

MARIN EMERGENCY RADIO AUTHORITY

c/o Novato Fire Protection District
95 Rowland Way, Novato, CA 94945
PHONE: (415) 878-2690 FAX: (415) 878-2660

BOARD OF DIRECTORS

Special Meeting Notice

DATE: Wednesday - May 19, 2010

TIME: 3:30pm

PLACE: Novato Fire Protection District Administration Office, Heritage Conference Room
95 Rowland Way, Novato, CA 94945

District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Assistant as soon as possible but at least two days prior to the meeting.

AGENDA

INTRODUCTIONS

ELECTION OF OFFICERS FOR MERA BOARD (PRESIDENT AND VICE PRESIDENT)

A. Consent Calendar

All matters on the Consent Calendar are to be approved with one motion unless a member of the Board or the public requests that separate action be taken on a specific item.

- 1) Minutes from December 9, 2009, Special Meeting
- 2) Minutes from January 14, 2010, Regular Meeting
- 3) Proposed Agreement FY09-10 Audit Services – Maher Accountancy
- 4) First Amendment to Office and Staff Services Agreement between MERA and Novato Fire Protection District
- 5) Proposed Amendment No. 4 to Agreement for Professional Services between MERA and Regional Government Services
- 6) Proposed Amendment to Agreement for Strategic Planning Facilitation Services between MERA and CBG Communications, Inc.
- 7) Proposal for Additional Records Management Implementation from Gladwell Governmental Services, Inc.
- 8) Proposed MERA Cash Flow Management Policy and Procedures

- 9) Proposed NERA Investment Policy and Procedures
- 10) Proposed Revised NERA Public Records Policy and Procedures
- 11) Proposed NERA Operating Budget Policy and Procedures
- 12) Proposed Resolution Terminating 1999 Revenue Bond Fund and Creating 2010 Refunding Revenue Bond Fund
- 13) Proposed Change of Regular Board Meeting Day/Time

B. Executive Officer's Report (Cassingham)

- 1) Final Report on Refunding NERA's 1999 Revenue Bonds (Executive Officer and Bond Counsel)
- 2) Final Report on Investment of 2010 Refunding Bonds Reserve
- 3) Proposed Emergency Communications System Maintenance Agreement between NERA and County of Marin
- 4) Proposed Agreement between NERA and County of Marin to Provide Funding for Communications Engineering Services
- 5) Other Information Items

C. Public Hearing: Adoption of FY10-11 Budgets

- 1) Proposed FY10-11 NERA Operating Budget
- 2) Proposed FY10-11 NERA Other Budgets and Reserves

D. Operations Reports (Mansourian)

- 1) Report on Capacity Improvement Project – NERA System Upgrade Information
- 2) NERA Expansion Project – Change Order #1 for Motorola Capacity Improvement Project (Action Item)
- 3) Report on Coverage Issue Projects
 - a. Southern Marin
 - b. Tomales
 - c. Stinson Beach

- 4) Report on Regional Activities and Projects
- 5) Report on Federal/State/Regional Grants –
Communications Grant Program Status Report
- 6) Status/Work Statistics Reports

E. Open Time for Items Not on Agenda (*limited to two minutes per speaker*)

Anyone wishing to address the Board on matters not on the posted agenda may do so. Each speaker is limited to two minutes. As these items are not on the posted agenda, members of the Board may respond briefly, but the Board's general policy is to refer such items to staff for attention, or have the matter placed on a future agenda for a more comprehensive action or report and formal public discussion.

F. Adjournment

NEXT: REGULAR MEETING of MERA Board of Directors
Wednesday – December 8, 2010
3:30pm

AGENDA AND STAFF REPORTS ARE AVAILABLE ONLINE AT
WWW.MERAONLINE.ORG

cc: Diane Patterson (for posting)
MERA Staff
General Counsel
Novato City Clerk (w/minutes)