



# *DRAFT MINUTES*

## **Citizens Advisory Committee**

Wednesday, September 2, 2020

### **1. Call to Order**

Chair Larson called the meeting to order at 6:03 p.m.

CAC Members Present: Robert Gower, David Klein, John Larson, Jerry Levine, Stephanie Liu, Peter Tannen, and Danielle Thoe (6)

CAC Members Absent: David Klein, Kevin Ortiz, Sophia Tupuola, Rachel Zack (4)

Transportation Authority staff members present were Tilly Chang, Michelle Beaulieu, Cynthia Fong, Rachel Hiatt, Anna LaForte, Maria Lombardo, Yvette Lopez-Jessop, Hugh Louch, Kaley Lyons, Mike Pickford, Eric Young, and Luis Zurinaga (consultant).

### **2. Chair's Report - INFORMATION**

Chair Larson reported on last month's CAC discussion on the proposed Caltrain sales tax measure, and thanked Member Danielle Thoe for initiating it. He added all seven agencies including the Caltrain Board have approved placing a 1/8-cent sales tax to cover Caltrain operations and capital improvements on the November 2020 ballot. He also stated as a dedicated tax, the ballot measure will need 2/3 voter approval across San Francisco, Santa Clara, and San Mateo counties in order to pass in November. Mr. Larson mentioned that the final governance related provisions are essentially the same as the CAC discussed last month, with the addition of language requiring the Joint Powers Board to initiate efforts to reimburse the San Mateo County Transit District for its investment in Caltrain.

Chair Larson reported that the Downtown Congestion Pricing study is in the midst of a public engagement round and is seeking input as the team develops pricing policy alternatives. He added the team will plan to share what they learn from this engagement in a future project update to the CAC, meanwhile more information can be found on the Transportation Authority website ([www.sfcta.org](http://www.sfcta.org)).

Lastly Chair Larson reported that yesterday's SFMTA Board meeting talked about the incidents with splicers failing and abruptly ending the planned resumption of rail service. He reported the Transportation Authority Board is anticipated to have Director Tumlin and staff present an update on this topic at the September 15 Board.

### **Consent Agenda**

### **3. Approve the Minutes of the July 22, 2020 Meeting - ACTION**

### **4. Progress Report for Van Ness Avenue Bus Rapid Transit Project - INFORMATION**



5. **Major Capital Project Update - Better Market Street - INFORMATION**
6. **Citizen Advisory Committee Vacancy - INFORMATION**

There was no public comment on the minutes.

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

**The Consent Agenda was approved by the following vote:**

**Ayes: CAC Members Gower, Larson, Levine, Liu, Tannen, and Thoe (6)**

**Absent: Klein, Ortiz, Tupuloa, Zack (4)**

**End of Consent Agenda**

7. **Adopt a Motion of Support to Program \$4,308,164 in Prop AA Vehicle Registration Fee Funds to Three Projects and Amend the 2017 Prop AA Strategic Plan - ACTION**

Mike Pickford, Senior Transportation Planner, presented the item.

Chair Larson asked about the style of fare gate that BART proposed to install as part of the New Generation Fare Gate project.

Mr. Pickford replied that the fare gates would swing away from the person passing through them, similar to a saloon door.

Aileen Hernandez, BART, added that the BART Board had approved the proposed design and that a pilot implementation had been installed at BART's Richmond station.

Stephanie Liu asked how pedestrian lighting was typically funded other than Prop AA.

Mr. Pickford replied that the Transportation Authority had funded pedestrian lighting using Prop K when lighting was included as part of a comprehensive streetscape project, but it was difficult to fund as a stand alone project. He said that pedestrian lighting was maintained by the San Francisco Public Utilities Commission (SFPUC) and installation of new pedestrian lighting typically required complex coordination between SFMTA, SFPW and SFPUC to ensure that projects were designed to meet specific project objectives and maintenance requirements.

There was no public comment.

Stephanie Liu moved to approve the item, seconded by Robert Gower.

**The Item was approved by the following vote:**

**Ayes: CAC Members Gower, Larson, Levine, Liu, Tannen, and Thoe (6)**

**Absent: Klein, Ortiz, Tupuloa, Zack (4)**

8. **Adopt a Motion of Support to Allocate \$10,645,271 and Appropriate \$60,000 in Prop K Sales Tax Funds, with Conditions, and Allocate \$3,664,159 in Prop AA Vehicle Registration Fee Funds, with Conditions, for Nine Requests - ACTION**

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

Robert Gower asked about the community engagement conducted to date for the 6th Street Pedestrian Safety project.

Kimberly Leung, SFMTA, replied that prior to October 2018, there had been extensive



outreach as part of the planning phase. She said outreach was also planned for the construction phase and said the project's construction mitigation plan was described in allocation request materials.

Danielle Thoe expressed her excitement with the 6th street project and shared her concern that the scope of the Slow Streets request did not include District 6 locations. She proposed amending CAC approval of the request to be conditional on modifying the scope to include more durable treatments for the Slow Streets improvements on the east side of a four-block segment of Jones Street. She added that SFMTA should identify other District 6 streets for inclusion in the Slow Streets program.

Stephanie Liu asked about equitable distribution of bike racks. Adrian Leung, SFMTA, replied that the Bike Parking program was based on public requests through the 311 system, along with siting based on proactive analysis by SFMTA staff. He invited location suggestions from CAC members, and welcomed assistance in generating location proposals.

Peter Tannen asked if there was a Slow Streets map and what problems had come up with the Slow Streets program. Shannon Hake, SFMTA, said there was a map on SFMTA's website ([www.sfmta.com/projects/slow-streets-program](http://www.sfmta.com/projects/slow-streets-program)). She then explained that excessive popularity had been a problem early in the program, which had since been ameliorated by the addition of more Slow Streets. She said that ongoing maintenance was the biggest issue for the program right now because of difficulties with allocating sufficient resources for maintaining the temporary markings and signage the program had initially used.

Mr. Tannen spoke in support of the Golden Gate Park Sustainable Travel Study, noting the idea of closing or restricting streets in the park has been a long standing issue, in particular due to its potential impact on the museums in the park. Mr. Tannen also asked how Oakdale had been chosen for pedestrian lighting and why the bike routes in the map on page 63 of the enclosure did not appear to correspond to the current network.

Shannon Hake, SFMTA replied that the recommendations came from the Bayview Community Based Transportation Plan for the pedestrian lighting. She also said she thought the map showed planned bike improvements whereas the SFMTA bike map only shows existing routes.

Chair Larson spoke in support of the improvements proposed for Fulton Street. He also asked why there were no slow streets in District 7. He noted there is the protected bikeway around Lake Merced, but said if the intent of the Slow Streets was to connect different parts of the city, there seem to be some missing pieces.

Shannon Hake, SFMTA, replied that Slow Streets were part of the City's COVID emergency response. She listed a number of criteria for the program, which was targeted to residential streets with two lanes of traffic, one in each direction; without a series of signalized intersections; without conflicts with Muni Service, commercial loading zones, emergency response routes; and don't have steep slopes. She said that as a result not all streets were suitable for inclusion in the program but that doesn't mean they are suitable for other improvements. Ms. Hake pointed out that in the Tenderloin there was an alternative program, "Tenderloin Community Streets," which had developed to address pedestrian safety issues, including treatments similar to the



Slow Streets program. She emphasized that the lack of Slow Streets in Districts 6 and 7 is not intentional and that SMTA had tried many different streets which have had unexpected access conflicts. She said the program is not done and encouraged people to contact her or SFMTA with ideas for other potential streets.

Ms. Thoe thanked staff for the response and said that her intent was to ensure that the streets and improvements in the Tenderloin get treated the same way as those in the Slow Streets Program in terms of investment in more semi-permanent structures, a commitment of maintenance to keep them there as long as the Slow Streets are kept in place. Further, she requested a formal plan, response or method of reporting on the streets in District 6 to report on status, what's been explored, and what is moving forward - and said she thought Chair Larson may be interested in this, as well, for District 7.

During public comment caller David Pilpel asked for clarification on the schedule for the L-Taraval project noting the schedule in the agenda item seemed longer than he had originally understood. With respect to the Slow Street Program, Mr. Pilpel asked if the previous certification of Categorical Exemption would be sufficient environmental clearance under the California Environmental Quality Act for the expanded Slow Streets program, noting that it only covers the temporary project and not a permanent project.

Keanway Kyi, with SFMTA, replied that Segment B extended along the L-Taraval route from West Portal to Sunset Avenue. He said the Notice to Proceed is anticipated in March/April 2021 and construction schedule was 930 calendar days, starting in March or April 2021.

In answer to Mr. Pilpel's question about Slow Streets, Shannon Hake answered that the existing Categorical Exemption would be sufficient since the Slow Streets request was for more durable materials rather than permanent improvements such as concrete structures. Permanent improvements would require additional CEQA clearance.

**Danielle Thoe moved to amend the item to condition the SFMTA's Slow Streets Program allocation upon the SFMTA treating the current treatment along Jones Street in the Tenderloin in the same way as the streets included in its Slow Streets Program with regard to installing more durable measures and performing ongoing maintenance, and requiring the SFMTA to prepare a plan to identify Slow Streets or similar treatments in Districts 6 and 7, seconded by Jerry Levine.**

**The motion to amend was approved by the following vote:**

**Ayes: CAC Members Gower, Larson, Levine, Liu, Tannen, and Thoe (6)**

**Absent: Klein, Tupuloa, Zack (2)**

**Abstain: Ortiz (1)**

Danielle Thoe moved to approve the item as amended, seconded by John Larson.

The motion failed by the following vote:

**Ayes: CAC Members Gower, Larson, Levine, Liu, and Thoe (5)**



Absent: Klein, Tupuloa, Zack (3)

Abstain: Ortiz, Tannen (2)

John Larson moved to rescind vote, seconded by Robert Gower.

The motion to rescind was approved by the following vote:

Ayes: CAC Members Gower, Larson, Levine, Liu, Tannen, and Thoe (6)

Absent: Klein, Ortiz, Tupuloa, Zack (4)

**Danielle Thoe moved to approve the item as amended, seconded by John Larson**

**The motion was approved by the following vote:**

**Ayes: CAC Members Gower, Larson, Levine, Liu, Tannen, and Thoe (6)**

**Absent: Klein, Ortiz, Tupuloa, Zack (4)**

**9. Adopt a Motion of Support to Adopt the Alemany Corridor Safety Project Final Report [NTIP Planning] - ACTION**

Victoria Chong, Transportation Planner with SFMTA, presented the item.

Member Robert Gower said that he saw pedestrian safety recommendations in the report, but that there was an absence of significant bicyclist safety recommendations. He asked why SFMTA had not included bike lane improvements in the recommendations.

Ms. Chong responded that near-term buffered bike lanes were being implemented between Russo and Seneca with a paving project, as well as bike boxes where bike routes intersect with Alemany.

Mr. Gower asked if any mid- or long-term bicycle improvements had been studied, such as Class IV bike lanes or swapping the location of street parking and the bike lane to create a parking protected bike lane. He said he appreciated the near-term improvements but wanted to know why longer-term bicycle improvements were not studied or recommended.

Ms. Chong responded that SFMTA had looked into additional bicycle improvements, but that the Alemany corridor is a residential area and that additional bicycle improvements would result in dramatic parking loss, as the area has many driveways and SFMTA would need to establish red zones adjacent to each driveway. Additional bicycle improvements could also potentially require a road diet and signal work.

Mr. Gower replied that while he appreciated the recommended improvements, he remained concerned that not enough was being done for cyclist safety on a major cyclist thoroughfare. He said he would like to see continuing studying to see what additional mid- and long-term bicycle safety improvements might be possible.



Chair Larson said that the Alemany corridor is a challenging area, as it is residential, but with high traffic volumes.

Danielle Thoe said that when she has biked down Alemany she did not feel safe. She said that she related to the project area, since she lived in area where people treat local streets like a freeway.

Peter Tannen said that he used to bicycle down Alemany. He said he was happy to see the recommended improvements, but that more aggressive improvements would be good. He explained to CAC members a feature of Google Maps that allows one to view prior year Street View photos for an area, which he said was helpful to view earlier improvements.

There was no public comment.

**10. Adopt a Motion of Support to Adopt the Proposed Fiscal Year 2020/21 Budget and Work Program - ACTION\***

Cynthia Fong, Deputy Director for Finance and Administration and Tilly Chang, Executive Director, presented the item.

Member Robert Gower inquired on the short term /long term during the pandemic. He asked what procedures are in place to monitor the flow of people and traffic, and how will people will adjust once the pandemic comes to an end.

Tilly acknowledged the very pertinent question and answered that there are some ongoing data sources that we can rely on, such as INRIX data received through the Metropolitan Transportation Commission, which gives us data on speed of traffic on any major arterial link which is shown in the agencies' COVID-Era Congestion Tracker. She explained that while it doesn't provide actual traffic volumes, it can be supplemented with actual observed volumes. Executive Director Chang also said there are bike counters, and occasionally staff go out into the field to observe traffic movements, and there is transit data. She noted that one thing we can say for sure is that if transit is not able to recover, traffic congestion will be a disaster. She ended by saying the agency is tracking the plans for re-opening of various businesses, as well, and the impacts that may have on travel demand.

During public comment, Roland Lebrun encouraged the CAC to agendize an update on the Downtown Extension, the Pennsylvania Avenue Alignment, and second transbay tube efforts to benefit the newer CAC members. Mr. Lebrun said the issue is the train box in the Salesforce Transit Center is more than long enough to accommodate the train platforms but somehow due to the Second Street alignment, the platforms are 400 feet short. He said the Transbay Joint Powers Authority is offering two options which would either force the rear of trains to protrude onto Second Street or push the box another 400 feet from Beale to Main, which would make it impossible to connect the trains to the east bay without taking a significant amount of high rise buildings. He encouraged the CAC to get a presentation on the layout to be in a good place to make decisions going forward.

Peter Tannen inquired about the Prop AA Geary renovations and asked how it relates to and coordinates with the Geary Bus Rapid Transit (BRT) project. Executive Director Tilly Chang replied that it is 100 percent coordinated and will happen in sequence, with



underground utilities work happening first and then paving of the BRT and general traffic lanes will happen after bulbouts and other civil work.

Mr. Tannen asked if the Quint Street acquisition is coming close to happening. Executive Director Chang replied that the Transportation Authority has the funds from Prop K and an agreement from the Public Utilities Commission, which has agreed to provide \$4 million dollars towards the project. The utility agreements and easements with PG&E are still being negotiated.

**Robert Gower moved to approve the item, seconded by Danielle Thoe**

**The item was approved by the following vote:**

**Ayes: CAC Members Gower, Larson, Levine, Liu, Tannen, and Thoe (6)**

**Absent: Klein, Ortiz, Tupuloa, Zack (4)**

- 11. Adopt a Motion of Support to Execute Contract Renewals and Options for Various Annual Professional Services in an Amount Not to Exceed \$7,075,000 - ACTION**
- 12. Adopt a Motion of Support to Approve the Revised Procurement Policy and Travel, Conference, Training and Business Expense Reimbursement Policy - ACTION**

Chair Larson called items 11 and 12 together. Cynthia Fong, Deputy Director for Finance and Administration presented both items.

Jerry Levine inquired on the contract with the City Attorney and asked if the agency traditionally has used the entire \$100,000. Ms. Fong replied that it has been under \$100,000 for the last 3 years, but for the sake of simple accounting a new contract is started each year.

With respect to the proposed policy revisions in item 12, Kevin Ortiz commented that the changes were long overdue, and he is fully in support of the item.

There was no public comment.

**Jerry Levine motioned to approve items 11 and 12, seconded by Danielle Thoe.**

**Items 11 and 12 were approved by the following vote:**

**Ayes: CAC Members Gower, Larson, Levine, Liu, Ortiz, Tannen, and Thoe (6)**

**Absent: Klein, Tupuola, Zack (3)**

#### **Other Items**

- 13. Introduction of New Business - INFORMATION**

Chair Larson suggested following up on Mr. Lebrun's suggestion to get a DTX update after the CAC gets a new member.

Danielle Thoe asked for a presentation from staff on Better Market Street at an upcoming CAC meeting. She said at the last presentation to the Transportation Authority Board, the project manager said the project was up to 6 months behind schedule, is anticipating additional funding shortfalls, and is considering scope reductions to work on sidewalks since they are so critical to businesses reopening. Ms. Thoe said all of this seemed reasonable, but the entire Phase 1 scope is in District 6 and



the project teams hasn't been very responsive to business owners and others trying to figure out what is going on with those changes even if they aren't all known. She reiterated her request to have staff come to the next CAC meeting or shortly thereafter, adding that business owners installing outdoor dining and building structures around that, and that are getting permits to do that may not want to spend the money if the sidewalks are going to be dug up in the near-term.

Chair Larson also commented that he had recently been on Yerba Buena Island and you can see a lot of construction work happening, including some of the Transportation Authority's projects mentioned in the earlier agenda item on the budget.

Kevin Ortiz asked for an update on 16th Street Improvements Project such as the transit only lanes.

During public comment, Roland Lebrun thanked Chair Larson for following up on the suggestion for the DTX update. He also recommended that the CAC ask for an update on Caltrain electrification.

**14. Public Comment**

There was no general public comment.

**15. Adjournment**

The meeting was adjourned at 8:03 p.m.

\*Additional Materials

**Next Meeting: September 23, 2020**

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