



# AGENDA

## PLANS AND PROGRAMS COMMITTEE Meeting Notice

**Date:** 10:30 a.m., Tuesday, September 16, 2014  
**Location:** Room 263, City Hall  
**Commissioners:** Commissioners Mar (Chair), Kim (Vice Chair), Breed, Campos, Yee and Avalos (Ex Officio)

**CLERK: Erika Cheng**

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| 1. | <b>Roll Call</b>  |    |
| 2. | <b>Citizens Advisory Committee Report – INFORMATION*</b>                                | 5  |
| 3. | <b>Approve the Minutes of the July 15, 2014 Meeting – ACTION*</b>                       | 15 |
| 4. | <b>Recommend Appointment of One Member to the Citizens Advisory Committee – ACTION*</b> | 19 |

The Transportation Authority has an eleven-member Citizens Advisory Committee (CAC). CAC members serve two-year terms. Per the Transportation Authority's Administrative Code, the Plans and Programs Committee recommends and the Transportation Authority Board appoints individuals to fill any CAC vacancies. Neither Transportation Authority staff nor the CAC make any recommendations on CAC appointments, but we maintain an up-to-date database of applications for CAC membership. A chart with information about current CAC members is attached, showing ethnicity, gender, neighborhood of residence, and affiliation. There is one vacancy on the CAC requiring committee action. **We are seeking a recommendation to appoint one member to the CAC.**

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| 5. | <b>Recommend Appointment of One Member to the Geneva-Harney Bus Rapid Transit Community Advisory Committee – ACTION*</b> | 23 |
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The Geneva-Harney Bus Rapid Transit (BRT) Feasibility Study is advised by a 13-member Geneva-Harvey BRT Community Advisory Committee (GHCAC). The GHCAC structure, which was approved by the Transportation Authority Board, includes five members to be appointed by the City/County Association of Governments of San Mateo County and eight members appointed by the Transportation Authority. The Transportation Authority Board previously made appointments filling its eight seats. Since that time, the GHCAC member filling the Crocker-Amazon, Excelsior, Outer Mission seat submitted his resignation due to professional and personal time commitments. We re-opened recruitment, reaching out to community groups and residents. As shown in Attachment 2, we have received applications from two candidates for the Crocker-Amazon, Excelsior, Outer Mission seat. Neither staff nor the GHCAC makes recommendations on these appointments **We are seeking a recommendation to appoint one member to the GHCAC.**

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| 6. | <b>Recommend Adoption of the 2014 Prop K Bus Rapid Transit/Transit Preferential Streets/Muni Metro Network 5-Year Prioritization Program (5YPP) and the Amendment of the 2014 Prop K Transit Enhancements and BART Station Access,</b> |  |
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## Safety and Capacity 5YPPs – ACTION\*

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We are presenting the last of the 21 2014 Prop K 5-Year Prioritization Programs (5YPPs) to the Committee for approval, along with amendments to two other 5YPPs. The Bus Rapid Transit (BRT)/Transit Preferential Streets/Muni Metro Network 5YPP, was developed through a collaborative effort between the Transportation Authority and the San Francisco Municipal Transportation Agency (SFMTA). Highlights of this 5YPP update include increasing Prop K funds to fully fund Van Ness BRT through construction, fund Geary BRT through final design with a small amount of funds available for construction, and providing planning/conceptual engineering funds for phase 3 of the Muni Forward/Transit Effectiveness Program (TEP). Funding these projects and a few others requires advancing Prop K such that Prop K funds run out for this category in this 5YPP period. With respect to Geary BRT, we are working with SFMTA to review cost estimates and identify early implementation work. Funding for the latter may partially come from the BRT category. To maximize funds for Geary BRT, while also meeting SFMTA's funding request for the TEP, we are recommending a finance cost neutral amendment of the Transit Enhancements 5YPP to drop the Muni Customer First project and replace it with \$2.7 million for Geary BRT. SFMTA will seek funds for the Customer First project from Prop AA, which has a Rapid Network Placeholder. SFMTA has concurred with this recommendation. Lastly, we are recommending amendment to the Bay Area Rapid Transit District Station Access, Safety and Capacity 5YPP to advance \$2 million in Prop K funds for construction of the Balboa Park Station Eastside Walkway project. The amendment includes \$870,000 in Fiscal Year 2009/10 funds inadvertently not carried forward and funding for a portion of a \$2 million project cost increase, which is partially due to an accelerated project schedule to minimize service disruption to Muni. **We are seeking a recommendation 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.**

### 7. **Recommend 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\***

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As summarized in Attachments 1 and 2, we have eight requests totaling \$3,513,829 in Prop K funds to present to the Plans and Programs Committee for approval. We have two San Francisco Municipal Transportation Agency (SFMTA) requests: final design for Van Ness Bus Rapid Transit (\$1,594,280) and construction 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. San Francisco Public Works has requested \$701,034 for street repair and cleaning equipment. 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). The freeway and core capacity studies are timed to inform San Francisco's input into the Plan Bay Area update. **We are seeking a recommendation to allocate \$2,585,414 in Prop K funds, with conditions, and appropriate \$928,415 in Prop K funds, with conditions, for eight requests, subject to the attached Fiscal Year Cash Flow Distribution Schedules.**

### 8. **Recommend Adoption of the Draft 2014 Prop K Strategic Plan – ACTION\***

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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. Last year 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 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 is the subject of a separate agenda item. The Draft 2014 Prop K Strategic Plan tiers off of the Baseline, adding 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, which is the subject of a separate agenda item this month. 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 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 recommendation to adopt the 2014 Prop K Strategic Plan.**

**9. Recommend Approval of the Delegated Allocation Authority Policy and the Fiscal Year 2014/15 Prop K List of Projects Eligible for Delegated Allocation Authority – ACTION\***

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Our adopted Fiscal Year 2014/15 work program includes several tasks to support our ongoing Prop K Customer Service and Efficiency Initiative. One of these tasks was the 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. If approved, this new pilot policy would be incorporated into the 2014 Prop K Strategic Plan policies and would expire in January 2016 unless extended by the Transportation Authority Board. Under this proposal, each year the 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, 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. Monthly, we will share lists of projects funded under this policy with the Board and will post the allocation request forms on our website. We will also produce an annual report evaluating the policy and reporting on progress of the projects. For Fiscal Year 2014/15, we have screened all of the unallocated Fiscal Year 2014/15 Prop K 5YPP projects (105 in all) against the eligibility criteria (Attachment 1, Section 2). We have 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 funds for these projects. The Plans and Programs Committee may recommend removing one or more projects from the list that the Committee 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 recommendation to approve the Delegated Allocation Authority Policy and the Fiscal Year 2014/15 Prop K List of Projects Eligible for Delegated Allocation Authority.**

**10. Draft Neighborhood Transportation Improvement Program Planning Guidelines – INFORMATION\***

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One of the recommendations from the San Francisco Transportation Plan was to create a 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 memorandum presents the draft NTIP planning grant guidelines, which have been developed through a collaborative process with 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 an NTIP planning grant. The supervisor would initiate the process by contacting NTIP Coordinators at the Transportation Authority and the San Francisco Municipal Transportation Agency 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. **We are seeking input and guidance from the Plans and Programs Committee. This is an information item.**

**11. Introduction of New Items – INFORMATION**

**12. Public Comment****13. Adjournment**

\* Additional materials

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# DRAFT MINUTES

## CITIZENS ADVISORY COMMITTEE

September 3, 2014 MEETING

### 1. Committee Meeting Call to Order

The meeting was called to order by Chair Glenn Davis at 6:08 p.m. CAC members present were Myla Ablog, Glenn Davis, Brian Larkin, John Larson, Angela Minkin, Eric Rutledge, Jacqueline Sachs (entered during Item 10), Raymon Smith, Peter Tannen, Chris Waddling, and Wells Whitney. Transportation Authority staff members present were Tilly Chang, Courtney Aguirre, Liz Brisson, Colin Dentel-Post, Cynthia Fong, Chester Fung, Rachel Hiatt, Anna LaForte, Maria Lombardo, Chad Rathmann, Shari Tavafrashti, and Tony Vi.

### 2. Chair's Report – INFORMATION

Chair Glenn Davis requested that the CAC consider Items 10 and 11 immediately following the Consent Calendar to allow all CAC members to be present during their review and consideration since some CAC members had indicated a need to depart early.

**Angela Minkin moved to consider Items 10 and 11 after the Consent Calendar. Chris Waddling seconded the motion.**

There was no public comment.

**The motion passed unanimously.**

### Consent Calendar

Myla Ablog requested that Item 5 be removed from the Consent Calendar because of her employment with the California Department of Transportation.

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

John Larson commented that the June 25, 2014 meeting minutes contained an error. He stated that Eric Rutledge, not John Larson, had asked about the impacts of vehicle license fee funding. Staff confirmed the minutes would be updated accordingly.

### 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

### 6. Citizen Advisory Committee Appointment – INFORMATION

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

### End of Consent Calendar

There was no public comment.

Raymon Smith moved to approve Items 3 and 4 on the Consent Calendar. John Larson seconded the motion. Items 3 and 4 passed unanimously.

The following items were called together:

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

Chad Rathmann, Senior Transportation Planner, presented on the Prop K Strategic Plan update, per the staff memorandum.

Tilly Chang, Executive Director, thanked staff and partner agencies for their work, and thanked the CAC for their guidance.

Ramon Smith asked if recommendations from the Eastern Neighborhoods Transportation Improvement Planning Study, conducted by the San Francisco Municipal Transportation Agency (SFMTA), would be included in the 2014 Prop K Strategic Plan.

Ms. Chang responded that the study resulted in recommendations for projects such as Folsom and Howard Streetscape, 16<sup>th</sup> Street Multimodal Corridor, and 7<sup>th</sup> and 8<sup>th</sup> Street Streetscape. She added that further planning and project development work for a number of projects from the plan were prioritized in the 2014 5-Year Prioritization Programs.

Wells Whitney asked if the Strategic Plan effectively functioned as a financial strategic plan and capital expenditure plan rather than a “what should we do” type of Strategic Plan. Mr. Rathmann responded affirmatively. Mr. Rathmann added the Prop K Expenditure Plan establishes what projects and programs are eligible for funding. Maria Lombardo, Chief Deputy Director, concurred, adding that the Strategic Plan was the vehicle whereby the Transportation Authority reconciles which projects and programs get funding in which year. She concluded by noting that the Strategic Plan also provides day-to-day guidance on implementation of the Prop K program via the Strategic Plan policies.

Jacqueline Sachs asked why the Strategic Plan provided no funding for Geary Light Rail Transit, and how the project would be funded. Mr. Rathmann stated that Geary Light Rail Transit was included in the Prop K Expenditure Plan as a Priority 3 project. He explained that the three priority levels reflected different revenue projections, and that the Transportation Authority’s current projection showed sales tax revenues coming in at 82% of Priority 1 levels, the most conservative forecast. He said that additional sales tax revenue would need to be generated to achieve 100% of Priority 1 and 2 funding levels before funding could be available for Priority 3 projects such as Geary Light Rail Transit.

Ms. Lombardo noted that the SFMTA is conducting a rail capacity study to examine prioritization of Muni investments, and the regional Transit Core Capacity Study would help prioritize transit investments in the Transbay corridor. She added that the Transportation Authority would be refreshing the San Francisco Transportation Plan (SFTP), incorporating the findings from these and other studies. She stated that the SFTP would be the appropriate forum to have a comprehensive discussion about prioritizing major transit investments. Ms. Sachs added that staff should review the final report and engineering analysis of the Geary Task Force prior to considering bus rapid transit.

The CAC Chair called for public comment on the Strategic Plan portion of the items that were under discussion. Roland Lebrun asked for clarification on why funding for Caltrain Vehicles, Facilities and Guideways categories was being advanced, and if the funding would be available for the Caltrain Downtown Extension. Ms. Lombardo stated the funding for those categories is specifically for state of good repair projects and not the Downtown Extension which has its own Expenditure Plan line item. She added that the intent of advancing the state of good repair funds was so that Prop K could continue to help offset the SFMTA's annual local capital match contribution to Caltrain in the near-term.

Ms. Lombardo, Chief Deputy Director, presented the pilot Delegated Allocation Authority Policy per the staff memorandum.

Brian Larkin requested clarification on which committees would be permitted to remove projects from the Prop K list of projects eligible for delegated allocation authority. Ms. Lombardo responded that the CAC and Plans and Programs Committee could recommend removing projects from the list and the Transportation Authority Board would consider these recommendations and then approve the final list. Mr. Larkin asked how often the Board did not approve a staff recommendation. He commented that he understood sponsors could lose project delivery time during the Board's August recess if awaiting the approval of an allocation. Ms. Lombardo responded that the Board relatively rarely denied funding, but that periodically the Board would modify staff recommendations such as by included additional conditions. She commented that controversial projects would be unlikely candidates for delegated allocation authority.

Raymon Smith commented that delegated allocation authority could potentially save sponsors four to six weeks. He asked whether sponsors were neglecting to submit the allocation requests on time to allow them to access funds when they needed them. Ms. Lombardo stated that delegated allocation authority would allow sponsors to not be tied to a Board schedule, and this could prove particularly helpful during the Board's August recess. She stated that the majority of the time, sponsors ought to be able to submit allocation requests on-time since the schedule is predictable and the 5YPPs are approved in advance. She stated that on those occasions when a project unexpectedly needed funds quickly, delegated allocation authority might provide the needed flexibility, assuming a project was already included on the pre-approved delegated allocation authority eligible list. She stated that delegated allocation authority would save sponsors the staff time of attending Transportation Authority meetings.

Mr. Smith asked whether delegated allocation authority could help expedite allocations to projects addressing vehicle and pedestrian conflicts. Ms. Lombardo responded that it could, noting that the draft list of projects includes local track application-based traffic calming program projects and a couple of Safe Routes to School projects.

Mr. Smith asked how the Pedestrian Safety Advisory Committee (PSAC) would be involved in project review. Jonathan Rewers, San Francisco Municipal Transportation Agency (SFMTA) Capital Financial Planning and Analysis Manager, stated that the PSAC had reviewed and provided feedback on the SFMTA's 5-year Capital Improvement Program, which included the SFMTA's Prop K projects. He stated that these projects were reflected in the recently approved 2014 Prop K 5YPPs and some were now included on the draft delegated allocation authority eligible list.

Wells Whitney commented that delegation allocation authority appeared to be a pilot study to see whether small projects could go through a less bureaucratic process to get funded. He commented that the projects included on the draft delegated allocation authority eligible list had already been reviewed by the CAC when it approved the 2014 Prop K 5YPPs. Mr. Whitney

added that he was interested in seeing an evaluation of the effectiveness of the pilot delegated allocation authority policy.

Chair Davis asked for additional information regarding the subvention processes of other agencies comparable to the Transportation Authority. Ms. Lombardo commented that in other Bay Area counties, a portion of the sales tax expenditure plans typically included annual subventions to local jurisdictions in the county. For these subvention categories, the sales tax authorities often issue payments directly to jurisdictions based on established formulas. They don't ask for project information in advance, but they do require that recipients provide an annual reports on their activities. She added that unlike San Francisco, if a jurisdiction isn't delivering projects, the sales tax authority can redirect the funds to another recipient. Chair Davis asked if citizen oversight happened at the local jurisdiction level. Ms. Lombardo opined that most places have a City Council that would approve the use of the sales tax funds, and this would offer some degree of public input and oversight.

Chair Davis stated that he did not support the implementation of a delegated allocation authority policy. He stated that he favored maintaining the current process because it ensured community input. He reminded the CAC that at the time voters approved Prop K, they were assured that oversight by a CAC would be in place and that this was a selling point. Chair Davis stated that he was open to deferring action on the item.

Peter Tannen commented that Chair Davis raised valid point about transportation and the need for community input. He stated that the delegated allocation authority policy appeared to be well thought out and the six categories defining eligibility were well-defined. Mr. Tannen commented that he had lived and worked in San Francisco for a number of years and that regardless of the merits of a particular project, there was bound to be a community member unhappy with the project. He stated that he would rather sponsors spend additional time analyzing a project than staffing a CAC meeting, and expressed his support for the more efficient use of staff time, and piloting the delegated allocation authority policy. He voiced interest in periodic reports on its implementation and he asked that staff maintain a log of complaints or issues that cropped up as the policy was implemented.

Angela Minkin asked how Transportation Authority staff planned to evaluate the policy's success. She commented that she understood that project delays could be frustrating, but that she was not certain of the value of saving four to six weeks in seeking an allocation. She commented that a shorter pilot period might be better.

Mr. Rewers commented that the delegated allocation authority policy would help the SFMTA address findings of the SFMTA's audit regarding project delivery and the Transportation Authority's Small Project Delivery White Paper. He commented that about the same amount of staff time and resources were currently dedicated to preparing an allocation request for \$6,000 or \$6 million dollars. Mr. Rewers suggested that the Transportation Authority could measure how many more small allocation requests it received in a given year from sponsors because of this new policy. He stated that the SFMTA sometimes opted to use operating budget instead of seeking a Prop K allocation for a project.

Ms. Lombardo stated that the policy was unlikely to impact the total number of allocations noting that the one of the intents of the 5YPPs was to establish the 5-year pipeline of projects so the public and sponsors know in advance what will be funded. Further, the pilot policy is based on a pre-approved annual list of project. To Ms. Minkin's point about evaluating the pilot, Ms. Lombardo acknowledged that measuring the success of the policy could prove challenging given the indirect link of saving a few staff hours by not attending two meetings and project delivery. Ms. Lombardo commented that as described in the pilot policy,



Transportation Authority staff could track the number of delegated allocations (compared to the pre-approved list), Prop K leveraging, and overall project delivery (i.e. whether projects were being completed on-time). She said that staff could also interview or survey the CAC, Board, and sponsors for their perception of whether the pilot was working well or not.

Mr. Whitney agreed that a qualitative survey could be administered at the conclusion of the pilot period. Chair Davis commented that the metrics had not been adequately detailed and would not be in place if the CAC adopted the policy that evening.

Chris Waddling commented that in order for a project to be a candidate it must be sufficiently defined within the relevant 5YPP, and that the WalkFirst 5YPP placeholders did not appear to meet this eligibility criterion. Ms. Lombardo agreed noting that neither the WalkFirst placeholders nor the Neighborhood Transportation Improvement Program (NTIP) planning projects fully met this criterion. She stated that NTIP planning projects would include significant community outreach and would be projects recommended by the relevant district supervisor. She stated the WalkFirst 5YPP placeholders were added at the request of project sponsors given the focus on Vision Zero, but that Transportation Authority staff recommended conditioning allocation of the WalkFirst funds upon prior approval of the specific projects, scopes, schedules, and budgets by the Transportation Authority Board's Vision Zero Committee.

Mr. Waddling expressed concern that the CAC was ceding oversight, and he commented that the community's interest or the importance of a particular project was not necessarily tied to the overall cost of a project. He commented that he appreciated reviewing Prop K allocations because he was able to then communicate project information to other community members. Mr. Waddling commented that he also appreciated that the allocation currently in place process reminded sponsors that they were accountable to the community. He added that a time savings of four to six weeks and to spare staff from attending committee meetings were not sufficient justifications for implementing the new policy. Mr. Waddling stated that he would prefer to defer action on this item. He commented that he would like to see a proposal regarding the evaluation of the pilot, and that the CAC should be able to recommend whether or not the pilot period is extended beyond January 2016.

Ms. Lombardo clarified that the CAC any actions to modify or extend the pilot would go through the CAC and Plans and Programs Committee prior to Board approval.

Eric Rutledge expressed his support for the policy and the more efficient use of staff hours. He requested an example of how a delegated allocation authority project would move through the process. He commented that the CAC seemed to see projects return for allocations for subsequent phases. Ms. Lombardo stated a project the Redding Elementary (design) or John Yehall Chin (planning and design) Safe Routes to School projects that were currently on the eligible list might return to the CAC for allocation of construction funds if they exceeded the \$75,000 threshold or were considered projects that would benefit from increased review and additional public input opportunities made available by going through the Board cycle.

Mr. Rutledge asked whether the CAC would still review information for the design and construction phases of these projects. Ms. Lombardo responded that the CAC could currently review the 5YPP project information forms with scope, schedule, cost and funding information. She stated that if the CAC approved the delegated allocation authority policy, the subsequent item they would consider would be the approval of the Fiscal Year 2014/15 Prop K list of projects eligible for delegated allocation authority. She stated that the CAC would review and approve the list of eligible projects on an annual basis and attached to the list would be the corresponding project information forms, which would include scope, schedule, and budget

information. The 5YPP forms are an abbreviated version of the more detailed allocation request form. She explained that if the policy is approved, the CAC would not see the more detailed allocation request forms at a CAC meeting (thought they would be available on the Transportation Authority's website).

Chair Davis requested that the annual process be described again. Ms. Lombardo explained that in order to support implementation of this policy in future years, the Transportation Authority would offer project sponsors the opportunity annually to amend the 5YPPs between the quadrennial 5YPP updates. She noted that the annual process would focus on updating programming for the coming fiscal year so that more projects could be eligible to benefit from delegated allocation authority and placeholders could be replaced with more detailed information. Ms. Lombardo state staff would concurrently develop a draft list of projects eligible for delegated allocation authority and present it to the CAC, Plans and Programs Committee, and Board for review and action. She stated that once a project was included on the approved list, the project sponsor could submit an allocation request to the Transportation Authority for review and approval by the Executive Director or designee.

Mr. Rewers commented that through the annual 5YPP amendment process, the CAC would review the projects proposed for delegated allocation authority. He stated that the CAC would be able to recommend whether projects remained on the list. He stated that the pilot period was for about 16 months, which would allow the Transportation Authority and sponsors to experience one annual amendment cycle.

Mr. Rutledge commented that the appropriate checks and balances appeared to be in place and that he supported approval of the policy. He commented that the policy would allow for the saving of time and money and would ideally result in the more expeditious implementation of projects.

Mr. Larson commented that he thought that the Transportation Authority could balance the need for public input with being responsive through the implementation of this policy. He commented that the pilot period would provide opportunities for review and adjustment, if necessary. He commented that he would appreciate seeing the evaluation metrics and methods (e.g. pre/post qualitative survey).

Mr. Tannen asked what would happen if the CAC recommended a project be removed from the list of projects, but the Plans and Programs Committee and Board supported its inclusion. Ms. Lombardo responded that the CAC was an advisory committee and that ultimately it was the Board's decision. However, she stated that if the CAC recommended any removals, Transportation Authority staff would be inclined to adjust its recommendation to reflect the input since the intent is for the CAC to be comfortable with the list.

To simplify voting, Ms. Lombardo noted that the CAC could split the recommended action into two separate pieces.

**Mr. Larson moved to adopt a motion of support to adopt the 2014 Prop K Strategic Plan without the delegated allocation authority policy. Mr. Smith seconded the motion.**

**The motion was approved unanimously.**

**Mr. Tannen moved to adopt a motion of support to approve the delegated allocation authority policy. Mr. Smith seconded the motion and requested a friendly amendment that the approval be conditioned upon the Transportation Authority staff returning to the CAC with the pilot policy's evaluation metrics. Mr. Tannen accepted the friendly amendment.**

**The motion was approved with seven votes in favor, with Ms. Ablog, Chair Davis, and Mr. Waddling opposed.**

12.

Maria Lombardo, Chief Deputy Director, said that staff would bring an evaluation matrix to the CAC at its next meeting. She presented on Item 11, describing the proposed project list for delegated allocation authority and reminding the CAC that it could choose to remove any of the projects from the list that it preferred to have go through the regular Board cycle for approval of an allocation.

John Larson asked for clarification on why the Transportation Authority would invest Prop K funds in the Great Highway Restoration project when the long-term plan for the roadway included its removal. Ms. Lombardo responded that the project naming could be made more clear, noting that the funds were for repairs needed now, well before the long-term plan could be implemented.

Mr. Larson commented that the long-term recommendation from SPUR was to not have a roadway north of Sloat Boulevard, but for the roadway to go around the San Francisco Zoo. He questioned the need for investment in a roadway that was not intended to continue to exist in the future. Ananda Hirsch, San Francisco Public Works (SF Public Works), stated SF Public Works was pursuing restoration funds for the roadway and that the agency was working with Caltrans to determine the best option for a near-term improvement to ensure it remained a functioning roadway. She stated that SF Public Works was still seeking funding for a more permanent solution.

**Angela Minkin moved to approve the item and Eric Rutledge seconded the motion.**

There was no public comment.

**The item passed with seven votes in favor, with Ms. Ablog and Chair Davis opposed and Mr. Smith abstaining.**

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**

Maria Lombardo, Chief Deputy, and Cynthia Fong, Deputy Director of Finance and Administration, presented the item per the staff memorandum.

**Wells Whitney moved to approve the item and Chair Davis seconded the motion.**

There was no public comment.

**The item passed unanimously.**

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**

Anna LaForte, Deputy Director for Policy and Programming, presented the item per the staff

memorandum.

Peter Tannen asked for clarification on why the Transit Effectiveness Project (TEP) would not be eligible for general obligation bond funding. Ms. LaForte responded that the bond funds could only be used for final design and construction, and that the Prop K funds would be used for planning phase work. Jonathan Rewers, San Francisco Municipal Transportation Agency (SFMTA) Capital Financial Planning and Analysis Manager, stated that the TEP, now called Muni Forward, had three implementation groups. He stated that the approximately \$13 million in Prop K funds the Transportation Authority Board had already allocated for the first group of projects were anticipated to receive design and construction funds from the proposed general obligation bond. He stated that the second group of projects would also be funded by the general obligation bond. Mr. Rewers added that the 2014 Prop K Bus Rapid Transit (BRT)/Transit Preferential Streets/Muni Metro Network 5-Year Prioritization Program (5YPP) included funding for the third group of projects to allow concurrent design and planning work.

Brian Larkin asked why the Geary BRT project was receiving funding from the Transit Enhancement category. Ms. LaForte explained that each Expenditure Plan category had a funding limit established in the voter-approved Prop K Expenditure Plan. She continued by noting that the BRT category would hit its funding limit in the 2014 5YPP period so additional funding for Geary BRT was proposed from the Transit Enhancements category.

Maria Lombardo, Chief Deputy Director, elaborated by noting that the Transportation Authority could not adjust the funding caps. She noted that projects sometimes drew funds from multiple different Expenditure Plan categories, such as was done for the Third Street Light Rail Project. Mr. Larkin commented that it seemed counterintuitive to seek funding for a BRT project from a non-BRT category given the existence of a dedicated category for BRT projects.

**Wells Whitney moved to approve the item and John Larson seconded the motion.**

There was no public comment.

**The item passed with five votes in favor and two votes opposed (Mr. Davis, Ms. Sachs), with two abstentions (Mr. Larkin, Mr. Smith).**

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**

Anna LaForte, Deputy Director of Policy and Programming, presented the item per the staff memorandum.

Tilly Chang stated the City/County Association of Governments of San Mateo County (C/CAG) would be withdrawing staff from the Geneva-Harney Bus Rapid Transit (BRT) project as the agency was not supportive of examining the relocation of the Bayshore Caltrain station from Brisbane into San Francisco. She added that the Transportation Authority would be working with C/CAG on the issue and would determine whether C/CAG would withdraw funding support for the Geneva-Harney BRT project.

Liz Brisson, Senior Transportation Planner, presented on the Bay Area Transit Core Capacity Study per the staff memorandum.

Rachel Hiatt, Principal Transportation Planner, presented on the San Francisco Freeway Corridor Management Study per the staff memorandum. Maria Lombardo, Chief Deputy,

added that by the end of calendar year, staff expected to return to the CAC to present a purpose, needs and goals statement for approval, which would inform the planning work in phase 2 of the two part study.

Wells Whitney asked if the San Francisco Freeway Corridor Management Study would examine Caltrain and High Speed Rail given that both were within the same corridor. Ms. Hiatt responded that the study would examine the transit capacity within a corridor as well as the vehicle capacity within the corridor.

Peter Tannen asked whether toll lanes would be considered as an option. Ms. Hiatt responded that toll lanes would be one of the options considered.

**Mr. Whitney moved to approve the item and Angela Minkin seconded the motion.**

During public comment, Roland Lebrun stated that the Quint-Jerrold Connector Road would make the possibility of an Oakdale Caltrain station uncertain. He added that the Bayshore Caltrain station should not move north and that the current site south of the county line enables a truly multimodal station with light rail and BRT connections.

**The item passed unanimously.**

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

Chair Glenn Davis continued Item 12 to the October 1, 2014, CAC meeting. There was no public comment.

**13. Introduction of New Business – INFORMATION**

There was no public comment.

**14. Public Comment**

There was no public comment.

**15. Adjournment**

The meeting was adjourned at 8:24 p.m.



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# DRAFT MINUTES

## PLANS AND PROGRAMS COMMITTEE

Tuesday, July 15, 2014

### 1. Roll Call

Vice Chair Kim called the meeting to order at 10:15 a.m. The following members were:

**Present at Roll Call:** Commissioners Breed, Kim and Yee (3)

**Absent at Roll Call:** Commissioners Campos (entered during Item 2) and Mar (entered during Item 6) (2)

### 2. Citizens Advisory Committee Report – INFORMATION

Chris Waddling, Citizens Advisory Committee (CAC) Vice Chair, reported that at its June 25 meeting, the CAC considered and unanimously adopted Items 6 and 7 from the agenda.

During public comment, Roland Lebrun said that an important issue for seniors and people with disabilities was not having enough time to cross the street. He suggested that they be provided with a key fob that would reset the countdown signals to allow them additional time to cross the street. He also commented that Transbay Joint Powers Authority should present at a CAC meeting and provide more details on the Downtown Extension project.

### Consent Calendar

#### 3. Approve the Minutes of the June 17, 2014 Meeting – ACTION

#### 4. Recommend Allocation of \$5,322,331 in Prop K Funds, with Conditions, and Allocation of \$2,210,000 in Prop AA Funds, with Conditions, for Six Requests, Subject to the Attached Fiscal Year Cash Flow Distribution Schedules and Amendment of the Prop AA Strategic Plan – ACTION

There was no public comment.

The Consent Calendar was approved without objection by the following vote:

Ayes: Commissioners Breed, Campos, Kim and Yee (4)

Absent: Commissioner Mar (1)

### End of Consent Calendar

#### 5. Recommend Appointment of One Member to the Citizens Advisory Committee – ACTION

Courtney Aguirre, Transportation Planner, presented the item per the staff memorandum.

Raymon Smith spoke to his interest and qualifications in being appointed to the Citizens Advisory Committee (CAC).

Vice Chair Kim requested that Mr. Smith provide his perspective on pedestrian safety, in particular in regards to the senior and disabled community. Mr. Smith commented that the City needed to do a better job at prioritizing the movement of seniors and disabled persons. He added that the City needed to maintain sidewalks and crosswalks for accessibility, and that seniors and the disabled needed longer crossing times and/or shorter crossing distances.

During public comment, Roland Lebrun commented on the need for the CAC to reflect the diversity of San Francisco, including the disabled community.

Vice Chair Kim expressed her appreciation for former CAC member Joseph Flanagan's work to improve pedestrian safety, public safety, and open space in the South of Market area. Ms. Kim expressed support for having the CAC reflect the diversity of San Francisco.

Vice Chair Kim moved to recommend appointment of Mr. Smith, seconded by Commissioner Campos. The motion to recommend appointment of Mr. Smith to the CAC was approved by the following vote:

Ayes: Commissioners Breed, Campos, Kim and Yee (4)

Absent: Commissioner Mar (1)

## **6. Recommend Approval of Fourteen 2014 Prop-K 5-Year Prioritization Programs – ACTION**

Maria Lombardo, Chief Deputy Director, and Anna LaForte, Deputy Director for Policy and Programming, presented the item per the staff memorandum.

Chair Mar asked if project sponsors such as the San Francisco Municipal Transportation Agency (SFMTA) would have the capacity to undertake the new projects proposed in the five year plans. Ms. Lombardo responded that a large share of the programming was for the replacement of Muni's rubber-tire vehicles and would be expended easily. Ms. Lombardo stated that the SFMTA had revised the application and approval process for traffic calming projects, allowing for swifter implementation. She added that the 2014 Prop K Strategic Plan that would be presented to the Committee in September would include a proposal to establish a delegated allocation authority pilot policy that would allow certain projects that are named in a Board-adopted 5-Year Prioritization Program and that meet certain criteria, to bypass the traditional four-to six-week Board process.

Vice Chair Kim requested information regarding the status of the Bessie Carmichael Elementary School Safe Routes to School project. Ariel Espiritu Santo, Capital Budget Lead for the SFMTA, stated that the SFMTA recently completed a walking audit and was reviewing and finalizing draft recommendations. She added that the project would enter the environmental phase at the end of 2014 and construction would occur between October 2015 and 2017. Vice Chair Kim asked what types of improvements had been constructed for other Safe Routes to School projects. Ms. Santo responded that other projects included pedestrian safety improvements such as pedestrian bulbs, updated crosswalks, and bicycle infrastructure improvements. Ms. Kim commented that her office was not included in the walking audit and was unsure if community members, teachers, and parents had been involved. Ms. Espiritu Santo stated that the SFMTA would schedule a briefing with Vice Chair Kim's office to review the results of the walking audit.

Anna LaForte, Deputy Director for Policy and Programming, stated that Prop K was proposed to fund the Bessie Carmichael Safe Routes to School planning phase in Fiscal Year 2014/15. Ms.



LaForte stated that the current project scope was focused on the elementary school, but the project could consider benefits to the adjacent middle school campus as well.

Chair Mar commented on the negative impacts of traffic surrounding Bessie Carmichael Elementary School and the Filipino Education Center and stated that parents should be involved in the planning process. Chair Mar added that upgrades to traffic signals and pedestrian countdown signals could be coordinated with efforts to reduce traffic speeds in the area of the schools.

There was no public comment.

The item was approved without objection by the following vote:

Ayes: Commissioners Breed, Kim, Mar and Yee (4)

Absent: Commissioner Campos (1)

#### **7. Clipper Next Generation Fare Collection Update – INFORMATION**

Maria Lombardo, Chief Deputy Director, introduced Carol Kuester, Director of Electronic Payments at Metropolitan Transportation Commission (MTC), who presented the item.

Commissioner Yee asked if MTC envisioned Clipper being capable of completing parking meter and taxi ride transactions. Ms. Kuester responded that MTC was currently examining the issue, but that transit fare payments were the program's priority. She stated that transit operators had asked for Clipper to have the ability to pay for last-mile transportation services, such as bike sharing and parking. She stated that credit cards could be used to pay for taxis and parking, which may fulfill the needs of the users. She added that the inclusion of more payment options on Clipper would create operational issues and add to the overall cost and complexity of the system.

Chair Mar asked how other fare payment systems in the country were improving their systems. Ms. Kuester responded that Chicago had replaced its entire smart card inventory, and offered a debit card function, which required additional customer communication during initiation. She added that some regions used mobile bar-code ticketing applications, whereby transit riders could purchase their fare and load a bar-code onto their smart phone as proof of payment. She added that the application would function on commuter rail, but would increase boarding time for Bay Area Rapid Transit District (BART) and buses.

Travis Fox, Chief Information Officer at the San Francisco Municipal Transportation Authority (SFMTA), added that the SFMTA was considering a limited duration pilot of mobile ticketing targeted at casual users such as tourists and special events visitors. Mr. Fox added that the SFMTA expected implementation to begin in the fall.

During public comment, Roland Lebrun stated that Clipper should include the ability to pay for car-sharing. Mr. Lebrun expressed the need for MTC to examine the maintenance of Clipper card readers.

#### **8. Major Capital Projects Update – Van Ness Avenue Bus Rapid Transit Project – INFORMATION**

Michael Schwartz, Senior Transportation Planner, presented the item per the staff memorandum.

Chair Mar asked Peter Gabancho, Project Manager at the San Francisco Municipal Transportation Agency, to discuss lessons learned on the Van Ness Avenue Bus Rapid Transit (BRT) project that could be applied to the Geary BRT project.

Mr. Gabancho responded that the team needed to be aware of local and national design regulations. He said that the SFMTA was unable to design platforms like the ones used for the BRT system in Mexico City because the platforms in Mexico City would not meet the accessibility standards for level boarding per the Americans with Disabilities Act, particularly with respect to wheelchair loading.

Chair Mar asked how the \$162 million cost estimate would compare to building rail on the same route. He also asked how the costs have increased over time. Mr. Gabancho said that building light rail for the same segment as Van Ness BRT would cost \$500 million to \$600 million.

Chair Mar asked what rating Van Ness Avenue BRT would receive using the Institute for Transportation and Development Policy (ITDP) standards. Mr. Gabancho replied that the ITDP standards emphasized level boarding and platform fare enforcement, both of which are challenging in the San Francisco context. Michael Schwartz added that the project was aiming to achieve a silver rating similar to Cleveland's Health Line BRT.

Commissioner Yee asked if there would be bike lanes on Van Ness Avenue. Mr. Gabancho responded that the designated bike lane would be on Polk Street, and that there would not be lanes on Van Ness Avenue. He added that the buses would have bike racks on the front and that there would be bicycle parking near stations.

During public comment, Roland Lebrun noted that level boarding is an important part of BRT. He said the issue of lug nuts protruding from the wheels and not allowing the buses to get close enough to the platforms for level boarding does not exist in Europe and recommended that the SFMTA send a letter to bus manufacturers that this is a critical issue for future bus procurements.

## **9. Introduction of New Items – INFORMATION**

There were no new items.

There was no public comment.

## **10. Public Comment**

There was no public comment.

## **11. Adjournment**

The meeting was adjourned at 11:34 a.m.



# Memorandum

**Date:** 09.11.14 **RE:** Plans and Programs Committee  
September 16, 2014

**To:** Plans and Programs Committee: Commissioners Mar (Chair), Kim (Vice Chair), Breed, Campos, Yee and Avalos (Ex Officio)

**From:** Maria Lombardo – Chief Deputy Director for Policy and Programming *mel*

**Through:** Tilly Chang – Executive Director *TCC*

**Subject:** **ACTION** – Recommend Appointment of One Member to the Citizens Advisory Committee

## Summary

The Transportation Authority has an eleven-member Citizens Advisory Committee (CAC). CAC members serve two-year terms. Per the Transportation Authority's Administrative Code, the Plans and Programs Committee recommends and the Transportation Authority Board appoints individuals to fill any CAC vacancies. Neither Transportation Authority staff nor the CAC make any recommendations on CAC appointments, but we maintain an up-to-date database of applications for CAC membership. A chart with information about current CAC members is attached, showing ethnicity, gender, neighborhood of residence, and affiliation. There is one vacancy on the CAC requiring committee action. **We are seeking a recommendation to appoint one member to the CAC.**

## BACKGROUND

There is one vacancy on the Citizens Advisory Committee (CAC) requiring Plans and Programs Committee action. The vacancy is the result of the term expiration of Brian Larkin. Mr. Larkin has indicated that he is seeking reappointment. There are currently 11 applicants to consider for the existing vacancies.

## DISCUSSION

The CAC is comprised of eleven members. The selection of each member is recommended at-large by the Plans and Programs Committee (Committee) and approved by the Transportation Authority Board. Per Section 6.2(f) of the Transportation Authority's Administrative Code, the eleven-member CAC:

“...shall include representatives from various segments of the community, including public policy organizations, labor, business, senior citizens, the disabled, environmentalists, and the neighborhoods; and reflect broad transportation interests.”

An applicant must be a San Francisco resident to be considered eligible for appointment. Attachment 1 is a tabular summary of the current CAC composition. Attachment 2 provides similar information on current applicants for CAC appointment. Applicants are asked to provide residential location and areas of interest. Applicants provide ethnicity and gender information on a voluntary basis. CAC applications are distributed and accepted on a continuous basis. CAC applications were solicited through the Transportation Authority's website, Commissioners' offices, mailings and e-mail blasts to community-based organizations, advocacy groups, business organizations, as well as at public meetings attended by Transportation Authority staff or hosted by the Transportation Authority.

All applicants have been advised that they need to appear in person before the Committee in order to be appointed, unless they have previously appeared before the Committee. An asterisk following the candidate's name in Attachment 2 indicates that the applicant has not previously appeared before the Committee.

**ALTERNATIVES**

1. Recommend appointment of one member to the CAC.
2. Defer action until additional outreach can be conducted.

**CAC POSITION**

None. The CAC does not make recommendations on appointment of CAC members.

**FINANCIAL IMPACTS**

None.

**RECOMMENDATION**

None. Staff does not make recommendations on appointment of CAC members.

Attachments (2):

1. Current CAC members
2. CAC applicants

Enclosure:

1. CAC Applications

Attachment 1

CITIZENS ADVISORY COMMITTEE<sup>1</sup>

Name	Gender	Ethnicity	District	Neighborhood	Affiliation	First Appointed	Term Expiration
Brian Larkin	NP	NP	1	Richmond	Neighborhood	May 04	Sep 14
Glenn Davis, Chair	NP	NP	8 <sup>2</sup>	Mission	Neighborhood	May 09	Dec 14
Christopher Waddling, Vice Chair	NP	NP	10	Silver Terrace/Bayview	Environmental, Neighborhood	Dec 12	Dec 14
Wells Whitney	NP	NP	3	Telegraph Hill	Environmental, Neighborhood, Public Policy, Senior Citizen	May 13	May 15
Jacqueline Sachs	F	C	2	Western Addition	Disabled, Neighborhood	Jun 97	Jul 15
Myla Ablog	F	Filipina	5	Japantown	Environmental, Neighborhood	Sep 13	Sep 15
Eric Rutledge	NP	NP	4	Outer Sunset	Environmental, Neighborhood, Public Policy	Nov 13	Nov 15
Peter Tannen	M	C	8	Inner Mission	Environmental, Neighborhood, Public Policy	Feb 08	Feb 16
John Larson	NP	NP	7	Miraloma Park	Neighborhood, Public Policy	Mar 14	Mar 16
Angela Minkin	F	C	11	Excelsior	Environmental, Neighborhood, Public Policy	May 12	May 16
Raymon Smith	NP	NP	6	NP	Disabled, Environmental, Neighborhood, Public Policy, Senior Citizen	July 14	July 16

A – Asian American    AA – African American    C – Caucasian    H – Hispanic    NA – Native American    NP – Voluntary Information, Not Provided

<sup>1</sup> Shading denotes open seats on the CAC.

<sup>2</sup> District was 9 when appointed, revised to 8 as a result of redistricting in 2012.

## Attachment 2 (Updated 09.11.14)

## APPLICANTS

<b>Name</b>	<b>Ethnicity</b>	<b>Gender</b>	<b>District</b>	<b>Neighborhood</b>	<b>Affiliation/Interest</b>
1 Rachel Frederick*	NP	NP	4	Central Sunset	Business, Environmental, Neighborhood, Public Policy
2 Aaron Goodman	NP	NP	11	Lakeside/ Parkmerced	Disabled, Environmental, Labor, Neighborhood, Public Policy, Senior Citizen
3 Tom Hubbard*	C	M	5	Cole Valley	Environment, Neighborhood
4 Michele Jacques	NP	NP	7	Oceanview	Neighborhood, Public Policy
5 Johnny Jaramillo*	NA	M	2	Van Ness Corridor	Business, Disabled, Environmental, Labor, Neighborhood, Public Policy, Senior Citizen
6 Jessica Lunney	C	F	2	Cow Hollow	Business, Environmental, Neighborhood, Public Policy
7 Catherine Orland	C	F	9	Mission	Business, Environmental, Labor, Neighborhood, Public Policy
8 Glenn Rogers	NP	NP	7	NP	Business, Disabled, Environmental, Labor, Neighborhood, Senior Citizen
9 Sunaina Seelam	S. Asian	NP	9	Mission	Environmental, Neighborhood, Public Policy
10 Daniel Sisson	H/C	M	1	Inner Richmond	Neighborhood
11 Howard Strassner*	NP	NP	7	NP	Environmental, Neighborhood, Public Policy, Senior Citizen

A – Asian American      AA – African American      C – Caucasian      H – Hispanic      NA – Native American      NP – Voluntary Information, Not Provided

\* Applicant has not appeared before the Plans and Programs Committee.



# Memorandum

**Date:** 09.10.14 **RE:** Plans and Programs Committee  
September 16, 2014

**To:** Plans and Programs Committee: Commissioners Mar (Chair), Kim (Vice Chair), Breed, Campos, Yee and Avalos (Ex Officio)

**From:** David Uniman – Deputy Director for Planning *D+ell.*

**Through:** Tilly Chang – Executive Director *TC*

**Subject:** **ACTION** – Recommend Appointment of One Member to the Geneva-Harney Bus Rapid Transit Community Advisory Committee

## Summary

The Geneva-Harney Bus Rapid Transit (BRT) Feasibility Study is advised by a 13-member Geneva-Harvey BRT Community Advisory Committee (GHCAC). The GHCAC structure, which was approved by the Transportation Authority Board, includes five members to be appointed by the City/County Association of Governments of San Mateo County and eight members appointed by the Transportation Authority. The Transportation Authority Board previously made appointments filling its eight seats. Since that time, the GHCAC member filling the Crocker-Amazon, Excelsior, Outer Mission seat submitted his resignation due to professional and personal time commitments. We re-opened recruitment, reaching out to community groups and residents. As shown in Attachment 2, we have received applications from two candidates for the Crocker-Amazon, Excelsior, Outer Mission seat. Neither staff nor the GHCAC makes recommendations on these appointments **We are seeking a recommendation to appoint one member to the GHCAC.**

## BACKGROUND

In 2012, the Transportation Authority was awarded a Caltrans Transit Planning Grant to initiate the Geneva-Harney Bus Rapid Transit (BRT) Feasibility Study (Feasibility Study), a conceptual feasibility planning and community consensus-building process to prepare the Geneva-Harney BRT project for the environmental clearance phase. The BRT corridor crosses multiple jurisdictions, with its western and eastern ends in San Francisco but its middle portions in Daly City and Brisbane. One of the Feasibility Study's tasks is to create a bi-county Geneva-Harney BRT Community Advisory Committee (GHCAC) to provide sustained input on project designs and advice on reaching the broader community.

**Role of the GHCAC:** The role of the GHCAC will be to advise the Transportation Authority throughout the planning process with sustained, detailed input on project designs and issues, as well as ways to reach broader community consensus. Specifically, the GHCAC will advise on:

- Study scope and objectives, particularly where prioritization, trade-offs, or other policy input is needed
- Designs for improvements as developed within the Feasibility Study, including ranges of alternatives to be generated
- Evaluation of project benefits and impacts
- Strategies to communicate project progress to stakeholders and solicit broad feedback on the project

The GHCAC will meet quarterly for the duration of the study (a period of approximately 18 months). We will continue to make periodic reports on the study to the Transportation Authority CAC.

The purpose of this memorandum is to seek a recommendation to appoint one member for the remaining San Francisco seat on the GHCAC, representing the Crocker-Amazon, Excelsior, and Outer Mission neighborhoods.

## DISCUSSION

**Structure:** The approved GHCAC structure, which was approved by the Transportation Authority Board, includes 13 seats, five appointed by the City/County Association of Governments of San Mateo County (C/CAG) and eight by the Transportation Authority. The intent is that the individuals serving on the GHCAC will reflect a balance of specific interests, including residents, businesses, transportation system users, and advocates. The GHCAC structure is shown in Table 1 below.

**Table 1. Structure for Geneva-Harney BRT Community Advisory Committee<sup>1</sup>**

REPRESENTATION	SEATS ON GHCAC	APPOINTING BODY
Neighborhood Seats (geographic)		
Bayview, Hunters Point	1	Transportation Authority*
Executive Park, Little Hollywood, Sunnydale, Visitacion Valley	2	Transportation Authority*
Crocker Amazon, Excelsior, Outer Mission	2	Transportation Authority*
Oceanview, Merced, Ingleside (OMI)	1	Transportation Authority*
Daly City	2	C/CAG
Brisbane	2	C/CAG
At-Large Seats (travel modes/interests)		
Transit Riders, Pedestrians, Cyclists, Motorists, Youth, Seniors, Businesses, the Disabled, the Environment	2	Transportation Authority*
Transit Riders, Pedestrians, Cyclists, Motorists, Youth, Seniors, Businesses, the Disabled, the Environment	1	C/CAG

\*Transportation Authority Board-appointed members will each serve a two-year term.

The C/CAG Board appointed all five members in November, two representing Daly City, two representing Brisbane, and one representing San Mateo County At-Large. The Transportation Authority Board previously made appointments filling all eight of its seats. In July, one of the representatives of the two Crocker-Amazon, Excelsior, and Outer Mission neighborhoods submitted his resignation due to personal and professional time commitments, creating one additional vacant seat.

**Recruitment:** The second round of recruitment for the Crocker-Amazon, Excelsior, Outer Mission seat began in late July. During the month of August, we made special outreach efforts to obtain a diverse pool of candidates seeking appointment to the GHCAC, receiving two additional applications.

<sup>1</sup> The revised structure was approved by the Transportation Authority Board October, and the C/CAG Board in November. It includes two new at-large seats, one to be appointed by the Transportation Authority and one by C/CAG.



The initial call for applications broadly targeted San Francisco neighborhoods along the entire corridor and also targeted specific organizations and individuals with relevant interests in the Study area and in the issues encompassed by the study scope via multilingual media: directly mailing to over 7,600 addresses; advertisements posted in Muni stations, shelters, trains, and buses serving the corridor; public service announcements on SFGovTV and various social media outlets such as Facebook and Twitter; and circulated notices to email lists for various relevant studies and projects in the area.

For subsequent calls to target the Crocker-Amazon, Excelsior, and Outer Mission neighborhoods, we reissued postings on the Study website, to social media, and to relevant Study email lists, contacted community organizations and stakeholders in the Study area, and requested that Board members and partner agencies announce recruitment to their residents and constituents.

Prospective applicants were asked to go to the project website or call the project phone number to acquire an application form and/or seek any additional information.

**Applicant Pool:** Attachment 1 provides summary information about all GHCAC members and the two Crocker-Amazon, Excelsior, and Outer Mission applicants. The matrix contains information about each applicant's neighborhood of residence, neighborhood of employment, affiliation, and other information provided by the applicants. Attachment 2 contains their applications. Applicants were contacted to let them know about the presentation of this item at the September 16 Plans and Programs Committee meeting, as well as the opportunity to speak on behalf of their candidacy at the meeting. Applicants were informed that appearance before the Committee is strongly encouraged, but not required, for appointment. Staff provides information on applicants, but does not make recommendations on these appointments.

**We are seeking a recommendation to appoint one member to the GHCAC.**

## **ALTERNATIVES**

1. Recommend appointment of one member to the GHCAC.
2. Defer action, pending additional information or further staff analysis.

## **CAC POSITION**

None. The CAC does not make recommendations on appointments to other CACs.

## **FINANCIAL IMPACTS**

None.

## **RECOMMENDATION**

Recommend appointment of one member to the GHCAC.

Attachment:

1. Geneva-Harney BRT Community Advisory Committee Applicant Matrix, September 2014

Enclosure:

1. Applications

Attachment 1. Geneva-Harney BRT Community Advisory Committee Applicant Matrix, September 2014

APPLICANTS to the Geneva-Harney BRT Community Advisory Committee																	
Name	Corridor Relationship / Interest Group							Affiliation(s)	Residence:			Work:		Self-Identified Group(s)			
	Resident	Business	Employee	Transit	Environment	Disabled	Senior		Ped-estrian	Bicycle	District	Neighborhood	District		Neighborhood	Gender	
<b>Bayview, Hunters Point (1 seat)</b>																	
Eleanor Batiste			x			x	x			On the Level Concrete	N/A	10	Pittsburg, CA	10	Bayview	F	African American
<b>Executive Park, Little Hollywood, Sunnydale, Visitacion Valley (2 seats)</b>																	
Jignesh Desai	x			x					x	SFBC	10		Candlestick Cove (Executive Park)	6	Van Ness Civic Center	M	
Russel Morine	x									Vis Valley Connections, Vis Valley History Project, Executive Park CAC	10		Visitacion Valley / Little Hollywood			M	African American
<b>Crocker Amazon, Excelsior, Outer Mission (2 seats)</b>																	
Matthew S. Householder	x								x	Crocker Amazon Playground Advisory Committee	11		Excelsior			M	
Aaron Goodman	x								x		11		Excelsior			M	
Ken Reuther	x						x				11		Crocker-Amazon			M	
<b>Oceanview, Merced, Ingleside (1 vacant seat)</b>																	
Leah LaCroix	x			x						San Francisco Youth Commission, Urban Habitat	11		Ingleside			F	African American

Name	Corridor Relationship / Interest Group										Residence:		Work:		Self-Identified Group(s)		
	Resident	Business	Employee	Transit	Environment	Disabled	Senior	Ped-estrian	Bicycle	Affiliation(s)		District	Neighborhood	District		Neighborhood	Gender
<b>San Francisco County At-Large (2 seats) – appointed by Board in October 2013</b>																	
Fran Martin	x						x				Vis Valley Greenway, Vis Valley Planning Alliance	10	Vistacion Valley	10	Vistacion Valley	F	
Erick Orantes	x											10	Little Hollywood	6	Civic Center	M	Spanish speaking, Latino
<b>Daly City (2 seats)</b>																	
(appointed by C/CAG)																	
(appointed by C/CAG)																	
<b>Brisbane (2 seats)</b>																	
(appointed by C/CAG)																	
(appointed by C/CAG)																	
<b>San Mateo County At-Large (1 seat)</b>																	
(appointed by C/CAG)																	



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# Memorandum

**Date:** 09.10.14 **RE:** Plans and Programs Committee  
September 16, 2014

**To:** Plans and Programs Committee: Commissioners Mar (Chair), Kim (Vice Chair), Breed, Campos, Yee and Avalos (Ex Officio)

**From:** Anna LaForte – Deputy Director for Policy and Programming *all*  
Maria Lombardo – Chief Deputy Director *met*

**Through:** Tilly Chang – Executive Director *all*

**Subject:** **ACTION** – Recommend Adoption of the 2014 Prop K Bus Rapid Transit/Transit Preferential Streets/Muni Metro Network 5-Year Prioritization Program (5YPP) and the Amendment of the 2014 Prop K Transit Enhancements and BART Station Access, Safety and Capacity 5YPPs

## Summary

We are presenting the last of the 21 2014 Prop K 5-Year Prioritization Programs (5YPPs) to the Committee for approval, along with amendments to two other 5YPPs. The Bus Rapid Transit (BRT)/Transit Preferential Streets/Muni Metro Network 5YPP, was developed through a collaborative effort between the Transportation Authority and the San Francisco Municipal Transportation Agency (SFMTA). Highlights of this 5YPP update include increasing Prop K funds to fully fund Van Ness BRT through construction, fund Geary BRT through final design with a small amount of funds available for construction, and providing planning/conceptual engineering funds for phase 3 of the Muni Forward/Transit Effectiveness Program (TEP). Funding these projects and a few others requires advancing Prop K such that Prop K funds run out for this category in this 5YPP period. With respect to Geary BRT, we are working with SFMTA to review cost estimates and identify early implementation work. Funding for the latter may partially come from the BRT category. To maximize funds for Geary BRT, while also meeting SFMTA's funding request for the TEP, we are recommending a finance cost neutral amendment of the Transit Enhancements 5YPP to drop the Muni Customer First project and replace it with \$2.7 million for Geary BRT. SFMTA will seek funds for the Customer First project from Prop AA, which has a Rapid Network Placeholder. SFMTA has concurred with this recommendation. Lastly, we are recommending amendment to the Bay Area Rapid Transit District Station Access, Safety and Capacity 5YPP to advance \$2 million in Prop K funds for construction of the Balboa Park Station Eastside Walkway project. The amendment includes \$870,000 in Fiscal Year 2009/10 funds inadvertently not carried forward and funding for a portion of a \$2 million project cost increase, which is partially due to an accelerated project schedule to minimize service disruption to Muni. **We are seeking a recommendation 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.**

## BACKGROUND

In November 2003, nearly 75% of the San Francisco electorate approved Proposition K (Prop K), extending the existing half-cent local transportation sales tax and adopting a new 30-year Expenditure Plan, and designating the Transportation Authority as the administrator of the Prop K program. The Prop K Expenditure Plan describes the types of projects that are eligible for funds, including both specific projects and programmatic (i.e., non-project specific) categories, establishes limits on sales tax funding by Expenditure Plan line item, and sets expectations for leveraging of sales tax funds to fully fund the Expenditure Plan programs and projects. The Expenditure Plan, however, does not specify in which years of the 30-year program projects will receive funds, nor does it detail specific projects for

funding in programmatic categories.

The Expenditure Plan requires development of a Strategic Plan to guide the financial implementation of the program, and development of a 5-Year Prioritization Program (5YPP) for each of the 21 programmatic categories (e.g. street resurfacing, new signals and signs, and traffic calming) as a prerequisite for allocation of funds. The Strategic Plan is the financial tool that guides the implementation of the Expenditure Plan, reconciling the timing of expected Prop K revenues with the schedule for availability of state, federal and other funds beyond Prop K, the Transportation Authority's debt issuance capacity, the Transportation Authority's own assessment of the deliverability schedule for proposed projects, and the costs associated with project escalation and debt financing.

The purpose of the 5YPPs is to provide transparency in how sponsors prioritize projects for Prop K funding, to establish a pipeline of projects that are ready to advance as soon as Prop K and other funds are available, and to encourage coordination across Prop K programs. Development of the 5YPPs is intended to be an open process where Transportation Authority Board members, the public, and agencies can meaningfully weigh in, particularly on the proposed programs of projects for the next five years. Each 5YPP includes a prioritization methodology to rank projects within the program; a 5-year project list to be funded with information on scope, schedule, cost and funding (including non-Prop K funding); and a project delivery snap shot showing completed and underway projects from the prior 5YPP periods.

The purpose of this memorandum is to seek a recommendation to adopt the 2014 Prop K 5YPP for Bus Rapid Transit (BRT)/Transit Preferential Streets/Muni Metro Network and amend the 2014 Prop K 5YPPs for Transit Enhancements and BART Station Access, Safety and Capacity.

## **DISCUSSION**

In June and July, the Transportation Authority Board approved 20 of the 21 Prop K 5YPPs. We are presenting the last of the 21 2014 Prop K 5-Year Prioritization Programs (5YPPs) to the Committee for approval, along with amendments to two other 5YPPs. A presentation providing the highlights of the subject 5YPP approval and amendments is included as Attachment 1.

The BRT/Transit Preferential Streets/Muni Metro Network 5YPP, was developed through a collaborative effort between the Transportation Authority and the San Francisco Municipal Transportation Agency (SFMTA). Highlights of this 5YPP update include increasing Prop K funds to fully fund Van Ness BRT through construction, fund Geary BRT through final design with a small amount of funds available for construction, and providing planning/conceptual engineering funds for phase 3 of the Muni Forward/Transit Effectiveness Program (TEP). Funding these projects and a few others requires advancing Prop K such that Prop K funds run out for this category in this 5YPP period.

With respect to Geary BRT, we are working with SFMTA to review cost estimates and identify early implementation work. Funding for the latter may partially come from the BRT category. To maximize funds for Geary BRT, while also meeting SFMTA's funding request for the TEP, we are recommending a finance cost neutral amendment of the Transit Enhancements 5YPP to drop the Muni Customer First project and replace it with \$2.7 million for Geary BRT. SFMTA will seek funds for the Customer First project from Prop AA, which has a Rapid Network Placeholder. SFMTA has concurred with this recommendation.

We are also recommending amendment of the BART Station Access, Safety and Capacity 5YPP to add the Balboa Park Station Eastside Connections project, which is described in Attachment 2. The project has experienced a \$2 million cost increase, which is primarily due to an accelerated project schedule to

minimize service disruption to Muni and inclusion of some overhead catenary system work. The proposed 5YPP amendment would program \$870,000 in Fiscal Year 2009/10 Prop K funds inadvertently not carried forward to the 2014 5YPP and advance \$2 million in out-year Prop K funds to FY 2014/15 and will reflect increased BART contributions to the project. Prop K funds will be leveraged by \$1.9 million in Lifeline Transportation programmed by the Transportation Authority Board in 2009. BART is preparing to advertise the construction contract this fall so we anticipate bringing an allocation request to the Committee for approval in the next couple of months.

The 5YPP document is much more user-friendly than in the past; however, it is still a technical document. The sections that we anticipate being of most interest to Board members include:

- Table 2 - Project Delivery Snapshot (shows completed and underway projects since Prop K inception)
- Table 3 - Prioritization Criteria and Scoring Table
- Table 4 - 5-Year Project List (shows the projects, phase(s) to be funded, and amount of Prop K)
- Project Information Forms (for more detail on scope, schedule, cost and funding for specific projects)

We encourage Board members and the public to visit the Transportation Authority's interactive project map at [mystreetsf.com](http://mystreetsf.com) where one can view completed, active and proposed projects. Please be sure to look at the citywide project listings below the map as there are many projects with unspecified locations in the 5YPP.

**We are seeking a recommendation 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.**

## **ALTERNATIVES**

1. Recommend 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.
2. Recommend 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, with modifications.
3. Defer action, pending additional information or further staff analysis.

## **CAC POSITION**

The Citizen Advisory Committee (CAC) was briefed on this item at its September 3, 2014 meeting, and adopted a motion of support for the staff recommendation.

## **FINANCIAL IMPACTS**

There is no impact on the Transportation Authority's adopted FY 2014/15 annual budget associated with the recommendation action. However, the 5YPPs are an important financial planning tool for the Transportation Authority as the 5YPPs, along with the Strategic Plan, establish the expected annual sales tax allocations and set maximum annual reimbursements. While we have been developing the 5YPPs with project sponsors, we have concurrently been working with them to establish Prop K

programming and cash flow levels for the remainder of the 30-year EP period (FY 2019/20 - 2033/34). Financing costs for the life of the Prop K program in the Draft 2014 Strategic Plan are \$426 million, down \$44 million from \$470 million as included in the 2013 Prop K Strategic Plan Baseline (adopted July 2013). Adoption of the 2014 Strategic Plan is presented to the Plans and Programs Committee as a separate item on this agenda.

Actual allocation of funds is subject to separate approval actions by the Transportation Authority. We will update the adopted FY 2014/15 amount for Prop K capital budget expenditures as part of a mid-year budget amendment.

## **RECOMMENDATION**

Recommend 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.

Attachments (3):

1. Presentation: 2014 5YPP Update: Recommended approval of one 5YPP and amendment of two 5YPPs
2. Draft Amended 2014 Prop K BART Station Access, Safety and Capacity Project List and Balboa Park Station Eastside Connections Project Information Form
3. Draft Amended 2014 Prop K Transit Enhancements Project List and Geary BRT Project Information Form

Enclosure:

- A. Draft 2014 Prop K Bus Rapid Transit/Transit Preferential Streets/Muni Metro Network 5YPP



# Prop K 2014 5-Year Prioritization Program Update

## Recommended approval of BRT/TPS/Muni Metro Network 5YPP and amendment of two 5YPPs



**Plans and Programs Committee**  
**September 16, 2014**

# BRT/TPS/MUNI Metro Network

## Done and Underway Projects

34

- ▶ **Done**
  - ▶ Van Ness BRT Environmental
  - ▶ Market Street Calm the Safety Zone
  - ▶ Mission-Geneva Transit and Pedestrian Improvements
  - ▶ Bus Bulb at Balboa and 37<sup>th</sup> Avenue
  - ▶ Numerous planning studies (e.g. Geary corridor, Better Market Street, Geneva TPS)
- ▶ **Underway**
  - ▶ Geary BRT Environmental
  - ▶ N-Judah Customer First
  - ▶ Transit Effectiveness Project
  - ▶ Market and Haight Street Transit and Pedestrian Improvements



# BRT/TPS/MUNI Metro Network Proposed Projects for Next 5 Years

## Transit Rapid Network - BRT Subcategory

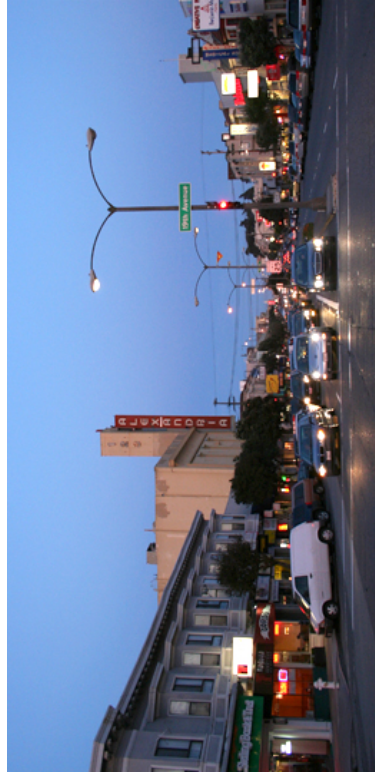
- ▶ **Van Ness BRT - \$36.3M Prop K, \$162M Total Cost (all phases)**
- ▶ Prop K funds increase \$15.8M
- ▶ Full funding plan
- ▶ Revenue service starting in 2018



# BRT/TPS/MUNI Metro Network Proposed Projects for Next 5 Years

## Transit Rapid Network - BRT Subcategory

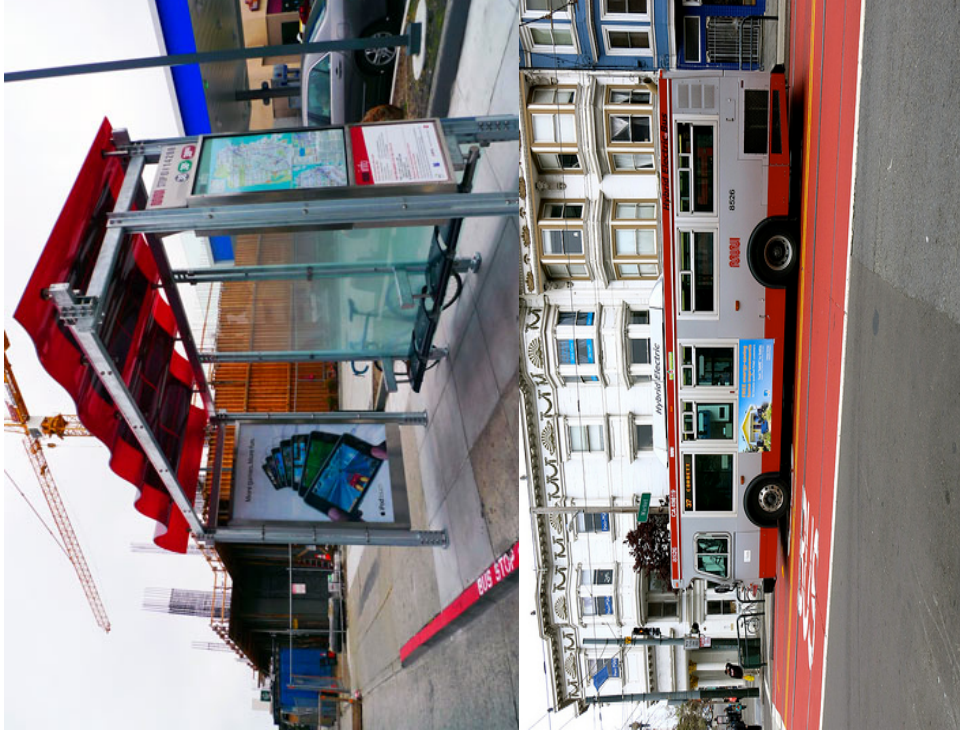
- ▶ **Geary BRT - \$44.4M Prop K, \$263M Total Cost**
  - ▶ Fully funds project through design, with small amount of Prop K for construction via \$14M funding increase
    - BRT category increases \$11.25M
    - Transit Enhancements category increases \$2.75M
  - Funding may be used for to-be-determined early implementation elements
  - SFMTA refining cost estimate



# BRT/TPS/MUNI Metro Network Proposed Projects for Next 5 Years

## Transit Rapid Network – Transit Effectiveness and Performance Initiatives Subcategory

- ▶ **Muni Forward Implementation of TEP - \$17M Prop K, \$143.8M Total**
  - ▶ Funds planning phase which is ineligible for General Obligation Bond funds (Nov. 2014 measure)
- ▶ **Transit Performance Initiative Program**
  - ▶ **Local Match - \$543,000 Prop K**
  - ▶ **NTIP Capital Placeholder - \$300,000 Prop K**



# BRT/TPS/MUNI Metro Network Highlights

- ▶ **\$30M unallocated in 2009 5YPP period, primarily due to delayed BRTs**
- ▶ **2014 update significantly advances Prop K funds for BRT and TEP**
- ▶ **No funds after this 5YPP period**



# Transit Enhancements 5YPP Amendment

## Other Transit Enhancements Subcategory

- ▶ Adds Geary BRT with \$2.75M in FY 2017/18 construction funds
- ▶ Eliminates \$2.5M in FY 2014/15 and 2015/16 for Customer First projects
  - ▶ Customer First projects will seek Prop AA funds from the Rapid Network Placeholder, with funds available in FYs 14/15 - 16/17
- ▶ Finance cost neutral



# BART Station Access, Safety and Capacity 5YPP Amendment

- ▶ Adds BART's Balboa Park Station Eastside Connections project - \$2.03M Prop K, \$15M Total
- ▶ Project has a \$2M cost increase, due in part to accelerated project schedule to minimize service disruption to Muni
- ▶ \$870k in FY 2009/10 Prop K funds inadvertently not carried forward
- ▶ Net result: Project fully funded by
  - ▶ Advancing \$2M in out-year Prop K funds to FY 2014/15
  - ▶ Increased BART contributions
- ▶ Leverages \$1.9M in Lifeline Transportation Program funds

programmed by the Board in 2009





[www.sfcta.org/PropK](http://www.sfcta.org/PropK)

[propk@sfcta.org](mailto:propk@sfcta.org)



**Plans and Programs Committee**  
**September 16, 2014**

**Item 6 Attachment 2  
Plans and Programs Committee  
September 16, 2014**

**Table 4 - Prop K 5-Year Project List (FY 2014/15 - 2018/19)**  
**BART Station Access, Safety and Capacity (EP 8)**  
**Programming**  
**Amendment Pending Board Approval (XX.XX.2014)**

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
BART	Balboa Park Station Improvements [NTIP Planning]	PLAN/CER	Programmed	\$410,000					\$410,000
BART	Balboa Park Station Eastside Connections	CON	Planned	\$2,030,000					\$2,030,000
BART	24th and Mission Northeast Plaza Redesign	PS&E	Programmed			\$327,025			\$327,025
BART	Civic Center Station Improvements	PLAN/CER	Programmed					\$243,101	\$243,101
<b>Total Programmed in 5YPP</b>				\$2,440,000	\$0	\$327,025	\$0	\$243,101	\$3,010,126
<b>Total Programmed in 2014 Strategic Plan</b>				\$200,000	\$210,000	\$220,500	\$231,525	\$243,101	\$1,105,126
<b>Cumulative Remaining Programming Capacity</b>				(\$2,240,000)	(\$2,030,000)	(\$2,136,525)	(\$1,905,000)	(\$1,905,000)	(\$1,905,000)

Table 4 - Prop K 5-Year Project List (FY 2014/15 - 2018/19)  
 BART Station Access, Safety and Capacity (EP 8)  
 Cash Flow (\$) Maximum Annual Reimbursement  
 Amendment Pending Board Approval (XX.XX.2014)

Project Name	Phase	Fiscal Year					Total
		2014/15	2015/16	2016/17	2017/18	2018/19	
Balboa Park Station Improvements [NTP Planning]	PLAN/CER	\$200,000	\$210,000				\$410,000
Balboa Park Station Eastside Connections	CON			\$2,030,000			\$2,030,000
24th and Mission Northeast Plaza Redesign	PS&E			\$220,500	\$106,525		\$327,025
Civic Center Station Improvements	PLAN/CER					\$243,101	\$243,101
<b>Cash Flow Programmed in 5YPP</b>							
<b>Total Cash Flow in 2013 Strategic Plan Baseline</b>		\$200,000	\$210,000	\$2,250,500	\$106,525	\$243,101	\$3,010,126
<b>Cumulative Remaining Cash Flow Capacity</b>		(\$200,000)	(\$410,000)	(\$2,660,500)	(\$2,767,025)	(\$3,010,126)	(\$3,010,126)



Prop K Expenditure Plan Information	
Category:	A. Transit
Subcategory:	i. Major Capital Projects (transit)
Prop K EP Project/Program:	c. BART Station Access, Safety and Capacity
EP Line (Primary):	8
Other EP Line Number/s:	
Fiscal Year of Allocation:	2014/15
Project Information	
Project Name:	Balboa Park Station Eastside Connections
Project Location:	Balboa Park BART Station
Project Supervisorial District(s):	11
Project Description:	<p>The project consists of connecting the newly added Eastside entrance plaza with the addition of a new MUNI platform on the Eastside of the BART Balboa Park Station while updating the existing station architecture to suit its new role as a major entrance with the addition of improved lighting, signage and access to the station concourse. Key features include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> New east side SFMTA train platform</li> <li><input type="checkbox"/> New pedestrian bridge connecting east side to west side of station</li> <li><input type="checkbox"/> New lighting</li> <li><input type="checkbox"/> Ceiling treatment</li> <li><input type="checkbox"/> Signage and separation barrier between free/paid area</li> <li><input type="checkbox"/> Wall finishes</li> <li><input type="checkbox"/> Improve overall appearance of station concourse area</li> <li><input type="checkbox"/> MUNI passenger will have safer access to BART station</li> <li><input type="checkbox"/> BART patrons will have direct access from east side to west side of station and vice versa</li> <li><input type="checkbox"/> Enable easier access to the station and MUNI bus connections</li> <li><input type="checkbox"/> Improved security with new lighting</li> </ul>
Purpose and Need:	<p>The Balboa Park BART/Muni Station is one of the busiest intermodal transit facilities in the region. As the major hub for the southern part of San Francisco, the station serves more than 24,000 passengers daily with its four BART lines, multiple major local bus routes, and three light rail transit (LRT) lines. But access to the station, particularly for non-auto modes, is complicated by tightly squeezed station functions and by the nearby I-280 Geneva-Ocean Avenue interchange system, whose multiple on- and off-ramps deliver heavy auto traffic to the station and its surrounding neighborhoods. The conflicts between fast-moving auto traffic and station-related movements, including bus operations, private vehicle passenger drop-off activity, and pedestrian crossings, detract from the station's ability to provide a high-quality passenger experience.</p>
Community Engagement/Support:	<p>The Balboa Park Community Advisory Committee (CAC), whose membership and quarterly meetings will be open to the public, will monitor progress and provide input on the multiple station-related improvements currently under development. The CAC will also provide input to develop the capital improvements.</p>
Implementing Agency:	Bay Area Rapid Transit District
Project Manager:	Tim Chan
Phone Number:	510-287-4705
Email:	<a href="mailto:tchan1@bart.gov">tchan1@bart.gov</a>
Environmental Clearance	
Type:	Categorically Exempt
Status:	Complete
Completion Date (Actual or Anticipated):	10/01/10

**San Francisco County Transportation Authority Proposition K Sales Tax Program  
Project Information Form**



Project Delivery Milestones  Phase	Status	Work	Start Date		End Date	
	% Complete	In-house - Contracted - Both	Quarter	Year	Quarter	Year
Planning/Conceptual Engineering (30%)	0%	Both	1	2013/14	3	2013/14
Environmental Studies (PA&ED)	0%	Both	1	2010/11	2	2010/11
Design Engineering (PS&E)	0%	Both	4	2013/14	1	2014/15
R/W Activities/Acquisition	0%	N / A				
Advertise Construction	0%	Both	2	2014/15	3	2014/15
Start Construction (i.e. Award Contract)	0%	Both	1	2015/16		
End Construction (i.e. Open for Use)	0%	Both			4	2016/17
Start Procurement (e.g. rolling stock)	0%					
Project Close-out	0%	Both			1	2017/18

**Comments/Concerns**



<b>Project Name:</b>	Balboa Park Station Eastside Connections
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Project Cost Estimate	Phase	Cost	Funding Source		
			Prop K	Other	
	Planning/Conceptual Engineering	\$ -	\$ -	\$ -	-
	Environmental Studies (PA&ED)	\$ -	\$ -	\$ -	-
	Design Engineering (PS&E)	\$ 2,821,883	\$ -	\$ -	2,821,883
	R/W	\$ -	\$ -	\$ -	-
	Construction	\$ 12,178,117	\$ 2,230,000	\$ -	9,948,117
	Procurement (e.g. rolling stock)	\$ -	\$ -	\$ -	-
	<b>Total Project Cost</b>	<b>\$ 15,000,000</b>	<b>\$ 2,230,000</b>	<b>\$ -</b>	<b>\$ 12,770,000</b>
	<b>Percent of Total</b>		<b>15%</b>		<b>85%</b>

Project Expenditures (Cash Flow) By Fiscal Year	Phase	Fund Source	Fund Source Status	Fiscal Year Funds Available	Enter Cash Flow Here					Total	
					14/15	15/16	16/17	17/18	18/19		
	Design Engineering (PS&E)	Prop 1B*	Allocated	14/15	\$ 1,153,610						\$ 1,153,610
	Design Engineering (PS&E)	STA*	Allocated	14/15	\$ 752,440						\$ 752,440
	Design Engineering (PS&E)	Prop 1B - BART	Allocated	14/15	\$ 915,833						\$ 915,833
	Construction	Prop 1B - BART	Allocated	14/15	\$ -	\$ 6,000,000	\$ 3,148,117				\$ 9,148,117
	Construction	Prop 1B - MTC	Allocated	14/15	\$ -	\$ -	\$ 800,000				\$ 800,000
	Construction	Prop K - EP8	Allocated	13/14	\$ -	\$ -	\$ 200,000				\$ 200,000
	Construction	Prop K - EP8	Planned	14/15	\$ -	\$ -	\$ 2,030,000				\$ 2,030,000
	<b>Total By Fiscal Year</b>				\$ -	\$ 2,821,883	\$ 6,000,000	\$ 6,178,117	\$ -	\$ -	\$ 15,000,000

**Comments / Concerns**

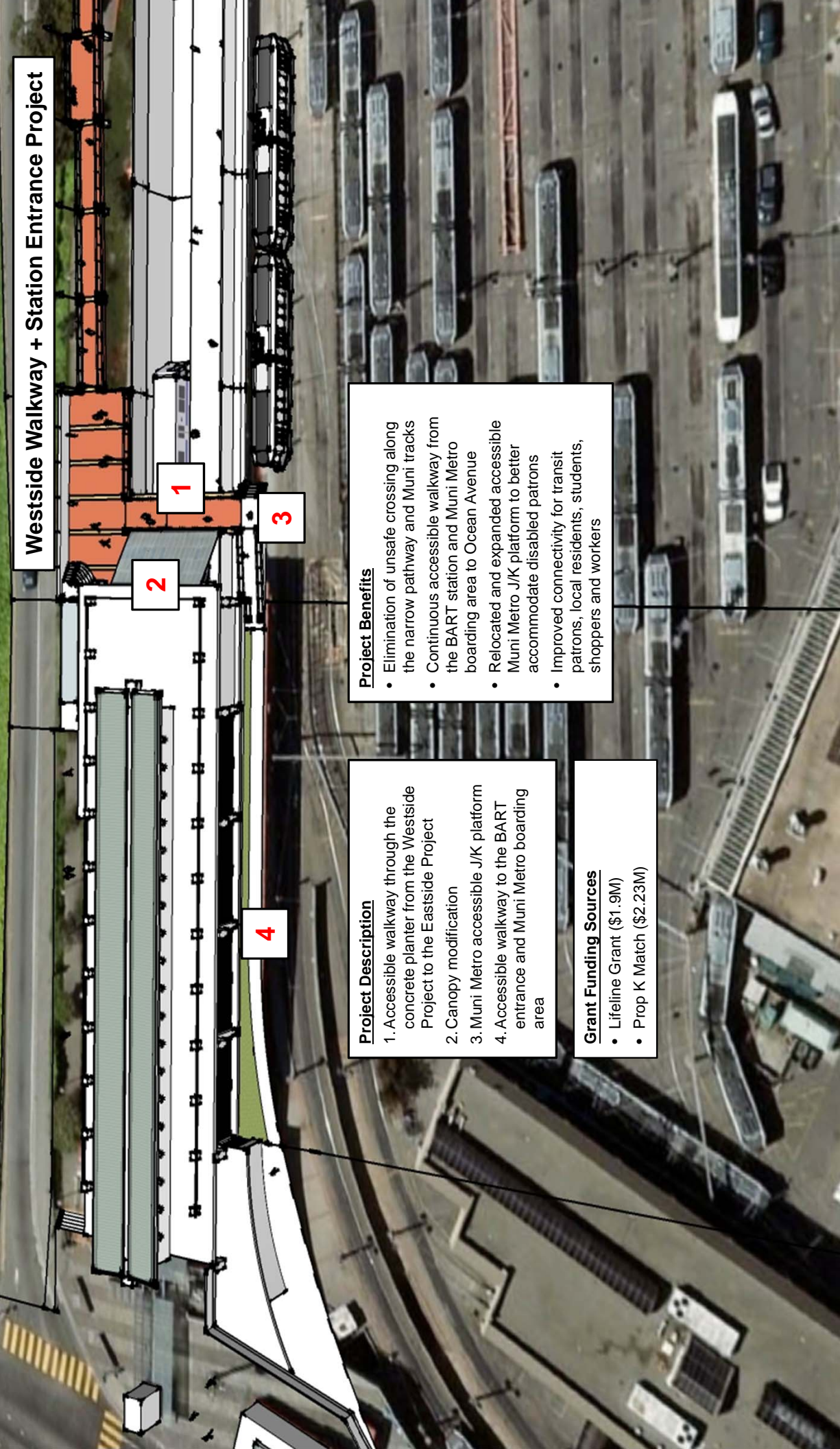
\*Lifetime Transportation Program funds programmed by the Transportation Authority Board in 2009 through Resolution 10-11.

BART intends to advertise the construction contract in November 2014. The \$2 million cost increase is largely due to an accelerated project schedule to minimize service disruption to transit riders, and the need to complete specialized work to replace and reconstruct the overhead catenary system.



# Balboa Park Station Eastside Walkway Project

## Westside Walkway + Station Entrance Project



**Project Description**

1. Accessible walkway through the concrete planter from the Westside Project to the Eastside Project
2. Canopy modification
3. Muni Metro accessible J/K platform
4. Accessible walkway to the BART entrance and Muni Metro boarding area

**Grant Funding Sources**

- Lifeline Grant (\$1.9M)
- Prop K Match (\$2.23M)

**Project Benefits**

- Elimination of unsafe crossing along the narrow pathway and Muni tracks
- Continuous accessible walkway from the BART station and Muni Metro boarding area to Ocean Avenue
- Relocated and expanded accessible Muni Metro J/K platform to better accommodate disabled patrons
- Improved connectivity for transit patrons, local residents, students, shoppers and workers



Table 4 - Prop K 5-Year Project List (FY 2014/15 - FY 2018/19)  
Transit Enhancements - (EPs 10-16)  
Programming

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
<b>Extension of Trolleybus Lines/Motor Coach Conversion (EP 10)</b>									
SFMTA	22 Fillmore Overhead Line Extension (16th Street Multimodal Corridor Project)	CON	Programmed				\$4,069,063		\$4,069,063
			<b>Programmed in 5YPP</b>	\$0	\$0	\$0	\$4,069,063	\$0	\$4,069,063
			<b>Total Programmed in 2014 Strategic Plan</b>	\$0	\$0	\$0	\$4,069,063	\$0	\$4,069,063
			<b>Cumulative Remaining Programming Capacity</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>F-Line Extension to Fort Mason (EP 11)</b>									
SFMTA	F-Line Extension	PLAN/CER	Programmed		\$205,611				\$205,611
SFMTA	F-Line Extension	PS&E	Programmed				\$535,269		\$535,269
			<b>Programmed in 5YPP</b>	\$0	\$205,611	\$0	\$535,269	\$0	\$740,880
			<b>Total Programmed in 2014 Strategic Plan</b>	\$0	\$205,611	\$0	\$535,269	\$0	\$740,880
			<b>Cumulative Remaining Programming Capacity</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Purchase/Rehabilitation Historic Street Cars (EP 12)</b>									
SFMTA	Historic Vehicle Rehabilitation/Replacement - Milan (11) and Vintage (6)	CON	Programmed		\$267,929				\$267,929
			<b>Programmed in 5YPP</b>	\$0	\$267,929	\$0	\$0	\$0	\$267,929
			<b>Total Programmed in 2014 Strategic Plan</b>	\$0	\$267,929	\$0	\$0	\$0	\$267,929
			<b>Cumulative Remaining Programming Capacity</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>Balboa Park BART/MUNI Station Access (EP 13)</b>									
SFMTA/ DPW	Balboa Park Station Area and Geneva Plaza Improvements	CON	Programmed	\$2,192,087					\$2,192,087
BART	Balboa Park Geneva Plaza Improvement Coordination	PS&E	Programmed	\$250,000					\$250,000
TBD	I-280 Interchange Improvements at Balboa Park	PLAN/CER, ENV, PS&E	Programmed	\$750,000					\$750,000
TBD	Placeholder for Balboa Park Station Area Improvements	PLAN/CER, ENV, PS&E	Programmed			\$750,000			\$750,000
			<b>Programmed in 5YPP</b>	\$3,192,087	\$0	\$750,000	\$0	\$0	\$3,942,087
			<b>Total Programmed in 2014 Strategic Plan</b>	\$3,192,087	\$0	\$750,000	\$0	\$0	\$3,942,087
			<b>Cumulative Remaining Programming Capacity</b>	\$0	\$0	\$0	\$0	\$0	\$0

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2014/15	2015/16	2016/17	2017/18	2018/19	
<b>Relocation of Paul Street Caltrain Station to Oakdale Avenue (EP 14)</b>									
DPW	Quint-Jerrold Connector Road	PS&E	Programmed	\$ 465,000					\$465,000
DPW	Quint-Jerrold Connector Road	R/W	Programmed	\$ 2,240,000					\$2,240,000
DPW	Quint-Jerrold Connector Road	CON	Programmed		\$ 118,000				\$118,000
TBD	Caltrain Oakdale Station Further Project Development	PA&ED	Programmed				\$750,000		\$750,000
<b>Purchase Additional Light Rail Vehicles (EP 15)</b>									
<b>Programmed in 5YPP</b>				\$2,705,000	\$118,000	\$0	\$750,000	\$0	\$3,573,000
<b>Total Programmed in 2014 Strategic Plan</b>				\$2,705,000	\$118,000	\$0	\$750,000	\$0	\$3,573,000
<b>Cumulative Remaining Programming Capacity</b>				\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Transit Enhancements (EP 16)</b>									
SFMTA	Purchase Additional LRVs	PROC	Programmed	\$3,092,490					\$3,092,490
SFMTA	Purchase Additional LRVs	PROC	Programmed				\$1,500,000		\$1,500,000
<b>Programmed in 5YPP</b>				\$3,092,490	\$0	\$0	\$1,500,000	\$0	\$4,592,490
<b>Total Programmed in 2014 Strategic Plan</b>				\$3,092,490	\$0	\$0	\$1,500,000	\$0	\$4,592,490
<b>Cumulative Remaining Programming Capacity</b>				\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Transit Enhancements (EP 16)</b>									
SFMTA	Glen Park Transportation Improvements [NTIP]	PS&E, CON	Programmed		\$496,000				\$496,000
SFMTA	Geary Bus Rapid Transit	CON	Planned				\$2,754,000		\$2,754,000
SFMTA	19th Avenue/M-Ocean View	PA&ED	Programmed			\$3,000,000			\$3,000,000
SFMTA, any eligible sponsor	NTIP Placeholder	Any	Programmed		\$1,000,000				\$1,000,000
<b>Programmed in 5YPP</b>				\$0	\$1,496,000	\$3,000,000	\$2,754,000	\$0	\$7,250,000
<b>Total Programmed in 2014 Strategic Plan</b>				\$0	\$1,496,000	\$3,000,000	\$2,754,000	\$0	\$7,250,000
<b>Cumulative Remaining Programming Capacity</b>				\$0	\$0	\$0	\$0	\$0	\$0
<b>Other Transit Enhancements (EP 16)</b>									
<b>Programmed in 5YPPs</b>				\$8,989,577	\$2,087,540	\$3,750,000	\$9,608,332	\$0	\$24,435,449
<b>Total Programmed in 2014 Strategic Plan</b>				\$8,989,577	\$2,087,540	\$3,750,000	\$9,608,332	\$0	\$24,435,449
<b>Cumulative Remaining Programming Capacity</b>				\$0	\$0	\$0	\$0	\$0	\$0

Table 4 - Prop K 5-Year Project List (FY 2014/15 - FY 2018/19)

Transit Enhancements - (EPs 10-16)

Cash Flow

Project Name	Phase	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	Total
<b>Extension of Trolleybus Lines/Motor Coach Conversion</b>								
22 Fillmore Overhead Line Extension (16th Street Multimodal Corridor Project)	CON				\$1,079,063	\$2,990,000		\$4,069,063
<b>Cash Flow Programmed in 5YPP</b>		\$0	\$0	\$0	\$1,079,063	\$2,990,000	\$0	\$4,069,063
<b>Cash Flow Programmed in 2014 Strategic Plan</b>		\$0	\$0	\$0	\$1,079,063	\$2,990,000	\$0	\$4,069,063
<b>Cumulative Remaining Cash Flow Capacity</b>		\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>F-Line Extension to Fort Mason (EP 11)</b>								
F-Line Extension	PLAN/CER		\$41,122	\$41,122	\$123,367			\$205,611
F-Line Extension	PS&E				\$178,423	\$178,423	\$178,423	\$535,269
<b>Cash Flow Programmed in 5YPP</b>		\$0	\$41,122	\$41,122	\$301,790	\$178,423	\$178,423	\$740,880
<b>Cash Flow Programmed in 2014 Strategic Plan</b>		\$0	\$41,122	\$41,122	\$301,790	\$178,423	\$178,423	\$740,880
<b>Cumulative Remaining Cash Flow Capacity</b>		\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Purchase/Rehabilitation Historic Street Cars (EP 12)</b>								
Historic Vehicle Rehabilitation/Replacement - Milan (11) and Vintage (6)	CON		\$100,000	\$167,929				\$267,929
<b>Cash Flow Programmed in 5YPP</b>		\$0	\$100,000	\$167,929	\$0	\$0	\$0	\$267,929
<b>Cash Flow Programmed in 2014 Strategic Plan</b>		\$0	\$100,000	\$167,929	\$0	\$0	\$0	\$267,929
<b>Cumulative Remaining Cash Flow Capacity</b>		\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Balboa Park BART/MUNI Station Access (EP 13)</b>								
Balboa Park Station Area and Geneva Plaza Improvements	CON	\$1,644,065	\$548,022					\$2,192,087
Balboa Park Geneva Plaza Improvement Coordination	PS&E	\$150,000	\$100,000					\$250,000
I-280 Interchange Improvements at Balboa Park	PLAN/CER, ENV, PS&E	\$500,000	\$250,000					\$750,000
Placeholder for Balboa Park Station Area Improvements	PLAN/CER, ENV, PS&E			\$250,000	\$250,000	\$250,000		\$750,000
<b>Cash Flow Programmed in 5YPP</b>		\$2,294,065	\$898,022	\$250,000	\$250,000	\$250,000	\$0	\$3,942,087
<b>Cash Flow Programmed in 2014 Strategic Plan</b>		\$2,294,065	\$898,022	\$250,000	\$250,000	\$250,000	\$0	\$3,942,087
<b>Cumulative Remaining Cash Flow Capacity</b>		\$0	\$0	\$0	\$0	\$0	\$0	\$0





**San Francisco County Transportation Authority  
Proposition K Sales Tax Program Project Information Form**

Prop K Expenditure Plan Information	
Category:	A. Transit
Subcategory:	i. Major Capital Projects (transit)
Prop K EP Project/Program:	a.1 Bus Rapid Transit/MUNI Metro Network
EP Line (Primary):	1
Other EP Line Number/s:	16
Fiscal Year of Allocation:	2017/18
Project Information	
Project Name:	Geary Bus Rapid Transit
Project Location:	Geary Boulevard (Transbay Transit Center to 48th Avenue)
Project Supervisorial District(s):	1,2,3,5,6
Project Description:	The Geary BRT Project would create dedicated bus-only lanes along the seven-mile 38/38L route. This Project would enhance the existing bus-only lanes on Geary and O'Farrell Streets from Market Street to Gough Street, and new bus-only lanes on Geary Boulevard from Gough Street to 33rd Avenue. The Project would also provide other pedestrian- and transit-supportive improvements such as bulb-outs, high-amenity stations, and signal improvements.
Purpose and Need:	To improve transit travel time and reliability along the Geary corridor, improve pedestrian conditions and access to transit, achieve a more balanced way to accommodate multimodal travel, access and circulation, enhance neighborhood livability and community vitality, improve transit system efficiency and effectiveness, and facilitate rail-readiness.
Community Engagement/Support:	The project has engaged with the community in multiple outreach rounds during the feasibility study, the environmental scoping process, and the full environmental analysis, via hosted community meetings, presentations to more than 30 stakeholder groups along the corridor, a Geary BRT Citizen Advisory Committee, a patron survey, a merchant survey, and online tools.
Implementing Agency:	SFMTA - San Francisco Municipal Railway (MUNI)
Project Manager:	Britt Tanner
Phone Number:	415.701.4685
Email:	Britt.Tanner@sfmta.com
Environmental Clearance	
Type:	EIR/EIS
Status:	Underway
Completion Date (Actual or Anticipated):	12/31/14

Project Delivery Milestones	Status	Work	Start Date		End Date	
			Quarter	Year	Quarter	Year
Planning	100%	Both	4	2006/07	4	2007/08
Environmental Studies (PA&ED)	70%	Contracted	2	2008/09	2	2014/15
Conceptual Engineering	0%	In-house	2	2014/15	3	2015/16
Design Engineering (PS&E)	0%	In-house	3	2015/16	4	2016/17
R/W Activities/Acquisition	N/A	N/A				
Advertise Construction	0%	In-house	1	2017/18	2	2017/18
Start Construction (i.e. Award Contract)	0%	Contracted	2	2017/18		
End Construction (i.e. Open for Use)	0%	Contracted			2	2019/20
Start Procurement (e.g. rolling stock)	0%	Contracted	1	2017/18	2	2019/20
Project Close-out	0%	In-house			3	2019/20

**Comments/Concerns**

Schedule assumes BRT revenue service begins December 2019. Cost and schedule are being refined to identify early implementation elements.



San Francisco County Transportation Authority  
 Proposition K Sales Tax Program Project Information Form

Project Name: Geary Bus Rapid Transit

Project Cost Estimate	Phase	Cost	Funding Source		Percent of Construction Cost
			Prop K	Other	
	Planning/Conceptual Engineering	\$ 17,900,000	\$ 17,900,000		9%
	Environmental Studies (PA&EID)	\$ 6,746,113	\$ 6,746,113		3%
	Design Engineering (PS&E)	\$ 14,500,000	\$ 14,500,000		7%
	R/W	\$ -			
	Construction	\$ 208,100,000	\$ 5,283,000	\$ 202,817,000	
	Procurement (e.g. rolling stock)	\$ 15,800,000		\$ 15,800,000	
	<b>Total Project Cost</b>	<b>\$ 263,046,113</b>	<b>\$ 44,429,113</b>	<b>\$ 218,617,000</b>	
	<b>Percent of Total</b>		<b>17%</b>		<b>83%</b>

Project Expenditures (Cash Flow) By Fiscal Year

Phase	Fund Source	Fund Source Status	Fiscal Year Funds Available	Prior Fiscal Years Expenditures	Enter Cash Flow Here						Total	
					14/15	15/16	16/17	17/18	18/19	19/20		
Planning/Conceptual Engineering	Prop K	Allocated	Previous	\$ 600,000								\$ 600,000
Planning/Conceptual Engineering	Prop K	Planned	14/15		\$ 8,650,000							\$ 17,300,000
Environmental Studies (PA&EID)	Prop K	Allocated	Previous	\$ 5,625,416	\$ 1,120,697							\$ 6,746,113
Design Engineering (PS&E)	Prop K	Planned	15/16		\$ 4,785,000	\$ 9,715,000						\$ 14,500,000
Construction	Prop K (EP 1)	Planned	17/18						\$ 632,250	\$ 1,264,500	\$ 632,250	\$ 2,529,000
Construction	Prop K (EP 1c)	Planned	17/18						\$ 688,500	\$ 1,377,000	\$ 688,500	\$ 2,754,000
Construction	FTA - Small Starts	Planned	17/18						\$ 18,750,000	\$ 37,500,000	\$ 18,750,000	\$ 75,000,000
Construction	TBD	Planned	17/18						\$ 31,954,250	\$ 63,908,500	\$ 31,954,250	\$ 127,817,000
Procurement (e.g. rolling stock)	TBD	Planned	17/18						\$ 3,950,000	\$ 7,900,000	\$ 3,950,000	\$ 15,800,000
<b>Total By Fiscal Year</b>				<b>\$ 6,225,416</b>	<b>\$ 9,770,697</b>	<b>\$ 13,435,000</b>	<b>\$ 9,715,000</b>	<b>\$ 55,975,000</b>	<b>\$ 111,950,000</b>	<b>\$ 55,975,000</b>	<b>\$ 55,975,000</b>	<b>\$ 263,046,113</b>

Comments/Concerns

Programming assumptions include Prop K fully funding the environmental, planning/conceptual engineering, and final design phases. SFMTA will apply for federal Small Starts funds in FY 2016/17 (max amount for Small Starts is \$75M), with funds assumed to be available starting in FY 2017/18. TBD fund sources may include MTC, Transit Performance Initiative funds, OneBayArea Grant, cap-and-trade, bridge tolls, additional sales tax, other local, state or federal discretionary funds.

The above project costs reflect the core BRT costs and enhancements. The core BRT project costs will meet the FTA guidelines including the Small Starts cost cap of \$250M. Current cost estimates are based on ~8% conceptual engineering and are being reviewed and refined by agency staff. Cost and schedule are also being refined to identify early implementation elements.

## Community Input

The agency staff–recommended design emerges from an extensive, multi-year community and analytical process with multiple rounds of discussion, technical assessments, and feedback. In 2012 alone, the project hosted three large community meetings; made presentations to more than 30 community groups including neighborhood associations, appointed commissions, merchant groups, and advocacy organizations; and conducted extensive surveys of Geary businesses and their customers.



### WHAT WE HAVE HEARD

**RICHMOND AREA:** Concerns about on-street parking supply, construction impacts

Introduced and selected design variant consolidating local and BRT stops in Richmond area, reducing parking removal

**MASONIC AREA:** Preference for BRT stops at surface rather than in trench below Masonic

Developed phased construction plan to balance needs to maintain access and minimize duration

Proposed boulevard-style design and conducted needed subsurface investigations to be considered when fill project is ready to move forward

Explored un-crossover bus lane designs; provided intersection ‘hot spot’ improvements; extended bus-only lanes

## Summary of Key Benefits and Trade-Offs

### Transit Travel Time and Reliability

Corridor-wide, the staff-recommended alternative will provide 20% faster transit travel times. Travel times will vary depending on where riders begin and end their trip, but for all riders, the project will provide a faster and more reliable trip. And knowing more reliably when the bus will arrive and about how long the trip will take helps riders plan their day. The project will improve the reliability of bus service, reducing variability by 20%.

### Parking along the Corridor

For BRT to achieve these travel time savings and reliability improvements, portions of the road will need to be reallocated to vehicle travel (auto or bus) instead of parking. Corridor-wide, the staff-recommended alternative will result in a 21% reduction of on-street parking along Geary. Some locations, such as the Richmond, will see no net loss of parking. In the Masonic and Fillmore areas, bus-only lanes need to run along the side of the street in order to resolve technical issues and community concerns, but this configuration results in a greater percentage reduction. Although on-street parking loss on Geary itself is most concentrated in the Fillmore area, the project results in a 5% reduction in total the neighborhood supply when other available parking is considered as well.

In addition, potential strategies to replace some parking may be available for certain locations, such as converting nearby parallel parking to diagonal or perpendicular parking.

### Ridership

By improving travel time and reliability, the Geary BRT service is expected to increase ridership by 10% or more, adding thousands of daily riders to an already-successful line, providing mobility for more San Franciscans with fewer cars on the road and less air pollution than without the project. By improving the efficiency of the line, BRT will allow more frequent bus service to serve these additional riders.

### Pedestrian Access and Safety

Improved bus travel time is directly linked to how often the bus stops along the route. However, each rider’s overall travel time also includes walk and wait time, and some riders have physical difficulty walking farther to reach a stop. The proposed changes balance these trade-offs to limit the increase in walk distance while still improving travel time. In many locations, such as the Outer Richmond and Inner Geary, the stops will be essentially the same. In others, only a small portion of riders would experience an increase in stop spacing greater than a block. Corridor-wide, the average walk distance to reach a local stop would increase by about 70 feet. Making it safer to walk to the bus stops is a key component of the project; improvements include new corner bulbs to reduce crossing distances, reductions in conflicts with left-turning vehicles, and improved traffic signals and striping.

## Cost and Funding

The cost of the staff-recommended alternative falls in the range of \$240 to \$270 million, generally in the middle of the larger range for all BRT alternatives that have been considered (\$130 million to \$350 million). Costs are being refined and are anticipated to conform to the Federal Transit Administration’s (FTA’s) Small Starts Program cap of \$250 million for total project cost. Planned funding of about \$38 million is expected from the Prop K sales tax, and \$75 million from the FTA. The Mayor’s T2030 Task Force recommendation also includes up to \$85 million in potential new local revenues for the project, one of multiple options being explored to help fill the project’s funding gap.

### WHAT WE HAVE DONE

Introduced and selected design variant consolidating local and BRT stops in Richmond area, reducing parking removal

Developed phased construction plan to balance needs to maintain access and minimize duration

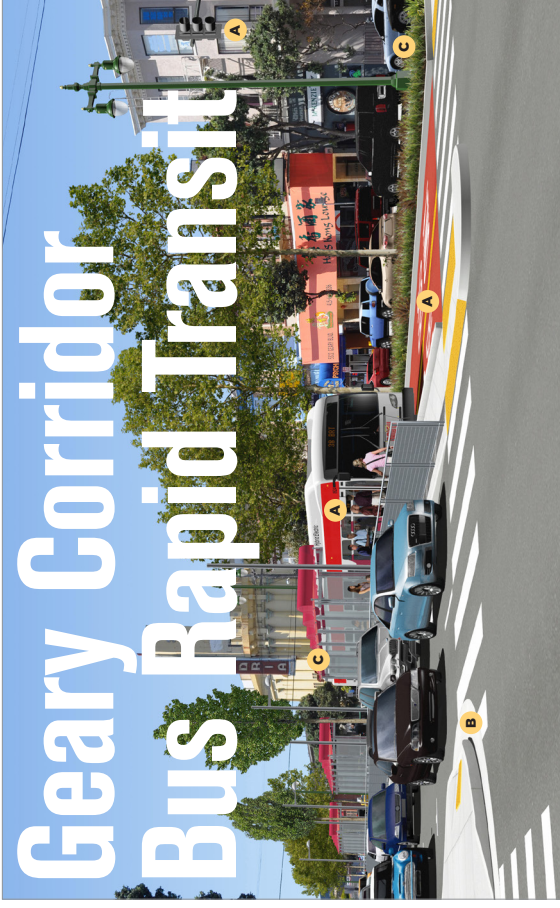
Selected side bus-only lanes for Masonic area with surface stops

Proposed boulevard-style design and conducted needed subsurface investigations to be considered when fill project is ready to move forward

Explored un-crossover bus lane designs; provided intersection ‘hot spot’ improvements; extended bus-only lanes



SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY



# Geary Corridor Bus Rapid Transit

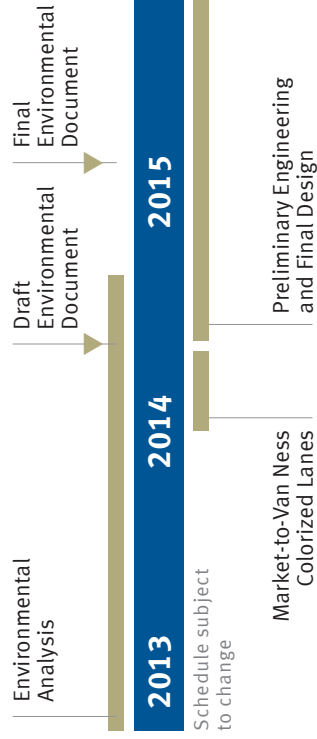
The Geary Corridor (which includes Geary Boulevard, Geary Street and O’Farrell Street) is the most heavily used surface transit corridor in San Francisco. Over 50,000 daily transit trips rely on Geary bus service, but buses serving the corridor are often slow, unreliable and crowded.

To improve transit operations and the overall street environment, the Transportation Authority and the San Francisco Municipal Transportation Agency (SFMTA) propose to implement a bus rapid transit (BRT) system for the Geary corridor. The Geary BRT project’s goals are to:

- Improve bus travel times and reliability
- Improve pedestrian safety and access to transit
- Enhance neighborhood livability and community vitality

BRT works by giving buses their own travel lane, operating the traffic signals to give buses the green light more of the time, and enabling passengers to board and disembark faster. BRT provides these improvements in a cost-effective manner and with versatile implementation, allowing improvements to be phased over time and for different segments of the full corridor—a key advantage for the complex and diverse conditions along Geary. Finally, BRT will not just improve transit service; it will also bring streetscape and landscape enhancements for Geary’s walking, residential, and commercial environments, a benefit even for those who don’t ride transit. In recent years, successful BRT systems in other cities in the US and beyond shown high benefits to transit performance and street revitalization.

## Project Timeline



## Project Update: Process to Select a Preferred Alternative

The Geary BRT project team has initiated the process to develop consensus on the preferred project design. The process, incorporating multiple rounds of previous technical analysis and community input, entails the following steps going forward.

- **Fall/Winter 2013/14:** Sharing of evaluation results, including staff-recommended alternative, with the community
- **Summer 2014:** Identification of Recommended Alternative in Draft Environmental Document
- **Fall 2014:** Public comment period
- **Winter 2014/15:** Finalization of Locally Preferred Alternative in Final Environmental Document

## Features and Benefits of Staff-Recommended Alternative

### FEATURE A

Exclusive bus lane, transit signal priority, all-door boarding, new low-floor buses

**BENEFIT:** Improved bus performance.\*

- 25% travel time savings
- 20% reliability improvement
- 10–20% ridership increase

\* Compared to ‘no-build’ conditions, in the segments of the corridor where BRT improvements are proposed

### FEATURE B

High-visibility crosswalk markings and signing, intersection corner bulb-outs, reduced conflicts with left-turning vehicles

**BENEFIT:** Improved pedestrian crossing safety

### FEATURE C

New medians with new lighting, landscaping and trees; high-amenity stations

**BENEFIT:** Enhanced, Complete-Streets environment

## How to Stay Involved

- Attend Geary BRT CAC meetings. See [www.gearybrt.org/meetings](http://www.gearybrt.org/meetings) for schedule.
- Email us at [gearybrt@sfcta.org](mailto:gearybrt@sfcta.org).
- Visit [www.gearybrt.org](http://www.gearybrt.org).
- Call 415.522.4804 to arrange a presentation to your organization or to get more details on the project or meeting schedule.



SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY  
1455 Market Street, 22nd Floor, San Francisco, CA 94103  
PROJECT PHONE: 415.593.1655

**PROJECT WEB SITE:** [www.gearybrt.org](http://www.gearybrt.org)  
**PROJECT EMAIL:** [gearybrt@sfcta.org](mailto:gearybrt@sfcta.org)



Telephone 311  
Free language assistance



Scan for project web page

Potential Start of Revenue Service

Preliminary Engineering and Final Design

Market-to-Van Ness Colorized Lanes

Final Environmental Document

Construction and Mitigation

2017

2018

# Staff Recommended Alternative

SEGMENT DESCRIPTIONS ARE KEYS TO THE MAP



### 27th Ave to Palm: Center Bus Lanes, Consolidated Local-BRT Stops

Provides 30% travel time savings and high reliability with separation from parking and loading. Speeds travel for the most riders—local bus and BRT. Preserves most on-street parking. Installs new medians with lighting and landscaping. Provides pedestrian crossing safety improvements, including bulb-outs and reductions in left-turn conflicts.



### Palm to Broderick (including Masonic): Side Bus Lanes

Enables bus improvements while balancing the need for: pedestrian access, security and safety, short transfer (surface stop); smooth multimodal interactions, including new bike lane; accommodating high vehicle volumes. Responds to community feedback preferring surface stop at Masonic.



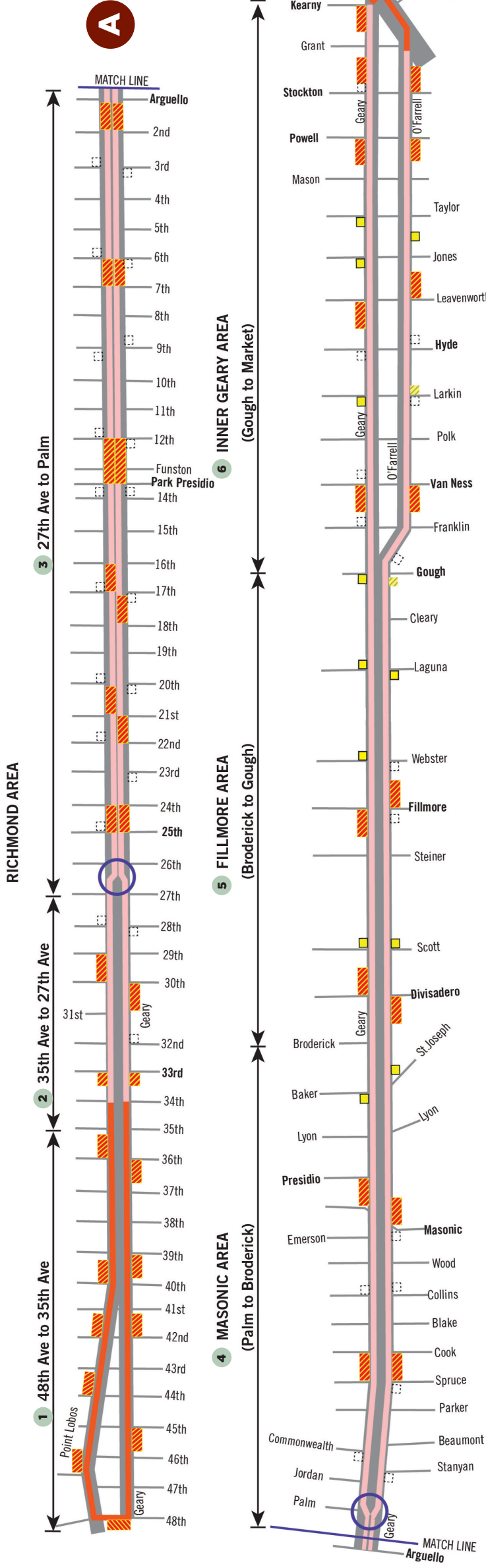
### Broderick to Gough (including Fillmore): Side Bus Lanes

Enables bus improvements while planning continues for future Fillmore fill project; minimizes current investment in favor of potential future fill and center bus lanes.



### Gough to Market: Enhancements to Existing Side Lanes

Colorizes existing lanes, fills existing gaps in bus lanes, improves bus flow at key intersections, and provides bus bulb-outs at high-ridership stops. Preserves curbside loading access for hotels, theaters, and stores.



- 1 48th Ave to 35th Ave: No Bus Treatments**  
Treatments not needed, given the low levels of traffic congestion and transit ridership.
- 2 35th Ave to 27th Ave: Side Bus Lanes**  
Balances benefits with costs given lower levels of ridership and congestion by providing bus improvements at lower cost.
- 3 27th Ave to Palm: Center Bus Lanes, Consolidated Local-BRT Stops**  
Provides 30% travel time savings and high reliability with separation from parking and loading. Speeds travel for the most riders—local bus and BRT. Preserves most on-street parking. Installs new medians with lighting and landscaping. Provides pedestrian crossing safety improvements, including bulb-outs and reductions in left-turn conflicts.
- 4 Masonic Area (Palm to Broderick)**  
Enables bus improvements while balancing the need for: pedestrian access, security and safety, short transfer (surface stop); smooth multimodal interactions, including new bike lane; accommodating high vehicle volumes. Responds to community feedback preferring surface stop at Masonic.
- 5 Fillmore Area (Broderick to Gough)**  
Enables bus improvements while planning continues for future Fillmore fill project; minimizes current investment in favor of potential future fill and center bus lanes.
- 6 Inner Geary Area (Gough to Market)**  
Enables bus improvements while planning continues for future Fillmore fill project; minimizes current investment in favor of potential future fill and center bus lanes.
- 7 Market to Transbay Transit Center: Related Projects**  
Transit improvements such as dedicated bus lanes here will be made by other projects, including the Better Market Street project and the Transbay Transit District Center project.

**LEGEND**

- BUS/BRT ROUTE (SAME AS EXISTING)
- PROPOSED BUS-ONLY LANE
- PROPOSED BRT/LOCAL STOP
- PROPOSED LOCAL STOP (NEW OR RELOCATED)
- PRESERVED LOCAL STOP
- REMOVED EXISTING STOP
- TRANSITION BETWEEN SIDE-RUNNING AND CENTER-RUNNING BUS LANES



# Memorandum

**Date:** 09.10.14 **RE:** Plans and Programs Committee  
September 16, 2014

**To:** Plans and Programs Committee: Commissioners Mar (Chair), Kim (Vice Chair), Breed, Campos, Yee and Avalos (Ex Officio)

**From:** Anna LaForte – Deputy Director for Policy and Programming

**Through:** Tilly Chang – Executive Director

**Subject:** **ACTION** – Recommend 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

## Summary

As summarized in Attachments 1 and 2, we have eight requests totaling \$3,513,829 in Prop K funds to present to the Plans and Programs Committee for approval. We have two San Francisco Municipal Transportation Agency (SFMTA) requests: final design for Van Ness Bus Rapid Transit (\$1,594,280) and construction 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. San Francisco Public Works has requested \$701,034 for street repair and cleaning equipment. 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). The freeway and core capacity studies are timed to inform San Francisco's input into the Plan Bay Area update. **We are seeking a recommendation to allocate \$2,585,414 in Prop K funds, with conditions, and appropriate \$928,415 in Prop K funds, with conditions, for eight requests, subject to the attached Fiscal Year Cash Flow Distribution Schedules.**

## BACKGROUND

We have received eight requests for a combined total of \$3,513,829 in Prop K funds to present to the Plans and Programs Committee at the September 16, 2014 meeting, for potential Board approval on September 23, 2014. As shown in Attachment 1, the requests come from the following Prop K categories:

- Bus Rapid Transit/Transit Preferential Streets/Muni Metro Network
- Relocation of Paul Street Caltrain Station to Oakdale
- Visitacion Valley Watershed
- Street Repair and Cleaning Equipment
- Transportation Demand Management/Parking Management
- Transportation/Land Use Coordination

Our recommendation for the Prop K request from the San Francisco Municipal Transportation Agency (SFMTA) for the Van Ness Bus Rapid Transit (BRT) project is conditioned upon Transportation Authority Board approval of the 2014 Prop K BRT/Transit Preferential Streets/MUNI Metro Network

5-Year Prioritization Program (5YPP). We are anticipating Transportation Authority Board adoption of the 2014 5YPP for that category on September 23 at the same time that this allocation is considered. The Board has already approved the 2014 5YPP for the remaining Expenditure Plan categories listed above.

The purpose of this memorandum is to present the Prop K requests to the Plans and Programs Committee, and to seek a recommendation of approval for the allocation and appropriation of these funds, with conditions.

## DISCUSSION

Attachment 1 summarizes the eight requests for Prop K funds, including information on proposed leveraging (i.e. stretching Prop K dollars further by matching them with other fund sources) compared with the leveraging assumptions in the Prop K Expenditure Plan. Attachment 2 provides a brief description of each project. A detailed scope, schedule, budget and funding plan for each project are included in the enclosed Allocation Request Forms.

This particular group of allocations and appropriations includes several high priority projects and advances key recommendations stemming from the 2013 San Francisco Transportation Plan (SFTP). For instance, the Bay Area Transit Core Capacity Study (\$450,000 in Prop K funds); San Francisco Freeway Corridor Management Study (\$300,000 in Prop K funds); and Neighborhood Transportation Improvement Planning (NTIP) Predevelopment/Program Support (\$150,000) are based on recommendations from the SFTP, which was adopted by the Transportation Authority Board in December 2013. As part of approving the 2014 Prop K 5YPPs, the Board has approved \$1.1 million in funding for \$100,000 for neighborhood planning grants in each supervisorial district in the next five years. The draft NTIP Planning Grant guidelines are the subject of a separate information item on the September 16 Plans and Programs Committee agenda. The current Prop K allocation/appropriation requests for **NTIP predevelopment/program support** will enable SFMTA and Transportation Authority staff to work closely with Transportation Authority Board members to identify potential NTIP planning projects, develop scopes, schedules, budgets and implementation plans leading to grant award.

The **Bay Area Transit Core Capacity Study** and **San Francisco Freeway Corridor Management Study (SF FCMS)** are multi-agency, collaborative efforts that build on recommendations from the SFTP and Plan Bay Area. The Bay Area Transit Core Capacity Study is intended to evaluate and prioritize short-, medium- and long-term transit investments and strategies to address existing and forecast transit capacity constraints in the core of the region. It will focus on identifying a package of investments that expand transit capacity and connectivity to rapidly growing core San Francisco job centers. Its focus will be on the Transbay Corridor and the Muni Metro rail network.

The SF FCMS initiates a planning process to look at ways to increase the operational efficiency and person throughput of San Francisco's freeways by considering technology and signage/striping, as well as converting existing general purpose travel lanes to carpool or transit lanes, and/or managed (express) lanes. It will provide inputs and priorities from San Francisco into parallel freeway management plans at both the state and regional level. This was a SFTP recommendation and one of the highest performing projects in Plan Bay Area.

The SF FCMS and the Transit Core Capacity Study will inform the development of the update to Plan Bay Area, which kicked off this summer.

**Staff Recommendation:** Attachment 3 summarizes the staff recommendations for the requests. Project sponsors will attend the Plans and Programs Committee meeting to respond to any questions.

**We are seeking a recommendation to allocate \$2,585,414 in Prop K funds, with conditions and appropriate \$928,415 in Prop K funds, with conditions, for eight requests, subject to the attached Fiscal Year Cash Flow Distribution Schedules.**

### **ALTERNATIVES**

1. Recommend 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.
2. Recommend allocation of \$2,585,414 in Prop K funds, with condition, and appropriation of \$928,415 in Prop K funds, with conditions, for eight requests, subject to the attached Fiscal Year Cash Flow Distribution Schedules, with modifications.
3. Defer action, pending additional information or further staff analysis.

### **CAC POSITION**

The CAC was briefed on this item at its September 3, 2014 meeting, and unanimously adopted a motion of support for the staff recommendation.

### **FINANCIAL IMPACTS**

As detailed in Attachment 2 and the enclosed Allocation Request Forms, this action would allocate and appropriate \$3,513,829 in Fiscal Year 2014/15 Prop K funds, with conditions. The allocations and appropriations would be subject to the Fiscal Year Cash Flow Distribution Schedules contained in the enclosed Allocation Request Forms.

The Prop K Capital Budget (Attachment 4) shows the recommended cash flow distribution schedules for the subject requests. Attachment 5 contains a cash-flow-based summary table including the Prop K Fiscal Year 2014/15 allocations to date and the subject Prop K requests.

Sufficient funds are included in the adopted Fiscal Year 2014/15 budget to accommodate the recommendation actions. Furthermore, sufficient funds will be included in future budgets to cover the recommended cash flow distribution for those respective fiscal years.

### **RECOMMENDATION**

Recommend 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.

Attachments (5):

1. Summary of Applications Received
2. Project Descriptions
3. Staff Recommendations
4. Prop K Capital Budget 2014/15
5. Prop K 2014/15 Fiscal Year Cash Flow Distribution – Summary Table

Enclosure:

1. Prop K Allocation Request Forms (8)

## Attachment 1: Summary of Applications Received

Source	EP Line No./Category <sup>1</sup>	Project Sponsor <sup>2</sup>	Project Name	Current Prop K Request	Current Prop AA Request	Total Cost for Requested Phase(s)	Prop K Leveraging		Phase(s) Requested	District
							Expected Leveraging by EP Line <sup>3</sup>	Actual Leveraging by Project Phase(s) <sup>4</sup>		
Prop K	1	SFMTA	Van Ness Bus Rapid Transit	\$ 1,594,280	\$ -	\$ 10,228,000	82%	84%	Design	2,3,5,6
Prop K	14	SFCTA	Quint-Jerrold Connector Road Workforce and Contractor Outreach	\$ 89,000	\$ -	\$ 600,239	70%	85%	Planning	10
Prop K	27	SFCTA/SFMTA	Bayshore Multimodal Facility Location Study	\$ 28,830	\$ -	\$ 442,788	68%	93%	Planning	10
Prop K	35	SFPW	Street Repair and Cleaning Equipment	\$ 701,034	\$ -	\$ 701,034	29%	0%	Procurement	Citywide
Prop K	43	SFCTA	Bay Area Transit Core Capacity Study	\$ 450,000	\$ -	\$ 2,150,000	54%	79%	Planning	Citywide
Prop K	43	SFCTA	San Francisco Freeway Corridor Management Study	\$ 300,000	\$ -	\$ 600,000	54%	50%	Planning	5, 6, 8, 9, 10, 11
Prop K	44	SFMTA	Persia Triangle Transit Improvements	\$ 200,685	\$ -	\$ 1,075,400	40%	81%	Construction	11
Prop K	44	SFCTA/SFMTA	NTIP Predevelopment/Program Support	\$ 150,000	\$ -	\$ 150,000	40%	0%	Planning	Citywide
			<b>TOTAL</b>	<b>\$ 3,513,829</b>	<b>\$ -</b>	<b>\$ 15,947,461</b>	<b>71%</b>	<b>78%</b>		

## Footnotes

<sup>1</sup> "EP Line No./Category" is either the Prop K Expenditure Plan line number referenced in the 2009 Prop K Strategic Plan or the Prop AA Expenditure Plan category referenced in the 2012 Prop AA Strategic Plan, including: Street Repair and Reconstruction (Street), Pedestrian Safety (Ped), and Transit Reliability and Mobility Improvements (Transit).

<sup>2</sup> Acronyms include SFPW (San Francisco Public Works), SFCTA (San Francisco County Transportation Authority) and SFMTA (San Francisco Municipal Transportation Agency).

<sup>3</sup> "Expected Leveraging By EP Line" is calculated by dividing the total non-Prop K funds expected to be available for a given Prop K Expenditure Plan line item (e.g. Pedestrian Circulation and Safety) by the total expected funding for that Prop K Expenditure Plan line item over the 30-year Expenditure Plan period. For example, expected leveraging of 90% indicates that on average non-Prop K funds should cover 90% of the total costs for all projects in that category, and Prop K should cover only 10%.

<sup>4</sup> "Actual Leveraging by Project Phase" is calculated by dividing the total non-Prop K funds in the funding plan by the total cost for the requested phase or phases. If the percentage in the "Actual Leveraging" column is lower than in the "Expected Leveraging" column, the request (indicated by yellow highlighting) is leveraging fewer non-Prop K dollars than assumed in the Expenditure Plan. A project that is well leveraged overall may have lower-than-expected leveraging for an individual or partial phase.

Attachment 2: Brief Project Descriptions <sup>1</sup>

EP Line No.	Project Sponsor	Project Name	Prop K Funds Requested	Prop AA Funds Requested	Project Description
1	SFMTA	Van Ness Bus Rapid Transit	\$ 1,594,280	\$ -	<p>Prop K funds will match Federal Small Starts and other local funds to fully fund the \$10.2 million detailed design phase of the Van Ness Bus Rapid Transit (BRT) project. It includes finalizing drawings and specifications for bidding the construction contract, updating cost estimates and construction schedules, and public outreach activities. The BRT project includes dedicated bus lanes, low floor boarding, consolidated transit stops, high-quality stations, traffic signal optimization, transit signal priority, fewer left-turn pockets, pedestrian safety enhancements, on platform fare payment, and improved streetscape and lighting. Design is anticipated to be completed by June 2015, with construction beginning in 2016 and ending in 2018. SFMTA will perform the work, with up to \$50,000 available for the SFCTA to implement the Mitigation Monitoring and Reporting Plan.</p>
14	SFCTA	Quint-Jerrold Connector Road Workforce and Contractor Outreach	\$ 89,000	\$ -	<p>Prop K funds will be used for workforce development strategy refinement, workforce needs analysis, potential contractor identification, outreach events, and ongoing project management. Based on community and Board input, the intent is to maximize access to opportunities on both the City's connector road and Caltrain's Quint Street rail bridge projects for local workers as well as local, small and disadvantaged contractors. The outreach strategy is expected to be complete by November 2014. This work was initiated under the prior planning allocation in order to coordinate with the timing of the construction contracts. Thus, this request also backfills some of the funding for the ongoing planning work on the connector road.</p>

Attachment 2: Brief Project Descriptions<sup>1</sup>

EP Line No.	Project Sponsor	Project Name	Prop K Funds Requested	Prop AA Funds Requested	Project Description
27	SFCTA/ SFMTA	Bayshore Multimodal Facility Location Study	\$ 28,830	\$ -	This planning study will consider the feasibility and impacts and/or benefits of relocating the Caltrain Bayshore station either to the north or to the south from its current location on the border of San Francisco and Brisbane. The purpose of relocating and redesigning the station is to transform it into an intermodal hub – connecting Bus Rapid Transit (BRT), light rail transit (LRT), local bus service, and pedestrian/bicycle access – which will help to achieve a range of policy goals for the southeast neighborhoods of San Francisco, the city at-large, and the region. This Planning Department-led effort includes the San Francisco Office of Community Investment and Infrastructure (OCII), the SFMTA, and the SFCTA. The total project budget includes a \$392,000 Priority Development Area (PDA) Grant to SFMTA, \$21,958 in general funds from SF Planning, and a total of \$28,830 in Prop K funds. The Prop K funds will be used for SFCTA and SFMTA staff time as part of the planning study and are part of the required local match to the PDA funds. A final report is expected to be completed by December 2015.
35	SFPW	Street Repair and Cleaning Equipment	\$ 701,034	\$ -	Prop K funds will be used to procure two air sweepers and contribute additional funds to procure a mechanical sweeper broom. The latter piece of equipment was included in the scope of a July 2013 Prop K allocation for street repair and cleaning equipment, but costs for several scope items were higher than expected and additional funds are needed to fully fund the sweeper broom. SFPW expects to complete procurement of all equipment by June 2015.

Attachment 2: Brief Project Descriptions <sup>1</sup>

EP Line No.	Project Sponsor	Project Name	Prop K Funds Requested	Prop AA Funds Requested	Project Description
43	SFCTA	Bay Area Transit Core Capacity Study	\$ 450,000	\$ -	<p>The proposed study is a five agency partnership led by the Metropolitan Transportation Commission (MTC) with SFCTA, SFMTA, BART, and AC Transit. The study, which stems from analyses conducted for the San Francisco Transportation Plan and Plan Bay Area, is intended to evaluate and prioritize short-, medium-, and long-term transit investments and strategies to address existing and forecast transit capacity constraints in the core of the region. It will identify a package of investments that expand transit capacity and connectivity to rapidly growing core San Francisco job centers. Its focus will be on the Transbay Corridor and the Muni Metro rail network. Planning is anticipated to be completed by March 2017 in order to inform the Plan Bay Area update. The funding plan for the \$3 million effort included an anticipated \$2 million federal Transportation Investment Generating Economic Recovery (TIGER) planning grant and \$1 million in total contributions from other partner agencies (including \$300,000 from SFCTA). On September 9 we learned that the study received a \$1 million TIGER grant. The partners are now working to refine the scope to match funds available. The Prop K request also includes \$150,000 to cover SFCTA staff time. Other partner agencies will similarly cover their own staff costs for the study.</p>
43	SFCTA	San Francisco Freeway Corridor Management Study	\$ 300,000	\$ -	<p>This study (SF FCMS) was identified in the San Francisco Transportation Plan as one of five priority implementation strategies. Freeway corridor management was also found to be one of the highest performing projects in Plan Bay Area. The study will examine strategies to increase the operational efficiency and person throughput of San Francisco's freeways by considering technology and signage/stripping, as well as converting existing general purpose travel lanes to carpool or transit lanes, and/or managed (express) lanes. It will provide inputs and priorities from San Francisco into parallel freeway management plans at both the state and regional level. The study has two phases. Phase 1 will refine the purpose and need and identify goals, objectives and opportunities. Phase 2, which is partially funded by a \$300,000 Caltrans Partnership Planning grant, will develop the freeway corridor management vision. Planning is anticipated to be completed by March 2017.</p>

Attachment 2: Brief Project Descriptions<sup>1</sup>

EP Line No.	Project Sponsor	Project Name	Prop K Funds Requested	Prop AA Funds Requested	Project Description
44	SFMTA	Persia Triangle Transit Improvements	\$ 200,685	\$ -	Prop K funds will be used to construct bulb-outs and sidewalk extensions, install traffic signal upgrades and new pedestrian street lights, and realign the Alemany and Ocean intersection in the Persia Triangle area, which is bounded by Mission Street, Ocean Avenue, and Persia Avenue. Construction will be coordinated with a San Francisco Public Works paving project and is anticipated to be completed by December 2015. Prop K funds will leverage Lifeline Transportation Program funds (approved by SFCTA in 2008) and SFMTA revenue bonds. The scope was developed through meetings with the community and Supervisor Avalos's staff in 2013 and builds upon recommendations from the Mission-Geneva Neighborhood Transportation Plan (adopted by the SFCTA in 2007).
44	SFCTA/ SFMTA	NTIP Predevelopment/ Program Support	\$ 150,000	\$ -	Prop K funds will be used for FY 2014/15 predevelopment/program support for the Neighborhood Transportation Improvement Program (NTIP) Planning Grants. The NTIP has two components: a planning component to fund planning efforts in each Supervisorial district; and a capital component to provide local matching funds for neighborhood-scale projects in each district. Requested Prop K funds would enable SFCTA and SFMTA staff to work with District Supervisors to support efforts to identify, scope, and develop an implementation approach for proposed NTIP Planning Grants. The draft guidelines are the subject of a separate information item on the agenda for the Plans and Programs Committee's September 16 meeting.
<b>TOTAL</b>			<b>\$ 3,513,829</b>	<b>\$ -</b>	

<sup>1</sup> See Attachment 1 for footnotes.



Attachment 3: Staff Recommendations <sup>1</sup>

EP Line No.	Project Sponsor	Project Name	Prop K Funds Requested	Prop AA Funds Requested	Recommendation
1	SFMTA	Van Ness Bus Rapid Transit	\$ 1,594,280	\$ -	<b>2014 5-Year Prioritization Program (5YPP) Adoption:</b> Allocation of funds for this project is contingent upon Transportation Authority Board approval of the BRT/Transit Preferential Streets/MUNI Metro Network 5YPP. The Board will consider adoption of this 5YPP on September 23.
14	SFCTA	Quint-Jerrold Connector Road Workforce and Contractor Outreach	\$ 89,000	\$ -	<b>5YPP Amendment:</b> Appropriation of funds for this project is contingent upon a 5YPP amendment to move \$89,000 from the final design phase of the subject project to the planning phase.
27	SFCTA/ SFMTA	Bayshore Multimodal Facility Location Study	\$ 28,830	\$ -	
35	SFPW	Street Repair and Cleaning Equipment	\$ 701,034	\$ -	
43	SFCTA	Bay Area Transit Core Capacity Study	\$ 450,000	\$ -	The project was awarded \$1 million of the \$2 million Federal TIGER grant funds requested. Partner agencies are currently working to revise the scope of the consultant effort to fit within the funds available. MTC has already advertised for consultant services and has asked partner agencies to make funds available to the project by the end of September in order to support award of the consultant contract in October.
43	SFCTA	San Francisco Freeway Corridor Management Study	\$ 300,000	\$ -	At the end of Phase 1 (anticipated in January 2015), SFCTA staff will present the refined SF FCMS purpose and need, goals and objectives to the Board for approval, informing Phase 2 of the study.
44	SFMTA	Persia Triangle Transit Improvements	\$ 200,685	\$ -	
44	SFCTA/ SFMTA	NTIP Predevelopment/ Program Support	\$ 150,000	\$ -	
<b>TOTAL</b>			<b>\$ 3,513,829</b>	<b>\$ -</b>	

<sup>1</sup> See Attachment 1 for footnotes.

Attachment 4.  
Prop K FY 2014/15 Capital Budget<sup>1</sup>

EP #	Sponsor	Project Name	Total	Cash Flow Distribution				
				FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19
<b>TRANSIT</b>								
1	SFMTA	Van Ness Bus Rapid Transit	\$ 1,594,280	\$ 1,275,424	\$ 318,856			
5	TJPA	Transbay Transit Center and Downtown Extension	\$ 43,046,950	\$ 34,128,950	\$ 4,693,000	\$ 4,225,000		
5	TJPA	Downtown Extension	\$ 1,219,000	\$ 632,400	\$ 586,600			
14	SFCTA	Quint-Jerrold Connector Road Contracting and Workforce Development Strategy	\$ 89,000	\$ 89,000				
<b>Transit Subtotal</b>			<b>\$ 45,949,230</b>	<b>\$ 36,125,774</b>	<b>\$ 5,598,456</b>	<b>\$ 4,225,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>PARATRANSIT</b>								
23	SFMTA	Paratransit	\$ 9,670,000	\$ 9,670,000				
<b>Paratransit Subtotal</b>			<b>\$ 9,670,000</b>	<b>\$ 9,670,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>VISITACION VALLEY WATERSHED</b>								
27	SFMTA	Bayshore Multimodal Station Location Study	\$ 14,415	\$ 9,665	\$ 4,750			
27	SFCTA	Bayshore Multimodal Station Location Study	\$ 14,415	\$ 9,665	\$ 4,750			
<b>Visitacion Valley Watershed Subtotal</b>			<b>\$ 28,830</b>	<b>\$ 19,330</b>	<b>\$ 9,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>STREET AND TRAFFIC SAFETY</b>								
34	SFPW	West Portal Ave and Quintara St. Pavement Renovation	\$ 3,002,785	\$ 2,402,228	\$ 600,557			
35	SFPW	Street Repair and Cleaning Equipment	\$ 701,034	\$ 350,517	\$ 350,517			
37	SFPW	Public Sidewalk Repair	\$ 492,200	\$ 492,200				
39	SFMTA	Twin Peaks Connectivity	\$ 23,000	\$ 19,866	\$ 3,134			
42	SFPW	Tree Planting and Maintenance	\$ 1,000,000	\$ 1,000,000				
<b>Streets and Traffic Safety Subtotal</b>			<b>\$ 5,219,019</b>	<b>\$ 4,264,811</b>	<b>\$ 954,208</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TSM/STRATEGIC INITIATIVES</b>								
43	SFE	Commuter Benefits Ordinance Employer Outreach	\$ 77,546	\$ 77,546				
43	SFCTA	Bay Area Transit Core Capacity Study	\$ 450,000	\$ 315,000	\$ 135,000			
43	SFCTA	San Francisco Corridor Management Study	\$ 300,000	\$ 75,000	\$ 125,000	\$ 100,000		
44	SFMTA	Persia Triangle	\$ 200,685	\$ 100,343	\$ 100,342			
44	SFCTA	NTIP Predevelopment/Program Support	\$ 75,000	\$ 75,000				
44	SFMTA	NTIP Predevelopment/Program Support	\$ 75,000	\$ 75,000				
<b>TSM/Strategic Initiatives Subtotal</b>			<b>\$ 1,178,231</b>	<b>\$ 717,889</b>	<b>\$ 360,342</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL</b>			<b>\$ 62,045,310</b>	<b>\$ 50,797,804</b>	<b>\$ 6,922,506</b>	<b>\$ 4,325,000</b>	<b>\$ -</b>	<b>\$ -</b>

<sup>1</sup> This table shows Cash Flow Distribution Schedules for all FY 2014/15 allocations approved to date, along with the current recommended allocation(s).

Shaded lines indicate allocations/appropriations that are part of the current action.

**Attachment 5.**  
**Prop K FY 2014/15 Capital Budget Summary<sup>1</sup>**

	<b>Total</b>	<b>FY 2014/15</b>	<b>FY 2015/16</b>	<b>FY 2016/17</b>	<b>FY 2017/18</b>	<b>FY 2018/19</b>
Prior Allocations	\$ 58,531,481	\$ 48,423,190	\$ 5,883,291	\$ 4,225,000	\$ -	\$ -
Current Request(s)	\$ 3,513,829	\$ 2,374,614	\$ 1,039,215	\$ 100,000	\$ -	\$ -
New Total Allocations	\$ 62,045,310	\$ 50,797,804	\$ 6,922,506	\$ 4,325,000	\$ -	\$ -

<sup>1</sup> This table shows total cash flow for all FY 2014/15 allocations approved to date, along with the current recommended allocation(s).



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# Memorandum

**Date:** 09.12.14 **RE:** Plans and Programs Committee  
September 16, 2014

**To:** Plans and Programs Committee: Commissioners Mar (Chair), Kim (Vice Chair), Breed, Campos, Yee and Avalos (Ex Officio)

**From:** Anna LaForte – Deputy Director for Policy and Programming *all*  
Maria Lombardo – Chief Deputy Director *met*

**Through:** Tilly Chang – Executive Director *all*

**Subject:** **ACTION** – Recommend Adoption of the Draft 2014 Prop K Strategic Plan

## Summary

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. Last year 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 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 is the subject of a separate agenda item. The Draft 2014 Prop K Strategic Plan tiers off of the Baseline, adding 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, which is the subject of a separate agenda item this month. 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 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 recommendation to adopt the 2014 Prop K Strategic Plan.**

## BACKGROUND

In November 2003, nearly 75% of the San Francisco electorate approved Proposition K (Prop K), extending the existing half-cent local transportation sales tax and adopting a new 30-year Expenditure Plan, and designating the San Francisco County Transportation Authority (Transportation Authority) as the administrator of the Prop K program. The Prop K Expenditure Plan provides an estimated \$2.35 billion (2003 \$'s) in local transportation sales tax revenue to a number of eligible categories, leveraging another \$9.6 billion (2003 \$'s) in other federal, state and local funds (Enclosure D, Appendix A). The Expenditure Plan describes the types of projects that are eligible for funds, including both specific projects and programmatic (i.e., non-project specific) categories, establishes limits on sales tax funding by Expenditure Plan line item, and sets expectations for leveraging of sales tax funds to fully fund the Expenditure Plan programs and projects. The Expenditure Plan, however, does not specify in which years of the 30-year program projects will receive funds, nor does it detail specific projects for funding in programmatic categories.

The Expenditure Plan establishes a number of other requirements. Included among them are development of a Strategic Plan to guide the implementation of the program, and for each of the 21 programmatic categories, development of the 5-Year Prioritization Program (5YPP) as a prerequisite for allocation of funds. The Strategic Plan is the financial tool that guides the implementation of the Expenditure Plan, reconciling the timing of expected Prop K revenues with the schedule for availability of state, federal and other funds beyond Prop K, the Transportation Authority's debt issuance capacity, the Transportation Authority's own assessment of the deliverability schedule for proposed projects, and the costs associated with project escalation and debt financing. The Strategic Plan also sets policy and provides guidance for the administration of the program ensuring prudent stewardship of the funds. Updating the Strategic Plan is a significant process undertaken every four years.

The Transportation Authority Board adopted the first Prop K Strategic Plan and 5YPPs in 2005 and the first update of these documents in Fiscal Year 2009/10. In July 2013 the Transportation Authority Board adopted the 2013 Prop K Strategic Plan Baseline and in June and July 2014, the Board approved 20 of 21 2014 Prop K 5YPPs, which include programming and cash flow for each project included in the 5YPPs. Approval of the final 5YPP is included as a separate item on this agenda.

The purpose of this memorandum is to present the Draft 2014 Prop K Strategic Plan and to seek a recommendation for its adoption.

## **DISCUSSION**

The 2013 Strategic Baseline served as an interim step towards a full update in 2014, pending completion of the 2014 Prop K 5YPPs. The baseline incorporated actual revenues and expenditures (including financing costs), updated revenue projections, updated other Strategic Plan model assumptions such as interest costs related to debt issuance, and up-to-date de-obligations (costs savings or unneeded funds from cancelled projects) and updated expected project cash flows (reimbursement schedules) for existing allocations with large remaining unexpended balances. The 2013 Prop K Strategic Plan Baseline also incorporated programming and cash flow changes for the major capital projects and the paratransit category because 1) they are the primary drivers of financing need due to their size and 2) they have no 5YPP requirement. The major capital projects include: 3<sup>rd</sup> Street Light Rail, Central Subway, Transbay Transit Center, Caltrain Electrification, and Doyle Drive/Presidio Parkway. Further, as Prop B grandfathered projects, Central Subway and 3<sup>rd</sup> Street Light Rail have their associated financing costs covered by the program as a whole. Thus, they impact funds available for all the other Prop K projects and programs.

Each Strategic Plan update has a slightly different focus reflective of the particular context at the time of development. Timing of the 2014 Strategic Plan allows the Prop K program to be responsive to recent plans and initiatives, including the Regional Transportation Plan/Sustainable Communities Strategy, Muni Forward/Implementation of the Transit Effectiveness Program, WalkFirst/Vision Zero, and the San Francisco Transportation Plan (SFTP), which was adopted by the Board in 2013.

The 2014 Strategic Plan (informed by the 5YPPs) and the SFTP have an especially close relationship: the 2014 update serves as the Early Action Program for the SFTP, directing revenues toward the first five years of investments included in the 30-year SFTP. The Early Action Program uses the Prop K half-cent transportation sales tax and its ability to leverage federal, state, and other funds to direct hundreds of millions of dollars toward SFTP investments in every mode and every part of the City in the next five years. As we have highlighted during the 5YPP approval process, Prop K funds are advancing key initiatives and recommendations from the SFTP from creation of the Neighborhood Transportation Improvement Program to the Freeway Corridor Management Strategy to the Bay Area

Transit Core Capacity Study. Appropriation of Prop K funds for these three efforts is the subject of a separate agenda item on this agenda.

**Highlights of the Draft 2014 Strategic 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), and incorporating any actual revenues, expenditures, financing costs, de-obligations, and updated cash flows for existing allocations with large remaining unexpended balances since the 2013 Baseline. The main changes are the incorporation of programming and cash flow assumptions for the next five years from the 2014 5YPPs and any outyear programming for those categories. It also makes a limited number of programming changes to major capital projects (see Programming section below and Appendix D). We also reviewed the Prop K policies and procedures to ensure the program continues to support timely and cost-effective project delivery while ensuring a certain level of transparency and accountability.

**Policies and Procedures:** The Strategic Plan Policies (see Enclosure B) provide guidance to both Transportation Authority staff and project sponsors on the various aspects of managing a program as large and complex as Prop K. The policies were structured to support the following three guiding principles:

- Optimize leveraging of sales tax funds;
- Maximize cost effectiveness of financing; and
- Support timely and cost-effective project delivery.

These principles are crucial to understanding both the Strategic Plan policies and the specific programming recommendations contained therein. We 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, which is intended to support more efficient project delivery by shortening the allocation timeline for some projects, while maintaining transparency and accountability. The Delegated Allocation Authority pilot policy is the subject of a separate item on the September Plans and Programs Committee agenda.

**Revenues:** The total 30-year revenue projection (net of Board of Equalization fees), in the Draft 2014 Strategic Plan is \$3.346 billion, \$144 million less than the \$3.490 billion assumed in the 2009 Strategic Plan. The 2014 Strategic Plan revenue projection is substantially the same as the 2013 Baseline, but reflects one additional year of actual revenues (i.e., Fiscal Year 2012/13). The short-term, five-year (i.e., Fiscal Years 2014/15 – 2018/19) average annual growth rate is 3.8%, while the average annual long-term (i.e., Fiscal Years 2019/20 – 2033/34) rate is 3.5%. Combining actual revenues since the inception of Prop K with the revenue projection through 2034 included in the Draft Prop K 2014 Strategic Plan Baseline results in a 30-year average annual growth rate of 3.5%.

**Programming:** The amount of funds available to program to projects consists of Prop K revenues minus Prop K administration costs (approved by the Transportation Authority Board in April 2014) and finance costs associated with the major capital projects grandfathered from the Prop B program. Our current forecast for available programming is at about 82% of Priority 1 funding levels – the most conservative revenue forecast included in the Prop K Expenditure Plan (See Enclosure D, Appendix E).

Over the 30-year life of the program, the Draft 2014 Prop K Strategic Plan includes \$2.529 billion in programming to projects, which is \$160 million more than was included in the 2009 Prop K Strategic Plan. Steep reductions in financing costs have allowed us to program additional funds to many Prop K Expenditure Plan categories. In some instances, project sponsors have opted to advance the additional programming to the next five years (e.g., Bus Rapid Transit/Transit Preferential Streets/Muni Metro), while for other categories, project sponsors have requested to program additional capacity to extend the

number of years in which there is funding for projects (e.g., Street Resurfacing, Paratransit). In many instances, the additional programming has been spread out over the balance of the 20 years remaining in the Prop K program (e.g., Signals and Signs, Muni Facilities, Muni Guideways).

The Draft 2014 Prop K Strategic Plan incorporates the programming and cash flow assumptions for the next five years from the 2014 5YPPs, and a limited number of updates to major capital projects. Increased programming over the 2009 Strategic Plan based on newly available funds has provided \$45 million for the Downtown Extension/Transbay Transit Center (\$4 million since the 2013 Baseline), \$4.4 million for Electrification (\$3 million since the 2013 Baseline), and \$7 million for Doyle Drive/Presidio Parkway (\$5 million since the 2013 Baseline). Enclosure 4, Appendix D includes a summary of the scope and status, schedule, cost and funding plan for each of these projects and the Central Subway project.

Enclosure 4 contains the Draft Prop K 2014 Strategic Plan appendices, which provide detailed information on programming and cash flow assumptions discussed above. Enclosure 4, Appendix F, in particular, shows the programming and financing cost information (annually and a 30-year total) for each Expenditure Plan line item. In our eleventh year of the 30-year Expenditure Plan, we are pleased to be able to report that we have allocated over \$1 billion in sales tax funds to projects in neighborhoods citywide and all of Prop K's major capital projects are under construction or soon to be in the construction phase.

**Financing:** Advancing funds through financing means that over the 30-years of the Expenditure Plan fewer dollars will be available for projects and programs because of the need to pay interest. The trade-off is the ability to deliver projects early on, for the benefit of San Franciscans today. Prudence dictates that we strike a balance between accelerated delivery and financing costs. The Strategic Plan achieves this balance by adhering to the three guiding principles discussed earlier, but it also relies upon several important tenets, summarized as follows:

- Individual programs within the Expenditure Plan must retain at least 20-years' worth of funding, after accounting for debt service;
- Projects and programs should not trigger debt costs higher than 10% of the overall Prop K cap for the respective Expenditure Plan line item; and
- Where feasible, non-Prop K funds will be used first, and high priority will be given to leveraging federal funds using Prop K.

The result is a Strategic Plan that minimizes debt financing costs, maximizes the leveraging of outside funds, ensures fairness by charging debt costs back to the projects that trigger borrowing, and optimizes project delivery schedules in relationship to the availability of funding. The Draft 2014 Prop K Strategic Plan assumes \$620 million in debt issuance, at a cost of about \$426 million in finance costs in year-of-expenditure dollars. This is a significant increase over the Transportation Authority's current commercial paper program, which we have used in conjunction with annual sales tax revenues for the first 11 years of the Prop K program to pay project costs. The Strategic Plan provides for all debt principal and interest for both commercial paper and long-term finance such as bonding to be retired prior to Fiscal Year 2033/34.

Based on cash needs for Prop K projects provided by project sponsors, the 2009 Prop K Strategic Plan assumed a first bond issuance in 2010. To date, we have been able to meet the cash needs of the program using \$150 million in commercial paper debt. Based on the programming and cash flow assumptions in the Draft 2014 Strategic Plan, we are assuming a first bond in 2016—six years later than assumed in the 2009 Strategic Plan. As noted above, the lower anticipated financing costs (down from



about \$859 million to \$426 million) are primarily attributable to slower project delivery (allocations and reimbursements) than anticipated in the 2009 Strategic Plan and, in some cases, project sponsors using non-Prop K funds first.

**Anticipated Amendment for Muni LRV Procurement:** The Board of Supervisor just approved a 15-year contract for the San Francisco Municipal Transportation Authority (SFMTA) to procure both replacement and expansion Light Rail Vehicles (LRVs). The \$1.2 billion contract includes a base contract and a series of options, which if all executed by the contract deadlines lock in better prices enabling SFMTA to purchase a total of 260 LRVs. The funding plan for the overall contract is a combination of funds in hand, funds programmed or otherwise committed (e.g. Prop K, SFMTA revenue bonds), planned funds (e.g. future Federal Transit Administration formula funds), and funds to be identified.

SFMTA is now moving to secure funding in order to award and issue notice to proceed (NTP) on the base contract of 175 LRVs, which consists of the 24 new LRVs for the Central Subway and 151 replacement LRVs. Prop K funding for the 24 new LRVs for Central Subway, part of the base contract, was already incorporated into the Transit Enhancements 5YPP. SFMTA will be seeking programming and possibly cash flow revisions to the Vehicles-Muni and Vehicles-Undesignated line items to support NTP issuance and cash flow needs of the base contract. We are working with SFMTA to reviewing the funding plan for the procurement and to understand how Prop K funds can best support the contract. We anticipate bringing a Strategic Plan amendment to the Plans and Programs Committee for approval in October since SFMTA is eager to issue the NTP.

**We are seeking a recommendation for the adoption of the 2014 Prop K Strategic Plan.**

## **ALTERNATIVES**

1. Recommend adoption of the 2014 Prop K Strategic Plan.
2. Recommend adoption of the 2014 Prop K Strategic Plan, with modifications.
3. Defer action, pending additional information or further staff analysis.

## **CAC POSITION**

The CAC was briefed on this item at its September 3, 2014 meeting, and unanimously adopted a motion of support for the staff recommendation.

## **FINANCIAL IMPACTS**

The proposed action will result in a recommendation to move forward with an overall programming strategy that may require the borrowing of \$620 million against future Prop K sales tax revenues (in order to support accelerated delivery of projects over a pay-as-you-go program), at an estimated cost of \$426 million in finance costs over the 30-year life of the program. As noted above, this is significantly lower financing than assumed in the 2009 Strategic Plan (\$859 million), as well as the 2013 Strategic Plan Baseline (\$470 million). Adoption of the Strategic Plan or annual Transportation Authority Budget by the Board does not constitute authorization for debt issuance for any capital projects. The Debt Policy requires that the Board specifically authorize each debt financing. Each financing will be presented to the Board in the context of and consistent with the Strategic Plan and applicable annual Transportation Authority Budget.

**RECOMMENDATION**

Recommend adoption of the 2014 Prop K Strategic Plan.

Enclosures (3):

- A. Draft 2014 Prop K Strategic Plan Presentation
- B. Draft 2014 Prop K Strategic Plan Policies
- C. Draft 2014 Prop K Strategic Plan Appendices



# Memorandum

**Date:** 09.10.14 **RE:** Plans and Programs Committee  
September 16, 2014

**To:** Plans and Programs Committee: Commissioners Mar (Chair), Kim (Vice Chair), Breed, Campos, Yee and Avalos (Ex Officio)

**From:** Maria Lombardo – Chief Deputy Director *mel*  
Anna LaForte – Deputy Director for Policy and Programming *ake*

**Through:** Tilly Chang – Executive Director *TC*

**Subject:** **ACTION** – Recommend Approval of the Delegated Allocation Authority Policy and the Fiscal Year 2014/15 Prop K List of Projects Eligible for Delegated Allocation Authority

## Summary

Our adopted Fiscal Year 2014/15 work program includes several tasks to support our ongoing Prop K Customer Service and Efficiency Initiative. One of these tasks was the 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. If approved, this new pilot policy would be incorporated into the 2014 Prop K Strategic Plan policies and would expire in January 2016 unless extended by the Transportation Authority Board. Under this proposal, each year the 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, 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. Monthly, we will share lists of projects funded under this policy with the Board and will post the allocation request forms on our website. We will also produce an annual report evaluating the policy and reporting on progress of the projects. For Fiscal Year 2014/15, we have screened all of the unallocated Fiscal Year 2014/15 Prop K 5YPP projects (105 in all) against the eligibility criteria (Attachment 1, Section 2). We have 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 funds for these projects. The Plans and Programs Committee may recommend removing one or more projects from the list that the Committee 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 recommendation to approve the Delegated Allocation Authority Policy and the Fiscal Year 2014/15 Prop K List of Projects Eligible for Delegated Allocation Authority.**

## BACKGROUND

Our adopted Fiscal Year (FY) 2014/15 Annual Budget and Work Program includes several tasks intended 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 objectives for these voter-approved funds. One of our FY 2014/15 work program tasks was development of a Prop K Delegated Allocation Authority Policy. If approved, the attached pilot policy would be incorporated into the 2014 Prop K Strategic Plan. The intent of the policy is to support efficient project delivery while preserving transparency and accountability.

Under the delegated allocation authority policy proposal, each year the Transportation Authority Board (Board) will adopt 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 Citizens 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 (5YPP). We anticipate that this new policy will shorten the allocation timeline by four to six weeks and will allow for allocations to occur during the Board's summer recess each August.

As detailed in the draft policy, we are proposing to pilot the delegated allocation authority policy for about a year, during which time Transportation Authority staff would seek feedback from the Board, CAC, project sponsors, the public and other stakeholders to evaluate whether the policy should be modified, extended or discontinued. The policy would sunset at the end of January 2016, unless the Board acts to extend it.

The purpose of this memorandum is to present the Delegated Allocation Authority Policy and the Draft Fiscal Year 2014/15 Prop K List of Projects Eligible for Delegated Allocation Authority and to seek a recommendation of approval.

## **DISCUSSION**

In order to be considered as candidates for delegated allocation authority, projects must meet the eligibility criteria detailed in Attachment 1, Section 2 (Staff Development of Draft Project List). The criteria address consistency with the relevant 5YPPs (e.g., must be a named project in an adopted 5YPP), project readiness, level of public review/engagement and support, etc. To be considered for delegated allocation authority, a project must also fit into one of the following six categories:

- Funding for paratransit operations and the following annual activities: curb ramps, tree planting and maintenance, sidewalk repair, and the traffic calming local application-based program. These annual activities implement the same improvement or a very narrow range of improvements at many locations citywide, have a clear prioritization process, and are typically delivered within one year.
- Neighborhood Transportation Improvement Program planning grants that have the relevant Board member(s)' support. Any additional Prop K funds beyond the \$100,000 planning grant allotment to each Commissioner must also meet the selection criteria for delegated allocation authority.
- Funding for street repair and cleaning equipment; equipment for installation and upgrade of traffic signs and signals; signal controllers; conduit for follow the paving projects; bicycle facility maintenance; and bicycle parking.
- Projects the Board has previously approved for other non-Prop K funds and that require Prop K for local match/full funding, as stated in their approved funding plans. Specifically, this applies to projects to which the Transportation Authority has programmed OneBayArea Grant, Transportation Fund for Clean Air and Lifeline funds and to projects that have received Prop AA allocations.
- Funding for the requested phase(s) is less than \$75,000 and the request is not for a general planning effort (e.g. not-project specific) or policy study that would benefit from more transparency and public input by going through the Board cycle.
- Funding from WalkFirst 5YPP placeholders. Allocation of funds for these projects would be conditioned upon prior approval of the specific projects (e.g. with scope, schedule, cost and

funding sufficiently well-defined) by the Transportation Authority's Vision Zero Committee.

We screened all of the unallocated FY 2014/15 Prop K 5YPP projects (105 in all) against the eligibility criteria and identified a total of 25 projects and 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. A list of these projects, which we have vetted with project sponsors, is included in Attachment 2.

As part of the review and approval process, the CAC, Plans and Programs Committee, and Board may recommend removing one or more projects from the list that these bodies feel would benefit the increased review and additional public input opportunities made available by going through the Board cycle for allocation of funds. Sponsors with projects remaining on the approved list will be able to prepare allocation requests and submit them on a rolling basis during this Fiscal Year for review and approval by the Transportation Authority's Executive Director.

In addition to needing to comply with standard Prop K reporting and oversight requirements, on a monthly basis, Transportation Authority staff will share a list of allocations made under the delegated allocation authority policy with the CAC, Plans and Programs Committee, and Board. The allocation requests will be available for review on the Transportation Authority's website and in hard copy, upon request. On an annual basis, Transportation Authority staff will prepare a report on the performance of the policy, including, but not limited to a summary of the number of allocations, Prop K and total dollar value of funded phases, and the project delivery status of projects allocated under this policy.

**CAC Discussion:** The CAC had a lengthy and robust discussion regarding the proposed policy, with several members concerned about the loss of transparency and public input opportunities, as well as a diminished role for CAC oversight. Questions were raised about the duration of the pilot policy, the six categories of potentially eligible project types, and how the success of the pilot would be evaluated. Other members were willing to test the policy via a pilot. Ultimately, the CAC adopted a motion of support for the pilot policy, conditioned upon staff returning in October with a matrix showing how staff would evaluate the pilot to help determine whether it was a success.

Based on the CAC discussion, we are still working on additional metrics beyond those already noted, but recognize that there is not a clear quantitative metric that will indicate whether the pilot is a success or not. In addition to the metrics proposed for the annual performance report (noted above), we would likely add a survey of the Board, CAC members, and project sponsors to solicit their perception of the pilot in terms of its impact on project delivery, ability of the public to provide input, and/or project oversight.

**We are seeking a recommendation for the approval of the Delegated Allocation Authority Policy and the Fiscal Year 2014/15 Prop K List of Projects Eligible for Delegated Allocation Authority.**

## **ALTERNATIVES**

1. Recommend approval of the Delegated Allocation Authority Policy and the Fiscal Year 2014/15 Prop K List of Projects Eligible for Delegated Allocation Authority.
2. Recommend approval of the Delegated Allocation Authority Policy and the Fiscal Year 2014/15 Prop K List of Projects Eligible for Delegated Allocation Authority, with modifications.
3. Defer action, pending additional information or further staff analysis.

**CAC POSITION**

The CAC was briefed on this item at its September 3, 2014 meeting, and after considerable discussion, adopted a motion of support for the staff recommendation to adopt the pilot policy, contingent on staff returning to the CAC at a later date with the pilot policy's evaluation metrics. Three CAC members voted in opposition to the item and expressed concern that the CAC's oversight role was being compromised. The CAC also adopted a motion of support to approve the staff recommended Fiscal Year 2014/15 project list, as presented.

**FINANCIAL IMPACTS**

Approval of the recommended action would make 25 projects eligible for delegated allocation authority in Fiscal Year (FY) 2014/15 for a maximum allocation of \$5,302,409 in Prop K dollars and a maximum FY 2014/15 reimbursement (cash flow distribution) of \$2,964,769 based on the currently adopted 5YPPs. Sufficient funds are included in the adopted Fiscal Year 2014/15 budget to accommodate the maximum allocations and cash flow schedules described above. Actual allocations would be authorized by the Executive Director following approval of a complete Allocation Request Form submitted by the project sponsor. The final allocation amount and Fiscal Year Cash Flow Distribution Schedules would be as established in the approved Allocation Request Form and may be less than or equal to the maximums described above based on the project information provided when the allocation request is submitted. Sufficient funds will be included in future agency budgets to cover the recommended cash flow distribution for those respective fiscal years.

**RECOMMENDATION**

Recommend approval of the Delegated Allocation Authority Policy and the Fiscal Year 2014/15 Prop K List of Projects Eligible for Delegated Allocation Authority.

Attachments (2):

1. Draft Prop K Delegated Allocation Authority Policy
2. Draft Fiscal Year 2014/15 Prop K List of Projects Eligible for Delegated Allocation Authority

**Attachment 1.**  
**Draft Prop K Delegated Allocation Authority Policy**

**SUMMARY**

To support efficient project delivery, the 2014 Strategic Plan includes a pilot of this new Delegated Allocation Authority Policy, which is designed to expedite allocation of funds while preserving transparency and accountability. This new policy will shorten the allocation timeline by 4 to 6 weeks and will allow for allocations to occur during the Board's summer recess each August.

Under this proposal, each year the Transportation Authority Board (Board) will review 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 CAC, Plans and Programs Committee, and Board approval cycle. The CAC, Plans and Programs Committee and Board may selectively remove projects from the initial list before it is adopted. One of the eligibility requirements is that the project be included as a named project in a Board-adopted Prop K 5-Year Prioritization Program (5YPPs). Based on the proposed criteria, 25 of 105 projects programmed, but not yet allocated in FY 2014/15 in the 5YPPs would meet all of the eligibility criteria.

On a monthly basis, Transportation Authority staff will share a list of allocations made under the delegated allocation authority policy with the CAC, Plans and Programs Committee, and Board. The allocation requests will be available for review on the Transportation Authority's website and in hard copy, upon request. On an annual basis, Transportation Authority staff will prepare a report on the performance of the policy, including, but not limited to a summary of the number of allocations, Prop K and total dollar value of funded phases, and the project delivery status of projects allocated under this policy.

The delegated allocation authority policy will be piloted for about a year during which time Transportation Authority staff will seek feedback from the Board, CAC, project sponsors, the public and other stakeholders to evaluate whether the policy should be modified, extended or discontinued. The policy will sunset at the end of January 2016 unless the Board acts to extend it.

**PURPOSE**

To expedite allocation of Prop K local transportation sales tax funds to support timely project delivery while maintaining transparency and accountability of these voter-approved funds.

**PROCESS**

The process used to identify projects that are eligible for delegated allocation authority emphasizes inclusion in a Board-adopted 5YPP, recognizing that the 5YPPs were developed via a thorough and transparent process which involved multiple opportunities for input from the Board, CAC, public, project sponsors and other interested stakeholders. The annual process for implementing the policy is described below.

**1 | ANNUAL CALL FOR 5YPP AMENDMENTS**

Among other requirements, to be eligible for delegated allocation authority, a project must be a named project in a Board-adopted Prop K 5YPP and be sufficiently well-defined in terms of scope, schedule, budget and funding plan. The Board adopted all of the 2014 5YPPs (covering FY 2014/15 to 2018/19) except one in June/July 2014, with the final 5YPP anticipated to be approved in September 2014. Therefore, the 5YPPs are current for the FY 2014/15 pilot implementation of this policy.

In order to support implementation of this policy in future years, the Transportation Authority will offer project sponsors the opportunity to annually amend the 5YPPs between the quadrennial 5YPP updates.<sup>1</sup> The annual process will focus on updating programming for the coming fiscal year so that more projects may be eligible to benefit from delegated allocation authority.

As with all 5YPP amendments, project sponsors must provide the rationale for the amendments (e.g. project is delayed due to paving coordination and needs funds later than anticipated, community input resulted in a scope change), identify what will happen to any projects that are down-scoped, deleted or delayed as part of the amendment, and score the new/revised projects using the Board adopted 5YPP scoring criteria to show how they rank compared to other 5YPP projects. The 5YPP amendment process is also an opportunity to submit a more detailed project information sheet for projects that were originally approved as placeholder with minimal detail in the 5YPP.

The typical schedule would include a call for 5YPP amendments at the start of the calendar year, with approval in the spring. The 5YPP amendments would go the CAC, Plans and Programs Committee, and Board for approval.

## 2 | STAFF DEVELOPMENT OF DRAFT PROJECT LIST

Each spring, Transportation Authority staff, in consultation with project sponsors, will develop a draft list of candidate projects based on the eligibility criteria described below. The list will be based on the 5YPPs as amended in step 1 above, but can be prepared concurrent with the 5YPP amendments.

In order to be considered as candidates for delegated allocation authority, projects must meet the following eligibility criteria:

- Be a named project within any applicable Board-adopted 5-Year Prioritization Program (5YPP) and does not require a 5YPP or Strategic Plan amendment prior to allocation.
- Be sufficiently defined within the relevant 5YPP(s) (i.e., clear scope of work, cost and funding plan, and a transparent and well-defined prioritization methodology where applicable, e.g. sidewalk repair).
- Be advanced to a state of readiness to enable commencement of the requested phase(s) in the fiscal year for which the delegated allocation authority list is being prepared.
- Have documented public review/engagement and evidence of public support, as appropriate. Projects should not face significant controversy or have remaining strong demands for additional public input.
- Fit into one of the following six categories:
  1. Funding for paratransit operations and the following annual activities: curb ramps, tree planting and maintenance, sidewalk repair, and the traffic calming local application-based program. These annual activities implement the same improvement or a very narrow range of improvements at many locations citywide, have a clear prioritization process, and are typically delivered within one year.
  2. Neighborhood Transportation Improvement Program (NTIP) planning grants that have the relevant Board member(s)' support. Any additional Prop K funds beyond

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<sup>1</sup> The 5YPP amendments undertaken for this purpose must be finance-cost neutral and consistent with the Prop K Strategic Plan, which is the financial planning document for the Prop K program.



the \$100,000 planning grant allotment to each Commissioner must also meet the selection criteria for delegated allocation authority.

3. Funding for street repair and cleaning equipment; equipment for installation and upgrade of traffic signs and signals; signal controllers; conduit for follow the paving projects; bicycle facility maintenance; and bicycle parking.
4. Projects the Board has previously approved for other non-Prop K funds and that require Prop K for local match/full funding, as stated in their approved funding plans. Specifically, this applies to projects to which the Transportation Authority has programmed OneBayArea Grant, Transportation Fund for Clean Air and Lifeline funds and to projects that have received Prop AA allocations.
5. Funding for the requested phase(s) is less than \$75,000 and the request is not for a general planning effort (e.g. not-project specific) or policy study that would benefit from more transparency and public input by going through the Board cycle.
6. Funding from WalkFirst 5YPP placeholders. Allocation of funds for these projects would be conditioned upon prior approval of the specific projects (e.g. with scope, schedule, cost and funding sufficiently well-defined) by the Transportation Authority's Vision Zero Subcommittee.

### 3 | BOARD APPROVAL OF PROJECT LIST

Concurrent with or following approval of the annual 5YPP amendments, Transportation Authority staff will present a list of candidate projects for delegated allocation authority to the CAC and Plans and Programs Committee for review and action. As part of the review and approval process, these bodies may recommend removing one or more projects from the list that they feel would benefit the increased review and additional public input opportunities made available by going through the Board cycle. The project list will be approved in the spring, ideally by April so that sponsors can prepare for allocations for the Fiscal Year starting July 1.

### 4 | ALLOCATION OF FUNDS

Once a project is included on the approved list, a project sponsor may initiate an allocation request by submitting a completed Prop K Sales Tax Allocation Request Form to the Transportation Authority at [propk@sfcta.org](mailto:propk@sfcta.org). Applications will be accepted on a rolling basis. Transportation Authority staff will review the request and provide comments to the project sponsor within 10 business days. Within 5 days of receiving satisfactory responses to comments, the Transportation Authority's Executive Director or designee will issue a Standard Grant Agreement to the sponsor for the requested Prop K funds. See [Section XXXX<sup>2</sup>](#) of the Strategic Plan for further details on the allocation process.

To support public input, allocation requests must include:

- Contact information for the project manager;
- A brief summary of past public input processes; and
- A description of how the public can continue to provide input on the project (e.g., list any upcoming outreach activities, describe alternative ways to give input or receive project updates).

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<sup>2</sup> If pilot policy is approved, it will be included in the published Prop K 2014 Strategic Plan with the appropriate Section reference.

As with all Prop K requests, Transportation Authority staff will, in consultation with project sponsors, take into consideration the project delivery status of previously allocated grants and the agency's ability to take on additional work before recommending allocation of funds. Incomplete or unsatisfactory applications may be rejected and/or deferred.

## 5 | REPORTING AND OVERSIGHT

As for all other Prop K allocations, reporting and oversight shall be consistent with Prop K Strategic Plan policies and Standard Grant Agreement requirements, e.g. sponsors must submit quarterly progress reports through the Transportation Authority's grants Portal. In addition:

- On a monthly basis, staff will share a list of projects allocated via delegated authority with the CAC, Plans and Programs Committee, and Board (e.g. as a consent calendar item) and post it to the Transportation Authority's website, along with the allocation request forms. Hard copies of these materials will be available upon request. Projects will also be viewable on the agency's interactive project map located at [www.mystreetsf.com](http://www.mystreetsf.com).
- On an annual basis, Transportation Authority staff will prepare a report on the performance of the delegated allocation authority policy, including, but not limited to a summary of the number of allocations, Prop K and total dollar value of funded phases, and the project delivery track record of projects allocated under this policy. This report will be presented to the CAC and Plans and Programs Committee prior to the annual action to approve the list of projects eligible for delegated allocation authority for the coming fiscal year.

## PILOT POLICY SUNSET DATE

By January 2016, the Board will consider the performance of the delegated allocation authority policy and decide whether to continue the policy or sunset it. The pilot policy will sunset at the end of January 2016, unless the Board acts to extend it.

**Attachment 2.  
Draft Fiscal Year 2014/15 Prop K List of Projects Eligible for Delegated Allocation Authority**

Expenditure Plan Line Item	Agency	Project Name	Phase(s)	2014/15 Programming	Annual Activity	Categories (see policy for full description of each category)					
						NTIP Planning Grant	Misc. Equipment/Maintenance	Other non-Prop K Funds Approved	Request < \$75K	WalkFirst	
26-30	DPW	Great Highway Restoration	PA&ED	\$30,000					x		
31	SFMTA	Follow-the-Paving (New Pavement Markers and Conduits)	CON/PROC	\$150,000			x				
33	SFMTA	Eddy and Ellis Traffic Calming Improvement [NTIP Capital]	CON	\$142,271				x			
37	SFMTA	Bicycle Facility Maintenance	CON	\$150,000			x				
38	SFMTA	Local Track Application-Based Traffic Calming Program	CON	\$364,000	x						
38	SFMTA	Local Track Application-Based Traffic Calming Program	PLAN/CER	\$320,000	x						
38	SFMTA	Local Track Application-Based Traffic Calming Program	PS&E	\$41,000	x				x		
38	SFMTA	Redding Elementary Safe Routes to School	PS&E	\$18,352					x		
38	SFMTA	John Yehall Chin Safe Routes to School	PLAN/CER	\$11,675					x		
38	SFMTA	John Yehall Chin Safe Routes to School	PS&E	\$35,000					x		
39	SFMTA	Bike To Work Day Promotion	CON	\$51,300					x		
39	SFMTA	Bicycle Promotion	PLAN	\$50,000					x		
40	SFMTA	WalkFirst	PLAN/CER	\$125,000							x
40	SFMTA	WalkFirst	PS&E	\$325,000							x

**Attachment 2.  
Draft Fiscal Year 2014/15 Prop K List of Projects Eligible for Delegated Allocation Authority**

Expenditure Plan Line Item	Agency	Project Name	Phase(s)	2014/15 Programming	Annual Activity	Categories (see policy for full description of each category)								
						NTIP Planning Grant	Misc. Equipment/Maintenance	Other non-Prop K Funds Approved	Request < \$75K	WalkFirst				
40	SFMTA	WalkFirst	CON	\$600,000										x
41	DPW	Curb Ramps	CON	\$725,632	x									
43	Any Eligible	Comprehensive Residential and Employee TDM Program	CON	\$100,000				x						
43	SFCTA	Bayview Mobility Solutions	CON	\$54,225									x	
44	DPW	Broadway Streetscape Improvement Phase IV	CON	\$701,886						x				
44	DPW	Longfellow Elementary School Safe Routes to School	CON	\$61,865						x			x	
44	DPW	ER Taylor Elementary School Safe Routes to School	CON	\$47,140						x			x	
44	SFMTA	Mansell Corridor Improvement	CON	\$558,063								x		
44	Any Eligible	Lombard Street Transit and Pedestrian Treatments [NTIP Planning]	PLAN/CER	\$100,000							x			
44	Any Eligible	Western Addition Community Based Transportation Plan [NTIP Planning]	PLAN/CER	\$240,000							x			
44	Any Eligible	NTIP Planning	PLAN/CER	\$300,000							x			
<b>Eligible Projects - Already Allocated</b>														
23	SFMTA	Paratransit	PROC	\$9,670,000		x								
37	DPW	Public Sidewalk Repair	CON	\$492,200		x								
39	SFMTA	Twin Peaks Connectivity	PLAN/ENV	\$23,000										x
42	DPW	Tree Planting	CON	\$490,000							x			

**Attachment 2.  
Draft Fiscal Year 2014/15 Prop K List of Projects Eligible for Delegated Allocation Authority**

Categories (see policy for full description of each category)										
Expenditure Plan Line Item	Agency	Project Name	Phase(s)	2014/15 Programming	Annual Activity	NTIP Planning Grant	Misc. Equipment/Maintenance	Other non-Prop K Funds Approved	Request < \$75K	WalkFirst
42	DPW	Trec Maintenance	CON	\$510,000	x					
<b>Eligible Projects - Pending Allocation</b>										
34-35	DPW	Street Repair and Cleaning Equipment	PROC	\$701,034			x			



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# Memorandum

**Date:** 09.10.14 **RE:** Plans and Programs Committee  
September 16, 2014

**To:** Plans and Programs Committee: Commissioners Mar (Chair), Kim (Vice Chair), Breed, Campos, Yee and Avalos (Ex Officio)

**From:** Maria Lombardo – Chief Deputy Director *mel*  
David Uniman – Deputy Director for Planning *D+ell.*

**Through:** Tilly Chang – Executive Director *TC*

**Subject:** **INFORMATION** – Draft Neighborhood Transportation Improvement Program Planning Guidelines

## Summary

One of the recommendations from the San Francisco Transportation Plan was to create a 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 memorandum presents the draft NTIP planning grant guidelines, which have been developed through a collaborative process with 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 an NTIP planning grant. The supervisor would initiate the process by contacting NTIP Coordinators at the Transportation Authority and the San Francisco Municipal Transportation Agency 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. **We are seeking input and guidance from the Plans and Programs Committee. This is an information item.**

## BACKGROUND

The Transportation Authority's Neighborhood Transportation Improvement Program (NTIP) was developed in response to mobility and equity analysis findings from the San Francisco Transportation Plan (SFTP) and to public and Board desire for more focus on neighborhoods, especially on Communities of Concern and other underserved neighborhoods. The SFTP, which is the city's 30-year blueprint guiding transportation investment in San Francisco, found that walking, biking and transit reliability initiatives are important ways to address socio-economic and geographic disparities. The NTIP responds to these findings.

The overall intent of the NTIP is to develop project pipelines and build community awareness of/capacity to provide input into the transportation planning process, especially in Communities of Concern and other neighborhoods with high unmet needs. The NTIP has two arms: planning grants and capital grants. The latter are intended to provide matching funds to advance project development and (ideally) implementation of two small- to mid-sized capital projects in each district in the next five years.

The purpose of this memorandum is to present the Draft NTIP Planning Guidelines and to seek input and guidance from the Plans and Programs Committee.

## DISCUSSION

The Draft NTIP Planning Guidelines have been developed through a collaborative process with our Technical Working Group, which includes local agency partners such as San Francisco Public Works, the San Francisco Municipal Transportation Agency (SFMTA), the San Francisco Planning Department, the Department of Public Health, regional transit operators and others. As part of the development process, we made a concerted effort to draw upon lessons learned from past community-based planning efforts led by the Transportation Authority and our partner agencies. We are appreciative of everyone's thoughtful input and feel that the NTIP draft guidelines, which are included as Attachment 1 to this memo, have benefited from this input.

We originally anticipated bringing the guidelines forward for adoption this month, but are now delaying adoption until October in order to provide more time for input. Highlights on the Draft NTIP Planning Guidelines are provided below.

**Goals and Outcomes:** NTIP planning funds can be used for community-based, planning efforts in San Francisco neighborhoods, especially in Communities of Concern or other underserved neighborhoods and areas with at-risk populations (e.g. seniors, children, and/or people with disabilities). Specifically, NTIP planning funds can be used to support neighborhood-scale efforts that identify a community's top transportation needs, identify and evaluate potential solutions, and recommend next steps for meeting the identified needs of the community. NTIP planning funds can also be used to complete additional planning/conceptual engineering for existing planning projects that community stakeholders regard as high priority. All NTIP planning efforts must be designed to address one or more of the following SFTP priorities:

- Improve pedestrian and/or bicycle safety;
- Encourage walking and/or biking;
- Improve transit accessibility; and/or
- Improve mobility for Communities of Concern or other underserved neighborhoods and at-risk populations (e.g., seniors, children, and/or people with disabilities).

Ultimately, NTIP planning efforts should lead toward prioritization of community-supported, neighborhood-scale capital improvements that can be funded by the Transportation Authority's Prop K sales tax for transportation and/or other sources.

**Funding and Eligibility:** The NTIP Planning program provides \$100,000 in Prop K funding for each supervisorial district to use over the next five years, with \$600,000 available for allocation in Fiscal Year 2014/15 and \$500,000 available in Fiscal Year 2015/16. 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.

All NTIP planning efforts must include a collaborative planning process with community stakeholders such as residents, business proprietors, transit agencies, human service agencies, neighborhood associations, non-profit or other community-based organizations and faith-based organizations. NTIP planning efforts can be led by Prop K project sponsors, other public agencies, and/or community-based organizations. The grant recipient, however, must be a Prop K-eligible sponsor. If a non-Prop K



sponsor is leading the NTIP planning project, it will need to partner with a Prop K sponsor or request that a Prop K sponsor act as a fiscal sponsor.

**Project Initiation and Scoping:** NTIP planning grant ideas can be generated from a district supervisor, agency staff, a community-based organization, or a community member. Ultimately, however, the district supervisor (acting in his/her capacity as Transportation Authority Board commissioner) will recommend which project(s) will be funded with an NTIP planning grant.

The process of vetting potential NTIP planning ideas and scoping a planning grant are critical to the success of any planning effort. Thus, the guidelines describe a project initiation and scoping process that is necessarily iterative and collaborative in nature. It also relies upon NTIP Coordinators at the Transportation Authority and SFMTA to assist with this important step. When a district supervisor is interested in exploring NTIP proposals, he/she will need to contact the designated NTIP Coordinators. They will then work with the district supervisor and other relevant stakeholders to identify an eligible NTIP planning proposal and reach agreement on purpose and need, what organization will lead/support the effort, develop a summary scope, identifying desired outcomes and /or deliverables, and preparing an initial cost estimate and funding plan. The NTIP Coordinators will continue to facilitate the scoping effort through development of a project charter that will document agreements reached regarding the project's purpose, scope, schedule, budget, funding plan, and the responsibilities of all participants and through grant award.

Once awarded Prop K funds, the NTIP planning grant will be expected to be completed within a two year timeframe, culminating in a final report to the Board on key findings, recommendations, and next steps. NTIP planning recommendations may be prioritized for Prop K and other funds programmed or prioritized by the Transportation Authority.

**Next Steps:** We will continue working with Board members, Citizens Advisory Committee (CAC) members, and project sponsors to refine the NTIP Planning guidelines. We anticipate adoption of the NTIP Planning guidelines at the October CAC, Plans and Programs Committee and Board meetings. At the September Plans and Programs Committee meeting, we will present an allocation/appropriation request to fund the Transportation Authority and SFMTA NTIP Coordinators' work this fiscal year. We are also working with Supervisor Breed's office on scoping and preparing an allocation request for what would be the first NTIP Planning Grant award for the Western Addition Community Based Transportation Plan. This effort needs to get started in order to meet timely use of funds requirements associated with funding being provided by the Metropolitan Transportation Commission that will leverage Prop K funds.

**We are seeking input and guidance from the Plans and Programs Committee. This is an information item.**

#### **ALTERNATIVES**

None. This is an information item.

#### **CAC POSITION**

None. This is an information item.

#### **FINANCIAL IMPACTS**

None. This is an information item.

**RECOMMENDATION**

None. This is an information item.

Attachment:

1. Draft Neighborhood Transportation Improvement Program Planning Guidelines



# Draft Neighborhood Transportation Improvement Program Planning Guidelines



The Neighborhood Transportation Improvement Program (NTIP) is made possible by the San Francisco County Transportation Authority through grants of Proposition K (Prop K) local transportation sales tax funds. Prop K is the local sales tax for transportation approved by San Francisco voters in November 2003.



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photo of parklet courtesy SPUR/Noah Christman, Flickr Creative Commons.



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## Overview

### WHY CREATE A NEIGHBORHOOD TRANSPORTATION IMPROVEMENT PROGRAM (NTIP)?

The Transportation Authority's NTIP was developed in response to mobility and equity analysis findings from the San Francisco Transportation Plan (SFTP) and to public and the Transportation Authority Board's desire for more focus on neighborhoods, especially on Communities of Concern<sup>1</sup> and other underserved neighborhoods. The SFTP, which is the city's 30-year blueprint guiding transportation investment in San Francisco, found that walking, biking and transit reliability initiatives are important ways to address socio-economic and geographic disparities. The NTIP is intended to respond to these findings.

### WHAT DO WE WANT TO ACHIEVE WITH THE NTIP?

The purpose of the NTIP is to build community awareness of, and capacity to provide input to, the transportation planning process and to advance delivery of community-supported neighborhood-scale projects. The latter can be accomplished through strengthening project pipelines or helping move individual projects more quickly toward implementation, especially in Communities of Concern and other neighborhoods with high unmet needs.

### WHAT TYPE OF WORK DOES THE NTIP FUND?

NTIP planning funds can be used for community-based planning efforts in San Francisco neighborhoods, especially in Communities of Concern or other underserved neighborhoods and areas with vulnerable populations (e.g. seniors, children, and/or people with disabilities). Specifically, NTIP planning funds can be used to support neighborhood-scale efforts that identify a community's top transportation needs, identify and evaluate potential solutions, and recommend next steps for meeting the identified needs. NTIP planning funds can also be used to complete additional planning/conceptual engineering for existing planning projects that community stakeholders regard as high-priority. All NTIP planning efforts must be designed to address one or more of the following SFTP priorities:

- Improve pedestrian and/or bicycle safety
- Encourage walking and/or biking;
- Improve transit accessibility
- Improve mobility for Communities of Concern or other underserved neighborhoods and vulnerable populations (e.g., seniors, children, and/or people with disabilities).

Ultimately, NTIP planning efforts should lead toward prioritization of community-supported, neighborhood-scale

1 Communities of Concern in San Francisco as defined by the Metropolitan Transportation Commission include Downtown/Chinatown/North Beach/Treasure Island, Tenderloin/Civic Center, South of Market, Western Addition/Haight/Fillmore, Inner Mission/Potrero Hill, Bayview/Hunters Point/Bayshore, Outer Mission/Crocker-Amazon/Ocean View. Local San Francisco agencies plan to revisit and potentially adjust these designations in the coming year.

capital improvements that can be funded by the Transportation Authority's Prop K sales tax for transportation and/or other sources.

### HOW MUCH FUNDING IS AVAILABLE?

The NTIP Planning program provides \$100,000 in Prop K funding for each supervisorial district to use in the next five years (Fiscal Years 2014/15–2018/19). The \$100,000 can be used for one planning effort or multiple smaller efforts. No local match is required for planning grants, though it is encouraged.

The Transportation Authority has also programmed just over \$9.6 million in Prop K matching funds for implementation of NTIP planning grant recommendations during the next five years. During this first cycle of the NTIP, the capital match funds can also be used to fund other community-supported, neighborhood-scale projects that already have been identified and are being prepared for delivery in the next five years.

## Eligibility

### WHAT TYPES OF PLANNING EFFORTS CAN BE FUNDED?

Examples of eligible planning efforts include:

- District-wide needs and prioritization processes (e.g. the Sunset District Blueprint).
- Project-level plans or conceptual designs for smaller efforts (e.g. advancing conceptual design of a high priority project identified in a prior community planning effort, community mini-grants, safety project concepts development, and transportation demand management planning including neighborhood parking management studies).
- Identifying and advancing design of low-cost enhancements (e.g. new crosswalks, trees, sidewalk bulbouts) to a follow-the-paving project.
- Traditional neighborhood transportation plan development (e.g. Tenderloin-Little Saigon Neighborhood Transportation Plan, Mission District Streetscape Plan).
- Corridor plans (e.g. Leland Avenue Street Design Project, McLaren Park Needs Assessment/Mansell Corridor Improvements, and Columbus Avenue Neighborhood Transportation Study).

The expectation is that NTIP funds will be leveraged like other Prop K funds. This leveraging would be necessary to fully fund some of the larger scale and more intensive efforts listed above. (A traditional neighborhood transportation plan might run \$300,000; a corridor plan could be much more expensive, depending on the scope). Without leveraging, a \$100,000 NTIP planning grant could fund the smaller-scale planning efforts noted in the first three bullet points.

All NTIP planning efforts must include a collaborative planning process with community stakeholders such as resi-

dents, business proprietors, transit agencies, human service agencies, neighborhood associations, non-profit or other community-based organizations and faith-based organizations. The purpose of this collaboration is to solicit comments from these stakeholders, review preliminary findings or designs with them, and to utilize their perspective in identifying potential strategies and solutions for addressing transportation needs.

#### WHO CAN LEAD AN NTIP PLANNING EFFORT?

NTIP planning efforts can be led by Prop K project sponsors, other public agencies, and/or community-based organizations. The grant recipient, however, must be one of the following Prop K-eligible sponsors: the Department of Public Works (SFPDW), the Planning Department, the San Francisco Municipal Transportation Agency (SFMTA), the San Francisco County Transportation Authority (Transportation Authority), the Bay Area Rapid Transit District (BART), or the Peninsula Corridor Joint Powers Board (Caltrain). If a non-Prop K sponsor is leading the NTIP planning project, it will need to partner with a Prop K sponsor or request that a Prop K sponsor act as a fiscal sponsor.

#### HOW WILL PROPOSALS BE SCREENED FOR ELIGIBILITY?

In order to be eligible for an NTIP Planning grant, a planning effort must satisfy all of the following screening criteria:

- Project sponsor is one of the following Prop K project sponsors: SFPDW, the Planning Department, the Transportation Authority, BART or Caltrain—or is partnering with a Prop K-eligible sponsor (either as a partner or a fiscal sponsor).
- Project is eligible for funding from Prop K.
- Project is seeking funds for planning/conceptual engineering phase. A modest amount of the overall grant may be applied toward environmental clearance (typically for categorical exemption types of approvals), but this may not represent a significant portion of proposed expenditures.
- Cumulative NTIP requests for a given supervisorial district do not exceed the maximum amount programmed for each supervisorial district (i.e., \$100,000).
- Project will address at least one of the SFTP priorities: improve pedestrian and/or bicycle safety, encourage walking and/or biking, improve transit accessibility, and/or improve mobility for Communities of Concern or other underserved neighborhoods and at-risk populations (e.g., seniors, children, and/or people with disabilities).
- Project is neighborhood-oriented and the scale is at the level of a neighborhood or corridor. The project may be district-oriented for efforts such as district-wide prioritization efforts, provided that the scope is compatible with the proposed funding.
- Planning project is proposed to be completed in two years.

#### WHAT SPECIFIC ACTIVITIES AND EXPENSES ARE ELIGIBLE FOR REIMBURSEMENT?

Direct costs must be used only for planning-related activities. Eligible costs include: community surveys, data gathering and analysis, community meetings, charrettes, focus groups, planning and technical consultants, outreach assistance provided by community-based organizations, developing prioritized action plans, conceptual or 30% design drawings, cost estimates, and bilingual services for interpreting and/or translation services for meetings. Further details on eligible expenses are included in the Prop K Standard Grant Agreement that is executed by the Transportation Authority and the Prop K grant recipient.

### Project Initiation and Scoping

#### WHERE DO NTIP PLANNING IDEAS COME FROM?

The NTIP sets aside Prop K funds for each district supervisor to direct funds to one or more community-based, neighborhood-scale planning efforts in the next five years. Ultimately, the district supervisor (acting in his/her capacity as a Transportation Authority Board commissioner) will recommend which project(s) will be funded with an NTIP planning grant. All projects must be consistent with the adopted guidelines.

Anyone can come up with an NTIP planning grant idea, including, but not limited to, a District Supervisor, agency staff, a community-based organization, or a community member. There is no pre-determined schedule or call for projects for the NTIP planning grants. Rather, each Transportation Authority Board member will contact the Transportation Authority's NTIP Coordinator when s/he is interested in exploring NTIP proposals. Board members may already have an idea in mind, seek help from agency staff in generating ideas, or solicit input from constituents and other stakeholders. See Section B below for how these ideas are vetted and turned into NTIP planning grants.

#### HOW DOES AN IDEA DEVELOP INTO AN NTIP PLANNING GRANT?

**INITIATING A REQUEST:** The District Supervisor initiates the process by contacting the Transportation Authority's or SFMTA's NTIP Coordinator with a planning proposal, a request to help identify potential planning project ideas, or to help with a formal or informal call for projects for his or her respective district.

The Transportation Authority and the SFMTA have designated NTIP Coordinators who will work collaboratively to implement the NTIP Planning grant program. The NTIP Coordinators will work with the District Supervisor and any relevant stakeholders throughout the NTIP planning proposal identification and initial scoping process. They will be responsible for seeking input from appropriate staff within their agencies, as well as from other agencies depending on the particular topic.

**VETTING IDEAS AND SCOPING:** Once contacted by a District Supervisor, the SFCTA and SFMTA NTIP Coordinators will establish a dialogue with the relevant District Supervisor and agency staff to develop an understanding of the particular neighborhood's needs and concerns that could be addressed through a planning effort, to evaluate an idea's potential for addressing identified issues, and to explore whether complementary planning or capital efforts are underway, in the pipeline, or have already occurred.

This step in the process is necessarily iterative and collaborative in nature. It involves working with the District Supervisor to identify an eligible NTIP planning proposal and reaching agreement on the purpose and need, what organization will lead/support the effort, developing a summary scope, identifying desired outcomes and/or deliverables, and preparing an initial cost estimate and funding plan.

NTIP planning grant funds are modest, but a great deal can be accomplished depending on how the planning effort is scoped and how it leverages other resources (e.g., existing plans, staff, other fund sources, concurrent planning and design efforts, etc.). The checklist shown in Table 1 reflects elements that are typically necessary to support a strong NTIP planning proposal.

As the project scope begins to solidify, another key aspect to address is determining the lead agency and identifying the roles of other agencies and stakeholders that need to be involved. The SFCTA and SFMTA NTIP Coordinators will assist with this effort, which requires consideration of multiple factors such as how well the NTIP planning proposal matches an agency's mission and goals, and current priorities; staff resource availability during the proposal timeframe; and availability of consultant resources to address staff resource constraints. The Transportation Authority is willing to provide access to its on-call consultants to assist

Table 1.

### Checklist for Developing a Strong NTIP Planning Grant Proposal

Does your planning proposal have...?

- ✓ Clear purpose/need statement and goals
- ✓ Clear list of deliverables/outcomes
- ✓ Well-defined scope, schedule, and budget
- ✓ Clear and diverse community support
- ✓ Coordination with other relevant planning efforts
- ✓ Inclusive community engagement strategy
- ✓ Community of Concern or underserved community focus
- ✓ Appropriate funding/leveraging commensurate with proposed scope
- ✓ Implementation model (lead agency; agency and community roles defined)

with NTIP planning efforts if that is found to be a viable approach to a particular planning proposal.

Agreeing upon the lead agency and the timing of the planning effort are important outcomes of the scoping phase. Based on prior experience and feedback from project sponsors, it is clear that implementation agency participation in the project initiation and scoping process and involvement in some form in the planning effort (from leading the effort to strategically providing input and reviewing key deliverables) helps ensure that the recommendations stemming from the study will be prioritized sooner rather than later in that agencies' work program.

**DEVELOPING A PROJECT CHARTER:** Once an idea for an NTIP planning proposal has become more refined, the NTIP Coordinators will assist the lead agency with development of a project charter. The intent of the charter is document agreements reached regarding the project's purpose, scope, schedule, budget, funding plan, and the responsibilities of all participants. It may also include references to other relevant information such as agreements to exclude certain items from the scope, target milestones that need to be met to allow coordination with another project, or key risk factors that may be beyond the parties' control.

Sponsors may use their own project charter template or the NTIP Project Charter template, as long as they have substantially the same information.

Concurrent with development of the project charter, the lead agency (or the grant recipient if it is a different entity) should prepare a Prop K allocation request (See next section).

**REQUESTING ALLOCATION OF FUNDS:** The designated grant recipient needs to complete a Prop K allocation request form that details the agreed-upon scope, schedule, cost and funding plan for the project. The draft or final project charter may also be included as an attachment for reference. Transportation Authority staff will review the allocation request to ensure completeness. Once it is finalized there will be two potential options for approval. One option is taking the request for approval through the next monthly Transportation Authority Board cycle. This involves review and action by the Citizens Advisory Committee, Plans and Programs Committee, and Transportation Authority Board for approval. The second option is seeking allocation of funds through the Transportation Authority's Executive Director, pending Transportation Authority Board approval of a proposed pilot Prop K Delegated Allocation Authority Policy this fall.

## What are the grant award terms?

All NTIP planning projects must adhere to the Prop K Strategic Plan policies and the requirements set forth in the Prop K Standard Grant Agreement. (see a sample SGA<sup>2</sup>). The sections below highlight answers to a few commonly asked questions.

2 [www.sfcta.org/sites/default/files/content/Programming/SGA\\_Sample.pdf](http://www.sfcta.org/sites/default/files/content/Programming/SGA_Sample.pdf)



**ARE THERE TIMELY USE OF FUNDS DEADLINES?**

Planning efforts must be completed within two years of the grant award. If a grant recipient does not demonstrate adequate performance and timely use of funds, the Transportation Authority may, after consulting with the project sponsor and relevant District Supervisor, take appropriate actions, which can include termination or redirection of the grant.

**WHAT ARE THE MONITORING, REPORTING, AND ATTRIBUTION REQUIREMENTS?**

NTIP planning grants will be subject to the same monitoring, reporting and attribution requirements as for other Prop K grants. Requirements are set forth in the Prop K

Standard Grant Agreement and include items such as including appropriate attribution on outreach fliers and reports, preparing quarterly progress reports, and submitting a closeout report upon project completion.

Upon completion of each planning project, project sponsors will report to the Transportation Authority Board on key findings, recommendations, and next steps, including implementation and funding strategy. The Board will accept or approve the final report for the NTIP planning grant.

**How do I get more information?**

Call the Transportation Authority's project hotline at 415-593-1655 or visit the website at [www.sfcta.org/propk](http://www.sfcta.org/propk).

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### Grant process flow-chart

