



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, 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, 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

SPECIAL FINANCE COMMITTEE MEETING

NOTICE OF SPECIAL MEETING

DATE: August 28, 2026

TIME: 11:30 a.m.

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

AGENDA

1. Call to Order/Roll Call/Introductions
2. Public Comments (Meeting Open to the Public):
At this time, the public is permitted to address the Committee on items within the Committee's subject matter jurisdiction that do not appear on the agenda. Please limit comments to a maximum of three (3) minutes. If you wish to comment on an item that is on the agenda, please wait until the item is read for consideration.
3. Approval of Minutes of May 15, 2026, Finance Committee Meeting
4. Recommend Funding for Fire Station 31 Tower Move
5. Agenda Items for Next Meeting
Alameda County ITD Fee Study and Reconciliation
Accounts Receivable Aging Update
6. Adjournment

This AGENDA is posted in accordance with Government Code Section 54954.2(a)

If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the EBRCSA at (925) 803-7802 at least 24 hours in advance of the meeting.

I hereby certify that the attached agenda was posted 24 hours before the noted meeting.

A handwritten signature in black ink, appearing to read "David Swing".

David Swing, Executive Director
August 23, 2026



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Communications
System Authority**



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AGENDA ITEM NO. 3

**AGENDA STATEMENT
FINANCE COMMITTEE
MEETING DATE: AUGUST 28, 2026**

TO: Finance Committee

FROM: David Swing, Executive Director 

SUBJECT: Approval of Minutes of the May 15, 2026 Finance Committee Meeting

RECOMMENDATIONS

Approve the minutes of the May 15, 2026 Finance Committee Meeting

SUMMARY/DISCUSSION

The Finance Committee will consider approval of the minutes of the May 15, 2026 Finance Committee meeting.

Attachments:

1. Draft Minutes of the May 15, 2026 Finance Committee Meeting



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ATTACHMENT 1

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FINANCE COMMITTEE MEETING

REGULAR MEETING

DATE: May 15, 2026

TIME: 11:00 a.m.

PLACE: Alameda County Office of Emergency Services,
4985 Broder Blvd., Room 1013, Dublin, CA 94568
Heritage House, 4501 Pleasanton Ave, Pleasanton, CA 94566
Via Zoom

DRAFT MINUTES

1. Call to Order/Roll Call/Introductions

Chair Smith called the meeting to order at 11:01 a.m.

Present: G. Beaudin, J. Ezell, R. Gurumurthy, L. Smith, and M. Nino (virtual)

Absent: D. Haubert

2. Public Comments: None.

3. Approval of Minutes of February 27, 2026, Finance Committee Meeting

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

4. Billing Methodology for Alameda County Radio Shop

The Committee discussed the proposed billing methodology for the Alameda County Radio Shop. Staff explained that the not-to-exceed amount had been increased following a three-year review of charges and that billing procedures had changed from monthly billings to a flat quarterly fee. Staff recommended memorializing the billing process for the Board. A new contract with Alameda County would need to be negotiated if the increase exceeded 5 percent.

Bm. Gurumurthy stated that the cost study was not yet complete and that a predictable pricing model would be easier to plan and fund. He noted that departments had submitted FY 2026/27 budgets and suggested that any change be implemented for FY 2027/28.

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In response to Bm. Ezell's question regarding the three telecommunications staff used by Alameda County, Bm. Gurumurthy stated that Alameda County does not currently bill on a time-and-materials basis. The staff perform shared work for the County and prioritize EBRCSA work but are not 100 percent dedicated to EBRCSA. He explained that the model is a cost-recovery department model that extends beyond direct staff time.

Mr. Shorr recommended a consistent strategy for both counties and noted that Contra Costa County is 100 percent cost recovery for five staff.

The Executive Director recommended hourly billing to align both Alameda County with Contra Costa County's methodologies, noting that Contra Costa County's rate is \$155 per hour. Bm. Smith stated that, without a fee schedule separating overhead from staff time for either county, there is uncertainty in comparing the models, but that beginning with an hourly-rate justification was appropriate.

Bm. Ezell supported a consistent overhead charge between the counties, even if personnel hourly rates based on actual time spent vary.

Bm. Beaudin supported the recommendation, subject to additional work to establish consistency between the counties and a plan and timeline for implementation before the next meeting.

The Executive Director stated that the goal was to implement the change before the next budget cycle. Mr. Shorr expressed a preference to move sooner than one year on reimbursement for staff time.

Bm. Nino moved to recommend cost recovery for the Authority at \$135 per hour, based on the actual cost of billing from both counties. Bm. Ezell seconded the motion and proposed an amendment to reexamine consistency between the two agencies, including overhead and hourly-rate factors. Bm. Nino withdrew the motion.

On substitute motion of Bm. Smith, seconded by Bm. Beaudin, the Finance Committee recommended implementation of the current contract terms as drafted, based on an established hourly rate of \$125 per hour with a 5 percent escalation. Alameda County will provide updated rates for the contract. Legal counsel will confirm whether the 5 percent escalation is compounded annually. The Committee further understood that Alameda County's new EBRCSA rate could be reconciled during FY 2026/27 after the first quarter of billed costs, together with updates to the MOU that may allow retroactive application of the rate to cover the first quarter. The motion passed 5-1, with Bm. Gurumurthy voting no.

5. Cost Recovery Policy for Member Agencies

The Executive Director provided an overview of the proposed policy, including differentiated price points for collocated and standalone sites. The policy addresses reimbursement for only utility costs across member agencies and does not include preventive maintenance services.

On motion of Bm. Ezell, seconded by Bm. Beaudin, and by unanimous vote, the Finance Committee approved the recommendation.

6. Adoption of Proposed FY 2026/27 Budget

Auditor Craig Boyer presented the FY 2026/27 budget. Revenues are expected to increase largely because of dues increases and interest income compared with the budgeted amount. Expenses are slightly lower because of reduced capital outlays, while capital costs increase due to utilities and Motorola costs. The cash reserves balance is projected to increase.

The Executive Director reported that the Authority will payoff of its debt service in FY2026/27.

In response to Bm. Ezell's question regarding lower projected changes in member receipts from FY 2026/27 to FY 2027/28 followed by an increase in FY 2028/29, Mr. Boyer stated that he would follow up to determine whether the change affects future fund balances.

The Executive Director stated that the maintenance line item would be adjusted to \$600,000 based on the Finance Committee's action on agenda item 5 recommending the member-agency cost recovery policy for utility costs.

On motion of Bm. Nino, seconded by Bm. Beaudin, and by unanimous vote, the Finance Committee approved the proposed FY 2026/27 budget.

7. Approval of Contracts for Professional Services

The Committee received a report on the evaluation of three firms interviewed for radio engineering services. The selection committee unanimously supported the rated recommendation. The Executive Director noted that he requested that the fixed-fee provision in the Tryg agreement be removed pending further detail on the firm's rate methodology; the agreement would include only the proposed hourly rate. The Gokey agreement is also based on hourly billings.

On motion of Bm. Ezell, seconded by Bm. Beaudin, and by unanimous vote, the Finance Committee approved the contracts as recommended, with removal of the fixed-fee provision from the Tryg agreement and only include the hourly rate from the proposal.

8. East Bay Regional Communication System Updates

- Report on Recent Purchases - LCA Architects: Staff is currently working with LCA under the Executive Director's \$25,000 purchasing threshold. One contract may exceed that threshold as LCA prepares bid packets for an RFP.
- Walton Lane Project Updates: The previously approved radio-shelter purchase will use the available power capacity at the site. Additional electricity capacity may be needed at the site to provide more consistent source of power.
- Solano County Update: Vallejo and Benicia are delayed in their transition out of the Authority, and will be billed monthly in July and August by EBRCSA during the transition.

- Subscriber Ad-Hoc Workgroup: The workgroup met once prior to the Committee meeting.
- Motorola Platform Migration versus System Replacement: The Committee discussed whether it remains interested in pursuing a 15-year Motorola migration or evaluate a system replacement, which would require an RFP process and related preparation. Bm. Shorr noted that the technology landscape may change over the next 10 years and that the Authority should ensure competitive pricing from Motorola. Bm. Gurumurthy stated that the strategy makes sense. Bm. Smith agreed, noting that it could result in higher costs. The item will return to the Finance Committee in August and to the Board in September.

9. Agenda Items for Next Meeting

- Motorola platform migration versus system replacement.

10. Adjournment - There being no further business, the meeting adjourned at 12:21 p.m.

Jocelyn Kwong
Authority Secretary



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AGENDA ITEM NO. 4

AGENDA STATEMENT FINANCE COMMITTEE MEETING DATE: AUGUST 28, 2026

TO: Finance Committee

FROM: David Swing, Executive Director 

SUBJECT: Fire Station 31 Radio Site Relocation

RECOMMENDATIONS:

Recommend a Budget Adjustment in the Amount of \$280,320 from the CIP Fund for Fire Station 31 Radio Site Relocation and Creation of a Radio Tower Use Agreement

SUMMARY/DISCUSSION:

The San Ramon Valley Fire Protection District (District) is an EBRCSA member agency and hosts a critical radio site at Fire Station 31 (800 San Ramon Valley Blvd, Danville). The tower—built by the District prior to the current radio system's formation—also leases space to AT&T for cellular coverage. No formal agreement currently exists between EBRCSA and the District for tower usage.

The District plans to demolish and rebuild Fire Station 31, which requires relocating the existing radio tower on the property.

Cost Breakdown & Funding Request

At its February 27, 2024 meeting, the Finance Committee previously approved \$50,000 to cover transferring EBRCSA-related equipment to the new tower. Subsequent construction bids exceeded the original engineer's estimate by more than \$500,000. Consequently, the District requests EBRCSA contribute a proportional share of tower installation expenses in an amount not to exceed **\$280,320**. Total project funding is split among three parties (see Attachment 1):

- **AT&T: \$342,573**

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- **EBRCSA:** \$280,320
- **District:** \$252,101

Justification

Historical & Future Savings: The District has hosted the EBRCSA site at no cost for over 15 years, absorbing all utility expenses. The District will continue to waive utility fees going forward, saving EBRCSA an estimated \$16,800 annually.

Operational Criticality: Staff tested the signal strength in the area with the site disabled and found the Station 31 site provides essential in-building coverage for first responders across multiple agencies, including San Ramon Police, Danville Police (Contract with Contra Costa County Sheriff), and San Ramon Valley Fire Protection District. While cellular LTE-enabled portable radios offer sufficient coverage in this area and would eliminate the need for a radio tower, not all first responders in this service area carry LTE-capable equipment.

RECOMMENDATION

Staff requests the Finance Committee recommend a Capital Improvement Program (CIP) budget adjustment of \$280,320 to the Board of Directors for approval to support radio tower construction at Fire Station 31. Staff also recommends the creation of a formal agreement that memorializes future radio tower use expenses.