



March 18, 2014

Matthew H. Hymel  
COUNTY ADMINISTRATOR

Marin County Board of Supervisors  
3501 Civic Center Drive  
San Rafael, CA 94903

Marin County Civic Center  
3501 Civic Center Drive  
Suite 325  
San Rafael, CA 94903  
415 473 6358 T  
415 473 4104 F  
CRS Dial 711  
[www.marincounty.org/cao](http://www.marincounty.org/cao)

**Subject:** Allocation of Unassigned Year-End Fund Balance

Dear Supervisors,

**Recommendation:** Authorize allocation of additional \$4,176,408 from FY 2012-13 unassigned year-end fund balance for specific one-time allocations as detailed in staff report

**Overview**

Marin County has reached a balanced budget because we have practiced sound financial discipline by not using one-time revenues for ongoing expenses. Our policy has been to allocate one-time funds for one-time purposes.

Our final FY 2012-13 General Fund undesignated fund balance is approximately \$4.2 million more than planned for the current year budget. Therefore, these one-time resources are available to your Board for allocation. Consistent with your past policy direction, I am recommending that your Board allocate these one-time funds for the following one-time purposes:

**Road and Bridge Program (\$2.1 million)**

Consistent with your Board's policy to dedicate 50% of any year-end balance above \$20 million toward the road and bridge capital program, I am recommending that we allocate 50%, or approximately \$2.1 million, to our Road and Bridge Capital program. This would bring the County's investment over a 5-year period to approximately \$24.3 million. These funds would be used to support our work program for road and bridge projects.

**One-time Reserves (\$2.1 million)**

I am recommending that the remaining \$2.1 million be placed in the one-time reserve so that these funds are reserved for one-time, high priority projects. This would bring the balance of the one-time reserve from \$10.8 million to approximately \$12.9. Any appropriation of these funds will require future approval of your Board.

**Fiscal Impact**

The net fiscal impact of these actions will be to transfer \$2,088,204 from the General Fund (Fund 10000) to the Road & Bridge Fund (Fund 27020),

including appropriation of the \$2,088,204 within Fund 27020. In addition, staff will work with the Department of Finance to increase General Fund Designation No. 3121250 (Designation for 1-time Capital Projects) by the remaining \$2,088,204 of prior year fund balance.

Please let me know if you have any concerns or questions.

Sincerely,

A handwritten signature in black ink, appearing to read "MHymel". The signature is fluid and cursive, with a large initial "M" and a long, sweeping tail.

Matthew H. Hymel  
County Administrator

FMBB Doc. 100020252