

**MARIN EMERGENCY RADIO AUTHORITY**

c/o Town of Corte Madera  
300 Tamalpais Drive – Corte Madera, CA 94925

**MEMORANDUM**

**DATE:** March 10, 2021  
**TO:** MERA Executive Board  
**FROM:** Maureen Cassingham, Executive Officer  
**SUBJECT:** AGENDA ITEM **B-1**: PROPOSED **PRELIMINARY** FY21-22 MERA  
OPERATING AND NEW PROJECT FINANCING  
(2007 NOTE) BUDGETS

Recommended Action: Based on Finance Committee review and recommendation, approve the Proposed **PRELIMINARY** MERA FY21-22 Budgets to for Operating and New Project Financing (2007 Note) Funds for immediate distribution to Member Agencies. On May 5, the Executive Board will review and recommend **FINAL** Proposed Budgets for Governing Board appr

Background: Total Proposed Preliminary Operating Budget for FY21-22 is \$2,391,490 which represents a 14.2% 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
2020-21	2,093,592	+102,082	+5.1
<b>2021-22 PRELIM.</b>	<b>2,391,490</b>	<b>+297,898</b>	<b>+14.2</b>

This proposed Operating increase reflects rent changes for certain existing sites plus addition of new site rents (OTA, Wolfback, Muir Beach and Mill Valley Water Tank) along with related utility costs, including Coyote Peak.

ITEM B-1: PROPOSED PRELIMINARY FY21-22 MERA OPERATING AND  
NEW PROJECT FINANCING (2007 NOTE) BUDGETS

March 10, 2021  
Page 2

The second budget is for the 2007 Citizen Bank Loan for supplemental capital borrowing. The Governing Board directed that this payment remain the same through the life of the Note. February 15, 2022 is the final Member Note Payment.

Member agency contribution schedules, based on the Executive Board's approval of the Preliminary Operating Budget, will be distributed to the Member Agencies by **MARCH 22.**

Recipients of this information will include agency representatives designated to receive financial information, all Governing Board Members and Alternates and Executive Board Members.

Upon final Governing Board approval of the Annual Budgets on May 13, Member Agency invoices will be sent, with applicable contribution schedules, to the designated financial recipients **AFTER JUNE 1.**

Operating Fund 70030 (Annual Operating Budget):

<b>Budget FY 2020-21</b>	<b>Budget FY 2021-22</b>
\$2,093,592	\$2,391,490 <b><u>proposed PRELIMINARY</u></b>

Project Fund 70032 (New Project Financing – 2007 Note):

<b>Budget FY 2020-21</b>	<b>Budget FY 2021-22 (Final Year)</b>
\$225,000	\$225,000

ATTACHMENT:

B-1a Proposed PRELIMINARY FY21-22 Operating Budget (Fund 70030)  
with Exhibits 1 and 2