



Agenda Item No. (13)

To: Finance-Auditing Committee/Committee of the Whole
Meeting of January 26, 2023

From: Jacob Brown, Senior Analyst, Capital and Grant Programs
Amy Frye, Director, Capital and Grant Programs
Joseph M. Wire, Auditor-Controller
Denis J. Mulligan, General Manager

Subject: **REVIEW OF THE AUDITOR-CONTROLLER'S FY 22/23 SECOND
QUARTERLY REPORT ON AUTHORIZED BUDGET ADJUSTMENTS AND
BUDGET TRANSFERS UNDER THE GENERAL MANAGER'S AUTHORITY**

Recommendation

The following report is provided for informational purposes and no action is recommended.

Summary

Attached is the quarterly report covering the period of October 1, 2022, through December 31, 2022, giving the Board meeting date, resolution number, authorization action description and the amount of the budget adjustment as authorized by the Board. This report also shows the impact of the budget adjustment on the FY 22/23 Adopted Budget. Additionally, budget transfers are also included indicating the action authorization description and amount of the transfer.

In April 2023, the Board will receive the next report summarizing the activity for the three-month period of January 1, 2023 through March 31, 2023.

Fiscal Impact

There is no fiscal impact as this report is informational.

Attachment

| BUDGET ADJUSTMENTS | | | |
|---------------------------|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| BOARD DATE | RES NO. | ACTION AUTHORIZATION | CURRENT YEAR BUDGET |
| FIRST QUARTER | | | |
| 6/24/2022 | 2022-053 | For Project #2241 FY22 Ferry Vessel Rehab: Approves a budget increase in the FY 22/23 Ferry Division Capital Budget for Project #2241, FY22 Ferry Vessel Rehab, in the amount of \$1,100,000, effective July 1, 2022, for a total project cost of \$2,530,000. | \$0 Capital Expense \$0 Capital Revenue |
| 6/24/2022 | 2022-050 | For Project #2340 Larkspur Ferry Terminal Berth and Channel Dredging - CON: Approves a capital budget decrease in the FY 22/23 Ferry Division Capital Budget for Project #2340, Larkspur Ferry Terminal Berth and Channel Dredging – Construction, in the amount of \$5,600,000, for a total project cost of \$17,900,000. | \$0 Capital Expense \$0 Capital Revenue |
| 8/25/2022 | 2022-069 | For Project #1717 SRTC Relocation Des/Env: Approves a budget increase in the FY 22/23 Bus Division Capital Budget for Project #1717, San Rafael Transportation Center Relocation Analysis, Environmental Clearance, and Preliminary Design, in the amount of \$1,751,285, effective August 25, 2022, for a total project cost of \$4,658,178. | \$0 Capital Expense -\$1,202 Capital Revenue |
| 9/1/2022 | Admin | For Project #2015 Intranet Redesign: Move project #2015 from Project List to District Capital Budget | \$150,000 Capital Expense \$0 Capital Revenue |
| 8/25/2022 | 2022-071 | For Project #2321 SDS Rescue Training Net: Approves addition of Project #2321, Suicide Deterrent System Rescue Training Net Project, to the FY 22/23 Bridge Division Capital Budget in the amount of \$824,000 to be 100% financed with the District’s Capital Reserves. | \$200,000 Capital Expense \$0 Capital Revenue |
| 9/23/2022 | 2022-078 | For Project #1526 Suicide Deterrent - Construction: Approves \$8,306,000 increase in the FY 2022/23 Bridge Division Capital Budget for Project #1526, funded with District reserves, would increase the total amount assigned to the Construction Administration and Engineering Budget Sub-Element to \$55,724,957, and would increase the total Project budget to \$214,938,868. | \$0 Capital Expense -\$656,791 Capital Revenue |

| SECOND QUARTER | | | |
|-----------------------|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| 11/22/2022 | Admin | For Project #2214 Facilities Ventilation Assessment, Rehab and Improvement: Move project #2214 from Project List to District Capital Budget. | \$100,000 Capital Expense \$0 Capital Revenue |
| 12/1/2022 | Admin | For Project #2011 Email to Office 365 Migration: Close completed project #2011 and remove from the District Capital Budget. Note that this project was closed with a negative project balance of -\$18,686.20, meaning that more funds were spent than were authorized in the capital budget. At the time of the over-expenditure and project closure, staff were not aware that this project was over budget because the District's financial system was not accurately reporting prior year expenditure balances. The financial system issue has been rectified, though the project budget cannot be retroactively adjusted because it has been closed. | -\$10,600 Capital Expense \$0 Capital Revenue |

SUMMARY OF BUDGET ADJUSTMENTS

| | FY 22/23 BUDGET | PREVIOUS QTR ADJUSTMENTS | SECOND QTR ADJUSTMENTS | ADJUSTED BUDGET |
|-----------------------------------------------------------|----------------------------|-------------------------------------|-----------------------------------|----------------------------|
| REVENUE: | | | | |
| Operating Revenue | \$182,195,000 | \$0 | \$0 | \$182,195,000 |
| Capital Revenue | \$29,969,902 | (\$657,993) | \$0 | \$29,311,909 |
| Total Revenue | \$212,164,902 | (\$657,993) | \$0 | \$211,506,909 |
| EXPENSE: | | | | |
| Operating Expense | \$257,268,700 | \$0 | \$0 | \$257,268,700 |
| Capital Expense | \$53,985,192 | \$350,000 | \$89,400 | \$54,424,592 |
| Total Expense | \$311,253,892 | \$350,000 | \$89,400 | \$311,693,292 |
| INCREASE/ (DECREASE) DISTRICT RESERVES | (\$99,088,990) | (\$1,007,993) | (\$89,400) | (\$100,186,383) |

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