

MARIN EMERGENCY RADIO AUTHORITY

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MEMORANDUM

DATE: December 5, 2007

TO: MERA Board of Directors

FROM: Michael Garvey, Interim Executive Officer *MPG*

SUBJECT: AGENDA ITEM F: APPROVAL OF CONTRACT FOR ANNUAL AUDIT

Recommended Action: Authorize the Interim Executive Officer to execute a letter agreement with Maher Accountancy for the audit of financial statements for fiscal year ending June 30, 2007, at a cost of \$12,150, as recommended by the Executive Committee.

Background:

Attached is a copy of a proposal from Maher Accountancy to conduct the FY 2006-07 MERA annual audit. The figure posed seems reasonable and is within the approved budget for this service. Maher conducted last year's audit and performed well. As auditing is a professional service, a formal bid process is neither required nor recommended.