



RESOLUTION ADOPTING THE TREASURE ISLAND MOBILITY MANAGEMENT AGENCY FISCAL YEAR 2017/18 ANNUAL BUDGET AND WORK PROGRAM

WHEREAS, Pursuant to the Treasure Island Mobility Management Agency's (TIMMA's) Fiscal Policy (Resolution 17-01), 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 TIMMA work program includes four major streams of work: governance and agency administration; planning; engineering; and communications; and

WHEREAS, The Governance work stream includes program-wide management activities such as maintaining the project master schedule, executing partner agency agreements and vendor contracts; and

WHEREAS, The Planning work stream includes refinements to the program's demand and financial projections, and further analysis and refinement of toll policies such as hours of operation, toll level and phasing, and San Francisco-Oakland Bay Bridge toll policy consistency recommendations; and

WHEREAS, The Engineering work stream includes developing National Environmental Policy Act and supplemental California Environmental Quality Act environmental documentation and civil engineering final designs; and

WHEREAS, The Communications work stream includes public involvement and outreach activities in support of the entire Mobility Management Program; and

WHEREAS, Attachment 1 contains a description of TIMMA's proposed Work Program for



FY 2017/18; and

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

WHEREAS, TIMMA's fiscal year extends from July 1 of each calendar year through June 30 of the following calendar year; and

WHEREAS, The proposed FY 2017/18 Annual Budget includes projections of revenues, operating and administrative costs, and professional services expenditures; and

WHEREAS, Total revenues are projected to be \$3,660,536 from various funding sources, and total expenditures are projected to be \$3,660,536 from technical professional services, personnel and non-personnel expenditures; and

WHEREAS, The TIMMA program revenue for FY 2017/18 covers the full cost of all Transportation Authority activities in support of TIMMA; and

WHEREAS, At its May 16, 2017 meeting, the TIMMA Committee reviewed and unanimously recommended approval of the staff recommendation; now, therefore, be it

RESOLVED, That the attached Treasure Island Mobility Management Agency FY 2017/18 Budget and Work Program are hereby adopted.

Attachments (2):

1. FY 2017/18 Work Program
2. FY 2017/17 Budget



The foregoing Ordinance was approved and adopted by the Treasure Island Mobility Management Agency at a regularly scheduled meeting thereof, this 27th day of June, 2017, by the following votes:

- Ayes:** Commissioners Breed, Cohen, Farrell, Fewer, Kim, Peskin, Ronen, Safai, Tang and Yee (10)
- Nays:** (0)
- Absent:** Commissioner Sheehy (1)

 7/25/17
Jane Kim Date
Chair

ATTEST:  7/25/17
Tilly Chang Date
Executive Director

Attachment 1

Proposed Fiscal Year 2017/18 Annual Work Program

The Treasure Island Mobility Management Agency's (TIMMA's) proposed Fiscal Year (FY) 2017/18 Work Program includes activities in four major work streams overseen by the Executive Director: 1) Governance and Administration, 2) Planning, 3) Engineering, and 4) Communications. The Executive Director is responsible for directing the agency, for the development of the annual budget and work program, and for the efficient and effective management of staff and other resources. Further, the Executive Director is responsible for regular and effective communications with the Board, the Treasure Island Development Authority (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.

GOVERNANCE AND ADMINISTRATION

This section of the Work Program highlights ongoing agency operational activities primarily led by the Finance and Administration Division with support from other divisions as listed below:

- Board Operations and Support: Staff TIMMA Committee and Board meetings.
- Budget, Reports and Financial Statements: Develop and administer TIMMA 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. Includes activities to advocate for funding opportunities and prepare grant funding applications; we will advocate for Regional Measure 3 (RM3) funds for clean ferries, Bay Area Air Quality Management District (BAAQMD), Metropolitan Transportation Commission (MTC), Senate Bill 1 (SB1), Cap and Trade and other funds to help realize these plans. We expect to apply for regional BAAQMD Clean Air Vehicle funding this year in partnership with the Alameda-Contra Costa Transit District (AC Transit).
- Contract Support: Oversee procurement process for professional consultant contracts, prepare contracts, and manage compliance for contracts and associated Memoranda of Agreement and Understanding. We anticipate at least nine agency and/or vendor agreements in FY 2017/18, including MOUs with the Water Emergency Transportation Authority (WETA), Bay Area Toll Authority (BATA), and San Francisco Municipal Transportation Agency; a vehicle procurement agreement with AC Transit; and an operating agreement with TIDA; and a procurement process and contract for the toll system final design vendor (System Integrator).
- Policies: Maintain and update Administrative Code, Rules of Order, Fiscal, Procurement, Travel and other policies.

PLANNING

The Planning work stream includes revisions and refinements to the TIMMA Program's demand and financial projections, and development of additional toll policy recommendations. The Planning work stream includes developing recommendations for the design of the mandatory Transit Pass program and the Transportation Affordability program.

Proposed activities include:

- Mobility Program Phasing Plan: Complete and maintain 5-year demand and financial projections of the Mobility Program. These projections incorporate toll level, hours, cost and revenue; transit and shuttle service levels, cost, and revenue; parking management program rates, cost and revenue; and Transportation Affordability Program requirements and cost.
- Transit Pass Definition: Evaluate and recommend the structure of a mandatory transit pass for market-rate

Attachment 1

Proposed Fiscal Year 2017/18 Annual Work Program

Island residents. This study will include recommendations regarding transit operator fare policy.

- Transportation Affordability Program: Continue advancing the affordability program, which includes transportation credits, discounts, and supports for current and future low-income Treasure Island households.

ENGINEERING

The Engineering work stream includes developing National Environmental Protection Act (NEPA) and supplemental California Environmental Quality Act (CEQA) environmental documentation; civil engineering designs; and incremental support for construction of the tolling system. The system engineering activities included in the budget are preparation of the Request for Proposals (RFP) for a Toll System Integrator including tolling system performance design requirement criteria, and development of a contract with this vendor. Key delivery activities for FY 2017/18 include the following:

- Environmental Documentation: Prepare a draft and final CEQA Addendum and certify a NEPA Categorical Exclusion, including draft NEPA Preliminary Environmental Study (PES) and associated technical studies.
- Final Civil Engineering Design: Prepare tolling infrastructure civil engineering design plans at multiple locations on Yerba Buena Island (YBI) and Treasure Island, in coordination with YBI Ramps, Southgate Road, Macalla Road, Treasure Island Road, and YBI Westside Bridges design activities.
- Toll System Final Design: Draft and issue a RFP for Toll System Final Design and System Integrator (Toll System Integrator) services. The Toll System Integrator will prepare detailed toll system requirements, draft and final system design; conduct testing; and install the toll system equipment. We expect to issue the RFP in fall 2017 and award a contract in early 2018. The proposed budget includes initial Toll System final design activities. As additional federal and local grant funds are secured in the coming quarters; the contract award will require a budget amendment to include the full value of the toll system final design services.

COMMUNICATIONS

The Communications work stream includes public involvement and outreach activities in support of planning and engineering recommendations. Key communications activities for FY 2017/18 include the following:

- Outreach and Community Relations: Execute the annual outreach and involvement strategy with the Treasure Island public, the TIMMA Board, various interest groups and other government agencies. This is accomplished through various means, including fostering community relations, conducting outreach and input activities, disseminating agency news and updates, and helping coordinate events to promote the agency's work.
- Collateral Maintenance: Update content and maintain and enhance both electronic and print-based communications collateral.

Treasure Island Mobility Management Agency
Attachment 2
Proposed Fiscal Year 2017/18 Budget
Line Item Detail



	Proposed Budget Fiscal Year 2017/18	Increase/ (Decrease)	Amended Budget Fiscal Year 2016/17
Revenues:			
Federal Advanced Transportation and Congestion Management Technologies Deployment	\$ 1,828,168	\$ 1,828,168	\$ -
Federal Treasure Island Mobility Mangement Priority Development	-	(196,000)	196,000
Federal Value Pricing Pilot Program	-	(12,995)	12,995
Regional San Francisco Municipal Transportation Agency (SFMTA)	75,000	-	75,000
Regional San Francisco County Transportation Authority (SFCTA)	257,368	176,646	80,722
Regional Treasure Island Development Authority (TIDA)	1,500,000	-	1,500,000
Total Revenues	3,660,536	1,795,819	1,864,717
Expenditures:			
Technical Professional Services	2,619,549	1,246,396	1,373,153
Administrative Operating Costs			
Personnel Expenditures			
Salaries	679,991	373,607	306,384
Fringe Benefits	319,996	175,816	144,180
Non-personnel Expenditures			
Administrative Operations	36,800	-	36,800
Commissioner-Related Expenses	4,200	-	4,200
Total Expenditures	3,660,536	1,795,819	1,864,717
Net Change in Fund Balance	\$ -	\$ -	\$ -