

MARIN EMERGENCY RADIO AUTHORITY

c/o Novato Fire Protection District
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Accepted: 10/9/13

PROJECT OVERSIGHT COMMITTEE

MEETING NOTES OF AUGUST 21, 2013

NOTE: DUE TO A LACK OF QUORUM, THESE NOTES ARE FOR INFORMATIONAL PURPOSES ONLY. NO DECISIONS WERE MADE BY THE COMMITTEE.

A. Call to Order

The meeting was called to order by Chair Todd Cusimano at 3:05 p.m. on August 21, 2013 in Marin Civic Center, Room 410-B, San Rafael, CA.

Committee Members Present:

Central Marin Police Authority	Todd Cusimano
City of Larkspur	Robert Sinnott
City of Novato	Jim Berg
County Fire	Mark Brown
Town of Ross	Tom Gaffney
County of Marin	Matthew Hymel

Committee Members Absent:

City of San Rafael	Diana Bishop
Marin County Sheriff	Robert Doyle
Novato Fire Protection District	Gerald McCarthy
City of Sausalito	Jennifer Tejada
Tiburon Fire Protection District	Richard Pearce
Marin Transit	David Rzepinski

Staff Present:

MERA Executive Officer	Maureen Cassingham
MERA Special Project Manager	Dave Jeffries
MERA Special Project AA	Alex Anderson
MERA Operations Officer	Craig Tackaberry

Guests Present:

Indie Politics/Price Campaign Solutions Dan Mullen, Terry Price

B. Approval of Project Oversight Committee Minutes from July 10, 2013

Berg noted incorrect date under Item E regarding preparation for the Board of Supervisors meeting. The date should read July 23, 2013.

C. Report on Executive Board Actions on July 24, 2013 (Cassingham and Tackabery)

1) NBS Parcel Tax Study

Cassingham reported that the Executive Board approved the NBS parcel tax as it was presented inclusive of asking MERA to consider a low income exemption for seniors. She noted that the approval is contingent on County Counsel's review of parcel tax mechanism regarding ruling on uniformity.

2) New 700 MHz Emergency Radio System – Project Financing Plan

Cassingham reported that the Executive Board recommended moving forward with the 700 MHz Emergency Radio System Project Financing plan that is based on the \$29 per single family unit tax proposed in the NBS Parcel Tax Study and a \$40M Project Budget. She also noted that the Executive Board recommended that any additional expenses that may be incurred by the Project be paid for by continuing current member debt service to pay for capital appreciation bonds.

3) New 700 Next Generation Feasibility Study

Tackabery said that the Executive Board reviewed the draft and noted that his staff is still working to get feedback and make changes. The Executive Board was not asked to approve the study. He noted that all of the reference material has been posted online for public viewing.

4) Coverage Options and Site Prioritization

Tackabery shared that the Executive Board accepted the recommendations from the OPS working group, which was a ranking of the 8 suggested new tower sites. He noted that one of the proposed sites is in Tiburon and the Martha environmental document will go to the Board of Supervisors October 22, 2013 for certification.

Gaffney asked about the process of certification for the Martha site in Tiburon.

Tackabery answered that, while a complicate process, the Board of Supervisors approval would finalize the deal barring challenges before the expiration of the statute of limitations. Hymel suggested that MERA Counsel get involved if there were challenges to site approval.

D. Member Outreach Update (Jeffries, Price and Mullen)

1) MMA and Joint Chiefs Meetings – July 18

Jeffries relayed that we launched the Round 1 of MERA Next Generation Project Presentations after a Study Session with the Marin Managers' Association and a joint meeting of Police and Fire Chiefs on July 8, 2013. He said that staff received good feedback from these presentations.

2) Board of Supervisors Workshop – August 6

Jeffries shared that Chief Jason Weber made the presentation to the Board of Supervisors on August 6, 2013. He noted the presentation went well and that we got a positive article in the Marin IJ. He also noted that the Pt. Reyes Light printed an article that was not as supportive of the project.

3) West Marin Fire Chiefs' Meeting – August 7

Jeffries discussed the West Marin Fire Chiefs' meeting of August 7 that was attended by Weber, Brown, Jeffries, Cassingham, Tackabery and Anderson. He said he believes the meeting went well and noted that Chief Stevens said that he had some serious issues with the project plan but felt like his issues had been addressed during the meeting.

Jeffries said that West Marin Chiefs' main concerns are paging, coverage issues, and formula used for operation and maintenance costs. Brown shared that he has done some research and that there is no good paging solution to incorporate into digital plan. Jeffries noted that MERA will be able to continue to support paging as it currently operates.

4) Remaining Member Outreach Calendar

Jeffries distributed the current Next Generation Project Presentations and Study Session calendar. He discussed Chief Berg's presentation to the Novato City Council, noting that the presentation lasted about 25 minutes with an additional 35 minutes of Q&A. He said that staff will be recording questions as they come in from presentations and compiling feedback to share with the MERA POC.

Hymel asked Chief Berg and staff if they felt that the Novato City Council seemed generally supportive. Jeffries and Berg said they believed they were generally supportive of proposal. Berg shared some of the questions asked by the Novato Council including: if MERA was able to lease equipment?; which vendors would be participating?; what will happen in 2035 when new system expires?; what will operation and maintenance costs be for new system?

Hymel asked if there were concerns with parcel tax. Jeffries responded there were some questions about defining different parcel tax brackets. Berg noted that there were some

concerns about not repeating mistakes of first generation system. He did say he believed the Novato Council did seem generally supportive and that he will be working to follow up on the questions they had.

Gaffney asked how the Supervisors reacted to presentation. Hymel said he believed it went well. He noted that we got a positive response and a good article in the Marin IJ regarding presentation. He said he believes as long as we get strong support from all agencies, the Supervisors will feel comfortable putting parcel tax measure on ballot in November 2014.

Jeffries said he was anticipating a question about why we can't 'devolve' back into a simpler system. Price suggested answering this question in our FAQ. Mullen said he would work on adding this to our internal FAQs.

5) Newsletter

Cassingham relayed that there was no significant feedback from last email newsletter. Jeffries said we are looking for stories from the field that demonstrate MERA's operational capabilities. Price explained that we are trying to expand email mailing list and requested that Committee members email staff new contacts. Mullen noted that we will be working to expand list to public interest groups in order to increase project transparency.

6) Outreach to School Districts

Jeffries noted that the issues of school district involvement in MERA system did come up during presentation to Novato City Council. Berg said that school districts were invited to join MERA in first generation system but that they were not willing to pay for their radios. Jeffries discussed strategizing getting school districts involved to aid in success of parcel tax measure. Hymel noted that there is more to the issue than the school districts paying into system. He explained they would need to be trained and develop an infrastructure. He said he would be willing to work with Jeffries to set up a meeting with School Superintendent to discuss.

7) Potentially Competing Ballot Measures

Jeffries said that there will be Novato tax coming up. Berg added that it will probably be on the ballot in November 2015. Cassingham noted San Rafael has their own tax measure on ballot this year.

E. Other Information Items (Hymel and Jeffries)

1) Marin IJ News Article – August 6

Hymel spoke with the Marin IJ Editorial Board after the presentation to the Board of Supervisors. They will revisit the Next Gen Project after November election.

2) Reyes Light Article – August 8

Jeffries discussed the anonymous source in the Pt. Reyes Light article and the difficulties in responding to assertions by such a source. He said he believed that she may come to one of the West County presentations in Bolinas, Stinson or Inverness. Price suggested Jeffries contact the reporter and address some of the issues raised in the article. Jeffries will make contact with her at presentations in West County if she comes and reach out to her after if she does not.

F. Next Meeting

October 9, 2013 at 3pm. Location TBD.

G. Open Time for Items Not on Agenda

None.

H. Adjournment

Meeting was adjourned at 4:17pm.

Respectfully submitted,

Alex Anderson
Special Project Administrative Assistant