

MARIN EMERGENCY RADIO AUTHORITY

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MEMORANDUM

DATE: March 10, 2010
TO: MERA Executive Committee
FROM: Maureen Cassingham, Executive Officer
SUBJECT: AGENDA ITEM B-4: PROPOSED MERA OPERATING BUDGET POLICY AND PROCEDURES

Recommended Action: As recommended by the Finance Committee, recommend Board approval of the proposed MERA Operating Budget Policy and Procedures as presented.

Background: As part of staff's continuing efforts to develop and memorialize a body of operating policies, the proposed Operating Budget Policy and Procedures is presented to provide officially approved guidelines for the development and presentation of MERA's annual operating budget.

As the Authority evolves and operations change, the policy and procedures are subject to revision and enhancement. Once approved, this document will be available for member and public reference on MERA's website—meraonline.org.

ATTACHMENT: Draft of MERA Operating Budget Policy and Procedures