



**TREASURE ISLAND
MOBILITY MANAGEMENT AGENCY**

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

TREASURE ISLAND MOBILITY MANAGEMENT AGENCY NOTICE OF MEETING CANCELLATION

The following scheduled Committee meeting has been **CANCELED**:

Virtual Meeting Information

Tuesday, November 17, 2020

11:00 a.m. (or immediately following the Transportation Authority Board meeting, whichever is later)

The agenda packet previously posted and distributed for this cancelled meeting appears on the following pages.

For the most up to date meeting schedule, please visit our website at www.sfcta.org/events.

If you have any questions please contact the Clerk of the Board at clerk@sfcta.org or 415-522-4800.



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AGENDA

TREASURE ISLAND MOBILITY MANAGEMENT AGENCY Committee Meeting Notice

Date: Tuesday, November 17, 2020; 11:00 a.m. (or immediately following the Transportation Authority Board meeting, whichever is later)

Location: Watch SF Cable Channel 26
Watch www.sfgovtv.org
Watch https://bit.ly/2Hv11iR

PUBLIC COMMENT CALL-IN: 415-655-0001; Access Code: 146 423 1359 # #

To make public comment on an item, when the item is called, dial '*3' to be added to the queue to speak. When your line is unmuted, the operator will advise that you will be allowed 2 minutes to speak. When your 2 minutes are up, we will move on to the next caller. Calls will be taken in the order in which they are received.

Commissioners: Haney (Chair), Walton (Vice Chair), and Mandelman
Clerk: Britney Milton

Remote Access to Information and Participation:

In accordance with Governor Gavin Newsom's statewide order for all residents to "Stay at Home" - and the numerous local and state proclamations, orders and supplemental directions - aggressive directives have been issued to slow down and reduce the spread of the COVID-19 disease. Pursuant to the lifted restrictions on video conferencing and teleconferencing, the Treasure Island Mobility Management Agency (TIMMA) Board and Committee meetings will be convened remotely and allow for remote public comment. Members of the public are encouraged to watch SF Cable Channel 26 or visit the SFGovTV website (www.sfgovtv.org) to stream the live meetings or watch them on demand. If you want to ensure your comment on any item on the agenda is received by the Committee in advance of the meeting, please send an email to clerk@sfcta.org by 8 a.m. on Tuesday, November 17, or call (415) 522-4800.

Table with 2 columns: Item Number and Page. Items include Roll Call, Approve the Minutes of the September 15, 2020 Meeting - ACTION*, Internal Accounting Report for the Three Months Ending September 30, 2020 - INFORMATION*, and Toll Affordability Program Update - INFORMATION*.

TIMMA Committee Meeting Agenda

Other Items**5. Introduction of New Items - INFORMATION**

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

6. Public Comment**7. Adjournment*****Additional Materials**

If a quorum of the TIMMA Board is present, it constitutes a Special Meeting of the Transportation Authority Board. The Clerk of the Board shall make a note of it in the minutes, and discussion shall be limited to items noticed on this agenda.

The meeting proceedings can be viewed live or on demand after the meeting at www.sfgovtv.org. To know the exact cablecast times for weekend viewing, please call SFGovTV at (415) 554-4188 on Friday when the cablecast times have been determined.

The Legislative Chamber (Room 250) and the Committee Room (Room 263) in City Hall are wheelchair accessible. Meetings are real-time captioned and are cablecast open-captioned on SFGovTV, the Government Channel 26. Assistive listening devices for the Legislative Chamber and the Committee Room are available upon request at the Clerk of the Board's Office, Room 244. To request sign language interpreters, readers, large print agendas or other accommodations, please contact the Clerk of the Board at (415) 522-4800. Requests made at least 48 hours in advance of the meeting will help to ensure availability. Attendees at all public meetings are reminded that other attendees may be sensitive to various chemical-based products.

The nearest accessible BART station is Civic Center (Market/Grove/Hyde Streets). Accessible MUNI Metro lines are the F, J, K, L, M, N, T (exit at Civic Center or Van Ness Stations). MUNI bus lines also serving the area are the 5, 6, 7, 9, 19, 21, 47, and 49. For more information about MUNI accessible services, call (415) 701-4485. There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex. Accessible curbside parking is available on Dr. Carlton B. Goodlett Place and Grove Street.

If any materials related to an item on this agenda have been distributed to the TIMMA Board after distribution of the meeting packet, those materials are available for public inspection at the Transportation Authority at 1455 Market Street, Floor 22, San Francisco, CA 94103, during normal office hours.

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DRAFT MINUTES

TREASURE ISLAND MOBILITY MANAGEMENT AGENCY COMMITTEE

Tuesday, September 15, 2020

1. Roll Call

Chair Haney called the meeting to order at 12:36 p.m.

Present at Roll Call: Commissioners Haney, Mandelman, and Walton (3)

Absent: none (0)

2. Approve the Minutes of the July 21, 2020 Meeting - ACTION

There was no public comment.

Commissioner Mandelman moved to approve the minutes, seconded by Commissioner Walton.

The item was approved without objection by the following vote:

Ayes: Commissioners Haney, Mandelman, and Walton (3)

Absent: none (0)

3. Recommend Adoption of the Proposed Fiscal Year 2020/21 Annual Budget and Work Program - ACTION

Cynthia Fong, Deputy Director for Finance & Administration, and Eric Cordoba, Deputy Director for Capital Projects, presented the item.

Chair Haney commented on the outreach relating to the tolls, stating that there are a number of different populations on the island and as they are thinking about outreach, it is important to think about how they are educating and informing both current and future residents.

Chair Haney asked what accounted for the significant drop in revenue for TIDA.

Eric Cordoba replied that the revenue stream was projected to be consistently flat for the next 5 years. He added that the drop of revenue indicated that that the agency was not spending as much as was available. He also added that they envision a significant increase over the next two fiscal years in terms of overall funding need.

There was no public comment.

Commissioner Mandelman moved to approve the item, seconded by Commissioner Walton.

The item was approved without objection by the following vote:

Ayes: Commissioners Haney, Mandelman, and Walton (3)

Absent: none (0)

Other Items

4. Introduction of New Items - INFORMATION



There were no new items introduced.

5. Public Comment

There was no general public comment.

6. Adjournment

The meeting was adjourned at 12:50 p.m.



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Memorandum

AGENDA ITEM 3

DATE: October 26, 2020
TO: Treasure Island Mobility Management Agency Committee
FROM: Cynthia Fong - Deputy Director for Finance and Administration
SUBJECT: 11/17/20 Committee Meeting: Internal Accounting Report for the Three Months Ending September 30, 2020

<p>RECOMMENDATION <input checked="" type="checkbox"/> Information <input type="checkbox"/> Action</p> <p>None. This is an information item.</p> <p>SUMMARY</p> <p>The Treasure Island Mobility Management Agency's (TIMMA's) Fiscal Policy directs staff to give a quarterly report of expenditures including a comparison to the adopted budget.</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>
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BACKGROUND

The Treasure Island Mobility Management Agency's (TIMMA) Fiscal Policy (Resolution 17-04) establishes an annual audit requirement, and directs staff to report to the TIMMA Committee, on at least a quarterly basis, TIMMA's actual expenditures in comparison to the adopted budget.

DISCUSSION

Internal Accounting Report. Using the format of TIMMA's annual financial statements for governmental funds, the Internal Accounting Report includes a Balance Sheet (Attachment 1) and a Statement of Revenues, Expenditures, and Changes in Fund Balances, with Budget Comparison (Attachment 2). In Attachment 2, the last two columns show, respectively, the budget values, and the variance of revenues and expenditures as compared to the adopted budget. For the three months ending September 30, 2020, the numbers in the adopted budget column are one-fourth of the total adopted annual budget for Fiscal Year (FY)



2020/21. The Internal Accounting Report does not include the Governmental Accounting Standards Board Statement Number 34 adjustments, or the other accruals, that are done at year-end. The statements as of September 30, 2020 are used as the basis for understanding financial status for TIMMA at the quarter ending September 30, 2020.

Balance Sheet Analysis. The Balance Sheet (Attachment 1) presents assets, liabilities, and fund balances as of September 30, 2020. Total assets of \$1.5 million are related to program receivable from federal and regional grants. Total liability of \$281,461 included \$119,427 of payable to consultants for services provided and \$162,034 of payable to the Transportation Authority for costs incurred and paid for by TIMMA. TIMMA will reimburse the Transportation Authority with grant payments received. The deferred inflow of resources is \$1.2 million, and it is related to the timing of invoices submitted to funding agencies for reimbursement that were not collected as of September 30, 2020.

Statement of Revenues, Expenditures, and Changes in Fund Balances Analysis. The Statement of Revenues, Expenditures, and Changes in Fund Balances with Budget Comparison (Attachment 2) compares budget to actual levels for revenues and expenditures for the first three months of the fiscal year. TIMMA earned \$281,462 of revenues from the Treasure Island Development Authority and the Federal Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) grant in the first quarter. As of September 30, 2020, TIMMA incurred \$281,462 of expenditures. Expenditures included \$156,813 in technical professional services, and \$124,649 for personnel and non-personnel expenditures.

For the three months ending September 30, 2020, total program revenues were lower than budgetary estimates by \$340,945 and total expenditures were lower than budgetary estimates by \$342,803. The variances are mainly related to the system integration and outreach activities, which have not yet proceeded. Further work is pending policy adoption and outreach. We are expecting to seek Board approval of Program Design in the 2nd or 3rd quarter of FY2020/21.

FINANCIAL IMPACT

None. This is an information item.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Balance Sheet (unaudited)
- Attachment 2 - Statement of Revenue, Expenditures, and Changes in Fund Balance with Budget Comparison (unaudited)



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**TREASURE ISLAND MOBILITY MANAGEMENT AGENCY
ATTACHMENT 1**

Balance Sheet (unaudited)
Governmental Funds
September 30, 2020

	<u>General Fund</u>
Assets:	
Program Receivable	\$ 1,476,505
Total Assets	<u>1,476,505</u>
Liabilities:	
Accounts Payable	119,427
Due to Transportation Authority	<u>162,034</u>
Total Liabilities	<u>281,461</u>
Deferred Inflows of Resources:	
Unavailable Program Revenues	1,195,044
Fund Balances (Deficit):	
Total Fund Balances (Deficit)	<u>-</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	<u>\$ 1,476,505</u>



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**TREASURE ISLAND MOBILITY MANAGEMENT AGENCY
ATTACHMENT 2**

Statement of Revenue, Expenditures, and Changes in Fund Balances with Budget Comparison (unaudited)
For the Three Months Ending September 30, 2020

	General Fund	Prorated Adopted Budget Fiscal Year 2020/21	Variance with Prorated Adopted Budget Positive (Negative)
Revenues:			
Program Revenue	\$ 281,462	\$ 622,407	\$ (340,945)
Total Revenues	<u>281,462</u>	<u>622,407</u>	<u>(340,945)</u>
Expenditures:			
Current - transportation improvement			
Personnel Expenditures	118,750	128,053	9,303
Non-personnel Expenditures	5,899	14,050	8,151
Technical Professional Services	156,813	482,162	325,349
Total Expenditures	<u>281,462</u>	<u>624,265</u>	<u>342,803</u>
Excess (Deficiency) of Revenues over (Under) Expenditures	<u>\$ -</u>	<u>\$ (1,858)</u>	<u>\$ 1,858</u>
Other Financing Sources (Uses):			
Transfer In from Transportation Authority	-	1,858	(1,858)
Net Change in Fund Balance	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balances (Deficit), Beginning of the Period	<u>-</u>		
Fund Balance (Deficit), End of the Period	<u>\$ -</u>		

Toll Affordability Program: Equity Program Options

TIMMA Committee



TREASURE ISLAND
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Agenda Item #4

November 17, 2020

Program Overview



- Treasure Island Development Project will be the largest new housing development in San Francisco in decades.
- Opportunities:
 - Building a transit first community
 - Delivering equitable solutions
 - Prioritizing environmental sustainability
- Potential Challenges and Risks:
 - Automobile dependent environment
 - Exacerbating bridge congestion
 - Financial sustainability

Leverage Opportunities

- **Provide high-quality transit:** More Muni service, new ferry service, new East Bay transit service, and an on-island shuttle.
- **Promote walking and biking:** Bike lanes, pedestrian paths, bike stations.
- **Deliver Equity:** Subsidized transit passes and discounts to services like car and bike share.



Manage Risks

- **Limit the need for a car:** Provide multiple options for reliable, safe, and affordable multi-modal trips within and on/off the island.
- **Incentivize mode choices:** Associate the cost of a trip based on its impact to travel time and air quality.
- **Afford options beyond Muni:** Use revenue from drivers to pay for ferry and East Bay transit.



Equity Program Policy

Approved:

- **Current Resident Exemption**

In Progress for Approval:

- **Mobility Support for Critical Housing & Food Services**
 - Affordable Housing Nonprofits
 - Food Distribution & Service Establishments

Under Evaluation:

- **Future Low-Income Travelers (residents and non-residents)**



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Toll Policy Development Objectives

Clarify operational details for toll system business rules

Consistency with land use plan

Prevent barriers to benefits for eligible residents

Reduce likelihood of fraud or abuse

Manage administrative cost and predict revenue effects



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Current Resident Exemption



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Eligibility All Options

Lease dated on or before 11/19/2019 (policy approval) that is still valid at the time tolling commences

New leases that maintain the original leaseholder(s) who qualify for relocation assistance per TIDA (Development Agreement)

Policy to be revisited at development milestones



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Option #1

Benefits

- One free toll tag per lease
- Unlimited trips



Note: Tags only valid on Treasure Island; invalid form of payment for all other toll facilities.

Option #1 Program Enrollment

TIDA will verify each eligible household (leaseholder)

TIMMA must contact each leaseholder for enrollment

Requires leaseholder registration (with contact information) to receive a TIMMA-owned toll tag

TIMMA distributes toll tags free of charge along with a License and Use Agreement

Annual registration renewal required



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Option #2 Benefit

If a lease / leaseholder has a car,
TIMMA can exempt the license plate
TIMMA can exempt up to two license
plates per lease

If a lease / leaseholder does not have
a car, TIMMA can provide one
exempt toll tag per lease

*Note: Tags only valid on Treasure Island; invalid
form of payment for all other toll facilities.*

Option #2 Program Enrollment

TIDA will verify each eligible household (leaseholder) and vehicle

TIMMA must contact each leaseholder for enrollment

Requires leaseholder registration with license plate, proof of vehicle registration, and contact information

TIMMA distributes toll tags free of charge along with a License and Use Agreement

Annual registration renewal required

Alternatives Analysis (Current Resident Exemption)



Approach	Benefit Prioritizes Neediest	Land Use Plan Consistency	Administrative Efficiency	Predictable Cost
One Toll Tag per lease				
One Toll Tag per lease + Registered Vehicle with Parking Space (via license plate, no tag)				

Option #1 Program Cost

Cost Component	Total Through Revenue Neutral (5 yrs)
Direct Expenses (upfront capital and ongoing operations) <ul style="list-style-type: none"> • Purchasing FasTrak tags (if needed) • Coordinating with BATA • Setting up accounts • Managing inventory and distributing tags • Outreach • Communicating with participants • Program account database • Setting up program reporting and evaluation 	<h2>\$850k</h2>
Foregone Revenue	<h2>\$9M</h2>
<h1>TOTAL</h1>	<h2>\$9.85M</h2>

Option #2 Program Cost

Additional 10-25% administrative cost associated with license plate registration and processing

Additional foregone revenue to be estimated based on DMV records of vehicles registered to TI

Mobility Support for Critical Housing & Food Services



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**Eligibility:
Affordable
Housing
Nonprofits**

One Treasure Island (OTI) member organizations, per the DDA

Includes Daycare run by Catholic Charities (OTI member)

Policy to be revisited at development midpoint (2500 units)

Need to learn more about the overall workforce, e.g., construction trainees

**Eligibility:
Existing**

**Commercial
Uses**

**Existing Food Distribution &
Service Establishments**

**Policy to be revisited at 2500-unit
development milestone**



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Option #1 Benefits

Quarterly (e.g.) cash payment to eligible businesses

Flexible use for commuter or visitor reimbursement

Minimum share required to support low-income workers

No toll tag handling required

Scaled at \$600 per quarter per FTE



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Option #1 Program Enrollment

TIDA will verify eligible businesses

TIMMA will distribute Mobility Cash to businesses

Businesses will

- **Verify number of FTEs**
- **Distribute Mobility Cash among commuters, suppliers, and/or customers**
- **Submit proof of cash disbursement to employees**

Option #2 Benefits

One toll tag per low-income employee

Employees with existing toll tags may register their tag with TIMMA

Exempts one round trip daily, 5 days per week

Business Responsi- bilities

Provide proof of number of low-income workers employed

Recover toll tags from workers upon termination of employment

Report missing toll tags to TIMMA for decommissioning

Redistribute toll tags to new hires



Option #2, Program Enrollment

TIMMA will

- verify number of low-income employees
- Register employees (with contact information) to receive a TIMMA-owned toll tag
- Distribute toll tags free of charge to each business, along with a License and Use Agreement

Businesses will

- Provide proof of employment and income



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Mobility Support Options: Program Cost

Option	Direct Expenses, Projected Total Over 5 years
#1, Mobility Cash to businesses based on FTEs	~\$1.67M
#2, Toll Tags for Low Income Workers	~\$2M

Approach Analysis (Critical Housing and Food Services)



Approach	Benefit Prioritizes Neediest	Land Use Plan Consistency	Administrative Efficiency	Predictable Cost
Mobility Cash per FTE				
Toll Tag per low income worker				

Next Steps

Outreach to current residents, businesses, and workers

Further develop policy for future low-income HHs, consistent with direction of Downtown SF Congestion Pricing Study

Consider adoption of current resident and business benefits

Fundraising



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Future Low-Income Travelers



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Future Residents and Employees

Potential Benefits (consistent with direction of the Downtown SF Congestion Pricing Study):

- Affordable transit pass (50% of market rate pass)
- Transit incentives
- Toll discount (e.g., 100% toll discount for Very Low Income HHs & 50% toll discount for Low Income HHs)

Thank you.



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