

**MARIN EMERGENCY RADIO AUTHORITY**

c/o Novato Fire Protection District  
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**DATE:** October 9, 2013  
**TO:** MERA Project Oversight Committee  
**FROM:** Dave Jeffries, Special Project Manager  
**SUBJECT:** AGENDA ITEM D-2: REPORT ON ROUND TWO PRESENTATIONS

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Recommended Action: Receive, discuss and file Report on Round Two Presentations. Approve and refer specific action items as listed.

Background: As the Round One Presentations wind down, and the effort to inform all MERA Member Agencies of the current status, future plans and potential future MERA funding approaches conclusion, we now begin the next significant effort, to develop the Round Two Presentations in an effort to gain support for the Parcel Tax from each MERA Member Agency.

Presentation Overview: For this effort, we propose a different presentation model, with local Chiefs (LC) introducing the subject and later resuming the presentation when it comes time to discuss the resolution and local vote. The Project Manager (PM) will deliver the bulk of these Round Two Presentations between introduction and resolution.

- Slide #1: Introductory Slide (LC)
- Slide #2: MERA Overview (LC)
- Slide #3: Why we are Replacing Gen I: Three points (PM)
- Slide #4: Overview of Replacement Proposal (PM)
- Slide #5: Project Timeline thru 2018 & Beyond (PM)
- Slide #6: Gen II Budget – Capital (PM)
- Slide #7: Gen II Budget O&M (PM)
- Slide #8: Finance Alternatives (PM)
- Slide #9: Parcel Tax Overview and Exemptions (PM)
- Slide #10: Parcel Tax – Residential and Agriculture Details (PM)
- Slide #11: Parcel Tax – Commercial and Industrial Detail (PM)
- Slide #12: Funding Timeline for Plan A and Plan B (PM)
- Slide #13: Resolution (LC)
- Slide #14: Closing Slide/Summary (LC)
- Slide #15: Q&A (LC/PM)

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### Presentation Timeline:

November, 2013 – January, 2014: Finalize Round Two Presentations

January, 2014 – February, 2014: Early Round Two Presentations (City Managers, Chiefs and Directors Associations)

February, 2014 – May, 2014 – MERA Member Presentations

August, 2014: MERA Request to Marin Board of Supervisors to place Parcel Tax on November, 2014 ballot.

November, 2014: November, 2014 Election

### Presentation Packet for Round Two:

- 1) Introduction, Index and Sample Agenda Language
- 2) PowerPoint – Notes Version
- 3) Presenter FAQ Index and Presenter FAQ
- 4) Sample Staff Report
- 5) Sample Resolution
- 6) Public FAQ and FACT

### POC Action Items to Support Round Two Presentations:

- 1) Round Two Presentations
  - a. Action Recommended: Decision to support as proposed.
- 2) Parcel Tax: Confirm details, including exemptions, number of parcels of each type.
  - a. Action Recommended: Refer to Finance Committee, requesting response to Project Staff and Executive Board Meeting prior to November, 2013 meeting.
- 3) Confirm Bond Timeline: When would bonds be sold, when would funds be available for project? (Assuming Parcel Tax passes)
  - a. Action Recommended: Refer to Finance Committee, requesting response to Project Staff and Executive Board Meeting prior to November, 2013 meeting.
- 4) Development of a Project Timeline thru 2018, assuming Parcel Tax passes.
  - a. Action Recommended: Refer to Operations Officer, requesting response to Project Staff and Executive Board prior to November, 2013 meeting.
- 5) Development of a Gen II Operating and Maintenance Cost estimate.
  - a. Action Recommended: Refer to Operations Officer, requesting response to Project Staff and Executive Board prior to November, 2013 meeting.

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- 6) Development of a Draft Round Two Staff Report
  - a. Action Recommended: Refer to Project Staff for response to Executive Board prior to November, 2013 meeting.
  
- 7) Development of a Draft Resolution
  - a. Action Recommended: Refer to MERA Counsel for Draft Resolution sent to Project Staff and Executive Board prior to November, 2013 meeting.
  
- 8) Development of Draft Agenda Language
  - a. Action Recommended: Refer to Project Staff for response to Executive Board prior to November, 2013 meeting.
  
- 9) Development of a Citizen Oversight Committee Proposal
  - a. Action Recommended: Assign a POC sub-committee to develop a proposal. This proposal needs to be provided to MERA Counsel for Resolution Language, as well as Project Staff and Executive Board prior to November, 2013 meeting.
  
- 10) Development of Draft PowerPoint Presentation
  - a. Action Recommended: Refer to Project Staff, requesting a response to Executive Board, prior to November, 2013 meeting.
  
- 11) Development of a Gen II Operating and Maintenance Funding Mechanism. To clarify, the issue raised by some members as to the current distribution of costs will likely come up again in Round Two Presentations. At this point, can MERA commit to a review and investigation of alternatives with MERA members that would be implemented as part of the Gen II implementation?
  - a. Action Recommended: Refer to Finance Committee to address Lando Formula and fees for Non-MERA members. Initial response to Project Staff and Executive Board prior to November, 2013 meeting.