

AGENDA

EAST SAN GABRIEL VALLEY REGIONAL COMMUNICATIONS NETWORK JOINT POWERS AUTHORITY GOVERNANCE BOARD

Serving the Communities of
AZUSA - COVINA - GLENDORA - IRWINDALE - LA VERNE - WEST COVINA

SPECIAL MEETING 2:00 PM

WEDNESDAY, JULY 12, 2017

WEST COVINA CITY HALL COUNCIL CHAMBER
1444 W Garvey Avenue, West Covina, California



PLEASE TURN OFF CELL PHONES AND PAGERS WHILE MEETING IS IN PROGRESS

PUBLIC COMMENT

The public is encouraged to address the Board on any matter posted on the agenda. If you wish to address the Board you may do so during the **PUBLIC COMMENT** period noted on the agenda. Each person is allowed three (3) minutes speaking time.

Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The Board may direct staff to investigate and/or schedule certain matters for consideration at a future meeting.

AMERICANS WITH DISABILITIES ACT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office, (626) 939-8433 no later than 72 hours prior to the meeting. (28 CFR 34.102.104 ADA TITLE II)

PLEASE NOTE: Copies of staff reports and supporting documentation pertaining to each item on this agenda are available for public viewing and inspection at West Covina City Hall, in the City Clerk's office during regular business hours, and on the City's website www.westcovina.org. For further information, please contact the office of the City Clerk at (626) 939-8433, or via e-mail at rosalia.butler@westcovina.org.

DOCUMENTS DISTRIBUTED FOLLOWING THE POSTING OF THE AGENDA

Any writing that relates to an agenda item for an open session that is distributed after the posting of the agenda is available for public inspection at the West Covina City Hall, in the City Clerk's Office, 1444 W. Garvey Avenue, West Covina.



**NOTICE AND CALL
OF A SPECIAL MEETING
OF THE
EAST SAN GABRIEL VALLEY REGIONAL COMMUNICATIONS
NETWORK JOINT POWERS AUTHORITY
GOVERNANCE BOARD**

Serving the Communities of
AZUSA - COVINA - GLENDORA - IRWINDALE - LA VERNE - WEST COVINA

**TO THE MEMBERS OF THE EAST SAN GABRIEL VALLEY REGIONAL
COMMUNICATIONS NETWORK JOINT POWERS AUTHORITY GOVERNANCE
BOARD AND TO THE CITY CLERK:**

NOTICE IS HEREBY GIVEN that the East San Gabriel Valley Regional Communications Network Joint Powers Authority Governance Board will conduct a special meeting at 2:00 PM on Wednesday, July 12, 2017 in West Covina City Hall Council Chamber, 1444 West Garvey Avenue, West Covina, CA, 91790.

Said Special Meeting shall be for the purpose of conducting business in accordance with the attached Agenda.

NOTICE IS FURTHER GIVEN that the public will be given the opportunity to speak only on those matters listed in this notice.

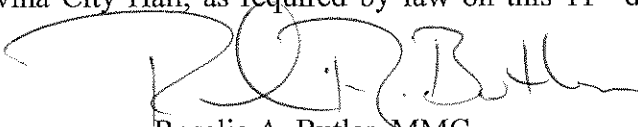
NO OTHER BUSINESS WILL BE DISCUSSED

Dated this 11th day of July, 2017.

Rosalia A Butler, MMC
Assistant City Clerk

CERTIFICATION AND AFFIDAVIT OF POSTING

I, Rosalia A. Butler, MMC, Assistant City Clerk of the City of West Covina, certify that I caused the Notice and Call of a Special Meeting of the East San Gabriel Valley Regional Communications Network Joint Powers Authority Governance Board to be held Wednesday, July 12, 2017, at 2:00 PM., in the West Covina City Hall Council Chamber, 1444 West Garvey Avenue, West Covina, CA, to be delivered via email (hard copy to follow) to each board member and that I posted said notice on the posting board, West Covina City Hall, as required by law on this 11th day of July, 2017.


Rosalia A. Butler, MMC
Assistant City Clerk

AGENDA
SPECIAL MEETING
of the
EAST SAN GABRIEL VALLEY REGIONAL COMMUNICATIONS
NETWORK JOINT POWERS AUTHORITY
GOVERNANCE BOARD

Serving the Communities of
AZUSA - COVINA - GLENDORA - IRWINDALE - LA VERNE - WEST COVINA

WEDNESDAY, JULY 12, 2017
WEST COVINA CITY HALL COUNCIL CHAMBER
1444 W. GARVEY AVENUE, WEST COVINA

2:00 PM SPECIAL MEETING

PRELIMINARY BUSINESS

CALL TO ORDER

ROLL CALL

CONSENT CALENDAR

1. Financial Report

STAFF RECOMMENDATION: It is recommended that the Board receive and file the Financial Report.

NEW BUSINESS

2. Addition of the City of Baldwin Park to ComNet

STAFF RECOMMENDATION: It is recommended that the Board:

- 1) Authorize the Chair to execute an agreement between the ComNet member agencies and the City of Baldwin Park; and
- 2) Adopt the following resolution:

RESOLUTION NO. 2017-03 – A RESOLUTION OF THE EAST SAN GABRIEL VALLEY REGIONAL COMMUNICATOINS NETWORK GOVERNANCE BOARD, CALIFORNIA, ADMITTING THE CITY OF BALDWIN PARK, CALIFORNIA, TO THE AUTHORITY

BOARD MEMBER COMMENTS

ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing special notice and agenda was posted on the West Covina City Hall bulletin board at 1444 W. Garvey Avenue South, West Covina, CA 91790 and on the City of West Covina website at www.westcovina.org not less than 24 hours prior to the meeting in accordance with Government Code Section 54954.2. Dated this 11th day of April, 2017.



Rosalia A. Butler, MMC
Assistant City Clerk

Reminder to All JPA Participants:
Meeting Notice/Agenda must be posted 24 hours in advance of the meeting date by all JPA cities.



AGENDA ITEM

MEETING DATE: July 12, 2017

TITLE: Financial Report

PRESENTED BY: Doug Murray, ComNet Chair
City of West Covina

RECOMMENDATION: It is recommended that the Board Receive and File the Financial Report

BACKGROUND:

Pursuant to Article II, Section 6 of the Rules of Procedure of the ComNet Board, the Treasurer shall prepare a quarterly financial report to the board detailing all receipts and disbursements since the last report and the balance of cash on hand.

DISCUSSION:

On October 26, 2016, the ComNet Chair position and its responsibilities transitioned to the City of West Covina, however the management of the JPA's funds did not formally transfer until November 14, 2016. This transition occurred mid-quarter, and therefore did not provide a full three-month reporting period as typically defined in the JPA's bylaws. As such a portion of the reporting occurred under the supervision of the City of Glendora and a portion under the supervision of the City of West Covina. The final Financial Report prepared by the City of Glendora prior to the transition to West Covina ended on September 30, 2016.

The attached combined summaries of financial activities include the 3rd quarter of FY2016-17, and the months of April and May of 2017. These latter months will be included in the 4th quarter Financial Report which will be presented at the next ComNet Regular Meeting.

As of March 31, 2017 ComNet had received 100% of the budgeted revenues for a total of \$210,000, and 83% of the budgeted expenditures had been spent. As of May 31, 2017, 84% of the budgeted expenditures have been spent.


CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

None

FISCAL IMPACT:

Through May 31, 2017 the JPA has received \$210,000 in revenues and spent \$176,519 in operating costs. This leaves an adjusted balance of cash on hand of \$66,391.

Respectfully submitted,



Doug Murray
ComNet Chair

ATTACHMENTS:

Attachment A: East San Gabriel Valley Regional Communications Network aka COM-NET JPA
Summary of Financial Activity

**East San Gabriel Valley Regional Communications Network
aka COM-NET JPA**

Summary of Financial Activity
2016-2017 Fiscal Year

July 1, 2016 through March 31, 2017

	Current Year			Prior Year	
	Adopted Budget	Actual	%	Actual	\$ Variance
Revenues					
Member Contributions					
Azusa	35,000	35,000	100%	18,167	16,833
Covina	35,000	35,000	100%	18,167	16,833
Glendora	35,000	35,000	100%	18,167	16,833
Irwindale	35,000	35,000	100%	18,167	16,833
La Verne	35,000	35,000	100%	18,167	16,833
West Covina	35,000	35,000	100%	18,167	16,833
Total Revenues	210,000	210,000	100%	109,002	100,998
Expenditures					
ICIS Membership	66,000	46,000	70%	66,000	(20,000)
Six TI Circuits Lease	33,000	14,186	43%	26,185	(11,999)
Motorola System Maintenance	93,000	111,514	120%	-	111,514
Radio Equip. Maintenance	5,000	-	0%	5,000	(5,000)
Administration Costs	4,000	604	15%	10,000	(9,396)
Legal Costs	7,000	450	6%	5,000	(4,550)
Travel	2,000	1,206	60%	-	1,206
Total Expenditures	210,000	173,960	83%	112,185	61,775
Excess (Deficiency) of Revenues Over (Under) Expenditures	-	36,040		(3,183)	39,223
Retained Earnings		32,910			
Net Revenue		36,040			
Cash on hand at the end of the period		68,950			

Prepared By: BR 04/11/17
Accountant - Brenda Ramirez

Approved By: [Signature] 4-11-17
Finance Director - Christa Buhagiar

Approved By: [Signature] 5.2.17
Police Department - Doug Murray

COM-NET JPA

Reconciliation Report

Cash on hand, Period Ending 03/31/2017

Reconciled on: 04/11/2017 (any changes to transactions after this date aren't reflected on this report)

Reconciled by: Brenda Ramirez

Summary

Statement Beginning Balance	70,039.24
Checks and Payments cleared	-1,089.52
Deposits and Other Credits cleared	+0.00
Statement Ending Balance	68,949.72
Uncleared transactions as of 03/31/2017	0.00
Register Balance as of 03/31/2017	68,949.72
Uncleared transactions after 03/31/2017	-1,279.04
Register Balance as of 04/11/2017	67,670.68

Details

Checks and Payments cleared

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
02/14/2017	Check	1006	Law offices of Leech & Associates	-450.00
03/14/2017	Check	1009	Frontier Communications	-639.52
Total				-1,089.52

Additional Information

Uncleared Deposits and Other Credits as of 03/31/2017

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
10/13/2014	Expenditure		AT&T	0.00
01/05/2015	Check		Verizon California	0.00
01/23/2015	Check		AT&T	0.00
Total				0.00

Uncleared Checks and Payments after 03/31/2017

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
04/04/2017	Check	1010	Frontier Communications	-639.52
04/05/2017	Check	1011	Frontier Communications	-639.52
Total				-1,279.04

COM-NET JPA

STATEMENT OF FINANCIAL POSITION

As of March 31, 2017

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash on hand	68,949.72
Total Bank Accounts	\$68,949.72
Total Current Assets	\$68,949.72
TOTAL ASSETS	\$68,949.72
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Retained Earnings	32,910.17
Net Revenue	36,039.55
Total Equity	\$68,949.72
TOTAL LIABILITIES AND EQUITY	\$68,949.72

COM-NET JPA
STATEMENT OF ACTIVITY
 July 2016 - March 2017

	TOTAL
REVENUE	
Services	210,000.00
Total Revenue	\$210,000.00
GROSS PROFIT	\$210,000.00
EXPENDITURES	
Administration	479.40 ✓
Annual Costs	46,000.00 ✓
Bank Charges	124.93 ✓
Circuit Leases	14,185.95 ✓
Legal Costs	450.00 ✓
Motorola System Maintenance	111,513.94 ✓
Travel	1,206.23 ✓
Total Expenditures	\$173,960.45
NET OPERATING REVENUE	\$36,039.55
NET REVENUE	\$36,039.55



PACIFIC WESTERN BANK
 P.O. Box 131207
 Carlsbad, CA 92013-1207
 Return Service Requested

00000557-0003337-0001-0003-TIMR8007340402170545

Last statement: February 28, 2017
 This statement: March 31, 2017
 Total days in statement period: 31

CITY OF WEST COVINA
 EAST SAN GABRIEL VALLEY REGIONAL
 COMMUNICATIONS NETWORK GOVERNANCE BOARD
 1444 W GARVEY AVE
 WEST COVINA CA 91790

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Direct inquiries to:
 626 919-5761

Pacific Western Bank
 220 S Vincent Ave
 West Covina CA 91790

*FORBES RANKS PACIFIC WESTERN BANK #1 IN AMERICA'S BEST BANKS 2017.
 THANK YOU FOR HELPING US REACH THIS ACHIEVEMENT.*

Public Funds Checking

Account number	1001158193	Beginning balance	\$70,039.24
Enclosures	2	Total additions	.00
Low balance	\$68,949.72	Total subtractions	1,089.52
Average balance	\$69,476.15	Ending balance	\$68,949.72
Avg collected balance	\$69,476		

CHECKS

Number	Date	Amount	Number	Date	Amount
1006	03-06	450.00			
1009 *	03-23	639.52			

* Skip in check sequence

DAILY BALANCES

Date	Amount	Date	Amount	Date	Amount
02-28	70,039.24	03-06	69,589.24	03-23	68,949.72




PACIFIC WESTERN BANK
P.O. Box 131207
Carlsbad, CA 92013-1207
Return Service Requested

CITY OF WEST COVINA
March 31, 2017

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1001158193

OVERDRAFT/RETURN ITEM FEES

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

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Thank you for banking with Pacific Western Bank



IMPORTANT CHANGES TO OUR DEPOSIT ACCOUNT AGREEMENT AND DISCLOSURE

This notice amends the terms of our "Deposit Account Agreement and Disclosure" ("the Agreement") and details the revisions and additions made to the Agreement.

These changes become effective May, 2017. Revisions and additions to the Agreement are in bold below. Please contact your local branch to obtain a copy of the complete Agreement.

LEGAL PROCESS

You agree that we may comply with any legal process, including, without limitation, any writ of attachment, execution, garnishment, tax levy, restraining order, subpoena, warrant or other legal process of which we have actual notice and which we in good faith believe to be valid. We further reserve the right to honor legal process issued in any state wherein we have registered to do or in which we maintain a place of business. Unless prohibited by law, we may notify you of such legal process by telephone, electronically, or in writing. We may charge you a fee for handling such legal process as indicated in our Schedule of Fees. You authorize us to deduct this fee from any of your accounts without prior notice to you. You agree that we have and shall be entitled to enforce any right of setoff and security interest against your account to reimburse us for fees and expenses, including attorney's fees, court costs and expenses, we incur in connection with any legal process referred to herein.

You agree to indemnify, defend and hold us harmless from all actions, claims, liabilities, losses, costs, attorney's fees, and damages associated with our compliance with any legal process that we believe to be valid. **You agree that we shall not be liable to you for any actions that we take or do not take in connection with any such legal process. You also agree that, unless otherwise required by applicable law, we shall not have any duty to apply or file any claim of exemption on your behalf in connection with any such legal process.** Accounts opened with trust or fiduciary designations, (e.g., "XYZ, Inc., Client Trust Account") may be subject to levies and other legal process against your accounts unless our records clearly reflect the existence of an express written trust or we are served with a court order prohibiting or enjoining such levy or legal process.

You agree that we may honor legal process that is delivered to us **by any method including, without limitation, personally, by mail, by overnight courier, by e-mail, or by facsimile transmission** at any of our offices (including locations other than where the funds, records or property sought is held), even if the law specifies the method of service or delivery, or if the legal process is served in or issued out of another state other than California.

If required to remove funds from your account, depending on the type of order, we may either immediately deliver the funds or property or hold them for a legally required or permissible period, usually no longer than ten days but can be as long as 21 days depending on the legal process. We do not pay interest on funds that are held due to the legal process. Any legal process requiring us to attach, garnish or turn over your funds shall be subject to our right of setoff and security interest in your account. We are not liable to you for not paying items because we have withdrawn funds from your account or in any way restricted your access to funds because of a legal process or our setoff.

OVERDRAFTS AND RETURNED CHECKS

In an effort to provide excellent customer service, we may, as a discretionary service and not as a right or obligation guaranteed to you, approve overdrafts when there are insufficient funds in your account (by paying checks, preauthorized automatic debits, telephone-initiated or other electronic fund transfers, in-person withdrawals, etc.). We have adopted this policy to provide for the highest efficiency and a level of comfort to our customers.

**East San Gabriel Valley Regional Communications Network
aka COM-NET JPA**

Summary of Financial Activity

2016-2017 Fiscal Year

July 1, 2016 through April 30, 2017

	Current Year			Prior Year	
	Adopted Budget	Actual	%	Actual	\$ Variance
Revenues					
Member Contributions					
Azusa	35,000	35,000	100%	18,167	16,833
Covina	35,000	35,000	100%	18,167	16,833
Glendora	35,000	35,000	100%	18,167	16,833
Irwindale	35,000	35,000	100%	18,167	16,833
La Verne	35,000	35,000	100%	18,167	16,833
West Covina	35,000	35,000	100%	18,167	16,833
Total Revenues	210,000	210,000	100%	109,002	100,998
Expenditures					
ICIS Membership	66,000	46,000	70%	66,000	(20,000)
Six T1 Circuits Lease	33,000	15,465	47%	26,185	(10,720)
Motorola System Maintenance	93,000	111,514	120%	-	111,514
Radio Equip. Maintenance	5,000	-	0%	5,000	(5,000)
Administration Costs	4,000	604	15%	10,000	(9,396)
Legal Costs	7,000	450	6%	5,000	(4,550)
Travel	2,000	1,206	60%	-	1,206
Total Expenditures	210,000	175,239	83%	112,185	63,054
Excess (Deficiency) of Revenues Over (Under) Expenditures	-	34,761		(3,183)	37,944

Retained Earnings 32,910

Net Revenue 34,761

Cash on hand at the end of the period 67,671

Prepared By: BR 05-08-17
Accountant - Brenda Ramirez

Approved By: [Signature] 5-8-17
Finance Director - Christa Buhagiar

Approved By: [Signature] 5-8-17
Police Department - Doug Murray

COM-NET JPA

Reconciliation Report

Cash on hand, Period Ending 04/30/2017

Reconciled on: 05/08/2017 (any changes to transactions after this date aren't reflected on this report)

Reconciled by: Brenda Ramirez

Summary

Statement Beginning Balance	68,949.72
Checks and Payments cleared	-1,279.04
Deposits and Other Credits cleared	+0.00
Statement Ending Balance	67,670.68
Uncleared transactions as of 04/30/2017	0.00
Register Balance as of 04/30/2017	67,670.68

Details

Checks and Payments cleared

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
04/04/2017	Check	1010	Frontier Communications	-639.52
04/05/2017	Check	1011	Frontier Communications	-639.52
Total				-1,279.04

Additional Information

Uncleared Deposits and Other Credits as of 04/30/2017

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
10/13/2014	Expenditure		AT&T	0.00
01/05/2015	Check		Verizon California	0.00
01/23/2015	Check		AT&T	0.00
Total				0.00

COM-NET JPA

STATEMENT OF FINANCIAL POSITION

As of April 30, 2017

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash on hand	67,670.68
Total Bank Accounts	\$67,670.68
Total Current Assets	\$67,670.68
TOTAL ASSETS	\$67,670.68
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Retained Earnings	32,910.17
Net Revenue	34,760.51
Total Equity	\$67,670.68
TOTAL LIABILITIES AND EQUITY	\$67,670.68

COM-NET JPA

STATEMENT OF ACTIVITY

July 2016 - April 2017

	TOTAL
REVENUE	
Services	210,000.00
Total Revenue	\$210,000.00
GROSS PROFIT	\$210,000.00
EXPENDITURES	
Administration	479.40 ✓
Annual Costs	46,000.00 ✓
Bank Charges	124.93 ✓
Circuit Leases	15,464.99 ✓
Legal Costs	450.00 ✓
Motorola System Maintenance	111,513.94 ✓
Travel	1,206.23 ✓
Total Expenditures	\$175,239.49
NET OPERATING REVENUE	\$34,760.51
NET REVENUE	\$34,760.51



PACIFIC WESTERN BANK
 P.O. Box 131207
 Carlsbad, CA 92013-1207
 Return Service Requested

00013190-0043339-0001-0002-TIMR8007340430172811

Last statement: March 31, 2017
 This statement: April 30, 2017
 Total days in statement period: 30

CITY OF WEST COVINA
 EAST SAN GABRIEL VALLEY REGIONAL
 COMMUNICATIONS NETWORK GOVERNANCE BOARD
 1444 W GARVEY AVE
 WEST COVINA CA 91790

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Direct inquiries to:
 626 919-5761

Pacific Western Bank
 220 S Vincent Ave
 West Covina CA 91790

*FORBES RANKS PACIFIC WESTERN BANK #1 IN AMERICA'S BEST BANKS 2017.
 THANK YOU FOR HELPING US REACH THIS ACHIEVEMENT.*

Public Funds Checking

Account number	1001158193	Beginning balance	\$68,949.72
Enclosures	2	Total additions	.00
Low balance	\$67,670.68	Total subtractions	1,279.04
Average balance	\$68,139.66	Ending balance	\$67,670.68
Avg collected balance	\$68,139		

CHECKS

Number	Date	Amount	Number	Date	Amount
1010	04-11	639.52	1011	04-13	639.52

DAILY BALANCES

Date	Amount	Date	Amount	Date	Amount
03-31	68,949.72	04-11	68,310.20	04-13	67,670.68

OVERDRAFT/RETURN ITEM FEES

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

Thank you for banking with Pacific Western Bank

00013190-0043339-0001-0002-TIMR8007340430172811(00013190)-00043341



**East San Gabriel Valley Regional Communications Network
aka COM-NET JPA
Summary of Financial Activity
2016-2017 Fiscal Year
July 1, 2016 through May 31, 2017**

	Current Year			Prior Year	
	Adopted Budget	Actual	%	Actual	\$ Variance
<i>Revenues</i>					
Member Contributions					
Azusa	35,000	35,000	100%	18,167	16,833
Covina	35,000	35,000	100%	18,167	16,833
Glendora	35,000	35,000	100%	18,167	16,833
Irwindale	35,000	35,000	100%	18,167	16,833
La Verne	35,000	35,000	100%	18,167	16,833
West Covina	35,000	35,000	100%	18,167	16,833
Total Revenues	210,000	210,000	100%	109,002	100,998
<i>Expenditures</i>					
ICIS Membership	66,000	46,000	70%	66,000	(20,000)
Six T1 Circuits Lease	33,000	16,744	51%	26,185	(9,441)
Motorola System Maintenance	93,000	111,514	120%	-	111,514
Radio Equip. Maintenance	5,000	-	0%	5,000	(5,000)
Administration Costs	4,000	604	15%	10,000	(9,396)
Legal Costs	7,000	450	6%	5,000	(4,550)
Travel	2,000	1,206	60%	-	1,206
Total Expenditures	210,000	176,519	84%	112,185	64,334
<i>Excess (Deficiency) of Revenues Over (Under) Expenditures</i>	-	33,481		(3,183)	36,664
<i>Retained Earnings</i>		32,910			
<i>Net Revenue</i>		<u>33,481</u>			
<i>Cash on hand at the end of the period</i>		<u><u>66,391</u></u>			

Prepared By: BR 06.13.17
Accountant - Brenda Ramirez

Approved By: DM 6.15.17
Police Department - Doug Murray

COM-NET JPA

Reconciliation Report

Cash on hand, Period Ending 05/31/2017

Reconciled on: 06/13/2017 (any changes to transactions after this date aren't reflected on this report)

Reconciled by: Brenda Ramirez

Summary

Statement Beginning Balance	67,670.68
Checks and Payments cleared	-1,279.04
Deposits and Other Credits cleared	+0.00
Statement Ending Balance	66,391.64
Uncleared transactions as of 05/31/2017	0.00
Register Balance as of 05/31/2017	66,391.64
Uncleared transactions after 05/31/2017	-1,279.04
Register Balance as of 06/13/2017	65,112.60

Details

Checks and Payments cleared

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
05/08/2017	Check	1012	Frontier Communications	-639.52
05/08/2017	Check	1013	Frontier Communications	-639.52
Total				-1,279.04

Additional Information

Uncleared Deposits and Other Credits as of 05/31/2017

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
10/13/2014	Expenditure		AT&T	0.00
01/05/2015	Check		Verizon California	0.00
01/23/2015	Check		AT&T	0.00
Total				0.00

Uncleared Checks and Payments after 05/31/2017

<u>Date</u>	<u>Type</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
06/08/2017	Check	1014	Frontier Communications	-639.52
06/08/2017	Check	1015	Frontier Communications	-639.52
Total				-1,279.04

COM-NET JPA

STATEMENT OF FINANCIAL POSITION

As of May 31, 2017

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Cash on hand	66,391.64
Total Bank Accounts	\$66,391.64
Total Current Assets	\$66,391.64
TOTAL ASSETS	\$66,391.64
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Retained Earnings	32,910.17
Net Revenue	33,481.47
Total Equity	\$66,391.64
TOTAL LIABILITIES AND EQUITY	\$66,391.64

COM-NET JPA
STATEMENT OF ACTIVITY
July 2016 - May 2017

	TOTAL
REVENUE	
Services	210,000.00
Total Revenue	\$210,000.00
GROSS PROFIT	\$210,000.00
EXPENDITURES	
Administration	479.40 ✓
Annual Costs	46,000.00 ✓
Bank Charges	124.93 ✓
Circuit Leases	16,744.03 ✓
Legal Costs	450.00 ✓
Motorola System Maintenance	111,513.94 ✓
Travel	1,206.23 ✓
Total Expenditures	\$176,518.53 ✗
NET OPERATING REVENUE	\$33,481.47
NET REVENUE	\$33,481.47



PACIFIC WESTERN BANK
 P.O. Box 131207
 Carlsbad, CA 92013-1207
 Return Service Requested

00013119-0043041-0001-0002-TIMR8007340531175894

Last statement: April 30, 2017
 This statement: May 31, 2017
 Total days in statement period: 31

CITY OF WEST COVINA
 EAST SAN GABRIEL VALLEY REGIONAL
 COMMUNICATIONS NETWORK GOVERNANCE BOARD
 1444 W GARVEY AVE
 WEST COVINA CA 91790

Page 1
 1001158193
 (2)

Direct inquiries to:
 626 919-5761

Pacific Western Bank
 220 S Vincent Ave
 West Covina CA 91790

*FORBES RANKS PACIFIC WESTERN BANK #1 IN AMERICA'S BEST BANKS 2017.
 THANK YOU FOR HELPING US REACH THIS ACHIEVEMENT.*

Public Funds Checking

Account number	1001158193	Beginning balance	\$67,670.68
Enclosures	2	Total additions	.00
Low balance	\$66,391.64	Total subtractions	1,279.04
Average balance	\$67,196.20	Ending balance	\$66,391.64
Avg collected balance	\$67,196		

CHECKS

Number	Date	Amount	Number	Date	Amount
1012	05-18	639.52	1013	05-23	639.52

DAILY BALANCES

Date	Amount	Date	Amount	Date	Amount
04-30	67,670.68	05-18	67,031.16	05-23	66,391.64

OVERDRAFT/RETURN ITEM FEES

	Total for this period	Total year-to-date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

Thank you for banking with Pacific Western Bank





AGENDA ITEM

- MEETING DATE:** July 12, 2017
- TITLE:** Addition of the City of Baldwin Park to ComNet
- PRESENTED BY:** Doug Murray, ComNet Chair
City of West Covina
- RECOMMENDATION:** It is recommended that the ComNet Board
- (1) Authorize the Chair to execute an agreement between the ComNet member agencies and the City of Baldwin Park; and
 - (2) Adopt the following resolution:

**RESOLUTION 2017-03 - A RESOLUTION OF THE EAST
SAN GABRIEL VALLEY REGIONAL
COMMUNICATIONS NETWORK GOVERNANCE BOARD,
CALIFORNIA, ADMITTING THE CITY OF BALDWIN
PARK, CALIFORNIA, TO THE AUTHORITY**

BACKGROUND:

On June 14, 2017, the City of Baldwin Park, represented by Interim Police Chief Michael Taylor, delivered formal notice of intent to join the East San Gabriel Valley Regional Communications Network (ComNet JPA) as a member agency. Article VI, Section 7.02 of the ComNet *Joint Exercise of Powers Agreement* permits the addition of a new local member agency upon:

“(i) the execution on behalf of such local agency of a counterpart of this [ComNet JPA] Agreement and the delivery of such executed counterpart to the Board; and (ii) the adoption of a resolution of the Board admitting that local agency to the Authority.”

DISCUSSION:

The ComNet JPA was established in part due to the member agencies need for wide area and interoperable land mobile radio communications, however member agency acting independently had the resources to construct a communications network providing these capabilities. The final radio system was engineered upon a digital, trunked radio system consisting of eight T-Band channel pairs for its core operation.

The addition of the City of Baldwin Park is beneficial to the ComNet JPA as it will fill a gap in interoperability that currently exists. Presently, a mutual aid event would require the participating agencies to use a common mutual aid channel which may or may not be available depending on the scale of the event. Affiliation in a trunked radio system environment simplifies

mutual aid and provides end-users the ability to know what is occurring in their neighboring jurisdictions. Baldwin Park has agreed to lease its two T-Band channel pairs to ComNet during its tenure as a member, and when combined with two pending T-Band channel pairs from West Covina, this increases the capacity of the ComNet cell to twelve total channel pairs. This represents a 50% increase in system capacity.


CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

None

FISCAL IMPACT:

None

Respectfully submitted,


Doug Murray
ComNet Chair

ATTACHMENTS:

Attachment A: Resolution 2017-03

Attachment B: Letter of Intent from Baldwin Park Interim Chief Michael Taylor

RESOLUTION 2017-03

A RESOLUTION OF THE EAST SAN GABRIEL VALLEY REGIONAL COMMUNICATIONS NETWORK GOVERNANCE BOARD, CALIFORNIA, ADMITTING THE CITY OF BALDWIN PARK, CALIFORNIA, TO THE AUTHORITY

**EAST SAN GABRIEL VALLEY REGIONAL COMMUNICATIONS NETWORK GOVERNANCE BOARD
East San Gabriel Valley, California**

THE EAST SAN GABRIEL VALLEY REGIONAL COMMUNICATIONS NETWORK GOVERNANCE BOARD DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, the East San Gabriel Valley Regional Communications Network Joint Powers Authority ("ComNet JPA") is engaged in the regional and cooperative planning and coordination of governmental services to establish and sustain a wide-area interoperable land mobile radio ("LMR") network; and

WHEREAS, the ComNet JPA is Member Agency with the Interagency Communications Interoperability System Joint Powers Authority ("ICI JPA"); and

WHEREAS, the City of Baldwin Park has formally requested membership in the ComNet JPA to interconnect with radio systems of other cities through the ICI JPA master site and network to provide wide-area communications interoperability and to improve regional communications for public safety and general government resources;

NOW, THEREFORE, THE EAST SAN GABRIEL VALLEY REGIONAL COMMUNICATIONS NETWORK GOVERNANCE BOARD, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City of Baldwin Park is hereby admitted and approved to become a member of the ComNet JPA consistent with the terms, conditions, and obligations referenced within the Joint Exercise of Powers Agreement executed between the members of the ComNet JPA.

SECTION 2. The City of Baldwin Park shall agree to the payment of those Member Dues and Fees set forth in the Agreement and ComNet JPA Resolutions.

SECTION 3. The Chairperson of the Governance Board is hereby authorized to execute the Agreement with The City of Baldwin Park on behalf of the ComNet JPA to be effective August 1, 2017.

SECTION 5. The Secretary of the East San Gabriel Valley Regional Communications Network Governance Board shall certify to the passage and adoption of this resolution and shall enter the same in the Book of Original Resolutions.

APPROVED and **PASSED** this 12th day of July, 2017.

East San Gabriel Valley
Regional Communications Network
Governance Board

BY: _____
DOUG MURRAY, Chair

APPROVED AS TO FORM:

D. WAYNE LEECH, General Counsel

I, Rosalia M. Butler, Secretary of the East San Gabriel Valley Regional Communications Network Governance Board, California, do hereby certify that the foregoing Resolution was duly adopted by the East San Gabriel Valley Regional Communications Network Governance Board at a Special Meeting held on July 12, 2017, by the following vote:

AYES: BOARD MEMBERS:
NOES: BOARD MEMBERS:
ABSENT: BOARD MEMBERS:
ABSTAIN: BOARD MEMBERS:

Dated: _____

ROSALIA M. BUTLER, MMC
Secretary



MICHAEL TAYLOR
CHIEF OF POLICE

June 14, 2017

COM-NET JPA
Capt. Doug Murray, Chairman
West Covina Police Department
1444 West Garvey Avenue South
West Covina, CA 91790

Dear Capt. Murray,

Please accept this letter as official notification that the City of Baldwin Park wishes to petition the Governance Board for membership in the East San Gabriel Valley Regional Communications Network Joint Powers Authority (COM-NET JPA). The City of Baldwin Park seeks to join the JPA as a Member Agency in the same capacity as current JPA Member Agencies.

With the Board's approval of Baldwin Park's membership, Baldwin Park offers to make available the two channel pairs of T-band spectrum licensed to Baldwin Park and in current use by the Baldwin Park Police Department for use by COM-NET JPA for the duration of Baldwin Park's membership in the JPA.

We look forward to hearing how to proceed further. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Taylor".

MICHAEL TAYLOR
Interim Chief of Police