



## ***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

### **OPERATIONS COMMITTEE MEETING**

#### **NOTICE OF REGULAR MEETING**

**DATE: February 7, 2025**

**TIME:** 10:00 a.m.

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

### **AGENDA**

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1. Call to Order/Roll Call
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 November 22, 2024, Operations Committee Meeting
4. Updating of Authority By-laws
5. System Status Report
6. Recommend Proposed Terms for Land Lease for Walton Ln Radio Tower
7. Discuss Console Maintenance Protocol for Auto-Dispatch Consoles
8. East Bay Regional Communications System Authority Updates
  - Encryption Timeline and Implementation Plan
  - Radio Purchase Agreement
  - Pearl Radio Site Shelter
  - Tracy Police Department
9. Agenda Items for Next Meeting
10. 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 72 hours in advance of the meeting.*

I hereby certify that the attached agenda was posted 72 hours before the noted meeting.

A handwritten signature in cursive script, appearing to read "David Swing".

David Swing, Executive Director

February 3, 2024



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### **AGENDA ITEM NO. 3**

#### **AGENDA STATEMENT OPERATIONS COMMITTEE MEETING DATE: FEBRUARY 7, 2025**

**TO:** Operations Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** David Swing, Executive Director   
East Bay Regional Communications System Authority

**SUBJECT:** Approval of Minutes of the November 22, 2024 Operations Committee Meeting

#### **RECOMMENDATIONS:**

Approve the minutes of the November 22, 2024 Operations Committee Meeting

#### **SUMMARY/DISCUSSION:**

The Operations Committee will consider approval of the minutes of the November 22, 2024 Operations Committee meeting.

#### **Attachments:**

1. Draft Minutes of the November 22, 2024 Operations Committee Meeting



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### **OPERATIONS COMMITTEE MEETING**

#### **REGULAR MEETING**

**DATE: November 22, 2024**

**TIME:** 10:00 a.m.

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

### **DRAFT MINUTES**

1. **Call to Order/Roll Call:** The regular meeting of the Operations Committee was called to order at 10:02 a.m. on Friday, November 22, 2024.

#### **Committee Members Present:**

P. Meyer, Chief, San Ramon Valley Fire Protection District  
J. Beltran, Assistant Sheriff, Contra Costa County Sheriff  
D. Covington, Fire Chief, City of Oakland  
J. King, Chief, Moraga Police Department  
P. Stokes, Commander, Alameda County Sheriff

#### **Staff:**

D. Swing, Executive Director  
J. Kwong, Administrative Assistant

2. **Public Comments:** None.
3. **Approval of Minutes of August 30, 2024, Operations Committee**

On motion of Bm. King, seconded by Bm. Covington, and by unanimous vote, the Operations Committee approved the minutes of the August 30, 2024.

4. **Purchase of Replacement Batteries for Kregor Radio Site**

On motion of Bm. King, seconded by Bm. Beltran, and by unanimous vote, the Operations Committee approved recommending the Board of Directors to purchase replacement batteries for the Kregor Radio Site.

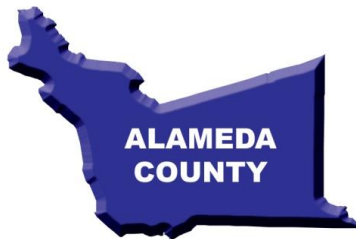
5. **East Bay Regional Communications System Authority Updates**

Executive Director Swing provided a brief update on the following items.

- Change of Generator Service Company – New contractor, Bay City Electric Works, will begin servicing generators in December 2024.
  - Radio Purchase Agreement – The purchase agreement is pending approval by the Contra Costa County Board of Supervisors. The terms of the agreement include a minimum purchase of 1,400 radios per year with any surplus purchases of over 1,400 to be credited to the account for the following year. The radio pricing under the agreement is exclusive to EBRCSA and the agreement cannot be shared by other agencies.
  - The City of Antioch Site on Walton Lane – No status change.
  - Tracy Police Department Interest – EBRCSA’s radio signal strength is strong enough to cover the area except for Tracy hills and would require an upgraded signal strength. Further conversations are required with Motorola.
6. **Agenda Items for Next Meeting** – None.
7. **Adjournment:** There being no further business, the meeting was adjourned at 10:30 a.m.

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Jocelyn Kwong  
Authority Secretary



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### **AGENDA ITEM NO. 4**

#### **AGENDA STATEMENT OPERATIONS COMMITTEE MEETING DATE: FEBRUARY 7, 2025**

**TO:** Operations Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** David Swing, Executive Director   
East Bay Regional Communications System Authority

**SUBJECT:** Executive Director Spending Authority and By-laws Update

#### **RECOMMENDATIONS:**

Recommend formation of an ad-hoc working group to update the EBRCSA by-laws

#### **SUMMARY/DISCUSSION:**

At the September 13, 2024 meeting the Board inquired about the sufficiency of the spending authority of the Executive Director. The spending authority is established at \$25,000 in Authority by-laws section 8.1 whereas either the Operations or Finance Committee may approve purchases up to \$25,000. Section 9.4 also allows the Executive Director the same spending authority. The by-laws state that Board of Directors approval is required for any expenditure above \$25,000. The spending limit has required the Director to bring routine purchases to the Board which can delay purchases since the Board meets on a quarterly basis.

The Executive Director recommends a complete review of the by-laws since the by-laws were last updated on October 11, 2011. A full review will better ensure the by-laws are contemporary and relevant to the operations of the Authority today. The Executive Director recommends the formation of an ad-hoc working group of no more than five Board members to review the current by-laws and provide revisions to the working Committees and Board of Directors at the May, 2025 meetings for review and adoption.

The current by-laws are attached to this report as Attachment 1.

East Bay Regional Communications System Authority	1
Adopted Bylaws	
Amended by Reso No 08-14, 11/21/08	
Amended by Reso No 09-03, 02/20/09	
Amended by Reso No 10-08, 06/18/10	
Amended by Reso No 11-19, 10/21/11	

## BYLAWS

### EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY

The East Bay Regional Communications System Authority (hereafter the "Authority") is a cooperative agency voluntarily established by its members pursuant to the Joint Exercise of Powers Act of the Government Code of the State of California, for the purpose of acquiring, planning, designing, constructing, operating and maintaining a P25 compliant or equivalent communications system serving Alameda and Contra Costa Counties and their individual political jurisdictions.

Pursuant to Section 11 of the Joint Exercise of Powers Agreement for the Authority (hereafter the "Agreement") dated September 11, 2007, by and between the following members:

Alameda County, Contra Costa County, Alameda, Albany, Dublin, Emeryville, Fremont, Hayward, Livermore, Newark, Pleasanton, San Leandro, Union City, Brentwood, Clayton, Concord, Danville, El Cerrito, Hercules, Martinez, Moraga, Oakley, Pittsburg, Pinole, Pleasant Hill, Richmond, San Pablo, San Ramon, Walnut Creek, Kensington Police Community Services District, San Ramon Valley Fire Protection District, Rodeo-Hercules Fire Protection District, East Bay Regional Parks District

These By-Laws were adopted by the Board of Directors for the Authority by:  
Resolution No. 07-5 adopted on December 7, 2007

#### Article I: Definitions

- A. **"Agreement"** shall mean the Joint Powers Authority agreement
- B. **"Board"** shall mean the 23 member Board of Directors
- C. **"Operations Committee"** shall mean the Operations Committee identified in Section 8.1 of the Bylaws
- D. **"Finance Committee"** shall mean the Finance Committee identified in Section 8.1 of the Bylaws
- E. **"Quorum"** shall mean a majority of the Board Members (12)
- F. **"Technical Advisory Committee"** shall mean the Technical Advisory Committee identified in Article VIII, Section 8.1 of the Bylaws

#### Article II: Principal Office

Section 2.1. The principal office for the transaction of business of the Authority is hereby fixed and located at:

Alameda County Office of Homeland Security and Emergency Services  
4985 Broder Blvd.  
Dublin CA. 94568

### **Article III: Notice**

Section 3.1. Notice from one member agency to another shall be given as provided in Section 16 of the Agreement. Member agencies may change the address to which notices shall be sent by giving notice of such change to all other member agencies at least thirty (30) days prior to the effective date of such change.

### **Article IV: Board of Directors**

Section 4.1. The Authority shall be governed by a Board of Directors (hereafter the "Board") consisting of twenty-three (23) Directors. Each Director shall have an alternate that will be appointed by their representative organization. Alternates, once selected, can serve to fill any vacancy of a Director for their represented organization/county. Directors and their alternates shall, at the time of their appointment and for the duration of their service on the Board, be employees or officers of their member agencies. Alternates shall serve as Directors in the absence of their respective Directors and shall exercise all duties and responsibilities thereof. Each Director and each alternate shall serve at the pleasure of the appointing entity and may be removed by the appointing entity at any time without notice.

Section 4.2. The Directors shall represent the entities and be appointed as set forth in Section 6a of the Agreement.

Section 4.3. A resignation of a Director or alternate shall be in writing and filed with the East Bay Regional Communications System Executive Director.

Section 4.4. The alternate may not participate and/or vote at a meeting attended by the appointed Board member.

Section 4.5. Directors and alternates are the only ones eligible to represent their Board position including participation and voting at the Board of Directors meetings.

Section 4.6. Director and alternate vacancies shall be timely filled by the applicable appointing entity, and officer vacancies shall be timely filled by the applicable electing or appointing entity.



## Article V: Presiding Officers

Section 5.1. The officers shall be a Chair, and Vice-Chair. The duties, and term, as applicable, are as set forth in Section 6 Administration c. Procedures (*Procedures.*(1) *The Board shall elect annually a Chair from among its membership to preside at meetings and shall select a Secretary who may, but need not, be a Director. The Board may, from time to time, elect such other officers as the Board shall deem necessary or convenient to conduct the affairs of the Authority.*) of the Agreement. In the absence of the Chair, the Board shall be presided over by the Vice-Chair, who shall be elected annually from among the Board's membership. The election of the Chair and Vice Chair will be accomplished pursuant to the process outlined in Section 5.3 of the Bylaws. The Board will appoint a Secretary as set forth 6.c of the Agreement to provide minutes of the meetings, as outlined in Section 6. Administration b. Meetings (4) ( *(4) Minutes. The Secretary of the Authority shall cause minutes of all meetings of the Board to be kept and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each Director, the Members, and other parties upon request.*) of the Agreement. The Secretary will not be a Board member.

Section 5.2. The positions of Chair and Vice Chair will be filled by a representative from each county. If the Chair is from Alameda County, the Vice Chair will be from Contra Costa. If the Chair is from Contra Costa, the Vice Chair will be from Alameda.

Section 5.3 The Board of Directors will receive nominations from sitting members of the Board to fill the positions of Chair and Vice Chair at a meeting of the Board. The Board will vote on the nominations for Chair and Vice Chair following Robert's Rules of Order. The newly elected Chair and Vice Chair will assume their positions at the conclusion of the meeting, and will continue in the positions for one year.

## Article VI: Meetings

Section 6.1. The procedures for Board meetings shall be as set forth in Section 6 Administration b. Meetings

### *b. Meetings.*

(1) *Regular Meetings. The Board shall by resolution establish the number of regular meetings to be held each year and the date, hour and location at which such regular meetings shall be held; provided, that the Board shall meet at least once every year.*

(2) *Special Meetings. Special meetings of the Board may be called in accordance with the provisions of the Ralph M. Brown Act (Government Code Section 54950 et seq.).*

(3) *Conduct of Meetings. All meetings of the Board shall be held in accordance with the Ralph M. Brown Act (Government Code Section 54950 et seq.).*

(4) *Minutes. The Secretary of the Authority shall cause minutes of all meetings of the Board to be kept and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each Director, the Members, and other parties upon*

request.

*(5) Quorum. Twelve (12) Directors of the Board shall constitute a quorum for the transaction of business. Except as provided in Section 7 below, actions of the Board shall require the affirmative vote of a majority of the entire Board (i.e., twelve (12) affirmative votes). of the Agreement.*

Section 6.2. Committee meetings will be posted on the web site and meeting notices will be sent to Board members and alternates by email.

Section 6.3. Agendas and Minutes of all meetings will be posted on the web site.

## **Article VII: Legal Notices**

Section 7.1. All legal notices required by the Government Code shall be published in one or more newspapers of general circulation or posted according to state law.

## **Article VIII: Authority Organization**

Section 8.1. In Section 5. Duties (f) *(f. To establish within six (6) months of the execution of this Agreement ad hoc operational and technical committees as necessary to consider and recommend to the Board of Directors system implementation issues.)* the Board is directed to form committees as necessary to provide recommendations and direction on issues relating to the EBRCS. In order to provide recommendations to the full Board of Directors on operational and financing issues, and provide day to day oversight, standing Operational and Finance committees will be formed as standing committees of the Board, and the committees will be required to follow the Brown Act. Agendas and minutes of the committee meetings will be made available on the web site. The committees will be made up of Board members and/or alternates, with representation and authority as listed below.

In the event that neither a Board member nor his or her designated alternate can attend a committee meeting, alternates to the Finance and Operations Committees will be selected first by discipline from Board members or alternate Board members from the appropriate county. If the Executive Director receives notice of the absence of a committee member, the Executive Director will contact Board members or alternates from the appropriate discipline or county. If no one from the discipline is able to attend, the Executive Director will contact Board members and/or alternates from the appropriate county until a replacement can be found.

**Operations Committee:** The Operations Committee will have 7 members and be responsible for review of system operational and technical issues including but not

## Adopted Bylaws

Amended by Reso No 08-14, 11/21/08

Amended by Reso No 09-03, 02/20/09

Amended by Reso No 10-08, 06/18/10

Amended by Reso No 11-19, 10/21/11

limited to the review of existing technology, system upgrades, implementation of new technology, and provide support for the existing system implementation. The operations committee can appoint ad hoc committees when it needs to bring in additional expertise to address issues. The operations committee will also be able to approve expenditures up to \$25,000 without approval of the full Board of Directors. They will make recommendations to the Board through the Executive Director.

#### Operations Committee Representation:

Board Chair or Vice Chair  
2 Police Chiefs (one from each county)  
2 Fire Chiefs (one from each county)  
2 Sheriff's (one from each county)

Finance Committee: The Finance Committee will have 8 members and be responsible for the development of a budget, and review of financing options in order to develop a financing plan. The committee will also develop recommendations for subscriber unit pricing to account for the ongoing operations, upgrades and replacement. The Finance Committee will also be able to approve expenditures up to \$25,000 without approval of the full Board of Directors. They will make recommendations to the Board on finance issues through the Executive Director.

#### Finance Committee Representation:

Board Chair or Vice Chair  
2 City Managers (one from each county)  
2 Elected Officials (one from each county)  
2 County (one from each county)  
1 Special District

Technical Advisory Committee: The Technical Advisory Committee will have 10 to 20 members, consisting of Fire Protection, Law Enforcement and Radio Technicians constituting balanced representation of Alameda County and Contra Costa County, and the EBRCSA Executive Director, for the purpose of providing technical expertise and advice to the Operations Committee and/or the EBRCSA Board on operational decisions to be made in connection with implementation of the EBRCSA P-25 compliant or equivalent communications system.

#### Article IX: Staff

Section 9.1. There will be an Executive Director of the EBRCS who will be responsible for the general management, administration, direction and development of the Authority's operations and procedures on a daily basis, including grant applications, acquisitions of equipment, financial administration, meeting administration, recordkeeping, all facilities, employees, consultants, and their respective uses.

Section 9.2. The Executive Director will be appointed by a majority of the Board of Directors and may be removed by a majority of the Board of Directors.

Section 9.3. The Executive Director working through designated member agencies shall be responsible for employment practices, and the administration of all approved policies regarding employee compensation, leave, and other personnel matters. The Executive Director will bring to the Board a resolution adopting the personnel practices of one of the member agencies.

Section 9.4. The Executive Director, upon the approval of the Board Chair or Vice Chair, will be able to approve certain expenditures up to \$25,000 without approval of the full Board of Directors, the Operations Committee, or the Finance Committee. Any such expenditure will be reviewed at the next regularly scheduled meeting of the Finance Committee.

## **Article X: Board Reimbursement and Compensation**

Section 10.1. Directors and alternates representing the authority shall receive reimbursement for any actual expenses incurred for travel directly related to the business of the authority. There will be no per diem or travel reimbursement for attending Board of Directors or committee meetings. The Board will adopt the reimbursement policies of Alameda County.

## **Article XI: Finances**

Section 11.1. The financial system of the Authority shall be kept under the provisions as specified in California Government Code Sections 6505 and 6505.5.

Section 11.2. The budget shall be adopted as set forth in Section 6. Administration d.Fiscal Matters (4) Budget ((4) Budget. *The Board shall adopt a budget no later than one hundred twenty (120) days after the first meeting of the Board and no later than June 30th of each year thereafter.*) of the Agreement.

Section 11.3. Expenditures by the Authority may not exceed the final budget without a budgetary revision approved by a 2/3 vote of the Board.

Section 11.4. Purchasing for the Authority shall be administered by the Executive Director, pursuant to the purchasing procedures of a charter county (Alameda County) as listed in State statute and shall be authorized by the Authority's Auditor, within budgetary amounts.

## **Article XII: Amendments**

Section 12.1. These Bylaws may be amended from time to time by resolution of the Board. Amendments shall be ratified by a 2/3 majority of the Board of Directors.

## **Article XIII: Indemnification**

The Joint Powers Agreement addresses indemnification in Section 9. *Indemnification 9. Indemnification. The Authority shall acquire such insurance protection as is necessary to protect the interest of the Authority and its Members. The Authority shall assume the defense of and indemnify and save harmless the Members and their governing bodies, officers, agents, and employees from all claims, losses, damages, costs, injury, and liability of every kind, nature, and description directly or indirectly arising from the performance of any of the activities of the Authority or the activities undertaken pursuant to this Agreement.*



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### **AGENDA ITEM NO. 5**

#### **AGENDA STATEMENT OPERATIONS COMMITTEE MEETING DATE: FEBRUARY 7, 2025**

**TO:** Operations Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** David Swing, Executive Director   
East Bay Regional Communications System Authority

**SUBJECT:** System Usage Report

#### **RECOMMENDATIONS:**

Receive report on system status

#### **SUMMARY/DISCUSSION:**

The following report will provide a quarterly update to the Operations Committee on relevant incidents, including system outages, during the past three months as well as overall system usage. In the past three months the Authority experienced two unexpected events that impacted system reliability in the Tri-Valley. The first incident was the result of an electrical short caused by a cable inadvertently making contact with a DC Power Rectifier at the Sunol radio site. Fortunately, the radio shop had a replacement part on-site and was able to repair the issue in a timely manner. Radio shop personnel checked with the users of the system in the impacted areas and they reported to significant issues related to the site outage.

The second incident occurred during the afternoon and weekend of January 4, 2025. Both the Livermore and Pleasanton Police Departments reported intermittent lost radio transmissions. The Alameda County Radio Shop mobilized over the weekend in an attempt to determine the cause of the lost transmissions. A team from Motorola was also consulted and they were unable to determine the cause. The staff of the Contra Costa radio shop was consulted on Monday and explained they had experienced a similar issue and recommended a course of action to diagnose the problem. The issue was a channel failure which led to no audio when the system selected that channel for use. Once the radio shop removed that channel from use the



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problem was resolved. The benefit of a trunked system is that the system will search for another available channel and still function as intended.

The Authority recently activated a system monitoring program called Cirrus Central (CC). The base plan of CC is part of the existing SUA contract. CC is in use by and highly recommended the Silicon Valley Regional Interoperability Authority. Additionally, the two radio shops have also found the software to help them in their management of the system. CC Plus includes more functionality and has a cost of approximately \$62,000 after the initial six-month trial. Staff has included copies of a weekly usage report as information for the Committee. The average weekly system usage is approximately 22% except for the site serving Vallejo which is near 35%. This is largely because the Vallejo site has less capacity than the standard EBCRSA sites. Staff is working with Motorola staff to extend the trial through the end of the fiscal year then bring the additional expense to the Board as part of the FY2025/26 budget.

Staff recommends the Operations Committee receive the report.

# System Utilization for CA East Bay RCS

Generated at: 01/19/2025 01:29 GMT-06:00

The report provides the average site resource utilization by call type. You can explore the data by site to help determine if you may need to modify your resources: add a new channel, provision the system differently, etc.

Time range

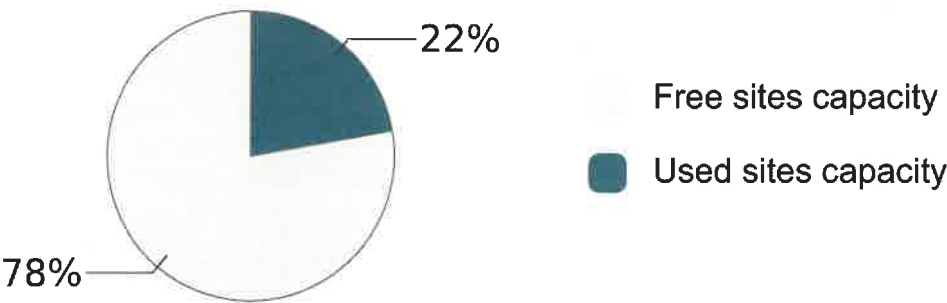
Context

01/12/2025 00:00 GMT-06:00

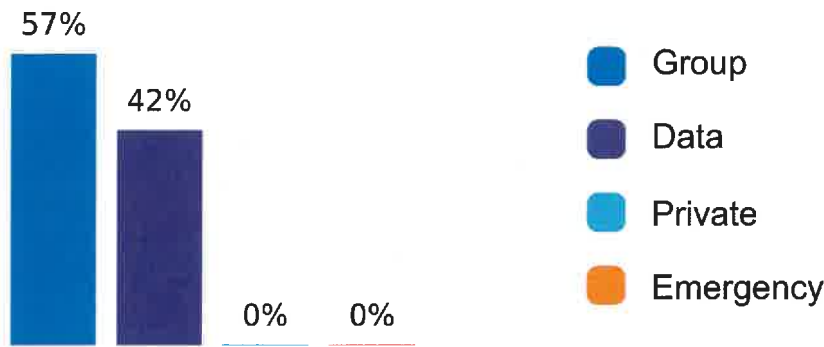
System

- 01/18/2025 23:59 GMT-06:00

## Total utilization

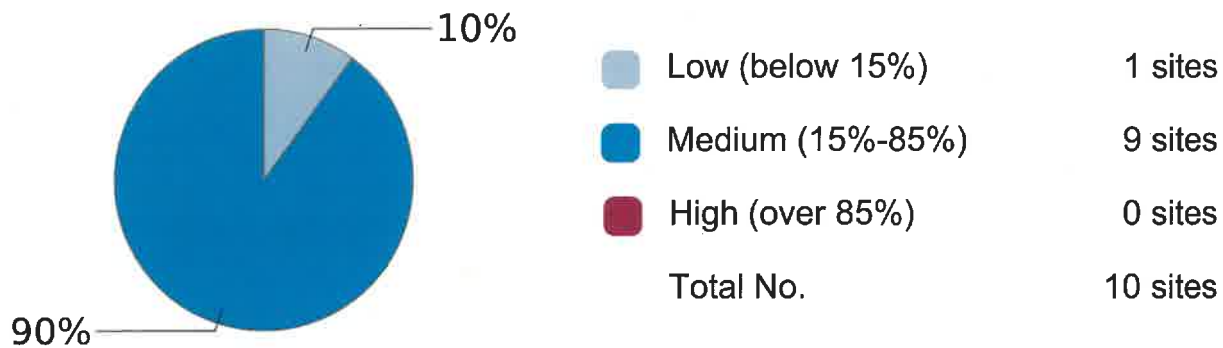


## Utilization by call

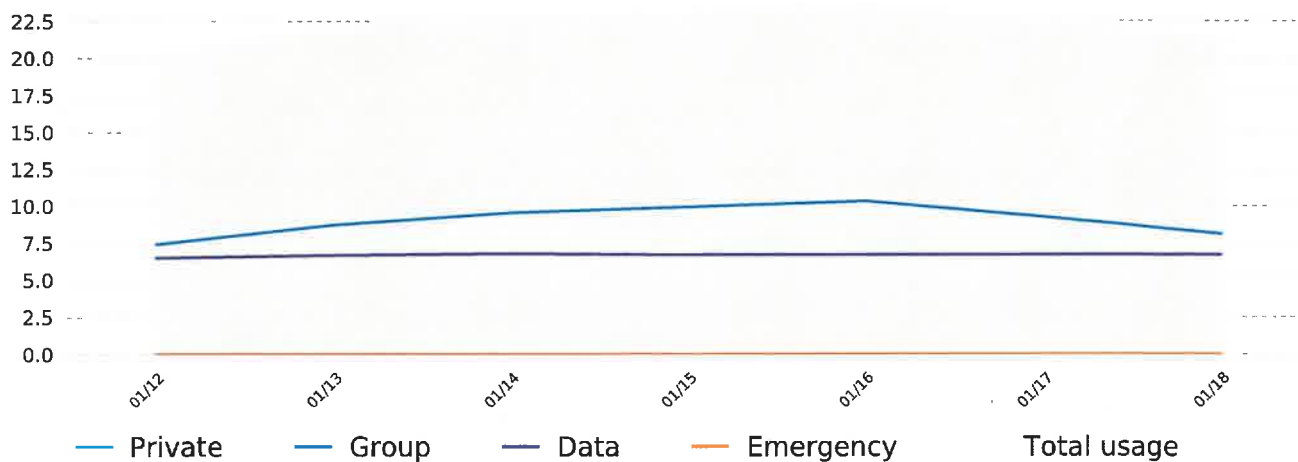




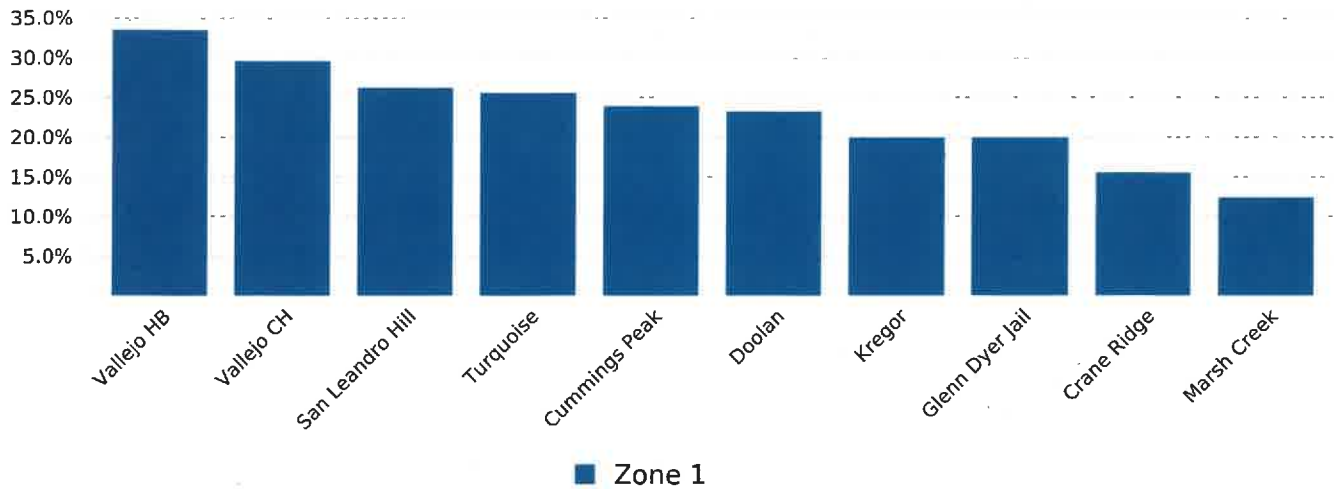
## Site utilization level



## System utilization over time

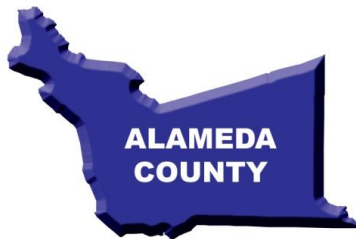


## Highest utilization by site



## System utilization by site

Site ID	Site alias	Zone ID	Available slots	Avg utilized slots	Total utilization %	by:	group calls	private calls	data calls	emergency calls
8	Marsh Creek	1	9	1.1	12 %		1.2	0	0.09	0
7	Crane Ridge	1	11	1.7	16 %		5.7	0	0.74	0.01
4	Glenn Dyer	1	35	7	20 %		11	0	5.7	0.01
6	Kregor	1	19	3.8	20 %		5.7	0	9	0.01
2	Doolan	1	23	5.3	23 %		11	0	7.9	0.01
5	Cummings	1	23	5.5	24 %		11	0	8.5	0.01
3	Turquoise	1	19	4.9	26 %		7.2	0	7.9	0.01
1	San Leandro	1	23	6	26 %		13	0	8.6	0.01
9	Vallejo CH	1	5	1.5	30 %		2.3	0	7.2	0
10	Vallejo HB	1	3	1	33 %		0.13	0	0.03	0



## **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

### **AGENDA ITEM NO. 6**

#### **AGENDA STATEMENT OPERATIONS COMMITTEE MEETING DATE: FEBRUARY 7, 2025**

**TO:** Operations Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** David Swing, Executive Director   
East Bay Regional Communications System Authority

**SUBJECT:** Land Lease for Walton Lane Radio Tower

#### **RECOMMENDATIONS:**

Provide direction for proposed terms for land lease for Walton Lane radio tower

#### **SUMMARY/DISCUSSION:**

The EBRCSA radio system has struggled with reception issues in a part of the city of Antioch for more than 10 years. EBRCSA staff has worked to secure lease space on one of the existing commercial radio towers without success. As a result, staff has determined that the most effective solution is to replace an existing City of Antioch radio tower with a new tower that can hold additional equipment. The new tower would stand on property owned by the City of Antioch, requiring a lease agreement for the use of the land. Staff has been in conversations with the City of Antioch City Attorney's Office for several months to draft the lease language. The City of Antioch informed the Authority on January 29, 2025 of their desire to proceed with the lease of land for the Walton Lane radio site. Based on the significant capital investment on behalf of the Authority and benefit to the Antioch community, EBRCSA proposed the terms of a zero-dollar lease for up to 20 years.

The City is agreeable to the duration and is proposing the following changes:

1. \$1.00 annually recurring lease for up to 20 years.
2. The Authority may not rent space on the tower without written permission of the City of Antioch

Staff is requesting the Committee's recommendation of the terms of the lease and the presentation of the full lease to the Board of Directors for approval, after Counsel review. If approved by the Board of Directors,

**Alameda County Office of Homeland Security and Emergency Services  
4985 Broder Blvd, Dublin CA 94568 • (925) 803-7802 • [www.ebrcsa.org](http://www.ebrcsa.org)**



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City of Antioch staff will present the terms to the City Council for approval. If approved by the Operations Committee, the EBRCSA staff will begin to assemble contract proposals for the required site work so that construction can begin as soon as possible. Staff anticipates returning to the Committees at the May 9, 2025 meeting to review the contracts and recommend final contracts to the Board of Directors for approval on May 30, 2025 to begin construction in June, 2025.

Staff has outlined the following potential work milestones and timeline for the project. The proposed timeline assumes contractor availability and minimal delays on the Pearl shelter project and the ability to build a new tower adjacent to the existing tower.

### **Build Plan**

<b>Task</b>	<b>Proposed Date</b>
Obtain necessary permits	04/25
Identify vendors for tower and electrical work	04/25
Present contracts to BOD for approval	05/25
Complete foundation work	06/25
Install new tower	07/25
Install new shelter	08/25
Electrical for new shelter	09/25
Install Microwave and Radio antennas	09/25
Install radio equipment	11/25
Optimize site and activate	12/25
Remove existing tower	01/26



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### **AGENDA ITEM NO. 7**

#### **AGENDA STATEMENT OPERATIONS COMMITTEE MEETING DATE: FEBRUARY 7, 2025**

**TO:** Operations Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** David Swing, Executive Director   
East Bay Regional Communications System Authority

**SUBJECT:** Console Maintenance Protocol for Auto-Dispatch Consoles

#### **RECOMMENDATIONS:**

Discuss the maintenance responsibilities for auto-dispatch consoles

#### **SUMMARY/DISCUSSION:**

The EBRCSA provides radio communication infrastructure and services for the Counties of Alameda and Contra Costa up to the point of and including the radio dispatch consoles (consoles). The EBRCSA is responsible for the maintenance and functionality of the consoles. Previously, all initial call alerting for the Fire Department occurred via an in-person dispatcher conducting the initial ring-down and initial dispatch. As technology and efficiencies improve, some agencies have moved to an automated system of alerting and initial voice dispatching. The automated system uses a stand-alone Motorola console to perform this function. Currently there are three agencies who use this system and at least two others who intend to implement by using a total of six consoles. It is likely that other agencies will move in this direction in the future.

Previously the Authority has not taken ownership of these consoles and required the agency using the system to be responsible for its on-going maintenance. As more agencies use the automated alerting system, it is more appropriate to have consistent individuals maintaining the EBRCSA system. There are associated costs increases; however, any cost increases will occur when the current SUA expires.

The Technical Advisory Committee met on February 6, 2025 and discussed the issue. The Executive Director will provide their input to inform the Operations Committee discussion at the committee meeting.