



AGENDA

San Francisco County Transportation Authority Meeting Notice

Date: Tuesday, December 10, 2019; 10:00 a.m.
Location: Legislative Chamber, Room 250, City Hall
Commissioners: Peskin (Chair), Mandelman (Vice Chair), Brown, Fewer, Haney, Mar, Ronen, Safai, Stefani, Walton and Yee
Clerk: Alberto Quintanilla

		Page
1.	Roll Call	
2.	Citizens Advisory Committee Report - INFORMATION*	3
<u>Consent Agenda</u>		
3.	Approve the Minutes of the November 19, 2019 Meeting - ACTION*	11
4.	[Final Approval] Appoint Stephanie Liu and Kevin Ortiz to the Citizens Advisory Committee - ACTION*	15
<u>End of Consent Agenda</u>		
5.	Allocate \$3,330,000 in Prop K Sales Tax Funds, with Conditions, to San Francisco Public Works for Better Market Street 5 th to 8 th Street Design and Bikeway Pilot - ACTION*	23
6.	Allocate \$1,519,125, with Conditions, and Appropriate \$110,875 in Prop K Sales Tax Funds for 3 Requests - ACTION*	61
	Projects: (SFMTA) New Castro Station Elevator (\$1,500,000) and Alemany Realignment Study [NTIP Planning] (\$19,125); (SFCTA) Alemany Realignment Study [NTIP Planning] (\$80,875) and D10 15-Third Street Bus Study [NTIP Planning] (\$30,000)	
7.	Approve the Participatory Budgeting Program of Projects Identified Through the Bayview Community Based Transportation Plan Process - ACTION*	99
8.	Approve the 2019 San Francisco Congestion Management Program - ACTION*	127
9.	Accept the Audit Report for the Fiscal Year Ended June 30, 2019 - ACTION*	145
10.	Approve the Revised Debt Policy and Ratifying the Investment Policy - ACTION*	153

Other Items



11. Introduction of New Items - INFORMATION

During this segment of the meeting, Commissioners may make comments on items not specifically listed above, or introduce or request items for future consideration.

12. Public Comment

13. Adjournment

*Additional Materials

Items considered for final approval by the Board shall be noticed as such with **[Final Approval]** preceding the item title.

The meeting proceedings can be viewed live or on demand after the meeting at www.sfgovtv.org. To know the exact cablecast times for weekend viewing, please call SFGovTV at (415) 554-4188 on Friday when the cablecast times have been determined.

The Legislative Chamber (Room 250) and the Committee Room (Room 263) in City Hall are wheelchair accessible. Meetings are real-time captioned and are cablecast open-captioned on SFGovTV, the Government Channel 26. Assistive listening devices for the Legislative Chamber and the Committee Room are available upon request at the Clerk of the Board's Office, Room 244. To request sign language interpreters, readers, large print agendas or other accommodations, please contact the Clerk of the Board at (415) 522-4800. Requests made at least 48 hours in advance of the meeting will help to ensure availability. Attendees at all public meetings are reminded that other attendees may be sensitive to various chemical-based products.

The nearest accessible BART station is Civic Center (Market/Grove/Hyde Streets). Accessible MUNI Metro lines are the F, J, K, L, M, N, T (exit at Civic Center or Van Ness Stations). MUNI bus lines also serving the area are the 5, 6, 7, 9, 19, 21, 47, and 49. For more information about MUNI accessible services, call (415) 701-4485. There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex. Accessible curbside parking is available on Dr. Carlton B. Goodlett Place and Grove Street.

If any materials related to an item on this agenda have been distributed to the Board after distribution of the meeting packet, those materials are available for public inspection at the Transportation Authority at 1455 Market Street, Floor 22, San Francisco, CA 94103, during normal office hours.

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code Sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; (415) 252-3100; www.sfethics.org.



DRAFT MINUTES

Citizens Advisory Committee

Wednesday, November 20, 2019

1. Committee Meeting Call to Order

Chair Larson called the meeting to order at 6:02p.m.

CAC members present: Ranyee Chiang, Robert Gower, John Larson, Jerry Levine, Danielle Thoe and Rachel Zack (6)

CAC Members Absent: David Klein, Peter Tannen and Sophia Tupuola (3)

Transportation Authority staff members present were Amber Crabbe, Anna LaForte, Maria Lombardo, Mike Pickford, Alberto Quintanilla, Bhargava Sana and Aprile Smith.

2. Chair's Report - INFORMATION

Chair Larson reported that Item 12 on the agenda, Update on Caltrans U.S. 101 Deck Replacement at Alemany Circle Project, would be postponed at the request of Caltrans, and said Transportation Authority staff would work with Caltrans to bring the item back at a future meeting. He reported that Commissioners Brown and Ronen's CAC nominations were approved at the November 19, 2019 Transportation Authority Board meeting, with final approval for the nominations scheduled for December 10, 2019. He said the new CAC members first meeting would be January 22, 2020. He informed the CAC that a copy of the Executive Director's Report from the November 19, 2019 Board meeting had been placed in-front of them for their reference.

There was no public comment.

3. Nominations for 2020 Citizens Advisory Committee Chair and Vice Chair - INFORMATION

Jerry Levine nominated John Larson for Chair. There were no further nominations for Chair.

John Larson nominated David Klein to serve as Vice Chair. There were no further nominations for Chair.

There was no public comment.

Consent Agenda

4. Approve the Minutes of the October 23, 2019 Meeting - ACTION

5. Approve the 2020 Meeting Schedule for the Citizens Advisory Committee - ACTION

6. 2019 State and Federal Legislation Summary - INFORMATION



7. Progress Report for Van Ness Avenue Bus Rapid Transit Project - INFORMATION

Jerry Levine requested a presentation on the Van Ness Avenue Bus Rapid Transit (BRT) project at a future CAC meeting.

Chair Larson said the project was approximately 43.6% complete, compared to 42% complete reported in October to the CAC and seconded Jerry's request for an in person presentation at the January 22, 2020 CAC meeting.

There was no public comment on the Consent Agenda.

Robert Gower moved to approve the Consent Agenda, seconded by Jerry Levine.

The Consent Agenda was approved by the following vote:

Ayes: CAC Members Chiang, Gower, Larson, Levine, Thoe and Zack (6)

Absent: CAC Member Klein, Tannen and Tupuola (3)

End of Consent Agenda

8. Adopt a Motion of Support for the Allocation of \$3,330,000 in Prop K Sales Tax Funds, with Conditions, to San Francisco Public Works for Better Market Street 5th to 8th Street Design and Bikeway Pilot - ACTION

Cristina Olea, Project Manager at the San Francisco Department of Public Works (SFPW), presented the item per the staff memorandum.

Robert Gower asked for background information regarding the project team's engagement with stakeholders during the design phase. He asked for specific information regarding engagement with the business community and noted that the beautification of the corridor, to attract and maintain businesses, and the development of disability access improvements were critical to the success of the project.

Ms. Olea said that the project had a community working group that met every other month and was well represented. She noted that the project team had conducted outreach throughout the corridor and had given presentations at the Hotel Council and had met with the Chamber of Commerce. Ms. Olea said the community working group included businesses along Market Street and along the F-loop.

Robert Gower asked if the closing of Market Street to private vehicles starting January 1, 2020 would provide efficiency in the construction phase.

Ms. Olea replied in the affirmative and noted that most of the studies conducted were from a traffic and transportation impact perspective. She said private vehicles were not currently allowed to drive on Market Street between 3rd and 8th streets and at 10th street travelling eastbound and that the full build out of the project would benefit from restricting private vehicles on Market Street.

Jerry Levine asked how the project team's coordination with Transportation Network Companies (TNCs) would impact TNCs activity on Market Street.

Ms. Olea said all TNCs were considered private vehicles and would not be allowed to use Market Street. She said the TNC apps would reroute passengers to get picked up on a side street or intersection.

Danielle Thoe said she was in favor of the San Francisco Municipal Transportation



Agency's (SFMTA) January timeline to get private vehicles off Market Street, but noted that the staff report language was not as strong. She proposed stronger language that demonstrated a commitment to SFMTA's quick build timeline.

Ms. Olea said that the language could be clarified and noted that the timeline had been approved by the SFMTA Board.

Danielle Thoe asked if the language in the staff report could be amended.

Maria Lombardo, Chief Deputy Director, said the language used in the staff report used "may" in reference to the January timeline as a safeguard for any potential appeals or litigation that might delay the project and that it wasn't meant to cast doubt on SFMTA's intended schedule

Chair Larson asked what accounted for the \$51 million construction increase, compared to the previous construction estimate.

Ms. Olea said the \$51 million construction increase was a result of an updated design and noted that the project was currently at 90% design, which provided more accurate costs. She added that escalation and cost estimates based on bids recently received for other projects also contributed to the cost increase.

Chair Larson noted that the stretch from 5th to 8th streets were slated for development and asked if those projects would be built in coordination with the Better Market Street project.

Ms. Olea said every block in Phase 1A had at least two major projects happening and said the project had met with all the developers to coordinate construction.

During public comment Edward Mason asked if passengers would still be boarding on the right hand side of the curb and center boarding island. He also asked if commuter buses would be allowed to access the proposed shared lane.

Ms. Olea referenced page 61 and 62 of the packet and stated that transit passengers would continue to board on the right side at both curbside stops and center boarding islands. Regarding the proposed shared curb lane, she said it was for transit, and delivery and emergency vehicles only, but she would have to follow up regarding corporate commuter buses eligibility to use the proposed shared lane.

Chair Larson requested an update on the commuter corporate shuttles and if their licenses would allow them to use the proposed shared lane.

Danielle Thoe moved to approve the item, seconded by Jerry Levine.

The item was approved by the following vote:

Ayes: CAC Members Chiang, Gower, Larson, Levine, Thoe and Zack (6)

Absent: CAC Member Klein, Tannen and Tupuola (3)

9. Adopt a Motion of Support for the Allocation of \$1,519,125, with Conditions, and Appropriate \$80,875 in Prop K Sales Tax Funds for 2 Requests - ACTION

Mike Pickford, Senior Transportation Planner, presented the item per the staff memorandum.

Robert Gower said \$1.5 million for the New Castro Station Elevator project was a significant amount for an elevator design study and asked for further information.



Tess Kavanaugh, Project Manager at the SFMTA, said the project was currently at 50% design through the design schedule. She said the additional funding would cover completion of design, the permitting process, development of bid documents, and staffing through the award process. She added that the funding would support a full design team and development of construction documents.

Robert Gower asked if the \$1.5 million requested covered 5% of the design and development stage.

Ms. Kavanaugh said it was the remaining 5% and also the permit and review process and bid and award process. Ms. Kavanaugh further clarified that the total budget for the design phase was \$3 million and the request was for the second half of the budget. She noted that the current funds would take the project to 95% design completion and that the \$1.5 million being requested may not be fully spent.

Regarding the Alemany Realignment Study project, Chair Larson asked if the project was specific to the interchange near the Alemany farmers market.

Mr. Pickford said the project was specific to the area between U.S. 101/I-280 interchange and Crescent Avenue.

There was no public comment.

Rachel Zack moved to approve the item, seconded by Ranyee Chiang.

The item was approved by the following vote:

Ayes: CAC Members Chiang, Gower, Larson, Levine, Thoe and Zack (6)

Absent: CAC Member Klein, Tannen and Tupuola (3)

10. Adopt a Motion of Support for San Francisco's Lifeline Transportation Program Cycle 5 Participatory Budgeting Program of Projects - ACTION

Aprile Smith, Senior Transportation Planner, presented the item per the staff memorandum.

Chair Larson asked for further clarification on the role of Muni transit assistants and what their responsibilities would be in terms of safety.

Christopher Kidd, Project Manager at the SFMTA, said the Muni transit assistants were part of SFMTA's Muni Transit Assistance Program (MTAP) and were trained in de-escalation tactics. The transit assistants targeted transit lines that had a history of violence due to overcrowding or multiple school pickups. He said MTAP was oriented during school hours and operated from 10:00 a.m. to 6:00 p.m. Mr. Kidd added that MTAP coordinated with transit buses that were potentially dealing with overcrowding and advised buses to skip certain stops if they were reaching capacity. He said the Muni transit assistants would be hired within the Bayview community and would work the bus lines that rode through their neighborhoods.

Chair Larson said he supported MTAP and hoped that transit assistants were paid.

Robert Gower spoke in support of MTAP and the transit assistants project.

Danielle Thoe asked if the proposed item was requesting funding for an expansion of the MTAP hours of operation or areas it served.

Mr. Kidd said the funding requested would allow MTAP to increase their staffing presence on Bayview transit lines during transit assistants' normal hours of operation.



Daniel Thoe asked if the transit assistants were SFMTA employees

Mr. Kidd replied in the affirmative.

Jerry Levine spoke in support of the program and asked where the matching funds were housed and if they were in-kind funds or actual dollars.

Mr. Kidd said the matching funds were actual dollars. He added that the Lifeline Transportation Program (LTP) funding was more flexible than most funding sources and allowed the SFMTA to allocate their LTP funds solely to the transit assistants project. He added that SFMTA was using its matching fund sources, which included Prop K, to fund the remaining capital projects identified in the item.

Jerry Levine asked how the transit assistants project would be maintained in future years.

Mr. Kidd said part of the LTP grant was to identify sustainable funding opportunities to evaluate how to maintain the program and access other sources of funds.

Jerry Levine said it was a worthwhile program and had the support of the CAC.

Rachel Zack asked if the evaluation process through the Metropolitan Transportation Commission (MTC) could be further explained. She also said she was in support of the transit assistants project.

Mr. Kidd said he did not have the LTP guidelines for evaluation but said most requirements were around the results of the participatory budget process. He said the goal was to demonstrate that engagement of participatory budget increased participation and knowledge of the process and helped ensure better working relationships between communities and the city.

Rachel Zack said her question was more geared towards how the SFMTA was going to ensure that the program's safety goal was being met.

Mr. Kidd said he would have to discuss goals with MTAP staff and their evaluation of data. He said SFMTA kept records on all safety incidents and in years past had looked at MTAP's safety effectiveness. Mr. Kidd added that the evaluation of the program had yielded significant safety results.

Chair Larson asked if the evaluation could also assist in the SFMTA's search for sustainable funding of the program.

Mr. Kidd replied in the affirmative.

During public comment Bob Allen, Director of Policy and Advocacy Campaigns at Urban Habitat, thanked SFMTA staff for MTAP and said the city of San Francisco had done a good job in allocating LTP funds compared to other Bay Area cities he had worked with in the past. He thanked Mr. Kidd for his efforts and noted that Urban Habitat had been one of the groups that had advocated for MTC to establish the participatory budgeting pilot program.

Jerry Levine moved to approve the item, seconded by Robert Gower.

The item was approved by the following vote:

Ayes: CAC Members Chiang, Gower, Larson, Levine, Thoe and Zack (6)

Absent: CAC Member Klein, Tannen and Tupuola (3)



11. Adopt a Motion of Support for the Approval of the 2019 San Francisco Congestion Management Program - ACTION

Bhargava Sana, Senior Modeler, presented the item per the staff memorandum.

Chair Larson said the auto speed data was striking given the decline over the last 8 years from 45 miles an hour to 33 miles an hour. He said it might be getting to the point that more people will prefer transit over being in their vehicles.

Danielle Thoe asked if transit agencies outside of Muni were used as part of the transit comparison of speed.

Mr. Sana said Muni was strictly used because the transit speeds were for surface transit and derived from the automatic passenger counters (APC) fixed in Muni buses.

Ranyee Chiang said the use of metrics was great and asked if it was possible to use metrics when evaluating other potential projects seeking funding.

Mr. Sana said the data had been used to support other projects like the Freeway Corridor Management Study (FCMS) and was most recently used to support the San Francisco Downtown Congestion Study.

Rachel Zack asked what the public was supposed to deduce from the auto transit travel time ratio averaged across the city, noting that seemed to aggregate to be meaningful.

Mr. Sana said all metrics were also reported at the Congestion Management Program (CMP) individual segment level and added that each of the metrics had a map in the report which showed what the values are for the different CMP segments for morning and afternoon periods. He said auto-transit speed ratio was tracked at the city level to better understand how competitive transit was compared to auto transit over time.

Rachel Zack asked if the interactive map of the auto transit travel time ratio could be shared with her.

Mr. Sana referred Rachel Zack to <http://congestion.sfcta.org/>.

Chair Larson announced that the Transportation Authority had convened a San Francisco Downtown Congestion Policy Advisor Committee and had invited him to join the advisory group to represent the CAC. He said the inaugural meeting was scheduled for Thursday, November 21 and he would report back to the CAC after each meeting.

During public comment Thea Selby, member of the San Francisco Transit Riders, spoke in support of the CMP report.

Danielle Thoe moved to approve the item, seconded by Jerry Levine.

The item was approved by the following vote:

Ayes: CAC Members Chiang, Gower, Larson, Levine, Thoe and Zack (6)

Absent: CAC Member Klein, Tannen and Tupuola (3)

12. Update on Caltrans U.S. 101 Deck Replacement at Alemany Circle Project - INFORMATION

Item 12 was continued to a future meeting.

There was no public comment.



**San Francisco
County Transportation
Authority**

Citizens Advisory Committee Meeting Minutes

Page 7 of 7

The CAC lost quorum at 7:22 p.m. The meeting was adjourned. Chair Larson continued the meeting as a workshop with all remaining presentations and public comment not on the record.

- 13. Potential Regional Transportation Measure Update - INFORMATION**
- 14. Introduction of New Business - INFORMATION**
- 15. Public Comment**
- 16. Adjournment**

[this page intentionally left blank]



DRAFT MINUTES

San Francisco County Transportation Authority

Tuesday, November 19, 2019

1. Roll Call

Chair Peskin called the meeting to order at 10:06 a.m.

Present at Roll Call: Commissioners Fewer, Mar, Mandelman, Peskin, Ronen, Stefani, Walton and Yee (8)

Absent at Roll Call: Commissioners Brown (entered during Item 8), Haney (entered during Item 8) and Safai (3)

Commissioner Mandelman moved to excuse Commissioners Haney and Brown, seconded by Commissioner Stefani. Commissioners Haney and Brown were excused without objection.

Commissioner Ronen moved to excuse Commissioner Safai, seconded by Commissioner Brown. Commissioner Safai was excused without objection.

2. Chair's Report - INFORMATION

Chair Peskin reported that the past weekend was the 5th annual World Day of Remembrance for Traffic Victims in San Francisco. He thanked WalkSF, President Yee, Supervisor Mandelman and Bay Area Families for Safe Streets for honoring the victims and families of those killed and injured by avoidable crashes, and for shining a light on the need to reduce speeding. Chair Peskin reported that to date in 2019, 26 people had died in traffic collisions, in contrast to the 23 traffic fatalities in all of 2018. He said of this year's total, 15 people killed were pedestrians and one was a cyclist.

Chair Peskin reported that the city had laid out a set of actions, with the recent establishment of a Safe Streets State of Emergency, that could have an immediate benefit, from daylighting and bulb outs to increase visibility and slow motorists down, to putting in more scrambles and red light cameras. He said the Transportation Authority had funded Quick Builds and policy directives to prioritize safety over traffic and parking. He said it had to be the Board's focus and priority in order to turn the numbers around.

Chair Peskin recognized the anticipated passage of Prop D, by San Francisco voters in this November's election. He thanked Assemblymember Phil Ting for carrying the authorizing legislation for the per-trip Transportation Network Companies (TNC) fee, and the state delegation, as well as Mayor Breed and Uber and Lyft, for supporting Prop D throughout the legislative and approval process. He also thanked Sunny Angulo from his office for her work as well as Transportation Authority staff. Chair Peskin said it was the first such tax in the State and for the city meant \$35 million more per year to grow Muni service and pay for safer streets.

Chair Peskin welcomed the San Francisco Municipal Transportation Agency's (SFMTA's) incoming Director for Transportation Jeffrey Tumlin and congratulated Mayor Breed and the SFMTA Board for their successful recruitment. He said Mr. Tumlin



would have the benefit of the Muni Reliability Working group, on which Commissioner Mandelman and he served.

There was no public comment.

3. Executive Director's Report - INFORMATION

Tilly Chang, Executive Director, presented the Executive Director's Report.

There was no public comment.

Consent Agenda

4. **Approve the Minutes of the November 5, 2019 Meeting - ACTION**
5. **[Final Approval] Allocate \$870,000, with Conditions, and Appropriate \$5,700,000 in Prop K Sales Tax Funds for 6 Requests - ACTION**
6. **[Final Approval] Approve the Amended Program of Projects for the 2020 Regional Transportation Improvement Program - ACTION**
7. **[Final Approval] Authorize the Executive Director to Increase the Amount of the Professional Services Contract with Civic Edge Consulting by \$100,000, to a Total Amount Not to Exceed \$250,000, for Strategic Communications, Media and Community Relations Services for the ConnectSF Program - ACTION**

There was no public comment.

Commissioner Walton moved to approve the Consent Agenda, seconded by Commissioner Yee.

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

Ayes: Commissioners Fewer, Mar, Mandelman, Peskin, Ronen, Stefani, Walton and Yee (8)

Absent: Commissioners Brown, Haney and Safai (3)

End of Consent Agenda

8. Appoint Up to Two Members to the Citizens Advisory Committee - ACTION

Aprile Smith, Senior Transportation Planner, presented the item per the staff memorandum.

Kevin Ortiz spoke to his interest and qualifications in being appointed to the CAC.

Sarah Rogers spoke to her interest and qualifications in being appointed to the CAC.

Philip Bailey spoke to his interest and qualifications in being appointed to the CAC.

Stephanie Liu spoke to her interest and qualifications in being appointed to the CAC.

Commissioner Ronen thanked all CAC applicants for being interested and willing to serve. She said she would be making a motion to appoint Kevin Ortiz to the CAC and noted that he worked as the Teens Program Manager at Jamestown Community Center. Commissioner Ronen said Mr. Ortiz provided services and leadership develop to youth in the Mission and was a fierce advocate in the fight against displacement of low-income communities and communities of color. She said District 9 faced complex



transportation issues, which included balancing tensions between community needs and those of commuters passing through the district's two regional transit hubs. She said Mr. Ortiz brought a strong commitment to meaningful community engagement and had been a voice for transit justice and equitable transportation policies. Commissioner Ronen thanked Mr. Ortiz and said she looked forward to working with him.

Commissioner Ronen moved to appoint Kevin Ortiz to the CAC, seconded by Commissioner Walton.

Commissioner Brown thanked all the applicants who came forward and asked them to stay engaged regardless of who was appointed to the CAC. She made a motion to nominate Stephanie Liu to the CAC and spoke about Ms. Liu's years of experience working on climate change policy in both the private and public sectors. She said Ms. Liu's perspective as a mother and woman of color would guide her as she tackled policy with a focus on equity. She said the CAC debated and voted on complicated and complex issues and felt Ms. Liu's equity lens would benefit the CAC.

Commissioner Brown moved to appoint Stephani Liu to the CAC, seconded by Commissioner Ronen.

The motion to appoint Kevin Ortiz was approved without objection by the following vote:

Ayes: Commissioners Brown, Fewer, Haney, Mar, Mandelman, Peskin, Ronen, Stefani, Walton and Yee (10)

Absent: Commissioner Safai (1)

The motion to appoint Stephanie Liu was approved without objection by the following vote:

Ayes: Commissioners Brown, Fewer, Haney, Mar, Mandelman, Peskin, Ronen, Stefani, Walton and Yee (10)

Absent: Commissioner Safai (1)

9. 2019 State and Federal Legislation Summary - INFORMATION

Mark Watts, State Legislative Advocate, and Amber Crabbe, Public Policy Manager, presented the item per the staff memorandum.

There was no public comment.

Other Items

10. Introduction of New Items - INFORMATION

Commissioner Walton provided an overview of his and Commissioner Haney's congestion pricing tour in London and Stockholm. He said it was important for the city to identify congestion pricing goals and determine if those goals benefit all residents.

Commissioner Haney said it was an informative trip and noted that the city was part of an ongoing conversation with the other seven American cities that participated on the congestion pricing tour. He said the city had a long way to go and needed to collect a lot of data and set a timeline.



Commissioner Walton thanked the Board and Transportation Authority for supporting Commissioner Haney and himself.

Chair Peskin stated that Commissioner Walton and himself, along with one of Mayor Breed's staff met with members of the Peninsula Corridor Joint Powers Board and had a productive conversation in regard to possible Caltrain governance reform.

11. Public Comment

Shirley Johnson, former Chair of the Caltrain Bicycle Advisory Committee, thanked Commissioner Walton for his vision to go forward with asking that Caltrain governance be reconsidered and that SamTrans be separated from Caltrain.

12. Adjournment

The meeting was adjourned at 11:00 a.m.



RESOLUTION APPOINTING STEPHANIE LIU AND KEVIN ORTIZ TO THE CITIZENS ADVISORY COMMITTEE OF THE SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY

WHEREAS, Section 131265(d) of the California Public Utilities Code, as implemented by Section 5.2(a) of the Administrative Code of the San Francisco County Transportation Authority, requires the appointment of a Citizens Advisory Committee (CAC) consisting of eleven members; and

WHEREAS, There are two open seats on the CAC resulting from the resignation of two members from the CAC; and

WHEREAS, At its November 19, 2019 meeting, the Board reviewed and considered all applicants' qualifications and experience and recommended appointment of Stephanie Liu and Kevin Ortiz to serve on the CAC for a period of two years; now therefore, be it

RESOLVED, That the Board hereby appoints Stephanie Liu and Kevin Ortiz to serve on the CAC of the San Francisco County Transportation Authority for a two-year term; and be it further

RESOLVED, That the Executive Director is authorized to communicate this information to all interested parties.



Memorandum

AGENDA ITEM 4

DATE: November 13, 2019
TO: Transportation Authority Board
FROM: Maria Lombardo - Chief Deputy Director
SUBJECT: 11/5/19 Board Meeting: Appointment of Up to Two Members to the Citizens Advisory Committee

<p>RECOMMENDATION <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action</p> <p>Neither staff nor CAC members make recommendations regarding CAC appointments.</p> <p>SUMMARY</p> <p>There are two open seats on the CAC requiring Board action. The vacancies are the result of the resignations of Myla Ablog (District 5 resident) and Kian Alavi (District 9 resident). There are currently 62 applicants to consider for the open seat.</p>	<p><input type="checkbox"/> Fund Allocation</p> <p><input type="checkbox"/> Fund Programming</p> <p><input type="checkbox"/> Policy/Legislation</p> <p><input type="checkbox"/> Plan/Study</p> <p><input type="checkbox"/> Capital Project Oversight/Delivery</p> <p><input type="checkbox"/> Budget/Finance</p> <p><input type="checkbox"/> Contract/Agreement</p> <p><input checked="" type="checkbox"/> Other: CAC Appointment</p>
---	---

DISCUSSION

BACKGROUND.

The Transportation Authority has an eleven-member CAC and members serve two-year terms. Per the Transportation Authority's Administrative Code, the Board appoints individuals to fill open CAC seats. Neither staff nor the CAC make recommendations on CAC appointments, but we maintain a database of applications for CAC membership. Attachment 1 is a tabular summary of the current CAC composition, showing ethnicity, gender, neighborhood of residence, and affiliation. Attachment 2 provides similar information on current applicants, sorted by last name.



PROCEDURES.

The selection of each member is approved at-large by the Board; however traditionally the Board has had a practice of ensuring that there is one resident of each supervisorial district on the CAC. Per Section 5.2(a) of the Administrative Code, the CAC:

“...shall include representatives from various segments of the community, such as 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. Applicants are asked to provide residential location and areas of interest but 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, and email 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. Applications can be submitted through the Transportation Authority's website at www.sfcta.org/cac.

All applicants have been advised that they need to appear in person before the Board in order to be appointed, unless they have previously appeared. If a candidate is unable to appear before the Board on the first appearance, they may appear at the following Board meeting in order to be eligible for appointment. An asterisk following the candidate's name in Attachment 2 indicates that the applicant has not previously appeared before the Committee.

FINANCIAL IMPACT

The requested action would not have an impact on the adopted Fiscal Year 2019/20 budget.

CAC POSITION

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

SUPPLEMENTAL MATERIALS

- Attachment 1 - Matrix of CAC Members
- Attachment 2 - Matrix of CAC Applicants
- Enclosure 1 - CAC Applications

Attachment 1 (Updated 11.06.19)
CITIZENS ADVISORY COMMITTEE ¹

Name	Gender	Ethnicity	District	Neighborhood	Affiliation	First Appointed	Term Expiration
Kian Alavi	M	NP	9	Mission	Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen	Dec 17	Dec 19
Myla Ablog	F	Filipina	5	Japantown/Western Addition	Disabled, Environmental, Neighborhood, Public Policy, Senior Citizen	Sep 13	Mar 21
Peter Tannen	M	C	8	Inner Mission	Environmental, Neighborhood, Public Policy	Feb 08	Feb 20
John Larson, Chair	M	NP	7	Miraloma Park	Environment, Neighborhood, Public Policy	Mar 14	Mar 20
Rachel Zack	F	C	3	Union Square/Nob Hill	Environmental, Labor, Neighborhood, Public Policy	June 18	June 20
Robert Gower	M	C	11	Mission Terrace	Disabled, Environment, Neighborhood, Public Policy, Senior Citizen	Sept 18	Sept 20
David Klein, Vice-Chair	M	C	1	Outer Richmond	Environment, Labor, Neighborhood, Public Policy, Senior Citizens	Sept 18	Sept 20
Jerry Levine	M	C	2	Cow Hollow	Business, Neighborhood, Public Policy	Nov 18	Nov 20
Sophia Tupuola	F	NH	10	Bayview Hunters Point	Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen	Mar 19	Mar 21
Ranyee Chiang	F	A	4	Central Sunset	Environment, Neighborhood, Public Policy	Mar 19	Mar 21
Danielle Thoe	F	C	6	Tenderloin	Disabled, Environment, Neighborhood, Public Policy, Senior Citizen	Oct 19	Oct 21
A - Asian	AA - African American			AI - American Indian or Alaska Native	C - Caucasian	H/L - Hispanic or Latino	
		NH - Native Hawaiian or Other Pacific Islander			NP - Not Provided (Voluntary Information)		

¹ Shading denotes open seats on the CAC.

Attachment 2 (Updated 11.06.19)

APPLICANTS

Name	Gender	Ethnicity	District	Neighborhood	Affiliation/Interest
1 Nancy Arms Simon*	NP	NP	10 Bayview		Disabled, Environmental, Labor, Neighborhood, Public Policy, Senior Citizen
2 Philip Bailey*	M	C	5 Cole Valley		Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
3 Max Barnes*	M	NH	9 Mission		Business, Disabled, Environment, Labor, Neighborhood, Public Policy
4 Joe Blubaugh*	NP	NP	9 Bernal Heights / Market Street		Environment, Neighborhood, Public Policy
5 Natalie Chyba*	F	C	5 Bernal Heights		NP
6 Chris Coghlan*	M	NP	7 Sunnyside		Business, Disabled, Environment, Neighborhood, Public Policy, Senior Citizen
7 Will Conkling*	M	C	9 Bernal Heights		Business, Environment, Neighborhood, Public Policy
8 Leticia Contreras*	F	H/L	4 Sunset District		Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
9 Gordon Crespo*	M	NP	7 Midtown Terrace		Environment, Public Policy
10 Harold Flowers*	NP	NP	9 Sunset District		Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
11 Nicholas Fohs*	M	C	9 Bernal Heights		Business, Environment, Labor, Neighborhood, Public Policy
12 Jane Ginsburg*	F	C	5 Lower Haight/Duboce Park		Environment, Neighborhood, Public Policy, Senior Citizen
13 Erin Handsfield*	F	NP	10 Potrero Hill		Business, Public Policy,
14 Jack Harman*	NP	NP	6 Rincon Hill		Environment, Neighborhood, Public Policy
15 Calvin Ho*	M	A	4 Outer Sunset/Parkside		Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
16 KE Hones*	F	AI	9 Mission / Potrero Hill & Civic Center		Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen

Name Gender Ethnicity District Neighborhood Affiliation/Interest

17	Virginia Jaramillo*	F	NP	9	Bernal Heights	Business, Disabled, Neighborhood, Senior Citizen
18	Amanda Jimenez*	F	H/L	4	Outer Sunset	Disabled, Environment, Neighborhood, Public Policy
19	Jeremy Kazzaz*	M	NP	9	Mission	Business, Environment, Labor, Neighborhood, Public Policy
20	John Hyung-Jun Kim*	M	A	9	Mission	Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
21	Stephen Kubick*	M	C	10	Potrero Hill	Business, Neighborhood, Public Policy
22	Robin Kutner*	F	NP	8	Buena Vista	Environment, Neighborhood
23	Matthew Laroche*	M	C	4	Outer Sunset	NP
24	John Lisovsky*	M	C	5	Panhandle	Environment, Labor, Neighborhood, Public Policy
25	Stephanie Liu*	F	A	5	Western Addition	Environment, Neighborhood, Public Policy
26	John Loeber*	NP	NP	3	Nob Hill	Business, Environment, Neighborhood, Public Policy,
27	Dale Low*	M	A	9	Bernal Heights	Environment, Neighborhood, Public Policy
28	Patrick Maley*	M	NP	1	Richmond	Environment, Labor, Neighborhood, Public Policy
29	Gail Mallimson*	F	C	9	Bernal Heights	Business, Environment, Neighborhood, Public Policy
30	Trey Matkin*	M	C	5	Hayes Valley	Business, Disabled, Environment, Labor, Neighborhood, Public Policy
31	Michael McDougall*	NP	NP	8	Glen Park	Disabled, Environment, Public Policy
32	Kary McElroy*	F	C	5	Alamo Square	Business, Disabled, Environment, Neighborhood, Public Policy, Senior Citizen
33	Marlo McGriff*	M	AA	8	Mission/Dolores	Environment, Labor, Neighborhood, Public Policy, Senior Citizen
34	Maer Melo*	M	AA	9	Mission	Business, Disabled, Environment, Neighborhood, Public Policy

Name Gender Ethnicity District Neighborhood Affiliation/Interest

35	Laura Milivy*	NP	NP	9	Portola	Labor, Neighborhood
36	Meaghan Mitchell*	F	AA	10	Bayview	Business, Labor, Neighborhood, Public Policy
37	Antoinette Mobley*	NP	AA	10	Bayview	Business, Environment, Neighborhood
38	Tyler Morris*	M	C	9	Bernal Heights	Business, Disabled, Environment, Neighborhood, Public Policy
39	Vi Nguyen*	F	NP	9	Bernal Heights	Business, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
40	Wayne Norton*	M	AA	10	Bayview/Hunter's Point	Business, Environment, Neighborhood, Public Policy
41	Kevin Ortiz*	M	H/L	9	Mission	Neighborhood, Public Policy
42	Edward Parillon*	M	AA	8	Mission	Business, Environment, Labor, Neighborhood, Public Policy
43	Ian Poirier*	M	NP	10	Dogpatch	Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
44	John Powell*	M	H/L	1	Outer Richmond	Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
45	Sarah Rogers*	F	C	9	Bernal Heights	Environment, Neighborhood, Public Policy
46	Jacqueline Sachs	F	C	2	Western Addition	Disabled, Neighborhood
47	Ramy Shweiky*	M	NP	10	Bayview	Business, Environment, Labor, Neighborhood, Public Policy
48	Jeff Silver*	M	C	8	Buena Vista Park / Financial District	Business, Neighborhood
49	Gregory Smith*	M	C	1	Mid Richmond	Environment, Labor, Senior Citizens
50	Abraham Snyder*	M	C	9	Mission / SOMA	Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
51	Stephanie Soler*	F	H/L	9	Noe Valley	Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
52	Adrienne Steichen*	F	C	5	Lower Haight	Environment, Neighborhood, Public Policy

Name Gender Ethnicity District Neighborhood Affiliation/Interest

53	Emily Sun*	F	NP	5	Hayes Valley	Environment, Neighborhood, Public Policy
54	Bradley Tanzman	M	C	6	Treasure Island	Business, Disabled, Environment, Labor, Neighborhood, Public Policy, Senior Citizen
55	Eric Tucker*	M	C	10	Visitacion Valley	Business, Environment, Neighborhood, Public Policy
56	Anne Widera*	F	NP	10	Potrero Hill	Business
57	Peter Wilson*	M	C	5	Alamo Square	Environment, Labor, Neighborhood
58	Brian Wong*	NP	NP	5	Divisadero/NOPA	Business, Environment, Neighborhood, Public Policy
59	Stephen Woods*	M	C	4	Sunset	Environment, Labor, Neighborhood, Public Policy
60	David Young*	NP	NP	6	SOMA	Business, Environment, Neighborhood, Public Policy
61	Bozhao Yu	M	A	1	Lone Mountain	Business, Environment, Neighborhood, Public Policy
62	Yan Zhu*	NP	NP	6	Western SOMA / SOMA	Disabled, Environment, Neighborhood, Public Policy, Senior Citizen

A - Asian

AA - African American

AI - American Indian or Alaska Native

C - Caucasian

H/L - Hispanic or Latino

NH - Native Hawaiian or Other Pacific Islander

NP - Not Provided (Voluntary Information)

*Applicant has not appeared before the Board.



RESOLUTION ALLOCATING \$3,330,000 IN PROP K FUNDS, WITH CONDITIONS, TO SAN FRANCISCO PUBLIC WORKS FOR BETTER MARKET STREET 5TH TO 8TH STREET DESIGN AND BIKEWAY PILOT

WHEREAS, The Transportation Authority received a request for \$3,330,000 in Prop K Local Transportation Sales Tax funds for Better Market Street 5th to 8th Streets Design and Bikeway Pilot, as summarized in Attachments 1 and 2 and detailed in the attached allocation request form; and

WHEREAS, The request seeks funds from the Guideways–Undesignated category of the Prop K Expenditure Plan; and

WHEREAS, As required by the voter-approved Expenditure Plans, the Transportation Authority Board has adopted a Prop K 5-Year Prioritization Program (5YPP) for the aforementioned Expenditure Plan programmatic category; and

WHEREAS, The request is consistent with the Guideways–Undesignated 5YPP; and

WHEREAS, After reviewing the request, Transportation Authority staff recommended allocating \$3,330,000 in Prop K funds, with conditions, to San Francisco Public Works for Better Market Street 5th to 8th Streets Design and Bikeway Pilot, as described in Attachment 3 and detailed in the attached allocation request form, which includes staff recommendations for the Prop K allocation amount, required deliverables, timely use of funds requirements, special conditions, and Fiscal Year Cash Flow Distribution Schedule; and

WHEREAS, There are sufficient funds in the Capital Expenditures line item of the Transportation Authority’s approved Fiscal Year 2019/20 budget to cover the proposed action; and

WHEREAS, At its November 20, 2019 meeting, the Citizens Advisory Committee was briefed on the subject request and unanimously adopted a motion of support for the staff recommendation; now, therefore be it

RESOLVED, That the Transportation Authority hereby allocates \$3,330,000 in Prop K Sales Tax Funds, with conditions, to San Francisco Public Works for Better Market Street 5th to 8th Streets Design and Bikeway Pilot, as summarized in Attachment 3 and detailed in the attached allocation request form; and be it further



RESOLVED, That the Transportation Authority finds the allocation of these funds to be in conformance with the priorities, policies, funding levels, and prioritization methodologies established in the Prop K Expenditure Plan, the Prop K Strategic Plan, and the Guideways–Undesignated 5YPP; and be it further

RESOLVED, That the Transportation Authority hereby authorizes the actual expenditure (cash reimbursement) of funds for these activities to take place subject to the Fiscal Year Cash Flow Distribution Schedule detailed in the attached allocation request form; and be it further

RESOLVED, That the Capital Expenditures line item for subsequent fiscal year annual budgets shall reflect the maximum reimbursement schedule amounts adopted and the Transportation Authority does not guarantee reimbursement levels higher than those adopted; and be it further

RESOLVED, That as a condition of this authorization for expenditure, the Executive Director shall impose such terms and conditions as are necessary for the project sponsor to comply with applicable law and adopted Transportation Authority policies and execute a Standard Grant Agreement to that effect; and be it further

RESOLVED, That as a condition of this authorization for expenditure, the project sponsor shall provide the Transportation Authority with any other information it may request regarding the use of the funds hereby authorized; and be it further

RESOLVED, That the Capital Improvement Program of the Congestion Management Program, the Prop K Strategic Plan and the Facilities–Undesignated 5YPP are hereby amended, as appropriate.

Attachments:

1. Summary of Request
2. Brief Project Description
3. Staff Recommendations
4. Prop K Allocation Summaries - FY 2019/20
5. Prop K/Prop AA Allocation Request Form (1)

Source	EP Line No./Category ¹	Project Sponsor ²	Project Name	Current Prop K Request	Total Cost for Requested Phase(s)	Leveraging		Phase(s) Requested	District(s)	
						Expected Leveraging by EP Line ³	Actual Leveraging by Project Phase(s) ⁴			
Prop K	22U	SFPW	Better Market Street - 5th to 8th Streets Design and Bikeway Pilot	\$ 3,330,000	\$ 18,600,000	78%	82%	Design, Construction	3, 5, 6	
TOTAL						\$ 3,330,000	\$ 18,600,000	78%	82%	

Footnotes

- ¹ "EP Line No./Category" is either the Prop K Expenditure Plan line number referenced in the 2019 Prop K Strategic Plan or the Prop AA Expenditure Plan category referenced in the 2017 Prop AA Strategic Plan, including: Street Repair and Reconstruction (Street), Pedestrian Safety (Ped), and Transit Reliability and Mobility Improvements (Transit).
- ² Acronym: SFPW (San Francisco Public Works)
- ³ "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%.
- ⁴ "Actual Leveraging by Project Phase" is calculated by dividing the total non-Prop K or non-Prop AA 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 Description ¹

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Project Description
22U	SFPW	Better Market Street - 5th to 8th Streets Design and Bikeway Pilot	\$3,330,000	The Better Market Street project is comprised of various streetscape enhancements, transit capacity and reliability improvements, and state of good repair infrastructure along 2.2 miles of Market Street between Steuart Street and Octavia Boulevard. Key features include a new sidewalk-level cycle track and a F-Line loop to enable streetcars to turnaround in the mid-Market area. Requested funds are for detailed design from 5th to 8th streets (Phase 1A), which is anticipated to be complete by June 2020. The request also includes installation and evaluation of a pilot sidewalk level bikeway along the south side of Market Street between Gough and Franklin streets, which will be installed starting in March 2020 and be open for use by late July 2020.
TOTAL			\$3,330,000	

¹ See Attachment 1 for footnotes.

Attachment 3: Staff Recommendations ¹

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Recommended	Recommendations
22U	SFPW	Better Market Street - 5th to 8th Streets Design and Bikeway Pilot	\$ 3,330,000	<p>Deliverable: SFPW will present preliminary results of the bikeway pilot with the quarterly project update to the Board in Fall 2020.</p> <p>Special Condition: The recommended allocation is contingent upon SFPW's continued compliance with quarterly project reporting on the Better Market Street project to the Transportation Authority Board, established as a condition of receiving OBAG funding.</p>
TOTAL			\$3,330,000	

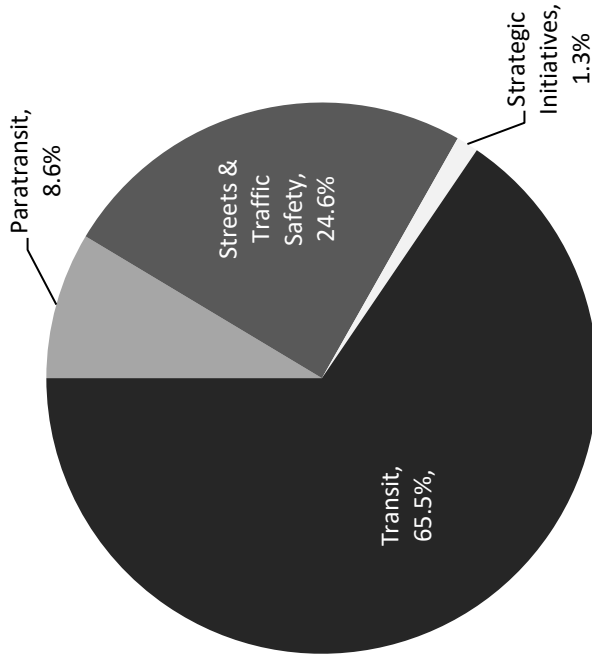
¹ See Attachment 1 for footnotes.

Attachment 4.
Prop K and Prop AA Allocation Summaries - FY 2019/20

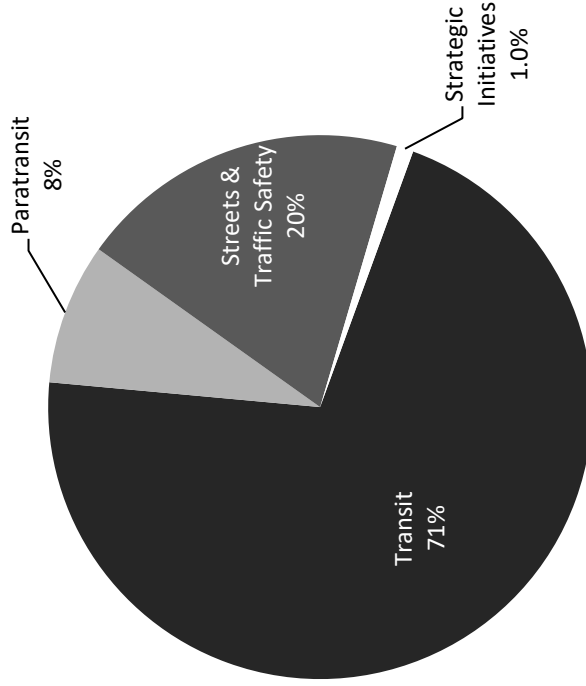
PROP K SALES TAX										
	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26			
Total	\$ 62,376,736	\$ 28,387,456	\$ 6,052,974	\$ 2,690,622	\$ 2,690,622	\$ 2,690,622	\$ 717,500			
Prior Allocations	\$ 19,146,940	\$ 28,387,456	\$ 6,052,974	\$ 2,690,622	\$ 2,690,622	\$ 2,690,622	\$ 717,500			
Current Request(s)	\$ 2,780,000	\$ 550,000	\$ -	\$ -	\$ -	\$ -	\$ -			
New Total Allocations	\$ 21,926,940	\$ 28,937,456	\$ 6,052,974	\$ 2,690,622	\$ 2,690,622	\$ 2,690,622	\$ 717,500			

The above table shows maximum annual cash flow for all FY 2019/20 allocations and appropriations approved to date, along with the current recommended allocation(s).

**Investment Commitments,
per Prop K Expenditure Plan**



Prop K Investments To Date



San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	Better Market Street - 5th to 8th Streets Design and Bikeway Pilot
Grant Recipient:	Department of Public Works

EXPENDITURE PLAN INFORMATION

Prop K EP categories:	Guideways - Undesignated
Current Prop K Request:	\$3,330,000
Supervisory District(s):	District 03, District 05, District 06

REQUEST

Brief Project Description

The Better Market Street project is comprised of various streetscape enhancements, transit capacity and reliability improvements, and state of good repair infrastructure along 2.2 miles of Market Street between Steuart Street and Octavia Boulevard. Key features include a new sidewalk-level cycle track and a F-Line loop to enable streetcars to turn around in the mid-Market area. Requested funds are for detailed design from 5th to 8th streets, as well as installation and evaluation of a pilot sidewalk level bikeway along the south side of Market Street between Gough and Franklin streets.

Detailed Scope, Project Benefits and Community Outreach

Overall Project

Market Street is San Francisco's civic backbone, connecting water to hills, businesses to neighborhoods, cultural centers to recreational opportunities. The movement of people and goods, from the very earliest times, has dominated its design and use. Market Street is also San Francisco's most important transportation corridor, serving as the spine roadway within downtown San Francisco and linking the residential neighborhoods from the Twin Peaks foothills, through the Civic Center to the downtown Retail and Financial Districts.

Both the design of San Francisco's street network and its historic land use patterns have served to funnel movement, chiefly transit, to Market Street. Infrastructure investments in the 1970s and 1980s, first in the underground Bay Area Rapid Transit (BART) and Muni Metro systems, and then in the surface historic streetcar system, cemented Market Street's role as San Francisco's key transit corridor. Nearly one-third of Muni's all-day, weekday surface transit lines travel on Market Street. During the busiest hour of the day, over 100 buses and streetcars pass in each direction, transporting over 250,000 daily riders. Transit operational and on-time performance on Market Street impacts the entire Muni system – with delays and inefficiencies rippling out across San Francisco.

Market Street additionally is the Bay Area's most regionally significant rail corridor, providing underground Muni Metro light rail and BART regional rail service. The lower level BART service consists of six routes serving the San Francisco Bay Area with 420,000 average weekday daily passengers. Moreover, 2/3 of all BART trips begin or end at one of the four Market Street shared BART/Muni stations (Civic Center, Powell, Montgomery, and Embarcadero). The upper level consists of six Muni Metro light rail lines. Muni Metro is the United States' third-busiest light rail system, operating a fleet of 151 light rail vehicles (LRVs) with an average weekday ridership of 173,500 passengers.

Market Street is also San Francisco's busiest pedestrian thoroughfare, averaging 500,000 each day. Recently, Market Street also became the most popular route for bicyclists wishing to access downtown San Francisco, surpassing one million annual trips inbound to the Financial District for the first time in 2015, making it the busiest bicycling street west of the Mississippi. It is also part of San Francisco's High Injury Network developed to inform the city's efforts to achieve Vision Zero. In order to address the key challenges, five San Francisco City agencies have collaborated on a vision for a Better Market Street (BMS), which is a comprehensive program of projects to reconstruct 2.2 miles of the San Francisco's premier boulevard and most important transit corridor from Octavia Boulevard to The Embarcadero.

Phase 1A - 5th to 8th Streets

To accelerate project construction while providing time for funding to be secured for the overall project, the BMS program will be implemented in five phases. Phase 1A improvements will cover the portion of Market Street between 5th and 8th Streets and the logical tie-in points with existing infrastructure at each end. This work is located in the Central Market and Civic Center sections of Market Street. Central Market has been a neglected section of Market Street for over 50 years, and activating Central Market remains a priority.

The subject request includes \$2,230,000 to help complete funding for detailed design (currently at about 60%) of the segment along Market Street between 5th and 8th streets. Phase 1A work includes construction of sidewalk-level bicycle lanes, pavement renovation, utilities relocation and upgrades, and improvements on sidewalk; way-finding; lighting; landscaping; transit boarding islands; transit connections; and traffic signals. Phase 1A also includes new rail, track switches, and overhead contact system work between 5th to 8th streets that will allow the F-Line loop, to be built on McAllister Street and Charles J Brennan Place in Phase 1B, to connect to the existing track along Market St.

SFPW, the SFMTA, PUC and OEWD will develop a Construction Mitigation Plan during the design phase. The project team will conduct outreach in order to collect input from businesses as they develop the plan. The Plan will include outreach during construction, and there will also be a project office for businesses to request support and services.

Bikeway Pilot Implementation

In Summer 2019 the project team conducted a Bikeway Separation Study to identify a separation material to install between the bikeway and pedestrian areas of the sidewalk. The material needed to be detectable by the blind and low vision; and it needed to be at least as easy to cross as truncated domes for people with mobility disabilities. The recommended material selected from the study, trapezoidal bar, would also help deter cyclists from riding on the sidewalk.

This request also includes \$1,100,000 to implement a pilot sidewalk level bikeway along the south side of Market Street between Gough and Franklin streets that will test the recommended bikeway separation material. The recommended separation material will be installed as a pilot program that will inform the design of this and future segments.

The pilot project will be implemented at the same site as a previous pilot which tested three different levels of raised bikeway at 2", 4" and 6" from the roadway. Results from the previous pilot project showed that the separation between bikeway and roadway is most effective at 6" since cars will still encroach the bikeway at 2" and 4". The results from that pilot were adopted by the Better Market Street project and are reflected in the proposed design of a sidewalk level bikeway.

Design of the pilot project has been completed (see attachment for design drawings) and is tentatively planned to be constructed between the beginning of March 2020 and the end of July 2020. The pilot project will construct a sidewalk level asphalt bikeway with detectable ADA separation material (trapezoidal bar) recommended by the project study conducted in Summer 2019. The pilot project will also reinstall granite curb, and install an asphalt sidewalk level bikeway and new pavers on the sidewalk as proposed for the Better Market Street project. The pilot project is located in the Better Market Street project segment between Octavia Boulevard and Van Ness Avenue, which is tentatively planned for construction no earlier than 2025. The pilot will run between July 2020 and December 2020. To evaluate the pilot, SFMTA and Public Works will conduct intercept surveys and bike and pedestrian counts.

Project Location

Market Street between 5th and 8th streets, Gough to Franklin

Project Phase(s)

Design Engineering (PS&E), Construction (CON)

Justification for Multi-phase Request

As part of the design phase of Phase 1A, Public Works is proposing implementation of a near-term improvement pilot to inform the design of this and future segments.

5YPP/STRATEGIC PLAN INFORMATION

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	Named Project
Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?	Less than or Equal to Programmed Amount

5YPP/STRATEGIC PLAN INFORMATION

Prop K 5YPP Amount:	\$3,330,000
----------------------------	-------------

San Francisco County Transportation Authority Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	Better Market Street - 5th to 8th Streets Design and Bikeway Pilot
Grant Recipient:	Department of Public Works

ENVIRONMENTAL CLEARANCE

Environmental Type:	EIR/EIS
----------------------------	---------

PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering	Oct-Nov-Dec	2017	Oct-Nov-Dec	2018
Environmental Studies (PA&ED)	Jul-Aug-Sep	2015	Jan-Feb-Mar	2020
Right of Way				
Design Engineering (PS&E)	Oct-Nov-Dec	2018	Apr-May-Jun	2020
Advertise Construction	Jul-Aug-Sep	2020		
Start Construction (e.g. Award Contract)	Oct-Nov-Dec	2020		
Operations				
Open for Use			Jan-Feb-Mar	2023
Project Completion (means last eligible expenditure)			Oct-Nov-Dec	2021

SCHEDULE DETAILS

The schedule dates shown above are for Phase 1A of the Better Market Street project. In order to accelerate construction of the project, SFPW has developed a strategy involving phased design and construction, where final design for later phases continues while earlier phases are under construction. SFPW will develop schedule milestones for construction of the remainder of the corridor as funding is secured.

Environmental Approval:

Planning Commission approved the CEQA Final Environmental Impacts Report on October 10, 2019. SFPW hosted a hearing on October 11, 2019 and adopted the project and findings in a Director's Order. The SFMTA Board has approved the legislation for the full corridor on October 15, 2019. The deadline to file an appeal related to CEQA was November 11 and no appeals were submitted. NEPA approval authority has been transferred to FHWA. Caltrans is in the process of reviewing the Environmental Assessment analysis and documents. SFPW anticipates NEPA approval by end of May 2020.

Bikeway Pilot:

Between the beginning of March 2020 and the end of July 2020, SFPW anticipates installing an asphalt sidewalk level bikeway, proposed ADA pavers and granite curb, and the trapezoidal bar detectable separation material recommended in the materials study conducted in Summer 2019. The pilot sidewalk level bikeway will be installed on Market Street between Gough and Franklin streets with the pilot anticipated to run from July 2020 to December 2020.

Public Engagement and Coordination with Other Projects.

Project team has been presenting the project and design alternative to various CAC and CBD and have hosted Open Houses in June and August 2019 for community outreach. Better Market Street project has been in coordination with Safer Taylor Street and 6th Street Improvement projects since all three projects are scheduled to be constructed in the same timeframe and are geographically close in proximity.

San Francisco County Transportation Authority Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	Better Market Street - 5th to 8th Streets Design and Bikeway Pilot
Grant Recipient:	Department of Public Works

FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Guideways - Undesignated	\$0	\$3,330,000	\$0	\$3,330,000
BART MEASURE RR	\$0	\$225,000	\$0	\$225,000
PROP A GO BOND	\$0	\$0	\$11,545,000	\$11,545,000
PUC FUNDS (E.G. WW & WTR BOND)	\$0	\$3,500,000	\$0	\$3,500,000
Phases in Current Request Total:	\$0	\$7,055,000	\$11,545,000	\$18,600,000

FUNDING PLAN - ENTIRE PROJECT (ALL PHASES)*

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K	\$0	\$13,864,000	\$0	\$13,864,000
TBD (E.G. PROP A GO BOND, AHSC, SB1 LOCAL PARTNERSHIP PROGRAM COMPETITIVE)	\$38,826,600	\$0	\$0	\$38,826,600
PUC FUNDS (E.G. WW & WTR BOND)	\$36,500,000	\$3,500,000	\$0	\$40,000,000
PROP A GO BOND	\$0	\$72,123,000	\$24,623,000	\$96,746,000
OCTAVIA LAND SALES	\$0	\$0	\$3,050,000	\$3,050,000
OBAG 2	\$0	\$3,366,000	\$0	\$3,366,000
MTA OPERATING REVENUE	\$0	\$0	\$3,000,000	\$3,000,000
MARKET OCTAVIA IMPACT FEES	\$0	\$0	\$1,000,000	\$1,000,000
GENERAL FUND	\$0	\$0	\$5,100,000	\$5,100,000
BUILD (FEDERAL)	\$0	\$15,000,000	\$0	\$15,000,000
BART MEASURE RR	\$0	\$635,000	\$0	\$635,000
Funding Plan for Entire Project Total:	\$75,326,600	\$108,488,000	\$36,773,000	\$220,587,600

*Funding plan includes planning and EIR/EIS for the full corridor, 30% design for full corridor, and 100% design and construction for Phase 1A. See attached for full funding plan for all phases for the entire Better Market Street corridor.

COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$15,754,000	\$0	Actuals
Environmental Studies (PA&ED)	\$9,474,000	\$0	Actuals and Cost to Complete
Right of Way	\$0	\$0	
Design Engineering (PS&E)	\$17,500,000	\$2,230,000	10% of Construction Cost
Construction (CON)	\$177,859,600	\$1,100,000	Engineer's estimate (\$1.1 m for Pilot)
Operations	\$0	\$0	
Total:	\$220,587,600	\$3,330,000	

% Complete of Design:	60.0%
As of Date:	09/10/2019
Expected Useful Life:	50 Years

MAJOR LINE ITEM BUDGET

SUMMARY BY MAJOR LINE ITEM - DESIGN		
Budget Line Item	Totals	% of phase
1. Total Labor	\$ 17,500,000	
2. Consultant		
3. Other Direct Costs *		
4. Contingency		
TOTAL PHASE	\$ 17,500,000	

TOTAL LABOR COST BY AGENCY	
SFMTA	\$ 7,000,000
SFPW	\$ 10,500,000
TOTAL	\$ 17,500,000

MAJOR LINE ITEM BUDGET

SUMMARY BY MAJOR LINE ITEM (BY AGENCY LABOR BY TASK)						
Budget Line Item	Totals	% of contract	SFPW	SFMTA	Contractor	
Roadway Work	\$ 111,000				\$ 111,000	
Landscape Work*	\$ 468,000				\$ 468,000	
Subtotal	\$ 579,000				\$ 579,000	
Traffic Routing	\$ 174,000	30%			\$ 174,000	
Mobilization	\$ 46,320	8%			\$ 46,320	
Demobilization	\$ 28,950	5%			\$ 28,950	
Subtotal	\$ 828,270				\$ 828,270	
Construction Contingency	\$ 82,827	10%	\$ 82,827			
Total Construction Estimate	\$ 911,097					
Construction Support	\$ 188,903	21%	\$ 188,903			
TOTAL PILOT IMPLEMENTATION COST	\$ 1,100,000		\$ 271,730	\$ -	\$ 828,270	

*Landscape Work includes all of the sidewalk work including granite curbs, pavers, and the bikeway separation.

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	Better Market Street - 5th to 8th Streets Design and Bikeway Pilot
Grant Recipient:	Department of Public Works

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	\$3,330,000	Total Prop AA Requested:	\$0
Total Prop K Recommended:	\$3,330,000	Total Prop AA Recommended:	\$0

SGA Project Number:		Name:	Better Market Street - Bikeway Pilot
Sponsor:	Department of Public Works	Expiration Date:	03/31/2024
Phase:	Construction	Fundshare:	17.9

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	Total
PROP K EP-120U	\$550,000	\$550,000	\$0	\$0	\$0	\$1,100,000

Deliverables

- The first quarterly progress report shall include 2-3 photos of typical before conditions and data on the before conditions to support the pilot evaluation, in addition to all other requirements described in the Standard Grant Agreement (SGA). Over the course of the project, quarterly progress reports should include 2-3 photos of the bikeway pilot under construction and in use. See SGA for definitions.
- With the progress report and quarterly project update to the Transportation Authority Board in Fall 2020, SFPW will provide preliminary results for the Bikeway pilot evaluation.
- Upon completion, SFPW will provide an electronic copy of the results of the Bikeway Pilot evaluation.

Special Conditions

- The recommended allocation is contingent upon SFPW's continued compliance with quarterly project reporting on the Better Market Street project to the Transportation Authority Board, established as a condition of receiving OBAG funding.

SGA Project Number:		Name:	Better Market Street - 5th to 8th Streets Design
Sponsor:	Department of Public Works	Expiration Date:	12/31/2020
Phase:	Design Engineering	Fundshare:	17.9

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	Total
PROP K EP-120U	\$2,230,000	\$0	\$0	\$0	\$0	\$2,230,000

Deliverables
1. With the first quarterly progress report due January 15, 2020, provide 2-3 photos of typical before conditions.
2. Upon project completion, provide evidence of completion of 100% design (e.g. copy of certifications page).
3. Upon completion, provide an updated scope, schedule, budget and funding plan for construction of Phase 1A (5th to 8th streets). This can be satisfied by submitting an allocation request for construction.
Special Conditions
1. The recommended allocation is contingent upon SFPW's continued compliance with quarterly project reporting on the Better Market Street project to the Transportation Authority Board, established as a condition of receiving OBAG funding.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	82.1%	No Prop AA
Actual Leveraging - This Project	93.71%	No Prop AA

San Francisco County Transportation Authority Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	Better Market Street - 5th to 8th Streets Design and Bikeway Pilot
Grant Recipient:	Department of Public Works

EXPENDITURE PLAN INFORMATION

Current Prop K Request:	\$3,330,000
--------------------------------	-------------

1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

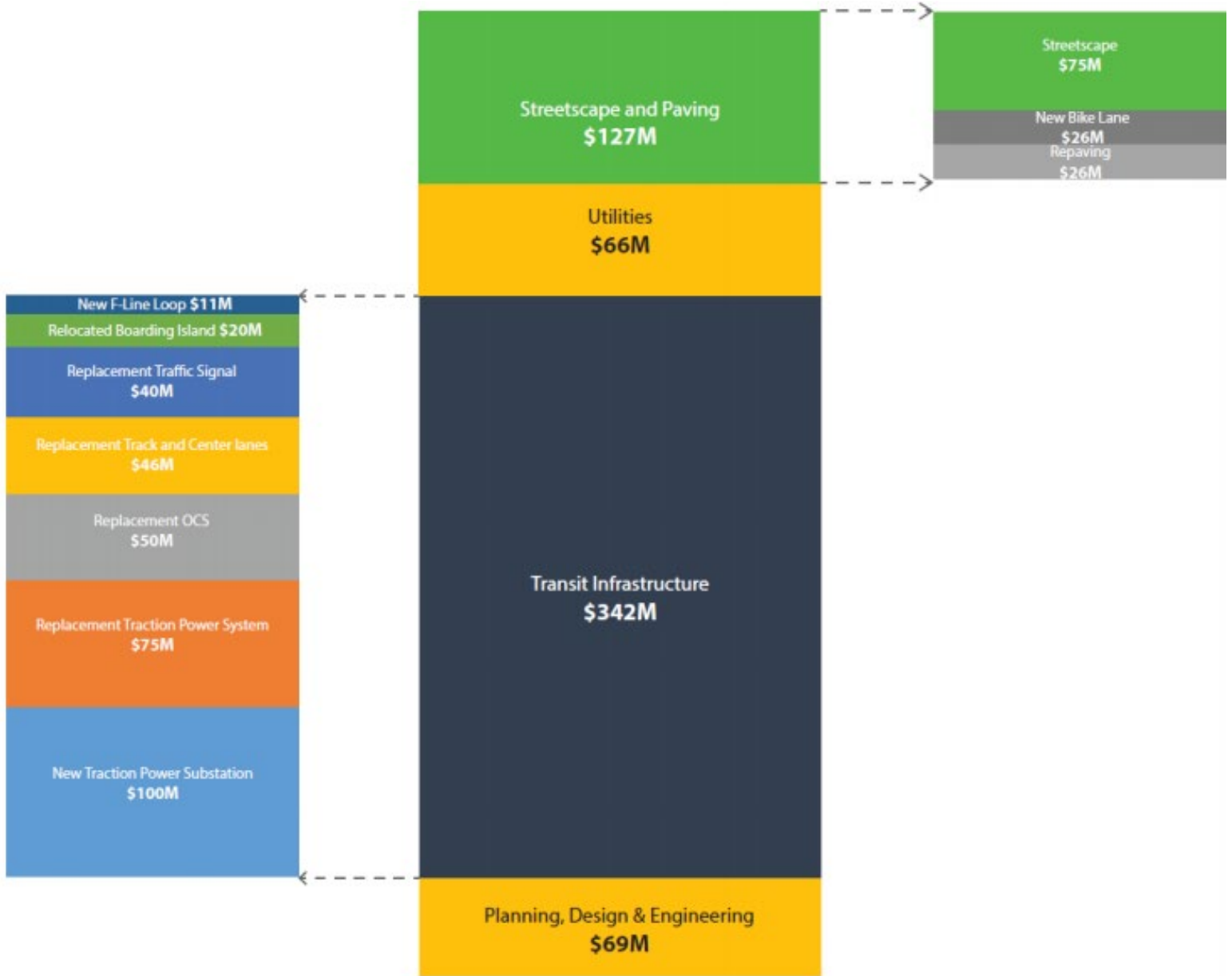
Initials of sponsor staff member verifying the above statement

OQ

CONTACT INFORMATION

	Project Manager	Grants Manager
Name:	Cristina Olea (SFDPW)	Oscar Quintanilla
Title:	Project Manager	Capital Budget Analyst
Phone:	(415) 558-4004	(415) 554-5847
Email:	cristina.c.olea@sfdpw.org	oscar.quintanilla@sfdpw.org

Attachment 2: Project Component Cost Breakdown
Based on 10% design



\$604M Cost Estimate

BETTER MARKET STREET FUNDING PLAN

ALL DOLLARS IN THOUSANDS

ENVIRONMENTAL AND PHASE 1A FUNDING

Funding Source	Status	Full Corridor Env. Review & 30% Design	Design Ph. 1A	Construction Ph. 1A	Future Phases	Total by Fund Source
General Fund	Allocated	5,100				5,100
Octavia Land Sales	Allocated	3,050				3,050
Market Octavia Impact Fees	Allocated	1,000				1,000
Transit Center Impact Fees	Allocated				2,000	2,000
Prop A GO Bond	Allocated	13,078	11,545			24,623
MTA Operating Funds	Allocated	3,000				3,000
Prop A GO Bond	Programmed			72,123		72,123
BART (8th/Grove/Hyde/Market)	Programmed		225	410		635
OBAG	Programmed			3,366		3,366
Prop K (EP 22 & 44)	Programmed		2,230	11,634		13,864
BUILD	Programmed			15,000		15,000
PUC Sewer and Water Funds	Programmed		3,500			3,500
PUC Sewer and Water Funds	Planned			36,500		36,500
TBD (e.g. MTA Bond, AHSC, LPP Competitive)	Planned			38,826		38,826
Total Identified Funding		25,228	17,500	177,859	2,000	222,587
Phase 1A Funding						220,587
Phase 1A Design + Construction Cost						195,359
Phase 1A Design + Construction Need						75,326
Project Total (All Phases)						603,720
Project Total Need (All Phases)						459,959

OTHER POTENTIAL FUNDING SOURCES

Funding Source	Funding Requested
Federal FTA 5309 (New Starts, Small Starts, Core Capacity)	
Federal FTA 5337 Fixed Guideway	
Federal BUILD	
Federal OBAG 3 (FYs 2022/23-2026/27)	
State Senate Bill (SB) 1, Cap & Trade (ATP, LPP)	
Regional Regional Measure 3 (bridge tolls): Phase 1	4,872
Regional Regional Measure 3 (bridge tolls)	20,128
Local SFMTA Prop B General Fund set-aside	
Local New Funding (vehicle license fee, bonds, sales tax, TNC tax)	
Local Prop K	
Local Transit Center Impact Fees	

Better Market Street

Project Schedule

Segment	Phase	Schedule, by Fiscal Year									
		FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27	
Phase 1a - 5th-8th	Design	X	X								
Phase 1a - 5th-8th	Construction			X	X						
Phase 1b - F Loop	Design		X	X							
Phase 1b - F Loop	Construction				X	X					
Segment 2	Design			X	X						
Segment 2	Construction					X	X				
Segment 3	Design					X					
Segment 3	Construction						X	X			
Segment 4	Design						X	X			
Segment 4	Construction								X	X	
Segment 5	Design								X	X	
Segment 5	Construction									X	X

Possible Segments:

- Steuart St - 2nd St
- 2nd St - 5th St
- 8th St - 12th St
- 12th St - Octavia Boulevard



PAVING & ACCESSIBILITY

BETTER MARKET STREET

Better Market Street proposes new sidewalk paving that is accessible, durable and easily maintained.

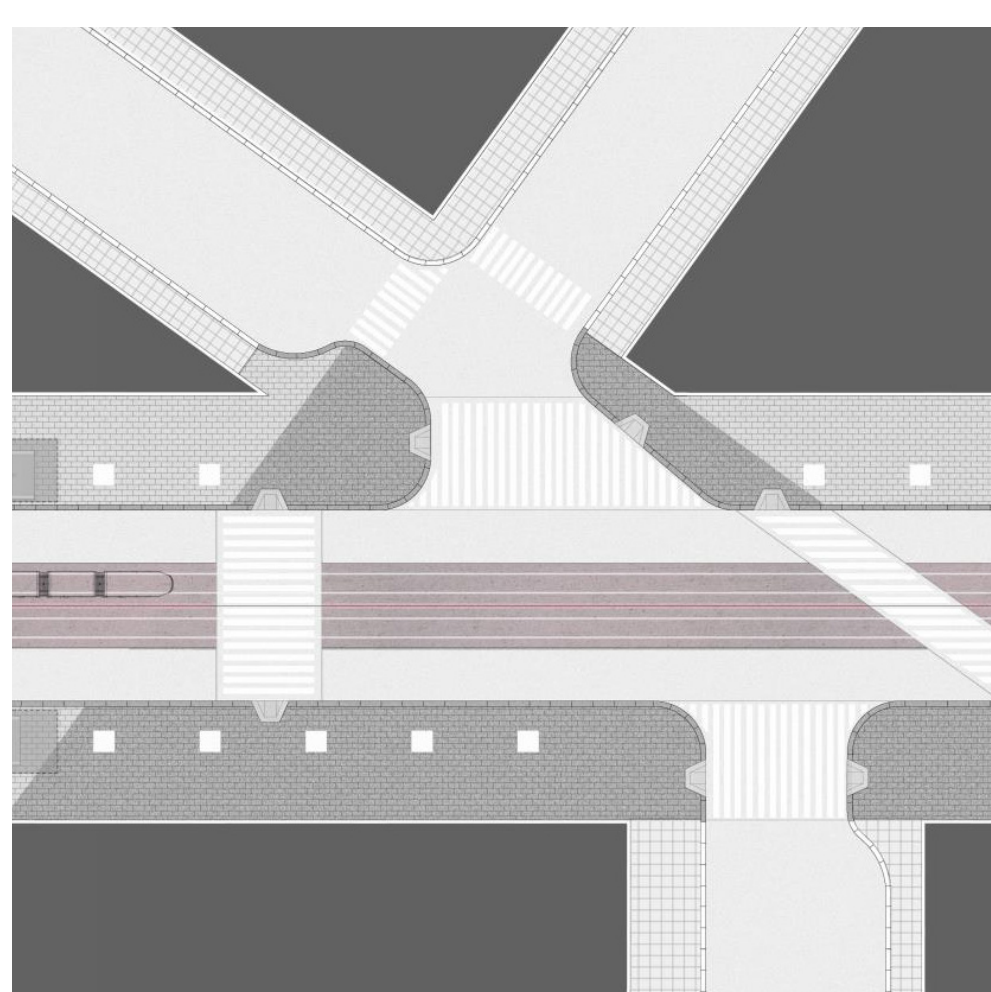
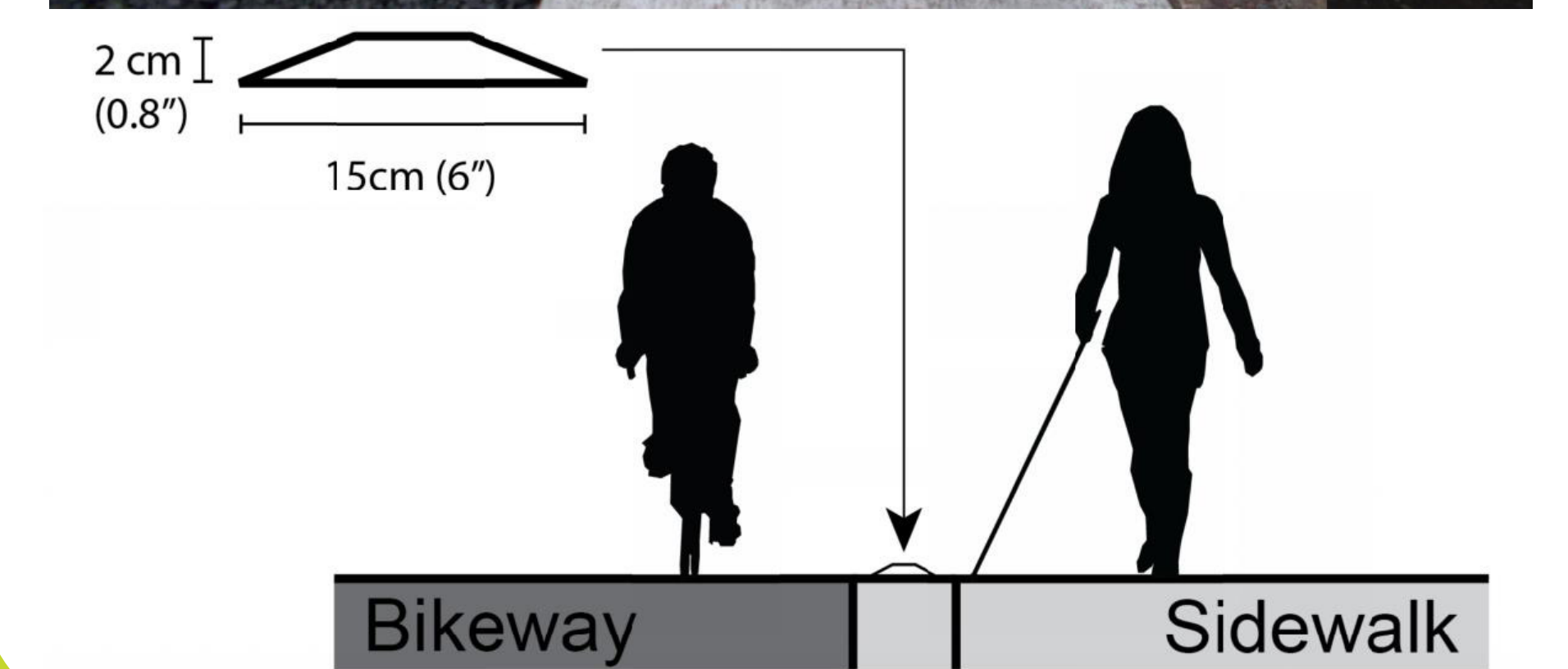
Sidewalk use zones will be delineated using variations in paving materials and the scale, proportion and color of those materials. The design of paving patterns will result in an urban design that is memorable and unique to Market Street and to San Francisco.



A Pedestrian Realm Focus Group working with the project team and the Mayor's Office on Disability, evaluated the sidewalk paving on Market Street. The resulting report recommended replacing the brick on Market Street with a safe, durable and smooth paver. And in 2018, San Francisco adopted a paving standard for city sidewalks that requires concrete pavers to have joints at least 18" apart.

A delineation zone between the pedestrian walkway and bikeway is recommended. A pilot is underway to develop a standard for this feature.

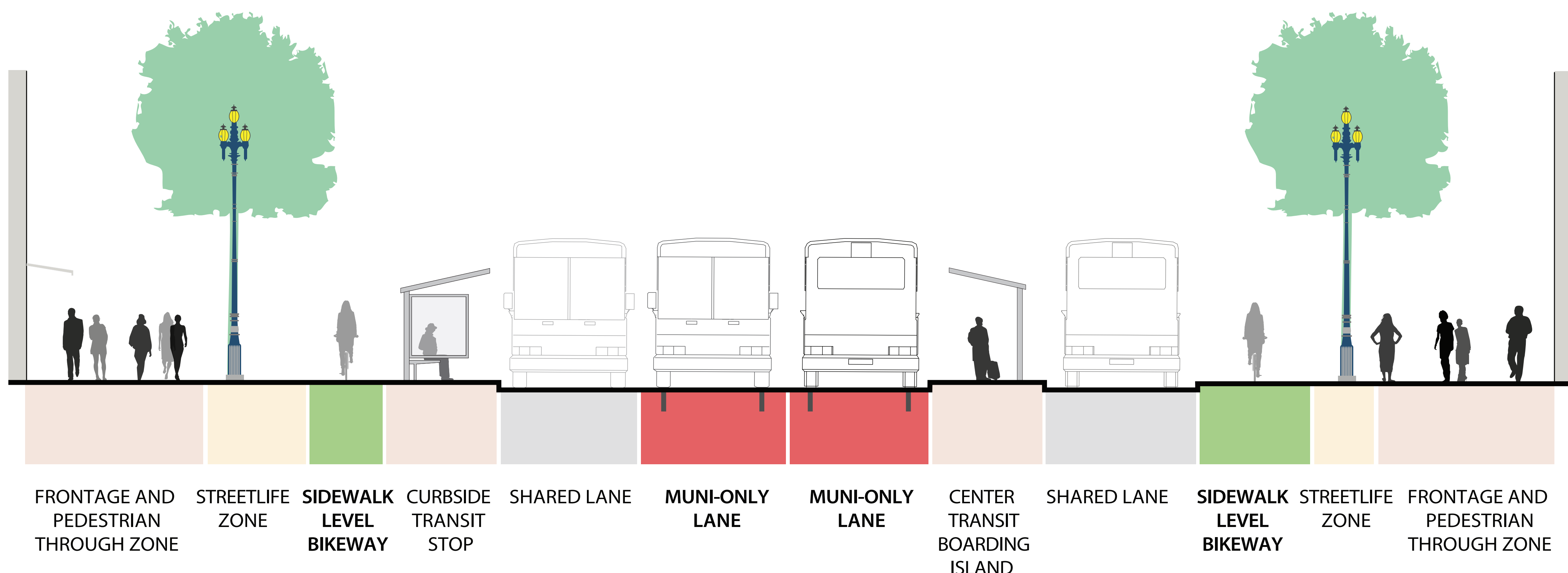
Potential Path Delineator



Market Street has uniquely oblique intersections. The sidewalk paving design will highlight this characteristic through paving color and texture.



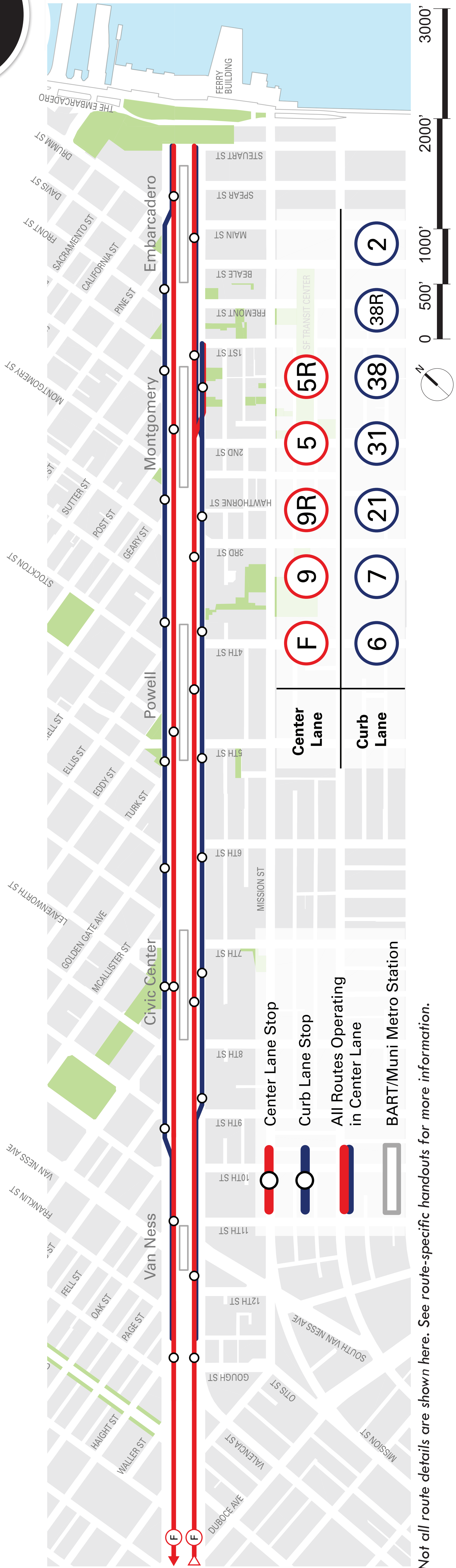
The project intends to reuse the existing granite curbs throughout the street, either as curbs or site furnishings.



FRONTAGE AND PEDESTRIAN THROUGH ZONE STREETLIFE ZONE SIDEWALK LEVEL BIKEWAY CURBSIDE TRANSIT STOP SHARED LANE MUNI-ONLY LANE MUNI-ONLY LANE CENTER TRANSIT BOARDING ISLAND SHARED LANE SIDEWALK LEVEL BIKEWAY STREETLIFE ZONE FRONTAGE AND PEDESTRIAN THROUGH ZONE



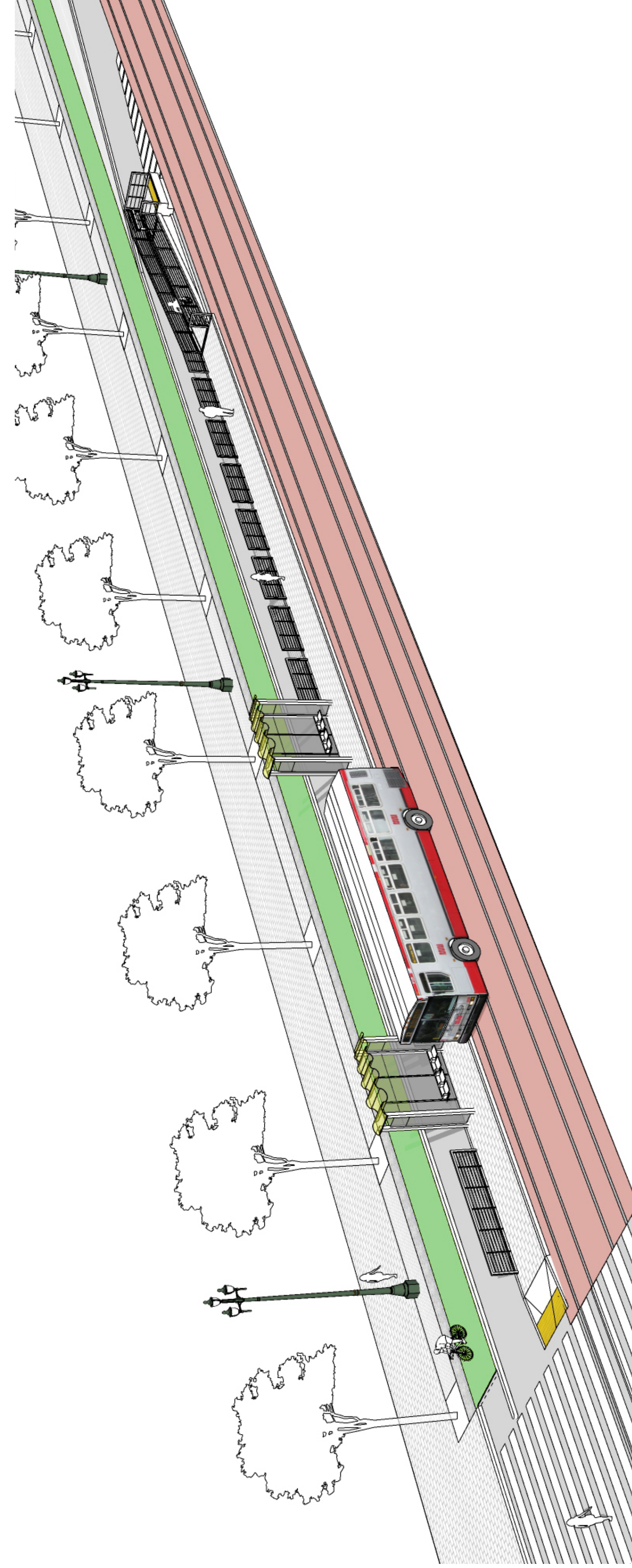
PROPOSED MUNI SERVICE



The project is expected to provide up to 25% travel time savings by changing stop spacing, reducing conflicts with bikes, and extending Muni-only lanes.

Rapid Center Lane Service:

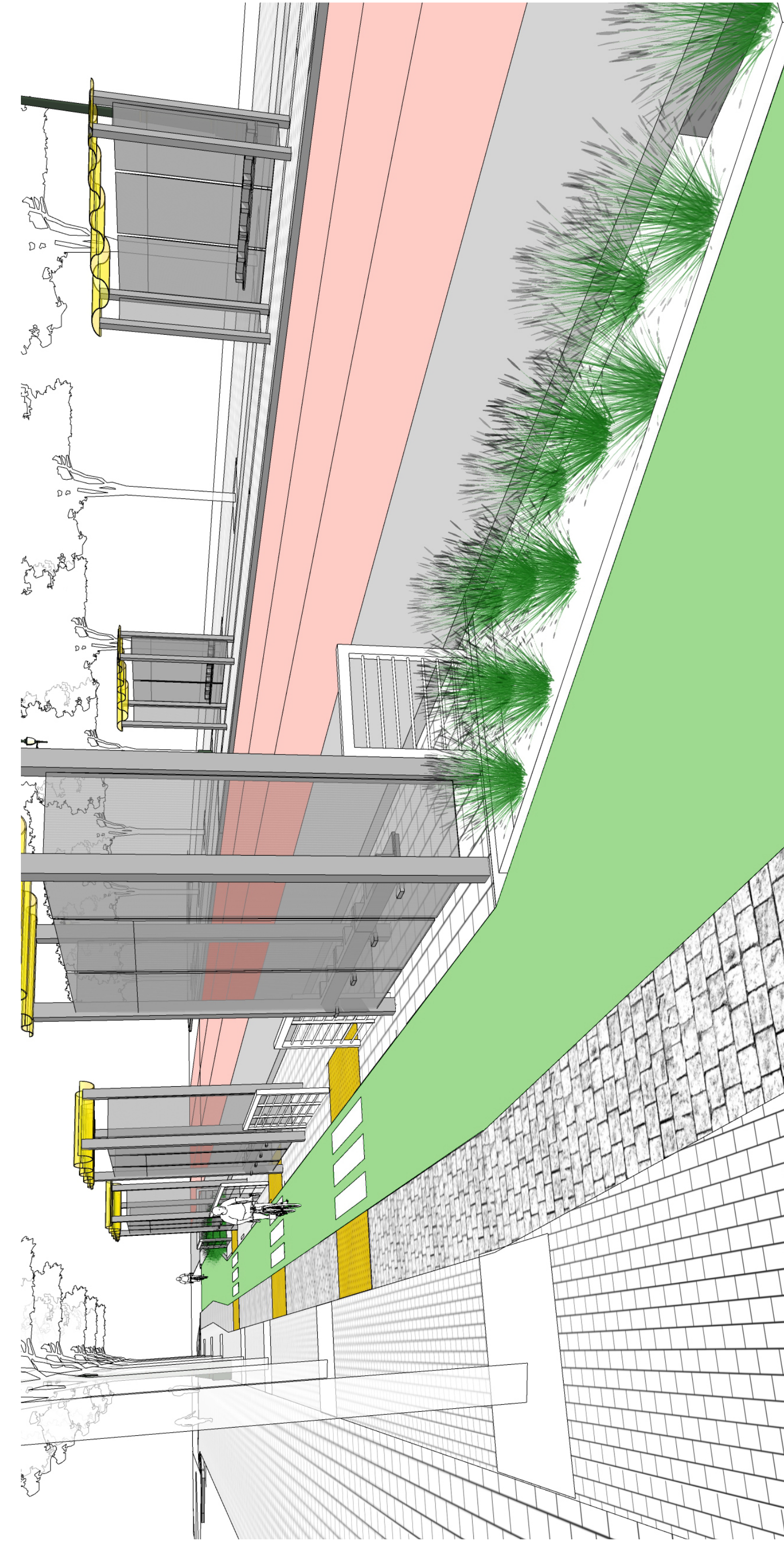
Stops located only at BART/Muni Metro stations would provide easy transfers and faster service. Transit customers would have to walk no more than two blocks to access the closest center-lane stop.



The proposed extension of the red Muni-Only lanes will keep transit moving, even during busy times on Market Street.

Maintain Curbside Local Service:

Curbside stops would remain at about every block and Civic Center would serve as a convenient transfer point for those wanting to minimize walking.



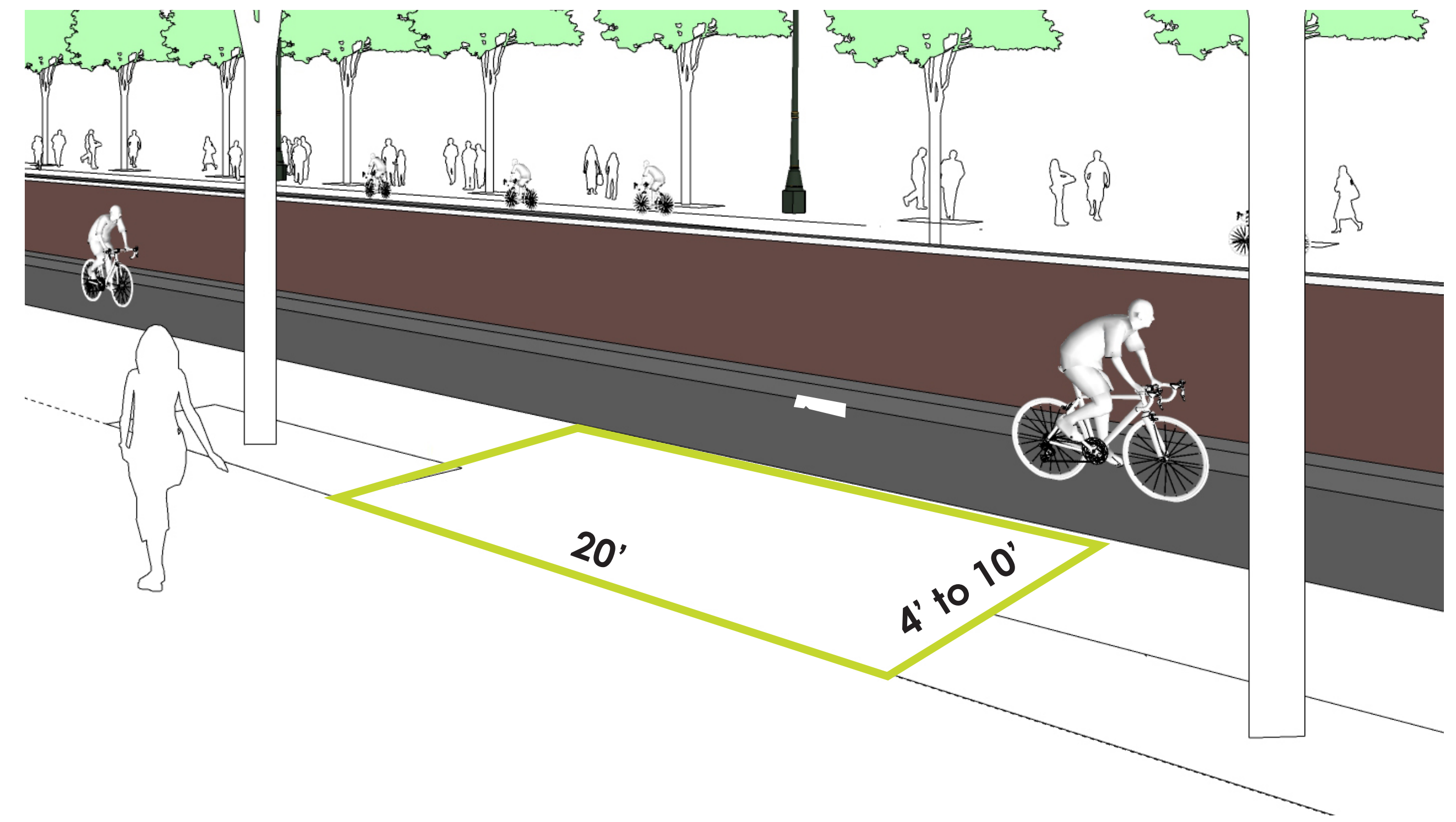
The proposed sidewalk-level bikeway will help speed up transit by reducing conflicts with people biking.



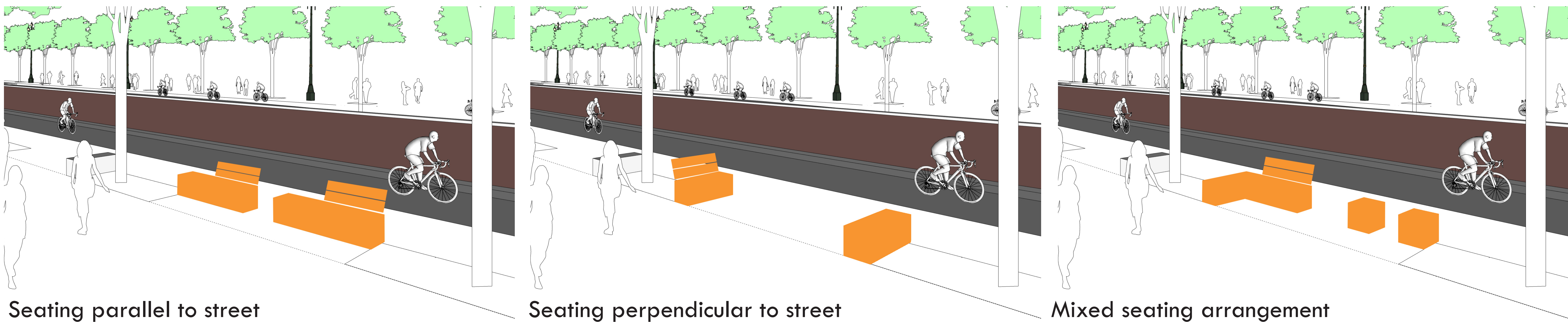
SITE FURNISHINGS: SEATING

The furnishing zones on Market Street's sidewalks also provide the opportunity for seating, allowing people to socialize and linger. In keeping with the project's goal of sustainability, the existing Sierra White Granite curbs could be refashioned into seating elements. Alternatively, seating could be made from locally sourced or reclaimed lumber.

A 20 foot long furnishing zone can be designed and programmed to accommodate different amenities and uses to provide comfort and engagement along Market Street. The zone width varies from 4 to 10 feet.



SEATING LAYOUT There are numerous ways that seating elements could be arranged within the furnishing zone.



SEATING STYLE AND MATERIALS





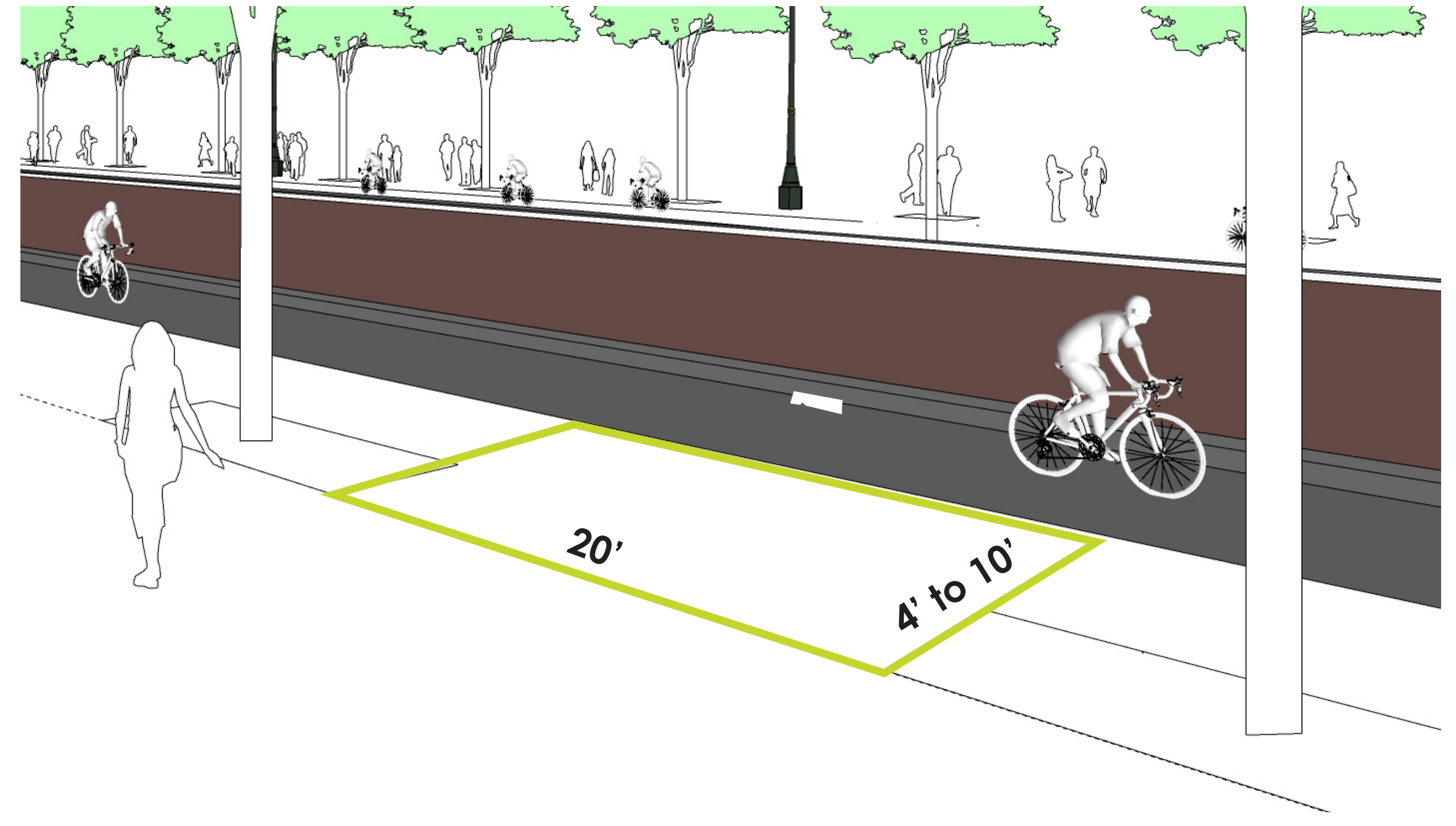
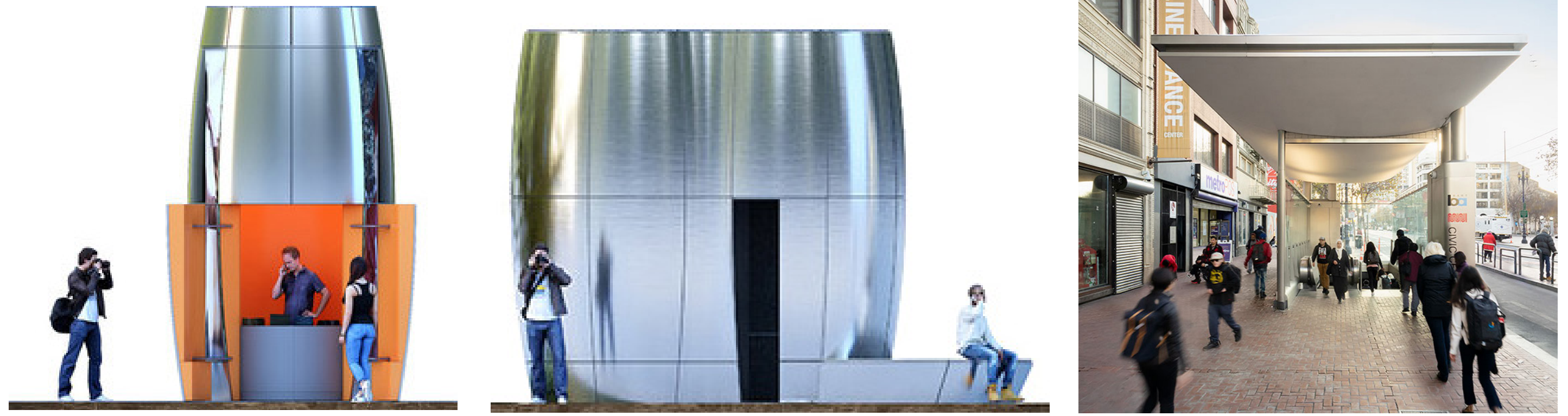
SITE FURNISHINGS



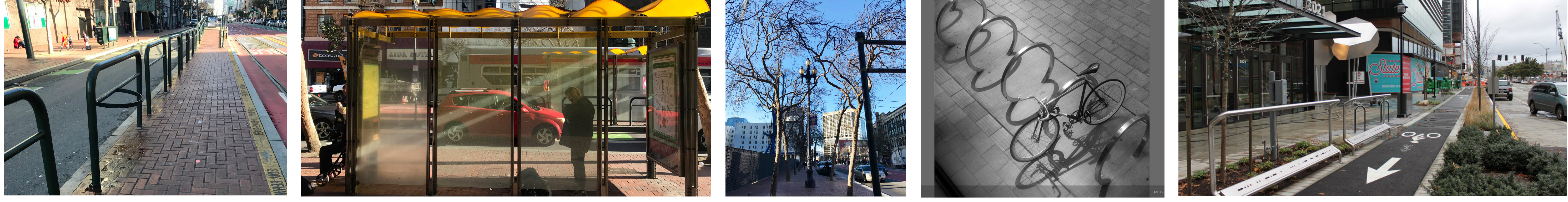
The furnishing zone on Market Street needs to accommodate many uses and elements, not just seating. Today, the above-ground elements give the street a haphazard and cluttered appearance. Better Market Street will streamline the site furnishings as much as possible.

A 20 foot long furnishing zone can be designed and programmed to accommodate different amenities and uses to provide comfort and engagement along Market Street. The zone width varies from 4 to 10 feet.

SITE FURNISHINGS TO COORDINATE: Kiosks, restrooms and BART portals



SITE FURNISHINGS TO ACCOMMODATE: Railings, bus shelters, lights, bike racks and bike amenities



Bike share, newsracks, advertising panels and trash cans



Kiosks, vendors and events



Landmarks





VEHICLE CIRCULATION

Proposed Private Vehicle Circulation



Proposed private vehicle restrictions on Market Street:

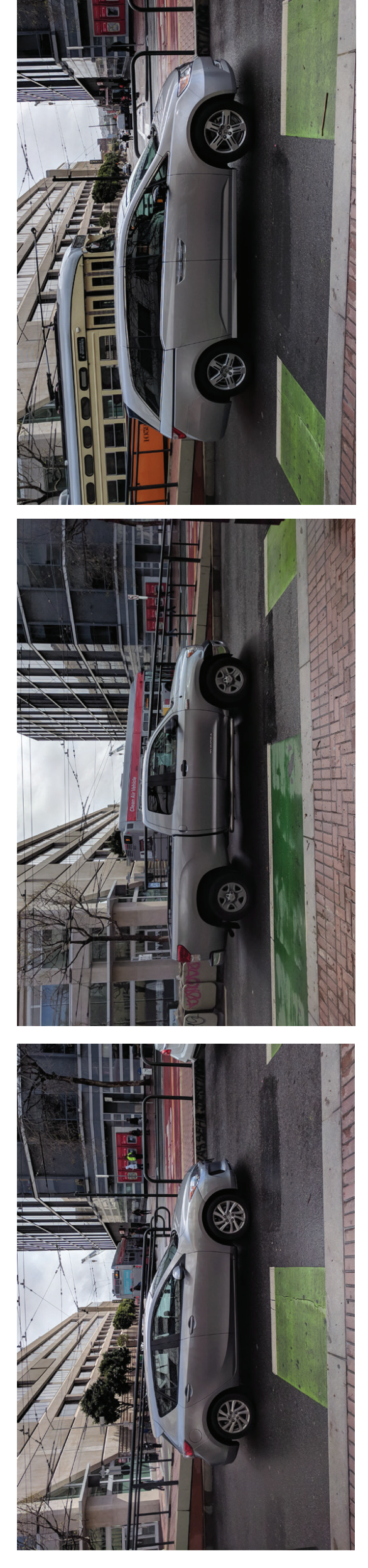
- Eastbound between 10th Street and Spear Street
- Westbound between Stewart Street and Van Ness Avenue

The project proposes to accommodate passenger loading by private vehicles, including Uber and Lyft, at cross street and side street passenger loading zones. The project plans to install more than 40 new passenger white zones on streets adjacent to Market Street.



What are Private Vehicles?

Personal cars, trucks, vans, scooters and motorcycles, including those operating for Uber, Lyft and similar companies



What are Commercial Vehicles?

Trucks, vans, and taxis with commercial license plates; shuttle buses with 10 or more passengers

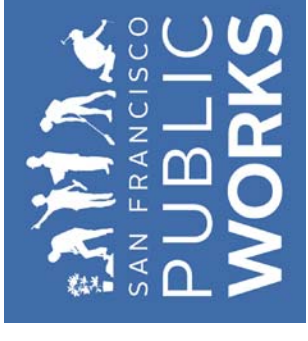




City and County of San Francisco
 London Breed, Mayor
 Mohammed Nuru, Director

SIDEWALK-LEVEL BIKEWAY PILOT FOR BETTER MARKET STREET PROJECT

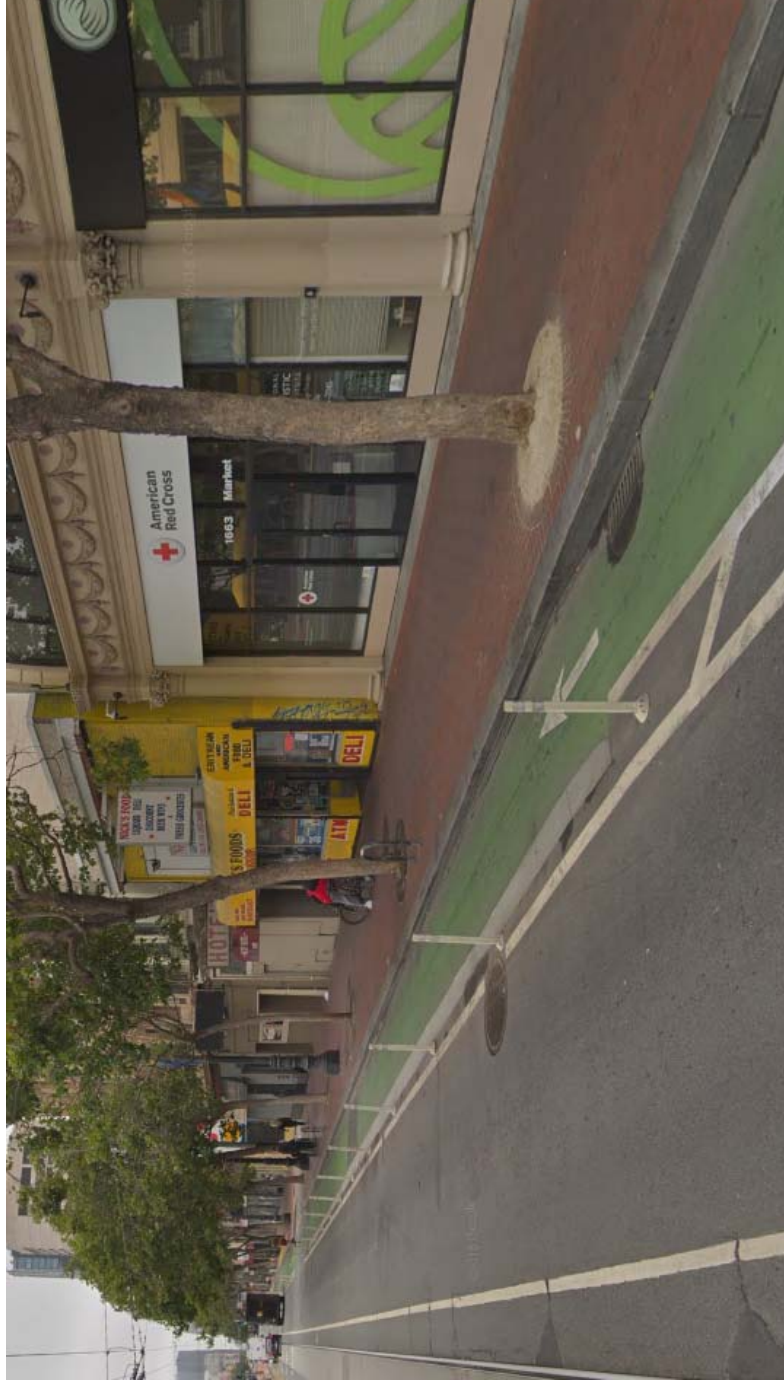
CONTRACT NO. 2752J



Public Works
 Design and Construction

John F. Thomas, P.E.
 City Engineer

LOCATION MAP



NO.	DATE	DESCRIPTION	BY	APP.
TABLE OF REVISIONS				
THIS DRAWING WAS LAST MODIFIED: 09/11/19 11:31, By: jmunoz				

REFERENCE INFORMATION
 & FILE NO. OF SURVEYS



BUREAU OF ENGINEERING
 CITY & COUNTY OF SAN FRANCISCO
 SAN FRANCISCO PUBLIC WORKS
 30 VAN NESS AVENUE, 6TH FLOOR
 SAN FRANCISCO, CA 94102 - 6028

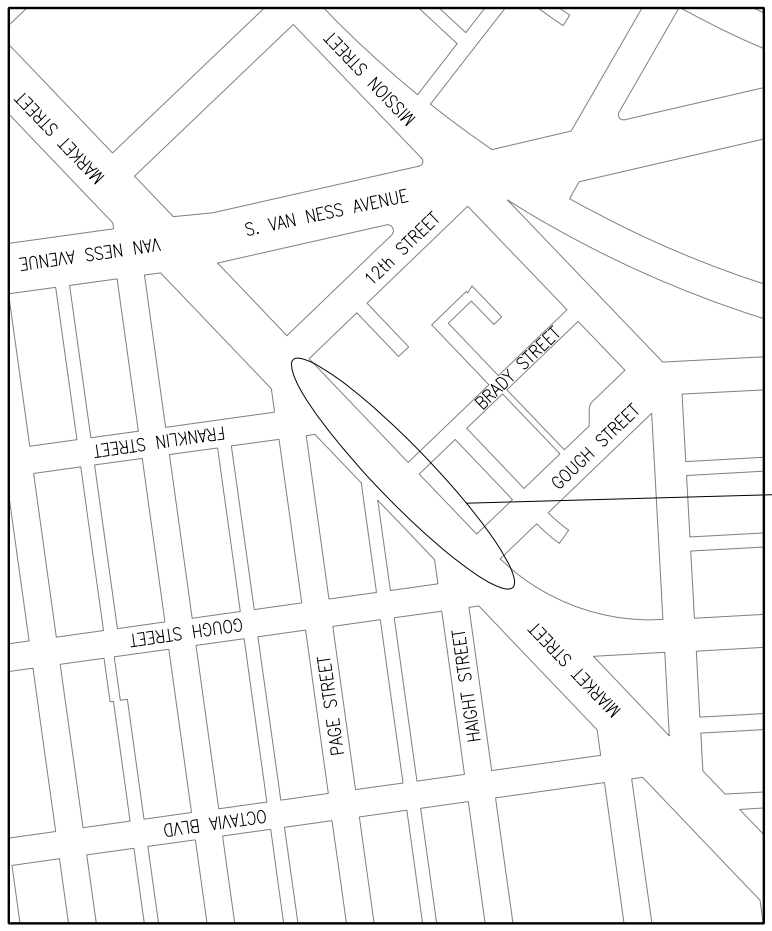
Acting Section Mgr:	ERIC KJELSBERG	Date:	
Deputy Bureau Mgr:	FERNANDO CISNEROS	DESIGNED:	J. MUNOZ 09/19
Bureau Mgr:	PATRICK RIVERA	DRAWN:	J. MUNOZ 09/19
		CHECKED:	C. YU 09/19

SCALE:	NONE	DESIGNED:	J. MUNOZ 09/19
SHEET OF SHEETS	OF	DRAWN:	J. MUNOZ 09/19
		CHECKED:	C. YU 09/19

CONTRACT NO.	2752J	SIDEWALK-LEVEL BIKEWAY PILOT FOR BETTER MARKET STREET
DRAWING NO.	R-GO	
FILE NO.		

REV. NO.		COVER PAGE
FILE NO.		

VICINITY MAP



SIDEWALK-LEVEL BIKEWAY PILOT

INDEX OF DRAWINGS

DWG NO	REV NO	FILE NO	DRAWING TITLE
GENERAL			
G-00			COVER PAGE
G-01			VICINITY MAP & INDEX OF DRAWINGS
G-02			LEGEND AND ABBREVIATIONS
G-03			GENERAL NOTES
ROADWAY DETAILS			
R-1			MARKET ST FROM COUGH ST TO BRADY ST DESIGN DETAIL AND CROSS SECTION
R-2			MARKET ST FROM BRADY TO FRANKLIN ST DESIGN DETAIL AND CROSS SECTION
LANDSCAPE			
L-1			MARKET ST FROM COUGH ST TO BRADY ST DESIGN ...
L-2			MARKET ST FROM COUGH ST TO BRADY ST DESIGN ...

NO.	DATE	DESCRIPTION	BY	APP.
TABLE OF REVISIONS				
THIS DRAWING WAS LAST MODIFIED: 09/11/19 13:14, By: jmunoz				

REFERENCE INFORMATION & FILE NO. OF SURVEYS



BUREAU OF ENGINEERING
 CITY & COUNTY OF SAN FRANCISCO
 SAN FRANCISCO PUBLIC WORKS
 30 VAN NESS AVENUE, 6TH FLOOR
 SAN FRANCISCO, CA 94102 - 6028

Acting Section Mgr:	ERIC KJELSBERG
Deputy Bureau Mgr:	FERNANDO CISNEROS
Bureau Mgr:	PATRICK RIVERA

DESIGNED:	J. MUNOZ	DATE:	09/19
DRAWN:	J. MUNOZ	DATE:	09/19
CHECKED:	C. YU	DATE:	09/19

SCALE:	NONE
SHEET OF SHEETS	OF

SIDEWALK-LEVEL BIKEWAY PILOT FOR BETTER MARKET STREET	
CONTRACT NO.	2752J
DRAWING NO.	R-G1
FILE NO.	
REV. NO.	

VICINITY MAP AND INDEX OF DRAWINGS	
------------------------------------	--

LEGEND

APPROXIMATE AREA TO BE COLD PLANED 2-INCH FULL DEPTH OF CUT AND RESTORED WITH 2-INCH THICK MINIMUM OF ACWS. EXACT LOCATION AND DIMENSIONS TO BE DETERMINED BY THE CITY REPRESENTATIVE IN THE FIELD

APPROXIMATE AREA TO BE RECONSTRUCTED WITH 2-INCH THICK MINIMUM OF ACWS ON 8-INCH THICK CONCRETE BASE. EXACT LOCATION AND DIMENSIONS TO BE DETERMINED BY THE CITY REPRESENTATIVE IN THE FIELD

12-INCH WIDE TRAPEZOIDAL DELINEATOR

INSTALL PRECAST CONCRETE GRANITE FINISH CURB

CONSTRUCT 6-INCH OR 14-INCH WIDE CONCRETE HEADER

APPROXIMATE LIMITS OF EXISTING BASEMENT BENEATH THE SIDEWALK, CURB, AND/OR ROADWAY. PRIOR TO ANY WORK THE CONTRACTOR SHALL VERIFY BASEMENT LIMITS AND NOTIFY THE CITY REPRESENTATIVE IN WRITING ANY CONFLICTS

EXISTING MUNI OVERHEAD CONTACT SYSTEM (OCS) WIRES

EXISTING CURB/GUTTER/PARKING STRIP/ISLAND

APPROXIMATE LOCATION OF PROPERTY LINE

CONFORM LINE

MATCH LINE

TOP OF CURB OR SIDEWALK OR PAVEMENT ELEVATION
FLOW LINE/GUTTER OR CATCH BASIN ELEVATION

APPROXIMATE DIMENSIONS, IN FEET, OF CONCRETE BASE RECONSTRUCTION

SECTION/DETAIL IDENTIFICATION
DRAWING NO.

AWNING POLE

BENCH MARK

BIKE RACK

BOLLARD

(N) CATCH BASIN

(E) CATCH BASIN TO REMAIN

(E) CATCH BASIN TO BE ABANDONED

CITY MONUMENT

CONDUIT

DIRECTION OF DRAINAGE FLOW

DOWN SPOUT

ELECTROLYER

FIRE HYDRANT

FIRE HYDRANT VALVE

GAS VALVE

HPFS HYDRANT

HPFS VALVE

HOSE BIB

LIGHT POLE

MUNI GUY POLE

MUNI GUY POLE WITH LIGHT

USPS MAIL BOX

USPS MAIL BOX RELAY

PARKING METER

SEWER CLEAN OUT

SIGN POLE(S)

SPRINKLER

STAND PIPE

SURVEY CONTROL POINT

TRAFFIC SIGNAL

UNKNOWN VALVE

WATER VALVE

TREE

ABBREVIATIONS

AB	ASSESSOR'S BLOCK	LE	LINE END
AC	ASPHALT CONCRETE	LPPH	LOW PRESSURE HIGH HYDRANT
ACWS	ASPHALT CONCRETE WEARING SURFACE	L1	LINE 1, ETC
AWSS	AUXILIARY WATER SUPPLY SYSTEM	MAX	MAXIMUM
BC	CURVE BEGINNING	MIN	MINIMUM
BLDG	BUILDING	MFN	METROMEDIA FIBER OPTIC CABLE NETWORK
BLHP	BUREAU OF LIGHT, HEAT AND POWER	MH	MANHOLE
BOT	BOTTOM	MTR	METER
BRK	GRADE BREAK	MON	MONUMENT
BSW	BACK OF SIDEWALK	(N)	NEW
BVC	VERTICAL TANGENT-CURVE INTERSECT	N/A	NOT APPLICABLE
C	CURB	NO.	NUMBER
CB	CATCH BASIN	NIC	NOT IN CONTRACT
CL	CENTER LINE	NTS	NOT TO SCALE
CO	SANITARY SEWER CLEANOUT/VENT	OCS	OVERHEAD CONTACT SYSTEM
COMM	COMMUNICATIONS	OG	OUTSIDE GUTTER
CONC	CONCRETE	PB	PULL BOX
CR	CURB RAMP	PC	POINT OF CURVATURE/
C1	CURVE 1, ETC	PCC	TANGENT-CURVE INTERSECT
DT	DEPARTMENT OF TECHNOLOGY		POINT OF HORIZONTAL COMPOUND CURVE/
DWG	DRAWING		COMPOUND CURVE-CURVE INTERSECT
DWY	DRIVEWAY	PI	POINT OF INTERSECTION/
(E), EX	EXISTING		TANGENT-TANGENT INTERSECT
EA	EACH	PL	PROPERTY LINE
EC	CURVE END	PRC	POINT OF HORIZONTAL REVERSE CURVE/
EL, ELEV	ELEVATION		REVERSE CURVE-CURVE INTERSECT
ENT	ENTRANCE	PT	POINT OF TANGENCY/
EQ	EQUAL		CURVE-TANGENT INTERSECT
EVC	VERTICAL CURVE-TANGENT INTERSECT	PVI	POINT OF VERTICAL INTERSECTION
FA	FIRE ALARM POLE	REF PT	REFERENCE POINT
FH	FIRE HYDRANT	REV	REVISION
FIG	FIGURE	ROW	RIGHT-OF-WAY
FL	FLOW LINE	S, SW	SEWER
G	GUTTER	SWLK	SIDEWALK
GB	GRADE BREAK	SL	STREET LIGHTING
GR	GRATE	STA	STATION
GV	GAS VALVE	TS	TRAFFIC SIGNAL
HYD	HYDRANT	TW	TOP OF WALL
HP	HIGH POINT	TYP	TYPICAL
HPFH	HIGH PRESSURE FIRE HYDRANT	UNK	UNKNOWN
HPFS	HIGH PRESSURE FIRE SERVICE	USPS	UNITED STATES POSTAL SERVICE
IRV	IRRIGATION VALVE	UTIL	UTILITY
LB	LINE BEGINNING	WM	WATER METER
		WV	WATER VALVE

95% REVIEW
NOT FOR CONSTRUCTION

REFERENCE INFORMATION & FILE NO. OF SURVEYS		DESIGNED: DATE: J. MUNOZ 09/19		SCALE: NONE		CONTRACT NO. 2752J	
Acting Section Mgr: ERIC KJELSBERG		DRAWN: DATE: J. MUNOZ 09/19		SHEET OF SHEETS OF		DRAWING NO. R-G2	
Deputy Bureau Mgr: FERNANDO CISNEROS		CHECKED: DATE: C. YU 09/19		FILE NO.		REV. NO.	
Bureau Mgr: PATRICK RIVERA		DATE:		LEGEND AND ABBREVIATIONS			
BUREAU OF ENGINEERING CITY & COUNTY OF SAN FRANCISCO SAN FRANCISCO PUBLIC WORKS 30 VAN NESS AVENUE, 6TH FLOOR SAN FRANCISCO, CA 94102 - 6028		SIDEWALK-LEVEL BIKEWAY PILOT FOR BETTER MARKET STREET					



GENERAL NOTES

1. ENTERING INTO THIS CONTRACT WITH THE CITY INDICATES THAT THE CONTRACTOR HAS VISITED THE SITE, IS FAMILIAR WITH THE EXISTING CONDITIONS AND REVIEWED SAME WITH THE REQUIREMENTS OF THE CONTRACT DOCUMENTS.
2. THE CONTRACTOR IS RESPONSIBLE FOR CHECKING ALL CONTRACT DOCUMENTS AND FIELD CONDITIONS, AND FOR CONFIRMING THAT THE WORK IS BUILDABLE AS SHOWN BEFORE PROCEEDING WITH THE WORK. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING CLARIFICATION FROM THE CITY BEFORE PROCEEDING WITH THE WORK IN QUESTION OR RELATED WORK. WRITTEN DIMENSIONS SHALL GOVERN. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS PRIOR TO PROCEEDING WITH THE WORK.
3. THE CONTRACTOR SHALL VERIFY EXISTING FACILITIES IN THE FIELD, WHETHER OR NOT THEY ARE SHOWN ON THE DRAWINGS.
4. THE CONTRACTOR SHALL NOTIFY THE CITY REPRESENTATIVE IN WRITING OF CONFLICTS BETWEEN DRAWINGS PRIOR TO PROCEEDING WITH THE WORK IN QUESTION.
5. THE CONTRACTOR IS RESPONSIBLE FOR WORKING AROUND AND PROTECTING ALL EXISTING FACILITIES ADJACENT TO THE WORK AREA. THESE FACILITIES INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING: CABLE CAR TRACKS, TREES, LANDSCAPING, HYDRANTS AND UTILITY POLES.
6. THE CONTRACTOR IS RESPONSIBLE FOR COORDINATING ALL WORK UNDER THIS CONTRACT TO AVOID REDUNDANCY BETWEEN PAVING/CURB RAMP WORK AND SEWER AND/OR WATER WORK OR OTHER UTILITY REQUIRED TRENCH RESTORATION.
7. CONFORM LINE SHALL BE FIVE (5) FEET BEYOND THE EXTENDED PROPERTY LINE UNLESS OTHERWISE INDICATED ON THE DRAWINGS OR AS DIRECTED BY THE CITY REPRESENTATIVE.
8. THE THICKNESS OF THE NEW ASPHALT CONCRETE WEARING SURFACE (ACWS) SHALL BE TWO (2) INCHES MINIMUM UNLESS OTHERWISE INDICATED ON THE DRAWINGS OR AS DIRECTED BY THE CITY REPRESENTATIVE.
9. CURB GRADE SHALL BE SIX (6) INCHES ABOVE THE ADJACENT PAVEMENT GRADE OR GUTTER GRADE UNLESS OTHERWISE INDICATED ON THE DRAWINGS OR AS DIRECTED BY THE CITY REPRESENTATIVE.
10. WHEN EXISTING AND NEW ELEVATIONS ARE GIVEN FOR THE SAME POINT, THE CONTRACTOR SHALL CONSTRUCT TO NEW ELEVATIONS. UNLESS OTHERWISE DIRECTED BY THE CITY REPRESENTATIVE, THE EXISTING ELEVATIONS ARE FOR INFORMATION ONLY.
11. STANDARD DETAILS AND INFORMATION SHALL BE USED FOR ALL APPLICABLE CASES UNLESS OTHERWISE INDICATED.
12. CROSS SECTION CALL-OUTS ARE SHOWN ONLY ONCE ON THE DRAWINGS AND ARE TYPICAL FOR SIMILAR CONDITIONS UNLESS OTHERWISE INDICATED.
13. EXISTING CATCHBASIN GRADE SHALL BE ADJUSTED IN THE FIELD TO CONFORM TO NEW GUTTER GRADE.
14. NEW GUTTER AND/OR PARKING STRIP SHALL CONFORM TO EXISTING PAVEMENT UNLESS OTHERWISE INDICATED.
15. THE LIMITS OF SIDEWALK RECONSTRUCTION SHOWN ON THE DRAWINGS ARE APPROXIMATE. THE CONTRACTOR SHALL SAWCUT TO THE NEAREST FLAG/JOINT AND MATCH THE EXISTING SCORE PATTERNS UNLESS OTHERWISE INDICATED ON THE DRAWINGS OR AS DIRECTED BY THE CITY REPRESENTATIVE.
16. ALL UTILITY VAULTS AND PULL BOXES WITHIN THE SIDEWALK RECONSTRUCTION AREA SHALL BE ADJUSTED TO THE NEW GRADE.
17. FOR ALL TRAFFIC SIGNAL PULL BOXES THAT ARE ROTATED, RELOCATED OR ADJUSTED, THE CONTRACTOR SHALL CONTACT MTA TRAFFIC SIGNAL SHOP STEVE VANNUCCHI OR EDDIE TSUI AT LEAST THREE (3) DAYS PRIOR TO SETTING THE PULL BOX AT THE NEW LOCATION AND/OR GRADE. ALL WORK SHALL MEET REQUIREMENTS OF SFDWP STANDARD PLAN 87,201
18. THE 12-INCH WIDE GROOVED BORDERS (WARNING BANDS) ON CURB RAMPS SHALL NOT BE PART OF THE SLOPED RAMP AND WING SURFACES UNLESS OTHERWISE INDICATED.
19. CURB RAMPS WITH GRADE BREAKS SHALL HAVE A BACK OF CURB (BOC) ELEVATION OF 0.01 FEET HIGHER THAN THE SPECIFIED FACE OF CURB (FOC) ELEVATION. CURB RAMPS WITHOUT GRADE BREAKS SHALL HAVE A MAXIMUM BACK OF CURB (BOC) ELEVATION OF 0.04 FEET HIGHER THAN THE FACE OF CURB (FOC) ELEVATION.
20. ELEVATIONS SHOWN ON CURB RAMP DETAILS ARE MEASURED IN FEET AND ARE RELATIVE TO A LOCAL REFERENCE POINT (TOP OF FIRE HYDRANT IN MOST CASES) UNLESS OTHERWISE INDICATED.
21. ASPHALT CONCRETE PATCHING AROUND NEW GUTTERS AND/OR PARKING STRIPS AT CURB RETURNS SHALL BE CONSIDERED AS INCIDENTAL WORK TO THE CURB RAMP BID ITEM.
22. CONCRETE BASE WORK SHOWN ON CURB RAMP DETAILS MAY OVERLAP WITH THE SAME WORK SHOWN ON PAVEMENT PLANS. THE CONTRACTOR SHALL COORDINATE OVERALL PAVING WORK TO AVOID PERFORMING DUPLICATE WORK.

23. ANY POLES OR VERTICAL ELEMENTS INSTALLED OR RELOCATED NEAR FIRE HYDRANTS SHALL ADHERE TO THE FOLLOWING MINIMUM CLEARANCES: THE MINIMUM CLEARANCE BETWEEN A POLE OR VERTICAL ELEMENT TO A HIGH PRESSURE HYDRANT IS FIVE (5) FEET. THE MINIMUM CLEARANCE BETWEEN A POLE OR VERTICAL ELEMENT TO A LOW PRESSURE HYDRANT IS THREE (3) FEET.
24. ALL CITY MONUMENTS MUST BE PROTECTED PER STATE LAND SURVEYORS ACT. CALL THE COUNTY SURVEYOR AT 554-5833 TO REPORT ANY MONUMENTS IN DANGER OF DISTURBANCE, DESTRUCTION OR REMOVAL.
25. CONTRACTOR SHALL AVOID DAMAGING AND PROTECT IN PLACE EXISTING GRANITE CURBS. CONTRACTOR SHALL NOTIFY CITY REPRESENTATIVE OF ANY GRANITE CURB NOT IDENTIFIED ON THE PLANS TO BE RESET OR SALVAGED THAT IS IN CONFLICT WITH PROPOSED WORK.
26. EXISTING GRANITE CURB SHALL ONLY BE REPLACED WITH CONCRETE CURB ON CURVED RETURNS AND AS PART OF CURB RAMP CONSTRUCTION. EXISTING GRANITE CURB IN GOOD CONDITION SHALL BE RESET TO NEW GRADE. IF EXISTING GRANITE CURB IS DAMAGED, CONTRACTOR SHALL NOTIFY CITY REPRESENTATIVE.
27. IN THE EVENT COBBLESTONES ARE ENCOUNTERED AND TO BE REMOVED IN ANY STREET UNDER CONSTRUCTION, THE CONTRACTOR SHALL REMOVE THEM FROM THE PROJECT SITE AS CITY PROPERTY. SALVAGE, HAULING AND DELIVERY OF EXISTING COBBLESTONES TO THE DESIGNATED AREAS, FROM THE PROJECT SITE, SHALL BE DONE AS INCIDENTAL WORK.
28. IN THE EVENT GROUNDWATER WELLS ARE ENCOUNTERED IN ANY STREET UNDER CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR GROUNDWATER WELL PRESERVATION (OR DESTRUCTION, IF DESTRUCTION IS CALLED FOR) FOR PRESERVATION. THE CONTRACTOR SHALL EXERCISE CARE IN WORKING AROUND GROUNDWATER WELLS TO PREVENT DAMAGE.
29. AT THE COMPLETION OF WORK, THE CONTRACTOR SHALL REMOVE ALL MARKS, STAINS AND BLEMISHES RESULTING FROM CONSTRUCTION OPERATIONS THROUGHOUT THE CONTRACT.
30. THE CONTRACTOR SHALL PREVENT CONSTRUCTION MATERIAL, PAVEMENT CONCRETE, EARTH, PAINTS, THINNER, SOLVENTS, AND OTHER DEBRIS OR TOXIC MATERIAL FROM ENTERING A SEWER OR SEWER STRUCTURE INCLUDING SURFACE FLOW COLLECTION SYSTEM, SUCH AS CATCHBASINS AND CULVERTS.
31. THE CONTRACTOR IS RESPONSIBLE FOR CONTACTING PUBLIC AND PRIVATE UTILITIES FOR COORDINATION. THE FOLLOWING ARE CONTACT PHONE NUMBERS:

BLHP STREET LIGHTS	(415) 227-8506	Streetlights@stwater.org
DPW NEWS RACKS	(415) 554-4464 (415) 554-5346	JOSEPH THOPPIL CATHERINE XU
SEWER REPAIR STREET TREES (URBAN FORESTRY)	(415) 695-2096 (415) 641-2676	
DT FIRE ALARM	(415) 550-2718	
MTA MUNI OVERHEAD LINES	(415) 554-9227 (415) 554-9220	JOHN ORKES CLIFFORD SMETHURST
TRAFFIC SIGNAL SHOP BUS SHELTERS	(415) 550-2742 (415) 646-2308	EDDIE TSUI GAIL STEIN
SFWD BUSINESS HOURS REPAIRS NON-BUSINESS HOURS REPAIRS IDENTIFY LINES	(415) 550-4965 (415) 550-4911 (415) 550-4925	
AT&T	(650) 991-5630 (650) 216-2196	LYNN SCHUSSEL MARIA TORRES CAROL MITCHELL
COMCAST	(415) 377-1921 (415) 503-4505	JEFF CASTANEDA DEREK NIPPE
PG&E SERVICE PLANNING CONSTRUCTION	(628) 256-5013 (415) 757-8485 (415) 695-3330	JASON BUHAGAR DANA SOUZA BILL RUSSO
CLEAR CHANNEL (BUS SHELTERS)	(925) 518-7042	NICHOLAS FAGUNDES ASHLEY KIRCHNER MARGEUX CASILLAS
ZAYO/ABOVENET (MFN FACILITIES)	(415) 265-3189	ALLEN LEHEW
WAVE (ASTOUND)	(925) 332-7806	KEN HAWKINS
USPS MAILBOXES	(415) 550-5248	

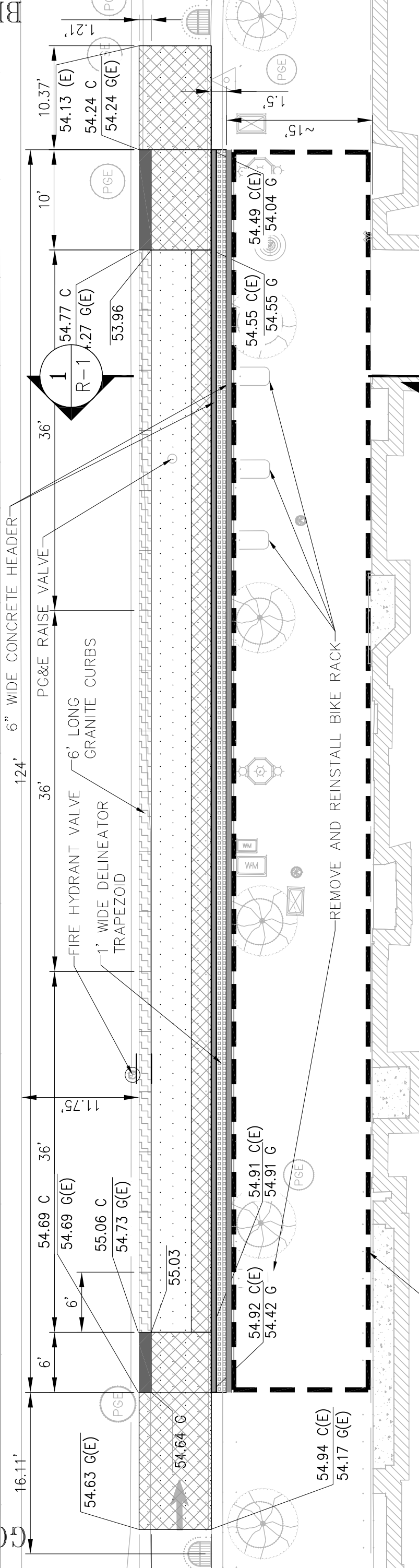
	SCALE: NONE		CONTRACT NO. 2752J
	SHEET OF SHEETS		DRAWING NO. R-G3
	OF		FILE NO.
95% REVIEW		NOT FOR CONSTRUCTION	
SIDEWALK-LEVEL BIKEWAY PILOT FOR BETTER MARKET STREET			
GENERAL NOTES			

 BUREAU OF ENGINEERING CITY & COUNTY OF SAN FRANCISCO SAN FRANCISCO PUBLIC WORKS 30 VAN NESS AVENUE, 6TH FLOOR SAN FRANCISCO, CA 94102 - 6028		REFERENCE INFORMATION & FILE NO. OF SURVEYS TABLE OF REVISIONS THIS DRAWING WAS LAST MODIFIED: 09/11/19 14:38, By: Jmunoz
Acting Section Mgr: ERIC KJELSBERG Date: J. MUNOZ 09/19	Deputy Bureau Mgr: FERNANDO CISNEROS Drawn: J. MUNOZ 09/19	Bureau Mgr: PATRICK RIVERA Checked: C. YU 09/19

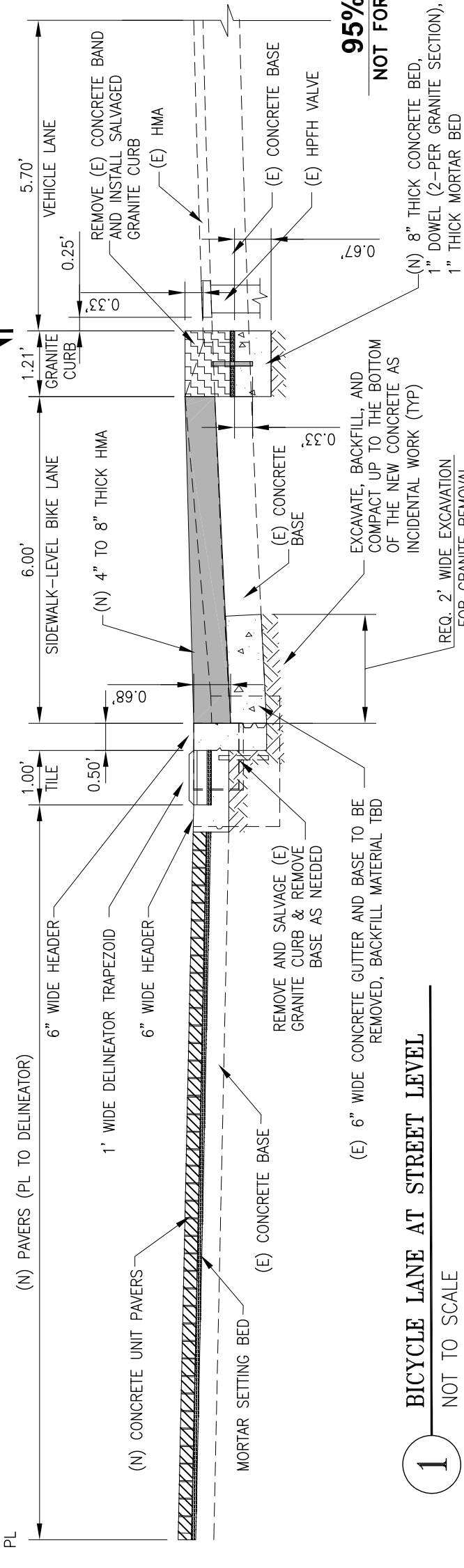
GOUCH ST

MARKET ST

BRADY ST



REFER TO CROSS SECTION AND LANDSCAPE PLANS FOR SIDEWALK DETAILS



95% REVIEW
NOT FOR CONSTRUCTION

1 BICYCLE LANE AT STREET LEVEL
NOT TO SCALE

EXCAVATE, BACKFILL, AND COMPACT UP TO THE BOTTOM OF THE NEW CONCRETE AS INCIDENTAL WORK (TYP)
REQ. 2' WIDE EXCAVATION FOR GRANITE REMOVAL



NO.	DATE	DESCRIPTION	BY	APP.
TABLE OF REVISIONS				
THIS DRAWING WAS LAST MODIFIED: 09/11/19 09:51, By: jmunoz				

REFERENCE INFORMATION & FILE NO. OF SURVEYS



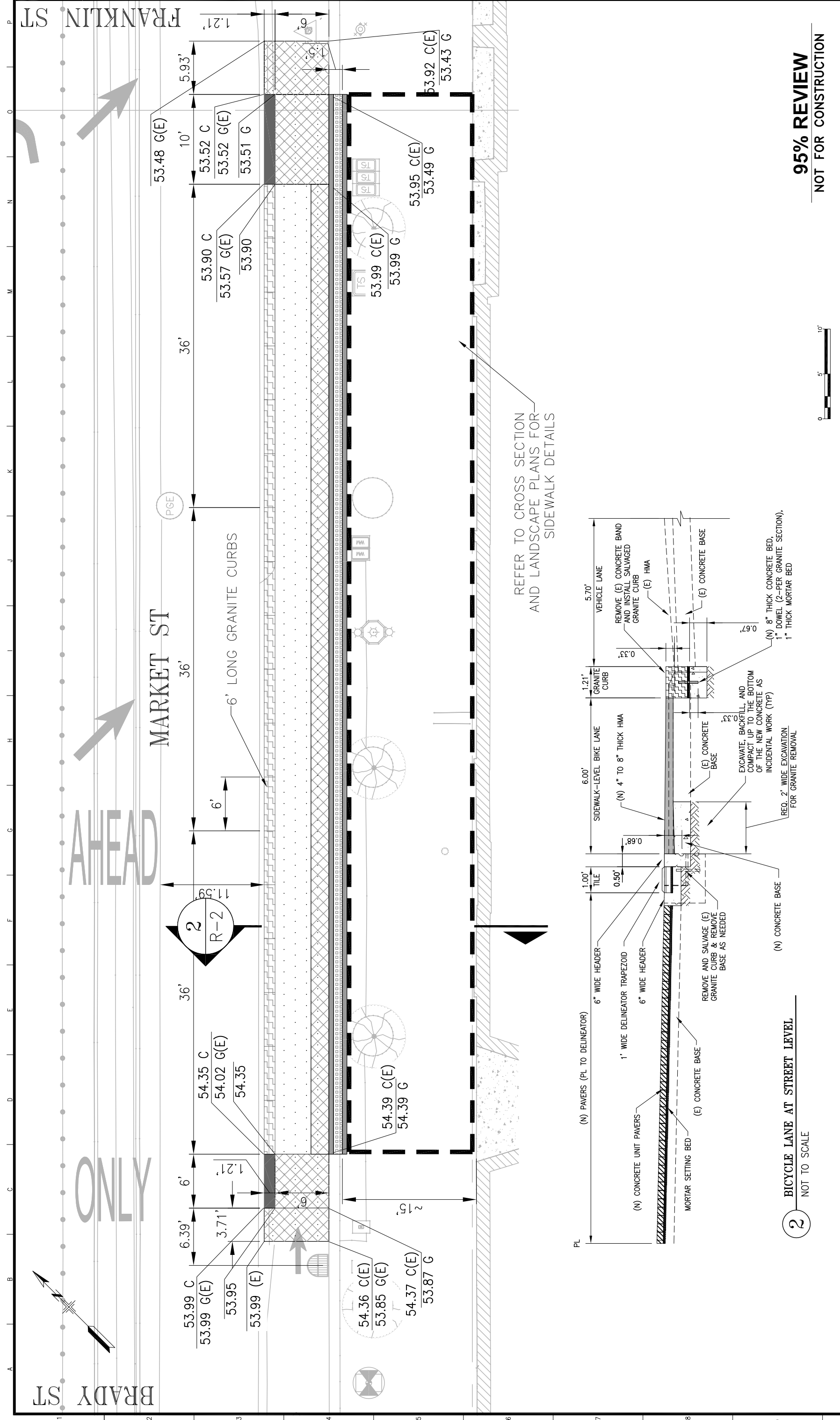
BUREAU OF ENGINEERING
CITY & COUNTY OF SAN FRANCISCO
SAN FRANCISCO PUBLIC WORKS
30 VAN NESS AVENUE, 6TH FLOOR
SAN FRANCISCO, CA 94102 - 8028

Date:	DESIGNED: DATE: J. MUNOZ 09/19
Acting Section Mgr: ERIC KJELSBERG	DRAWN: DATE: J. MUNOZ 09/19
Deputy Bureau Mgr: FERNANDO CISNEROS	CHECKED: DATE: C. YU 09/19
Bureau Mgr: PATRICK RIVERA	

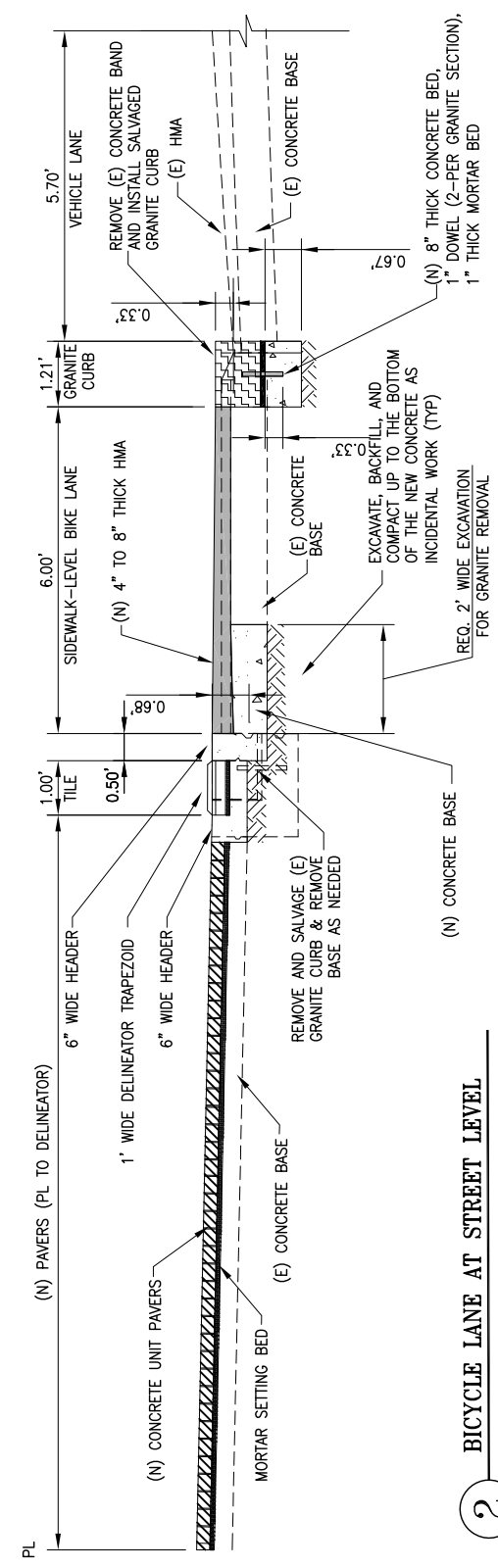
SCALE: NONE	SHEET OF SHEETS OF
-------------	--------------------

SIDEWALK-LEVEL BIKEWAY PILOT FOR BETTER MARKET STREET
MARKET STREET FROM GOUCH STREET TO FRANKLIN STREET
DESIGN DETAIL AND CROSS SECTION

CONTRACT NO. 2752J	FILE NO. R-1
DRAWING NO.	REV. NO.



REFER TO CROSS SECTION AND LANDSCAPE PLANS FOR SIDEWALK DETAILS



2 BICYCLE LANE AT STREET LEVEL
NOT TO SCALE



95% REVIEW
NOT FOR CONSTRUCTION

REFERENCE INFORMATION & FILE NO. OF SURVEYS		DATE:		DESIGNED: DATE:		SCALE:		CONTRACT NO.	
FILE NO. OF SURVEYS		J. MUNOZ 09/19		J. MUNOZ 09/19		1" = 5'		2752J	
NO. DATE DESCRIPTION		DATE:		DRAWN: DATE:		SHEET OF SHEETS		DRAWING NO.	
BY APP.		DATE:		J. MUNOZ 09/19		OF		R-2	
TABLE OF REVISIONS		BUREAU MGR:		CHECKED: DATE:		OF		FILE NO.	
THIS DRAWING WAS LAST MODIFIED: 09/11/19 09:51, Bf: jmunoz		PATRICK RIVERA		C. YU 09/19		OF		REV. NO.	
BUREAU OF ENGINEERING CITY & COUNTY OF SAN FRANCISCO SAN FRANCISCO PUBLIC WORKS 30 VAN NESS AVENUE, 6TH FLOOR SAN FRANCISCO, CA 94102 - 6028		ERIC KJELSBERG		FERNANDO CISNEROS		SIDEWALK-LEVEL BIKEWAY PILOT FOR BETTER MARKET STREET		MARKET STREET FROM BRADY STREET TO FRANKLIN STREET DESIGN DETAIL AND CROSS SECTION	
SEAL OF THE CITY AND COUNTY OF SAN FRANCISCO		PATRICK RIVERA		J. MUNOZ 09/19		SIDEWALK-LEVEL BIKEWAY PILOT FOR BETTER MARKET STREET		MARKET STREET FROM BRADY STREET TO FRANKLIN STREET DESIGN DETAIL AND CROSS SECTION	



Memorandum

AGENDA ITEM 5

DATE: November 27, 2019
TO: Transportation Authority Board
FROM: Eric Cordoba - Deputy Director for Capital Projects
 Anna LaForte - Deputy Director for Policy and Programming
SUBJECT: 12/10/19 Board Meeting: Allocate \$3,330,000 in Prop K Sales Tax Funds, with Conditions, to San Francisco Public Works for Better Market Street 5th to 8th Streets Design and Bikeway Pilot

<p>RECOMMENDATION <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action</p> <p>Allocate \$3,330,000 in Prop K funds, with conditions to San Francisco Public Works (SFPW) for Better Market Street (BMS) 5th to 8th Street Design and Bikeway Pilot</p> <p>SUMMARY</p> <p>Led by SFPW, the BMS project is comprised of various streetscape enhancements, transit capacity and reliability improvements, and state of good repair infrastructure work along a 2.2-mile stretch of Market Street between Steuart Street and Octavia Boulevard. It includes construction of sidewalk-level bicycle lanes, pavement renovation, utilities relocation and upgrades, turn restrictions implementation, and improvements on sidewalk; way-finding; lighting; landscaping; transit boarding islands; transit connections; and traffic signals. The preliminary cost estimate for all phases of the project is \$604 million. SFPW has developed a proposed phasing plan that could enable construction of Phase 1A (the segment between 5th and 8th streets) to start in late 2020, pending funding availability. Last month, relevant city agencies took the required CEQA approval actions. The 30-day appeal period ended on November 12 and no appeals were filed. The subject request includes \$1.1 million for installation and evaluation of a pilot sidewalk level bikeway along the south side of Market Street between Gough and Franklin streets. The remaining \$2.23 million is to complete design of Phase 1A. The current estimated Phase 1A construction cost is \$178 million, a \$51 million increase from the previous estimate of \$127 million. The project team is seeking funding to fill a \$35 million gap in construction funds.</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Fund Allocation <input type="checkbox"/> Fund Programming <input type="checkbox"/> Policy/Legislation <input type="checkbox"/> Plan/Study <input checked="" type="checkbox"/> Capital Project Oversight/Delivery <input type="checkbox"/> Budget/Finance <input type="checkbox"/> Contract/Agreement <input type="checkbox"/> Other: _____
---	---



DISCUSSION

BACKGROUND.

OBAG Reporting Condition: As a condition of receiving OBAG funds, all project sponsors are required to provide quarterly progress reports to the Transportation Authority through our grants portal to assist with project delivery oversight and compliance with OBAG timely-use-of-funds requirements. In addition, the Board action programming OBAG funds to the BMS project required SFPW to provide quarterly reports and semi-annual updates on the project to the Board, addressing any changes in project schedule and cost, in particular.

BMS: Market Street is San Francisco's premier boulevard and an important local and regional transit corridor. The BMS project will completely reconstruct 2.2 miles of the corridor, from Steuart Street to Octavia Boulevard. It is a multi-modal project that includes among other features, a new sidewalk-level cycle track, pavement renovation, landscaping, Muni track replacement and a new F-Line loop that would enable the streetcars to turnaround along McAllister Street and Charles J. Brenham Place, providing increased operational flexibility.

To support its role as a transit, bike, and pedestrian corridor, the BMS project will prohibit the entry of vehicles on Market Street between Steuart and 9th streets, in the westbound direction, and Market Street between 10th and Main streets, in the eastbound direction, except for buses, taxis, bicycles, commercial vehicles, and emergency vehicles. BMS will also prohibit vehicle entry on Market Street between 9th and 12th streets, in the westbound direction, and between 12th and 11th streets, in the eastbound direction, except for Muni, AC transit, taxis, bicycles, and emergency vehicles. The intent of these changes is to allow space on Market Street to be allocated for pedestrians and bicyclists, thereby improving safety and health, prioritizing transit modes, providing for loading to support adjacent land uses, and improving Market Street as a civic space.

Although not part of the BMS project, the project team is coordinating with BART on its efforts to construct escalator canopies at BART/Muni entrances and to perform state of good repair work on BART ventilation grates.

In addition to its transportation-focused goals supporting the City's Transit First and Vision Zero policies, the project is also intended to help revitalize Market Street as the City's premier pedestrian boulevard.

The BMS project is a partnership between SFPW, which is the lead agency, the Transportation Authority, the San Francisco Municipal Transportation Agency (SFMTA), San Francisco Public Utilities Commission (SFPUC), and the Planning Department, which is leading the environmental review.



STATUS AND KEY ACTIVITIES.

Environmental Clearance and Preliminary Engineering.

BMS completed environmental review under the California Environmental Quality Act (CEQA) but is still undergoing environmental review under the National Environmental Policy Act (NEPA). The San Francisco Planning Department issued the Draft Environmental Impacts Report for public circulation on February 27, 2019. The Planning Department accepted comments on the Draft EIR through April 15, 2019, and the Planning Commission held a public hearing on the Draft EIR on April 4, 2019. The project team received 59 comments from public agencies, organizations, and individual persons, which were primarily focused on transportation, including transit stops/bus boarding islands, loading, and vehicle access. The Planning Department prepared a response to comments received on environmental issues, and made minor text changes to the Draft EIR in a Responses to Comments document published on September 23, 2019. The San Francisco Planning Commission, on October 10, 2019, certified the Final EIR and found that the contents of the report and the procedures through which the report was prepared, publicized, and reviewed complied with the provisions of CEQA. The 30-day appeal period ended at 5:00pm on November 12, 2019. No appeal was filed.

SFPW approved the project with the western variant and adopted the CEQA Findings, including a statement of overriding considerations, and the Mitigation Measure and Reporting Program on October 11, 2019. The SFMTA Board of Directors, on October 15, 2019, adopted the BMS Final EIR CEQA findings as its own, including the mitigation measures.

Project Phasing, Quick Build Auto Restrictions and Bikeway Pilot.

Project Phasing. Large projects such as BMS often are implemented in phases due to funding availability (both timing and amount) and a desire to minimize construction impacts and disruptions. The project team has identified Phase 1 as Market Street between 5th and 8th streets and is currently working on the detailed design for this phase. Phase 1 is further divided into Phase 1A, the full suite of improvements planned for BMS on the segment extending from 5th to 8th streets, and Phase 1B, the aforementioned F-Loop.

Pending funding availability, SFPW is proposing a phasing plan for design and construction that could allow them to advertise Phase 1A construction in Fall 2020 and begin construction by late 2020.

Quick Build Auto Restrictions. SFMTA may implement auto restrictions on Market Street as a quick-build enhancement starting in Spring 2020 to increase safety on this High Injury Network street. Quick-build projects are reversible, adjustable traffic safety improvements that can be installed relatively quickly. The quick-build portion, if implemented, will prohibit



cars on eastbound Market Street between 10th to Main Street, and on westbound Market Street from The Embarcadero to 11th Street.

Bikeway Separation Study and Pilot. In summer 2019, the BMS team finished conducting a research study with people with mobility disabilities and people with visual disabilities to identify detectable tactile material that will be used for separation between bike lanes and pedestrian area as part of the proposal for sidewalk-level bikeway on the project. The study evaluated six different materials and the trapezoidal bar was recommended for implementation in the BMS project. This separation material is intended to improve safety for pedestrians with disabilities, and also help deter bicyclists from riding in the pedestrian zone. Although the team completed the materials study, they are still working on the report. The subject Prop K allocation request would fund installation of a pilot project on Market Street between Gough and Franklin streets in Spring 2020 to install asphalt sidewalk level bikeway, proposed ADA pavers and granite curb, and the detectable separation material recommended in the study. The pilot will include a before and after study and the results will be used to inform design of Phase 1A, along with the rest of the BMS project.

Project Schedule.

SFPW anticipates completion of final design for Phase 1A in Spring 2020 to allow advertisement for construction services in Fall 2020. Under this schedule, Phase 1A construction could start in late 2020, subject to full funding availability. Construction is anticipated to last until early 2023. This schedule also assumes NEPA certification in summer 2020.

A proposed schedule for design and implementation of the remaining segments of the BMS project is included as in the enclosed allocation request form. This schedule also assumes NEPA certification summer 2020 and is subject to funding availability.

As part of the July progress report update, we flagged that SFPW was concerned about schedule implications if the FTA were to take over as NEPA lead since FHWA had been lead to date. The potential change issue arose when the project was granted a \$15 million federal BUILD grant, administered by the FTA, for the new F-Loop streetcar turnaround. With the help of an OBAG fund exchange approved by the Board earlier this year, SFPW reports that this schedule risk has been eliminated as FHWA is the confirmed NEPA lead for the BMS project, including the F-Loop.

Project Cost and Funding.

The current estimated construction cost for Phase 1A is \$178 million which represents a \$51 million increase from the previous estimate of \$127 million, not including the F- Loop streetcar turnaround along McAllister Street and Charles J. Brenham Place in Phase 1B.

SFPW estimates Phase 1A construction cost of \$178 million and has committed funding from BART Measure RR, the federal BUILD grant program, OBAG, Prop K, and SFMTA's Prop A General Obligation bond. The project still needs to secure construction funding of \$36.5



million from SFPUC for utility works and an additional \$35.3 million in construction funding remains unidentified. The project team has identified additional Prop A General Obligation bond revenues as one potential fund source. The total Phase 1A cost, including soft costs, is \$220 million.

The total project cost estimate for all phases of the BMS project, based on 10% design, is \$604 million. Like most projects of this size at this stage of development, BMS has a significant funding gap which very little funding identified beyond Phase 1A. SFPW expects this estimate to change as detailed design of each construction phase progresses and as costs are updated to reflect escalation once schedule milestones are more certain. A significant portion of the total project cost represents state of good repair and infrastructure renewal work that would be required regardless of the BMS project.

Current Issues and Risks.

The BMS Project team is actively considering potential risks to the project scope, schedule, budget, and funding as the Phase 1A final design stages advance. The project team has potholed each block of Phase 1A to identify underground utilities and sub-sidewalk basements. Coordination with utility companies is on-going. When the BART tunnels were originally constructed under Market Street, BART developed detailed utility maps, thus there may be fewer utility conflicts and surprises when digging up and replacing sewer and water lines.

Larger trends also have the potential to impact the BMS project. A competitive construction environment exists across the Bay Area, resulting in construction bids on projects exceeding estimates developed in a slower market by close to 30%. Project cost engineers are aware of these challenges, and will be using the most up-to-date bids when developing the 100% cost estimate early next year. The project is not fully funded, and the shortfall may impact the schedule.

FINANCIAL IMPACT

The recommended action would allocate \$3,330,000 in Prop K funds. The allocations would be subject to the Fiscal Year Cash Flow Distribution Schedule contained in the attached Allocation Request Form.

Attachment 4 shows the approved Fiscal Year 2019/20 allocations and appropriations to date, with associated annual cash flow commitments as well as the recommended allocation and cash flow amount that are the subject of this memorandum.

Sufficient funds are included in the Fiscal Year 2019/20 budget to accommodate the recommended actions. Furthermore, sufficient funds will be included in future budgets to cover the recommended cash flow distribution for those respective fiscal years.



CAC POSITION

The CAC was briefed on this item at its November 20, 2019 meeting and unanimously adopted a motion of support for the staff recommendation.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Summary of Request Received
- Attachment 2 - Project Description
- Attachment 3 - Staff Recommendation
- Attachment 4 - Prop K Allocation Summary - FY 2019/20
- Attachment 5 - Allocation Request Form



RESOLUTION ALLOCATING \$1,519,125, WITH CONDITIONS, AND APPROPRIATING \$110,875 IN PROP K SALES TAX FUNDS FOR THREE REQUESTS

WHEREAS, The Transportation Authority received three requests for a total of \$1,630,000 in Prop K local transportation sales tax funds, as summarized in Attachments 1 and 2 and detailed in the attached allocation request forms; and

WHEREAS, The requests seek funds from the Facilities–Muni and Transportation/Land Use Coordination categories of the Prop K Expenditure Plan; and

WHEREAS, As required by the voter-approved Expenditure Plans, the Transportation Authority Board has adopted a Prop K 5-Year Prioritization Program (5YPP) for each of the aforementioned Expenditure Plan programmatic categories; and

WHEREAS, Two of the three requests are consistent with the 5YPPs for their respective categories; and

WHEREAS, The San Francisco Municipal Transportation Agency's (SFMTA's) request for New Castro Station Elevator requires a cost-neutral amendment of the Facilities–Muni 5YPP to change the project phase from construction to design and to accommodate the requested cash flow, as summarized in Attachment 3 and detailed in the attached allocation request forms; and

WHEREAS, After reviewing the requests, Transportation Authority staff recommended allocating a total of \$1,519,125, with conditions, and appropriating \$110,875 in Prop K Sales Tax funds for three requests, as described in Attachment 3 and detailed in the attached allocation request forms, which include staff recommendations for Prop K allocation amounts, required deliverables, timely use of funds requirements, special conditions, and Fiscal Year Cash Flow Distribution Schedules; and

WHEREAS, There are sufficient funds in the Capital Expenditures line item of the Transportation Authority's approved Fiscal Year 2019/20 budget to cover the proposed actions; and

WHEREAS, At its November 20, 2019 meeting, the Citizens Advisory Committee was briefed on two of the three subject requests, specifically the New Castro Station Elevator and



Alemany Realignment Study [NTIP Planning], and unanimously adopted a motion of support for the staff recommendation for those requests; and

WHEREAS, Subsequent to the November Citizens Advisory Committee meeting, Transportation Authority staff, working in consultation with Commissioner Walton's office and the SFMTA, finalized the District 10 15 Third Street Bus Study [NTIP Planning] request and in response to Commissioner Walton's request to expedite the study, recommended advancing the request directly to the Board for consideration at its December 10 meeting; now, therefore let it be

RESOLVED, That the Transportation Authority hereby amends the Prop K Facilities–Muni 5YPP, as detailed in the attached allocation request forms; and be it further

RESOLVED, That the Transportation Authority hereby allocates \$1,519,125, with conditions, and appropriates \$110,875 in Prop K Sales Tax funds, as summarized in Attachment 3 and detailed in the attached allocation request forms; and be it further

RESOLVED, That the Transportation Authority finds the allocation of these funds to be in conformance with the priorities, policies, funding levels, and prioritization methodologies established in the Prop K Expenditure Plan, the Prop K Strategic Plan, and the relevant 5YPPs; and be it further

RESOLVED, That the Transportation Authority hereby authorizes the actual expenditure (cash reimbursement) of funds for these activities to take place subject to the Fiscal Year Cash Flow Distribution Schedules detailed in the attached allocation request forms; and be it further

RESOLVED, That the Capital Expenditures line item for subsequent fiscal year annual budgets shall reflect the maximum reimbursement schedule amounts adopted and the Transportation Authority does not guarantee reimbursement levels higher than those adopted; and be it further

RESOLVED, That as a condition of this authorization for expenditure, the Executive Director shall impose such terms and conditions as are necessary for the project sponsor to comply with applicable law and adopted Transportation Authority policies and execute Standard Grant Agreements to that effect; and be it further



RESOLVED, That as a condition of this authorization for expenditure, the project sponsor shall provide the Transportation Authority with any other information it may request regarding the use of the funds hereby authorized; and be it further

RESOLVED, That the Capital Improvement Program of the Congestion Management Program, the Prop K Strategic Plan and the relevant 5YPPs are hereby amended, as appropriate.

Attachments:

1. Summary of Requests Received
2. Brief Project Descriptions
3. Staff Recommendations
4. Prop K Allocation Summary - FY 2019/20
5. Prop K/Prop AA Allocation Request Forms (3)

Attachment 1: Summary of Requests Received

Source	EP Line No./Category ¹	Project Sponsor ²	Project Name	Current Prop K Request	Total Cost for Requested Phase(s)	Leveraging		Phase(s) Requested	District(s)
						Expected Leveraging by EP Line ³	Actual Leveraging by Project Phase(s) ⁴		
Prop K	20M	SFMTA	New Castro Station Elevator	\$ 1,500,000	\$ 2,925,000	90%	49%	Design	8
Prop K	44	SFCTA/ SFMTA	Alemany Realignment Study [NTIP Planning]	\$ 100,000	\$ 230,000	40%	57%	Planning	9
Prop K	44	SFCTA	District 10 15 Third Street Bus Study [NTIP Planning]	\$ 30,000	\$ 30,000	40%	0%	Planning	10
TOTAL					\$ 1,630,000	\$ 3,185,000	86%	49%	

Footnotes

¹ "EP Line No./Category" is either the Prop K Expenditure Plan line number referenced in the 2019 Prop K Strategic Plan or the Prop AA Expenditure Plan category referenced in the 2017 Prop AA Strategic Plan, including: Street Repair and Reconstruction (Street), Pedestrian Safety (Ped), and Transit Reliability and Mobility Improvements (Transit).

² Acronyms: SFCTA (San Francisco County Transportation Authority); SFMTA (San Francisco Municipal Transportation Agency)

³ "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%.

⁴ "Actual Leveraging by Project Phase" is calculated by dividing the total non-Prop K or non-Prop AA 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 ¹

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Project Description
20M	SFMTA	New Castro Station Elevator	\$1,500,000	Detailed design of a new four-stop elevator on the south side of the Castro Muni Station to improve ADA access to transit. Project also includes creating an accessible path from the southwest corner of Market and Castro streets to the Harvey Milk Plaza-level elevator entrance. SFMTA anticipates that design will be complete by September 2020 and the elevator will be open for use by June 2022.
44	SFCTA/SFMTA	Alemany Realignment Study [NTIP Planning]	\$100,000	Conduct a preliminary engineering and traffic analysis for long-term improvements to the Alemany Circle at the US 101 /I-280 interchange. The study will focus on realigning Alemany Boulevard to create a safer, neighborhood-friendly roadway with improved bicycle and pedestrian facilities, while freeing land occupied by the interchange for community amenities. The Transportation Authority will lead the study at the request of District 9 Supervisor Hillary Ronen, with SFMTA providing technical support and review of work products. The study will be conducted in cooperation with the San Francisco Planning Department and the San Francisco Public Utility Commission. The final report will be completed by Fall 2020.
44	SFCTA	District 10 15 Third Street Bus Study [NTIP Planning]	\$30,000	At the request of Commissioner Walton, this study will evaluate re-establishing the 15 Third Street Muni bus route. The community has raised concerns about T-Third light rail delays, switchbacks and train switching often required at the Muni Metro East facility and the timeline to improve travel time and reliability of the current service. They desire to return bus service to the corridor ahead of signal improvements that will reduce delays when the Central Subway opens. This study will evaluate options for Muni bus service in the corridor and assess the benefits, costs, and risks of each. SFMTA will provide data and information about past and current service operations and ridership and will review study analysis and products. The study will be completed by March 2020.
TOTAL			\$1,630,000	

¹ See Attachment 1 for footnotes.

Attachment 3: Staff Recommendations ¹

EP Line No./Category	Project Sponsor	Project Name	Prop K Funds Recommended	Recommendations
20M	SFMTA	New Castro Station Elevator	\$ 1,500,000	5YPP Amendment: Recommendation is contingent upon a financing cost neutral amendment to the Facilities-Muni 5-Year Prioritization Program to change the project phase from construction to design and to accommodate requested cash flow. Additional details are in the allocation request form.
44	SFCTA/ SFMTA	Alemany Realignment Study [NTIP Planning]	\$ 100,000	
44	SFCTA	District 10 15 Third Street Bus Study [NTIP Planning]	\$ 30,000	
TOTAL			\$1,630,000	

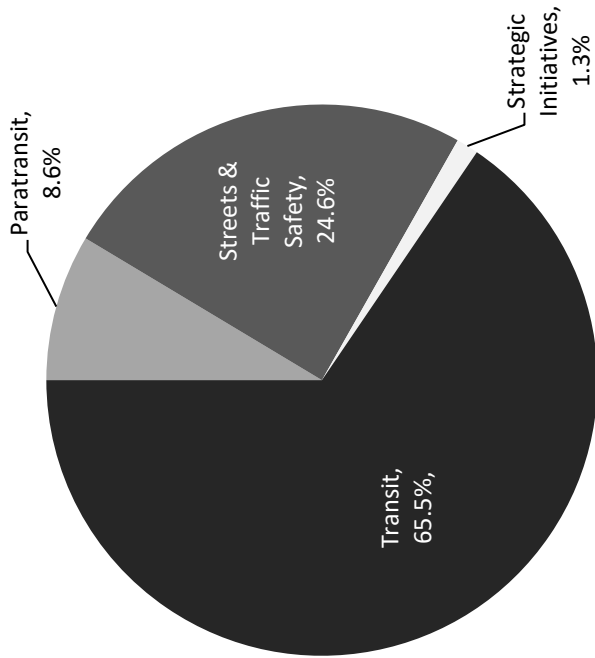
¹ See Attachment 1 for footnotes.

Attachment 4.
Prop K and Prop AA Allocation Summaries - FY 2019/20

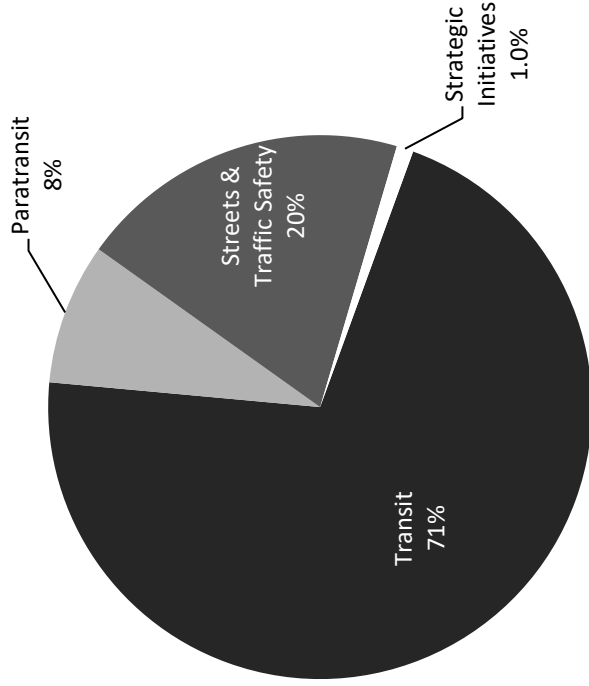
PROP K SALES TAX										
	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26			
Total										
Prior Allocations	\$ 65,706,736	\$ 21,926,940	\$6,052,974	\$ 2,690,622	\$ 2,690,622	\$ 2,690,622	\$ 717,500			
Current Request(s)	\$ 1,630,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -			
New Total Allocations	\$ 67,336,736	\$ 22,556,940	\$ 6,052,974	\$ 2,690,622	\$ 2,690,622	\$ 2,690,622	\$ 717,500			

The above table shows maximum annual cash flow for all FY 2019/20 allocations and appropriations approved to date, along with the current recommended allocation(s).

**Investment Commitments,
per Prop K Expenditure Plan**



Prop K Investments To Date



San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	New Castro Station Elevator
Grant Recipient:	San Francisco Municipal Transportation Agency

EXPENDITURE PLAN INFORMATION

Prop K EP categories:	Facilities - MUNI
Current Prop K Request:	\$1,500,000
Supervisory District(s):	District 08

REQUEST

Brief Project Description

Detailed design of a new four-stop elevator on the south side of the Castro Muni Station to improve ADA access to transit. Project also includes creating an accessible path from the southwest corner of Market and Castro streets to the Harvey Milk Plaza-level elevator entrance.

Detailed Scope, Project Benefits and Community Outreach

This project will install a new four-stop elevator on the south side of the Castro MUNI Station. The top level of the new elevator structure will be located at Harvey Milk Plaza on Market Street, and it will service the concourse and platform levels of the Station below. A fourth stop is included in preparation for a new future plaza level aligned with Market Street in development by the Castro community group "Friends of Harvey Milk Plaza." This project also includes creating an accessible path from the southwest corner of Market and Castro Streets to the Plaza-level elevator entrance.

Currently there is only one elevator that connects the station to street level at the north entry point. The path of travel to and from this elevator to the corner of Market and Castro Streets is very steep and is not in compliance with accessibility standards. This elevator is a new elevator and not a replacement, but will be built as part of a broader replacement/rehabilitation program which includes building brand new elevators at MUNI stations around the city.

A series of public outreach meetings was conducted to seek public support and input for the proposed improvements at Castro Station in 2016, and resumed in spring 2018. The outreach for the elevator at Castro Station was conducted in conjunction with other SFMTA elevator upgrade projects to provide a larger perspective and magnitude of impact in construction schedule and access to Muni patrons. Details about previous outreach are below.

Meetings with community organizations such as Castro Community Benefit District (CBD), Castro Streetscape Committee, Castro Merchants, and Friends of Harvey Milk Plaza Redesign Committee, were conducted to identify the needs and wishes of the community leaders. Subsequent outreach to the full membership of Castro Merchants in August 2016 notified and presented the project scope to a larger group of stakeholders in the neighborhood. A website set up by SFMTA to reach a wider group of the public and residents is in place, with links to the website and an online survey. Invitations were sent to the public to solicit feedback during the Preliminary Engineering Report (PER) phase. The project team is currently working on providing the community with project updates to share the current design as progress is made toward construction. The team also continues to work closely with the Friends of Harvey Milk Plaza community group to coordinate the design of both projects so that the new elevator will remain at its current location and will be minimally impacted by future construction.

The project team includes SFMTA, San Francisco Department of Public Works (SFPW), and BART, performing the following roles:

SFMTA: Providing Project Management and Electrical Engineering support

SFPW: Providing Architectural, Structural, Mechanical, Elevator, Landscape Architecture and Cost Estimate services

BART: Providing Peer Review and Permit Review for new structural opening being created in existing station retaining wall

Community Outreach and Recent Project Activities:

Summer 2016: Team briefed Castro CBD on the future new elevator project and discussed opportunities for partnering with the community in regards to upgrading Harvey Milk Plaza. Castro CBD re-mobilized the Harvey Milk Plaza Committee (HMC) to re-start efforts to rebuild the plaza.

Fall 2016 to Fall 2017: Castro CBD requested SFMTA pause their design process so that HMC could generate a design concept for the new plaza.

Winter 2017/18: SFMTA and HMP design teams work together to coordinate designs.

Spring 2018: SFMTA holds several open houses for the general Castro community to get feedback on conceptual design of new elevator, achieves first approval (of three) from the SF Arts Commission Civic Design Committee

Fall 2018: Project receives Categorical Exemption from SF Planning

Winter 2018/19: SFMTA starts Detail Design Phase

Spring 2019: SFMTA meets with BART to review the permit and review process since new elevator will be located on BART property. SFMTA continues to coordinate with the HMP design team to finalize details related to the new elevator

Summer 2019: SFMTA received second approval from the SF Art Commission Civic Design Committee

Project Location

Castro MUNI Station

Project Phase(s)

Design Engineering (PS&E)

5YPP/STRATEGIC PLAN INFORMATION

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	Named Project
Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?	Less than or Equal to Programmed Amount
Prop K 5YPP Amount:	\$1,500,000
Justification for Necessary Amendment	
Request includes a 5YPP amendment to change the project phase from construction to design, and a dollar for dollar exchange of \$127,000 in cash flow between Building Progress FIX - Placeholder in FY 2020/21 and New Castro Station Elevator in FY 2019/20 to accommodate the request.	

San Francisco County Transportation Authority Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	New Castro Station Elevator
Grant Recipient:	San Francisco Municipal Transportation Agency

ENVIRONMENTAL CLEARANCE

Environmental Type:	Categorically Exempt
----------------------------	----------------------

PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering (PLAN)	Jan-Feb-Mar	2016	Jan-Feb-Mar	2019
Environmental Studies (PA&ED)	Jan-Feb-Mar	2016	Oct-Nov-Dec	2018
Right of Way				
Design Engineering (PS&E)	Jan-Feb-Mar	2019	Jul-Aug-Sep	2020
Advertise Construction	Jul-Aug-Sep	2020		
Start Construction (e.g. Award Contract)	Oct-Nov-Dec	2020		
Operations				
Open for Use			Apr-May-Jun	2022
Project Completion (means last eligible expenditure)			Apr-May-Jun	2023

SCHEDULE DETAILS

Fall 2019: SFMTA staff are preparing an outreach plan to update and inform the Castro community about the progress of the elevator design. The current outreach plan includes the following:

- 1) Issue a mailer to the Castro Neighborhood to update on project progress
- 2) Schedule Open House outreach activities to coincide with neighborhood events, i.e. have posters and staff at a Castro Farmer's market or next Holiday Festival
- 3) Provide project update presentations at the Castro Merchants Association and Eureka Valley Neighborhood Association meetings
- 4) Schedule briefing with District 8 Supervisor Mandelman
- 5) Update project website

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	New Castro Station Elevator
Grant Recipient:	San Francisco Municipal Transportation Agency

FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Facilities - MUNI	\$0	\$1,500,000	\$0	\$1,500,000
OPERATING FACILITY	\$0	\$1,425,000	\$0	\$1,425,000
Phases in Current Request Total:	\$0	\$2,925,000	\$0	\$2,925,000

FUNDING PLAN - ENTIRE PROJECT (ALL PHASES)

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K	\$0	\$1,500,000	\$0	\$1,500,000
SB1 STATE OF GOOD REPAIR	\$0	\$4,750,000	\$0	\$4,750,000
OPERATING FACILITY	\$0	\$5,587,000	\$482,000	\$6,069,000
GENERAL FUND POP BASE TRANSIT	\$0	\$6,650,000	\$0	\$6,650,000
Funding Plan for Entire Project Total:	\$0	\$18,487,000	\$482,000	\$18,969,000

COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering (PLAN)	\$482,000	\$0	Actuals from SFMTA Project Management Report
Environmental Studies (PA&ED)	\$0	\$0	Included in conceptual engineering cost above
Right of Way	\$0	\$0	
Design Engineering (PS&E)	\$2,925,000	\$1,500,000	Current Approved Budget, based on PER
Construction (CON)	\$15,562,000	\$0	Based on CER Estimate of \$14.5M plus contingency
Operations	\$0	\$0	
Total:	\$18,969,000	\$1,500,000	

% Complete of Design:	50.0%
------------------------------	-------

As of Date:	10/25/2019
Expected Useful Life:	50 Years

MAJOR LINE ITEM BUDGET

SUMMARY BY MAJOR LINE ITEM - DESIGN		
Budget Line Item	Totals	% of phase
1. Total Labor	\$ 575,000	
2. Consultant (SFDPPW)	\$ 1,500,000	
3. Other Direct Costs *	\$ 100,000	
4. Outside Agency (BART)	\$ 250,000	
4. Contingency	\$ 500,000	21%
TOTAL PHASE	\$ 2,925,000	

TOTAL LABOR COST BY AGENCY	
SFMTA	\$ 575,000
SFPW	\$ 1,500,000
BART	\$ 250,000
TOTAL	\$ 2,325,000

*Other Direct Costs include fees associated with SF Planning and SF Art Commission review during design development.

San Francisco County Transportation Authority Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	New Castro Station Elevator
Grant Recipient:	San Francisco Municipal Transportation Agency

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	\$1,500,000	Total Prop AA Requested:	\$0
Total Prop K Recommended:	\$1,500,000	Total Prop AA Recommended:	\$0

SGA Project Number:		Name:	New Castro Station Elevator
Sponsor:	San Francisco Municipal Transportation Agency	Expiration Date:	03/31/2021
Phase:	Design Engineering	Fundshare:	51.28

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	Total
PROP K EP-120M	\$500,000	\$1,000,000	\$0	\$0	\$0	\$1,500,000

Deliverables

1. Upon project completion, provide evidence of completion of design (e.g. copy of certifications page) and updated scope, schedule, budget and funding plan for construction.

Special Conditions

1. Allocation is contingent upon amendment to the Facilities - Muni 5YPP to change the project phase from construction to design, and a dollar for dollar exchange of \$127,000 in cash flow between Building Progress FIX - Placeholder in FY 2020/21 and New Castro Station Elevator in FY 2019/20 to accommodate the request.

2. The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	48.72%	No Prop AA
Actual Leveraging - This Project	92.09%	No Prop AA

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	New Castro Station Elevator
Grant Recipient:	San Francisco Municipal Transportation Agency

EXPENDITURE PLAN INFORMATION

Current Prop K Request:	\$1,500,000
--------------------------------	-------------

1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

Initials of sponsor staff member verifying the above statement

JB

CONTACT INFORMATION

	Project Manager	Grants Manager
Name:	Tess Kavanagh	Joel C Goldberg
Title:	Project Manager I	Grants Procurement Manager
Phone:	(415) 701-4212	(415) 646-2520
Email:	tess.kavanagh@sfmta.com	joel.goldberg@sfmta.com

**2019 Prop K 5-Year Project List (FY 2019/20 - FY 2023/24)
Rehab/Upgrade Existing Facilities - Muni Category (EP 20M)
Programming and Allocations to Date**

Pending December 17, 2019 Board

Agency	Project Name	Phase	Status	Fiscal Year					Total
				2019/20	2020/21	2021/22	2022/23	2023/24	
Carry Forward From 2014 5YPP									
SFMTA	Potrero Facility Reconstruction	PLAN/CER	Programmed	\$1,000,000					\$1,000,000
SFMTA	Building Progress FIX - Placeholder ¹	CON	Programmed	\$500,000					\$500,000
SFMTA	Muni Metro East Expansion	PS&E	Programmed		\$1,899,677				\$1,899,677
SFMTA	Muni Metro East Expansion	CON	Programmed				\$2,800,000		\$2,800,000
SFMTA	New Castro Station Elevator	PS&E	Pending	\$1,500,000					\$1,500,000
Total Programmed in 2019 5YPP				\$3,000,000	\$1,899,677	\$0	\$2,800,000	\$0	\$7,699,677
Total Allocated and Pending				\$1,500,000	\$0	\$0	\$0	\$0	\$1,500,000
Total Unallocated				\$1,500,000	\$1,899,677	\$0	\$2,800,000	\$0	\$6,199,677
Total Programmed in 2019 Strategic Plan				\$3,000,000	\$1,899,677	\$0	\$2,800,000	\$0	\$7,699,677
Deobligated Funds				\$372,877	\$0	\$0	\$0	\$0	\$372,877
Cumulative Remaining Programming Capacity				\$372,877	\$372,877	\$372,877	\$372,877	\$372,877	\$372,877
Pending Allocation/ Appropriation									
Board Approved Allocation/ Appropriation									

FOOTNOTES:

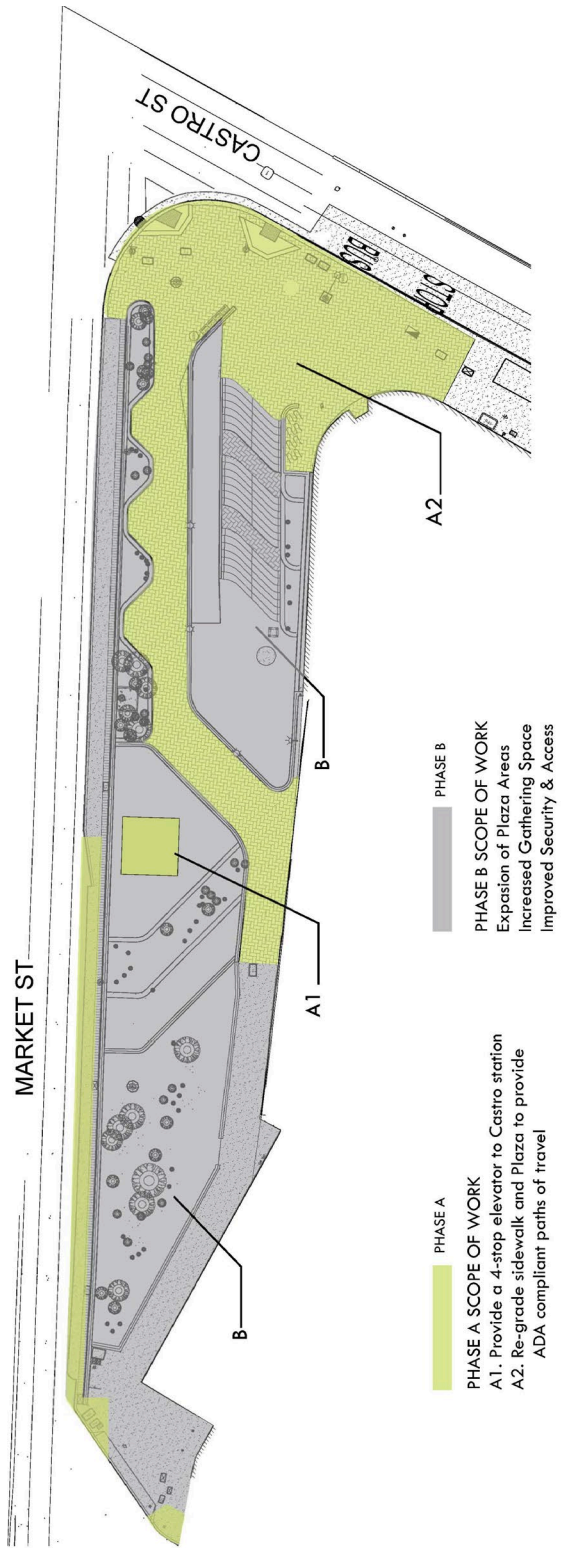
¹ 5YPP amendment to accommodate allocation of \$1,500,000 for New Castro Station Elevator (Resolution 20-0XX, xx/xx/2019):

Building Progress FIX - Placeholder: Delay \$127,000 in cash flow from FY 2019/20 to FY 2020/21.

New Castro Station Elevator: Change project phase from construction to design; Prop K amount and year of programming are unchanged and project is fully funded through construction. Advance cash flow from 100% in FY 2020/21 to 33%/67% in FYs 2019/20 and 2020/21.

PHASE A = CASTRO STATION ACCESSIBILITY IMPROVEMENTS (SFMTA/PW)

PHASE B = THE NEW HARVEY MILK PLAZA (FRIENDS OF HARVEY MILK PLAZA DESIGN TEAM)







San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	Alemany Realignment Study [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

Prop K EP categories:	Transportation/Land Use Coordination
Current Prop K Request:	\$100,000
Supervisory District(s):	District 09

REQUEST

Brief Project Description

The Alemany Realignment Study will conduct an engineering analysis for long-term improvements to the Alemany Circle at the US 101/I-280 interchange. The study will focus on realigning Alemany Boulevard to create a safer, neighborhood-friendly roadway with improved bicycle and pedestrian facilities, while freeing land occupied by the interchange for community amenities. The Transportation Authority will conduct the study at the request of District 9 Supervisor Hillary Ronen and in cooperation with SFMTA, the San Francisco Planning Department, and the San Francisco Public Utility Commission.

Detailed Scope, Project Benefits and Community Outreach

----Background----

The Alemany interchange, where U.S. 101, I-280, Alemany Boulevard, Bayshore Boulevard, San Bruno Avenue, and several other local streets intersect, presents major challenges to pedestrian and bicycle safety and accessibility. The interchange also has the potential to provide critical connections between adjacent communities like Bernal Heights, the Portola, and Silver Terrace, and amenities, such as the Alemany Farmers' Market.

District 9 has supported previous work to improve safety and accessibility for people walking and biking through the interchange, including the Transportation Authority's 2017 Alemany Interchange Improvement Study, which recommended new bicycle lanes and crosswalk striping, as well as a new multi-use path with signalized pedestrian crossings that will improve access to the Alemany Farmers' Market and the surrounding area. The bike lane and crosswalk striping has been funded by an allocation of District 9 NTIP funds to SFMTA and will be constructed following adoption of a new maintenance agreement with Caltrans. Design of the new multi-use path by Public Works was also funded by District 9 NTIP funds, which set the project up to successfully pursue a state Active Transportation Program grant for construction. Design of the path is expected to be complete in June 2020 with construction to follow thereafter.

Multiple city agencies are now cooperatively conducting a new generation of long-term planning for the area around the Alemany interchange that envisions a simplified road geometry and multimodal improvements to improve safety and comfort, enhance connectivity with safe neighborhood connections, accommodate transit (including existing Muni 14x, 23, and 67 service and possible future routes), enhance livability and reduce freeway interchange impacts.

District 9 previously secured two allocations of General Fund funds to begin these efforts, which consist of:

- 1). A Transportation Authority-led engineering feasibility study for mid- and long-term improvements to the street and freeway interfaces at the Alemany interchange. This study is underway.
- 2). Public outreach by the San Francisco Planning Department and the Transportation Authority, as well as coordination and technical assistance from Public Works. Public outreach is expected to begin in early 2020.

The previously funded Transportation Authority-led feasibility study has developed preliminary concepts to support improved connectivity within the interchange, including near-term improvements, such as a two-way Alemany with bicycle facilities during freeway bridge deck replacement construction by Caltrans in summer 2020, as well as mid-term

improvements to modify freeway on- and off-ramps.

The feasibility study is also developing alternative concepts to realign Alemany Boulevard to improve walkability and bikeability between neighborhoods, reclaim space used for high speed roadways, and activate areas that are currently unused due to separation by freeways. The study is evaluating the feasibility of these realignment options considering:

- Physical constraints
- Projects by other agencies (including SFPUC)
- Environmental and right of way constraints
- Maintenance and operations
- Traffic

Based on the assessment, the study will rank the improvements with reference to feasibility and produce the following deliverables:

- Fatal flaw analysis of project concepts
- Ranking of viable project concepts
- Rough order of magnitude costs and proposed phasing

----Current Request Detailed Scope----

This NTIP request would fund preliminary engineering and traffic analysis for the top Alemany realignment concept identified through the previously funded feasibility study. The goal of this NTIP project is to prepare the realignment of Alemany Boulevard to move forward into the Caltrans project initiation process.

-Task 1 – Project Management (December 2019 – October 2020)

Project management includes interagency transportation technical support by consultant, consisting of technical support, attending interagency City coordination meetings, advising the Authority's project manager and preparing transportation technical analyses (e.g. on Caltrans encroachment permit process).

Lead: SFCTA

Support: Consultant

Deliverables:

- Meeting agendas, Project schedules

-Task 2 – Preliminary Engineering (January 2020 – June 2020)

Develop top ranked Alemany Boulevard realignment alternative in coordination among multiple City agencies. Preliminary engineering will account for major projects proposed by other city agencies, including SFPUC's sewer replacement project, SFMTA's plans for improved pedestrian and bicycle access through the Alemany Circle area and potential future housing development, and will accommodate access to the Farmer's Market, including parking access.

Lead: Consultant

Support and Review: SFCTA, SFMTA

Deliverables - SFMTA:

- Prior to commencement of preliminary engineering, SFMTA shall provide a memo documenting their concurrence with the preferred realignment alternative.

Deliverables - SFCTA:

- Preliminary engineering plans illustrating the plan and cross-section for roadway modifications, including facilities for pedestrians, bicyclists, and drivers. (Draft and Final)
- Planning-level cost estimate (Draft and Final)
- Technical memo summarizing potential implementation strategies, including project phasing

-Task 3 – Alemany Realignment, Multimodal Traffic Analyses (February 2020 – September 2020)

Prepare multimodal traffic analysis for the realignment concept, including proposed changes to local circulation and additional auto trips generated by nearby development projects, to be identified by the San Francisco Planning Department. May include collecting new traffic counts (intersection peak hour and roadway daily), modeling existing and modified intersections using Synchro and SimTraffic software (Trafficware), and assessing changes in operational delay and queuing. The traffic analysis will also consider transit operations and potential transit delay in the area around the Farmers Market.

Lead: Consultant

Support and Review: SFCTA, SFMTA

Deliverables:

- Traffic analyses: counts, delay and queuing calculations (Draft and Final)
- Technical memorandum summarizing proposed improvements and operational outcomes

-Task 4 – Final Report (October 2020)

Summarize previous deliverables in a final report. The report will include an assessment of the tasks remaining to complete the Caltrans Project Initiation Document (PID) for the realignment project and recommendations for how to accomplish those tasks. The report will be presented to the Transportation Authority board for adoption.

Lead: Consultant

Support and Review: SFCTA, SFMTA

Deliverables - SFMTA:

- Prior to writing the final report, SFMTA shall provide a memo documenting their concurrence with the preliminary engineering and traffic analysis and the approach for moving the project forward into the Caltrans Project Initiation process.

Deliverables - SFCTA:

- Final Report

Project Location

Alemanly Boulevard near the US 101/I-280 interchange and Alemany Farmers' Market.

Project Phase(s)

Planning/Conceptual Engineering

5YPP/STRATEGIC PLAN INFORMATION

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	Project Drawn from Placeholder
Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?	Less than or Equal to Programmed Amount
Prop K 5YPP Amount:	\$888,000

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	Alemany Realignment Study [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

ENVIRONMENTAL CLEARANCE

Environmental Type:	N/A
----------------------------	-----

PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering	Oct-Nov-Dec	2019	Oct-Nov-Dec	2020
Environmental Studies (PA&ED)				
Right of Way				
Design Engineering (PS&E)				
Advertise Construction				
Start Construction (e.g. Award Contract)				
Operations				
Open for Use				
Project Completion (means last eligible expenditure)				

SCHEDULE DETAILS

Project Management - December 2019 - September 2020
 Preliminary Engineering Analysis and Cost Estimates (Draft) - February 2020
 Traffic Analysis (Draft) - April 2020
 Preliminary Engineering and Cost Estimates (Final) - June 2020
 Traffic Analysis (Final) - September 2020
 Final Report - October 2020

San Francisco County Transportation Authority Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	Alemany Realignment Study [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Transportation/Land Use Coordination	\$0	\$100,000	\$0	\$100,000
Phases in Current Request Total:	\$0	\$100,000	\$0	\$100,000

FUNDING PLAN - ENTIRE PROJECT (ALL PHASES)

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K	\$0	\$100,000	\$0	\$100,000
GENERAL FUND	\$0	\$0	\$130,000	\$130,000
Funding Plan for Entire Project Total:	\$0	\$100,000	\$130,000	\$230,000

COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$230,000	\$100,000	Actual cost to date and consultant proposal
Environmental Studies (PA&ED)	\$0	\$0	
Right of Way	\$0	\$0	
Design Engineering (PS&E)	\$0	\$0	
Construction	\$0	\$0	
Operations	\$0	\$0	
Total:	\$230,000	\$100,000	

% Complete of Design:	N/A
As of Date:	N/A
Expected Useful Life:	N/A

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

MAJOR LINE ITEM BUDGET

BUDGET SUMMARY					
Agency	Task 1 - Project Management	Task 2 - Preliminary Engineering	Task 3 - Multimodal Traffic Analyses	Task 4 - Final Report	Total
SFCTA	\$ 20,551			\$ 3,000	\$ 23,551
SFMTA		\$ 9,125	\$ 10,000		\$ 19,125
Consultant	\$ 8,924	\$ 25,020	\$ 19,380	\$ 4,000	\$ 57,324
Total	\$ 29,475	\$ 34,145	\$ 29,380	\$ 7,000	\$ 100,000

DETAILED LABOR COST ESTIMATE - BY AGENCY						
SFMTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Engineer/Architect Principal	8	\$ 98.31	2.55	\$ 250.80	0.004	\$ 2,006
Eng/Arch/Landscape Arch Senior	14	\$ 84.70	2.57	\$ 217.99	0.007	\$ 3,052
Engineer	26	\$ 73.19	2.60	\$ 190.23	0.013	\$ 4,946
Planner III	60	\$ 57.34	2.65	\$ 152.02	0.029	\$ 9,121
Total	108.0				0.05	\$ 19,125

SFCTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Deputy Director	10	\$ 118.37	2.50	\$ 295.93	0.005	\$ 2,959
Assistant Deputy Director	40	\$ 98.00	2.50	\$ 245.00	0.019	\$ 9,800
Senior Planner	61	\$ 61.64	2.50	\$ 154.09	0.029	\$ 9,392
Intern	20	\$ 28.00	2.50	\$ 70.00	0.010	\$ 1,400
Total	131.0				0.06	\$ 23,551

San Francisco County Transportation Authority Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	Alemany Realignment Study [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	\$100,000	Total Prop AA Requested:	\$0
Total Prop K Recommended:	\$100,000	Total Prop AA Recommended:	\$0

SGA Project Number:		Name:	Alemany Realignment Study [NTIP Planning]
Sponsor:	San Francisco Municipal Transportation Agency	Expiration Date:	06/30/2021
Phase:	Planning/Conceptual Engineering	Fundshare:	100.0

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	Total
PROP K EP-144	\$19,125	\$0	\$0	\$0	\$0	\$19,125

Deliverables

- Prior to SFCTA commencing preliminary engineering, SFMTA shall submit a memo documenting its concurrence with the selected realignment alternative.
- Prior to SFCTA drafting the final report, SFMTA shall provide a memo documenting its concurrence with the preliminary engineering and traffic analysis and the approach for moving the project forward into the Caltrans Project Initiation process.

Special Conditions

- The Transportation Authority will only reimburse SFMTA up to the approved overhead multiplier rate for the fiscal year that SFMTA incurs charges.

Notes

- Quarterly progress reports, including summaries of SFMTA's support activities, will be shared with the District Supervisor.

SGA Project Number:		Name:	Alemany Realignment Study [NTIP Planning]
Sponsor:	San Francisco County Transportation Authority	Expiration Date:	06/30/2021
Phase:	Planning/Conceptual Engineering	Fundshare:	100.0

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	Total
PROP K EP-144	\$80,875	\$0	\$0	\$0	\$0	\$80,875
Deliverables						
1. Task 2: Upon completion of draft preliminary engineering analysis and cost estimates (anticipated February 2020), provide draft plans and cost estimates						
2. Task 2: Upon completion of final preliminary engineering and cost estimates (anticipated June 2020) provide plans, cost estimates, and technical memo summarizing potential implementation strategies						
3. Task 3: Upon completion of draft traffic analysis (anticipated April 2020), provide summary of findings						
4. Task 3: Upon completion of final traffic analysis (anticipated September 2020), provide technical memorandum summarizing proposed improvements and operational outcomes						
5. Prior to Board adoption (anticipated October 2020), staff will present a draft final report, including key findings, recommendations, next steps and implementation and funding strategy to the Citizens Advisory Committee and Board. Upon project completion the Board will accept or approve the final report.						
Notes						
1. Quarterly progress reports will be shared with the District Supervisor for this NTIP project.						

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	0.0%	No Prop AA
Actual Leveraging - This Project	56.52%	No Prop AA

San Francisco County Transportation Authority Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	Alemany Realignment Study [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

Current Prop K Request:	\$100,000
--------------------------------	-----------

1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

Initials of sponsor staff member verifying the above statement

MP

CONTACT INFORMATION

	Project Manager	Grants Manager
Name:	Yana Waldman	Mike Pickford
Title:	Assistant Deputy Director	Senior Transportation Planner
Phone:	(415) 522-4813	(415) 522-4822
Email:	yana.waldman@sfcta.org	mike.pickford@sfcta.org

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	District 10 15 Third Street Bus Study [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

Prop K EP categories:	Transportation/Land Use Coordination
Current Prop K Request:	\$30,000
Supervisory District(s):	District 10

REQUEST

Brief Project Description

At the request of Commissioner Walton, this study will evaluate re-establishing the 15 Third Street Muni bus route. The community has raised concerns about T-Third light rail delays, switchbacks and train switching often required at the Muni Metro East facility and the timeline to improve travel time and reliability of the current service. They desire to return bus service to the corridor ahead of signal improvements that will reduce delays when the Central Subway opens. This study will evaluate options for Muni bus service in the corridor and assess the benefits, costs, and risks of each.

Detailed Scope, Project Benefits and Community Outreach

Detailed scope attached

Project Location

Third Street along the T-Third route

Project Phase(s)

Planning/Conceptual Engineering

5YPP/STRATEGIC PLAN INFORMATION

Type of Project in the Prop K 5YPP/Prop AA Strategic Plan?	Project Drawn from Placeholder
Is requested amount greater than the amount programmed in the relevant 5YPP or Strategic Plan?	Less than or Equal to Programmed Amount
Prop K 5YPP Amount:	\$888,000

District 10 15 Third Street Bus Study [NTIP Planning]

Scope of Work

Task 1 – Project Initiation

- Procure Consultant
- Develop workplan with SFMTA, Consultant

Deliverable: Final workplan

Task 2 – Background and Service Plan Options

- Gather background information from SFMTA
 - Current T-Third service
 - T-Third improvements that have committed funded, including timing and expected benefits
 - Operating characteristics of the prior 15 Third bus including route, frequency, hours of service, stop locations, and prior ridership
 - Characteristics, operating performance, and community feedback gathered about short term shuttles that were operated during platform construction at Chase Center
- Summarize current needs based on prior studies and outreach, available data and information from SFMTA, and the District 10 Commissioner
 - Gather background information from Commissioner's office
 - Review Human Rights Commission hearings, recent SFMTA Bayview Community Based Transportation Plan, D10 Mobility Study and any other planning documents
 - Consult SFCTA District 10 Citizens Advisory Committee representative and other community leaders (Human Rights Commission, Southeast Community Facility Executive Director, APRI, Young Community Developers, BMAGIC, and others) about community concerns
- Identify up to two main Muni service options to restart the 15 Third Street bus service
 - Define sketch level operating plan – frequency, hours of service, key destinations and connectivity of route, general stop locations, relationship to T-Third stops
 - Options are likely to include:
 - A traditional bus service, potentially with limited stop spacing
 - with current LRV/connecting bus service
 - with modified LRV/connecting service
 - An express bus service serving Shipyard, Candlestick Point and/or Hunters Point communities
 - via I-280 carpool lanes
 - via Third Street

Deliverables:

- Memo documenting existing conditions and community concerns
- Memo documenting two service concepts to be evaluated

Task 3 – Evaluation of Service Plan Options

- Conduct evaluation of the potential benefits and challenges for restarting the 15 Third Street service, including:
 - Analysis of expected service performance for both proposed 15 Third Street and existing T-Third light rail, including travel time, ridership and reliability
 - Analysis of opportunities and challenges of adding bus service in the study area, including
 - Markets served – unique origin-destination and/or trip purpose patterns, or trip types served
 - Safety
 - Congestion impacts
 - Capital and operating costs
- Evaluation will use available Muni data and SF-CHAMP model runs
- Coordinate review by SFMTA staff
- Community engagement
 - Consult community leaders (3-5 Community Based Organization leaders, e.g. above) and/or participate in Commissioner Walton meetings/Planning Dept outreach meetings (e.g. for 22nd Street Station study) to gather community input/feedback about the project tasks (route designs)/results

Deliverables:

- Memo summarizing concept evaluation

Task 4 – Recommendation and Final Report

- Draft and Final report summarizing the background, potential service options, evaluation and recommendations.
 - Includes review by SFMTA staff
- Identify next steps for planning, funding, or engagement, as appropriate.

Deliverables:

- Draft report
- Final report

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	District 10 15 Third Street Bus Study [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

ENVIRONMENTAL CLEARANCE

Environmental Type:	N/A
----------------------------	-----

PROJECT DELIVERY MILESTONES

Phase	Start		End	
	Quarter	Calendar Year	Quarter	Calendar Year
Planning/Conceptual Engineering	Oct-Nov-Dec	2019	Jan-Feb-Mar	2020
Environmental Studies (PA&ED)				
Right of Way				
Design Engineering (PS&E)				
Advertise Construction				
Start Construction (e.g. Award Contract)				
Operations				
Open for Use				
Project Completion (means last eligible expenditure)				

SCHEDULE DETAILS

Task 1 - Project initiation - December 17, 2019: December 31, 2019
 Task 2 - Background and Service Plan Options: December 17, 2019 - January 31, 2020
 Task 3 - Evaluation of Service Plan Options: February 3, 2020 - February 28, 2020
 Task 4 - Recommendation and Final Report: March 3, 2020 - March 31, 2020

Community outreach will be conducted throughout the planning process through individual or small group meetings with community leaders.

Project will be coordinated with ongoing SFMTA Southeast Transit planning work.

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	District 10 15 Third Street Bus Study [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

FUNDING PLAN - FOR CURRENT REQUEST

Fund Source	Planned	Programmed	Allocated	Project Total
PROP K: Transportation/Land Use Coordination	\$0	\$30,000	\$0	\$30,000
Phases in Current Request Total:	\$0	\$30,000	\$0	\$30,000

COST SUMMARY

Phase	Total Cost	Prop K - Current Request	Source of Cost Estimate
Planning/Conceptual Engineering	\$30,000	\$30,000	Based on cost of similar prior studies
Environmental Studies (PA&ED)	\$0	\$0	
Right of Way	\$0	\$0	
Design Engineering (PS&E)	\$0	\$0	
Construction (CON)	\$0	\$0	
Operations	\$0	\$0	
Total:	\$30,000	\$30,000	

% Complete of Design:	N/A
As of Date:	N/A
Expected Useful Life:	N/A

San Francisco County Transportation Authority
 Prop K/Prop AA Allocation Request Form

MAJOR LINE ITEM BUDGET

BUDGET SUMMARY

Agency	Task 1 - Project Management	Task 2 - Background and Service Plan Options	Task 3 - Evaluate Service Plan Options	Task 4 - Recommendations and Final Report	Total
SFCTA	\$ 752	\$ 4,010	\$ 4,010	\$ 1,253	\$ 10,025
Consultant	\$ 1,000	\$ 8,500	\$ 8,500	\$ 1,975	\$ 19,975
Total	\$ 1,752	\$ 12,510	\$ 12,510	\$ 3,228	\$ 30,000

SFCTA	Hours	Base Hourly Rate	Overhead Multiplier	Fully Burdened Hourly Cost	FTE	Total
Deputy Director	24	\$ 102.47	2.50	\$ 254.39	0.01	\$ 6,105
Intern	56	\$ 28.00	2.50	\$ 70.00	0.03	\$ 3,920
Total	80				0.04	\$ 10,025

San Francisco County Transportation Authority

Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	District 10 15 Third Street Bus Study [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

SFCTA RECOMMENDATION

Resolution Number:		Resolution Date:	
Total Prop K Requested:	\$30,000	Total Prop AA Requested:	\$0
Total Prop K Recommended:	\$30,000	Total Prop AA Recommended:	\$0

SGA Project Number:		Name:	District 10 15 Third Street Bus Study [NTIP Planning]
Sponsor:	San Francisco County Transportation Authority	Expiration Date:	09/30/2020
Phase:	Planning/Conceptual Engineering	Fundshare:	100.0

Cash Flow Distribution Schedule by Fiscal Year

Fund Source	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	Total
PROP K EP-144	\$30,000	\$0	\$0	\$0	\$0	\$30,000

Deliverables

1. Task 1: Upon completion, submit final workplan.
2. Task 2: Upon completion, submit memo documenting existing conditions and community concerns and memo documenting two service concepts to be evaluated
3. Task 3: Upon completion, submit memo summarizing concept evaluation.
4. Prior to Board adoption (anticipated March 2020), staff will present a draft final report, including key findings, recommendations, next steps, implementation, and funding strategy to the Citizens Advisory Committee and Board. Upon project completion the Board will accept or approve the final report.

Notes

1. Quarterly progress reports will be shared with the District Supervisor for this NTIP project.

Metric	Prop K	Prop AA
Actual Leveraging - Current Request	0.0%	No Prop AA
Actual Leveraging - This Project	0.0%	No Prop AA

San Francisco County Transportation Authority Prop K/Prop AA Allocation Request Form

FY of Allocation Action:	FY2019/20
Project Name:	District 10 15 Third Street Bus Study [NTIP Planning]
Grant Recipient:	San Francisco County Transportation Authority

EXPENDITURE PLAN INFORMATION

Current Prop K Request:	\$30,000
--------------------------------	----------

1) The requested sales tax and/or vehicle registration fee revenues will be used to supplement and under no circumstance replace existing local revenues used for transportation purposes.

Initials of sponsor staff member verifying the above statement

HL

CONTACT INFORMATION

	Project Manager	Grants Manager
Name:	Hugh Louch	Mike Pickford
Title:	Deputy Director for Planning	Senior Transportation Planner
Phone:	(415) 522-4830	(415) 522-4822
Email:	hugh.louch@sfcta.org	mike.pickford@sfcta.org



Memorandum

AGENDA ITEM 6

DATE: November 13, 2019
TO: Transportation Authority Board
FROM: Anna LaForte - Deputy Director for Policy and Programming
SUBJECT: 12/10/2019 Board Meeting: Allocate \$1,519,125, with Conditions, and Appropriate \$110,875 in Prop K Sales Tax Funds for Three Requests

<p>RECOMMENDATION <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action</p> <p>Allocate \$1,519,125 in Prop K funds to the San Francisco Municipal Transportation Agency (SFMTA) for:</p> <ol style="list-style-type: none"> 1. New Castro Station Elevator (\$1,500,000) 2. Alemany Realignment Study [NTIP Planning] (\$19,125) <p>Appropriate \$110,875 in Prop K funds for:</p> <ol style="list-style-type: none"> 3. Alemany Realignment Study [NTIP Planning] (\$80,875) 4. District 10 15 Third Street Bus Study [NTIP Planning] (\$30,000) <p>SUMMARY</p> <p>Attachment 1 lists the requests, including requested phase(s) and supervisorial district(s) for each project. Attachment 2 provides a brief description of each project. Attachment 3 contains the staff recommendations.</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Fund Allocation <input checked="" type="checkbox"/> Fund Programming <input type="checkbox"/> Policy/Legislation <input type="checkbox"/> Plan/Study <input type="checkbox"/> Capital Project Oversight/Delivery <input type="checkbox"/> Budget/Finance <input type="checkbox"/> Contract/Agreement <input type="checkbox"/> Other: _____
--	---

DISCUSSION

Attachment 1 summarizes the subject allocation requests, including information on proposed leveraging (i.e. stretching Prop K sales tax dollars further by matching them with other fund sources) compared with the leveraging assumptions in the Prop K Expenditure Plan. Attachment 2 includes a brief description of each project. Attachment 3 summarizes the staff recommendations for the requests, highlighting special conditions and other items of interest. An Allocation Request Form for each project is attached, with more detailed information on scope, schedule, budget, funding, deliverables and special conditions.

FINANCIAL IMPACT

The recommended action would allocate and appropriate \$1,630,000 in Prop K funds. The allocations and appropriations would be subject to the Fiscal Year Cash Flow Distribution Schedules contained in the attached Allocation Request Forms.

Attachment 4 shows the approved Fiscal Year 2019/20 allocations and appropriations to date, with associated annual cash flow commitments as well as the recommended allocations, appropriations, and cash flow amounts that are the subject of this memorandum.



Sufficient funds are included in the Fiscal Year 2019/20 budget to accommodate the recommended actions. Furthermore, sufficient funds will be included in future budgets to cover the recommended cash flow distribution for those respective fiscal years.

CAC POSITION

The CAC was briefed on two of the three subject requests at its November 20, 2019 meeting and unanimously adopted a motion of support for the staff recommendation for those requests. The District 10 15-Third Street Bus Study [NTIP Planning] request was not considered by the CAC at its November 20, 2019 meeting since the request was not ready in time to include in the packet. Over the past month, we have been working closely with Commissioner Walton and SFMTA staff to prepare this request. We are recommending that this request advance directly to the Board for consideration to support Commissioner Walton's desire for this study to advance as soon as possible.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Summary of Requests Received
- Attachment 2 - Project Descriptions
- Attachment 3 - Staff Recommendations
- Attachment 4 - Prop K Allocation Summary - FY 2019/20
- Attachment 5 - Allocation Request Forms (3)



RESOLUTION APPROVING THE PARTICIPATORY BUDGETING PROGRAM OF PROJECTS
IDENTIFIED THROUGH THE BAYVIEW COMMUNITY BASED TRANSPORTATION PLAN
PROCESS

WHEREAS, The Metropolitan Transportation Commission (MTC) established the Lifeline Transportation Program (LTP) to serve Communities of Concern, address gaps and barriers identified through a collaborative and inclusive planning process, and improve transportation choices for low-income persons; and

WHEREAS, Through Cycle 5 of its LTP MTC awarded \$600,000 to the San Francisco Municipal Transportation Agency (SFMTA) to implement recommendations from a participatory budgeting pilot program as part of its Bayview Community Based Transportation Plan (CBTP) process; and

WHEREAS, Participatory budgeting enables residents to nominate and vote on priority projects to be funded with an established budget; and

WHEREAS, The LTP has a 20% local match requirement for the final participatory budgeting pilot program of projects, amounting to \$150,000 to match MTC's \$600,000 grant for a total budget of \$750,000; and

WHEREAS, As San Francisco's Congestion Management Agency, the Transportation Authority is responsible for providing support, ensuring that SFMTA complies with MTC's requirements, and approving the final program of projects; and

WHEREAS, As required by MTC's guidelines, SFMTA staff worked with Bayview residents to establish a Community Steering Committee that adopted a Participatory Budgeting Rulebook to guide the process and community outreach strategy, developed project proposals in collaboration with SFMTA staff, selected which projects to place on the ballot, and concurred with the final program of projects; and

WHEREAS, The community nominated project ideas in coordination with the SFMTA's Bayview CBTP outreach process and, over a 7-week period beginning in July 2019, voted on projects to receive the \$750,000 in available Participatory Budgeting funding; and



WHEREAS, Attachment 1 shows the voting results, a ranked list of projects, and the SFMTA's funding recommendation, consistent with the Participatory Budgeting Rulebook which specified that 80% of the funding be used for operating projects and 20% for operating projects; and

WHEREAS, The SFMTA identified an alternative source of funds to increase all-day service frequencies on the 44 O'Shaughnessy (the highest-ranked project), improving upon the participatory budgeting proposal which would have only improved frequencies during the morning commute, and freeing up \$600,000 in LTP operating funds for the next highest scoring project; and

WHEREAS, The SFMTA developed its recommendation as detailed in Attachment 1 and summarized as a program of projects in Attachment 2 for the \$770,000 in total available participatory budgeting funds by assigning funding to the remaining projects in ranked order, bypassing the next-highest project when there was insufficient funding to fully cover its cost; and

WHEREAS, The recommended program of projects includes three new Transit Assistant positions that, over the next three years, will focus on aiding transit riders and acting as a safety presence on the 29 Sunset, 44 O'Shaughnessy, and T Third transit lines in the Bayview, as well as four crosswalk projects and two bus shelter projects, with the scope, schedule, and funding plan details shown in Attachment 3; and

WHEREAS, Projects that were not voted to receive LTP funds may be advanced as part of the larger Bayview CBTP investment plan; and

WHEREAS, At its November 20, 2019 meeting, the Citizens Advisory Committee was briefed on the subject request and unanimously approved a motion of support for the staff recommendation; now, therefore be it

RESOLVED, That the Transportation Authority hereby approves the Participatory Budgeting Program of Projects Identified through the Bayview CBTP; and be it further

RESOLVED, That the Executive Director is hereby authorized to communicate this information to MTC, other relevant agencies, and interested parties.



Attachments:

1. Staff Recommendation
2. Finalized Project List
3. Summaries of Projects Recommended for Funding

**Attachment 1
Bayview CBTP Participatory Budgeting
Detailed Funding Recommendation**

Rank Based on Votes	Votes	Project	Participatory Budgeting Funds		Notes
			Requested	Recommended	
Operating Projects					
1	577	44 O'Shaughnessy - Increase morning commute frequency from 10 minutes to 9 minutes.	\$370,000	\$0	LTP funds are no longer needed. SFMTA identified alternate funding for an increase service on the 44 O'Shaughnessy throughout the day (not only during the morning commute) which will include this scope of work.
2	489	Transit Assistant Program - two Transit Assistants for three years	\$405,000	\$620,000	Recommendation combines projects 2 and 3. F18 With the available funding, SFMTA is able to fund a third Transit Assistant position for three years.
3	424	Transit Assistant Program - two Transit Assistants for two years	\$275,000		

Funds Available for Operating Projects¹ \$620,000
Funds Recommended¹ \$620,000

Attachment 1
Bayview CBTP Participatory Budgeting
Detailed Funding Recommendation

Rank Based on Votes	Votes	Project	Participatory Budgeting Funds		Notes
			Requested	Recommended	
Capital					
1	432	Silver Avenue at Bayshore Boulevard - Crosswalk improvement	\$10,000	\$10,000	Fully funded.
2	415	Williams Avenue at Apollo Street - Crosswalk improvement	\$75,000	\$75,000	Fully funded.
3	413	Lane Street at 3rd Street - New crosswalk, curb ramps, and curb extensions	\$100,000	\$0	Insufficient funding for project after funding higher community priorities. Project will be considered for inclusion in the Community Based Transportation Plan (CBTP) implementation plan.
4	353	Newhall Street at 3rd Street - New crosswalk, curb ramps, and curb extensions	\$125,000	\$0	Insufficient funding for project after funding higher community priorities. Project will be considered for inclusion in the CBTP implementation plan.
5	340	Donner Avenue at Bayshore Boulevard - New crosswalk	\$25,000	\$25,000	Fully funded.
6	305	Van Dyke Avenue at 3rd Street - Crosswalk improvement	\$25,000	\$25,000	Fully funded.
7	301	Oakdale Avenue at Phelps Street - One new bus shelter	\$7,500	\$75,000	Fully funded.
8	264	Oakdale Avenue at Keith Street - Two new bus shelters	\$20,000	\$0	Insufficient funding for project after funding higher community priorities. Project will be considered for inclusion in the CBTP implementation plan.
9	258	Hudson Avenue at Ingalls Street - One new bus shelter	\$7,500	\$75,000	Fully funded.
10	253	Oakdale Avenue at Baldwin Court - One new bus shelter	\$10,000	\$0	Insufficient funding for project after funding higher community priorities. Project will be considered for inclusion in the CBTP implementation plan.
11	251	Ingalls Street at Harbor Road - Two new bus shelters	\$20,000	\$0	Insufficient funding for project after funding higher community priorities. Project will be considered for inclusion in the CBTP implementation plan.

Funds Available for Capital Projects **\$150,000**
Funds Recommended **\$150,000**

¹ Per the Rulebook policy adopted by the Steering Committee, 80% of funding (\$600,000) is available for operating projects and 20% (\$150,000) is available for capital projects. After the participatory budgeting process was complete, the SFMTA identified an additional \$20,000 to fully fund the Bayview Transit Assistants project.

Attachment 2
Bayview CBTP Participatory Budgeting
Program of Projects

Rank Based on Votes	Project Sponsor ¹	Project Name	District(s)	Total Project Cost	Participatory Budgeting Funds	
					LTP Cycle 5 Funds Recommended	Matching Funds ²
Operating Projects						
2 and 3	SFMTA	Bayview Transit Assistants	6, 7, 8, 9, 10, 11	\$620,000	\$600,000	\$20,000
Capital Projects						
1	SFMTA	Silver Ave at Bayshore Boulevard Intersection Improvement	10	\$10,000		\$10,000
2	SFMTA	Williams Ave at Apollo Street Intersection Improvement	10	\$75,000		\$75,000
5	SFMTA	Donner Avenue at Bayshore Boulevard Intersection Improvement	10	\$25,000		\$25,000
6	SFMTA	3rd Street at Van Dyke Avenue Intersection Improvement	10	\$25,000		\$25,000
7	SFMTA	Oakdale Avenue at Phelps Street New Bus Shelter	10	\$7,500		\$7,500
9	SFMTA	Hudson Avenue at Ingalls Street New Bus Shelter	10	\$7,500		\$7,500
Total:				\$770,000	\$600,000	\$170,000
Funding Share (20% required local match)					78%	22%

¹ Sponsor acronym: San Francisco Municipal Transportation Agency (SFMTA).

² Per MTC guidance, the program of projects is required to have a local match of at least 20%. Prop K or other local funds will serve as the local match for the capital projects. After the participatory budgeting process was complete, the SFMTA identified an additional \$20,000 to fully fund the Bayview Transit Assistants project. SFMTA consulted with the Steering Committee which concurred with this recommendation.

Attachment 3
 Bayview CBTP Participatory Budgeting Pilot
 Summaries of Projects Recommended for Funding

Participatory Budgeting – Bayview Transit Assistants

Sponsor: San Francisco Municipal Transportation Agency

Recommended Cycle 5 LTP (PB Pilot) Funds: \$620,000

Recommended Phase: Operations

Districts: 6, 7, 8, 9, 10, 11

Scope:

The San Francisco Municipal Transportation Agency (SFMTA) will fund three new Transit Assistant positions through the Muni Transit Assistance Program (MTAP). Transit Assistants (TAs) aid transit riders, answer questions about transit service, deter vandalism, act as an unarmed safety presence on transit lines, and de-escalate conflicts between riders (often youth). TAs work in teams of two and their hours of operation are 10AM to 6PM. The three TA positions will be hired on a 3-year contract and will ride on the 29 Sunset, the 44 O’Shaughnessy, and the T-Third lines.

The area of operation for these new TA staff will focus on the Bayview and segments of the transit system Bayview residents ride on most frequently.

- **29 Sunset** – TA staff will ride on the 29 Sunset from City College of San Francisco in the west to 3rd Street at Fitzgerald Avenue in the east. TA staff will only ride east of 3rd Street on the 29 Sunset if shadowed by SFPD due to past instances of violence against TA staff.
- **44 O’Shaughnessy** – TA staff will ride on the 44 O’Shaughnessy from the Juvenile Justice Center on Portola Drive in the west to 3rd Street at Palou Avenue in the east. TA staff will only ride east of 3rd Street on the 44 O’Shaughnessy if shadowed by SFPD due to past instances of violence against TA staff.
- **T-Third** – TA staff will ride on the T-Third from the Bayshore/Arleta station in the south to the 4th & King station in the north.

The TAs funded through this project will be hired from the Bayview.

Schedule:

TA positions are funded on 3-year contracts. Hiring and training will take place in the spring of 2020, with the three new TAs deployed on the 29 Sunset, 44 O’Shaughnessy, and T-Third from July 2020 through June 2023.

Cost:

Bayview Transit Assistants	\$620,000
Total Cost	\$620,000

Funding Plan:

Source	Status	Funding	% of Cost by Fund Source
LTP Cycle 5 – PB Pilot ¹	Planned	\$600,000	97%
Local funds ²	Planned	\$20,000	3%
Total Funding		\$620,000	

¹The entirety of the Lifeline grant is being allocated to this single project because of fund source eligibility requirements. The 20% local match requirement for the Lifeline grant is being fulfilled through local funding of the approved capital projects.

²The additional \$20,000 necessary to fund these three TA positions must come from operations-eligible funding sources. Eligible local funds could include SFMTA Operating Funds or future cycles of San Francisco's Lifeline Transportation Program.

Project Location:



Figure 1: Bayview Transit Assistants

Participatory Budgeting – Transit Access Capital Improvements

Sponsor: San Francisco Municipal Transportation Agency

Recommended Cycle 5 LTP (PB Pilot) Funds: \$150,000

Recommended Phase: Construction

District: 10

Scope:

The San Francisco Municipal Transportation Agency (SFMTA) will implement a series of capital improvements across the Bayview for the purpose of improving access to transit and rider comfort/safety while waiting for transit.

This scope is for construction costs only; design costs are being absorbed into the larger Bayview CBTP 5-Year Investment Plan. Design for these projects will commence following the delivery of in-progress Quick Build projects in the Bayview, anticipated for full completion by June 2020.

Crosswalk safety and access improvements:

Silver Avenue at Bayshore Boulevard

Signal retiming to increase crossing times for pedestrians and introduce a leading pedestrian indicator. This project will improve safety and access to the 44 O'Shaughnessy, 8 Bayshore, and 9 San Bruno.

Williams Avenue at Apollo Street

Crosswalk enhancements including a pedestrian median island, advance signage, and crosswalk markings. Project details for Williams at Apollo are contingent upon the implementation and evaluation of a quick build at this location, scheduled for construction in January 2020. Based on evaluation of the effectiveness of the quick build treatments, this project will fund installation of permanent concrete elements, either bulb-outs or a pedestrian refuge island.

This project location is an uncontrolled crosswalk across the 66'-wide Williams Avenue, providing access to the only supermarket in the Bayview: Foods Co. This project also provides access to the 54 Felton bus stop located on Phelps Street.

Donner Avenue at Bayshore Boulevard

New crosswalk across the eastern leg of the intersection, including a paint-and-post median island to shorten pedestrian crossing distances and exposure to vehicles. Donner Avenue meets Bayshore Blvd at an oblique angle, with a 160' wide intersection opening. There is no crosswalk at this location, creating a barrier for pedestrians traveling north/south. The project will provide access to the 54 Felton.

Van Dyke Avenue at 3rd Street

Crosswalk enhancements at the intersection of Williams Avenue, 3rd Street, Van Dyke Avenue, and Lane Street, including upgrade to an existing painted safety zone in the southwest corner and potential additional safety zones around the Lane Street intersection with Van Dyke Avenue.

This complex 5-way intersection has 7 marked crosswalks. Residents expressed a desire to improve pedestrian safety and access to the T-Third platform and slow down the speeds of turning vehicles. This project improves access to the T-Third and 54 Felton.

Bus Shelter Installation:

Oakdale Avenue at Phelps Street

Install a new bus shelter for the 23 Monterey in the northeast corner of the intersection, adjacent to the Southeast Community Facility. Project will require relocation of existing bike racks.

Hudson Avenue at Ingalls Street

Install a new bus shelter for the 44 O’Shaughnessy and 54 Felton in the southwest corner of the intersection. Installation of the shelter on the brick sidewalk may require additional concrete footings.

This project improves transit access and comfort for the low-income residents of affordable housing on the Hunters View hilltop.

Schedule:

		Phase	Start	End
Crosswalk Projects	Silver Ave at Bayshore Blvd	Design	Q1 – FY 20/21	Q3 – FY 20/21
		Construction	Q4 – FY 20/21	Q2 – FY 21/22
	Williams Ave at Apollo St	Design	Q4 – FY 20/21	Q2 – FY 21/22
		Construction	Q3 – FY 21/22	Q1 – FY 22/23
	Donner Ave at Bayshore Blvd	Design	Q1 – FY 20/21	Q3 – FY 20/21
		Construction	Q4 – FY 20/21	Q2 – FY 21/22
	Van Dyke Ave at 3 rd St	Design	Q1 – FY 20/21	Q3 – FY 20/21
		Construction	Q4 – FY 20/21	Q2 – FY 21/22
Bus Shelter Projects	Oakdale Ave at Phelps St	Design	Q1 – FY 20/21	Q3 – FY 20/21
		Construction	Q4 – FY 20/21	Q2 – FY 21/22
	Hudson Ave at Ingalls St	Design	Q1 – FY 20/21	Q3 – FY 20/21
		Construction	Q4 – FY 20/21	Q2 – FY 21/22

Cost:

		Construction
Crosswalk Projects	Silver Ave at Bayshore Blvd	\$10,000
	Williams Ave at Apollo St	\$75,000
	Donner Ave at Bayshore Blvd	\$25,000
	Van Dyke Ave at 3 rd St	\$25,000
Bus Shelter Projects ¹	Oakdale Ave at Phelps St	\$7,500
	Hudson Ave at Ingalls St	\$7,500
Total Cost		\$150,000

¹ Project cost includes additional conduit required to provide power to these bus shelter locations beyond the standard length Clear Channel contractually provides. Costs are estimates based on previous contracts executed with SFPW to provide additional conduit.

Funding Plan:

Source	Status	Funding	% of Cost by Fund Source
Local funds (e.g. Prop K)	Programmed	150,000	100%
Total Funding		\$150,000	

Project Location:



Figure 2: Bayview Transit Access Capital Improvement Locations



**San Francisco
County Transportation
Authority**

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

Memorandum

AGENDA ITEM 7

DATE: November 27, 2019
TO: Transportation Authority Board
FROM: Anna LaForte - Deputy Director for Policy and Programming
SUBJECT: 12/10/2019 Board Meeting: Approve the Participatory Budgeting Program of Projects Identified Through the Bayview Community Based Transportation Plan Process

RECOMMENDATION Information Action

Approve the Participatory Budgeting Program of Projects identified through the Bayview Community Based Transportation Plan (CBTP) process.

SUMMARY

The Metropolitan Transportation Commission's (MTC's) Lifeline Transportation Program or LTP focuses on projects that serve Communities of Concern, address gaps and barriers identified through a collaborative and inclusive planning process and improve transportation for low-income persons. Through Cycle 5 of its LTP, the MTC awarded \$600,000 to the San Francisco Municipal Transportation Agency (SFMTA) to implement recommendations from a participatory budgeting pilot program as part of its Bayview CBTP process. Bayview residents nominated projects, developed project proposals in collaboration with SFMTA staff, and established a Community Steering Committee that selected which projects to place on a ballot. Residents then voted on their priorities. The SFMTA is recommending the highest-ranked projects to receive a total of \$770,000 including the \$600,000 in LTP funds plus \$170,000 in local match (Attachment 3). As San Francisco's Congestion Management Agency, the Transportation Authority is responsible for approving the final program of projects (Attachment 4), which includes three new Transit Assistant positions that, over the next three years will focus on the Bayview and segments of the transit system Bayview residents ride on most frequently, as well as four crosswalk projects and two bus shelter projects.

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



DISCUSSION

Background.

On January 24, 2018, MTC reserved \$1 million from Cycle 5 of its LTP for projects identified through a participatory budgeting pilot within one or more of the region's Communities of Concern. Participatory budgeting enables residents to nominate and vote on priority projects to be funded with an established budget. The intent of MTC's pilot program is to assess participatory budgeting components that are applicable and scalable at the regional and county levels. At its July 25, 2018 Commission meeting, MTC made \$600,000 of the \$1 million available to San Francisco for LTP-eligible projects selected through a participatory budgeting process as part of the SFMTA's Bayview CBTP.

The \$600,000 in LTP funds are from the State Transit Assistance (STA) fund, which is a flexible transit funding program that can be used for a wide range of transit-related capital and operating purposes. Only transit operators are eligible to receive STA funds.

The LTP has a 20% local match requirement for the final program of projects, which amounts to \$150,000 to match MTC's \$600,000 grant. This resulted in a total budget for the Bayview participatory budgeting process of \$750,000.

Bayview CBTP.

The Transportation Authority Citizens Advisory Committee and Board were briefed on the Bayview CBTP in September and October, respectively as part of a supplemental Prop K allocation to support completion of the plan, which is also funded with a Caltrans Sustainable Planning grant. To carry out the CBTP, the SFMTA contracted with five community-based organizations to lead a public engagement process. Over the course of the effort, the Bayview CBTP project team reached more than 4,000 Bayview residents and used the feedback received to develop a \$4 million investment plan focused on delivery of projects across the Bayview over the next five years. The SFMTA anticipates releasing the draft study by December 2019.

The \$600,000 in participatory budgeting funding from MTC will be used to implement the near-term capital improvements and transit operating projects identified through the balloting exercise. Projects that were not voted to receive LTP funds may be advanced as part of the larger CBTP investment plan. The Prop K Traffic Calming 5-Year Prioritization Program includes approximately \$2.5 million over Fiscal Years 2019/20 - 2021/22. SFMTA will also work to secure additional resources to implement recommendations from the CBTP.

Participatory Budgeting Process.

MTC's requirements for the participatory budgeting pilot are fairly extensive and one of the responsibilities of Transportation Authority staff was to support and ensure that SFMTA complied with the requirements. This section provides a summary of the participatory budgeting process in the Bayview CBTP.

As required by MTC's guidelines, SFMTA first established a 14-member Community Steering Committee which developed and adopted a Participatory Budgeting Rulebook (Attachment



1) to guide the process. The Rulebook includes goals, project eligibility, a timeline, how ideas would be collected and vetted, and roles and responsibilities of the Steering Committee, the Technical Advisory Committee, public agencies (SFMTA, MTC, and the Transportation Authority), and residents. The Community Steering Committee was also responsible for developing the public outreach approach and approving the public ballot before it was distributed.

Beginning in summer 2018, SFMTA collected project ideas from Bayview residents and stakeholders through multilingual outreach. Staff received over 250 ideas in response, which were screened by Transportation Authority and MTC staff for eligibility. SFMTA staff next worked with the Community Steering Committee to develop project proposals for a subset of ideas and members then selected the projects to be included on the final ballot (shown in Attachment 2). Community priorities that did not meet the Rulebook criteria for ballot consideration include a community shuttle, a service increase on the T-Third, a new T-Rapid bus line, and more frequent shelter/platform cleaning. The first three projects were omitted because the costs far exceeded the amount of funding available, and cleaning services are not eligible for STA funds.

The community voted over a 7-week period beginning in July 2019. Ballots were made available in Spanish, English, and Chinese at 19 locations in the Bayview community as well as online. 375 ballots were ultimately submitted, a response rate similar to prior participatory budgeting processes in the Bayview. Attachment 3 shows the voting results, a ranked list of projects, and the SFMTA's funding recommendation. The Rulebook specified that 80% of funding (\$600,000 or all of the STA funds) be used for operating projects and 20% (\$150,000 in local match) for capital projects.

Participatory Budgeting Recommendations for LTP Funds.

The SFMTA developed its recommendation (detailed in Attachment 3 and summarized as a program of projects in Attachment 4) by assigning funding to projects in ranked order, bypassing the next-highest project when there was insufficient funding to cover its cost. SFMTA will secure a total of \$170,000 in local match funds to fully fund the recommended program of projects, exceeding the required local match amount for the \$600,000 in LTP funds.

Of the three operating projects on the ballot, the project that received the most votes was to increase service on the 44 O'Shaughnessy. After close coordination with Commissioner Walton, the SFMTA was able to identify an alternative source of funds for this project and provide the improved service frequencies all day, while the LTP funds would have only improved frequencies during the morning commute. This allowed the \$600,000 in operating funds to be available for the next-highest scoring project: hiring three Transit Assistants for three years through the Muni Transit Assistance Program. These new positions will aid transit riders and act as a safety presence on transit lines in the Bayview and segments of the transit system Bayview residents ride on most frequently, specifically the 29 Sunset, 44 O'Shaughnessy, and T Third transit lines.



Of the eleven capital projects on the ballot, the six recommended projects were selected by ranked order and funding availability, and include the construction of four crosswalk projects and two bus shelter projects to improve access and safety in the Bayview.

The Community Steering Committee provided concurrence with the recommended program of projects in October 2019. Commissioner Walton has also stated his support for the program of projects.

Attachment 5 contains scope, schedule, and funding plan detail for the seven projects the SFMTA has recommended for funding.

Next Steps.

Pending Board approval, we will submit the program of projects to MTC. The MTC Commission will consider the program of projects for approval and allocate the \$600,000 in LTP funds in early 2020. We anticipate that SFMTA will request future Prop K funds for a portion of the local match.

We understand that MTC will release findings in 2020 from the participatory budgeting pilots conducted in San Francisco and Solano counties. MTC may use the result of this pilot to determine if it should direct more funds toward participatory budgeting in the future.

FINANCIAL IMPACT

The recommended action would not have an impact on the adopted Fiscal Year 2019/20 budget.

CAC POSITION

The CAC was briefed on this item at its November 20, 2019 meeting and unanimously adopted a motion of support for the staff recommendation.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Bayview CBTP Participatory Budgeting Rulebook
- Attachment 2 - Bayview CBTP Participatory Budgeting Ballot
- Attachment 3 - Bayview CBTP Participatory Budgeting Detailed Funding Recommendation
- Attachment 4 - Bayview CBTP Participatory Budgeting Program of Projects
- Attachment 5 - Bayview CBTP Participatory Budgeting Summaries of Projects Recommended for Funding

BAYVIEW

COMMUNITY BASED TRANSPORTATION PLAN



Bayview CBTP Participatory Budgeting Rulebook

Community Based Transportation Plan

In a Community Based Transportation Plan (CBTP), the SFMTA will work with residents of the Bayview to build a community transportation investment plan. The SFMTA wants to address the most pressing transportation needs of the community in a way that reflects the values and priorities of the current Bayview community. By collaboratively visioning, refining, and prioritizing potential projects with the community, the SFMTA will have a clear roadmap for implementation for years to come. As part of this plan process, the SFMTA especially wants to raise up the voice of those most dependent on transit, and those most vulnerable to its changes: youth, seniors, residents with disabilities, and residents of affordable housing.

Participatory Budgeting in the CBTP

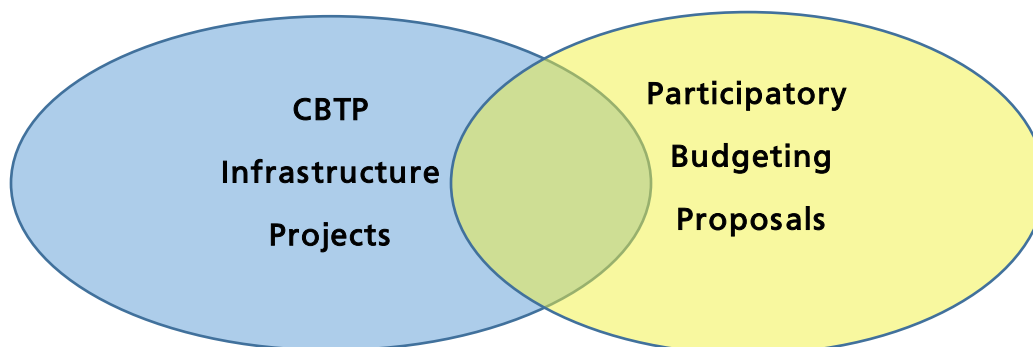
Participatory Budgeting (PB) is a democratic process in which community members decide how to spend part of a public budget. Through PB, Bayview residents develop project proposals in collaboration with City staff, residents vote on projects, and the list of projects receiving the most votes are funded through a limited Lifeline transportation grant with specific State Transit Assistance (STA) eligibility requirements. The Lifeline transportation grant is sponsored by the Metropolitan Transportation Commission (MTC).

How much money is available?

Up to \$600,000 dollars has been set aside for projects that are identified through the PB process AND meet STA eligibility requirements as outlined on Page 3. Project must improve transit and access to transit for residents, with focus on traditionally underserved residents in the Bayview.

How is PB different than the rest of the CBTP?

- Lifeline grant funding is available only for PB proposals
- Proposals must meet eligibility rules to be included in PB ballot
- The CBTP is focused on transportation infrastructure which include some programs, while PB proposals can include programs and operations



BAYVIEW COMMUNITY BASED TRANSPORTATION PLAN



Goals

1. Improve Community Mobility
 - a. Improve access to transit for all community members, with special emphasis on seniors, youth, disabled, and low-income residents.
 - b. Increase access to opportunity and essential services for all community members.
 - c. Reduce reliance on automobile trips.
2. Engage Our Community
 - a. Ensure all members of the community have a voice.
 - b. Engage those who are traditionally underrepresented in politics, who face obstacles to participating, or who feel left out of the political process.
3. Transform Our Democracy
 - a. Empower Bayview residents with the skills and knowledge they need to shape their transportation future.
 - b. Build leadership from the bottom up and forge deeper ties between residents, neighborhoods, and communities.
4. Open Up Government
 - a. Increase transparency and accountability of local government.
 - b. Improve communication, collaboration, and trust with SFMTA.
 - c. Support a framework within SFMTA for decision-making that promotes a more just and equitable city.

Project Eligibility

Projects are eligible for placement on the ballot if they meet the following criteria:

- **Projects must improve community mobility, transit, or access to transit,** according to the requirements of the [Lifeline Transportation Program](#).
- **Provide primary benefit for the public-at-large (or a subset group that is not delineated by exclusive or paid membership in a group or organization).** Projects that only benefit private individuals are not eligible. Transportation services may not be restricted to members of a specific organization, but can be designed to primarily serve in-need segments of the population (such as seniors or residents with disabilities).
- **Projects are designed to accomplish their goals and fulfill their purpose using MTC Lifeline grant funds.** Projects may not obligate the City or MTC to ongoing funding beyond the life of the MTC Lifeline grant. If other funding sources are needed to accomplish the project goals, those funds must be identified prior to submission for City review and vetting.
- **Projects must be consistent with the needs, proposed solutions, and enhanced coordination strategies contained within the [2018 MTC Coordinated Public Transit-Human Services Transportation Plan](#).** Projects must increase mobility options

BAYVIEW COMMUNITY BASED TRANSPORTATION PLAN



for seniors, people with disabilities, veterans, and people with low-incomes that are also cost-efficient for the region.

- **Projects must be capital infrastructure, capital improvements, durable acquisitions, transportation service enhancements, or programs that improve access to Lifeline transportation services.**
- If possible, projects should demonstrate a 20% local match from the implementing agency (an “in-kind” non-cash local match is also acceptable). The final list of projects must have a cumulative 20% local match. **Local match will be provided by City agency partners.**
- Project funding must be spent within 3 years from MTC programming action date.
- Project funding cannot cover administrative, overhead, and routine maintenance costs.
- Projects cannot promote religious views.
- Funding, in most cases, will not be distributed upfront and will be distributed as payment or service, on a reimbursement basis, and/or progress payment to a local certified contractor.

Eligible Projects	
Operating Projects	Capital Projects
<ul style="list-style-type: none"> • New/enhanced fixed route transit service • Late night & weekend transit service • Transit-related aspects of bicycling • Restoration of lifeline-related transit that was previously eliminated or at risk of being eliminated • Community shuttle service (if available to the public at-large) • Community-led programs that improve access to transit • Community-led programs that increase awareness of transit services • Demand-responsive van service for paratransit • Community-led ridesharing & carpool • Marketing, incentives, and education campaigns for transit use 	<ul style="list-style-type: none"> • Purchase of new transit vehicles • Bus stop enhancements • Rehab, safety, modernization improvements for transit • Infrastructure that improves transit access for low-income communities (improved sidewalks, crosswalks, street lighting, etc)

NOTE: Projects must be determined to be fully eligible for ballot placement, as determined by SFCTA, SFMTA, and MTC staff.

PB funding must be additive: it cannot backfill programs or projects with already-committed funding.

PB funding can be used to accelerate the timeline of committed projects.

BAYVIEW

COMMUNITY BASED TRANSPORTATION PLAN



Projects Must Contain

- Eligible project sponsor (i.e. transit operator) & sub-recipient (i.e. public agency or non-profit organization).
- Identified local match funding or in-kind contribution, if possible.
- Enough detail to clearly understand the purpose and intent of the project.
- Description of the public benefit derived from the project and how project benefits transit or transit access.
- Total estimated budget, including the cost to fully implement the project to completion; projects with ongoing operations must identify ongoing annual operating costs beyond the life of the grant.
- Timeframe for project completion.

PB ELIGIBILITY & ALLOCATION OF FUNDING		
Projects	Operating Projects (services)	Capital Projects (infrastructure)
How Much? (\$600,000 total)	\$480,000	\$120,000
Where	Within Bayview CBTP boundaries or primarily serving Bayview residents	Public right-of-way or publicly accessible private property
Eligible Recipient	Transit Agency (SFMTA or other transit operator)	Transit Agency (SFMTA or other transit operator)
Eligible sub-recipient	Public agency or 501(c)3 non-profit	Public agency
Who benefits	Bayview residents	Bayview residents
Min/Max per project	\$20,000 minimum \$480,000 maximum	\$7,000 minimum \$120,000 maximum
Local Match requirement	20% of total program of projects	20% of total program of projects
When	Funding available summer 2019	Funding available summer 2019
Timely Use of Funds	Project funding must be expended within 3 years of MTC Commission approval date (July 2019)	Project funding must be expended within 3 years of MTC Commission approval date (July 2019)

BAYVIEW COMMUNITY BASED TRANSPORTATION PLAN



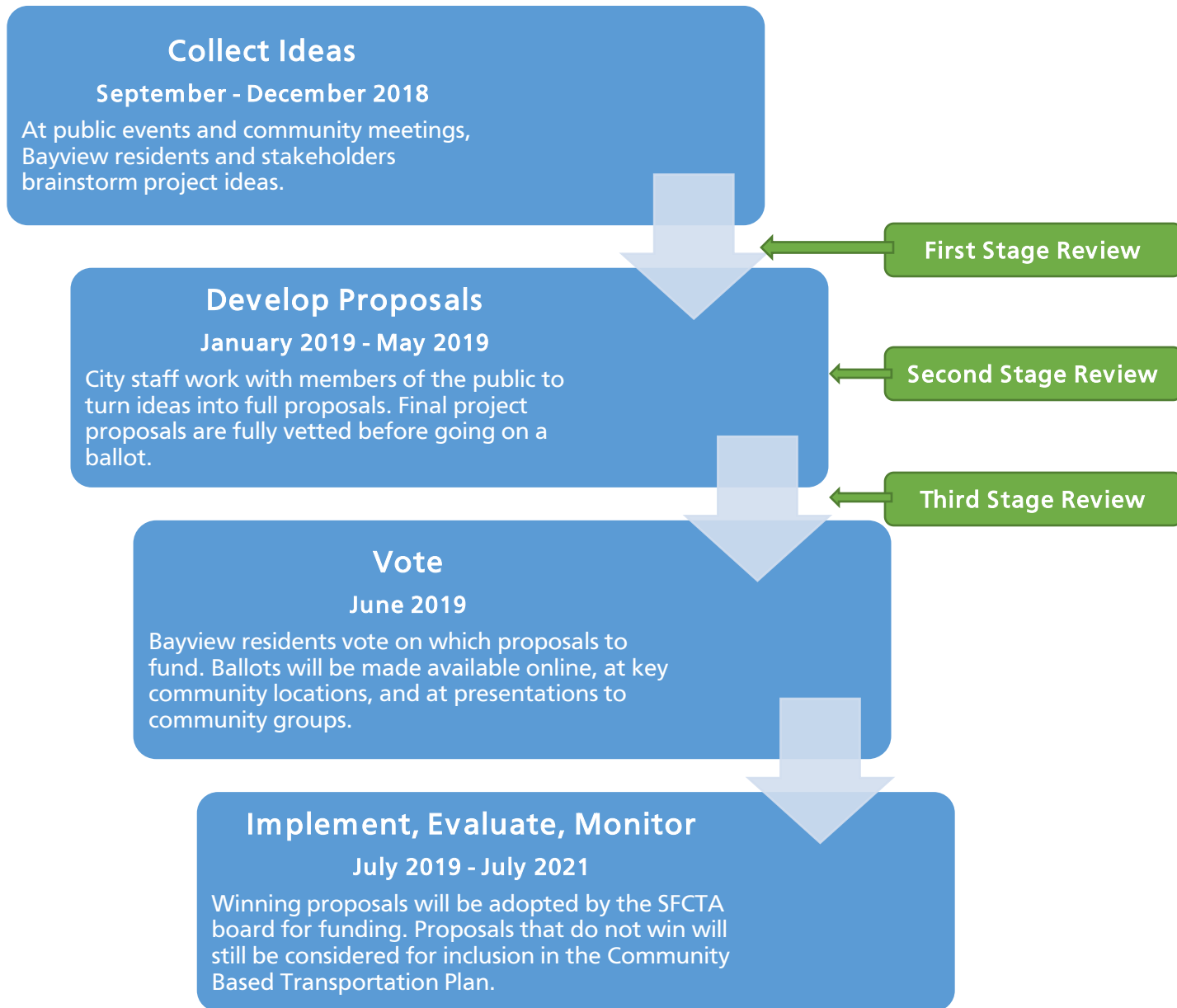
SFMTA

119



Timeline: What Happens When?

PB has four main stages:



BAYVIEW COMMUNITY BASED TRANSPORTATION PLAN



Collect Ideas

Ideas for PB proposals will be collected at public events and community meetings during the first phase of outreach for the Bayview Community Based Transportation Plan. The Steering Committee will determine how PB outreach and idea collection will take place at these events, as well as other appropriate methods for idea collection during this stage of the PB process.

Where possible and appropriate, City staff and the PB Steering Committee will provide Spanish and Cantonese translation of materials, which may include interpretation at public events.

Develop Proposals

City Staff and the Steering Committee will strive to minimize the total number of projects by combining and amending projects that address a similar level of public need, vetting projects that do not meet eligibility criteria and rules, and/or prioritizing projects based on greatest need and benefit. Individuals and organizations that propose ideas during the first PB phase will be invited to collaborate with City staff in the development of ideas into project proposals, including identified implementing agencies and partner eligible non-profits.

A fully eligible project must go through a three-stage review and vetting process.

First Stage Review (Nov – Dec 2018)

The initial list of project ideas will be reviewed and vetted by the San Francisco County Transportation Authority (SFCTA). During this vetting, SFCTA will work with MTC to determine the eligibility of each project and will seek technical expertise from SFMTA and other City departments to determine the feasibility of potential projects.

The SFCTA will provide the results of eligibility screening to SFMTA for review. Review will include screening projects with the TAC and the Steering Committee to determine potential for other City departments or non-profits to serve as sub-recipients. SFMTA, or another transit agency, must agree to be a project sponsor for a project to proceed to the second stage of review.

Following review, City staff will connect individuals and organizations that proposed ideas with corresponding SFMTA divisions willing to implement eligible proposals. These groups will further refine project concepts.

Second Stage Review (Mar 2019)

Public agency representatives and participating members of the public shall submit fully-eligible project proposals to the Steering Committee. City staff will communicate all comments, revisions, and feedback made during the first stage of the review to the Steering Committee and participating members of the public. The Steering Committee will conduct a review of active proposals and provide their recommendations to the City for full vetting.

BAYVIEW COMMUNITY BASED TRANSPORTATION PLAN

Third Stage Review (May 2019)

Individuals and organizations will be asked to submit final project proposals including ballot language, photos, etc to City staff for consideration for placement on the ballot. Based on the Steering Committee's recommendations, the SFMTA shall make final determinations about which individual projects will advance to the ballot. City staff will concurrently notify the Steering Committee and proposal submitters of final ballot determinations.

Following this final review, the City may not alter any proposal approved for the ballot.

Vote

At a meeting before April 2019, the Steering Committee shall determine:

- *Number of projects on the final ballot*
- *Ballot appearance and layout*
- *Instructions for voting – how the ballot/vote works*
- *Minimum voter eligibility requirements*
- *Method & locations for ballot distribution*
- *Length of public vote period*
- *Verification process to confirm voter eligibility & protect privacy*

Project Funding

Upon completion of the public voting process, the SFCTA Board and the MTC Commission must approve the project list before they are eligible for funding. The SFCTA Board will have discretion to approve projects, the amount of funding awarded, and any additional conditions placed on use of approved funds.

If any projects are not approved by the SFCTA Board, the project receiving the next highest votes in the public ballot will be substituted in for funding, pending approval by the SFCTA board.

All Capital Funding projects not awarded funding through participatory budgeting will be considered for inclusion in the Bayview Community Based Transportation Plan recommendations.

BAYVIEW

COMMUNITY BASED TRANSPORTATION PLAN



Roles & Responsibilities: Who Does What?

Bayview Residents

- Submit ideas for possible projects
- Vote on PB ballot

Individuals & Organizations Championing Proposals

- Work with City staff to develop ideas into proposals
- Conduct outreach with community members to generate support
- Work with City staff to develop project budgets, schedules, and funding plans
- Vote on PB ballot

Community Steering Committee

The Community Steering Committee is a 12 member body representing Bayview residents and organizations. The steering committee was selected through an application process, with input provided by SFMTA, MTC, SFCTA, and the District 10 Supervisor's Office.

- Finalizes rules for Participatory Budgeting process (PB Rulebook)
- Informs public outreach approach & process for PB
- Recommends projects to advance past first and second stage review
- Assists in promotion of the PB process
- Assists in identifying local project champions and eligible 501(c)3 sub-recipients
- Reviews final ballot list
- Promotes voting process for participatory budgeting

TAC (Technical Advisory Committee)

The Technical Advisory Committee is a 17 member body made up of SFMTA division representatives, City agency partners, and funding agency partners.

- Identify City departments as appropriate sub-recipients for operating projects
- Review project proposals
- Promote participatory budgeting process through their communications channels

SFMTA (San Francisco Municipal Transportation Agency)

- Host public PB events in the Bayview
- Host Steering Committee meetings
- Serves as eligible project recipient (SFMTA)
- Develops contracts for infrastructure grant awards
- Reviews project eligibility

BAYVIEW COMMUNITY BASED TRANSPORTATION PLAN

- Works with Project Champions to develop infrastructure proposals
- Develop cost estimates for projects
- Identifies/secures local match funding
- Collects information MTC requires for final report and provides it to SFCTA, including:
 - Representation on Steering Committee
 - Regarding the ballot process:
 - Demographic detail of participants and comparison with the community's demographics
 - Percent of participants that are low income
 - For each funded project:
 - Forecasted service area
 - Project type
 - Evaluation of process:
 - Percent of participants in events/outreach activities who report the process was accessible/easy to understand
 - Percent reporting positive experience with the process with respect to communications, accountability, and commitment
- Provides quarterly Caltrans Planning Grant reports to SFCTA and MTC

BMAGIC

- Facilitates steering committee meetings
- Coordinates logistics & events
- Facilitates with SFMTA & Project Champions
- Designs outreach campaign

Other Public Agencies

- Agree to act as sub-recipient (or recipient if a transit operator)
- Work with project champions to develop proposals (where acting as sub-recipient)
- Develop cost estimates for projects (where acting as sub-recipient)

District 10 Supervisor's Office

- Approves final Steering Committee membership
- Assists in identifying potential projects
- Assists in ballot distribution & voting promotion
- Assists in community outreach to raise PB profile
- Review & comment on project proposals prior to finalizing ballot

SFCTA (San Francisco County Transportation Authority)

- Provide oversight of participatory budgeting process

BAYVIEW COMMUNITY BASED TRANSPORTATION PLAN



- Ensures compliance with MTC's LTP Cycle 5 and participatory budgeting guidelines
- Participates in process, including Steering Committee (not as a member) and community outreach meetings
- Coordinates effort with D10 Mobility Management Study
- Informs selection of Steering Committee members
- Attends project kick-off and major milestone meetings
- Works with MTC and SFMTA to determine project eligibility and develop a public record of which projects are eligible and ineligible
- Approves final program of projects and submits list to MTC for approval
- With input from SFMTA, drafts final report on project objectives and performance measures, as required by MTC
- With input from SFMTA, performs ongoing monitoring of progress and develops annual reports to MTC

MTC

- Establishes guidelines for the participatory budgeting process
- Serves as a learning partner
- Reviews scope of work
- Identifies Policy Advisory Committee member to serve on Steering Committee, if available
- Attends project kick-off and major milestone meetings
- Provides guidance on project eligibility
- Approves final project list and provides funding for identified projects

Participatory Budgeting Ballot



How do I vote?

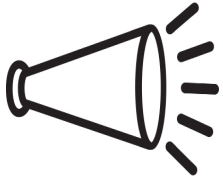
Please answer the questions to the right of this box. Then rank the **Transit Service Proposals** by circling your choices. At the bottom, rank the **Street Improvement Proposals** and fill out the optional demographic questions so we can get a better sense of who voted. Questions about each project? Refer to our voter guide at any ballot box in the Bayview.

Are you a Bayview resident?

Yes No

Are you at least 14 years old?

Yes No



WHAT IS PARTICIPATORY BUDGETING?

Your ideas, Your projects, Your vote

In participatory budgeting, Bayview residents come up with ideas, turn them into real proposals, and vote on what gets funded. The SFMTA has worked over the past year with residents, organizations, and a Community Steering Committee to create proposals that improve transit and access for residents.

Now you get to vote on which proposals to fund.

Transit Service Proposals (\$576,000 Total Available)

Project	Description	Cost	1st Choice	2nd Choice	3rd Choice
			Circle One	Circle One	Circle One
44 O'Shaughnessy Mornings	Increase morning commute frequency from 10 min to 9 min	\$370,000	1	2	3
Transit Assistants (TAs)	2 new TAs for 3 years, ride on 29 & 44 buses	\$405,000	1	2	3
Transit Assistants (TAs)	2 new TAs for 2 years, ride on 29 & 44 buses	\$275,000	1	2	3

Street Improvement Proposals (\$144,000 Total Available)

Project	Description	Cost	1st Choice	2nd Choice	3rd Choice
			Circle One	Circle One	Circle One
New crosswalk: 3rd St at Lane St	New crosswalk, curb ramps, and curb extensions to make walking along 3rd St safer and easier	\$100,000	1	2	3
New crosswalk: 3rd St at Newhall St	New crosswalk, curb ramps, and curb extensions to make walking along 3rd St safer and easier	\$125,000	1	2	3
Bus Shelter	2 new shelters at Oakdale Ave & Keith St	\$20,000	1	2	3
Bus Shelter	1 new shelter at Oakdale Ave & Phelps St	\$10,000	1	2	3
Bus Shelter	2 new shelters at Ingalls St & Harbor Rd	\$20,000	1	2	3
Bus Shelter	1 new shelter at Hudson Ave & Ingalls St	\$10,000	1	2	3
Bus Shelter	1 new shelter at Oakdale Ave & Baldwin	\$10,000	1	2	3
Crosswalk	Improve crosswalk on Williams Ave at Foodsco	\$75,000	1	2	3
Crosswalk	Improve crosswalk on 3rd St at Van Dyke Ave	\$25,000	1	2	3
Crosswalk	New crosswalk at Doner Ave at Bayshore Blvd	\$25,000	1	2	3
Crosswalk	Improve crosswalk on Silver Ave at Bayshore	\$10,000	1	2	3

Please tell us about yourself! We want to ensure the input we get from residents is representative of the Bayview's rich diversity
SURVEY IS OPTIONAL AND ALL RESPONSES ARE CONFIDENTIAL

Race/Ethnicity

Chose all that apply

- African American
- Asian
- Pacific Islander
- Latinx
- Native American, or Alaska Native
- White
- Other
- Prefer not to state

Gender

- Male
- Female
- Other
- Prefer not to state

Age

- Under 18
- 18 - 45
- 45 - 65
- 65+
- Prefer not to state

Income

- \$15,000 or less
- \$15,000 - \$40,000
- \$40,000 - \$75,000
- \$75,000 - \$100,000
- \$100,000+
- Prefer not to state

[this page intentionally left blank]



RESOLUTION APPROVING THE 2019 SAN FRANCISCO CONGESTION MANAGEMENT PROGRAM (CMP) AND ISSUING AN OFFICIAL FINDING THAT THE CITY AND COUNTY OF SAN FRANCISCO IS IN CONFORMANCE WITH THE CMP

WHEREAS, As the Congestion Management Agency for San Francisco, the Transportation Authority is required by state law to update the CMP on a biennial basis; and

WHEREAS, The legislative intent of state congestion management law is to tie transportation project funding decisions to measurable improvements in mobility and access, while taking into account the impacts of land use decisions on local and regional transportation systems; and

WHEREAS, The CMP has several required elements, including a designated congestion management roadway network, biennial monitoring of automobile level of service on this network, a multimodal performance element, a uniform transportation analysis database, travel demand management provisions, a land use impacts analysis program, and a multimodal capital improvement program; and

WHEREAS, The 2019 CMP update reflects developments pertaining to the Transportation Authority's Congestion Management Agency activities since 2017, including system performance data collection and analysis, transportation policy changes and initiatives at the regional and state levels, and progress of the Transportation Authority's planning and project oversight efforts; and

WHEREAS, The 2019 CMP was prepared to comply with all pertinent requirements of State law, including relevant amendments, and, by agreement with the Metropolitan Transportation Commission (MTC), to comply with implementation of portions of Federal surface transportation law; and

WHEREAS, Adoption of the 2019 CMP is essential to achieve compliance with state congestion management mandates, as well as to ensure the City's continued eligibility for various state and federal transportation funding sources; and

WHEREAS, The 2019 CMP needs to be submitted to the MTC for adoption; and

WHEREAS, At its November 20, 2019 meeting, the Citizens Advisory Committee was



briefed on the 2019 CMP and unanimously adopted a motion of support for its approval;
now, therefore, be it

RESOLVED, That the Transportation Authority hereby approves the 2019 San Francisco CMP; and be it further

RESOLVED, That the Transportation Authority hereby finds that the City and County of San Francisco is in conformance with the requirements of the CMP, pursuant to Section 65089 of the California Government Code; and be it further

RESOLVED, That the Executive Director is hereby authorized to prepare the document for final publication and distribute the document to the MTC for approval and to all other relevant agencies and interested parties.

Attachment:

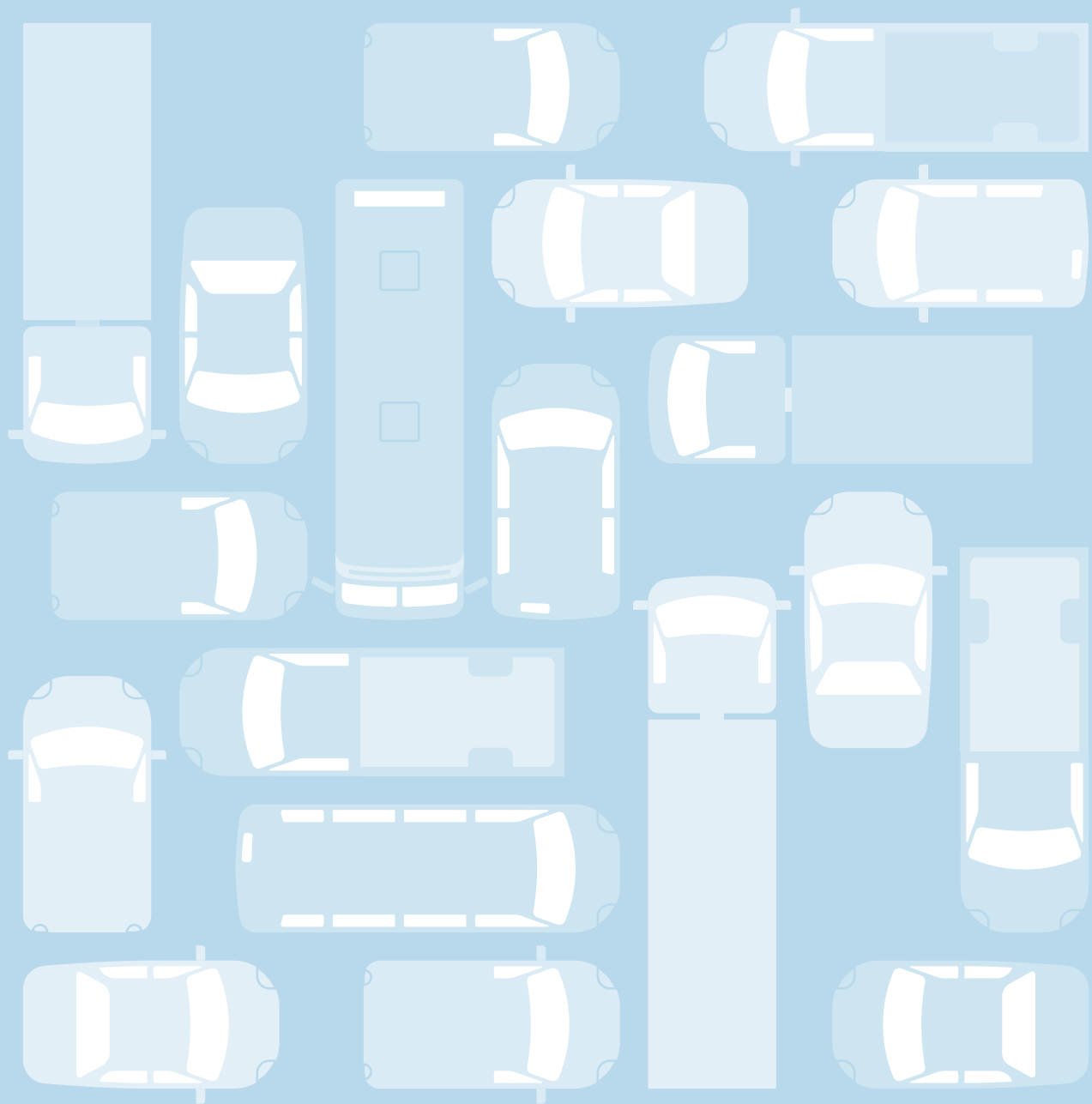
1. CMP Executive Summary

Enclosures (2):

1. 2019 San Francisco Congestion Management Program
2. CMP Technical Appendices

CONGESTION MANAGEMENT PROGRAM 2019

Executive Summary



Introduction

Every two years, the San Francisco County Transportation Authority (SFCTA) prepares the San Francisco Congestion Management Program (CMP). This program is conducted in accordance with state law to monitor congestion and adopt plans for mitigating traffic congestion that falls below certain thresholds. By statute, the CMP legislation originally focused its requirements on measuring traffic congestion, specifically through Level-of-Service (LOS), which grades roadway facilities by vehicle delay. The SFCTA has since evolved its CMP to include more multimodal and system performance monitoring, in recognition that automobile-focused metrics such as LOS result in a limited view of transportation issues, which can result in inefficient, modally biased, and often, unintentionally, counter-productive solutions.¹

The CMP legislation aims to increase the productivity of existing transportation infrastructure and encourage more efficient use of scarce new dollars for transportation investments, in order to effectively manage congestion, improve air quality, and facilitate sustainable development. The purpose of the 2019 San Francisco Congestion Management Program is to:

- Define San Francisco's performance measures for congestion management;
- Report congestion monitoring data for San Francisco county to the public and the Metropolitan Transportation Commission (MTC);
- Describe San Francisco's congestion management strategies and efforts; and
- Outline the congestion management work program for fiscal years 2019/20 and 2020/21.

This year's congestion monitoring reveals that auto speeds have decreased since 2017 for all measured time periods and road types. This is a continuation of the trend of modest degradation of roadway performance observed between 2015 and 2017. In contrast, transit speeds on the CMP network increased between 2017 and 2019, reversing the trend of declines in transit speeds that was observed between 2011 and 2017. This means that transit is more competitive with auto than in past years, an outcome consistent with San Francisco's "transit-first" policies. However, transit reliability has worsened slightly during the current monitoring period. There were slight declines in pedestrian and bicycle volumes observed between 2017 and 2019. Unfortunately, bicycle and pedestrian injuries and fatalities appear to show an upward

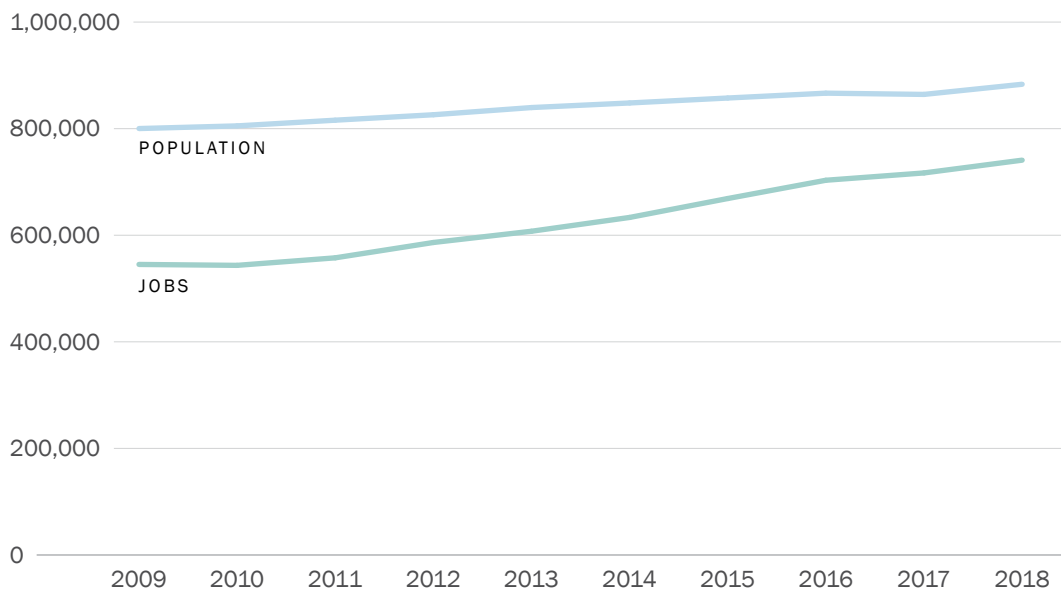
¹ In order to reduce vehicle delay and improve LOS, without considering strategies that encourage shifts to other modes, the increased roadway capacity is the implied solution, which, in turn, has been shown to lead to more driving (induced demand).

trend in recent years, counter to the City’s Vision Zero goal of eliminating traffic fatalities. Total transit volumes were little changed from prior monitoring. While vehicle miles traveled (VMT) had remained relatively unchanged from 2012 through 2015, VMT increased in 2016 and 2017.

State of Transportation

San Francisco is an employment and population hub in a region that has continued to experience tremendous growth, outpacing all projections. Since 2009, San Francisco has added over 80,000 residents and close to 200k jobs (see Figure O-1). Between 2016 and 2018 alone, San Francisco added 15,000 residents, bringing the total population to over 880,000, and the daytime population (which includes non-residents who work in the city) is well over one million. Employment growth during this same two-year period has also been significant. According to the Bureau of Labor Statistics, total employment in San Francisco during these two years increased by over 5%, from 703,000 to 741,000 jobs. This continues the trend of job growth exceeding population growth in the county by a factor of almost three to one. This means that people are coming to San Francisco for work but live elsewhere and commute into the city. Strategies to managing congestion are key to maintaining our accessibility as the city grows. These include: improving public transportation, bicycling and walking routes and facilities; coordinating new development to support walkable and transit-oriented neighborhoods; and managing vehicle use, parking, and traffic signals to ensure safety and efficiency.

Figure O-1: San Francisco Population and Job Growth since 2009



Source: MTC Vital Signs / American Community Survey / Bureau of Labor Statistics

ROADWAY LEVEL OF SERVICE

The CMP legislation defines roadway performance primarily by using the LOS traffic engineering concept to evaluate the operating conditions on a roadway. LOS describes operating conditions on a scale of A to F, with "A" describing free flow, and "F" describing bumper-to-bumper conditions. For the current monitoring period, average travel speeds on the CMP network have decreased since 2017 for all measured time periods and road types, as shown in Figure O-2. Note that the 2017 speeds have been updated based on a change to the underlying dataset by the data provider. This has resulted in a slight disconnect between the 2017 speeds reported during last cycle and the updated 2017 speeds reported in this cycle. Average arterial travel speeds have decreased 5% from 14.0 mph to 13.3 mph in the AM peak and decreased 5% from 12.8 mph to 12.2 mph in the PM peak. The average travel speed on freeways decreased 1% from 31.8 mph to 31.5 mph in the AM peak and decreased 3% from 24.4 mph to 23.6 mph in the PM peak. While the overall declines in speeds between 2017 and 2019 indicate a continuing degradation of roadway performance, these declines were less significant than the declines between 2015 and 2017. Overall roadway performance has been declining since 2009.

Figure O-2: CMP Network Average Travel Speed Change

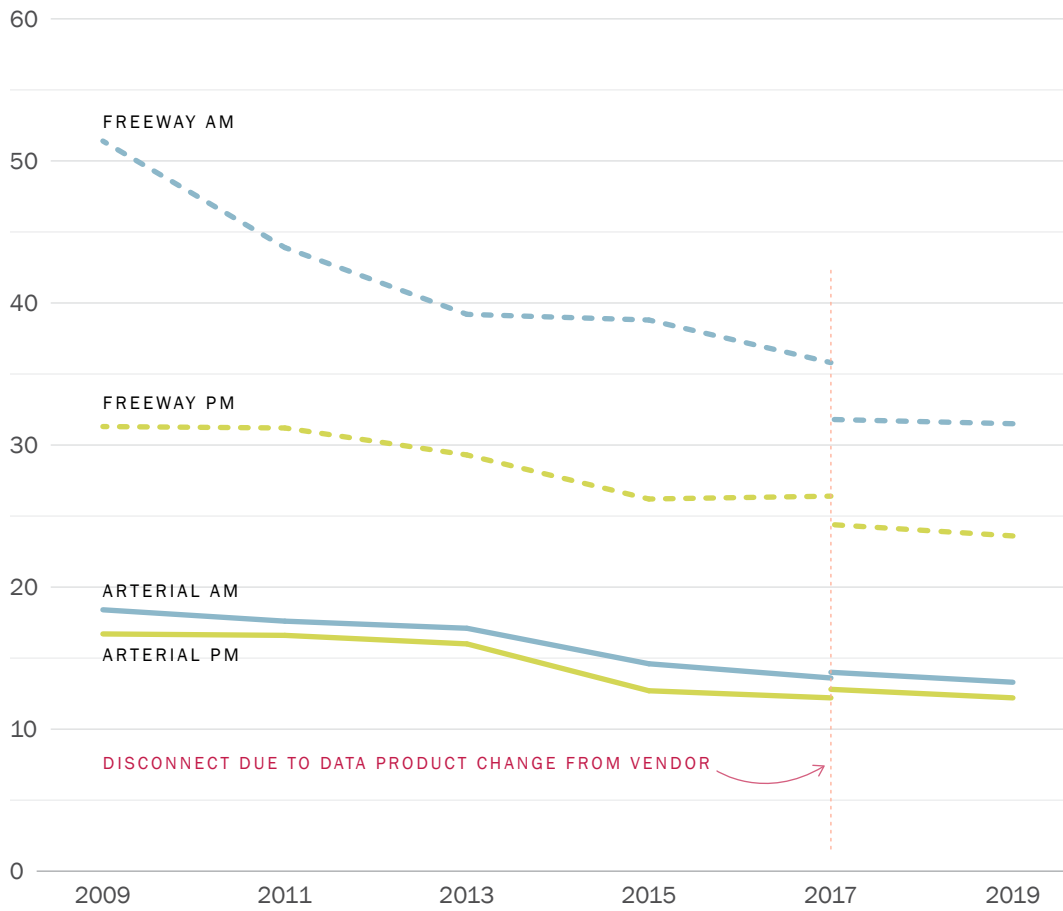
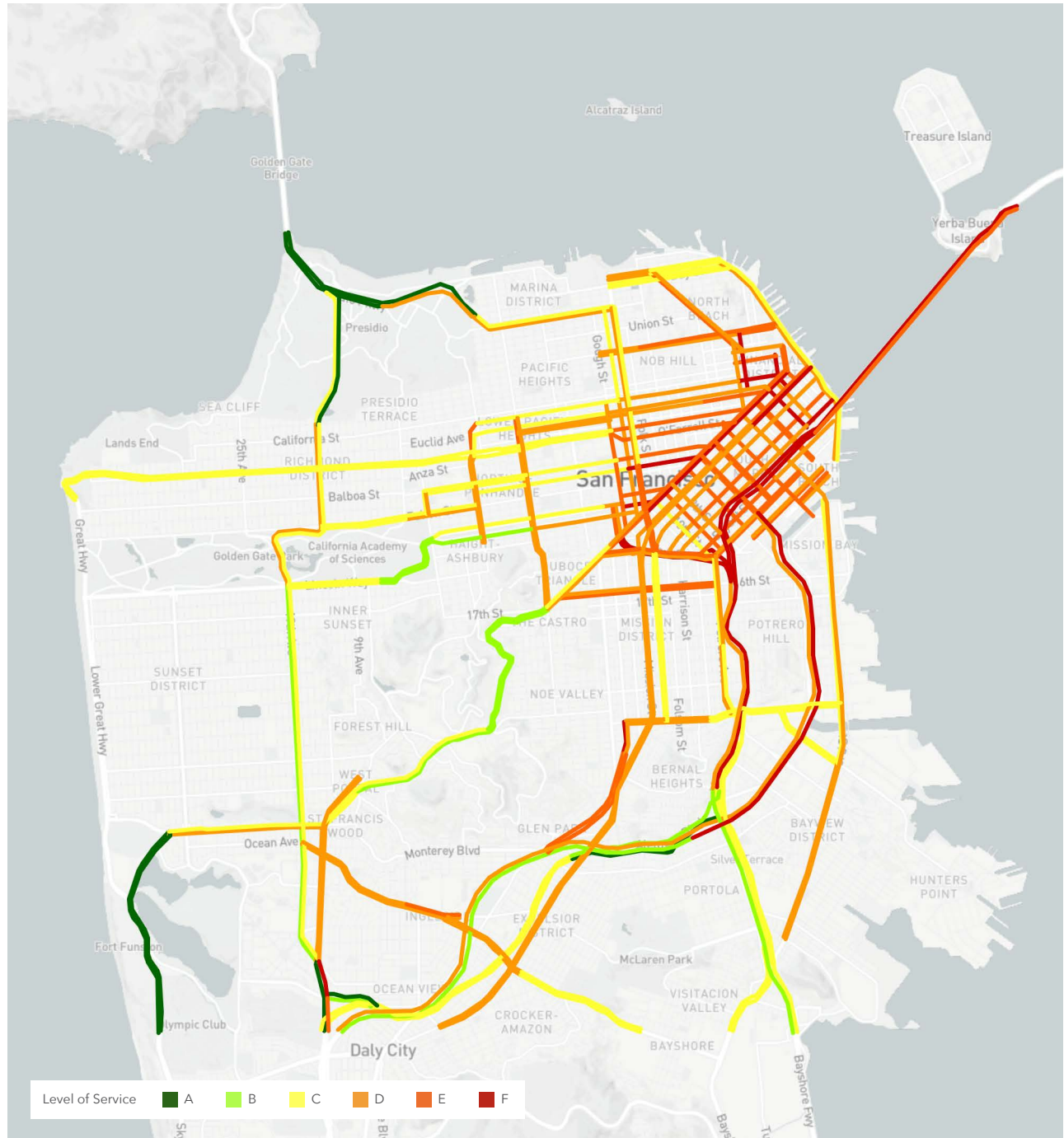


Figure 0-3 shows where the congestion is greatest in the county, primarily concentrated in the downtown and South of Market neighborhoods, and on the freeways and the arterials serving these freeways. An interactive version of this map that allows users to view historical trends can be found at congestion.sfcta.org.

Figure 0-3: 2019 PM Peak Roadway Level-of-Service



TRANSIT SPEEDS

In addition to monitoring roadway speeds, the Transportation Authority also tracks surface transit speeds. Transit speeds on the CMP network increased since 2017. Compared to 2017, the average transit speed (collected for buses only) in 2019 on the CMP network in the AM peak increased 4% from 8.13 to 8.44 mph. In the PM peak period transit speeds also increased 4% from 7.34 to 7.60 mph. This improvement in performance for transit as compared with vehicles may be attributable to the city's expanded efforts to provide on-street transit priority during this period.

TRANSIT TRAVEL TIME RELIABILITY

Transit speed information is also used to calculate the variability of speed as a measure of transit travel time reliability. Figure O-5 shows that transit travel time reliability has worsened (variability has increased) since 2017 despite improvements in average transit speed.

AUTO-TRANSIT TRAVEL TIME RATIO

In order to assess the competitiveness of transit with driving, the ratio of auto to transit speeds is calculated by comparing auto to transit speeds on the portions of the CMP network for which Muni data is available. A ratio of 2 would indicate that, for a particular segment, on-board transit travel time is twice that of auto travel time. As shown in Figure O-6, transit speeds continued the trend of improving, relative to auto speeds between 2017 and 2019. Overall, between 2017 and 2019 the average auto-to-transit speed ratio improved from 1.67 to 1.58 in the AM peak and 1.66 to 1.60 in the PM peak.

Figure O-4: Overall Average Transit Speeds Trend for CMP Network

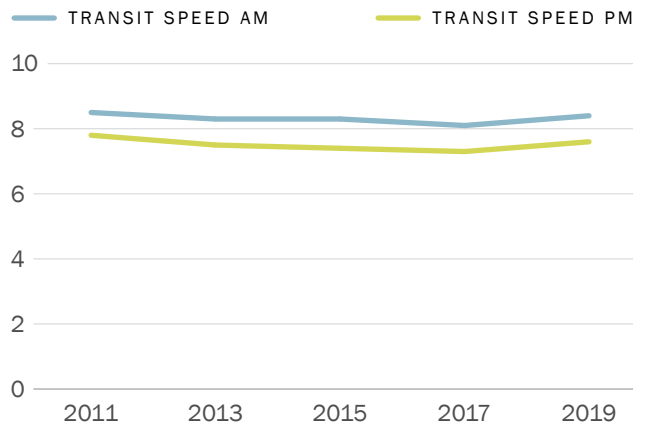


Figure O-5: Transit Travel Time Reliability

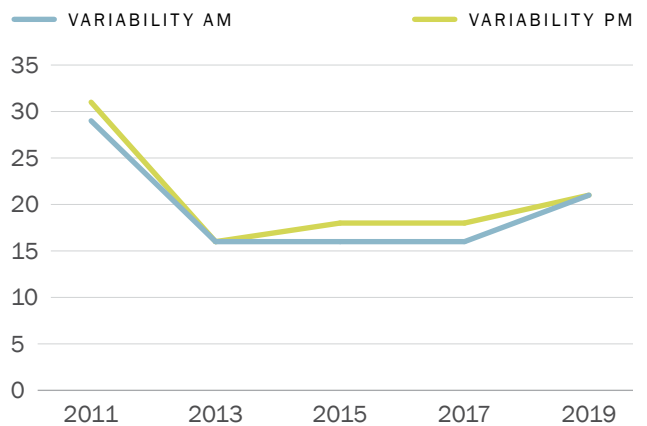
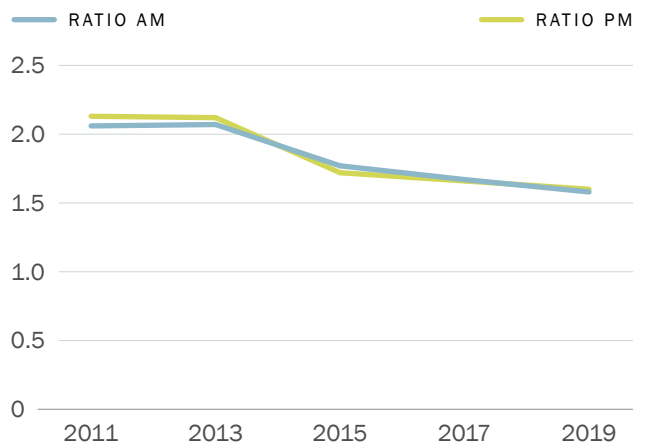


Figure O-6: Auto-Transit Speed Ratio



MULTIMODAL VOLUMES

The City and County of San Francisco has placed a high priority on shifting travelers’ modes to increase the number of trips made by walking and bicycling. Figure O-7 shows bicycle counts collected by SFMTA from 2006 through 2017. It must be noted that, while count locations have been increasing, the figure reflects counts from a subset of the same 19 counters for all years. The most recent data suggests that bicycle ridership has remained steady over the past five years.

PEDESTRIAN AND BICYCLE SAFETY

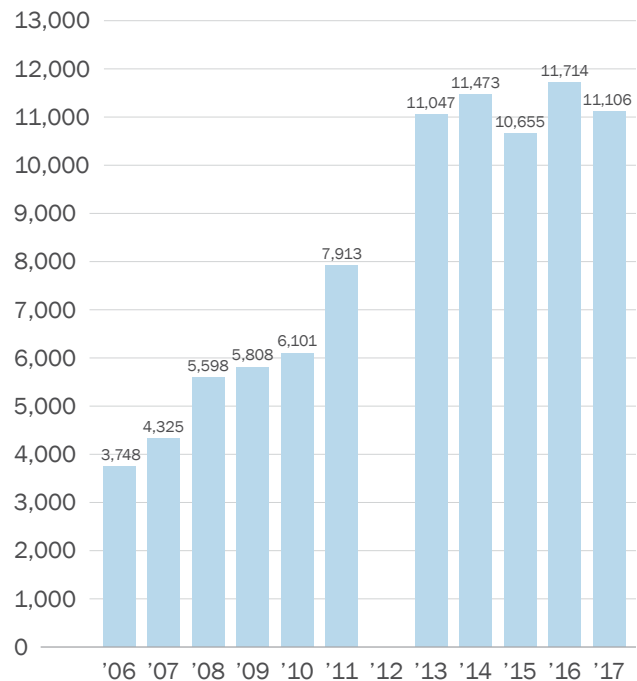
Safety for pedestrians and cyclists are key measures of non-motorized transportation performance, and a critical policy priority for the city of San Francisco. The City and County of San Francisco adopted Vision Zero as a policy in 2014, committing to build better and safer streets, educate the public on traffic safety, enforce traffic laws, and adopt policy changes that save lives. Figure O-8 illustrates the number of pedestrian and bicycle fatalities in San Francisco since 2013. It shows that while non-motorized fatalities were lower in two most recent years (2017 and 2018) than the preceding four years (2013 - 2016), they still remain high.

OTHER MEASURES

Vehicle Miles Traveled (VMT)

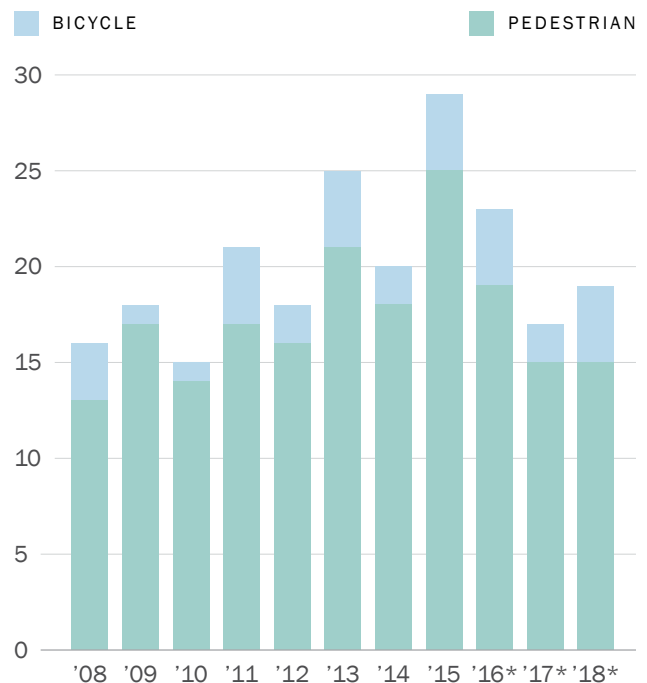
In 2016, the San Francisco Planning Commission adopted new guidelines for evaluating the transportation impacts of new projects. Critically, additional automobile delay as measured by level-of-service (LOS) is no longer considered an environmental impact, and environmental impact determinations now use vehicle miles travelled. Figure O-9 illustrates the trend in estimated VMT on San Francisco roadways. It shows that while VMT remained relatively

Figure O-7: Bicycle Volumes



Note: SFMTA did not collect bicycle volumes in 2012

Figure O-8: Pedestrian and Bicycle Fatalities



* provisional data

unchanged from 2012 through 2015, it increased in 2016 and 2017, and is about 3.5% lower than the peak VMT observed in 2002

Transit Volumes

San Francisco’s strong backbone of local and regional transit has been key to our ability to manage congestion. Muni, BART, Caltrain, and commuter bus lines help move people into and around the city efficiently. Privately sponsored and operated services are also adding needed capacity. But as demand grows, our major transit systems are becoming crowded. Between 2010 and 2019, ridership on the three largest transit providers in San Francisco has been growing, however all of them saw slight decreases in ridership in 2019, as shown in Figure O-10.

Transport Network Companies (TNCs) and Congestion

In 2018, the SFCTA released a follow up report to TNCs Today, TNCs & Congestion, that identified the extent to which TNCs contributed to increased roadway congestion in San Francisco between 2010 and 2016, relative to other potential contributing factors including employment growth, population growth, and changes to the transportation system. The findings indicated that, when compared to employment and population growth and network capacity shifts (such as for a bus or bicycle lane), TNCs accounted for approximately 50% of the change in congestion in San Francisco between 2010 and 2016, as indicated by three congestion measures: vehicle hours of delay, vehicle miles travelled, and average speeds (Figure O-11). Employment and population growth—encompassing citywide non-TNC driving activity by residents, local and regional workers, and visitors—are primarily responsible for the remainder of the change in congestion.

Figure O-9: Vehicle Miles Traveled

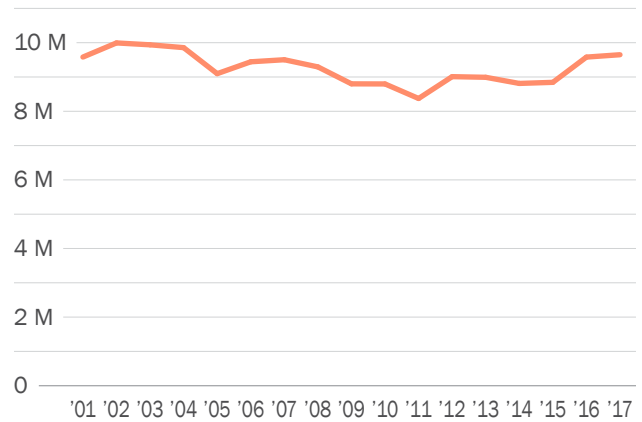


Figure O-10: Average Daily Passengers by Transit Operator

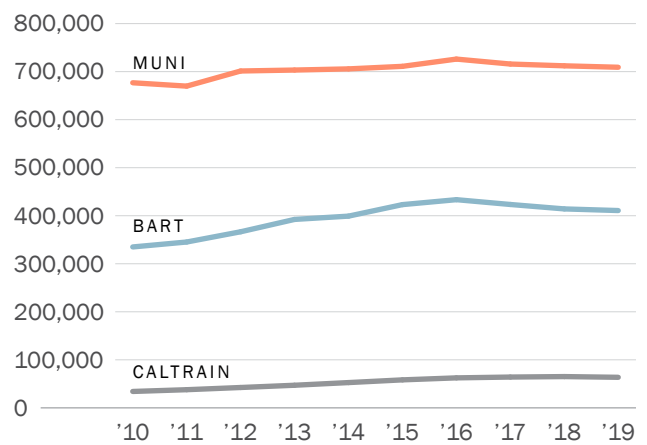
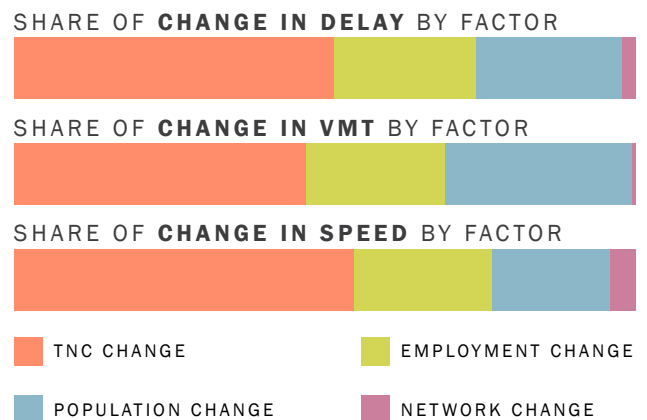


Figure O-11: TNCs & Congestion



What are we doing to manage congestion?

MANAGING DEMAND FOR TRAVEL

San Francisco has a robust set of travel demand management (TDM) programs, policies, and requirements designed to enable and encourage people to make trips by transit, walking, and biking and to smooth vehicle circulation. These include a focus on new development as well as on managing congestion in existing neighborhoods and built up areas:

- Coordinating transportation aspects of area plans, development agreements, and other requirements on new development, including:
 - Central SoMa Land Use Plan
 - Central Waterfront development projects
 - Treasure Island, Hunter's Point /Shipyard, Schlage Lock, Parkmerced
 - Transportation Sustainability Program
- Policies and programs to manage trips in existing neighborhoods and built-up areas, including:
 - Commuter Benefits Ordinance and Emergency Ride Home Program
 - SFMTA Commuter Shuttle Policy
 - SFMTA Carsharing Policy
 - Parking Management
 - SF Moves Neighborhood TDM Outreach Pilot Project
 - Travel Demand Management Ordinance
 - Bayview Moves Pilot Project
 - Downtown Congestion Pricing Study
 - Traffic Congestion Mitigation Tax

Furthermore, San Francisco is encouraging efficient land use planning by supporting development at higher densities in areas that are mixed-use (closer to jobs and retail) and are well served by transit. Plan Bay Area, the region's Sustainable Communities Strategy, identifies Priority Development Areas (PDAs) where densities and transit levels can more readily support transit-oriented development. The City is in the process of requesting that the Metropolitan Transportation Commission (MTC) designate additional PDAs as part of the ongoing update to Plan Bay Area. The Transportation Authority prepared a Transportation Investment and Growth Strategy, which describes how San Francisco will support PDAs through transportation investment. The city's use of Metropolitan

Transportation Commission PDA planning funds is supporting the following planning efforts and studies in line with the Transportation Investment and Growth Strategy:

- PDA Planning Projects
 - Rail Storage Alternatives Analysis and I-280 Boulevard Feasibility Study
 - Embarcadero Multimodal Design
 - Bayshore Multimodal Facility Location Study
 - M-Oceanview Realignment
 - Ocean Avenue Streetscape Plan
 - Market/Noe Streetscape Design
 - Balboa Reservoir TDM

PLANNING PROJECTS

Connect SF, a long-range effort to define the desired and achievable transportation future for San Francisco, was launched in 2016 as a partnership between the Transportation Authority, the SFMTA, and San Francisco Planning. The effort will produce a roadmap to arrive at that future, and will include a major update to the San Francisco Transportation Plan (SFTP), which was adopted in 2013, with a minor update in 2017. The ConnectSF process is currently developing future transportation infrastructure investment concepts for transit (Transit Corridor Study) and streets and freeways (Streets and Freeways Study), including active transportation. The Transportation Authority is also coordinating with numerous local, regional state and Federal agencies and with the private sector to address congestion. Key initiatives include:

- Downtown Congestion Pricing Study
 - Vision Zero Program
 - New Transbay Rail Crossing
 - US 101/Interstate 280 Carpool and Express Lanes project (managed lanes/carpool lane equity analysis, environmental review and design)
 - Transportation Sustainability Program (including the Transportation Sustainability Fee and the Travel Demand Management Ordinance)
 - Van Ness, Geary, and Geneva/Harney Bus Rapid Transit
 - Better Market Street
 - Treasure Island Mobility Management Program
 - Neighborhood Transportation Improvement Program (planning and capital improvement grants)
 - Emerging Mobility and School Transportation sector studies
-

FUNDING AND DELIVERING PROJECTS

The Transportation Authority is addressing near- and long-term transportation needs for San Francisco by funding projects and programs – mainly capital infrastructure, through grant programs such as the Proposition K transportation sales tax, Proposition AA vehicle registration fee and Transportation Fund for Clean Air programs, as well as coordinating with other local and regional agencies to apply for State and Federal funding to match local investments. Below are a few signature projects supported with funds from the Transportation Authority.

- Muni New and Renovated Vehicles
- Central Subway
- Caltrain Extension to the new Transbay Transit Center
- Peninsula Corridor Electrification Project

In its role as Congestion Management Agency, the Transportation Authority has programmed One Bay Area Grant (OBAG), Regional Transportation Improvement Program, and SF Lifeline Transportation Program funds to projects including:

- Better Market Street
- Embarcadero Station: New Northside Platform Elevator and Faregates
- Geary Bus Rapid Transit Phase 1
- Safe Routes to School capital and non-infrastructure
- Communications-Based Train Control
- BART Station Elevator Attendants

The Transportation Authority is also overseeing and leading the delivery of key projects, many of which support infill transit-oriented development, including serving as co-sponsor or lead agency for the construction of:

- Projects such as the Yerba Buena Island I-80 Interchange Improvement Project.



Memorandum

AGENDA ITEM 8

DATE: November 13, 2019
TO: Transportation Authority Board
FROM: Joe Castiglione - Deputy Director for Technology, Data & Analysis
SUBJECT: 12/10/19 Board Meeting: Approve the 2019 San Francisco Congestion Management Program

<p>RECOMMENDATION <input type="checkbox"/> Information <input type="checkbox"/> Action</p> <p>Approve the 2019 San Francisco Congestion Management Program (CMP).</p> <p>SUMMARY</p> <p>As the Congestion Management Agency (CMA) for San Francisco, the Transportation Authority is responsible for developing and adopting a CMP for San Francisco on a biennial basis. The CMP is the principal policy and technical document that guides the Transportation Authority's CMA activities and demonstrates conformity with state congestion management law. The 2019 CMP incorporates several substantive updates, including 2019 system performance monitoring results; the updated CMP Capital Improvement Program (CIP); updates on initiatives to manage demand through pricing, incentives, and other strategies; Transportation Authority and City efforts to integrate land use and transportation planning in key locations; and other significant policy and planning progress since 2019.</p>	<p><input type="checkbox"/> Fund Allocation</p> <p><input type="checkbox"/> Fund Programming</p> <p><input type="checkbox"/> Policy/Legislation</p> <p><input checked="" type="checkbox"/> Plan/Study</p> <p><input type="checkbox"/> Capital Project Oversight/Delivery</p> <p><input type="checkbox"/> Budget/Finance</p> <p><input type="checkbox"/> Contract/Agreement</p> <p><input type="checkbox"/> Other: _____</p>
--	---

DISCUSSION

BACKGROUND.

The inaugural CMP was adopted in 1991, and the Transportation Authority Board has approved subsequent updates on a biennial basis. The CMP is the principal policy and technical document that guides the Transportation Authority's CMA activities. Through the CMP, the Transportation Authority also monitors the City's conformity with CMP



requirements, per state congestion management law. Conformance with the CMP is a requirement for the City to receive state fuel tax subventions and for the City's transportation projects to qualify for state and federal funding.

State congestion management statutes aim to tie transportation project funding decisions to measurable improvement in mobility and access, while considering the impacts of land use decisions on local and regional transportation systems. CMPs also help to implement, at the local level, transportation measures that improve regional air quality.

The original CMP laws were enacted in 1989. Since then, multiple legislative actions have amended the CMP requirements. For instance, Senate Bill (SB) 1636 (Figueroa), passed in 2002, granted local jurisdictions the authority to designate Infill Opportunity Zones (IOZs) in areas meeting certain requirements. Within a designated IOZ, the CMA is not required to maintain traffic conditions to the adopted automobile level of service (LOS) standard. Most recently, SB 743 (Steiner) modified the criteria for local jurisdictions to designate IOZs and eliminated the previous December 2009 deadline to do so. The San Francisco IOZ, covering most of San Francisco based on transit frequency and land use criteria, was adopted by the Board of Supervisors in December 2009, but additional areas may now qualify for designation under the new legislation.

CMP Elements.

The CMP has several required elements, including:

- A designated congestion management network and biennial monitoring of automobile LOS on this network;
- Assessment of multimodal system performance, including transit measures;
- A land use impact analysis methodology for estimating the transportation impacts of land use changes; and
- A multimodal CIP.

The CMP also contains the Transportation Authority's technical and policy guidelines for implementing CMP requirements, including deficiency plans, travel demand forecasting, and transportation fund programming.

2019 CMP Update.

The 2019 CMP is a substantive update, reflecting new data collection, activities related to important policy developments at various levels, and significant planning progress since 2017. Key updates include the following:

- **Roadway Level-Of-Service (LOS) Results:** The Transportation Authority, through its consultant team the University of Kentucky, conducted roadway LOS monitoring on the CMP network during the spring of 2019. Combined average weekday speeds over all CMP segments in the morning and evening peak periods for 2017 and 2019 are shown in Figure 1. Average arterial travel speeds have decreased 5% from 14.0 miles per hour (mph) to 13.3 mph in the AM peak and also decreased 5% from 12.8 mph to 12.2 mph in the PM peak. In the AM peak, the average travel speed on freeways remained



essentially flat, decreasing by 1% from 31.8 mph to 31.5 mph in the AM peak. In the PM peak, the average travel speed for freeways remained decreased slightly by 3% from 24.4 mph to 23.6 mph. The overall declines in speeds between 2017 and 2019 indicate a continuing trend of modest degradation of roadway performance that was observed between 2015 and 2017. These declines were smaller in magnitude than the declines between 2013 and 2015, which are documented in the 2015 CMP report.

Facility Type	Spring 2017	Spring 2019
Arterial AM	14.0 mph	13.3 mph
Arterial PM	12.8 mph	12.2 mph
Freeway AM	31.8 mph	31.5 mph
Freeway PM	24.4 mph	23.6 mph

- **Transit Performance:** Average Muni bus speeds on the CMP network increased between 2017 and 2019, reversing the trend of declines in transit speeds that was observed in between 2011 and 2017. As a result, transit continues to become more competitive with driving, as indicated by drop in the ratio of auto speed to transit speed in AM peak from an average of 1.67 in 2017 to 1.58 in 2019.
- The Transportation Authority performed an analysis of Muni bus speeds using data provided by the San Francisco Municipal Transportation Agency from on-vehicle Automatic Passenger Counters. Average bus speeds on the CMP network during the 2019 monitoring period were 8.44 mph in the AM peak period and 7.60 mph in the PM peak. Compared to the last monitoring cycle in 2017, speeds increased by approximately four percent in both the AM peak and the PM peak periods.
- Transit speed variability is measured in terms of what percent of the average transit speed is the standard deviation. An increase in this measure implies increased variability in transit speeds and hence decreased reliability. Over the current monitoring period, transit speed variability worsened over the past few years and in 2019, the variability in both the AM peak and PM peak periods was 21%, which represents increases from 16% and 18%, respectively, during these periods.
- **Transit to Automobile Travel Time Ratio:** In order to assess the competitiveness of transit with driving, the ratio of auto to transit speeds is calculated by comparing auto to transit speeds on the portions of the CMP network for which Muni data was available. In the current period, transit speeds continued the trend of improving relative to auto



speeds between 2017 and 2019, with the average auto/transit speed ratio improving from 1.67 to 1.58 in the AM peak, and from 1.66 to 1.60 in the PM peak.

- **Transportation Demand Management (TDM):** The TDM Element has been updated to include the city's efforts to implement TDM programs for new developments, through area plans, developer agreements, and planning code requirements. . The Planning Department refined TDM Ordinance program standards in June 2018 to clarify and strengthen the TDM program based on experience from the first year of implementation. In July 2019, the SFCTA completed the Lombard Crooked Street Reservation and Pricing System Study, The Transportation Authority also completed the 2018 District 10 Mobility Management Study to identify a set of non-infrastructure strategies to reduce vehicle miles of travel in the district. The Transportation Authority has also initiated the San Francisco Downtown Congestion Pricing Study and continues to develop an Emerging Mobility Strategy and to develop new emerging mobility pilot programs.
- **Land Use Impacts Analysis Program:** This chapter documents updates to the Regional Growth Framework, including updated criteria for Priority Development Areas (PDAs) and Priority Conservation Areas (PCAs), and a new Priority Production Area (PPA) pilot program. San Francisco and other jurisdictions are working with MTC to identify new PDA and PCA designations as part of the ongoing update to Plan Bay Area, and to promote development within PDAs in the Bay Area. These efforts include discussions of neighborhood- and community-level transportation planning through the Prop K-funded Neighborhood Transportation Improvement Program and the Metropolitan Transportation Commission's (MTC's) Community Based Transportation Planning program. Finally, the chapter provides updates to Transportation Authority's coordination efforts with other City agencies to develop consistent measures for assessing land use impacts on transportation.
- **CIP:** The CMP must contain a seven-year CIP that identifies investments that maintain or improve transportation system performance. The CMP's CIP is amended concurrently with relevant Transportation Authority Board programming actions. Thus, the 2019 CMP reflects program updates since adoption of the 2017 CMP, most notably 2018 and 2019 Transportation Fund for Clean Air county programs, Lifeline Transportation Program Cycle 5, OBAG Cycle 2, and the 2017 Prop AA Strategic Plan. Also, as required by state law, the CMP confirms San Francisco's project priorities for the Regional Transportation Improvement Program, which is adopted by MTC for submission to the state.
- Over the next two years, the Transportation Authority will continue to coordinate transportation investments and support all aspects of project delivery across multiple agencies and programs, from smaller neighborhood pedestrian, bicycle and traffic calming projects to major projects including the Presidio Parkway, the Transbay Transit Center and Caltrain Downtown Extension, Caltrain Electrification, the Central Subway, and proposed bus rapid transit improvements on Van Ness Avenue and Geary Boulevard.



- **Modeling:** State law requires CMAs to develop, maintain, and utilize a computer model to analyze transportation system performance, assess land use impacts on transportation networks, and evaluate potential transportation investments and policies. The Transportation Authority's activity-based travel demand model, SF-CHAMP, has been updated since 2017, and model enhancements are discussed in the 2019 CMP, along with required documentation of consistency with MTC modeling practices.

FINANCIAL IMPACT

The recommended action would not have an impact on the adopted Fiscal Year 2019/20 budget.

CAC POSITION

The CAC was briefed on this item at its November 20, 2019 meeting and unanimously adopted a motion of support for the staff recommendation.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Draft CMP Executive Summary
- Enclosure A - Draft 2019 San Francisco Congestion Management Program
- Enclosure B - CMP Technical Appendices



MOTION ACCEPTING THE SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY'S
AUDIT REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2019

Pursuant to the annual audit requirements in its Fiscal Policy, the San Francisco County Transportation Authority hereby accepts the audit report for the fiscal year ended June 30, 2019.

Enclosure:

1. Audit Report for the Year Ended June 30, 2019



Memorandum

AGENDA ITEM 9

DATE: November 27, 2019
TO: Transportation Authority Board
FROM: Cynthia Fong - Deputy Director for Finance and Administration
SUBJECT: 12/10/2019 Board Meeting: Accept the Audit Report for the Fiscal Year Ended June 30, 2019

<p>RECOMMENDATION <input type="checkbox"/> Information <input checked="" type="checkbox"/> Action</p> <p>Accept the audit report for the fiscal year ended June 30, 2019</p> <p>SUMMARY</p> <p>The Transportation Authority's financial records are required to be audited annually by an independent, certified public accountant. The Comprehensive Annual Financial Reporting (Audit Report) for the year ended June 30, 2019, was conducted in accordance with generally accepted auditing standards by the independent, certified public accounting firm of Eide Bailly LLP (formally Vavrinek, Trine, Day & Co., LLP). Since more than \$750,000 in federal grants were expended during the year, a single audit (compliance audit) was also performed on the I-80/Yerba Buena Island Interchange Improvement and Bridge Structures Project. The Transportation Authority received all unmodified (also known as a clean opinion/unqualified opinion) audit opinions from Eide Bailly, with no findings or recommendations for improvements. A representative from Eide Bailly will present the audit report and answer any questions at the Board meeting.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Fund Allocation <input type="checkbox"/> Fund Programming <input type="checkbox"/> Policy/Legislation <input type="checkbox"/> Plan/Study <input type="checkbox"/> Capital Project Oversight/Delivery <input checked="" type="checkbox"/> Budget/Finance <input type="checkbox"/> Contract/Agreement <input type="checkbox"/> Other: _____
---	--

BACKGROUND.

Under its Fiscal Policy (Resolution 18-07), the Transportation Authority's financial records are to be audited annually by an independent, certified public accounting firm. The audits for the fiscal year ended June 30, 2019, were conducted in accordance with generally accepted auditing standards, the standards applicable to financial audits contained in the Government



Auditing Standards, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). The Audit Report contains formal opinions, or disclaimers thereof, issued by an independent, certified public accounting firm as a result of an external audit performed on an agency. An unmodified opinion (also known as a clean opinion/unqualified opinion) is the best type of report an agency may receive from an external audit and represents that the agency complied with direct and material regulatory requirements or that the agency's financial condition, position, and operations in all material respects were fairly presented.

DISCUSSION.

The Audit Report includes an introductory section, the overall basic financial statements, a management discussion and analysis of the Transportation Authority's financial performance during that fiscal year, footnotes, required supplemental information, and other supplementary information, which include the results from the single audit of federal awards, statistical section, and compliance section.

We are pleased to note that Eide Bailly issued all unmodified opinions and had no findings or recommendations for improvements. The Transportation Authority recognized all significant transactions in the financial statements in the proper period and received no adjustments to any estimates made in the financial statements. For the annual fiscal audit, Eide Bailly has issued an opinion stating that the financial statements present fairly, in all material respects, the financial position of the Transportation Authority. Since more than \$750,000 in federal grants was expended during the year, a single audit was performed on the I-80/Yerba Buena Island Interchange Improvement and Bridge Structures Project. For the single audit, Eide Bailly has issued an opinion, stating that the Transportation Authority complied in all material respects with the compliance requirements that could have a direct and material effect on the federal funds audited. The full audit report and separate report containing other required communications to the Board are enclosed.

FINANCIAL IMPACT

Expenditures did not exceed the amounts approved in the agency-wide amended Fiscal Year 2018/19 budget. Budgeted expenditures that were not expended in FY 2018/19 will be included in the FY 2019/20 mid-year amendment.

SUPPLEMENTAL MATERIALS

Attachment 1 - Separate Report Containing Other Required Communications to the Board

Enclosure 1 - Comprehensive Annual Financial Report for the Year Ended June 30, 2019



December 3, 2019

The Board of Commissioners
San Francisco County Transportation Authority
San Francisco, California

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the San Francisco County Transportation Authority (Transportation Authority) a component unit of the City and County of San Francisco, California, for the year ended June 30, 2019.

Our Responsibility in Relation to the Financial Statement Audit under Generally Accepted Auditing Standards and *Government Auditing Standards* and our Compliance Audit under the Uniform Guidance

As communicated in our letter dated June 7, 2019, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America and to express an opinion on whether the Transportation Authority complied with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Transportation Authority's major federal programs. Our audit of the financial statements and major program compliance does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the Transportation Authority solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

Our responsibility, as prescribed by professional standards as it relates to the audit of the Transportation Authority major federal program compliance, is to express an opinion on the compliance for each of the Transportation Authority major federal programs based on our audit of the types of compliance requirements referred to above. An audit of major program compliance includes consideration of internal control over compliance with the types of compliance requirements referred to above as a basis for designing audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, as a part of our major program compliance audit, we considered internal control over compliance for these purposes and not to provide any assurance on the effectiveness of the Transportation Authority's internal control over compliance.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our comments regarding internal controls during our audit in our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* dated December 3, 2019. We have also provided our comments regarding compliance with the types of compliance requirements referred to above and internal controls over compliance during our audit in our Independent Auditor's Report on Compliance with Each Major Federal Program and Report on Internal Control Over Compliance Required by the Uniform Guidance dated December 3, 2019.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and other firms utilized in the engagement, if applicable, have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the Transportation Authority is included in Note 2 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the year. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are related to the Transportation Authority's net pension liabilities, net other postemployment benefits liability (OPEB) and related deferred inflows of resources, deferred outflows of resources.

Management's estimate of the net pension, net OPEB liabilities and related deferrals is based on actuarial valuations performed by management specialists. We evaluated the key factors and assumptions used to develop these liabilities and determined that they were reasonable in relation to the basic financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the Transportation Authority's financial statements relate to:

The Transportation Authority's disclosure of the net pension, net OPEB liabilities and related deferred inflows of resources and deferred outflows of resources required by the Transportation Authority's reporting of the related information, are particularly sensitive. As disclosed in the notes, a 1% increase or decrease in the rates has a material effect on the Transportation Authority's net pension liability.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. There were no corrected or uncorrected misstatements noted.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management which are included in the management representation letter dated December 3, 2019.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the Transportation Authority, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating conditions affecting the entity, and operating plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the Transportation Authority's auditors.

This report is intended solely for the information and use of the governing board, and management of the Transportation Authority and is not intended to be, and should not be, used by anyone other than these specified parties.

A handwritten signature in cursive script that reads "Eide Bailly LLP".

Palo Alto, California

[this page intentionally left blank]



RESOLUTION APPROVING THE REVISED DEBT POLICY AND RATIFYING THE INVESTMENT POLICY

WHEREAS, The Transportation Authority develops and implements policies and procedures to organize and formalize agency activities, and to ensure compliance with current statutes and Transportation Authority objectives; and

WHEREAS, The Transportation Authority reviews its Debt and Investment policies annually; and

WHEREAS, The Debt Policy's purpose is to organize and formalize debt issuance-related policies and procedures; and

WHEREAS, The Investment Policy reflects the requirements in state and federal law regarding the administration of investments by public agencies, and establishes rules for the investment of all funds directly administered by the Transportation Authority; and

WHEREAS, With assistance and guidance from the Transportation Authority's financial advisors and legal counsel, staff has proposed revisions to the aforementioned policies to conform to applicable law and keep consistent with state and local government codes; and

RESOLVED, That the Transportation Authority hereby adopts the Debt Policy as presented in Attachment 1; and be it further

RESOLVED, That the Transportation Authority hereby ratifies the Investment Policy as presented in Attachment 2; and be it further

RESOLVED, That the Executive Director is hereby authorized to communicate the policies to all relevant parties.

Attachment:

1. Proposed Debt Policy
2. Investment Policy



DEBT POLICY

I. INTRODUCTION

The purpose of this Policy is to organize and formalize debt issuance-related policies and procedures for the San Francisco County Transportation Authority (Transportation Authority) and to establish a systematic debt policy (Debt Policy). The Debt Policy is, in every case, subject to and limited by applicable provisions of state and federal law and to prudent debt management principles.

II. DEBT POLICY OBJECTIVE

The primary objectives of the Transportation Authority's debt and financing related activities are to

- Maintain cost-effective access to the capital markets and other financing alternatives through prudent yet flexible policies;
- Moderate debt principal and debt service payments through effective planning and project cash management in coordination with Transportation Authority project sponsors; and
- Achieve the highest practical credit ratings that also allow the Transportation Authority to meet its objectives.

III. SCOPE AND DELEGATION OF AUTHORITY

This Debt Policy shall govern, except as otherwise covered by the Transportation Authority's adopted Investment Policy and the Transportation Authority's adopted Fiscal Policy, the issuance and management of all debt funded through the capital markets, including the selection and management of related financial and advisory services and products.

This Policy shall be reviewed and updated at least annually and more frequently as required. Any changes to the policy are subject to approval by the Transportation Authority Board of Commissioners (Board) at a legally noticed and conducted public meeting. Overall policy direction of this Debt Policy shall be provided by the Board. Responsibility for implementation of the Debt Policy, and day-to-day responsibility and authority for structuring, implementing, and managing the Transportation Authority's debt and finance program shall lie with the Executive Director. The Board's adoption of the Annual Budget does not constitute authorization for debt issuance for any capital projects. This Debt Policy requires that the Board specifically authorize each debt financing. Each financing shall be presented to the Board in the context of and consistent with the Annual Budget.

While adherence to this Policy is required in applicable circumstances, the Transportation Authority recognizes that changes in the capital markets, agency programs and other unforeseen circumstances may from time to time produce situations that are not covered by the Policy and require modifications or exceptions to achieve policy goals. In these cases, management flexibility is appropriate, provided specific authorization from the Board is obtained.

IV. ETHICS AND CONFLICTS OF INTEREST

Officers, employees or agents of the Transportation Authority involved in the debt management program will not engage in any personal business activities or investments that would conflict with proper and lawful execution of the debt management program, or which could impair their ability to make impartial decisions.

V. SOURCE OF SECURITY FOR DEBT FINANCING

Beginning in April of 1990, the State of California Board of Equalization (Equalization (now the California Department of Tax and Fee Administration)(BOE) started collecting the sales tax revenues for the Transportation Authority as set forth in the San Francisco County Transportation Expenditure Plan (Prop B Expenditure Plan) for a period not to exceed twenty years. In November 2003, San Francisco voters approved the Proposition K Sales Tax (Prop K) a new 30-year Expenditure Plan (Expenditure Plan) that superseded Prop B and continued the one-half of one percent sales tax. The Transportation Authority's

current debt obligations are secured by the sales tax revenues generated from the Transportation Authority's one-half cent (0.5%) sales tax collections in the City and County of San Francisco. The sales tax is currently set to expire on March 31, 2034.

VI. STRATEGIC PLAN INTEGRATION

The Transportation Authority's multi-year Strategic Plan, which programs the Expenditure Plan, shall be used in combination with this Debt Policy and the Fiscal Policy to ensure proper allocation and financing of Prop K eligible projects. The Strategic Plan sets priorities and strategies for allocating Prop K funds under its guiding principles, while the Debt Policy provides policy direction and limitations for proposed financing and the Fiscal Policy provides guidance on decisions pertaining to internal fiscal management. Debt issuance for capital projects shall not be recommended for Board approval unless such issuance has been incorporated into the Strategic Plan.

VII. STANDARDS FOR USE OF DEBT FINANCING

The Transportation Authority's debt management program will promote debt issuance only in those cases where public policy, equity and economic efficiency favor debt over cash (pay-as-you-go) financing.

A. Credit Quality.

Credit quality is an important consideration and will be balanced with the Transportation Authority's objectives and the associated size, structure and frequency of issuances of debt. All Transportation Authority debt management activities for new debt issuances will be conducted in a manner conducive to receiving the highest credit ratings possible consistent with the Transportation Authority's debt management objectives, and to maintaining or improving the current credit ratings assigned to the Transportation Authority's outstanding debt by the major credit rating agencies.

B. Long-Term Capital Projects.

The Transportation Authority will issue long-term debt only to finance and refinance long-term capital projects. When the Transportation Authority finances capital projects by issuing bonds, the average principal amortization should not exceed 120% of the weighted average useful life of the project being financed or refinanced if the bonds are intended to be federally tax-exempt and the debt repayment period should not exceed the earliest of the following: (1) the sunset date of the current Expenditure Plan or (2) forty (40) years from the date of issuance. Inherent in its long-term debt policies, the Transportation Authority recognizes that future taxpayers will benefit from the capital investment and that it is appropriate that they pay a share of the asset cost. Long-term debt financing shall not be used to fund operating costs unless such costs qualify as capital expenditures under federal tax principles.

C. Debt Financing Mechanism.

The Transportation Authority will evaluate the use of available financial alternatives including, but not limited to, tax-exempt and taxable debt, long-term debt (both fixed and variable rate), short-term debt, commercial paper, lines of credit, sales tax revenue and grant anticipation notes, private placement and inter-fund borrowing. The Transportation Authority will utilize the most advantageous financing alternative that effectively balances the cost of the financing with the risk of the financing structure to the Transportation Authority.

D. Ongoing Debt Administration and Internal Controls.

The Transportation Authority shall maintain all debt-related records for a period of not less than the term of the debt plus three years. At a minimum, this repository will include all official statements, bid documents, ordinances, indentures, trustee reports, continuing disclosure reports, material events notices, tax certificates, information regarding the investment of and project costs paid with bond proceeds, underwriter and other agreements, etc. for all Transportation Authority debt. To the



extent that official transcripts incorporate these documents, possession of a transcript will suffice (transcripts may be hard copy or stored on CD-ROM). The Transportation Authority developed a standard procedure for archiving transcripts for any new debt. The Transportation Authority developed procedures and controls that will be reviewed periodically. The Transportation Authority has established internal controls to ensure compliance with the Debt Policy, all debt covenants and any applicable requirements of applicable law.

E. Tax Law Compliance, Rebate Policy and System.

Debt issued by the Transportation Authority, the interest on which is intended to be federally tax-exempt, is subject to requirements and limitations in order that such debt qualifies for tax-exemption initially at issuance qualify for tax-exemption and remains tax-exempt on an ongoing basis until such debt is fully repaid ~~in order that such debt remain tax-exempt~~. Failure to comply with such requirements and limitations could cause an issue of the Transportation Authority's debt to be determined to fail to qualify for tax-exemption, retroactive to the date of issuance. The Transportation Authority designates the Executive Director, and his or her designee, to periodically undertake procedures to confirm compliance with such requirements and limitations. In furtherance thereof, the Executive Director, and his or her designee, will consult with the Transportation Authority's bond counsel or others as deemed necessary regarding such periodic procedures or in the event that it is discovered that noncompliance has or may have occurred.

In addition, in furtherance of the above, the Transportation Authority will accurately account for all interest earnings in debt-related funds. These records will be designed to ensure that the Transportation Authority is in compliance with all debt covenants, including covenants related to the preservation of the tax-exempt status of debt issued on such basis, and with all applicable laws. The Transportation Authority will maximize the interest earnings on all funds within the investment parameters set forth in each respective indenture, consistent with consideration of applicable yield limits and arbitrage requirements and as permitted by the Investment Policy. The Transportation Authority will develop a system of reporting interest earnings that relates to and complies with any tax certificate(s) relating to its outstanding debt and Internal Revenue Code rebate, yield limits and arbitrage rules, and of making any required filings with State and Federal agencies. The Transportation Authority will retain records as required by its tax certificate(s). The Transportation Authority shall have the authority to retain the services of an Arbitrage Rebate Consultant.

VIII. FINANCING CRITERIA

A. Purpose of Debt.

When the Transportation Authority determines the use of debt is appropriate, the following criteria will be utilized to evaluate the type of debt to be issued.

1. **NEW MONEY FINANCING.**

New money issues are financings that generate funding for capital projects. Eligible capital projects for allocation of Transportation Authority funds include the acquisition, construction or major rehabilitation of capital assets. In accordance with the philosophy of the Debt Policy, long-term debt proceeds generally may not be used for operating expenses. Capital project funding requirements are outlined in the annual budget, the Strategic Plan and the Expenditure Plan.

2. **REFUNDING FINANCING.**

Refunding debt is issued to retire all or a portion of an outstanding bond issue or other debt. Refunding issuances can be used to achieve present-value savings on debt service, to modify interest rate risk, or to restructure the payment schedule, type of debt instrument used, or covenants of existing debt. The Transportation Authority must analyze each refunding issue on a present-value basis to identify economic effects before approval. Policies on the administration of refunding financings are detailed further in Section X: Refinancing Outstanding Debt.

B. Types of Debt.

When the Transportation Authority determines that the use of debt is appropriate, the following criteria will be utilized to evaluate the type of debt to be issued.

1. LONG-TERM DEBT.

The Transportation Authority may issue long-term debt (e.g. fixed or variable rate revenue bonds) when funding allocations cannot be financed from current revenues. The proceeds derived from long-term borrowing will not be used to finance current operations or normal maintenance. Long-term debt will be structured such that average principal amortization does not exceed 120% of the weighted average useful life of the project being financed or refinanced if the bonds are intended to be federally tax-exempt and the debt repayment period does not exceed the earlier of the following: (a) the sunset date of the current Expenditure Plan and (b) forty (40) years from the date of issuance.

Fixed Rate

- a) *Current Coupon Bonds* are bonds that pay interest periodically and principal at maturity. They may be used for both new money and refunding transactions. Bond features may be adjusted to accommodate the market conditions at the time of sale, including changing dollar amounts for principal maturities, offering discount and premium bond pricing, modifying call provisions, utilizing bond insurance, and determining how to fund the debt service reserve fund and costs of issuance.
- b) *Zero Coupon and Capital Appreciation Bonds* pay interest that is compounded and paid only when principal matures. Interest continues to accrue on the unpaid interest, and these types of bonds typically bear interest at rates that are higher than those on current-coupon bonds, therefore representing a more expensive funding option. In the case of zero-coupon bonds, principal paid at maturity is discounted back to the initial investment amount received at issuance. In the case of capital appreciation bonds, interest on the bond accretes until maturity.
- c) *Special Government Obligations (both tax-exempt and taxable)*, such as the Build America Bond program authorized for calendar years 2009 and 2010, or any other type of existing or new municipal security, structure or tax credit authorized by the Federal Government to assist local governments in accessing the capital markets. So long as the program's requirements allow the Transportation Authority to adhere to its Debt Policy, the Transportation Authority will evaluate it along with traditional financing structures in order to determine which is the most appropriate for a particular issuance.
- d) *Transportation Infrastructure Finance Innovation Act (TIFIA) Loan* is a loan provided by the United States Department of Transportation for certain transportation projects of regional importance. The Transportation Authority may elect to apply for a TIFIA loan if it is determined that it is the most cost-effective debt financing option available

Variable Rate

- a) *Variable Rate Demand Bonds (VRDBs)* are long-term bonds with a fixed principal amortization, but the interest rate resets at certain established periods such as daily, weekly, monthly, or such other period as the Transportation Authority deems advisable, given current market conditions. VRDBs often require credit enhancement and third party liquidity in the forms of Letters or Lines of Credit and/or bond insurance. VRDBs generally allow bondholders to "put" their bonds back to the Transportation Authority on any rate reset



date, given certain notice. The Transportation Authority will need to retain an investment bank to remarket bonds that are "put."

- b) *Indexed Notes* are forms of variable rate debt that do not require Letters or Lines of Credit. These forms of variable rate debt have a fixed spread to a certain identified index such as the SIFMA. The rate will reset on a weekly, monthly, or other basis.

2. SHORT-TERM DEBT.

Short-term borrowing may be utilized for the temporary funding of operational cash flow deficits or anticipated revenues, where anticipated revenues are defined as an assured revenue source with the anticipated amount based on conservative estimates. In the case of the Transportation Authority's revolving credit facility or any future commercial paper program or replacement revolving credit facility, short-term borrowings may also be utilized for funding of the Transportation Authority's capital projects. The Transportation Authority will determine and utilize the least costly method for short-term borrowing. The Transportation Authority may issue short-term debt when there is a defined repayment source or amortization of principal, subject to the following policies:

- a) *Commercial Paper Notes* may be issued as an alternative to fixed rate debt, particularly when the timing of funding requirements is uncertain. The Transportation Authority may maintain an ongoing commercial paper program to ensure flexibility and immediate access to capital funding when needed.
- b) *Grant Anticipation Notes (GANs)* are short-term notes that are repaid with the proceeds of State or Federal grants of any type. The Transportation Authority shall generally issue GANs only when there is no other viable source of funding for the project.
- c) *Sales Tax and Revenue Anticipation Notes* shall be issued only to meet sales tax revenue cash flow needs consistent with a finding by bond counsel that that the sizing of the issue fully conforms to Federal tax requirements and limitations for tax-exempt borrowings.
- d) *Letters or Lines of Credit* shall be considered as an alternative to or credit support for other short-term borrowing options. The Transportation Authority presently has a \$140 million revolving credit facility. Amounts can be repaid and reborrowed under the revolving credit facility or another letter or line of credit without further Board action. The average amortization of amounts drawn under the revolving credit facility, letter or line of credit may not exceed 120% of the weighted average useful life of the project being financed or refinanced if the borrowing is intended to be federally tax-exempt and the borrowing must be fully repaid by the earlier of the following: (a) the sunset date of the current Expenditure Plan and (b) forty (40) years from the date of issuance. The repayment of loans under a revolving credit facility or other letter or line of credit is often facilitated by the issuance of long-term bonds or the repaying of principal from cash on hand. If proceeds of long-term bonds are used to repay loans under the revolving credit facility or other letter or line of credit, the amortization and the repayment of the long-term bonds must satisfy the limits set forth above.
- e) *Grant Anticipation Revenue Vehicle Financing (GARVEE)* are bonds issued by the State and enable entities to fund transportation projects that are secured by certain federal grants. The Transportation Authority may consider the issuance of GARVEEs to meet cash flow shortfalls of grant revenues.

3. VARIABLE RATE DEBT.

To maintain a predictable debt service burden, the Transportation Authority may give preference to debt that carries a fixed interest rate. An alternative to the use of fixed rate debt is floating or variable rate debt. It may be appropriate to issue short-term or long-term variable rate debt to diversify the Transportation Authority's debt portfolio, reduce interest costs, provide interim funding for capital projects and improve the match of assets to liabilities. Variable rate

debt typically has a lower initial cost of borrowing than fixed rate financing and shorter maturities but carries both interest rate and liquidity risk. Under no circumstances will the Transportation Authority issue variable rate debt solely for the purpose of earning arbitrage. The Transportation Authority, however, may consider variable rate debt in certain instances.

- a) *Variable Rate Debt Capacity.* Except for the existing \$140 million revolving credit facility (to which the following requirements of variable rate debt do not apply) or any replacement facility, the Transportation Authority will maintain a conservative level of outstanding variable rate debt in consideration of general rating agency guidelines recommending a maximum of a 20-30% variable rate exposure, in addition to maintaining adequate safeguards against risk and managing the variable revenue stream both as described below:
- (1) *Adequate Safeguards Against Risk.* Financing structure and budgetary safeguards are in place to prevent adverse impacts from interest rate shifts; such structures could include, but are not limited to, interest rate swaps, interest rate caps and the matching of assets and liabilities.
 - (2) *Variable Revenue Stream.* The revenue stream for repayment is variable, and is anticipated to move in the same direction as market-generated variable interest rates, or the dedication of revenues allows capacity for variability.
 - (3) *As a Component to Synthetic Fixed Rate Debt.* Variable rate bonds may be used in conjunction with a financial strategy, which results in synthetic fixed rate debt, subject to other provisions of the Debt Policy regarding Financial Derivative Products.

4. FINANCIAL DERIVATIVE PRODUCTS.

Financial Derivative Products such as interest rate swaps will be considered appropriate in the issuance or management of debt only in instances where it has been demonstrated that the derivative product will either provide a hedge that reduces the risk of fluctuations in expense or revenue, or alternatively where the derivative product will significantly reduce total project cost. Financial Derivative Products shall be considered only: (1) after a thorough evaluation of risks associated therewith, including counterparty credit risk, basis risk, tax risk, termination risk and liquidity risk, (2) after consideration of the potential impact on the Transportation Authority's ability to refinance bonds at a future date and (3) after the Board has adopted separate policy guidelines for the use of interest rate swaps and other Financial Derivative Products. Derivative products will only be utilized with prior approval from the Board.

IX. TERMS AND CONDITIONS OF BONDS

The Transportation Authority shall establish all terms and conditions relating to the issuance of bonds, and will control, manage, and invest all bond proceeds. Unless otherwise authorized by the Transportation Authority, the following shall serve as bond requirements:

A. Term.

All capital improvements financed through the issuance of debt will be financed for a period such that average principal amortization of the debt does not exceed 120% of the weighted average useful life of the project being financed or refinanced, if the bonds are intended to be federally tax-exempt and the debt repayment period does not exceed the earlier of the following: (a) the sunset date of the current Expenditure Plan and (b) forty (40) years from the date of issuance.

B. Capitalized Interest.

The nature of the Transportation Authority's revenue stream is such that funds are generally continuously available, and the use of capitalized interest should not normally be necessary. However, certain types of financings may require the use of capitalized interest from the issuance date until the project sponsor has constructive use of the financed project. Unless otherwise required, including as may be required by statute with respect to the deposit of original issue



premium, the Transportation Authority will avoid the use of capitalized interest to obviate unnecessarily increasing the bond issuance size. Interest shall not be funded (capitalized) beyond three (3) years, unless required by statute with respect to the deposit of original issue premium, or a shorter period if further restricted by statute. The Transportation Authority may require that capitalized interest on the initial series of bonds be funded from the proceeds of the bonds. Interest earnings may, at the Transportation Authority's discretion and, if permitted under applicable federal tax law, be applied to extend the term of capitalized interest but in no event beyond the authorized term.

C. Lien Levels.

Senior, Parity and Subordinate Liens have been established under the Transportation Authority's Indenture governing the Transportation Authority's sales tax revenue bonds. The Transportation Authority may utilize any of these lien levels in a manner that will maximize the most critical constraint, typically either cost or capacity, allowing for the most beneficial use of sales tax revenues securing the series of bonds.

D. Additional Bonds Test.

Any new money senior lien sales tax debt issuance must not cause the Transportation Authority's debt service to be expected to exceed the level at which the incoming sales tax revenues are less than one and three quarters times (1.75x) the maximum annual principal, interest, and debt service for the aggregate outstanding Senior Lien bonds including the debt service for the new issuance, calculated in accordance with the Indenture. This test shall not apply to refunding debt. -The Transportation Authority may by Supplemental Indenture issue or incur Parity Debt and Subordinate Obligations, subject to the limitations set forth in the Indenture, the Act, the Ordinance and other applicable law.

E. Debt Service Structure.

Debt issuance shall be planned to achieve relatively rapid repayment of debt while still matching debt service to the useful life of facilities. The Transportation Authority will amortize its debt within each lien to achieve overall level debt service (though principal may be deferred in the early years of a bond issue to maximize the availability of pay-as-you-go dollars during that time) or may utilize more accelerated repayment schedules after giving consideration to bonding capacity constraints. The Transportation Authority shall avoid the use of bullet or balloon maturities except in those instances where these maturities serve to level existing debt service.

F. Call Provisions.

In general, the Transportation Authority's securities will include a call feature, based on market conventions, which is typically at par no later than ten and one-half (10.5) years from the date of delivery of tax-exempt bonds. In 2018, tax law was amended such that tax-exempt bonds can only be refunded on a tax-exempt basis 90 days before the call date and cannot be advance refunded with tax-exempt bond proceeds. The Transportation Authority may determine that a shorter call or premium feature is appropriate based on market dynamics and/or the desire for increased future optionality.

G. Original Issue Discount.

An original issue discount or original issue premium applicable to a particular maturity of any series of Transportation Authority bonds will be permitted only if the Transportation Authority determines that such discount or premium results in a lower true interest cost on the such series of bonds and that the use of an original issue discount or original issue premium will not adversely affect the project identified by the bond documents.



H. Deep Discount Bonds.

Deep discount bonds may provide a lower cost of borrowing in certain markets though they may also limit opportunities to refinance at lower rates in the future. The Transportation Authority will carefully consider their value and the effect on any future refinancings as a result of the lower-than-market coupon.

I. Derivative Products.

The Transportation Authority will consider the use of derivative products only in instances where it has been demonstrated that the derivative product will either provide a hedge that reduces risk of fluctuations in expense or revenue, or alternatively, where the derivative product will reduce the total project cost. If interest rate swaps are considered, the Transportation Authority shall develop and maintain an Interest Rate Swap Policy governing the use and terms of these derivative products. For derivatives other than interest rate swaps, the Transportation Authority will undertake an analysis of early termination costs and other conditional terms given certain financing and marketing assumptions. Such analysis will document the risks and benefits associated with the use of a particular derivative product. Derivative products will only be utilized with prior approval from the Board.

J. Multiple Series.

In instances where multiple series of bonds are to be issued, the Transportation Authority shall make a final determination as to which allocations are of the highest priority. Projects chosen for priority financing, based on funding availability and proposed timing, will generally be subject to the earliest or most senior of the bond series.

X. CREDIT ENHANCEMENTS

The Transportation Authority will consider the use of credit enhancement on a case-by-case basis, evaluating the economic benefit versus cost for each case. Only when a clearly demonstrable savings or positive impact on overall debt capacity can be shown shall enhancement be considered. The Transportation Authority will consider each of the following enhancements as alternatives by evaluating the cost and benefit of such enhancement.

A. Bond Insurance.

The Transportation Authority shall have the authority to purchase bond insurance when such purchase is deemed prudent and advantageous. The predominant determination shall be based on such insurance being less costly than the present value of the difference in the interest expense on insured bonds versus uninsured bonds.

B. Debt Service Reserves.

When required, a reserve fund equal to not more than the least of ten percent (10%) of the original principal amount of the bonds, maximum annual debt service or one-hundred-and-twenty-five (125%) percent of average annual debt service (Reserve Requirement) shall be funded from the proceeds of each series of bonds, subject to Federal tax regulations and in accordance with the requirements of credit enhancement providers, and rating agencies and with investors' requirements.

The Transportation Authority shall have the authority to purchase reserve equivalents (i.e., the use of a reserve fund surety) when such purchase is deemed prudent and advantageous. Such equivalents shall be evaluated in comparison to cash funding of reserves on a net present value basis.



C. Liquidity Facilities and Letters of Credit.

The Transportation Authority shall have the authority to enter into liquidity facilities and letter-of-credit agreements when such agreements are deemed prudent and advantageous. Only those financial institutions with short-term ratings of not less than VMIG 1/P1, A-1 and F1, by Moody's Investor Services, Standard & Poor's and Fitch Ratings, respectively, and with ratings from at least two of the three aforementioned ratings agencies, may participate in Transportation Authority liquidity facilities and letter of credit agreements.

XI. REFINANCING OUTSTANDING DEBT

The Transportation Authority shall have the responsibility to analyze outstanding bond issues for refunding opportunities that may be presented by underwriting and/or financial advisory firms. The Transportation Authority will consider the following issues when analyzing possible refunding opportunities:

A. Debt Service Savings.

The Transportation Authority has established a minimum present value savings threshold goal of three (3) percent of the refunded bond principal amount, unless there are other compelling reasons for undertaking the refunding. Additionally, the Transportation Authority has established a minimum present value savings threshold goal of five (5) percent of the refunded bond principal amount for refundings involving derivative products such as the issuance of synthetic fixed rate refunding debt service, unless there are other compelling reasons for undertaking the refunding. For this purpose, the present value savings will be net of all costs related to the refinancing. The decision to take savings on an upfront or deferred basis must be explicitly approved by the Board.

B. Restructuring.

The Transportation Authority will refund debt when in its best interest to do so. Refunding purposes will may include, but not limited to: restructuring to meet unanticipated revenue expectations, terminating swaps, achieving cost savings, mitigating irregular debt service payments, releasing reserve funds, ~~or removing~~ unduly restrictive bond covenants, or any combination of purposes beneficial to the Transportation Authority.

C. Term of Refunding Issues.

Except for commercial paper and loans under a line of credit (including the current revolving credit facility), the Transportation Authority generally will refund bonds without extending the maturity beyond that of the originally issued debt. However, the Transportation Authority may consider maturity extension, when necessary to achieve a desired outcome, provided that such extension is legally permissible. The Transportation Authority may also consider shortening the term of the originally issued debt to realize greater savings. The remaining useful life of the financed facility and the concept of inter-generational equity should guide this decision.

D. Escrow Structuring.

The Transportation Authority shall utilize the least costly securities available in structuring refunding escrows. The Transportation Authority will examine the viability of an economic versus legal defeasance on a net present value basis. A certificate from a third-party agent, who is not a broker-dealer, is required stating that the securities were procured through an arms-length, competitive bid process (in the case of open market securities), that such securities were more cost effective than State and Local Government Obligations (SLGS) (this is required only if SLGS are then available for purchase), and that the price paid for the securities was reasonable within Federal guidelines. Such certificate shall not be required in the case of SLGs purchased directly from the U.S. Treasury. Under no circumstances shall an underwriter, agent or financial advisor sell escrow securities to the Transportation Authority from its own account.



E. Arbitrage.

The Transportation Authority shall take all necessary steps (permitted under Federal tax law when tax-exempt debt is involved) to optimize escrows and to avoid negative arbitrage in its refundings. Any resulting positive arbitrage will be rebated as necessary according to Federal guidelines.

F. Commercial Paper Program, Revolving Credit Facility.

The requirements of this Section XI and of Section VIII.A.2 shall not apply to or restrict the issuance of commercial paper notes for the purpose of refunding maturing commercial paper notes, or of borrowing under a revolving credit facility for the purpose of repaying prior loans under the facility or under a prior facility, nor shall this Section XI or Section VIII.A.2 apply to long-term refinancing of commercial paper or of loans under a revolving credit facility, subject to limitations otherwise contained in this policy.

XII. METHODS OF ISSUANCE

The Transportation Authority will determine, on a case-by-case basis, whether to sell its bonds competitively or through negotiation.

A. Competitive Sale

In a competitive bond sale, the Transportation Authority's bonds shall be awarded to the bidder providing the lowest true interest cost as long as the bid also adheres to the requirements set forth in the official notice of sale. Conditions under which a competitive sale would be preferred are as follows (not all conditions need be present/satisfied):

- a) Bond prices are stable and/or demand is strong
- b) Market timing and interest rate sensitivity are not critical to the pricing
- c) Participation from DBE firms is "best effort" and not required for winning bid;
- d) There are no complex explanations required during marketing regarding issuer's-the Transportation Authority's projects, media coverage, political structure, political support, funding or credit quality;
- e) The bond type and structure are conventional;
- f) Bond insurance is included or pre-qualified (available);
- g) Manageable transaction size;
- h) Issuer-Transportation Authority has strong credit rating(s); and
- i) Issuer-Transportation Authority is well known to investors

B. Negotiated Sale.

The Transportation Authority recognizes that some securities are best sold through negotiation. Conditions under which a negotiated sale would be preferred are as follows (not all conditions need be present/satisfied):

- a) Bond prices are volatile;
- b) Demand is weak, or supply of competing bonds is high;
- c) Market timing is important, such as for refundings;
- d) Issuer-Transportation Authority has lower or weakening credit rating(s);
- e) Issuer-Transportation Authority is not well known to investors;
- f) Sale and marketing of the bonds will require complex explanations about the issuer's Transportation Authority projects, media coverage, political structure, political support, funding, or credit quality;
- g) The bond type and/or structural features are non-standard, such as for a forward delivery bond sale, issuance of variable rate bonds, or where there is the use of derivative products
- h) Bond insurance is not available or not offered;
- i) Early structuring and market participation by underwriters are desired;



- j) The par amount for the transaction is significantly larger than normal;
- k) Demand for the bonds by retail investors is expected to be high; and
- l) Participation from DBE firms is required

C. Private Placement.

From time to time the Transportation Authority may elect to privately place its debt or borrow directly from a bank or other financial institution. Such placement or borrowing shall only be considered if this method is likely to result in a cost savings to the Transportation Authority relative to other methods of debt issuance on a net present value basis, using the Transportation Authority's investment rate as the appropriate measure of the discount rate. For the existing \$140 million revolving credit facility or any replacement facility that is bank purchased, such requirements do not apply.

D. Issuance Method Analysis.

The Transportation Authority shall evaluate each method of issuance based on the factors set forth above.

XIII. MARKET RELATIONSHIPS

A. Rating Agencies.

The Executive Director shall be responsible for maintaining the Transportation Authority's relationships with Moody's Investors Service, Standard & Poor's and Fitch Ratings. The Transportation Authority may, from time-to-time, choose to deal with only one or two of these agencies as circumstances dictate. In addition to general communication, the Executive Director shall: (1) meet with credit analysts prior to each sale (competitive or negotiated) to the extent as advantageous, and (2) prior to each competitive or negotiated sale, offer conference calls or meetings with agency analysts in connection with the planned sale.

B. Investor Outreach.

The Transportation Authority shall participate in informational meetings or conference calls with institutional investors in advance of bond or note sales to the extent such meetings are advantageous to the sale of such bonds or notes. Ad-hoc information requests and inquiries from investors that hold the Transportation Authority's bonds should be met to the extent the requested information is publicly available. The provision of any information to investors shall be discussed with the Deputy Director Finance and Administration prior to the release of any information.

C. Transportation Authority Communication.

The Executive Director shall include in the annual report to the Board feedback from rating agencies and/or investors regarding the Transportation Authority's financial strengths and weaknesses and recommendations for addressing any weaknesses.

D. Disclosure.

The Transportation Authority shall comply with the terms of its continuing disclosure undertakings (CDUs). Material noncompliance with any CDU must be disclosed in bond offering documents, which could reflect negatively on the Transportation Authority. The Executive Director will take all reasonable steps to ensure that the Transportation Authority files timely annual reports and "listed event" notices (there are currently 15 such events in the Transportation Authority's existing CDUs, including the requirement that the Transportation Authority give, or cause to be given, in a timely manner, notice of a failure to provide the annual financial information on or before the date specified in its CDUs; amendments to Rule 15c-12 effective [i.e., applicable to CDUs entered by the Transportation Authority after] February 27, 2019 added two more "listed events" relating to a debt issuer's "material financial obligations" that could impact bond holders) notices with the Municipal

Securities Rulemaking Board's (MSRB's) Electronic Municipal Market Access system ("EMMA"), and that all such filings are (i) complete and accurate under the law and (ii) clear, concise, and readable for the investing community. The Transportation Authority may also, from time to time, evaluate using the services of a dissemination agent, such as the Transportation Authority's Financial Adviser or Digital Assurance Certification, LLC, to assist with compliance.

From time to time, the Transportation Authority prepares disclosure documents. Disclosure documents include offering documents for Transportation Authority bonds (e.g., preliminary and final Official Statements), (b) annual continuing disclosure reports filed with EMMA, (c) event notices and any other filings with the EMMA, (d) the Transportation Authority's audited financial statements and (e) any other documents that are reasonably likely to reach investors or the securities markets, including but not limited to press releases, web site postings, and other communications required to be certified as representations of the City's financial condition to investors or the securities markets

To help ensure that the Transportation Authority's disclosure documents comply with all applicable federal securities laws and promote best practices regarding the preparation and review of the disclosure documents, the Transportation Authority promotes communication among its departments so that disclosure documents/filings are being reviewed by the staff persons who have the knowledge and ability to assess the accuracy and completeness of the document. The Executive Director or the Deputy Director for Finance and Administration may develop additional disclosure procedures including record retention policies. The Transportation Authority may engage with an external disclosure counsel to provide additional guidance and training.

E. Rebate Reporting.

The use of bond proceeds and their investments must be monitored to ensure compliance with arbitrage restrictions. Existing regulations require that issuers calculate annual rebates related to any bond issues, with rebate paid every five years and as otherwise required by applicable provisions of the Internal Revenue Code and regulations. Therefore, the Executive Director shall take all reasonable steps to ensure that proceeds and investments are tracked in a manner that facilitates accurate, complete calculation, and timely rebates, if necessary.

F. Other Jurisdictions.

From time to time, the Transportation Authority may issue bonds on behalf of other public entities. While the Transportation Authority will make every effort to facilitate the desires of these entities, the Executive Director will take all reasonable steps to ensure that only the highest quality financings are done and that the Transportation Authority is insulated from all risks. The Transportation Authority shall require that all conduit financings achieve a rating at least equal to the Transportation Authority's ratings (including, where necessary, through the use of credit enhancement).

G. Fees.

The Transportation Authority will charge recipients of debt issuance proceeds an administrative fee equal to the recipient's pro rata share of administrative costs incurred by the Transportation Authority by issuing debt.

XIV. CONSULTANTS

The Transportation Authority shall select its primary consultant(s) by competitive qualifications-based process through Request for Proposals.

A. Selection of Financing Team Members.

The Executive Director will make recommendations for all financing team members, with the Board providing final approval.



B. Financial Advisor.

The Transportation Authority shall utilize a financial advisor to assist in its debt issuance and debt administration processes as prudent. Selection of the Transportation Authority's financial advisor(s) shall be based on, but not limited to, the following criteria:

- a) Experience in providing consulting services to complex issuers
- b) Knowledge and experience in structuring and analyzing complex issues
- c) Experience and reputation of assigned personnel
- d) Fees and expenses

Financial advisory services provided to the Transportation Authority shall include, but shall not be limited to the following:

- a) Evaluation of risks and opportunities associated with debt issuance
- b) Monitoring marketing opportunities
- c) Evaluation of proposals submitted to the Transportation Authority by investment banking firms
- d) Structuring and pricing
- e) Preparation of request for proposals for other financial services such as trustee and paying agent services, printing, credit facilities, remarketing agent services, etc.
- f) Advice, assistance and preparation for presentations with rating agencies and investors
- g) Assisting in preparation of official statements

The Transportation Authority also expects that its financial advisor will provide the Transportation Authority with objective advice and analysis, maintain the confidentiality of Transportation Authority financial plans, and be free from any conflicts of interest.

C. Bond Counsel.

Transportation Authority debt will include a written opinion by legal counsel affirming that the Transportation Authority is authorized to issue the proposed debt, that the Transportation Authority has met all constitutional and statutory requirements necessary for issuance, and a determination of the proposed debt's federal income tax status. The approving opinion and other documents relating to the issuance of debt will be prepared by nationally-recognized counsel with extensive experience in public finance and tax issues. Counsel will be selected by the Transportation Authority through its request for proposal process.

The services of bond counsel may include, but are not limited to:

- a) Rendering a legal opinion with respect to authorization and valid issuance of debt obligations including whether the interest paid on the debt is tax exempt under federal and State of California law;
- b) Preparing all necessary legal documents in connection with authorization, sale, issuance and delivery of bonds and other obligations;
- c) Assisting in the preparation of the preliminary and final official statements and commercial paper memorandum;
- d) Participating in discussions with potential investors, insurers and credit rating agencies, if requested; and
- e) Providing continuing advice, as requested, on the proper use and administration of bond proceeds under applicable laws and the indenture, particularly arbitrage tracking and rebate requirements.

D. Disclosure Counsel

For Transportation Authority debt issued and sold through the use of an official statement or offering memorandum, the Transportation Authority may retain disclosure counsel with experience in public

finance and securities law issues. Disclosure counsel will be selected by the Transportation Authority through its Request for Proposal (RFP) process.

The services of disclosure counsel may include, but are not limited to:

- a) Assisting the internal due diligence process;
- b) Preparation and/or review of disclosure documents necessary for the sale and delivery of securities, including preliminary and final official statements (or offering memoranda) and continuing disclosure agreements;
- c) Delivery of a negative assurance letter regarding the disclosure document; and
- d) The Transportation Authority may also retain disclosure counsel with experience in public finance and securities law issues to provide advice and support between issuances of debt sold through the use of an official statement or offering memorandum, as determined by the Executive Director.

XV. UNDERWRITER SELECTION

A. Senior Manager Selection.

The Transportation Authority may select a senior manager for a proposed negotiated sale. The criteria shall include but not be limited to the following:

- a) The firm's ability and experience in managing complex transactions
- b) Demonstrated ability to structure debt issues efficiently and effectively
- c) Prior knowledge and experience with the Transportation Authority
- d) The firm's willingness to risk capital and demonstration of such risk
- e) The firm's ability to sell bonds
- f) Quality and experience of personnel assigned to the Transportation Authority's engagement
- g) Financing plan presented

B. Co-Manager Selection.

Co-managers, if any, will be selected on the same basis as the senior manager. In addition to their qualifications, co-managers appointed to specific transactions will be a function of transaction size and the necessity to ensure maximum distribution of the Transportation Authority's bonds.

C. Selling Groups.

The Transportation Authority may establish selling groups in certain transactions. To the extent that selling groups are used, the Transportation Authority may make appointments to selling groups from within the pool of underwriters or from outside the pool, as the transaction dictates.

D. Underwriter's Counsel.

In any negotiated sale of Transportation Authority debt, in which legal counsel is required to represent the underwriter, the lead underwriter will make the appointment, subject to Transportation Authority consent.

E. Underwriter's Discount.

- a) The Transportation Authority will evaluate the proposed underwriter's discount against comparable issues in the market. If there are multiple underwriters in the transaction, the Transportation Authority will determine the allocation of fees with respect to the management fee. The determination will be based upon participation in the structuring phase of the transaction.
- b) All fees and allocation of the management fee will be determined prior to the sale date; a cap on management fee, expenses and underwriter's counsel will be established and



communicated to all parties by the Transportation Authority. The senior manager shall submit an itemized list of expenses charged to members of the underwriting group. Any additional expenses must be substantiated.

F. Evaluation of Financing Team Performance.

The Transportation Authority will evaluate each bond sale after its completion to assess the following: costs of issuance, including underwriters' compensation, pricing of the bonds in terms of the overall interest cost and on a maturity-by-maturity basis, and the distribution of bonds and sales credits.

Following each sale, the Transportation Authority shall provide a post-sale evaluation on the results of the sale to the Board.

G. Syndicate Policies.

For each negotiated transaction, the senior manager will prepare syndicate policies for approval by the Executive Director that will describe the designation policies governing the upcoming sale. The Executive Director shall ensure that the senior manager receives each member's acknowledgement of the syndicate policies for the upcoming sale prior to the sale date.

H. Designation Policies.

To encourage the pre-marketing efforts of each member of the underwriting team, orders for the Transportation Authority's bonds will be net designated, unless otherwise expressly stated. The Transportation Authority shall require the senior manager to:

- a) Equitably allocate bonds to other managers and the selling group
- b) Comply with MSRB regulations governing the priority of orders and allocations
- c) Within 10 working days after the sale date, submit to the Executive Director a detail of orders, allocations and other relevant information pertaining to the Transportation Authority's sale.

I. Disclosure by Financing Team Members.

All financing team members will be required to provide full and complete disclosure, relative to agreements with other financing team members and outside parties. The extent of disclosure may vary depending on the nature of the transaction. However, under no circumstances will agreements be permitted which could compromise the firm's ability to provide independent advice which is solely in the Transportation Authority's best interests or which could reasonably be perceived as a conflict of interest.

GLOSSARY

Arbitrage. The difference between the interest paid on an issue of tax exempt debt and the interest earned by investing the debt proceeds in higher-yielding taxable securities. IRS regulations govern arbitrage earned pursuant to the investment of the proceeds of tax-exempt municipal securities.

Balloon Maturity. A maturity within an issue of bonds that contains a disproportionately large percentage of the principal amount of the original issue.

Bullet Maturity. The maturity of an issue of bonds for which there are no principal payments prior to the final stated maturity date.

Call Provisions. The terms of the bond contract giving the issuer the right to redeem all or a portion of an outstanding issue of bonds prior to their stated dates of maturity at a specific price, usually at or above par.

Capitalized Interest. A portion of the proceeds of an issue that is set aside to pay interest on the securities for a specific period of time. Interest is sometimes capitalized for the construction period of the project.

Commercial Paper. Very short-term, unsecured promissory notes issued in either registered or bearer form, and usually backed by a line of credit with a bank that, upon the maturity thereof, successively rolls into other short term promissory notes until the principal thereof is paid by the Transportation Authority.

Competitive Sale. A sale of securities by an issuer in which underwriters or syndicates of underwriters submit sealed bids to purchase the securities in contrast to a negotiated sale.

Continuing Disclosure. The ongoing disclosure provided by an issuer to comply with a continuing disclosure undertaking. Generally includes annual updates of operating and financial information, audited financial statements, and notice of events specifically identified in the undertaking.

Credit Enhancement. Credit support purchased by the issuer to raise the credit rating of the issue. The most common credit enhancements consist of bond insurance, direct or standby letters of credit, and lines of credit.

DBE. Disadvantaged Business Enterprises as defined by the Transportation Authority's current DBE policy.

Debt Service Reserve Fund. The fund in which moneys are placed which may be used to pay debt service if pledged revenues are insufficient to satisfy the debt service requirements.

Deep Discount Bonds. Bonds that are priced for sale at a substantial discount from their face or par value.

Derivatives. (1) Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities).

Designation Policies. Outline as to how an investor's order is filled when a maturity in an underwriting syndicate is oversubscribed. The senior managing underwriter and issuer decide how the bonds will be allocated among the syndicate. There are three primary classifications of orders, which form the designation policy. The highest priority is given to Group Net orders; the next priority is given to Net Designated orders and Member orders are given the lowest priority.

Escrow. A fund established to hold moneys pledged and to be used to pay debt service on an outstanding issue.

Expenses. Compensates senior managers for out-of-pocket expenses including: underwriters counsel, DTC charges, travel, syndicate expenses, dealer fees, overtime expenses, communication expenses, computer time and postage.

Grant Anticipation Notes (GANs). Short-term notes issued by the government unit, usually for capital projects, which are paid from the proceeds of State or Federal grants of any type.



Grant Anticipation Revenue Vehicle Financing (GARVEE) are bonds issued by the State and enable entities to fund transportation projects that are secured by certain federal grants.

Letters of Credit. A bank credit facility supporting the payment of bonds wherein the bank agrees to lend a specified amount of funds for a limited term.

Management Fee. The fixed percentage of the gross spread which is paid to the managing underwriter for the structuring phase of a transaction.

Members. Underwriters in a syndicate other than the senior underwriter.

Negotiated Sale. A method of sale in which the issuer chooses one underwriter to negotiate terms pursuant to which such underwriter will purchase and market the bonds.

Original Issue Discount. The amount by which the original par amount of an issue exceeds its public offering price at the time it is originally offered to an investor.

Original Issue Premium. The amount by which the public offering price of an issue exceeds its original par amount at the time it is originally offered to an investor.

Pay-As-You-Go. An issuer elects to finance a project with existing cash flow as opposed to issuing debt obligations.

Present Value. The current value of a future cash flow.

Private Placement. The original placement of an issue with one or a limited number of investors as opposed to being publicly offered or sold.

Rebate. A requirement imposed by the Tax Reform Act of 1986 whereby the issuer of the bonds must pay the IRS an amount equal to its profit earned from investment of bond proceeds at a yield above the bond yield calculated pursuant to the IRS code together with all income earned on the accumulated profit pending payment subject to certain exceptions.

["Rule 15c2-12" means Rule 15c2-12\(b\)\(5\) adopted by the SEC under the Securities Exchange Act of 1934, as the same may be amended from time to time](#)

Sales Tax and Revenue Anticipation Notes (TRANs). Short-term notes issued by a government unit, usually for operating purposes, which are paid from the proceeds of sales tax or other anticipated revenue sources.

Selling Groups. The group of securities dealers who participate in an offering not as underwriters but rather as those who receive securities less the selling concession from the managing underwriter for distribution at the public offering price.

Syndicate Policies. The contractual obligations placed on the underwriting group relating to distribution, price limitations and market transactions.

Transportation Infrastructure Finance Innovation Act (TIFIA). Loans and loan guaranty program provided by the United States Department of Transportation for transportation projects of regional importance.

Underwriter. A dealer that purchases new issues of municipal securities from the Issuer and resells them to investors.

Underwriter's Discount. The difference between the price at which the Underwriter buys bonds from the Issuer and the price at which they are reoffered to investors.

Variable Rate Debt. An interest rate on a security, which changes at intervals according to an index or a formula or other standard of measurement as, stated in the bond contract.



INVESTMENT POLICY

I. INTRODUCTION

The purpose of this document is to set out policies and procedures that enhance opportunities for a prudent and systematic investment policy and to organize and formalize investment-related procedures.

The investment policies and procedures of the San Francisco County Transportation Authority (Transportation Authority) are, in every case, subject to and limited by applicable provisions of state law and to prudent money management principles. All funds will be invested in accordance with the Transportation Authority's Investment Policy, and applicable provisions of Chapter 4 of Part 1 of Division 2 of Title 5 of the California Government Code (Section 53600 et seq.). The investment of bond proceeds (including proceeds of notes issued pursuant to bond documents) will be further restricted by the provisions of relevant bond documents.

II. SCOPE

This policy covers all funds and investment activities under the jurisdiction of the Transportation Authority.

Bond proceeds (including proceeds of notes issued pursuant to bond documents) shall be invested in the securities permitted pursuant to the relevant bond documents, including any tax certificate. If the bond documents are silent as to the permitted investments, bond proceeds will be invested in the securities permitted by this policy. In addition to the securities listed in Section IX below, bond proceeds may also be invested in investment and forward delivery agreements. Notwithstanding the other provisions of this Investment Policy, the percentage or dollar portfolio limitations listed elsewhere in this Investment Policy do not apply to bond proceeds.

III. PRUDENT INVESTOR STANDARD

In managing its investment program, the Transportation Authority will observe the "Prudent Investor" standard as stated in Government Code Section 53600.3, applied in the context of managing an overall portfolio. Investments will be made with care, skill, prudence and diligence, taking into account the prevailing circumstances, including, but not limited to general economic conditions, the anticipated needs of the Transportation Authority and other relevant factors that a prudent person acting in a fiduciary capacity and familiar with those matters would use in the stewardship of funds of a like character and purpose.

IV. OBJECTIVES

The primary objectives, in priority order, for the Transportation Authority's investment activities are:

- 1) **Safety.** Safety of the principal is the foremost objective of the investment program. Investments of the Transportation Authority will be undertaken in a manner that seeks to ensure preservation of the principal of the funds under its control.
- 2) **Liquidity.** The Transportation Authority's investment portfolio will remain sufficiently liquid to enable the Transportation Authority to meet its reasonably anticipated cash flow requirements.



- 3) **Return on Investment.** The Transportation Authority's investment portfolio will be managed with the objective of attaining a market rate of return throughout budgetary and economic cycles commensurate with the Transportation Authority's investment risk parameters and the cash flow characteristics of the portfolio.

V. DELEGATION OF AUTHORITY

Management's responsibility for the investment program is derived from the Transportation Authority Board of Commissioners (Board) and is hereby delegated to the Executive Director acting as Transportation Authority Treasurer. Pursuant to the requirements of the California Government Code, the Board may renew the delegation pursuant to this section each year. No person may engage in an investment transaction except as provided under the limits of this policy. The Transportation Authority may retain the services of an investment advisor to advise it with respect to investment decision-making and to execute investment transactions for the Transportation Authority. The advisor will follow the policy and such other written instructions as are provided by the Executive Director.

VI. SOCIAL RESPONSIBILITY

Investment of funds should be guided by the following socially responsible investment goals when investing in corporate securities and depository institutions. Investments shall be made in compliance with the forgoing socially responsible investment goals to the extent that such investments achieve substantially equivalent safety, liquidity and yield compared to investments permitted by state law.

1. Investments are encouraged in entities that support community well-being through safe and environmentally sound practices and fair labor practices. Investments are encouraged in entities that support equality of rights regardless of sex, race, age, disability or sexual orientation. Investments are discouraged in entities that manufacture tobacco products, firearms, or nuclear weapons. In addition, investments are encouraged in entities that offer banking products to serve all members of the local community, and investments are discouraged in entities that finance high-cost check-cashing, deferred deposit (payday lending) businesses and organizations involved in financing, either directly or indirectly, the Dakota Access Pipeline or, as determined by the Transportation Authority, similar pipeline projects. Prior to making investments, the Transportation Authority will verify an entity's support of the socially responsible goals listed above through direct contact or through the use of a third party such as the Investors Responsibility Research Center, or a similar ratings service. The entity will be evaluated at the time of purchase of the securities.
2. Investments are encouraged in entities that promote community economic development. Investments are encouraged in entities that have a demonstrated involvement in the development or rehabilitation of low income affordable housing and have a demonstrated commitment to reducing predatory mortgage lending and increasing the responsible servicing of mortgage loans. Securities investments are encouraged in financial institutions that have a Community Reinvestment Act (CRA) rating of either Satisfactory or Outstanding, as well as financial institutions that are designated as a Community Development Financial Institution (CDFI) by the United States Treasury Department, or otherwise demonstrate commitment to community economic development.



3. All depository institutions are to be advised of applicable Transportation Authority contracting ordinances, and shall certify their compliance therewith, if required.

VII. ETHICS AND CONFLICT OF INTEREST

Officers, employees and agents of the Transportation Authority involved in the investment process will not engage in any personal business activities that could conflict with proper and lawful execution of the investment program, or which could impair their ability to make impartial decisions.

VIII. INTERNAL CONTROLS

The Transportation Authority's internal controls ensures compliance with the Investment Policy and with the applicable requirements of the California Government Code. The Deputy Director for Finance and Administration is responsible for developing and managing internal control procedures. The monitoring of ongoing compliance shall be reviewed quarterly.

IX. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The Executive Director will establish and maintain a list of financial institutions and other financial services providers authorized to provide investment services. In addition, the Transportation Authority will establish and maintain a list of approved security broker/dealers, selected on the basis of credit worthiness, that are authorized to provide investment services in the State of California. These include primary dealers or regional dealers that meet the net capital and other requirements under Securities and Exchange Commission Rule 15c3-1. No public deposit will be made except in a qualified public depository as established by state law.

X. PERMITTED INVESTMENT INSTRUMENTS

California Government Code Section 53601 governs and limits the investments permitted for purchase by the Transportation Authority. Within those investment limitations, the Transportation Authority seeks to further restrict eligible investment to the investments listed below. The portfolio will be diversified by security type and institution, to avoid incurring unreasonable and avoidable concentration risks regarding specific security types or individual financial institutions.

Percentage limitations, where indicated, apply at the time of purchase. Rating requirements where indicated, apply at the time of purchase. In the event a security held by the Transportation Authority is subject to a rating change that brings it below the minimum specified rating requirement, the Executive Director will notify the Board of the change. The course of action to be followed will then be decided on a case-by-case basis, considering such factors as the reason for the rating reduction, prognosis for recovery or further rating reductions and the current market price of the security.

1. United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest. There is no limitation as to the percentage of the portfolio that may be invested in this category.
2. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored



enterprises. There is no limitation as to the percentage of the portfolio that may be invested in this category.

3. Repurchase Agreements not to exceed one year duration. There is no limitation as to the percentage of the portfolio that may be invested in this category. The following collateral restrictions will be observed: Only U.S. Treasury securities or Federal Agency securities are acceptable collateral. All securities underlying repurchase agreements must be delivered to the Transportation Authority's custodian bank versus payment or be handled under a properly executed tri-party repurchase agreement. The market value of securities that underlay a repurchase agreement will be valued at 102 percent or greater of the funds borrowed against those securities and the value will be adjusted no less than quarterly. Since the market value of the underlying securities is subject to daily market fluctuations, the investments in repurchase agreements will be in compliance if the value of the underlying securities is brought back up to 102 percent no later than the next business day.
4. Obligations of the State of California or any local agency within the state, including bonds payable solely out of revenues from a revenue-producing property owned, controlled or operated by the state or any local agency; provided that the obligations are rated in one of the two highest categories by a nationally recognized statistical-rating organization (NRSRO). There is no limitation as to the percentage of the portfolio that may be invested in this category.
5. Registered treasury notes or bonds of any of the other 49 United States in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 United States, in addition to California, provided that the obligations are rated in one of the two highest categories by a NRSRO. There is no limitation as to the percentage of the portfolio that may be invested in this category.
6. Bankers' Acceptances issued by domestic or domestic branches of foreign banks, which are eligible for purchase by the Federal Reserve System, the short-term paper of which is rated in the highest category by a NRSRO. Purchases of Banker's Acceptances may not exceed 180 days maturity or 40 percent of the Transportation Authority's portfolio. No more than 30 percent of the Transportation Authority's portfolio may be invested in the Banker's Acceptances of any one commercial bank.
7. Commercial paper of "prime" quality rated the highest ranking or of the highest letter or number rating as provided by a NRSRO. The entity that issues the commercial paper will meet all of the criteria in either (1) or (2) as follows: (1) the corporation will be organized and operating within the United States as a general corporation, will have assets in excess of five hundred million dollars (\$500,000,000), and will issue debt, other than commercial paper, if any, that is rated "A" or higher by a NRSRO; or (2) the corporation will be organized within the United States as a special purpose corporation, trust, or limited liability company, has program wide credit enhancements including, but not limited to, over collateralizations, letters of credit, or surety bond; has commercial paper that is rated "A-1" or higher, or equivalent by a NRSRO. Eligible commercial paper may not exceed 270 days' maturity nor represent more than 10% of the outstanding paper of an issuing corporation, or 25% of the Transportation Authority's portfolio.



8. Medium-term corporate notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the U.S. or any state and operating within the U.S. Medium-term corporate notes will be rated in a rating category “A” or better by a NRSRO. Purchases of medium-term notes will not exceed 30 percent of the Transportation Authority’s portfolio.
9. FDIC insured or fully collateralized time certificates of deposit in financial institutions located in California. Purchases of time certificates of deposit may not exceed 1 year in maturity or 10 percent of the Transportation Authority’s portfolio.

To be eligible to receive local agency money, a bank, savings association, federal association, or federally insured industrial loan company shall have received an overall rating of not less than “satisfactory” in its most recent evaluation by the appropriate federal financial supervisory agency of its record of meeting the credit needs of California’s communities, including low- and moderate-income neighborhoods, pursuant to Section 2906 of Title 12 of the United States Code. The FFIEC provides an overall assessment of the insured depositories’ ability to meet the credit needs of their communities, consistent with safe and sound operations.
10. Negotiable certificates of deposit or deposit notes issued by a nationally or state-chartered bank, a savings association or a federal association, a state or federal credit union or by a state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit may not exceed 30 percent of the Transportation Authority’s portfolio.
11. State of California’s Local Agency Investment Fund (LAIF). The LAIF portfolio should be reviewed periodically. There is no limitation as to the percentage of the portfolio that may be invested in this category. However, the amount invested may not exceed the maximum allowed by LAIF.
12. The California Asset Management Program, as authorized by Section 53601 (p) of the California Government Code. The Program constitutes shares in a California common law trust established pursuant to Section 6509.7 of Title 1, Division 7, Chapter 5 of the Government Code of the State of California which invests exclusively in investments permitted by subdivisions (a) to (q) of Section 53601 of the Government Code of California, as it may be amended.
13. Insured savings account or money market account. To be eligible to receive local agency deposits, a financial institution must have received a minimum overall satisfactory rating for meeting the credit needs of California communities in its most recent evaluation. There is no limitation as to the percentage of the portfolio that may be invested in this category. Bank deposits are required to be collateralized as specified under Government Code Section 53630 et. seq. The collateralization requirements may be waived for any portion that is covered by federal deposit insurance. The Transportation Authority shall have a signed agreement with any depository accepting Transportation Authority funds per Government Code Section 53649.
14. Placement Service Certificates of Deposit (CDs). Certificates of deposit placed with a private sector entity that assists in the placement of certificates of deposit with eligible financial institutions located in the United States (Government Code Section 53601.8).



The full amount of the principal and the interest that may be accrued during the maximum term of each certificate of deposit shall at all times be insured by federal deposit insurance. The combined maximum portfolio exposure to Placement Service CDs and Negotiable CDs is limited to 30%. The maximum investment maturity will be restricted to five years.

15. The San Francisco City and County Treasury Pool. There is no limitation as to the percentage of the portfolio that may be invested in this category. Any loans or investments of Transportation Authority funds invested in the San Francisco City and County Treasury Pool to agencies of the City and County of San Francisco will specifically require the approval of the Board prior to purchase or acceptance.
16. Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940. To be eligible for investment pursuant to this subdivision these companies shall meet either of the following criteria:
 - Attain the highest ranking or highest letter and numerical rating provided by not less than two NRSROs.
 - Have an investment advisor registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of five hundred million dollars (\$500,000,000).

The purchase price of shares of beneficial interest purchased will not include any commission that these companies may charge and will not exceed 20 percent of the Transportation Authority's portfolio.

XI. INELIGIBLE INVESTMENTS

The Transportation Authority will not invest any funds in inverse floaters, range notes, or interest-only strips that are derived from a pool of mortgages, or in any security that could result in zero interest accrual if held to maturity.

XII. MAXIMUM MATURITY

Investment maturities will be based on a review of cash flow forecasts. Maturities will be scheduled so as to permit the Transportation Authority to meet all projected obligations.

Where this Policy does not specify a maximum remaining maturity at the time of the investment, no investment will be made in any security, other than a security underlying a repurchase agreement, that at the time of the investment has a term remaining to maturity in excess of five years, unless the Board has granted express authority to make that investment either specifically or as a part of an investment program approved by the Board no less than three months prior to the investment.

XIII. REPORTING REQUIREMENTS

The Executive Director will submit a quarterly list of transactions to the Board. In addition, the Executive Director will submit to the Board an investment report each quarter, which will include, at a minimum, the following information for each individual investment:

- Type of investment instrument



- Issuer name
- Purchase date
- Maturity date
- Purchase price
- Par value
- Amortized cost
- Current market value and the source of the valuation
- Credit rating
- Overall portfolio yield based on cost
- Sale Date of any investment sold prior to maturity

The quarterly report also will (i) state compliance of the portfolio to the statement of investment policy, or manner in which the portfolio is not in compliance, (ii) include a description of any of the Transportation Authority's funds, investments or programs that are under the management of contracted parties, and (iii) include a statement denoting the ability of the Transportation Authority to meet its expenditure requirements for the next six months, or provide an explanation as to why sufficient money may, or may, not be available. For all of the Transportation Authority's investments held in the City and County of San Francisco's Treasury Pool the Executive Director will provide the Board with the most recent investment report furnished by the Office of the Treasurer and Tax Collector.

XIV. SAFEKEEPING AND CUSTODY

All security transactions entered into by the Transportation Authority will be conducted on a delivery-versus-payment basis. Securities will be held by an independent third-party custodian selected by the Transportation Authority. The securities will be held directly in the name of the Transportation Authority as beneficiary.

XV. INVESTMENT POLICY REVIEW

The Executive Director will annually render to the Board a statement of investment policy, which the Board will consider at a public meeting. Any changes to the policy will also be considered by the Board at a public meeting.



GLOSSARY

AGENCIES. Federal agency securities and/or Government-sponsored enterprises.

ASKED. The price at which securities are offered.

BANKERS' ACCEPTANCE (BA). A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

BENCHMARK. A comparative base for measuring the performance or risk tolerance of the investment portfolio. A benchmark should represent a close correlation to the level of risk and the average duration of the portfolio's investments.

BID. The price offered by a buyer of securities. (When you are selling securities, you ask for a bid.) See Offer.

BROKER. A broker brings buyers and sellers together for a commission.

CERTIFICATE OF DEPOSIT (CD). A time deposit with a specific maturity evidenced by a Certificate. Large-denomination CD's are typically negotiable.

COLLATERAL. Securities, evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COUPON. (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

DEALER. A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

DEBENTURE. A bond secured only by the general credit of the issuer.

DELIVERY VERSUS PAYMENT. There are two methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

DERIVATIVES. (1) Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities or commodities).

DISCOUNT. The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

DISCOUNT SECURITIES. Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, *e.g.*, U.S. Treasury Bills.

DIVERSIFICATION. Dividing investment funds among a variety of securities offering independent returns.

FEDERAL CREDIT AGENCIES. Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, *e.g.*, S&Ls, small business firms, students, farmers, farm cooperatives, and exporters.



FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC). A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

FEDERAL FUNDS RATE. The rate of interest at which Fed funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

FEDERAL HOME LOAN BANKS (FHLB). Government sponsored wholesale banks (currently 12 regional banks), which lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions and insurance companies. The mission of the FHLBs is to liquefy the housing related assets of its members who must purchase stock in their district Bank.

FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA). FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

FEDERAL OPEN MARKET COMMITTEE (FOMC). Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member, while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

FEDERAL RESERVE SYSTEM. The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

FINANCIAL STATEMENTS. Financial statements are an overview of the agency's finances and shall be prepared in accordance with generally accepted accounting principles and shall be accompanied by a report, certificate, or opinion of an independent certified public accountant or independent public accountant.

GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA or Ginnie Mae). Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the U.S. Government. Ginnie Mae securities are backed by the FHA, VA or FmHA mortgages. The term "pass-throughs" is often used to describe Ginnie Maes.

LIQUIDITY. A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

MARKET VALUE. The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE AGREEMENT. A written contract covering all future transactions between the parties to repurchase—reverse repurchase agreements that establishes each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller borrower.



MATURITY. The date upon which the principal or stated value of an investment becomes due and payable.

MONEY MARKET. The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

NATIONALLY RECOGNIZED STATISCAL-RATING ORGANIZATION (NRSRO). A credit rating agency that issues credit ratings that the U.S. Securities and Exchange Commission (SEC) permits other financial firms to use for certain regulatory purposes.

OFFER. The price asked by a seller of securities. (When you are buying securities, you ask for an offer.) See Asked and Bid.

OPEN MARKET OPERATIONS. Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

PORTFOLIO. Collection of securities held by an investor.

PRIMARY DEALER. A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC)-registered securities broker-dealers, banks, and a few unregulated firms.

PRUDENT PERSON RULE. An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state—the so-called legal list. In other states the trustee may invest in a security if it is one which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

QUALIFIED PUBLIC DEPOSITORY. A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

RATE OF RETURN. The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond the current income return.

REPURCHASE AGREEMENT (RP OR REPO). A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money that is, increasing bank reserves.

SAFEKEEPING. A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SECONDARY MARKET. A market made for the purchase and sale of outstanding issues following the initial distribution.



SECURITIES AND EXCHANGE COMMISSION (SEC). Agency created by Congress to protect investors in securities transactions by administering securities legislation.

SEC RULE 15C3-1. See Uniform Net Capital Rule.

STRUCTURED NOTES. Notes issued by Government Sponsored Enterprises (FHLB, FNMA, SLMA, etc.) and Corporations, which have imbedded options (e.g., call features, step-up coupons, floating rate coupons, derivative-based returns) into their debt structure. Their market performance is impacted by the fluctuation of interest rates, the volatility of the imbedded options and shifts in the shape of the yield curve.

TREASURY BILLS. A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

TREASURY BONDS. Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than 10 years.

TREASURY NOTES. Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two to 10 years.

UNIFORM NET CAPITAL RULE. Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

YIELD. The rate of annual income return on an investment, expressed as a percentage. (a) *INCOME YIELD* is obtained by dividing the current dollar income by the current market price for the security. (b) *NET YIELD* or *YIELD TO MATURITY* is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.



Memorandum

AGENDA ITEM 10

DATE: November 25, 2019
TO: Transportation Authority Board
FROM: Cynthia Fong - Deputy Director for Finance and Administration
SUBJECT: 12/10/19 Board Meeting: Approval of the Revised Debt Policy and Ratifying the Investment Policy

<p>RECOMMENDATION <input type="checkbox"/> Information <input type="checkbox"/> Action</p> <p>Recommend approval of the revised Debt policy and ratifying the Investment policy.</p> <p>SUMMARY</p> <p>It is the Transportation Authority's direction to review the administrative code and all policies periodically to ensure compliance with current statutes and Transportation Authority objectives. We are recommending changes to the Debt Policy to conform to applicable law and keep consistent with state and local government codes and ratification of the Investment Policy.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Fund Allocation <input type="checkbox"/> Fund Programming <input type="checkbox"/> Policy/Legislation <input type="checkbox"/> Plan/Study <input type="checkbox"/> Capital Project Oversight/Delivery <input type="checkbox"/> Budget/Finance <input type="checkbox"/> Contract/Agreement <input checked="" type="checkbox"/> Other: Policies
--	---

DISCUSSION

Background.

The Transportation Authority develops and implements policies and procedures to organize and formalize agency activities, and to ensure compliance with current statutes and Transportation Authority objectives. It is the Transportation Authority's direction to review its Debt and Investment policies annually.

Review.

The purpose of this memorandum is to present staff recommendations for updates to Transportation Authority's Debt Policy and ratification of the Investment Policy. The Debt and Investment Policies were last adopted by the Transportation Authority Board through Resolution 19-32. At the Transportation Authority's request, Squire Patton Boggs and KNN Public Finance have reviewed these policies and based on the their reviews we are recommending changes as summarized in Attachments 2; and redlined in the proposed



policy in Attachments 1 and 3. We have no changes to the Investment Policy and updating one municipal securities disclosure rule and clarifying languages and references throughout the Debt Policy.

Below is a brief description of the Debt and Investment policies and attached are the proposed policies with redline changes.

Debt Policy: Designed to organize and formalize debt issuance-related policies and procedures necessary to carry out the operations of Transportation Authority.

Investment Policy: Designed to set out policies and procedures that enhance opportunities for a prudent and systematic investment policy and to organize and formalize investment-related procedures.

FINANCIAL IMPACT

The recommended action would not have an impact on the adopted Fiscal Year 2019/20 budget.

CAC POSITION

This item will be presented to the CAC at their January 22, 2020 meeting.

SUPPLEMENTAL MATERIALS

- Attachment 1 - Proposed Debt Policy
- Attachment 2 - Proposed Debt Policy Matrix
- Attachment 3 - Proposed Investment Policy

Attachment 2

DEBT POLICY			
SECTION	REVISION	REASON	PAGE
II. DEBT POLICY OBJECTIVE	<p>The primary objectives of the Transportation Authority's debt and financing related activities are to:</p> <ul style="list-style-type: none"> • Maintain cost-effective access to the capital markets and other financing alternatives through prudent yet flexible policies; • Moderate debt principal and debt service payments through effective planning and project cash management in coordination with Transportation Authority project sponsors; and • Achieve the highest practical credit ratings that also allow the Transportation Authority to meet its objectives. 	<p>Add reference to non-capital markets (i.e., non-bond) sources of financing proceeds, as acknowledged in Section VII.C.</p>	1
V. SOURCE OF SECURITY FOR DEBT FINANCING	<p>Beginning in April of 1990, the State of California Board of Equalization (now the California Department of Tax and Fee AdministrationBOE) started collecting the sales tax revenues for the Transportation Authority as set forth in the San Francisco County Transportation Expenditure Plan (Prop B Expenditure Plan) for a period not to exceed twenty years. In November 2003, San Francisco voters approved the Proposition K Sales Tax (Prop K) a new 30-year Expenditure Plan (Expenditure Plan) that superseded Prop B and continued the one-half of one percent sales tax. The Transportation Authority's current debt obligations are secured by the sales tax revenues generated from the Transportation Authority's one-half cent (0.5%) sales tax collections in the City and County of San Francisco. The sales tax is currently set to expire on March 31, 2034.</p>	<p>"BOE" not otherwise used in this Debt Policy; agency name updated.</p>	1
VII. E. Tax Law Compliance, Rebate Policy and System.	<p>Debt issued by the Transportation Authority, the interest on which is intended to be federally tax-exempt, is subject to requirements and limitations in order that such debt initially qualifies for tax-exemption initially at issuance, qualify for tax-exemption and remains tax-exempt on an ongoing basis until such debt is fully repaid in order that such debt remain tax-exempt. Failure to comply with such requirements and limitations could cause an issue of the Transportation Authority's debt</p>	<p>Clarifying language.</p>	3

Attachment 2

DEBT POLICY

SECTION	REVISION	REASON	PAGE
	<p>to be determined to fail to qualify for tax-exemption, retroactive to the date of issuance. The Transportation Authority designates the Executive Director, and his or her designee, to periodically undertake procedures to confirm compliance with such requirements and limitations. In furtherance thereof, the Executive Director, and his or her designee, will consult with the Transportation Authority's bond counsel or others as deemed necessary regarding such periodic procedures or in the event that it is discovered that noncompliance has or may have occurred.</p> <p>In addition, in furtherance of the above, the Transportation Authority will accurately account for all interest earnings in debt-related funds. These records will be designed to ensure that the Transportation Authority is in compliance with all debt covenants, <u>including covenants related to the preservation of the tax-exempt status of debt issued on such basis</u>, and with <u>all</u> applicable laws. The Transportation Authority will maximize the interest earnings on all funds within the investment parameters set forth in each respective indenture, consistent with consideration of applicable yield limits and arbitrage requirements and as permitted by the Investment Policy. The Transportation Authority will develop a system of reporting interest earnings that relates to and complies with any tax certificate(s) relating to its outstanding debt and Internal Revenue Code rebate, yield limits and arbitrage <u>rules</u>; and <u>of</u> making any required filings with State and Federal agencies. The Transportation Authority will retain records as required by its tax certificate(s). The Transportation Authority shall have the authority to retain the services of an Arbitrage Rebate Consultant.</p>		
IX. D. Additional Bonds Test.	<p>Any new money senior lien sales tax debt issuance must not cause the Transportation Authority's debt service to be expected to exceed the level at which the incoming sales tax revenues are less than one and three quarters times (1.75x) the maximum annual principal, interest, and debt service for the aggregate outstanding senior lien bonds including the debt service for the new issuance, calculated in accordance with the Indenture. This test shall not apply to refunding</p>	<p>Adding clarifying language that references additional bonds/obligations being issued at the Parity and Subordinate lien level.</p>	8

Attachment 2

DEBT POLICY			
SECTION	REVISION	REASON	PAGE
IX. G. Original Issue Discount.	An original issue discount or original issue premium <u>applicable to a particular maturity of any series of Transportation Authority bonds</u> will be permitted only if the Transportation Authority determines that such discount or premium results in a lower true interest cost <u>of the such series of bonds</u> and that the use of an original issue discount or original issue premium will not adversely affect the project identified by the bond documents.	Clarifying language.	7
XI. B. Restructuring.	The Transportation Authority will refund debt when in its best interest to do so. Refunding <u>purposes</u> will <u>may</u> include, <u>but not be limited to:</u> restructuring to meet unanticipated revenue expectations, terminating <u> swaps, achieving</u> cost savings, mitigating <u>irregular</u> debt service payments, releasing <u>reserve funds</u> , or <u>removing</u> unduly restrictive bond covenants, <u>or any combination of purposes beneficial to the Transportation Authority.</u>	Clarifying language and increase flexibility.	9
XII. A. Competitive Sale.	In a competitive <u>bond</u> sale, the Transportation Authority's bonds shall be awarded to the bidder providing the lowest true interest cost as long as the bid <u>also</u> adheres to the requirements set forth in the official notice of sale. Conditions under which a competitive sale would be preferred are as follows <u>(not all conditions need be present/satisfied):</u> a) Bond prices are stable and/or demand is strong; b) Market timing and interest rate sensitivity are not critical to the pricing; c) Participation from DBE firms is <u>"best efforts"</u> and not required for winning bid;	Clarifying language and increase flexibility.	10

Attachment 2

DEBT POLICY

SECTION	REVISION	REASON	PAGE
<p>XII. B. Negotiated Sale</p>	<p>d) There are no complex explanations required during marketing regarding issuer's <u>the Transportation Authority's</u> projects, media coverage, political structure, political support, funding or credit quality; e) The bond type and structure are conventional; f) Bond insurance is included or pre-qualified (available); g) Manageable transaction size; h) Issuer <u>The Transportation Authority</u> has strong credit rating(s); and i) Issuer <u>The Transportation Authority</u> is well known to investors.</p> <p>The Transportation Authority recognizes that some securities are best sold through negotiation. Conditions under which a negotiated sale would be preferred are as follows <u>(not all conditions need be present/satisfied)</u>:</p> <p>a) Bond prices are volatile; b) Demand is weak, or supply of competing bonds is high; c) Market timing is important, such as for refundings; d) <u>The Transportation Authority</u> Issuer has lower or weakening credit rating(s); e) <u>The Transportation Authority</u> Issuer is not well known to investors; f) Sale and marketing of the bonds will require complex explanations about the <u>Transportation Authority</u> Issuer's projects, media coverage, political structure, political support, funding, or credit quality; g) The bond type and/or structural features are non-standard, such as for a forward delivery bond sale, issuance of variable rate bonds, or where there is the use of derivative products; h) Bond insurance is not available or not offered; i) Early structuring and market participation by underwriters are desired; j) The par amount for the transaction is significantly larger than normal; k) Demand for the bonds by retail investors is expected to be high; and l) Participation from DBE firms is required.</p>	<p>Clarifying language and increase flexibility.</p>	<p>10</p>

Attachment 2

DEBT POLICY

SECTION	REVISION	REASON	PAGE
<p>XIII. D. Disclosure.</p>	<p>The Transportation Authority shall comply with the terms of its continuing disclosure undertakings (CDUs). Material noncompliance with continuing disclosure undertakings <u>any CDU</u> must be disclosed in bond offering documents, which could reflect negatively on the Transportation Authority. The Executive Director will take all reasonable steps to ensure that the Transportation Authority files timely annual reports and “listed event” notices (there are currently <u>15</u> such events <u>in the Transportation Authority’s existing CDUs, including the requirement that the Transportation Authority give, or cause to be given, in a timely manner, notice of a failure to provide the annual financial information on or before the date specified in its CDUs; amendments to Rule 15c-12 effective [i.e., applicable to CDUs entered by the Transportation Authority after] February 27, 2019 added two more “listed events” relating to a debt issuer’s “material financial obligations” that could impact bond holders</u> notices with the Municipal Securities Rulemaking Board’s (MSRB’s) Electronic Municipal Market Access system (“EMMA”), and that all such filings are (i) complete and accurate under the law and (ii) clear, concise, and readable for the investing community. The Transportation Authority may also, from time to time, evaluate using the services of a dissemination agent, such as the Transportation Authority’s Financial Adviser or Digital Assurance Certification, LLC, to assist with compliance.</p> <p>From time to time, the Transportation Authority prepares disclosure documents. Disclosure documents include offering documents for Transportation Authority bonds (e.g, preliminary and final Official Statements), (b) annual continuing disclosure reports filed with EMMA, (c) event notices and any other filings with the EMMA, (d) the Transportation Authority’s audited financial statements and (e) any other documents that are reasonably likely to reach investors or the securities markets, including but not limited to press releases, web-site postings, and other communications required to be certified as representations of the City’s financial condition to investors or the securities markets.</p>	<p>Update to reflect changes in Rule 15c2-12 that will apply to future bonds/CDUs.</p>	<p>11</p>

Attachment 2

DEBT POLICY			
SECTION	REVISION	REASON	PAGE
GLOSSARY	<u>“Rule 15c2-12” means Rule 15c2-12(b)(5) adopted by the SEC under the Securities Exchange Act of 1934, as the same may be amended from time to time.</u>	Add definition for Rule 15c2-12, as amended, after “Rebate” and before “Sales Tax and Revenue Anticipation Notes (TRANs)” (term used in the additions to Section XIII. D. Disclosure).	17