

# **MARIN EMERGENCY RADIO AUTHORITY**

c/o Novato Fire Protection District  
95 Rowland Way, Novato, CA 94945  
PHONE: (415) 878-2690 FAX: (415) 878-2660  
[WWW.MERAONLINE.ORG](http://WWW.MERAONLINE.ORG)

## **GOVERNING BOARD**

### **Regular Meeting Notice**

**DATE:** Wednesday – December 9, 2015

**TIME:** 3:30pm

**PLACE:** Novato Fire Protection District Administration Office – Heritage Conference Room  
95 Rowland Way, Novato, CA 94945  
Facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the NFPD Administrative Assistant as soon as possible at (415) 878-2606.

### **Page # Reference**

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### **AGENDA**

#### **CALL TO ORDER AND INTRODUCTIONS**

Pat Echols, MERA Operations Officer  
and Federal Engineering (FE) Consulting Team

#### **A. Consent Calendar**

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

- (4)** 1) Resolution of Commendation – Retired Director of Emergency Services Roger Sprehn  
Town of Corte Madera Fire Department  
MERA Governing Board Member
- (5)** 2) Resolution of Commendation - Outgoing Mayor and Councilmember Jeanne MacLeamy  
City of Novato  
MERA Governing Board Member
- (6-14)** 3) Minutes from August 26, 2015 Governing Board Regular Meeting

- (15-34) 4) Proposed CY2016 Agreement for Management and Administrative Services with Regional Government Services (RGS) for MERA Executive Officer and Proposed 2016 Executive Officer Work Plan
- (35-38) 5) 2015 Annual Progress Report on Authority Operations and Activities
- (39-74) 6) MERA 2015 Auditor Communication with Governing Board and FY14-15 Audited Financial Statements and Auditors' Report – Maher Accountancy
- (75-77) 7) Report No 33 on Strategic Plan Implementation
- ( 78 ) 8) Report on Next Gen System Project Costs Replenishment
- (79-80) 9) Update on Marin County Civil Grand Jury Report RE: Meraonline.org

B. Executive Officer's Report (Cassingham)

- ( 81-84) 1) Engagement of Bond and Disclosure Counsels and Bond Trustee for Future Bond Financing
- (85-87) 2) Report on Measure A Parcel Tax Administration
- (88) 3) Report on Coverage Analysis Workshop (Jeffries)
- (89-119) 4) Report No 8 from Next Gen Project Oversight Committee (NGPOC) (Jeffries)
- 5) Other Information Items

C. Operations Reports (Echols)

- (120-122) 1) Status/Work Statistics Reports (Chuck)
- 2) Other Information Items

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

*Anyone wishing to address the Governing Board on matters not on the posted agenda may do so. Each speaker is limited to two minutes. California Government Code Section 54954.2 provides that the Governing Board may not take action on, or even consider or debate, items not on the agenda except under narrow circumstances that meet statutory tests for emergencies or urgent items that arise after the agenda is published. Accordingly, any response to comments on non-agenda items will be limited to factual information or clarifying questions from staff or Governing Board members. The President may refer the matter to staff for further follow up, or elect to have the matter placed on an agenda for a future meeting.*

E. Adjournment

**NOTE:**            **NEXT MEETING OF NERA GOVERNING BOARD**  
**Wednesday – January 27, 2016 – 3:30 p.m.**

**AGENDA AND STAFF REPORTS ARE AVAILABLE ONLINE AT**  
**[WWW.MERAONLINE.ORG](http://WWW.MERAONLINE.ORG)**

cc: BOS (for posting)  
NERA Staff  
General Counsel