

MARIN EMERGENCY RADIO AUTHORITY

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DATE: October 23, 2019
TO: MERA Governing Board
FROM: Maureen Cassingham, Executive Officer
SUBJECT: AGENDA ITEM **A-3**: UPDATE ON NFPD/Town of Corte Madera
MERA'S FINANCIAL AND
ADMINISTRATIVE SERVICES TRANSITION COSTS

Recommended Action: Receive and file Report on MERA Financial and Administrative Services Transition Costs.

Background: Since the last staff report on July 24 on the transition of MERA's support services costs from the Novato Fire Protection District to the Town of Corte Madera, MERA has incurred the following additional staff training and other related costs through September 30, 2019:

RGS Financial Advisor Services (D. Hom)	\$5,597
Town of Corte Madera Personnel (Carrillo, Vaughn, Barrera, et al.)	
Website Platform Upgrade and Site Edits	
Moving Expense – 7/12/19 – NFPD to TCM	794

Recap: FY18-19 \$13,931

FY19-20 794 (through 7/12/19)
5,597 (through 9/30/19)

As previously reported, these expenses are being charged to the Operating Contingency Line Item.

Any further Transition Costs will be reported on at upcoming meetings.