



# TREASURE ISLAND MOBILITY MANAGEMENT AGENCY

1455 Market Street, 22ND Floor, San Francisco, CA 94103    415-522-4800    info@timma.org    www.timma.org

## Memorandum

### AGENDA ITEM 7

**DATE:** March 8, 2021

**TO:** Treasure Island Mobility Management Agency Committee

**FROM:** Cynthia Fong - Deputy Director for Finance and Administration

**SUBJECT:** 03/16/21 Committee Meeting: Internal Accounting Report for the Six Months Ending December 31, 2020

<p><b>RECOMMENDATION</b>    <input checked="" type="checkbox"/> Information    <input type="checkbox"/> Action</p> <p>None. This is an information item.</p> <p><b>SUMMARY</b></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 adopted 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>
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### BACKGROUND

The TIMMA's Fiscal Policy (Resolution 21-01) establishes an annual audit requirement and directs staff to report to the TIMMA Committee, on at least a quarterly basis, its actual expenditures in comparison to the adopted budget.

### DISCUSSION

**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 prorated adopted budget. For the six months ending December 31, 2020, the numbers in the prorated adopted budget column are one-half of the total adopted annual budget for Fiscal Year (FY) 2020/21. 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, 2020, are used as the basis for understanding financial status for TIMMA at the quarter ending December 31, 2020.

**Balance Sheet Analysis.** The Balance Sheet (Attachment 1) presents assets, liabilities, and fund balances as of December 31, 2020. Total assets of \$1.7 million are related to program receivable from federal and regional grants. Total liability of \$618,500 included \$35,290 of payable to consultants for services provided; \$4,750 of accrued salaries and taxes; and \$578,460 of payable to the Transportation Authority for costs incurred and paid for by TIMMA. TIMMA will reimburse the Transportation Authority with grant payments received. The deferred inflow of resources is \$1.1 million, and it is related to the timing of invoices submitted to funding agencies for reimbursement that were not collected as of December 31, 2020.

**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 the prorated budget to actual levels for revenues and earned \$761,494 of revenues from the Treasure Island Development Authority and the Federal Advanced Transportation and Congestion Management Technologies Deployment grant in the first two quarters. As of December 31, 2020, TIMMA incurred \$587,295 of expenditures. Expenditures included \$368,000 in technical professional services, and \$219,295 of personnel and non-personnel expenditures.

For the six months ending December 31, 2020, total program revenues were lower than budgetary estimates by \$483,319 and total expenditures were lower than budgetary estimates by \$661,236. The variances are mainly related due expenditures for the first six months of the fiscal year due to the delay in the system integration and approval of toll policies. The budget is expected to be updated in the mid-year budget amendment and will we expect to seek Board approval of Program Design in the 3<sup>rd</sup> or 4<sup>th</sup> quarter of Fiscal Year 2020/21.

## 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  
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**TREASURE ISLAND MOBILITY MANAGEMENT AGENCY  
ATTACHMENT 1**

Balance Sheet (unaudited)  
Governmental Funds  
December 31, 2020

	<u>General Fund</u>
<b>Assets:</b>	
Program receivable	\$ 30,133
Receivables from the City and County of San Francisco	1,689,835
<b>Total Assets</b>	<b><u>1,719,968</u></b>
<b>Liabilities:</b>	
Accounts payable	35,290
Accrued salaries and taxes	4,750
Due to Transportation Authority	578,460
<b>Total Liabilities</b>	<b><u>618,500</u></b>
<b>Deferred Inflows of Resources:</b>	
Unavailable program revenues	1,101,468
<b>Fund Balances (Deficit):</b>	
Total fund balances (deficit)	<u>-</u>
<b>Total Liabilities, Deferred Inflows of Resources, and Fund Balances</b>	<b><u>\$ 1,719,968</u></b>



**TREASURE ISLAND  
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**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, 2020

	General Fund	Prorated Adopted Budget Fiscal Year 2020/21	Variance with Prorated Adopted Budget Positive (Negative)
<b>Revenues:</b>			
Program revenue	\$ 761,494	\$ 1,244,813	\$ (483,319)
<b>Total Revenues</b>	<b>761,494</b>	<b>1,244,813</b>	<b>(483,319)</b>
<b>Expenditures:</b>			
Current - transportation improvement			
Personnel expenditures	204,608	256,107	51,499
Non-personnel expenditures	14,687	28,100	13,413
Technical professional services	368,000	964,324	596,324
<b>Total Expenditures</b>	<b>587,295</b>	<b>1,248,531</b>	<b>661,236</b>
<b>Excess (Deficiency) of Revenues over (Under) Expenditures</b>	<b>174,199</b>	<b>(3,718)</b>	<b>177,917</b>
<b>Other Financing Sources (Uses):</b>			
Transfer out to Transportation Authority	(174,199)	3,718	(177,917)
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Fund balances (deficit), beginning of the period	-		
<b>Fund Balance (Deficit), End of the Period</b>	<b>\$ -</b>		