

MARIN EMERGENCY RADIO AUTHORITY
371 Bel Marin Keys Blvd., Suite 100, Novato, CA 94949
Phone: (415) 883-9100 FAX: (415) 883-9155

MEMORANDUM

DATE: May 21, 2007
TO: MERA Executive Committee
FROM: Michael Garvey, Interim Executive Officer *MPG*
SUBJECT: AGENDA ITEM F-1: PROPOSED FY 2007-08 MERA OPERATING BUDGET

Recommended Action: Recommend a proposed MERA operating budget for FY 2007-08.

The major changes to our FY 2007-08 operating budget are summarized below:

New County Training and Technology Agreement	\$201,000
Increased Contingency Fund	\$50,000

Communications Engineer is transferred from Personal Contract to County.
Office rent and clerical support is transferred from Exec Director Contract to County.

MERA Recommended FY 2007-08 Budget

Final Budget	Recommended	
FY 2006-07	Budget	
	FY 2007-08	Difference
\$1,499,300	\$1,741,926	\$242,626

LINE ITEM DETAIL – RECOMMENDED MERA BUDGET – FY 2006-07

Expenditures:

Object	Final Budget FY 2006-07	Recommended Budget FY 2007-08	Difference
General Insurance	\$ 36,800	\$38,640	\$1,840
Site Maintenance	30,000	30,000	0
County System Maint. (1)	678,000	640,094	(37,906)
County Training/Tech. (1)	0	201,000	201,000
County Comm. Engineer	0	159,642	159,642
Office Supplies	500	500	0
Rent (2)	272,100	285,705	13,605
Miscellaneous Expenses	25,000	25,000	0
Contract Services (3)	272,400	\$113,800	(182,600)
Telephone Services	3,600	3,600	0
Legal Expenses	50,000	50,000	0
Account/Audit	20,000	30,000	10,000
Utilities (4)	60,900	63,945	3,045
General Contingencies	50,000	100,000	50,000
	\$ 1,499,300	\$ 1,741,926	\$ 242,626

TOTAL RECOMMENDED BUDGET:

Revenues: (see Exhibit A)

Item	Final Budget FY 2006-07	Recommended Budget FY 2007-08	Difference
Member Contributions	\$1,499,300	\$1,741,926	\$242,626

EXHIBIT A

NERA Proposed Operating Budget Detail

FY 2007-08

(1) Technical Services Contract *

	Budget	A & E FY 2006-07	Budget FY 2007-08
Training	\$60,000	\$15,000	\$45,000
Technical Services	100,000	35,000	100,000
Admin. Costs	54,056	35,175*	56,000*
		\$85,175	\$201,000

* Existing approved contract through 6/30/09
(Est. 3+% CPI all urban consumers)

(1) Maintenance Contract**

	Budget	A & E FY 2006-07	Budget FY 2007-08
Preventative Maintenance	\$207,250	\$207,250	\$217,612
Corrective Maintenance	228,375	228,375	239,794
Programming	78,750	78,750	82,688
Extra Work	As needed & authorized by MERA	70,000	100,000
		\$584,375	\$640,094

** Existing approved contract through 6/30/10
(Est. 5% CPI – Staff Salaries)

Richard Chuck, Communications Engineer Contract***

	2007-08	2008-09	2009-10
	\$159,642*	\$164,431*	\$169,364

*** Current MERA Contract \$154,992 per year
(Est. 3+% CPI all urban consumers)

Total Est. County Cost FYI 2007-08

	A & E FY 2006-07	Budget FY 2007-08*
	\$669,550	\$1,000,736

* Please note that Richard Chuck's contract is now reflected in County of Marin's budget as opposed to MERA

EXHIBIT A

	Final Budget FY 2005-06	Recommended Budget FY 2006-07
(2) Site Rental		
Mt. Burdell	\$77,800	81,690
Big Rock	73,000	76,650
San Pedro	44,000	46,200
Bay Hill	24,000	25,200
Sonoma	6,700	7,035
Bolinas	30,000	31,500
Mt. Tam	12,200	12,810
Mobile Mini	4,400	4,620
TOTAL RENT	\$272,100	285,705

(3) Contract Services		
Executive Director	\$75,000	\$62,400
Project Engineer	155,000	0
Planning Consultant	25,000	10,000
RF Consultant	5,000	5,000
Marin.org	1,200	1,200
Frequencies Consultant	10,000	10,000
Office rent, clerical support	0	24,000
Landscaping	1,200	1,200
TOTAL CONTRACT	\$272,400	\$113,800

	Final Budget FY 2005-06	Recommended Budget FY 2006-07
(4) Utilities		
Mt. Vision	\$6,400	6,720
Big Rock	9,200	9,660
Mt. Barnabe	7,800	8,190
Dollar Hill	5,800	6,090
Forbes Hill	6,200	6,510
Tiburon	6,500	6,825
San Pedro	4,100	4,305
Bay Hill	3,900	4,095
Mill Valley	0	0
Mill Valley Microwave	0	0
Sonoma	3,800	3,990
Bolinas	6,000	6,300
Mt. Tam	0	0
Propane/Diesel	1,200	1,260
TOTAL UTILITIES	\$60,900	\$63,945

EXHIBIT B

MEMBERCONTRIBUTION

AGENCY	Committee Agreed Formula	Proposed Billings for FY 2007-08			
		5% Entry	95% Formula	Total Per Jursid.	TOTAL Per AGENCY
Belvedere PD	0.570%	\$3,350	\$9,433	\$12,782	\$16,754
Belvedere PW	0.240%		\$3,972	\$3,972	
Bolinas FPD	0.417%	\$3,350	\$6,901	\$10,250	\$10,250
College of Marin	0.178%	\$3,350	\$2,946	\$6,295	\$6,295
Corte Madera FD	0.852%	\$3,350	\$14,099	\$17,449	\$24,813
Corte Madera PW	0.445%		\$7,364	\$7,364	
Fairfax PD	1.509%	\$3,350	\$24,971	\$28,321	\$34,874
Fairfax PW	0.396%		\$6,553	\$6,553	
Inverness PUD	0.322%	\$3,350	\$5,329	\$8,678	\$8,678
Kentfield FPD	0.652%	\$3,350	\$10,789	\$14,139	\$14,139
Larkspur FD	1.060%	\$3,350	\$17,541	\$20,891	\$29,629
Larkspur PW	0.528%		\$8,738	\$8,738	
Marin County FD	7.134%		\$118,056	\$118,056	\$607,512
Marin County Others***	0.000%		\$-	\$-	
Marin County PW	4.321%		\$71,505	\$71,505	
Marin County SO	25.054%	\$3,350	\$414,601	\$417,951	
Marin County Transit	0.847%	\$3,350	\$14,016	\$17,366	\$17,366
Marinwood CSD (Fire)	0.539%	\$3,350	\$8,920	\$12,269	\$15,447
Marinwood CSD (LM)	0.192%		\$3,177	\$3,177	
Mill Valley FD	1.243%	\$3,350	\$20,570	\$23,919	\$79,191
Mill Valley PD	2.739%		\$45,326	\$45,326	
Mill Valley PW	0.601%		\$9,946	\$9,946	
MMWD	0.237%	\$3,350	\$3,922	\$7,272	\$7,272
Novato FPD	5.431%	\$3,350	\$89,874	\$93,224	\$93,224
Novato PD	9.892%	\$3,350	\$163,696	\$167,046	\$196,733
Novato PW	1.794%		\$29,688	\$29,688	
Ross PD & FD	0.794%	\$3,350	\$13,139	\$16,489	\$16,489
Ross Valley Fire	1.660%	\$3,350	\$27,470	\$30,820	\$30,820
San Anselmo PD	2.405%	\$3,350	\$39,799	\$43,149	\$52,184
San Anselmo PW	0.546%		\$9,035	\$9,035	
San Rafael FD	4.102%		\$67,881	\$67,881	\$258,971
San Rafael PD	9.600%	\$3,350	\$158,864	\$162,214	
San Rafael PW	1.745%		\$28,877	\$28,877	
Sausalito FD	0.739%		\$12,229	\$12,229	\$47,501
Sausalito PD	1.529%	\$3,350	\$25,302	\$28,652	
Sausalito PW	0.400%		\$6,619	\$6,619	
Skywalker Ranch	0.180%	\$3,350	\$2,979	\$6,329	\$6,329
Southern Marin FPD	1.599%	\$3,350	\$26,461	\$29,811	\$29,811
Stinson Beach FPD	0.356%	\$3,350	\$5,891	\$9,241	\$9,241
Tiburon FPD	1.052%	\$3,350	\$17,409	\$20,759	\$20,759
Tiburon PD	1.738%	\$3,350	\$28,761	\$32,111	\$39,293
Tiburon PW	0.434%		\$7,182	\$7,182	
Twin Cities PD	3.928%	\$3,350	\$65,002	\$68,352	\$68,352
Hospitals			\$-	\$-	
So. Marin Paramedic (SMEMPS)			\$-	\$-	
TOTALS	100.000%	\$87,096	\$1,654,830	\$1,741,926	1,741,926

***All County agencies except SO, FD, Transit and DPW