

A G E N D A
REGULAR MEETING OF THE EXECUTIVE COMMITTEE AND USER COMMITTEE
TUESDAY, JUNE 16, 2026, 2:00 PM
SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY
SECOND FLOOR CONFERENCE ROOM
4440 W. BROADWAY, HAWTHORNE, CA

A. **CALL TO ORDER**

B. **ROLL CALL**

1. Executive Committee
2. User Committee

C. **PUBLIC DISCUSSION**

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

D. **EXECUTIVE COMMITTEE CONSENT CALENDAR**

1. Minutes from May 19, 2026
APPROVE
2. Check Register – May 2026
RECEIVE AND FILE
3. Approve FY2026/27 Blanket Purchase Orders for Supplies and in Services in a Total Amount Not-To-Exceed \$1,532,692
APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDERS
4. Schedule of Fees and Charges for Fiscal Year 2026/27
RECOMMEND THAT THE BOARD OF DIRECTORS ADOPT A RESOLUTION ESTABLISHING A SCHEDULE OF FEES AND CHARGES FOR FISCAL YEAR 2026/27
5. Approve Replacement of Microwave Link from Punta Place to Beach Cities Hospital in the Amount of \$62,300.00
APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDER
6. Approve a Change Purchase Order in the Amount of \$45,000 to Setina Manufacturing Corporation for Supplies and Services
APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE CHANGE PURCHASE ORDER
7. Approve a Change Purchase Order in the Amount of \$50,000 to Havis Incorporated for Supplies and Services
APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE CHANGE PURCHASE ORDER
8. Approve a Change Purchase Order in the Amount of \$30,000 to Motorola Solutions for Supplies and Services
APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE CHANGE PURCHASE ORDER

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

F. **EXECUTIVE COMMITTEE GENERAL BUSINESS**

1. Authorize the Executive Director to Bind and Approve FY2026/27 Insurance Policies

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

Proposed by Alliant Insurance Services, Inc. for Insurance Necessary to Protect the Authority and its Member Agencies; and Approve Purchase Orders Associated With Amount Not-To-Exceed \$417,818.00

AUTHORIZE EXECUTIVE DIRECTOR TO BIND AND APPROVE INSURANCE POLICIES AND APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE PURCHASE ORDERS

2. Executive Director's Update on Staffing and Recruitment
RECEIVE AND FILE
3. Executive Director's Update on Technical Services
RECEIVE AND FILE
4. Executive Director's Update on Computer Aided Dispatch System
RECEIVE AND FILE

G. **USER COMMITTEE CONSENT CALENDAR**

1. Minutes from May 19, 2026
APPROVE

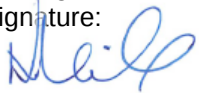
H. **ITEMS REMOVED FROM CONSENT CALENDAR**

I. **EXECUTIVE COMMITTEE AND USER COMMITTEE COMMENTS**

J. **ADJOURNMENT**

Posting Date/Time: June 12, 2026/5:00PM

Signature:



Kristin Miller, Executive Director

D-1

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

MAY 19, 2026

A. CALL TO ORDER

The Executive Committee and User Committee convened in a regular joint session at 2:06PM on Tuesday, May 19, 2026, in the second-floor conference room of the South Bay Regional Public Communications Authority at 4440 West Broadway, Hawthorne, CA.

B. ROLL CALL

Present: City Manager Vontray Norris, City of Hawthorne
City Manager Talyn Mirzakhani, City of Manhattan Beach
Chief Todd Fox, Gardena Police Department
Chief Eric Lane, Hawthorne Police Department
Chief Jesse Alexander, Manhattan Beach Fire Department
Chief Rachel Johnson, Manhattan Beach Police Department

Absent: City Manager Clint Osorio, City of Gardena

Also Present: Mike Saffell, Interim Executive Director
Shannon Kauffman, Operations Manager
Vanessa Alfaro, Finance Manager
Megan Cunningham, Administrative Services Manager
Cristina Manley, Executive Assistant
Jennifer Petrusis, General Counsel RWG
Bill Romesburg, CAD Consultant

C. PUBLIC DISCUSSION

None.

D. EXECUTIVE COMMITTEE CONSENT CALENDAR

1. Minutes from April 21, 2026
APPROVE
2. Check Register – April 2026
APPROVE
3. Quarterly Cash and Investment /March 31, 2026
RECEIVE AND FILE
4. Approve Cit Com Amendment to Professional Services Agreement in the Amount of \$50,000.00
APPROVE
5. Approve Replacement of Microwave Link from Pacific Corporate Towers to Beach Cities Hospital in the Amount of \$61,100.00
APPROVE
6. Approve Quote for the South Bay Regional Public Communications Authority Interface with Westnet for Versaterm CAD System in the Amount of \$173,959.75
APPROVE
7. Approve Capital Improvement Project Replacement of the Legacy Network Switches at all RCC Radio Tower Site in the Amount of \$97,923.72
APPROVE
8. Approve Automated Fuel Polishing System for Diesel Fuel Tank in the Amount of \$41,095.20
APPROVE

MOTION: City Manager Mirzakhanian moved to approve the Executive Committee Consent Calendar Items 1-8. The motion was seconded by City Manager Norris and passed by a vote of 2-0.

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

None.

F. **EXECUTIVE COMMITTEE GENERAL BUSINESS**

1. Agreement with Tyler Technologies for Replacement ERP System – ERP Pro 10
APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE AGREEMENT

Finance Manager Alfaro discussed the agreement with Tyler Technologies for replacement ERP System.

ERP System Replacement

- The Authority's existing EDEN ERP system, used for nearly 20 years, will reach end-of-life and be sunset in March 2027 due to incompatibility with modern technology.
- Staff recommended migrating to Tyler's ERP Pro 10 system, designed for small to mid-sized public agencies with modern features, which was approved.
- The one-time implementation cost is \$53,780, and the annual subscription cost is \$32,656, resulting in a first-year total of \$86,436, which is within the adopted CIP budget.
- The initial agreement term is three years, commencing July 1, 2026 with automatic one-year renewals, leading to a net increase in annual cost of \$10,000 compared to the current system.

MOTION: City Manager Norris moved to approve the Executive Committee General Business Item 1. The motion was seconded by City Manager Mirzakhanian and passed by a vote of 2-0.

2. Executive Director Employment Agreement
APPOINT KRISTIN MILLER AS EXECUTIVE DIRECTOR, APPROVE THE EMPLOYMENT AGREEMENT, AND AUTHORIZE THE EXECUTIVE COMMITTEE

General Counsel Jennifer Petrusis provided an oral summary of the recommended salary and compensation paid in the form of fringe benefits for the Executive Director position.

- Annual base salary is \$225,000 (\$18,750 per month), with eligibility for performance-based merit increases up to 6% annually.
- Benefits include a \$2,000 monthly contribution towards health and dental insurance, \$100,000 Group Life Insurance, and a deferred compensation match up to \$375 per month.
- Shall be provided the use of an Authority owned cell phone for business use during her tenure as Executive Director.
- Shall accrue general leave at the rate of 30 hours for every one month of continuous service, subject to an accrual cap of 360 hours.
- Eleven fixed public holidays and may voluntarily convert or cash 360 hours. The hours of general leave divided between two opportunities each

- year and that conversion is at 100% of her base rate of pay.
- Retirement benefits, the Authority shall provide a CalPERS contract of 2% at 60 under the CalPERS miscellaneous second tier based on the three highest consecutive years.

MOTION: City Manager Mirzakhania moved to approve the Executive Committee General Business Item 2. The motion was seconded by City Manager Norris and passed by a vote of 2-0.

3. Executive Director's Update on Computer Aided Dispatch System **RECEIVE AND FILE**

Operations Manager Kauffman provided a Computer Aided Dispatch System.

- Six of the 9 milestones for the CAD project have been completed, including the "train the trainer dispatch portion."
- Functional acceptance testing has started and is expected to continue for the "next couple weeks," with the project remaining on track for August 17th go-live date.
- Agency end-user MDC/Vmobile/ Vmonitor and Remote CAD refresher training is scheduled for June for all cities' records personnel.
- CAD end-user training for dispatchers will take place at RCC in late July.

Bill Romesburg provided an overview - CLETS Application Process

- The CLETS application for Hawthorne and RCC is complete and awaiting one final signature before submission to the DOJ.
- The DOJ requires each city to submit its own extensive CLETS application, which RCC is recreating for each city.
- A meeting is scheduled for June 10th to collaboratively complete the city-specific applications.
- While the lack of agency-level CLETS approval will not impact the August 17th cutover date, it will prevent in-car CLETS transactions until approval is granted (OTA for returns), with Bill Romesburg serving as the primary contact for cities.

CAD Authentication and Interfaces

- A multi-factor authentication (MFA) process, required by the DOJ, integrates Microsoft Entra with Versaterm via Aut0 to validate user credentials and send MFA prompts.
- All agencies except Hermosa Beach and Gardena have submitted their required information for this process, with follow-up calls scheduled for tomorrow as the deadline is the 29th.
- Emergency Reporting/Digital EMS interfaces are approved, tested, and ready, while the Mark43 RMS interface is due June 16th for police, and WestNet interface is pending.
- A specific GIS layer needed for the Fire Department to dispatch by closest unit is currently missing, which ESRI cannot provide, impacting closest unit dispatch at go-live and PD mapping/routing.
- Tomorrow is the Fire Executive CAD update and we've previously had two meetings for fire regarding AVL.
- Records & IT meeting May 21

- First Due was approved and tested.

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

Administrative Services Manager Cunningham provided a staffing update.

Staffing and Recruitment

- The number of full-time operators has increased to 31, with two to three more expected to start within the next couple of weeks, and additional candidates clearing backgrounds for a June start.
- The supervisor count is currently down to two, with plans to hire external candidates, while two acting supervisors require 80 hours of training.
- From April 21st to May 18th, 408 applications were received, 120 critical tests were taken (23 passed), and four new employees were hired.
- Overall, since December 8th, over 2,000 applications have been received, 147 candidates passed critical tests out of 642 taken, and 14 people have been hired.

City Manager Norris commended Interim Executive Director Saffell for all his great work.

5. Executive Director's Update on Technical Services **RECEIVE AND FILE**

Administrative Services Manager Cunningham provided an update on Technical Services.

Fleet Inventory and Vehicle Builds

- 71 full builds have been completed to date, an increase of six since the last meeting, with 4 vehicles currently in the bays and 14 at city facilities.
- Hermosa Beach's four vehicles are now in the city, but conversations are ongoing regarding full builds and purchasing necessary parts, which have not yet been ordered.
- 15 vehicles obtained by cities are not yet delivered, expected "probably end of fiscal," with parts for these vehicles already ordered to prevent delays.
- A new process dictates that once vehicles are city-approved, RCC provides a quote, and parts are ordered upon receipt of the purchase order, with lead times generally "four to six weeks."

Chief Johnson inquired of the lead time for vehicle builds.

Administrative Services Manager Cunningham assured that the assessment would help with the lead time. Once the vehicles are approved by the city, a quote should be generated to start the order of parts (purchase order). Lead time should be four to six weeks – depends on the type of vehicle (patrol, admin etc.).

Interim Executive Director Saffell discussed Hermosa Beach Police

Department, considering going outside (Technical Services Department). A

meeting took place two weeks ago, and have decided not to do that now.

Quality Control & Action Items

- A new quality control system is being implemented where vehicles will not leave the facility unless city staff come and sign off on them, aiming to prevent re-transport and “lost time.”

Organizational Assessment – Mercury

- Mercury will be here for the assessment starting July 13th and will coordinate to meet with all stakeholders – City Managers, Chiefs from all nine entities.

G. **USER COMMITTEE CONSENT CALENDAR**

1. Minutes for April 21, 2026

APPROVE

MOTION: Chief Fox motioned to approve Item 1. The motion was seconded by Chief Lane and passed by a vote of 4-0.

H. **ITEMS REMOVED FROM CONSENT CALENDAR**

None.

I. **EXECUTIVE COMMITTEE AND USER COMMITTEE COMMENTS**

Interim Executive Director Saffell acknowledged and thanked everyone for the last six months, the chiefs for all the input, both the fire and police side.

J. **CLOSED SESSION**

The Executive Committee entered closed session at 2:46PM and returned at 3:19PM with no reportable action taken.

1. PUBLIC EMPLOYEE PERFORMANCE

Pursuant to Government Code Section 54957(b)(1)

Title: Interim Executive Director

K. **ADJOURNMENT**

The meeting was adjourned at 3:19PM.

D-2



Check Register FY 2025-26

May 2026

<u>Accounts Payable Check Issued Date</u>	<u>Total Check Amount</u>	<u>Notes</u>
May 1, 2026	\$159,959.69	
May 8, 2026	\$215,108.51	
May 15, 2026	\$106,801.92	
May 22, 2026	\$281,707.96	
May 29, 2026	<u>\$126,728.92</u>	
Accounts Payable Total	\$890,307.00	
<u>Payroll Checks Issued Date</u>		
May 1, 2026	\$201,046.75	
May 15, 2026	\$193,304.86	
May 29, 2026	<u>\$258,718.61</u>	includes MOU eligible leave payoffs
Payroll Total	\$653,070.22	

Bank : bow BANK OF THE WEST

Check #	Date	Vendor		Invoice	Inv Date	Description	Amount Paid	Check Total
21053	5/1/2026	00696	GUARDIAN	533654-05	4/22/2026	GUARDIAN - DENTAL,VISION,	5,223.92	5,223.92
21054	5/1/2026	00058	CALPERS	1000000182763	4/14/2026	HEALTH PREMIUMS FOR MA'	46,256.97	46,256.97
21055	5/1/2026	00219	INTERNAL REVENUE SEF	Ben42718	5/1/2026	FEDERAL WITHHOLDING TAX	42,992.69	42,992.69
21056	5/1/2026	00223	EMPLOYMENT DEVEL DE	Ben42722	5/1/2026	STATE DISABILITY INSURANC	17,273.58	17,273.58
21057	5/1/2026	00222	STATE DISBURSEMENT L	Ben42726	5/1/2026	SUPPORT: PAYMENT	184.62	184.62
21058	5/1/2026	00058	CALPERS	Ben42720	5/1/2026	PERS RETIREMENT: PAYMEN	30,068.61	30,068.61
21059	5/1/2026	00221	MISSIONSQUARE RETIRE	Ben42716	5/1/2026	DEFERRED COMPENSATION	16,119.56	16,119.56
59434	5/1/2026	00218	CWA LOCAL 9400	Ben42712	5/1/2026	UNION DUES CWA: PAYMENT	60.79	60.79
59435	5/1/2026	00217	INTL BROTHERHOOD OF	Ben42714	5/1/2026	UNION DUES TEAMSTERS: P	1,038.50	1,038.50
59436	5/1/2026	00996	WAGeworks INC., HEAL	Ben42724	5/1/2026	HEALTH CARE FSA: PAYMEN	740.45	740.45
Sub total for BANK OF THE WEST:								159,959.69

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
2386	5/8/2026	00012	CALIFORNIA WATER SER	5550731926	4/30/2026	FIRE PROTECTION SERVICE,	108.57	108.57
2387	5/8/2026	00411	PITNEY BOWES	8000-9090-0888	5/1/2026	POSTAGE AND SHIPPING (PC	149.00	149.00
2388	5/8/2026	00651	FRONTIER	209-188-0077-04	5/1/2026	PHONE SERVICE 05/01/26 - 0	575.68	575.68
2389	5/8/2026	00070	GAS COMPANY, THE	059 194 8982 2	5/5/2026	GAS SERVICE HQ/ 04/02/2026	1,706.42	1,706.42
2390	5/8/2026	00069	SOUTHERN CALIFORNIA	700610392752	5/6/2026	ELECT SERV GRANDVIEW/ 04	601.29	601.29
59437	5/8/2026	00297	AT&T, ATT CALNET	000025197097	5/3/2026	PHONE SERVICE 04/03/26-05	514.41	514.41
59438	5/8/2026	00017	CHEM PRO LABORATORY	IN243793	5/1/2026	WATER TREATMENT SERVIC	96.05	96.05
59439	5/8/2026	00439	CIT COM, INC.	2026-9	5/1/2026	CAD SYSTEM IMPLEMENTATI	10,450.00	10,450.00
59440	5/8/2026	00225	COMMLINE INC	0536318-IN	4/24/2026	ANNUAL HARDWARE SUPPO	16,500.00	
				0536625-IN	4/27/2026	COMMLINE INC BILLABLE PA	874.00	
				0536627-IN	4/27/2026	COMMLINE INC BILLABLE PA	874.00	18,248.00
59441	5/8/2026	00879	CROWN CASTLE	2136359	5/1/2026	REDUNDANT INTERNET SER	1,100.00	1,100.00
59442	5/8/2026	00449	DIGI-KEY ELECTRONICS	124699634	4/23/2026	DIGI-KEY ELECTRONICS BILL	352.28	352.28
59443	5/8/2026	01069	DOCUMENT CONSULTING	140057	5/1/2026	COPIER LEASE & PRINTING S	879.76	879.76
59444	5/8/2026	01048	ERIC JASON ARROYO	3934	4/23/2026	RECRUITMENT - BACKGROU	1,500.00	1,500.00
59445	5/8/2026	00008	FEDERAL SIGNAL CORP	9186057	4/20/2026	FEDERAL SIGNAL CORP BILL	84,399.78	
				9186047	4/20/2026	FEDERAL SIGNAL CORP BILL	6,992.45	
				9188204	4/22/2026	FEDERAL SIGNAL CORP BILL	131.77	91,524.00
59446	5/8/2026	00027	HAVIS INC.	SIN357591	4/29/2026	HAVIS INC BILLABLE PARTS	6,943.72	
				SIN355879	4/17/2026	HAVIS INC BILLABLE PARTS	861.92	7,805.64
59447	5/8/2026	00577	JESSICA RAMOS	5568	4/21/2026	VEHICLE MAINTENANCE & D	120.00	120.00
59448	5/8/2026	00867	JOE MAR POLYGRAPH	26-019-SBRPCA	4/25/2026	PRE-EMPLOYMENT POLYGR	750.00	750.00
59449	5/8/2026	00799	LA UNIFORMS & TAILORIN	32519	4/17/2026	UNIFORM SETS	336.53	
				32712	4/30/2026	UNIFORM SETS	332.11	
				32713	4/30/2026	UNIFORM SETS	331.00	
				32451	4/14/2026	UNIFORM SETS	320.01	
				32428	4/11/2026	UNIFORM SETS	77.24	1,396.89
59450	5/8/2026	01187	MICHAEL E. LANG	050126	5/1/2026	FIRE CAD CONSULTANT	900.00	900.00
59451	5/8/2026	00331	MITSUBISHI ELECTRIC IN	566923	5/1/2026	MONTHLY ELEVATOR MAINTI	864.44	864.44
59452	5/8/2026	01044	ON POWER INDUSTRIES	1690	4/29/2026	FACILITY GENERATOR SERV	8,960.00	8,960.00
59453	5/8/2026	01005	ORKIN PEST CONTROL	295073335	4/23/2026	PEST CONTROL SERVICES~	123.98	
				295073336	4/23/2026	PEST CONTROL SERVICES~	91.59	215.57
59454	5/8/2026	01189	PRIME SC MECHANICAL I	6018-01	5/4/2026	CIP PROJECT #26-03-FA	19,004.00	19,004.00
59455	5/8/2026	01022	RACE COMMUNICATIONS	RC2166797	5/1/2026	COMMUNICATION CONTRAC	1,198.50	1,198.50

Bank : bow BANK OF THE WEST		(Continued)						
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
59456	5/8/2026	00818	RICHARDS,WATSON & GE 258073	4/17/2026	FY 25-26 GENERAL COUNSEI	11,163.30		
			257259	2/23/2026	FY 25-26 GENERAL COUNSEI	7,590.18		
			258074	4/17/2026	FY 25-26 GENERAL COUNSEI	543.00	19,296.48	
59457	5/8/2026	00144	SAXE-CLIFFORD PHD, SL 26-0429-6	4/29/2026	PRE-EMPLOYMENT PSYCHO	1,200.00		
			26-0423-10	4/23/2026	PRE-EMPLOYMENT PSYCHO	400.00	1,600.00	
59458	5/8/2026	00824	SMART JANITORIAL, COM SR-972	5/1/2026	HQ MAINTENANCE - CLEANIN	4,685.00	4,685.00	
59459	5/8/2026	01197	SOCAL LUNA BUILDERS I 1402	4/29/2026	OFFICE MAINTENANCE - HQ	4,841.47	4,841.47	
59460	5/8/2026	00390	SOUTH COAST AQMD 4713889	4/16/2026	FY25-26 AQMD FEE	172.49	172.49	
59461	5/8/2026	00074	STAPLES INC. 7009634876	4/25/2026	OFFICE & JANITORIAL SUPPL	212.27		
			7009761905	5/2/2026	OFFICE & JANITORIAL SUPPL	131.11	343.38	
59462	5/8/2026	01186	TL INVESTIGATIONS & CC 1012	5/4/2026	BACKGROUND INVESTIGATI	4,300.00	4,300.00	
59463	5/8/2026	00171	VERIZON WIRELESS 6141872227	4/23/2026	GPD DAC CHARGES/ 03/24/26	1,833.91		
			6141811702	4/23/2026	DAC CHARGES HPD/ 03/24/26	1,229.20		
			6141796142	4/23/2026	MODEM SVC. MBPD/ 03/24/26	1,034.43		
			6141404408	4/18/2026	CELL PH. CHGS: 03/19/26-04/	500.21		
			6141796143	4/23/2026	MODEM SVC. MBPD/ 03/24/26	138.06	4,735.81	
59464	5/8/2026	01065	WAGeworks INC., HEAL INV8956707	4/23/2026	FY 25-26 FSA MONTHLY COM	92.00	92.00	
59465	5/8/2026	00063	WHELEN ENGINEERING (883378	4/25/2026	WHELEN ENGINEERING CO I	5,006.97		
			883234	4/24/2026	WHELEN ENGINEERING CO I	1,014.41	6,021.38	
Sub total for BANK OF THE WEST:							215,108.51	

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
21060	5/15/2026	00219	INTERNAL REVENUE SEF Ben42799	5/15/2026	FEDERAL WITHHOLDING TAX	42,311.59	42,311.59
21061	5/15/2026	00223	EMPLOYMENT DEVEL DE Ben42803	5/15/2026	STATE DISABILITY INSURANC	17,221.39	17,221.39
21062	5/15/2026	00222	STATE DISBURSEMENT L Ben42807	5/15/2026	SUPPORT: PAYMENT	184.62	184.62
21063	5/15/2026	00058	CALPERS Ben42801	5/15/2026	PERS RETIREMENT: PAYMEN	29,571.78	29,571.78
21064	5/15/2026	00221	MISSIONSQUARE RETIRE Ben42797	5/15/2026	DEFERRED COMPENSATION	15,701.65	15,701.65
59466	5/15/2026	00218	CWA LOCAL 9400 Ben42793	5/15/2026	UNION DUES CWA: PAYMENT	60.79	60.79
59467	5/15/2026	00217	INTL BROTHERHOOD OF Ben42795	5/15/2026	UNION DUES TEAMSTERS: P	1,038.50	1,038.50
59468	5/15/2026	00996	WAGEWORKS INC., HEAL Ben42805	5/15/2026	HEALTH CARE FSA: PAYMEN	711.60	711.60

Sub total for BANK OF THE WEST: 106,801.92

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
2391	5/22/2026	01162	BMO COMMERCIAL CAR				
		00141	POWERPHONE DBA TOT	INV18090	4/1/2026	RAPID SOS - TOTAL RESPON	599.10
		01041	ZIP RECRUITER	11422824	4/4/2026	RECRUITMENT	549.00
		00981	SAM'S CLUB	10414781298	4/22/2026	EMPLOYEE WELLNESS PRO	536.82
		01183	INDEED, INC.	USI26-02854304	4/10/2026	RECRUITMENT	501.92
		01183	INDEED, INC.	USI26-02790355	4/6/2026	RECRUITMENT	500.92
		01183	INDEED, INC.	USI26-03095082	4/22/2026	RECRUITMENT	500.12
		01183	INDEED, INC.	USI26-03236963	4/29/2026	RECRUITMENT	500.11
		01183	INDEED, INC.	USI26-02951277	4/15/2026	RECRUITMENT	500.04
		01200	LAB ALLEY LLC	033126	3/31/2026	GEN TECHNICAL SUPPLIES	497.54
		01183	INDEED, INC.	USI26-02519974	4/2/2026	RECRUITMENT	468.03
		00704	FEDEX OFFICE	2010269795310	4/28/2026	OFFICE SUPPLIES	391.59
		00470	SUPERIOR PLASTIC FAB	101383	4/23/2026	PARTS - BILLING	370.18
		00981	SAM'S CLUB	10410573815	4/8/2026	EMPLOYEE WELLNESS PRO	369.65
		00983	MI ZACATECAS	69535	4/22/2026	EMPLOYEE SERVICES - FARI	348.71
		00489	DOMINO'S PIZZA #8226	67	4/13/2026	DISPATCH APPRECIATION WI	315.83
		01199	AMAZON WEB SERVICES	2576596245	4/2/2026	AMAZON CLOUD COMPUTING	297.12
		00610	DIRECTV	065190124X260	4/4/2026	CABLE SERVICES	269.99
		00199	GOVT FINANCE OFFICER	869740.00	4/7/2026	GASB 103 WEBINAR	260.00
		01179	FACEBOOK	76WBCKD6X2	4/4/2026	RECRUITMENT	246.00
		01179	FACEBOOK	HZLRPKV5X2	4/9/2026	RECRUITMENT	246.00
		01179	FACEBOOK	BZ6ABLD6X2	4/14/2026	RECRUITMENT	246.00
		00466	AMAZON MARKETPLACE	112-1867653-25	4/11/2026	EMPLOYEE SERVICES - NATI	210.71
		00872	URTH CAFFE	145713	4/28/2026	ACCOUNTANT INTERVIEW D	165.00
		00052	PARADISE AWARDS	43238	4/4/2026	AWARDS PLAQUE - BASINGE	164.65
		00915	GOLD GAS	928652752	4/20/2026	FUEL (TRUCK)	150.00
		00981	SAM'S CLUB	9767779599410	4/14/2026	MEMBERSHIP RENEWAL	121.55
		00981	SAM'S CLUB	10406773715	3/26/2026	EMPLOYEE WELLNESS PRO	118.36
		00923	INSTACART	041226	4/12/2026	EMPLOYEE SERVICES - NATI	110.35
		00741	EDIBLE ARRANGEMENTS	W0130203611-1	4/3/2026	EMPLOYEE SERVICES - GET	108.93
		00480	OFFICE DEPOT	467132081-001	5/19/2026	OFFICE SUPPLIES - BG TED I	97.94
		00761	BOX	INV13459709	4/1/2026	SOFTWARE SERVICES	90.00
		00761	BOX	INV13530887	4/26/2026	SOFTWARE SERVICES	90.00
		01194	VONS	111748497700	4/22/2026	EMPLOYEE SERVICES - FARI	89.72

Bank : bow BANK OF THE WEST		(Continued)						
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
		01131	FTD	60910545569	4/14/2026	EMPLOYEE SERVICES - CAM	85.05	
		00741	EDIBLE ARRANGEMENTS	W1012504788-1	4/3/2026	EMPLOYEE SERVICES - GET	84.01	
		00981	SAM'S CLUB	10407134912	3/27/2026	EMPLOYEE WELLNESS PRO	76.33	
		00466	AMAZON MARKETPLACE	112-3355021-20	5/20/2026	SUPPLIES- SUPERVISOR KE	74.01	
		00714	DOOR DASH	041326	4/14/2026	DISPATCH APPRECIATION WI	67.06	
		00466	AMAZON MARKETPLACE	113-6016766-13	4/29/2026	GENERAL TECH SUPPLIES	62.52	
		01046	PELTON	04012026	4/1/2026	EMPLOYEE SERVICES	49.99	
		00464	TARGET	61033991117258	4/13/2026	CLEANING SUPPLIES - KEUR	44.73	
		00467	LOWES BUSINESS	799343522	4/20/2026	GENERAL TECH SUPPLIES	44.16	
		01147	TARGET	04042026	4/4/2026	JANITORIAL SUPPLIES	43.94	
		00466	AMAZON MARKETPLACE	112-6895047-55	4/23/2026	OFFICE SUPPLIES	41.96	
		00574	MUTUAL PROPANE	542801	4/8/2026	GENERAL TECH SUPPLIES -	34.66	
		00467	LOWES BUSINESS	934636359	3/31/2026	PARTS - BILLING	31.76	
		00466	AMAZON MARKETPLACE	112-1867653-25	4/11/2026	EMPLOYEE SERVICES - NATI	26.45	
		00466	AMAZON MARKETPLACE	113-4943253-93	4/24/2026	PARTS - BILLING	23.85	
		00467	LOWES BUSINESS	863740103	4/28/2026	GENERAL TECH SUPPLIES	22.50	
		00466	AMAZON MARKETPLACE	113-5276807-88	4/23/2026	PARTS - BILLING	21.48	
		00466	AMAZON MARKETPLACE	112-6809543-99	4/11/2026	EMPLOYEE SERVICES - NATI	18.42	
		00466	AMAZON MARKETPLACE	113-6148551-64	4/14/2026	PARTS - BILLING	14.12	10,898.88
2392	5/22/2026	00012	CALIFORNIA WATER SER	4675328235	5/18/2026	WATER SERV HQ/ 04/18/26-05	322.87	322.87
2393	5/22/2026	00069	SOUTHERN CALIFORNIA	700440732476	5/14/2026	ELEC SERV HQ/ 04/12/26 - 05	14,113.11	14,113.11
2394	5/22/2026	00073	STATE BOARD OF EQUAL	012-655960	5/22/2026	SALES & USE TAX 2026 Q2 PI	244.00	244.00
59469	5/22/2026	00297	AT&T, ATT CALNET	000025248331	5/13/2026	PHONE SERV 04/13/26-05/12/	3,367.09	
				000025255529	5/13/2026	PHONE SERV 04/13/26-05/12/	276.27	
				000025252466	5/13/2026	PHONE SERV 04/13/26-05/12/	247.37	3,890.73
59470	5/22/2026	00064	AT&T, ATT PAYMENT CEN	960 461-1623 55	5/1/2026	PHONE SERVICE 05/01/2026-	3,799.08	3,799.08
59471	5/22/2026	01138	AUST, JENNIFER	052226	5/22/2026	RETIREE MED PREM/JUNE 20	38.00	38.00
59472	5/22/2026	00014	CDW GOVERNMENT, INC	AJ38S5U	5/18/2026	CDW-G BILLABLE PARTS	9,248.50	
				AJ1181F	4/29/2026	CDW-G BILLABLE PARTS	4,723.14	13,971.64
59473	5/22/2026	00460	CHARTER COMMUNICATI	2491898010501	5/1/2026	FY 25-26 INTERNET SERVICE	3,038.15	3,038.15
59474	5/22/2026	00225	COMMLINE INC	0538574 -IN	5/13/2026	COMMLINE INC BILLABLE PA	420.00	420.00
59475	5/22/2026	01051	COMPASS GROUP USA IN	SOC327783/SO	5/5/2026	COFFEE VENDING SERVICES	740.46	740.46
59476	5/22/2026	00101	CORDOVA, TONY	052226	5/22/2026	RETIREE MED PREM/JUNE 20	588.00	588.00
59477	5/22/2026	00081	COSTON, SHANDER	052226	5/22/2026	RETIREE MED PREM/JUNE 20	338.00	338.00
59478	5/22/2026	01198	DICKERSON MCCULLOCI	26-0524	5/6/2026	INTERNAL INVESTIGATIONS	1,155.00	1,155.00

Bank : bow BANK OF THE WEST			(Continued)					
Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total	
59479	5/22/2026	00427	DION & SONS, INC	861107	5/14/2026	3,000 GALLONS DIESEL FUEL	15,405.30	15,405.30
59480	5/22/2026	00103	DIVINITY, TANJI	052226	5/22/2026	RETIREE MED PREM/JUNE 20	588.00	588.00
59481	5/22/2026	00105	EBERLE, KELLE	052226	5/22/2026	RETIREE MED PREM/JUNE 20	338.00	338.00
59482	5/22/2026	01048	ERIC JASON ARROYO	3967	5/19/2026	RECRUITMENT - BACKGROU	1,635.36	
				3959	5/14/2026	RECRUITMENT - BACKGROU	1,500.00	3,135.36
59483	5/22/2026	00785	EXPERIAN	6000268217	4/25/2026	CREDIT CHECK/MONITORINC	77.72	77.72
59484	5/22/2026	00008	FEDERAL SIGNAL CORP	9198414	5/5/2026	FEDERAL SIGNAL CORP BILL	21,611.19	
				9205564	5/14/2026	FEDERAL SIGNAL CORP BILL	1,546.12	23,157.31
59485	5/22/2026	00005	FEDEX	9-289-55276	5/8/2026	POSTAGE AND SHIPPING	8.05	8.05
59486	5/22/2026	00651	FRONTIER	7002Z664-S-261	5/5/2026	PHONE SERV 05/05/26-06/04/	8,626.40	
				7002Z665-S-261	5/5/2026	PHONE SERV 05/05/26-06/04/	5,929.37	14,555.77
59487	5/22/2026	00027	HAVIS INC.	SIN359094	5/11/2026	HAVIS INC BILLABLE PARTS	345.57	345.57
59488	5/22/2026	00442	LAWSON PRODUCTS, INC	9313463386	5/12/2026	LAWSON PRODUCTS INC BIL	639.56	639.56
59489	5/22/2026	00113	MARTIN, LISA	052226	5/22/2026	RETIREE MED PREM/JUNE 20	338.00	338.00
59490	5/22/2026	00129	MC REYNOLDS, JENNIFE	052226	5/22/2026	RETIREE MED PREM/JUNE 20	338.00	338.00
59491	5/22/2026	01169	MICHAEL KIM, MD	1	4/30/2026	MEDICAL DIRECTOR SERVIC	600.00	600.00
59492	5/22/2026	00047	MOTOROLA SOLUTIONS,	8282328525	5/11/2026	MOTOROLA SOLUTIONS INC	3,728.71	
				8282328109	5/8/2026	MOTOROLA SOLUTIONS INC	1,677.06	5,405.77
59493	5/22/2026	00577	NEW LOOK AUTO DETAIL	5568	5/19/2026	VEHICLE MAINTENANCE & D	120.00	120.00
59494	5/22/2026	01044	ON POWER INDUSTRIES	1687	4/12/2026	FACILITY GENERATOR SERV	2,450.00	2,450.00
59495	5/22/2026	00121	PINELA, ELIZABETH	052226	5/22/2026	RETIREE MED PREM/JUNE 20	588.00	588.00
59496	5/22/2026	01152	PRIMO BRANDS	06E8710314288	5/13/2026	WATER FILTRATION SYSTEM	167.86	167.86
59497	5/22/2026	00144	SAXE-CLIFFORD PHD, SL	26-0518-5	5/18/2026	PRE-EMPLOYMENT PSYCHO	400.00	400.00
59498	5/22/2026	00145	SETINA MFG CO INC	331767	4/27/2026	SETINA MANUFACTURING CO	60.35	60.35
59499	5/22/2026	01202	SIPAQUE, ELSA	05212026	5/21/2026	EMPLOYEE SERVICES REIME	100.03	100.03
59500	5/22/2026	00124	SMITH, KEVIN	052226	5/22/2026	RETIREE MED PREM/JUNE 20	338.00	338.00
59501	5/22/2026	00106	SMITH, SANDRA	052226	5/22/2026	RETIREE MED PREM/JUNE 20	338.00	338.00
59502	5/22/2026	00036	TALLEY INCORPORATED	10470997	5/6/2026	TALLEY INC BILLABLE PARTS	3,708.66	
				10471185	5/13/2026	TALLEY INC BILLABLE PARTS	575.43	4,284.09
59503	5/22/2026	01159	VERSATERM PUBLIC SAF	INV28-00498	5/8/2026	PROFESSIONAL SERVICES F	154,371.30	154,371.30
Sub total for BANK OF THE WEST:								281,707.96

Bank : bow BANK OF THE WEST

Check #	Date	Vendor	Invoice	Inv Date	Description	Amount Paid	Check Total
21065	5/29/2026	00219	INTERNAL REVENUE SEF Ben42920	5/29/2026	FEDERAL WITHHOLDING TAX	56,012.44	56,012.44
21066	5/29/2026	00223	EMPLOYMENT DEVEL DE Ben42924	5/29/2026	STATE DISABILITY INSURANC	22,435.73	22,435.73
21067	5/29/2026	00222	STATE DISBURSEMENT L Ben42928	5/29/2026	SUPPORT: PAYMENT	184.62	184.62
21068	5/29/2026	00058	CALPERS Ben42922	5/29/2026	PERS RETIREMENT: PAYMEN	30,470.50	30,470.50
21069	5/29/2026	00221	MISSIONSQUARE RETIRE Ben42918	5/29/2026	DEFERRED COMPENSATION	14,985.99	14,985.99
59504	5/29/2026	00002	AFLAC Ben42916	5/29/2026	AFLAC INSURANCE: PAYMEN	1,928.04	1,928.04
59505	5/29/2026	00996	WAGeworks INC., HEAL Ben42926	5/29/2026	HEALTH CARE FSA: PAYMEN	711.60	711.60
Sub total for BANK OF THE WEST:							126,728.92

D-3



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: June 16, 2026

ITEM NUMBER: D - 3

TO: Executive Committee

FROM: Kristin Miller, Executive Director

SUBJECT: APPROVE FISCAL YEAR 2026/27 BLANKET PURCHASE ORDERS FOR SUPPLIES AND SERVICES IN A TOTAL AMOUNT NOT-TO-EXCEED \$1,532,692

ATTACHMENT: None

RECOMMENDATION

Staff recommends the Executive Committee approve Fiscal Year 2025/26 blanket purchase orders for supplies and services in a total amount not to exceed \$1,532,692.

DISCUSSION

Staff plans to issue blanket purchase orders (BPOs) to vendors that provide goods and services to the Authority throughout the fiscal year on an as-needed basis. The costs associated with the proposed BPOs exceed \$25,000 and approval of the Executive Committee for these purchase orders is required, per Resolution 352 adopted on September 29, 2022.

This report is a request for the Executive Committee to review the requests and to authorize corresponding BPOs as described.

A summary of these requested purchases is below:

Request #	Vendor	Account	Account Name	Not to Exceed
1	CDW-G	10-70-311-5514	Parts – Billing (Reimbursed)	\$115,000
2	City of Hawthorne (ITS)	10-50-111-5302 10-70-311-5302	Comp Contract Services/CAD	\$200,000
3	Federal Signal Corp.	10-70-311-5514	Parts – Billing (Reimbursed)	\$450,000
4	Geospatial Tech	10-70-311-5311	GST Software (Reimbursed)	\$52,692
5	Havis	10-70-311-5514	Parts – Billing (Reimbursed)	\$160,000
6	LCW	10-50-111-5305	Legal Services	\$50,000
7	Lehr Auto	10-70-311-5514	Parts – Billing (Reimbursed)	\$40,000

8	Motorola Solutions, Inc.	10-70-311-5514	Parts – Billing (Reimbursed)	\$100,000
9	RWG	10-50-111-5305	Legal Services	\$95,000
10	Setina Manufacturing Corp.	10-70-311-5514	Parts – Billing (Reimbursed)	100,000
11	Westin	10-70-311-5514	Parts – Billing (Reimbursed)	\$80,000
12	Whelen Engineering Co.	10-70-311-5514	Parts – Billing (Reimbursed)	\$90,000
Total				\$1,532,692

Additional details about these requested purchases are below.

Request #1

Vendor: CDW-G

Purchase Order Amount Not to Exceed: \$115,000

CDW Corporation was founded in 1984 and remains a leader in providing technology products and services for business, government and education. The company has a secondary division known as CDW-G, devoted solely to United States government entities, including Local, State and the Federal government.

The Authority routinely orders computers, modems, cables and other related accessories from CDW for the installation work performed by the Technical Services Division. The proposed BPO will provide staff with the ability to order supplies and equipment in a timely and efficient manner, cutting down on both lead and build time.

Request #2

Vendor: City of Hawthorne (ITS)

Purchase Order Amount Not to Exceed: \$200,000

The Authority maintains an agreement with the City of Hawthorne for all of its information technology services. A corresponding BPO is required to pay for the services associated with this agreement.

Request #3

Vendor: Federal Signal Corporation

Purchase Order Amount Not to Exceed: \$450,000

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

Request #4

Vendor: GeoSpatial Technologies, Inc.

Purchase Order Amount Not to Exceed: \$52,692

GeoSpatial Technologies, Inc. (GST) software provides Automatic Vehicle Location (AVL) and Mobile Mapping services for vehicles utilized by the following agencies:

- El Segundo Fire and Police Departments
- Gardena Police Department
- Hawthorne Police Department
- Hermosa Beach Police Department
- Manhattan Beach Police Department

The software allows end users and the Authority's Communications Operators to map available units on a computer display. For a number of years, the Authority has maintained agreements with GST and billed the agencies utilizing the system their proportional shares.

Request #5

Vendor: Havis, Inc.

Purchase Order Amount Not to Exceed: \$160,000

Havis, Inc. (Havis) is a manufacturer of mobile workspace solutions for public safety and public works vehicles. Their products include laptops, tablets, docking stations, cradles, prisoner transport accessories, and K9 transportation equipment. Havis provides a wide variety of safe, secure, and up-to-date mobile mounting solutions, which are used for upfitting the Authority's member and contract agencies' public safety vehicles. The Authority is an authorized reseller for Havis, Inc. and receives a 37% discount off all Havis parts. These discounts are passed along to member and contract cities alike.

Request #6

Vendor: Liebert Cassidy Whitmore

Purchase Order Amount Not to Exceed: \$50,000

The Authority contracts with the law firm of Liebert Cassidy Whitmore ("LCW") for certain legal services. This BPO is necessary in order to fund the anticipated costs associated with the services to be provided by LCW.

Request #7

Vendor: Lehr Auto

Purchase Order Amount Not to Exceed: \$40,000

Lehr Auto is one of California's largest suppliers of light bars, siren controllers, computer mounts and corner strobe systems. Lehr Auto warehouses thousands of these products to expedite shipping.

Lehr Auto is an alternative vendor and source for the Authority's upfitting needs to order supplies and equipment in a timely and efficient manner, cutting down on both lead and build time.

Request #8

Vendor: Motorola Solutions, Inc.

Purchase Order Amount Not to Exceed: \$100,000

The Authority routinely orders mobile and portable radios, microphones, chargers and other related accessories from Motorola for the installation work performed by the Technical Services Division. The proposed BPO will provide staff with the ability to order supplies and equipment in a timely and efficient manner, cutting down on both lead and build time. Motorola provides the Authority a 10%-20% discount depending on the item. These discounts are passed along to member and contract cities alike.

Request #9

Vendor: Richards Watson Gershon

Purchase Order Amount Not to Exceed: \$95,000

The Authority contracts with the law firm of Richards Watson Gershon ("RWG") for general counsel legal services. This BPO is necessary in order to fund the anticipated costs associated with the services to be provided by RWG for the year.

Request #10

Vendor: Setina Manufacturing Corporation

Purchase Order Amount Not to Exceed: \$100,000

Setina Manufacturing Corporation (Setina) provides equipment for upfitting both the exterior and interior of law enforcement vehicles. Typical items purchased by the Authority from this vendor include push bumpers, fender guards, prisoner transport equipment, mounting equipment, firearms securing systems, and a large variety of modular cargo storage systems designed to meet the needs of specific vehicle configurations. The Authority is an authorized reseller for Setina and receives a 30% discount off the list price on all items. These discounts are passed along to member and contract cities alike.

Request #11

Vendor: Westin

Purchase Order Amount Not to Exceed: \$80,000

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

Request #12

Vendor: Whelen Engineering Company

Purchase Order Amount Not to Exceed: \$90,000

Whelen Engineering Company (Whelen) is an industry leader in the manufacturing of emergency lighting and siren equipment. Whelen is one of two vendors used by the Authority as its source for this type of equipment, which is used for upfitting its member and contract agencies' public safety vehicles. The vendor provides lighting and siren equipment that meets or exceeds both state and federal laws. The Authority is an authorized reseller for Whelen and

receives a 40% discount off all of Whelen parts. These discounts are passed along to member and contract cities alike.

FISCAL IMPACT

Funds for each of the above requested BPOs, which total \$1,532,692 are included in the approved Fiscal Year 2026/27 Budget. Additionally, all costs associated with upfitting of vehicles and Geospatial Tech are 100% reimbursable by the member or contract agencies requesting the service.

D-4



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: June 16, 2026

ITEM NUMBER: D-4

TO: Executive Committee

FROM: Kristin Miller, Executive Director
Vanessa Alfaro, Finance & Performance Audit Manager

SUBJECT: RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY ESTABLISHING A SCHEDULE OF FEES AND CHARGES FOR FISCAL YEAR 2026/27

ATTACHMENTS: 1. Resolution

RECOMMENDATION

Staff recommends the Executive Committee recommend the Board of Directors adopt the resolution establishing an updated schedule of fees and charges for Fiscal Year 2026/27.

BACKGROUND

Article XIII C of the Constitution of the State of California mandates that fees for services not exceed the "costs reasonably borne" by the governmental entity in the delivery of such services.

The Authority utilizes the Matrix Consulting Group's ("Matrix") Comprehensive Cost of Service and Allocation Study to determine the cost recovery levels for these fee-based services.

DISCUSSION

On an annual basis, the Authority performs hundreds of vehicle equipment installation, maintenance, and repair service work orders. The vast majority of these services are provided to the Authority's member and contract cities. The Authority is reimbursed by the agency requesting the service for the direct costs of supplies and equipment associated with completing the work. Per the Cost Allocation Policy effective July 1, 2023, fees for the labor associated with this work is charged as Workload Support for member and contract cities as part of the annual assessment.

Occasionally, the Authority performs these services for outside agencies such as the Redondo Beach Police Department, the El Camino College Police Department, and the US Department of Homeland Security. These engagements are authorized only when staff can accommodate this additional work without negatively impacting the service

needs of the Authority's member and contract cities. In such cases, these outside agencies are charged the costs of supplies and equipment associated with completing the work plus applicable labor costs.

Technical Services Division labor costs have been established as \$219.47 per hour for FY2026/27. This is an increase of \$28.49 per hour, or 15%, over last year's \$190.98 per hour rate.

In order to ensure the Authority fully recovers its costs for providing services to outside agencies, staff recommends the establishment of the following fees and charges:

- Patrol Vehicle Buildout Fee - \$17,558
 - o Assumes a flat amount of 80 hours of labor per vehicle.
 - o Uses the fully burdened rate of \$219.47 per hour.
 - o Recovers Authority costs related to providing this service.
 - o Does not apply to work orders for member cities and other agencies with agreements that only provide for the billing of actual costs of parts, supplies, and equipment.
- Unmarked Law Enforcement Vehicle Buildout Fee - \$8,779
 - o Assumes a flat amount of 40 hours of labor per vehicle.
 - o Uses the fully burdened rate of \$219.47 per hour.
 - o Recovers Authority costs related to providing this service.
 - o Does not apply to work orders for member cities and other agencies with agreements that only provide for the billing of actual costs of parts, supplies, and equipment.
- Specialty Vehicle Buildout Fee - \$219.47 per hour
 - o Quotes will be provided prior to work commencing and will be determined by vehicle type and the scope of work.
 - o Uses the fully burdened rate of \$219.47 per hour.
 - o Recovers Authority costs related to providing this service.
 - o Does not apply to work orders for member cities and other agencies with agreements that only provide for the billing of actual costs of parts, supplies, and equipment.
- Maintenance and Repair Fee - \$219.47 per hour
 - o Quotes will be provided prior to work commencing and will be determined by vehicle type and the scope of work.
 - o Uses the fully burdened rate of \$219.47 per hour.
 - o Recovers Authority costs related to providing this service.
 - o Does not apply to work orders for member cities and other agencies with agreements that only provide for the billing of actual costs of parts, supplies, and equipment.
- Parts Administrative Charge – 8% of Actual Cost
 - o Applied to all parts, supplies, and equipment purchased to complete vehicle equipment installation, maintenance, and repair service work orders.
 - o Recovers Authority costs related the administrative aspects of procuring and maintaining parts, supplies, and equipment.

- o Does not apply to work orders for member cities and other agencies with agreements that only provide for the billing of actual costs of parts, supplies, and equipment.

FISCAL IMPACT

Any upfitting of vehicles for outside agencies during FY2026/27 will generate revenue in excess of budgeted costs attributed to the Technical Services Division.

D-4

Attachment 1

RESOLUTION NO. _____

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BAY
REGIONAL PUBLIC COMMUNICATIONS AUTHORITY ESTABLISHING A
SCHEDULE OF FEES AND CHARGES FOR FISCAL YEAR 2026/27**

The Board of Directors of the South Bay Regional Public Communications Authority does resolve as follows:

1. The recovery of costs incurred by the Authority for providing services to outside agencies is necessary for the efficient management of the Authority's operations.
2. Resolution No. 375, passed and adopted July 15, 2025, and all amendments thereof are hereby repealed.
3. The Board of Directors hereby establishes, effective July 1, 2026, fees and charges as set forth in Exhibit "A."
4. 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 21st day of July 2026 by the following vote:

Ayes:

Noes:

Absent:

Abstain:

_____, Councilmember
Chairman, Board of Directors

Kristin Miller, Executive Director
Secretary, Board of Directors

EXHIBIT A

Maintenance and Repair Fee:	\$219.47 per hour
Parts Administrative Charge:	8% of Actual Cost
Patrol Vehicle Buildout Fee:	\$17,558
Specialty Vehicle Buildout Fee:	\$219.47 per hour
Unmarked Law Enforcement Vehicle Buildout Fee:	\$8,779

D-5



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: June 16, 2026

ITEM NUMBER: D-5

TO: Executive Committee

FROM: Kristin Miller, Executive Director
Megan Cunningham, Administrative Services Manager

SUBJECT: APPROVE REPLACEMENT OF MICROWAVE LINK FROM
PUNTA PLACE TO BEACH CITIES HOSPITAL IN THE AMOUNT
OF \$62,300.00

ATTACHMENT: 1. Quote for Microwave Link Provided by Commline

RECOMMENDATION

Staff recommends that the Executive Committee approve purchase of an upgraded microwave system link; Cambium PTP 850 in the amount of \$62,300.00.

DISCUSSION

The current microwave system was procured in 2014, and purchased with 2012 State Homeland Security Grant Program (SHSGP) funding. The current microwave network consists of 14 links total, which is configured in a "RING" network for redundancy.

This "Mission Critical" network provides "Transport" between the South Bay Regional Public Communications Authority radio communication sites, and supports our Conventional radio communications network, Dispatch radio system, and INSB radio communication system.

The system has provided 99.995% (percent) reliability of the system for the past 12 years; however, the life cycle has ended. The current microwave link between Punta Place and Beach Cities Hospital is a Cambium PTP 800, which has been discontinued from the manufacturer end of life since 10/2017 and end of support as of 9/2022.

Commline has maintained the system using used components/spares, but those resources are no longer available.

The Cambium PTP 850 is a direct replacement of the failing link, and will support the current transition plan for replacement of the entire network.

Due to Commline's ongoing contractual services and maintenance of the Authority's radio and network infrastructure, as well as its specialized knowledge, expertise, and management of the Authority's radio communications system, Commline is the sole source qualified to provide this type of installation.

FISCAL IMPACT

None. Funds are available in the current FY25-26 Adopted Budget due to salary savings.

D-5

Attachment 1

REQUEST FOR QUOTE

DATE: 6/3/2026 **SALES REP:** Ryan Narimatsu
ryan.narimatsu@commlineinc.com

BILL TO:		SHIP TO:	
COMPANY:	SBRPCA	COMPANY:	Same
ATTENTION:	Megan Cunningham	ATTENTION:	
ADDRESS:	4440 W Broadway	ADDRESS:	
CITY/ST/ZIP:	Hawthorne, CA 90250	CITY/ST/ZIP:	
PHONE:	(310) 973-1802 Ext. 103	PHONE:	
EMAIL:	mcunningham@rcc911.org	EMAIL:	

RE: South Bay Beach Cities Hospital to Punta				
QTY	MODEL/PART #	DESCRIPTION	UNIT COST	EXT COST
	Hardware			
1	CIP50SRW01	PTP850C 11 GHz with antennas	\$ 23,853.44	\$ 23,853.44
	Includes:	RF waveguide OMT		
		Industrial lightning protection LPU		
		11 GHz diplexers		
1	CAES256	AES 256 bit	\$ 4,254.54	\$ 4,254.54
1	MWSOM35	Materials - Ground, Stand-offs, Misc	\$ 812.50	\$ 812.50
		Hardware Sub-Total:		\$ 28,920.48
	Labor			
1	LABOR SUB LMR	Install, Align, Test Microwave	\$ 26,965.21	\$ 26,965.21
		Remove exist radio, antenna, cable, hw		
		Assemble and install 2' antennas		
		Align Microwave radios		
		Run power and Cat 6 cable		
		RFC2544 Testing		
		80' lift at Punta, articulating, 1 week		
1	LABOR SUB LMR	FCC Licensing	\$ 2,312.50	\$ 2,312.50
		Labor Sub-Total:		\$ 29,277.71
	Freight			
1	FREIGHT	Shipping for Equipment and Services	\$ 1,065.16	\$ 1,065.16
		Freight Sub-Total:		\$ 1,065.16
		Note: Quote good for 30 days		

Special Notes:	Hardware	\$ 28,920.48
	Tax (10.5%)	\$ 3,036.65
	Labor	\$ 29,277.71
	Freight	\$ 1,065.16
	GRAND TOTAL	\$ 62,300.00
Customer Approval Signature	PO #	Date

I agree to the terms and conditions set forth in this proposal. A 20% cancellation charge will apply to canceled orders.

D-6



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: June 16, 2026

ITEM NUMBER: D-6

TO: Executive Committee

FROM: Kristin Miller, Executive Director
Megan Cunningham, Administrative Services Manager

SUBJECT: APPROVE A CHANGE PURCHASE ORDER IN THE AMOUNT OF \$45,000 TO SETINA MANUFACTURING CORPORATION FOR SUPPLIES AND SERVICES

ATTACHMENT: None

RECOMMENDATION

Staff recommends that the Executive Committee approve a change purchase order in the amount of \$45,000 to Setina Manufacturing Corporation for supplies and services.

BACKGROUND

The Executive Committee approved a blanket purchase order ("BPO") to Setina Manufacturing Corporation ("Setina") in the amount of \$60,000 on June 17, 2025. The Executive Director approved an additional increase of \$15,000 on May 7, 2026. Due to a surge in vehicle outfitting requests and a significant increase in the cost of parts, FY25-26 year-end expenditures associated with purchases from this vendor are anticipated to total closer to \$120,000 and approval of the Executive Committee for this change purchase order is required, per Resolution 352 adopted on September 29, 2022.

DISCUSSION

Setina provides equipment for upfitting both the exterior and interior of law enforcement vehicles. Typical items purchased by the Authority from this vendor include push bumpers, fender guards, prisoner transport equipment, mounting equipment, firearms securing systems, and a large variety of modular cargo storage systems designed to meet the needs of specific vehicle configurations. The Authority is an authorized reseller for Setina and receives a 30% discount off the list price on all items. These discounts are passed along to member and contract cities alike.

FISCAL IMPACT

Purchases for parts and equipment for vehicle work requested are billed and reimbursed directly from the requesting city. In order to facilitate the work, a budget line item exists in the Fiscal Year 2025/26 Adopted Budget for such reimbursable parts. While in aggregate, current authorized blanket purchase orders to all vendors for billable parts exceed the budgeted line item, staff anticipates that encumbered funds for some vendors may not be fully utilized.

D-7



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: June 16, 2026

ITEM NUMBER: D-7

TO: Executive Committee

FROM: Kristin Miller, Executive Director
Megan Cunningham, Administrative Services Manager

SUBJECT: APPROVE A CHANGE PURCHASE ORDER IN THE AMOUNT OF \$50,000 TO HAVIS INCORPORATED FOR SUPPLIES AND SERVICES

ATTACHMENT: None

RECOMMENDATION

Staff recommends that the Executive Committee approve a change purchase order in the amount of \$50,000 to Havis Incorporated for supplies and services.

BACKGROUND

The Executive Committee approved a blanket purchase order ("BPO") to Havis Incorporated ("Havis") in the amount of \$110,000 on June 17, 2025. Due to a surge in vehicle outfitting requests and a significant increase in the cost of parts, FY25-26 year-end expenditures associated with purchases from this vendor are anticipated to total closer to \$160,000 and approval of the Executive Committee for this change purchase order is required, per Resolution 352 adopted on September 29, 2022.

DISCUSSION

Havis is a manufacturer of mobile workspace solutions for public safety and public works vehicles. Their products include laptops, tablets, docking stations, cradles, prisoner transport accessories, and K9 transportation equipment. Havis provides a wide variety of safe, secure, and up-to-date mobile mounting solutions, which are used for upfitting the Authority's member and contract agencies' public safety vehicles. The Authority is an authorized reseller for Havis, Inc. and receives a 37% discount off all Havis parts. These discounts are passed along to member and contract cities alike.

FISCAL IMPACT

Purchases for parts and equipment for vehicle work requested are billed and reimbursed directly from the requesting city. In order to facilitate the work, a budget line item exists in the Fiscal Year 2025/26 Adopted Budget for such reimbursable parts. While in aggregate, current authorized blanket purchase orders to all vendors for billable parts exceed the budgeted line item, staff anticipates that encumbered funds for some vendors may not be fully utilized.

D-8



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: June 16, 2026

ITEM NUMBER: D - 8

TO: Executive Committee

FROM: Kristin Miller, Executive Director
Megan Cunningham, Administrative Services Manager

SUBJECT: APPROVE A CHANGE PURCHASE ORDER IN THE AMOUNT OF \$30,000 TO MOTOROLA SOLUTIONS INCORPORATED FOR SUPPLIES AND SERVICES

ATTACHMENT: None

RECOMMENDATION

Staff recommends that the Executive Committee approve a change purchase order in the amount of \$30,000 to Motorola Solutions Incorporated for supplies and services.

BACKGROUND

The Executive Committee approved a blanket purchase order ("BPO") to Motorola Solutions Incorporated ("Motorola") in the amount of \$100,000 on June 17, 2025. Due to a surge in vehicle outfitting requests, FY25-26 year-end expenditures associated with purchases from this vendor are anticipated to total closer to \$130,000 and approval of the Executive Committee for this change purchase order is required, per Resolution 352 adopted on September 29, 2022.

DISCUSSION

The Authority routinely orders mobile and portable radios, microphones, chargers and other related accessories from Motorola for the installation work performed by the Technical Services Division. The proposed BPO provides staff with the ability to order supplies and equipment in a timely and efficient manner, cutting down on both lead and build time. Motorola provides the Authority a 10%-20% discount depending on the item. These discounts are passed along to member and contract cities alike.

FISCAL IMPACT

Purchases for parts and equipment for vehicle work requested are billed and reimbursed directly from the requesting city. In order to facilitate the work, a budget line item exists in

the Fiscal Year 2025/26 Adopted Budget for such reimbursable parts. While in aggregate, current authorized blanket purchase orders to all vendors for billable parts exceed the budgeted line item, staff anticipates that encumbered funds for some vendors may not be fully utilized.

F-1



Staff Report

South Bay Regional Public Communications Authority

MEETING DATE: June 16, 2026

ITEM NUMBER: F-1

TO: Executive Committee

FROM: Kristin Miller, Executive Director

SUBJECT: AUTHORIZE THE EXECUTIVE DIRECTOR TO BIND AND APPROVE FISCAL YEAR 2026/2027 INSURANCE POLICIES PROPOSED BY ALLIANT INSURANCE SERVICES, INC. FOR INSURANCE NECESSARY TO PROTECT THE AUTHORITY AND ITS MEMBER AGENCIES; AND

APPROVE CORRESPONDING PURCHASE ORDERS IN AN AMOUNT NOT TO EXCEED \$417,818.

ATTACHMENTS: None

RECOMMENDATION

Staff recommends the Executive Committee authorize the Executive Director to bind and to approve Fiscal Year 2026-2027 insurance policies as proposed by Alliant Insurance Services, Inc. for insurance necessary to protect the Authority and its member agencies and approve corresponding purchase orders in an amount not to exceed \$417,818.

BACKGROUND

The Authority's By-laws provide the Executive Committee with the powers and duties to purchase, and maintain in force, public liability insurance for the Authority and its officers, agents and employees. The By-laws also require the Authority to obtain and to maintain workers' compensation insurance, liability insurance, and other such insurance as deemed necessary by the Executive Committee to fully protect the Authority and each of the member agencies.

DISCUSSION

The Authority has received proposals for insurance renewals from Alliant Insurance Services, Inc. ("Alliant"). A summary of these proposals is as follows:

Line of Coverage	FY25/26 Coverage	FY26/27 Proposed Coverage	
	Premium	Premium	Δ%
Workers' Compensation	\$ 121,323	\$ 127,626	5%
Excess Liability	91,025	91,025	0%
General / Professional Liability	50,075	49,315	-2%
Earthquake Coverage	25,795	25,795	0%
Public Officials & Employment Practices Liability	35,551	36,920	4%
Property	29,958	27,141	-9%
Cyber Liability	24,663	37,000	50%
Automobile	9,111	12,171	34%
Deadly Weapons Coverage	6,174	6,382	3%
Garage Keepers Coverage	2,182	2,086	-4%
Government Crime Coverage	2,069	2,115	2%
Auto Physical Damage	279	242	-13%
Totals	\$ 398,205	\$ 417,818	5%

The total cost of the Fiscal Year 2026-2027 insurance program is proposed at \$417,818 which is a 5% increase over the prior year. Cyber Liability was the most significant increase. This is due to the Authority's cyber incident that occurred in 2024. The Fiscal Year 2026-2027 policies amount came in approximately 6% under budget. The budget for the binding of all policies was \$443,800.

Staff recommends that the Executive Committee authorize the Executive Director to bind and to approve Fiscal Year 2026-2027 insurance policies with Alliant and designated insurance providers in an amount not to exceed \$417,818.

FISCAL IMPACT

Funds for the premiums for the proposed insurance policies are available in the adopted Fiscal Year 2026-2027 budget (Accounts #5207 Workers' Compensation Insurance and #5513 General Liability Insurance).

G-1

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

MAY 19, 2026

A. CALL TO ORDER

The Executive Committee and User Committee convened in a regular joint session at 2:06PM on Tuesday, May 19, 2026, in the second-floor conference room of the South Bay Regional Public Communications Authority at 4440 West Broadway, Hawthorne, CA.

B. ROLL CALL

Present: City Manager Vontray Norris, City of Hawthorne
City Manager Talyn Mirzakhanian, City of Manhattan Beach
Chief Todd Fox, Gardena Police Department
Chief Eric Lane, Hawthorne Police Department
Chief Jesse Alexander, Manhattan Beach Fire Department
Chief Rachel Johnson, Manhattan Beach Police Department

Absent: City Manager Clint Osorio, City of Gardena

Also Present: Mike Saffell, Interim Executive Director
Shannon Kauffman, Operations Manager
Vanessa Alfaro, Finance Manager
Megan Cunningham, Administrative Services Manager
Cristina Manley, Executive Assistant
Jennifer Petrusis, General Counsel RWG
Bill Romesburg, CAD Consultant

C. PUBLIC DISCUSSION

None.

D. EXECUTIVE COMMITTEE CONSENT CALENDAR

1. Minutes from April 21, 2026
APPROVE
2. Check Register – April 2026
APPROVE
3. Quarterly Cash and Investment /March 31, 2026
RECEIVE AND FILE
4. Approve Cit Com Amendment to Professional Services Agreement in the Amount of \$50,000.00
APPROVE
5. Approve Replacement of Microwave Link from Pacific Corporate Towers to Beach Cities Hospital in the Amount of \$61,100.00
APPROVE
6. Approve Quote for the South Bay Regional Public Communications Authority Interface with Westnet for Versaterm CAD System in the Amount of \$173,959.75
APPROVE
7. Approve Capital Improvement Project Replacement of the Legacy Network Switches at all RCC Radio Tower Site in the Amount of \$97,923.72
APPROVE
8. Approve Automated Fuel Polishing System for Diesel Fuel Tank in the Amount of \$41,095.20
APPROVE

MOTION: City Manager Mirzakhanian moved to approve the Executive Committee Consent Calendar Items 1-8. The motion was seconded by City Manager Norris and passed by a vote of 2-0.

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

None.

F. **EXECUTIVE COMMITTEE GENERAL BUSINESS**

1. Agreement with Tyler Technologies for Replacement ERP System – ERP Pro 10
APPROVE AND AUTHORIZE EXECUTIVE DIRECTOR TO EXECUTE AGREEMENT

Finance Manager Alfaro discussed the agreement with Tyler Technologies for replacement ERP System.

ERP System Replacement

- The Authority's existing EDEN ERP system, used for nearly 20 years, will reach end-of-life and be sunset in March 2027 due to incompatibility with modern technology.
- Staff recommended migrating to Tyler's ERP Pro 10 system, designed for small to mid-sized public agencies with modern features, which was approved.
- The one-time implementation cost is \$53,780, and the annual subscription cost is \$32,656, resulting in a first-year total of \$86,436, which is within the adopted CIP budget.
- The initial agreement term is three years, commencing July 1, 2026 with automatic one-year renewals, leading to a net increase in annual cost of \$10,000 compared to the current system.

MOTION: City Manager Norris moved to approve the Executive Committee General Business Item 1. The motion was seconded by City Manager Mirzakhanian and passed by a vote of 2-0.

2. Executive Director Employment Agreement
APPOINT KRISTIN MILLER AS EXECUTIVE DIRECTOR, APPROVE THE EMPLOYMENT AGREEMENT, AND AUTHORIZE THE EXECUTIVE COMMITTEE

General Counsel Jennifer Petrusis provided an oral summary of the recommended salary and compensation paid in the form of fringe benefits for the Executive Director position.

- Annual base salary is \$225,000 (\$18,750 per month), with eligibility for performance-based merit increases up to 6% annually.
- Benefits include a \$2,000 monthly contribution towards health and dental insurance, \$100,000 Group Life Insurance, and a deferred compensation match up to \$375 per month.
- Shall be provided the use of an Authority owned cell phone for business use during her tenure as Executive Director.
- Shall accrue general leave at the rate of 30 hours for every one month of continuous service, subject to an accrual cap of 360 hours.
- Eleven fixed public holidays and may voluntarily convert or cash 360 hours. The hours of general leave divided between two opportunities each

- year and that conversion is at 100% of her base rate of pay.
- Retirement benefits, the Authority shall provide a CalPERS contract of 2% at 60 under the CalPERS miscellaneous second tier based on the three highest consecutive years.

MOTION: City Manager Mirzakhania moved to approve the Executive Committee General Business Item 2. The motion was seconded by City Manager Norris and passed by a vote of 2-0.

3. Executive Director's Update on Computer Aided Dispatch System **RECEIVE AND FILE**

Operations Manager Kauffman provided a Computer Aided Dispatch System.

- Six of the 9 milestones for the CAD project have been completed, including the "train the trainer dispatch portion."
- Functional acceptance testing has started and is expected to continue for the "next couple weeks," with the project remaining on track for August 17th go-live date.
- Agency end-user MDC/Vmobile/ Vmonitor and Remote CAD refresher training is scheduled for June for all cities' records personnel.
- CAD end-user training for dispatchers will take place at RCC in late July.

Bill Romesburg provided an overview - CLETS Application Process

- The CLETS application for Hawthorne and RCC is complete and awaiting one final signature before submission to the DOJ.
- The DOJ requires each city to submit its own extensive CLETS application, which RCC is recreating for each city.
- A meeting is scheduled for June 10th to collaboratively complete the city-specific applications.
- While the lack of agency-level CLETS approval will not impact the August 17th cutover date, it will prevent in-car CLETS transactions until approval is granted (OTA for returns), with Bill Romesburg serving as the primary contact for cities.

CAD Authentication and Interfaces

- A multi-factor authentication (MFA) process, required by the DOJ, integrates Microsoft Entra with Versaterm via Aut0 to validate user credentials and send MFA prompts.
- All agencies except Hermosa Beach and Gardena have submitted their required information for this process, with follow-up calls scheduled for tomorrow as the deadline is the 29th.
- Emergency Reporting/Digital EMS interfaces are approved, tested, and ready, while the Mark43 RMS interface is due June 16th for police, and WestNet interface is pending.
- A specific GIS layer needed for the Fire Department to dispatch by closest unit is currently missing, which ESRI cannot provide, impacting closest unit dispatch at go-live and PD mapping/routing.
- Tomorrow is the Fire Executive CAD update and we've previously had two meetings for fire regarding AVL.
- Records & IT meeting May 21

- First Due was approved and tested.

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

Administrative Services Manager Cunningham provided a staffing update.

Staffing and Recruitment

- The number of full-time operators has increased to 31, with two to three more expected to start within the next couple of weeks, and additional candidates clearing backgrounds for a June start.
- The supervisor count is currently down to two, with plans to hire external candidates, while two acting supervisors require 80 hours of training.
- From April 21st to May 18th, 408 applications were received, 120 critical tests were taken (23 passed), and four new employees were hired.
- Overall, since December 8th, over 2,000 applications have been received, 147 candidates passed critical tests out of 642 taken, and 14 people have been hired.

City Manager Norris commended Interim Executive Director Saffell for all his great work.

5. Executive Director's Update on Technical Services **RECEIVE AND FILE**

Administrative Services Manager Cunningham provided an update on Technical Services.

Fleet Inventory and Vehicle Builds

- 71 full builds have been completed to date, an increase of six since the last meeting, with 4 vehicles currently in the bays and 14 at city facilities.
- Hermosa Beach's four vehicles are now in the city, but conversations are ongoing regarding full builds and purchasing necessary parts, which have not yet been ordered.
- 15 vehicles obtained by cities are not yet delivered, expected "probably end of fiscal," with parts for these vehicles already ordered to prevent delays.
- A new process dictates that once vehicles are city-approved, RCC provides a quote, and parts are ordered upon receipt of the purchase order, with lead times generally "four to six weeks."

Chief Johnson inquired of the lead time for vehicle builds.

Administrative Services Manager Cunningham assured that the assessment would help with the lead time. Once the vehicles are approved by the city, a quote should be generated to start the order of parts (purchase order). Lead time should be four to six weeks – depends on the type of vehicle (patrol, admin etc.).

Interim Executive Director Saffell discussed Hermosa Beach Police

Department, considering going outside (Technical Services Department). A

meeting took place two weeks ago, and have decided not to do that now.

Quality Control & Action Items

- A new quality control system is being implemented where vehicles will not leave the facility unless city staff come and sign off on them, aiming to prevent re-transport and “lost time.”

Organizational Assessment – Mercury

- Mercury will be here for the assessment starting July 13th and will coordinate to meet with all stakeholders – City Managers, Chiefs from all nine entities.

G. **USER COMMITTEE CONSENT CALENDAR**

1. Minutes for April 21, 2026

APPROVE

MOTION: Chief Fox motioned to approve Item 1. The motion was seconded by Chief Lane and passed by a vote of 4-0.

H. **ITEMS REMOVED FROM CONSENT CALENDAR**

None.

I. **EXECUTIVE COMMITTEE AND USER COMMITTEE COMMENTS**

Interim Executive Director Saffell acknowledged and thanked everyone for the last six months, the chiefs for all the input, both the fire and police side.

J. **CLOSED SESSION**

The Executive Committee entered closed session at 2:46PM and returned at 3:19PM with no reportable action taken.

1. PUBLIC EMPLOYEE PERFORMANCE

Pursuant to Government Code Section 54957(b)(1)

Title: Interim Executive Director

K. **ADJOURNMENT**

The meeting was adjourned at 3:19PM.