

**THIS STAFF REPORT COVERS CALENDAR ITEM NO.: 7.4  
FOR THE MEETING OF: June 11, 2009**

**TRANSBAY JOINT POWERS AUTHORITY**

**BRIEF DESCRIPTION:**

Adoption of one-month extension of Fiscal Year (FY) 2008-09 Budget for first month of FY 2009-10 in an amount not to exceed \$13,630,950.

**SUMMARY:**

The Joint Powers Agreement creating the Transbay Joint Powers Authority (TJPA), dated April 4, 2001, establishes the fiscal year of the Authority as beginning on July 1 and ends on June 30, and provides the TJPA Board of Directors with the authority to adopt, at its sole discretion, an annual or multi-year budget before the beginning of each fiscal year.

In accordance with the Budget Policy adopted by the Board of Directors on June 23, 2004, the budget process includes public participation in the form of a public hearing on the proposed budget, held concurrently with a regular Board meeting. Staff had planned to hold the public hearing on the FY 2009-10 annual budgets at the TJPA Board's meeting of May 14, 2009. With the cancellation of that meeting, there is not sufficient time to hold a public hearing and receive input prior to July 1, 2009, the start of FY 2009-10. Therefore, staff recommends holding the public hearing at the TJPA Board's June 2009 meeting, and presenting the FY 2009-10 budget for adoption at the July 2009 meeting.

In accordance with the Budget Policy, if an annual budget is not adopted by July 1, the Board is required to adopt a monthly interim budget equal to one-twelfth the existing annual budget. One-twelfth of the FY 2008-09 Budget Amendment 1 equals \$13,630,950.

The adoption of the monthly interim budget shall continue on a monthly basis until a new annual budget has been approved. The approved annual budget shall replace the interim budget.

**ENCLOSURES:**

1. FY 2009-10 Interim Budget Resolution
2. FY 2009-10 Interim Budget (Attachment 1)

**TRANSBAY JOINT POWERS AUTHORITY  
BOARD OF DIRECTORS**

Resolution No. \_\_\_\_\_

WHEREAS, The Transbay Joint Powers Authority (TJPA) is a joint powers agency responsible for the planning, design, construction, operation and management of the new Transbay Terminal; and

WHEREAS, Pursuant to the Joint Powers Agreement creating the TJPA, dated April 4, 2001 (Agreement), the TJPA Board of Directors has the authority to adopt an annual or multi-year budget; and

WHEREAS, The Board of Director's Budget Policy, adopted by the Board of Directors on June 23, 2004, calls for a procedure to include public participation in the budgetary process, including public hearings; and

WHEREAS, The Board of Director's Budget Policy, calls for the adoption of an annual budget before July 1; and

WHEREAS, In the event that an annual budget is not adopted by July 1, the Board of Directors' Budget Policy calls for the Board to adopt a monthly interim budget equal to one-twelfth of the prior year's annual budget; and

WHEREAS, The cancellation of the May 14, 2009 Board of Directors meeting resulted in insufficient time for public input on the TJPA's FY 2009-10 budget; and

WHEREAS, A public hearing on the FY 2009-10 budget is planned for June 2009, and the FY 2009-10 budget adoption is planned for July 2009; and

WHEREAS, The Board of Directors adopted the Fiscal Year 2008-09 Budget at its meeting of June 20, 2008 in an amount not to exceed \$163,571,400, which was administratively amended in March 2009; and

WHEREAS, One-twelfth of the FY 2008-09 Budget Amendment 1 equals \$13,630,950; now, therefore, be it

RESOLVED, That the TJPA Board of Directors hereby approves the interim monthly budget for the first month of FY 2009-10 in an amount not to exceed \$13,630,950, attached hereto as Attachment No. 1 and incorporated herein by reference.

I hereby certify that the foregoing resolution was adopted by the Transbay Joint Powers Authority Board of Directors at its meeting of June 11, 2009.

\_\_\_\_\_  
Secretary, Transbay Joint Powers Authority

**Transbay Joint Powers Authority**  
**Fiscal Year 2009-10 One Month Interim Budget <sup>1</sup>**

	FY 2008-09 Budget Amendment 1	FY 2009-10 One Month Interim Budget
<b>EXPENDITURES <sup>2</sup></b>		
<b>Salaries &amp; Benefits</b>		
<i>Salaries</i>	1,818,000	151,500
<i>Benefits</i>	616,200	51,350
<b>Subtotal, Salaries &amp; Benefits</b>	<b>\$ 2,434,200</b>	<b>\$ 202,850</b>
<b>Administration</b>		
<i>Rent</i>	593,700	49,475
<i>Insurance</i>	51,400	4,283
<i>Loan Origination Fees</i>	35,000	2,917
<i>Interest Expense</i>	50,000	4,167
<i>Office Moving Expenses and One-Time Costs</i>	364,000	30,333
<i>Office Expenses</i>	95,900	7,992
<i>Communications</i>	67,400	5,617
<i>Travel/Conferences</i>	39,600	3,300
<i>Professional Development</i>	22,300	1,858
<i>Board Expenses</i>	9,300	775
<i>Meeting Expenses</i>	30,000	2,500
<i>Miscellaneous</i>	32,500	2,708
<b>Subtotal, Administration</b>	<b>\$ 1,391,100</b>	<b>\$ 115,925</b>
<b>Professional &amp; Specialized Services</b>		
<i>Program Management / Program Controls</i>	13,200,000	1,100,000
<i>Downtown Extension Preliminary Engineering &amp; Design</i>	9,000,000	750,000
<i>Downtown Extension PE Third Party Design Checks</i>	1,500,000	125,000
<i>Downtown Extension Interagency Coordination</i>	2,000,000	166,667
<i>Transit Center &amp; Ramps Engineering &amp; Design</i>	38,290,000	3,190,833
<i>Transit Center Retail Consulting Services</i>	250,000	20,833
<i>Transit Center Traffic Signals</i>	400,000	33,333
<i>Transit Center Overhead Lines</i>	200,000	16,667
<i>Transit Center Commissioning Agent</i>	100,000	8,333
<i>Bus Ramps Design Reviews</i>	200,000	16,667
<i>Temporary Terminal Engineering &amp; Design</i>	368,600	30,717
<i>Temporary Terminal Roadways</i>	82,000	6,833
<i>Temporary Terminal Overhead Lines</i>	527,200	43,933
<i>Bus Storage Engineering &amp; Design</i>	2,306,000	192,167
<i>Utility Relocation Engineering &amp; Design</i>	4,334,700	361,225
<i>Environmental Consultant / Building and Soil Haz. Mat.</i>	826,100	68,842
<i>Archaeological Support Services</i>	100,000	8,333
<i>Artwork Coordination</i>	400,000	33,333
<i>Other Engineering &amp; Design Services</i>	370,400	30,867
<b>Permits and Fees</b>		
<i>Transit Center &amp; Ramps Permits &amp; Fees</i>	462,700	38,558
<i>Temporary Terminal Permits &amp; Fees</i>	208,400	17,367
<i>Bus Storage Permits &amp; Fees</i>	-	-
<i>Utility Relocation Permits &amp; Fees</i>	1,052,000	87,667
<i>Other Plan Checks / Permit Fees</i>	17,600	1,467

**Transbay Joint Powers Authority**  
**Fiscal Year 2009-10 One Month Interim Budget <sup>1</sup>**

	FY 2008-09 Budget Amendment 1	FY 2009-10 One Month Interim Budget
<b><i>Real Estate Services</i></b>		
Consulting Services for Design & Development Option Agreement	128,000	10,667
Property Management	83,200	6,933
Appraisal Services	556,200	46,350
ALTA / Design Surveys	251,600	20,967
Geotechnical Analysis	10,000	833
San Francisco Redevelopment Agency Administrative Fee	844,900	70,408
Miscellaneous Real Estate Services	18,700	1,558
<b><i>Construction Management</i></b>		
Construction Management for Temporary Terminal	900,000	75,000
Construction Management for Bus Storage	-	-
Construction Management for Utility Relocation	300,000	25,000
Construction Management for Existing Terminal & Ramps Demo	300,000	25,000
<b><i>Construction</i></b>		
Transit Center & Ramps CM/GC Pre-Construction Services	4,000,000	333,333
Temporary Terminal Construction	16,000,000	1,333,333
Existing Terminal & Ramps Demolition	1,000,000	83,333
<b><i>Planning &amp; Environmental Analysis</i></b>		
Transbay Transit District Plan	365,000	30,417
Economic Analysis	122,000	10,167
Environmental Review	2,700,000	225,000
Other Planning Studies	31,900	2,658
<b><i>Administration</i></b>		
Benefits Administration / Payroll Services	144,400	12,033
Outside Legal Counsel	750,000	62,500
City Attorney	232,900	19,408
Financial & Grant Management	940,000	78,333
New Revenue Consultation	100,000	8,333
Accounting Software & Installation	171,000	14,250
Audit Services	60,800	5,067
Credit Rating Analysis	50,000	4,167
Loan Servicing Fees	200,000	16,667
Trustee Account Services	1,000	83
SFMTA Grants Administration	5,000	417
Community & Public Relations	220,000	18,333
Legislative Services	463,300	38,608
Information Technology Support	19,000	1,583
Other Intergovernmental Agreements	50,000	4,167
Other Consulting Assistance	50,000	4,167
<b><i>Subtotal, Professional &amp; Specialized Services</i></b>	<b>\$ 107,264,600</b>	<b>\$ 8,938,717</b>
<b>Right of Way Acquisition</b>		
Property Acquisition	44,900,000	3,741,667
Title/Closing Costs	130,000	10,833
Relocation Services Consultation and Assistance	2,515,800	209,650
Property Boarding and Demolition	55,000	4,583
Other Right of Way Expenses	27,000	2,250
<b><i>Subtotal, Right of Way Acquisition</i></b>	<b>\$ 47,627,800</b>	<b>\$ 3,968,983</b>

**Transbay Joint Powers Authority**  
**Fiscal Year 2009-10 One Month Interim Budget <sup>1</sup>**

	FY 2008-09 Budget Amendment 1	FY 2009-10 One Month Interim Budget
<b>Other</b>		
<i>Fiscal Reserve</i>	4,353,700	362,808
<i>Emergency Reserve</i>	500,000	41,667
<i>Contingency Reserve</i>	-	-
<b>Subtotal, Other</b>	<b>\$ 4,853,700</b>	<b>\$ 404,475</b>

**TOTAL EXPENDITURES + OTHER \$ 163,571,400 \$ 13,630,950**

**REVENUE <sup>3</sup>**

**Committed Revenue**

Federal SAFETEA-LU Earmark Grants	6,927,600	577,300
Regional Measure 2	28,815,700	2,401,308
Proposition K San Francisco Sales Tax	42,139,300	3,511,608
San Mateo County Sales Tax	200,000	16,667
Regional Transportation Improvement Program (RTIP)	3,305,600	275,467
Lease Income	442,000	36,833
Interest Income	140,000	11,667
<b>Subtotal, Committed Revenue</b>	<b>\$ 81,970,200</b>	<b>\$ 6,830,850</b>

**Planned Revenue**

SAFETEA-LU Earmark Grants	2,309,200	192,433
Regional Measure 2	21,800,000	1,816,667
Proposition K San Francisco Sales Tax	7,350,000	612,500
San Mateo County Sales Tax	19,385,000	1,615,417
Other Planned Revenue (RM-2, Prop K, San Mateo Sales Tax, other)	25,022,000	2,085,167
<b>Subtotal, Planned Revenue</b>	<b>\$ 75,866,200</b>	<b>\$ 6,322,183</b>

**Other**

Fund Balance from Previous Year	4,735,000	394,583
<b>Subtotal, Other</b>	<b>\$ 4,735,000</b>	<b>\$ 394,583</b>

**New Revenues to be Identified**

Revenue Source to be Determined	1,000,000	83,333
<b>Subtotal, Revenue Source to be Determined</b>	<b>\$ 1,000,000</b>	<b>\$ 83,333</b>

**TOTAL REVENUE + OTHER \$ 163,571,400 \$ 13,630,950**

1: "In the event that an annual budget is not adopted by July 1, the first day of the new fiscal year, the Board of Directors shall be required to adopt a monthly interim budget equal to one-twelfth of the prior year's annual budget. The adoption of the monthly interim budget should occur prior to July 1st, and shall continue on a monthly basis until a new annual budget has been approved." TJPA Board Policy No. 3: Budget Policy, III. B. 5.

2: Italics indicate those line items for which the approval of the expenditure amount provides expenditure authorization from the Board. Other line items are generally authorized through contract approvals.

3: TJPA's grant revenues are multi-year, and do not lapse at the end of a fiscal year. Revenues that are budgeted in one fiscal year, but not utilized, will carry forward into the following year.