

MARIN EMERGENCY RADIO AUTHORITY

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DATE: January 14, 2015
TO: MERA Executive Board
FROM: Maureen Cassingham, Executive Officer
SUBJECT: AGENDA ITEM **A-5**: REPORT ON BODEGA/BAY HILL
TOWER AND SITE LEASES

Recommendation: Receive and file the Report on Bodega/Bay Hill Tower and Site Leases.

Background: Since the December 10, 2014 report on this matter to the Governing Board, MERA's Administrative and Operations staff have been preliminarily reviewing an updated draft of Incline Partners proposed Sublease with MERA for the current Bay Hill Tower and proposed new Bay Hill Tower. The focus of our reviews has been the initial business terms, technical and other operating requirements. Likewise, MERA General Counsel has been requested to preliminarily review the proposed Sublease. These reviews are being undertaken awaiting Incline's provision of proof of ownership of the Bay Hill Tower and status of MERA's equipment. Incline has been advised that MERA cannot commit significant resources to our potential occupancy on the new Tower or enter into a sublease without certainty of their ownership.

MERA Administrative and Operations Staff, in recognition of the importance of this critical Tower Site as part of the Marin County 911 Backbone, are being cooperative with Incline's new tower project to the extent possible, given their proposed project timeline. To this end, the DPW team has initially assessed and cost estimated tasks associated with sublease negotiation and permitting temporary tower installation for MERA equipment; relocation of MERA equipment to the temporary tower and ordering and installing MERA's new and existing equipment on the new tower. (see Agenda Item C-4)

Incline Partners has been advised of the upcoming MERA Executive Board meeting schedule and need for Governing Board approval of the intertwined tower capital project and tower sublease costs, which will exceed \$100,000.