

G.B. 12/11/19 Agenda Item B-5

MARIN EMERGENCY RADIO AUTHORITY

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2019 ANNUAL PROGRESS REPORT ON AUTHORITY OPERATIONS AND ACTIVITIES

In accordance with Section 8.4 of the Marin Emergency Radio Authority Joint Powers Agreement, this Annual Report summarizes for the member agencies significant Authority operations and activities undertaken in 2019.

Listed below are significant system operating and administrative activities and enhancements along with Strategic Plan/Next Gen System Implementation milestones, which have been completed or are underway.

Administration

- 1) Facilitation/support for 24 meetings of the Finance Committee (4), Next Gen Project Oversight Committee (2), Citizens Oversight Committee (4), Executive Board (3), and Governing Board (11).
- 2) Input on MERA/County Negotiations of Proposed MERA Changes to Next Gen System Implementation Agreement.
- 3) Input on Proposed New MERA Organization Chart.
- 4) Continued Development of Comprehensive Long-Term Next Gen Project Budget Iterations including Ongoing Line Item Updates and Cash Flow Projections.
- 5) Completion of 5 Additional Non-Member MERA System Users Letters of Agreement with Marin Transit Transportation Contractors (4) and MMWD's Park Conservancy Watershed Oversight Partner.
- 6) Approval of Early Retirement of 2010 Refunding Revenue Bonds for Interest Savings.
- 7) Finalization of Guaranteed Investment Contract with Bayerische Landesbank for Remaining 2016 Bond Proceeds with Increased Interest Income for Next Gen Project.
- 8) Resolution of DPW Invoicing Issues from FY17-18 and FY18-19.
- 9) Negotiation of 10-Year Renewal and 10-Year Extension of American Tower Company Site Lease for Mt. Tam and Martinelli Bolinas extension in principle.

- 10) Transition of Contract Financial and Administrative Support Services from Novato Fire Protection District to Town of Corte Madera.
- 11) Revision of Purchasing Policy and Procedures to Reflect Support Services Transition.
- 12) Completion of Website Powering Software Upgrade and Improvements to Site Navigation.
- 13) Initiation of Records Imaging Project to Provide Hard Copy Backup, Permit Remote Access and Enhance Retrieval Responsiveness.

Operations

- 1) Continuation of Next Gen Project CEQA Process with Release of Draft Subsequent Environmental Impact Report and Countywide Public Hearing on Same.
- 2) Approval/Certification of Final SEIR and Approval of Next Gen Project's Preliminary Design.
- 3) Approval of Motorola Change Order #8: Option 1, Multi-Protocol Label Switcher (MPLS) for Microwave Network.
- 4) Acceptance of One-Year Motorola Legacy System Support Letter.
- 5) Approval of Phase II Amendment to Federal Engineering Project Management Consulting Services Contract.
- 6) Additions to DPW Project Management Staff for NGP Implementation.
- 7) Approval of First Gen Radio Return Policy and Procedures.
- 8) Completion of Periodic Reviews of MERA Mutual Aid and Communications and VHF Overlay Plans.
- 9) Implementation of Increased Meeting Attendance Plan for Operational Issues Work Group.
- 10) Continued Representation of MERA on Local and Regional Work Groups, Committees and Associations Working on Bay Area Public Safety Communications Projects and Funding for Studies, Equipment and Training.