

# Finance Committee

Budget Reprogrammings  
Quarter Ended March 31, 2012

May 2012

## **Budget Reprogramming Guidelines**

- Budget reprogrammings within the delegated authority to the President and CEO are reported to the Finance Committee on a quarterly basis.
- The net impact of all budget reprogramming is zero.
- For the Quarter ended March 31, 2012, reprogrammings occurred within two of the Airports Authority's Budget programs, the Aviation Capital, Operating, Maintenance, and Investment Program, and the Dulles Corridor Renewal and Replacement Program.

# Budget Reprogrammings

## Quarter Ended March 31, 2012

### Aviation Capital, Operating and Maintenance Investment Program

#### Reprogrammed From:

|   |                   |
|---|-------------------|
| 1. "Office of HR and Finance Multifunctional Copiers, CF" | (\$17,786)        |
| 2. "E-Line Sanitary Sewer Rehabilitation, IAD"            | <u>(15,000)</u>   |
| Total Reprogrammed  | <u>(\$32,786)</u> |

#### Reprogrammed To:

|                                       |                 |
|---------------------------------------|-----------------|
| 1a. "Business Administration Copiers" | \$8,600         |
| 1b. "Audit Copiers"                   | 9,186           |
| 2a. "Communications Copiers"          | <u>15,000</u>   |
| Total Reprogrammed                    | <u>\$32,786</u> |

## **Budget Reprogrammings Quarter Ended March 31, 2012**

### **Dulles Corridor Renewal and Replacement Program**

#### **Reprogrammed From:**

|                      |                    |
|----------------------|--------------------|
| 1. "Slip Ramp Gates" | <u>(\$282,000)</u> |
|----------------------|--------------------|

|                    |                    |
|--------------------|--------------------|
| Total Reprogrammed | <u>(\$282,000)</u> |
|--------------------|--------------------|

#### **Reprogrammed To:**

|   |                  |
|---|------------------|
| 1a. "Herndon Monroe Toll Collection System" | <u>\$282,000</u> |
|---|------------------|

|                    |                  |
|--------------------|------------------|
| Total Reprogrammed | <u>\$282,000</u> |
|--------------------|------------------|

**INFORMATION PAPER FOR THE  
FINANCE COMMITTEE  
BUDGET REPROGRAMMINGS FOR THE FIRST QUARTER OF 2012  
MAY 2012**

**PURPOSE**

This report is presented to the Finance Committee to report on budget reprogramming actions that occurred in the first quarter ended March 31, 2012.

**BACKGROUND**

The President and Chief Executive Officer is authorized by the Board of Directors to modify or adjust expenditures within each of the Airports Authority's six program budgets, so long as the total expenditures within any such program do not exceed the level authorized for the program. Such modification or adjustment of expenditures is referred to as a budget reprogramming. A reprogramming represents a deduction from one budget line item and an addition to another budget line item within the defined budget program area. Generally, a budget reprogramming may be required to facilitate the Airports Authority's current mission, emergency response, strategic initiatives, business plan, action plan items, or to accommodate newly mandated initiatives not originally funded in the approved annual budget.

In April 2010 the Finance Committee adopted guidelines, which stated that all material budget reprogrammings would be reported to the Finance Committee on a quarterly basis and would include any year-to-date cumulative budget reprogramming equal to or greater than the following:

1. Aviation Operation and Maintenance (\$250,000);
2. Aviation Capital, Operating and Maintenance Investment Program (\$500,000 or any new project, regardless of dollar amount);
3. Aviation Capital Construction Program (\$500,000 or any new project, regardless of dollar amount);
4. Dulles Corridor Operation and Maintenance (\$250,000);
5. Dulles Corridor Renewal and Replacement (\$500,000 or any new project, regardless of dollar amount); and
6. Dulles Corridor Capital Improvement Program (\$500,000 or any new project, regardless of dollar amount).

Additionally, certain guidelines were adopted requiring advance approval by the Finance Committee for material reprogramming requests. The criteria for budget reprogramming reporting are included as a part of the annual budget resolution.

## **2012 FIRST QUARTER REPROGRAMMING SUMMARY**

The table below identifies reprogrammings that occurred in the first quarter ended March 31, 2012 which met the reporting criteria.

| <b><u>First Quarter 2012 Reprogramming</u></b><br><b>January - March</b> |                 |  |                         |                         |                            |             |  |
|--|-----------------|--|-------------------------|-------------------------|----------------------------|-------------|--|
| <b>Aviation Capital, Operating &amp; Maintenance Investment Program</b>  |                 |  |                         |                         |                            |             |  |
| PROGRAM  | PROJECT/SERVICE | LOCATION   | Q1<br>BEGINNING BALANCE | REPROGRAMMING<br>AMOUNT | TOTAL<br>REVISED<br>AMOUNT | EXPLANATION |  |
| From   | COMIP           | Office of HR & Finance - Multifunctional Copiers | CF                      | \$67,836                | (\$17,786)                 | \$50,050    | A portion of the remaining funds from the Office of Human Resources and Finance Multifunctional Copiers project was available for reprogramming. |
| To   | COMIP           | Business Admin Copiers                           | CF                      | \$0                     | \$8,600                    | \$8,600     | The Office of Business Administration has identified a need for a new copier.  |
| To   | COMIP           | Audit Copiers                                    | CF                      | \$0                     | \$9,186                    | \$9,186     | The Office of Audit has identified a need for a new copier.  |
| From   | COMIP           | E-Line Sanitary Sewer Rehabilitation             | IAD                     | \$119,108               | (\$15,000)                 | \$104,108   | The E-Line Sanitary Sewer Rehabilitation project is complete and the remaining funds were available for reprogramming.                           |
| To   | COMIP           | Communications Copier                            | CF                      | \$0                     | \$15,000                   | \$15,000    | The Office of Communications has identified a need for a new copier.   |
| <b>TOTAL</b>   |                 |  |                         | <u><u>\$0</u></u>       |                            |             |  |
| <b>Dulles Corridor Renewal and Replacement</b>                           |                 |  |                         |                         |                            |             |  |
| PROGRAM  | PROJECT/SERVICE | LOCATION   | Q1<br>BEGINNING BALANCE | REPROGRAMMING<br>AMOUNT | TOTAL<br>REVISED<br>AMOUNT | EXPLANATION |  |
| From   | R&R             | Slip Ramp Gates                                  | DTR                     | \$500,000               | (\$282,000)                | \$218,000   | A portion of these funds was available to be used for reprogramming.   |
| To   | R&R             | Herndon Monroe Toll Collection System            | DTR                     | \$0                     | \$282,000                  | \$282,000   | Enhancements and repairs to the Herndon Monroe Toll Collection System for preservation of toll revenues.   |
| <b>TOTAL</b>   |                 |  |                         | <u><u>\$0</u></u>       |                            |             |  |

## **CONCLUSION**

In the first quarter of 2012 reprogrammings occurred in the Aviation Capital, Operating and Maintenance Investment Program totaling \$32,786 and in the Dulles Corridor Renewal and Replacement Program totaling \$282,000. The reprogrammings resulted in a net change of zero.

No reprogrammings occurred in other Budget Programs that met the reporting criteria. No reprogrammings were proposed during the quarter ended March 2012 which met the criteria for Finance Committee advance approval.

Prepared by:  
Office of Finance  
May 2012