

May 20, 2008

**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 8:06 a.m. on Tuesday, May 20, 2008, in the second floor conference room of the South Bay Regional Public Communications Authority, 4440 W. Broadway, Hawthorne, CA.

ROLL CALL

Present: Councilmember Steve Bradford, City of Gardena
Councilmember Portia Cohen, City of Manhattan Beach
Mayor Larry Guidi, City of Hawthorne
City Manager Geoff Dolan, City of Manhattan Beach
City Manager Mitch Lansdell, City of Gardena
City Manager Jag Pathirana, City of Hawthorne
Chief Scott Ferguson, Manhattan Beach Fire Department
Chief Ed Medrano, Gardena Police Department
Interim Chief Steve Parker, Hermosa Beach Fire Department
Chief Greg Savelli, Hermosa Beach Police Department
Chief Rod Uyeda, Manhattan Beach Police Department

Absent: City Manager Steve Burrell, City of Hermosa Beach
Chief Mike Heffner, Hawthorne Police 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

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2. **PUBLIC DISCUSSION**

None.

3. **ACTION ITEMS**

3a. **APPROVAL OF MINUTES – APRIL 15, 2008***

The minutes of the joint meeting of the Executive Committee and User Committee on April 15, 2008 were approved as written.

3b. **BUDGET PERFORMANCE REPORT – APRIL 30, 2008***

Finance Manager Walker related staff's recommendation to receive and file the Budget Performance Report as of April 30, 2008. She explained that revenues and expenses are on track with the 2007-2008 Budget and that year-to-date revenue is \$2,100,000 over year-to-date expenses, which should fund the Authority's activities, including capital expenses, through the end of Fiscal Year 2007-2008.

The Budget Performance Report as of April 30, 2008 was received and filed as written.

3c. **APPROVAL OF FISCAL YEAR 2008-2009 BUDGET/RESOLUTION NO. 263**

With the aid of a Power Point presentation, Executive Director Mailloux provided input on the Fiscal Year 2008-2009 Budget as follows: the status of the Fiscal Year 2007-2008 Budget, including an estimated savings at year end in the amount of \$150,000; the 2008-2009 Budget amount of \$8,168,497, which includes a 4.78% increase over last year; the budget distribution; the major project funding for 2008-2009, including the Punta Place and Manhattan Beach Water Tower Infrastructure Upgrade Projects; the 2008-2009 Budget revenue; the reserves in the amount of \$776,266; the Authority's accomplishments during Fiscal Year 2007-2008; and the Authority's objectives for Fiscal Year 2008-2009.

In answer to a question from Mayor Guidi, Executive Director Mailloux verified that 9-1-1 calls from cellular telephones ring directly into the Authority's communications center, except when the lines are overloaded and they ring into L.A. County Sheriff's Department.

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MOTION: Councilmember Bradford moved to approve the Fiscal Year 2008-2009 Budget as presented and adopt Resolution No. 263. The motion was seconded by Mayor Guidi and passed by unanimous vote.

RESOLUTION NO. 263

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY ADOPTING THE OPERATING & CAPITAL BUDGET FOR FISCAL YEAR 2008-2009

3d. **ANNUAL STATEMENT OF INVESTMENT POLICY FY 2008-2009**
/RESOLUTION NO. 264

Finance Manager Walker distributed revised page 6 of Resolution No. 264 reflecting the investment instruments of State Investment Pool – 100% of portfolio, maximum, and County Investment Pool – 50% of portfolio, maximum. She clarified that there are no changes to the existing policy, and that the revision includes only this minor correction on page 6.

MOTION: Councilmember Bradford moved to adopt Resolution No. 264, including revised page 6 reflecting the investment instruments of State Investment Pool – 100% of portfolio, maximum, and County Investment Pool – 50% of portfolio, maximum. The motion was seconded by Mayor Guidi and passed by unanimous vote.

RESOLUTION NO. 264

A RESOLUTION OF THE EXECUTIVE COMMITTEE OF THE SOUTH BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY ADOPTING THE ANNUAL STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2008-2009 SUPERSEDING RESOLUTION NO. 257

3e. **TOWER AND FREQUENCY LICENSING CONSULTANT**

Executive Director Mailloux advised that the purpose of the proposed consulting services with The Spectrum Firm, Inc., at a total cost of \$7,350, is to ensure that the Authority's tower and frequency licenses are in compliance with Federal Aviation Administration requirements and to examine the Authority's frequency spectrum.

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MOTION: Mayor Guidi moved to approve consulting services with The Spectrum Firm, Inc., at a total cost of \$7,350. The motion was seconded by Councilwoman Cohen and passed by unanimous vote.

4. **COMMENDATIONS**

Executive Director Mailloux explained that the commendations in the agenda packets are related to the recent officer-involved shootings in El Segundo.

Mayor Guidi commended the assistance provided El Segundo by Authority staff during the recent incident. He noted that this event called attention to the importance of working together and providing mutual aid. Mayor Guidi suggested that a letter be written inviting El Segundo to tour the communications center, have lunch and discuss the idea of the Authority once again providing El Segundo's 9-1-1 emergency dispatch services.

The Board of Directors, Executive Committee and User Committee extensively discussed the importance of putting politics aside, working together and providing mutual aid, especially with the high risk for emergencies in El Segundo resulting from oil refineries and defense-related businesses. The proper protocol for addressing this issue was discussed and it was agreed that Chief Medrano and Executive Director Mailloux will draft a letter to the El Segundo City Council, Police Chief, Fire Chief and City Manager within the next two weeks, with the names of the Board of Directors and Executive Committee members listed, thanking El Segundo for their commendations of Authority personnel and inviting them to tour the communications center, have lunch and discuss the idea of the Authority providing El Segundo's 9-1-1 emergency dispatch services.

5. **EXECUTIVE DIRECTOR'S REPORT**

None.

6. **NEW BUSINESS**

6a. Councilmember Bradford asked that the City of Gardena's Personnel Department be notified of employment opportunities at the Authority and that summer job internships be made available to high school/college students.

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Mayor Guidi suggested that Jan Vogel at the South Bay Work Enforcement Board (WEB) be contacted regarding students who might be interested in summer internships at the Authority.

6b. Chief Medrano related his understanding that agencies participating in the Los Angeles Regional Interoperable Communications System (LA-RICS) will be required to make significant financial contributions and he asked Authority staff to keep the member agencies apprised of any fiscal impacts related thereto.

6c. Mayor Guidi announced the City of Hawthorne's Italian Festival on Saturday, June 14th, Hawthorne Memorial Center.

7. **CLOSED SESSION**

Pursuant to Government Code Section 54957.6, at 9:03 a.m., the Executive Committee entered into a closed session to discuss labor negotiations with the Teamsters Bargaining Group. The meeting returned to open session at 9:30 a.m., with no action taken in closed session.

8. **ADJOURNMENT**

At 9:31 a.m., the meeting was adjourned.

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