



TREASURE ISLAND MOBILITY MANAGEMENT AGENCY

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

Memorandum

AGENDA ITEM 5

DATE: June 10, 2020

TO: Treasure Island Mobility Management Agency Committee

FROM: Cynthia Fong - Deputy Director for Finance and Administration

SUBJECT: 6/16/20 Committee Meeting: Amend the Adopted Fiscal Year 2019/20 Budget to Increase Revenues by \$228,368, Decrease Expenditures by \$787,279 and Decrease Other Financing Sources by \$1,015,647

<p>RECOMMENDATION <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action</p> <p>Amend the Adopted Fiscal Year (FY) 2019/20 budget to increase revenues by \$228,368, decrease expenditures by \$787,279 and decrease Other Financing Sources by \$1,015,647.</p> <p>SUMMARY</p> <p>In June 2019, through Resolution 19-05, the Board adopted the FY 2019/20 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 2019/20 Budget. The effect of the amendment, with a comparison of revenues and expenditures to the adopted budget is shown in Attachment 1.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Fund Allocation <input type="checkbox"/> Fund Programming <input type="checkbox"/> Policy/Legislation <input type="checkbox"/> Plan/Study <input type="checkbox"/> Capital Project Oversight/Delivery <input checked="" type="checkbox"/> Budget/Finance <input type="checkbox"/> Contract/Agreement <input type="checkbox"/> Other: _____
--	--

BACKGROUND

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

DISCUSSION

FY 2019/20 Proposed Budget Amendment. The budget revision reflects an increase of \$228,368 in revenues, a decrease of \$787,279 in expenditures and a decrease of \$1,015,647



in Other Financing Sources. These revisions include carryover revenues and expenditures from the prior period. The effect of the amendment, with a comparison of revenues and expenditures to the adopted FY 2019/20 Budget, is shown in Attachment 1. TIMMA's FY 2019/20 budget revisions are included in the San Francisco County Transportation Authority's (Transportation Authority's) FY 2019/20 proposed final budget amendment, which is scheduled to be adopted by the Transportation Authority Board on June 23, 2020.

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

The original work scope for FY 2019/20 included issuance of the Request for Proposals for a System Integrator, launch of System Integration work, and completion of Civil Engineering Design, pending Board adoption of toll policies. Work across all subprojects of the Treasure Island Mobility Management Program proceeded more slowly than anticipated this year. A key reason for this slowdown was the Stay-Safe-At-Home Order (Shelter-in-Place Order) introduced in mid-March. The team is currently working to revise the overall Program policy development and implementation schedule in light of the Shelter-in-Place Order and a potential recession. We anticipated adoption of toll policies in July 2019; however, we plan to delay the approval of additional toll policies to better align with the Transportation Authority's Downtown Congestion Pricing Study and the current infrastructure construction schedule. System Integration should not proceed until toll policies are adopted, now revised to early 2021. The estimated contributions from federal Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) funds need to be updated to reflect the reduced work scope and need in this fiscal year. The costs will be incurred and the revenue realized in FY 2020/21.

Program Revenues - The program revenue for FY 2019/20 covers the full costs of all Transportation Authority activities in support of TIMMA. This amendment increases total revenues by \$228,368. Budgeted revenues from federal reimbursements will be decreased by \$215,125 and will defer to the next fiscal year due to project schedule delays described above. Regional revenues from the Treasure Island Development Authority (TIDA) will increase by \$443,493, primarily due to the timing of grant invoices submitted to funding agencies for work performed in FY 2018/19, but collected and recognized in FY 2019/20.

Technical Professional Services Costs - Technical professional services include planning, engineering, design, communications, and environmental services. Included are technical



services contracts already awarded for the Treasure Island System Manager; on-call demand model development and application; on-call transportation planning; and strategic advising / project management support. Additional technical services contracts anticipated in this line item include strategic communications, legal services, and outreach services. Corresponding technical professional services expenditures will decrease by \$598,413 as compared to the adopted budget, which is primarily due to the slowdown of work across all subprojects of the TIMMA program, as mentioned above.

Administrative Operating Costs - As stated in the Administrative Code (Ordinance 17-01), 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. Non-personnel expenditures will increase by \$5,000, and personnel expenditures will decrease by \$193,866 for a total decrease of \$188,866 in Administrative Operating Costs for FY 2019/20 activity. The slight increase of non-personnel expenditures is due to additional legal services needed to review documents related to establishing ferry services to Treasure Island. The decrease in personnel expenditures is due to the slowdown of work across all subprojects of the TIMMA program, as mentioned above, and the delay in hiring of two staff vacancies as a result of the Transportation Authority's overall work program review.

Other Financing Sources - Other financing sources will decrease by \$1,015,647. This represents an increased reimbursement of costs to the Transportation Authority due to the timing of grant invoices submitted to funding agencies that were collected after June 30, 2019.

FINANCIAL IMPACT

The proposed amendment to the FY 2019/20 budget would increase revenues by \$228,368, decrease expenditures by \$787,279 and decrease other financing sources by \$1,015,647 as described above.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Proposed Budget Amendment

Treasure Island Mobility Management Agency
Attachment I
Proposed Fiscal Year 2019/20 Budget Amendment
Line Item Detail



	Proposed Budget Amendment Fiscal Year 2019/20	Increase/ (Decrease)	Adopted Budget Fiscal Year 2019/20
Program Revenues:			
<u>Federal</u>			
Federal Advanced Transportation and Congestion Management Technologies Deployment	\$ 489,565	\$ (215,125)	\$ 704,690
<u>Regional and Other</u>			
Treasure Island Development Authority (TIDA)	2,192,689	443,493	1,749,196
Total Program Revenues	<u>2,682,254</u>	<u>228,368</u>	<u>2,453,886</u>
Expenditures:			
Technical Professional Services	1,444,492	(598,413)	2,042,905
Administrative Operating Costs			
Personnel Expenditures			
Salaries	325,706	(133,379)	459,085
Fringe Benefits	152,036	(60,487)	212,523
Non-personnel Expenditures			
Administrative Operations	30,600	5,000	25,600
Commissioner-Related Expenses	5,600	-	5,600
Total Expenditures	<u>1,958,434</u>	<u>(787,279)</u>	<u>2,745,713</u>
Other Financing Sources (Uses):			
Transfer in from Transportation Authority	-	(291,827)	291,827
Transfer out to Transportation Authority	(723,820)	(723,820)	-
Total Other Financing Sources (Uses)	<u>(723,820)</u>	<u>(1,015,647)</u>	<u>291,827</u>
Net Change in Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>