



**TREASURE ISLAND
MOBILITY MANAGEMENT AGENCY**

TB062822

RESOLUTION NO. 22-04

RESOLUTION ADOPTING THE PROPOSED FISCAL YEAR 2022/23 BUDGET AND WORK PROGRAM

WHEREAS, Pursuant to the Treasure Island Mobility Management Agency's (TIMMA's) Fiscal Policy (Resolution 21-01), TIMMA shall adopt an annual budget by June 30 of each year; and

WHEREAS, 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 TIMMA Board and as set forth in other policies; and

WHEREAS, The proposed FY 2022/23 Work Program includes activities in several major streams of work: Program Management; Outreach and Communications; Program Design, Approval and Delivery; and Toll System/Affordability Program Delivery; and

WHEREAS, The Program Management work stream includes program-wide management activities such as maintaining the master program schedule, providing Board support, managing funding and grants, providing for meetings of the TIMMA Committee and Board, advocating for funding opportunities, preparing grant funding applications, and pursuing financing opportunities; and

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

WHEREAS, In parallel with the Outreach and Communications work stream, the Program Design, Approval 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; and

WHEREAS, The Toll System/Affordability Program Delivery work stream includes finalizing civil engineering designs, start of toll system integration design, network communication installation, initial construction of the toll system infrastructure, and securing required permits and approval of ordinances and policies; activities which are dependent on



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the approval of the congestion pricing and affordability program policies; and

WHEREAS, Attachment 1 contains a description of TIMMA's proposed Work Program for FY 2022/23; and

WHEREAS, Attachment 2 displays the proposed budget in a format described in TIMMA's Fiscal Policy; and

WHEREAS, Total revenues are projected to be \$10.8 million from various federal, state and local funding sources, total expenditures are projected to be \$11.0 million for technical professional services, personnel, and non-personnel costs, and other financing sources (uses) are projected to include inter-agency transfers of \$250,681 between the San Francisco County Transportation Authority (Transportation Authority) and TIMMA, which represents appropriations of Proposition K Sales Tax to TIMMA; and

WHEREAS, The TIMMA program revenue for FY 2022/23 covers the full cost of all Transportation Authority activities in support of TIMMA; now, therefore, be it

RESOLVED, That TIMMA hereby adopts the proposed FY 2022/23 Budget and Work Program.

Attachments:

1. Proposed Work Program for FY 2022/23
2. Proposed Budget for FY 2022/23



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The foregoing Resolution was approved and adopted by the Treasure Island Mobility Management Agency at a regularly scheduled meeting thereof, this 28th day of June 2022, by the following votes:

Ayes: Commissioners Dorsey, Mandelman, Mar, Melgar, Stefani, and Walton (6)


Nays: (0)

Absent: Commissioners Chan, Peskin, Preston, Ronen, and Safai (5)

DocuSigned by:

7/5/2022
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Matt Dorsey Date
Chair

ATTEST:

DocuSigned by:

7/7/2022
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Tilly Chang Date
Executive Director

Attachment 1

Proposed Fiscal Year 2022/2023 TIMMA Work Program

The Treasure Island Mobility Management Agency's (TIMMA's) proposed Fiscal Year (FY) 2022/23 Work Program includes activities in several work streams pursuant to Board of Supervisors Resolution 110-14 and as requested by the Treasure Island Development Authority (TIDA) and overseen by the Executive Director:

- Program Management;
- Outreach and Communications;
- Program Design, Approval and Delivery (subject to toll/affordability policy approval); and
- Toll System Delivery (subject to policy approval).

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.

PROGRAM MANAGEMENT

This section of the Work Program highlights ongoing and planned 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. Develop a recommendation and potential structure for a TIMMA Community Advisory Committee for Board consideration.
- **Budget, Reports and Financial Statements:** Develop and administer the 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. We will also obligate and expend the federal earmark grant for the Ferry Facility, matched by Affordable Housing and Sustainable Communities (AHSC) funds awarded to TIDA. 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 AHSC grants, California Air Resources Board, Cap and Trade, and other funds to help realize these plans.
- **Financing:** Work with TIDA and the City and County of San Francisco (City) to secure low cost, long term public financing for the TIMMA capital program. Negotiate with the Treasure Island Community Development LLC (TICD) to fill operating budget gaps in the early years of program operations.

Attachment 1

Proposed Fiscal Year 2022/2023 TIMMA Work Program

- **Contract Support:** This work includes managing contracts and developing associated Memoranda of Agreements and Understandings such as for ferry service planning and future deployment of transit services.
- **Policies:** Update Administrative Code, Rules of Order, Fiscal, Procurement, Travel, and other policies, as needed.
- **Operations Planning:** Develop plans, policies, and protocols for TIMMA operations. Develop a plan for staffing, office and other administrative requirements, and operations and maintenance facilities.
- **Program Schedule:** Maintain the overall schedule for program delivery, incorporating TIMMA activities as well as development progress. Provide updates to the Board as requested.
- **Program Implementation Report (PIR):** Following toll policy adoption, update the TIMM PIR to reflect adopted policy and other developments in the program.

OUTREACH AND COMMUNICATIONS

The Outreach and Communications work stream includes public involvement and outreach activities in support of planning and implementation recommendations. During FY 2022/23, key communications activities are expected to include the following:

- 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 for the toll and affordability program is anticipated to continue through the second quarter of FY 2022/23, concluding with policy adoption. Other outreach will support an autonomous shuttle pilot and ferry service planning.
- 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, Board Sailors Association, merchants, etc.).

PROGRAM DESIGN, APPROVAL 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, implementation of the Transit Pass Program, Transportation Affordability Program policies, Parking Management legislation, bike and car share services, other Travel Demand Management (TDM) measures, and congestion pricing program refinement.

During the fiscal year, proposed activities include:

- **Demand Projections and Program Financial Analysis:** 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

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Proposed Fiscal Year 2022/2023 TIMMA Work Program

revenue; and Transportation Affordability Program requirements and costs. As warranted, identify alternative program and funding scenarios for the Board to consider.

- **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. Progress construction on the ferry terminal restrooms and shelters, including National Environmental Policy Act clearance, using the \$3 million federal earmark and \$750,000 AHSC local match. 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.
- **Affordability Program:** 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, integrate the affordability elements into the toll system, transit pass, and other implementation efforts.
- **Toll Policy Recommendations:** Following adoption of the toll and affordability program, complete comprehensive analysis 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, based on updated demand modeling. Identify funding gaps and potential funding strategy to fill gaps for each scenario. Recommend refinements to the toll program as appropriate based on updated analysis.
- **Transit Pass Implementation:** During FY 2022/23, continue implementation of the Treasure Island institutional pass as part of the regional Clipper program. Work with transit operators to draft and adopt fare policies.
- **Parking Management Program Implementation:** Support the San Francisco Municipal Transportation Agency (SFMTA) as they finalize the Parking Management Plan and parking legislation and bring both for adoption by the TIMMA and 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.
- **TDM:** Following adoption of toll policies, the TDM work this year will include developing a framework for performance measurement and management and developing the implementation approach for bikeshare and carshare services on-Island.
- **Autonomous Vehicle (AV) Shuttle Pilot:** With the support of a federal ATCMTD program grant and Metropolitan Transportation Commission Innovative Deployments to Enhance Arterials Shared Automated Vehicles federal grant, continue project development with SFMTA; procure the AV Shuttle pilot vendor to better understand technology trends and impacts; and launch the AV Shuttle pilot. Partner with community stakeholders to conduct outreach on the pilot and conduct workforce development activities.
- **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.

TOLL SYSTEM/AFFORDABILITY PROGRAM DELIVERY

Attachment 1

Proposed Fiscal Year 2022/2023 TIMMA Work Program

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. Tasks under this work stream are dependent on the approval of the toll and affordability program policies. Key delivery activities for FY 2022/23 include the following:

- **Civil Structural Design:** Finalize tolling infrastructure and civil engineering design plans at multiple locations on TI/YBI, in coordination with Island Road and YBI Westside Bridges design and construction activities. Civil structures to support tolling infrastructure will be constructed in phases with Phase 1 design efforts planned for completion during FY 2022/23, pending Board approval of the toll/affordability policy.
- **Toll System Integration:** With the support of a federal ATCMTD program grant and local match, prepare business rules, system requirements and cost estimates to support issuing a Request for Proposal for the Toll System Integration vendor contract, pending Board approval of the toll/affordability policy. Ongoing coordination with TIDA, Bay Area Toll Authority and Caltrans.
- **Infrastructure Construction:** With the support of a federal ATCMTD program grant and local match, complete the installation of underground fiber utilities to support the tolling system communications.
- **Approvals:** Draft, finalize and gain approvals for the toll ordinance and policies regarding privacy and surveillance.
- **Affordability Program:** Ensure that the toll-related affordability program elements are integrated into the toll system design and delivery.
- **Operation Plan:** Finalize standard operating procedures, agreements, and contracts to support toll collection, processing, and facility maintenance activities as outlined in the approved Concept of Operations.

Treasure Island Mobility Management Agency
Attachment 2
Proposed Fiscal Year 2022/23 Budget
Line Item Detail



	Proposed Fiscal Year 2022/23 Budget	Increase/ (Decrease)	Proposed Fiscal Year 2021/22 Budget Amendment
Program Revenues:			
<u>Federal</u>			
Advanced Transportation and Congestion Management Technologies Deployment	\$ 3,729,957	\$ 2,747,207	\$ 982,750
Ferry Boat Discretionary Funds - Treasure Island Ferry Terminal	1,460,000	1,460,000	-
Innovative Deployments to Enhance Arterials Shared Autonomous Vehicle	464,885	447,955	16,930
<u>State</u>			
Affordable Housing and Sustainable Communities - Treasure Island Ferry Terminal	365,000	365,000	-
Affordable Housing and Sustainable Communities - East Bay Bus Exchange	1,013,283	1,013,283	-
<u>Regional and Other</u>			
Treasure Island Community Development LLC - Exhibit N Shuttle Exchange	1,857,673	1,857,673	-
Treasure Island Community Development LLC - Ferry Exchange	1,875,000	1,875,000	-
Treasure Island Development Authority	-	(1,771,043)	1,771,043
Total Program Revenues	10,765,798	7,995,075	2,770,723
Expenditures:			
Technical Professional Services Costs	9,315,408	7,494,314	1,821,094
Administrative Operating Costs			
Personnel			
Salaries	1,009,626	479,982	529,644
Fringe Benefits	497,745	250,507	247,238
Non-personnel			
Administrative Operations	187,500	(44,446)	231,946
Commissioner-Related Expenses	6,200	-	6,200
Total Expenditures	11,016,479	8,180,357	2,836,122
Other Financing Sources (Uses):			
Transfer in from Transportation Authority	250,681	185,282	65,399
Transfer out to Transportation Authority	-	-	-
Total Other Financing Sources (Uses):	250,681	185,282	65,399
Net Change in Fund Balance	\$ -	\$ -	\$ -