

A G E N D A
REGULAR JOINT MEETING OF
THE BOARD OF DIRECTORS,
THE EXECUTIVE COMMITTEE AND
THE USER COMMITTEE
TUESDAY, FEBRUARY 20, 2018, 2:00 PM
SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY
4440 W. BROADWAY, HAWTHORNE, CA

1. **CALL TO ORDER**

2. **PUBLIC DISCUSSION**

Anyone wishing to discuss items of interest to the public within the Executive Committee's jurisdiction may do so at this time. Comments shall be limited to five minutes per speaker.

3. **ACTION ITEMS**

3a. **Approval of Minutes-Special Meeting – January 16, 2018***

3b. **Budget Performance Report – January 31, 2018***

3c. **Mid-Year Budget Review***

3d. **Discussion Re Equipment Replacement Fund**

4. **EXECUTIVE DIRECTOR'S REPORT**

5. **NEW BUSINESS**

6. **CLOSED SESSION**

Conference Re: Labor Negotiations

Pursuant to Government Code Section 54957.6 (Discussion with Liebert Cassidy Whitmore Re Communications Workers of America)

Conference Re: Labor Negotiations

Pursuant to Government Code Section 54957.6 (Discussion with Liebert Cassidy Whitmore Re Teamsters Local 9-1-1)

7. **ADJOURNMENT**

*Written material attached.

**Written material distributed in closed session.

Posting Place:

4440 W. Broadway, Hawthorne, CA 90250

Posting Date/Time:

February 14, 2018/4:00 PM

Signature:



Ralph Mailloux, Executive Director

January 16, 2018

**MINUTES OF A REGULAR JOINT MEETING
OF THE EXECUTIVE COMMITTEE
AND THE USER COMMITTEE**

1. **CALL TO ORDER**

The Executive Committee and the User Committee convened in a regular joint session at 2:10 PM on Tuesday, January 16, 2018, in the Hawthorne Police Department Community Room, 12501 S. Hawthorne Blvd., Hawthorne, CA.

ROLL CALL

Present: Acting City Manager Ed Medrano, City of Gardena
Acting City Manager Bruce Moe, City of Manhattan Beach
Acting City Manager Arnie Shadbeh, City of Hawthorne
Captain Sam Agaiby, Culver City Police Department
Chief Chris Donovan, El Segundo Fire Department
Chief Robert Espinosa, Manhattan Beach Fire Department
Chief Bob Fager, Hawthorne Police Department
Captain Mike Ishii, Hawthorne Police Department
Captain Milton McKinnon, Hermosa Beach Police Department
(arrived at 2:15 PM)
Captain Uiki Niko, Gardena Police Department
Captain Jason Sims, Culver City Police Department
Chief Bill Whalen, El Segundo Police Department
Chief Dave White, Culver City Fire Department

Absent: Chief Derrick Abell, Manhattan Beach Police Department

Also Present: Executive Director Ralph Mailloux
Operations Manager Shannon Kauffman
Administration Manager John Krok
Finance Manager Scott Arbuckle

2. **PUBLIC DISCUSSION**

None.

Regular Joint Meeting
of the Executive Committee
and the User Committee
January 16, 2018

3. **ACTION ITEMS**

3a. **Approval of Minutes-Special Meeting - December 18, 2017**

MOTION: Acting City Manager Shadbehr moved to approve the minutes of December 18, 2017 as written. The motion was seconded by Acting City Manager Moe and passed by unanimous voice vote.

3b. **Budget Performance Report – December 31, 2017**

Finance Manager Arbuckle presented the staff report per written material of record.

MOTION: Acting City Manager Shadbehr moved to receive the Budget Performance Report as of December 31, 2017 as written. The motion was seconded by Acting City Manager Moe and passed by unanimous voice vote.

3c. **Cash & Investments Report – December 31, 2017**

Finance Manager Arbuckle advised that a revised Cash & Investments Report as of December 31, 2017, that includes updated Local Agency Investment Fund (LAIF) and pooled management investment account information, was distributed at the meeting.

MOTION: Acting City Manager Moe moved to receive the Cash & Investments Report as of December 31, 2017 as distributed at the meeting. The motion was seconded by Acting City Manager Shadbehr and passed by unanimous voice vote.

4. **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Mailloux presented updated information on the following items: the anticipated delivery date for the mobile and portable radios, as well as the wifi upgrades, for the Interoperability Network of the South Bay (INSB) project; the Authority's fiscal year 2018-2019 budget process; the need for the three owner cities to determine how they would like to utilize the approximately \$2,700,000 fund balance, which is approximately \$300,000 more than previously estimated; and Chevron's decision against locating the sixth INSB site on their property and the alternative locations of the El Segundo Police Department monopole and water tower sites in El Segundo, the cost of which Motorola will pay.

In response to a question from Acting City Manager Medrano, Executive Director Mailloux provided input on timeline to pay off the Motorola mobile and portable radios for the INSB project.

5. **NEW BUSINESS**

None.

6. **CLOSED SESSION**

Pursuant to Government Code Section 54957.6, at 2:15 PM the Executive Committee entered into a closed session to discuss the Executive Director recruitment. The meeting returned to open session at 2:40 PM, with no action taken in closed session.

7. **ADJOURNMENT**

The meeting was adjourned at 2:45 PM.



Staff Report

South Bay Regional Public Communications Authority

TO: Executive Committee
THROUGH: Ralph Mailloux
FROM: Scott Arbuckle
DATE: February 20, 2018
SUBJECT: Budget Performance Report/January 31, 2018

RECOMMENDATION:

Receive and file the attached Budget Performance Report for January 31, 2018.

FISCAL IMPLICATION:

As of this time, expenses are within the budgeted amounts except for a few line accounts that are overdrawn, and will be offset by savings in other accounts by year-end.

BACKGROUND:

Staff has analyzed the Authority's financial activities for the period ending January 31, 2018. Attachment 1 illustrates the overall revenues and expenses for the period. Attachment 2 shows revenue realized at 83.01% for Fund 10, which includes the receipt of third quarter assessments. Attachment 3 shows 69.98% of the total budget has been expended and/or encumbered.

The summary schedule per Attachment 1 shows that year-to-date (YTD) revenue is approximately \$3.1 million over YTD expenses. This amount is supposed to fund the Authority's activities through the end of the third quarter, including the capital expenses. Overall, expenses for each department are within the budget allocation.

DISCUSSION:

Based on a 12-month budget cycle, the estimated spending level should be at 58.33% with 41.67% remaining. The level of spending under the Salaries & Benefits category should be at 57.69% (15 payroll periods have been recorded). The level of spending under the Supplies & Services Category depends on when expenses are incurred and paid, while the Capital Outlay category depends on the progress of the project or when the project is completed.

Parts Billing and Reimbursements for Billable Parts accounts are excluded from the analysis as these accounts are supposed to offset each other. Sprint Wireless reimbursable and Reimbursements for Sprint Wireless are also excluded as participating members will be billed for these services along with their 4th quarter assessment.

Staff is available to respond if you have any questions.

Attachments: Attachment 1 – Budget Performance Summary
 Attachment 2 – Revenue Status Report (3 pages)
 Attachment 3 – Expenditure Status Report (6 pages)



Summary Budget Performance Report

January 31, 2018

Account Description	Amended Budget	Current Month	YTD Actual	Encum.	Balance	Percent Balance
Total Revenue	\$ 17,111,774	\$ 46,719	\$ 12,168,652	\$ -	\$ 4,943,122	28.89%
Expense Detail:						
<u>Administration</u>						
Salaries & Benefits	\$ 1,146,517	\$ 78,666	\$ 673,568	\$ -	\$ 472,949	41.25%
Supplies/Services/Equipment	\$ 803,591	\$ 40,816	\$ 492,600	\$ -	\$ 310,991	38.70%
Total Expenses - Administration	\$ 1,950,108	\$ 119,482	\$ 1,166,168	\$ -	\$ 783,940	40.20%
<u>Operations</u>						
Salaries & Benefits	\$ 7,148,964	\$ 508,419	\$ 3,978,627	\$ -	\$ 3,170,337	44.35%
Supplies/Services/Equipment	\$ 220,793	\$ 15,525	\$ 94,160	\$ -	\$ 126,633	57.35%
Total Expenses - Operations	\$ 7,369,757	\$ 523,944	\$ 4,072,787	\$ -	\$ 3,296,970	44.74%
<u>Technical Services</u>						
Salaries & Benefits	\$ 1,018,809	\$ 61,056	\$ 486,840	\$ -	\$ 531,969	52.21%
Supplies/Services/Equipment	\$ 774,100	\$ 86,226	\$ 627,776	\$ -	\$ 146,324	18.90%
Total Expenses - Technical Services	\$ 1,792,909	\$ 147,282	\$ 1,114,616	\$ -	\$ 678,293	37.83%
Total Operating Expenses	\$ 11,112,774	\$ 790,709	\$ 6,353,571	\$ -	\$ 4,759,203	42.83%
Capital Outlay	\$ 5,296,369	\$ 499,595	\$ 2,677,489	\$ 2,452,096	\$ 166,785	3.15%
Total Expenses	\$ 16,409,143	\$ 1,290,304	\$ 9,031,060	\$ 2,452,096	\$ 4,925,987	30.02%
Summary by Department						
Administration	\$ 1,950,108	\$ 119,482	\$ 1,166,168	\$ -	\$ 783,940	40.20%
Operations	7,369,757	523,944	4,072,787	-	3,296,970	44.74%
Technical Services	1,792,909	147,282	1,114,616	-	678,293	37.83%
Capital Outlay	5,296,369	499,595	2,677,489	2,452,096	166,785	3.15%
Total Expenses	\$ 16,409,143	\$ 1,290,304	\$ 9,031,060	\$ 2,452,096	\$ 4,925,987	30.02%
Summary by Expense Category						
Salaries & Benefits	\$ 9,314,290	\$ 648,142	\$ 5,139,035	\$ -	\$ 4,175,255	44.83%
Supplies/Services/Equipment	1,798,484	142,567	1,214,536	-	583,948	32.47%
Capital Outlay	5,296,369	499,595	2,677,489	2,452,096	166,785	3.15%
Total Expenses	\$ 16,409,143	\$ 1,290,304	\$ 9,031,060	\$ 2,452,096	\$ 4,925,987	30.02%
Surplus/(Deficit) YTD	\$ 3,137,593					
<i>Total Revenue Minus Total Expenses</i>						

Revenue Status Report

South Bay Regional PCA
 1/1/2018 through 1/31/2018

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
10-50 Administration					
10-50-111 Administration					
10-50-111-4110 Gardena	2,391,301.00	0.00	2,032,605.85	358,695.15	85.00
10-50-111-4120 Hawthorne	3,359,598.00	0.00	2,855,658.30	503,939.70	85.00
10-50-111-4130 Manhattan Beach	1,703,280.00	0.00	1,447,788.00	255,492.00	85.00
10-50-111-4140 Hermosa Beach	700,072.00	0.00	525,054.00	175,018.00	75.00
10-50-111-4145 El Segundo	1,294,928.00	0.00	971,196.00	323,732.00	75.00
10-50-111-4146 Culver City Assessment	2,360,551.00	0.00	1,770,413.25	590,137.75	75.00
10-50-111-4150 El Camino Community College	893.00	0.00	789.60	103.40	88.42
10-50-111-4152 Medical Director Services/Hermosa Beach	25,000.00	0.00	12,500.00	12,500.00	50.00
10-50-111-4153 Medical Director Service/Manhattan Beach	25,000.00	0.00	26,250.00	-1,250.00	105.00
10-50-111-4154 Medical Director Services/El Segundo	25,000.00	0.00	26,250.00	-1,250.00	105.00
10-50-111-4210 Investment Earnings (LAIF)	15,000.00	13,329.02	22,913.30	-7,913.30	152.76
10-50-111-4220 POST Reimbursements	600.00	0.00	0.00	600.00	0.00
10-50-111-4255 Unrealized Gain/Loss on Investments	0.00	0.00	1,894.50	-1,894.50	0.00
10-50-111-4430 Other Miscellaneous Revenue	2,500.00	19,766.01	20,137.92	-17,637.92	805.52
Total Administration	11,903,723.00	33,095.03	9,713,450.72	2,190,272.28	81.60
10-60 Operations					
10-60-211 Communications Center					
10-60-211-4215 DUI Reimbursement-Overtime	2,000.00	425.55	837.83	1,162.17	41.89
10-60-211-4435 Reimbursements Sprint Wireless	82,176.00	0.00	0.00	82,176.00	0.00

Revenue Status Report

South Bay Regional PCA
 1/1/2018 through 1/31/2018

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
10-60-211-4440 Reimbursements/Verizon Wireless	8,465.00	0.00	0.00	8,465.00	0.00
Total Operations	92,641.00	425.55	837.83	91,803.17	0.90
10-70 Technical Services					
10-70-311 Technical Services					
10-70-311-4360 Reimbursements for Billable Parts	75,000.00	13,198.59	339,774.86	-264,774.86	453.03
10-70-311-4370 Reimbursements for GST Software	40,410.00	0.00	0.00	40,410.00	0.00
Total Technical Services	115,410.00	13,198.59	339,774.86	-224,364.86	294.41
Total SBRPCA Enterprise Fund	12,111,774.00	46,719.17	10,054,063.41	2,057,710.59	83.01

Revenue Status Report

South Bay Regional PCA
 1/1/2018 through 1/31/2018

20 Grant Fund

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
20-80 Capital Infrastructure Projects					
20-80-433 2016 UASI Grant					
20-80-433-4270 Grant Reimb/P25 Comm Repeater Migration	5,000,000.00	0.00	2,114,589.00	2,885,411.00	42.29
Total Grant Fund	5,000,000.00	0.00	2,114,589.00	2,885,411.00	42.29
Grand Total	17,111,774.00	46,719.17	12,168,652.41	4,943,121.59	71.11

Expenditure Status Report

South Bay Regional PCA
 1/1/2018 through 1/31/2018

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
50 Administration						
50-100 Administration						
50-100-5000 Expenditures						
50-111-5101 Salaries (Full-Time)	840,147.00	55,532.17	492,170.69	0.00	347,976.31	58.58
50-111-5104 Acting Pay	1,000.00	0.00	0.00	0.00	1,000.00	0.00
50-111-5107 Merit Pay	2,800.00	0.00	2,800.00	0.00	0.00	100.00
50-111-5108 Sick Leave Payoff	25,000.00	0.00	12,439.36	0.00	12,560.64	49.76
50-111-5109 Vacation Leave Payoff	40,000.00	6,149.42	25,771.65	0.00	14,228.35	64.43
50-111-5201 Medical Insurance	63,281.00	4,190.10	39,406.92	0.00	23,874.08	62.27
50-111-5202 Dental Insurance	2,719.00	220.56	1,924.22	0.00	794.78	70.77
50-111-5203 Vision Insurance	1,255.00	76.50	684.00	0.00	571.00	54.50
50-111-5204 Life Insurance	660.00	44.00	396.00	0.00	264.00	60.00
50-111-5205 Medicare	13,548.00	926.77	7,981.43	0.00	5,566.57	58.91
50-111-5207 Workers' Compensation	10,150.00	726.52	5,410.10	0.00	4,739.90	53.30
50-111-5208 PERS Contributions	122,719.00	8,960.20	70,717.56	0.00	52,001.44	57.63
50-111-5209 Retirees' Medical Insurance	14,238.00	1,240.04	8,241.28	0.00	5,996.72	57.88
50-111-5212 Deferred Comp Matching Benefit	9,000.00	600.00	5,625.00	0.00	3,375.00	62.50
50-111-5301 Communications Contract Services	31,000.00	1,900.00	13,371.90	0.00	17,628.10	43.14
50-111-5302 Computer Contract Services/CAD-Tiburon	60,000.00	0.00	270.00	0.00	59,730.00	0.45
50-111-5304 Accounting/Auditing Services	14,000.00	0.00	11,250.00	0.00	2,750.00	80.36
50-111-5305 Legal Services	22,000.00	4,141.00	8,807.10	0.00	13,192.90	40.03
50-111-5306 Recruitment Costs	35,333.00	643.00	23,860.10	0.00	11,472.90	67.53
50-111-5307 Software Maintenance Services	45,298.00	0.00	41,944.35	0.00	3,353.65	92.60
50-111-5308 Banking Services (Fees)	6,500.00	370.97	2,714.52	0.00	3,785.48	41.76
50-111-5309 Online/Website Maintenance Services	3,500.00	225.00	1,835.00	0.00	1,665.00	52.43
50-111-5312 Medical Director Services/Paramedics	75,000.00	4,583.33	42,083.33	0.00	32,916.67	56.11
50-111-5401 Memberships & Dues	810.00	0.00	0.00	0.00	810.00	0.00
50-111-5402 Publications	350.00	0.00	0.00	0.00	350.00	0.00
50-111-5403 Conferences, Meetings & Travel	15,000.00	2,670.10	14,024.69	0.00	975.31	93.50
50-111-5404 Employee Services/EC-BOD	1,500.00	365.40	885.71	0.00	614.29	59.05

Expenditure Status Report

South Bay Regional PCA
 1/1/2018 through 1/31/2018

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
50-111-5407 Tuition Reimbursement	4,000.00	0.00	0.00	0.00	4,000.00	0.00
50-111-5501 Office Supplies	9,000.00	863.54	2,517.05	0.00	6,482.95	27.97
50-111-5502 Miscellaneous Supplies	1,100.00	0.00	0.00	0.00	1,100.00	0.00
50-111-5505 Voice Recording Tapes	1,500.00	0.00	0.00	0.00	1,500.00	0.00
50-111-5507 Postage	2,000.00	265.91	704.60	0.00	1,295.40	35.23
50-111-5509 Reproduction	1,500.00	0.00	0.00	0.00	1,500.00	0.00
50-111-5511 Office Equipment Lease	15,000.00	0.00	6,576.79	0.00	8,423.21	43.85
50-111-5513 General Liability Insurance Premium	170,600.00	10,806.50	159,392.80	0.00	11,207.20	93.43
50-111-5517 Vehicle Operations	2,000.00	25.00	153.79	0.00	1,846.21	7.69
50-111-5601 Telephone - Administration	12,000.00	1,194.22	7,510.05	0.00	4,489.95	62.58
50-111-5701 Maintenance - HQ	144,800.00	5,147.48	92,973.16	0.00	51,826.84	64.21
50-111-5702 Maintenance - Other Sites	6,500.00	0.00	0.00	0.00	6,500.00	0.00
50-111-5703 Electricity - HQ	97,000.00	5,654.33	46,638.45	0.00	50,361.55	48.08
50-111-5704 Electricity - Grandview	1,800.00	121.03	962.71	0.00	837.29	53.48
50-111-5705 Electricity - Punta Place	6,000.00	435.19	2,975.94	0.00	3,024.06	49.60
50-111-5706 Gas - HQ	12,000.00	939.27	3,625.17	0.00	8,374.83	30.21
50-111-5707 Water - HQ	3,500.00	303.68	1,928.07	0.00	1,571.93	55.09
50-111-5715 Electricity-MB Water Tower	3,000.00	160.75	1,155.30	0.00	1,844.70	38.51
50-111-5810 Office Equipment	0.00	0.00	2,018.26	0.00	-2,018.26	0.00
50-111-5820 Other Equipment	0.00	0.00	2,421.15	0.00	-2,421.15	0.00
Total Administration	1,950,108.00	119,481.98	1,166,168.20	0.00	783,939.80	59.80
60 Operations						
60-200 Operations						
60-200-5000 Expenditures						
60-211-5101 Salaries (Full-Time)	4,680,891.00	295,351.90	2,211,279.76	0.00	2,469,611.24	47.24
60-211-5102 Salaries (Part-Time)	224,268.00	6,033.99	45,162.88	0.00	179,105.12	20.14
60-211-5103 Overtime	350,000.00	88,614.06	654,416.23	0.00	-304,416.23	186.98
60-211-5104 Acting Pay	7,500.00	0.00	69.77	0.00	7,430.23	0.93
60-211-5105 Bilingual Pay	7,200.00	700.00	4,900.00	0.00	2,300.00	68.06
60-211-5108 Sick Leave Payoff	100,000.00	0.00	92,695.77	0.00	7,304.23	92.70
60-211-5109 Vacation Leave Payoff	30,000.00	0.00	31,421.76	0.00	-1,421.76	104.74

Expenditure Status Report

South Bay Regional PCA
 1/1/2018 through 1/31/2018

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
60-211-5110 Training Pay	5,000.00	485.34	2,808.65	0.00	2,191.35	56.17
60-211-5114 Holiday Payoff	45,000.00	0.00	68,024.66	0.00	-23,024.66	151.17
60-211-5115 Education Incentive Pay	84,498.00	6,955.32	51,328.91	0.00	33,169.09	60.75
60-211-5116 Overtime - Ridealongs with Member Cities	16,500.00	0.00	0.00	0.00	16,500.00	0.00
60-211-5201 Medical Insurance	601,750.00	41,848.98	314,424.28	0.00	287,325.72	52.25
60-211-5202 Dental Insurance	47,570.00	2,157.61	15,247.25	0.00	32,322.75	32.05
60-211-5203 Vision Insurance	17,521.00	1,037.50	7,236.50	0.00	10,284.50	41.30
60-211-5204 Life Insurance	7,656.00	517.00	3,572.93	0.00	4,083.07	46.67
60-211-5205 Medicare	80,662.00	5,861.44	46,375.27	0.00	34,286.73	57.49
60-211-5206 Unemployment Insurance	15,000.00	0.00	319.00	0.00	14,681.00	2.13
60-211-5207 Workers' Compensation	59,500.00	4,258.93	31,714.50	0.00	27,785.50	53.30
60-211-5208 PERS Contributions	704,411.00	49,802.22	364,575.25	0.00	339,835.75	51.76
60-211-5209 Retirees' Medical Insurance	59,402.00	4,721.66	32,634.87	0.00	26,767.13	54.94
60-211-5211 Social Security	4,635.00	72.99	418.58	0.00	4,216.42	9.03
60-211-5401 Memberships & Dues	190.00	0.00	0.00	0.00	190.00	0.00
60-211-5402 Publications	2,210.00	49.70	275.65	0.00	1,934.35	12.47
60-211-5403 Conferences, Meetings & Travel	31,752.00	927.00	11,440.69	0.00	20,311.31	36.03
60-211-5404 Employee Services/EC-BOD	2,500.00	0.00	490.90	0.00	2,009.10	19.64
60-211-5405 Employee Awards	500.00	0.00	0.00	0.00	500.00	0.00
60-211-5406 POST Training	2,000.00	0.00	0.00	0.00	2,000.00	0.00
60-211-5407 Tuition Reimbursement	18,000.00	1,694.00	5,903.00	0.00	12,097.00	32.79
60-211-5506 Uniforms/Safety Equipment	8,000.00	19.70	677.88	0.00	7,322.12	8.47
60-211-5509 Reproduction	500.00	0.00	353.21	0.00	146.79	70.64
60-211-5603 Telephone - El Segundo	3,000.00	194.42	1,043.97	0.00	1,956.03	34.80
60-211-5604 Telephone - Gardena	5,000.00	112.00	1,896.00	0.00	3,104.00	37.92
60-211-5606 Telephone - Hawthorne	6,500.00	347.34	2,215.94	0.00	4,284.06	34.09
60-211-5607 Telephone - Hermosa Beach	17,000.00	1,658.34	12,283.53	0.00	4,716.47	72.26
60-211-5608 Telephone - Manhattan Beach	13,000.00	384.16	2,153.05	0.00	10,846.95	16.56
60-211-5611 Telephone - Punta Place	10,000.00	313.70	2,193.68	0.00	7,806.32	21.94
60-211-5612 Telephone - RCC	10,000.00	839.18	4,804.42	0.00	5,195.58	48.04
60-211-5613 Sprint Wireless Reimbursable	82,176.00	6,771.93	40,629.48	0.00	41,546.52	49.44
60-211-5614 Verizon Wireless Reimbursable	8,465.00	1,205.94	5,937.48	0.00	2,527.52	70.14
60-211-5615 Telephone - Culver City	0.00	1,007.80	1,861.38	0.00	-1,861.38	0.00
Total Operations	7,369,757.00	523,944.15	4,072,787.08	0.00	3,296,969.92	55.26

Expenditure Status Report

South Bay Regional PCA
 1/1/2018 through 1/31/2018

10 SBRPCA Enterprise Fund

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
70 Technical Services						
70-300 Technical Services						
70-300-5000 Expenditures						
70-311-5101 Salaries (Full-Time)	647,540.00	38,991.49	286,842.32	0.00	360,697.68	44.30
70-311-5103 Overtime	13,500.00	0.00	498.64	0.00	13,001.36	3.69
70-311-5106 Callback Pay	2,500.00	0.00	0.00	0.00	2,500.00	0.00
70-311-5107 Merit Pay	1,300.00	0.00	1,250.00	0.00	50.00	96.15
70-311-5108 Sick Leave Payoff	15,000.00	0.00	15,027.84	0.00	-27.84	100.19
70-311-5109 Vacation Leave Payoff	25,000.00	0.00	4,377.91	0.00	20,622.09	17.51
70-311-5114 Holiday Payoff	12,000.00	0.00	8,884.01	0.00	3,115.99	74.03
70-311-5115 Education Incentive Pay	0.00	287.16	2,010.12	0.00	-2,010.12	0.00
70-311-5201 Medical Insurance	71,814.00	4,542.43	41,079.58	0.00	30,734.42	57.20
70-311-5202 Dental Insurance	6,426.00	203.78	1,613.33	0.00	4,812.67	25.11
70-311-5203 Vision Insurance	2,812.00	104.25	906.50	0.00	1,905.50	32.24
70-311-5204 Life Insurance	924.00	66.00	473.00	0.00	451.00	51.19
70-311-5205 Medicare	11,081.00	579.65	4,781.95	0.00	6,299.05	43.15
70-311-5207 Workers' Compensation	105,350.00	7,540.80	56,153.24	0.00	49,196.76	53.30
70-311-5208 PERS Contributions	73,690.00	6,143.86	45,128.28	0.00	28,561.72	61.24
70-311-5209 Retirees' Medical Insurance	29,872.00	2,596.88	17,813.52	0.00	12,058.48	59.63
70-311-5302 Computer Contract Services/CAD-Tiburon	285,000.00	0.00	0.00	0.00	285,000.00	0.00
70-311-5311 GST Software Reimbursable	42,950.00	0.00	38,010.00	0.00	4,940.00	88.50
70-311-5403 Conferences, Meetings & Travel	2,650.00	0.00	0.00	0.00	2,650.00	0.00
70-311-5503 General Technical Supplies	7,500.00	144.16	2,250.67	0.00	5,249.33	30.01
70-311-5506 Uniforms/Safety Equipment	2,500.00	0.00	0.00	0.00	2,500.00	0.00
70-311-5514 Parts - Billing	75,000.00	44,799.30	380,667.74	0.00	-305,667.74	507.56
70-311-5515 Parts - Telecommunications	20,000.00	68.71	5,740.82	0.00	14,259.18	28.70
70-311-5516 Install Wire, Loom & Hardware	16,000.00	2,712.66	15,967.52	0.00	32.48	99.80
70-311-5517 Vehicle Operations	4,500.00	180.31	1,731.11	0.00	2,768.89	38.47
70-311-5520 Equipment Repair	18,000.00	0.00	0.00	0.00	18,000.00	0.00
70-311-5521 Outside Technical Serv-Towers & Equip	300,000.00	15,000.00	160,086.76	0.00	139,913.24	53.36
70-311-5525 Clvr Cty Infrastr Transition Costs Reimb	0.00	23,321.04	23,321.04	0.00	-23,321.04	0.00

Expenditure Status Report

South Bay Regional PCA
 1/1/2018 through 1/31/2018

10 SBRPCA Enterprise Fund

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
Total Technical Services	1,792,909.00	147,282.48	1,114,615.90	0.00	678,293.10	62.17
80 Capital Infrastructure Projects						
80-400 CIP						
80-400-5000 Expenditures						
80-435-5901 CIP Exp-Hawthorne Allocation	58,454.00	0.00	58,454.00	0.00	0.00	100.00
80-436-5901 CIP Exp-MB Allocation	60,253.00	0.00	10,781.37	0.00	49,471.63	17.89
80-446-5901 CIP Exp-Interoperability Radio Sys Proj	13,338.00	0.00	0.00	0.00	13,338.00	0.00
80-449-5901 Backup Stand Alone Radio System-Comm Ctr	52,824.00	0.00	43,547.83	0.00	9,276.17	82.44
80-452-5901 Replace Cisco Switches	35,000.00	0.00	0.00	0.00	35,000.00	0.00
80-453-5901 ESChat System and Maintenance	76,500.00	0.00	58,849.74	0.00	17,650.26	76.93
Total Expenditures	296,369.00	0.00	171,632.94	0.00	124,736.06	57.91
Total CIP	296,369.00	0.00	171,632.94	0.00	124,736.06	57.91
Total Capital Infrastructure Projects	296,369.00	0.00	171,632.94	0.00	124,736.06	57.91
Total SBRPCA Enterprise Fund	11,409,143.00	790,708.61	6,525,204.12	0.00	4,883,938.88	57.19

Expenditure Status Report

South Bay Regional PCA
 1/1/2018 through 1/31/2018

20 Grant Fund

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
80 Capital Infrastructure Projects						
80-400 CIP						
80-400-5000 Expenditures						
80-433-5901 UASI Grant P25 Comm Repeater Migration	5,000,000.00	499,595.39	2,505,855.59	2,452,095.80	42,048.61	99.16
Total Grant Fund	5,000,000.00	499,595.39	2,505,855.59	2,452,095.80	42,048.61	99.16
Grand Total	16,409,143.00	1,290,304.00	9,031,059.71	2,452,095.80	4,925,987.49	69.98



Staff Report

South Bay Regional Public Communications Authority

TO: Board of Directors/Executive Committee

THROUGH: Ralph Mailloux

FROM: Scott Arbuckle

DATE: February 20, 2018

SUBJECT: Mid-Year Budget Performance Report/Fiscal Year 2017-2018

RECOMMENDATIONS:

- a) Receive and file the attached Mid-Year Budget Performance Report as of December 31, 2017.
- b) Approve the following budget amendments per Attachment 1:
 - \$184,869 Budget carryovers and the associated encumbrances for capital projects from fiscal year 2016-2017.

FISCAL IMPLICATION:

At this time, staff anticipates budgetary savings at year end in the salary and benefits categories due to vacant positions. Staff will be able to provide an estimate of the total net savings during the budget process which will begin this month.

BACKGROUND:

If solely based on a 12-month operating cycle, both revenues and expenses should be at approximately 50%. However, depending on the nature and the timing of when revenues are received or expenses are incurred and recorded, variances could occur. At this point, the expenditure report shows a total of 62.12% has been expended with 37.88% remaining in the budget.

DISCUSSION:

Attachment 1 is a reconciliation of the adopted budget and the subsequent amendments. Based on this reconciliation, the \$702,631 expenses over revenues were funded from the available fund balance. The operating reserve of \$326,266 remains the same as does the \$250,000 for OPEB Liability funding.

Attachment 2 shows, as of this reporting period, revenue is \$4.4 million over expenses and encumbrances. The third quarter assessments have been billed and received, with only 15% remaining to be billed; for Hermosa Beach, El Segundo, and Culver City 25% remains to be billed, per the established schedule. The timing of UASI Grant related expenses is the primary driver behind the variance between the 50% benchmark and the current budget balance of 37.88%. Expenses for this capital project will be expensed and reimbursed as they occur, they will not be evenly distributed through the year. Operating expenses are tracking well, with a year-to-date balance remaining of 49.94%. The revenue excess over expenses is supposed to fund the Authority's activities through the end of March, including capital outlay.

Attachment 3 shows revenues are on track with the budget except for Reimbursements for Billable Parts, which are offset by expenses under Parts Billing. Other reimbursable revenue will be billed as a part of the 4th quarter assessment and is also offset by expenses. As shown on the summary schedule, overall, expenses for each department are within the budget allocation, although overruns in some line accounts should be offset by savings in other accounts.

Attachment 4 shows the details by department/by account and the variances between the budget and the actual expenses. Some of the variances in the Salaries & Benefits category may be attributed to salary savings from vacant positions. Salary savings may be offset by higher overtime costs due to minimum staffing requirements. Some of the variances in the Supplies & Services category may be attributed to when supplies are purchased or when services are rendered.

Staff is available to respond if you have any questions.

Attachments: Attachment 1 – Mid-Year Budget Reconciliation
Attachment 2 – Budget Performance Summary
Attachment 3 – Revenue Status Report (pages 1-3)
Attachment 4 – Expenditure Status Report (pages 1-6)



Mid-Year Budget Reconciliation

December 31, 2017

Description	Amount
<u>Revenues</u>	
Member Assessments	\$ 7,454,179
Client Contract Revenue (El Segundo)	1,294,928
Client Contract Revenue (Hermosa Beach)	700,072
Client Contract Revenue (Culver City)	2,360,551
Other Revenues	302,044
Total Revenues	12,111,774
<u>Amendments:</u>	
UASI Grant Reimbursement	5,000,000
Total Amended Revenues	17,111,774
<u>Expenses</u>	
Adopted Budget	11,224,274
<u>Budget Carryovers:</u>	
Hawthorne Equipment Allocation	58,454
Manhattan Beach Equipment Allocation	60,253
Interoperability Radio System Project	13,338
Backup Stand Alone Radio System and Battery Backup for RF Sites	52,824
Total Carryovers	184,869
<u>Amendments:</u>	
UASI Grant P25 Comm Repeater Migration	5,000,000
Total Carryovers/Amendments	5,184,869
Total Amended Expenses	16,409,143
<u>Estimated Surplus/(Deficit):</u> ¹	\$ 702,631

Notes:

1. Funded from unreserved fund balance including amount designated for carryovers.



Summary Budget Performance Report

December 31, 2017

Account Description	Amended Budget	Current Month	YTD Actual	Encum.	Balance	Percent Balance
Total Revenue	\$ 17,111,774	\$ 2,960,290	\$ 12,121,933	\$ -	\$ 4,989,841	29.16%
Expense Detail:						
<u>Administration</u>						
Salaries & Benefits	\$ 1,146,517	\$ 144,086	\$ 594,902	\$ -	\$ 551,615	48.11%
Supplies/Services/Equipment	\$ 803,591	\$ 58,270	\$ 451,784	\$ -	\$ 351,807	43.78%
Total Expenses - Administration	\$ 1,950,108	\$ 202,355	\$ 1,046,686	\$ -	\$ 903,422	46.33%
<u>Operations</u>						
Salaries & Benefits	\$ 7,148,964	\$ 750,394	\$ 3,470,208	\$ -	\$ 3,678,756	51.46%
Supplies/Services/Equipment	\$ 220,793	\$ 15,302	\$ 78,635	\$ -	\$ 142,158	64.39%
Total Expenses - Operations	\$ 7,369,757	\$ 765,696	\$ 3,548,843	\$ -	\$ 3,820,914	51.85%
<u>Technical Services</u>						
Salaries & Benefits	\$ 1,018,809	\$ 85,493	\$ 425,784	\$ -	\$ 593,025	58.21%
Supplies/Services/Equipment	\$ 774,100	\$ 120,378	\$ 541,549	\$ -	\$ 232,551	30.04%
Total Expenses - Technical Services	\$ 1,792,909	\$ 205,871	\$ 967,333	\$ -	\$ 825,576	46.05%
Total Operating Expenses	\$ 11,112,774	\$ 1,173,922	\$ 5,562,863	\$ -	\$ 5,549,911	49.94%
Capital Outlay	\$ 5,296,369	\$ 1,114,589	\$ 2,177,893	\$ 2,452,096	\$ 666,380	12.58%
Total Expenses	\$ 16,409,143	\$ 2,288,511	\$ 7,740,756	\$ 2,452,096	\$ 6,216,291	37.88%
Summary by Department						
Administration	\$ 1,950,108	\$ 202,355	\$ 1,046,686	\$ -	\$ 903,422	46.33%
Operations	7,369,757	765,696	3,548,843	-	3,820,914	51.85%
Technical Services	1,792,909	205,871	967,333	-	825,576	46.05%
Capital Outlay	5,296,369	1,114,589	2,177,893	2,452,096	666,380	12.58%
Total Expenses	\$ 16,409,143	\$ 2,288,511	\$ 7,740,756	\$ 2,452,096	\$ 6,216,291	37.88%
Summary by Expense Category						
Salaries & Benefits	\$ 9,314,290	\$ 979,973	\$ 4,490,894	\$ -	\$ 4,823,396	51.78%
Supplies/Services/Equipment	1,798,484	193,950	1,071,969	-	726,515	40.40%
Capital Outlay	5,296,369	1,114,589	2,177,893	2,452,096	666,380	12.58%
Total Expenses	\$ 16,409,143	\$ 2,288,511	\$ 7,740,756	\$ 2,452,096	\$ 6,216,291	37.88%
Surplus/(Deficit) YTD	\$ 4,381,178					
<i>Total Revenue Minus Total Expenses</i>						

Revenue Status Report

South Bay Regional PCA
 12/1/2017 through 12/31/2017

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
10-50 Administration					
10-50-111 Administration					
10-50-111-4110 Gardena	2,391,301.00	597,825.25	2,032,605.85	358,695.15	85.00
10-50-111-4120 Hawthorne	3,359,598.00	839,899.50	2,855,658.30	503,939.70	85.00
10-50-111-4130 Manhattan Beach	1,703,280.00	425,820.00	1,447,788.00	255,492.00	85.00
10-50-111-4140 Hermosa Beach	700,072.00	175,018.00	525,054.00	175,018.00	75.00
10-50-111-4145 El Segundo	1,294,928.00	323,732.00	971,196.00	323,732.00	75.00
10-50-111-4146 Culver City Assessment	2,360,551.00	590,137.75	1,770,413.25	590,137.75	75.00
10-50-111-4150 El Camino Community College	893.00	0.00	789.60	103.40	88.42
10-50-111-4152 Medical Director Services/Hermosa Beach	25,000.00	0.00	12,500.00	12,500.00	50.00
10-50-111-4153 Medical Director Service/Manhattan Beach	25,000.00	0.00	26,250.00	-1,250.00	105.00
10-50-111-4154 Medical Director Services/El Segundo	25,000.00	0.00	26,250.00	-1,250.00	105.00
10-50-111-4210 Investment Earnings (LAIF)	15,000.00	0.00	9,584.28	5,415.72	63.90
10-50-111-4220 POST Reimbursements	600.00	0.00	0.00	600.00	0.00
10-50-111-4255 Unrealized Gain/Loss on Investments	0.00	0.00	1,894.50	-1,894.50	0.00
10-50-111-4430 Other Miscellaneous Revenue	2,500.00	1.69	371.91	2,128.09	14.88
Total Administration	11,903,723.00	2,952,434.19	9,680,355.69	2,223,367.31	81.32
10-60 Operations					
10-60-211 Communications Center					
10-60-211-4215 DUI Reimbursement-Overtime	2,000.00	0.00	412.28	1,587.72	20.61
10-60-211-4435 Reimbursements Sprint Wireless	82,176.00	0.00	0.00	82,176.00	0.00

Revenue Status Report

South Bay Regional PCA
 12/1/2017 through 12/31/2017

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
10-60-211-4440 Reimbursements/Verizon Wireless	8,465.00	0.00	0.00	8,465.00	0.00
Total Operations	92,641.00	0.00	412.28	92,228.72	0.45
10-70 Technical Services					
10-70-311 Technical Services					
10-70-311-4360 Reimbursements for Billable Parts	75,000.00	7,855.72	326,576.27	-251,576.27	435.44
10-70-311-4370 Reimbursements for GST Software	40,410.00	0.00	0.00	40,410.00	0.00
Total Technical Services	115,410.00	7,855.72	326,576.27	-211,166.27	282.97
Total SBRPCA Enterprise Fund	12,111,774.00	2,960,289.91	10,007,344.24	2,104,429.76	82.62

Revenue Status Report

South Bay Regional PCA
 12/1/2017 through 12/31/2017

20 Grant Fund

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
20-80 Capital Infrastructure Projects					
20-80-433 2016 UASI Grant					
20-80-433-4270 Grant Reimb/P25 Comm Repeater Migration	5,000,000.00	0.00	2,114,589.00	2,885,411.00	42.29
Total Grant Fund	5,000,000.00	0.00	2,114,589.00	2,885,411.00	42.29
Grand Total	17,111,774.00	2,960,289.91	12,121,933.24	4,989,840.76	70.84

Expenditure Status Report

South Bay Regional PCA
 12/1/2017 through 12/31/2017

10 SBRPCA Enterprise Fund

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
50 Administration						
50-100 Administration						
50-100-5000 Expenditures						
50-111-5101 Salaries (Full-Time)	840,147.00	113,353.63	436,638.52	0.00	403,508.48	51.97
50-111-5104 Acting Pay	1,000.00	0.00	0.00	0.00	1,000.00	0.00
50-111-5107 Merit Pay	2,800.00	900.00	2,800.00	0.00	0.00	100.00
50-111-5108 Sick Leave Payoff	25,000.00	0.00	12,439.36	0.00	12,560.64	49.76
50-111-5109 Vacation Leave Payoff	40,000.00	3,211.50	19,622.23	0.00	20,377.77	49.06
50-111-5201 Medical Insurance	63,281.00	7,902.00	35,216.82	0.00	28,064.18	55.65
50-111-5202 Dental Insurance	2,719.00	358.66	1,703.66	0.00	1,015.34	62.66
50-111-5203 Vision Insurance	1,255.00	90.00	607.50	0.00	647.50	48.41
50-111-5204 Life Insurance	660.00	55.00	352.00	0.00	308.00	53.33
50-111-5205 Medicare	13,548.00	1,763.05	7,054.66	0.00	6,493.34	52.07
50-111-5207 Workers' Compensation	10,150.00	726.52	4,683.58	0.00	5,466.42	46.14
50-111-5208 PERS Contributions	122,719.00	13,360.24	61,757.36	0.00	60,961.64	50.32
50-111-5209 Retirees' Medical Insurance	14,238.00	1,240.04	7,001.24	0.00	7,236.76	49.17
50-111-5212 Deferred Comp Matching Benefit	9,000.00	1,125.00	5,025.00	0.00	3,975.00	55.83
50-111-5301 Communications Contract Services	31,000.00	1,954.38	11,471.90	0.00	19,528.10	37.01
50-111-5302 Computer Contract Services/CAD-Tiburon	60,000.00	0.00	270.00	0.00	59,730.00	0.45
50-111-5304 Accounting/Auditing Services	14,000.00	0.00	11,250.00	0.00	2,750.00	80.36
50-111-5305 Legal Services	22,000.00	0.00	4,666.10	0.00	17,333.90	21.21
50-111-5306 Recruitment Costs	35,333.00	400.00	23,217.10	0.00	12,115.90	65.71
50-111-5307 Software Maintenance Services	45,298.00	0.00	41,944.35	0.00	3,353.65	92.60
50-111-5308 Banking Services (Fees)	6,500.00	499.90	2,343.55	0.00	4,156.45	36.05
50-111-5309 Online/Website Maintenance Services	3,500.00	225.00	1,610.00	0.00	1,890.00	46.00
50-111-5312 Medical Director Services/Paramedics	75,000.00	6,250.00	37,500.00	0.00	37,500.00	50.00
50-111-5401 Memberships & Dues	810.00	0.00	0.00	0.00	810.00	0.00
50-111-5402 Publications	350.00	0.00	0.00	0.00	350.00	0.00
50-111-5403 Conferences, Meetings & Travel	15,000.00	1,174.23	11,354.59	0.00	3,645.41	75.70
50-111-5404 Employee Services/EC-BOD	1,500.00	292.20	520.31	0.00	979.69	34.69

Expenditure Status Report

South Bay Regional PCA
 12/1/2017 through 12/31/2017

10 SBRPCA Enterprise Fund

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
50-111-5407 Tuition Reimbursement	4,000.00	0.00	0.00	0.00	4,000.00	0.00
50-111-5501 Office Supplies	9,000.00	64.56	1,653.51	0.00	7,346.49	18.37
50-111-5502 Miscellaneous Supplies	1,100.00	0.00	0.00	0.00	1,100.00	0.00
50-111-5505 Voice Recording Tapes	1,500.00	0.00	0.00	0.00	1,500.00	0.00
50-111-5507 Postage	2,000.00	0.00	438.69	0.00	1,561.31	21.93
50-111-5509 Reproduction	1,500.00	0.00	0.00	0.00	1,500.00	0.00
50-111-5511 Office Equipment Lease	15,000.00	1,172.22	6,576.79	0.00	8,423.21	43.85
50-111-5513 General Liability Insurance Premium	170,600.00	0.00	148,586.30	0.00	22,013.70	87.10
50-111-5517 Vehicle Operations	2,000.00	0.00	128.79	0.00	1,871.21	6.44
50-111-5601 Telephone - Administration	12,000.00	469.66	6,315.83	0.00	5,684.17	52.63
50-111-5701 Maintenance - HQ	144,800.00	36,308.38	87,825.68	0.00	56,974.32	60.65
50-111-5702 Maintenance - Other Sites	6,500.00	0.00	0.00	0.00	6,500.00	0.00
50-111-5703 Electricity - HQ	97,000.00	6,332.27	40,984.12	0.00	56,015.88	42.25
50-111-5704 Electricity - Grandview	1,800.00	123.38	841.68	0.00	958.32	46.76
50-111-5705 Electricity - Punta Place	6,000.00	0.00	2,540.75	0.00	3,459.25	42.35
50-111-5706 Gas - HQ	12,000.00	729.30	2,685.90	0.00	9,314.10	22.38
50-111-5707 Water - HQ	3,500.00	72.58	1,624.39	0.00	1,875.61	46.41
50-111-5715 Electricity-MB Water Tower	3,000.00	183.36	994.55	0.00	2,005.45	33.15
50-111-5810 Office Equipment	0.00	2,018.26	2,018.26	0.00	-2,018.26	0.00
50-111-5820 Other Equipment	0.00	0.00	2,421.15	0.00	-2,421.15	0.00
Total Administration	1,950,108.00	202,355.32	1,046,686.22	0.00	903,421.78	53.67
60 Operations						
60-200 Operations						
60-200-5000 Expenditures						
60-211-5101 Salaries (Full-Time)	4,680,891.00	436,383.79	1,915,927.86	0.00	2,764,963.14	40.93
60-211-5102 Salaries (Part-Time)	224,268.00	10,007.60	39,128.89	0.00	185,139.11	17.45
60-211-5103 Overtime	350,000.00	141,126.54	565,802.17	0.00	-215,802.17	161.66
60-211-5104 Acting Pay	7,500.00	33.37	69.77	0.00	7,430.23	0.93
60-211-5105 Bilingual Pay	7,200.00	1,400.00	4,200.00	0.00	3,000.00	58.33
60-211-5108 Sick Leave Payoff	100,000.00	0.00	92,695.77	0.00	7,304.23	92.70
60-211-5109 Vacation Leave Payoff	30,000.00	0.00	31,421.76	0.00	-1,421.76	104.74

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60-211-5110 Training Pay	5,000.00	350.10	2,323.31	0.00	2,676.69	46.47
60-211-5114 Holiday Payoff	45,000.00	0.00	68,024.66	0.00	-23,024.66	151.17
60-211-5115 Education Incentive Pay	84,498.00	10,353.84	44,373.59	0.00	40,124.41	52.51
60-211-5116 Overtime - Ridealongs with Member Cities	16,500.00	0.00	0.00	0.00	16,500.00	0.00
60-211-5201 Medical Insurance	601,750.00	61,791.37	272,575.30	0.00	329,174.70	45.30
60-211-5202 Dental Insurance	47,570.00	3,208.64	13,089.64	0.00	34,480.36	27.52
60-211-5203 Vision Insurance	17,521.00	1,024.00	6,199.00	0.00	11,322.00	35.38
60-211-5204 Life Insurance	7,656.00	506.00	3,055.93	0.00	4,600.07	39.92
60-211-5205 Medicare	80,662.00	8,843.10	40,513.83	0.00	40,148.17	50.23
60-211-5206 Unemployment Insurance	15,000.00	0.00	319.00	0.00	14,681.00	2.13
60-211-5207 Workers' Compensation	59,500.00	4,258.93	27,455.57	0.00	32,044.43	46.14
60-211-5208 PERS Contributions	704,411.00	66,263.78	314,773.03	0.00	389,637.97	44.69
60-211-5209 Retirees' Medical Insurance	59,402.00	4,721.66	27,913.21	0.00	31,488.79	46.99
60-211-5211 Social Security	4,635.00	120.90	345.59	0.00	4,289.41	7.46
60-211-5401 Memberships & Dues	190.00	0.00	0.00	0.00	190.00	0.00
60-211-5402 Publications	2,210.00	48.10	225.95	0.00	1,984.05	10.22
60-211-5403 Conferences, Meetings & Travel	31,752.00	3,995.00	10,513.69	0.00	21,238.31	33.11
60-211-5404 Employee Services/EC-BOD	2,500.00	0.00	490.90	0.00	2,009.10	19.64
60-211-5405 Employee Awards	500.00	0.00	0.00	0.00	500.00	0.00
60-211-5406 POST Training	2,000.00	0.00	0.00	0.00	2,000.00	0.00
60-211-5407 Tuition Reimbursement	18,000.00	1,050.00	4,209.00	0.00	13,791.00	23.38
60-211-5506 Uniforms/Safety Equipment	8,000.00	100.89	658.18	0.00	7,341.82	8.23
60-211-5509 Reproduction	500.00	0.00	353.21	0.00	146.79	70.64
60-211-5603 Telephone - El Segundo	3,000.00	0.00	849.55	0.00	2,150.45	28.32
60-211-5604 Telephone - Gardena	5,000.00	0.00	1,784.00	0.00	3,216.00	35.68
60-211-5606 Telephone - Hawthorne	6,500.00	246.82	1,868.60	0.00	4,631.40	28.75
60-211-5607 Telephone - Hermosa Beach	17,000.00	1,189.50	10,625.19	0.00	6,374.81	62.50
60-211-5608 Telephone - Manhattan Beach	13,000.00	116.46	1,768.89	0.00	11,231.11	13.61
60-211-5611 Telephone - Punta Place	10,000.00	313.54	1,879.98	0.00	8,120.02	18.80
60-211-5612 Telephone - RCC	10,000.00	44.97	3,965.24	0.00	6,034.76	39.65
60-211-5613 Sprint Wireless Reimbursable	82,176.00	6,771.30	33,857.55	0.00	48,318.45	41.20
60-211-5614 Verizon Wireless Reimbursable	8,465.00	1,327.66	4,731.54	0.00	3,733.46	55.90
60-211-5615 Telephone - Culver City	0.00	98.06	853.58	0.00	-853.58	0.00
Total Operations	7,369,757.00	765,695.92	3,548,842.93	0.00	3,820,914.07	48.15

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70 Technical Services						
70-300 Technical Services						
70-300-5000 Expenditures						
70-311-5101 Salaries (Full-Time)	647,540.00	57,208.77	247,850.83	0.00	399,689.17	38.28
70-311-5103 Overtime	13,500.00	0.00	498.64	0.00	13,001.36	3.69
70-311-5106 Callback Pay	2,500.00	0.00	0.00	0.00	2,500.00	0.00
70-311-5107 Merit Pay	1,300.00	0.00	1,250.00	0.00	50.00	96.15
70-311-5108 Sick Leave Payoff	15,000.00	0.00	15,027.84	0.00	-27.84	100.19
70-311-5109 Vacation Leave Payoff	25,000.00	0.00	4,377.91	0.00	20,622.09	17.51
70-311-5114 Holiday Payoff	12,000.00	0.00	8,884.01	0.00	3,115.99	74.03
70-311-5115 Education Incentive Pay	0.00	430.74	1,722.96	0.00	-1,722.96	0.00
70-311-5201 Medical Insurance	71,814.00	8,144.63	36,537.15	0.00	35,276.85	50.88
70-311-5202 Dental Insurance	6,426.00	461.55	1,409.55	0.00	5,016.45	21.94
70-311-5203 Vision Insurance	2,812.00	152.75	802.25	0.00	2,009.75	28.53
70-311-5204 Life Insurance	924.00	66.00	407.00	0.00	517.00	44.05
70-311-5205 Medicare	11,081.00	861.70	4,202.30	0.00	6,878.70	37.92
70-311-5207 Workers' Compensation	105,350.00	7,540.80	48,612.44	0.00	56,737.56	46.14
70-311-5208 PERS Contributions	73,690.00	8,029.46	38,984.42	0.00	34,705.58	52.90
70-311-5209 Retirees' Medical Insurance	29,872.00	2,596.88	15,216.64	0.00	14,655.36	50.94
70-311-5302 Computer Contract Services/CAD-Tiburon	285,000.00	0.00	0.00	0.00	285,000.00	0.00
70-311-5311 GST Software Reimbursable	42,950.00	0.00	38,010.00	0.00	4,940.00	88.50
70-311-5403 Conferences, Meetings & Travel	2,650.00	0.00	0.00	0.00	2,650.00	0.00
70-311-5503 General Technical Supplies	7,500.00	194.89	2,106.51	0.00	5,393.49	28.09
70-311-5506 Uniforms/Safety Equipment	2,500.00	0.00	0.00	0.00	2,500.00	0.00
70-311-5514 Parts - Billing	75,000.00	45,625.50	335,868.44	0.00	-260,868.44	447.82
70-311-5515 Parts - Telecommunications	20,000.00	624.84	5,672.11	0.00	14,327.89	28.36
70-311-5516 Install Wire, Loom & Hardware	16,000.00	3,445.26	13,254.86	0.00	2,745.14	82.84
70-311-5517 Vehicle Operations	4,500.00	400.39	1,550.80	0.00	2,949.20	34.46
70-311-5520 Equipment Repair	18,000.00	0.00	0.00	0.00	18,000.00	0.00
70-311-5521 Outside Technical Serv-Towers & Equip	300,000.00	70,086.76	145,086.76	0.00	154,913.24	48.36
Total Technical Services	1,792,909.00	205,870.92	967,333.42	0.00	825,575.58	53.95

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80 Capital Infrastructure Projects						
80-400 CIP						
80-400-5000 Expenditures						
80-435-5901 CIP Exp-Hawthorne Allocation	58,454.00	0.00	58,454.00	0.00	0.00	100.00
80-436-5901 CIP Exp-MB Allocation	60,253.00	0.00	10,781.37	0.00	49,471.63	17.89
80-446-5901 CIP Exp-Interoperability Radio Sys Proj	13,338.00	0.00	0.00	0.00	13,338.00	0.00
80-449-5901 Backup Stand Alone Radio System-Comm Ctr	52,824.00	0.00	43,547.83	0.00	9,276.17	82.44
80-452-5901 Replace Cisco Switches	35,000.00	0.00	0.00	0.00	35,000.00	0.00
80-453-5901 ESChat System and Maintenance	76,500.00	0.00	58,849.74	0.00	17,650.26	76.93
Total Expenditures	296,369.00	0.00	171,632.94	0.00	124,736.06	57.91
Total CIP	296,369.00	0.00	171,632.94	0.00	124,736.06	57.91
Total Capital Infrastructure Projects	296,369.00	0.00	171,632.94	0.00	124,736.06	57.91
Total SBRPCA Enterprise Fund	11,409,143.00	1,173,922.16	5,734,495.51	0.00	5,674,647.49	50.26

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20 Grant Fund

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
80 Capital Infrastructure Projects						
80-400 CIP						
80-400-5000 Expenditures						
80-433-5901 UASI Grant P25 Comm Repeater Migration	5,000,000.00	1,114,589.00	2,006,260.20	2,452,095.80	541,644.00	89.17
Total Grant Fund	5,000,000.00	1,114,589.00	2,006,260.20	2,452,095.80	541,644.00	89.17
Grand Total	16,409,143.00	2,288,511.16	7,740,755.71	2,452,095.80	6,216,291.49	62.12