MARIN EMERGENCY RADIO AUTHORITY
MEMORANDUM

DATE: May 8, 2019

TO: MERA Governing Board

FROM: Maureen Cassingham, Executive Officer

SUBJECT: AGENDA ITEM **D-1:** PROPOSED FY19-20 MERA OPERATING BUDGET AND
ZERO-RATE FEE SCHEDULE FOR
NON-MEMBER SYSTEM USERS

Recommended Action: Upon recommendation of the Executive Board, approve the Proposed MERA
FY19-20 Operating Budget and a Zero-Rate Fee Schedule for Non-Member Users.

Background: Total Proposed Operating Budget for FY19-20 is $1,991,510 which represents a 3.1%
increase over prior year's budget. A recent history of total annual Operating Budgets and
percentage changes over prior years is as follows:

Fiscal Year	Annual Operating Budget	$ Variance	% Variance
2007-08	$1,716,926		
2008-09	1,647,000	< 69,926>	- 4.1
2009-10	1,642,000	< 5,000>	- .3
2010-11	1,496,105	< 145,895>	- 8.9
2011-12	1,499,630	+ 3,525	+ .2
2012-13	1,591,930	+ 92,300	+ 6.2
2013-14	1,651,432	+ 59,502	+ 3.7
2014-15	1,707,654	+ 56,222	+ 3.4
2015-16	1,811,251	+ 103,597	+ 6.0
2016-17	1,888,142	+ 76,891	+ 4.2
2017-18	1,923,710	+ 35,568	+ 1.9
2018-19	1,932,154	+ 8,444	+ 0.4
2019-20 (Proposed) 1,991,510		**+ 59,356**	**+ 3.1**

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 VIII of the MERA Bylaws, the Executive Officer recommends, as part of
the annual budget approval for FY19-20, continuation of the Zero-Rate Fee Schedule for Non-
Member agencies. In 2016, the Non-Member Subcommittee recommended inclusion of a six-
month advance notice of a fee schedule change in the Letters of Agreement (LOA) with Non-
Member System Users. Fee changes will be reviewed by the Executive Board each November.

Member Agencies will be invoiced by MERA <u>after June 1</u> – payment due <u>after July 1.</u>

ATTACHMENTS: D-1a   Proposed MERA FY19-20 Operating Budget with Exhibits 1 & 2
                           D-1b   FY19-20 Member Agency Contributions – Fund 70030 – Operating