



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

Bay Area Air Quality Management District

Budget & Finance Committee Meeting

November 26, 2014

Fourth Quarter Financial Report

Fiscal Year Ending 2014

Stephanie Osaze
Finance Manager



4th Quarter Preliminary Results FYE 2014

General Fund - Revenues

Major Categories	FYE 2014 Budget	FYE 2014 Actual (as of 6/30/2014)	Percentage of Budgeted Revenues
County receipts	\$ 21,780,888	\$ 23,046,494	106%
Permit Fees	\$ 27,397,000	\$ 27,471,448	100%
Title V Permit Fees	\$ 3,690,000	\$ 3,712,520	101%
Asbestos Fees	\$ 1,900,000	\$ 2,786,443	147%
Toxic Inventory Fees	\$ 600,000	\$ 554,553	92%
Penalties and Settlements	\$ 1,700,000	\$ 3,079,144	181%
Interest Revenue	\$ 277,695	\$ 640,784	231%
Miscellaneous Revenue	\$ 100,000	\$ 116,840	117%
Total Revenues	\$ 57,445,583	\$ 61,408,226	107%
Building Sale Net Proceeds	-	\$ 15,771,303	n/a
Total Revenues (with sale proceeds)	\$ 57,445,583	\$ 77,179,529	134%



Revenue Comparison

Prior Year vs. Current Year

	FYE 2013 (As of June 30, 2013)	FYE 2014 (As of June 30, 2014)	\$ DIFFERENCE
County receipts	\$ 23,733,375	\$ 23,046,494	\$ (686,881)
Permit Fee receipts	\$ 25,937,054	\$ 27,471,448	\$ 1,534,394
Title V Permit Fees	\$ 3,627,490	\$ 3,712,520	\$ 85,030
Asbestos Fees	\$ 2,465,047	\$ 2,786,443	\$ 321,396
Toxic Inventory Fees	\$ 635,408	\$ 554,553	\$ (80,855)
Penalties and Settlements	\$ 1,670,702	\$ 3,079,144	\$ 1,408,442
Miscellaneous Revenue	\$ 69,179	\$ 116,840	\$ 47,661
Interest Revenue	\$ 415,321	\$ 640,784	\$ 225,463
TOTAL REVENUES	\$ 58,553,576	\$ 61,408,226	\$ 2,854,650



4th Quarter Preliminary Results FYE 2014

General Fund - Expenses

Major Categories	FYE 2014 Budget	FYE 2014 Actual (as of 6/30/2014)	Percentage of Budgeted Expenditures
* Personnel - Salaries	\$ 34,014,360	\$ 33,441,465	98%
* Personnel - Fringe Benefits	\$ 14,798,826	\$ 15,197,521	103%
Operational Services and Supplies	\$ 18,515,912 **	\$ 14,314,529	77%
Capital Outlay **	\$ 5,198,701	\$ 4,172,041	80%
Total Expenditures	\$ 72,527,799	\$ 67,125,556	93%

* Consolidated (Includes Special Funds)

** Approximately \$4.6 million of the budget has been encumbered to cover contractual obligations



Expenditure Comparison

Prior Year vs. Current Year

	FYE 2013 (As of June 30, 2013)	FYE 2014 (As of June 30, 2014)	\$ DIFFERENCE
*Personnel - Salaries	\$ 32,869,539	\$ 33,441,465	\$ 571,926
*Personnel - Fringe Benefits	\$ 16,063,118	\$ 15,197,521	\$ (865,597)
Operational Services and Supplies	\$ 12,254,355	\$ 14,314,529	\$ 2,060,174
Capital Outlay	\$ 2,580,592	\$ 4,172,041	\$ 1,591,449
TOTAL EXPENDITURES	\$ 63,767,604	\$ 67,125,556	\$ 3,357,952
*Consolidated includes Special Funds			



4th Quarter Results FYE 2014

Investments

Cash and Investments with County Treasury:

(Based on the June 2014 Account Balance)

General Fund	\$40,145,317
TFCA	\$69,350,439
MSIF	\$34,144,921
Carl Moyer	\$12,770,463
CA Goods Movement	\$17,404,577
TOTAL	<u>\$173,815,717</u>



General Fund - Fund Balance

GENERAL FUND			
	6/30/2012	6/30/2013	6/30/2014
	Audited	Audited	Unaudited
Building and Facilities	4,075,756	5,478,276	500,000
PERS Funding	1,500,000	2,016,169	800,000
Radio Replacement	75,000	100,808	-
Worker's Compensation	1,000,000	1,344,113	1,000,000
Post Employment Benefits	2,000,000	2,688,226	1,000,000
JD Edwards Software Upgrade	-	-	1,000,000
IT-Desktop Equipment	-	-	500,000
IT-Event Response	-	-	500,000
Capital Equipment	1,219,818	1,639,573	1,000,000
Tech-GHG Monitoring Equipment	-	-	360,900
Tech-Meteorological Network Equipment	-	-	417,100
Tech-Mobile Monitoring Instruments	-	-	450,000
Economic Uncertainties	130,660	175,622	10,114,309
TOTAL SPECIAL RESERVES	\$ 10,001,234	\$ 13,442,787	\$ 17,642,309
UNDESIGNATED (incl. Sale Proceeds)	3,441,554	5,059,722	21,981,026
TOTAL FUND BALANCES	\$ 13,442,788	\$ 18,502,509	\$ 39,623,335



Purchasing Reporting Requirements

- **Section 4.3 of the Purchasing Procedures states:**

Recurring payments of routine business needs such as utilities, licenses, office supplies etc. that are more than \$70,000 shall be presented in the Quarterly Financial Report.

- In an effort of full disclosure, list also includes benefit payments.



FYE 2014 Vendor Payments

Cumulative Vendor Payments in Excess of \$70,000 without Board Review

	VENDOR NAME	AMOUNT PAID (July 2013 - June 2014)	Explanation
1	ALLIANT INSURANCE SERVICES	650,867	Various Insurance Policies
2	BOARD OF REGENTS	139,608	Laboratory analysis services
3	CA PUBLIC EMPLOYEE RETIREMENT SYSTEM	6,150,711	Health Insurance Plan
4	CA PUBLIC EMPLOYEE RETIREMENT SYSTEM	8,325,351	Retirement Benefits & 457 Supplemental Plan
5	CAPCOA	693,613	Pass through EPA grants
6	CERIDIAN	92,566	Payroll Processing Services
7	COMCAST	125,957	Internet Connections
8	COMPUCOM SYSTEMS, INC.	117,348	Microsoft license agreement
9	COMPUTER DISCOUNT WAREHOUSE	127,394	Computer Equipment
10	CSAC EXCESS INSURANCE AUTHORITY	679,492	Life Insurance Plan
11	CUBIC TRANSPORTATIONS SYSTEMS	311,735	Clipper Transit Subsidy
12	EMPLOYEE BENEFIT SPECIALISTS	190,593	Medical & Dependent Care Flexible Spending Plan
13	EMPLOYMENT DEVELOPMENT DEPT	179,409	Unemployment Insurance
14	ENTERPRISE FLEET SERVICES	478,315	Fleet Leasing and Maintenance services
15	ENVIRONICS INC.	106,173	Calibration Equipment



FYE 2014 Vendor Payments Continues

Cumulative Vendor Payments in Excess of \$70,000 without Board Review

	VENDOR NAME	AMOUNT PAID (July 2013 - June 2014)	Explanation
16	HARTFORD LIFE INS. CO.	453,293	Life Insurance Plan
17	MET ONE INSTRUMENTALS INC.	124,164	PM 2.5 Instrumentation and Shelters
18	NETAPP INC.	81,069	SF & SAC Net Application Support
19	ORACLE AMERICA INC.	75,779	Financial System License & Technical Support
20	PACIFIC GAS & ELECTRIC COMPANY	389,134	Utilities
21	PREFERRED BENEFIT INSURANCE AD	798,364	Dental Insurance Plan
22	PRICE WATERHOUSE COOPERS LLC	84,588	IT Forensic Technology Services for Malware Event
23	RENNE SLOAN HOLTZMAN & SAKAI	253,264	Human Resources Consulting Services
24	RICHMOND PARKWAY BUSINESS PARK	180,833	Building Lease
25	SHUTE MIHALY & WEINBERGER	157,093	Litigation & Professional Services
26	SONOMA TECHNOLOGY INC.	175,067	Programming and Special Studies
27	THERMO ENVIRONMENTAL INSTRUMENTS	123,643	Air monitoring and source test instrumentation
28	TELEDYNE	208,536	Instrumentation for woodsmoke studies
29	VERIZON WIRELESS	178,735	Cell phone services
30	WRIGHT EXPRESS FLEET SERVICES	144,254	Fuel for Fleet



BAY AREA
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MANAGEMENT
DISTRICT

Bay Area Air Quality Management District

Budget & Finance Committee Meeting

November 26, 2014

First Quarter Financial Report

Fiscal Year Ending 2015

Stephanie Osaze
Finance Manager



1st Quarter Results FYE 2015

General Fund - Revenues

Major Categories	FYE 2015 Budget	FYE 2015 Actual (as of 9/30/2014)	Percentage of Budgeted Revenues
County receipts	\$ 22,523,540	\$ 221,845	1%
Permit Fees	\$ 27,519,936	\$ 17,195,396	63%
Title V Permit Fees	\$ 3,867,100	\$ 3,042,530	79%
Asbestos Fees	\$ 2,300,000	\$ 858,788	37%
Toxic Inventory Fees	\$ 554,359	\$ 212,622	38%
Penalties and Settlements	\$ 1,700,000	\$ 863,055	51%
Interest Revenue	\$ 114,717	\$ 887	1%
Miscellaneous Revenue	\$ 190,000	\$ 2,440	1%
Total Revenues	\$ 58,769,652	\$ 22,397,563	38%



Revenue Comparison

Prior Year vs. Current Year

	FYE 2014 (As of September 30, 2013)	FYE 2015 (As of September 30, 2014)	\$ DIFFERENCE
County receipts	\$ 225,204	\$ 221,845	\$ (3,359)
Permit Fee receipts	\$ 15,543,199	\$ 17,195,396	\$ 1,652,197
Title V Permit Fees	\$ 2,494,263	\$ 3,042,530	\$ 548,267
Asbestos Fees	\$ 730,719	\$ 858,788	\$ 128,069
Toxic Inventory Fees	\$ 233,214	\$ 212,622	\$ (20,592)
Penalties and Settlements	\$ 743,339	\$ 863,055	\$ 119,716
Miscellaneous Revenue	\$ 19,714	\$ 887	\$ (18,827)
Interest Revenue	\$ 462,829	\$ 2,440	\$ (460,389)
TOTAL REVENUES	\$ 20,452,481	\$ 22,397,563	\$ 1,945,082



1st Quarter Results FYE 2015

General Fund - Expenses

Major Categories	FY 2015 Budget	FYE 2015 Actual (as of 9/30/2014)	Percentage of Budgeted Expenditures
* Personnel - Salaries	\$ 35,030,324	\$ 7,963,262	23%
* Personnel - Fringe Benefits	\$ 15,399,074	\$ 3,184,421	21%
Operational Services and Supplies	\$ 23,215,685	\$ 2,929,573	13%
Capital Outlay	\$ 5,295,352	\$ 1,139,837	22%
Total Expenditures	\$ 78,940,435	\$ 15,217,093	19%

* Consolidated (Includes Special Funds)



Expenditure Comparison

Prior Year vs. Current Year

	FYE 2014 (As of September 30, 2013)	FYE 2015 (As of September 30, 2014)	\$ DIFFERENCE
*Personnel - Salaries	\$ 7,718,343	\$ 7,963,262	\$ 244,919
*Personnel - Fringe Benefits	\$ 3,021,525	\$ 3,184,421	\$ 162,896
Operational Services and Supplies	\$ 2,470,623	\$ 2,929,573	\$ 458,950
Capital Outlay	\$ 794,864	\$ 1,139,837	\$ 344,973
TOTAL EXPENDITURES	\$ 14,005,355	\$ 15,217,093	\$ 1,211,738

*Consolidated includes Special Funds



1st Quarter Results FYE 2015

Investments

Cash and Investments with County Treasury:	
(Based on the September 2014 Account Balance)	
General Fund	\$33,973,352
TFCA	\$71,837,888
MSIF	\$35,717,358
Carl Moyer	\$6,326,534
CA Goods Movement	\$17,000,299
TOTAL	<u>\$164,855,431</u>



General Fund - Fund Balance

GENERAL FUND			
	6/30/2013	6/30/2014	6/30/2015
	Audited	Unaudited	Projected
Building and Facilities	5,478,276	500,000	500,000
PERS Funding	2,016,169	800,000	800,000
Radio Replacement	100,808	-	-
Worker's Compensation	1,344,113	1,000,000	1,000,000
Post Employment Benefits	2,688,226	1,000,000	1,000,000
JD Edwards Software Upgrade	-	1,000,000	1,000,000
IT-Desktop Equipment	-	500,000	500,000
IT-Event Response	-	500,000	500,000
Capital Equipment	1,639,573	1,000,000	1,000,000
Tech-GHG Monitoring Equipment	-	360,900	360,900
Tech-Meteorological Network Equipment	-	417,100	417,100
Tech-Mobile Monitoring Instruments	-	450,000	450,000
Economic Uncertainties	175,622	10,114,309	10,114,309
TOTAL SPECIAL RESERVES	\$ 13,442,787	\$ 17,642,309	\$ 17,642,309
UNDESIGNATED (incl. Sale Proceeds)	5,059,722	21,981,026	21,981,026
TOTAL FUND BALANCES	\$ 18,502,509	\$ 39,623,335	\$ 39,623,335



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	VENDOR NAME	AMOUNT PAID (July 2014 - September 2014)	Explanation
1	ALLIANT INSURANCE SERVICES	415,112	Various Insurance Policies
2	CA PUBLIC EMPLOYEE RETIREMENT SYSTEM	1,550,095	Health Insurance Plan
3	CA PUBLIC EMPLOYEE RETIREMENT SYSTEM	1,967,098	Retirement Benefits & 457 Supplemental Plan
4	CSAC EXCESS INSURANCE AUTHORITY	243,680	Life Insurance Plan
5	CUBIC TRANSPORTATIONS SYSTEMS	81,296	Clipper Transit Subsidy
6	ENTERPRISE FLEET SERVICES	117,715	Fleet Leasing and Maintenance services
7	HARTFORD LIFE INS. CO.	112,261	Life Insurance Plan
8	PACIFIC GAS & ELECTRIC COMPANY	89,230	Utilities
9	PREFERRED BENEFIT INSURANCE AD	130,997	Dental Insurance Plan
10	RENNE SLOAN HOLTZMAN & SAKAI	92,675	Human Resources Consulting Services
11	THERMO ENVIRONMENTAL INSTRUMENTS	111,308	Air monitoring and source test instrumentation



BAY AREA
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MANAGEMENT
DISTRICT

AGENDA: 6

939 Ellis Street Sale Proceeds
Budget and Finance Committee
November 26, 2014

Jeff McKay
Deputy Air Pollution Control Officer



OVERVIEW

- District sold 939 Ellis for \$16.4 million in April 2014
- Net Proceeds after associated closing costs was \$15,771,303
- District entered into a 1 year lease agreement with option to extend until June 30, 2016
- Monthly base rent is \$91,925.17

RECOMMENDATIONS

1. Appropriate \$1,103,103 in the current fiscal year to cover the monthly base rent
2. Transfer remaining sale proceeds to the General Fund Building Reserves to:
 - ◆ Use towards purchase of 375 Beale Street Office Space (minimum of \$8.5M has been committed)
 - ◆ Finance current and future building needs and obligations