

SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY

**Fiscal Year 2025-2026
Adopted 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

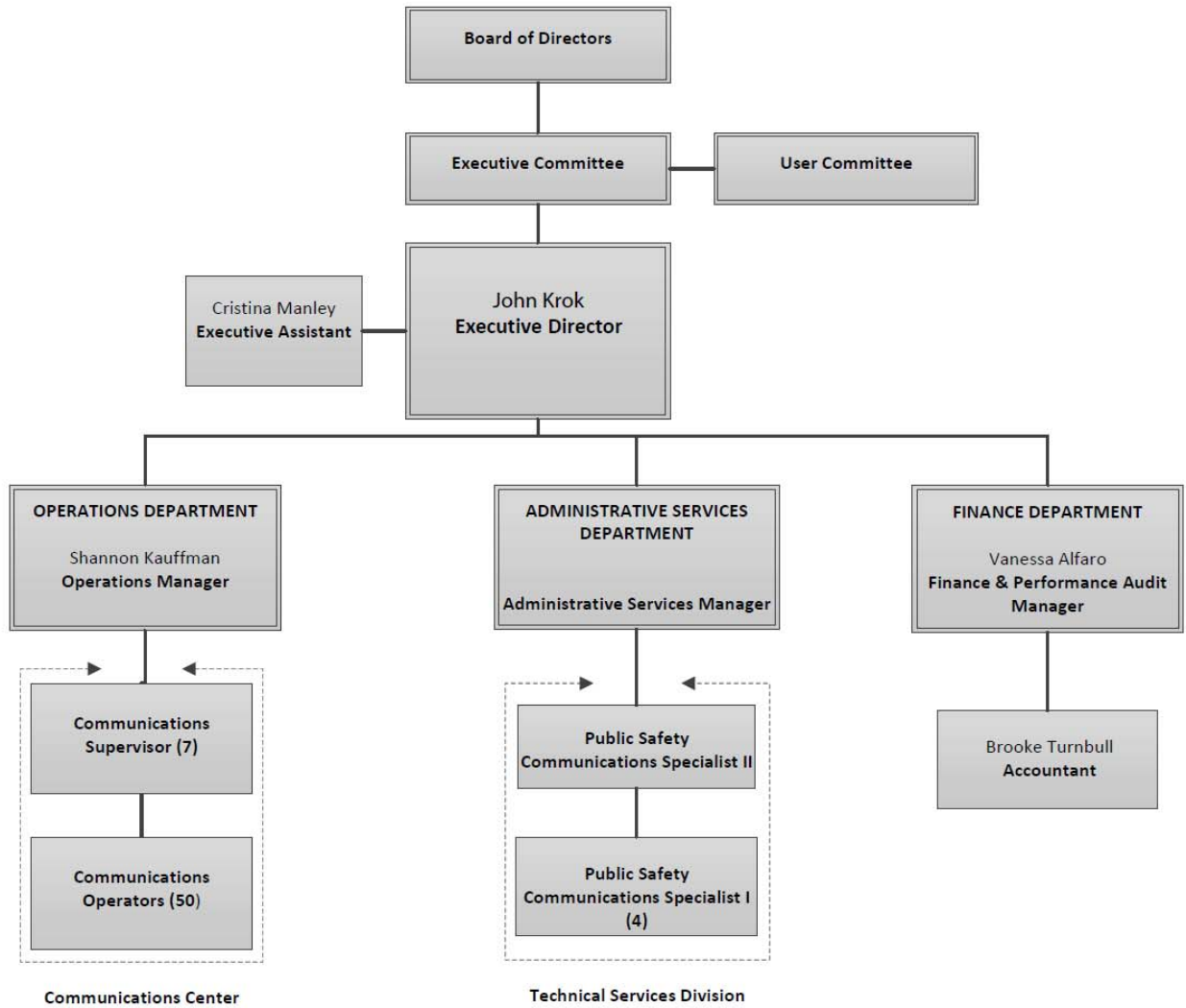
SBRPCA Staff

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.

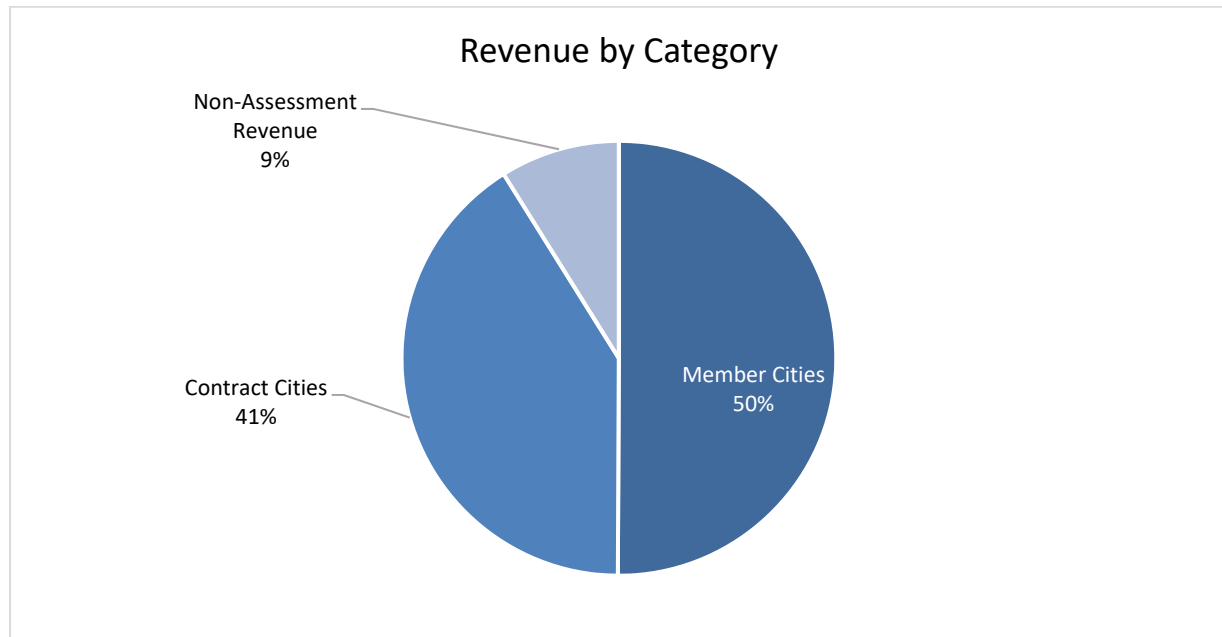
Assessments for Member Cities are based on the Cost Allocation Policy adopted by the Board of Directors in Fiscal Year 2019-20 and updated in September 2022. Discounts for the City of Manhattan Beach and premiums for the City of Gardena and the City of Hawthorne were phased in over a three-year period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

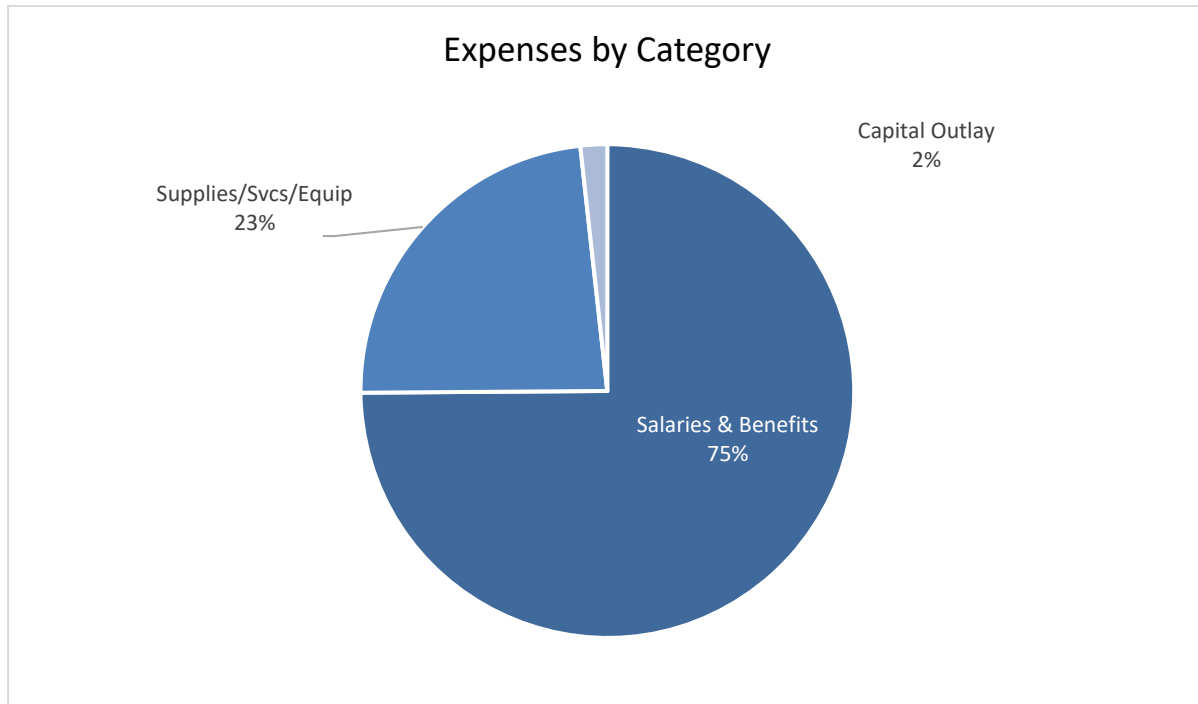
Total revenues are estimated to increase by 4% to \$15,086,818. Assessment amounts include Technical Services Division Workload Support charges utilizing the Cost Allocation Policy. Effective FY23-24, the Board of Directors amended the Cost Allocation Policy to include Technical Services Division Workload 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.
*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.	

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 Services	
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
Criticall 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.

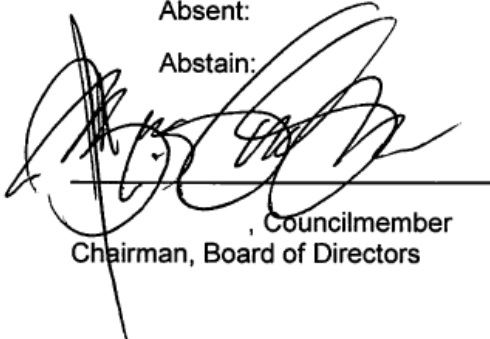
Passed, approved, and adopted in a meeting held on the 13th day of August, 2024 by the following vote:

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.

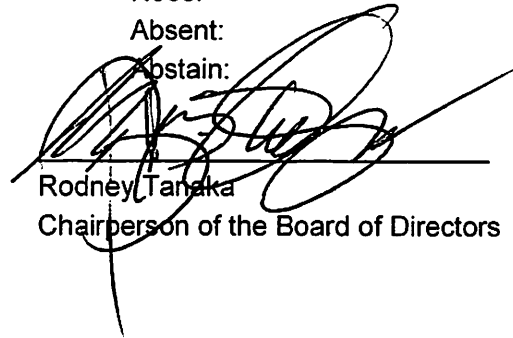
WE HEREBY CERTIFY that the foregoing is a true copy of the resolution adopted by the Board of Directors of the South Bay Regional Public Communications Authority in a meeting thereof held on the 18th day of March 2025, by the following vote:

Ayes: Tanaka, Lesser, Monteiro

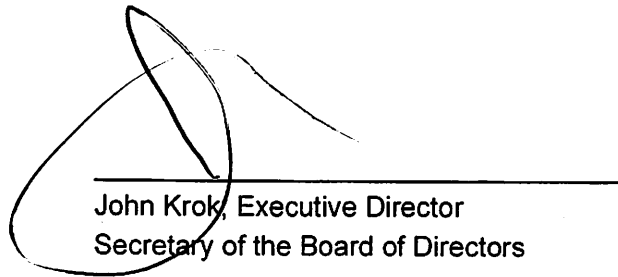
Noes:

Absent:

Abstain:



Rodney Tanaka
Chairperson of the Board of Directors



John Krok, Executive Director
Secretary of the Board of Directors