ALAMEDA COUNTY

East Bay Regional Communications System Authority

CONTRA COSTA COUNTY

Participating agencies include Alameda and Contra Costa Counties and the following cities and special districts: Alameda, Albany, Antioch, 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, Rodeo-Hercules Fire Protection District, San Ramon Valley Fire Protection District, and the University of California, Berkeley

AGENDA ITEM 3.0

DRAFT MINUTES

FINANCE COMMITTEE MEETING

REGULAR MEETING – August 6, 2010

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1. **CALL TO ORDER/ROLL CALL:**
A regular meeting of the East Bay Regional Communications System Authority Finance Committee was held on August 6, 2010, in Room 1013 at the Alameda County Office of Homeland Security and Emergency Services, 4985 Broder Boulevard, Dublin, California. The meeting was called to order at 11:05 a.m. by Chair Shinn; there was not a quorum at this meeting.

PRESENT: *Committee members Anderson, Calabrigo, Shinn, Woo (Alt for Cm. Twa) Also attending: Tom McCarthy, AlCo Sheriff's Office, Ron Puccinelli, City of Concord, and Dean Stavert, AlCo Sheriff's Office*

ABSENT: *Committee members Cheeves, Haggerty, Johnson and Wilson*

Staff Present:
Executive Director McCammon and Secretary Lyon

2. **Comments from the Public:**
No comments were made by any member of the public at this time.

3. **Approval of Meeting Minutes: Regular Meeting of June 4, 2010 (The July meeting was canceled.)**
The minutes were not approved because there was not a quorum at this meeting.

4. Review and Discuss Next Steps for the Implementation of the Financing Plan:

Committee members reviewed some of the key dates and activities on the distributed Lease Financing Calendar that was prepared by KNN, with input from Bond Counsel and our Attorney. The draft of the first Service Agreements was completed in early August, with the second draft due to be completed mid August. Input will be sought from the presentations that are planned to occur at both City Managers' Associations during mid August, and to both Mayors' Conferences in mid September. The final service agreements and bond documents are planned to be presented to the Board for approval at their September meeting. Member agencies will be asked to commit to participate in mid September. The service agreements are planned to be executed in late September and October. Both counties would then execute the bond transactions before the end of the year. Committee members next reviewed some of the components of the system cost phasing including the original cost assumptions and revised cost breakdown. The Operations Committee approved to remove the 1 million dollar allocation for the consoles for the City of Oakland since they are not participating at this time. This reduced the bond assumption, providing the user counts do not change significantly. Committee members also discussed that some agencies may want to pay up front and this will also affect the bond amount.

Cm. Calabrigo recommended that the most conservative figures for the system cost phasing be used when presenting the information; Board members present agreed by consensus.

Director McCammon added that no payments will be due for two years, and during that time more agencies may become members of the EBRCSA, bringing on additional radio users.

5. Review MOU between Project Cornerstone Members and the EBRCSA for Equipment Installation and Operations and Consider Making a Recommendation to the Board for the Approval of this MOU:

Director McCammon reviewed that the Board approved the Pilot Project, Project Cornerstone, at the July Board meeting, and an MOU between Project Cornerstone Members and the EBRCSA for equipment installation is being developed by our legal counsel. Committee members agreed by consensus to recommend that the Board consider approving this MOU at their August Board meeting.

DRAFT

6. Review Addendum to the Livermore Licensing Agreement, and Consider Making a Recommendation to the Board for the Approval of this MOU:

Director McCammon reported that tower strengthening is needed for the Doolan Tower in the Alameda County East Cell. Committee members agreed by consensus to recommend that the Board consider approving this Addendum to the Livermore Licensing Agreement at their August Board meeting.

7. Receive Verbal Update on Planned Press Event for the West Cell when Operational as Discussed at the Operations Committee:

Committee members received an overview of the planned press event for the West Cell when operational from Director McCammon. The Operations Committee discussed the subject at today's earlier meeting, and has targeted early in the week of August 30 for the press event to occur. A save the date notification will be sent to Board members as soon as possible. All were encouraged to forward any ideas for the event to Director McCammon.

8. Receive Verbal Update of Grant Status (PSIC, COPS, UASI):

Director McCammon provided a brief update and said that there has not been any news on our B-TOP grant application; announcements are expected this month.

9. Receive Verbal Update on Status of the Various EBRCSA Projects:

Director McCammon provided a verbal update that included that the CoCo West Cell is nearly complete and optimization testing has begun. The AlCo East Cell is progressing and strengthening to the Doolan Tower is needed as covered earlier in the meeting.

Receive Verbal Update on the Status of Project Cornerstone:

Director McCammon provided a verbal update that included that preliminary sire work has begun at the four sites. The plan is to bring the San Francisco site up first. The project kick-off meeting was held last week.

Director McCammon also shared a press release stating that the U.S. Senate Committee of Commerce Science and Transportation Chairman Rockefeller introduced a Public Safety Spectrum and Wireless Innovation Act, a bill to promote smart and efficient use of the nation's airwaves as well

DRAFT

as provide first responders and public safety officials with additional resources to keep America safe. 10 megahertz of spectrum, known as the "D-block" would be allocated to public safety. Director McCammon *also added that there has not been any public safety testing on LTE, and the possibility of hiring a consultant to design a testing model is being explored and potentially brought to a future Board meeting for consideration; the cost would be reimbursed by the Bay Area UASI.*

11. Agenda Items for Next Meeting:

12. ADJOURNMENT:

The meeting was adjourned at 12:00 p.m. The next meeting date for the Finance Committee is September 3, 2010 at 11:00 a.m., in Room 1013 at the Alameda County Office of Homeland Security and Emergency Services, 4985 Broder Boulevard, Dublin, California.

APPROVED BY A MOTION OF THE EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY THIS XXTH DAY OF XX, 20xx.

Respectfully submitted,

Susan Lyon

Susan Lyon
Secretary

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