



**TREASURE ISLAND  
MOBILITY MANAGEMENT AGENCY**

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

# AGENDA

**TREASURE ISLAND MOBILITY MANAGEMENT AGENCY  
Committee Meeting Notice**

**Date:** Tuesday, December 8, 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](http://www.sfgovtv.org)

Watch <https://bit.ly/2IXECM3>

**PUBLIC COMMENT CALL-IN:** 1 (415) 655-0001; Access Code: 146 486 8433 # #

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](http://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](mailto:clerk@sfcta.org) by 8 a.m. on Tuesday, December 8, or call (415) 522-4800.

	<b>Page</b>
1. Roll Call	
2. Approve the Minutes of the September 15, 2020 Meeting - <b>ACTION*</b>	<b>3</b>
3. Internal Accounting Report for the Three Months Ending September 30, 2020 - <b>INFORMATION*</b>	<b>5</b>
4. Toll Affordability Program Update - <b>INFORMATION*</b>	<b>9</b>

## 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**  
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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](http://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.

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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><b>RECOMMENDATION</b>    <input checked="" type="checkbox"/> Information    <input type="checkbox"/> Action</p> <p>None. This is an information item.</p> <p><b>SUMMARY</b></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 2<sup>nd</sup> or 3<sup>rd</sup> 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>
<b>Assets:</b>	
Program Receivable	\$ 1,476,505
<b>Total Assets</b>	<b><u>1,476,505</u></b>
<b>Liabilities:</b>	
Accounts Payable	119,427
Due to Transportation Authority	<u>162,034</u>
<b>Total Liabilities</b>	<b><u>281,461</u></b>
<b>Deferred Inflows of Resources:</b>	
Unavailable Program Revenues	1,195,044
<b>Fund Balances (Deficit):</b>	
Total Fund Balances (Deficit)	<u>-</u>
<b>Total Liabilities, Deferred Inflows of Resources, and Fund Balances</b>	<b><u>\$ 1,476,505</u></b>



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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)
<b>Revenues:</b>			
Program Revenue	\$ 281,462	\$ 622,407	\$ (340,945)
<b>Total Revenues</b>	<u>281,462</u>	<u>622,407</u>	<u>(340,945)</u>
<b>Expenditures:</b>			
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
<b>Total Expenditures</b>	<u>281,462</u>	<u>624,265</u>	<u>342,803</u>
<b>Excess (Deficiency) of Revenues over (Under) Expenditures</b>	<u>\$ -</u>	<u>\$ (1,858)</u>	<u>\$ 1,858</u>
<b>Other Financing Sources (Uses):</b>			
Transfer In from Transportation Authority	-	1,858	(1,858)
<b>Net Change in Fund Balance</b>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balances (Deficit), Beginning of the Period	<u>-</u>		
<b>Fund Balance (Deficit), End of the Period</b>	<u>\$ -</u>		



# Toll Affordability Program: Equity Program Options

TIMMA Committee



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Agenda Item #4

December 8, 2020

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

## Program Overview



## 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.



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## Manage Risks

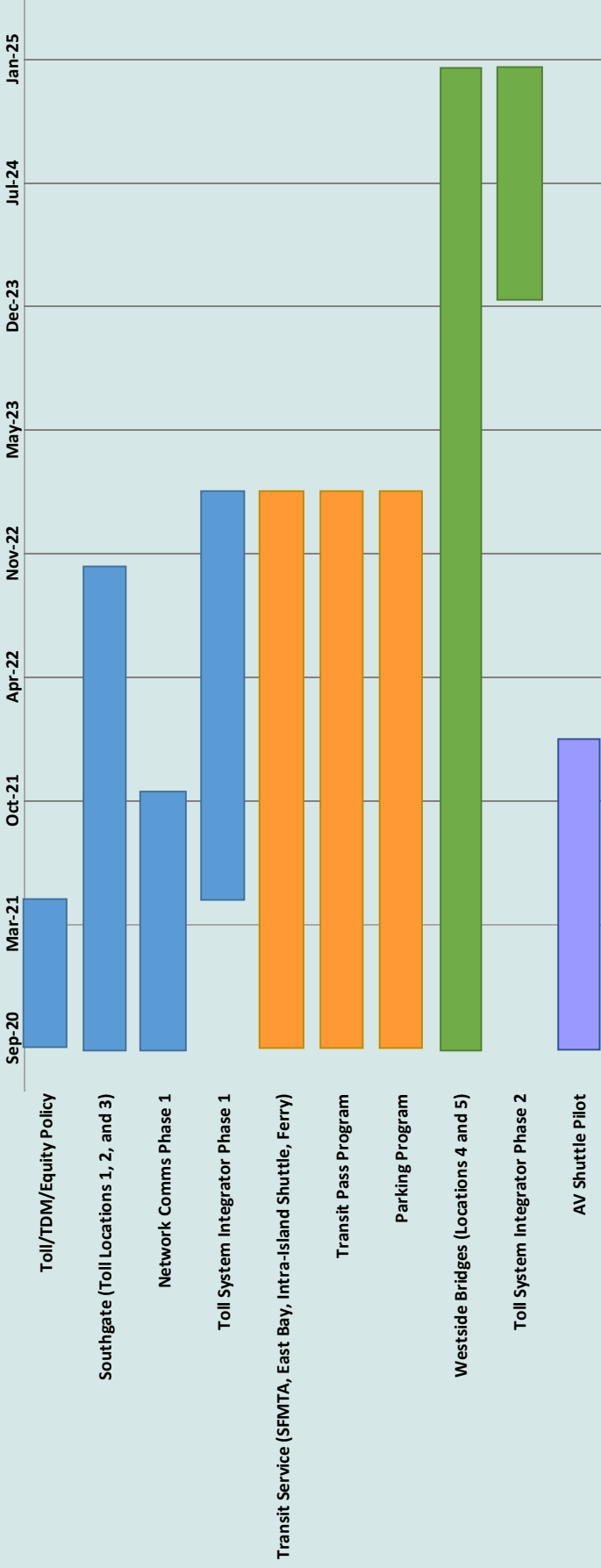
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**Limit the need for a car:** Provide multiple options for reliable, safe, and affordable multi-modal trips within and on/off the island.

**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.

# TIMMA Program Milestone Schedule



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## Equity Program Policy

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### 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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## Equity Program Outreach

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**1:1 facilitator interviews with  
current businesses and workers**

**Co-creation workshops with**

- Affordable housing program workers
- Commercial businessowners and workers

**Resulted in “long list” of potential  
affordability supports, both toll-  
related and non-toll-related**

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## Toll Policy Development Objectives

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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



# Current Resident Exemption



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## Eligibility All Options

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**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**

**Policy to be revisited at 4000-unit development milestone (FY2029)**

# Option #1 One Toll Tag Per Lease

# One free toll tag per lease Unlimited trips



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

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## Option #1 Program Enrollment

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- TIDA will verify each eligible household (leaseholder)
- TIMMA contacts 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
- Employees with existing toll tags may register their tag with TIMMA
- Annual registration renewal required

**Option #2**  
**Two License**  
**Plates per**  
**Lease**

**TIMMA can exempt up to two**  
**license plates per lease**  
**Requires proof of parking**



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## Option #2 Program Enrollment

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- TIDA will verify each eligible household (leaseholder) and vehicle
- TIMMA must contact each leaseholder for enrollment
- Requires leaseholder registration with license plate, proof of parking, and contact information
- Annual registration renewal required

# Alternatives Analysis (Current Resident Exemption)



APPROACH	BENEFIT PRIORITIZES NEEDEST	LAND USE PLAN CONSISTENCY	ADMINISTRATIVE EFFICIENCY	PREDICTABLE COST
One Toll Tag per lease				
Two Vehicle(s) with Parking Space (via license plate)				

# Option #1 Program Cost

## COST COMPONENT

Direct Expenses (upfront capital and ongoing operations)

- 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

\$850k

\$9M

Foregone Revenue (Estimated)



# Option #2 Program Cost



## COST COMPONENT

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Direct Expenses (upfront capital and ongoing operations)

- 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
- *License plate and parking validation*

\$1M

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Foregone Revenue (Estimated)

\$12M

# Mobility Support for Critical Housing & Food Services



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**Eligibility:  
Affordable  
Housing  
Nonprofits  
and Food  
Businesses**

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

**Includes Daycare run by Catholic Charities (OTI member)**

**Existing Food Distribution & Service Establishments**

**Policy to be revisited at development milestones (earlier of 2500 units or FY27)**

## Option #1 Mobility Cash

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

Flexible use for commuters, visitors

Minimum share to support low-income workers

No toll tag handling required

Scaled at \$600 per quarter per FTE (one peak round trip 5x per week)

## 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



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## Option #2 Toll Tags

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One toll tag per low-income employee

Employees with existing toll tags may register their tag with TIMMA

Pre-filled to fund one round trip daily, 5 times per week

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## Business Responsibilities

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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

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## Option #2, Program Enrollment

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### **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



# 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 NEEDEST	LAND USE PLAN CONSISTENCY	ADMINISTRATIVE EFFICIENCY	PREDICTABLE COST
Mobility Cash per FTE				
Toll Tag per low-income worker				

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## Next Steps

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- 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

# Proposed Outreach

## BUSINESSES / EMPLOYEES

## RESIDENT

Direct conversations with

- Food services
- One Treasure Island members
- Treasure Island Organizing Committee

December 2020 – January 2021

- Publicize toll exemption for current residents
- Survey preferences for exemption options

Co-creation for businesses & workers to refine affordability program options

January 2021

TIMMA Committee considers adoption of Current Resident and Current Business affordability programs

February 2021 – March 2021

Co-creation for the Downtown Congestion Pricing Study

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## Outreach Publicity

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Participation at bi-monthly  
housing providers' Community  
Meeting

Mailers

Social media

On-Island flyers, including at Food  
Pantry pickup

Existing email lists

# Future Low-Income Travelers



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## Future Residents and Employees

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

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

# Thank you.

[www.timma.org](http://www.timma.org)



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