

East Bay Regional Communications System Authority



Participating agencies include Alameda and Contra Costa Counties and the following cities and special districts: Alameda, Albany, Antioch, Berkeley, Brentwood, Clayton, Concord, Danville, Dublin, El Cerrito, Emeryville, Fremont, Hayward, Hercules, Lafayette, Livermore, Martinez, Moraga, Newark, Oakley, Pinole, Pittsburg, Pleasant Hill, Pleasanton, Richmond, San Leandro, San Pablo, San Ramon, Union City, Walnut Creek, East Bay Regional Park District, Kensington Police Community Services District, Livermore Amador Valley Transit Authority, Moraga-Orinda Fire District, Rodeo-Hercules Fire District, San Ramon Valley Fire District, California Department of Transportation, Ohlone Community College District, Contra Costa Community College District, Dublin-San Ramon Services District and University of California, Berkeley

OPERATIONS COMMITTEE MEETING

SPECIAL MEETING

DATE: June 2, 2023

TIME: 10:00 a.m.

PLACE: Alameda County Office of Homeland Security and Emergency Services,
Room 1013
4985 Broder Blvd., Dublin, CA 94568

MINUTES

1. Call to Order/Roll Call: 10:00 a.m.

2. Public Comments:

3. Approval of Minutes of October 14, 2022 Operations Committee Meeting

On motion of Bm. King, seconded by Bm. Christy and by unanimous vote, the Operations Committee approved the minutes of the October 14, 2022 Operation Committee meeting.

4. Budget Review FY 2023/2024

Craig Boyer, Auditor, stated the first page of the budget document shows summary of the revenues and expenses for the upcoming fiscal year; revenues are derived based on the rate structure that is in effect times the number of radios. Historically, the Authority has seen an increase as they brought more members onto the JPA, but recently membership has plateaued and so any increases would primarily be driven by the rate structure, so, given that the rated structure has not changed since the prior year, the revenue estimate for this coming fiscal year is pretty consistent with the current fiscal year. On the expense side, a lot of the expenses are driven by contract costs. Where they have contracts in place, they use the actual contract numbers, otherwise they use an inflation factor - this year 4% for their assumption for those costs where they do not have contract rates in effect. If you compare costs with current year, a lot of operating costs have been impacted by the recent inflation so there are increases there. Capital varies from year-to-year. On page 2, there is a more detailed breakdown of all the expenses by different categories so you can see where the changes are happening. In the capital section, they list out all the different projects that are being budgeted for prior year, current and upcoming fiscal year. The first column shows last year's budget, the second column

shows projected budget and there are still a couple months of activity. Third column is budgeted numbers, and the fourth column shows where they expect to land this year as to where they are budgeting for next year. There are increases in operating costs. On the capital side there is a bump up but they did reclassify one of the line items that used to be shown as an operating cost, so if you back that out, capital is flat. The third page shows the reserve balances for the Authority. The Authority has certain amount of monies that are not obligated to any specific purpose, but the Authority has policies in place that say they have to fund certain reserves. There are three reserve categories, the first being an operating reserve, which is required to be funded at 50% of what is budgeted. Then there is the debt service reserve, as long as the debt is outstanding, it is required to be budgeted at \$1 million. Anything that is left over goes into the capital reserve with the expectation that it will be used for capital. The final page is the 10-Year cash flow projection. They are fairly conservative on how this is done. It is to see whether or not the current rate structure meets the Authority's needs. On the revenue side, they do not assume any increases in member dues. You can see on a year-by-year basis, how the reserved balances are changing with the assumption of no changes in the rate structure. Currently, based on the current rate structure, the reserves should stay fairly stable. They have only put in capital costs that they know about. If there are other items coming down the pipeline, then these amounts change. But with what they currently know, it shows the Authority has stable reserve balances.

On motion of Bm. King, seconded by Bm. Vorhauer and by unanimous vote, the Operations Committee agreed to recommend to the Board the approval of the proposed FY 23/24 annual EBRCSA budget.

5. Hayward Annex Replacement Antenna

Executive Director McCarthy stated they surveyed all the sites for the microwave upgrade and discovered that the mount that holds the dish on the tower needs to be taken down. Motorola stated they came up with a price of \$45,000 to change out the dish, mount, and get it realigned.

On motion of Bm. Love, seconded by Bm. King and by unanimous vote, the Operations Committee agreed to recommend to the full Board the replacement of the Hayward Annex Microwave Dish and mounting hardware.

6. Aviat Purchase Order to Support Purchase and Repair of Existing Equipment, as Needed

This \$45,000 PO is for advance part replacement. If a router or server goes out, and the System needs a replacement, then Aviat will send a replacement. This is a bridge until the Executive Director redoes the agreement. It is a not-to-exceed amount of \$45,000.

On motion of Bm. King, seconded by Bm. Vorhauer and by unanimous vote, the Operations Committee agreed to recommend to the full Board the creation of a Purchase Order with Aviat to support purchase and repair of existing microwave equipment, as needed.

7. Request Direction regarding CHP Request for Access to EBRCSA

Executive Director McCarthy stated CHP requested access to EBRCSA because they back up law enforcement in the area. CHP wants to put 700 radios on the System at no cost to them. CHP is not encrypting their channels so they would not have communication with agencies that are encrypted. They said they will have mutual aid channel. They are trying to work out 10 radios for sideshow.

By consensus, the Operations Committee agreed that if CHP would like to bring forward a plan that includes payment for use of the System and it is acceptable, then they would consider it for recommendation to the Board.

8. Updates on East Bay Regional Commination System Projects

- Time Division Multiple Access (TDMA)

The Authority has done all the System work; there are some agencies that have not done their part in regard to purchasing radios or equipment.

- Encryption

The Authority has encrypted every console, and is finishing up the fleet maps. It will then be up to agencies to get radios programmed.

- Microwave/MPLS

Alameda County Microwave upgrade has been completed and will be starting the MPLS in two weeks.

- The City of Antioch Site on Walton Lane

There is a dead spot in Antioch at Walton Lane and the City and the Authority are trying to establish a new site there. Now there is a need for a seismic geo analysis and a tower survey. The Executive Director and the Authority's attorney are working on an agreement with the City of Antioch.

- Contra Costa County Site in Martinez Replacing 651 Pine Street

Equipment from the old site at 651 Pine Street will go to the Walton Lane site in Antioch site once the new Contra Costa County site is on.

- Wiedemann Project San Ramon

They hope to be ready to go in 30-45 days. It will clean up a lot of dead spots.

- Alameda County Parking Lot next to East Dublin BART

Alameda County is building a five-story parking lot at the East Dublin BART station. It will block the current tower. He will work with BART and will need to move them higher.

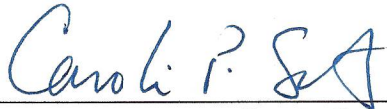
9. Agenda Items for Next Meeting

- Service Upgrade Agreement and Maintenance Agreement with Motorola

This 10-year agreement will end at the end of June.

- Aviat Repair and Maintenance Agreement

10. Adjournment: With no further business coming before the Operations Committee, the meeting was adjourned at 10:56 a.m.



Caroline P. Soto
Authority Secretary