

MARIN EMERGENCY RADIO AUTHORITY
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MEMORANDUM

DATE: May 24, 2007

TO: MERA Board of Directors

FROM: Michael Garvey, Interim Executive Officer *MPG*

SUBJECT: AGENDA ITEM C: PROPOSED FY 2007-08 MERA OPERATING BUDGET

Recommended Action: Receive the proposed MERA operating budget for FY 2007-08 as recommended by the Executive Committee and set a hearing for consideration and adoption on June 7, 2005 at 4:00 p.m.

The major changes to our FY 2006-07 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 2006-07	FY 2007-08	Difference
\$1,499,300	\$1,716,926	\$217,626

LINE ITEM DETAIL – RECOMMENDED MERA BUDGET – FY 2007-08

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	(158,600)
Telephone Services	3,600	3,600	0
Legal Expenses	50,000	25,000	(25,000)
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	\$ 1,716,926	\$ 217,626

TOTAL RECOMMENDED BUDGET:

Revenues: (see Exhibit A)

Item	Final Budget FY 2006-07	Recommended Budget FY 2007-08	Difference
Member Contributions	\$1,499,300	\$1,716,926	\$217,626

MEMA 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*
	\$214,056	\$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***

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

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

	A & E FY 2006-07	Budget FY 2007-08*
Total Est. County Cost FYI 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

	Final Budget	Recommended
(2) Site Rental	FY 2006-07	Budget
	FY 2007-08	
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

(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 A

MEMBER CONTRIBUTION

AGENCY	Committee Agreed Formula	Proposed Billings for FY 2007-08			
		5% Entry	95% Formula	Total Per Jursid.	TOTAL Per AGENCY
Belvedere PD	0.570%	\$3,302	\$9,297	\$12,599	\$16,514
Belvedere PW	0.240%		\$3,915	\$3,915	
Bolinas FPD	0.417%	\$3,302	\$6,802	\$10,103	\$10,103
College of Marin	0.178%	\$3,302	\$2,903	\$6,205	\$6,205
Corte Madera FD	0.852%	\$3,302	\$13,897	\$17,199	\$24,457
Corte Madera PW	0.445%		\$7,258	\$7,258	
Fairfax PD	1.509%	\$3,302	\$24,613	\$27,915	\$34,374
Fairfax PW	0.396%		\$6,459	\$6,459	
Inverness PUD	0.322%	\$3,302	\$5,252	\$8,554	\$8,554
Kentfield FPD	0.652%	\$3,302	\$10,635	\$13,936	\$13,936
Larkspur FD	1.060%	\$3,302	\$17,289	\$20,591	\$29,203
Larkspur PW	0.528%		\$8,612	\$8,612	
Marin County FD	7.134%		\$116,361	\$116,361	\$598,793
Marin County Others ***	0.000%		\$-	\$-	
Marin County PW	4.321%		\$70,479	\$70,479	
Marin County SO	25.054%	\$3,302	\$408,651	\$411,952	
Marin County Transit	0.847%	\$3,302	\$13,815	\$17,117	\$17,117
Marinwood CSD (Fire)	0.539%	\$3,302	\$8,792	\$12,093	\$15,225
Marinwood CSD (LM)	0.192%		\$3,132	\$3,132	
Mill Valley FD	1.243%	\$3,302	\$20,274	\$23,576	\$78,054
Mill Valley PD	2.739%		\$44,675	\$44,675	
Mill Valley PW	0.601%		\$9,803	\$9,803	
MMWD	0.237%	\$3,302	\$3,866	\$7,167	\$7,167
Novato FPD	5.431%	\$3,302	\$88,584	\$91,886	\$91,886
Novato PD	9.892%	\$3,302	\$161,346	\$164,648	\$193,910
Novato PW	1.794%		\$29,262	\$29,262	
Ross PD & FD	0.794%	\$3,302	\$12,951	\$16,253	\$16,253
Ross Valley Fire	1.660%	\$3,302	\$27,076	\$30,378	\$30,378
San Anselmo PD	2.405%	\$3,302	\$39,227	\$42,529	\$51,435
San Anselmo PW	0.546%		\$8,906	\$8,906	
San Rafael FD	4.102%		\$66,907	\$66,907	\$255,255
San Rafael PD	9.600%	\$3,302	\$156,584	\$159,885	
San Rafael PW	1.745%		\$28,462	\$28,462	
Sausalito FD	0.739%		\$12,054	\$12,054	\$46,819
Sausalito PD	1.529%	\$3,302	\$24,939	\$28,241	
Sausalito PW	0.400%		\$6,524	\$6,524	
Skywalker Ranch	0.180%	\$3,302	\$2,936	\$6,238	\$6,238
Southern Marin FPD	1.599%	\$3,302	\$26,081	\$29,383	\$29,383
Stinson Beach FPD	0.356%	\$3,302	\$5,807	\$9,108	\$9,108
Tiburon FPD	1.052%	\$3,302	\$17,159	\$20,461	\$20,461
Tiburon PD	1.738%	\$3,302	\$28,348	\$31,650	\$38,729
Tiburon PW	0.434%		\$7,079	\$7,079	
Twin Cities PD	3.928%	\$3,302	\$64,069	\$67,371	\$67,371
Hospitals			\$-	\$-	
So. Marin Paramedic (SMEMPS)			\$-	\$-	
TOTALS	100.000%	\$85,846	\$1,631,080	\$1,716,926	\$1,716,926