

**MARIN EMERGENCY RADIO AUTHORITY**  
**MEMORANDUM**

**DATE:** May 13, 2020  
**TO:** MERA Governing Board  
**FROM:** Maureen Cassingham, Executive Officer  
**SUBJECT:** AGENDA ITEM **D-1**: PROPOSED FY20-21 MERA OPERATING BUDGET AND ZERO-RATE FEE SCHEDULE FOR NON-MEMBER SYSTEM USERS

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Recommended Action: Upon recommendation of the Finance Committee and Executive Board on March 11, 2020, approve the Proposed MERA FY20-21 Operating Budget and a Zero-Rate Fee Schedule for Non-Member Users.

Background: Total Proposed Operating Budget for FY20-21 is \$2,093,592 which represents a 5.1% increase over prior year's budget. A recent history of total annual Operating Budgets and percentage changes over prior years is as follows:

<u>Fiscal Year</u>	<u>Annual Operating Budget</u>	<u>\$ Variance</u>	<u>% Variance</u>
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	1,991,510	+ 59,356	+ 3.1
<b>2020-21(Proposed)</b>	<b>2,093,592</b>	<b>+ 102,082</b>	<b>+ 5.1</b>

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 FY20-21, 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 after June 1 – payment due after July 1.**

ATTACHMENTS: D-1a Proposed MERA FY20-21 Operating Budget with Exhibits 1 & 2  
D-1b FY20-21 Member Agency Contributions – Fund 70030 – Operating