



Memorandum

Date: March 8, 2019
To: Treasure Island Mobility Management Agency Committee
From: Cynthia Fong – Deputy Director for Finance and Administration
Subject: 3/19/2019 Committee Meeting: Internal Accounting Report for the Six Months Ending December 31, 2018

<p>RECOMMENDATION <input checked="" type="checkbox"/> Information <input type="checkbox"/> Action</p> <p>None. This is an information item.</p> <p>SUMMARY</p> <p>The Treasure Island Mobility Management Agency’s (TIMMA’s) Fiscal Policy directs staff to give a quarterly report of expenditures including a comparison to the approved budget.</p>	<p><input type="checkbox"/> Fund Allocation</p> <p><input type="checkbox"/> Fund Programming</p> <p><input type="checkbox"/> Policy/Legislation</p> <p><input type="checkbox"/> Plan/Study</p> <p><input type="checkbox"/> Capital Project Oversight/Delivery</p> <p><input checked="" type="checkbox"/> Budget/Finance</p> <p><input type="checkbox"/> Contract/Agreement</p> <p><input type="checkbox"/> Other:</p> <hr/>
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Background.

The Treasure Island Mobility Management Agency’s (TIMMA) Fiscal Policy (Resolution 17-04) establishes an annual audit requirement, and also directs staff to report to the TIMMA Committee, on at least a quarterly basis, TIMMA’s actual expenditures in comparison to the approved budget.

Internal Accounting Report.

Using the format of TIMMA’s annual financial statements for governmental funds, the Internal Accounting Report includes a Balance Sheet (Attachment 1) and a Statement of Revenues, Expenditures, and Changes in Fund Balances, with Budget Comparison (Attachment 2). In Attachment 2, the last two columns show, respectively, the budget values, and the variance of revenues and expenditures as compared to the approved budget. For the six months ending December 31, 2018, the numbers in the amended budget column are one-half of the total approved annual budget for Fiscal Year (FY) 2018/19. The Internal Accounting Report does not include the Governmental Accounting Standards Board Statement Number 34 adjustments, or the other accruals, that are done at year-end. The statements as of December 31, 2018 are used as the basis for understanding financial status for TIMMA at the quarter-ended December 31, 2018.

Balance Sheet Analysis.

The Balance Sheet (Attachment 1) presents assets, liabilities, and fund balances as of December 31, 2018. Total assets of \$1,194,256 are related to program receivable from federal and regional grants. Total liability of \$587,930 included \$100,968 of payable to consultants for services provided and \$486,962 of payable to the Transportation Authority for costs incurred and paid for by TIMMA. TIMMA will reimburse the Transportation Authority with grant payments received.

Statement of Revenues, Expenditures, and Changes in Fund Balances Analysis.

The Statement of Revenues, Expenditures, and Changes in Fund Balances with Budget Comparison (Attachment 2) compares budget to actual levels for revenues and expenditures for the first six months of the fiscal year. TIMMA earned \$852,855 of revenues from the Treasure Island Development Authority and the Federal Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) grant in the first two quarters. As of December 31, 2018, TIMMA incurred \$554,702 of expenditures. Expenditures included \$277,495 in technical professional services, and \$277,207 for personnel and non-personnel expenditures.

For the six months ending December 31, 2018, total program revenues were lower than budgetary estimates by \$727,425 and total expenditures were lower than budgetary estimates by \$1,195,623. Of the \$3.5 million total adopted FY 2018/19 budget, approximately \$1.3 million are budgeted for environmental and civil engineering services, and \$800,000 are budgeted for systems engineering design services. During the first two quarters, we did not initiate major engineering activities due to revised program launch date to July 2021. We expect those to commence in FY 2019/20.

FINANCIAL IMPACT

None. This is an information item.

SUPPLEMENTAL MATERIALS

Attachment 1 – Balance Sheet (unaudited)

Attachment 2 – Statement of Revenue, Expenditures, and Changes in Fund Balance with Budget Comparison (unaudited)

TREASURE ISLAND MOBILITY MANAGEMENT AGENCY

ATTACHMENT 1

Balance Sheet (unaudited)

Governmental Funds

December 31, 2018



	<u>General Fund</u>
Assets:	
Program Receivable	\$ 1,194,256
Total Assets	\$ 1,194,256
Liabilities:	
Accounts Payable	\$ 100,968
Due to Transportation Authority	486,962
Total Liabilities	\$ 587,930
Deferred Inflows of Resources:	
Unavailable Program Revenues	\$ 606,326
Fund Balances (Deficit):	
Total Fund Balances (Deficit)	\$ -
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	\$ 1,194,256

TREASURE ISLAND MOBILITY MANAGEMENT AGENCY

ATTACHMENT 2

Statement of Revenue, Expenditures, and Changes in Fund Balances with Budget Comparison (unaudited)

For the Six Months Ending December 31, 2018



	<u>General Fund</u>	<u>Amended Budget Fiscal Year 2018/19</u>	<u>Variance with Proposed Budget Positive (Negative)</u>
Revenues:			
Program Revenue	\$ 852,855	\$ 1,580,280	\$ (727,425)
Total Revenues	<u>\$ 852,855</u>	<u>\$ 1,580,280</u>	<u>\$ (727,425)</u>
Expenditures:			
Personnel Expenditures	\$ 265,042	\$ 431,065	\$ (166,023)
Non-personnel Expenditures	12,165	30,700	(18,535)
Technical Professional Services	277,495	1,288,561	(1,011,066)
Total Expenditures	<u>\$ 554,702</u>	<u>\$ 1,750,326</u>	<u>\$ (1,195,624)</u>
Excess of Revenues over Expenditures	<u>\$ 298,153</u>	<u>\$ (170,046)</u>	<u>\$ (1,923,050)</u>
Other financing sources (uses):			
Transfer Out to Transportation Authority	\$ (298,153)		
Net Change in Fund Balances	<u>\$ -</u>		
Fund Balances (Deficit), Beginning	<u>-</u>		
Fund Balances (Deficit), End of the Period	<u>\$ -</u>		