

MARIN EMERGENCY RADIO AUTHORITY

c/o Novato Fire Protection District
95 Rowland Way, Novato, CA 94945
PHONE: (415) 878-2690 FAX: (415) 878-2660

BOARD OF DIRECTORS

Regular Meeting Notice

DATE: Wednesday - December 9, 2009

TIME: 3:30pm

PLACE: Novato Fire Protection District Administration Office, Heritage Conference Room
95 Rowland Way Novato, CA 94945

District facilities and meetings comply with the Americans with Disabilities Act. If special accommodations are needed, please contact the District Administrative Assistant as soon as possible but at least two days prior to the meeting.

AGENDA

Introduction of: Mayor Jonathon Leone, City of Sausalito

**Recognition of: Retiring Board of Directors and Executive Committee Members –
Jean Bonander, City of Larkspur
Anne Montgomery, City of Mill Valley**

A. Closed Session – Public Employee Performance: Executive Officer Evaluation
Pursuant to Government Code – Section 54947

- 1) Recommendations from Executive Committee - Amendment No. 3 to Agreement for Professional Services with Regional Government Services Authority and Proposed Executive Officer 2010 Work Plan

B. Consent Calendar

All matters on the Consent Calendar are to be approved with one motion unless a member of the Board or the public requests that separate action be taken on a specific item.

- 1) Minutes from July 15, 2009, Board Special Meeting
- 2) Minutes from September 30, 2009 Board Special Meeting
- 3) Minutes of November 12, 2009 Executive Committee Regular Meeting (for information)
- 4) 2009 Annual Progress Report on Authority Operations and Activities

- 5) FY 08-09 Audited Financial Statements and Auditors' Report - Maher Accountancy
John Maher and Introduction of Dan Hom, NFPD Finance Director

C. Recommendation of Executive Committee to Board of Directors

Report from MERA Subcommittee on Costs and Options for MERA's Relocation to the Proposed County Emergency Operations Facility (EOF)

D. Executive Officer's Report (Cassingham)

- 1) Report and Recommendations from Executive Committee on Refunding 1999 Bonds, Refunding of 2007 Project Note, Use of Refunding Proceeds and Additional Borrowing
- 2) Report and Recommendation from Executive Committee on Use of Excess Reserves for 1999 Bonds
- 3) Proposed Resolution Terminating and Creating Certain Reserve Funds and Proposed MERA Reserve Funds Policy
- 4) Other Information Items

E. Operations Reports (Mansourian)

- 1) Report on Additional Frequencies Installation Project
- 2) Update on Tomales Site Coverage Project
- 3) Updates on Other Coverage Analyses
- 4) Status/Work Statistics Reports (Chuck)
- 5) Other Information Items

F. Open Time for Items Not on Agenda (*limited to two minutes per speaker*)

Anyone wishing to address the Board on matters not on the posted agenda may do so. Each speaker is limited to two minutes. As these items are not on the posted agenda, members of the Board may respond briefly, but the Board's general policy is to refer such items to staff for attention, or have the matter placed on a future agenda for a more comprehensive action or report and formal public discussion.

G. Adjournment

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**NEXT: SPECIAL MEETING of MERA Board of Directors – Refunding 1999 Bonds
TBD - January ?, 2010 - 3:30 p.m.**

**AGENDA AND STAFF REPORTS ARE AVAILABLE ONLINE AT
WWW.MERAONLINE.ORG**

cc: Diane Patterson (for posting)
MERA Staff
General Counsel
Novato City Clerk (w/minutes)