

Memorandum

AGENDA ITEM 6

DATE: June 11, 2025

TO: Treasure Island Mobility Management Agency Board

FROM: Cynthia Fong – Deputy Director for Finance and Administration

SUBJECT: 06/24/25 Board Meeting: Adopt the Proposed Fiscal Year 2025/26 Annual Budget and Work Program

RECOMMENDATION ☐ Information ☒ Action

Adopt the proposed Fiscal Year (FY) 2025/26 Annual Budget and Work Program.

SUMMARY

The proposed FY 2025/26 Annual Budget includes projections of revenues, operating and administrative costs, and professional services costs, as well as a description of the Treasure Island Mobility Management Agency's (TIMMA's) proposed Work Program for the coming fiscal year. Total revenues are projected to be \$4.5 million from various funding sources; total expenditures are projected to be \$4.6 million from technical professional services, personnel, and non-personnel costs; and other financing sources are projected to be \$137,663. The Work Program includes only projects that have secured grant funding at this time. We are working to identify and secure funding to support the other elements of the TIMMA work program and expect to reflect adjustments in the mid-year budget amendment. We are recommending final approval of this item on its first read at TIMMA Board given the urgency of having the Fiscal Year (FY) 2025/26 budget adopted before the start of the fiscal year on July 1, 2025. The June 24th Board meeting will serve as the official public hearing of the annual budget and work program.

- ☐ Fund Allocation
- ☐ Fund Programming
- ☐ Policy/Legislation
- ☐ Plan/Study
- ☐ Capital Project Oversight/Delivery
- ☒ Budget/Finance
- ☐ Contract/Agreement
- ☐ Other: _____

BACKGROUND

Pursuant to TIMMA's Fiscal Policy, TIMMA shall adopt an annual budget each year. The purpose of the Annual Budget is to provide management guidance and control over disbursement of TIMMA's revenues in accordance with the adopted work program as determined by the Board and as set forth in other policies. TIMMA's fiscal year extends from July 1 of each calendar year through June 30 of the following calendar year.

DISCUSSION

The TIMMA work program includes several major streams of work: Ferry Service Plan Development and Operating Agreements, Parking Management Plan Development and MOU, Toll and Affordability Program Design, Ferry Terminal Enhancements Project - construction phase, and Program Management.

The Project Delivery work stream includes the construction phase of the Ferry Terminal Enhancements project. In addition, we will advance business plan and construction of necessary electrical charging infrastructure for the Treasure Island Ferry Service with the San Francisco Bay Area Water Emergency Transportation Authority and coordinate with the San Francisco Municipal Transportation Agency and the Treasure Island Development Authority on parking policies and legislation.

The Program Management work stream includes program-wide management activities such as updating the funding strategy for the TIMMA program, providing Committee and Board support, and managing funding and grants. This work stream also provides for meetings of the TIMMA Committee and Board. The Program Management work stream also includes activities to advocate for funding opportunities and prepare grant funding applications.

The Outreach and Communications work stream includes work associated with the Toll and Affordability Program. Public involvement and outreach activities in support of project delivery may be added if funding is identified for projects.

We are working to secure funding to support the other elements of the TIMMA work program, including on-island shuttle service, bikeshare, transit pass coordination, East Bay transit service, development of other Transportation Demand Measures, baseline data collection, financial model upgrades and implementation of recommendations arising from the Treasure Island Supplemental Transportation Study. These activities will be confirmed once funding is identified and secured to support those activities, and adjustments will be reflected in the mid-year budget amendment.

Attachment 1 contains a description of our proposed work program for FY 2025/26. Attachment 2 displays the proposed budget in a format described in our Fiscal Policy.

Attachment 3 shows a comparison of revenues and expenditures to the prior year's actual and amended budgeted numbers. Attachment 4 provides additional descriptions and analysis of line items in the budget.

Program Revenues. TIMMA's total revenues are projected to be \$4.5 million, with \$300,246 obligated from the federal Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) grant and \$2.8 million obligated from the Ferry Boat Discretionary Funds, administered by Caltrans.

The local match requirement to the federal ATCMTD and Ferry Boat Discretionary Funds grants will be fulfilled with \$300,246 obligated from Regional and local funds from the Treasure Island Community Development LLC through the fund exchanges for the developer's federal Ferry Grant Exchange and \$1,081,146 obligated from State grant funds awarded to TIDA through the Affordable Housing and Sustainable Communities (AHSC) Ferry Terminal Enhancements project, respectively.

Expenditures. Total expenditures are projected to be \$4.6 million, with \$4.1 million for technical professional services costs, \$448,005 budgeted for personnel costs, and \$30,100 for non-personnel costs. Technical professional services include transportation planning, strategic advising and project management support, and Ferry Terminal Enhancements project costs (construction, project management, design services during construction). Non-personnel costs include legal services and Commissioner meeting fees.

Other Financing Sources (Uses). The Other Financing Sources (Uses) section includes inter-agency transfers of \$137,663 between the Transportation Authority and TIMMA, which represents appropriations of sales tax to TIMMA.

FINANCIAL IMPACT

As described above. TIMMA's proposed FY 2025/26 Annual Budget and Work Program are also reflected in the Transportation Authority's proposed FY 2025/26 Annual Budget and Work Program.

SUPPLEMENTAL MATERIALS

- Attachment 1 – Proposed Work Program
- Attachment 2 – Proposed Budget – Line Item Detail
- Attachment 3 – Proposed Budget – Comparison of Revenues and Expenditures
- Attachment 4 – Line Item Description
- Attachment 5 – Resolution

Attachment 1

PROPOSED FISCAL YEAR 2025/26 TIMMA WORK PROGRAM

The Treasure Island Mobility Management Agency's (TIMMA's) proposed Fiscal Year (FY) 2025/26 Work Program includes only activities funded by secured federal, state, and local grants and identified local match funds:

- Ferry Service Plan Development and Operating Agreements
- Parking Management Plan Development and Memorandum of Understanding (MOU)
- Toll and Affordability Program Design
- Ferry Terminal Enhancements Project - construction phase; and
- Program Management (focused on Funding Strategy and Grant Applications)

The Executive Director oversees these activities and is responsible for the efficient and effective management of staff and other resources. These staff are lent from the San Francisco County Transportation Authority (Transportation Authority) to TIMMA as appropriate and are subject to reimbursement by TIMMA for salary and related benefits and other costs allocable to services performed for TIMMA by the Transportation Authority staff in accordance with TIMMA's Administrative Code (Ordinance 24-01). Further, the Executive Director is responsible for regular and effective communications with the Board, the Treasure Island Development Authority (TIDA), San Francisco's elected representatives at the state and federal levels and the public, as well as for coordination and partnering with other city, regional, state, and federal agencies.

PROJECT DELIVERY

The FY 2025/26 work program includes the following:

- **Ferry Service Plan Development and Operating Agreements:** Complete the Electric Ferry Business Plan initiated in FY 2024/25 in collaboration with SF Bay Ferry and work with SF Bay Ferry and TIDA to develop an Operating Agreement and supporting funding protocols and agreements.
- **Parking Management Plan Development and MOU:** Working with SFMTA, finalize a parking management plan (with focus on initial phase for near term implementation) and MOU. Present to TIMMA, TIDA and SFMTA Boards for information.
- **Toll and Affordability Program Design:** Finalize the toll and affordability program design and conduct outreach. Continue to advance system design and federal approvals for the program.
- **Ferry Terminal Enhancements Project:** Award construction contract and begin construction on the ferry terminal enhancements project using the \$3 million federal earmark and \$1 million of Affordable Housing and Sustainable Communities (AHSC) funds awarded to TIDA.

- **TI Connects Funding Plan Implementation:** Pursue funding for a subset of TI Connects program, e.g.: on-island shuttle, bikeshare, and transportation resource center, in collaboration with TIDA, SFMTA and One Treasure Island.

OUTREACH AND COMMUNICATIONS

The proposed FY 2025/26 budget includes Outreach and Communications work associated with the Toll and Affordability Program. Public involvement and outreach activities in support of project delivery may be added if funding is secured for other projects.

PROGRAM MANAGEMENT

This section of the Work Program highlights ongoing and planned agency operational activities as listed below:

- **Funding Strategy and Grant Applications:** Update the funding strategy for the TIMMA program for early implementation of transit services as well as for the capital program and long-term funding sustainability for operations; pursue federal, state, regional, and local grants and funding support for the TIMMA program and Treasure Island Supplemental Transportation Study recommendations.
- **Board Operations and Support:** Staff TIMMA Committee and Board meetings.
- **Budget, Reports and Financial Statements:** Develop and administer the overall TIMMA program schedule and budget, including performance monitoring, internal program, and project tracking. Monitor internal controls and prepare reports and financial statements.
- **Financial Model and Grants Management:** Develop TIMMA financial model and manage grants and prepare invoices for reimbursement. Grants include the federal Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) grant and the federal earmark grant for the Ferry Facility, matched by AHSC funds awarded to TIDA.

Other elements of the TIMMA work program, including on-island shuttle service, bikeshare, transit pass coordination, East Bay transit service, development of other Transportation Demand Measures (TDMs), baseline data collection, financial model upgrades, and implementation of additional recommendations arising from the Treasure Island Supplemental Transportation Study, will be confirmed once funding is identified and secured to support those activities. If funding efforts are successful, we will amend the FY 2025/26 budget and work program at mid-year budget amendment.



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

Attachment 2

Proposed Fiscal Year 2025/26 Budget Line Item Detail

	Proposed Fiscal Year 2025/26 Budget	Increase/ (Decrease)	Proposed Fiscal Year 2024/25 Budget Amendment
Program Revenues:			
<u>Federal</u>			
Advanced Transportation and Congestion Management Technologies Deployment	\$ 300,246	\$ 210,175	\$ 90,071
Ferry Boat Discretionary Funds - Treasure Island Ferry Terminal	2,800,000	2,646,545	153,455
<u>State</u>			
Affordable Housing and Sustainable Communities - Treasure Island Ferry Terminal	1,081,146	1,042,782	38,364
<u>Regional and Other</u>			
Treasure Island Community Development LLC - Ferry Exchange	300,246	210,175	90,071
Total Program Revenues	4,481,638	4,109,677	371,961
Expenditures:			
Technical Professional Services Costs	4,141,196	3,923,473	217,723
Administrative Operating Costs			
Personnel Expenditures			
Salaries	298,670	81,774	216,896
Fringe Benefits	149,335	42,405	106,930
Non-personnel Expenditures			
Administrative Operations	27,000	(15,000)	42,000
Commissioner-Related Expenses	3,100	-	3,100
Total Expenditures	4,619,301	4,032,652	586,649
Other Financing Sources (Uses):			
Transfer in from Transportation Authority	137,663	(77,025)	214,688
Total Other Financing Sources (Uses):	137,663	(77,025)	214,688
Net Change in Fund Balance	\$ -	\$ -	\$ -



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Attachment 3
Proposed Fiscal Year 2025/26 Budget
Comparison of Revenues and Expenditures

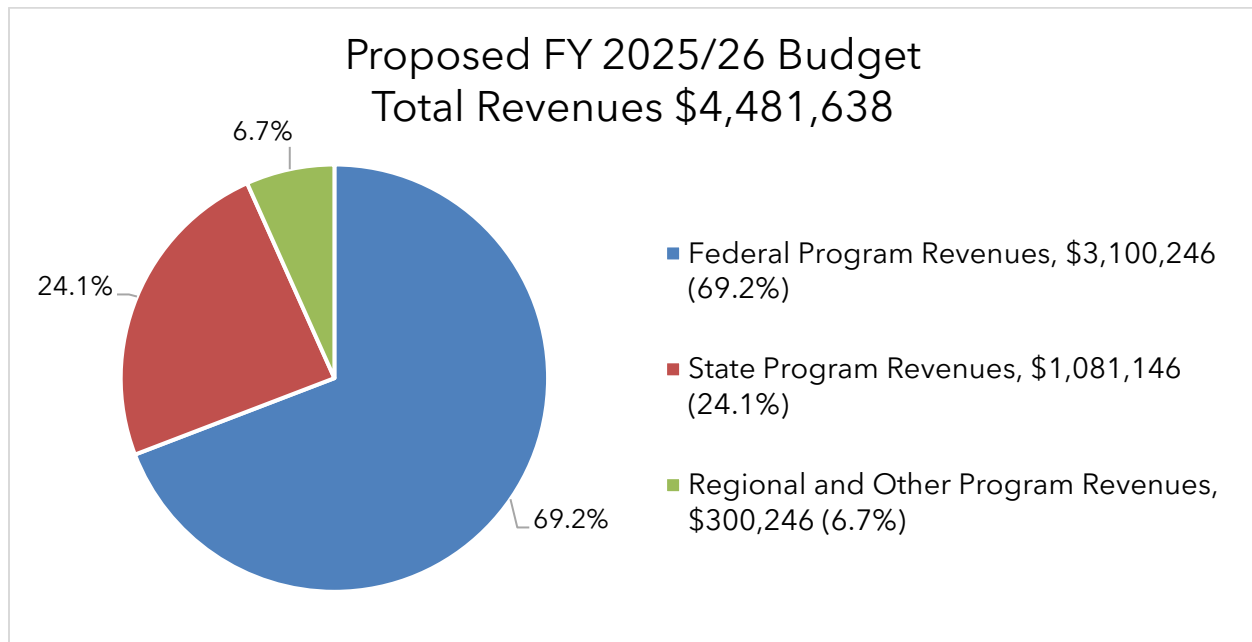
Line Item	Proposed Fiscal Year 2024/25 Budget Amendment	Proposed Fiscal Year 2025/26 Budget	Variance from Fiscal Year 2024/25 Budget Amendment	% Variance
Program Revenues				
Federal	\$ 243,526	\$ 3,100,246	\$ 2,856,720	1173.1%
State	38,364	1,081,146	1,042,782	2718.1%
Regional and Other	90,071	300,246	210,175	233.3%
Total Revenues	371,961	4,481,638	4,109,677	1104.9%
Expenditures				
Technical Professional Services Costs	217,723	4,141,196	3,923,473	1802.0%
Administrative Operating Costs				
Personnel	323,826	448,005	124,179	38.3%
Non-Personnel	45,100	30,100	(15,000)	-33.3%
Total Expenditures	586,649	4,619,301	4,032,652	687.4%
Other Financing Sources (Uses):				
Transfer in from Transportation Authority	214,688	137,663	(77,025)	-35.9%
Transfer out to Transportation Authority	-	-	-	N/A
Total Other Financing Sources (Uses)	214,688	137,663	(77,025)	-35.9%
Net change in Fund Balance	\$ -	\$ -	\$ -	

Attachment 4

Line Item Description

TOTAL PROJECTED REVENUES:.....\$4,481,638

The following chart shows the composition of revenues for the proposed Fiscal Year (FY) 2025/26 budget.



Federal Program Revenues:.....\$3,100,246

The Treasure Island Mobility Management Agency (TIMMA), in partnership with the San Francisco Municipal Transportation Agency, has secured \$8.1 million in federal funding from the Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) program for the implementation of a congestion pricing project on Treasure Island and an Autonomous Vehicle (AV) Shuttle pilot project. The AV Shuttle pilot project was completed by the end of FY 2023/24. The congestion pricing project will design and construct a connected toll system to serve as the backbone for a congestion pricing program for Yerba Buena Island/Treasure Island.

In 2012, the Federal Highway Administration awarded \$3 million to the Treasure Island Development Authority (TIDA) in Ferry Boat Discretionary funds for the construction of the Treasure Island Ferry Terminal Enhancements project. TIMMA has agreed to accept the funds as the sponsor and implementing agency, on behalf of TIDA, and reprogrammed the Ferry Boat Discretionary funds from TIDA to TIMMA. TIMMA and the California Department of Transportation (Caltrans) previously executed a master agreement for the receipt of federal-aid funds from Caltrans, and the Ferry Boat Discretionary funds were obligated in March 2023. The construction of the Treasure Island Ferry Terminal project consists of bus shelters,

Attachment 4

Line Item Description

public restrooms, and associated support space. These elements are an integral component of the larger ferry terminal. Once constructed, the terminal will be owned by TIDA.

Federal Program Revenues are budgeted to increase by \$2.9 million, or 1173.1% from the Proposed FY 2024/25 Amended Budget, due to the increased efforts on the Treasure Island Ferry Terminal Enhancements project as it proceeds into construction in FY 2025/26.

The federal grants for the ATCMTD program will be matched by local funds from Treasure Island Community Development LLC (TICD) and other sources, and the Ferry Boat Discretionary grant will be matched by state Affordable Housing Sustainable Communities (AHSC) grant funds awarded to TIDA.

State Program Revenues:.....\$1,081,146

The FY 2025/26 budget for TIMMA includes state grant funds awarded to TIDA through AHSC funds for Ferry Terminal Enhancements project. For the Ferry Terminal Enhancements project, the \$3 million federal grant will be matched from TIDA's AHSC grant, awarded specifically for construction of the ferry terminal, which will be spread over two fiscal years.

State Program Revenues are budgeted to increase by \$1 million, or 2718.1%, in AHSC Ferry Terminal funds in the FY 2025/26 budget as we proceed into construction.

Regional and Other Program Revenues:.....\$300,246

The FY 2025/26 budget for TIMMA includes local funds from TICD through the fund exchanges for the developer's federal Ferry Grant Exchange. This fund exchange provides matching funds to the ATCMTD grant. The budget includes ongoing staffing and professional/technical service contracts required to advance program design and obtain federal approvals.

Regional and Other Program Revenues are budgeted to increase by \$210,175, or 233.3%, as compared to the proposed FY 2024/25 Amended Budget as we paused work on the toll and affordability program in FY 2024/25 but will resume in FY 2025/26.

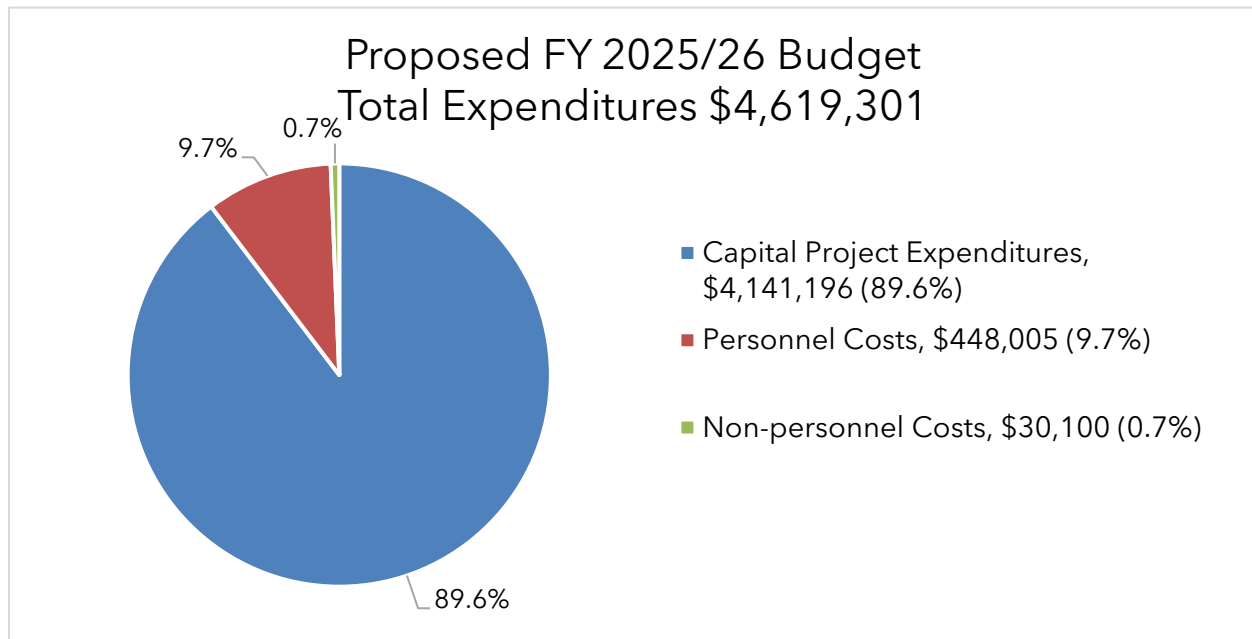
Attachment 4

Line Item Description

TOTAL PROJECTED EXPENDITURES:.....\$4,619,301

TIMMA's Total Expenditures projected for the budget year are comprised of Technical Professional Services Costs of \$4.1 million and Administrative Operating Costs of \$478,105.

The following chart shows the composition of expenditures for the proposed FY 2025/26 budget.



TECHNICAL PROFESSIONAL SERVICES COSTS:.....\$4,141,196

This line item includes technical consulting services which are needed to fulfill the responsibilities as TIMMA per state and local law. This category includes technical services contracts for on-call transportation planning, strategic advising, and project management support.

Technical professional services in FY 2025/26 are budgeted to increase by \$3.9 million or 1,802%, from the proposed FY 2024/25 Amended Budget, which is mainly due to the Ferry Terminal Enhancements project as it proceeds into construction in FY 2025/26.

ADMINISTRATIVE OPERATING COSTS:.....\$478,105

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

Personnel:.....\$448,005

As stated in TIMMA's Administrative Code (Ordinance 24-01), 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

Attachment 4

Line Item Description

Authority staff. Personnel costs encompass staffing across all divisions of the Transportation Authority to support the TIMMA FY 2025/26 work program. Personnel costs are budgeted to increase by \$124,179, or 38.3%, compared to the proposed FY 2024/25 Amended Budget, which is mainly due to the increased activities for ferry service implementation, parking management program, and toll and affordability program efforts. Associated overhead costs are also included in this line item, which allocates the Transportation Authority's indirect costs and operating expenditures proportionally to TIMMA.

Non-Personnel:.....\$30,100

This line item includes legal services and Commissioner meeting fees. Non-personnel costs in FY 2025/26 are budgeted to decrease by \$15,000, or 33.3% from the Proposed FY 2024/25 Amended Budget, which is due primarily to a decrease in anticipated legal costs.

OTHER FINANCING SOURCES (USES):.....\$137,663

Other Financing Sources (Uses) section of the Line Item Detail for the FY 2025/26 budget includes inter-agency transfers of \$137,663 between the Transportation Authority and TIMMA, which represents Prop K funds appropriated to TIMMA. Other Financing Sources (Uses) will decrease by \$77,025 or 35.9%.

RESOLUTION ADOPTING FISCAL YEAR 2025/26 BUDGET AND WORK PROGRAM

WHEREAS, Pursuant to the Treasure Island Mobility Management Agency's (TIMMA's) Fiscal Policy (Resolution 24-05), TIMMA shall adopt an annual budget by June 30 of each year; and

WHEREAS, The purpose of the Annual Budget is to provide management guidance and control over disbursement of TIMMA's revenues in accordance with the adopted work program as determined by the TIMMA Board and as set forth in other policies; and

WHEREAS, The proposed Fiscal Year (FY) 2025/26 Work Program includes activities in several major streams of work: Program Management; Ferry Service Planning; Parking Management Planning; Toll and Affordability Program Design; and Ferry Terminal Enhancements Project; and

WHEREAS, Attachment 1 contains a description of TIMMA's proposed Work Program for FY 2025/26; and

WHEREAS, Attachment 2 displays the proposed budget in a format described in TIMMA's Fiscal Policy; and

WHEREAS, Total revenues are projected to be \$4.5 million, with \$300,246 obligated from the federal Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) grant and \$2.8 million obligated from the Ferry Boat Discretionary Funds, administered by Caltrans; and

WHEREAS, Total expenditures are projected to be \$4.6 million, with \$4.1 million for technical professional services costs, \$448,005 budgeted for personnel costs, and \$30,100 for non-personnel costs; and

WHEREAS, The TIMMA program revenue for FY 2025/26 covers the full cost of all Transportation Authority activities in support of TIMMA; and

WHEREAS, Due to the time sensitivity of the request given the urgency of having the proposed Fiscal Year 2025/26 budget adopted before the start of the fiscal year on July 1, staff is recommending final approval of this item on its first read; now, therefore, be it

RESOLVED, That TIMMA hereby adopts the proposed Fiscal Year 2025/26 Budget and Work Program.

Attachment:

1. Proposed Work Program for FY 2025/26
2. Proposed Budget for FY 2025/26