

MARIN EMERGENCY RADIO AUTHORITY

c/o Novato Fire Protection District
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MEMORANDUM

DATE: December 12, 2018

TO: MERA Governing Board

FROM: Maureen Cassingham, Executive Officer

SUBJECT: AGENDA ITEM **B-4**: MERA 2018 AUDITOR COMMUNICATION WITH GOVERNING BOARD AND FY17-18 AUDITED FINANCIAL STATEMENTS AND AUDITORS' REPORT

Recommended Action: Based on the Finance Committee's review, accept the MERA 2018 Auditor Communication with Governing Board and MERA's Final Audited Financial Statements and Auditors' Report for FY17-18 and direct the Executive Officer to transfer \$225,000 from the June 30, 2018 Fund 70030 (Operating) Balance to Fund 70036 (Replacement) per Governing Board Resolution (5/9/18).

Background: Attached are Maher Accountancy's Communication with the Governing Board, Independent Auditors' Report, Management Discussion and Analysis, Financial Statements and other Supplemental Information for MERA for FY17-18.

After review by staff, the MERA Finance Committee reviewed these documents with the Auditor on November 14. The Draft Audit was subsequently revised based on the Auditor's comments and the Committee's input to extend current System useful life to 2022. While the Executive Board would usually have reviewed and discussed the Draft Audit, the Executive Board meeting of November 14 was canceled due to a lack of quorum.

The letter to the Governing Board dated December 4, 2018 summarizes Audit findings and categories of areas of Auditor review.

Once again, additional schedules are provided at the back of the report, which present budget and actual activity and ending fund balances for each of the individual funds. Also included are the listings of site lease commitments and contract commitments for the current and future fiscal years. All of these schedules are useful references for MERA's member agencies, staff and the public.

ATTACHMENTS: B-4a MERA 2018 Auditor Communication with Governing Board
B-4b Financial Statements and Auditors' Report –
Year Ended June 30, 2018