

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

1. **CALL TO ORDER**

The Board of Directors, Executive Committee and User Committee convened in a regular joint session at 8:35 a.m. on Tuesday, April 20, 2010, in the second floor conference room of the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

ROLL CALL

Present: Mayor Larry Guidi, City of Hawthorne (arrived at 8:50 a.m.)
Mayor Pro Tem Dan Medina, City of Gardena
Councilman Wayne Powell, City of Manhattan Beach
City Manager Mitch Lansdell, City of Gardena
Interim City Manager Jim Mitsch, City of Hawthorne
Interim City Manager Richard Thompson, City of Manhattan Beach
Chief Mike Heffner, Hawthorne Police Department
Chief Ed Medrano, Gardena Police Department
Chief Greg Savelli, Hermosa Beach Police Department
Interim Chief Ken Shuck, Manhattan Beach Fire Department
Chief Rod Uyeda, Manhattan Beach

Absent: City Manager Steve Burrell, City of Hermosa Beach
Chief David Lantzer, Hermosa Beach Fire Department

Also Present: Executive Director Ralph Mailloux
Administration Manager Bonnie Agee
Operations Manager Shannon Kauffman
Technical Services Manager Jose Rivera
Finance Manager Agnes Walker
Mr. Kunle Aderonmu, Legal Counsel for the Authority
Councilman Carl Jacobson, City of El Segundo

2. **PUBLIC DISCUSSION**

None.

3. **ACTION ITEMS**

3a. **APPROVAL OF MINUTES – MARCH 16, 2010**

The minutes of the joint meeting of the Executive Committee and User Committee on March 16, 2010 were approved as written.

Joint Meeting of the
Board of Directors,
the Executive Committee
and the User Committee
April 20, 2010

3b. **BUDGET PERFORMANCE REPORT – MARCH 31, 2010**

Finance Manager Walker related staff's recommendation to receive and file the Budget Performance Report as of March 31, 2010 and approve budget transfers from the remaining balance in the Gardena Police Department and Punta Place Infrastructure Upgrade Projects for the Manhattan Beach Water Tower Infrastructure Upgrade Project. She advised that, overall, revenues and expenses are on track with the budget and that no budgetary savings are projected at year end.

The Budget Performance Report as of March 31, 2010 was received and filed as written.

3c. **CASH & INVESTMENTS REPORT – MARCH 31, 2010***

Finance Manager Walker related staff's recommendation to receive and file the Cash & Investments Report as of March 31, 2010. She explained that all of the Authority's investments are with the Local Agency Investment Fund (LAIF); that interest rates continue to decrease; that the Authority's investments provide liquidity to fund the Authority's expenses for the next six months; and that, overall, the Authority's cash position remains healthy.

The Cash & Investments Report as of March 31, 2010 was received and filed as written.

3d. **FISCAL YEAR 2010-2011 BUDGET**

Executive Director Mailloux distributed a PowerPoint presentation on the Authority's Fiscal Year 2010-2011 Budget. He offered information on the 1.57% decrease compared to last year's budget; the Authority's plans to hire another Jr. Communications Technician; the upcoming consolidation with El Segundo; and the status of the Infrastructure Upgrade Projects. In answer to questions from the Board of Directors, Executive Committee and User Committee, Mr. Mailloux verified that the consolidation with El Segundo will not require any changes to the Authority's infrastructure, as El Segundo's existing sites will continue to be utilized; that it will be necessary to amend the Authority's FY 2010-2011 Budget after the consolidation with El Segundo; that the Authority will eventually be reimbursed for equipment expenses associated with the State Homeland Security Grant Program (SHSGP) Grant for the Punta Place Infrastructure Upgrade Project; He explained the requirements for narrow banding by 2013.

City Manager Lansdell indicated that the City of Gardena plans to fund radio needs and capital costs with some portion of the funds set aside for the Punta Place Infrastructure Upgrade Project after the SHSGP Grant funds are received.

In response to an inquiry from Councilmember Powell, Finance Manager Walker provided information about pension funding.

For Interim City Manager Mitsch, City Manager Lansdell explained the procedures for approving the Authority's budget. He noted that, at the last joint meeting of the Executive and User Committees, the preliminary FY 2010-2011 Budget was approved with Option C to use fund balance monies and the assessment from Hermosa Beach to reduce the member cities' assessments.

Joint Meeting of the
Board of Directors,
the Executive Committee
and the User Committee
April 20, 2010

Chief Savelli noted that there was healthy discussion about the preliminary FY 2010-2011 Budget at the last meeting.

MOTION: Mayor Guidi moved to approve the Authority's FY 2010-2011 Budget in the amount of \$7,413,305 and adopt Resolution No. 277. The motion was seconded by Councilmember Powell and passed by unanimous voice vote.

RESOLUTION NO. 277

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY ADOPTING THE BUDGET FOR FISCAL YEAR 2010-2011

3e. **ELECTION OF BOARD OF DIRECTORS' CHAIRMAN AND VICE-CHAIRMAN**

With the concurrence of the Board members, Mayor Guidi agreed to continue to serve as Chairman of the Board of Directors during FY 2010-2011 and Councilman Powell agreed to serve as Vice-Chairman.

4. **EXECUTIVE DIRECTOR'S REPORT**

None.

5. **COMMENDATIONS**

None.

6. **NEW BUSINESS**

None.

7. **ADJOURNMENT**

The meeting was adjourned at 9:13 a.m.

Joint Meeting of the
Board of Directors,
the Executive Committee
and the User Committee
April 20, 2010