

MARIN EMERGENCY RADIO AUTHORITY

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DATE: March 12, 2014

TO: MERA Executive Board

FROM: Maureen Cassingham, Executive Officer

SUBJECT: AGENDA ITEM **B-6**: PROPOSED DRAFT DOLLAR HILL TOWER SITE
SUBLICENSE BETWEEN MERA AND
GOLDEN GATE BRIDGE, HIGHWAY AND
TRANSPORTATION DISTRICT (GGBHTD) -
PROPOSED FINDING THAT SAID SUBLICENSE
IS CATEGORICALLY EXEMPT UNDER CEQA

Recommended Action:

- 1) Approve the attached draft Sublicense Agreement between MERA and GGBHTD to use MERA's Communications Radio Tower at the Dollar Hill Site in San Rafael to install its microwave equipment, and authorize the Executive Officer to finalize and execute same with input from MERA's General Counsel and Operations Officer.
- 2) Determine that the Sublicense Project is, pursuant to CEQA, classified as a Categorical Exemption pursuant to Class 1 (Section 15301) since the Project consists of minor improvements to existing facilities (i.e., the Project will be entirely constructed on an existing tower) and direct the Executive Officer to file notice of this determination with the County of Marin.

Background: GGBHTD is proposing to install a microwave antenna and related equipment on MERA's Dollar Hill Radio Tower in San Rafael. The City of San Rafael is the owner and licensor of the site and MERA has a Communications Site License Agreement with them. The equipment is necessary to relay video surveillance of the Bettini Transit Center to the District Offices as well as the City of San Rafael's Police Department.

Both the City and MERA's Operations Officer and DPW Team have reviewed, provided technical evaluation and input, and support the District's Project. While some final language with the proposed Sublicense remains under discussion, substantive issues have been resolved.

MERA proposed a provision that "the District as Sublicensee would agree to cooperate in permitting MERA's communications equipment on other District property. District representatives Jellison and Coneran declined the proposed language during a 3/10/14 Conference Call with MERA Executive Officer and General Counsel and instead

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verbally offered “the District would be more than willing to work and cooperate with MERA in the event MERA would need to use their property to enhance our System coverage.

Regarding the District’s use of MERA metered utilities, it has been determined that their use will be minimal. The District, to this end, will pay MERA \$200 annually. Their usage, however, will be monitored and adjusted per a kilowatt based formula should it substantially increase.

Finally, as part of the Executive Board’s action on the proposed Sublicense, it should make it a finding that this Sublicense Project is categorically exempt pursuant to CEQA as a minor alteration to MERA’s existing facilities.

ATTACHMENT:

B-6a) Draft Dollar Hill Tower Site Sublicense between MERA and GGBHTD