

## **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, Oakland, 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

### **BOARD OF DIRECTORS MEETING**

#### **REGULAR MEETING**

**DATE: May 7, 2021**

**TIME:** 10:00 a.m.

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

### **MINUTES**

A Regular meeting of the East Bay Regional Communications System Authority was held on May 7, 2021, remotely via Zoom Video Communications.

1. **Closed Session:** None.
2. **Call to Order/Roll Call:** 10:01 a.m.

Boardmembers Present: G. Ahern, C. Andersen, J. Calabrigo, M. Casten, J. Catalano, A. Ciaburro, J. Diaz\*, T. DuPuis\*, N. Luby, P. Meyer, P. Mulligan, S. Muranishi, C. Nice\*, M. Nino, S. Perkins, E. Reiskin, M. Rodriguez, M. Salinas, M. Shorr\*, C. Silva, K. Stepper, L. Torres, B. Woerner (Note: \*Alternates)

Staff Present: T. McCarthy, L. McKinney, C. Boyer, C. Soto

Public: G. Poole. Motorola

3. **Report on Closed Session:** None.
4. **Public Comments:** None.
5. **Presentations:** None.
6. **Approval of Minutes**

#### **6.1 Approval of Minutes from the Board Meeting of March 5, 2021**

On motion of Bm. Stepper, seconded by Bm. Muranishi and by unanimous vote, the Board of Directors approved the minutes of the March 5, 2021 Board of Directors meeting.

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7. **Written Communications:** None.
8. **Public Hearings:** None.
9. **Action Items:**

**9.1 Adopt a Resolution Adopting the FY 2021/2022 Administrative Budget**

Craig Boyer, Auditor, stated in terms of the FY2021/22 budget, the first page, was a high-level summary of the revenues and expenses. The budget was consistent with the prior year. There were some slight increases in revenues primarily in the operating payments based on high radio counts; on the expense side, again, fairly consistent with the prior year; there were increases on the administration line, and maintenance and utilities lines. Capital costs are also fairly consistent with last year. Debt service payment is the same from year-to-year, and it gets allocated between the principal and the interest depending on the debt service schedule payment. On the more detailed break out of the operating expenses include an increase in the Executive Director's compensation, contract costs, bolstered up budget for HVAC and generator maintenance where they saw increased costs and wanted to account for them. There is also a contingency line item this year to cover any unforeseen costs. Looking at capital expenditures, there are certain projects that have recurring costs e.g., TDMA upgrade and control stations. Finally, the 10-year cash flow projection is a fairly conservative approach on the revenue side as they assume that radio counts will stay stable throughout the 10 years. They built in cost of increases in work that is contracted, and generally apply a 3% increase from year to year for the operating expenses. The debt service eventually matures in FY 2028.

On motion of Bm. Perkins, seconded by Bm. Andersen and by unanimous vote, the Board of Directors adopted **Resolution No. 21-03 Adopting an Administrative Budget for Fiscal Year 2021/2022.**

**9.2 Adopt Revised 2021 EBRCSA Calendar Board Meetings**

On motion of Bm. Stepper, seconded by Bm. Woerner and by unanimous vote, the Board approved the revised Calendar of Board meetings to move the October meeting to October 22, 2021.

**9.3 Adopt a Resolution Urging Members and Non-Member Users to Impose a Standard Condition of Approval Regarding Land Mobile Radio Infrastructure to Meet Authority Standards**

Executive Director McCarthy stated there has been a lot of development since the System was first designed in 2006-2008. The Finance Committee asked the Authority to look at a policy similar to San Ramon Fire's policy that if a developer builds a new development, they are responsible for maintaining what the Authority has set as a standard of 95% radio reception on hip. It will cost \$2- to \$2.5 million to build a new site, not counting land acquisition. If the Authority is responsible for building the sites, the reserves would be quickly depleted. San Ramon is using this policy in a development off of Norris Canyon road that has no reception. This is a good recommendation to make to the cities that these costs need to be included to maintain



radio coverage. It is supported by the Finance Committee and would be sent out to all members and non-member agencies for adoption.

Attorney McKinney stated there was a legal analysis in the staff report as they were asked whether the Authority itself could impose such a condition. It was concluded it could not, but it could ask its members and non-members to include a condition of approval that would allow this kind of infrastructure to be included when necessary by developers.

Director McCarthy stated once a site was built, it would then be officially transferred over to the Authority which will then maintain the equipment. The user fees that are collected, will pay for the upkeep and maintenance.

The Board of Directors discussed the benefits of this recommended condition of approval, and would encourage cities and counties to adopt this condition of approval.

Director McCarthy stated if approved by the Board, he would be sending out the language to the members and non-members requesting they report back to the Authority by December 31, 2021, on progress.

On motion of Bm. Silva, seconded by Bm. Perkins and by unanimous vote, the Board of Directors adopted **Resolution No. 21-04 Urging Members and Non-Member Users to Impose a Standard Condition of Approval Requiring Applicants to Provide Necessary Infrastructure to Meet Authority Standards**, after legal consultation, and report back by December 31, 2021 on their progress.

#### **9.4 Adopt a Resolution Authorizing Purchase of Additional Control Stations Necessary for EBRCSA Interoperability with the BART Underground Network**

Director McCarthy stated when the City of Oakland came on the System, they moved from Harris to Motorola. The City of Oakland provides fire services for the Bay Area Rapid Transit (BART) District when underground. They had Harris radios at that time so they were able to communicate. They installed six control stations that connected to BART, so when Oakland was underground, they could automatically switch and continue the communication when they were in the tunnel or the Caldecott. The six stations served well, but now with the addition of the BART Warm Springs tunnel in Fremont, the increased number of users, they needed to add two more control stations to alleviate crowding. This will become redundant when they complete the Inner Subsystem Interface (ISSI) installation. BART had written a grant for \$2 million so they could install Motorola equipment in the tunnel so that they could easily load all the radios. The ISSI will be installed and become primary, but the control station will be redundant. The cost is \$25K for the two stations to alleviate traffic. It is in the FY 21/22 budget as a capital expenditure. The work will be completed by Contra Costa County Dept of Information Technology radio shop.

On motion of Bm. Nice, seconded by Bm. Andersen and by unanimous vote, the Board of Directors adopted **Resolution No. 21-02, Authorizing the Chair to Execute and the Executive Director to Implement a Contract Change Order with Motorola Solutions, Inc. for Purchase of Control Stations**.

**9.5 Adopt a Resolution Authorizing A Two-Year Extension of the Contra Costa County Department of Information Technology Agreement**

Director McCarthy stated Alameda and Contra Costa Counties' radio shops and departments of information technology maintain the System, dispatch centers and external sites. The contract was bid a long time ago, and there might be a rebid of it, but for now, they would like to extend it for two-years. There would be an increase of \$470,000 over two years.

On motion of Bm. Nice, seconded by Bm. Torres and by majority vote (Bms. Andersen and Nino abstaining), the Board of Directors adopted **Resolution No. 21-05 Authorizing the Chair to Execute and the Executive Director to Implement an Amendment to the Interagency Agreement with the Contra Costa County Department of Information Technology, to Increase the Contract Amount By \$470,000.**

**10. Committee Updates:**

**10.1 Receive Informational Report on Recent Finance Committee Activities including Review of the FY 2019-2020 Audit**

Bm. Meyer stated they covered most items in this meeting and they received the audit report.

**10.2 Receive Informational Report on Recent Operations Committee Activities**

Chair Ahern stated they covered the San Ramon site at Wiedemann Ranch, encryption requirement, received an update on Antioch and Vallejo, and Solano County JPA, TDMA, 10-Year plan.

**11. Reports:**

**11.1 Receive an Informational Report on Annual Audit for FY 2020**

Executive Director McCarthy stated an audit had been conducted, and a presentation was given to the Finance Committee. The Board was also keeping everything in line.

Mr. Boyer stated they received an unmodified opinion.

**11.2 Receive an Update on the City of Vallejo transitioning to EBRCSA**

Executive Director McCarthy stated the City of Vallejo Police Department was fully transitioned to the System on April 21, 2021. The Authority has received thanks and kudos. The Contra Costa County radio shop did the work on a separate contract. The Fire Department was still installing equipment in their rigs. Vallejo will be with the Authority until the Solano County JPA is done.

**11.3 Receive an Update on the City of Benicia JPA with Solano County**

Executive Director McCarthy stated the City of Benicia has been spearheading a JPA for Solano County. Their Police Chief has now become their City Manager. They



have hired their own counsel to put together the JPA, and file with the State of California. They have a consultant working with them on this. They are now seeking buy-in from those in Solano County. It is going well and progressing. Benicia will then move off the System to the Solano County JPA.

**11.4 Receive an Update on the City of Antioch adding site at Walton Lane**

Executive Director McCarthy stated the site at Walton Lane in Antioch serves Contra Costa County Sheriff, Contra Costa County fire, the ambulance company there and EBRPD. When they go to James Donlon area, they do not have communication. The Board of Directors agreed to have Executive Director McCarthy work with the City on the site for coverage. Antioch was to be responsible for getting power to site, arrange the lease and put the antennas on the tower. The work for the electric will go out to bid now, and it is in Antioch's upcoming fiscal year's budget.

**11.5 Receive an Update on TDMA – Time Division Multiple Access**

Executive Director McCarthy stated they have been working on it. They were doing final engineering. They were hoping to do final testing next week. There were over 21,000 radios that needed to be touched to get it done, so it has taken some time.

**11.6 Receive an Update on 10 Year Plan for Capital Replacement Project**

Executive Director McCarthy stated they had done a site visit and created an ACCESS database to determine future cost increases, if any, planning maintenance and replacement of equipment. They will also create an up-to-date data base that is in the System.

**12. Board Comments**

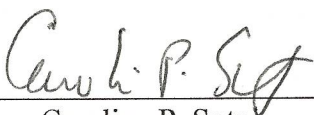
J. Diaz asked when they would be meeting in-person.

Chair Ahern stated, hopefully by October.

**13. Next Action Steps**

None.

**14. Adjournment:** With no further business coming before the Board, the meeting was adjourned at 11:00 a.m.



Caroline P. Soto  
Authority Secretary