



DRAFT MINUTES

San Francisco County Transportation Authority

Tuesday, July 25, 2023

1. Roll Call

Chair Mandelman called the meeting to order at 10:02 a.m.

Present at Roll Call: Commissioners Chan, Dorsey, Engardio, Mandelman, Preston, Peskin, Ronen, Stefani, and Walton (9)

Absent at Roll Call: Commissioners Melgar and Safai (2)

2. Chair's Report - INFORMATION

Chair Mandelman expressed appreciation to appreciation to the inter-agency Downtown Extension/Portal project team and recognized two major milestone deliverables that were headed to the Transbay Joint Powers Authority Board in August, the Governance Blueprint which lays out how all agencies will work together through the funding and implementation phase of the project and the federal funding application to the Federal Transit Administrations New Starts Program. Chair Mandelman thanked the Transportation Authority's Rail Program Manager Jesse Koehler and Executive Director Tilly Chang, who worked in partnership with City staff, the Metropolitan Transportation Commission, Caltrain, and the High Speed Rail Authority. He stated that while there was still plenty of work ahead, the regional coordination had yielded very good results. He closed by stating that mega-projects were challenging everywhere and that was why he was pleased to see the Transportation Capital Projects Delivery Study on the agenda.

There was no public comment.

3. Executive Director's Report - INFORMATION

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

During public comment, a speaker thanked the Transportation Authority for placing more cameras in the streets.

4. Approve the Minutes of the Month Day, 2020 Meeting - ACTION

There was no public comment.

Commissioner Preston moved to approve the minutes, seconded by Commissioner Walton.

The minutes were approved without objection by the following vote:

Ayes: Commissioners Chan, Dorsey, Engardio, Mandelman, Preston, Peskin, Ronen, Stefani, and Walton (9)

Absent: Commissioners Melgar and Safai (2)



5. [Final Approval] State and Federal Legislation Update – ACTION*

There was no public comment.

Commissioner Dorsey moved to approve the item, seconded by Chair Mandelman.

The item was approved by the following vote:

Ayes: Commissioners Dorsey, Engardio, Mandelman, Preston, Peskin, Ronen, Stefani, and Walton (8)

Nays: Commissioner Chan (1)

Absent: Commissioners Melgar and Safai (2)

Consent Agenda

6. [Final Approval] Adopt Four 2023 Prop L 5-Year Prioritization Programs and Amend the Prop L Strategic Plan Baseline – ACTION*

7. [Final Approval] Allocate \$998,000 and Appropriate \$100,000 in Prop L Funds, with Conditions, and Allocate \$300,000 in Prop AA Funds for 4 Requests – ACTION*

8. [Final Approval] Approve the Fiscal Year 2023/24 Transportation Fund for Clean Air Program of Projects – ACTION*

9. [Final Approval] Approve the Revised Procurement Policy and Travel, Conference, Training and Business Expense Reimbursement Policy – ACTION*

There was no public comment.

Commissioner Dorsey moved to approve the Consent Agenda, seconded by Commissioner Preston.

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

Ayes: Commissioners Chan, Dorsey, Engardio, Mandelman, Preston, Peskin, Ronen, Stefani, and Walton (9)

Absent: Commissioners Melgar and Safai (2)

End of Consent Agenda

10. Accept the Transportation Capital Projects Delivery Study – ACTION*

Carl Holmes, Deputy Director for Capital Projects, presented the item.

Commissioner Chan stated that generally speaking, larger scale capital projects usually go through the San Francisco Department of Public Works. She asked whether the proposed Capital Projects Management Office (CPMO) would create a new office or be established within an existing structure.

Mr. Holmes responded that it would be more of a clarifying role. Mr. Holmes used the example of one agency running into another's utility line to illustrate how having a body to oversee the process would be helpful. He clarified that the CPMO was not meant to take projects away from anyone but to facilitate corporation across



departments and agencies.

Commissioner Chan agreed with the recommendation for improved cost estimation. She stated that in her experience as a policy maker, projects often have multiple change orders and there is not always a subject matter expert available to advise whether these are reasonable. Without subject matter experts to advise policy makers, it can be hard to fully understand the scope of work and get accurate cost estimates. She stated that there was a need for accountability in these estimates.

Mr. Holmes responded that change orders are going to happen on projects so it was important to manage them so that projects could be completed at a reasonable price. He said that the estimate given by the owner of the project needs to be reliable but sometimes when there is a large discrepancy between estimates, the work just needs to be done and tracked. He stated that getting a second estimate could be helpful.

Tilly Chang, Executive Director, clarified that the CPMO would standardize these practices and mechanisms. She stated that there were many new tools available that should be utilized to improve processes as every agency faced similar issues.

Commissioner Chan stated that she understood and that there was a report by the Controller's Office that found that SFMTA struggled to deliver projects over \$100 million. She stated that SFPW has been functioning as the equivalent of the proposed CPMO for a long time in the city and they have add 10% to project budgets for contingencies. She said that 10% has historically been sufficient until a projects budget is over that \$100 million threshold. She hoped to understand how the report's recommendations would solve this and similar issues and provide more clarity and understanding to policy makers.

Chair Mandelman closed by stating that this report added to the body of literature on the topic of project delivery. He thanked everyone who participated in this effort and stated that he was hopeful to see some executive action soon to build on this work. He stated that while City departments can be scattered and siloed, he hoped to see improved coordination between them in the future.

During public comment, a commenter stated that this problem was very complicated and a waste of resources.

Roland Lebrun echoed Commissioner Chan's comments and stated that he was also worried about contingency. He stated that while the High Speed Rail Authority had a 40% contingency in their original budget, they did not monitor it and used it much faster than anticipated. He hoped that the Downtown Extension project would avoid this mistake.

Francisco Da Costa emphasized the importance of quality control and stated that qualified workers don't want to work for The City.

Commissioner Ronen moved to approve the item, seconded by Commissioner Dorsey.

The item was approved without objection by the following vote:

Ayes: Commissioners Chan, Dorsey, Engardio, Mandelman, Preston, Peskin, Ronen, Stefani, and Walton (9)

Absent: Commissioners Melgar and Safai (2)



Other Items

11. Introduction of New Items - INFORMATION

There were no new items introduced.

12. Public Comment

During public comment, a commenter stated that Transportation Authority was putting happiness at risk.

Roland Lebrun asked for the public comment timer to alert commenters when they had 30 seconds left so that they could know when their time was up.

Francisco Da Costa stated that the budget needed assessment and that while the city was in dire straits, there were no solutions.

13. Adjournment

The meeting was adjourned at 11:08 a.m.