

MARIN EMERGENCY RADIO AUTHORITY

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DATE: November 13, 2013
TO: MERA Executive Board
FROM: Dave Jeffries, Special Project Manager
SUBJECT: AGENDA ITEM **C-2B**: REPORT ON ROUND TWO PRESENTATIONS

Recommended Action: Receive, discuss and file Report on Round Two Presentations. Approve and refer specific action items as listed.

Background: As the Round One Presentations wind down, and the effort to inform all MERA Member Agencies of the current status, future plans and potential future MERA funding approaches conclusion, we now begin the next significant effort, to develop the Round Two Presentations in an effort to gain support for the Parcel Tax from each MERA Member Agency. An earlier version of this report was presented to the POC and Finance Committee for review and action. Included in this report is a summary of the POC and Finance Committee actions taken at their last meetings and a list of action items specifically referred to the Executive Board for input and action.

Presentation Overview: For this effort, we propose a different presentation model, with local Chiefs (LC) introducing the subject and later resuming the presentation when it comes time to discuss the resolution and local vote. The Project Manager (PM) will deliver the bulk of these Round Two Presentations between introduction and resolution.

- Slide #1: Introductory Slide (LC)
- Slide #2: MERA Overview (LC)
- Slide #3: Why we are Replacing Gen I: Three points (PM)
- Slide #4: Overview of Replacement Proposal (PM)
- Slide #5: Project Timeline thru 2018 & Beyond (PM)
- Slide #6: Gen II Budget – Capital (PM)
- Slide #7: Gen II Budget O&M (PM)
- Slide #8: Finance Alternatives (PM)
- Slide #9: Parcel Tax Overview and Exemptions (PM)
- Slide #10: Parcel Tax – Residential and Agriculture Details (PM)
- Slide #11: Parcel Tax – Commercial and Industrial Detail (PM)
- Slide #12: Funding Timeline for Plan A and Plan B (PM)
- Slide #13: Resolution (LC)

Slide #14: Closing Slide/Summary (LC)

Slide #15: Q&A (LC/PM)

Presentation Timeline:

November, 2013 – January, 2014: Finalize Round Two Presentations

January, 2014 – February, 2014: Early Round Two Presentations (City Managers, Chiefs and Directors Associations)

February, 2014 – May, 2014 – MERA Member Presentations

August, 2014: MERA Request to Marin Board of Supervisors to place Parcel Tax on November, 2014 ballot.

November, 2014: November, 2014 Election

Presentation Packet for Round Two:

- 1) Introduction, Index and Sample Agenda Language
- 2) PowerPoint – Notes Version
- 3) Presenter FAQ Index and Presenter FAQ
- 4) Sample Staff Report
- 5) Sample Resolution
- 6) Public FAQ and FACT

Review of POC Action Items to Support Round Two Presentations:

- 1) Round Two Presentations
 - a. Action taken: Decision to support as proposed.
- 2) Parcel Tax: Confirm details, including exemptions, number of parcels of each type.
 - a. Action taken: Referred to Finance Committee, requesting response to Project Staff and Executive Board Meeting prior to November, 2013 meeting.
- 3) Confirm Bond Timeline: When would bonds be sold, when would funds be available for project? (Assuming Parcel Tax passes)
 - a. Action taken: Refer to Finance Committee, requesting response to Project Staff and Executive Board Meeting prior to November, 2013 meeting.
- 4) Development of a Project Timeline thru 2018, assuming Parcel Tax passes.
 - a. Action taken: Refer to Operations Officer, requesting response to Project Staff and Executive Board prior to November, 2013 meeting. This timeline has now been added to the Feasibility Study.
- 5) Development of a Gen II Operating and Maintenance Cost estimate.

- a. Action taken: Refer to Operations Officer, requesting response to Project Staff and Executive Board prior to November, 2013 meeting.
- 6) Development of a Draft Round Two Staff Report
 - a. Action taken: Refer to Project Staff for response to Executive Board prior to November, 2013 meeting. Note – Currently under development for review at January 2014 meeting.
- 7) Development of a Draft Resolution
 - a. Action taken: Refer to MERA Counsel for Draft Resolution sent to Project Staff and Executive Board prior to January, 2014 meeting.
- 8) Development of Draft Agenda Language
 - a. Action Recommended: Refer to Project Staff for response to Executive Board prior to November, 2013 meeting.
- 9) Development of a Citizen Oversight Committee Proposal
 - a. Action taken: Assign a POC sub-committee to develop a proposal. This proposal needs to be provided to MERA Counsel for Resolution Language, as well as Project Staff and Executive Board prior to November, 2013 meeting. The proposed language is, “An Independent Citizen Oversight Committee, to be established by the MERA Governing Board by Resolution, shall review the collection and expenditure of tax revenues collected under the authority of this chapter. The Committee shall consist of at least five members, who shall be residents of Marin County. The terms of the Committee members and their respective duties shall be established by Resolution of the MERA Governing Board.” Forward to Executive Board for review and approval. Draft language is in the draft resolution, below.
- 10) Development of Draft PowerPoint Presentation
 - a. Action taken: Refer to Project Staff, requesting a response to Executive Board, prior to November, 2013 meeting.
- 11) Development of the Gen II Operating and Maintenance Funding Mechanism. To clarify, the issue raised by some members as to the current distribution of costs will likely come up again in Round Two Presentations. At this point, can MERA commit to a review and investigation of alternatives with MERA members that would be implemented as part of the Gen II implementation?
 - a. Action taken: Refer to Finance Committee to address Lando Formula and fees for Non-MERA members. Initial response to Project Staff and Executive Board prior to November, 2013 meeting.

Finance Committee Action Items to Support Round Two Presentations:

1. Parcel Tax: Confirm details, including exemptions, number of parcels of each type.

- a. Action taken: Exemptions for income qualified senior homeowners to be included pending legal opinions on parcel tax structure. NBS Study accurately addresses other items.
2. Confirm Bond Timeline: When would bonds be sold, when would funds be available for project? (Assuming Parcel Tax passes)
 - a. Action taken: Assuming parcel tax passes in 11/2014, assume three months to validate the parcel tax and bonds could be sold as early as 03/2015 with first revenues collected 12/2015. Project could begin 03/2015.
3. Development of the Gen II Operating and Maintenance Funding Mechanism. To clarify, the issue raised by some members as to the current distribution of costs will likely come up again in Round Two Presentations. At this point, can MERA commit to a review and investigation of alternatives with MERA members that would be implemented as part of the Gen II implementation?
 - a. Action taken: The Executive Officer and Project Manager were given guidance on language to respond to this issue. For review by Executive Board.
 - b. DRAFT Language: The capital funding mechanism (parcel tax) is designed to relieve local member budget impacts. If successful, MERA can turn its attention to other revenue sources that can assist MERA member agencies in their operating and maintenance costs.

Executive Board Action Items to Support Round Two Presentations:

1. Development of a Citizen Oversight Committee Proposal
 - a. Action recommended:

This proposal needs to be provided to MERA Counsel for Resolution Language, as well as Project Staff and Executive Board prior to November, 2013 meeting. The proposed language is, “An Independent Citizen Oversight Committee, to be established by the MERA Governing Board by Resolution, shall review the collection and expenditure of tax revenues collected under the authority of this ballot measure. The Committee shall consist of at least five members, who shall be residents of Marin County. The terms of the Committee members and their respective duties shall be established by Resolution of the MERA Governing Board.” Forward to Governing Board for review and approval.