



EXECUTIVE DECISION DOCUMENT

GENERAL MANAGER APPROVAL: <i>[Signature]</i> 4/2/2020		GENERAL MANAGER ACTION REQ'D:		
DATE: 4/2/2020		BOARD INITIATED ITEM: No		
Originator/Prepared by: Patricia Williams Dept: District Secretary <i>P. Williams</i> 4-2-20 Signature/Date:	General Counsel <i>MB</i> 4/2/20	Controller/Treasurer []	District Secretary <i>P. Williams</i> 4-2-20 []	BARC <i>[Signature]</i> 4/2/20 []

Suspension of Board Rules Regarding the Annual Budget

PURPOSE: To obtain Board approval to suspend, as needed, portions of the following Board Rules regarding the Annual Budget:

5-1.1, General Provisions

5-1.2, Budget Submitted to Board

5-1.3, Notice of Availability of Preliminary Annual Budget and Time of Hearing

DISCUSSION:

Board Rules 5-1.1 through 5-1.3 provide timelines for the Annual Budget process. With the current Shelter-in-Place mandate, which prevents all but essential travel and restricts all but essential workers from leaving home to go to work, BART ridership has dropped to less than ten percent of normal, and other revenue sources are dropping in a similar manner. This dramatic decrease in ridership, fare box recovery, and other revenue dictates a complete re-evaluation of the District's projections for the Fiscal Year 2021 Annual Budget, and additional time may be required to prepare the Preliminary Annual Budget for Board review.

FISCAL IMPACT:

Suspension of the Board Rules will not have any fiscal impact.

ALTERNATIVES:

Adhere to the Board Rules as written, or implement a modified timeline for Fiscal Year 2021.

RECOMMENDATION:

Adoption of the motion below.

MOTION:

That the timeline requirements for Fiscal Year 2021 Annual Budget preparation and presentations be suspended.

SECTION 1. ANNUAL BUDGET

5-1.1 General Provisions

The General Manager, or a designated representative, shall prepare for the District and submit to the Board a Preliminary Annual Budget by March 31 of each calendar year for the following fiscal year. The Preliminary Annual Budget shall include provisions for Operating Expenses, Debt Service, and such other functional categories as the General Manager deems appropriate. The Preliminary Annual Budget will thereafter be released to the public.

Revised and Adopted
September 12, 2019

5-1.2 Budget Submitted to Board

After the Preliminary Annual Budget is submitted to the Board of Directors, the Preliminary Annual Budget will be presented to and discussed by the Board at least once at a regularly scheduled meeting in April and once at a regularly scheduled meeting in May.

Revised and Adopted
September 12, 2019

5-1.3 Notice of Availability of Preliminary Annual Budget and Time of Hearing

On or before June fifth (5th) of each year, the District Secretary shall publish a notice once in a newspaper of general circulation in each of the counties comprising the District stating that the Preliminary Annual Budget is available to anyone requesting a copy, and on a date stated in the notice, not less than ten (10) days after the Notice of Availability of the Preliminary Annual Budget and Time of Hearing is published, and at a time and place also stated in the notice, the Board will meet for the purpose of fixing the final budget, and anyone may appear thereat and be heard regarding the increase, decrease, or omission of any item on the budget or for the inclusion of additional items. Said hearing on the fixing of the final budget shall be held on or prior to June twentieth (20th). Said hearing shall be continued from day to day until concluded, but not to exceed a total of ten (10) days, and shall be concluded before the expiration of ten (10) days if there are no requests or applications on file with the Board for further hearings.

On or before June thirtieth (30th) of each year the Board shall, by resolution, adopt the budget as finally determined.

Revised and Adopted
September 12, 2019