



## **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**

#### **NOTICE OF REGULAR MEETING**

**DATE: April 2, 2021**

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

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

#### **Meeting Procedure During Coronavirus (COVID-19) Outbreak:**

In keeping with the guidelines provided by the State of California and Alameda County Department of Public Health regarding gatherings during the coronavirus (COVID-19) outbreak, and recommendations to follow social distancing procedures, the East Bay Regional Communications System Authority (EBRCSA) will adopt the following practices during upcoming Operations Committee meeting:

- The EBRCSA Operations Committee will hold the meetings remotely via Zoom Video Communications.
- The Public will have access to the meeting via a telephonic option by calling: 16699009128 Meeting ID: 910 0236 4950 Passcode: 500450
- The Public will have access to all materials via the EBRCSA Web Site, <http://www.ebrcsa.org/default.page>. The material will be under the header Calendar, then Operations Committee, and then April 2, 2021.
- The Public will be asked if there is any comment or question concerning the meeting during the Public Comment Period and as each item is discussed.
- The Speaker may provide their name for the record if they so choose

### **AGENDA**

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1. Call to Order/Roll Call

2. Public Comments (Meeting Open to the Public):

At this time, the public is permitted to address the Committee on items within the Committee's subject matter jurisdiction that do not appear on the agenda. Please limit comments to a maximum of three (3) minutes. If you wish to comment on an item that is on the agenda, please wait until the item is read for consideration.

3. Approval of Minutes of the February 19, 2021 Regular Operations Committee Meeting

4. Provide Direction on Budget Review FY 20/21/21

5. Receive Information on Standard Condition of Approval to Provide Land Mobile Radio Infrastructure to Meet Authority Standards

6. Provide an Update on the San Ramon Site at Wiedemann Ranch

7. Provide an Update on Department of Justice Bulletin 20-09 CJIS on Encryption

8. Receive an Update on the City of Antioch

9. Receive an Update on the City Vallejo

10. Receive an Update on Solano County JPA

11. Receive an Update on TDMA – Time Division Multiple Access

12. Receive an Update on 10 Year Plan

13. Agenda Items for Next Meeting

14. Adjournment

This AGENDA is posted in accordance with Government Code Section 54954.2(a)

*If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the EBRCSA at (925) 803-7802 at least 72 hours in advance of the meeting.*

I hereby certify that the attached agenda was posted 72 hours before the noted meeting.



Tom McCarthy, Executive Director

March 26, 2021



**East Bay Regional  
Communications  
System Authority**



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**AGENDA ITEM NO. 3.**

**AGENDA STATEMENT  
OPERATIONS COMMITTEE MEETING  
MEETING DATE: April 2, 2021**

**TO:** Operations Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** Tom McCarthy, Executive Director  
East Bay Regional Communications System Authority

**SUBJECT:** Approval of Minutes of the February 19, 2021 Regular Operations Committee Meeting

**RECOMMENDATIONS:**

Approve the minutes of the February 19, 2021 Regular Operations Committee meeting.

**SUMMARY/DISCUSSION:**

The Operations Committee will consider approval of the minutes of February 19, 2021 Regular Operations Committee meeting.

**RECOMMENDED ACTION:**

Approve the minutes of the February 19, 2021 Regular Operations Committee meeting.



## **East Bay Regional Communications System Authority**



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### **OPERATIONS COMMITTEE MEETING**

#### **REGULAR MEETING**

**DATE: February 19, 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**

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1. **Call to Order/Roll Call:** A Regular meeting of the Operations Committee was held on February 19, 2021, remotely via Zoom Video Communications. The meeting was called to order at 10:06 a.m.

#### **Committee Members Present:**

G. Ahern, Sheriff, Alameda County Sheriff's Office  
N. Luby, Deputy Chief, Oakland Fire Department  
P. Meyer, Chief, San Ramon Valley Fire Protection District  
P. Mulligan, Chief of Inspectors, Contra Costa District Attorney

#### **Staff:**

T. McCarthy, Executive Director  
C. Soto, Administrative Assistant

#### **Public:**

G. Poole, Motorola Representative

2. **Public Comments:** None.
3. **Approval of Minutes of the November 6, 2020 Regular Operations Committee Meeting**

On motion of Bm. Mulligan, seconded by Bm. Luby and by unanimous vote, the Operations Committee approved the minutes of the November 6, 2020 Regular Operations Committee meeting.

**Alameda County Office of Homeland Security and Emergency Services  
4985 Broder Blvd, Dublin CA 94568 • (925) 803-7802 • [www.ebrcsa.org](http://www.ebrcsa.org)**

#### **4. Provide Direction on Budget Adjustment FY 20/21**

Director McCarthy stated these adjustments for FY 20/21 were initially brought to the Finance Committee at its November 6, 2020 meeting and were now returned with some additional adjustments, including a utilities adjustment approved at an earlier meeting. Other increases were the administrative budget for the increase in the Executive Director's compensation, and increased maintenance costs for generators and HVAC costs, and a decrease in the Capital budget related to the capital project costs.

#### **5. Provide Direction regarding Development of San Ramon Site at Wiedemann Ranch**

Director McCarthy stated this discussion was for a development that is in a dead zone. The Preserve, in 2015 when it was being discussed, had radio coverage for Phases 1 and 2, but not for future Phases 3, 4, and 5. San Ramon has a City ordinance that states if a developer comes in and adds/builds/changes, they are responsible for making the necessary enhancements to the radio system to ensure that 95% coverage is maintained. This is a project between the San Ramon Valley Fire Protection District and Lennar Homes. This was to inform the Committee that he has been in discussions with the San Ramon Fire Protection District, Lennar Homes and the Wiedemann family, in regard to the need for an additional site to provide adequate coverage for Phases 3, 4, and 5 of the development. The Wiedemann family has owned the proposed site since 1865. It is next to a Crown Castle site for cellular. There is a building that is suited for the site there. They were speaking to the Wiedemann family to lease the building and land to Lennar for 10 years. Lennar does not want to pay in perpetuity. They are responsible for all necessary infrastructure including preparing the room for equipment, repairs to road, building out the inside secure area within the shelter, building the tower, providing the shelter and generator equipment. Lennar would build it, pay for ten years of the lease, and then turn it over to the Authority to maintain it under its agreement with Motorola SUA. This site would benefit San Ramon only. At the end of the original ten-year agreement with Wiedemann Family, the lease would need to be renegotiated with the Wiedemann Family. This would require assistance from the Authority's legal counsel to enter into such an agreement.

The Operations Committee members discussed the need to inform the full Board as to why area was different from other dead zones in the System in regard to the specific San Ramon ordinance. It was also requested that maps and or pictures be provided to the full Board for consideration of the item.

By consensus, the Operations Committee received the item as informational.

#### **6. Provide Direction regarding Department of Justice Bulletin 20-09 CJIS on Encryption**

Director McCarthy stated the DOJ is now requiring radio channels be encrypted if they are transmitting CORI (Confidential Offender Record Information) and other personal info due to the availability of apps that can be access by the public to monitor these radio channels. This would be costly. It could cost \$10.4 million in order to encrypt 14,000 law enforcement radios, approx. \$2 million to include consoles. The DOJ asked for transition plans from agencies by December 31, 2020 detailing how long it would take to transition to encryption. Director McCarthy provided a letter to all

Police Chiefs and Sheriffs that they could send to the DOJ saying it would take 30 months. They were also waiting to see if there would be any issues with encryption, such as community concern. He will be looking into costs. For the 210 consoles owned by the Authority, he is assuming the Authority would pay for encryption of the consoles. Only one agency is moving forward now, Cal State East Bay. This is an informational item that he will be discussing with the Finance Committee.

**7. Consider Revision to 2021 EBRCSA Meeting Schedule**

Director McCarthy stated the scheduled September 24, 2021 Board meeting will not work as it would fall on that last day of League of Cities Conference. He was looking to move it to October 1, 2021.

**8. Receive an Update on the City of Antioch**

Director McCarthy stated the City cannot find the money right now to trench for electrical to the site in the City of Antioch. They are at a standstill.

**9. Receive an Update on the City Vallejo**

Director McCarthy stated the City of Vallejo was going very well and would be cutting over April 21-22, 2021. They were building additional sites at Hiddenbrooke and the Courthouse downtown.

**10. Receive an Update on TDMA – Time Division Multiple Access**

Director McCarthy stated they were in the final steps of the TDMA transition, they were tracking down approximately 700 radios. If they can't find the radios, they will disable them.

**11. Receive an Update on 10-Year Plan**

Director McCarthy stated the 10-Year Plan was still be worked on. Some dispatch offices do not want technicians going in due to COVID. Techs may get vaccinated to allow them to go in.

**12. Agenda Items for Next Meeting**

None.

**13. Adjournment:** With no further business coming before the Operations Committee, the meeting was adjourned at 10:39 a.m.



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Communications  
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**AGENDA ITEM NO. 4.**

**AGENDA STATEMENT  
OPERATIONS COMMITTEE  
MEETING DATE: April 2, 2021**

**TO:**           **Operations** Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:**       Thomas G. McCarthy, Executive Director  
East Bay Regional Communications System Authority

**SUBJECT:**    Budget Review FY 21/22

**RECOMMENDATIONS:**

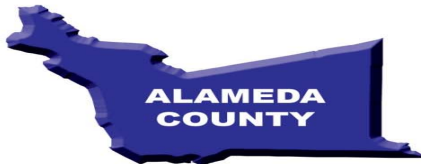
Receive a report from the Executive Director concerning the FY 21/22 Budget. It is recommended that the Committee recommend to the Board of Directors a budget for FY 21/22 based on the information discussed in this item.

**SUMMARY/DISCUSSION:**

Craig Boyer, Alameda County Auditor's Office, has prepared the FY 21/22 Budget so that the Operations Committee will have information concerning the Fiscal Year Budget.

**RECOMMENDED ACTION:**

It is recommended that the Committee discuss and reach a consensus for the Fiscal Year Budget for FY 21/22 for presentation to the Board of Directors.



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**BUDGET**  
**FISCAL YEAR 2021-22**

**Revenues**

Operating payments	\$ 6,840,000
Service payments	1,260,000
Interest	100,000
<b>Total revenues</b>	<b><u>8,200,000</u></b>

**Expenses**

Administration	452,000
Audit fees	20,000
Insurance	42,000
Legal	20,000
Lease	71,000
Licenses and permits	30,000
Membership fees	10,000
Maintenance	3,747,000
Security	15,000
Utilities	210,000
Website hosting	4,000
<b>Total operating expenses</b>	<b><u>4,621,000</u></b>
Capital	1,964,000
Debt Service	650,000
<b>Total expenses</b>	<b><u>7,235,000</u></b>
<b>Net Income</b>	<b><u>\$ 965,000</u></b>



**EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY**  
**EXPENDITURE DETAIL**  
**FISCAL YEAR 2021-2022**

<b>OPERATING EXPENSES</b>	<b>FY20-21 Final Budget</b>	<b>FY20-21 Projected</b>	<b>FY21-22 Budget</b>	<b>Change FY21 vs FY22</b>
Administration				
Executive director	\$ 244,000	\$ 235,480	\$ 263,000	\$ (27,520)
Administrative assistant	40,000	14,936	40,000	(25,064)
Planning	134,000	-	134,000	(134,000)
Travel	5,000	-	5,000	(5,000)
Miscellaneous	10,000	1,975	10,000	(8,025)
Audit fees	20,000	17,160	20,000	(2,840)
Insurance	40,000	35,049	42,000	(6,951)
Legal	20,000	647	20,000	(19,353)
Lease	70,000	65,231	71,000	(5,769)
Licenses and permits	30,000	3,115	30,000	(26,885)
Membership fees	10,000	8,792	10,000	(1,208)
Maintenance				
Service agreement	1,080,000	1,077,595	1,095,000	(17,405)
Software maintenance (SUA II)	974,000	966,384	977,000	(10,616)
Network administration	262,000	261,415	267,000	(5,585)
HVAC maintenance	21,000	21,128	25,000	(3,872)
Generator maintenance	42,000	39,276	53,000	(13,724)
ALCO general maintenance	600,000	600,000	600,000	-
COCO general maintenance	230,000	227,397	265,000	(37,603)
CSI telecommunications	200,000	83,300	200,000	(116,700)
Microwave maintenance	181,000	240,109	250,000	(9,891)
Miscellaneous	15,000	4,971	15,000	(10,029)
Security	12,000	11,953	15,000	(3,047)
Utilities	210,000	174,067	210,000	(35,933)
Website hosting	4,000	3,117	4,000	(883)
<b>Total expenses</b>	<b>4,454,000</b>	<b>4,093,098</b>	<b>4,621,000</b>	<b>(527,902)</b>
<b>CAPITAL EXPENDITURES</b>				
TDMA upgrade	1,664,000	1,663,030	1,664,000	(970)
DC power upgrade	250,000	250,000	250,000	-
Control stations	-	-	50,000	(50,000)
<b>Total expenditures</b>	<b>1,914,000</b>	<b>1,913,030</b>	<b>1,964,000</b>	<b>(50,970)</b>
<b>DEBT SERVICE</b>				
Principal	492,000	492,000	512,000	(20,000)
Interest	158,000	157,464	138,000	19,464
<b>Total expenses</b>	<b>\$ 650,000</b>	<b>\$ 649,464</b>	<b>\$ 650,000</b>	<b>\$ (536)</b>

1. Motorola service agreement increased due to a new 4 year contract
2. Network administration contract increased
3. TDMA Upgrade Expense is the annual payment for the Change Order approved by the Board of Directors
4. DC Power Upgrade Expense is an annual amount to replace the batteries in various locations

**EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY**  
**PROJECTED CASH RESERVE BALANCES**  
**FISCAL YEAR 2021-2022**

	<b>FY20-21</b>	<b>FY20-21</b>	<b>FY21-22</b>
	<b>Final Budget</b>	<b>Projected</b>	<b>Budget</b>
<b>Operating Reserve</b>			
Beginning Balance	\$ 2,012,311	\$ 2,012,311	\$ 2,046,549
Operating Payments	6,450,000	6,838,462	6,840,000
Initial Payments	-	65,400	-
Interest	188,000	124,300	100,000
Operating Expenses	(4,454,000)	(4,093,098)	(4,621,000)
Transfer to Capital Reserve	(1,969,311)	(2,900,826)	(2,055,049)
<b>Ending Balance</b>	<b>2,227,000</b>	<b>2,046,549</b>	<b>2,310,500</b>
<b>Debt Service Reserve</b>			
Beginning Balance	1,000,000	1,000,000	1,000,000
Service Payments	1,232,000	1,259,256	1,260,000
Debt Service	(650,000)	(649,464)	(650,000)
Transfer to Capital Reserve	(582,000)	(609,792)	(610,000)
<b>Ending Balance</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>
<b>Capital Reserve</b>			
Beginning Balance	8,588,224	8,588,224	10,185,812
Transfer In	2,551,311	3,510,618	2,665,049
Capital	(1,914,000)	(1,913,030)	(1,964,000)
<b>Ending Balance</b>	<b>9,225,535</b>	<b>10,185,812</b>	<b>10,886,861</b>
<b>Total Reserve Balance</b>	<b>\$ 12,452,535</b>	<b>\$ 13,232,361</b>	<b>\$ 14,197,361</b>

1. Operating Reserve Balance is equal to 50% of the next fiscal years Operating Budget
2. Debt Reserve Balance is set to equal \$1,000,000 every fiscal year
3. Capital Reserve Balance is the projected remaining cash after the Operating and Debt Reserve requirements have been met

**EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY**  
**10 YEAR CASH FLOW PROJECTION**

	FY 2020-21 Projected	FY 2021-22 Budget	FY 2022-23 Forecast	FY 2023-24 Forecast	FY 2024-25 Forecast	FY 2025-26 Forecast	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast	FY 2029-30 Forecast
<b>Operating Reserve</b>										
Balance - beginning	2,012,311	2,046,549	2,310,500	2,369,885	2,432,228	2,505,195	2,588,851	2,657,761	2,737,494	2,828,119
Receipts from members	7,028,162	6,940,000	6,940,000	6,940,000	6,940,000	6,940,000	6,940,000	6,940,000	6,940,000	6,940,000
Payments to suppliers	(4,093,098)	(4,621,000)	(4,739,770)	(4,864,456)	(5,010,390)	(5,177,702)	(5,315,522)	(5,474,988)	(5,656,237)	(5,808,415)
Transfer to Capital Reserve	(2,900,826)	(2,055,049)	(2,140,845)	(2,013,201)	(1,856,643)	(1,678,642)	(1,555,568)	(1,385,279)	(1,193,139)	(1,055,496)
<b>Balance - ending</b>	<b>2,046,549</b>	<b>2,310,500</b>	<b>2,369,885</b>	<b>2,432,228</b>	<b>2,505,195</b>	<b>2,588,851</b>	<b>2,657,761</b>	<b>2,737,494</b>	<b>2,828,119</b>	<b>2,904,208</b>
<b>Debt Service Reserve</b>										
Balance - beginning	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	-	-
Service payment	1,259,256	1,260,000	1,260,000	1,260,000	1,260,000	1,260,000	1,260,000	1,260,000	-	-
Principal	(492,000)	(492,000)	(512,000)	(532,000)	(553,000)	(576,000)	(600,000)	(623,000)	-	-
Bond interest	(157,464)	(158,000)	(138,000)	(118,000)	(97,000)	(74,000)	(50,000)	(27,000)	-	-
Transfer to Capital Reserve	(609,792)	(610,000)	(610,000)	(610,000)	(610,000)	(610,000)	(610,000)	(610,000)	-	-
<b>Balance - ending</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Capital Reserve</b>										
Balance - beginning	8,588,224	10,185,812	10,886,861	11,723,706	12,432,907	12,985,550	13,360,192	13,611,760	13,693,039	14,636,177
Transfer In	3,510,618	2,665,049	2,750,845	2,623,201	2,466,643	2,288,642	2,165,568	1,995,279	1,193,139	1,055,496
Capital	(1,913,030)	(1,964,000)	(1,914,000)	(1,914,000)	(1,914,000)	(1,914,000)	(1,914,000)	(1,914,000)	(250,000)	(250,000)
<b>Balance - ending</b>	<b>10,185,812</b>	<b>10,886,861</b>	<b>11,723,706</b>	<b>12,432,907</b>	<b>12,985,550</b>	<b>13,360,192</b>	<b>13,611,760</b>	<b>13,693,039</b>	<b>14,636,177</b>	<b>15,441,673</b>
<b>TOTAL RESERVE BALANCE</b>	<b>13,232,361</b>	<b>14,197,361</b>	<b>15,093,591</b>	<b>15,865,135</b>	<b>16,490,745</b>	<b>16,949,043</b>	<b>17,269,521</b>	<b>16,430,533</b>	<b>17,464,296</b>	<b>18,345,881</b>

**SUPPLEMENTARY SCHEDULE FOR PAYMENTS TO SUPPLIERS**

Administration	(252,392)	(452,000)	(465,560)	(479,527)	(493,913)	(508,730)	(523,992)	(539,712)	(555,903)	(572,580)
Audit fees	(17,160)	(20,000)	(20,600)	(21,218)	(21,855)	(22,511)	(23,186)	(23,882)	(24,598)	(25,336)
Insurance	(35,049)	(42,000)	(43,260)	(44,558)	(45,895)	(47,272)	(48,690)	(50,151)	(51,656)	(53,206)
Legal	(647)	(20,000)	(20,600)	(21,218)	(21,855)	(22,511)	(23,186)	(23,882)	(24,598)	(25,336)
Lease	(65,231)	(71,000)	(73,130)	(75,324)	(77,584)	(79,912)	(82,309)	(84,778)	(87,321)	(89,941)
Licenses and permits	(3,115)	(30,000)	(30,900)	(31,827)	(32,782)	(33,765)	(34,778)	(35,821)	(36,896)	(38,003)
Membership fees	(8,792)	(10,000)	(10,300)	(10,609)	(10,927)	(11,255)	(11,593)	(11,941)	(12,299)	(12,668)
Maintenance										
Customer svc. agmt.	(1,077,595)	(1,095,000)	(1,099,000)	(1,131,970)	(1,165,929)	(1,200,907)	(1,236,934)	(1,274,042)	(1,312,263)	(1,351,631)
SUA II	(966,384)	(977,000)	(1,006,310)	(1,036,499)	(1,067,594)	(1,099,622)	(1,132,611)	(1,166,589)	(1,201,587)	(1,237,635)
System management	(261,415)	(267,000)	(267,000)	(275,010)	(283,260)	(291,758)	(300,511)	(309,526)	(318,812)	(328,376)
HVAC	(21,128)	(25,000)	(25,750)	(26,523)	(27,319)	(28,139)	(28,983)	(29,852)	(30,748)	(31,670)
Generators	(39,276)	(53,000)	(71,590)	(56,228)	(57,915)	(76,652)	(61,442)	(63,285)	(82,184)	(67,140)
ALCO maintenance	(600,000)	(600,000)	(618,000)	(636,540)	(655,636)	(675,305)	(695,564)	(716,431)	(737,924)	(760,062)
COCO maintenance	(227,397)	(265,000)	(272,950)	(281,139)	(289,573)	(298,260)	(307,208)	(316,424)	(325,917)	(335,695)
CSI telecommunications	(83,300)	(200,000)	(206,000)	(212,180)	(218,545)	(225,101)	(231,854)	(238,810)	(245,974)	(253,353)
Microwave maintenance	(240,109)	(250,000)	(257,500)	(265,225)	(273,182)	(281,377)	(289,818)	(298,513)	(307,468)	(316,692)
Miscellaneous	(4,971)	(15,000)	(15,450)	(15,914)	(16,391)	(16,883)	(17,389)	(17,911)	(18,448)	(19,001)
Security	(11,953)	(15,000)	(15,450)	(15,914)	(16,391)	(16,883)	(17,389)	(17,911)	(18,448)	(19,001)
Utilities	(174,067)	(210,000)	(216,300)	(222,789)	(229,473)	(236,357)	(243,448)	(250,751)	(258,274)	(266,022)
Web site hosting	(3,117)	(4,000)	(4,120)	(4,244)	(4,371)	(4,502)	(4,637)	(4,776)	(4,919)	(5,067)
Payments to suppliers	<b>(4,093,098)</b>	<b>(4,621,000)</b>	<b>(4,739,770)</b>	<b>(4,864,456)</b>	<b>(5,010,390)</b>	<b>(5,177,702)</b>	<b>(5,315,522)</b>	<b>(5,474,988)</b>	<b>(5,656,237)</b>	<b>(5,808,415)</b>