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**Measure A Citizens Oversight Committee
Minutes of December 15, 2021 Regular Meeting**

Call to Order and Introductions

The teleconferenced regular meeting was called to order by Chair Herrerias at 4:00 p.m. on December 15, 2021; Lorena Barrera called roll.

Committee Members:

District #1	Elizabeth Greenberg	Present
District #2	Bill Levinson	Present
District #3	Vacant	
District #4	Larry Luckham	Present
District #5	Pau Herrerias	Present

Staff Present:

MERA Interim Executive Officer	Mary Morris-Mayorga
MERA Deputy Executive Officer, Next Gen Project	Dave Jeffries
Recording Secretary	Lorena Barrera

A. Minutes of September 15, 2021 Citizens Oversight Committee

The committee reviewed the minutes of the September 15, 2021 meeting and had comments regarding several sentences that could be made clearer.

MOTION: M/S/C (Luckham/Greenberg) to approve the minutes of September 15, 2021. **Roll call vote** Ayes: All, Noes: None, Abstain: None

B. Review of Draft Measure A Special Parcel Tax FY 2020-2021 Independent Compliance Audit – Maher Accountancy

John Maher presented the report as included in the packet and noted that it has since been finalized. The purpose of the compliance audit is to ensure that the specific requirements of Measure A are met: segregating money in the account and that money received and used is appropriate. The report is on a cash basis as required by the measure.

Mr. Maher described the audit steps and noted that the difference this year is that Measure A funds pay for capital outlay (as allowable by the measure) and is later reimbursed from the bond proceeds. The committee inquired further about that process and Mr. Maher explained it in more detail.

MOTION: M/S/C (Levinson/Greenberg) to accept and recommend forwarding the Draft Measure A Special Parcel Tax FY 2020-2021 Independent Compliance Audit to the Governing Board for approval. **Roll call vote** Ayes: All, Noes: None, Abstain: None

C. MERA Measure A Special Parcel Tax Fiscal Year 2021/22 Annual Report – NBS

Mary Morris-Mayorga presented this report as included in the packet and described components of the report: summary of MERA including member agency representatives, Measure A description, amount expended, list of projects/activities, levy summary by parcel type and related parcel tax, how it is assessed which is listed on the original resolution, low-income exemption application, final budget, and then detail parcel report (which is saved in MERA public records). Ms. Morris-Mayorga noted this year a large group of properties were identified as exempt; therefore, were reduced for current and prior year which can be seen in the revenue reduction.

MOTION: M/S/C (Greenberg/Levinson) to accept and recommend forwarding the Measure A Special Parcel Tax Fiscal Year 2021/22 Annual Report to the Governing Board for approval. **Roll call vote** Ayes: All, Noes: None, Abstain: None

D. Update on Status of Next Gen System Project

Dave Jeffries presented his report as included in the packet and reviewed recent change orders that stemmed in large part from the change in design firm which led to revised drawings. The committee inquired about the reason for the bad designs by the prior firm and why Motorola is not absorbing the cost (of change orders). Mr. Jeffries explained that the drawings now are the ones that should have been done in the beginning, so the cost would have been based on them. MERA is working with Motorola and making strategic decisions on how to deal with the issues in order to focus on the longer-range goal of getting the project done.

The revised project schedule should be ready for discussion at the March meeting. Sites included in bid packages are being moved to save time and group bid packages to attract contractors. The committee discussed the importance of communication on the project to the community over the next several years and Mr. Jeffries reviewed the various public outreach activities.

E. Next Gen System Project Budget, Cash Flow Forecast, and Reserve Fund

Ms. Morris-Mayorga presented this item as included in the packet noting there were discussions on this topic at recent Governing and Executive Board Meetings and have been ongoing in the past as well. She walked through the components of the report: project budget, cash flow forecast, and reserves. The Executive Board recently provided valuable feedback on options for project funding such as a potential secondary financing, reserves policy update, and member contributions that will be discussed with the Finance Committee.

Ms. Morris-Mayorga stated that this item contains a lot of information, but is provided to demonstrate that everyone takes this seriously and a full review is being completed. The committee had clarifying questions on the goal of the review and current reserve funds for equipment versus operating costs. Mr. Jeffries noted that the County has a contract with MERA for maintenance even after stepping away from project implementation. Contingency was also discussed and Ms. Morris-Mayorga stated this is under review as well.

F. Review of Funds 70038 and 70039 – Next Gen Project Revenues and Expenditures

Ms. Morris-Mayorga noted this item is included for information; there was no discussion.

G. Report on AB361 and Continuation of Teleconferenced Meetings

Ms. Morris-Mayorga reported that a resolution has been included on the Governing Board agenda each meeting for review and adoption to continue virtual meetings.

H. Update on District 3 Committee Member Appointment

Ms. Morris-Mayorga stated that several candidates have been identified who have retired or moved. She has currently been in communication with one that has expressed interest so will provide an update once available.

I. Other Information Items - **none**

J. Open Time for Items Not on the Agenda - **none**

K. Adjournment

The meeting adjourned at 5:33 p.m.

The meeting recording can be located using this link:

<https://www.youtube.com/watch?v=78IXTejxhTo>

Respectfully submitted by:

Mary A. Morris-Mayorga
MERA Interim Executive Officer and Secretary