



# Memorandum

**Date:** April 24, 2019  
**To:** Transportation Authority Board  
**From:** Cynthia Fong – Deputy Director for Finance and Administration  
**Subject:** 05/14/18 Board Meeting: Preliminary Fiscal Year 2019/20 Budget and Work Program

<p><b>RECOMMENDATION</b>    <input checked="" type="checkbox"/> <b>Information</b>    <input type="checkbox"/> <b>Action</b></p> <p>None. This is an information item.</p> <p><b>SUMMARY</b></p> <p>The purpose of this memorandum is to present the preliminary Fiscal Year (FY) 2019/20 annual budget and work program and seek input. The proposed budget and work program will come back to the Board for adoption in June.</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"/> Contracts</p> <p><input type="checkbox"/> Procurement</p> <p><input type="checkbox"/> Other:</p> <hr/>
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**DISCUSSION**

**Background.**

Pursuant to State statutes (California Public Utilities Code Sections 131000 et seq.), we must adopt an annual budget by June 30 of each year. As called for in our Fiscal Policy (Resolution 18-07) and Administrative Code (Ordinance 17-01), the Board shall set both the overall budget parameters for administrative and capital expenditures, the spending limits on certain line items, as well as adopt the budget prior to June 30 of each year.

**Organization.**

The preliminary FY 2019/20 Work Program includes activities in four major functional areas: 1) Plan, 2) Fund, 3) Deliver and 4) Transparency and Accountability. These categories of activities are organized to efficiently address our designated mandates, including administering the Prop K Sales Tax program, functioning as the Congestion Management Agency (CMA) for San Francisco, acting as the Local Program Manager for the Transportation Fund for Clean Air (TFCA) program, administering the \$10 Prop AA vehicle registration fee, and operating as the Treasure Island Mobility Management Agency (TIMMA) for San Francisco. Our organizational approach also reflects the principle that all of our activities contribute to the efficient delivery of transportation plans and projects, even though many activities are funded with a combination of revenue sources and in coordination with a number of San Francisco agencies as well as federal, state and regional agencies.

Attachment 1 contains a description of our preliminary work program for FY 2019/20. Attachment 2 displays the preliminary budget in a format described in our Fiscal Policy. The division of revenues

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and expenditures into the Sales Tax program, CMA program, TFCA program, Prop AA program, and TIMMA program in Attachment 2 reflects our five distinct responsibilities and mandates. Attachment 3 shows a comparison of revenues and expenditures to prior year actual and amended budgeted numbers. Attachment 4 shows a more detailed version of the proposed budget. Attachment 5 is our board adopted agency structure and job positions. Attachment 6 provides additional descriptions and analysis of line items in the budget. We have segregated our TIMMA function as a separate legal and financial entity effective July 1, 2017. The TIMMA FY 2019/20 Budget and Work Program will be presented as a separate item to the TIMMA Committee at its May meeting and TIMMA Board at its June meeting.

### **Revenues.**

Total revenues are projected to be \$148.5 million and are budgeted to increase by an estimated \$12.6 million from the FY 2018/19 Amended Budget, or 9.3%, which is primarily due to expected increase in activities for the I-80/Yerba Buena Island Interchange Improvement and Bridge Structures project (collectively known as YBI Project), funded by federal and state grant funds. Sales tax revenues, net of interest earnings, are projected to be \$110.9 million or 74.7% of revenues. This is an increase of \$1.2 million from the sales tax revenues expected to be received in FY 2018/19.

### **Expenditures.**

Total expenditures are projected to be about \$275.7 million. Of this amount, capital project costs, most of which are awarded as grants to agencies like the San Francisco Municipal Transportation Agency (SFMTA), are \$242.5 million. Capital projects costs are 87.9% of total projected expenditures, with another 4% of expenditures budgeted for administrative operating costs, and 8.1% for debt service and interest costs. Capital expenditures in FY 2019/20 of \$242.5 million are budgeted to increase by \$70.1 million, or 40.6%, from the FY 2018/19 Amended Budget, which is primarily due to slower than anticipated expenditures in FY 2018/19 primarily for vehicle procurements and the Van Ness Bus Rapid Transit project, being carried forward to FY2019/20 and the expected increase in activities for the YBI Project.

Debt service costs of \$22.3 million are for costs related to the continuation of the Revolving Credit Loan Agreement, anticipated bond principal and interest payments for our Sales Tax Revenue Bond, and other costs associated with debt. Our debt program has allowed us more flexibility and cost effectively meet and accelerate delivery of the Prop K program.

### **Other Financing Sources/Uses.**

The Other Financing Sources/Uses section of Attachment 6 - Line Item Detail for the FY 2019/20 preliminary budget includes anticipated drawdown from the Revolving Credit Loan Agreement. The estimated level of sales tax capital expenditures for FY 2019/20 may trigger the need to drawdown up to \$67 million from the Revolving Credit Loan Agreement. We will continue to monitor capital spending closely during the upcoming year by reviewing approved cash flow schedules for allocations, actual reimbursements, and progress reports in tandem with ongoing conversations with project sponsors, particularly our largest grant recipient, the SFMTA. This line item also includes inter-fund transfers among the sales tax, CMA, and TIMMA funds. These transfers represent the required local match to federal grants such as the Surface Transportation Program and Advanced Transportation and Congestion Management Technologies Deployment. Also represented are appropriations of Prop K sales tax to projects such as the U.S. 101/I-280 Managed Lanes project and Downtown Congestion Pricing Study.

### **Fund Balance.**

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The budgetary fund balance is generally defined at the difference between assets and liabilities, and the ending balance is based on previous year's audited fund balance plus the current year's budget amendment and the budgeted year's activity. There is a positive amount of \$8.2 million in total fund balances, as a result of the anticipated Revolving Credit Loan Agreement drawdown.

### **Next Steps.**

The preliminary FY 2019/20 budget will be presented for information to the Board in May. The final proposed FY 2019/20 Annual Budget and Work Program will be presented to the Citizens Advisory Committee in May and the Board in June. A public hearing will precede consideration of the FY 2019/20 Annual Budget and Work Program at the June 12 Board meeting.

### **FINANCIAL IMPACT**

None. This is an information item.

### **CAC POSITION**

None. This is an information item that was included in the CAC agenda packet for its April 24 meeting. The CAC will consider adopting a motion of support of the item at its May 22 meeting.

### **SUPPLEMENTAL MATERIALS**

Attachment 1 – Preliminary Work Program

Attachment 2 – Preliminary Budget

Attachment 3 – Preliminary Budget – Comparison of Revenues and Expenditures

Attachment 4 – Preliminary Budget – Line Item Detail

Attachment 5 – Agency Structure

Attachment 6 – Line Item Descriptions

## Attachment 1

### Preliminary Fiscal Year 2019/2020 Annual Work Program

The Transportation Authority's proposed Fiscal Year (FY) 2019/20 Work Program includes activities in five major divisions overseen by the Executive Director: 1) Policy and Programming, 2) Capital Projects, 3) Planning, 4) Technology, Data and Analysis, and 5) Finance and Administration. The Executive Director's office is responsible for directing the agency in keeping with the annual Board-adopted goals, 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's office is responsible for regular and effective communications with the Board, the Mayor's Office, 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.

The agency's work program activities address the Transportation Authority's designated mandates and functional roles. These include: serving as the Prop K transportation sales tax administrator and Congestion Management Agency (CMA) for San Francisco, acting as the Local Program Manager for the Transportation Fund for Clean Air (TFCA) program and administering the \$10 Prop AA vehicle registration fee. The Transportation Authority is also operating as the Treasure Island Mobility Management Agency (TIMMA). The TIMMA FY 2019/20 Work Program will be presented to the TIMMA Board as a separate item and is not reflected below.

Our work program reflects the multi-disciplinary and collaborative nature of our roles in planning, funding and delivering transportation projects and programs across the city, while ensuring transparency and accountability in the use of taxpayer funds.

#### **PLAN**

Long-range, countywide transportation planning and CMA-related policy, planning and coordination are at the core of the agency's planning functions. In FY 2019/20, we will continue to implement recommendations from the existing San Francisco Transportation Plan (SFTP, 2017), while continuing to advance the next update (2021 SFTP) through the San Francisco Long-range Transportation Planning Program, also known as Connect SF, as part of our multi-agency partnership with the San Francisco Municipal Transportation Agency (SFMTA), the Planning Department, and others. This year's focus is on transit and streets and freeway modal studies, as well as a continued emphasis on demand management policies. We will also continue to further corridor, neighborhood and community-based transportation plans under our lead, while supporting efforts led by others.

We will undertake new planning efforts meant to inform and respond to emerging trends and policy areas. This strategic area of focus for our planning work includes deepening our research on Transportation Network Companies, or TNCs, (e.g., Lyft and Uber) use and impacts.

Most of the FY 2019/20 activities listed below are strong multi-divisional efforts, often lead by the Planning Division in close coordination with Transportation, Data and Analysis; Capital Projects; and the Policy and Programming Divisions. Proposed activities include:

#### **Active Congestion Management:**

- **Downtown Congestion Pricing Study:** Conduct planning study to develop a potential congestion pricing program for downtown San Francisco, with program elements to include congestion charges, discounts, subsidies, incentives, and multi-modal transportation improvements, and develop an implementation plan for the proposed program. Work closely with partner agencies and diverse stakeholders to determine how the congestion pricing program can be designed to meet key goals and objectives, including advancing equity while

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reducing congestion, transit delays, traffic collisions, air pollution, and greenhouse gas emissions. Study to be completed in FY 2020/21.

- **Lombard Crooked Street Reservations & Pricing System Development:** In anticipation of receiving state legislative authority to pilot a reservations and pricing system for managing automobile access to the Crooked Street (1000 block of Lombard Street) (AB 1605 (Ting), in FY 2019/20, we would continue planning and design for the pilot program including identifying the physical and operational details of a reservations and pricing system, as well as refining prior work on the expected outcomes on automobile and pedestrian circulation on the Crooked Street and the surrounding neighborhood. This study follows up on a recommendation from the “Managing Access to the Crooked Street” District 2 NTIP report, adopted in March 2017.
- **101/280 Carpool or Express Lanes:** We anticipate seeking appropriation of Prop K funds in late FY 2018/19 to allow us to advance planning to address questions raised relating to operational analyses (e.g. ramp metering), socio-economic equity, and additional transit provision that could take advantage of any future carpool or express lane. Pending Board approval, we will also continue the Caltrans project development process efforts through the preparation of the Project Approval/Environmental document and continue detailed traffic operations analyses. We will continue to participate in the Metropolitan Transportation Commission’s (MTC’s) express lanes planning efforts and position San Francisco’s 101/280 corridor for Regional Measure 3, Senate Bill 1 funds (e.g. Solutions for Congested Corridors Program) and other potential state and federal funding sources.

#### **SFTP Implementation and Board Support:**

- **Neighborhood Transportation Improvement Program (NTIP) Cycle 2:** Identify and advance new projects through the Cycle 2 of the sales tax-funded NTIP, and monitor implementation of projects funded through Cycle 1. Evaluate Cycle 1 program and highlight significant accomplishments and lessons learned. Funds for Cycle 2 include \$100,000 in planning funds for each district and \$600,000 in local match funds for each district to advance NTIP projects toward implementation. We will continue to work closely on identification and scoping of new NTIP planning and capital efforts, including advancing recommendations from recently completed plans, in coordination with Board members and the SFMTA’s NTIP Coordinator, and will monitor and support new NTIP efforts led by other agencies.
- **D9 Freeway planning/Alemany re-design and support to Caltrans US101 deck replacement:** We will continue to support Commissioner Ronen’s office in developing roadway re-design concepts in the vicinity of the Alemany Maze (US101/I-280 interchange and Alemany roadway) in coordination with SF Planning, SFMTA and SF PUC. This includes coordination with Caltrans on emerging concepts and how near-term elements could potentially be integrated with Caltrans’ planned replacement of the US101 deck near Alemany in this area.

#### **Long Range, Countywide, and Inter-Jurisdictional Planning:**

- **SFTP 2050 and ConnectSF:** Work is well underway on the next update of our countywide long-range transportation plan, the San Francisco Transportation Plan 2050. Working with the SFMTA and Planning Department as part of the ConnectSF process, we anticipate completing the Needs Assessment analyzing current and future transportation needs based on recent transportation and demographic trends this spring and drawing from that work for a

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round of ConnectSF outreach that is anticipated to take place late spring/summer 2019. This year, along with ConnectSF staff and other San Francisco agencies and regional partners, we will continue work on two key modal studies - the Streets and Freeways Study and the Transit Corridors Study. These two studies, along with other planning and policy efforts, will identify projects and strategies for inclusion in the SFTP update, which will result in a fiscally constrained transportation investment and policy blueprint for San Francisco through the year 2050. The SFTP informs San Francisco's input into the next update of Plan Bay Area, PBA 2050.

- **Emerging Mobility Services & Technologies:** We anticipate bringing an Emerging Mobility Pilot Strategy to the Board for approval in Summer 2019. The strategy builds off of the Emerging Mobility Evaluation Report adopted by the Board in Summer 2018, and is intended to provide a pathway to guide staff and sector representatives in the development of pilot projects. In FY 19/20, we would move forward with developing pilot opportunities as directed by the Board.
- **Transportation Network Companies Impact Studies:** Develop and publish the next two installments in a series of reports that will answer key questions about ride-hail companies, also known as Transportation Network Companies, or TNCs. This series will build on three previous reports: 1) the TNCs Today report which provided the first comprehensive estimates of Uber and Lyft activity in the city; 2) the TNC Regulatory Landscape which provided an overview of existing state and local TNC regulatory frameworks across the country and within California; and 3) the TNCs & Congestion report which provided an estimate of how much of worsening congestion is due to different factors such as population growth, employment growth and TNCs. In FY 2019/20, we anticipate releasing reports on the effects of TNCs on transit ridership and TNCs and equity and supporting SFMTA's report on TNCs and safety.
- **Support Statewide and Regional Planning Efforts:** Continue to support studies at the state and regional levels including the California High-Speed Rail Authority's Environmental Impact Report, the California State Transportation Agency's Statewide Rail Plan, Caltrans Business Plan coordination, MTC's Horizon effort, CTC/CARB joint efforts on climate policy, CA PUC data rulemaking and regulations for TNCs, and associated white papers, and coordination with BART and others to scope and advance the study of a potential second Transbay rail crossing, with any BART connection potentially leading to a west side rail line.

#### **Transportation Forecasting, Data and Data Analysis:**

- **Travel Forecasting and Analysis for Transportation Authority Studies:** Provide modeling, data analysis, technical advice and graphics services to support efforts such as SFTP and ConnectSF, including the Streets and Freeways Study and the Transit Corridors Study, 101/280 Carpool or Express Lanes planning studies, Treasure Island Mobility Management Program, analysis of the effectiveness of Travel Demand Management strategies, and the equity effects of TNCs.
- **Modeling Service Bureau:** Provide modeling, data analysis, and technical advice to city agencies and consultants in support of many projects and studies. Expected service bureau support this year for partner agencies and external parties is to be determined.
- **Congestion Management Program (CMP) Development, Data Warehousing and Visualization:** We will complete the 2019 CMP update, and will continue to expand the Transportation Authority's data warehouse and visualization tools to further facilitate easy

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access to network performance data and travel behavior data, review and querying of datasets, and to support web-based tools for internal and external use. We will also continue to serve as a data resource for city agencies, consultants, and the public and enhance data management and dissemination capabilities. We will analyze and publish important results from the recently completed app-based travel behavior diary data collection being coordinated with MTC, and will continue to collaborate with and support researchers working on topics that complement and enhance our understanding of travel behavior, such as evaluating the effectiveness of different travel demand management strategies, how TNCs behave when not carrying passengers, as well as other topics. We will also continue to explore potential big data sources, as well as the fusion of multiple data sources.

- **Model Consistency/Land Use Allocation:** Complete the requirements for model consistency in coordination with MTC as a part of the CMP update. Participate in Regional Model Working Group. Continue supporting the refinement of the Bay Area land use growth allocation model with the Planning Department, the Association of Bay Area Governments (ABAG) and MTC. Coordinate land use analysis activities in cooperation with these same agencies.
- **Travel Demand Model Enhancements:** We will continue to enhance our current implementation of SF-CHAMP 6, that includes increased spatial, temporal, and behavioral detail, and test the first regional-scale DTA model integrated with SF-CHAMP. Attention will be focused on re-estimating new mode choice models to incorporate the latest travel diary survey data that includes TNCs, and on re-estimating new time-of-day choice models. In collaboration with MTC, the San Diego Association of Governments, Puget Sound Regional Council, the Atlanta Regional Commission, the Southeastern Michigan Council of Governments, the Oregon Department of Transportation, and the Association of Metropolitan Planning Organizations Research Foundation, continue development of an open-source activity-based travel demand model platform.

## FUND

The agency was initially established to serve as the administrator of the Prop B half-cent transportation sales tax (superseded by the Prop K transportation sales tax in 2003). This remains one of the agency's core functions, which has been complemented and expanded upon by several other roles which have subsequently been taken on including acting as the administrator for Prop AA and the TFCA County Programs, and serving as CMA for San Francisco. We serve as a funding and financing strategist for San Francisco projects; we advocate for discretionary funds and legislative changes to advance San Francisco project priorities; provide support to enable sponsors to comply with timely-use-of-funds and other grant requirements; and seek to secure new sources of revenues for transportation-related projects and programs. The work program activities highlighted below are typically led by the Policy and Programming Division with support from all agency divisions.

**Fund Programming and Allocations:** Administer the Prop K sales tax, Prop AA vehicle registration fee, and TFCA programs through which the agency directly allocates or prioritizes projects for grant funding; oversee calls for projects and provide project delivery support and oversight for the San Francisco Lifeline Transportation Program, One Bay Area Grant (OBAG), and State Transportation Improvement Program in our role as CMA. Provide technical, strategic and advocacy support for a host of other fund programs, such as revenues distributed under Senate Bill 1, the State's Cap-and-

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Trade and Active Transportation Programs, and federal competitive grant programs. Notable efforts planned for FY 2019/20 include:

- **Implement the 2019 Prop K Strategic Plan and 5-Year Prioritization Programs (5YPPs):** In Fall 2018 the Board adopted the 2019 5YPPs covering Fiscal Years 2019/20 - 2023/24 and the Prop K Strategic Plan, identifying the projects that may receive Prop K funding over the five-year period starting July 1, 2019. We work year-round with project sponsors and Board members to review and support requests for allocation of Prop K funds and then to oversee implementation of the approved grants, focusing on project delivery and closely monitoring anticipated cash needs to inform financing needs (see Capital Financing Program Management below).
- **Prop K Customer Service and Efficiency Improvements:** This ongoing multi-division initiative will continue to improve our processes to make them more user friendly and efficient for both internal and external customers, while maintaining a high level of transparency and accountability appropriate for administration of voter-approved revenue measures. This includes maintaining and enhancing mystreetsf.com – our interactive project map and the Portal – our web-based grants management database used by our staff and project sponsors. A key focus will be making refinements to the on-line allocation request form to improve user-friendliness and legibility.
- **Implement the 2017 Prop AA Strategic Plan:** We will work closely with project sponsors and continue to support delivery of projects underway, as well as advance new projects with funds programmed in the 2017 Prop AA Strategic Plan adopted by the Board in May 2017, and with funds programmed through the mid-cycle competitive call for projects released in March 2019. We anticipate Board adoption of the new projects in June 2019.
- **San Francisco Lifeline Transportation Program:** In April 2019, the Board is scheduled to consider approval of project priorities for Cycle 1 of the San Francisco Lifeline Transportation Program intended to improve mobility for low-income residents and other communities of concern. We will work with project sponsors to meet timely use of funds requirements and to support project delivery of new projects as well as projects funded through the prior regional Lifeline program. We plan to release the Cycle 2 call for projects next spring.
- **Community Based Transportation Plans (CBTPs):** In FY 2018/19 MTC provided a new round of CBTP funding for planning efforts benefitting Communities of Concern. In FY 2019/20 these funds will support improving connections to Lake Merced (a new Community of Concern since the last round of CBTP funding) and additional outreach efforts for the Portsmouth Square traffic circulation study.
- **OBAG Cycle 2:** In 2017, the Board approved over \$40 million for OBAG Cycle 2 projects such as Caltrain Electrification and SF Safe Routes to Schools program. This year, we will continue to work with project sponsors to provide project delivery and support (e.g. assistance with meeting timely use of funds deadlines) for remaining OBAG Cycle 1 projects as well as Cycle 2 projects.
- **Federal-Aid Sponsor Support and Streamlining Advocacy:** Our staff will continue to provide expertise in grants administration for federally funded projects and to play a leadership role in supporting regional efforts to streamline the current federal-aid grant processes.



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**Capital Financing Program Management:** Led by the Finance and Administration Division in close collaboration with the Policy and Programming Division, and with the support of our financial advisors, we will continue to provide effective and efficient management of our debt program to enable accelerated delivery of sales-tax funded capital projects at the lowest possible cost to the public.

**Horizon and Plan Bay Area 2050:** As CMA, we will continue to coordinate San Francisco's input to Horizon, a MTC-led futures planning initiative that will help identify policy and investment solutions that are top performers under multiple distinct futures. The results of the Horizon initiative will inform the next regional transportation and land use plan (Plan Bay Area 2050), which will kick off in September 2019 and anticipates adoption of the preferred scenario in July 2020. These efforts involve close coordination with San Francisco agencies, the Mayor's office, and our ABAG and MTC Commissioners, as well as coordination with Bay Area CMAs, regional transit agencies and other community stakeholders.

**Senate Bill 1:** Engage with state and regional agencies to coordinate advocacy for San Francisco's projects, to support revisions to program guidelines for upcoming funding cycles to ensure a fair distribution of revenues that is beneficial to San Francisco's interests; and to assist project sponsors with meeting timely use of funds and Senate Bill 1 reporting requirements. Seek discretionary funding for San Francisco and our agency's priorities for funding programs large and small, particularly with regard to transit core capacity needs, active transportation projects and our own Treasure Island work and 101/280 Carpool or Express Lanes. We will continue to engage the Board and MTC Commissioners including seeking guidance on prioritizing funds.

**New Revenue Options:** Advocate for San Francisco priorities and new local, regional, state and federal funds by providing Board member staffing and ongoing coordination with, and appearances before, the MTC, California Transportation Commission (CTC), and federal agencies. Notable efforts planned for FY 2019/20 include: advocating for funding for San Francisco priorities assuming Regional Measure 3 clears all remaining legal hurdles this year, and as directed by the Board, work closely with our Board members and Peninsula Corridor Joint Powers Board (Caltrain) representatives, the Mayor's Office, the SFMTA and key stakeholders on a potential tri-county Caltrain 1/8 cent sales tax; the TNC Tax (educational activities) and any other follow up to the Transportation Task Force 2045 related to a potential new local revenue measure(s); and tracking the CTC's pilots of a potential statewide Road User Charge program.

**Legislative Advocacy:** We will continue to monitor and take positions on state legislation affecting San Francisco's transportation programs, and develop strategies for advancing legislative initiatives beneficial to San Francisco's interests and concerns at the state and federal level. Our advocacy builds off of SFIP recommendations, the agency's adopted legislative program (e.g. includes Vision Zero, new revenue, and project delivery advocacy), and is done in coordination with the Mayor's Office, the Self-Help Counties Coalition, and other city and regional agencies.

**Funding and Financing Strategy:** Provide funding and financing strategy support for Prop K signature projects, many of which are also included in MTC's Regional Transit Expansion Agreement. Examples include: Caltrain Electrification, Central Subway, Transbay Transit Center (renamed Salesforce Transit Center), the Downtown Extension and Geary Corridor BRT. Continue to serve as a funding resource for all San Francisco project sponsors, including brokering fund swaps, as needed.

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### **Preliminary Fiscal Year 2019/2020 Annual Work Program**

#### **DELIVER**

The timely and cost-effective delivery of Transportation Authority-funded transportation projects and programs requires a multi-divisional effort, led primarily by the Capital Projects Division with support from other divisions. As in past years, the agency focuses on providing engineering support and overseeing the delivery of the Prop K sales tax major capital projects, such as the Presidio Parkway, the SFMTA's Central Subway, facility upgrade projects; the Salesforce Transit Center, the Downtown Extension; and Caltrain Modernization, including Electrification. The agency is also serving as lead agency for the delivery of certain projects, such as the I-80/Yerba Buena Island (YBI) Interchange Improvement Project, which typically are multi-jurisdictional in nature and often involve significant coordination with Caltrans. Key delivery activities for FY 2018/19 include the following:

#### **Transportation Authority – Lead Construction:**

- I-80/Yerba Buena Island (YBI) West Bound (WB) On-Off Ramps: Complete final construction efforts of the new I-80/YBI WB on-off ramps on the east side of YBI. Final construction activities and project close out is anticipated to be complete in summer 2019.
- Presidio Parkway Project: Ensure all project closeout activities are completed by the Summer 2019. Complete the Public Private Partnership (P3) study comparing the effectiveness of delivering Phase 1 of the project using the more traditional design-bid-build model, with Phase 2 which is being delivered as a P3.

#### **Transportation Authority – Lead Project Development:**

- I-80/YBI East Bound Off Ramp/Southgate Road Realignment Project: Work with Caltrans, BATA, Treasure Island Development Authority (TIDA), and the U.S. Coast Guard on final project development approvals (supplemental environmental analysis, final design, right of way certification, final funding approvals). Prepare the I-80/East Bound Off-Ramp and Southgate Road Realignment project for construction contract advertisement, award and construction phase activities.
- YBI West Side Bridges: Continue supplemental environmental final engineering and design of the West Side Bridges and prepare for construction. Prepare for Construction Manager/General Contractor (CM/GC) implementation of the West Side Bridges project. Continue coordination activities with Caltrans, BATA, the OEWD and TIDA.
- Quint-Jerrold Connector Road: Finalize right of way due diligence efforts (environmental field testing) with city agencies and consultants in order to support city purchase of required right of way for the project. Lead public outreach efforts with interested neighborhood groups. Prepare funding plan and advance design efforts dependent on funding availability.
- I-280/Ocean Ave. South Bound Off-Ramp Realignment: Advance I-280 Interchange modifications at Balboa Park, obtain approval of the combined Caltrans Project Study Report/Project Report and environmental document, prepare funding plan and advance design efforts dependent on funding availability.

#### **Transportation Authority – Project Delivery Support:**

- Caltrain Early Investment Program and California High-Speed Rail Program: Coordinate with the California High-Speed Rail Authority (CHSRA) and city agencies on high-speed rail issues affecting the city; work with Caltrain, MTC, the Mayor's Office and other Peninsula and regional stakeholders to monitor and support delivery of the Caltrain Early Investment

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Program including the Positive Train Control and Electrification projects. Continue to work closely with aforementioned stakeholders to support delivery of the blended Caltrain/High Speed Rail system to the Peninsula corridor that extends to the new Salesforce Transit Center including leading critical Configuration Management Board efforts.

- Central Subway: Project management oversight; scope/cost/schedule and funding assessment and strategy, including participation in critical Configuration Management Board efforts.
- Salesforce Transit Center and Downtown Extension: Project management oversight; provide support for Board member participation on other oversight bodies (Transbay Joint Powers Authority, Board of Supervisors), and other strategic efforts including enhanced technical oversight and support efforts in the areas of rail operations, project delivery method, cost/funding, tunneling, and right of way analyses. As directed by the Board, follow up on recommendations from the Downtown Extension Governance, Oversight, Management and Project Delivery Review.
- Geary and Van Ness Avenue BRTs: Oversee SFMTA construction efforts including environmental compliance and general project oversight. Work closely with SFMTA and an inter-agency project team to maintain project integrity and quality while controlling budget and schedule. Continue to oversee SFMTA's Geary BRT Phase I implementation and Phase II Conceptual Engineering Report findings and application for Federal Transit Administration Small Starts funds.
- Better Market Street oversight and project development support.
- Complete right of way and engineering project support services and oversee construction efforts for the 19<sup>th</sup> Avenue and Lombard streetscape/resurfacing projects led by SFMTA and San Francisco Public Works/Caltrans.
- Vision Zero: Continue to support the Vision Zero Committee and agency staff in delivering the program of projects that will enable San Francisco to achieve the goal of Vision Zero.
- Engineering Support: Provide engineering support, as needed, for other Transportation Authority-led planning and programming efforts.

## TRANSPARENCY & ACCOUNTABILITY

This section of the work program highlights ongoing agency operational activities, and administrative processes to ensure transparency and accountability in the use of taxpayer funds. It includes ongoing efforts lead by the Finance and Administration Division (e.g. accounting, human resources, procurement support), by the Transportation, Data and Analysis Division (e.g. Information Technology and systems integration support), and by the Executive Office (e.g. Board operations and support, budgeting and communications) as listed below:

- **Board Operations and Support:** Staff Board meetings including standing and ad hoc committees, including the Vision Zero Committee meetings.
- **Audits:** Prepare, procure, and manage fiscal compliance and management audits.
- **Budget, Reports and Financial Statements:** Develop and administer Transportation Authority budget, including performance monitoring, internal program and project tracking. Monitor internal controls and prepare reports and financial statements.

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- **Accounting and Grants Management:** Maintain payroll functions, general ledger and accounting system, including paying, receiving and recording functions. Manage grants and prepare invoices for reimbursement.
- **Debt Oversight and Compliance:** Monitor financial and debt performance, prepare annual disclosures and complete required compliance activities.
- **Systems Integration:** Enhance and maintain the enterprise resource planning system (business management and accounting software) to improve accounting functions, automate processes, general ledger reconciliations and financial reporting, as well as enabling improved data sharing with the Portal (web-based grants management database used by agency staff and project sponsors). This year the agency plans to implement an automated accounts payable process and new budgeting process to improve efficiency and ongoing performance management.
- **Contract Support:** Oversee procurement process for professional consultant contracts, prepare contracts, and manage compliance for contracts and associated Memoranda of Agreement and Understanding.
- **Disadvantaged Business Enterprise and Local Business Enterprise:** Administer program, review and update policy for any new state and federal requirements, conduct outreach and review applications and award certifications. Participate in the multi-agency consortium of Bay Area transportation agencies with a common goal to assist small, disadvantaged and local firms doing business with Bay Area transit and transportation agencies.
- **Communications and Community Relations:** Execute the agency's communications strategy with the general public, the agency's board, various interest groups and other government agencies. This is accomplished through various means, including fostering media and community relations, developing strategic communications plans for projects and policy initiatives, disseminating agency news and updates through 'The Messenger' newsletter, social media and other web-based communications, supporting public outreach and helping coordinate events to promote the agency's work. Communications staff will continue participating in training to advance outreach skills. This year the agency plans to:
  - Begin development of agency-wide outreach guidelines to institutionalize best practices
  - Develop outreach and events to highlight the agency's 30th year anniversary and accomplishments.
- **Policies:** Maintain and update Administrative Code, Rules of Order, fiscal, debt, procurement, investment, travel, and other policies.
- **Human Resources:** Administer recruitment, personnel and benefits management and office procedures. Conduct or provide training for staff. Advance agency workplace excellence initiatives through staff working groups, training and other means.
- **Office Management and Administrative Support:** Maintain facilities and provide procurement of goods and services and administration of services contracts. Staff front desk reception duties. Provide assistance to the Clerk of the Board as required with preparation of agenda packets and minutes, updates to website and clerking meetings.

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### Preliminary Fiscal Year 2019/2020 Annual Work Program

- **Legal Issues:** Manage routine legal issues, claims, and public records requests.
- **Information Technology:** Provide internal development and support; maintain existing technology systems including phone and data networks; develop new collaboration tools to further enhance efficiency and technological capabilities; and expand contact management capabilities.

**San Francisco County Transportation Authority  
Attachment 2  
Preliminary Fiscal Year 2019/20 Budget**



**Preliminary Budget Amendment by Fund**

	Sales Tax Program	Congestion Management Agency Programs	Transportation Fund for Clean Air Program	Vehicle Registration Fee for Transportation Improvements Program	Treasure Island Mobility Management Agency Program	<b>Preliminary Budget Fiscal Year 2019/20</b>
<b>Revenues:</b>						
Sales Tax Revenues	\$ 110,861,695	\$ -	\$ -	\$ -	\$ -	\$ 110,861,695
Vehicle Registration Fee	-	-	-	4,930,000	-	4,930,000
Interest Income	1,610,000	-	2,000	10,000	-	1,622,000
Program Revenues	-	27,796,938	771,753	-	2,453,886	31,022,577
Other Revenues	45,980	-	-	-	-	45,980
<b>Total Revenues</b>	<b>112,517,675</b>	<b>27,796,938</b>	<b>773,753</b>	<b>4,940,000</b>	<b>2,453,886</b>	<b>148,482,252</b>
<b>Expenditures</b>						
Capital Project Costs	200,734,927	29,869,867	1,110,104	8,738,768	2,042,905	242,496,571
Administrative Operating Costs	5,404,840	4,549,515	48,234	241,702	702,808	10,947,099
Debt Service	22,314,250	-	-	-	-	22,314,250
<b>Total Expenditures</b>	<b>228,454,017</b>	<b>34,419,382</b>	<b>1,158,338</b>	<b>8,980,470</b>	<b>2,745,713</b>	<b>275,757,920</b>
<b>Other Financing Sources (Uses):</b>	60,085,729	6,622,444	-	-	291,827	67,000,000
<b>Net change in Fund Balance</b>	<b>\$ (55,850,613)</b>	<b>\$ -</b>	<b>\$ (384,585)</b>	<b>\$ (4,040,470)</b>	<b>\$ -</b>	<b>\$ (60,275,668)</b>
Budgetary Fund Balance, as of July 1	\$ 56,375,120	\$ -	\$ 614,614	\$ 11,465,499	\$ -	\$ 68,455,233
Budgetary Fund Balance, as of June 30	<u>\$ 524,507</u>	<u>\$ -</u>	<u>\$ 230,029</u>	<u>\$ 7,425,029</u>	<u>\$ -</u>	<u>\$ 8,179,565</u>

**San Francisco County Transportation Authority  
Attachment 3  
Preliminary Fiscal Year 2019/20 Budget  
Comparison of Revenues and Expenditures**



Line Item	Fiscal Year 2017/18 Actual	Fiscal Year 2018/19 Amended Budget	Fiscal Year 2019/20 Preliminary Budget	Variance from Fiscal Year 2018/19 Amended Budget	% Variance
Sales Tax Revenues	\$ 103,263,191	\$ 109,655,485	\$ 110,861,695	\$ 1,206,210	1.1%
Vehicle Registration Fee	4,907,713	4,930,000	4,930,000	-	0.0%
Interest Income	1,703,664	2,521,500	1,622,000	(899,500)	-35.7%
Program Revenues					
Federal	7,719,495	11,587,700	23,180,409	11,592,709	100.0%
State	1,176,171	499,455	2,148,445	1,648,990	330.2%
Regional and other	3,570,824	6,619,103	5,693,723	(925,380)	-14.0%
Other Revenues	45,919	51,635	45,980	(5,655)	-11.0%
<b>Total Revenues</b>	<b>122,386,977</b>	<b>135,864,878</b>	<b>148,482,252</b>	<b>12,617,374</b>	<b>9.3%</b>
Capital Project Costs	139,400,940	172,416,314	242,496,571	70,080,257	40.6%
Administrative Operating Costs					
Personnel expenditures	5,917,828	7,647,951	8,117,924	469,973	6.1%
Non-Personnel expenditures	2,717,148	3,102,549	2,829,175	(273,374)	-8.8%
Debt Service	120,644,154	33,622,628	22,314,250	(11,308,378)	-33.6%
<b>Total Expenditures</b>	<b>268,680,070</b>	<b>216,789,442</b>	<b>275,757,920</b>	<b>58,968,478</b>	<b>27.2%</b>
<b>Other Financing Sources (Uses)</b>	<b>270,133,005</b>	-	<b>67,000,000</b>	<b>67,000,000</b>	
<b>Net change in Fund Balance</b>	<b>\$ 123,839,912</b>	<b>\$ (80,924,564)</b>	<b>\$ (60,275,668)</b>	<b>\$ 20,648,896</b>	<b>-25.5%</b>
Budgetary Fund Balance, as of July 1	\$ 123,839,912	\$ 149,379,797	\$ 68,455,233		
Budgetary Fund Balance, as of June 30	\$ 247,679,824	\$ 68,455,233	\$ 8,179,565		

**San Francisco County Transportation Authority**  
**Attachment 4**  
**Preliminary Fiscal Year 2019/20 Budget**  
**Line Item Detail**



	<b>Preliminary Budget by Fund</b>					<b>Preliminary Budget Fiscal Year 2019/20</b>
	Sales Tax Program	Congestion Management Agency Programs	Transportation Fund for Clean Air Program	Vehicle Registration Fee for Transportation Improvements Program	Treasure Island Mobility Management Agency Program	
<b>Revenues:</b>						
Sales Tax Revenues	\$ 110,861,695	\$ -	\$ -	\$ -	\$ -	\$ 110,861,695
Vehicle Registration Fee	-	-	-	4,930,000	-	4,930,000
Interest Income	1,610,000	-	2,000	10,000	-	1,622,000
<b>Program Revenues</b>						
<b>Federal</b>						
Advanced Transportation and Congestion Management Technologies Deployment	-	-	-	-	704,690	704,690
Highway Bridge Program - I-80/Yerba Buena Island Interchange Improvement	-	17,104,505	-	-	-	17,104,505
Highway Bridge Program - Yerba Buena Island Bridge Structures	-	3,997,214	-	-	-	3,997,214
Surface Transportation Program 3% Revenue and Augmentation	-	1,374,000	-	-	-	1,374,000
<b>State</b>						
Seismic Retrofit Proposition 1B - I/80 YBI Interchange Improvement Project	-	2,148,445	-	-	-	2,148,445
<b>Regional</b>						
BATA - I-80/Yerba Buena Island Interchange Improvement	-	1,118,709	-	-	-	1,118,709
MTC - Downtown Congestion Pricing Study	-	400,000	-	-	-	400,000
SF Planning - ConnectSF	-	75,000	-	-	-	75,000
SF Planning - Downtown Congestion Pricing Study	-	769,770	-	-	-	769,770
SF Planning - Transportation Demand Management Program	-	40,000	-	-	-	40,000
SFMTA - Travel Demand Modeling Assistance	-	125,000	-	-	-	125,000
San Mateo County Transportation Authority - 101/280 Managed Lanes	-	126,414	-	-	-	126,414
TIDA - Treasure Island Mobility Management Agency	-	-	-	-	1,749,196	1,749,196
TIDA - Yerba Buena Island Bridge Structures	-	517,881	-	-	-	517,881
Vehicle Registration Fee Revenues (TFCA)	-	-	771,753	-	-	771,753
<b>Other Revenues</b>						
San Francisco Dept of Environment - Shower Facilities	2,000	-	-	-	-	2,000
Sublease of Office Space	43,980	-	-	-	-	43,980
<b>Total Revenues</b>	<b>112,517,675</b>	<b>27,796,938</b>	<b>773,753</b>	<b>4,940,000</b>	<b>2,453,886</b>	<b>148,482,252</b>



**San Francisco County Transportation Authority**  
**Attachment 4**  
**Preliminary Fiscal Year 2019/20 Budget**  
**Line Item Detail**



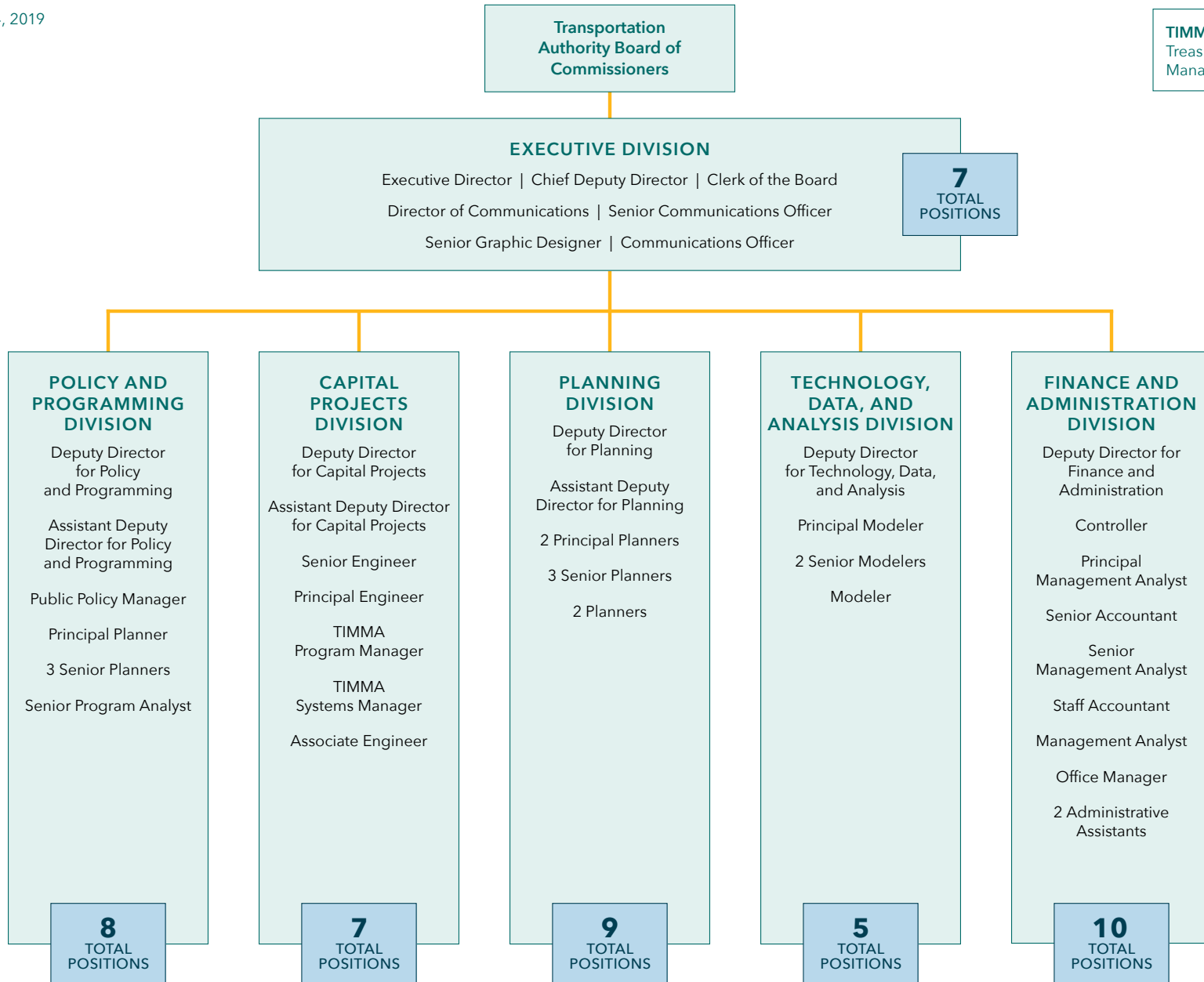
<b>Preliminary Budget by Fund</b>						
	Sales Tax Program	Congestion Management Agency Programs	Transportation Fund for Clean Air Program	Vehicle Registration Fee for Transportation Improvements Program	Treasure Island Mobility Management Agency Program	<b>Preliminary Budget Fiscal Year 2019/20</b>
<b>Expenditures</b>						
Capital Project Costs						
Individual Project Grants, Programs & Initiatives	200,000,000	-	1,110,104	8,738,768	-	209,848,872
Technical Professional Services	734,927	29,869,867	-	-	2,042,905	32,647,699
Administrative Operating Costs						
Personnel Expenditures						
Salaries	1,715,155	3,037,063	32,971	165,218	459,085	5,409,492
Fringe Benefits	793,993	1,405,941	15,263	76,484	212,523	2,504,204
Pay for Performance	204,228	-	-	-	-	204,228
Non-personnel Expenditures						
Administrative Operations	2,509,964	106,511	-	-	25,600	2,642,075
Equipment, Furniture & Fixtures	114,500	-	-	-	-	114,500
Commissioner-Related Expenses	67,000	-	-	-	5,600	72,600
Debt Service						
Debt Issuance Costs	50,000	-	-	-	-	50,000
Interest and Fiscal Charges	9,344,250	-	-	-	-	9,344,250
Bond Principal Payment	12,920,000	-	-	-	-	12,920,000
<b>Total Expenditures</b>	<b>228,454,017</b>	<b>34,419,382</b>	<b>1,158,338</b>	<b>8,980,470</b>	<b>2,745,713</b>	<b>275,757,920</b>
<b>Other Financing Sources (Uses):</b>						
Transfers in - Prop K Match to Grant Funding	-	6,622,444	-	-	291,827	6,914,271
Transfers out - Prop K Match to Grant Funding	(6,914,271)	-	-	-	-	(6,914,271)
Draw on Revolving Credit Agreement	67,000,000	-	-	-	-	67,000,000
<b>Total Other Financing Sources (Uses)</b>	<b>60,085,729</b>	<b>6,622,444</b>	<b>-</b>	<b>-</b>	<b>291,827</b>	<b>67,000,000</b>
<b>Net change in Fund Balance</b>	<b>\$ (55,850,613)</b>	<b>\$ -</b>	<b>\$ (384,585)</b>	<b>\$ (4,040,470)</b>	<b>\$ -</b>	<b>\$ (60,275,668)</b>
Budgetary Fund Balance, as of July 1	\$ 56,375,120	\$ -	\$ 614,614	\$ 11,465,499	\$ -	\$ 68,455,233
Budgetary Fund Balance, as of June 30	\$ 524,507	\$ -	\$ 230,029	\$ 7,425,029	\$ -	\$ 8,179,565
<u>Includes Sales Tax and Vehicle Registration Fee For Transportation Improvements Reserved for Program and Operating Contingency</u>						
Fund Reserved for Program and Operating Contingency	<b>\$ 11,086,170</b>	<b>\$ -</b>	<b>\$ 77,175</b>	<b>\$ 493,000</b>	<b>\$ -</b>	<b>\$ 11,656,345</b>

# Agency Structure 46 STAFF POSITIONS



Revised April 24, 2019

**TIMMA:**  
Treasure Island Mobility  
Management Agency

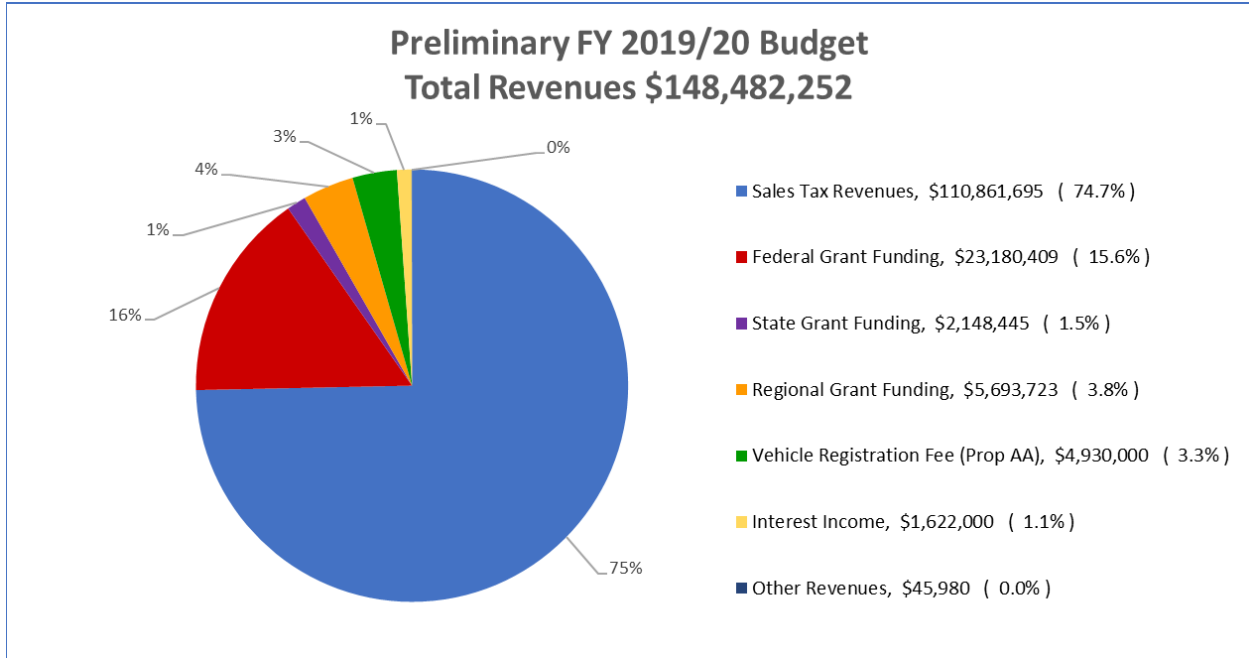


**Attachment 6  
Line Item Descriptions**



**TOTAL PROJECTED REVENUES..... \$148,482,252**

The following chart shows the composition of revenues for the preliminary FY 2019/20 budget.



**Prop K Sales Tax Revenues: ..... \$110,861,695**

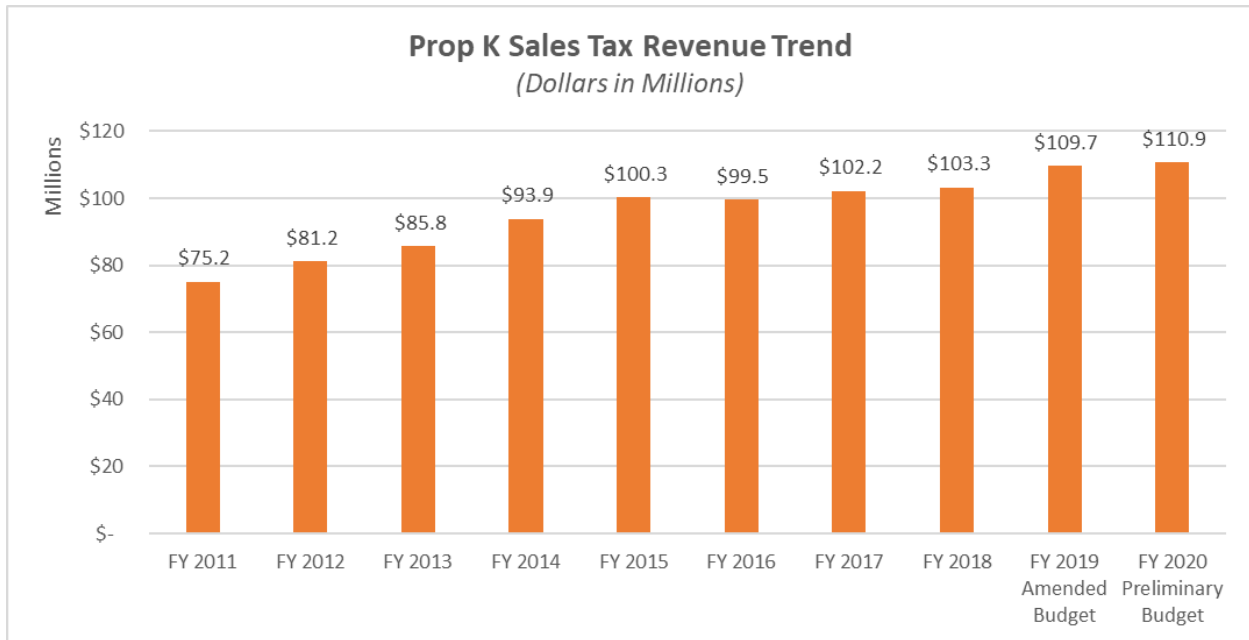
On November 4, 2003, 74.79% of San Francisco voters approved Proposition K (Prop K), the imposition of a retail transactions and use tax of one-half of one percent in the City and County of San Francisco and the funding of the Prop K Expenditure Plan. The 30-year expenditure plan extends through March 31, 2034 and prioritizes \$2.35 billion (in 2003 dollars) and leverages another \$9 billion in federal, state, and local funds for transportation improvements. The expenditure plan restricts expenditures to four major categories: 1) Transit; 2) Streets and Traffic Safety; 3) Paratransit services for seniors and disabled people; and 4) Transportation System Management/Strategic Initiatives, and also accounts for the general administration of the Transportation Authority functions in support of the expenditure plan. Preceding Prop K, on November 7, 1989, more than two-thirds of San Francisco voters approved Proposition B, which authorized the formation of the Transportation Authority and imposed the original one-half of one percent transportation sales tax for a minimum period of twenty years commencing April 1, 1990 for the purpose of funding the Prop B Expenditure Plan.

Based on Fiscal Year (FY) 2018/19 revenues to date, we project FY 2019/20 sales tax revenues to increase compared to the budgeted revenues for FY 2018/19 by 1.1% or \$1.2 million. The sales tax revenue projection is net of the California Department of Tax and Fee Administration’s charges for the collection of the tax and excludes interest earnings budgeted in Interest Income.

**Attachment 6  
Line Item Descriptions**



The chart below reflects the eight-year historical and two-year budgeted receipts for Prop K sales tax revenues.



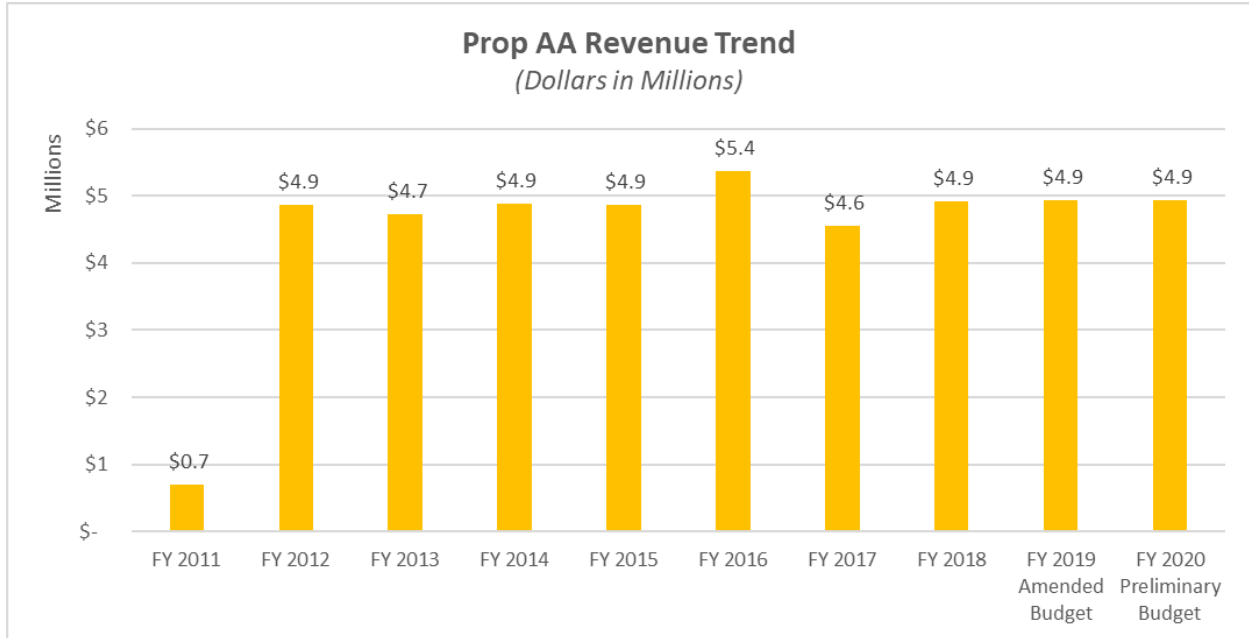
**Vehicle Registration Fee for Transportation Improvements Program (Prop AA) Revenues:**  
 .....\$4,930,000

The Transportation Authority also serves as the administrator of Proposition AA or Prop AA, a \$10 annual vehicle registration fee on motor vehicles registered in the City and County of San Francisco, which was passed by San Francisco voters on November 2, 2010. The 30-year expenditure plan continues until May 1, 2041 and prioritizes funds that are restricted to three major categories: 1) Street Repair and Construction, 2) Pedestrian Safety, and 3) Transit Reliability and Mobility Improvements.

This amount is net of the Department of Motor Vehicles’ charges for the collection of these fees. Prop AA Revenues for FY 2019/20 are based on revenues collected during the first eight months of FY 2018/19 and are projected at a similar level as in the amended budget for FY 2018/19.

The chart below reflects the eight-year historical and two-year budgeted receipts for Prop AA revenues.

**Attachment 6  
Line Item Descriptions**



**Interest Income:..... \$1,622,000**

Most of our investable assets are unspent proceeds from the Sales Tax Revenue bonds deposited in U.S. Bank. Based on the average interest income earned over the past year, the deposits are assumed to earn approximately 2.04% for FY 2019/20. A significant portion of our investable assets are also deposited in the City’s Treasury Pool. Based on the average interest income earned over the past year, the deposits in the Pooled Investment Fund are assumed to earn approximately 2.27% for FY 2019/20. The level of our deposits held in the US Bank and City’s Treasury pool during the year depends on the amount Prop K capital project reimbursement requests. The budget cash balance consists largely of allocated Prop K funds, which are invested until invoices are received and sponsors are reimbursed. The FY 2019/20 budget for interest income shows a \$899,500, or 35.7%, decrease as compared to FY 2018/19. This is due to the decrease in the bank balance thus less interest earned on the deposits due to the anticipated capital expenditures for project sponsors’ projects and programs in FY 2019/20.

**Congestion Management Agency (CMA) Programs Federal, State and Regional Grant Revenues: .....\$27,796,938**

The Transportation Authority is designated under State law as the CMA for the City. Responsibilities resulting from this designation include developing a Congestion Management Program, which provides evidence of the integration of land use, transportation programming, and air quality goals; preparing a long-range countywide transportation plan to guide the City’s future transportation investment decisions; monitoring and measuring traffic congestion levels in the City; measuring the performance of all modes of transportation; and developing a computerized travel demand forecasting model and supporting databases. As the CMA, the Transportation Authority is responsible for

## Attachment 6 Line Item Descriptions



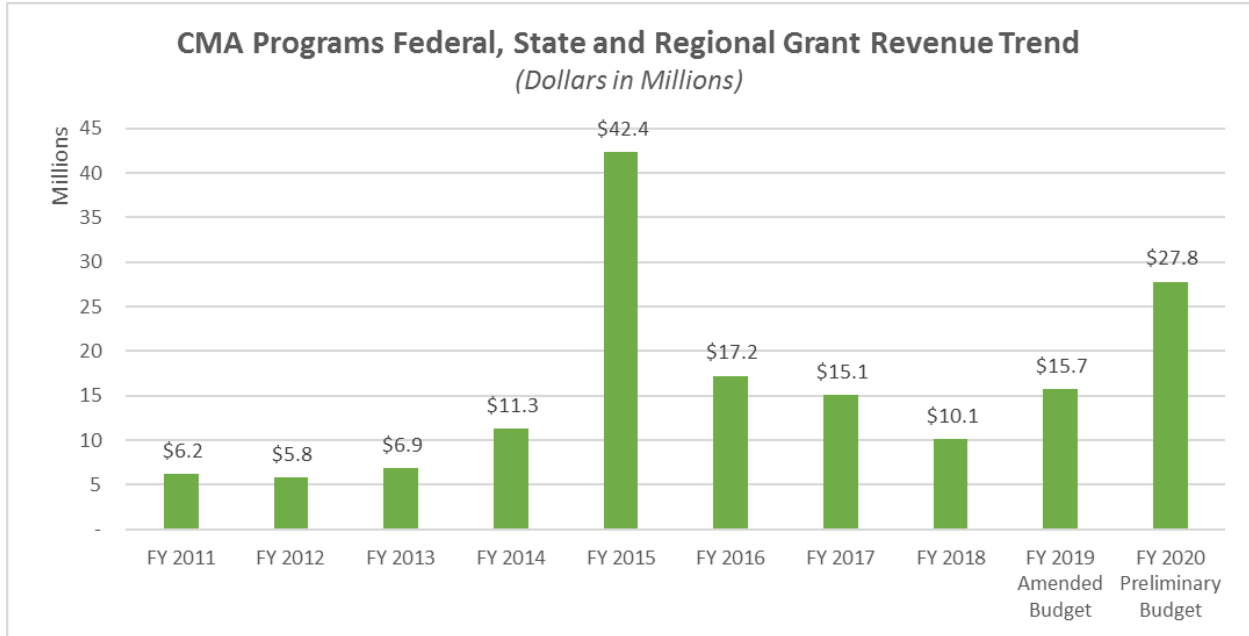
establishing the City's priorities for state and federal transportation funds and works with the Metropolitan Transportation Commission (MTC) to program those funds to San Francisco projects.

The CMA program revenues for FY 2019/20 will be used to cover ongoing staffing and professional/technical service contracts required to implement the CMA programs and projects, as well as for large projects undertaken in our role as CMA. CMA revenues are comprised of federal, state, and regional funds received from the MTC, the California Department of Transportation (Caltrans), and the San Mateo County Transportation Authority. Some of these grants are project-specific, such as those for the I-80/Yerba Buena Island Interchange Improvement Project and Yerba Buena Island Bridge Structures (collectively known as YBI Project) and the Downtown Congestion Pricing Study. Other funding sources, such as federal Surface Transportation Program fund, can be used to fund a number of eligible planning, programming, model development, and project delivery support activities, including the San Francisco Transportation Plan (SFTP) update and the Congestion Management Program. Regional CMA program revenues include City department contributions for SFTP, Downtown Congestion Pricing Study, and technical and travel demand model services provided to City agencies in support of various projects.

The FY 2019/20 budget includes \$24,624,164 from federal and state funding, a \$12,586,682 increase as compared to FY 2018/19 largely due to expected increase in construction phase activities for the Yerba Buena Island Southgate Road Realignment project and activities for the Yerba Buena Island West Side Bridges project. The budget also includes \$3,172,774 from regional funding, a \$521,089 decrease as compared to FY 2018/19 largely due to the anticipated completion of the D9 Alemany Study and the U.S. 101/I-280 Managed Lanes Project Initiation Document phase by the end of FY 2018/19.

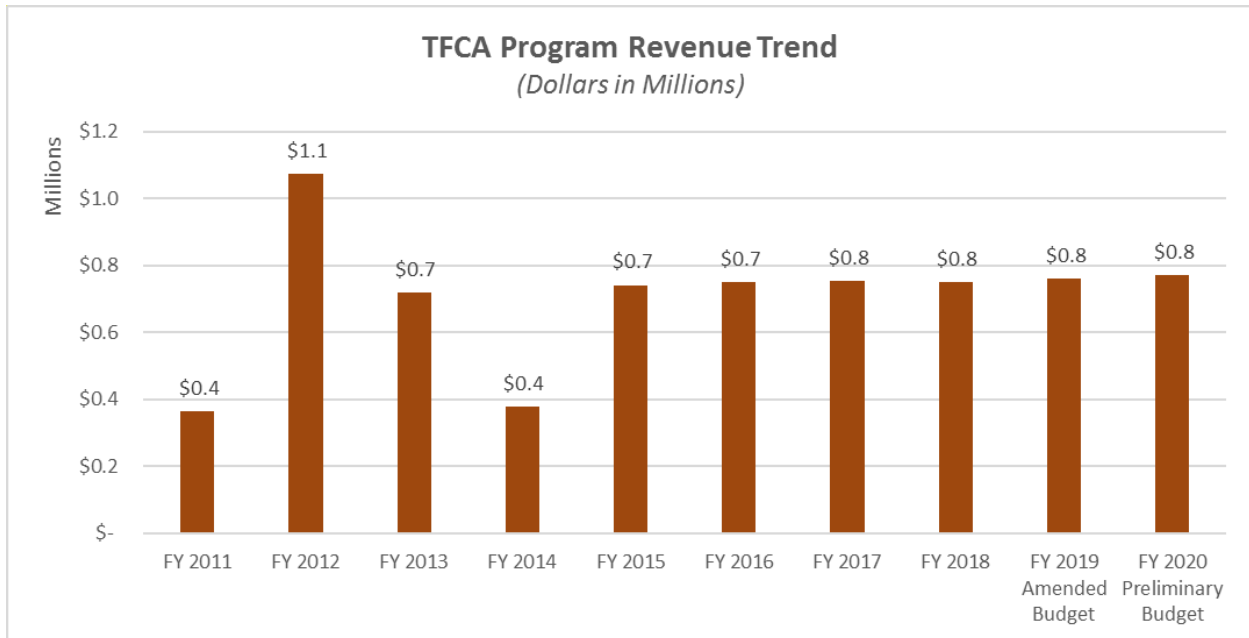
The chart below reflects the eight-year historical and two-year budgeted receipts for CMA program revenues.

**Attachment 6  
Line Item Descriptions**



**Transportation Fund for Clean Air (TFCA) Program Regional Revenues:..... \$771,753**

On June 15, 2002, the Transportation Authority was designated to act as the overall program manager for the local guarantee (40%) share of transportation funds available through the TFCA program. The TFCA Vehicle Registration Fee Revenues (excluding interest earnings included in Interest Income above) are derived from a \$4 surcharge on vehicles registered in the nine Bay Area counties and must be used for cost-effective transportation projects which reduce motor vehicle air pollutant emissions. Budgeted revenues are based on a funding estimate provided by the Bay Area Air Quality Management District, which administers these revenues.



**Attachment 6  
Line Item Descriptions**



**Treasure Island Mobility Management Agency (TIMMA) Program Revenues:..... \$2,453,886**

We are working jointly with the Treasure Island Development Authority (TIDA) on the development of the I-80/Yerba Buena Island (YBI) Interchange Improvement Project. TIDA requested that we, in our capacity as the Congestion Management Agency, lead the effort to prepare and obtain approval for all required technical documentation for the project because of our expertise in funding and interacting with the California Department of Transportation (Caltrans) on design aspects of the project.

The Treasure Island Transportation Management Act of 2008 (AB 981) authorizes the creation or designation of a Treasure Island-specific transportation management agency. On April 1, 2014, the City’s Board of Supervisors approved a resolution designating our agency as the TIMMA to implement the Treasure Island Transportation Implementation Plan in support of the Treasure Island/Yerba Buena Island Development Project. In September 2014, Governor Brown signed Assembly Bill 141, establishing TIMMA as a legal entity distinct from the Transportation Authority to help firewall the Transportation Authority’s other functions. The eleven members of the Transportation Authority Board act as the Board of Commissioners for TIMMA. TIMMA is also a blended special revenue fund component unit under the Transportation Authority. Any costs not reimbursed by federal, state or regional funds will be reimbursed by TIDA.

The TIMMA FY 2019/20 revenues will be presented as a separate item to the TIMMA Committee at its May meeting and TIMMA Board at its June meeting.

**Other Revenues: ..... \$45,980**

Other revenues budgeted in FY 2019/20 include revenues from the sublease of our office space.

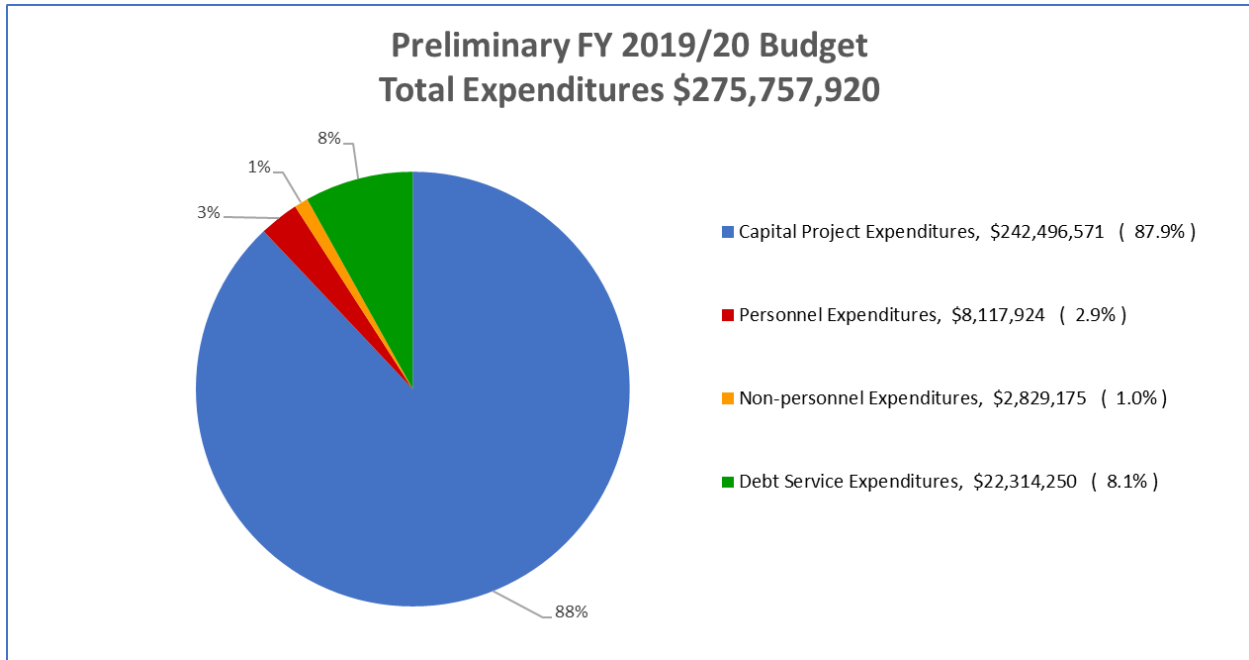
**TOTAL PROJECTED EXPENDITURES..... \$275,757,920**

Total Expenditures projected for the budget year are comprised of Capital Expenditures of \$242.5 million, Administrative Operating Expenditures of \$10.9 million, and Debt Service Expenditures of \$22.3 million.

The following chart shows the composition of expenditures for the preliminary FY 2019/20 budget.



**Attachment 6  
Line Item Descriptions**



**CAPITAL EXPENDITURES..... \$242,496,571**

Capital expenditures in FY 2019/20 are budgeted to increase from the FY 2018/19 amended budget by an estimated 40.6%, which is primarily due to anticipated higher capital expenditures for the Prop K program overall, most of which are awarded as grants to agencies like the San Francisco Municipal Transportation Agency (SFMTA). Expenditures by Program Fund are detailed below.

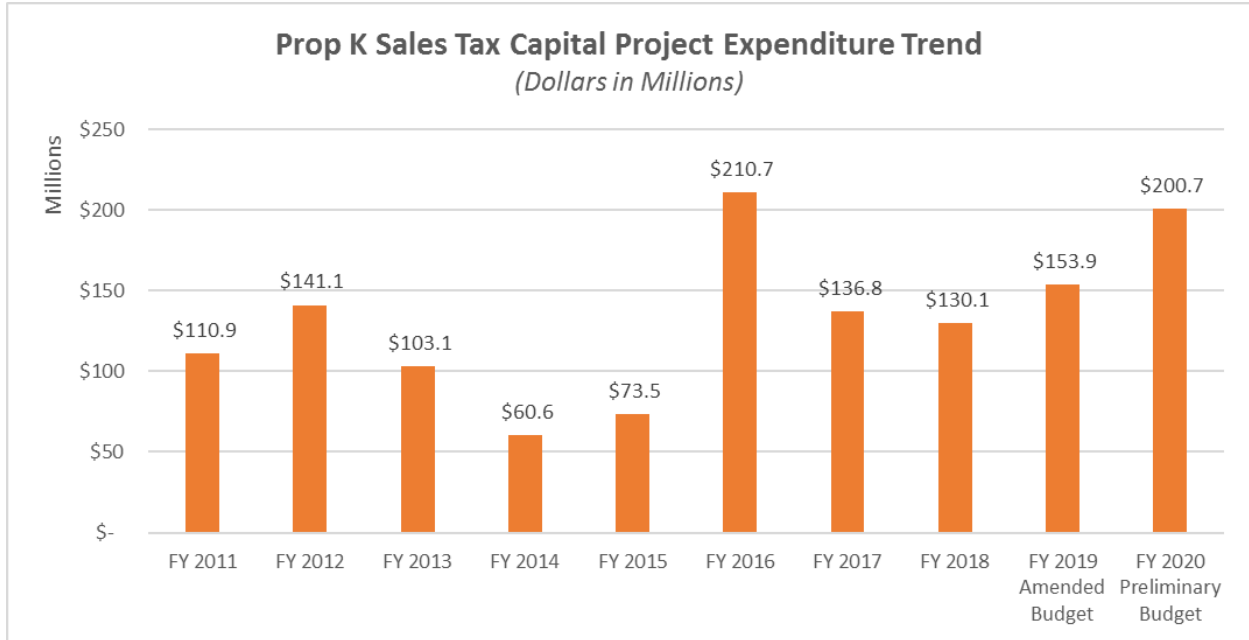
**Sales Tax Program Expenditures:..... \$200,734,927**

The estimate for sales tax capital expenditures reflects a combination of estimated cash flow needs for existing allocations based on review of reimbursements, project delivery progress reports and conversations with project sponsors, as well as anticipated new allocations programmed for FY 2019/20. Approximately \$50 million of the capital expenditures anticipated in FY 2019/20 were delayed in the FY 2018/19 amended budget due to slower than anticipated expenditures primarily for vehicle procurements and the Van Ness Bus Rapid Transit project.

Some of the main drivers of Prop K Capital Expenditures (and our sales tax revenue bond) for FY 2019/20 are the SFMTA vehicle procurements for motor coaches, trolley coaches, and light rail vehicles. Anticipated large capital project expenditures also include the overhauls of the Breda light rail vehicles, Van Ness Bus Rapid Transit, Central Subway, new and upgraded traffic signals, and upgrades to SFMTA vehicle maintenance facilities projects.

The chart below reflects the eight-year historical and two-year budgeted Prop K sales tax program capital expenditures.

**Attachment 6  
Line Item Descriptions**



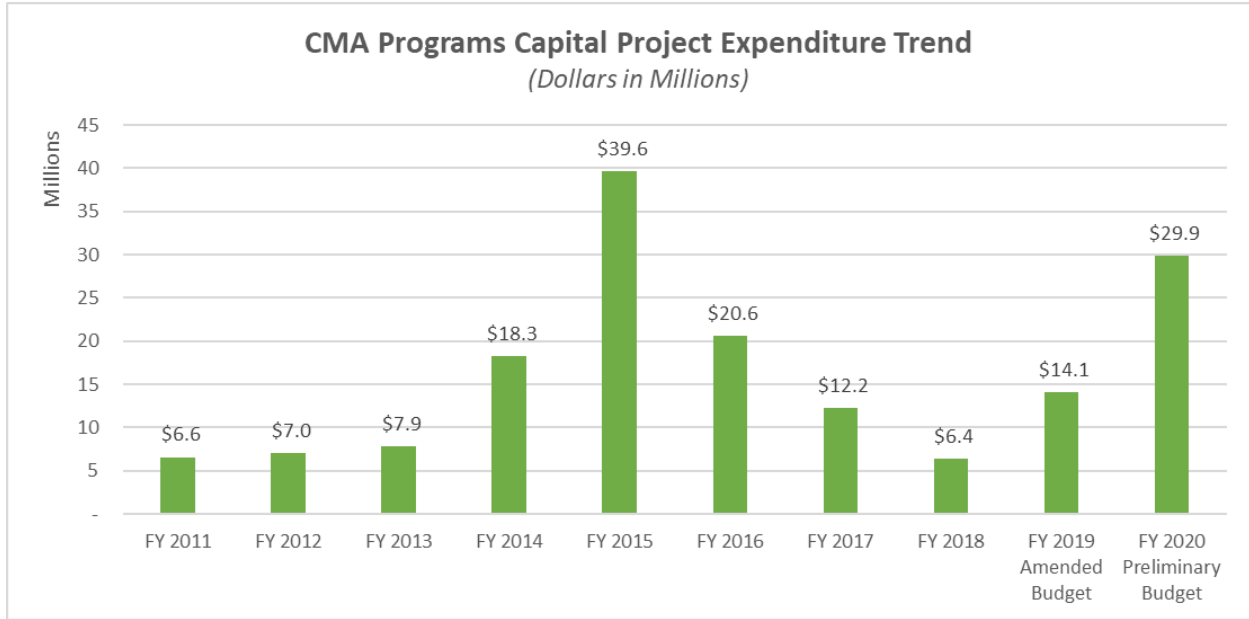
**CMA Programs Expenditures:..... \$29,869,867**

This line item includes technical consulting services such as planning, programming, engineering, design, environmental, or programming services, which are needed in order to fulfill our CMA responsibilities under state law. Included are various planning efforts and projects such as the U.S. 101/I-280 Managed Lanes project, Downtown Congestion Pricing Study, and SFTP update. Also included are the YBI Bridge Structures and YBI Southgate Road Realignment Improvement project, which is supported by federal, state, and regional funding.

Expenditures in FY 2019/20 are budgeted to increase by \$15.8 million as compared to FY 2018/19. This increase is primarily due to increased activities for the YBI projects in which there is an increase of \$13.2 million in capital expenditures and the U.S. 101/I-280 Managed Lanes project in which there are \$3.2 in capital expenditures to advance planning to address questions raised relating to operational analyses (e.g. ramp metering), socio-economic equity, and additional transit provision that could take advantage of any future carpool or express lane. Pending Board approval, we will also continue the Caltrans project development process efforts through the preparation of the Project Approval/Environmental document and continue detailed traffic operations analyses.

The chart below reflects the eight-year historical and two-year budgeted CMA programs capital project expenditures.

**Attachment 6  
Line Item Descriptions**

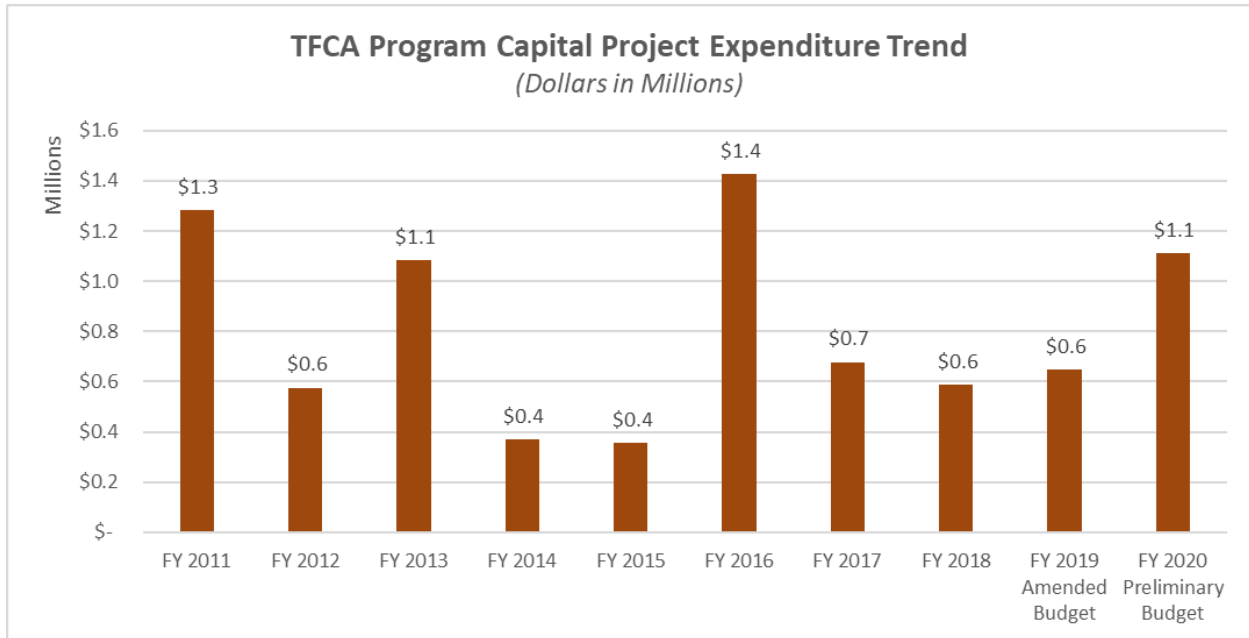


**TFCA Program Expenditures:..... \$1,110,104**

This line item covers projects to be delivered with TFCA funds, a regional program administered by the Bay Area Air Quality Management District, with the Transportation Authority serving as the County Program Manager for San Francisco. These monies must be used for cost-effective transportation projects which reduce motor vehicle air pollutant emissions. The TFCA capital expenditures program includes carryover prior year projects with multi-year schedules as well as projects not anticipated to be completed in FY 2018/19. It also includes an estimate for expenditures for the FY 2019/20 program of projects, which is scheduled to be approved by the Board in June 2019.

This year's budget is higher than the FY 2018/19 amended budget of \$647,906 due to slower than anticipated expenditures for three projects funded in 2018 that have yet to execute grant agreements, as well as three electric vehicle charger projects that are expected to seek full grant reimbursements early in FY 2019/20 after the chargers are installed.

**Attachment 6  
Line Item Descriptions**



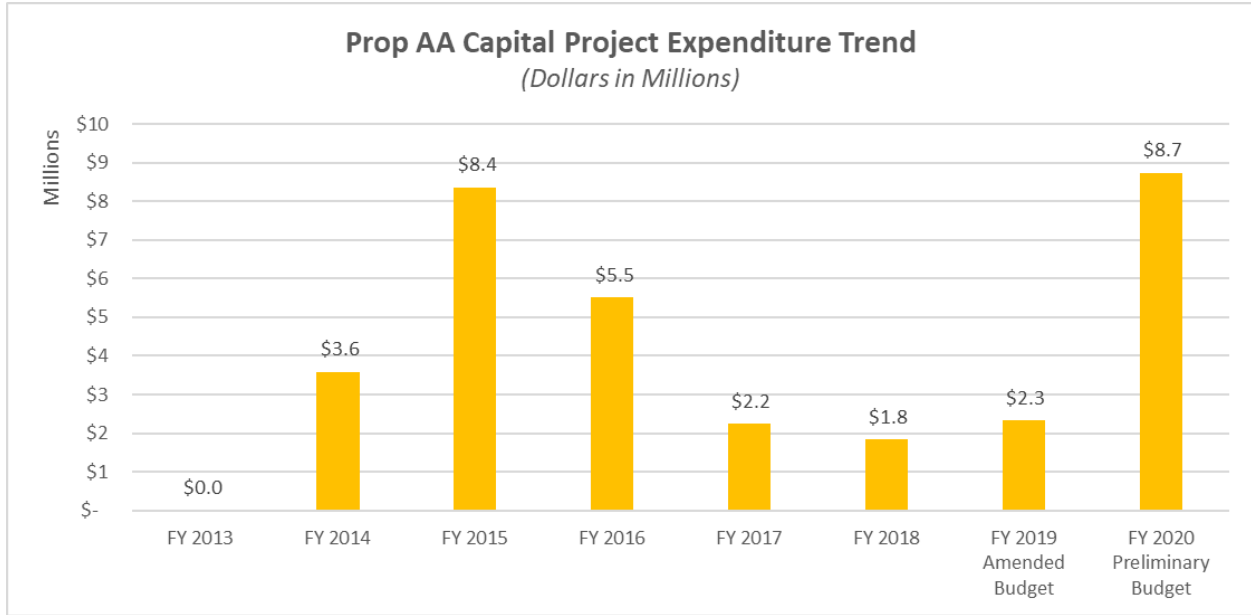
**Vehicle Registration Fee for Transportation Improvements Program (Prop AA) Expenditures:**  
.....**\$8,738,768**

This line item includes projects that will be delivered under the voter-approved Prop AA Expenditure Plan. Consistent with the Prop AA Expenditure Plan, the revenues will be used for design and construction of local road repairs, pedestrian safety improvements, transit reliability improvements, and travel demand management projects. The Prop AA capital expenditures include new FY 2019/20 projects based on the Prop AA Strategic Plan as amended in March 2019, carryover prior-year projects with multi-year schedules, and projects not anticipated to be completed by the end of FY 2018/19. The largest capital project expenditures include the Haight Street Resurfacing and Pedestrian Lighting project, the Muni Metro Station Enhancements project, and the Brannan Street Pavement Renovation project, which together account for approximately 60% of the FY 2019/20 budget amount. We will amend the budget if necessary to reflect expected FY 2019/20 expenditures for projects determined through the open call for projects, to be approved by the Board in June 2019.

For FY 2019/20, we expect expenditures to increase significantly compared to the FY 2018/19 amended budget of \$2,323,492. This increase is primarily due to the above-mentioned capital projects that are behind schedule but expected to make significant progress in the coming year, as well as several additional projects that we expect to begin construction in FY 2019/20.

The chart below reflects the eight-year historical and two-year budgeted Prop AA capital project expenditures.

**Attachment 6  
Line Item Descriptions**



**TIMMA Program Expenditures:..... \$2,042,905**

The TIMMA FY 2019/20 expenditures will be presented as a separate item to the TIMMA Committee at its May meeting and TIMMA Board at its June meeting.

**ADMINISTRATIVE OPERATING EXPENDITURES..... \$10,947,099**

Operating expenditures include personnel expenditures, administrative expenditures, Commissioner-related expenditures, and equipment, furniture and fixtures.

**Personnel:..... \$8,117,924**

Personnel costs are budgeted at a higher level by 6.1% as compared to the FY 2018/19 amended budget, reflecting a budget of 41 full time equivalents and reflecting the Revised Job Classifications and Salary Structure and Revised Organization Chart approved by the Board in December 2018 (Resolution 19-33). The revisions were intended to provide a level of compensation reflective of the marketplace to attract and retain employees while fitting within the agency's means, as well as allowing for flexibility and fostering exemplary performance. The increase in fringe cost reflects the corresponding increase in salary costs. Capacity for merit increases is also included in the pay-for-performance and salary categories; however, there is no assurance of any annual pay increase. Employees are not entitled to cost of living increases. All salary adjustments are determined by the Executive Director based on merit only.

**Non-Personnel:..... \$2,829,175**

This line item includes typical operating expenditures for office rent, telecommunications, postage, materials and office supplies, printing and reproduction equipment and services, and other administrative support requirements for all of our activities, along with all administrative support

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contracts, whether for City-supplied services, such as the City Attorney legal services and the Department of Technology cablecast services, or for competitively procured services (such as auditing, legislative advocacy, outside computer system support, etc.). Also included are funds for ongoing maintenance and operation of office equipment; computer hardware; licensing requirements for computer software; and an allowance for replacement furniture and fixtures. This line item also includes Commissioner meeting fees, and compensation for Commissioners' direct furniture, equipment and materials expenditures. Non-personnel expenditures in FY 2019/20 are budgeted to decrease from the FY 2018/19 Amended Budget by an estimated 8.8%, which is primarily due to a decrease in legal services related to projects such as the Transbay Transit Center and Downtown Extension projects and Geary Corridor Bus Rapid Transit (Geary BRT project) projects. These two projects represent a total decrease of \$231 thousand in legal services.

**DEBT SERVICE EXPENDITURES..... \$22,314,250**

We have a \$140 million Revolving Credit Loan Agreement with State Street and U.S. Bank National Association and the full balance is currently available to draw upon for Prop K capital project costs. This line item assumes fees and interests related to the expected drawdown from the Revolving Credit Loan Agreement noted in the Other Financing Sources/Uses section, anticipated bond principal and interest payments, and other costs associated with our debt program. This results in a decrease of \$11.3 million in debt service expenditures in FY 2019/20 as compared to the prior year since there are no loan repayments anticipated this year.

**OTHER FINANCING SOURCES/USES.....\$67,000,000**

The Other Financing Sources/Uses section of the Line Item Detail for the FY 2019/20 budget includes anticipated drawdowns from the Revolving Credit Loan Agreement. The estimated level of sales tax capital expenditures for FY 2019/20 may trigger the need to drawdown up to \$67 million from the Revolving Credit Loan Agreement. We will continue to monitor capital spending closely during the upcoming year through a combination of cash flow needs for allocation reimbursements, progress reports and conversations with project sponsors, particularly our largest grant recipient, the SFMTA.

This line item also includes inter-fund transfers of \$6.9 million among the sales tax, CMA, and TIMMA funds. These transfers represent the required local match to federal grants such as the Surface Transportation Program and Advanced Transportation and Congestion Management Technologies Deployment. Also represented are appropriations of Prop K to projects such as the U.S. 101/I-280 Managed Lanes project and Downtown Congestion Pricing Study.

**BUDGETARY FUND BALANCE FOR CONTINGENCIES..... \$11,656,345**

Our Fiscal Policy directs that we shall allocate not less than five percent (5%) and up to fifteen percent (15%) of estimated annual sales tax revenues as a hedge against an emergency occurring during the budgeted fiscal year. In the current economic climate, a budgeted fund balance of \$11.1 million, or 10% of annual projected sales tax revenues, is set aside as a program and operating contingency

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reserve. We have also set aside \$77,175 or about 10% as a program and operating contingency reserve respectively for the Transportation Fund for Clean Air Program and \$493,000 or about 10% as a program and operating contingency reserve respectively for the Prop AA Program.