



AGENDA

CITIZENS ADVISORY COMMITTEE Special Meeting Notice

Date: 6:00 p.m., Wednesday, September 3, 2014

Location: 1455 Market Street, 22nd Floor

Members: Glenn Davis (Chair), Christopher Waddling (Vice Chair), Myla Ablog, Brian Larkin, John Larson, Angela Minkin, Eric Rutledge, Jacqueline Sachs, Raymon Smith, Peter Tannen and Wells Whitney

6:00 1. Committee Meeting Call to Order

6:05 2. Chair's Report – INFORMATION

6:10 Consent Calendar

3. Approve the Minutes of the June 25, 2014 Meeting – ACTION*

4. Adopt a Motion of Support for the Award of an 12-Month Contract to Parsons Brinckerhoff, Inc. in an Amount Not to Exceed \$250,000, for System Engineering Services for the Treasure Island Mobility Management Program and for Authorizing the Executive Director to Negotiate Contract Payment Terms and Non-Material Contract Terms and Conditions – ACTION*

On April 1, 2014, the San Francisco Board of Supervisors approved a resolution designating the Transportation Authority as the Treasure Island Mobility Management Agency (TIMMA) to implement the Treasure Island Transportation Implementation Plan in support of the Treasure Island/Yerba Buena Island Development Project. The Fiscal Year (FY) 2014/15 TIMMA budget and Work Program call for completion of the Treasure Island Mobility Management Program (Program) policy recommendations and development of the Concept of Operations (ConOps) and the draft System Engineering Management Plan (SEMP). The ConOps and SEMP are preliminary system engineering concepts that will shape the Program's policies. The ConOps and SEMP are also deliverables required by the Federal Highway Administration Value Pricing Pilot Program and Metropolitan Transportation Commission (MTC) Priority Development Area grants, which support the Program's policy analysis and conceptual engineering. On May 28, 2014, we issued a Request for Proposals (RFP) for the Treasure Island Mobility Management Program System Manager. By the July 1, 2014 deadline, we received six proposals. A multi-agency technical review panel, comprised of representatives from the Transportation Authority, Treasure Island Development Authority (TIDA) and MTC, reviewed the proposals and interviewed the four top-ranked firms on August 19, 2014. Based on the competitive selection process defined in the evaluation criteria of the RFP, the review panel recommends the award of a consultant contract to the top-ranked firm of Parsons Brinckerhoff, Inc. In order to complete the FY 2014/15 TIMMA work program, we will seek a request for an appropriation of \$150,000 in Prop K funds in October 2014. **We are seeking a motion of support for the award of a 12-month contract to Parsons Brinckerhoff, Inc. in an amount not to exceed \$250,000, for system engineering services for the Treasure Island Mobility**

Management Program and for authorizing the Executive Director to negotiate contract payment terms and non-material contract terms and conditions.

5. **Adopt a Motion of Support for Approval of a Resolution Authorizing the Executive Director to Execute all Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements, Fund Transfer Agreements, Cooperative Agreements and Any Amendments Thereto Between the Transportation Authority and the California Department of Transportation for Receipt of Federal and State Funds, including an Agreement for a Partnership Planning Grant to Support the San Francisco Freeway Performance Initiative Study; the Planning, Programming and Monitoring Program; and the Yerba Buena Island Interchange Improvement Project – ACTION***

The Transportation Authority regularly receives federal and state transportation funds under ongoing grant programs as well as congressional earmarks. These grant funds are typically administered by the California Department of Transportation (Caltrans), which requires that various types of funding agreements be executed between the project sponsor and Caltrans before the project sponsor can claim (e.g., seek reimbursement) the grant funds. Caltrans also requires a Board resolution identifying the person or persons authorized to execute these funding agreements, and for Partnership Planning grants, the title of the grant. Guidelines established by the Metropolitan Transportation Commission and Caltrans require that certain funding agreements be signed by the project sponsor and returned to Caltrans within 60 days. Caltrans may disencumber and/or de-obligate funds if the deadline is not met. We are recommending updating an approval of a blanket authorizing resolution that will enable us to meet the deadlines required for execution of the current agreements, as well as future agreements for state and federal grant funds awarded to the Transportation Authority, consistent with the implementation of the Transportation Authority's Board-approved work program. The existing authorizing resolution was adopted in October 2012. **We are seeking a motion of support to approve a resolution authorizing the Executive Director to execute all Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements, Fund Transfer Agreements, Cooperative Agreements and any amendments thereto between the Transportation Authority and Caltrans for receipt of federal and state funds, including an Agreement for a Partnership Planning Grant to support the San Francisco Freeway Performance Initiative Study; Planning, Programming and Monitoring Program; and the Yerba Buena Island Interchange Improvement Project.**

6. **Citizens Advisory Committee Appointment – INFORMATION***

The Plans and Programs Committee will consider recommending appointment of one member to the Citizens Advisory Committee (CAC) at its September 16 meeting. Neither staff nor CAC members make recommendations regarding CAC appointments. The vacancy is the result of the term expiration of Brian Larkin. CAC applications can be obtained at www.sfcta.org/cac or by calling 415.522.4800. **This is an information item.**

7. **Investment Report for the Quarter Ended June 30, 2014 – INFORMATION***

The Transportation Authority's Investment Policy directs that a review of portfolio compliance be presented quarterly. As year-end closing is just wrapping up, the investment report for the quarter ended June 30, 2014 is presented independently. Following the annual audit, the Basic Financial Statements will be presented to the CAC along with the results of the fiscal audit, single audit, and management review. **This is an information item.**

End of Consent Calendar

- 6:15 8. **Adopt a Motion of Support for the Adoption of the 2014 Prop K Bus Rapid Transit/Transit Preferential Streets/Muni Metro Network 5-Year Prioritization Program and the Amendment of the 2014 Prop K Transit Enhancements and BART Station Access, Safety and Capacity 5-Year**

Prioritization Programs – ACTION*

In June and July, through Resolutions 14-88 and 15-03 the Transportation Authority Board adopted 20 of the 21 Prop K 5-Year Prioritization Programs (5YPPs) covering Fiscal Years 2014/15 to 2018/19. We are recommending adoption of the final remaining 5YPP for the Bus Rapid Transit (BRT)/Transit Preferential Streets/Muni Metro Network category which has been developed through a collaborative effort between the Transportation Authority and the San Francisco Municipal Transportation Agency (SFMTA). The BRT/Transit Preferential Streets/Muni Metro Network category has two subcategories. The BRT subcategory includes Prop K funding to round out the full funding plan for the \$162.5 million Van Ness BRT project, and along with funding from the Transit Enhancements category, fund the Geary BRT project through the design phase with a small amount of funds for construction. The Transit Effectiveness and Performance Initiatives subcategory includes funding for the planning phase of Muni Forward/Transit Effectiveness Project (TEP), which is ineligible for the General Obligation bond funds should voters approve the proposed measure on the November 2014 ballot. To maximize the Prop K funds available for the Geary BRT project and meet the SFMTA's priority to fund TEP planning and conceptual engineering given the limited capacity in this category, we are recommending a finance cost neutral amendment to the Transit Enhancements 5YPP to add the Geary BRT project with \$2.7 million for construction and eliminate the Customer First project, which would instead seek funding from the Prop AA program which has adequate capacity in the Rapid Network Placeholder. The SFMTA has concurred with this recommendation. We are recommending an amendment to the Bay Area Rapid Transit District (BART) Station Access, Safety and Capacity 5YPP to advance a total of \$2 million in out-year Prop K funds to Fiscal Year 2014/15 for the construction phase of the Balboa Park Station Eastside Walkway project. The 5YPP amendment includes \$870,000 in Fiscal Year 2009/10 funds inadvertently not carried forward to the 2014 5YPP and funding for a portion of a \$2 million project cost increase which is at least partially due to an accelerated project schedule to minimize service disruption to Muni. The Board programmed \$1.9 million in Lifeline Transportation Program funds to the project in 2009. **We are seeking a motion of support for the adoption of the 2014 Prop K BRT/Transit Preferential Streets/Muni Metro Network 5YPP and the amendment of the 2014 Prop K Transit Enhancements and BART Station Access, Safety and Capacity 5YPPs.**

6:25 9. **Adopt a Motion of Support for Allocation of \$2,585,414 in Prop K Funds, with Conditions, and Appropriation of \$928,415 in Prop K Funds, with Conditions, for Eight Requests, Subject to the Attached Fiscal Year Cash Flow Distribution Schedules – ACTION***

As summarized in Attachments 1 and 2, we have eight requests totaling \$3,513,829 in Prop K funds to present to the Citizens Advisory Committee (CAC) for approval. This includes several high priority projects that are in our Fiscal Year 2014/15 agency work program and several projects of high interest by the CAC. Specifically, we have two San Francisco Municipal Transportation Agency (SFMTA) requests: final design for Van Ness Bus Rapid Transit (\$1,594,280) and construction funds for the Persia Triangle project (\$200,685). The latter builds upon recommendations from the Transportation Authority's Mission-Geneva Neighborhood Transportation Plan, refined by more recent community input obtained under Planning Department leadership. It also has funding from a prior Lifeline Transportation Program grant awarded by the Transportation Authority. The Department of Public Works has requested \$701,034 for street repair and cleaning equipment. Finally, we are requesting appropriations for the Quint-Jerrold Road Contracting and Workforce Development Strategy (\$89,000); Bayshore Multimodal Facility Location Study (\$28,830), which includes funds for SFMTA and our staff participation in this Planning Department-led effort; Bay Area Transit Core Capacity Study (\$450,000); San Francisco Freeway Corridor Management Study (\$300,000); and Neighborhood Transportation Improvement Planning Predevelopment/Program Support (\$150,000), which includes funds for SFMTA and our staff. The last three requests are based on recommendations from the San Francisco Transportation Plan (SFTP). Freeway corridor management was found to be a top performing project in Plan Bay Area and the need to address demand for more transit capacity and connectivity to the rapidly growing core San Francisco job centers was noted in Plan Bay Area and the SFTP. These two proposed studies are timed to inform San Francisco's input into the Plan Bay Area

update. **We are seeking a motion of support for the allocation of \$2,585,414 in Prop K funds, with conditions, and appropriation of \$928,415 in Prop K funds, with conditions, for eight requests, subject to the attached Fiscal Year Cash Flow Distribution Schedules.**

6:40 10. Adopt a Motion of Support for Adoption of the Draft 2014 Prop K Strategic Plan – ACTION*

The Prop K Strategic Plan is the financial tool that guides the timing and allocation of Prop K revenues over the 30-year Expenditure Plan period, reconciling the timing of expected Prop K revenues with the schedule for when project sponsors need those revenues in order to deliver projects, and setting policy for the administration of the program to ensure prudent stewardship of the funds. The Transportation Authority Board adopted the first Prop K Strategic Plan in 2005 and the first update in 2009. More recently, the Board adopted the 2013 Prop K Strategic Plan Baseline, which consisted of updated actual sales tax revenues and project expenditures, financing assumptions, projected revenues, and revised programming of the major projects (e.g. Central Subway) that heavily drive overall program cash flow and financing needs. The 2013 Strategic Baseline served as an interim step towards a full update in 2014, pending completion of the 2014 5-Year Prioritization Programs (5YPPs), the last of which will be brought to the Citizens Advisory Committee for approval this month. The timing of the Strategic Plan update allows the Prop K program to be responsive to a number of recent plans and initiatives, including Plan Bay Area and the San Francisco Transportation Plan. The Draft 2014 Prop K Strategic Plan tiers off of the 2013 Strategic Plan Baseline, retaining key inputs and assumptions (e.g. revenue projections) while incorporating programming and cash flow assumptions for the next five years from the 2014 5YPPs and making a limited number of programming changes to major capital projects. We also reviewed the 2009 Prop K policies and have retained them, but reorganized them to be more user friendly. The only substantive change is the proposed Delegated Allocation Authority pilot policy (Enclosure C), which is intended to support more efficient project delivery by shortening the allocation timeline for some projects, while maintaining transparency and accountability. The total 30-year revenue projection in the Draft 2014 Prop K Strategic Plan is \$3.346 billion, \$144 million less than the \$3.490 billion assumed in 2009. Financing costs have also decreased, but at a much faster rate (down to \$426 million from \$859 million in 2009). The net effect of disproportionately lower finance costs compared to revenues is additional funding capacity, particularly for categories that advanced significant amounts of sales tax funds and carried their proportional share of financing costs, consistent with Strategic Plan policies. **We are seeking a motion of support for the adoption of the 2014 Prop K Strategic Plan.**

7:15 11. Adopt a Motion of Support for Adoption of the Fiscal Year 2014/15 Prop K List of Projects Eligible for Delegated Allocation Authority – ACTION*

Our adopted Fiscal Year 2014/15 work program includes several tasks to support our ongoing Prop K Customer Service and Efficiency Initiative. The goal of this initiative is to improve efficiencies and offer more user-friendly features that reduce administrative burdens while reinforcing transparency and accountability for these voter approved funds. One of the related work program tasks was development of a new Prop K Delegated Allocation Authority Policy (Attachment 1), which is designed to expedite allocation of funds while preserving transparency and accountability. Under this proposal, each year the Transportation Authority Board (Board) will approve a list of projects that meet certain criteria and make them eligible for allocation of Prop K funds through Executive Director approval, bypassing the traditional Citizen Advisory Committee (CAC), Plans and Programs Committee, and Board approval cycle. One of the core eligibility requirements is that the project is included as a named project in a Board-adopted Prop K 5-Year Prioritization Program. Approval of the pilot policy will be considered by the CAC on September 3 under the 2014 Prop K Strategic Plan agenda item. We screened all of the unallocated Fiscal Year 2014/15 Prop K 5YPP projects (105 in all) against the eligibility criteria in Section 2 of the draft policy. We identified 25 projects, representing a maximum of \$5,302,409 as potentially eligible for allocation through delegated authority. Seven more projects would have been eligible, but the Board has already allocated FY 2014/15 funds for these projects. The list (Attachment 2) has been vetted with project sponsors and is now being presented to the CAC for review and approval. The CAC may recommend removing one

or more projects from the list that the CAC feels would benefit the increased review and additional public input opportunities made available by going through the Board cycle. Approval of the list is contingent upon approval of the pilot policy. **We are seeking a motion of support for the adoption of the Fiscal Year 2014/15 Prop K List of Projects Eligible for Delegated Allocation Authority.**

7:30 12. Draft Neighborhood Transportation Improvement Program Planning Guidelines – INFORMATION*

The San Francisco Transportation Plan's needs assessment identified significant unmet demand for pedestrian and bicycle circulation and safety projects and transit reliability initiatives, and that meeting these transportation needs is an important way to improve mobility in neighborhoods and address socio-economic and geographic disparities in San Francisco. As a result of these findings and in response to public and Board desire for more focus on neighborhoods, especially on Communities of Concern, we developed the Neighborhood Transportation Improvement Program (NTIP), which provides Prop K funds for community-based planning and for development and implementation of neighborhood-scale capital projects. The focus of this memorandum is to present the draft NTIP planning grant guidelines, which have been developed through a collaborative process with Prop K project sponsors. Recognizing the different transportation challenges facing San Francisco's neighborhoods, we have drafted guidelines that allow NTIP planning grants to be tailored to meet each district's or neighborhood's specific needs. Ultimately, all efforts should lead toward prioritization of community-supported neighborhood-scale capital improvements that could be funded by Prop K and/or other sources. The NTIP Planning program provides \$100,000 in Prop K funds for each supervisorial district over the next five years. The \$100,000 can be used for one planning effort or multiple smaller efforts. The expectation is that NTIP funds will leverage other funds. This leveraging would be necessary to fund larger scale more intensive efforts. While anyone can come up with an NTIP planning grant idea, it is the district supervisor who recommends which project(s) will be funded with a NTIP planning grant. The supervisor would initiate the process by contacting NTIP Coordinators at the Transportation Authority and the San Francisco Municipal Transportation Authority who would work with the supervisor and relevant stakeholders throughout the NTIP planning proposal identification and initial scoping process. We anticipate bringing the final guidelines to the Board for approval in October rather than September as originally anticipated to allow more time to provide input. **We are seeking input and guidance from the Citizens Advisory Committee. This is an information item.**

7:50 13. Introduction of New Business – INFORMATION

7:55 14. Public Comment

8:00 15. Adjournment

* Additional materials

Next Special Meeting: October 1, 2014

Next Regular Meeting: October 22, 2014

**CAC MEMBERS WHO ARE UNABLE TO ATTEND SHOULD CONTACT THE CLERK OF THE
AUTHORITY AT (415) 522-4831**

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There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

CAC Meeting Agenda

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