,000)	-16.67%
5212	Deferred Comp Matching Benefi	6,000	4,794	3,000	6,223	7,500	7,500	-	0.00%
5219	PERS Contribution-UAL	43,194	55,357	43,128	57,408	63,214	76,219	13,005	20.57%
Subtotal Salaries & Benefits		\$ 772,540	\$ 586,280	\$ 789,430	\$ 677,031	\$ 839,169	\$ 892,951	\$ 53,782	6.41%
5302	IT Computer Contract Services	145,000	145,000	145,000	145,000	145,000	145,000	-	0.00%
5311	GST Software Reimbursable	55,327	52,692	52,692	52,692	52,692	52,692	-	0.00%
5403	Conferences, Meeting & Travel	2,650	100	2,650	50	2,650	2,650	-	0.00%
5503	General Technical Supplies	7,500	3,657	7,500	7,948	7,763	7,763	-	0.00%
5506	Uniforms/Safety Equipment	2,500	578	2,500	953	2,588	2,500	(88)	-3.40%
5507	Postage & Shipping	1,200	-	1,200	-	1,200	1,200	-	0.00%
5508	Shipping Costs	-	-	-	-	-	-	-	0.00%
5514	Parts - Billing	700,000	709,032	739,900	871,239	784,294	923,514	139,220	17.75%
5516	Install Wire, Loom & Hardware	-	-	-	-	-	-	-	0.00%
5517	Vehicle Operations	4,500	740	4,757	1,911	4,923	5,000	77	1.56%
5520	Equipment Repair	5,000	-	5,000	-	5,000	5,000	-	0.00%
5521	Outside Tech Serv-Towers/Equip	325,000	247,205	325,000	271,878	363,000	375,705	12,705	3.50%
5524	GETAC Project	-	-	-	-	-	-	-	0.00%
5525	Culver City Infrastructure Trans	-	-	-	-	-	-	-	0.00%
5810	Office Equipment	2,000	-	2,000	-	2,000	4,000	2,000	100.00%
5820	Other Equipment	-	-	-	-	-	-	-	0.00%
Subtotal Supplies/Serv/Equip		\$ 1,250,677	\$ 1,159,003	\$ 1,288,199	\$ 1,351,671	\$ 1,371,110	\$ 1,525,024	\$ 153,914	11.23%
Total Expenses - Tech Services		\$ 2,023,217	\$ 1,745,284	\$ 2,077,629	\$ 2,028,702	\$ 2,210,279	\$ 2,417,975	\$ 207,696	9.40%

Account Detail - Technical Services Department

Account	Account Description	Comments/Explanation
5101	Salaries (Full-Time)	Includes contracted and estimated increases from MOUs if applicable
5103	Overtime	As needed
5104	Acting Pay	Per MOU
5106	Call Back Pay	If called back to work after hours
5107	Merit Pay	Based on longevity starting @ 7 years of service \$250; \$50 each additional year
5108	Sick Leave Payoff	Max 120 hrs @ 85% of base rate
5109	Vacation Leave Payoff	Max 90 hrs @ 85% of base rate
5201	Medical Insurance	Per MOU - cafeteria plan limit
5202	Dental Insurance	Per MOU - cafeteria plan limit
5203	Vision Insurance	Per MOU - 100% employer paid
5204	Life Insurance	Per MOU \$100,000 employee-only coverage
5205	Medicare	1.45% employer contribution rate
5206	State Unemployment	Based on estimated reimbursements to EDD for actual claims
5207	Workers' Compensation	Based on projected increase from prior year premium
5208	PERS Contribution	Rates reflect increase in the Normal Cost from 12.52% to 12.58% for Tier 1 employees plus 3.5% of employee contributions; increase from 10.15% to 10.19% for Tier 2 employees hired after October 25, 2011; increase from 7.87% to 7.96% for PEPRA employees hired after January 1, 2013. UAL portion is allocated to a different account (see account # 5219).
5209	Retirees' Medical Insurance	Per MOU - retiree benefit
5219	PERS Contribution-UAL	Unfunded Accrued Liability determined by CalPERS Actuarial Report
5302	Comp Contract Services/CAD	IT support from Hawthorne; CAD consultant
5403	Conferences, Meetings & Travel	See attached detail
5503	General Technical Supplies	Chemical cleaners, switches, cables, jumpers, etc.
5506	Uniforms/Safety Equipment	Uniform purchases for new hires and replacements for existing employees
5510	Equipment Rent	Boom lift/test equipment, as needed
5514	Parts - Billing	Reimbursable expense for parts billed to members/customers - revenue offset
5515	Parts - Telecommunications	Combined all parts accounts
5516	Install Wire, Loom & Hardware	Miscellaneous parts used for installations. Now part of Parts - Billing
5517	Vehicle Operations	Fuel/other maintenance for Authority's van/truck
5520	Equipment Repair	Various factory equipment repairs including MDC hardware
5521	Outside Tech Svcs-Towers/Equipment	CommLine contract for servicing radios, microwave and tower equipment
5810	Office Equipment	Computers, printers, laptops, etc.
5820	Other Equipment	Television, tools, etc.
Conferences, Meetings & Travel		
10-70-311-5403		
	Technical Services Software/Support training	2,500
	COPS West - Palm Springs	150
	Total	\$ 2,650
Outside Tech Svcs-Towers/Equipment		
10-70-311-5521		
	Annual hardware support for (17) position Avtec/Servers, (106) Tait Base Stations and (9) Sites, microwave support.	186,300
	Avtec Annual Software support	82,800
	Support for Microwave maintenance	77,625
	Environmental Monitoring Sensor Replacement	8,280
	Battery Back up (microwave)	20,700
	Total	\$ 375,705

CAPITAL IMPROVEMENTS SUMMARY



South Bay Regional Public Communications Agency
Five Year Capital Improvement Plan

	FY24-25 Adopted	FY25-26 Proposed	FY26-27 Projected	FY27-28 Projected	FY28-29 Projected	FY29-30 Projected	Five-Year Total
Beginning Fund Balance	\$ 9,160,937	\$ 8,786,570	\$ 6,351,884	\$ 5,753,007	\$ 5,752,480	\$ 5,941,627	
Pension/OPEB Funding	\$ 517,690	\$ 419,585	\$ 394,376	\$ 369,427	\$ 273,752	\$ 301,922	
Obligated Reserves:							
Operating & Capital Reserve	\$ 1,434,792	\$ 1,548,406	\$ 1,608,975	\$ 1,674,090	\$ 1,744,267	\$ 1,809,555	
Total Obligated Reserves:	\$ 1,434,792	\$ 1,548,406	\$ 1,608,975	\$ 1,674,090	\$ 1,744,267	\$ 1,809,555	
Unobligated Fund Balance	\$ 7,208,455	\$ 6,818,579	\$ 4,348,533	\$ 3,709,490	\$ 3,734,460	\$ 3,830,150	
Proposed Capital Improvements:							
Information Technology	\$ -	\$ 25,000	\$ 388,400	\$ 90,000	\$ 220,000	\$ 256,000	\$ 979,400
Radios	330,000	450,000	470,000	-	-	1,000,000	1,920,000
Facilities	265,000	279,000	85,000	180,000	56,000	-	600,000
New Computer Aided Dispatch system	-	2,000,000	-	-	-	-	2,000,000
Vehicle Needs	-	-	-	100,000	-	100,000	200,000
Total CIP Costs:	\$ 595,000	\$ 2,754,000	\$ 943,400	\$ 370,000	\$ 276,000	\$ 1,356,000	\$ 5,699,400
Unobligated Fund Balance After Capital:	\$ 6,613,455	\$ 4,064,579	\$ 3,405,133	\$ 3,339,490	\$ 3,458,460	\$ 2,474,150	
Revenues over Expenses at End of Year	\$ 738,323	\$ 738,899	\$ 738,899	\$ 738,899	\$ 738,900	\$ 738,898	
Ending Unobligated Fund Balance:	\$ 7,351,778	\$ 4,803,478	\$ 4,144,033	\$ 4,078,390	\$ 4,197,360	\$ 3,213,049	
Percentage Unobligated Fund Balance:	53%	33%	27%	25%	25%	18%	

Capital Improvement Projects Summary - Year 1		FY25-26 Proposed
Deployment of Multi-Factor Authentication		25,000
Information Technology Total	\$	25,000
Console & Workstation Replacement		450,000
Radios Total	\$	450,000
Building Automation System		155,000
Heating Boiler and Boiler Controller Replacement		45,000
Building Hot Water Pumps Replacement		25,000
Air Compressor and Refrigerated Air Dryer Replacement		25,000
Glass Block Walls and Windows Re-Pointing		29,000
Facilities Total		279,000
New Computer Aided Dispatch System	\$	2,000,000
Vehicle Needs Total	\$	-
Grand Total	\$	2,754,000

APPENDIX



Acronyms

APCO – Association of Police Communications Officials

AQMD – Air Quality Management District

CAD – Computer Aided Dispatch

CAHN – California Association of Hostage Negotiators

RMS – Records Management System

CalPERS – California Public Employees Retirement System

CLETS - California Law Enforcement Telecommunications System

CPI – Consumer Price Index

CSMFO – California Society of Municipal Finance Officers

CWA – Communications Workers of America

DOJ – Department of Justice

DUI – Driving Under the Influence

EDD – Employment Development Department

EMD – Emergency Medical Dispatch

FCC – Federal Communications Commission

FY – Fiscal Year

GASB – Governmental Accounting Standards Board

GFOA – Government Finance Officers Association

HQ – Headquarters

IFR – Injury Frequency Radio

IP – Internet Protocol

IWCE – International Wireless Communications Expo

LAIF – Local Agency Investment Fund

LASO – Los Angeles Sheriff's Office

MB – Manhattan Beach

MBWT – Manhattan Beach Water Tower

MDC - Mobile Data Computer

MHz – Megahertz

MOU – Memorandum of Understanding

NENA – National Emergency Number Association

OPEB – Other Post-Employment Benefits

OT – Overtime

PERS – Public Employees Retirement System

POST – Police Officer Standards and Training

PSAP – Public Safety Answering Point

PSTC – Public Safety Training Center

TMS – Training Management System

UAAL - Unfunded Actuarial Accrued Liability

UHF – Ultra High Frequency

VOIP - Voice over Internet Protocol

VHF - Very High Frequency

Glossary

ACCRUAL BASIS: Revenues are recognized when both measurable and available; expenditures are recorded when services have been substantially performed or goods have been received and the liabilities incurred.

ADOPTED BUDGET: The official budget as approved by the Board of Directors at the start of each fiscal year.

AMENDED BUDGET: The adopted budget as amended by the Board of Directors or the Executive Committee through the course of a fiscal year.

APPROPRIATIONS: A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and to the time when it may be expended.

AGENCY: A state or local unit of government created to perform a single activity or a limited group of functions and authorized by the state legislature to issue bonded debt.

ASSESSMENTS: Based on the Cost Allocation Policy, the annual predetermined charges to the Member Cities (Gardena, Hawthorne, and Manhattan Beach) and for the Contract Cities (Culver City, El Segundo, and Hermosa Beach).

AUTHORITY: The South Bay Regional Public Communications Authority, a governmental agency that provides a consolidated regional public communications system.

BOND: A security whereby an issuer borrows money from an investor and agrees and promises, by written contract, to pay a fixed principal sum on a specified date (maturity date) and at a specified rate of interest.

BOND PREMIUM: The amount at which a bond or note is bought or sold above its par value or face value without including accrued interest.

BUDGET: A plan of financial operation comprised of estimated expenditures for a given period (usually a single fiscal year) and the proposed means of financing the expenditures (through revenues).

BUDGET MESSAGE: A written discussion of the budget presented by the Executive Director to the Board of Directors and/or the Executive Committee.

CAPITAL ASSETS: Equipment costing \$5,000 or more, including tax, with a useful life longer than one year, and not qualifying as a capital improvement project. Includes automotive equipment, office equipment, office furniture, acquisitions, landscaping improvements, etc.

CAPITAL OUTLAY BUDGET: A budget which focuses on capital projects (e.g., transmission/receiver or radio sites); includes capital assets with a value per item of \$5,000 or more, with a useful life longer than one year.

CONTRACTED SERVICES: Services rendered in support of the Authority's operations and activities by external parties. These may be based upon either formal contracts or ad hoc charges.

DEPARTMENT: A major organizational group of the Authority with overall management responsibility for an operation or a group of related operations within a functional area.

ENCUMBRANCE: The commitment of appropriated funds to purchase goods, which have not yet been received, or services which have yet to be rendered

ENTERPRISE FUND: The fund used to account for any activity for which a fee is charged to external users of goods and services.

EXPENDITURES: Decreases in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service, and capital outlays.

EXPENSES: Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

FISCAL AGENT: Also known as the Paying Agent, the bank, designated by the issuer, to pay interest and principal to the bondholder.

FISCAL YEAR: A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position, the results of its operations, and adopts a budget for the coming year. The Authority's fiscal year is from July 1 to June 30.

FUND: An independent fiscal and accounting entity with a self-balancing set of accounts, recording resources, related liabilities, obligations, reserves, and equities segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

FUND BALANCE: The equity (assets minus liabilities) of governmental fund and fiduciary fund types. However, for budgeting purposes, a working capital definition of current assets minus current liabilities is used for the computation.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP): Uniform minimum standards of and guidelines for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, rules, and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

INVESTMENT GRADE: Bond issues by the three major bond rating agencies, Moody's, Standard & Poor's, and Fitch, rated BBB, Baa or better. Many fiduciaries, trustees, and some mutual fund managers can only invest in securities with an investment grade rating.

ISSUER: A state or local unit of government that borrows money through the sale of bonds and/or notes.

JOINT POWERS AUTHORITY (JPA): The formation of two or more public entities with common powers to consolidate their forces to acquire or construct a joint-use facility. Their bonding authority and taxing ability are the same as their powers as separate units.

LETTER OF CREDIT: A form of supplement or, in some cases, direct security for a municipal bond under which a commercial bank or private corporation guarantees payment on the bond under certain specified conditions.

OBJECTIVE: A simply stated, readily measurable statement of aim or expected accomplishment within the fiscal year. A good statement of objective should imply a specific standard of performance for a given program.

OBJECT CODE: The classification of expenditures in terms of what is bought and paid for grouped into major object codes by subject.

OPERATING BUDGET: A budget which focuses on everyday operating activities and programs. Usually includes personnel, maintenance and operations, and capital equipment.

PERSONNEL EXPENSES: Compensation paid to or on behalf of Authority employees for salaries and wages, overtime and benefits.

PRELIMINARY BUDGET: The proposed budget as formulated by the Executive Director. It is submitted to the Executive Committee for review and approval before submission to the Board of Directors.

PREMIUM: The amount, if any, by which the price exceeds the principal amount (par value) of a bond. Its current yield will be less than its coupon rate.

RECOMMENDED BUDGET: The budget submitted to the Board of Directors for review and approval after review by the Executive Committee.

REFUNDING BOND: The issuance of a new bond for the purpose of retiring an already outstanding bond issue.

RETAINED EARNINGS: An equity account reflecting the accumulated earnings of Proprietary Fund types. For budgeting purposes, the working capital definition of fund balance is used.

REVENUE: Moneys that the City receives as income such as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.

REVENUE BOND: A municipal bond whose debt service is payable solely from the revenues received from operating the facilities acquired or constructed with the proceeds of the bonds.

TRUSTEE: A bank designated as the custodian of funds and official representative of bondholders. Appointed to ensure compliance with trust indenture.

USER CHARGES: Payments made by users or customers of publicly-provided services that benefit specific individuals. These services exhibit “public good” characteristics. Examples of user charges are fees paid for recreational activities, building fees, police fees, etc. For the Authority, the user charges are in the form of assessments to the members; billings to customers for equipment installation, repairs, and maintenance.

BUDGET POLICY



RESOLUTION NO. 366

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH
BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY AMENDING THE
BUDGETARY POLICY**

WHEREAS, Article IV (E & F) of the Bylaws of the South Bay Regional Public Communications Authority (Authority) authorizes the Board of Directors to establish an annual budget for the Authority and to exercise any other power to implement the annual budget;

WHEREAS, pursuant to Article IV (G) of the Bylaws , the Board of Directors shall make all policy decisions and determinations for the Authority;

WHEREAS, the Board of Directors desires to amend the Authority's Budgetary Policy to include Section 7 regarding capital improvement planning; and

WHEREAS, this Resolution is intended to repeal any previous Resolution establishing a budgetary policy that was adopted by the Board of Directors or by the Executive Committee.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby adopts the following amended budgetary policy:

SECTION 1: DEFINITIONS/SCOPE OF THE BUDGET

- **Fiscal Period:** The year beginning July 1 and ending June 30
- **Budgeted Funds:** Fund 10/SBRPCA Enterprise Fund and Fund 20/Grant Fund
- **Budget Components:** Operating Budget; Capital Improvement Projects
- **Budget Categories:** Salaries & Benefits; Supplies & Services; Capital Outlay
- **Object Codes:** Line accounts such as Salaries; Overtime; Office Supplies; Legal Services; etc.
- **Departments:** Administration, Operations, Technical Services

SECTION 2: POLICY

- A. The Executive Director shall prepare a preliminary operating and capital outlay budget and present it to the Executive Committee at the Committee's regularly scheduled meeting in February of each year.
- B. The preliminary budget shall include an estimated amount that each Member City will be charged to support the budget appropriation during the coming fiscal year.
- C. The preliminary budget will also include a 10% Operational and Capital Reserve for operating and/or capital expense contingencies. The initial starting point for these reserves will be the combined Operating Reserve and Equipment Replacement Fund amounts detailed in the adopted Fiscal Year 2018/2019 budget.
- D. In circumstances where reserves have been appropriated by the Board of Directors, the budget will include a plan to replenish the reserves to this prescribed level within three (3) years.
- E. After the Executive Committee has reviewed and approved the preliminary budget, this recommended budget shall be submitted to the Board of Directors at the Board's regularly scheduled meeting in March of each year.
- F. The Board of Directors shall adopt the budget in March of each year according to the Authority's Bylaws.

SECTION 3: LEGAL LEVEL OF BUDGETARY CONTROL

- A. The legal level of budgetary control for management purposes is set by the Board of Directors at the fund level.

SECTION 4: BUDGET AMENDMENTS

- A. The Executive Director may execute operating budget transfers between object codes within the budget categories and between departments provided that such transfers do not result in an increase to the overall budget.
- B. Changes to the capital improvement projects budget will require pre-approval by the Board of Directors.
- C. Budget amendments that are between budget categories or increase the total amount of the budget will require pre-approval by the Board of Directors.
- D. Appropriations from the Reserve will require pre-approval by the Board of Directors.
- E. Unencumbered appropriations lapse at year-end. Any carryover appropriations will require approval by the Board of Directors.

SECTION 5 - FINANCIAL REPORTING

- A. The Executive Director shall present a quarterly budget performance report to the Executive Committee.
- B. The Executive Director shall present a mid-year budget report to the Board of Directors at the Board's meeting in January of each year.
- C. The Executive Director shall 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.

SECTION 6 – EXCESS FUNDS

- A. Based on the fiscal year-end audited financial statements, the unreserved Fund 10 Enterprise Fund balance shall be eligible to be remitted to each member in proportion to each member's ownership share in the Authority, in accordance with its Bylaws.
- B. The actual amount to be remitted shall be determined by the Board of Directors.
- C. Following each year there is a budgetary surplus, surplus funds will be used towards an Additional Discretionary Payment to the CalPERS pension Unfunded Actuarial Liability until the plan reaches and maintains a 90% funded ratio. In the event no budgetary surplus exists in a given fiscal year, or it is insufficient, unreserved available balance will be used to make the Additional Discretionary Payment. The appropriation must be approved by the Board of Directors.
- D. Following each year there is a budgetary surplus, surplus funds will be used towards an Actuarially Determined Net Trust Contribution to the Authority's Section 115 Trust for Other Post-Employment Benefits for a period of 20 years or until the trust is fully funded, whichever occurs first. In the event no budgetary surplus exists in a given fiscal year, or it is insufficient, unreserved available balance will be used to make the Actuarially Determined Net Trust Contribution. The appropriation must be approved by the Board of Directors.

SECTION 7– CAPITAL IMPROVEMENT PLANNING

- A. The Capital Improvement Program (CIP) identifies major improvements and capital purchases needed to improve services to the cities. The Capital Improvement Plan (CIP) will be approved as a 5-year plan in conjunction with the Board of Directors' approval of the annual operating budget.

B. A Capital Improvement Project (Project) must meet one of the following criteria:

- Real property acquisition (land of any amount and useful life).
- Construction of a new facility (facility with a minimum useful life of five years).
- Addition (a modification that changes the structural "footprint" of a facility) to existing facilities greater than or equal to \$25,000 (of any useful life).
- Remodeling/repair/preservation of the interior/exterior of any facility and its components greater than or equal to \$25,000 (minimum useful life of ten years).
- Major equipment items or projects, including computer and communications infrastructure, which are greater than or equal to \$25,000 and five years of useful life (includes all vehicles).

Purchase Type	Minimum Amount (\$)	Minimum Useful Life (Years)
Real property/land	Any	Any
Construction of a new facility	Any	5
Addition to an existing facility	\$25,000	Any
Remodeling/Repair/Facility preservation	\$25,000	10
Major equipment or projects (incl. vehicles & technology)	\$25,000	5

C. Funding principles to govern CIP funding and the issuance of debt:

- The Authority should attempt to use cash (from assessment revenues or unrestricted fund balance) to pay for capital expenditures on an annual basis or when funds are available that are not expected to be needed for other purposes in the foreseeable future.
- The Authority should actively seek sources of financing (either grants or low-interest state-sponsored loans) as an alternative to entering the capital markets.
- Debt financing should be considered for capital improvement projects as approved in the annual capital improvement program budget after all non-debt sources of funds (e.g., cash, grants, loans, etc.) have been considered.
- The Authority shall issue debt for capital projects based upon the Authority's Debt Policy.
- Debt should be structured so that the principal will be retired over the useful life of the project financed. The Authority should not issue a debt indebtedness period longer than the period during which it intends to use the capital improvement being financed.

D. The Authority shall prioritize capital projects by weighing the impact that such purchase(s) will have on the overall operations, maintaining continuity and

consistency throughout the overall capital improvement program. The project evaluation and selection process should consider:

- **Existing Project:** If it is an existing project with current contractual obligations, this would be a current, and active project that would be in the process of completion. Approved, but incomplete projects will be carried forward each year and included in the CIP approval process.
- **Mandate:** The project has been mandated by a current State or Federal agency, making this a project that would need to be completed to adhere to those guidelines.
- **Health & Safety:** Whether this project directly impacts health and safety.
- **Goals & Priorities:** Consideration should be made to reflect the goals and priorities of the Board and the direction that is provided for the organization towards capital expenditures.
- **Maintenance or Operational Impact:** The completion of projects that result in the preservation of prior capital investments or have a positive operational cost impact on the annual budget. Capital expenditures shall be identified to ensure the maintenance of and prevention of deterioration of prior capital projects.
- **Other:**
 1. Capital projects that do not directly identify with one of the prior categories previously listed.
 2. Projects that are of high value and beneficial to the long-range planning efforts of the Board and maintain the integrity to the success of the organization.

BE IT FURTHER RESOLVED, that any previous Resolution establishing a budgetary policy that was adopted by the Board of Directors or by the Executive Committee is hereby repealed.

The secretary shall certify to the adoption of this Resolution by the Board of Directors of the South Bay Regional Public Communications Authority.

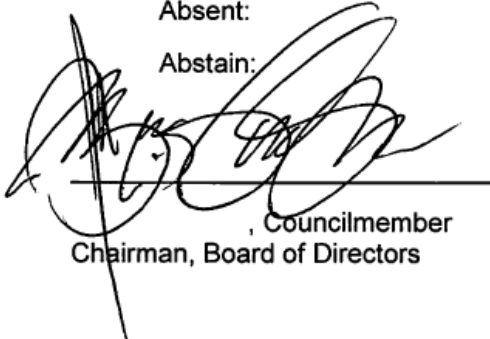
Passed, approved, and adopted in a meeting held on the 13th day of August, 2024 by the following vote:

Ayes: Tanaka, Lesser, Monteiro


Noes:

Absent:

Abstain:



Councilmember
Chairman, Board of Directors



, Executive Director
Secretary, Board of Directors

FISCAL YEAR 2025-2026
BUDGET RESOLUTION



RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS
AUTHORITY ADOPTING THE BUDGET FOR FISCAL YEAR
2025-2026 AND CORRESPONDING ASSESSMENT SCHEDULE**

WHEREAS, the South Bay Regional Public Communications Authority has been established for the purpose of implementing, operating, and maintaining a consolidated regional public safety services communications system for the mutual benefit of its membership;

WHEREAS, Article IV, Section J of the Bylaws requires the Board adopt an annual budget and assessment schedule;

WHEREAS, in a public session, on March 18, 2025, the Board of Directors examined and adopted the budget for Fiscal Year 2025-2026 as outlined below;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of said Authority has adopted a budget in the amount of \$14,347,919 for the period of July 1, 2025 through June 30, 2026 in accordance with the following allocations:

Administration Department	\$3,037,045
Operations Department	8,642,899
Technical Services Division	2,417,975
Capital Outlay	250,000
Total Budget	\$14,347,919

BE IT FURTHER RESOLVED that the Board of Directors of said Authority adopts the Assessment Schedule in Exhibit A for Fiscal Year 2025-2026.

BE IT FURTHER RESOLVED that the Finance & Performance Audit Manager of the Authority is authorized to issue assessments to the Member Cities and to the cities with which the Authority contracts for dispatch services in accordance with the terms, conditions, and formulas contained in Article X of the Authority Bylaws, and as shown on page 23 of the budget.

BE IT FURTHER RESOLVED that the Board of Directors approves an appropriation from the Enterprise Fund balance in the amount of \$2,754,000 to fund FY2025-2026 capital improvement projects as part of the adopted Five-Year Capital Improvement Plan.

WE HEREBY CERTIFY that the foregoing is a true copy of the resolution adopted by the Board of Directors of the South Bay Regional Public Communications Authority in a meeting thereof held on the 18th day of March 2025, by the following vote:

Ayes:
Noes:
Absent:
Abstain:

Rodney Tanaka
Chairperson of the Board of Directors

John Krok, Executive Director
Secretary of the Board of Directors

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Attachment 3



Annual Assessments

Fiscal Year 2025-26

Quarter	1st	2nd	3rd	4th	
Due Date	7/15/2025	10/15/2025	1/15/2026	4/15/2026	Total
Member Cities					
Gardena	\$ 883,427.30	\$ 631,019.50	\$ 631,019.50	\$ 378,611.70	\$ 2,524,078.00
Hawthorne	1,060,762.15	757,687.25	757,687.25	454,612.35	3,030,749.00
Manhattan Beach	697,939.90	498,528.50	498,528.50	299,117.10	1,994,114.00
Contract Cities					
Culver City	771,205.00	771,205.00	771,205.00	771,205.00	3,084,820.00
El Segundo	552,495.00	552,495.00	552,495.00	552,495.00	2,209,980.00
Hermosa Beach	225,464.50	225,464.50	225,464.50	225,464.50	901,858.00
Total	\$ 4,191,293.85	\$ 3,436,399.75	\$ 3,436,399.75	\$ 2,681,505.65	\$ 13,745,599.00

Late Payment Penalties

- Gardena, Hawthorne, and Manhattan Beach
 - 5% penalty applies 15 days past due
 - 10% penalty applies 30 days past due
- Culver City
 - 5% penalty applies 15 days past due
 - 10% penalty applies 30 days past due
- El Segundo
 - 5% penalty applies 15 days past due
 - 10% penalty applies 30 days past due
- Hermosa Beach
 - 5% penalty applies 15 days past due
 - 10% penalty applies 30 days past due

Notes

- Gardena, Hawthorne, and Manhattan Beach are billed in the following proportions:
Q1-35%, Q2-25%, Q3-25%, Q4-15%
- Culver City, El Segundo, and Hermosa Beach are billed evenly throughout the year, 25% per quarter.
- GST Maintenance, Verizon Wireless DAC charges, Sprint DAC Charges, and Sprint modems are billed with 4th quarter assessments.
- In accordance with the Cost Allocation Policy, Technical Services Division Workload Support Charges are now included in this assessment which is billed quarterly.

G-1

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

FEBRUARY 18, 2025

A. CALL TO ORDER

The Executive Committee and User Committee convened in a regular joint session at 1:58PM on Tuesday, February 18, 2025, in the second-floor conference room of the South Bay Regional Public Communications Authority at 4440 West Broadway, Hawthorne, CA.

B. ROLL CALL

Present: Interim City Manager Talyn Mirzakhania, 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
Chief Mike Lang, Manhattan Beach Fire Department
Chief Rachel Johnson, Manhattan Beach Police Department

Absent: City Manager Clint Osorio, City of Gardena

Also Present: Executive Director John Krok
Acting Administrative Services
Operations Manager Shannon Kauffman
Acting Administrative Services Manager Megan Cunningham
Finance Manager Vanessa Alfaro
Executive Assistant Cristina Manley
Jennifer Petrusis, General Counsel, RWG Law
Laura Kalty, Liebert Cassidy Whitmore

C. PUBLIC DISCUSSION

None.

D. EXECUTIVE COMMITTEE CONSENT CALENDAR

1. Minutes from January 21, 2025

APPROVE

2. Check Register – January 2025

RECEIVE AND FILE

3. Cash Investment Report for December 31, 2024

RECEIVE AND FILE

4. Approve Change Purchase Order Totaling \$50,000 For Commline Incorporated
for Vehicle Uplifting Services

**APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE
PURCHASE ORDER**

MOTION: City Manager Norris moved to approve the Executive Committee Consent Calendar items 1-4. The motion was seconded by City Manager Mirzakhania and passed by a vote of 3-0.

E. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

F.

EXECUTIVE COMMITTEE GENERAL BUSINESS

1. Fiscal Year 2024-2025 Five-Year Capital Improvement Plan
PROVIDE DIRECTION

Executive Director Krok provided a report on the Five-Year Capital Improvement Plan. In August 2024, the Board of Directors adopted a resolution establishing a Capital Improvement plan with an initial appropriation of \$595,000 for fiscal year 2025.

- Five-Year CIP for Fiscal Years 2026 through 2030 includes reprioritization of some projects and new projects added to the last year
- Plan focuses on improving infrastructure in IT, telecommunications, and facilities
- Thirty-three individual projects totaling nearly \$5.7 million, funded by the Authority's Enterprise Fund

The Executive Committee gave approval for the Executive Director to present the Five-Year CIP to the Board of Directors next month.

2. Fiscal Year 2025-2026 Preliminary Budget
PROVIDE DIRECTION

Finance Manager Alfaro provided an overview of the Authority's main revenue sources and expense categories as follows:

Revenue sources:

- Assessment revenue from member cities 50%
- Contract cities 41%
- Non-assessment revenue 9%

Expense categories:

- Salaries and benefits 75%
- Supplies, services, and equipment 23%
- Capital outlay 2%
- Operations department is approximately 60% of budgeted costs, administration 21% and technical services 17%

Cost Allocation Policy:

The policy was adopted by the Board of Directors in 2019

- Costs are separated into Administrative, Operations, and Technical Services.
- Administrative costs are allocated to operations and technical services
- Operations costs are allocated to call taking, police dispatch, and fire dispatch.
- Technical Services costs are allocated to dedicated support and work order support.

Proposed Assessment for Member Cities – Fiscal Year 2026

- Gardena; \$2,524,078 (approximately \$17,000 increase)
- Hawthorne: \$3,030,749 (approximately \$8,000 increase)
- Manhattan Beach: \$1,994,114 (approximately \$98,000 increase)

Proposed Assessment for Contract Cities – Fiscal Year 2026

Culver City: \$3,084,820 (approximately \$49,000 increase)
El Segundo: \$2,209,980 (approximately \$ 73,000 increase)

Hermosa Beach: \$901,858 (approximately \$3,000 increase)

Altogether with assessments of about \$13.7 million and non-assessment revenue of about \$1.3 million. Revenues are estimated to be over \$15 million, an increase of nearly \$580,000 or 4% compared to revenue projections for fiscal year 2025. The proposed budget for fiscal year 2026 is \$14,347,919.

Salaries, Benefits, Supplies, Services and Equipment

- Salaries and benefits are expected to increase to \$253,000 or 2.4%
- Supplies, services and equipment are expected to increase by \$326,000 or 10.8%.

There is a \$580,000 increase overall or 4.21% budget increase from last year's adopted budget.

- This increase includes reimbursable expenses that are offset by an equal increase in other revenues, such as reimbursable parts.
- The increase in expenses that don't include offsetting revenue total about \$340,000, under a 2.5% increase from last year's adopted budget.

Revenue and Expenses

- Revenues are estimated to be \$15 million, expenses \$14.3 million, with revenues over expenses of about \$740,000.
- Projections over the next five years expect revenues over expenditures to average a steady \$740,000 each year.
- The Board of Directors approved a revision to the budgetary policy that allows ongoing funding for pension and OPEB liabilities using budgetary surplus and unrestricted available fund balance each year.
- Projections include estimates for additional discretionary payments and trust contributions to the Authority's OPEB trust over the next several years.
- Projections now include the newly adopted CIP program and corresponding CIP plan to be considered by the Board of Directors.
- Staff projects a \$6 million-dollar fund balance for fiscal year ending June 30, 2026. The available balance, after considering the 10% required operating and capital reserve, estimated to be about \$4.8 million in fiscal year 2026.

City Manager Mirzakhania requested a break down the 5% change for Manhattan Beach's assessment.

Finance Manager Alfaro explained that about \$70,000 of the 5% change is a result from an increase in technical services division cost. Manhattan Beach had about a 40% increase in the 3-year average work order and about a 20% increase in fleet size. The other cities have had a steadier increase, more in line with the averages from prior years.

Executive Director Krok mentioned that the pandemic caused delays in vehicle deliveries so as they start showing up cities should expect an increase in work order numbers to occur over the next several years because there's been a backlog of cars. An update to fleet sizes was obtained from all the cities and was received within the last couple months, to reflect current vehicle allocations. The size of a city is irrelevant to tech service costs: it's the usage of tech services and fleet size.

Chief Lang asked for further clarification on the increase of Manhattan Beach Assessment increase.

Finance Manager Alfaro explained the cost allocation policy has a three-year rolling average. The workload support section of it was previously billed quarterly based on that agency's quarterly use, which resulted in very large variances each quarter because there are fixed costs. The cities decided that it was fairer to average labor hours over a rolling three-year period to better reflect use of that resource versus doing it quarterly. Fixed costs for the technical services divisions are \$658,000. Costs are distributed to agencies based on fleet size (dedicated support) and a three-year average of labor hours (workload support). The cost allocation model and study can be reviewed and adjusted if stakeholders desire. The policy was adopted in 2019 and revisions can be considered when that time comes.

City Manager Mirzakhian suggested to agendaize a report on the current cost allocation model to see if it needs to be changed or further discussed. Finance Manager Alfaro informed that the cost allocation policy states that it should be reviewed every five to seven years (effective in 2021) so that review is forthcoming.

Chief Lang inquired if the IT Support was included in the technical services costs. Executive Director Krok explained that the cost is a separate line item in the budget not associated with technical services. He also suggested that RCC has their own IT person for the organization.

Chief Saffell inquired about the \$300,000 increase in supply, services, and equipment. Finance Manager Alfaro explained that largest factors were \$130,000 for parts reimbursable and \$100,000 for a Vesta 911 Operating System which are reimbursable items and do not increase assessments.

3. Resolutions Authorizing an Exception to CalPERS 180-day Wait Period

APPROVE AND RECOMMEND CONSIDERATION BY THE BOARD OF DIRECTORS

Director Krok discussed the two recent retirees, returning on a part-time basis to offset overtime and staffing issues. CalPERS requires a 180-day separation before retirees can work part-time, but there's an exemption if the employer certifies the position is critically needed. Resolutions were created to address staffing need. If approved by the Board of Directors, two Part-time Communications Operators would be added to eliminate additional overtime hours. CalPERS was consulted regarding potential issues.

MOTION: City Manager Norris motioned to approve and recommend to the Board of Directors. The motion was seconded by City Manager Mirzakhian and passed by a vote of 3-0.

4. Executive Director's Update on Staffing and Recruitment

RECEIVE AND FILE

Executive Director Krok provided a report on staffing in the communications center for the month of January:

- One full-time Communications Operator was hired.

- Twenty (20) applications were received.
- Seven (7) Criti-Call tests were scheduled, five applicants took the test, and one passed.
- The Authority participated in the Women's Expo recruiting event in Gardena.
- A temporary dispatcher was hired, bringing the total to three, with a fourth starting in March.
- Communications Supervisors started sitting in dispatch positions to assist with overtime hours.
- The Authority averages approximately 2,000 hours of overtime per month:
 - 900 of those hours are attributed to scheduled or unscheduled absences.
 - Temporary Dispatchers and Part-Time Communications Operators alleviate approximately 600 hours of overtime per month.
 - Supervisors sitting in dispatch positions alleviate approximately 360 hours per month.

These extra positions have helped reduce overtime for the full-time dispatchers.

5. Executive Director's Update on Medical Director

RECEIVE AND FILE

Executive Director Krok provided a report on LA County Medical Services Department requires any PSAP providing EMD instructions to contract with a Medical Director. The position has been included in the fiscal year 25-26 budget, and final candidates have been identified. He stated he is currently working with LA County Medical Services to develop and define the scope of work and anticipates implementing the position at the beginning of the budget year. A professional services agreement for approval should be available within the next couple of months.

6. Executive Director's Update on Implementation of New Computer Aided Dispatch System

RECEIVE AND FILE

- Executive Director Krok reported that Authority Staff, CAD consultant Bill Romesburg, Legal Counsel Jennifer Petrusis, and CAD Vendor Versaterm are currently working on edits/terms to the Professional Services Agreement, Scope of Work, and payment schedule. He anticipates completion of the Professional Services Agreement in March.
- Total implementation cost is approximately \$1.6 million, with a scheduled timeline for benchmarks, and payments. There is currently two million dollars available in the Enterprise Fund and there will be a \$650,000 yearly subscription fee in the next budget cycle.
- Still expect the 18-month completion from kickoff to implementation.

G. **USER COMMITTEE CONSENT CALENDAR**

1. Minutes for January 21, 2025

APPROVE

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

H. **ITEMS REMOVED FROM CONSENT CALENDAR**

None.

I. **EXECUTIVE AND USER COMMITTEES' COMMENTS**

Chief Tomatani mentioned concerns about the footprint for Hawthorne's IT under the existing agreement for CAD implementation.

J. **EXECUTIVE COMMITTEE CLOSED SESSION AGENDA**

The Executive Committee entered closed session at 2:37PM.

1. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6

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

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

The Executive Committee returned from closed session at 3:12PM, no reportable action taken.

K. **ADJOURNMENT**

The meeting was adjourned at 3:12 PM.

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Check Register FY 2024-25

February 2025

<u>Accounts Payable Check Issued Date</u>	<u>Total Check Amount</u>	<u>Notes</u>
-------------------------------------------	---------------------------	--------------

February 7, 2025	\$158,667.26	
February 14, 2025	\$260,367.00	
February 21, 2025	\$102,776.79	
February 28, 2025	<u>\$96,995.33</u>	
Accounts Payable Total	\$618,806.38	

<u>Payroll Checks Issued Date</u>	
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February 7, 2025	\$180,675.48
February 21, 2025	<u>\$177,192.19</u>
Payroll Total	\$357,867.67

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
20860	2/7/2025	00696	GUARDIAN	533654-02	1/22/2025	GUARDIAN - DENTAL,VISION	5,945.36	5,945.36
20861	2/7/2025	00058	CALPERS	10000001780114	1/14/2025	HEALTH PREMIUMS FOR FEE	51,391.92	51,391.92
20862	2/7/2025	00219	INTERNAL REVENUE SEF	Ben39875	2/7/2025	FEDERAL WITHHOLDING TAX	39,036.29	39,036.29
20863	2/7/2025	00223	EMPLOYMENT DEVELOPMENT	Ben39881	2/7/2025	STATE DISABILITY INSURANCE	17,458.12	17,458.12
20864	2/7/2025	00222	STATE DISBURSEMENT	Ben39885	2/7/2025	SUPPORT: PAYMENT	184.62	184.62
20865	2/7/2025	00058	CALPERS	Ben39879	2/7/2025	PERS RETIREMENT: PAYMENT	30,778.63	30,778.63
20866	2/7/2025	00221	MISSIONSQUARE RETIREMENT	Ben39877	2/7/2025	DEFERRED COMPENSATION	12,207.43	12,207.43
58441	2/7/2025	00217	CALIFORNIA TEAMSTERS	Ben39873	2/7/2025	UNION DUES TEAMSTERS: P	865.50	865.50
58442	2/7/2025	00218	CWA LOCAL 9400	Ben39871	2/7/2025	UNION DUES CWA: PAYMENT	114.70	114.70
58443	2/7/2025	00996	WAGeworks INC., HEALTH	Ben39883	2/7/2025	HEALTH CARE FSA: PAYMENT	684.69	684.69
Sub total for BANK OF THE WEST:							158,667.26	

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
2242	2/14/2025	00012	CALIFORNIA WATER SER	5550731926	2/3/2025	FIRE PROTECTION SERVICE,	106.16	106.16
2243	2/14/2025	00651	FRONTIER	209-188-0077-04	2/1/2025	PHONE SERVICE 2/1/25 - 2/28	337.48	337.48
2244	2/14/2025	00070	GAS COMPANY, THE	059 194 8982 2	2/4/2025	GAS SERVICE HQ/ 1/3/2025-1	2,123.25	2,123.25
2245	2/14/2025	00069	SOUTHERN CALIFORNIA	700610392752	2/3/2025	ELECT SERV GRANDVIEW/ 1/	224.43	224.43
2246	2/14/2025	00031	EMPLOYMENT DEVELOP	L1398314704	1/30/2025	UNEMPLOYMENT INS / OCT-I	5,256.00	5,256.00
58444	2/14/2025	00810	& ASSOCIATES, MAX PAR	10122	2/10/2025	WEBSITE MAINTENANCE SEI	250.00	250.00
58445	2/14/2025	00297	AT&T, ATT CALNET	000022985171	2/3/2025	PHONE SERVICE 1/03/25-2/02	511.48	511.48
58446	2/14/2025	00064	AT&T, ATT PAYMENT CEN	960 461-1623 55	2/1/2025	PHONE SERVICE 2/01/2025-2	2,945.02	2,945.02
58447	2/14/2025	01004	BOB & MARC PLUMBING	S-113573	1/30/2025	HQ MAINTENANCE - PLUMBII	170.00	170.00
58448	2/14/2025	00014	CDW GOVERNMENT, INC	AC41R6K	1/23/2025	CDW-G BILLABLE PARTS	2,992.59	
				AC5E68K	1/27/2025	CDW-G BILLABLE PARTS	465.52	3,458.11
58449	2/14/2025	00017	CHEM PRO LABORATORY	IN182607	2/1/2025	WATER TREATMENT SERVIC	96.05	96.05
58450	2/14/2025	00439	CIT COM, INC.	2025-4	1/1/2025	CAD SYSTEM CONSULTANT	10,340.00	10,340.00
58451	2/14/2025	00225	COMMLINE INC	0483158-IN	1/28/2025	ANNUAL SOFTWARE SUPPOI	15,000.00	
				0478825-IN	12/16/2024	COMMLINE INC BILLABLE PA	1,330.00	
				0484140-IN	2/6/2025	COMMLINE INC BILLABLE PA	555.00	16,885.00
58452	2/14/2025	00879	CROWN CASTLE	1756059	2/1/2025	REDUNDANT INTERNET SER	1,100.00	1,100.00
58453	2/14/2025	01137	DIANE CARROLL	1106	2/12/2025	GETRESQ911 TEMPORARY S	4,400.00	4,400.00
58454	2/14/2025	00427	DION & SONS, INC	840189	1/10/2025	HQ MAINTENANCE	4,583.07	4,583.07
58455	2/14/2025	01069	DOCUMENT CONSULTING	138420	2/1/2025	COPIER LEASE & PRINTING S	1,047.73	1,047.73
58456	2/14/2025	01048	ERIC JASON ARROYO	3594	2/3/2025	RECRUITMENT - BACKGROU	1,500.00	1,500.00
58457	2/14/2025	00008	FEDERAL SIGNAL CORP	8847729	1/29/2025	FEDERAL SIGNAL CORP BILL	14,940.58	
				8846652	1/28/2025	FEDERAL SIGNAL CORP BILL	8,256.56	
				8846654	1/28/2025	FEDERAL SIGNAL CORP BILL	8,256.56	
				8846658	1/28/2025	FEDERAL SIGNAL CORP BILL	8,227.08	
				8809731	12/3/2024	FEDERAL SIGNAL CORP BILL	6,276.79	
				8845578	1/27/2025	FEDERAL SIGNAL CORP BILL	4,536.69	
				8850105	1/31/2025	FEDERAL SIGNAL CORP BILL	1,798.82	52,293.08
58458	2/14/2025	00651	FRONTIER	7002Z664-S-25C	2/5/2025	PHONE SERV 2/05/25-3/04/25	1,942.61	
				7002Z665-S-25C	2/5/2025	PHONE SERV 2/05/25-3/04/25	1,335.26	3,277.87
58459	2/14/2025	01106	JOSE CONSTANTINO VAL	INV1255	2/6/2025	MONTHLY LANDSCAPING SE	450.00	450.00
58460	2/14/2025	00799	LA UNIFORMS & TAILORII	25405	1/22/2025	UNIFORM SETS - OPS & TEC	335.77	335.77
58461	2/14/2025	00442	LAWSON PRODUCTS, INC	9312179964	1/28/2025	LAWSON PRODUCTS INC BIL	268.79	268.79
58462	2/14/2025	00043	MANEY WIRE & CABLE, IN	20096031	1/21/2025	MANEY WIRE & CABLE INC B	14,658.44	14,658.44

Bank : bow BANK OF THE WEST		(Continued)						
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
58463	2/14/2025	00331	mitsubishi electric in	516439	2/1/2025	HQ MAINTENANCE - ELEVAT	829.06	829.06
58464	2/14/2025	00047	MOTOROLA SOLUTIONS,	8282058496	1/17/2025	MOTOROLA SOLUTIONS INC	109,779.80	
			8282065028	1/28/2025	MOTOROLA SOLUTIONS INC	971.41		
			8282061092	1/22/2025	MOTOROLA SOLUTIONS INC	750.53		
			8282061106	1/22/2025	MOTOROLA SOLUTIONS INC	260.74	111,762.48	
58465	2/14/2025	00119	MOUSER ELECTRONICS,	82716270	1/17/2025	PARTS - REIMBURSABLE	607.84	607.84
58466	2/14/2025	01005	ORKIN PEST CONTROL	273942324	2/1/2025	HQ MAINTENANCE - PEST C	111.00	111.00
58467	2/14/2025	00411	PITNEY BOWES	3107081620	2/8/2025	OFFICE EQUIPMENT MONTH	180.91	180.91
58468	2/14/2025	01022	RACE COMMUNICATIONS	RC1479898	2/1/2025	COMMUNICATION CONTRAC	1,198.50	1,198.50
58469	2/14/2025	00145	SETINA MFG CO INC	302206	2/7/2025	SETINA MANUFACTURING C	1,541.71	1,541.71
58470	2/14/2025	00074	STAPLES INC.	7004062353	2/8/2025	OFFICE & JANITORIAL SUPPL	51.75	51.75
58471	2/14/2025	00672	THE WEBSTaurant STO	107346254	2/5/2025	OTHER EQUIPMENT	9,641.36	9,641.36
58472	2/14/2025	00063	WHELEN ENGINEERING (633516	1/24/2025	WHELEN ENGINEERING CO E	5,599.27	
			632600	1/23/2025	WHELEN ENGINEERING CO E	1,230.39	6,829.66	
58473	2/14/2025	00067	XCEL MECHANICAL SYST	4742	1/30/2025	FY 24-25 HQ MAINTENANCE	995.00	995.00
Sub total for BANK OF THE WEST:							260,367.00	

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
20867	2/21/2025	00219	INTERNAL REVENUE SEF Ben39948	2/21/2025	FEDERAL WITHHOLDING TAX	40,159.19	40,159.19
20868	2/21/2025	00223	EMPLOYMENT DEVELOPMENT BEN39952	2/21/2025	STATE DISABILITY INSURANCE	16,594.19	16,594.19
20869	2/21/2025	00222	STATE DISBURSEMENT L BEN39956	2/21/2025	SUPPORT: PAYMENT	184.62	184.62
20870	2/21/2025	00058	CALPERS BEN39950	2/21/2025	PERS RETIREMENT: PAYMENT	30,262.67	30,262.67
20871	2/21/2025	00221	MISSIONSQUARE RETIRE BEN39946	2/21/2025	DEFERRED COMPENSATION	12,292.95	12,292.95
58474	2/21/2025	00002	AFLAC BEN39940	2/21/2025	AFLAC INSURANCE: PAYMENT	1,662.78	1,662.78
58475	2/21/2025	00217	CALIFORNIA TEAMSTERS BEN39944	2/21/2025	UNION DUES TEAMSTERS: P	821.00	821.00
58476	2/21/2025	00218	CWA LOCAL 9400 BEN39942	2/21/2025	UNION DUES CWA: PAYMENT	114.70	114.70
58477	2/21/2025	00996	WAGEWORKS INC., HEALTH BEN39954	2/21/2025	HEALTH CARE FSA: PAYMENT	684.69	684.69
Sub total for BANK OF THE WEST:							102,776.79

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
2247	2/28/2025	00012	CALIFORNIA WATER SER 4675328235	2/19/2025	WATER SERV HQ/ 1/18/25-2/1	545.09	545.09
2248	2/24/2025	00073	STATE BOARD OF EQUAL 012-655960	2/24/2025	SALES & USE TAX 2024 Q4 PI	4,883.00	4,883.00
2249	2/28/2025	00069	SOUTHERN CALIFORNIA 700440732476	2/12/2025	ELEC SERV / 1/3/25 - 2/6/25	11,961.22	
			700383926852	2/18/2025	ELEC SERV PUNTA/ 1/16/25 -	857.65	12,818.87
2250	2/25/2025	00621	FIRST BANKCARD				
		00228	COSTCO MEMBERSHIP 1169137507	1/22/2025	OFFICE & JANITORIAL SUPPI	949.14	
		00981	SAM'S CLUB 10254778535	1/16/2025	SUPPLIES	439.26	
		00467	LOWES BUSINESS 923553703	1/13/2025	GENERAL TECH SUPPLIES	275.51	
		00610	DIRECTV 065190124X250	1/4/2025	CABLE SERVICE	251.98	
		01036	CLOUDFLARE INC. IN-23498527	1/28/2025	SOFTWARE SERVICES	250.00	
		00228	COSTCO MEMBERSHIP 500800206610	1/8/2025	EMPLOYEE WELLNESS EQU	229.29	
		00466	AMAZON MARKETPLACE 114-6234829-21	1/2/2025	GENERAL TECH SUPPLIES	168.56	
		00466	AMAZON MARKETPLACE 112-3728746-06	1/13/2025	OFFICE SUPPLIES	132.26	
		00761	BOX INV12473516	1/28/2025	SOFTWARE SERVICES	90.00	
		01047	GODADDY 3541848132	1/23/2025	MONTHLY WEBSITE HOSTIN	85.98	
		00981	SAM'S CLUB 10251718592	1/7/2025	OFFICE SUPPLIES	83.49	
		00466	AMAZON MARKETPLACE 114-9893944-73	1/16/2025	GENERAL TECH SUPPLIES	61.40	
		00466	AMAZON MARKETPLACE 114-2750474-51	1/9/2025	OFFICE SUPPLIES	59.05	
		00466	AMAZON MARKETPLACE 114-7334314-35	12/31/2024	GENERAL TECH SUPPLIES	55.11	
		00466	AMAZON MARKETPLACE 114-4340218-65	1/19/2025	GENERAL TECH SUPPLIES	49.56	
		01046	PELTON 010125	1/1/2025	EMPLOYEE SERVICES	44.00	
		00466	AMAZON MARKETPLACE 114-9618455-41	1/9/2025	OFFICE SUPPLIES	41.72	
		00228	COSTCO MEMBERSHIP 56453455	1/16/2025	JANITORIAL SUPPLIES	25.90	
		00466	AMAZON MARKETPLACE 112-6358461-56	1/9/2025	OFFICE SUPPLIES	25.35	
		00466	AMAZON MARKETPLACE 114-6730572-51	1/10/2025	OFFICE SUPPLIES	20.82	
		00466	AMAZON MARKETPLACE 114-9814346-92	1/15/2025	GENERAL TECH SUPPLIES	19.82	
		00466	AMAZON MARKETPLACE 112-3863143-53	1/22/2025	OFFICE SUPPLIES	16.53	
		00826	LA TIMES 123024	12/30/2024	LA TIMES MONTHLY SUBSCF	15.96	
		00826	LA TIMES 012725	1/27/2025	LA TIMES MONTHLY SUBSCF	15.96	
		00466	AMAZON MARKETPLACE 112-0160542-66	1/30/2025	OFFICE SUPPLIES	15.68	
		01112	CRICUT INC. 020525	1/26/2025	CRICUT SUBSCRIPTION	11.01	3,433.34
58478	2/28/2025	00297	AT&T, ATT CALNET 000023030904	2/13/2025	PHONE SERV 1/13/25-2/12/25	3,063.64	
			000023038102	2/13/2025	PHONE SERV 1/13/25-2/12/25	268.48	
			000023035039	2/13/2025	PHONE SERV 1/13/25-2/12/25	246.77	3,578.89

Bank : bow BANK OF THE WEST			(Continued)					
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
58479	2/28/2025	01138	AUST, JENNIFER	022825	2/28/2025	RETIREE MED PREM/MAR 20	42.00	42.00
58480	2/28/2025	00734	COMMANDSTAT ANALYTI	241	12/6/2024	POWER ENGAGE CAD PROJ	1,361.25	1,361.25
58481	2/28/2025	00225	COMMLINE INC	0480829-IN	1/15/2025	COMMLINE INC BILLABLE PA	27,520.00	27,520.00
58482	2/28/2025	01051	COMPASS GROUP USA IN	SOC239974	2/12/2025	COFFEE VENDING SERVICE	483.85	483.85
58483	2/28/2025	00101	CORDOVA, TONY	022825	2/28/2025	RETIREE MED PREM/MAR 20	592.00	592.00
58484	2/28/2025	00081	COSTON, SHANDER	022825	2/28/2025	RETIREE MED PREM/MAR 20	342.00	342.00
58485	2/28/2025	00226	DEPT OF INDUSTRIAL RE	E2139076 MR	1/31/2025	ELEVATOR INSPECTION, RE/	225.00	
				E2139078 MR	1/31/2025	ELEVATOR INSPECTION, FRC	225.00	450.00
58486	2/28/2025	00103	DIVINITY, TANJI	022825	2/28/2025	RETIREE MED PREM/MAR 20	592.00	592.00
58487	2/28/2025	00785	EXPERIAN	6000013959	2/2/2025	CREDIT MONITORING	75.00	75.00
58488	2/28/2025	00106	FARLEY, SANDRA	022825	2/28/2025	RETIREE MED PREM/MAR 20	342.00	342.00
58489	2/28/2025	01142	HIGHERGROUND INC.	INV6302	9/17/2024	LIVE911 CONCURRENT LICEI	1,800.00	1,800.00
58490	2/28/2025	00113	MARTIN, LISA	022825	2/28/2025	RETIREE MED PREM/MAR 20	342.00	342.00
58491	2/28/2025	00819	OCCUPATIONAL HEALTH	85825173	2/3/2025	RECRUITMENT - PRE-EMPLC	450.00	450.00
58492	2/28/2025	01005	ORKIN PEST CONTROL	273942324	2/10/2025	HQ MAINTENANCE - PEST C	111.00	111.00
58493	2/28/2025	00121	PINELA, ELIZABETH	022825	2/28/2025	RETIREE MED PREM/MAR 20	592.00	592.00
58494	2/28/2025	00141	POWERPHONE INC	83471	11/18/2024	EMD COURSES FOR DISPAT	6,965.00	6,965.00
58495	2/28/2025	00144	SAXE-CLIFFORD PHD, SL	25-0220-11	2/20/2025	PRE-EMPLOYMENT PSYCHO	400.00	400.00
58496	2/28/2025	00803	SPARKLETTS	18193479 02142	2/14/2025	WATER FILTRATION SYSTEM	53.99	53.99
58497	2/28/2025	00074	STAPLES INC.	7004142395	2/15/2025	OFFICE & JANITORIAL SUPPI	38.15	38.15
58498	2/28/2025	00034	STEVENS, GARY	022825	2/28/2025	RETIREE MED PREM/MAR 20	592.00	592.00
58499	2/28/2025	00711	TROY SHEET METAL WO	65631	2/15/2025	TROY PRODUCTS INC PARTS	2,724.90	2,724.90
58500	2/28/2025	01065	WAGEWORKS INC., HEAL	INV7546483	2/24/2025	FSA EXPENSE	92.00	92.00
58501	2/28/2025	00067	XCEL MECHANICAL SYST	4775	2/14/2025	FY 24-25 HQ MAINTENANCE	13,000.00	
				4776	2/14/2025	FY 24-25 HQ MAINTENANCE	12,775.00	25,775.00
Sub total for BANK OF THE WEST:							96,995.33	

J-1

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

FEBRUARY 18, 2025

A. CALL TO ORDER

The Executive Committee and User Committee convened in a regular joint session at 1:58PM on Tuesday, February 18, 2025, in the second-floor conference room of the South Bay Regional Public Communications Authority at 4440 West Broadway, Hawthorne, CA.

B. ROLL CALL

Present: Interim City Manager Talyn Mirzakhania, 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
Chief Mike Lang, Manhattan Beach Fire Department
Chief Rachel Johnson, Manhattan Beach Police Department

Absent: City Manager Clint Osorio, City of Gardena

Also Present: Executive Director John Krok
Acting Administrative Services
Operations Manager Shannon Kauffman
Acting Administrative Services Manager Megan Cunningham
Finance Manager Vanessa Alfaro
Executive Assistant Cristina Manley
Jennifer Petrusis, General Counsel, RWG Law
Laura Kalty, Liebert Cassidy Whitmore

C. PUBLIC DISCUSSION

None.

D. EXECUTIVE COMMITTEE CONSENT CALENDAR

1. Minutes from January 21, 2025

APPROVE

2. Check Register – January 2025

RECEIVE AND FILE

3. Cash Investment Report for December 31, 2024

RECEIVE AND FILE

4. Approve Change Purchase Order Totaling \$50,000 For Commline Incorporated
for Vehicle Uplifting Services

**APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE
PURCHASE ORDER**

MOTION: City Manager Norris moved to approve the Executive Committee
Consent Calendar items 1-4. The motion was seconded by City Manager
Mirzakhania and passed by a vote of 3-0.

E. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

F.

EXECUTIVE COMMITTEE GENERAL BUSINESS

1. Fiscal Year 2024-2025 Five-Year Capital Improvement Plan
PROVIDE DIRECTION

Executive Director Krok provided a report on the Five-Year Capital Improvement Plan. In August 2024, the Board of Directors adopted a resolution establishing a Capital Improvement plan with an initial appropriation of \$595,000 for fiscal year 2025.

- Five-Year CIP for Fiscal Years 2026 through 2030 includes reprioritization of some projects and new projects added to the last year
- Plan focuses on improving infrastructure in IT, telecommunications, and facilities
- Thirty-three individual projects totaling nearly \$5.7 million, funded by the Authority's Enterprise Fund

The Executive Committee gave approval for the Executive Director to present the Five-Year CIP to the Board of Directors next month.

2. Fiscal Year 2025-2026 Preliminary Budget
PROVIDE DIRECTION

Finance Manager Alfaro provided an overview of the Authority's main revenue sources and expense categories as follows:

Revenue sources:

- Assessment revenue from member cities 50%
- Contract cities 41%
- Non-assessment revenue 9%

Expense categories:

- Salaries and benefits 75%
- Supplies, services, and equipment 23%
- Capital outlay 2%
- Operations department is approximately 60% of budgeted costs, administration 21% and technical services 17%

Cost Allocation Policy:

The policy was adopted by the Board of Directors in 2019

- Costs are separated into Administrative, Operations, and Technical Services.
- Administrative costs are allocated to operations and technical services
- Operations costs are allocated to call taking, police dispatch, and fire dispatch.
- Technical Services costs are allocated to dedicated support and work order support.

Proposed Assessment for Member Cities – Fiscal Year 2026

- Gardena; \$2,524,078 (approximately \$17,000 increase)
- Hawthorne: \$3,030,749 (approximately \$8,000 increase)
- Manhattan Beach: \$1,994,114 (approximately \$98,000 increase)

Proposed Assessment for Contract Cities – Fiscal Year 2026

Culver City: \$3,084,820 (approximately \$49,000 increase)
El Segundo: \$2,209,980 (approximately \$ 73,000 increase)

Hermosa Beach: \$901,858 (approximately \$3,000 increase)

Altogether with assessments of about \$13.7 million and non-assessment revenue of about \$1.3 million. Revenues are estimated to be over \$15 million, an increase of nearly \$580,000 or 4% compared to revenue projections for fiscal year 2025. The proposed budget for fiscal year 2026 is \$14,347,919.

Salaries, Benefits, Supplies, Services and Equipment

- Salaries and benefits are expected to increase to \$253,000 or 2.4%
- Supplies, services and equipment are expected to increase by \$326,000 or 10.8%.

There is a \$580,000 increase overall or 4.21% budget increase from last year's adopted budget.

- This increase includes reimbursable expenses that are offset by an equal increase in other revenues, such as reimbursable parts.
- The increase in expenses that don't include offsetting revenue total about \$340,000, under a 2.5% increase from last year's adopted budget.

Revenue and Expenses

- Revenues are estimated to be \$15 million, expenses \$14.3 million, with revenues over expenses of about \$740,000.
- Projections over the next five years expect revenues over expenditures to average a steady \$740,000 each year.
- The Board of Directors approved a revision to the budgetary policy that allows ongoing funding for pension and OPEB liabilities using budgetary surplus and unrestricted available fund balance each year.
- Projections include estimates for additional discretionary payments and trust contributions to the Authority's OPEB trust over the next several years.
- Projections now include the newly adopted CIP program and corresponding CIP plan to be considered by the Board of Directors.
- Staff projects a \$6 million-dollar fund balance for fiscal year ending June 30, 2026. The available balance, after considering the 10% required operating and capital reserve, estimated to be about \$4.8 million in fiscal year 2026.

City Manager Mirzakhaniyan requested a break down the 5% change for Manhattan Beach's assessment.

Finance Manager Alfaro explained that about \$70,000 of the 5% change is a result from an increase in technical services division cost. Manhattan Beach had about a 40% increase in the 3-year average work order and about a 20% increase in fleet size. The other cities have had a steadier increase, more in line with the averages from prior years.

Executive Director Krok mentioned that the pandemic caused delays in vehicle deliveries so as they start showing up cities should expect an increase in work order numbers to occur over the next several years because there's been a backlog of cars. An update to fleet sizes was obtained from all the cities and was received within the last couple months, to reflect current vehicle allocations. The size of a city is irrelevant to tech service costs: it's the usage of tech services and fleet size.

Chief Lang asked for further clarification on the increase of Manhattan Beach Assessment increase.

Finance Manager Alfaro explained the cost allocation policy has a three-year rolling average. The workload support section of it was previously billed quarterly based on that agency's quarterly use, which resulted in very large variances each quarter because there are fixed costs. The cities decided that it was fairer to average labor hours over a rolling three-year period to better reflect use of that resource versus doing it quarterly. Fixed costs for the technical services divisions are \$658,000. Costs are distributed to agencies based on fleet size (dedicated support) and a three-year average of labor hours (workload support). The cost allocation model and study can be reviewed and adjusted if stakeholders desire. The policy was adopted in 2019 and revisions can be considered when that time comes.

City Manager Mirzakhian suggested to agendaize a report on the current cost allocation model to see if it needs to be changed or further discussed. Finance Manager Alfaro informed that the cost allocation policy states that it should be reviewed every five to seven years (effective in 2021) so that review is forthcoming.

Chief Lang inquired if the IT Support was included in the technical services costs. Executive Director Krok explained that the cost is a separate line item in the budget not associated with technical services. He also suggested that RCC has their own IT person for the organization.

Chief Saffell inquired about the \$300,000 increase in supply, services, and equipment. Finance Manager Alfaro explained that largest factors were \$130,000 for parts reimbursable and \$100,000 for a Vesta 911 Operating System which are reimbursable items and do not increase assessments.

3. Resolutions Authorizing an Exception to CalPERS 180-day Wait Period

APPROVE AND RECOMMEND CONSIDERATION BY THE BOARD OF DIRECTORS

Director Krok discussed the two recent retirees, returning on a part-time basis to offset overtime and staffing issues. CalPERS requires a 180-day separation before retirees can work part-time, but there's an exemption if the employer certifies the position is critically needed. Resolutions were created to address staffing need. If approved by the Board of Directors, two Part-time Communications Operators would be added to eliminate additional overtime hours. CalPERS was consulted regarding potential issues.

MOTION: City Manager Norris motioned to approve and recommend to the Board of Directors. The motion was seconded by City Manager Mirzakhian and passed by a vote of 3-0.

4. Executive Director's Update on Staffing and Recruitment

RECEIVE AND FILE

Executive Director Krok provided a report on staffing in the communications center for the month of January:

- One full-time Communications Operator was hired.

- Twenty (20) applications were received.
- Seven (7) Criti-Call tests were scheduled, five applicants took the test, and one passed.
- The Authority participated in the Women's Expo recruiting event in Gardena.
- A temporary dispatcher was hired, bringing the total to three, with a fourth starting in March.
- Communications Supervisors started sitting in dispatch positions to assist with overtime hours.
- The Authority averages approximately 2,000 hours of overtime per month:
 - 900 of those hours are attributed to scheduled or unscheduled absences.
 - Temporary Dispatchers and Part-Time Communications Operators alleviate approximately 600 hours of overtime per month.
 - Supervisors sitting in dispatch positions alleviate approximately 360 hours per month.

These extra positions have helped reduce overtime for the full-time dispatchers.

5. Executive Director's Update on Medical Director

RECEIVE AND FILE

Executive Director Krok provided a report on LA County Medical Services Department requires any PSAP providing EMD instructions to contract with a Medical Director. The position has been included in the fiscal year 25-26 budget, and final candidates have been identified. He stated he is currently working with LA County Medical Services to develop and define the scope of work and anticipates implementing the position at the beginning of the budget year. A professional services agreement for approval should be available within the next couple of months.

6. Executive Director's Update on Implementation of New Computer Aided Dispatch System

RECEIVE AND FILE

- Executive Director Krok reported that Authority Staff, CAD consultant Bill Romesburg, Legal Counsel Jennifer Petrusis, and CAD Vendor Versaterm are currently working on edits/terms to the Professional Services Agreement, Scope of Work, and payment schedule. He anticipates completion of the Professional Services Agreement in March.
- Total implementation cost is approximately \$1.6 million, with a scheduled timeline for benchmarks, and payments. There is currently two million dollars available in the Enterprise Fund and there will be a \$650,000 yearly subscription fee in the next budget cycle.
- Still expect the 18-month completion from kickoff to implementation.

G. **USER COMMITTEE CONSENT CALENDAR**

1. Minutes for January 21, 2025

APPROVE

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

H. **ITEMS REMOVED FROM CONSENT CALENDAR**

None.

I. **EXECUTIVE AND USER COMMITTEES' COMMENTS**

Chief Tomatani mentioned concerns about the footprint for Hawthorne's IT under the existing agreement for CAD implementation.

J. **EXECUTIVE COMMITTEE CLOSED SESSION AGENDA**

The Executive Committee entered closed session at 2:37PM.

1. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6

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

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

The Executive Committee returned from closed session at 3:12PM, no reportable action taken.

K. **ADJOURNMENT**

The meeting was adjourned at 3:12 PM.