



AGENDA

TREASURE ISLAND MOBILITY MANAGEMENT AGENCY Meeting Notice

Date: Tuesday, June 26, 2018; 11:00 a.m.
Location: Legislative Chamber, Room 250, City Hall
Commissioners: Kim (Chair), Yee (Vice Chair), Breed, Cohen, Fewer, Peskin, Ronen, Safai, Sheehy, Stefani and Tang

Clerk: Alberto Quintanilla

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3. Executive Director’s Report – INFORMATION	
4. Approve the Minutes of the January 23, 2018 Meeting – ACTION*	3
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The Treasure Island Congestion pricing program will install tolling equipment at five locations on Yerba Buena Island. TIDA has reserved certain easements on YBI to ensure that the public trust will not limit the use or occupation of the right-of-way where toll zones will be located. These easements will be transferred from TIDA to TIMMA who will be the owner/operator of the toll facilities.

Other Items

8. Introduction of New Items – INFORMATION

During this segment of the meeting, Commissioners may make comments on items not specifically listed above, or introduce or request items for future consideration.

9. Public Comment

10. Adjournment

TIMMA Board Meeting Agenda

*Additional Materials

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DRAFT MINUTES

TREASURE ISLAND MOBILITY MANAGEMENT AGENCY

Tuesday, January 23, 2018

1. Roll Call

Chair Kim called the meeting to order at 11:25 a.m. The following members were:

Present at Roll Call: Commissioners Breed, Kim, Peskin, Ronen, Safai, Tang and Yee (7)

Absent at Roll Call: Commissioners Cohen, Farrell, Fewer and Sheehy (4)

Commissioner Ronen moved to excuse Commissioners Cohen and Farrell, seconded by Commissioner Yee. Commissioners Cohen and Farrell were excused without objection.

2. Chair's Report – INFORMATION

Chair Kim elected to forego her Chair's Report.

There was no public comment.

3. Executive Director's Report – INFORMATION

Tilly Chang, Executive Director, presented the Executive Director's Report.

During public comment, Ace Washington spoke about the many changes he has witnessed in San Francisco and City Hall over the years.

4. Approve the Minutes of the December 12, 2017 Meeting – ACTION

There was no public comment.

Commissioner Peskin moved to approve the minutes, seconded by Commissioner Yee.

The minutes were approved without objection by the following vote:

Ayes: Commissioners Breed, Kim, Peskin, Ronen, Safai, Tang and Yee (7)

Absent: Commissioners Cohen, Farrell, Fewer and Sheehy (4)

5. Election of Chair and Vice Chair for 2018– ACTION

Commissioner Peskin moved to nominate Commissioner Kim for Chair of the Treasure Island Mobility Management Agency (TIMMA) and Commissioner Yee for Vice Chair of TIMMA, seconded by Commissioner Ronen.

There was no public comment.

Commissioner Kim was elected Chair and Commissioner Yee was elected Vice Chair by the following vote:

Ayes: Commissioners Breed, Kim, Peskin, Ronen, Safai, Tang and Yee (7)

Absent: Commissioners Cohen, Farrell, Fewer, Sheehy (4)

Chair Kim thanked the Board for their support and for electing her as Chair of TIMMA. She said she looked forward to serving with Vice Chair Yee in 2018.

Other Items

Chair Kim called Items 6 and 7 together.

6. Introduction of New Items – INFORMATION

7. Public Comment

There were no new items introduced. There was no public comment.

8. Adjournment

The meeting was adjourned at 11:36 a.m.

RESOLUTION AMENDING THE ADOPTED FISCAL YEAR 2017/18 BUDGET TO DECREASE REVENUES AND EXPENDITURES BY \$2,138,366

WHEREAS, In July 2017, through approval of Resolution 17-06, the Treasure Island Mobility Management Agency (TIMMA) Board adopted the Fiscal Year (FY) 2017/18 Annual Budget and Work Program; and

WHEREAS, TIMMA's Fiscal Policy allows for the amendment of the adopted budget during the fiscal year to reflect actual revenues and expenditures incurred; and

WHEREAS, Budgeted revenues from federal reimbursements will be decreased by \$1,803,240 and will defer to the next fiscal year due to project schedule delays described below; and

WHEREAS, The San Francisco Municipal Transportation Agency is providing \$95,017 to complete a Parking Management Plan for the redevelopment of Treasure Island and Yerba Buena Island, and to develop cost and revenue estimates for the parking component of the Treasure Island Transportation Implementation Plan; and

WHEREAS, Prop K funds appropriated through Resolution 15-13 will decrease by \$257,368 and will defer to next fiscal year for a total decrease of \$2,138,366 in revenues for FY 2017/18; and

Corresponding technical professional services expenditures will decrease by \$1,693,598, non-personnel expenditures will increase by \$25,088 for additional legal costs associated with the review of the federal Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) grant agreement and increased public involvement and outreach activities in support of the entire Mobility Management Program, personnel expenditures will decrease by \$469,856 for a total decrease of \$2,138,366 in expenditures for FY 2017/18 activity; and

WHEREAS, Since the adoption of the original work scope and budget, the developer, Treasure Island Community Development, estimated a delay in the Treasure Island construction



schedule of at least 18 months; and

WHEREAS, Therefore, the original work scope for System Integration shall not proceed until FY 2018/19; and

WHEREAS, The estimated contributions from revenues and expenditures need to be updated to reflect the reduced work scope and need in FY 2017/18 as proposed; and

WHEREAS, At its April 3, 2018 meeting, the TIMMA Committee reviewed and unanimously recommended approval of the staff recommendation; now, therefore, be it

RESOLVED, That the Treasure Island Mobility Management Agency's adopted FY 2017/18 budget is hereby amended to decrease revenues and expenditures by \$2,138,366.



Memorandum

Date: March 26, 2018
To: Treasure Island Mobility Management Agency Board
From: Cynthia Fong – Deputy Director for Finance and Administration
Subject: 4/3/18 TIMMA Committee Meeting: Proposed Fiscal Year 2017/18 Budget Amendment

<p>RECOMMENDATION <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action</p> <p>Adopt a motion of support for amendment of the adopted Fiscal Year 2017/18 budget to decrease revenues and expenditures by \$2,138,366.</p> <p>SUMMARY</p> <p>In June 2017, through Resolution 17-06, the Board adopted the Fiscal Year (FY) 2017/18 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 2017/18 budget. The Fiscal Policy allows for the amendment of the adopted budget during the fiscal year to reflect actual revenues and expenditures incurred. We propose that the adopted FY 2017/18 budget be amended to decrease revenues and expenditures by \$2,138,366.</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> <hr/>
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DISCUSSION

Background. The budget revision is an opportunity to take stock of changes in revenue, recognize grants or other funds that are obtained subsequent to the original budget approval, and adjust for unforeseen expenditures. Also at that time, revenue projections and expenditure line items are revised to reflect new information or requirements identified in the months elapsed since the adoption of the annual budget. 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 \$2,138,366 in revenues and expenditures. These revisions include carryover revenues and expenditures from the prior period. The effect of the amendment on the adopted FY 2017/18 Budget is shown in Attachment 1. TIMMA’s FY 2017/18 budget revisions are included in the Transportation Authority’s FY 2017/18 proposed budget amendment, which is scheduled to be adopted by the Transportation Authority Board on April 24, 2018.

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. Efforts this year focus

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on advancing both program-wide planning and environmental documentation in response to the development program schedule for Treasure Island. This effort requires integration of policies with the San Francisco Municipal Transportation Agency (SFMTA) and the Bay Area Tolling Authority (BATA) and coordination of project scope, schedule and implementation with a number of local partners.

The program revenue for FY 2017/18 covers the full costs of all Transportation Authority activities in support of TIMMA. 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; and project management support. Additional technical services contracts anticipated in this line item include strategic communications, legal services, and outreach services. Also, as stated in the Administrative Code (Ordinance 17-01), 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 typical operating expenditures for telecommunications, postage, materials and office supplies, printing and reproduction equipment and services, and other administrative support requirements for all activities, along with all administrative support contracts, whether for City-supplied services, such as the Department of Technology cablecast services, or for competitively procured services (such as auditing, outside computer system support, etc.). Also included are funds for Commissioner meeting fees.

This amendment decreases total revenues by \$2,138,366. Budgeted revenues from federal reimbursements will be decreased by \$1,803,240 and will defer to the next fiscal year due to project schedule delays described below. The SFMTA is providing \$95,017 to complete a Parking Management Plan for the redevelopment of Treasure Island and Yerba Buena Island, and to develop cost and revenue estimates for the parking component of the TITIP. This revision includes carryover revenues from the prior period. Prop K funds appropriated through Resolution 15-13 will decrease by \$257,368 and will defer to next fiscal year. Corresponding technical professional services expenditures will decrease by \$1,693,598, non-personnel expenditures will increase by \$25,088 for additional legal costs associated with the review of the federal Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) grant agreement and increased public involvement and outreach activities in support of the entire Mobility Management Program, personnel expenditures will decrease by \$469,856 for a total decrease of \$2,138,366 in expenditures for FY 2017/18 activity.

The original work scope for FY 2017/18 included issuance of the Request for Proposals for a System Integrator, launch of System Integration work, and completion of Civil Engineering Design. Since adoption of the original work scope and budget, the developer, Treasure Island Community Development (TICD), estimated a delay in the Treasure Island construction schedule of at least 18 months. Therefore, System Integration should not proceed until FY 2018/19. The estimated contributions from federal ATCMTD funds and other program revenues need to be updated to reflect the reduced work scope and need in FY 2017/18. The costs will be incurred and the revenue realized in FY 2018/19. At the same time, we expect to execute the federal ATCMTD grant funding agreement this fiscal year and launch the Autonomous Vehicle (AV) Shuttle pilot project, funded by ATCMTD

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funds with matching funds from the Treasure Island Development Authority (TIDA). This amendment adds the cost and revenues associated with the launch of the AV Shuttle pilot.

We propose that the adopted FY 2017/18 Budget be amended as shown in Attachment 1.

FINANCIAL IMPACT

If approved, the proposed amendment to the FY 2017/18 budget would decrease revenues and expenditures by \$2,138,366.

SUPPLEMENTAL MATERIALS

Attachment 1 – Proposed Fiscal Year 2017/18 Budget Amendment

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



	Proposed Budget Amendment Fiscal Year 2017/18	Increase/ (Decrease)	Adopted Budget Fiscal Year 2017/18
Program Revenues:			
Federal Advanced Transportation and Congestion Management Technologies Deployment	\$ 24,928	\$ (1,803,240)	\$ 1,828,168
Regional San Francisco Municipal Transportation Agency (SFMTA)	95,017	20,017	75,000
Regional San Francisco County Transportation Authority (SFCTA)	-	(257,368)	257,368
Regional Treasure Island Development Authority (TIDA)	1,402,225	(97,775)	1,500,000
Total Program Revenues	1,522,170	(2,138,366)	3,660,536
Expenditures:			
Technical Professional Services	925,951	(1,693,598)	2,619,549
Administrative Operating Costs			
Personnel Expenditures			
Salaries	360,489	(319,502)	679,991
Fringe Benefits	169,642	(150,354)	319,996
Non-personnel Expenditures			
Administrative Operations	61,888	25,088	36,800
Commissioner-Related Expenses	4,200	-	4,200
Total Expenditures	1,522,170	(2,138,366)	3,660,536
Net Change in Fund Balance	\$ -	\$ -	\$ -

RESOLUTION ADOPTING THE FISCAL YEAR 2018/19 ANNUAL BUDGET AND WORK PROGRAM

WHEREAS, Pursuant to the Treasure Island Mobility Management Agency's (TIMMA's) Fiscal Policy (Resolution 17-04), 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, providing for TIMMA Committee and Board meetings, and preparing grant funding applications; and

WHEREAS, The Planning work stream includes toll policy recommendations such as hours of operation, toll level and phasing, and San Francisco-Oakland Bay Bridge toll policy consistency recommendations, implementing the mandatory Transit Pass program, the Transportation Affordability program, and the Autonomous Vehicle Shuttle Pilot; 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 implementing the Federal Advanced Transportation and Congestion Management Technologies Deployment grant which includes an autonomous shuttle demonstration program and the launch of the toll system final design; 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 2018/19; 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 2018/19 Annual Budget includes projections of revenues, operating and administrative costs, and professional services expenditures; and

WHEREAS, Total revenues are projected to be \$3,500,650 from various funding sources, and total expenditures are projected to be \$3,500,650 from technical professional services, personnel and non-personnel expenditures; and

WHEREAS, The TIMMA program revenue for FY 2018/19 covers the full cost of all Transportation Authority activities in support of TIMMA; and

WHEREAS, At its June 19, 2018 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 2018/19 Budget and Work Program are hereby adopted.

Attachments (2):

1. FY 2018/19 Work Program
2. FY 2018/19 Budget

Attachment 1

Proposed Fiscal Year 2018/19 Annual Work Program

The Treasure Island Mobility Management Agency's (TIMMA's) proposed Fiscal Year (FY) 2018/19 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 Agreements and Understandings (MOUs). We anticipate at least nine agency and/or vendor agreements in FY 2018/19, including MOUs with the Water Emergency Transportation Authority (WETA), Bay Area Toll Authority (BATA), and San Francisco Municipal Transportation Agency (SFMTA); a vehicle procurement agreement with AC Transit; an operating agreement with TIDA; and procurement processes and contracts for the autonomous vehicle shuttle pilot and 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:

- **Toll Policy Recommendations:** Complete analysis and recommendation of toll policies, including hours of operation, toll level, and BATA cost and revenue sharing.
- **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

Attachment 1

Proposed Fiscal Year 2018/19 Annual Work Program

service levels, cost, and revenue; parking management program rates, cost and revenue; and Transportation Affordability Program requirements and cost.

- **Transit Pass Implementation:** Working with the regional Clipper program, prepare final designs and undertake implementation activities in support of the mandatory transit pass for market-rate Treasure Island (Island) residents. These activities will include adoption of 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 Island households.
- **Parking Management:** Support SFMTA's completion of a Parking Management Plan for the Island.
- **Autonomous Vehicle (AV) Shuttle Pilot:** With the support of a federal Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) program grant, prepare test plans for the piloting of an AV Shuttle on-Island.

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 2018/19 include the following:

- **Environmental Documentation:** Prepare a draft and final CEQA Addendum and certify a NEPA Categorical Exclusion, including draft NEPA Preliminary Environmental Study 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. The proposed budget includes initial Toll System final design activities.

COMMUNICATIONS

The Communications work stream includes public involvement and outreach activities in support of planning and engineering recommendations. Key communications activities for FY 2018/19 include the following:

- **Outreach and Community Relations:** Execute the annual outreach and involvement strategy with the 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 2018/19 Budget
Line Item Detail



	Proposed Budget Fiscal Year 2018/19	Increase/ (Decrease)	Amended Budget Fiscal Year 2017/18
Program Revenues:			
Federal Advanced Transportation and Congestion Management Technologies Deployment	\$ 1,297,860	\$ 1,272,932	\$ 24,928
Regional San Francisco Municipal Transportation Agency (SFMTA)	-	(95,017)	95,017
Regional San Francisco County Transportation Authority (SFCTA)	340,090	340,090	-
Regional Treasure Island Development Authority (TIDA)	1,862,700	460,475	1,402,225
Total Program Revenues	3,500,650	1,978,480	1,522,170
Expenditures:			
Technical Professional Services	2,577,121	1,651,170	925,951
Administrative Operating Costs			
Personnel Expenditures			
Salaries	586,248	225,759	360,489
Fringe Benefits	275,881	106,239	169,642
Non-personnel Expenditures			
Administrative Operations	55,800	(6,088)	61,888
Commissioner-Related Expenses	5,600	1,400	4,200
Total Expenditures	3,500,650	1,978,480	1,522,170
Net Change in Fund Balance	\$ -	\$ -	\$ -



Memorandum

Date: June 14, 2018
To: Treasure Island Mobility Management Agency Committee
From: Cynthia Fong – Deputy Director for Finance & Administration
Eric Cordoba – Deputy Director for Capital Projects
Subject: 06/19/18 Committee Meeting: Adoption of the Proposed Fiscal Year 2018/19 Annual Budget and Work Program

<p>RECOMMENDATION <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action</p> <p>Recommend adoption of the proposed Fiscal Year (FY) 2018/19 Annual Budget and Work Program.</p> <p>SUMMARY</p> <p>The proposed FY 2018/19 Annual Budget includes projections of revenues, operating and administrative costs, and professional services expenditures, as well as a description of Treasure Island Mobility Management Agency’s (TIMMA’s) proposed Work Program for the coming fiscal year. Total revenues are projected to be \$3,500,650 from various funding sources, and total expenditures are projected to be \$3,500,650 from technical professional services, personnel and non-personnel expenditures. As additional local and federal grant revenues are secured in the coming quarters, we will present an amended Mid-Year Budget.</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"/> Contracts <input type="checkbox"/> Procurement <input type="checkbox"/> Other: _____
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DISCUSSION

Background.

Pursuant to TIMMA’s Fiscal Policy (Resolution 17-04), 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. The San Francisco County Transportation Authority (Transportation Authority) has segregated its functions as TIMMA, a separate legal and financial entity effective July 1, 2017, therefore the TIMMA FY 2018/19 Budget and Work Program is separate from the Transportation Authority.

Work Program.

The TIMMA work program includes four major streams of work: governance and agency administration; planning; engineering; and communications.

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The Governance work stream includes program-wide management activities such as maintaining the project master schedule, executing partner agency agreements and vendor contracts. We anticipate at least nine agency and/or vendor agreements in FY 2018/19, including Memoranda of Agreements and Understandings with the San Francisco Bay Area Water Emergency Transportation Authority, the Bay Area Toll Authority, and the San Francisco Municipal Transportation Agency; a vehicle procurement agreement with the Alameda-Contra Costa Transit District (AC Transit); an operating agreement with the Treasure Island Development Authority (TIDA); and procurement processes and contracts for the autonomous vehicle shuttle pilot and the toll system final design vendor (System Integrator). The Governance work stream also provides for meetings of the TIMMA Committee and Board. Finally, the Governance work stream includes activities to advocate for funding opportunities and prepare grant funding applications; we expect to submit an application for regional Bay Area Air Quality Management District Clean Air Vehicle funding this year in partnership with AC Transit and to continue pressing for Regional Measure 3 funding for accelerated low-emission ferries.

The Planning work stream will result in toll policy recommendations including hours of operation, toll level and phasing, and San Francisco-Oakland Bay Bridge toll policy consistency recommendations. The Planning work stream includes implementation of the mandatory Transit Pass program, the Transportation Affordability program, and the Autonomous Vehicle (AV) Shuttle Pilot.

The Engineering work stream includes developing National Environmental Policy Act and supplemental California Environmental Quality Act environmental documentation and civil engineering final designs. Most significantly, this year's engineering work program includes implementation of the Federal Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) grant which includes an autonomous shuttle demonstration program and the launch of the toll system final design. We anticipate releasing a Request for Proposals for Toll System Integration services (toll system final design) during this year.

The Communications work stream includes public involvement and outreach activities in support of the entire Mobility Management Program, including a major round of outreach this Fall 2018 in support of toll policy and affordability program recommendations.

As discussed in the FY 2017/18 budget amendment, the developer, Treasure Island Community Development, estimated a delay in the Treasure Island construction schedule of at least 18 months. Due to the construction schedule delay, Toll System Integration services, estimated contributions from federal ATCMTD funds and other program revenues were deferred from FY 2017/18 to FY 2018/19.

Revenues.

TIMMA's total revenues are projected to be \$3,500,650; with \$1,297,860 obligated from Federal ATCMTD grant, \$1,862,700 obligated from TIDA, and \$340,090 appropriated from the Transportation Authority. Regional and local funds from TIDA and Transportation Authority Prop K sales tax funds will be used to fulfill the 50% local match requirement to the Federal ATCMTD grant. We anticipate additional federal and regional funding later in the year, including additional Federal ATCMTD funding and BATA funding. When secured, these sources will require a Mid-Year Budget Amendment.

Expenditures.

Total expenditures are projected to be \$3,500,650, with 24.6% budgeted for personnel costs, 73.6% for technical professional services, and 1.8% for non-personnel costs. Technical professional services primarily encompass environmental, civil design, and system engineering design services. Additional technical professional services include planning and communications services. Included are technical services contracts already awarded: for the Treasure Island System Engineering Manager; on-call

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demand model development and application; on-call transportation planning; project management support and strategic advisory services; on-call strategic communications; and outreach services. Additional technical services contracts anticipated in this line item include toll system design and integration services, and AV Shuttle system design services.

FINANCIAL IMPACT

As described above.

SUPPLEMENTAL MATERIALS

Attachment 1 – Proposed FY 2018/19 Work Program

Attachment 2 – Program FY 2018/19 Budget

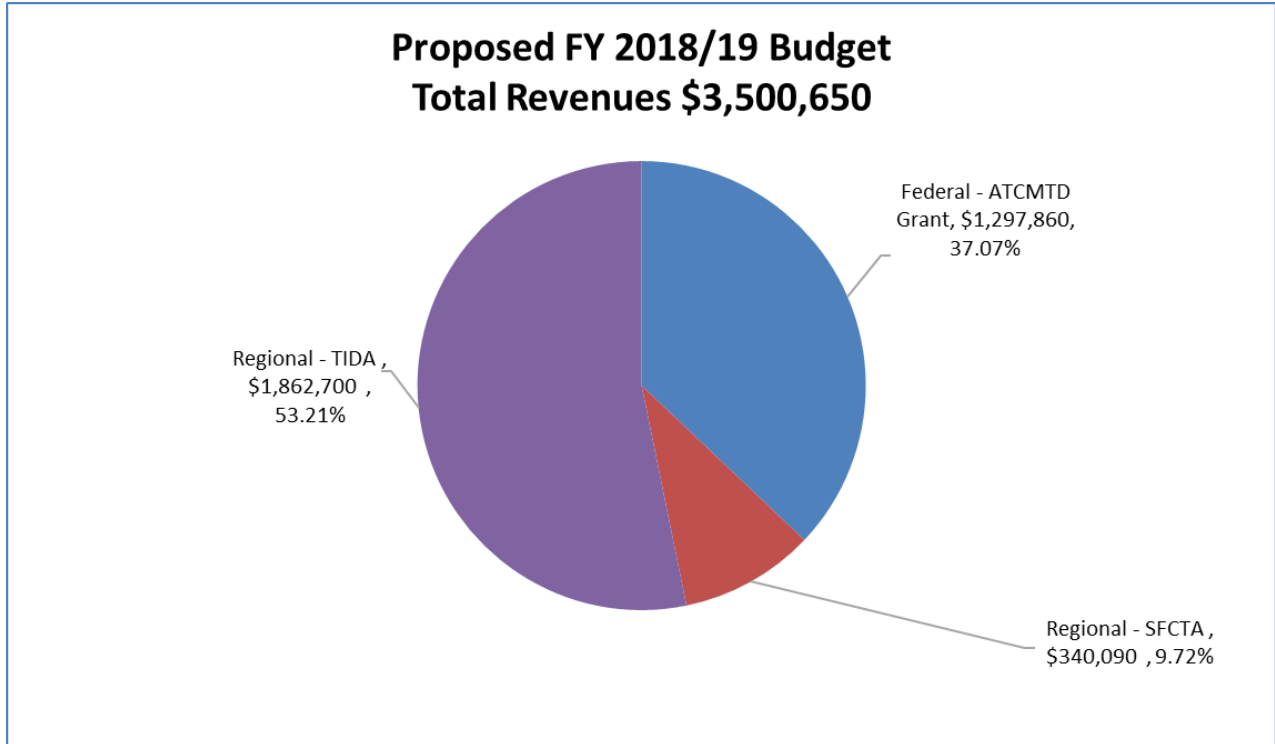
Attachment 3 – Program FY 2018-19 Budget – Line Item Descriptions

Attachment 3
Line Item Descriptions



TOTAL PROJECTED REVENUES..... \$3,500,650

The following chart shows the composition of revenues for the proposed Fiscal Year (FY) 2018/19 budget.



Federal Program Revenues: \$1,297,860

Federal Program Revenues are budgeted to increase by \$1.27 million from the FY 2017/18 Amended Budget, due to the start of a new federal grant towards the end of FY 2017/18.

The Treasure Island Mobility Management Agency (TIMMA), in partnership with the San Francisco Municipal Transportation Agency (SFMTA), 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 grand 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 award of a contract 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. We expect to issue the Request for Proposals and award a contract in FY 2018/19. The proposed budget includes initial Toll System final design activities.

**Attachment 3
Line Item Descriptions**



Federal grant funds will be matched by regional and local funds from the Treasure Island Development Authority (TIDA) and San Francisco County Transportation Authority (Transportation Authority) Prop K sales tax funds. We anticipate additional Federal ATCMTD funding and Bay Area Toll Authority (BATA) funding later in the year. When secured, the additional fund sources will be amended through a mid-year budget amendment.

Regional Program Revenues:..... \$2,202,790

Regional Program Revenues are budgeted to increase by \$705,548, or 47.1%, from the FY 2017/18 Amended Budget, to fulfill the 50% Federal ATCMTD grant matching requirements.

The FY 2018/19 budget for TIMMA includes regional funds from TIDA and Prop K sales tax revenues. In addition to providing matching funds to the ATCMTD grant, regional 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. We anticipate additional regional funding later in the year, including additional contributions from TIDA. When secured, the additional fund sources will be amended through a mid-year budget amendment.

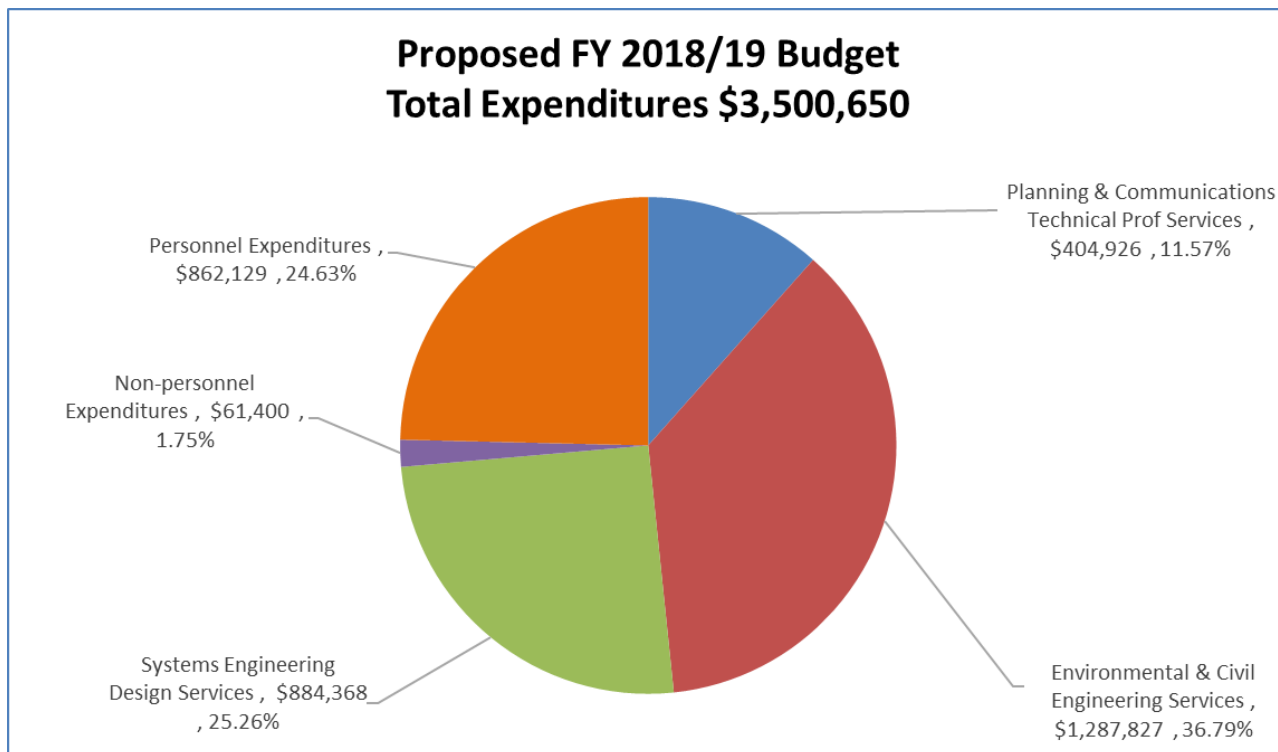
**Attachment 3
Line Item Descriptions**



TOTAL PROJECTED EXPENDITURES \$3,500,650

TIMMA’s Total Expenditures projected for the budget year are comprised of Technical Professional Services Expenditures of \$2.58 million and Administrative Operating Expenditures of \$923,529.

The following chart shows the composition of expenditures for the proposed FY 2018/19 budget.



TECHNICAL PROFESSIONAL SERVICES.....\$2,577,121

Technical professional services in FY 2018/19 are budgeted to increase by \$1.65 million from the FY 2017/18 Amended Budget, which is primarily due to anticipated higher expenditures for the autonomous vehicle shuttle pilot contract and the toll system final design and integrator contract. We expect to issue the Request for Proposals and award contracts in FY 2018/19. As additional federal and regional grant funding are secured in the coming quarters, we expect to amend the budget to incorporate the full value of toll system final design work.

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, environmental, and toll system final design services. Included are technical services contracts already awarded: for the Treasure Island System Engineering Manager; On-Call demand model development and application; On-Call transportation planning; project management support and strategic advisory services; On-Call strategic communications; and outreach services.

ADMINISTRATIVE OPERATING EXPENDITURES \$923,529

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

Attachment 3
Line Item Descriptions



Personnel:..... \$862,129

As stated in TIMMA's Administrative Code (Ordinance 17-01), 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, with 41 employees budgeted to support the TIMMA FY 2018/19 work program. Personnel costs are budgeted to increase by \$331,998 compared to the FY 2017/18 Amended Budget, primarily due to additional staff efforts needed to implement the toll system final design and to establish comprehensive project controls for the program. 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: \$61,400

This line item includes legal services and Commissioner meeting fees. Non-personnel expenditures in FY 2018/19 are budgeted at a similar level as in the FY 2017/18 Amended Budget.

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ACCEPT ON THE TREASURE ISLAND MOBILITY MANAGEMENT AGENCY'S BEHALF ALL INTERESTS IN REAL PROPERTY

WHEREAS, Government Code §27281 provides that instruments conveying an interest in or easement upon real property to a governmental agency may not be recorded without the consent of the grantee evidenced by a resolution or certificate of acceptance; and

WHEREAS, Government Code §27281 also provides that a governmental agency may adopt a general resolution authorizing one or more officers to accept instruments conveying an interest in or easement upon real property by executing a certificate of acceptance; and

WHEREAS, the Treasure Island Mobility Management Agency (TIMMA) Board desires to delegate to the Executive Director the authority to accept all real property interests and easements on behalf of TIMMA.

NOW, THEREFORE, TIMMA does hereby resolve that:

1. The Executive Director may accept on behalf of TIMMA fee and easement interests in real property so long as such property interest is memorialized in a written document signed by the property owner.
2. Prior to the Executive Director accepting any interest in real property, legal counsel for TIMMA shall ensure that the document or instrument is in a legally acceptable format.
3. The Executive Director shall utilize a Certificate of Acceptance in substantially the following form, and TIMMA shall cause the County Assessor-Recorder to record the Certificate along with the instrument conveying the real property interest:



Certificate of Acceptance – TIMMA
(Pursuant to Government Code §27281)

This is to certify that the interest in real property conveyed by the instrument dated _____, 20__ from _____, a _____, to the **TREASURE ISLAND MOBILITY MANAGEMENT AGENCY** (“TIMMA”), is hereby accepted by the undersigned officer on behalf of TIMMA pursuant to authority conferred by TIMMA Resolution No. 18-04 adopted by the TIMMA Board on _____, 2018, and TIMMA consents to recordation thereof by its duly authorized officer.

Dated: _____, 20__

By: _____

Executive Director
Treasure Island Mobility Management Agency

RESOLVED, That the Executive Director is hereby authorized to accept on TIMMA’s behalf all interests in real property, as set forth above.

Memorandum

Date: June 11, 2018
To: Treasure Island Mobility Management Agency Board
From: Eric Cordoba – Deputy Director for Capital Projects
Subject: 06/19/18 Committee Meeting: Authorization for the Executive Director to Accept on the Treasure Island Mobility Management Agency’s Behalf All Interests in Real Property

<p>RECOMMENDATION <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action</p> <p>Adopt a resolution authorizing the Executive Director to accept all real property interests on TIMMA’s behalf.</p> <p>SUMMARY</p> <p>Treasure Island Development Authority (TIDA), the owner of the land along Macalla Road where the Treasure Island Mobility Management (TIMMA) Program tolling hardware will be located, must grant TIMMA an easement allowing for the installation and maintenance of the equipment. Adoption of this resolution will authorize TIMMA to accept this and any additional easement that will be needed to allow TIMMA to engage in construction and operations.</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 type="checkbox"/> Budget/Finance <input type="checkbox"/> Contract/Agreement <input checked="" type="checkbox"/> Other: Land easement_____
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DISCUSSION

Background.

The Treasure Island Transportation Management Act (Assembly Bill (AB) 981 (2008); AB 141, (2014)) authorizes the implementation of a congestion pricing toll project on Treasure Island and Yerba Buena Island (YBI). As part of the congestion pricing program for the Treasure Island development, TIMMA will implement and operate a toll system that will charge drivers leaving and entering YBI from the San Francisco-Oakland Bay Bridge. Preliminary toll system engineering work has been completed and TIMMA will be procuring services for a Toll System Integrator in Fiscal Year 2018/19 to finalize the system design and to install, test and maintain the toll system.

The toll system will include tolling gantries and other hardware within portions of YBI along Macalla Road that are subject to the public trust pursuant to the Treasure Island Public Trust Exchange Act (Senate Bill 1873 (2004)). Since the toll system hardware is not strictly a permitted use under the public trust doctrine, TIDA, the fee owner of the land where this tolling hardware will be located, must grant TIMMA a public utility easement allowing the installation and maintenance of the hardware in the locations shown in Exhibit A. TIDA has recently conveyed similar utility and right-of-way easements to the San Francisco Public Utilities Commission and the San Francisco Public Works, and some additional toll system hardware will be installed within those easement areas pursuant to encroachment permits or other agreements.

California Government Code Section 27281 provides that instruments conveying an interest in or easement upon real property to a governmental agency may not be recorded without the consent of the grantee evidenced by a resolution or certificate of acceptance. Government Code Section 27281 also provides that a governmental agency may adopt a general resolution authorizing one or more officers to accept instruments conveying an interest in or easement upon real property by executing a certificate of acceptance rather than adopting separate resolutions each time the governmental agency needs to accept a real property interest.

Next Steps.

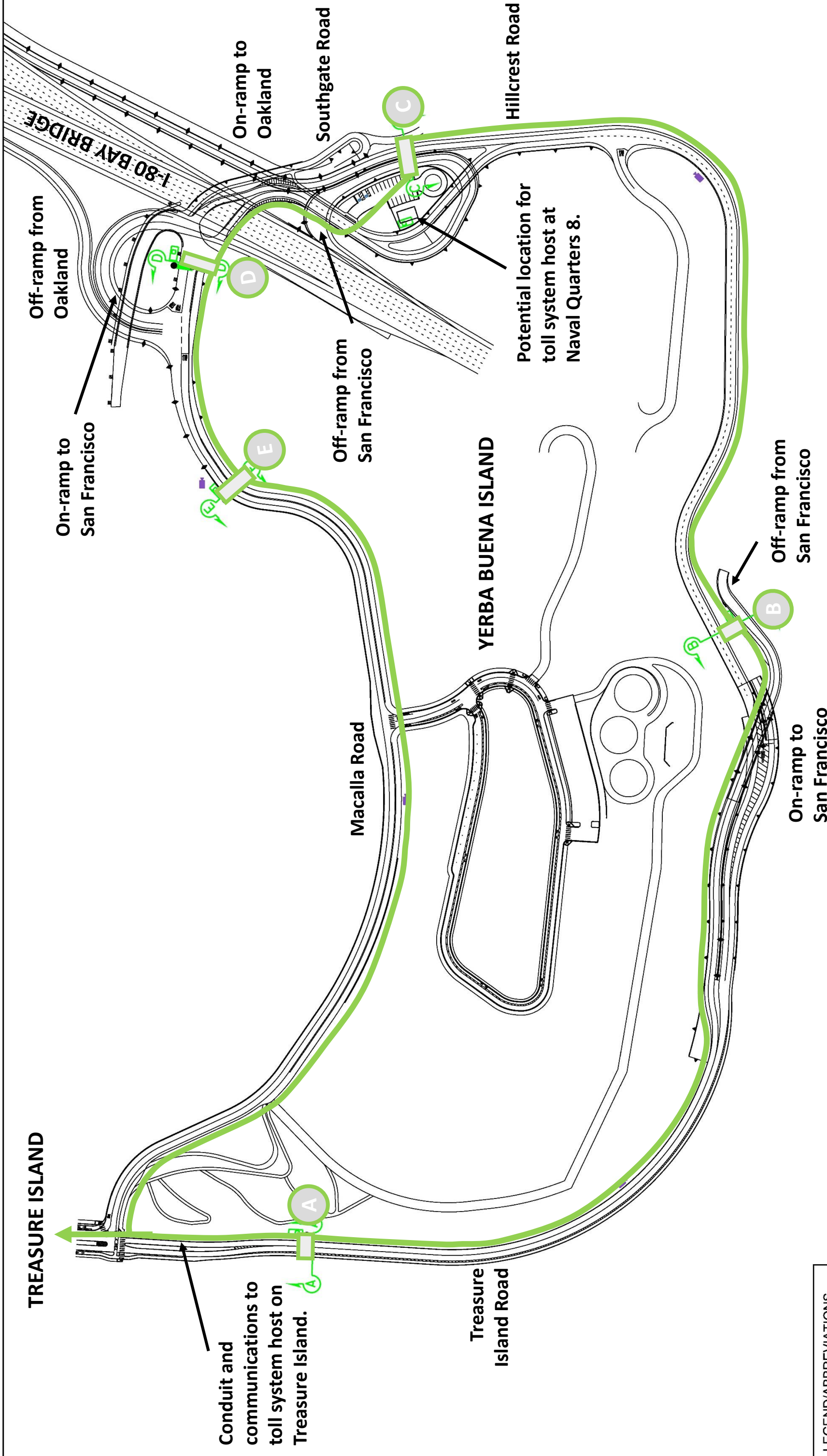
The TIMMA Board will be requested to adopt Resolution 18-04 at its June 26 meeting, included as Exhibit B, which would authorize the Executive Director to accept on TIMMA's behalf all interests in real property as required by Government Code Section 27281. Adoption of this resolution will allow TIMMA to accept the currently offered easement which is required for TIMMA to utilize public trust land for the construction and operation of the toll system. Access to the public trust land is required so that TIMMA can proceed with the final design, installation, testing and operation of the toll system. This resolution will also allow TIMMA the flexibility to accept any additional real property interests that are offered relating to future TIMMA activities without the need to bring the matter to the TIMMA Committee and Board.

FINANCIAL IMPACT

The recommended action would not have an impact on the amended Fiscal Year 2017/18 or proposed Fiscal Year 2018/19 budgets.

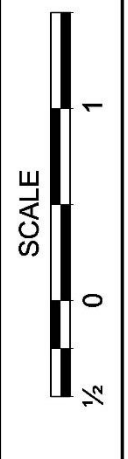
SUPPLEMENTAL MATERIALS

Attachment 1 – TIDA / Public Trust Easement Locations



LEGEND/ABBREVIATIONS

	INSTALLED BY TICD
	CCTV
	TOLLING GANTRY
	332 CABINET & FOUNDATION
	PB PULL BOX
	BBS BATTERY BACKUP SYSTEM



TIMMA TOLLING LOCATIONS
PHASE 1