



ALAMEDA-CONTRA COSTA TRANSIT DISTRICT

Master Minute Order

Report ID:	22-541	Status:	Approved
Type:	Discussion Item(s)		
Meeting Body:	AC Transit Parcel Tax Fiscal Oversight Committee 11/08/2022	Final Action:	11/08/2022

Sponsors:

Attachments: STAFF REPORT, Att.1. 22-001, Att. 2 FY22 Measure VV Agreed Upon Procedures, Att. 3 Schedules for Districts 1 and 2 - DRAFT, Att.4 Audited Financial Statements YE June 30, 2022, Att. 5 Presentation

Related Files:

Agenda Title:

Review the Measure VV/C1 Financial Statement and consider the adoption of Resolution No. 22-001 determining that the Measure VV/C1 funds collected during the 2021-22 Fiscal Year have been appropriated and expended in Special Transit Service District No. 1 for operation and maintenance activities.

- History of the District 1 - District 2 Allocation Methodology;
- Measure VV/C1 Agreed Upon Procedure, including an Hours and Miles Comparison for District 1/District 2;
- AC Transit Audited Financial Statements (includes the D1/D2 Report and Supplemental Schedule).

Legislative Action & Summary

Acting Body:	Date:	Action:	Result:
AC Transit Parcel Tax Fiscal Oversight Committee	11/08/2022	Approved	Pass

Action Text:

MOTION: JOHNSON/TREGUB to adopt Resolution No. 22-001 determining that the Measure VV/C1 funds collected during the 2021-22 Fiscal Year have been appropriated and expended in Special Transit Service District No. 1 for operation and maintenance activities, including the correction of total service hours and miles on page 5 of Staff Report 22-541, Attachment 2. The motion carried by the following vote:

Ayes: 7 Committee Member Levy, Committee Member Chen, Committee Member Tregub, Committee Member Johnson, Abelson*, Committee Member Williams, Committee Member Hicks

Notes:

Chief Financial Officer Chris Andrichak presented information on the allocation methodology and the allocation of revenue, subsidies, and expenses. Brad Schelle, an independent external auditor with Crowe LLC, reviewed the Measure VV/C1 agreed-upon procedures applicable to the audit. Mr. Schelle explained that Measure VV/C1 funds collected during the 2021-22 Fiscal Year had been appropriated and expended in Special Transit Service District No. 1 for operation and maintenance activities as prescribed by the agreed-upon procedures. There were no public comments offered.

Committee members discussed the reasons for the increase in service hours and decrease in service miles and discovered a miscalculation in total service hours and total service miles on page 21 of the printed agenda packet (Staff Report 22-541, Attachment 2, page 5). The auditor ensured that the service hours table would be re-checked for accuracy and corrected. The Committee also pointed out that the headers in attachments 2, 3 and 4 were missing. [Subsequent to the meeting, staff reviewed the meeting documents and determined that the above referenced headers were inadvertently removed during the page numbering process; however, the correct version was published and publicly available on the District's website.]

Staff further addressed the Committee's questions about route restoration trends, explaining that as service gradually increases that ridership continues to grow, but noted the constraint in the workforce unavailability and the need for additional funding to support service reliability.

Committee member Levy commented on the audit review timeline, suggesting that the Board of Directors should review the financial statements prior to the Committee.
