

# STAFF REPORT

Meeting Type: Board of Directors

**Title:** 2<sup>nd</sup> Amendment to District Lease No. 67, Marin Emergency Radio Authority

(MERA) at Forbes Reservoir Site, San Rafael (APN 010-261-02)

From: Alex Anaya, Director of Engineering

**Through:** Ben Horenstein, General Manager

Meeting Date: January 23, 2023

TYPE OF ACTION: X Action Information Review and Refer

**RECOMMENDATION:** Approve 2<sup>nd</sup> Amendment to District Lease No. 67 with Marin Radio Emergency

Authority (MERA) at Forbes Reservoir Site, San Rafael

**SUMMARY:** The Marin Emergency Radio Authority ("MERA") provides crucial communications to twenty-five member agencies, including the District, for both routine and emergency/natural disaster responses. The MERA radio communications system is the backbone of the 911 emergency response system, but it is approaching the end of its useful life. A project to replace the existing communication system with the "NextGen" system was approved by MERA in 2015.

The District currently leases land to MERA at the District's Forbes Reservoir Site in San Rafael (APN 010-261-02). The lease expired on December 31, 2023 and MERA requested: (1) a lease term extension effective as of January 1, 2024, through at least December 31, 2024, and (2) a waiver of the market rent for the extension period.

MERA requested the extension to provide continuity of its operations during the construction of its new "Next Gen" communication system which is estimated to be completed by late 2024. Once the new system is reliability operating, MERA will no longer need to maintain the facilities at the District's Forbes Reservoir Site.

#### **BACKGROUND:**

## **Summary of Current Lease Terms**

- Current Lease Term March 13, 2021 through December 31, 2023
- Current Lease Area 1,430-square-feet

 Initial Contract (Base) Rent – The \$36,000 per year annual rent has been waived by the District since the commencement of the Lease as MERA's services support the District and the greater community

#### **Summary of Lease Amendment**

- Extend the Lease term from January 1, 2024 through at least December 31, 2024
- Waive market rent during the extended lease term

A lease amendment was prepared consistent with these terms and as discussed with the Board in closed session.

**ENVIRONMENTAL REVIEW:** Staff finds that this proposed 2<sup>nd</sup> Amendment to the Lease will have no impact on the environment given that the facilities are already existing and in place and therefor the approval is not subject to further review under the California Environmental Quality Act.

FISCAL IMPACT: None.

### **ATTACHMENT(S):**

1. Location map

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Engineering	Alex Aug	By Harante.n
	Alex Anaya Engineering Director	Ben Horenstein General Manager