



TREASURE ISLAND MOBILITY MANAGEMENT AGENCY

1455 Market Street, 22ND Floor, San Francisco, CA 94103 415-522-4800 info@timma.org www.timma.org

AGENDA

TREASURE ISLAND MOBILITY MANAGEMENT AGENCY Committee Meeting Notice

Date: Tuesday, June 15, 2021; 11:00 a.m.

Location: Watch SF Cable Channel 26

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Watch https://bit.ly/3wDuFqO

PUBLIC COMMENT CALL-IN: 1 (415) 655-0001; Access Code: 187 037 9119 # #

To make public comment on an item, when the item is called, dial '*3' to be added to the queue to speak. Do not press *3 again or you will be removed from the queue. When the system says your line is unmuted, the live operator will advise that you will be allowed 2 minutes to speak. When your 2 minutes are up, we will move on to the next caller. Calls will be taken in the order in which they are received.

Commissioners: Haney (Chair), Mandelman (Vice Chair), and Ronen

Clerk: Britney Milton

Remote Access to Information and Participation:

In accordance with Governor Gavin Newsom's statewide order for all residents to "Stay at Home" - and the numerous local and state proclamations, orders and supplemental directions - aggressive directives have been issued to slow down and reduce the spread of the COVID-19 disease. Pursuant to the lifted restrictions on video conferencing and teleconferencing, the Treasure Island Mobility Management Agency (TIMMA) Board and Committee meetings will be convened remotely and allow for remote public comment. Members of the public are encouraged to watch SF Cable Channel 26 or visit the SFGovTV website (www.sfgovtv.org) to stream the live meetings or watch them on demand. Written public comment may be submitted prior to the meeting by emailing the Clerk of the Transportation Authority at clerk@sfcta.org or sending written comments to Clerk of the Transportation Authority, 1455 Market Street, 22nd Floor, San Francisco, CA 94103. Written comments received by 8 a.m. on the day of the meeting will be distributed to Committee members before the meeting begins.

- 1. Roll Call
2. Approve the Minutes of the March 16, 2021 Meeting - ACTION*
3. Recommend Amendment of the Adopted Fiscal Year 2020/21 Budget to Decrease Revenues by \$256,205, Decrease Expenditures by \$263,640 and Decrease Other Financing Sources by \$7,435 - ACTION*

TIMMA Committee Meeting Agenda

- | | | |
|----|--|-----------|
| 4. | Toll Policy Outreach Update - INFORMATION* | 13 |
| 5. | Recommend Adoption of the Proposed Fiscal Year 2021/22 Annual Budget and Work Program - ACTION* | 27 |
| 6. | Recommend Approval of the Memorandum of Understanding between Treasure Island Mobility Management Agency and Water Emergency Transportation Authority - ACTION* | 41 |
| 7. | Internal Accounting Report for the Nine Months Ending March 31, 2021 - INFORMATION* | 53 |

Other Items

- | | |
|-----|--|
| 8. | Introduction of New Items - INFORMATION

During this segment of the meeting, Committee members may make comments on items not specifically listed above or introduce or request items for future consideration. |
| 9. | Public Comment |
| 10. | Adjournment |

***Additional Materials**

If a quorum of the TIMMA Board is present, it constitutes a Special Meeting of the Transportation Authority Board. The Clerk of the Board shall make a note of it in the minutes, and discussion shall be limited to items noticed on this agenda.

The meeting proceedings can be viewed live or on demand after the meeting at www.sfgovtv.org. To know the exact cablecast times for weekend viewing, please call SFGovTV at (415) 554-4188 on Friday when the cablecast times have been determined.

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If any materials related to an item on this agenda have been distributed to the TIMMA Board after distribution of the meeting packet, those materials are available for public inspection at the Transportation Authority at 1455 Market Street, Floor 22, San Francisco, CA 94103, during normal office hours.

Written public comment may be submitted prior to the meeting by emailing the Clerk of the Transportation Authority at clerk@sfcta.org or sending written comments to Clerk of the Transportation Authority, 1455 Market Street, 22nd Floor, San Francisco, CA 94103. Written comments received by 8 a.m. on the day of the meeting will be distributed to Committee members before the meeting begins.

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code Sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San

TIMMA Committee Meeting Agenda

Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; (415) 252-3100; website www.sfethics.org.

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**TREASURE ISLAND
MOBILITY MANAGEMENT AGENCY**

1455 Market Street, 22ND Floor, San Francisco, CA 94103 415-522-4800 info@timma.org www.timma.org

DRAFT MINUTES

TREASURE ISLAND MOBILITY MANAGEMENT AGENCY COMMITTEE

Tuesday, March 16, 2021

1. Roll Call

Chair Haney called the meeting to order at 11:06 a.m.

Present at Roll Call: Commissioners Haney, Mandelman, and Ronen (3)

Absent: none (0)

2. Approve the Minutes of the December 8, 2020 Meeting - ACTION

There was no public comment.

Commissioner Mandelman moved to approve the minutes, seconded by Chair Haney.

The item was approved without objection by the following vote:

Ayes: Commissioners Haney, Mandelman, and Ronen (3)

Absent: (0)

3. Recommend Acceptance of the Audit Report for the Fiscal Year Ended June 30, 2020 - ACTION

Kalman Hui, Controller, presented the item.

Chair Haney asked about the chart on page 8 that showed the revenue being \$1.3 million lower than expected and asked staff to elaborate.

Mr. Hui replied that the delay in expenditures is related to the delay in toll policy adoption, and he expects expenditures to catch up once approved by the Board.

Chair Haney thanked Mr. Hui and team for a clean audit and their work.

There was no public comment.

Chair Haney moved to approve the item, seconded by Commissioner Mandelman.

The motion was approved without objection by the following vote:

Ayes: Commissioners Haney, Mandelman, and Ronen (3)

Absent: (0)

4. Recommend Authorization of the Executive Director to Execute a Master Agreement for the Receipt of Federal-Aid Funds from the California Department of Transportation (Caltrans) and to Execute Program Supplemental Agreements, Cooperative Agreements, Fund Transfer Agreements and Any Amendments Thereto with Caltrans for Receipt of \$3 Million in Federal Funds for the Construction of the Treasure Island Ferry Terminal Project - ACTION

Lily Yu, Principal Management Analyst, presented the item.



Chair Haney asked why it took so long from the awarding of the funds to them being accepted. He asked what the significance was of TIMMA receiving the funds as opposed to the Treasure Island Development Authority (TIDA).

Ms. Yu replied that they thought the grant was obligated by TIDA years ago through city agencies that had master agreements with Caltrans, but it didn't happen. She added that per TIDA's request TIMMA would lead the implementation of some of the ferry terminal improvements.

Chair Haney asked if it is changing the role that TIMMA is playing in a significant way with ferry terminal development. He said if TIDA had originally received the funds as expected, he would imagine the roles to be different.

Yana Waldman, Assistant Deputy Director for Capital Projects responded that the agency's role would be consistent with what their role would have been if TIDA had received the funds. She said they are working with the developer on the process of federalizing the project and enabling the construction of the work that is being done with the \$3 million. She added that their role would be the same either way.

Tilly Chang, Executive Director clarified that the agency's role was always envisioned to help deliver the ferry service and they have been focused on the service itself. She said that helping to deliver the terminal seems consistent with delivering the overall service, and that the agency would now lead the implementation of the terminal which is an expansion of the agency's role but consistent with its original role to support delivery of the new ferry service as identified in the Treasure Island Improvement Plan.

Chair Haney asked what the developer's role was with respect to the 20% local match. He said his understanding was that the developer was responsible for more when it comes to building the ferry terminal.

Director Chang replied that they would easily be meeting that match requirement, because they will be building out the rest of the terminal which greatly exceeds the 20% match to the \$3 million grant.

Ms. Waldman added that the work that the developer had already contributed on the order of \$20-30 million dollars toward the ferry terminal.

There was no public comment.

Chair Haney moved to approve the item, seconded by Commissioner Mandelman.

The motion was approved without objection by the following vote:

Ayes: Commissioners Haney, Mandelman, and Ronen (3)

Absent: (0)

5. Recommend Approval of the Treasure Island Multi-Operator Transit Pass Study Final Report and Adoption of a Design Framework for the Treasure Island Multi-Operator Transit Pass - ACTION

Priyoti Ahmed, Senior Transportation Planner, presented the item.

Chair Haney thanked staff for their work on the project and said it was very exciting as it was a core part of the transportation plan for the island. He said he appreciated the due diligence in examining the potential models and coming forward with the recommendations that prioritize



affordability, convenience, and accessibility. He asked for clarification of the timeline of the anticipated ferry service and when it will start, which he knows staff was working hard to expedite; the AC transit service; any potential Muni 25 expansion; on island ferry; toll start dates; etc. so that people have a sense of the timeline of the various transit options and their connection to the transit pass.

Ms. Ahmed said they are looking to start the program, pending funding, starting in June 2023 which will include the ferry, East Bay service, and that the Muni expansion will happen as the development goes on.

Ms. Hiatt confirmed that all new transit services are planned to launch in mid-2023. She added that this is the same time the transit pass program and tolls would launch. With respect to Muni service, she said it exists today and it is called to expand at milestones in the development rollout identified in the development agreement. She said those service expansions would be funded by Muni, whereas TIMMA was responsible for the ferry and the new East Bay service.

Director Chang added that they are working with the Water Emergency Transportation Authority (WETA) on a Memorandum of Understanding, which they hope to bring to the Committee at an upcoming meeting. She said they are exploring whether they can accelerate the ferry service before 2023.

There was no public comment.

Chair Haney moved to approve the item, seconded by Commissioner Mandelman.

The motion was approved without objection by the following vote:

Ayes: Commissioners Haney, Mandelman, and Ronen (3)

Absent: (0)

6. Toll Policy Outreach Update - INFORMATION

Eric Young, Director of Communications, presented the item.

Chair Haney commented that a lot of island residents are either unaware or confused that they will receive a toll exemption and the information should be made as explicit as possible to them. He said the outreach involved a survey but he said there should also be a notification that states they will be exempted from the toll and to ensure that they frame it in a way to reduce future confusion for the residents.

There was no public comment.

7. Internal Accounting Report for the Six Months Ending December 31, 2020 - INFORMATION

Kalman Hui, Controller, presented the item.

There was no public comment.

Other Items

8. Introduction of New Items - INFORMATION

Chair Haney thanked Commissioners Mandelman and Ronen for serving on the committee this year and for their close collaboration and involvement in supporting Treasure Island and its residents. He said he knows they are both busy and appreciates their time.



Commissioner Ronen thanked Chair Haney and said it was a pleasure to be on the Committee. Commissioner Ronen then made some remarks to honor Anne Halsted who passed away that past Saturday for her work on Treasure Island. She said Anne will be remembered throughout the Bay Area for her many years of public service, including serving on multiple commissions and boards dedicated to sound urban and transportation planning and open space preservation. She said that Ms. Halsted had a long history of working with and for Treasure Island, and she herself had the privilege of working side by side with her on the Metropolitan Transportation Commission (MTC). She recounted that Ms. Halsted served on the military based enclosure committee known as Base Realignment and Closure committee in the 1990's working on early plans for Treasure Island and then later served on TIDA. She said that she sat on MTC as a representative for the Bay Conservation Development Commission, where she brought her comprehensive knowledge and experience to advocate for sustainable development and resilience planning. Commissioner Ronen said that Ms. Halsted was a champion on MTC for Treasure Island's multi-modal transportation program and helped position the project for funding opportunities and inclusion in Plan Bay Area 2050. She sent her heartfelt sympathy for her family and friends and asked that the meeting be adjourned in honor of Ms. Halsted's memory.

There was no public comment.

9. Public Comment

There was no general public comment.

10. Adjournment

The meeting was adjourned at 11:57 a.m. in the memory of Anne Halsted.



**TREASURE ISLAND
MOBILITY MANAGEMENT AGENCY**

1455 Market Street, 22ND Floor, San Francisco, CA 94103 415-522-4800 info@timma.org www.timma.org

Memorandum

AGENDA ITEM 3

DATE: June 11, 2021
TO: Treasure Island Mobility Management Agency Committee
FROM: Cynthia Fong - Deputy Director for Finance and Administration
SUBJECT: 6/15/21 Committee Meeting: Recommend Amendment of the Adopted Fiscal Year 2020/21 Budget to Decrease Revenues by \$256,205, Decrease Expenditures by \$263,640 and Decrease Other Financing Sources by \$7,435

<p>RECOMMENDATION <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action</p> <p>Recommend amendment of the adopted Fiscal Year (FY) 2020/21 budget to decrease revenues by \$256,205, decrease expenditures by \$263,640 and decrease other financing sources by \$7,435.</p> <p>SUMMARY</p> <p>In September 2020, through Resolution 21-03, the Board adopted the FY 2020/21 Annual Budget and Work Program. Revenue and expenditure figures pertaining to several project components need to be updated from the original estimates contained in the adopted FY 2020/21 budget. The effect of the amendment, with a comparison of revenues and expenditures to the adopted budget is shown in Attachment 1.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Fund Allocation <input type="checkbox"/> Fund Programming <input type="checkbox"/> Policy/Legislation <input type="checkbox"/> Plan/Study <input type="checkbox"/> Capital Project Oversight/Delivery <input checked="" type="checkbox"/> Budget/Finance <input type="checkbox"/> Contract/Agreement <input type="checkbox"/> Other: _____
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BACKGROUND

The budget revision is an opportunity for us to revise revenue projections and expenditure line items to reflect new information or requirements identified in the months elapsed since the adoption of the annual budget. Our Fiscal Policy allows for the amendment of the adopted budget during the fiscal year to reflect actual revenues and expenditures incurred. The revisions typically take place after completion of the annual fiscal audit, which certifies actual expenditures and carryover revenues.

DISCUSSION

The budget revision reflects a decrease of \$256,205 in revenues, a decrease of \$263,640 in expenditures and a decrease of \$7,435 in other financing sources. These revisions include



carryover revenues and expenditures from the prior period. The effect of the amendment, with a comparison of revenues and expenditures to the adopted FY 2020/21 Budget, is shown in Attachment 1. TIMMA's FY 2020/21 budget revisions are included in the San Francisco County Transportation Authority's (Transportation Authority's) FY 2020/21 budget amendment, which was adopted by the Transportation Authority Board on April 27, 2021.

Work Program. The work program continues to advance the Treasure Island Transportation Implementation Plan (TITIP), which provides a vision and strategies for a sustainable transportation system for Treasure Island. The vision is to be achieved through new and expanded transit, shuttle, and bicycle services, to be funded by a congestion toll, parking charges, and transit pass purchases. In December 2019, the TIMMA Board adopted a policy to exempt current residents from the toll. Since that time, efforts focus on advancing additional toll policies, as well as program-wide design and environmental documentation in response to the development program schedule for Treasure Island. This effort requires coordination of project scope, schedule and implementation with a number of regional and local partners.

The original work scope for FY 2020/21 included issuance of the Request for Proposals for a System Integrator, launch of System Integration work, and completion of Civil Engineering Design, pending Board adoption of toll policies. Work across many subprojects of the Treasure Island Mobility Management Program proceeded more slowly than anticipated this year. A key reason for this slowdown was the Stay-Safe-At-Home Order (Shelter-in-Place Order) that continued throughout FY 2020/21. The team is currently working to revise the overall Program policy development and implementation schedule in light of funding constraints for the Toll System. We continue to align the approval of additional toll policies with the Transportation Authority's Downtown Congestion Pricing Study and the current infrastructure construction schedule; both of those have seen delays and the current schedule anticipates toll policy adoption this Fall 2021. System Integration should not proceed until toll policies are adopted. The estimated contributions from federal Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) funds need to be updated to reflect the reduced work scope and need in this fiscal year. The costs will be incurred and the revenue will be realized in FY 2021/22.

Program Revenues. The program revenue for FY 2020/21 covers the full costs of all Transportation Authority activities in support of TIMMA. This amendment decreases total revenues by \$256,205. Budgeted revenues from federal reimbursements will be decreased by \$256,205 and will defer to the next fiscal year due to project schedule delays described above.

Program Expenditures. Changes proposed to expenditures are described below.

Technical Professional Services Costs - Technical professional services include planning, engineering, design, communications, environmental, and toll system final design services. Included are technical services contracts already awarded for the Treasure Island Conceptual



System Design; on-call demand model development and application; on-call transportation planning; and strategic advising/project management support. Additional technical services contracts anticipated in this line item include strategic communications, legal services, and outreach services. Corresponding technical professional services expenditures will decrease by \$268,348 as compared to the adopted budget, which is primarily due to the slowdown of work across all subprojects of the TIMMA program, as mentioned above.

Administrative Operating Costs - As stated in the Administrative Code (Ordinance 17-02), the Transportation Authority shall lend staff to TIMMA as appropriate, subject to reimbursement by TIMMA for salary and related benefits and other costs allocable to services performed for TIMMA by Transportation Authority staff. Personnel costs encompass technical staffing across each of the six divisions of the Transportation Authority. Non-personnel costs include legal services and Commissioner meeting fees. Non-personnel expenditures will decrease by \$12,243, and personnel expenditures will increase by \$16,951 for a total increase of \$4,708 in Administrative Operating Costs for FY 2020/21 activity. The slight decrease of non-personnel expenditures is due to decreased need of legal services than anticipated. The slight increase in personnel expenditures is due to an increased level of effort to support the vacant Program Manager position and to complete the technical analysis of an Affordability Program for residents and workers.

Other Financing Sources. Other financing sources will decrease by \$7,435, as appropriations of Proposition K Sales Tax to TIMMA will be deferred to FY 2021/22.

FINANCIAL IMPACT

The proposed amendment to the FY 2020/21 budget would decrease revenues by \$256,205, decrease expenditures by \$263,640 and decrease other financing sources by \$7,435 as described above.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Proposed Budget Amendment

Treasure Island Mobility Management Agency
Attachment I
Proposed Fiscal Year 2020/21 Budget Amendment
Line Item Detail



	Proposed Budget Amendment Fiscal Year 2020/21	Increase/ (Decrease)	Adopted Budget Fiscal Year 2020/21
Program Revenues:			
<u>Federal</u>			
Federal Advanced Transportation and Congestion Management Technologies Deployment	\$ 733,421	\$ (256,205)	\$ 989,626
<u>Regional and Other</u>			
Treasure Island Development Authority (TIDA)	1,500,000	-	1,500,000
Total Program Revenues	2,233,421	(256,205)	2,489,626
Expenditures:			
Technical Professional Services	1,660,300	(268,348)	1,928,648
Administrative Operating Costs			
Personnel Expenditures			
Salaries	360,761	11,557	349,204
Fringe Benefits	168,403	5,394	163,009
Non-personnel Expenditures			
Administrative Operations	37,757	(12,243)	50,000
Commissioner-Related Expenses	6,200	-	6,200
Total Expenditures	2,233,421	(263,640)	2,497,061
Other Financing Sources (Uses):			
Transfer in from Transportation Authority	-	(7,435)	7,435
Transfer out to Transportation Authority	-	-	-
Total Other Financing Sources (Uses)	-	(7,435)	7,435
Net Change in Fund Balance	\$ -	\$ -	\$ -

Toll Policy Outreach Update

TIMMA Committee



TREASURE ISLAND
MOBILITY MANAGEMENT AGENCY

June 2021

Affordability Program Policy

Approved, November 2019:

- Current Resident Exemption

In Progress for Approval:

- Subsidies for Critical Nonprofit & Food Services
 - Nonprofits incl One Treasure Island Members
 - Food Distribution & Service Establishments

Under Evaluation:

- Future Low-Income Travelers
(residents and non-residents)



Current Resident Exemption



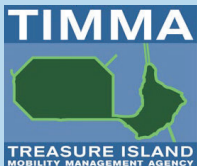
TREASURE ISLAND
MOBILITY MANAGEMENT AGENCY

Eligibility

Lease dated on or before 11/19/2019 (policy approval) that is still valid at the time tolling commences

New leases that maintain the original leaseholder(s) who qualify for relocation assistance per TIDA

Policy to be revisited at 4000-unit development milestone (FY2029)



Technology Options

FasTrak toll tag(s)



License plate(s) registered to
Treasure Island with parking permit
Either technology would provide
unlimited toll-free trips

Current Resident Toll Exemption Survey



- Mailed to all (670) homes on TI
- Online at sfcta.org/treasure-island
- 1 in 6 households responded
- 52% prefer license plate; 36% FasTrak; 12% no preference

Survey / Encuesta / 问卷调查

In approximately two years private vehicles driving to or from Treasure Island will pay a toll to fund new and expanded island transit and mobility improvements and to manage congestion. **The San Francisco Board of Supervisors decided existing Treasure Island residents will not pay the toll.**

When the toll goes into effect, we will need a system to avoid charging residents who are exempt from paying the toll. We want to hear from Treasure Island residents about what kind of system would work best for you.

Please complete the survey and return in the self-addressed envelope or **share your feedback online at sfcta.org/treasure-island by Friday, April 9, 2021.**

If you want additional copies of this survey, call 415-593-1655 with your name, address and number of copies needed.

If you prefer to complete this survey online, go to sfcta.org/treasure-island

Read more information about the toll and other transportation coming to Treasure Island: sfcta.org/treasure-island

Questions? Contact treasure-island@sfcta.org or call 415-593-1655

Please circle one option that you prefer:

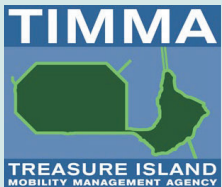
A. To use FasTrak:
Residents would receive one FasTrak toll tag per household to get free driving trips.

B. To use license plate registration:
Residents would register up to two vehicles per household to get free driving trips.

C. Do not have a preference

Read more details about the different toll exemption options: sfcta.org/Tlexempt

Subsidies for Critical Nonprofit & Food Services



TREASURE ISLAND
MOBILITY MANAGEMENT AGENCY

Proposed Eligibility

**Non-Profit Employers including
One Treasure Island (OTI)
member organizations**

**Existing Food Distribution &
Service Establishments**



Option #1 Mobility Cash

Quarterly (e.g.) cash payment to eligible businesses

Flexible use for commuters, visitors

Minimum share to support low-income workers

No toll tag handling required

Scaled at \$600 per quarter per FTE (one peak round trip 5x per week)



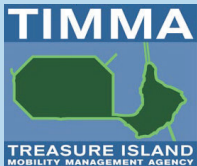
Option #2 Toll Tags

One toll tag per low-income employee

Employees with existing toll tags may register their tag with TIMMA

Pre-filled to fund one round trip daily, 5 times per week

Employer responsible for recovering and redistributing tags



Toll Policy Outreach Timeline



Spring 2021

4/3/21 Community Meeting

April TIDA CAB and Board meetings

4/24/21 Town Hall

Resident Survey on Toll Exemption technology

Summer 2021

6/4/21 One Treasure Island Member Organizations

Virtual Co-creation for employers & workers to refine affordability options

Tuesday, June 22, 5-7pm

Friday, June 25, 12:30-2:30 pm

Toll Policy Adoption Timeline



**Sept
2021**

TIMMA Committee Meeting

- Subsidies for nonprofit and critical food services (ACTION)
- Future low-income traveler toll policy (INFORMATION)

**Oct
2021**

TIMMA Committee Meeting

- TI Transportation Implementation Plan Update (INFORMATION)

Thank you.

sfcta.org/treasure-island



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**TREASURE ISLAND
MOBILITY MANAGEMENT AGENCY**

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Memorandum

AGENDA ITEM 5

DATE: June 11, 2021
TO: Treasure Island Mobility Management Agency Committee
FROM: Cynthia Fong - Deputy Director for Finance and Administration
SUBJECT: 06/15/21 Committee Meeting: Recommend Adoption of the Proposed Fiscal Year 2021/22 Annual Budget and Work Program

RECOMMENDATION Information Action

Recommend adoption of the proposed Fiscal Year (FY) 2021/22 Annual Budget and Work Program

SUMMARY

The proposed FY 2021/22 Annual Budget includes projections of revenues, operating and administrative costs, and professional services costs, as well as a description of the Treasure Island Mobility Management Agency's (TIMMA's) proposed Work Program for the coming fiscal year. Total revenues are projected to be \$2.7 million from various funding sources; total expenditures are projected to be \$2.9 million from technical professional services, personnel and non-personnel costs; and other financing sources are projected to be \$199,452.

- Fund Allocation
- Fund Programming
- Policy/Legislation
- Plan/Study
- Capital Project Oversight/Delivery
- Budget/Finance
- Contract/Agreement
- Other: _____

BACKGROUND

Pursuant to TIMMA's Fiscal Policy, TIMMA shall adopt an annual budget each year. The purpose of the Annual Budget is to provide management guidance and control over disbursement of TIMMA's revenues in accordance with the adopted work program as determined by the Board and as set forth in other policies. TIMMA's fiscal year extends from July 1 of each calendar year through June 30 of the following calendar year.

DISCUSSION

The TIMMA work program includes several major streams of work: Project Management, Outreach and Communications, Program Design and Delivery, and Toll System Delivery.



The Program Management work stream includes program-wide management activities such as maintaining the project master schedule, providing Board support, and managing funding and grants. This work stream also provides for meetings of the TIMMA Committee and Board. The Project Management work stream also includes activities to advocate for funding opportunities and prepare grant funding applications.

The Outreach and Communications work stream includes public involvement and outreach activities in support of program implementation.

In parallel with Outreach and Communications, the Program Design and Delivery work stream includes the planning, design, and approval of the Treasure Island Mobility Management Program, including all program elements and their financial implications at start up and over the medium to long-term. These elements include finalizing key components such as transit service levels and operating arrangements, implementing the Transit Pass Program, and adopting Transportation Affordability Program policies and remaining toll policy issues, including discount policy for future low-income travelers; toll rates; and toll hours of operations. These components will be documented in a revised version of the Treasure Island Transportation Implementation Plan (TITIP).

The proposed FY 2021/22 Annual Budget and Work Program also includes the Toll System Delivery work stream, which includes finalization of civil engineering designs, start of toll system integration design, network communication installation, and initial construction of the toll system infrastructure.

Program Revenues. TIMMA's total revenues are projected to be \$2.7 million, with \$1.1 million obligated from federal Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) grant, \$50,000 obligated from the Ferry Boat Discretionary Funds, and \$1.5 million obligated from the Treasure Island Development Authority (TIDA). Regional and other funds from TIDA will be used to fulfill the 50% local match requirement to the Federal ATCMTD grant.

Expenditures. Total expenditures are projected to be \$2.9 million, with \$1.8 million for technical professional services costs, \$1.0 million budgeted for personnel costs, and \$56,200 for non-personnel costs. Technical professional services include planning, engineering, design, communications, and environmental services. Included are technical services contracts already awarded for the Treasure Island System Manager; on-call demand model development and application; on-call transportation planning; strategic advising/project management support; on-call strategic communications; and outreach services. Non-personnel costs include legal services and Commissioner meeting fees.

Other Financing Sources (Uses). The Other Financing Sources (Uses) section includes inter-agency transfers of \$199,452 between the Transportation Authority and TIMMA, which represents appropriations of Proposition K Sales Tax to TIMMA.

FINANCIAL IMPACT

As described above.



SUPPLEMENTAL MATERIALS

- Attachment 1 - Proposed Work Program
- Attachment 2 - Proposed Budget - Line Item Detail
- Attachment 3 - Proposed Budget - Comparison of Revenues and Expenditures
- Attachment 4 - Line Item Description

Attachment 1

Proposed Fiscal Year 2021/22 TIMMA Work Program

The Treasure Island Mobility Management Agency's (TIMMA's) proposed Fiscal Year (FY) 2021/22 Work Program includes activities in several work streams as requested by the Treasure Island Development Authority (TIDA) and overseen by the Executive Director:

- Project Management;
- Outreach and Communications;
- Program Design and Delivery; and
- Toll System Delivery.

The Executive Director is responsible for the efficient and effective management of staff and other resources. These staff are lent from the San Francisco County Transportation Authority (Transportation Authority) to TIMMA as appropriate and are subject to reimbursement by TIMMA for salary and related benefits and other costs allocable to services performed for TIMMA by the Transportation Authority staff in accordance with TIMMA's Administrative Code (Ordinance 17-02). Further, the Executive Director is responsible for regular and effective communications with the Board, TIDA, San Francisco's elected representatives at the state and federal levels and the public, as well as for coordination and partnering with other city, regional, state and federal agencies.

PROJECT MANAGEMENT

This section of the Work Program highlights ongoing agency operational activities as listed below:

- **Board Operations and Support:** Staff TIMMA Committee and Board meetings. We anticipate quarterly Committee and Board meetings during the fiscal year.
- **Budget, Reports and Financial Statements:** Develop and administer overall TIMMA program schedule and budget, including performance monitoring, internal program and project tracking. Monitor internal controls and prepare reports and financial statements.
- **Funding and Grants Management:** Manage grants and prepare invoices for reimbursement. We are pursuing an amendment to the federal Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) grant agreement that would increase TIMMA's share of funding and extend the schedule to match new construction schedules. This task includes activities to advocate for funding opportunities and prepare grant funding applications; we will advocate for state and regional funds for clean ferries and other program expenditures, including grants from Bay Area Air Quality Management District, Metropolitan Transportation Commission, Senate Bill 1, state Affordable Housing/Sustainable Communities grants, CARB/Cap and Trade and other funds to help realize these plans.
- **Contract Support:** This work includes managing contracts and developing associated Memoranda of Agreements and Understandings such as for water ferry planning and future deployment of tolling and transit services.
- **Policies:** Develop and update Administrative Code, Rules of Order, Fiscal, Procurement, Travel, and other policies, as needed.

Attachment 1

Proposed Fiscal Year 2021/22 TIMMA Work Program

OUTREACH AND COMMUNICATIONS

The Outreach and Communications work stream includes public involvement and outreach activities in support of planning and engineering recommendations. During FY 2021/22, key communications activities are expected to include the following:

- **Outreach:** Execute the annual TIMMA pricing and mobility program outreach and involvement strategy with the public, the Board, various stakeholder groups and other government agencies. Outreach initiated in Spring 2021 is anticipated to continue through the first quarter of FY 2021/22, leading up to toll policy and affordability program adoption in Fall 2021. Outreach is accomplished through various means, including through community outreach meetings and workshops (in compliance with shelter-in-place guidance), disseminating agency news and updates, and discussions with key stakeholders (One Treasure Island, Treasure Island Organizing Committee, merchants, etc).
- **Downtown Congestion Pricing Study Engagement:** Continued support for community engagement with the Treasure Island/Yerba Buena Island (TI/YBI) community on the Downtown Congestion Pricing Study in the first quarter of FY 2021/22. Includes a range of approaches and culturally appropriate methods for involving the Islands' diverse communities.

PROGRAM DESIGN AND DELIVERY

In parallel with program outreach, this work stream includes the planning, design and approval of the Treasure Island Mobility Management Program including all program elements and their financial implications at start up and over the medium to long-term. These elements include finalizing key components such as transit service levels, the Transit Pass Program, Transportation Affordability Program policies, Parking Management Plan, bike and carshare services, and Vehicle Toll policy.

During the fiscal year, proposed activities include:

- **Demand Projections and Program Financial Analysis:** Identify alternative program and funding scenarios for the Board to consider. Complete and maintain short and mid-term demand and financial projections of the Mobility Program, which incorporates toll level, hours, toll program operations cost and revenue; transit and shuttle service levels, transit program cost and revenue; parking management program rates and associated cost and revenue; and Transportation Affordability Program requirements and costs.
- **Ferry and East Bay Transit Service Plan and Delivery:** Complete ferry service planning study in coordination with the Water Emergency Transportation Authority and the Port of San Francisco. Execute a funding exchange agreement with TIDA for \$3 million in federal earmark funds to support the design and construction of the ferry and bus shelter; initiate said design activities. Continue activities in cooperation with ferry partners for joint development of funding and investment plans for water transit services. Conduct a Request for Information process with the on-demand shuttle and transit industry to refine East Bay and On-Island transit service assumptions.
- **Travel Demand Management (TDM) and Affordability:** Revise recommendation for an Affordability Program for residents and workers based on outreach. The Affordability Program includes transportation credits, discounts, and supports for current and future low-income households and current businesses and workers. Following adoption of toll policies, the TDM work this year will include developing a framework for performance measurement and

Attachment 1

Proposed Fiscal Year 2021/22 TIMMA Work Program

management and developing the implementation approach for bikeshare and carshare services on-Island.

- **Toll Policy Recommendations:** Complete analysis and recommendation of toll policies, including hours of operation, toll level, and discounts or exemptions and in combination with Transit, TDM, Affordability Program and other relevant components. Identify funding gaps and potential funding strategy to fill gaps for each scenario. We expect to seek Board consideration and toll policy adoption in Fall 2021.
- **Transit Pass Implementation:** In FY 2020/21, the Board adopted the conceptual design for the Treasure Island Transit Pass, which is mandatory for market-rate residents. During FY 2021/22, we will continue working with the regional Clipper program to prepare final designs and undertake implementation activities in support of the pass. These activities will include adoption of transit operator fare policy.
- **Parking Management Program Implementation:** Finalize the Parking Management Plan and bring it for adoption by the TIMMA and San Francisco Municipal Transportation Agency (SFMTA) Boards. As needed to support the infrastructure construction schedule, support the SFMTA preparing for the delivery of their Parking Management Plan, and initiate agreements with SFMTA as needed.
- **Autonomous Vehicle (AV) Shuttle Pilot:** With the support of a federal ATCMTD program grant, continue project development with SFMTA; implement the procurement strategy for the piloting of an AV Shuttle to better understand technology trends and impacts; coordinate with regulatory agencies to secure needed permits for AV pilot testing and deployment; and prepare for and launch the AV Shuttle pilot.
- **Bicycle/Pedestrian Planning:** In close coordination with Caltrans, TIDA, SFMTA and Bay Area Toll Authority, further advance bicycle and pedestrian mobility plans for TI/YBI. Begin environmental clearance studies of a multi-use path connection between the eastern span of the San Francisco Oakland Bay Bridge (SFOBB) YBI landing area to the future Treasure Island Ferry Terminal.

TOLL SYSTEM DELIVERY

This work stream includes finalizing civil engineering designs; start of toll system integration design; network communication installation; and initial construction of the toll system infrastructure. Key delivery activities for FY 2021/22 include the following:

- **Civil Structural Design:** Finalize tolling infrastructure and civil engineering design plans at multiple locations on TI/YBI, in coordination with YBI Ramps, Southgate Road, Macalla Road, Treasure Island Road, and YBI Westside Bridges design and construction activities.
- **Toll System Integration:** With the support of a federal ATCMTD program grant, and local match prepare business plans and draft/final procurement documents Request for Proposal for Toll System Integration vendor contract.
- **Infrastructure Construction:** With the support of a federal ATCMTD program grant and local match, continue underground tolling infrastructure installation as part of the Southgate Road Realignment.

Attachment 1

Proposed Fiscal Year 2021/22 TIMMA Work Program

- **Operation Plan:** Draft standard operating procedures, agreements, and contracts to support toll collection, processing, and facility maintenance activities

Treasure Island Mobility Management Agency
Attachment 2
Proposed Fiscal Year 2021/22 Budget
Line Item Detail



	Proposed Fiscal Year 2021/22 Budget	Increase/ (Decrease)	Proposed Fiscal Year 2020/21 Budget Amendment
Program Revenues:			
<u>Federal</u>			
Advanced Transportation and Congestion Management Technologies Deployment	\$ 1,106,232	\$ 372,811	\$ 733,421
Ferry Boat Discretionary Funds - Treasure Island Ferry Terminal	50,000	50,000	-
<u>Regional and Other</u>			
Treasure Island Development Authority	1,500,000	-	1,500,000
Total Program Revenues	2,656,232	422,811	2,233,421
Expenditures:			
Technical Professional Services Costs	1,790,963	130,663	1,660,300
Administrative Operating Costs			
Personnel			
Salaries	687,565	326,804	360,761
Fringe Benefits	320,956	152,553	168,403
Non-personnel			
Administrative Operations	50,000	12,243	37,757
Commissioner-Related Expenses	6,200	-	6,200
Total Expenditures	2,855,684	622,263	2,233,421
Other Financing Sources (Uses):			
Transfer in from Transportation Authority	199,452	199,452	-
Transfer out to Transportation Authority	-	-	-
Total Other Financing Sources (Uses):	199,452	199,452	-
Net Change in Fund Balance	\$ -	\$ -	\$ -

Treasure Island Mobility Management Agency
Attachment 3
Proposed Fiscal Year 2021/22 Budget
Comparison of Revenues and Expenditures

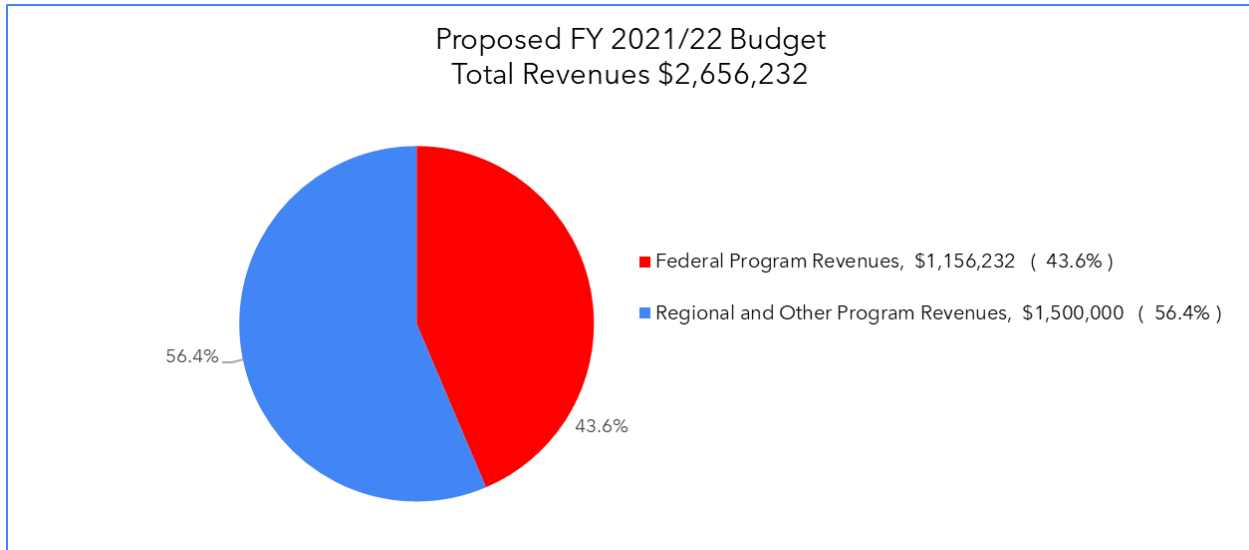


Line Item	Fiscal Year 2019/20 Actual	Proposed Fiscal Year 2020/21 Budget Amendment	Proposed Fiscal Year 2021/22 Budget	Variance from Fiscal Year 2020/21 Budget Amendment	% Variance
Program Revenues					
Federal	\$ 11,434	\$ 733,421	\$ 1,156,232	\$ 422,811	57.6%
Regional and Other	1,305,998	1,500,000	1,500,000	-	0.0%
Total Revenues	1,317,432	2,233,421	2,656,232	422,811	18.9%
Expenditures					
Technical Professional Services Costs	858,492	1,660,300	1,790,963	130,663	7.9%
Administrative Operating Costs					
Personnel	398,488	529,164	1,008,521	479,357	90.6%
Non-Personnel	28,670	43,957	56,200	12,243	27.9%
Total Expenditures	1,285,650	2,233,421	2,855,684	622,263	27.9%
Other Financing Sources (Uses):					
Transfer in from Transportation Authority	-	-	199,452	199,452	N/A
Transfer out to Transportation Authority	(31,782)	-	-	-	N/A
Total Other Financing Sources (Uses)	(31,782)	-	199,452	199,452	N/A
Net change in Fund Balance	\$ -	\$ -	\$ -	\$ -	

Attachment 4
Line Item Description

TOTAL PROJECTED REVENUES.....\$2,656,232

The following chart shows the composition of revenues for the proposed Fiscal Year (FY) 2021/22 budget.



Federal Program Revenues: \$1,156,232

The Treasure Island Mobility Management Agency (TIMMA), in partnership with the San Francisco Municipal Transportation Agency, has secured an initial \$3.7 million in federal funding from the Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) program for the implementation of a congestion pricing project on Treasure Island. An additional \$1.6 million, for a total of \$5.3 million, is anticipated from this source through FY 2021/22. The project will design and construct a connected toll system to serve as the backbone for a congestion pricing program for Yerba Buena Island/Treasure Island. The civil elements will include design and construction of the civil infrastructure (conduit installation, foundations) needed to install the toll system elements including poles, mast arms, readers, cameras, and detection equipment. The toll system infrastructure will require tolling gantries at five locations on Yerba Buena Island/Treasure Island. The toll system will use electronic toll collection. The project tasks include development of the Scope of Work and procurement activities for Toll System Integration services (toll system final design). The Toll System Integrator will prepare detailed toll system requirements, draft and final system design; conduct testing; and install the toll system equipment.

In 2012, the Federal Highway Administration awarded \$3 million to the Treasure Island Development Authority (TIDA) in Ferry Boat Discretionary funds for the construction of the Treasure Island Ferry Terminal project. TIMMA has agreed to accept the funds as the sponsor and implementing agency, on behalf of TIDA. Over the last year, we have worked with the Metropolitan Transportation Commission to reprogram the Ferry Boat Discretionary funds from TIDA to TIMMA. On May 27, 2021, TIMMA and the California Department of Transportation (Caltrans) executed a master agreement for the receipt of

Attachment 4
Line Item Description

federal-aid funds from Caltrans, which will enable us to obligate the Ferry Boat Discretionary funds in FY 2021/22.

Federal Program Revenues are budgeted to increase by \$422,811, or 57.6% from the FY 2020/21 Amended Budget, due to the increased efforts on the toll policy adoption, Autonomous Vehicle (AV) Shuttle pilot project, tolling environmental documentation, and final civil engineering design, as well as the addition of the Treasure Island Ferry Terminal project. We expect to finalize the Request for Proposals for the Toll System Integrator in FY 2021/22. These activities will be funded by federal grant funds and matched by local funds from the Treasure Island Development Authority (TIDA) and San Francisco County Transportation Authority (Transportation Authority) Prop K sales tax funds, appropriated through Transportation Authority Board Resolutions 15-13 and 16-52.

Regional and Other Program Revenues:..... \$1,500,000

The FY 2021/22 budget for TIMMA includes regional funds from TIDA. In addition to providing matching funds to the ATCMTD grant, regional and other funds provide support for administrative, operating, planning and engineering functions including: developing agency policies and partnership agreements; project management; planning; engineering, including systems engineering, civil engineering, and environmental analyses; and direct costs. The budget includes ongoing staffing and professional/technical service contracts required to conduct pre-implementation engineering, planning, and administration.

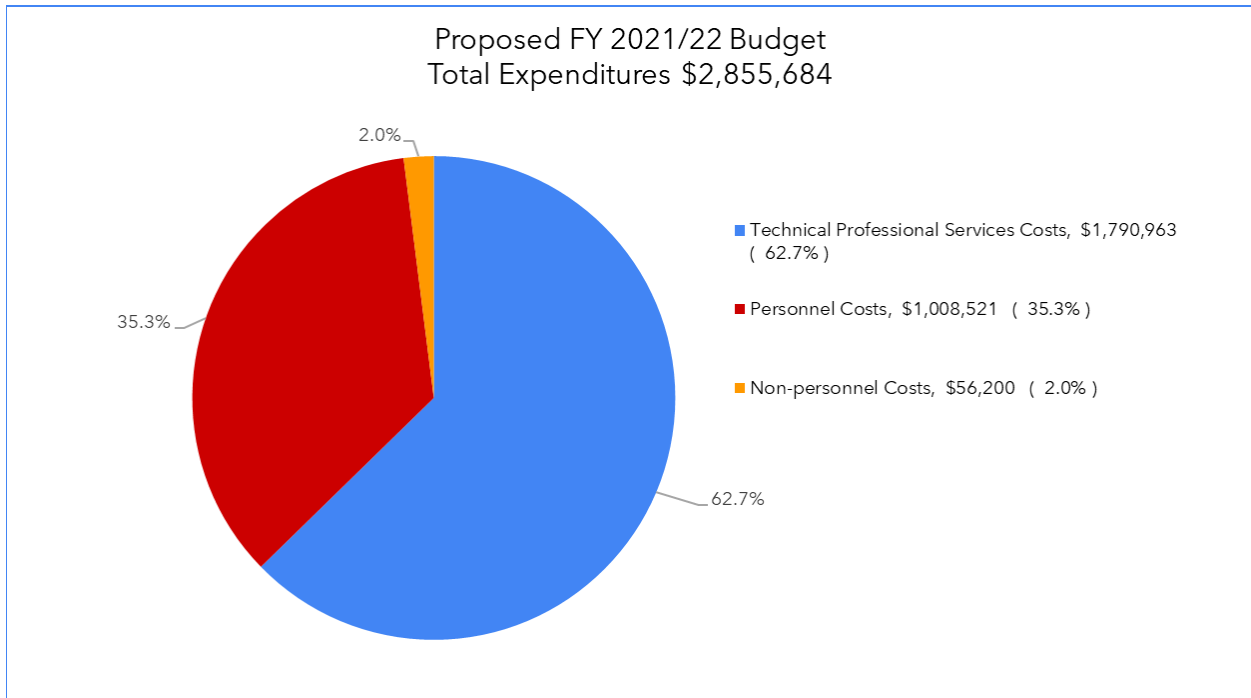
Regional and Other Program Revenues are budgeted to remain at the same level as the FY 2020/21 Amended Budget.

Attachment 4
Line Item Description

TOTAL PROJECTED EXPENDITURES..... \$2,855,684

TIMMA’s Total Expenditures projected for the budget year are comprised of Technical Professional Services Costs of \$1.8 million and Administrative Operating Costs of \$1.1 million.

The following chart shows the composition of expenditures for the proposed FY 2021/22 budget.



TECHNICAL PROFESSIONAL SERVICES COSTS.....\$1,790,963

This line item includes technical consulting services which are needed to fulfill the responsibilities as TIMMA, per state and local law. Technical consulting services include planning, engineering, design, communications, and environmental services. Included are technical services contracts already awarded: for the Treasure Island Conceptual System Design; on-call demand model development and application; on-call transportation planning; strategic advising/project management support; on-call strategic communications; land outreach services.

Technical professional services in the FY 2021/22 are budgeted to increase by \$130,663, or 7.9% from the FY 2020/21 Amended Budget, which is due to several factors: new toll system civil engineering design activity; ferry infrastructure design activity; AV Shuttle pilot launch; and implementation readiness efforts in support of the transit pass, transit service deployment preparation and affordability programs.

ADMINISTRATIVE OPERATING COSTS..... \$1,064,721

Attachment 4
Line Item Description

Operating expenditures include personnel costs, administrative costs and Commissioner-related expenses.

Personnel:..... \$1,008,521

As stated in TIMMA’s Administrative Code (Ordinance 17-02), the Transportation Authority shall lend staff to TIMMA as appropriate, subject to reimbursement by TIMMA for salary and related benefits and other costs allocable to services performed for TIMMA by Transportation Authority staff. Personnel costs encompass technical staffing across all six divisions of the Transportation Authority, including employees from the Capital Projects, Planning, Executive, Policy and Programming, and Technology, Data, and Analysis divisions to support the TIMMA FY 2021/22 work program. Personnel costs are budgeted to increase by \$479,357 compared to the FY 2020/21 Amended Budget, which is mainly due to the addition of the Program Manager position for three-quarters of the fiscal year and increased efforts on toll system delivery, AV Shuttle pilot, and transit pass and affordability programs as mentioned above. Associated overhead costs are also included in this line item, which allocate the Transportation Authority’s indirect costs and operating expenditures proportionally to TIMMA.

Non-Personnel: \$56,200

This line item includes legal services and Commissioner meeting fees. Non-personnel costs in FY 2021/22 are budgeted to increase by \$12,243, or 27.9% from the FY 2020/21 Amended Budget, which is due to an increase in anticipated legal costs.

OTHER FINANCING SOURCES (USES).....\$199,452

Other Financing Sources (Uses) section of the Line Item Detail for the FY 2021/22 budget includes inter-agency transfers of \$199,452 between the Transportation Authority and TIMMA, which represents appropriations of Proposition K Sales Tax to TIMMA. Other Financing Sources (Uses) will increase by \$199,452.

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TREASURE ISLAND MOBILITY MANAGEMENT AGENCY

1455 Market Street, 22ND Floor, San Francisco, CA 94103 415-522-4800 info@timma.org www.timma.org

Memorandum

AGENDA ITEM 6

DATE: June 11, 2021

TO: Treasure Island Mobility Management Agency Committee

FROM: Eric Cordoba - Deputy Director for Capital Projects

SUBJECT: 6/15/21 Committee Meeting: Recommend Approval of the Memorandum of Understanding between Treasure Island Mobility Management Agency and Water Emergency Transportation Authority

RECOMMENDATION

Information Action

Recommend approval of the Memorandum of Understanding (MOU) between Treasure Island Mobility Management Authority (TIMMA) and Water Emergency Transportation Authority (WETA)

SUMMARY

TIMMA and WETA have developed a MOU that defines a framework to establish a new ferry service from Treasure Island to the San Francisco Ferry Building. The attached MOU includes TIMMA program objectives, TIMMA housing development schedule, funding strategies, and the Ferry Planning Study (Ferry Study) deliverables - ferry service plan, operating costs, vessel size, vessel type and fare. The WETA Board approved the MOU on May 6. The MOU will remain in effect throughout completion of the Ferry Study and its presentation to the TIMMA Board and WETA Board, or such later date as the agencies may mutually agree.

- Fund Allocation
- Fund Programming
- Policy/Legislation
- Plan/Study
- Capital Project Oversight/Delivery
- Budget/Finance
- Contract/Agreement
- Other: _____

BACKGROUND

The 2011 Treasure Island Transportation Implementation Plan (TITIP) adopted by Treasure Island Development Authority (TIDA) and the Board of Supervisors identified new and expanded transit services on Treasure Island to be implemented with new housing development. The transit services include expanded Muni services, a new East Bay bus service from Treasure Island to Oakland and a new ferry service from Treasure Island to San Francisco Ferry Building. TITIP specifies the ferry service will operate between 5:00 am to 9:00 pm during weekdays and weekend hours to be determined. The ferry service frequency



and vessel size will be adjusted with the build units. In the early years, the ferry service frequency will be every 60 minutes and at full buildout (8,000 units), the ferry service frequency will be every 15 minutes.

With the housing construction underway, we are working in close partnership with WETA staff to develop a framework to update the ferry operating parameters such as frequency, vessel size, type and operating cost for the service.

DISCUSSION

Purpose. The purpose of the MOU is to establish a framework between TIMMA and WETA to plan, fund, operate and administer Treasure Island ferry service. The framework establishes the Ferry Study as the critical analysis for which service plan, operating cost, fare and other operational parameters recommendations are made for Treasure Island ferry service.

Project Objective. The underlying objective of the MOU is for the recommended ferry service to be financially feasible for both agencies in terms of capital and ongoing operating costs. Both agencies will work together to identify cost efficiencies including potentially linking Treasure ferry service to other terminals in the WETA network through interlining, vessel sharing and crew sharing.

Treasure Island Ferry Service Plan. The service plan is envisioned to address two phases: an initial service phase and an ultimate phase.

Initial Ferry Service - The initial ferry service assumes a potential start in year 2022. The initial ferry service assumes utilizing a vessel from WETA's current fleet, which is anticipated to be available for the expected two-year duration of the initial ferry service phase.

Ultimate Ferry Service - The ultimate ferry service phase will start with overall TIMM program launch including congestion toll, affordability program and East Bay transit service anticipated in year 2024. This phase assumes using zero emission vessel(s) that TIMMA and WETA will work collaboratively to purchase. A detailed service plan for the Ultimate Ferry Service Phase will be prepared as part of the Ferry Study.

Ferry Study - The Ferry Study will include a draft business plan with recommendations for operating parameters, interlining options, operating costs, and fares for the initial and the ultimate ferry service. We are collaborating with WETA staff on this study on the various deliverables. The Ferry Study findings and recommendations will determine whether it is feasible to have WETA operated service for the initial phase and the ultimate phase.

Funding. TIMMA and WETA commit to collaborate and coordinate to pursue federal, state, regional or local funding for the WETA Treasure Island ferry service. Both agencies will work collaboratively in pursuing grant funds for the purchase of zero emission vessel(s) and needed charging infrastructure/other facilities to support the Ultimate Ferry Service Phase.



Facilities and Administration. Additional agreements will be needed to secure necessary landing rights at the Downtown San Francisco Ferry Terminal and to identify maintenance and operations facility needs for a zero-emission vessel for the ultimate ferry service.

We will work closely with WETA to recommend a fare for this ferry route. The WETA Board will adopt the ferry fare and any associate discounted fares. Both agencies agree to utilize Clipper as the preferred fare payment media to collect ferry fares.

The WETA Board approved this MOU at its May 6, 2021 meeting. This MOU will remain in effect throughout the preparation of the Ferry Study, presentation and adoption of the Ferry Study to the TIMMA Board and WETA Board, or such later date as the agencies may mutually agree.

FINANCIAL IMPACT

The recommended action does not have an impact on the proposed Fiscal Year 2020/21 budget.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Treasure Island Ferry Service Project Memorandum of Understanding

Attachment 1

Treasure Island Ferry Service Project Memorandum of Understanding

General

Purpose	<p>This Memorandum of Understanding (“MOU”) is made and shall be effective on June 23, 2021, by and between the Treasure Island Mobility Management Agency (“TIMMA”), and the San Francisco Bay Area Water Emergency Transportation Authority (“WETA”), referred to collectively as “Parties.”</p> <p>The purpose of the MOU is to establish the framework for the coordinated effort to plan, fund, operate, and administer the WETA Treasure Island Ferry Service.</p>
Parties	<p>The WETA is a regional public transit agency tasked with operating and expanding ferry service on San Francisco Bay and with coordinating the water transit response to regional emergencies. Pursuant to California Government Code Section 66540.7(a), WETA has “the responsibility within the area of its jurisdiction to study, plan, and implement any improvements, expansion, or enhancements of existing or future public transportation ferries and related facilities and services.” WETA services are operated under the customer-facing brand of San Francisco Bay Ferry.</p> <p>The TIMMA was originally referenced in authorizing legislation and related documents as the Treasure Island Transportation Management Agency. The creation of a Treasure Island Transportation Management Agency was authorized by State Legislation in 2008 as part of AB 981 [“Legislation”]. The Legislation authorized the San Francisco Board of Supervisors to designate a board or agency to act as the transportation management agency for Treasure Island and Yerba Buena Island. The San Francisco County Transportation Authority (“SFCTA”) was designated as the TIMMA in 2014. The Legislation authorizes TIMMA, among other duties, to establish parking fines, parking fees, congestion pricing fees and to collect all parking and congestion pricing revenues generated on-island to support the transit and transportation demand management programs, including the ferry service described in this MOU.</p>
Term	<p>The term of this MOU shall commence on May 26, 2021 and shall remain in effect throughout the preparation of the Ferry Study (as such term is defined herein), presentation and receipt of the Ferry Study to the TIMMA Board and WETA Board, or such later date as the Parties may mutually agree.</p>
Treasure Island/Yerba Buena Island	<p>The Treasure Island/Yerba Buena Island Development Project (“Project”) generally includes: up to 8,000 new residential housing units, of which at least 25% will be made affordable to a broad range of very-low to moderate income households, the adaptive reuse of approximately 311,000 square feet of</p>

<p>Development Project</p>	<p>historic structures, up to approximately 140,000 square feet of new retail uses, 100,000 square feet of commercial offices space, 300 acres of parks and open space, up to 500 hotel rooms, and new or upgraded public facilities, including a joint police/fire station, a school, facilities for the Treasure Island Sailing Center and other community facilities. The proposed plan for redevelopment includes the development of an intermodal transit terminal on the west side of Treasure Island which will serve as the on-island hub for transit services to Oakland and San Francisco.</p> <p>The Final Environmental Impact Report (“FEIR”) analyzing the Project, including proposed ferry service, under the California Environmental Quality Act (“CEQA”) was certified in 2011.</p> <p>The following Treasure Island housing development milestones are anticipated:</p> <ul style="list-style-type: none"> • Initial occupancy - 2022 • Quarter buildout (2,000 units) - 2027 • Half buildout (4,000 units) - 2031 • Full buildout (8,000 units) - 2036
<p>Treasure Island Transportation Implementation Plan; TIMM Program</p>	<p>In 2006, Treasure Island Community Development (“TICD”) and the Treasure Island Development Authority (“TIDA”) prepared a Treasure Island Transportation Plan to accompany a term sheet between the two parties that governed negotiations around the redevelopment of the former Navy Base. In 2011, in connection with the approval of the Disposition and Development Agreement (“DDA”) for the redevelopment and reuse of Naval Station Treasure Island, the Treasure Island Transportation Plan was updated and renamed the Treasure Island Transportation Implementation Plan (“TITIP”). The TITIP was adopted as a policy document by TIDA and endorsed by the San Francisco Board of Supervisors in 2011 and was included as part of the project analyzed in the certified FEIR.</p> <p>The TITIP identified sustainable transportation goals, including a proposal to provide ferry service between Downtown San Francisco and Treasure Island. The proposed service would be part of a larger transit network of buses, on-island shuttles, and pedestrian and bicycle infrastructure. The TITIP envisioned that at full buildout, Treasure Island would be served by up to three ferries operating every 15 minutes during peak periods. The TITIP also assumed no capital cost requirements related to ferry vessels; they were assumed to be acquired through lease arrangements.</p> <p>The TITIP informed the development of a Treasure Island Mobility Management Program (“TIMM Program”). The TIMM Program comprises both incentives for transit, walking, and biking, and disincentives to travel by private vehicles—namely, pricing in the form of a congestion toll, fees for all parking, and parking maximums. The Toll Policy is scheduled for adoption by the TIMMA Board in Summer 2021.</p>

WETA System Expansion Policy	On June 4, 2015 the WETA Board of Directors adopted a System Expansion Policy to serve as a framework for evaluating the feasibility of new ferry projects. This MOU has been developed based on this framework and it is the intent of the parties to further develop a future WETA Treasure Island ferry service consistent with WETA’s System Expansion Policy, including the provision that operating funds be secured for the first 10 years of service.
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Project Objectives	<p>An underlying principle of the WETA Treasure Island ferry service is that it be financially feasible both in terms of up front capital costs and long-term operations. The operation of the WETA Treasure Island Ferry service is intended to be entirely funded through passenger fares, TIMMA contributions, and other state, local or federal funds, if available to the Project. WETA will endeavor to link Treasure Island ferry service to other terminals in the WETA network in an effort to find cost efficiencies through interlining, vessel sharing and crew sharing.</p> <p>The Parties are committed to designing a service that addresses the TIMM Program affordability goals and WETA goals for promoting equity and affordability, as set forth in WETA’s Fiscal Year 2022 Pandemic Recovery Program Core Principles along with follow on programs that emerge as the Bay Area recovers from the pandemic.</p> <p>This MOU also acknowledges the goal of the Parties to develop the WETA Treasure Island ferry service to utilize zero emission vessels and other green technologies. Both TIMMA and WETA are committed to developing the WETA Treasure Island ferry service as a sustainable, green transportation option that will also serve as a potential model for other current and future water transit services operating on San Francisco Bay.</p>
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Treasure Island Ferry Service Plan

Initial Ferry Service Phase	The Initial Ferry Service Phase defined herein refers to the desired early launch of WETA ferry service to Treasure Island that would commence as early as Spring 2022. The Initial Ferry Service will be operated between the Downtown San Francisco Ferry Terminal and the Treasure Island Ferry Terminal utilizing a vessel from WETA’s current fleet, which is anticipated to be available for the expected two-year duration of the Initial Ferry Service Phase.
Ultimate Ferry Service Phase	The Ultimate Ferry Service Phase defined herein refers to the successive phase of WETA ferry service that will be launched prior to 2025. This phase will coincide with additional transit service and tolling being implemented on Treasure Island. The Ultimate Ferry Service Phase will be operated using zero-

	<p>emission vessel(s) that the Parties will work collaboratively to purchase. A detailed service plan for the Ultimate Ferry Service Phase will be prepared as part of the Ferry Study described in this MOU.</p>
Ferry Study	<p>TIMMA has retained a consultant to provide an operational and capital cost analysis of the WETA Treasure Island ferry service as well as service along the San Francisco waterfront. For the Treasure Island service, the Ferry Service Planning Study (Ferry Study) will provide operating service assumptions for the Ultimate Ferry Service Phase including service demand, service plans, vessel type, costs, fare structure, feeder transit services, revenues and subsidy levels. A deliverable of the Ferry Study will be draft Business Plan principles that will inform future work to prepare a Business Plan for the WETA Treasure Island ferry service. The study is scheduled to be completed by the Fall of 2021. TIMMA will work closely in partnership with WETA to complete this study. The Parties will jointly attend regular meetings with the consultant team to process data requests, assess the project scope, and review preliminary study deliverables.</p> <p>WETA will:</p> <ul style="list-style-type: none"> • Work collaboratively on program modeling and design with TIMMA, including the open sharing of cost and demand projections. • Work collaboratively on designing a ferry service program (fares, schedule, staffing and vessel operations and maintenance) that addresses TIMMA’s service goals given available financial resources (program revenues and grants). <p>TIMMA will:</p> <ul style="list-style-type: none"> • Develop travel demand projections from the SF CHAMP model and results of the Ferry Study for Treasure Island that will serve as an input for service planning efforts, including alternatives such as interlining opportunities with other regional services in the WETA and analysis of vessel size requirements. • Prepare Treasure Island Ferry Study analysis that will estimate ferry program costs, ridership and revenues under multiple service plan scenarios. • Work collaboratively with WETA in the development of projections for ferry demand, service levels, fare structure and operating costs, revenues and subsidies. • Recommend the initial and ultimate ferry service plan and operating cost in collaboration with WETA. <p>A Technical Advisory Committee (TAC) including the Port of San Francisco and Golden Gate Bridge, Highway and Transportation District is also planned.</p>

Board Presentations	Upon conclusion of the Ferry Study, staff from TIMMA and WETA will present an overview of the study findings and outcomes to the TIMMA Board and WETA Board for consideration.
Business Plan	Pending receipt of the Ferry Study by the TIMMA Board and WETA Board, the Parties will proceed with preparing a Business Plan for the WETA Treasure Island ferry service based on the draft Business Plan principles developed in the Ferry Study.

Funding

Partnering	Federal, state, regional, or local funding may become available during the term of this MOU. The Parties commit to collaborate and coordinate to pursue funding for the WETA Treasure Island ferry service. Such support may include but will not be limited to: grant application support letters, provisions of ridership data, operating or capital cost information or other technical information required by funders, as well as WETA or TIMMA Board resolutions in support of one another's funding applications.
Planning	The Ferry Study and future Business Plan will be funded by TIMMA. WETA agrees to provide staff time as in-kind service in support of the Ferry Study and Business Plan, as well as other planning-related work to advance development of the WETA Treasure Island ferry service.
Vessel	TIMMA and WETA will work collaboratively in pursuing grant funds for the purchase of zero emission vessel(s) and needed charging infrastructure/other facilities to support the Ultimate Ferry Service Phase, understanding that no capital funds have been currently secured at this time. The Parties acknowledge that acquisition of a zero-emission vessel requires a two-year procurement process.
Operations	The Ferry Study findings and Draft Business Plan Principles will provide the basis for development of the initial ferry operational budget. Current sources of anticipated operating revenues include fares and funding from the TIMM Program, which includes a combination of developer subsidy, congestion pricing tolls, parking fees and grants. The Parties will work collaboratively to pursue supplemental grant funding for operations.

Facilities

Additional Agreement(s)	The Parties acknowledge that additional agreements may be required to define terms and conditions whereby the use of certain facilities necessary to operate the Initial Ferry Service and Ultimate Ferry Service Phases can be secured. Any such agreement(s) required should be entered into a minimum of six months prior to the launch of the respective service phase.
Treasure Island Ferry Terminal	TIMMA will secure any landing rights required at the Treasure Island Ferry Terminal for the Initial and Ultimate Ferry Service phases of the WETA Treasure Island ferry service. To the extent a property interest at or near the Treasure Island Ferry Terminal required for the ferry service is owned or controlled by one or more other entities, TIMMA will manage those interests on behalf of the Parties.
Downtown San Francisco Ferry Terminal; Other Terminals	WETA will secure any landing rights required at the Downtown San Francisco Ferry Terminal (Gates E, F, G) if that is the mutually agreed upon landing in Downtown San Francisco. If Gate B (Port of San Francisco) is mutually agreed upon as the optimal landing site in Downtown San Francisco, TIMMA will work with the Port of San Francisco to secure landing rights.
Maintenance, Repair, Storage	This MOU acknowledges that the Parties will need to identify a current or future WETA maintenance and operations facility where capacity is available to maintain, repair, and overnight berth zero emission electric vessels that will support the Ultimate Ferry Service Phase. WETA will maintain, repair, and overnight berth its vessel for the Initial Ferry Service Phase at its Central Bay Operations and Maintenance Facility.

Administration

Fares; Clipper	<p>The Parties will work collaboratively to propose a fare structure for the Treasure Island ferry service based on anticipated demand levels, farebox recovery objectives, and the need to provide an attractive alternative to using private vehicles. Parties agree to explore the feasibility of establishing an integrated fare structure between Treasure Island bus and ferry service and integration of the Treasure Island Transit Pass Program. Ferry fare structure and discounts rates will be set by the WETA Board and will be consistent with the policy goals of the TIMMA affordability program.</p> <p>The Parties agree to promote the use of Clipper as the preferred fare payment media for the WETA Treasure Island ferry service and will work collaboratively with the Metropolitan Transportation Commission to deploy Clipper with the launch of the Initial Ferry Service Phase. The Parties acknowledge a mutual desire to include the WETA Treasure Island ferry service in the Clipper START program.</p>
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Branding, Marketing; Customer Service	The Initial and Ultimate Ferry Service Phases will be both branded and marketed by WETA as a San Francisco Bay Ferry service. Customer service for both service phases will be provided by WETA, as for other San Francisco Bay Ferry services. WETA will work closely with TIMMA to develop and approve marketing and customer service information.
Data Reporting	Service and performance data associated with the WETA Treasure Island ferry service (revenue miles, fare revenue, ridership, number of vessels, etc.) shall be reported by WETA to applicable Federal, state, and regional entities as a WETA-provided service and aggregated with similar data from other WETA services for the purposes of characterizing the WETA system.
Annual Budgeting	After the launch of the Ultimate Ferry Service Phase, subsequent operating budgets will be prepared by WETA. WETA will work closely with TIMMA to develop and approve annual service plans and review budgeted costs.

WETA and TIMMA have entered into this Memorandum of Understanding as of the last date set forth below.

Treasure Island Mobility Management Agency

San Francisco Bay Area Water Emergency Transportation Authority

By: _____
Tilly Chang
Executive Director

By: _____
Seamus Murphy
Executive Director

Dated: _____

Dated: _____

Recommended for Approval:

Recommended for Approval:

By: _____
Cynthia Fong
Deputy Director for Finance and Administration

By: _____
Kevin Connolly, Manager of Planning and Development

Approved as to Form:

Approved as to Form:

By: _____
Wendel Rosen LLP
Legal Counsel to TIMMA

By: _____
Madeline Chun
Legal Counsel to Authority

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**TREASURE ISLAND
MOBILITY MANAGEMENT AGENCY**

1455 Market Street, 22ND Floor, San Francisco, CA 94103 415-522-4800 info@timma.org www.timma.org

Memorandum

AGENDA ITEM 7

DATE: June 11, 2021
TO: Treasure Island Mobility Management Agency Committee
FROM: Cynthia Fong - Deputy Director for Finance and Administration
SUBJECT: 06/15/21 Committee Meeting: Internal Accounting Report for the Nine Months Ending March 31, 2021

<p>RECOMMENDATION <input checked="" type="checkbox"/> Information <input type="checkbox"/> Action</p> <p>None. This is an information item.</p> <p>SUMMARY</p> <p>The Treasure Island Mobility Management Agency's (TIMMA's) Fiscal Policy directs staff to give a quarterly report of expenditures including a comparison to the proposed budget amendment.</p>	<p><input type="checkbox"/> Fund Allocation</p> <p><input type="checkbox"/> Fund Programming</p> <p><input type="checkbox"/> Policy/Legislation</p> <p><input type="checkbox"/> Plan/Study</p> <p><input type="checkbox"/> Capital Project Oversight/Delivery</p> <p><input checked="" type="checkbox"/> Budget/Finance</p> <p><input type="checkbox"/> Contract/Agreement</p> <p><input type="checkbox"/> Other: _____</p>
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BACKGROUND

The TIMMA's Fiscal Policy (Resolution 21-01) establishes an annual audit requirement and directs staff to report to the TIMMA Committee, on at least a quarterly basis, its actual expenditures in comparison to the proposed budget amendment.

DISCUSSION

Internal Accounting Report. Using the format of TIMMA's annual financial statements for governmental funds, the Internal Accounting Report includes a Balance Sheet (Attachment 1) and a Statement of Revenues, Expenditures, and Changes in Fund Balances, with Budget Comparison (Attachment 2). In Attachment 2, the last two columns show, respectively, the budget values, and the variance of revenues and expenditures as compared to the prorated proposed budget amendment. For the nine months ending March 31, 2021, the numbers in the prorated proposed budget amendment column are three-fourths of the total proposed budget amendment for Fiscal Year (FY) 2020/21. The Internal Accounting Report does not



include the Governmental Accounting Standards Board Statement Number 34 adjustments, or the other accruals, that are done at year-end. The statements as of March 31, 2021, are used as the basis for understanding financial status for TIMMA at the quarter ending March 31, 2021.

Balance Sheet Analysis. The Balance Sheet (Attachment 1) presents assets, liabilities, and fund balances as of March 31, 2021. Total assets of \$1.9 million are related to program receivable from federal and regional grants. Total liability of \$795,188 included \$76,632 of payable to consultants for services provided, and \$718,556 of payable to the Transportation Authority for costs incurred and paid for by TIMMA. TIMMA will reimburse the Transportation Authority with grant payments received. The deferred inflow of resources is \$1.1 million, and it is related to the timing of invoices submitted to funding agencies for reimbursement that were not collected as of March 31, 2021.

Statement of Revenues, Expenditures, and Changes in Fund Balances Analysis. The Statement of Revenues, Expenditures, and Changes in Fund Balances with Budget Comparison (Attachment 2) compares the prorated proposed budget amendment to actual levels for revenues and earned \$1.0 million of revenues from the Treasure Island Development Authority and the Federal Advanced Transportation and Congestion Management Technologies Deployment grant in the first three quarters. As of March 31, 2021, TIMMA incurred \$960,416 of expenditures. Expenditures included \$557,933 in technical professional services, and \$402,483 of personnel and non-personnel expenditures.

For the nine months ending March 31, 2021, total program revenues were lower than budgetary estimates by \$626,952 and total expenditures were lower than budgetary estimates by \$714,650. The variances are mainly due to the delay in approval of toll policies and outreach. We are expecting to seek Board approval of toll policy adoption in Fall 2021 and outreach will continue through Summer 2021, further work will continue once the toll policies are adopted and outreach is completed.

FINANCIAL IMPACT

None. This is an information item.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Balance Sheet (unaudited)
- Attachment 2 - Statement of Revenue, Expenditures, and Changes in Fund Balance with Budget Comparison (unaudited)



**TREASURE ISLAND
MOBILITY MANAGEMENT AGENCY**

TREASURE ISLAND MOBILITY MANAGEMENT AGENCY

ATTACHMENT 1

Balance Sheet (unaudited)

Governmental Funds

March 31, 2021

	<u>General Fund</u>
Assets:	
Program receivable	\$ 57,465
Receivables from the City and County of San Francisco	1,839,191
Total Assets	<u>1,896,656</u>
Liabilities:	
Accounts payable	76,632
Due to Transportation Authority	718,556
Total Liabilities	<u>795,188</u>
Deferred Inflows of Resources:	
Unavailable program revenues	1,101,468
Fund Balances (Deficit):	
Total fund balances (deficit)	<u>-</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	<u>\$ 1,896,656</u>



**TREASURE ISLAND
MOBILITY MANAGEMENT AGENCY**

**TREASURE ISLAND MOBILITY MANAGEMENT AGENCY
ATTACHMENT 2**

Statement of Revenue, Expenditures, and Changes in Fund Balances with Budget Comparison (unaudited)
For the Nine Months Ending March 31, 2021

	General Fund	Prorated Proposed Budget Amendment Fiscal Year 2020/21	Variance with Prorated Proposed Budget Amendment Positive (Negative)
Revenues:			
Program revenue	\$ 1,048,114	\$ 1,675,066	\$ (626,952)
Total Revenues	<u>1,048,114</u>	<u>1,675,066</u>	<u>(626,952)</u>
Expenditures:			
Current - transportation improvement			
Personnel expenditures	371,941	396,873	24,932
Non-personnel expenditures	30,542	32,968	2,426
Technical professional services	557,933	1,245,225	687,292
Total Expenditures	<u>960,416</u>	<u>1,675,066</u>	<u>714,650</u>
Excess (Deficiency) of Revenues over (Under) Expenditures	<u>\$ 87,698</u>	<u>\$ -</u>	<u>\$ 87,698</u>
Other Financing Sources (Uses):			
Transfer out to Transportation Authority	(87,698)	-	(87,698)
Net Change in Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Fund balances (deficit), beginning of the period	-		
Fund Balance (Deficit), End of the Period	<u>\$ -</u>		