

MARIN EMERGENCY RADIO AUTHORITY

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MEMORANDUM

DATE: March 11, 2009

TO: MERA Board

FROM: Maureen Cassingham, Executive Officer

SUBJECT: AGENDA ITEM C-3: REPORT ON PROPOSED SUBLEASE WITH ROSS VALLEY AND LAS GALINAS SANITARY DISTRICTS – MERA FORBES RESERVOIR SITE

Recommended Action: As recommended by the Executive Committee on February 11, 2009, approve a sublease with Ross Valley and Las Galinas Sanitary Districts for the MERA Forbes Reservoir Site, at no cost to the Districts, subject to the approval of the Marin Municipal Water District as Lessor and approval as to form by MERA General Counsel. It is recommended that the Executive Officer be authorized to execute same on MERA's behalf.

Background: As reported to the Executive Committee on December 10, 2008, and the MERA Board on December 17, 2008, as part of the Forbes Hill Reservoir County Facilities Abatement Project, the Ross Valley and Las Galinas Sanitary Districts have been operating their radio communications system in the old County buildings and now in the MERA facilities without MMWD approval. With the impending demolition of the old facilities by MERA per its tower site lease with MMWD, the Sanitary Districts have requested MERA's formal permission to house their radio equipment within MERA's facility and relocate their phone line, at their own expense, to the existing power pole drop, place it underground in the same trench as the power and bring the circuit into the MERA structure via a riser. Attached is Ross Valley's formal request, which is to include Las Galinas as a joint user of their radio system.

The Sanitary Districts must have a sublease with MERA per its lease of the Forbes Reservoir site with MMWD. MERA Communications Engineer Chuck has advised that, as part of the City of San Rafael permitting process, MERA was required to accommodate the District's radio equipment in its building and their antenna on MERA's tower. MMWD staff has advised that they will submit MERA's request to sublease to their Board of Directors subject to MERA Board approval and approval as to form by MERA's General Counsel.

ATTACHMENT: Forbes Hill Equipment Relocation Request – Ross Valley Sanitary District