



MARIN EMERGENCY RADIO AUTHORITY
 c/o Town of Corte Madera
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WWW.MERAONLINE.ORG
Governing Board
Minutes of March 27, 2024 Regular Meeting

Call to Order and Introductions

The teleconferenced regular meeting was called to order by President Pearce on March 27, 2024, at 3:31 p.m. Lorena Barrera called roll.

Governing Board Members

Agency	Representative	Present	Absent	Late Arrival
Town of Corte Madera	Adam Wolff	X		
Town of Fairfax	Chance Cutrano (Alternate)			X
City of Larkspur	Shannon O'Hare	X		
City of Mill Valley	Todd Cusimano		X	
City of Novato	Susan Wernick		X	
Town of Ross	Tom Gaffney	X		
City of San Rafael	Glenn McElderry (Alternate #1)	X		
County of Marin	Dan Eilerman	X		
City of Sausalito	Brandon Rodgers (Alternate #2)	X		
Bolinas Fire Protection District	Isaac Taylor (Alternate #1) (<i>via Zoom</i>)	X		
Inverness Public Utility District	Jim Fox (<i>via Zoom</i>)	X		
Kentfield Fire Protection District	Mark Pomi & Ron Naso (Alternate)	X		
Marin Water District	Don Wick (Alternate)	X		
Novato Fire Protection District	L. J. Silverman and Michael Hadfield (Alternate)	X		
Southern Marin Fire Protection District	Cathryn Hilliard	X		
Stinson Beach Fire Protection District	Jessi Peri (<i>via Zoom</i>)	X		
Tiburon Fire Protection District	Richard Pearce	X		
Central Marin Police Authority	Michael Norton		X	
Town of San Anselmo	Steve Burdo		X	
City of Belvedere	Jason Wu		X	
Town of Tiburon	Jarrod Yee		X	
Marin Community College District	Martin Langeveld		X	
Marin Transit	Mohamed Osman (Alternate)	X		
Marinwood Community Services District	Eric Dreikosen	X		
Ross Valley Fire Department	Tim Grasser		X	

Staff Present:

MERA Executive Officer	Heather Plamondon
MERA General Counsel	Trisha Ortiz
MERA Deputy Executive Officer	Dave Jeffries
MERA Operations Officer	Todd Williams
Recording Secretary	Lorena Barrera

Guests Present:

Federal Engineering	David Mortimer
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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. Approve Minutes from February 28, 2024 Governing Board Regular Meeting
2. MERA February 24 Operations Budget Report and Fund(s) Update

MOTION: M/S/C (Eilerman/Hilliard) to approve consent calendar items 1-2. **Roll call vote** Ayes: All, Noes: None, Abstain: None (Cutrano not present for vote)

B. Executive Officer's Report

1. Receive Report #118 on the Next Gen System (Jeffries – Receive Report)

Dave Jeffries gives the report as included in the packet. Begins with update to Project schedule; notes final acceptance date of 6/25/25. Updates ongoing construction activities, and Motorola installation statuses. Briefly shares site overview graphic and concludes with a summary of the Key Project Details, including Code Plugs, Connectivity, End User Training, FCC Licenses, the Cutover Plan, and the Vehicle Installation Plan.

2. Review and Approve Motorola Change Order #24 – Jail DAS – Report to follow (Jeffries – Action)

Heather Plamondon reviews Change Order #24, explaining the replacement of Gen 1 equipment for the Marin County Jail to be able to use the MERA system.

MOTION: M/S/C (Eilerman/Wick) to approve item B2 Motorola Change Order #24. **Roll call vote** Ayes: All, Noes: None, Abstain: None

3. Adopt Resolution 2024-01, to Revise the MERA Local Debt Policy (Plamondon – Action)

Heather Plamondon Reviews Item B3 the proposal to adopt resolution 2024-01, to revise the MERA Local Debt Policy. She explains that there are no significant changes included, the resolution is primarily to bring the agreement up to date.

MOTION: M/S/C (Gaffney/Wick) to approve item B3 Resolution 2024-01 to Revise the MERA Local Debt Policy. **Roll call vote** Ayes: All, Noes: None, Abstain: None

4. Adopt Resolution 2024-02, Authorizing the Issuance and Sale of Special Parcel Tax Revenue Bonds, Authorizing and Directing the Execution of a Finance Agreement, and Indenture of Trust, A Continuing Disclosure Agreement, A Bond Purchasing Agreement and An Official Statement, and Directing Certain Related Actions in Connection Therewith. (Plamondon – Action)

Heather Plamondon reviews Item B4 to adopt Resolution 2024-02. She details the efforts taken with Sperry Capital to acquire project funding and shares the projected schedule of the Bond issuance and sale.

MOTION: M/S/C (Wick/Cutrano) to approve item B4 Resolution 2024-02, Authorizing the Issuance and Sale of Special Parcel Tax Revenue Bonds. **Roll call vote** Ayes: All, Noes: None, Abstain:

5. Review and Approved the 2024-2025 Draft Proposed MERA Operating Budget Package (Plamondon – Action)

Heather Plamondon reviews Item B5, noting that this item is not to adopt the proposed budget, but to review and approve the proposal to be adopted at the next meeting. She shares and reviews the proposed budget for FY 24-25 with the Governing Board.

MOTION: M/S/C (Hilliard/Eilerman) to approve item B5 2024-2025 Draft Proposed MERA Operating Budget Package. **Roll call vote** Ayes: All, Noes: None, Abstain:

C. Operations Reports (Williams)

1. Receive MERA System Operations Update – February (Williams – Discussion)

Todd Williams gives the Operations Update for the MERA Gen 1 system, noting that there have been almost no issues over the period, moving directly to operating/call statistics for the month of February.

D. Open Time for Items Not on Agenda – None

E. Adjournment

The meeting was adjourned at 4:09 PM

Recording can be accessed on the Agendas and Minutes Page at: <http://www.meraonline.org>