



MARIN EMERGENCY RADIO AUTHORITY
 c/o Town of Corte Madera
 300 Tamalpais Drive – Corte Madera, CA 94925
 PHONE: (415) 927-5050
WWW.MERAONLINE.ORG

Governing Board
Minutes of July 28, 2021 Regular Meeting

Call to Order and Introductions

The teleconferenced regular meeting was called to order by President Pearce on July 28, 2021, at 3:30 p.m. Lorena Barrera called roll.

Governing Board Members

Agency	Representative	Present	Absent	Late Arrival
Town of Corte Madera	RJ Suokko	X		
Town of Fairfax	Chance Cutrano (Alternate)	X		
City of Larkspur	Dan Schwarz	X		
City of Mill Valley	Jacqueline Graf (Alternate)	X		
City of Novato	Amy Peele	X		3:38pm
Town of Ross	Tom Gaffney	X		
City of San Rafael	David Spiller	X		
County of Marin	Dan Eilerman (Alternate)	X		
City of Sausalito	Stacie Gregory (unable to vote-pending reso)	X		
Bolinas Fire Protection District	George Krakauer	X		
Inverness Public Utility District	Jim Fox	X		
Kentfield Fire Protection District	Mark Pomi	X		
Marin Municipal Water District	Don Wick	X		
Novato Fire Protection District	L. J. Silverman, Steve Metcho (Alternate)	X		
Southern Marin Fire Protection District	Cathryn Hilliard	X		
Stinson Beach Fire Protection District	Jesse Peri	X		
Tiburon Fire Protection District	Richard Pearce	X		
Central Marin Police Authority	Hamid Khalili	X		
Town of San Anselmo	Steve Burdo	X		
City of Belvedere	Jason Wu (unable to vote-pending agency reso)	X		
Town of Tiburon	Ryan Monaghan		X	
Marin Community College District	Martin Langeveld	X		
Marin Transit	No current representative		X	
Marinwood Community Services District	Eric Dreikosen		X	
Ross Valley Fire Department	Tim Grasser		X	

Staff Present:

MERA Interim Executive Officer	Mary Morris-Mayorga
MERA General Counsel	Trisha Ortiz
MERA Deputy Executive Officer, Next Gen Project	Dave Jeffries
MERA Operations Officer	Andrew LeBlanc
MERA Senior Advisor	Maureen Cassingham
Recording Secretary	Lorena Barrera

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 a separate action be taken on a specific item.

1. Minutes from June 23, 2021 Governing Board Regular Meeting
2. Report No 112 on Strategic Plan Implementation
3. Arbitrage Rebate Calculation For 2016 Special Parcel Tax Revenue Bonds as of June 2021 – Willdan Financial Services

MOTION: M/S/C (Cutrano/Eilerman) to approve the Consent Calendar Items 1 through 3. **Roll call vote** Ayes: All, Noes: None, Abstain: None (*Amy Peele was not present to vote on the consent calendar; she arrived to the meeting at 3:38pm*)

B. Executive Officer's Report (Morris-Mayorga)

1. Report No 86 on Next Gen System Project (Jeffries – Discussion)

Dave Jeffries reviewed this report as included in the packet, noting that the draft updated construction schedule is expected in the coming weeks to further assess the impact of the change in design firm.

2. Proposed Next Gen Project Coyote Peak Communications Site License Agreement Between MERA and Marin County Office of Education (Cassingham – Board Action)

Ms. Cassingham presented this item as included in the packet, noting this agreement has been in progress for three years with culmination of all discussions incorporated into the agreement. Credit for development of this agreement should also be given to Trish Ortiz, general counsel, and David Mortimer, wireless communications consultant.

MOTION: M/S/C (Gaffney/Hilliard) to approve the Next Gen Project Coyote Peak Communications Site License Agreement Between MERA and Marin County Office of Education. **Roll call vote** Ayes: All, Noes: None, Abstain: None

3. Proposed Contract Change Order with Fidato - Bid Package 1 (Civic Center Site) (Jeffries – Board Action)

The Board discussed the County's previous role when it was in charge of the project and inquired as to whether this work should be done by the County; through discussion, it was determined that with MERA taking over the project the County would not be responsible for.

MOTION: M/S/C (Burdo/Eilerman) to approve the Contract Change Order with Fidato - Bid Package 1. **Roll call vote** Ayes: All, Noes: None, Abstain: None

4. Proposed Inspector of Record (IOR) Contract – Elmast (Jeffries – Board Action)

MOTION: M/S/C (Hilliard/Silverman) to approve the Inspector of Record (IOR) Contract with Elmast. **Roll call vote** Ayes: All, Noes: None, Abstain: None

5. Other Information Items

None

C. Public Hearing

President Pearce opened the public hearing.

1. Proposed Resolution Confirming MERA FY20-21 Capital Project Budgets and Expenditures from Reserves from Funds 70032 (New Project Financing), 70036 (Replacement), 70038 (Next Gen Project), and 70039 (2016 Bonds)

MOTION: M/S/C (Eilerman/Cutrano) to approve the Resolution Confirming MERA FY20-21 Capital Project Budgets and Expenditures from Reserves from Funds 70032 (New Project Financing), 70036 (Replacement), 70038 (Next Gen Project), and 70039 (2016 Bonds). **Roll call vote** Ayes: All, Noes: None, Abstain: None

2. Proposed Resolution Approving the Proposed FY21-22 Capital Project Budgets and Expenditures from Reserves from Funds 70032 (New Project Financing), 70036 (Replacement), 70038 (Next Gen Project), and 70039 (2016 Bonds)

President Pearce inquired about the \$1.8M set aside for non-safety radios. Mr. Jeffries explained that this number may be too low and was part of the conversation related to reserve replacement funds. Ms. Morris-Mayorga noted that discussion on that item would continue at the next Executive Board Meeting.

MOTION: M/S/C (Silverman/Eilerman) to approve the FY21-22 Capital Project Budgets and Expenditures from Reserves from Funds 70032 (New Project Financing), 70036 (Replacement), 70038 (Next Gen Project), and 70039 (2016 Bonds). **Roll call vote** Ayes: All, Noes: None, Abstain: None

D. Operations Reports (LeBlanc)

1. Request for additional radios - Marin County Fire (AFG) (Board Action)

There was discussion on the cost of additional radios for the County as compared to the amount paid with the remaining portion covered within the grant. Mr. Jeffries stated that the AFG Grant had paid for the mobile radio enhancement from 6000 to 8000 series (dual band to tri-band) with no MERA funding directly involved in the additional County radios.

MOTION: M/S/C (Eilerman/Wick) to approve the Request for Additional Radios for Marin County Fire. **Roll call vote** Ayes: All, Noes: None, Abstain: None

2. Additional Gen 1 Spares & Risk Mitigation Efforts (Board Action)

President Pearce inquired about the resale value and Mr. LeBlanc responded that there is expected to be remaining value with other agencies that may want to purchase.

MOTION: M/S/C (Eilerman/Cutrano) to approve the Purchase of Additional Gen 1 Spares. **Roll call vote** Ayes: All, Noes: None, Abstain: None

3. MERA System Operations Update – June (Discussion)

Mr. LeBlanc reported on this item as included in the agenda packet.

4. Other Information Items – *none*

E. Open Time for Items Not on Agenda

Mr. Silverman thanked Steve Metcho for his years of service with MERA as he is retiring and acknowledge. President Pearce thanked him as well noting his appreciation and wishing him all the best.

F. Adjournment

The meeting was adjourned at 4:24pm

Respectfully submitted by:



Mary A Morris-Mayorga
MERA Interim Executive Officer and Secretary