

MARIN EMERGENCY RADIO AUTHORITY

c/o Novato Fire Protection District

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DATE: November 28, 2018

TO: MERA Governing Board

FROM: Maureen Cassingham, Executive Officer

SUBJECT: AGENDA ITEM **A-3**: REPORT ON PROPOSED SIX-MONTH NOTICE:
NON-MEMBER SYSTEM USER FEES

Recommended Action: Governing Board acceptance of the continuation of the Zero-Rate Fee Schedule for Non-Member System Users upon Finance Committee recommendation.

Background: On December 14, 2011, the MERA Governing Board formally approved System use by mutual aid and automatic backup agencies as critical to MERA Member operations and established a zero-rate fee schedule.

Per Section 4 of Article VII of the MERA Bylaws, the Executive Officer recommended, as part of the annual budget approval for FY18-19, continuation of the Zero-Rate Fee Schedule for Non-Member agencies. In 2016, the Non-Member User Subcommittee supported inclusion of a six-month advance notice of a fee schedule change in the Letters of Agreement (LOA) with Non-Member System Users.

In accordance with the LOA notice requirements, any fee changes must be reviewed by the Executive Board in November to permit six months notification prior to July 1 of the new fiscal year. The MERA Finance Committee met on November 14, 2018, prior to the canceled November 14 Executive Board meeting and recommended acceptance of the continuation of the Zero-Rate Fee Schedule for Non-Member Users.

The Executive Officer continues to support the Zero-Rate Schedule for Non-Member Users.