



November 9, 2022

Governing Board Communication

Agenda Item B-2

TO: MERA Governing Board

FROM: Heather Plamondon, Executive Officer

SUBJECT: Approve Third Amendment to Services Agreement Between MERA and Town of Corte Madera for Administrative Support Services (Action Item)

Recommended Action: Review and Approve the Third Amendment to the Services Agreement between MERA and Town of Corte Madera for Administrative Support Services.

Background:

In 2019 MERA entered into a Services Agreement with Town of Corte Madera to provide Administrative Support Services for the MERA Governing Board and Committees. The agreement was amended in 2021 to provide for a one-year extension. This Third Amendment is to provide for another term extension and to adjust the costs to be in line with the scope of work. The services provided by Town of Corte Madera include NTE 120 hours per year for an Administrative Analyst and as needed oversight by the Finance Director. The term of the agreement will be extended for another one-year term and the cost will be \$11,000.00. This agreement has been reviewed by the MERA General Counsel and Town of Corte Madera.

Attachment:
B-2 A) Third Amendment to Services Agreement