



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, Oakland, Oakley, Piedmont, 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

FINANCE COMMITTEE MEETING

REGULAR MEETING

DATE: August 15, 2025

TIME: 11:00 a.m.

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

MINUTES

1. Call to Order/Roll Call/Introductions

Chair Salinas called the meeting to order at the hour of 11:00 a.m.

Present: T. Dupuis, M. Salinas, M. Shorr, C. Silva, L. Smith

2. Public Comments: None

3. Approval of Minutes of May 9, 2025, Finance Committee Meeting

On motion of Bm. Shorr, seconded by Bm. Dupuis, and by unanimous vote, the Finance Committee approved the minutes.

4. Recommend Updated Comprehensive Fiscal Policy

Executive Director Swing provided an overview of the recommendations to the Comprehensive Fiscal Policy from the last Board of Director's meeting.

- 2 Collections, Item D: is now added back (inadvertently omitted in first draft)
- Spending Authority: last bullet point added by request of the Executive Director and the Auditor Controller's Office
- Additions to Emergency Spending notifications
- Article VII for annual budget

The Committee asked if there was a budget process review calendar or timeline. Executive Director Swing stated there is usually a mid-year review step in the process.

The Committee provided direction to modify Article VII adding “as part of the annual mid-year budget review” as follows:

VII. Policy Review and Amendments 1) This fiscal policy shall be reviewed annually as part of the budget process “as part of the annual mid-year budget review” to ensure its effectiveness and relevance. 2) Amendments to this policy must be approved by the Board of Directors.

On motion of Bm. Silva, seconded by Bm. Dupuis, and by unanimous vote, the Committee recommended approval of the revised comprehensive fiscal policy with the addition to Article VII as directed.

5. Recommend Infrastructure Lease Policy for Member Agencies

Executive Director Swing requested the Finance Committee provide policy direction for member agencies charging the radio authority for the use of agency owned infrastructure.

The Committee asked whether EBRCSA has legal authority to modify existing lease agreements specifically as to prohibition of lease space and requested additional information on the history between the two counties’ agreements regarding lease payment structure.

The Finance Committee provided direction to the Executive Director to:

- Meet with each county (Alameda and Contra Costa) and review the respective agreements to determine what would need to be in the agreements;
- Limit prospective leases to recover only actual costs;
- Not to proceed with policy development at this time.

6. Discuss Purchase of Radio Shelter for Walton Lane Radio Site

Executive Director Swing provided an overview that the radio site is in the Contra Loma Regional Park area and that this item is for radio shelter consideration only because the vendor needs a letter of intent in order to secure the discounted rate for the larger comprehensive shelter. He summarized the direction and concerns of the Operations Committee to recommend the larger shelter even though it utilizes a different power supply vendor than the two that EBRCSA currently uses because the cost of refurbishment for the smaller shelter would be more than the purchase cost of the newer larger shelter. Per direction from the Operations Committee, the Executive Director will confirm with the radio shops that they will be comfortable maintaining the power supply.

The Committee inquired about the estimated cost for a refurbished shelter. Executive Director Swing estimated that the refurbished shelter is smaller and likely \$70,000 less than the proposed shelter.

On motion of Bm. Shorr, seconded by Bm. Salinas, and by unanimous vote, the Finance Committee recommended the purchase of the larger comprehensive shelter. The Finance

Committee also requested confirmation from the radio shops that they will be able to perform power supply maintenance.

7. East Bay Regional Communication System Updates and Discussion

- **Walton Lane Area Radio Site**
The City of Antioch proposed a 30-year lease (10 year agreement with two 10-year extensions) instead of the Authority’s requested 40 year lease term (20 year agreement with two 10-year extensions) citing legal terms. EBRCSA’s counsel is working on review of the lease agreement. There is sufficient power at the tower site which has been confirmed with City of Antioch’s electricians and EBRCSA will not be charged for power. Should the lease agreement not be finalized, the Executive Director will continue to explore moving the radio site to rented tower space with EBRPD.


- **Pearl Shelter Replacement**
Site plans are being finalized.

- **Migration Assurance Program**
The recommended plan and cost structure will be provided for future review in November and it will likely be a 10-to-12-year project.

8. Agenda Items for Next Meeting

- a. 2026 Meeting Calendar – Venue and Remote Option

9. Adjournment: There being no further business the meeting was adjourned at 12:12 p.m.



Jocelyn Kwong
Authority Secretary