



# AGENDA

## SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY Meeting Notice

**Date:** Tuesday, May 8, 2018; 10:00 a.m.  
**Location:** Legislative Chamber, Room 250, City Hall  
**Commissioners:** Peskin (Chair), Tang (Vice Chair), Breed, Cohen, Fewer, Kim, Ronen, Safai, Sheehy, Stefani and Yee

**Clerk:** Alberto Quintanilla

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1. Roll Call	
2. Citizens Advisory Committee Report – <b>INFORMATION*</b>	<b>3</b>
3. Approve the Minutes of the April 24, 2018 Meeting – <b>ACTION*</b>	<b>11</b>
4. State and Federal Legislation Update – <b>ACTION*</b>	<b>19</b>
<b>Support:</b> Proposition 69, Assembly Bill (AB) 2304 (Holden) and AB 2363 (Friedman)	
<b>Oppose:</b> AB 2989 (Flora)	
5. Approve San Francisco’s Lifeline Transportation Program Cycle 5 Program of Projects – <b>ACTION*</b>	<b>25</b>
6. Allocation of \$2,530,880 in Prop K Sales Tax Funds and \$655,000 in Prop AA Vehicle Registration Fee Funds for Four Requests, with Conditions – <b>ACTION*</b>	<b>45</b>
<b>Projects:</b> (SFMTA) Contract 34 Signal Modifications – Additional Funds (\$1,218,680), Arguello Signal Upgrades (\$775,000), Transportation Demand Management Program Branding (\$154,200) and Business Relocation Transportation Demand Management (\$383,000); Arguello Signal Upgrades (\$655,000)	
7. Adopt the Vision Zero Ramp Intersection Study Phase 1 [NTIP Planning] Final Report – <b>ACTION*</b>	<b>55</b>
8. Adopt the 2019 Prop K Strategic Plan Baseline – <b>ACTION*</b>	<b>67</b>
9. Update on the Emerging Mobility Services and Technologies Report – <b>INFORMATION*</b>	<b>93</b>
10. Preliminary Fiscal Year 2018/2019 Annual Budget and Work Program – <b>INFORMATION*</b>	<b>97</b>

**Other Items**

## Board Meeting Agenda

**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**

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

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# DRAFT MINUTES

## CITIZENS ADVISORY COMMITTEE

Wednesday, April 25, 2018

### 1. Committee Meeting Call to Order

Chair Larson called the meeting to order at 6:00 p.m.

CAC members present: Kian Alavi, Hala Hijazi, Becky Hogue, Brian Larkin, John Larson, Peter Tannen, Chris Waddling and Shannon Wells-Mongiovi (8)

CAC Members Absent: Myla Ablog and Peter Sachs (2)

Transportation Authority staff members present were Priyoti Ahmed, Michelle Beaulieu, Amber Crabbe, Colin Dentel-Post, Anna LaForte, Warren Logan, Maria Lombardo, Mike Pickford, Steve Rehn, and Aprile Smith.

### 2. Chair's Report – INFORMATION

Chair Larson reported that on April 11, 2018 Commissioner Ronen's office along with staff from the Transportation Authority, SFMTA, San Francisco Public Works (SFPW), San Francisco Bike Coalition and District 9 (Kian Alavi) and 10 (Chris Waddling) Citizens Advisory Committee representatives, toured the "Hairball." He reported that the Railyard Alignment and I-280 Boulevard Study (RAB) was in its final stages and various meeting and workshops had been scheduled for late April and May. He said a briefing of the study findings would be presented to the Board in May. Chair Larson noted that new microphones had been installed to improve the sound quality of CAC meetings.

There was no public comment.

### Consent Agenda

3. Approve the Minutes of the March 28, 2018 Meeting – ACTION
4. Citizens Advisory Committee Appointment – INFORMATION
5. State and Federal Legislation Update – INFORMATION
6. Internal Accounting Report, Investment Report, and Debt Expenditure Report for the Nine Months Ending March 31, 2018 – INFORMATION

There was no public comment on the Consent Agenda.

Chris Waddling moved to approve the Consent Agenda, seconded by Shannon Wells-Mongiovi.

The Consent Agenda was approved by the following vote:

Ayes: CAC Members Alavi, Hijazi, Hogue, Larkin, Larson, Tannen, Waddling and Wells-Mongiovi (8)

Absent: CAC Member Myla Ablog and Peter Sachs (2)

### End of Consent Agenda

7. **Adopt a Motion of Support for San Francisco's Lifeline Transportation Program Cycle 5 Program of Projects – ACTION**

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

Shannon Wells Mongiovi asked if there was an option to change or adjust the requested allocations so that the second and third highest projects could also be funded despite the limited amount of Lifeline funds.

Amber Crabbe, Assistant Deputy Director for Policy and Programming, said that staff was able to identify additional Prop K and cost-savings from prior Lifeline projects so that the three top-ranked projects could all be funded.

Shannon Wells-Mongiovi asked if there was any chance that the Prop K funding would be denied.

Ms. Crabbe said that the SFMTA was fully committed to the projects and that staff had worked with the SFMTA to incorporate the additional funding into the 2019 Prop K Strategic Plan Baseline, the subject of a separate item on the agenda.

Shannon Wells-Mongiovi asked if the 30-minute wait time of the OWL bus routes could be shortened.

Tim Manglicmot, SFMTA Capital Finance, said that the 30-minute headways were a result of current available funding. He said he would check with operations to see if more service could be provided.

Shannon Wells-Mongiovi asked if Muni had ever considered using on-demand scheduling during late-night hours.

Mr. Manglicmot said that a lot of what was recommended in the Lifeline program was based on the late-night transportation studies and said that the number of buses in service was dependent on available funding.

Ms. Crabbe said that the bus extension to Fisherman's Wharf was one of the recommendations from the late-night studies and was intended to serve the need for late-night bus service primarily for workers in the area.

Chris Waddling asked what was being done in terms of north to south bus service in the city and noted that many Fisherman's Wharf employees lived in the south side of the city. He asked if there was any schedule coordination between BART and Muni to ensure riders caught their transit during the 30-minute wait time windows.

Ms. Crabbe said she would have to follow up to be able to answer those questions and mentioned that the full late-night study would provide additional information.

Chair Larson commented on the conditions at BART stations and quality of life issues. He looked forward to BART continuing to fund projects, through their general fund, to keep the stations from getting worse.

Ms. Crabbe said BART was kicking off a six-month pilot of the elevator monitoring project which was funded equally between BART and the SFMTA. She mentioned that the pit stop program had sites throughout the city, and that San Francisco Public Works would have the opportunity to evaluate the sites and shift around locations if so desired.

There was no public comment.

Shannon Wells-Mongiovi moved to approve the item, seconded by Kian Alavi.

The item was approved by the following vote:

Ayes: CAC Members Alavi, Hijazi, Hogue, Larkin, Larson, Tannen, Waddling and Wells-Mongiovi (8)

Absent: CAC Member Myla Ablog and Peter Sachs (2)

**8. Adopt a Motion of Support for the Allocation of \$2,530,880 in Prop K Sales Tax Funds for Three Requests and \$655,000 in Prop AA Vehicle Registration Fee Funds for One Request, with Conditions – ACTION**

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

Brian Larkin asked about possible strategies for back-filling Prop K funds proposed to be reprogrammed to the SFMTA's pending signal upgrade requests.

Mr. Pickford answered that staff would work with the SFMTA staff to re-prioritize Prop K funds programmed in future fiscal years. Anna LaForte, Deputy Director for Policy and Programming, added that some of the projects from which funds were re-programmed were delayed beyond Fiscal Year 2018/19, and that the SFMTA expected to deobligate several hundred thousand dollars in Prop K funds allocated to signal upgrades that were nearing completion.

Shannon Wells-Mongiovi asked if one of the factors behind the high contract bids was the City's high living costs.

Ms. LaForte answered that living costs may have been part of the story, but that a confluence of factors was involved. For instance, there is so much construction work going on right now that many contractors are reaching their bonding ("insurance") limits, reducing the number of bidders and driving up costs.

Chris Waddling asked if consideration had been given to expanding the transportation demand management (TDM) business relocation program to include an education component.

Mr. Pickford replied that business relocation was not the City's only TDM program, and that education was an element of other TDM programs.

Chair Larson asked how the business relocation program would work in practice, e.g. would it include presentations to business leaders.

Mr. Manglicmot answered that the program would target new employers rather than those that were already established because new employers and their employees tended to be less familiar with transportation options and policies in San Francisco. He said the first phase of the program would research effective TDM strategies, the second phase would implement a pilot program, and the third phase would implement targeted strategies.

Chair Larson asked for the reason that the project schedule for TDM program branding was so long at 2.5 years.

Mr. Manglicmot said he would consult with the project manager and provide schedule details to the CAC.

Kian Alavi asked how the results of the business relocation program would be evaluated.

Mr. Manglicmot answered that development of an evaluation methodology was part of the scope of work for the first phase, and it would include a survey of the methodologies used by other cities. Ms. LaForte added that the staff recommendation included a condition to put the project's implementation funds on reserve, to be released following development of the

evaluation methodology. She added that staff would be happy to return to the CAC to present the methodology if the CAC is interested.

Kian Alavi asked if the business relocation program would involve incentives and whether new employees would get to provide input on what it would take to get them to take sustainable modes.

Mr. Manglicmot said it would depend on the research, but that incentives are typically pretty important.

In public comment Ed Mason suggested that a TDM program be implemented to encourage private shuttle bus passengers to use public transit, though he conceded that it is a tough sell to get people to switch from one seat rides where you are “on the clock” on the bus to a two seat ride on public transit.

Mr. McDougal questioned whether TDM branding was essential now, noting he would rather see more TDM programs in place before spending \$150,000 on branding.

Peter Tannen moved to approve the item, seconded by Becky Hogue.

The item was approved by the following vote:

Ayes: CAC Members Alavi, Hijazi, Hogue, Larkin, Larson, Tannen, Waddling, Wells-Mongiovi (8)

Absent: CAC Members Ablog and Sachs (2)

9. **Adopt a Motion of Support for the 2019 Prop K Strategic Plan Baseline – ACTION\***

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

Brian Larkin asked if staff could provide him with a Caltrain staff contact who could answer detailed questions about the Positive Train Control project.

Maria Lombardo, Chief Deputy Director, answered affirmatively.

Shannon Wells-Mongiovi asked if the Prop K Strategic Plan Baseline could be revised once adopted and flexible it was.

Ms. LaForte answered that the adoption of the Baseline would allow staff to work with eligible sponsors to develop the five-year programs of projects to be included in the 2019 Prop K Strategic Plan, which would be presented to the Board for adoption in Fall 2018 along with the 5-Year Prioritization Programs (5YPPs). Ms. LaForte continued to explain that the Board regularly approved amendments to individual 5YPPs to shift funds among programmed projects, but rarely amended the Strategic Plan itself, which impacted the finance costs of the overall program.

Brian Larkin commented that the flexibility of the Prop K program was a great advantage, contrasting this with the more burdensome process of amending the list of projects funded by the city’s Prop A General Obligation bond.

Chair Larkin asked for information on the 2019 Prop K Strategic Plan schedule.

Ms. LaForte replied that the public survey of transportation priorities would be closed in early June 2018; staff and eligible sponsors would draft proposed project lists for the 5YPPs during July and August; 5YPPs would be presented in two groups to the CAC and Board for approval in the October and November Board cycles; and the Strategic Plan would be presented for

adoption following or concurrent with adoption of the remaining 5YPPs.

In public comment, Jackie Sachs recommended that the CAC review copies of the Muni long- and short-term transit plans prior to consideration of the 2019 5YPPs.

Chair Larson asked staff to provide those documents to the CAC members.

Becky Hogue moved to approve the item, seconded by Chris Waddling.

The item was approved by the following vote:

Ayes: CAC Members Ablog, Alavi, Hijazi, Hogue, Larkin, Larson, Tannen, Waddling, Wells-Mongiovi (11)

Absent: CAC Members Ablog and Sachs (2)

#### **10. Preliminary Fiscal Year 2018/2019 Annual Budget and Work Program – INFORMATION**

Cynthia Fong, Deputy Director for Finance and Administration, presented the item staff memorandum.

Becky Hogue asked if Yerba Buena Island and Treasure Island were losing funding.

Ms. Fong said that neither Yerba Buena Island nor Treasure Island were losing funding. She said the funding was in its final stages.

Peter Tannen asked if the CAC could receive a copy of the Transportation Authority's organizational chart.

Ms. Fong said that staff would send the CAC an organizational chart with pictures of each staff member.

Chair Larson asked for additional information on the Presidio Parkway settlement and asked if the recent allocation was for temporary landscaping.

Ms. LaForte said the Presidio Parkway settlement called for \$54 million to be given to the Presidio Trust to complete the landscaping for the project. She noted that it was an extensive amount of landscaping and soil commensurate with the project's scale and location in a national park. Ms. LaForte said that the \$54 million was comprised of \$37 from the State, \$15 million from the Metropolitan Transportation Commission and \$2 million in Prop K funds.

Brian Larkin asked if a portion of the budget included legal costs for the Geary Bus Rapid Transit (BRT) and Presidio Parkway.

Cynthia Fong replied in the affirmative noting that the Presidio Parkway costs corresponded to the settlement that Ms. LaForte just described.

Mr. Larkin asked for more information on the Public Private Partnership study that Ms. Fong had mentioned in her presentation.

Ms. Lombardo explained that the Transportation Authority had contracted with a team led by the University of Maryland to evaluate the effectiveness of the more traditional design bid build project delivery method used for Phase 1 of the Presidio Parkway project with the Public Private Partnership approach employed for Phase 2. Ms. Lombardo said staff would be happy to present the results to the CAC when they are available, noting that using both project delivery methods on the same project offered a rather unique evaluation opportunity.

There was no public comment.

**11. Adopt a Motion of Support for the Vision Zero Ramp Intersection Study Phase 1 [NTIP Planning] Final Report – ACTION**

Priyoti Ahmed, Transportation Planner, presented the item per the staff memorandum.

Chair Larson said he was happy to see these types of projects. He said he had heard of an instance outside of San Francisco where a pedestrian had been struck and killed while using a continental crosswalk. The crosswalk was subsequently removed with an explanation that it had not met standards and they did not want to give a false sense of security. He asked if it was the City's practice to remove crosswalks.

Ms. Ahmed said was not aware of the city removing crosswalks and stated that recommendations from the study included additional crosswalks and accessibility improvements.

Chair Larson said that it was a priority in San Francisco and District 7 to support the Vision Zero initiative.

Peter Tannen commented that he traveled all over the county by bicycle and that the bicycle conditions in the study intersections were some of the scariest anywhere. He expressed his desired for quick implementation of improvements.

There was no public comment.

Chair Larson moved to approve the item, seconded by Hala Hijazi.

The item was approved by the following vote:

Ayes: CAC Members Alavi, Hijazi, Hogue, Larkin, Larson, Tannen, Waddling and Wells-Mongiovi (8)

Absent: CAC Member Myla Ablog and Peter Sachs (2)

**12. Update on the Metropolitan Transportation Commission and the Association of Bay Area Governments Horizon Planning Effort – INFORMATION**

Michelle Beaulieu, Senior Transportation Planner, presented the item staff memorandum.

Chris Waddling asked for clarification on the seventh white paper topic that discussed the evaluation of a second Bay Bridge crossing for vehicles and asked if there was any up front bias that might drive the results.

Ms. Beaulieu said that the analysis was requested by Senator Feinstein but that the parameters were still undefined.

Chris Waddling asked if all seven study areas would be evaluated equally.

Ms. Beaulieu said MTC staff indicated it would use the same guiding principles to evaluate each study area.

Ms. Lombardo clarified that MTC was leading the Horizon effort and that the Transportation Authority was limited in the information they were provided to date.

Shannon Wells-Mongiovi suggested using QR codes instead of URL links in the presentations. She said the public could take photos of the QR codes to access the websites.

There was no public comment.

**13. Update on the Emerging Mobility Services and Technologies Report – INFORMATION**

Warren Logan, Senior Transportation Planner, presented the item staff memorandum.



Shannon Wells-Mongiovi asked if there was any plan to get companies to share their data.

Mr. Logan said that all companies except for ride-hailing companies gave some data to the SFMTA and that the process was getting better. He noted that Chariot was coordinating with the SFTMA to share data via API.

Shannon Wells-Mongiovi asked for further information regarding the City's issues with scooter companies.

Mr. Logan said the SFMTA was in the process of creating a permit system.

Kian Alavi asked where the San Francisco Public Utilities Commission (SFPUC) was on the issue and where the city was on taxing companies.

Mr. Logan referred to the seventh recommendation in the report to implement a permit fee and an impact fee to fund monitoring and regulation.

Kian Alavi said that Transportation Network Companies (TNCs) were taking riders off transit and were creating a two-tier system. He observed that the emerging mobility companies were creating equity issues as they wouldn't serve communities of concern any more than they had to, noting eight bike share docks in the Excelsior wasn't adequate to serve that neighborhood. Mr. Alavi said structures should be built to encourage these companies to provide services to underserved communities.

Mr. Logan noted that the bridge recommendation called for an equity study to better understand who was using the mobility services, the number of people, etc. He said the permit structure could be used to require companies to go into communities of concern before they could expand their services elsewhere.

Kian Alavi asked how scooters would impact Vision Zero.

Mr. Logan said that the safety evaluation would require a study.

In public comment Ed Mason said that legislation should require permits for any new service and that permitting was a way to catch up with new technology. He said he did not believe Byrd's announcements about how much emissions savings it was achieving and felt it was a public relations ploy.

Mr. McDougal hoped that the recommendations from the report could make it into the 2019 plan and perhaps the criteria could be used to evaluate projects in the 5YPPs.

After public comment Chris Waddling stated he had been keeping an eye on Jump bicycles and that fewer than eight bikes were typically in the Bayview neighborhood. About the same number were typically out of network and the vast majority of bikes were in wealthier neighborhoods. He noted the permit required 20% of the bicycles to be in communities of concern and he had asked SFMTA and Jump about this, but neither had responded. Mr. Waddling said that if permits were going to be used, they needed to be enforced.

Shannon Wells-Mongiovi said the bike and scooter terms of service agreements stated that they could not be ridden on hills.

#### **14. Introduction of New Business – INFORMATION**

Peter Tannen appreciated that a Van Ness Bus Rapid Transit (BRT) update was provided at the March CAC meeting and asked if an update could be provided every month.

Chair Larson asked if at the very least, written Van Ness BRT updates could be provided to the CAC even if there was no presentation.

Hala Hijazi asked if Van Ness BRT questions could be emailed to the Transportation Authority clerk or other staff members. Ms. Lombardo replied in the affirmative,

Ms. Lombardo notified the CAC that Transportation Authority staff had reached out to the SFMTA per the CAC's request and that they would be notified when Director Reiskin would be able to present.

In public comment Jackie Sachs said that for years the MTC had had workshops throughout the region and that the CAC should sponsor a workshop discussing the Horizon project.

**15. Public Comment**

In public comment Jackie Sachs said she was on the late-night working group and requested that the CAC receive an update, with time for public comment, and that the working group should seek input from veteran Muni bus drivers.

Ed Mason said that commuter buses on Castro Street were idling against rules and over the last 3 years there had been 2100 complaints and penalties over \$1 million. He hoped that planned SamTrans regional express bus service would take some of the shuttle traffic. He said the number of shuttles was growing significantly because the SFMTA did not cap the number of vehicles.

**16. Adjournment**

The meeting was adjourned at about 8:10 p.m.



# DRAFT MINUTES

## SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY

Tuesday, April 24, 2018

### 1. Roll Call

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

**Present at Roll Call:** Commissioners Cohen, Fewer, Peskin, Ronen, Safai, Stefani and Tang (7)

**Absent at Roll Call:** Commissioners Kim (entered during Item 2), Yee (entered during item 2), Sheehy (entered during item 3) and Breed (entered during item 12) (4)

### 2. Chair's Report – INFORMATION

Chair Peskin reported that schools and families throughout San Francisco celebrated Bike and Roll to School Week and noted that thousands of youth and adults at 100 schools rode in “bike trains,” rolled with parents and teachers. He said that on April 17 Director Chang joined Supervisor Ronen’s office, the San Francisco Municipal Transportation Agency (SFMTA) and Bike Coalition to celebrate with students from Buena Vista Horace Mann as they biked and rolled to school. He said Bike and Roll to School Week was sponsored by the San Francisco Safe Routes to School Partnership and was organized by the San Francisco Bicycle Coalition. He stated that the Transportation Authority was a proud sponsor of Safe Routes to School.

Chair Peskin announced that next month would be Bike to Work Day and that the Transportation Authority was pleased to again help sponsor the San Francisco Bicycle Coalition’s Bike to Work Day on May 10. He said each year thousands of people biked to work to support biking in San Francisco and in addition, participants signed up to volunteer or join commuter convoys to bike to work with their neighbors.

Chair Peskin stated that those events contrasted with difficulties the city had had with e-scooters on city streets in the past several weeks. He called for the 3-major e-scooter companies to work with the city in March and said they had chosen to flout the local process and operated in San Francisco ahead of obtaining permits. He appreciated the efforts of Public Works and the City Attorney’s Office to help manage the devices when left inappropriately in the public right of way and continued to be very concerned about people operating the e-scooters on the sidewalk, which was not legal and had led to injuries for pedestrians. He said Transportation Authority staff was closely tracking a new bill that had been introduced in the legislature, that looked to enable e-scooters to operate on public sidewalks and said the Board would oppose any provision that hindered their ability to regulate that activity in the city.

Chair Peskin asked Transportation Authority staff to arrange a briefing in May with the Planning Department on their newly renamed Railyard Alternatives and Benefits Study (RAB). He said the study, which for the past three years had been analyzing alternative alignments for the Caltrain

Downtown Extension and the possibility of reducing or fully removing the Caltrain yard at 4th and King Streets, was now in its final stages, with a recommendation for the Pennsylvania alignment for the downtown extension. He said the alignment would pass below 16<sup>th</sup> Street, preserving at-grade east-west access into Mission Bay which was a must-have for the city. He said he looked forward to hearing about the analysis and the Board moving decisively forward in confirming the alignment and advancing the design of the project in the coming months.

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 April 10, 2018 Meeting – ACTION**
5. **[Final Approval] Adopt Positions on State Legislation – INFORMATION**
6. **[Final Approval] Accept the ConnectSF Vision Document – ACTION**
7. **[Final Approval] Allocate \$17,008,851 in Prop K Funds for Four Requests, with Conditions**
8. **[Final Approval] Adopt the Route 66 Quintara Connectivity Study [NTIP Planning] Final Report**
9. **[Final Approval] Authorize the Executive Director to Enter Into an up to \$140 Million Revolving Credit Agreement with State Street Public Lending Corporation and U.S. Bank National Association**
10. **[Final Approval] Approve the Amendment of the Adopted Fiscal Year 2017/18 budget to decrease revenues by \$6,843,543, increase expenditures by \$34,672,238 and decrease other financing sources by \$59,806,486 for a total net decrease in fund balance of \$101,322,267**
11. **[Final Approval] Approve the 2019 Prop K Strategic Plan and 5-Year Prioritized Program Update Approach and Designating Lead Agencies for 5YPP Development**

There was no public comment.

Commissioner Tang moved to approve the Consent Agenda, seconded by Commissioner Sheehy.

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

Ayes: Commissioners Cohen, Fewer, Kim, Peskin, Ronen, Safai, Sheehy, Stefani, Tang and Yee (10)

Absent: Commissioner Breed (1)

### **End of Consent Agenda**

### **12. Update on the Valencia Street Bikeway Implementation Plan [NTIP Planning] – INFORMATION**

Kimberly Leung, SFMTA Project Manager, presented the item.

Commissioner Sheehy noted the long duration of the project and asked for an update on the timeline.

Ms. Leung said that the SFMTA was working towards hosting a series of community workshops in mid-June 2018, where they would bring back data analysis and outreach. She said in the summer they would host an open house, to summarize what was seen and heard at the workshops, and in fall 2018 would provide the Board near and long-term recommendations through a phase implementation plan.

Commissioner Sheehy asked if the implementation plan would begin in fall 2018 or in 2019.

Ms. Leung said the start of the implementation plan would depend on the recommendations from the Board, funding at the time, and public support. She said the SFMTA was looking at the stretch between Market Street and 15<sup>th</sup> Street that was called out in the initial scope and that an engineer was working on a feasibility study. She said if approved, a near term project to get protected bike lanes installed would begin. Ms. Leung mentioned that that stretch of Valencia Street was also called out in the Planning Department's public plan for parking protected bike lanes.

Commissioner Sheehy asked if protected bike lanes would be installed less than a year from now.

Ms. Leung said the engineer was working on making a determination as quickly as possible, while staff was working on near-term improvements in the corridor.

Commissioner Sheehy stated that the traffic in the corridor was constant and asked what conversations staff was having with bicyclists who used the bike lanes.

Ms. Leung said there was a lot of public support from bicyclists for parking protected bike lanes or other separations between the cars and the bikes. She said they had heard a wide range of comments from two-way cycle tracks to parking protected bike lanes and that the SFMTA had also made a point to reach out to businesses and those who needed to use curbside parking.

Commissioner Sheehy mentioned that Valencia Street was not currently safe and he was concerned about the lack of a sense of urgency to complete the project. He said that he had taken part in people-protected bike lanes and observed the traffic in the evening and the Transportation Network Company (TNC) vehicles that pulled over and did not care if there was somebody biking in the lane. He said it sounded like the implementation plan would take two or three years to be completed and in the interim people would be injured. He said he understood the need for loading zones but asked if other interests were more important than human life. He mentioned the protected bike lanes between San Jose Avenue and Randall Street and asked what was being done with the stretch over to Valencia Street.

Ms. Leung said the cross section of the roadway between 19<sup>th</sup> Street and all the way down Cesar Chavez Street was like the cross section between Market Street and 15<sup>th</sup> Street and that designs being looked at for one or both of those sections could be very similar.

Commissioner Sheehy asked if there was a way to accelerate the process.

Ms. Leung said she would look at it and check with management to see what could be done to fast-track the project.

Commissioner Ronen appreciated the SFMTA's interim steps with the protected bike lanes at certain points that did not affect parking and asked what the feedback had been regarding these measures. She said she had received mixed feedback.

Ms. Leung said they had also received mixed feedback. She said there was initial excitement followed by operational concerns and that there were still vehicles that were choosing to pull into bike lanes. She said the feedback was being monitored.

Commissioner Ronen said if the interim measures were making matters worse, it would be better to remove the protected lanes until the full study was completed. She asked for an interim evaluation. She also said she was thrilled that Lyft responded to the letter she had sent to both Lyft and Uber, that asked them to drop off passengers on side streets. She said Lyft was doing a pilot project and geo-fencing between 16th and 19th Streets but had not seen data on how the pilot project was working. She had wished that Uber had done the same but noted attempts were still being made to push them to look at alternative drop off and pickup zones. She said District 9 advocated for the SFMTA to increase enforcement, which had quadrupled, but she did not know if the issue of double parking had improved. She said it would be nice to see interim evaluations with the three strategies working in tandem and to see if they were working while the pilot project was being conducted.

Ms. Leung said the project team was receiving the same data and would look to see what patterns, in terms of citations, had increased. She said the project team had made the effort to reach out to Lyft and had met with them twice. She said they had discussed their pilot project and were hoping to get a little more information once the pilot project concluded.

Commissioner Ronen said that while the city awaits the pilot project to conclude, every tactic should be used to improve the safety issues on Valencia Street. She said the issues were serious and that she wanted all possible tactics to be evaluated in the interim.

During public comment, Mark Roest, creator of design earth, said that he had created a design for an elevated bicycle midway that would go from north to south Santa Cruz and mentioned how inexpensive it would be to bring elevated bicycle guideways to San Francisco.

Kristen Leckie, community organizer at the San Francisco Bike Coalition, gave her support for the project and thanked Commissioner Sheehy for working with the SFMTA on the proposal and implementation of the plan. She said the San Francisco Bike Coalition was encouraged with the project team's public outreach and multilingual staffing. She said the real test would be the upcoming public workshops, that would allow the public to share their opinions, but mentioned that members of the San Francisco Bike Coalition had expressed excitement for future safety and traffic improvements on Valencia Street.

### **13. Progress Report for the Van Ness Avenue Bus Rapid Transit Project – INFORMATION**

Peter Gabancho, SFMTA Project Manager, presented the item.

Commissioner Stefani asked for an explanation regarding an article in the San Francisco Examiner about unexpected old city infrastructure under the street causing a delay. She also asked when planning for projects in the future if there was a way to detect underground structures before digging.

Mr. Gabancho said that they discovered various underground infrastructure ranging from infrastructure that they knew about but were not located where they expected to find them or were entirely unexpected. He said an example of latter were remains of a retaining wall and tiebacks. He said that they were abandoned in place and did not show up on any of the drawings or any of the surveys. He said the project team had to identify whether they were still in use, who owned them and what process could be used to get around or through them. Mr. Gabancho stated that gas lines had been found that were more than 100 years old that ran down the length of the Van Ness Avenue and had laterals that went out to the blocks. He said most of them were abandoned but for safety reasons the contractor could not just start demolishing them and an effort had to be made to identify the original owner. He said if no owner was found they would

perform hot tapping and windowing to drill into the pipe and make sure there was nothing dangerous inside, before having it ripped out. He said unfortunately these processes took time.

Mr. Gabancho said the SFMTA was experimenting with a new technology to locate underground infrastructure called ground penetrating radar (GPR). He said GPR could identify infrastructure but could not show the exact depth or identify the materials. He said in some cases the GPR provided information, but other times was unable to distinguish smaller materials that were close in proximity.

Commissioner Stefani asked what the process was for notifying the Board and the public when underground infrastructure was located.

Kate McCarthy, SFMTA Public Outreach and Engagement Manager, said that since November 2017 the SFMTA had been regularly updating public officials with the latest project conditions and schedule delays. She said that a weekly forecast was published online, and members of the public could subscribe via email or text message to receive notifications. She said a quarterly newsletter was also mailed out to about 30,000 project neighbors.

Commissioner Stefani thanked the SFMTA for its public outreach and for its responsiveness to questions.

Chair Peskin asked if the website or email address to receive project updates could be shared with anyone who was watching the live feed of the meeting.

Ms. McCarthy said that members of the public could visit <https://www.sfmta.com/projects/van-ness-improvement-project> to receive project updates. She said members could go to the project website and on the right column of the website they could sign up for project updates. She said the construction schedule could be viewed on the upper right-hand corner of the website.

During public comment, Jackie Sachs said she was concerned about the senior disabled community along the corridor and wanted to know if the project managers had approached the senior disabled community. She said there was a city-wide council made of all the senior disabled buildings in the city and suggested that the project managers contact the council.

#### **14. Late Night Transportation Working Group Phase II Final Report – INFORMATION**

Ben Van Houten, Office of Economic and Work Development Business Development Manager, and Colin Dentel-Post, Senior Transportation Planner, presented the item.

Commissioner Fewer said this was an issue that she had been interested in because women had informed her that they did not feel safe riding on Muni at night and noticed many times they were the only women on the bus. She said she did not see any data points addressing the issue and that if the goal was to get people to take public transportation during off hours or at night, then it needed to make women feel safe on public transportation.

Mr. Dentel-Post acknowledged that it was an important data point and mentioned that the project team had spoken with transit operators about whether there were ways to look at safety data in the late-night period. He said it had been challenging because it was a regional system and there were a lot of different agencies that collected data. He said some operators had incidents on the transit vehicle, but other incidents occurred while on the street waiting for the bus and were not associated with the transit vehicle. He said that there were limited numbers of incidents in quantity because of the relatively few riders during the late-night period. Nonetheless, he finished by saying that this was an issue that the project team would continue to discuss.

Commissioner Fewer said the issue was based on perception and how woman felt taking Muni at night. She said addressing the issue would encourage people to take public transportation and would deter them from taking TNCs. She said she would like to see some data on what women were really feeling about taking the bus at night. She mentioned that she met with Director Reiskin and received preliminary data points, but they were not broken down by gender.

Commissioner Safai recommend that someone from the Labor Counsel be invited to join the working group and was not sure if the report reflected the high number of service industry workers. He said that he had spoken with the janitors' union and District 9 and 11 residents about the need for late-night public transportation services. He said there were about 4,000 workers in the downtown core and the clear majority were women He said it would be great to have someone represented from the Labor Counsel to help inform the working group.

Mr. Van Houten said that the Labor Counsel was represented during the initial stages of the working group and that as the project moved forward it would be important to reengage with the labor side.

Commissioner Stefani echoed Commissioner Fewer's sentiments and mentioned that she received a message from a constituent about an intoxicated individual who was threatening a woman. She said the women stated that the bus driver could not or would not stop the bus or call the police. She said public safety for women on public transportation needed to be considered.

During public comment, Jackie Sachs said she was a member of the working group and had asked the project managers to examine the schedules from 2002 and look at how often and how regular the buses ran. She suggested that someone from the Board talk to veteran drivers who could speak on the importance of having late night bus service.

**15. Discussion of the San Francisco County Transportation Authority's Board Meeting Structure – INFORMATION**

Chair Peskin said he proposed returning the Board meeting structure a Finance Committee and Plans and Programs Committee structure because of the difficulty in getting all 11 Board members together twice a month. He said the staff would bring forward a structure that would have a full Board meeting once a month, with two committee meetings in the intervening weeks.

Commissioner Fewer said she liked the current format and enjoyed hearing comments from her colleagues on items that did not directly affect her district. She said she liked to hear the opinions of the full Board on projects and where money should be allocated. She said there had been issues regarding timeliness and loss of quorum but asked if the Board would be amenable to staying with the current format. She noted that she was new and that it was the only meeting structure she knew, but she was okay with it.

Commissioner Tang said she like the current format and suggested shortening the meeting agendas. She mentioned that the committee structure also had attendance and quorum issues and that structuring the agenda differently could help.

Commissioner Safai said he preferred the full Board meeting structure and mentioned that it was difficult to completely grasp agenda items when the Board used the committee structure. He agreed that the agenda was a bit to long and could be shortened but would like to keep the current format.

Commissioner Yee preferred the current format because it prevented duplication of discussion from committee to Board.



Commissioner Ronen said that when she put the item on the agenda it was not necessarily to restructure the meetings but to highlight the quorum and tardiness issues. She said she felt particularly bad for the members of the public who were waiting to testify on items which eventually were continued to a later meeting. She said she was fine with either structure and asked the Board to make a commitment as commissioners to arrive on time.

Commissioner Cohen asked if the day the Board meets could be changed.

Commissioner Kim mentioned that there were Board of Supervisor committee meetings on all other days of the week and that would make it difficult to change the meeting days.

Chair Peskin said he would work with staff to shorten the length of Board meetings and asked Board members to do everything in their power to arrive on time. He said if there was no objection he would reverse his earlier statement and continue the current Board meeting structure.

There was no public comment

### **Other Items**

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

There were no new items introduced.

#### **17. Public Comment**

During public comment, Alex Lantsberg spoke in support of the SFMTA's pilot program to convert diesel buses to zero emission buses. He submitted a letter to the Board that detailed additional steps that the SFMTA needed to take. He asked the Board to provide leadership and help expedite the pilot program. He said San Francisco had been a leader on clean energy and clean transportation technology for a long time and was looking forward to that continuing.

Jack Fleck, retired transportation engineer from the SFMTA, said he was a member of 350 Bay Area and Climate, an activist group working towards reducing greenhouse gases. He spoke in support of Muni's effort to electrify the bus system but was disappointed that the 2007 goals of Proposition A to convert to zero emission buses and eliminate greenhouse gases had still not been fulfilled. He said electric buses would be a big savings for the city, and he was in support of the Board's efforts to help get that done.

Brad McMillian said he had a company that designed and manufactured electronics primarily for the electric power industry. He addressed support for migrating to an all-electricity transit system and spoke of the rapid advances in clean energy technology, solar panels, utility skill wind farms, electric cars, and capacity batteries. He said the technologies were being created in response to the problems caused by the burning of fossil fuels and global warming. He said for San Francisco a recent article published in a newsletter stated that the entire city could be completely powered by an offshore wind farm with only 363 turbines and that cleaner technologies were superior. He said it was in the best interest of the citizens of San Francisco both present and future to migrate to a transit system that operated with electricity as soon as possible so it could be seamlessly integrated with the cleaner energy sources of the future.

Emily Heffling, outreach coordinator for the Union of Concerned Scientists, was encouraged by the SFMTA's commitment to move forward with the zero-emission bus project and urged the Board to take seriously the need to convert Muni's fleet to 100% zero emission as soon as possible. She looked forward to working with the Board to provide clean buses and air to San Francisco residents.

Paul Cort, an attorney with Earth Justice, said the ownership for battery electric buses was now lower than the cost of ownership for any combustion-type bus and that California's H-fit program now offered \$150,000 vouchers for each battery electric bus purchased by a transit agency. He said that alone made the cost lower than the cost for diesel hybrids. He said the city would not only save money on fuel costs by switching to electricity but could actually make money because the state's low carbon fuel standards paid up to \$9,000 per bus per year in incentive funding. He said infrastructure costs were subsidized by the state and by local utilities, but that funding was not going to be available indefinitely and so delays on the part of Muni in making this transition faced the risk of foregoing available opportunities.

Jackie Sachs spoke in favor of the committee meeting structure.

At the end of public comment, Chair Peskin asked Transportation Authority and SFMTA staff to discuss the issues raised during public comment. He said Director Chang would follow up with Director Reiskin and he was interested in seeing the electrification of Muni buses take place.

**18. Adjournment**

The meeting was adjourned at 11:17 a.m.

## RESOLUTION ADOPTING POSITIONS ON STATE LEGISLATION

WHEREAS, The Transportation Authority approves a set of legislative principles to guide transportation policy advocacy in the sessions of the Federal and State Legislatures; and

WHEREAS, With the assistance of the Transportation Authority's legislative advocate in Sacramento, staff has reviewed pending legislation for the current Legislative Session and analyzed it for consistency with the Transportation Authority's adopted legislative principles and for impacts on transportation funding and program implementation in San Francisco; now, therefore, be it

RESOLVED, That the Transportation Authority hereby adopts three new support positions on Proposition 69, the Transportation Taxes and Fees Lockbox and Appropriations Limit Exemption Amendment, Assembly Bill (AB) 2304 (Holden) and AB 2363 (Freidman), and one new oppose position on AB 2989 (Flora); and be it further

RESOLVED, That the Executive Director is directed to communicate these positions to all relevant parties.

## State Legislation – May 2018

To view documents associated with the bill, click the bill number link.

Staff is recommending a new support position on Proposition 69, the Transportation Taxes and Fees Lockbox and Appropriations Limit Exemption Amendment. Staff is also recommending two new support positions on Assembly Bill (AB) 2304 (Holden) and AB 2363 (Freidman) and one new oppose position on AB 2989 (Flora), as shown in **Table 1**, which also includes two new bills to watch. **Table 2** provides updates on several bills we have been tracking this session, and **Table 3** indicates the status of bills on which the Board has already taken a position this session.

**Table 1. Recommendation for New Positions**

Recommended Positions	Proposition or Bill # Author	Title and Description
Support	<a href="#">Prop 69</a> Legislative Constitutional Amendment on California's June 5, 2018 ballot	<b>Transportation Taxes and Fees Lockbox and Appropriations Limit Exemption Amendment.</b> Proposition 69 was part of a legislative package that included SB 1, the Road Repair and Accountability Act of 2018, which enacted an estimated \$5.2 billion annual increase in transportation-related fee and taxes. Proposition 69 would require that revenue from the diesel sales tax and from the annual Transportation Improvement Fee, both part of SB 1, be dedicated to transportation-related purposes. The revenues from other tax increases in SB 1, including the gasoline excise tax and diesel excise tax, are already constitutionally dedicated to transportation-related purposes.
Support	<a href="#">AB 2304</a> <a href="#">Holden</a> D	<b>Reduced fare transit pass programs: report.</b> This bill would request that the University of California Institute of Transportation Studies prepare and submit a report to the Governor and specified committees of the Legislature on or before January 1, 2020, that provides an assessment of the reduced fare transit pass programs in California that are administered by a public transit operator, California college or university, or any other entity. The assessment would include how the programs are funded, how much success they have had on increasing transit ridership among the targeted population and impacts on fare box recovery.
Support	<a href="#">AB 2363</a> <a href="#">Friedman</a> D	<b>Vision Zero Task Force.</b> This bill would require the Secretary of Transportation, on or before January 1, 2019, to establish and convene a state Vision Zero Task Force, which shall include, but is not limited to, representatives from the Department of the California Highway Patrol, the University of California and other academic institutions, local governments, bicycle safety organizations, road safety organizations, and labor organizations. The bill would require the task force to develop a structured, coordinated process for early engagement of all parties to develop policies to reduce traffic fatalities to zero and submit a report of findings to the Legislature by May 15, 2019. The report would include a detailed analysis of specified issues, including the existing process for establishing speed limits and a recommendation as to whether an alternative to the use of the 85th percentile as a method for determining speed limits should be considered.

Watch	<a href="#">AB 2578</a> <a href="#">Chiu D</a>	<b>Infrastructure financing districts: City and County of San Francisco.</b> This bill would expand the authorization for the creation of waterfront districts by the City and County of San Francisco to include a shoreline protection district (subject to a shoreline protection enhanced financing plan) and expand the types of projects a waterfront district may finance, giving the state a mechanism to contribute to the City’s Seawall Earthquake Safety Program. The district would generate an estimated \$55 million in the first ten years of the program, and an estimated \$250 million over its lifetime. The Port of San Francisco worked closely with the author to advance this bill, and the City’s State Legislation Committee has adopted a support and sponsor position.
Oppose	<a href="#">AB 2989</a> <a href="#">Flora R</a>	<b>Standup electric scooters.</b> This bill would amend the California Vehicle Code to define a “standup electric scooter” as a 2-wheeled device that has handlebars and a floorboard that is designed to be stood upon while riding, is powered by an electric motor of less than 750 watts, and does not exceed a speed of 20 miles per hour. It would allow standup electric scooters to operate on sidewalks unless a local jurisdiction prohibits it. It would also specify that the standup electric scooters could be parked in the same manner and at the same locations as a bicycle may be parked.  The San Francisco Board of Supervisors passed a resolution opposing AB 2989 (Flora) on April 24. Both SFMTA and Transportation Authority staff are concerned that the bill allows standup electric scooters to be operated on sidewalks, and may pose a hazard to pedestrians. This would contradict the city’s Vision Zero policy. Furthermore, staff are concerned about the ways these scooters have been parked in the public realm, frequently blocking pedestrian rights-of-way.
Watch	<a href="#">SB 1014</a> <a href="#">Skinner D</a>	<b>Zero-emission vehicles.</b> This bill would require the California Public Utilities Commission to establish the California Clean Miles Standard and Incentive Program for zero-emission vehicles used by transportation network company (TNC) drivers with the goal to increase the percentage of TNC passenger miles provided by zero-emission vehicles used on behalf of TNCs to 20% by December 31, 2023, 50% by December 31, 2026, and 100% by January 1, 2030. We support setting targets to increase the share of TNC passenger miles provided by zero-emission vehicles, but have concerns about how a potential incentive program might be structured, including where the funding would come from, and how to ensure that the program meets its stated goals. MTC has taken a support and seek amendments position on this bill.

## San Francisco County Transportation Authority

Table 2. Updates on Bills in the 2017-2018 Session

Support / Sponsor	<a href="#">AB 2865</a> <a href="#">Chiu</a> D	<p><b>High-occupancy toll lanes: Santa Clara Valley Transportation Authority (VTA).</b></p> <p>If the Board votes to approve a managed lanes (e.g. carpool/transit lane) project on US-101 and I-280 north of the divide in San Francisco, this bill would give the Transportation Authority the option of asking the Santa Clara Valley Transportation Authority to operate the lanes on San Francisco's behalf. San Mateo has similar authority and the intent is to allow a single, coordinated congestion management approach for the 101 corridor that extends from Santa Clara to San Francisco. Revenues would be spent according to a Board-approved expenditure plan on transportation projects that benefit transit riders, carpoolers, and drivers in the corridor.</p> <p>The Assembly Transportation Committee approved the bill and it was referred to the Assembly Appropriations on April 23. We are currently considering amendments proposed by the Metropolitan Transportation Commission to authorize its Bay Area Infrastructure Financing Authority to operate managed lanes in San Francisco as another possible option.</p>
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Table 3. Bill Status for Active Positions Taken in the 2017-2018 Session<sup>1</sup>

Adopted Positions	Bill # Author	Bill Title	Bill Status and Changes Since Last Report <sup>1</sup> (as of 4/26/18)
Support	<a href="#">AB 1</a> <a href="#">Frazier</a> D	Transportation funding	Assembly Dead
	<a href="#">AB 17</a> <a href="#">Holden</a> D	Transit Pass Program: free or reduced-fare transit passes	Vetoed
	<a href="#">AB 87</a> <a href="#">Ting</a> D	Autonomous vehicles	Referred to Senate Transportation and Housing
	<a href="#">AB 342</a> <a href="#">Chiu</a> D	Vehicles: automated speed enforcement: five-year pilot program	Assembly Dead
	<a href="#">AB 2865</a> <a href="#">Chiu</a> D	High-occupancy toll lanes: Santa Clara Valley Transportation Authority (VTA).	Referred to Assembly Appropriations
	<a href="#">AB 3059</a> <a href="#">Bloom</a> D	Go Zone demonstration projects.	Assembly Dead (from Assembly Transportation)
	<a href="#">AB 3124</a> <a href="#">Bloom</a> D	Vehicles: length limitations: buses: bicycle transportation devices	Amended in Assembly Transportation, referred to Senate Transportation and Housing
	<a href="#">SB 422</a> <a href="#">Wilk</a> R	Transportation projects: comprehensive development lease agreements: Public Private Partnerships	Senate Dead

## San Francisco County Transportation Authority

	<a href="#">SB 760 Wiener</a> D	Bikeways: design guides	Referred to Assembly Transportation
	<a href="#">SB 768 Allen, Wiener</a> D	Transportation projects: comprehensive development lease agreements: Public Private Partnerships	Senate Dead
	<a href="#">SB 1119 Newman</a> D	Low Carbon Transit Operations Program.	Referred to Senate Appropriations
	<a href="#">SB 1376 Hill</a> D	Transportation network companies: accessibility plans	Referred to Senate Appropriations
Support if Amended	<a href="#">SB 936 Allen, Ben</a> D	Office of Planning and Research: Autonomous Vehicles Smart Planning Task Force.	Amended and Referred to Senate Appropriations
Oppose	<a href="#">AB 65 Patterson</a> R	Transportation bond debt service	Assembly Dead
	<a href="#">AB 1756 Brough</a> R	Transportation Funding	Assembly Dead – Failed Passage at Assembly Transportation
	<a href="#">AB 2530 Melendez</a> R	Bonds: Transportation	Assembly Transportation
	<a href="#">AB 2712 Allen, Travis</a> R	Bonds: Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century	Assembly Transportation
	<a href="#">SB 182 Bradford</a> D	Transportation network company: participating drivers: single business license	Chaptered
	<a href="#">SB 423 Cannella</a> R	Indemnity: design professionals	Senate Dead
	<a href="#">SB 493 Hill</a> D	Vehicles: right-turn violations	Assembly Appropriations
	<a href="#">SB 1132 Hill</a> D	Vehicles: right turn violations.	Senate Appropriations Suspense File

<sup>1</sup>Under this column, “Chaptered” means the bill is now law.



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RESOLUTION APPROVING THE LIFELINE TRANSPORTATION PROGRAM CYCLE 5  
PROGRAM OF PROJECTS

WHEREAS, The Metropolitan Transportation Commission (MTC) established the Lifeline Transportation Program 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, As San Francisco's Congestion Management Agency, the Transportation Authority is responsible for issuing a call for projects and recommending a program of projects for San Francisco's county share of \$2,578,270 in Lifeline Transportation Program Cycle 5 funds, consistent with guidelines established by the MTC; and

WHEREAS, The Lifeline Transportation Program Cycle 5 prioritization criteria (Attachment 1) were largely dictated by MTC but also included San Francisco-specific criteria that awarded extra points for projects recommended in recent equity-focused planning efforts, such as San Francisco's Late Night Transit Study and the Muni Service Equity Strategy, and prioritized the provision of transit service, since this is one of the few sources that the Transportation Authority can direct to these types of projects; and

WHEREAS, On February 14, 2018 the Transportation Authority issued the Lifeline Transportation Program Cycle 5 call for projects, and received five applications requesting a total of \$4,768,270 in Lifeline Transportation Program funds (Attachment 2); and

WHEREAS, Consistent with MTC's guidelines, the Transportation Authority formed an evaluation panel comprised of a representative from the MTC Policy Advisory Council, a community member, a paratransit planner at a Bay Area transit operator, and a Transportation Authority staff member, which evaluated the applications using the prioritization criteria shown in Attachment 2; and



WHEREAS, The evaluation panel recommended programming all available Lifeline Transportation Program Cycle 5 funds (\$2,578,270) to the San Francisco Municipal Transportation Agency's (SFMTA's) Expanding and Continuing Late Night Transit Service to Communities in Need project, which received the highest score in the evaluation process, as shown in Attachment 3; and

WHEREAS, Consistent with MTC guidelines, Transportation Authority staff recommended including the next two highest-scoring projects, the SFMTA's Enhanced Shop-a-Round and Van Gogh Recreational Shuttle Service (up to \$450,000) and Wheelchair Accessible Taxi Incentive Program (up to \$200,000), on a contingency list (Attachment 4), in the event additional Lifeline Transportation Funds become available; and

WHEREAS, To enable the contingency list projects to advance in the meantime, Transportation Authority staff identified, with the SFMTA's concurrence, Lifeline Transportation Program Cycle 2 funds (\$100,000) and Prop K sales funds from the paratransit category (\$650,000) to fully fund the two contingency list projects, conditioned upon an equivalent amount of Prop K funds automatically being de-obligated should additional Lifeline Transportation Program funds become available; and

WHEREAS, At its April 25, 2018 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 San Francisco's Lifeline Transportation Cycle 5 Program of Projects which includes the programming of \$2,578,270 in Cycle 5 funds (Attachment 3) and a contingency list (Attachment 4), with project scope, schedule, and budget detail summarized in Attachment 5; 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 (5):

Attachment 1 – Prioritization Criteria

Attachment 2 – Applications Received

Attachment 3 – Staff Recommendation

Attachment 4 – Recommended Contingency List

Attachment 5 – Summaries of Projects Recommended for Funding

**Attachment 1**  
**San Francisco Lifeline Transportation Program (LTP) Cycle 5 Call for Projects**  
**Prioritization Criteria**

MTC's Guidelines largely dictate the overall prioritization criteria for the LTP, but counties may make additions. San Francisco-specific criteria are marked with *italicized text* below.

- **Project Need/Goals and Objectives (20 points):** Projects will be evaluated on the significance of the unmet transportation need or gap that the proposed project seeks to address and for how the project activities will address the transportation need. Project application should clearly state the overall program goals and objectives, and demonstrate how the project is consistent with the goals of the Lifeline Transportation Program.
- **Community-Identified Priority (15 points):** Priority will be given to projects that directly address transportation gaps and/or barriers identified through a Community-Based Transportation Plan (CBTP) or other substantive local planning effort involving focused, inclusive engagement to low-income populations. Applicants should identify the CBTP or other substantive local planning effort, as well as the priority given to the project in the plan. Links to San Francisco's CBTPs are included in Attachment 4.

Other projects may also be considered, such as those that address transportation needs identified in MTC's 2018 Coordinated Public Transit-Human Services Transportation Plan, countywide or regional welfare-to-work transportation plans, or other documented assessment of needs within designated Communities of Concern (see map in Attachment 3). Findings emerging from one or more CBTPs or other relevant planning efforts may also be applied to other low-income areas, or otherwise be directed to serve low-income constituencies within the county, as applicable. *Sponsors must demonstrate community and agency support and/or lack of significant opposition at the time of application.*

- **Implementation Plan and Project Management Capacity (15 points):** Priority will be given to projects that are ready to be implemented in the timeframe that the funding is available *and have no foreseeable implementation issues that may affect project delivery.* For projects seeking funds to support program operations, applicants must provide a well-defined service operations plan, and describe implementation steps and timelines for carrying out the plan. For projects seeking funds for capital purposes, applicants must provide an implementation plan, milestones and timelines for completing the project.

Project sponsors should describe and provide evidence of their organization's ability to provide and manage the proposed project, including experience providing services for low-income persons, and experience as a recipient of state or federal transportation funds. For continuation projects that have previously received Lifeline funding, project sponsor should describe project progress and outcomes.

- **Project Budget and Sustainability (10 points):** *Projects that have secured funding sources for long-term maintenance beyond the grant period will be prioritized.* Applicants must submit a clearly defined project budget, indicating anticipated project expenditures and revenues, including documentation of matching funds. Proposals should address long-term efforts and identify *secured or* potential funding sources for sustaining the project beyond the grant period.
- **Cost-Effectiveness and Performance Indicators (10 points):** Priority will be given to projects where the applicant demonstrates that the project is the most appropriate and cost-effective way in which to address the identified transportation need. Applicants must also identify clear, measurable outcome-based performance measures to track the effectiveness

**Attachment 1**  
**San Francisco Lifeline Transportation Program (LTP) Cycle 5 Call for Projects**  
**Prioritization Criteria**

of the service in meeting the identified goals. A plan should be provided for ongoing monitoring and evaluation of the project, as well as steps to be taken if original goals are not achieved.

- **Coordination and Outreach (10 points):** Projects that are coordinated with other community transportation and/or social service resources will be prioritized. Applicants should clearly identify project stakeholders, and how they will keep stakeholders involved and informed throughout the project. Applicants should also describe how the project will be marketed and promoted to the public.
- ***Transit Operations Serving Communities of Concern (20 points):*** *The project will be prioritized if it is a transit operating project that supports San Francisco Communities of Concern (Attachment 3 provides a map of San Francisco's) since LTP is one of the few sources that the Transportation Authority can direct to operating projects. For the scale of funding available for this LTP call for projects, operating projects provide an opportunity for a broad geographic distribution of benefits to Communities of Concern.*
- ***Project Sponsor's Priority of Application:*** *For project sponsors that submit multiple applications, project sponsor's relative priority for its applications will be taken into consideration.*
- ***Program/Geographic Diversity:*** *After projects are evaluated based on all of the above criteria, a program/geographic diversity consideration will be applied to the entire draft recommended list.*

Attachment 2  
San Francisco Lifeline Transportation Program (LTP) Cycle 5 Call for Projects  
Applications Received

#1	Sponsor <sup>2</sup>	Project Name	Project Description	Project Type	Match % <sup>3</sup>	Match Sources	Total Project Cost	Requested LTP Funding
1	BART	Elevator Attendant Initiative	Elevator attendants will operate BART/Muni street and platform elevators at the Civic Center and Powell St. stations from 5:00 am to 1:00 am daily with a pilot beginning in April 2018. Their presence in the elevators is intended to help discourage undesirable behaviors, improve elevator cleanliness and performance, reduce fare evasion, reduce maintenance costs, and improve access and accessibility for customers who rely on these elevators to enter into and exit out of the transit systems. The SFMTA is committed to funding 50% of the cost of the program. This LTP request and BART local matching funds would cover BART's share of the cost of the program.	Operating	60%	BART and SFMTA operating	\$3,000,000	\$1,200,000
2	BART	Pit Stop Program	The Pit Stop Program provides clean and safe public toilets, used-needle receptacles and dog waste stations. BART and San Francisco Public Works share the cost of the program at San Francisco BART stations. This LTP request and BART local matching funds would cover BART's share of the cost of Pit Stop operations at the Powell (Market Street above Hallidie Plaza) and 16th Street (16th Street and Mission Street) BART stations. The facilities at Powell and 16th Street stations are staffed from 9:00 am to 8:00 pm daily by paid attendants from the Hunters Point Family, a nonprofit organization that provides job opportunities for people who have faced barriers to employment.	Operating	60%	BART and SF Public Works operating	\$600,000	\$240,000
3	SFMTA	Expanding and Continuing Late Night Transit Services to Communities in Need	The SFMTA proposes to provide new late night transit service on the L Owl line along the Embarcadero to Fisherman's Wharf (1:00 am to 5:00 am) and to continue providing Owl service on key segments of the 48 Quinana/24th Street (12:00 am to 6:00 am) and 44 O'Shaughnessy (12:30 am to 5:00 am). These routes serve several Communities of Concern and Muni Equity Strategy neighborhoods. Requested LTP and local matching funds would fund the project for two years (FY 2018/19 and 2019/20).	Operating	31.7%	General Fund	\$3,775,560	\$2,578,270
4	SFMTA	Wheelchair Accessible Taxi Incentive Program	Ramp taxi service provides many SF Paratransit riders with same day, on-demand service and a direct ride to a given destination. The Wheelchair Accessible Taxi Incentive Program is intended to provide financial incentives of up to \$600 per month to ramp taxi drivers to reduce capital and operating costs and increase the number of ramp taxis available by about 25%. These vehicles are required to address the growing need for on-demand transportation by wheelchair users. The SFMTA will initiate the pilot in July 2018 with \$100,000 in LTP Cycle 2 funds to support the first year of operations (FY 2018/19). This funding has enabled the SFMTA to reduce its need for LTP Cycle 5 funds from \$300,000 to \$200,000 to continue the project for two additional years (FY 2019/20 and 2020/21).	Operating	20%	Federal Transit Administration Section 5310	\$375,000	\$300,000
5	SFMTA	Enhanced Shop-a-Round and Van Gogh Recreational Shuttle Service	Since 2015, the Shop-a-Round and Van Gogh shuttle programs have served SF Paratransit riders by providing access to grocery stores and social and recreational events to minimize social isolation and foster healthy living. Requested LTP and local matching funds would continue the project for three years (FY 2018/19 through 2020/21).	Operating	20%	Federal Transit Administration Section 5310	\$562,500	\$450,000
					<b>TOTAL:</b>		<b>\$8,313,060</b>	<b>\$4,768,270</b>
						<b>Total LTP Funds Available:</b>		<b>\$2,578,270</b>
						<b>Difference:</b>		<b>-\$2,190,000</b>

<sup>1</sup> Projects are organized in alphabetical order by sponsor, and then by each sponsor's priority.

<sup>2</sup> Sponsor acronyms include Bay Area Rapid Transit District (BART) and San Francisco Municipal Transportation Agency (SFMTA).

<sup>3</sup> Projects are required to have a local match of at least 20%.

Attachment 3  
San Francisco Lifeline Transportation Program (LTP) Cycle 5 Call for Projects  
Staff Recommendation <sup>1</sup>

Evaluation Score <sup>1</sup>	Sponsor Agency <sup>2</sup>	Project Name	Total Project Cost	LTP Cycle 5 Requested Funds	LTP Cycle 5 Funds Recommended	Other Funds Recommended	District(s)	Notes
1	SFMTA	Expanding and Continuing Late Night Transit Service to Communities in Need	\$3,775,560	\$2,578,270	\$2,578,270	\$0	3, 6, 8, 9, 10, and 11	<b>We recommend fully funding this project.</b> <sup>3</sup> Late night transit service to Fisherman's Wharf is a prioritized service recommendation in Phase 2 of the San Francisco Late Night Transit Study. LTP Cycle 4 funds established late night Muni service on the 44 O'Shaughnessy and the 48 Quintara/24th Street lines, and this grant would continue that service for two additional years. The project serves multiple Communities of Concern and is also SFMTA's highest priority application for LTP funds.
2	SFMTA	Enhanced Shop-a-Round and Van Gogh Recreational Shuttle Service	\$562,500	\$450,000	\$0	Prop K: \$450,000	citywide	<b>We are not recommending LTP Cycle 5 funds for this project, however we recommend fully funding the request with \$450,000 in Prop K funds to be programmed in the 2019 Prop K Strategic Plan Baseline.</b> The project scored well because it will address a significant gap in transit service for seniors and persons with disabilities, will benefit Communities of Concern throughout the city, and is a recommended strategy in MTC's Coordinated Public Transit-Human Services Transportation Plan.
3	SFMTA	Wheelchair Accessible Taxi Incentive Program	\$375,000	\$300,000	\$0	Cycle 2 LTP funds: \$100,000 Prop K: \$200,000	citywide	<b>We are not recommending LTP Cycle 5 funds for this project, however we recommend fully funding the request with \$100,000 in Cycle 2 LTP funds and \$200,000 in Prop K funds to be programmed in the 2019 Prop K Strategic Plan Baseline.</b> The project scored well because it will address a significant unmet mobility need for people requiring access to wheelchair ramp taxis, will have citywide benefit, and is included as a recommended strategy in MTC's Coordinated Public Transit-Human Services Transportation Plan.
4	BART	Pit Stop Program	\$600,000	\$240,000	\$0	\$0	6	<b>We are not recommending LTP Cycle 5 funds for these projects.</b> Projects did not receive high evaluation scores because they do not directly provide transit service that increases mobility for low income persons, which the Transportation Authority identified as the highest priority project type for LTP Cycle 5 funds.
5	BART	Elevator Attendant	\$3,000,000	\$1,200,000	\$0	\$0	6	
<b>Total:</b>				<b>\$8,313,060</b>	<b>\$4,768,270</b>	<b>\$750,000</b>		

<b>Available LTP Cycle 5 Funds</b>	<b>\$2,578,270</b>
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<sup>1</sup> Projects are sorted by evaluation score from highest ranked to lowest. See Attachment 4 for details. See Attachment 8 for proposed Contingency List.

<sup>2</sup> Sponsor abbreviations include: Bay Area Rapid Transit District (BART) and San Francisco Municipal Transportation Agency (SFMTA).

<sup>3</sup> Per MTC guidance, up to 5% of the estimated LTP Cycle 5 funds (up to \$44,515 for San Francisco) are contingent upon the availability of State Transit Assistance revenue. If actual revenues are below the LTP Cycle 5 estimate for San Francisco (\$2,578,270), we will work with SFMTA to identify a strategy to accommodate the change in programming.

Attachment 4  
 San Francisco Lifeline Transportation Program (LTP) Cycle 5 Call for Projects  
 Recommended Contingency List

Contingency Rank	Sponsor Agency <sup>1</sup>	Project Name	LTP Cycle 5 Funds Requested	LTP Cycle 5 Contingency Programming Recommended (Max Amount)	Notes
1	SFMTA	Enhanced Shop-a-Round and Van Gogh Recreational Shuttle Service	\$450,000	\$450,000	<b>First priority for any additional LTP funds that become available.</b> To ensure that the project advances, we are also recommending, with the concurrence of SFMTA staff, increasing the annual Prop K programming in the Paratransit category for the next three years in the 2019 Strategic Plan Baseline to fully fund this project. Should additional LTP funds become available, we will de-obligate an equivalent amount of Prop K funds and return them to the Paratransit category.
2	SFMTA	Wheelchair Accessible Taxi Incentive Program	\$300,000	\$200,000	<b>Second priority for any additional LTP funds that become available.</b> To ensure that the project advances, we are also recommending, with the concurrence of SFMTA staff, increasing the annual Prop K programming in the Paratransit category for the next three years to fully fund this project. SFMTA concurs with this recommendation. Should additional LTP funds become available, we will de-obligate an equivalent amount of Prop K funds and return them to the Paratransit category.
<b>Total:</b>			<b>\$750,000</b>	<b>\$650,000</b>	

<sup>1</sup> Sponsor abbreviation: San Francisco Municipal Transportation Agency (SFMTA).



**Attachment 5**  
**San Francisco Lifeline Transportation Program (LTP) Cycle 5**  
**Summaries of Projects Recommended for Funding**

## Expanding and Continuing Late Night Transit Service to Communities in Need

**Sponsor:** San Francisco Municipal Transportation Agency

**Recommended Cycle 5 LTP Programming:** \$2,578,270

**Recommended Phase:** Operations

**Districts:** 3, 6, 8, 9, 10 and 11

### Scope:

The San Francisco Municipal Transportation Agency (SFMTA) will provide new late night service on the L Owl line along the Embarcadero to Fisherman's Wharf and continue providing Owl service on key segments of the 44 O'Shaughnessy and 48 Quintara/24th Street Muni lines.

#### New Muni L Owl Service to Fisherman's Wharf

The recommended new L Owl line will advance a recommendation from the San Francisco Late Night Transit Study. It will introduce new late night service that serves a concentration of low income, transit-dependent late-night workers, providing a direct connection to Market Street and other regional transit providers.

Owl Route	Daily Span	First Trip/Last Trip	Frequency
L Owl	1:00AM-5:00AM	1:00 AM/4:45 AM	30 mins

#### Continued Owl Service on the 44 O'Shaughnessy and 48 Quintara/24th Street Muni Lines

Continuation of the 44 O'Shaughnessy and 48 Quintara/24th Street Owl lines will maintain late night coverage in the eastern and southeastern part of the city in the Bayview, Visitacion Valley, and Mission neighborhoods, connecting riders with transit and employment hubs in Glen Park and the Mission District and providing a crosstown service between the Mission and Bayview/Hunters Point neighborhoods which have high concentrations of service and industrial employers that operate during late night and early morning hours. These routes currently serve an average of 370 daily riders between the hours of 1 AM and 6 AM.

Owl Route	Daily Span	First Trip/Last Trip	Frequency
44 O'Shaughnessy	12:30 AM-5:00AM	12:15 AM/4:50 AM	30 mins
48 Quintara 24 <sup>th</sup> Street	12:00 AM-6:00 AM	12:10 AM/ 5:50 AM	30 mins

**Attachment 5**  
**San Francisco Lifeline Transportation Program (LTP) Cycle 5**  
**Summaries of Projects Recommended for Funding**

**Schedule and Cost:**

	Project Cost		
	FY 18/19	FY 19/20	Total
44 O'Shaughnessy short line service, operating at 30 min frequency	\$943,890	\$943,890	\$1,887,780
48 Quintara/24th Street short line service, operating at 30 min frequency	\$566,334	\$566,334	\$1,132,668
L Owl extension to Fisherman's Wharf	\$377,556	\$377,556	\$755,112
<b>Total Cost</b>	<b>\$1,887,780</b>	<b>\$1,887,780</b>	<b>\$3,775,560</b>

**Funding Plan:**

Source	Status	Funding	% of Cost by Fund Source
Recommended LTP Cycle 5	Planned	\$2,578,270	68%
General Fund	Allocated	\$1,197,290	32%
<b>Total Funding</b>		<b>\$3,775,560</b>	

Attachment 5  
San Francisco Lifeline Transportation Program (LTP) Cycle 5  
Summaries of Projects Recommended for Funding

## Enhanced Shop-a-Round and Van Gogh Recreational Shuttle Service

**Sponsor:** San Francisco Municipal Transportation Agency

**Recommended LTP Programming (Contingency List):** \$450,000

**Recommended Phase:** Operations

**Districts:** citywide

### Scope:

The San Francisco Municipal Transportation Agency (SFMTA) will operate its Shop-a-Round and Van Gogh Shuttle programs for three additional years, providing seniors and persons with disabilities with group transportation to grocery stores and cultural and social events. SFMTA will oversee the administration and monitoring of the shuttle programs. San Francisco Paratransit staff will be responsible for performing daily tasks, including outreach and marketing activities that focus on community-based organizations in Communities of Concern. Shuttle operations are funded through the end of Fiscal Year 2017/18 with prior-cycle LTP funds.

### Shop-Around Shuttle:

The 2016 Assessment of the Needs of San Francisco Seniors and Adults with Disabilities, completed by the San Francisco Department on Aging and Adult Services, found that over ten percent of seniors had difficulties with daily activities, including grocery shopping. While they may be able to take Muni independently, they may not be able to navigate the transit system carrying shopping bags. The Shop-a-Round service seeks to address this issue by providing transportation to and from grocery stores with driver assistance in carrying grocery bags.

### Van-Gogh Shuttle:

Social isolation is more prevalent among seniors and persons with disabilities. To address this problem, the Van Gogh Shuttle provides group transportation to cultural and social events throughout the city, a service not covered by traditional paratransit and one that many community based organizations are unable to provide. This project will continue to help seniors and persons with disabilities live independently and remain active in the community and will provide night and evening service when there is reduced frequency in public transit service and seniors are sometimes reluctant to use regular transit due to safety and security concerns.

Attachment 5  
San Francisco Lifeline Transportation Program (LTP) Cycle 5  
Summaries of Projects Recommended for Funding

**Schedule and Cost:**

	Project Cost			
	FY 18/19	FY 19/20	FY 20/21	Total
Shop-a-Round Shuttle Program	\$130,000	\$130,000	\$130,000	\$390,000
Van Gogh Shuttle Program	\$20,000	\$20,000	\$20,000	\$60,000
Administrative/Marketing	\$37,500	\$37,500	\$37,500	\$112,500
<b>Total Cost</b>	<b>\$187,500</b>	<b>\$187,500</b>	<b>\$187,500</b>	<b>\$562,500</b>

**Funding Plan:**

Source	Status	Funding	% of Cost by Fund Source
LTP (Contingency List) and/or Prop K	Planned	\$450,000	80%
Federal Transit Administration Section 5310	Allocated	\$112,500	20%
<b>Total Funding</b>		<b>\$562,500</b>	

**Attachment 5**  
**San Francisco Lifeline Transportation Program (LTP) Cycle 5**  
**Summaries of Projects Recommended for Funding**

## **Wheelchair Accessible Taxi Incentive Program**

**Sponsor:** San Francisco Municipal Transportation Agency

**Recommended Prior-Cycle LTP Funds:** \$100,000

**Recommended LTP Programming (Contingency List):** \$200,000

**Recommended Phase:** Operations

**Districts:** citywide

### **Scope:**

The San Francisco Municipal Transportation Agency (SFMTA) will provide financial incentives to increase the supply of accessible wheelchair ramp taxis to provide same-day, on-demand transportation for wheelchair users. This program will provide trips through the San Francisco Paratransit program, but the ramp taxis will also be available in general circulation, increasing mobility options citywide for wheelchair users.

The project will provide up to \$300 per month incentive to help with the capital cost of purchasing or converting a wheelchair accessible vehicle and \$300 per month to help pay for the associated increase in fuel and maintenance costs.

Incentives will be distributed monthly if all the following conditions are met:

- Driver/Company has purchased a converted wheelchair accessible ramped vehicle.
- Vehicle must perform at least 20 verified San Francisco Paratransit wheelchair trips in the month.
- Must be logged into an SFMTA-approved mobile app with ramped taxi option for at least 80 hours each month.
- Must submit log of all non-paratransit wheelchair trips provided by the vehicle each month.
- Medallion and Vehicle must be in good standing with SFMTA.

This project is expected to fund at least 10 new wheelchair accessible taxis and increase the number of ramp taxis available in San Francisco by at least 25 percent. After the first year of the program, SFMTA will perform an evaluation and determine whether to identify additional resources to support more vehicles.

Attachment 5  
San Francisco Lifeline Transportation Program (LTP) Cycle 5  
Summaries of Projects Recommended for Funding

**Schedule and Cost:**

	Project Cost			
	FY 18/19	FY 19/20	FY 20/21	Total
Capital Incentives	\$50,000	\$50,000	\$50,000	\$150,000
Maintenance/Operating Incentives	\$50,000	\$50,000	\$50,000	\$150,000
Administration/Marketing	\$25,000	\$25,000	\$25,000	\$75,000
<b>Total Cost</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$125,000</b>	<b>\$375,000</b>

**Funding Plan:**

Source	Status	Funding	% of Cost by Fund Source
LTP (Contingency List) and/or Prop K	Planned	\$200,000	53%
Prior Cycle LTP funds	Planned	\$100,000	27%
Federal Transit Administration Section 5310	Programmed	\$75,000	20%
<b>Total Funding</b>		<b>\$375,000</b>	



# Memorandum

**Date:** April 18, 2018  
**To:** Transportation Authority Board  
**From:** Amber Crabbe – Assistant Deputy Director for Policy and Programming  
**Subject:** 05/08/18 Board Meeting: Approval of San Francisco’s Lifeline Transportation Program Cycle 5 Program of Projects

<p><b>RECOMMENDATION</b>    <input type="checkbox"/> Information    <input checked="" type="checkbox"/> Action</p> <ul style="list-style-type: none"> <li>• Program \$2,578,270 in Lifeline Transportation Program (LTP) Cycle 5 funds to the San Francisco Municipal Transportation Agency (SFMTA) for the Expanding and Continuing Late Night Transit Service to Communities in Need project.</li> <li>• Adopt LTP Cycle 5 project contingency list.</li> </ul> <p><b>SUMMARY</b></p> <p>As San Francisco’s Congestion Management Agency (CMA), we are responsible for issuing a call for projects and recommending programming of San Francisco’s LTP funds, consistent with guidelines established by the Metropolitan Transportation Commission (MTC). The LTP focuses on projects that serve Communities of Concern (CoCs), address gaps and barriers identified through a collaborative and inclusive planning process and improve transportation for low-income persons. As shown in Attachment 5, we are recommending awarding the entire \$2,578,270 in available LTP Cycle 5 funds to the SFMTA’s Expanding and Continuing Late Night Transit Service to Communities in Need project, which received the highest score in the evaluation process. MTC has directed us to approve a contingency list, shown in Attachment 8, should any additional LTP funds become available. This list includes the two next-highest ranked projects: SFMTA’s Enhanced Shop-a-Round Service and Van Gogh Recreational Shuttle Service (\$450,000) and SFMTA’s Wheelchair Accessible Taxi Incentive Program (\$300,000). In the meantime, we have identified Prop K paratransit funds and prior-cycle LTP funds to fully fund these two contingency list projects. If more LTP funds become available, we will provide them to these projects and de-obligate an equivalent amount of Prop K funds to return them to the Paratransit category.</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Fund Allocation</li> <li><input checked="" type="checkbox"/> Fund Programming</li> <li><input type="checkbox"/> Policy/Legislation</li> <li><input type="checkbox"/> Plan/Study</li> <li><input type="checkbox"/> Capital Project Oversight/Delivery</li> <li><input type="checkbox"/> Budget/Finance</li> <li><input type="checkbox"/> Contracts</li> <li><input type="checkbox"/> Procurement</li> <li><input type="checkbox"/> Other:</li> </ul> <hr/>
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**DISCUSSION****Background.**

MTC directs around 12% of regional LTP funds to San Francisco based on its population of low-income residents, which for Cycle 5 is estimated at \$2,578,270. Provided that the CMAs comply with MTC's requirements, they have flexibility to program funds to a wide variety of project types including: new, enhanced, or restored transit service; transit stop enhancements; shuttle service; and mobility management. Only transit operators are eligible to receive funds. There is a 20% local match requirement, and funds are available starting in Fiscal Year 2018/19. A list of prior-cycle San Francisco LTP projects is included in Attachment 1.

Cycle 5 is the final cycle of the LTP but moving forward we will be able to fund these types of projects through a new CMA block grant program MTC established in its place for greater flexibility and efficiency.

**Prioritization Process.**

Attachment 2 shows San Francisco's LTP project prioritization criteria, largely dictated by MTC's program guidelines. San Francisco-specific criteria included prioritizing transit service supporting CoCs since LTP is one of the few sources that the Transportation Authority can direct to these types of projects. We also awarded extra points for projects recommended in recent equity-focused planning efforts, including San Francisco's Late-Night Study and SFMTA's Muni Service Equity Strategy, and allowed for consideration of geographic and project type diversity in the final recommendation.

On February 14, 2018, we issued the LTP Cycle 5 call for projects. In response, we received five project applications requesting \$4,768,270, as shown in Attachment 3. The evaluation panel included a representative from the MTC Policy Advisory Council, a community member who was active in a recent community planning effort in San Francisco, a paratransit planner at a Bay Area transit operator, and one Transportation Authority staff member. The evaluation panel reviewed the applications and scored them according to the prioritization criteria in Attachment 2, resulting in a ranked list of projects, included in Attachment 4.

**Staff Recommendations.**

Attachments 5 and 8 contains the staff recommendation. The SFMTA's Expanding and Continuing Late Night Transit Service to Communities in Need project received the highest score. Starting in Fiscal Year 2018/19, it would provide two years of new service extending the L Owl line along the Embarcadero to Fisherman's Wharf and continue providing Owl service on key segments of the 48 Quintara/24th Street and 44 O'Shaughnessy lines. The SFMTA requested \$2,578,270, the full amount of LTP funds available, which we are recommending for this project.

Consistent with MTC's guidance, we have recommended the next two highest scoring projects for the contingency list should additional LTP funds become available: SFMTA's Enhanced Shop-a-Round and Van Gogh Recreational Shuttle Service (\$450,000) and SFMTA's Wheelchair Accessible Taxi Incentive Program (\$300,000). Because these projects will deliver citywide benefits and provide important transit service for seniors and people with disabilities, we identified unneeded prior-cycle LTP funds (\$100,000) and Prop K funds from the Paratransit category (\$650,000) to fully fund both



## Agenda Item 5

projects for the three years requested, starting in Fiscal Year 2018/19. If additional LTP funds become available whether through higher actual revenues, cost savings or a canceled project funded in prior LTP cycles, we will direct the funds to SFMTA's two paratransit projects shown on the contingency list. Concurrently, we will de-obligate an equivalent amount of Prop K funds and return them to the Paratransit category.

The two BART applications not recommended for funding respond to community needs but scored lower in the LTP project evaluation process because they do not directly provide transit service that increases mobility for low income persons, which the Transportation Authority identified as the highest priority project type for LTP Cycle 5 funds.

Attachment 6 includes a map showing projects recommended to receive LTP Cycle 5 funding and their proximity to CoCs. The Owl service directly serves numerous CoCs, and the two others serve traditionally lower income populations citywide, with targeted outreach within the identified communities. Attachment 7 contains project summaries showing scope, schedule, and funding plan detail for the three projects recommended for funding.

### **Next Steps.**

After the Transportation Authority approves the LTP program of projects, we will submit it to MTC for review and approval, anticipated in July 2018.

### **FINANCIAL IMPACT**

There are no impacts to the Transportation Authority's budget associated with the recommended action.

### **CAC POSITION**

The CAC was briefed on this item at its April 25, 2018 meeting and unanimously adopted a motion of support for the staff recommendation.

### **SUPPLEMENTAL MATERIALS**

- Attachment 1 – Previously Funded Projects (Cycles 1-4)
- Attachment 2 – Prioritization Criteria
- Attachment 3 – Applications Received
- Attachment 4 – Project Evaluation
- Attachment 5 – Staff Recommendation
- Attachment 6 – Map of Staff Recommendations
- Attachment 7 – Summaries of Projects Recommended for Funding
- Attachment 8 – Recommended Contingency List

Attachment 1.  
San Francisco Lifeline Transportation Program - Previously Funded Projects (Cycles 1-4)

Last update: April 2018

Project Sponsor <sup>1</sup>	Project Name	LTP Funding	Total Project Cost	SFCTA Concurrence of Transit Operators Prop 1B priorities
<b>Cycle 1</b>				
<b>Completed</b>				
SFMTA	Muni Route 29 Service	\$946,222	\$1,182,778	
BVHPF	Bayview Hunters Point Community Transport	\$924,879	\$1,156,879	
SFMTA	Muni Route 109/Treasure Island	\$525,000	\$874,094	
THC	Outreach Initiative for Lifeline Transit Access	\$137,741	\$227,870	
SFMTA	Lifeline Fast Pass Distribution Expansion	\$219,334	\$274,166	
	<i>Cycle 1 Total</i>	\$2,753,176	\$3,715,787	
<b>Cycle 2</b>				
<b>Completed</b>				
SFMTA	Bus Service Restoration Project	\$1,698,272	\$2,309,000	
SFMTA	Route 108 Treasure Island Enhanced Service	\$1,165,712	\$1,708,866	
SFMTA	Persia Triangle Transit Access Improvements Project	\$802,734	\$1,003,418	X
SFMTA	Route 29 Reliability Improvement Project	\$695,711	\$1,672,560	
MOH/SFMTA	Hunters View Revitalization Transit Stop Connection	\$510,160	\$708,176	X
SFMTA	Randolph/Farallones/ Orizaba Transit Access Project	\$480,000	\$599,600	X
<b>Work Progressing</b>				
BART	Balboa Park Station-Eastside Connections Project	\$1,906,050	\$2,801,050	X
SFMTA	Shopper Shuttle <sup>2</sup>	\$1,560,000	\$1,872,000	
SFMTA	Balboa Park Station-Eastside Connections Project	\$1,083,277	\$1,354,096	X
	<i>Cycle 2 Total</i>	\$9,901,916	\$14,028,766	
<b>Cycle 3</b>				
<b>Completed</b>				
SFMTA	Continuation of Bus Restoration	\$2,158,562	\$6,922,000	
SFMTA	Eddy and Ellis Traffic Calming Improvement	\$1,175,104	\$1,691,823	
SFMTA	Route 108 Treasure Island Enhanced Service	\$800,000	\$1,075,677	
SFMTA	Route 29 Reliability Improvement Project	\$800,000	\$4,058,492	
SFMTA	Free Muni for Low Income Youth Pilot (funded through a fund exchange)	\$400,000	\$9,900,000	
<b>Work Progressing</b>				
SFMTA	8X Customer First	\$5,285,000	\$11,637,000	X
SFMTA	14-Mission Customer First	\$5,056,891	\$10,440,000	X
SFMTA	Mission Bay Loop	\$1,482,049	\$6,100,000	X
	<i>Cycle 3 Total</i>	\$17,157,606	\$51,824,992	
<b>Cycle 4</b>				
<b>Work Progressing</b>				
SFMTA	Van Ness Bus Rapid Transit	\$6,189,054	\$162,072,300	X
SFMTA	Expanding Late Night Transit Service to Communities in Need	\$4,767,860	\$5,947,861	
BART	Wayfinding Signage and Pit Stop Initiative	\$1,220,233	\$2,525,291	X
SFMTA	Potrero Hill Pedestrian Safety and Transit Stop Improvements	\$375,854	\$477,309	
	<i>Cycle 4 Total</i>	\$12,553,001	\$171,022,761	
	<b>Grand Total</b>	<b>\$42,365,699</b>	<b>\$240,592,306</b>	

<sup>1</sup>Project sponsor acronyms include the Bay Area Rapid Transit District (BART), Bayview Hunters Point Foundation for Community Improvement (BVHPF), Mayor's Office of Housing (MOH), San Francisco Municipal Transportation Agency (SFMTA), and Tenderloin Housing Clinic (THC).

<sup>2</sup> In April 2018, SFMTA requested an amendment to the scope of the Shopper Shuttle project, which included the purchase of accessible vehicles, to allow SFMTA to use \$100,000 in LTP Cycle 2 funds for the first year of the Wheelchair Accessible Taxi Incentive Program in Fiscal Year 2018/19. Following approval by Transportation Authority staff, Metropolitan Transportation Commission staff must also approve the amendment.

**Attachment 4**  
**San Francisco Lifeline Transportation Program (LTP) Cycle 5 Call for Projects**  
**Project Evaluation**<sup>1</sup>

Sponsor <sup>2</sup>	Projects	Prioritization Criteria							Total (max 100)
		Project Need/Goals and Objectives (20 pts)	Community- Identified Priority (15 pts)	Project Readiness (Implement Plan and Project Management Capacity) (15 pts)	Project Budget/ Sustainability (10 pts)	Cost- Effectiveness and Performance Indicators (10 pts)	Coordination and Outreach (10 pts)	Transit Operations Serving Community of Concern (20 pts)	
SFMTA	Expanding and Continuing Late Night Transit Service to Communities in Need	19.6	14.5	14.0	7.5	7.8	7.5	20.0	<b>90.9</b>
SFMTA	Enhanced Shop-a-Round and Van Gogh Recreational Shuttle Service	17.1	13.0	13.0	5.1	8.4	8.8	20.0	<b>85.4</b>
SFMTA	Wheelchair Accessible Taxi Incentive Program	17.5	11.0	12.6	5.8	8.3	10.0	15.0	<b>80.2</b>
BART	Pit Stop Program	12.6	11.3	15.0	7.6	8.4	8.1	7.3	<b>70.3</b>
BART	Elevator Attendant	15.0	10.0	11.0	7.5	7.6	5.9	7.5	<b>64.5</b>

<sup>1</sup> See Attachment 2 for prioritization criteria.

<sup>2</sup> Sponsor abbreviations include: Bay Area Rapid Transit District (BART) and San Francisco Municipal Transportation Agency (SFMTA)



# San Francisco Lifeline Transportation Program Cycle 5 Call for Projects—Recommended Projects



 Blue backgrounds denote Communities of Concern (CoCs)

## San Francisco Communities of Concern 2017 with Lifeline Cycle 5 Recommendations



RESOLUTION ALLOCATING \$2,530,880 IN PROP K SALES TAX FUNDS AND \$655,000 IN PROP AA VEHICLE REGISTRATION FEE FUNDS FOR FOUR REQUESTS, WITH CONDITIONS

WHEREAS, The Transportation Authority received four requests for a total of \$2,530,800 in Prop K local transportation sales tax funds and \$655,000 in Prop AA vehicle registration fee funds, as summarized in Attachments 1 and 2 and detailed in the enclosed allocation request forms; and

WHEREAS, The requests seek funds from the Signals and Signs and Transportation Demand Management/ Parking Management categories of the Prop K Expenditure Plan and from the Pedestrian Safety category of the Prop AA Expenditure Plan; and

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

WHEREAS, The requests for Prop K Transportation Demand Management/Parking Management funds and for Prop AA funds are consistent with the relevant 5YPPs; and

WHEREAS, The San Francisco Municipal Transportation Agency's (SFMTA's) requests for the Contract 34 Signal Modifications and Arguello Signal Upgrades projects require 5YPP amendments as detailed in the enclosed allocation request forms; and

WHEREAS, After reviewing the requests, Transportation Authority staff recommended allocating a total of \$2,530,800 in Prop K funds and \$655,000 in Prop AA funds, with conditions, for the four projects, as described in Attachment 3 and detailed in the attached allocation request forms, which include staff recommendations for Prop K and Prop AA 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 adopted Fiscal Year 2017/18 budget to cover the proposed actions; and

WHEREAS, At its April 25, 2018 meeting, the Citizens Advisory Committee was briefed on the subject requests and unanimously adopted a motion of support for the staff recommendation; and

RESOLVED, That the Transportation Authority hereby amends the Prop K Signals and Signs 5YPP, as detailed in the enclosed allocation request forms; and be it further

RESOLVED, That the Transportation Authority hereby allocates \$2,530,800 in Prop K funds and \$655,000 in Prop AA funds, with conditions, as summarized in Attachment 3 and detailed in the enclosed 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 and Prop AA Expenditure Plans, the Prop K and Prop AA Strategic Plans, 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 sponsors 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 sponsors 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 and Prop AA Strategic Plans and the relevant 5YPPs are hereby amended, as appropriate.

Attachments (4):

1. Summary of Applications Received
2. Project Descriptions
3. Staff Recommendations
4. Prop K/AA Allocation Summaries – FY 2017/18

Enclosure:

1. Prop K/AA Allocation Request Forms (4)

Attachment 1: Summary of Applications Received

Source	EP Line No./Category <sup>1</sup>	Project Sponsor <sup>2</sup>	Project Name	Current Prop K Request	Current Prop AA Request	Total Cost for Requested Phase(s)	Leveraging			Phase(s) Requested	District(s)
							Expected Leveraging by EP Line <sup>3</sup>	Actual Leveraging by Project Phase(s) <sup>4</sup>			
Prop K	33	SFMTA	Contract 34 Signal Modifications – Additional Funds	\$ 1,218,680		\$ 6,104,680	41%	~1% including previous allocations	Construction	1, 2, 3, 5, 6, 7, 8, 9, 10, 11	
Prop K, Prop AA	33, Ped	SFMTA	Arguello Signal Upgrades	\$ 775,000	\$ 655,000	\$ 1,430,000	38%	0%	Construction	1, 2	
Prop K	43	SFMTA	Transportation Demand Management Program Branding	\$ 154,200		\$ 154,000	54%	0%	Planning	Citywide	
Prop K	43	SFMTA	Business Relocation Transportation Demand Management	\$ 383,000		\$ 383,000	54%	0%	Planning	Citywide	
<b>TOTAL</b>							<b>\$ 2,530,880</b>	<b>\$ 655,000</b>	<b>\$ 8,071,680</b>	<b>41%</b>	<b>0%</b>

Footnotes

<sup>1</sup> "EP Line No./Category" is either the Prop K Expenditure Plan line number referenced in the 2014 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).

<sup>2</sup> Acronyms: SFMTA (San Francisco Municipal Transportation Agency)

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

<sup>4</sup> "Actual Leveraging by Project Phase" is calculated by dividing the total non-Prop K 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 <sup>1</sup>

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Prop AA Funds Requested	Project Description
33	SFMTA	Contract 34 Signal Modifications – Additional Funds	\$1,218,680	\$ -	The SFMTA is requesting additional funds to cover higher than budgeted construction costs for traffic signal-related upgrades at 15 locations across the city. Nine of the intersections are located on the Vision Zero High Injury Network, which encompasses the pedestrian, bicycle, and vehicle high injury corridors. In July 2017 the Board allocated \$4.86 million in Prop K funds for the project. Bids were received in November 2017, and were substantially higher (17%) than anticipated due to the bidding environment, with a higher demand for contractors, rising labor costs, and increased complexity of traffic signal projects. The contract was awarded in January 2018 and contractor is awaiting Notice to Proceed from the SFMTA. The project schedule has been delayed about 4 months, with substantial completion expected by April 2019.
33, Ped	SFMTA	Arguello Signal Upgrades	\$775,000	\$655,000	Requested funds will be used for the construction of traffic signal upgrades at six signalized intersections along Arguello Boulevard between Lake and Turk Streets on the Vision Zero High Injury Network, including Lake/Sacramento, California, Euclid, Clement, Anza, and Turk/Balboa. The traffic and pedestrian safety improvements include new mast arms and larger signal heads for improved visibility, installation of pedestrian countdown signals where they are lacking, and new accessible (audible) pedestrian signals. Much of the existing traffic signal infrastructure at these intersections is at the end of its useful life. Work is expected to begin in Summer 2018 in coordination with Public Works' Arguello paving project. Substantial completion is anticipated by December 2019.
43	SFMTA	Transportation Demand Management Program Branding	\$154,200	\$ -	Develop branding for the San Francisco's Transportation Demand Management (TDM) Program to support the efforts of all local agencies that are providing TDM programs and services. The final brand would support presenting the City's TDM programs, information and services in a consistent fashion, no matter which agency is providing the actual program support, resulting in a better informed customer experience. Program will be developed by December 2020.

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

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Requested	Prop AA Funds Requested	Project Description
43	SFMTA	Business Relocation Transportation Demand Management	\$383,000	\$ -	Develop and implement a program focused on addressing the transportation needs of employees at businesses that are opening in or relocating to new locations in San Francisco. The program will provide transportation planning services and materials to businesses to help employees travel to work in their new location without driving alone. SFMTA will work with San Francisco Environment to develop the program by the end of 2018, with implementation planned for 2019 and 2020.
<b>TOTAL</b>			<b>\$2,530,880</b>	<b>\$655,000</b>	

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

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

EP Line No./ Category	Project Sponsor	Project Name	Prop K Funds Recommended	Recommendations
33	SFMTA	Contract 34 Signal Modifications – Additional Funds	\$ 1,218,680	<b>5-Year Prioritization Program (5YPP) Amendment:</b> The recommended allocation is contingent upon a concurrent Signals and Signs 5YPP amendment to add the subject project and to reprogram a total of \$1,218,680 from projects that are fully funded or delayed to the subject request. See attached 5YPP amendment for details.
33, Ped	SFMTA	Arguello Signal Upgrades	\$ 775,000	<b>5YPP Amendment:</b> Recommendation is contingent upon a concurrent Signals and Signs 5YPP amendment to add the subject project and to reprogram a total of \$775,000 in Prop K funds from project completed under budget and projects that are fully funded or not advancing in Fiscal Year 2017/18 to the subject request. See attached 5YPP amendment for details.
43	SFMTA	Transportation Demand Management Program Branding	\$ 154,200	<b>Special Condition:</b> SFMTA shall convene a group of TDM partner agencies (e.g. SFMTA, Transportation Authority, San Francisco Environment, Planning Department) on a regular basis to review and provide feedback on the development of brand name, logo, and brand standards. In consultation with these agencies, the SFMTA shall develop a plan for how the brand will be employed including the projects expected to adopt the brand.
43	SFMTA	Business Relocation Transportation Demand Management	\$ 383,000	<b>Special Condition:</b> SFMTA may not incur expenses for implementation of the program until Transportation Authority staff releases the funds (\$288,000) pending receipt of a viable implementation and evaluation plan.

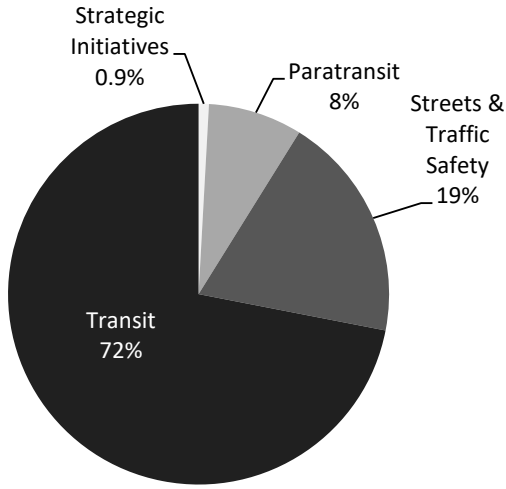
<sup>1</sup> See Attachment 1 for footnotes.

**Attachment 4.  
Prop K Allocation Summary - FY 2017/18**

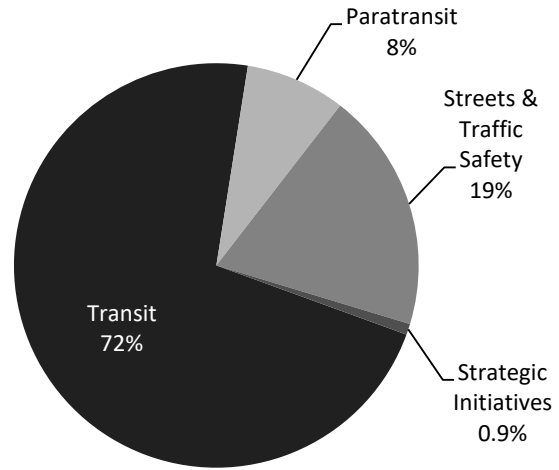
<b>PROP K SALES TAX</b>						
		<b>CASH FLOW</b>				
	<b>Total</b>	<b>FY 2017/18</b>	<b>FY 2018/19</b>	<b>FY 2019/20</b>	<b>FY 2020/21</b>	<b>FY 2021/22</b>
Prior Allocations	\$ 109,011,110	\$ 35,900,591	\$ 67,532,836	\$ 2,543,559	\$ 920,651	\$ 786,830
Current Request(s)	\$ 2,530,880	\$ -	\$ 1,818,680	\$ 662,200	\$ 50,000	\$ -
<b>New Total Allocations</b>	<b>\$ 111,541,990</b>	<b>\$ 35,900,591</b>	<b>\$ 69,351,516</b>	<b>\$ 3,205,759</b>	<b>\$ 970,651</b>	<b>\$ 786,830</b>

The above table shows maximum annual cash flow for all FY 2017/18 allocations and appropriations approved to date, along with the current recommended allocation(s).

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



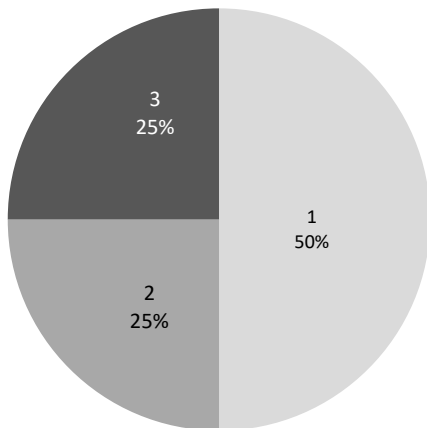
**Prop K Investments To Date**



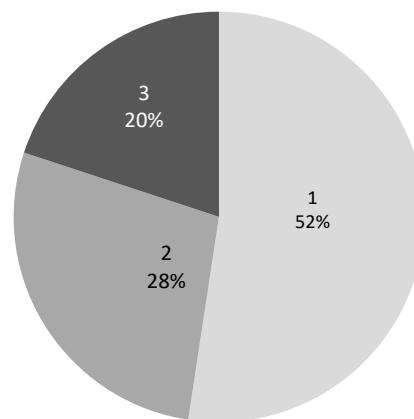
<b>PROP AA VEHICLE REGISTRATION FEE</b>						
	<b>Total</b>	<b>FY 2017/18</b>	<b>FY 2018/19</b>	<b>FY 2019/20</b>	<b>FY 2020/21</b>	<b>FY 2021/22</b>
Prior Allocations	\$ 4,517,316	\$ 1,732,658	\$ 2,282,658	\$ 502,000	\$ -	\$ -
Current Request(s)	\$ 655,000	\$ -	\$ 655,000	\$ -	\$ -	\$ -
<b>New Total Allocations</b>	<b>\$ 5,172,316</b>	<b>\$ 1,732,658</b>	<b>\$ 2,937,658</b>	<b>\$ 502,000</b>	<b>\$ -</b>	<b>\$ -</b>

The above table shows total cash flow for all FY 2017/18 allocations approved to date, along with the current recommended allocation(s).

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



**Prop AA Investments To Date**





# Memorandum

**Date:** April 19, 2018  
**To:** Transportation Authority Board  
**From:** Anna LaForte – Deputy Director for Policy and Programming  
**Subject:** 05/08/2018 Board Meeting: Allocation of \$2,530,880 in Prop K Sales Tax Funds and \$655,000 in Prop AA Vehicle Registration Fee Funds for Four Requests, with Conditions

<p><b>RECOMMENDATION</b>    <input type="checkbox"/> Information    <input checked="" type="checkbox"/> Action</p> <ul style="list-style-type: none"> <li>• Allocate \$2,530,880 in Prop K funds to the San Francisco Municipal Transportation Agency (SFMTA) for four requests:             <ol style="list-style-type: none"> <li>1. Contract 34 Signal Modifications – Additional Funds (\$1,218,680)</li> <li>2. Arguello Signal Upgrades (\$775,000)</li> <li>3. Transportation Demand Management Program Branding (\$154,200)</li> <li>4. Business Relocation Transportation Demand Management (\$383,000)</li> </ol> </li> <li>• Allocate \$655,000 in Prop AA funds to the SFMTA for one request:             <ol style="list-style-type: none"> <li>5. Arguello Signal Upgrades (also receiving Prop K funds)</li> </ol> </li> </ul> <p><b>SUMMARY</b></p> <p>We are presenting four requests totaling \$2,530,880 in Prop K funds and \$655,000 in Prop AA funds to the Board for approval. 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"> <li><input checked="" type="checkbox"/> Fund Allocation</li> <li><input checked="" type="checkbox"/> Fund Programming</li> <li><input type="checkbox"/> Policy/Legislation</li> <li><input type="checkbox"/> Plan/Study</li> <li><input type="checkbox"/> Capital Project Oversight/Delivery</li> <li><input type="checkbox"/> Budget/Finance</li> <li><input type="checkbox"/> Contracts</li> <li><input type="checkbox"/> Other:</li> </ul> <hr/>
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**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 included in the enclosure with detailed information on scope, schedule, budget and funding.

**FINANCIAL IMPACT**

The recommended action would allocate \$2,530,880 in Fiscal Year 2017/18 Prop K sales tax funds and \$655,000 in Prop AA vehicle registration fee funds. The allocation would be subject to the Fiscal Year Cash Flow Distribution Schedules contained in the enclosed Allocation Request Forms.

## Agenda Item 6

Prop K Attachment 4 shows the total approved Fiscal Year 2017/18 allocations and appropriations to date, with associated annual cash flow commitments as well as the recommended allocations and cash flow amounts that are the subject of this memorandum.

Sufficient funds are included in the adopted Fiscal Year 2017/18 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 April 25, 2018 meeting and unanimously adopted a motion of support for the staff recommendation.

**SUPPLEMENTAL MATERIALS**

Attachment 1 – Summary of Applications Received

Attachment 2 – Project Descriptions

Attachment 3 – Staff Recommendations

Attachment 4 – Prop K Allocation Summaries – FY 2017/18

Enclosure – Prop K/AA Allocation Request Forms (4)

RESOLUTION ADOPTING THE VISION ZERO RAMP INTERSECTION STUDY PHASE 1  
[NTIP PLANNING] FINAL REPORT

WHEREAS, The Vision Zero Ramp Intersection Study Phase 1 was recommended by Commissioner Kim for \$100,000 in Prop K sales tax funds from the Transportation Authority's Neighborhood Transportation Improvement Program (NTIP); and

WHEREAS, Phase 1 of the Vision Zero Ramp Intersection Study sought to improve safety for all modes of transportation at freeway ramp intersections in and around the SoMa Youth and Family Special Use District (SUD), an area characterized by high concentrations of senior centers, single-room occupancy hostels, and schools.; and

WHEREAS, The purpose of the study was to develop proposed near-term safety improvements at five freeway ramp intersections in and around the SUD, with the goal of reducing collisions and associated traffic fatalities; and

WHEREAS, The planning effort was led by the Transportation Authority in partnership with the San Francisco Municipal Transportation Agency (SFMTA) and Commissioner Kim's office; and

WHEREAS, The study recommends a set of low-cost, near-term improvements at each of the five intersections; and

WHEREAS, The study recommendations are based on an analysis of collision histories at the study intersections, a toolbox of best practice near-term design treatments, and input from community stakeholders; and

WHEREAS, The SFMTA plans to incorporate study recommendations at all five of the intersections into its draft Capital Improvement Program for Fiscal Years 2019 to 2023; and

WHEREAS, The recommended upgrades could be implemented in approximately three to five years, pending the SFMTA Capital Improvement Program and Caltrans approvals; and



WHEREAS, At its April 25, 2018 meeting, the Citizens Advisory Committee was briefed on the Phase 1 Final Report and unanimously adopted a motion of support for its adoption; and

RESOLVED, That the Transportation Authority hereby adopts the enclosed Vision Zero Ramp Intersection Study Phase 1 Final Report; and be it further

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

Enclosure:

1. Vision Zero Ramp Intersection Study Phase 1 Final Report





# Memorandum

**Date:** April 16, 2018  
**To:** Transportation Authority Board  
**From:** Jeff Hobson – Deputy Director for Planning  
**Subject:** 05/08/18 Board Meeting: Adoption of the Vision Zero Ramp Intersection Study Phase 1 [NTIP Planning] Final Report

<p><b>RECOMMENDATION</b>    <input type="checkbox"/> Information    <input checked="" type="checkbox"/> Action</p> <p>Adopt the Vision Zero Ramp Intersection Study Phase 1 Final Report</p> <p><b>SUMMARY</b></p> <p>The first phase of the Vision Zero Ramp Intersection Study addresses safety issues at five intersections in and around the South of Market (SoMa) Youth and Family Special Use District (SUD). The study, recommended by Commissioner Kim, was funded in part with \$100,000 in Prop K sales tax funds from the Neighborhood Transportation Improvement Program (NTIP). The project team recommended low-cost, near-term improvements such as sidewalk extensions (bulb-outs), signal upgrades, opening of new crosswalks, and new wayfinding signage. The project team presented the draft concept plans to advocacy groups, neighborhood groups, and other stakeholders near the study locations to solicit their feedback. The Transportation Authority worked with the San Francisco Municipal Transportation Agency (SFMTA) to develop cost estimates and identify funding and implementation next steps.</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Fund Allocation</li> <li><input type="checkbox"/> Fund Programming</li> <li><input type="checkbox"/> Policy/Legislation</li> <li><input checked="" type="checkbox"/> Plan/Study</li> <li><input type="checkbox"/> Capital Project Oversight/Delivery</li> <li><input type="checkbox"/> Budget/Finance</li> <li><input type="checkbox"/> Contract/Agreement</li> <li><input type="checkbox"/> Procurement</li> <li><input type="checkbox"/> Other: _____</li> </ul>
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## DISCUSSION

### Background.

The Transportation Authority’s NTIP is intended to strengthen project pipelines and advance the delivery of community-supported neighborhood-scale projects, especially in Communities of Concern and other underserved neighborhoods and areas with at-risk populations (e.g. seniors, children, and/or people with disabilities).

Phase 1 of the Vision Zero Ramp Intersection Study seeks to improve safety for all modes of transportation at freeway ramp intersections in and around the SoMa Youth and Family Special Use District (SUD), an area characterized by high concentrations of senior centers, single-room occupancy hostels, and schools. The purpose of the Study is to develop proposed near-term safety improvements at five freeway ramp intersections within the SUD, with the goal of reducing collisions and associated traffic fatalities.

**Phase 1 Study Methodology.**

The project team worked closely with the SFMTA to select study intersections, evaluate collision patterns at each, and propose improvements to address identified issues.

To select five study intersections, the project team identified the ramp intersections in and around the SoMa Youth and Family SUD with the highest numbers of injuries and fatalities from 2008 to 2014. The project team then screened the intersections to determine if they were already being studied, analyzed, or improved as part of other projects. Based on these two criteria, the selected five ramp intersections are:

- I-80 westbound off-ramp at 5th/Harrison Streets;
- I-80 eastbound on-ramp at 5th/Bryant Streets;
- US-101 southbound on-ramp at 10th/Bryant Streets;
- US-101 northbound off-ramp at 9th/Bryant Streets; and
- I-80 westbound off-ramp at 8th Street.

At each intersection, the study team analyzed collisions that occurred from 2011 to 2015 to identify the most common causes and conflict points. Issues identified included; traffic signal visibility, pedestrian and bicycle visibility and infrastructure, vehicle weaving, high-speed turning movements, and closed pedestrian crossings at some intersections. The project team developed a toolbox of proven short-term design treatments that could be applied to address observed collision types at the study intersections.

**Design Recommendations.**

The study team developed the design recommendations to address the collision patterns observed at each intersection. Recommendation include (see Attachment 1 for details):

- Sidewalk extensions (bulb-outs) to reduce turning speeds and shorten pedestrian crossings;
- Street lighting to improve visibility;
- Signal upgrades to improve visibility, add exclusive turn phases where needed, and add leading pedestrian intervals;
- Opening new crosswalks where they are currently missing;
- New wayfinding signage to reduce confusion and weaving; and
- Consideration of lane striping changes, including a potential off-ramp lane reduction at 8<sup>th</sup> and Harrison Streets and/or elimination of a tow-away double left turn lane at 10<sup>th</sup> and Bryant Streets.

**Stakeholder Outreach.**

The project team presented initial improvement plans to advocacy groups, neighborhood groups, and other stakeholders near the study intersections to solicit their feedback. The team worked with the District 6 Commissioner's office to identify key stakeholders in the area and the Commissioner convened many of the stakeholders at a Vision Zero District 6 Community Meeting. Through presentations at the District 6 meeting, at the Vision Zero Task Force, and to individual stakeholder groups, the team heard input from a variety of community groups including those, such as United Playaz, the West Bay Pilipino Center, the Central City SRO Collaborative, that represent traditionally underserved communities. The stakeholders expressed strong interest in improving freeway ramp safety, particularly for pedestrians and bicyclists. Community groups generally supported the proposed

## Agenda Item 7

improvements and provided additional enhancement ideas, such as additional bulb-outs and landscaping. The project team revised the project cost estimates to allow the SFMTA to incorporate these or other enhancement ideas in the design phase.

In addition, many stakeholders provided more general suggestions for improving the pedestrian and bicyclist experience throughout SoMa that fell outside the scope of this study, such as improving pedestrian conditions, transit stop amenities, and traffic congestion issues. While some of these issues could be addressed with physical improvements outside the five intersections studied, others would require additional resources be dedicated to education and/or enforcement activities. We will continue to coordinate with SFMTA Vision Zero program staff working on these approaches, including through the second phase of the Vision Zero Ramp Intersection Study, currently underway.

### **Next Steps: Funding and Implementation.**

The planning-level cost estimate for further planning, design, and construction of the improvements at all five intersections is approximately \$4.4 million. The SFMTA will lead design and construction of the proposed improvements. The next steps will include completing design of the recommended improvements, seeking approval from Caltrans (encroachment permits), and completing the SFMTA's legislative process. These upgrades could be implemented in approximately three to five years, pending the SFMTA Capital Improvement Program and Caltrans approvals.

The SFMTA plans to incorporate recommendations at all five of the study intersections into larger corridor improvement projects or as part of its traffic signal upgrades program. The SFMTA is including the improvements proposed at the intersections of 5th and Harrison streets and at 5th and Bryant streets in its 5th Street Improvement Project, with construction of near-term elements slated to begin in 2018 and longer-term treatments to follow in 2019. The SFMTA included the recommendations at the other three ramp intersections in its draft Capital Improvement Program update for fiscal years 2019 to 2023. The Capital Improvement Program will be finalized upon approval by the SFMTA Board, expected in July 2018.

The project team identified multiple potential funding sources to design and implement of the recommended improvements. Potential funding sources include Prop K sales tax, Prop A General Obligation Bond, Prop B general fund set-aside, and Interagency Plan Implementation Committee impact fees. In addition, the projects would likely be competitive for several other discretionary state and regional grant programs that local sources could leverage including state Active Transportation Program or Highway Safety Improvement Program funds.

### **FINANCIAL IMPACT**

None. The recommended action would not have an impact on the adopted Fiscal Year 2017/18 budget.

### **CAC POSITION**

The CAC was briefed on this item at its April 25, 2018 meeting and unanimously adopted a motion of support for the staff recommendation.

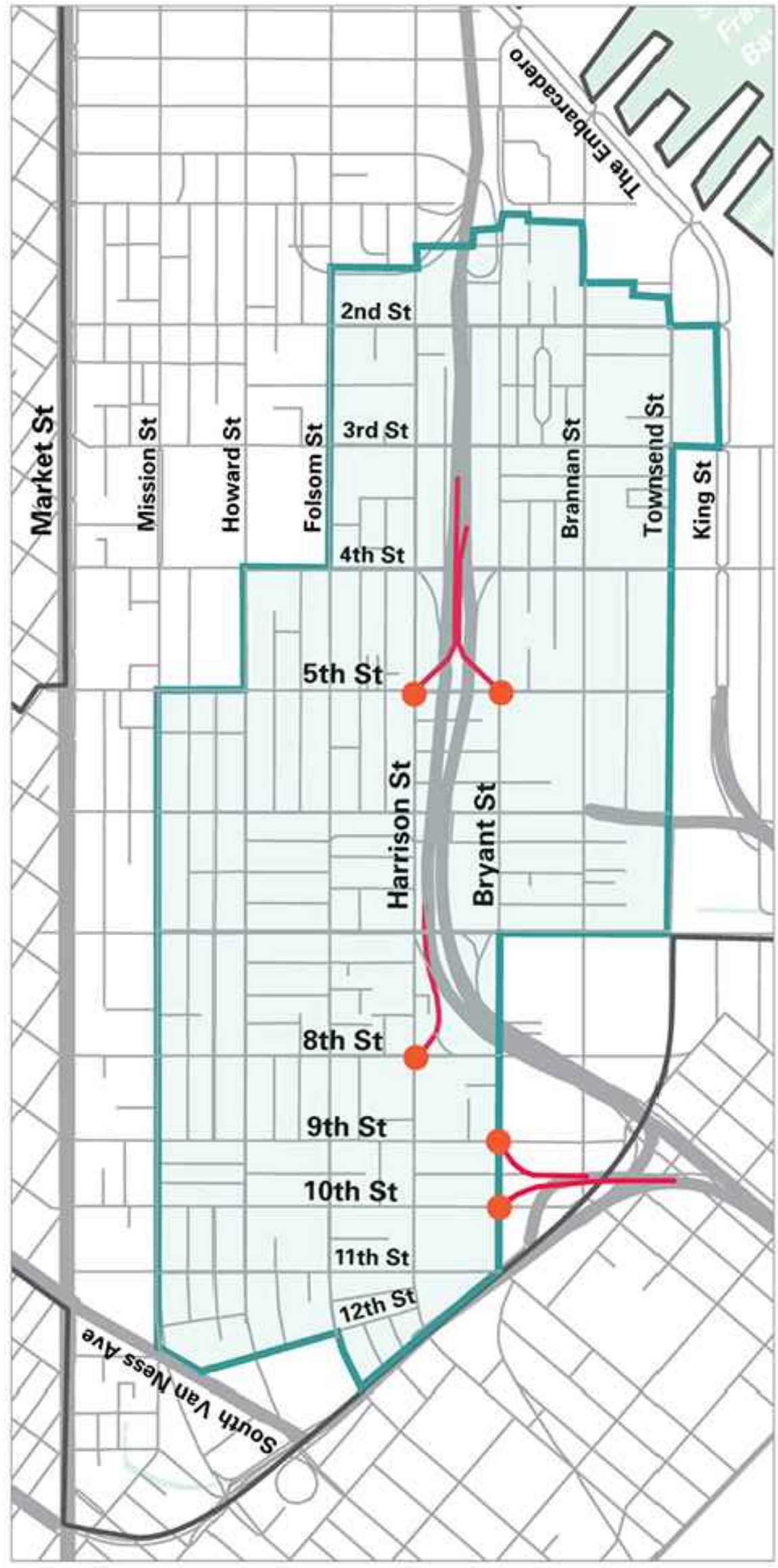
### **SUPPLEMENTAL MATERIALS**

Attachment 1- Recommended Improvement Concept Plans

Enclosure – Vision Zero Ramp Intersection Study Phase 1 Final Report

# VISION ZERO SF

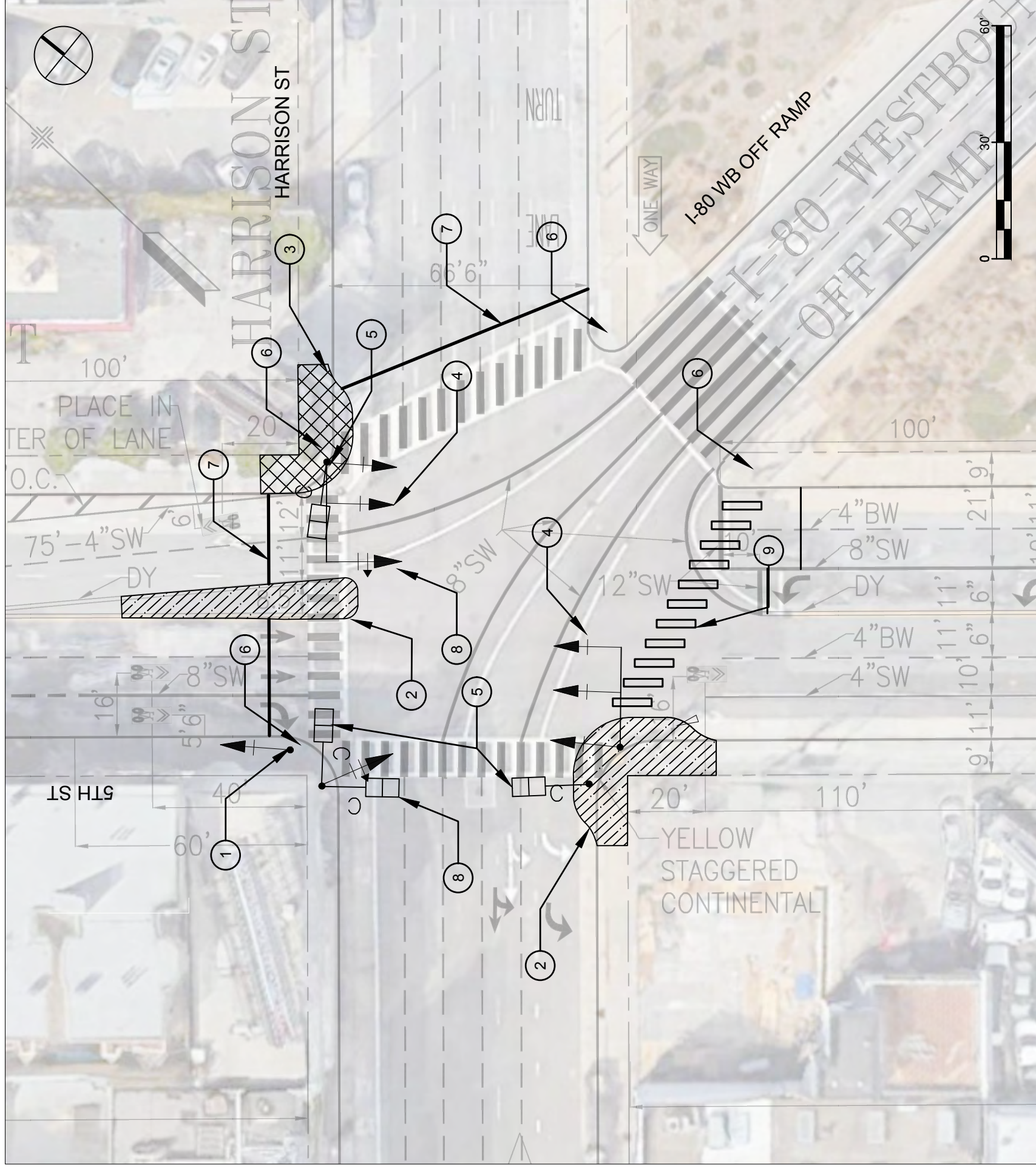
## RAMP INTERSECTION IMPROVEMENT CONCEPTS



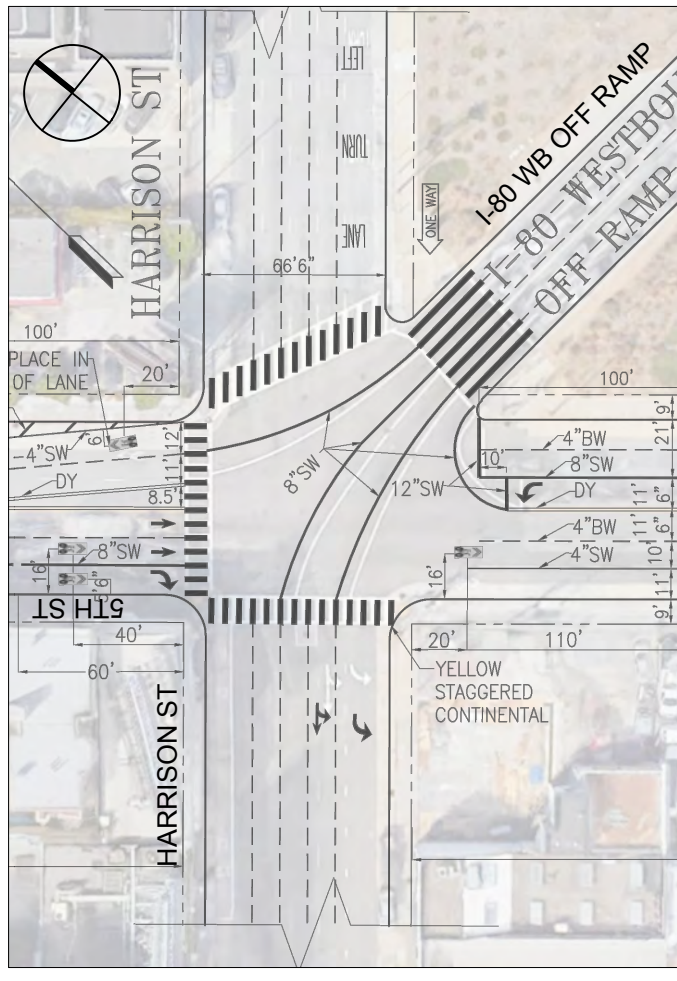
District 6 boundary
  SoMa Youth and Family Zone
  Project study ramps







**HARRISON STREET / 5TH STREET**



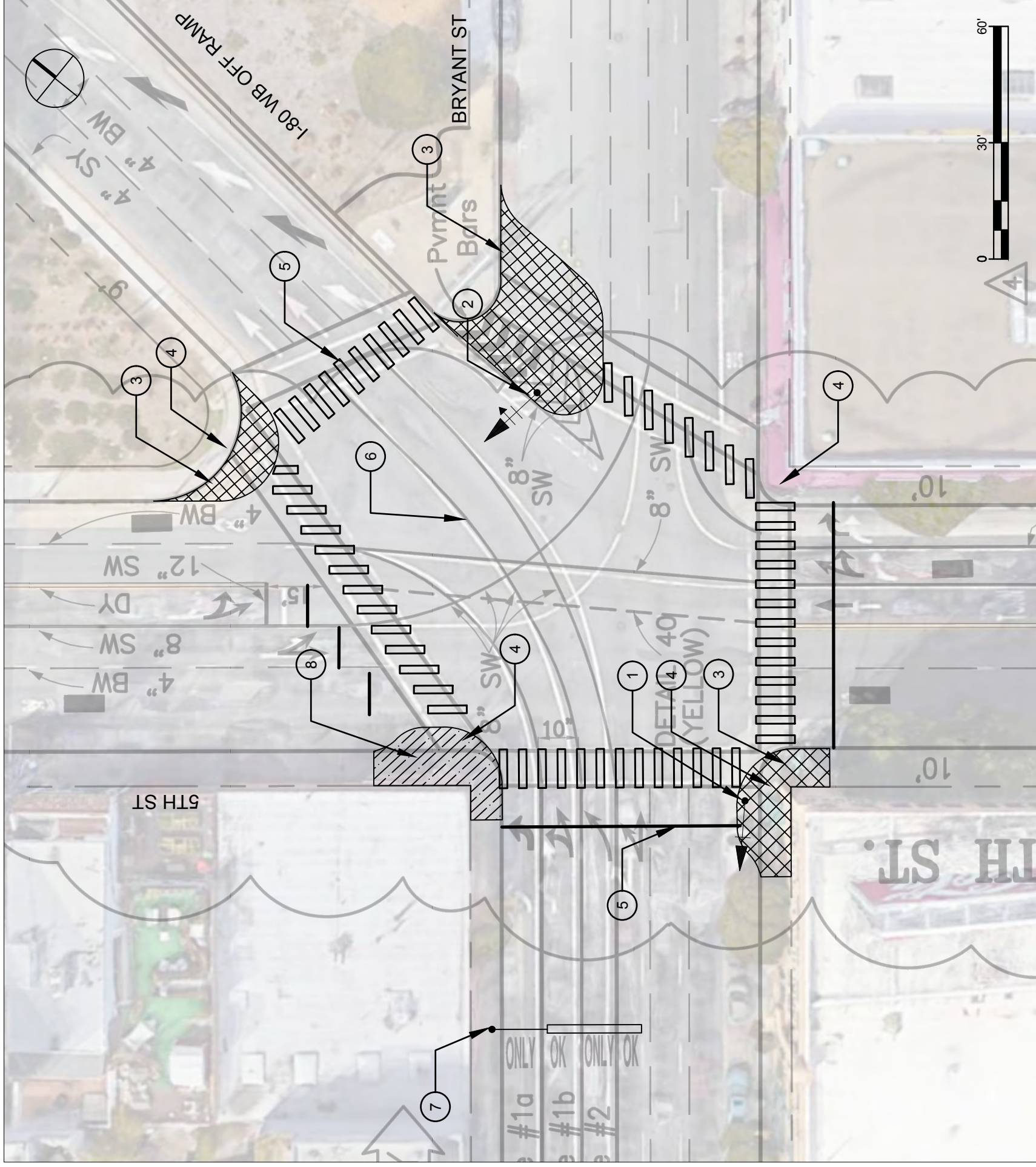
EXISTING CONDITIONS

**IMPROVEMENT CONCEPTS:**

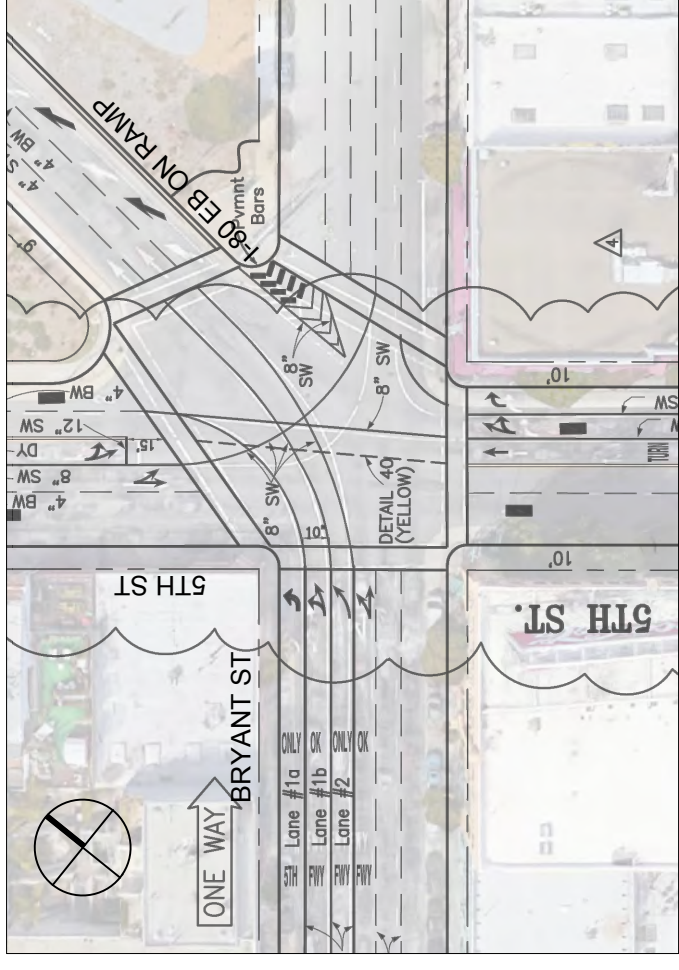
- ① INSTALL NEARSIDE TRAFFIC SIGNAL
- ② CONSIDER TEMPORARY INSTALLATION OF BULB AND MEDIAN UNTIL 5TH STREET STREETSCAPE PROJECT PLANNING IS FINALIZED
- ③ INSTALL PEDESTRIAN BULB
- ④ INSTALL TRAFFIC SIGNAL MAST ARM POLE
- ⑤ PROVIDE LEADING PEDESTRIAN INTERVAL PHASING
- ⑥ UPGRADE 8" TRAFFIC SIGNAL HEADS TO 12"
- ⑦ INSTALL STOP BAR SET BACK FROM CROSSWALK
- ⑧ CONSIDER PROVIDING LAGGING OR PROTECTED LEFT TURN VEHICULAR PHASE
- ⑨ INSTALL PEDESTRIAN CROSSING WITH EXCLUSIVE SIGNAL PHASE
- ⑩ CONSIDER IMPROVED STREET LIGHTING AT THE INTERSECTION
- ⑪ CONSIDER POTENTIAL FUTURE BIKE NETWORK IMPROVEMENTS ON 5TH STREET DURING NEXT STAGE OF DESIGN

\*ALL PHYSICAL IMPROVEMENTS WILL REQUIRE CALTRANS APPROVAL





**BRYANT STREET / 5TH STREET**



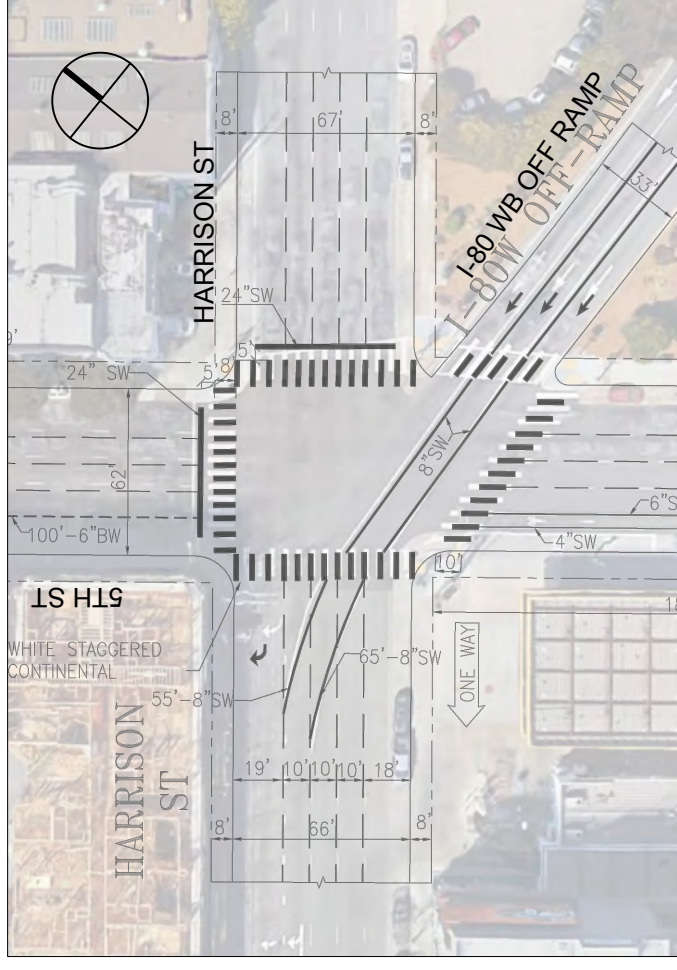
**EXISTING CONDITIONS**

**IMPROVEMENT CONCEPTS:::**

- ① INSTALL NEARSIDE TRAFFIC SIGNAL
- ② INSTALL FARSIDE TRAFFIC SIGNAL. CONSIDER PROVISION OF PROTECTED PHASING.
- ③ INSTALL PEDESTRIAN BULB
- ④ UPGRADE 8" TRAFFIC SIGNAL HEADS TO 12"
- ⑤ INSTALL HIGH-VISIBILITY STAGGERED CROSSWALK MARKINGS AND STOP BARS
- ⑥ REFRESH PAVEMENT MARKINGS AND LANE DELINEATOR LINES
- ⑦ INSTALL CANTILEVERED OVERHEAD SIGN TO DESIGNATE LANE ASSIGNMENTS
- ⑧ CONSIDER TEMPORARY INSTALLATION OF BULB UNTIL 5TH STREET STREETSCAPE PROJECT PLANNING IS FINALIZED
- ⑨ CONSIDER POTENTIAL FUTURE BIKE NETWORK IMPROVEMENTS ON 5TH STREET DURING NEXT STAGE OF DESIGN

\*ALL PHYSICAL IMPROVEMENTS WILL REQUIRE CALTRANS APPROVAL



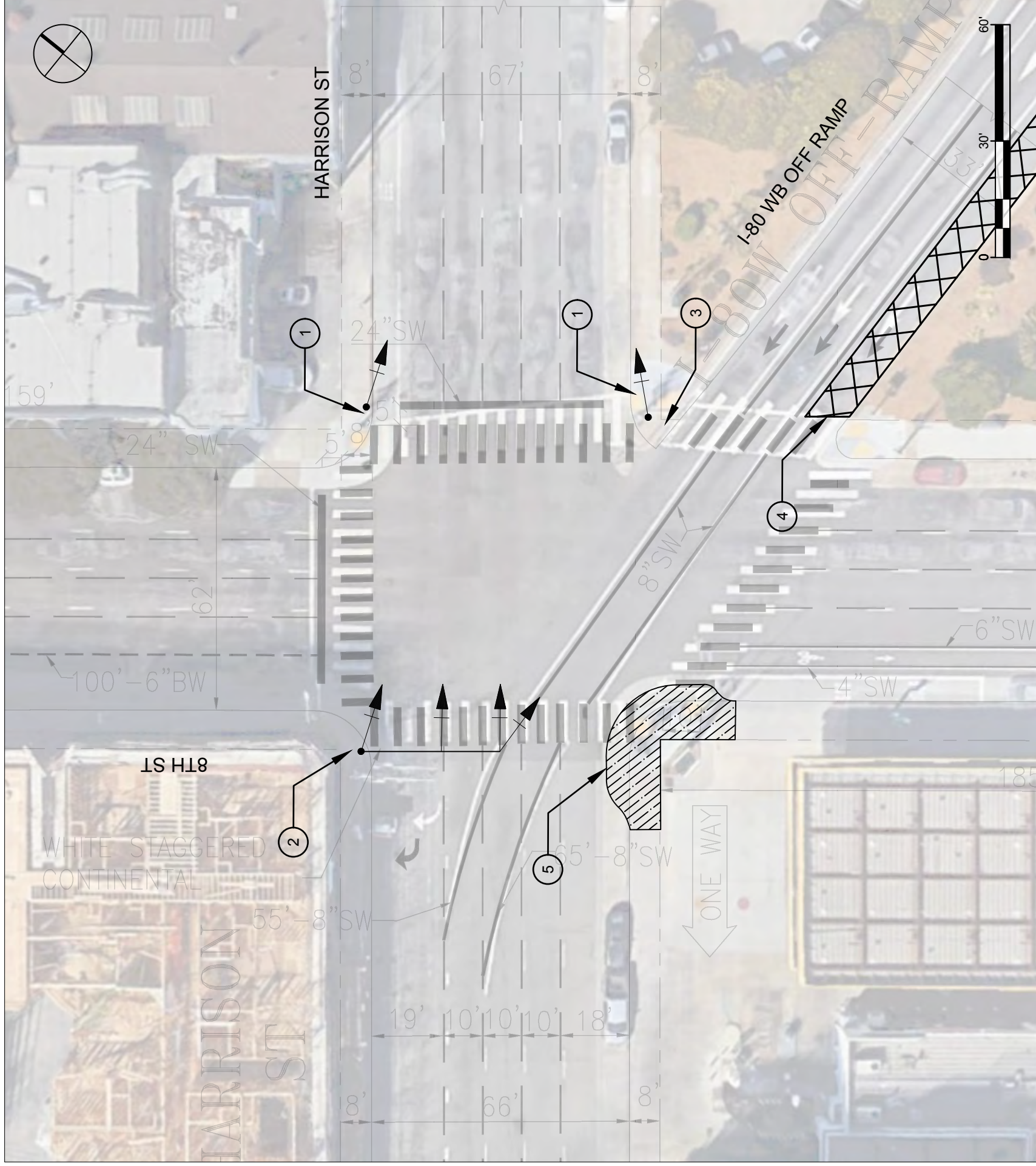


EXISTING CONDITIONS

**IMPROVEMENT CONCEPTS:**

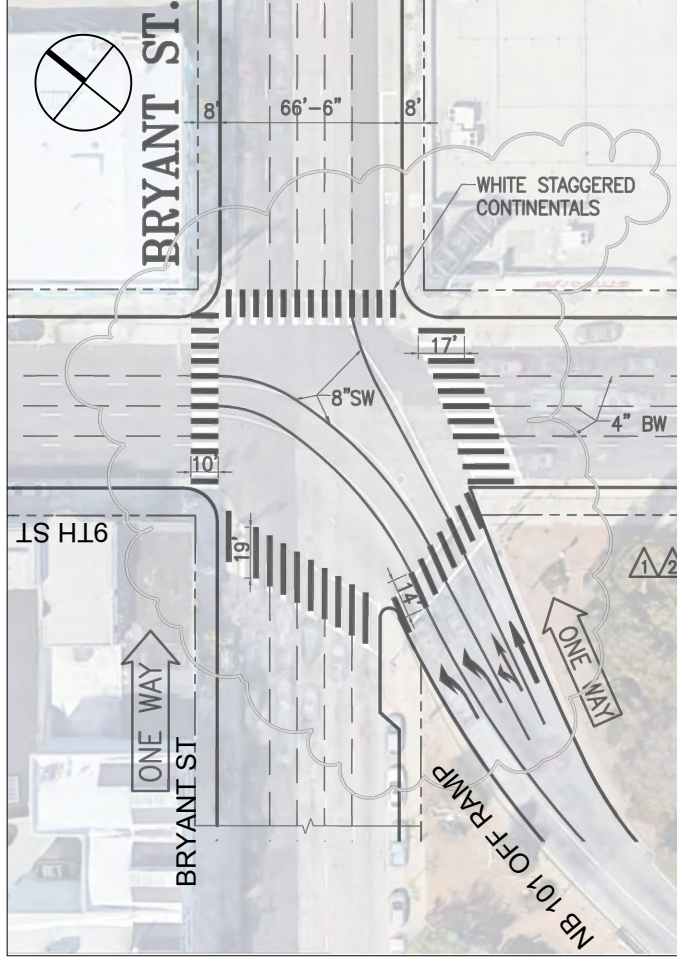
- ① INSTALL NEARSIDE TRAFFIC SIGNAL
- ② INSTALL TRAFFIC SIGNAL MAST ARM POLE
- ③ UPGRADE 8" TRAFFIC SIGNAL HEADS TO 12"
- ④ CONSIDER OFF-RAMP STRIPING CHANGE PENDING ON ADDITIONAL TRAFFIC ANALYSIS AND CALTRANS REVIEW
- ⑤ CONSIDER POTENTIAL INSTALLATION OF A PEDESTRIAN BULB PENDING OFF-RAMP STRIPING CHANGE

\*ALL PHYSICAL IMPROVEMENTS WILL REQUIRE CALTRANS APPROVAL



HARRISON STREET / 8TH STREET



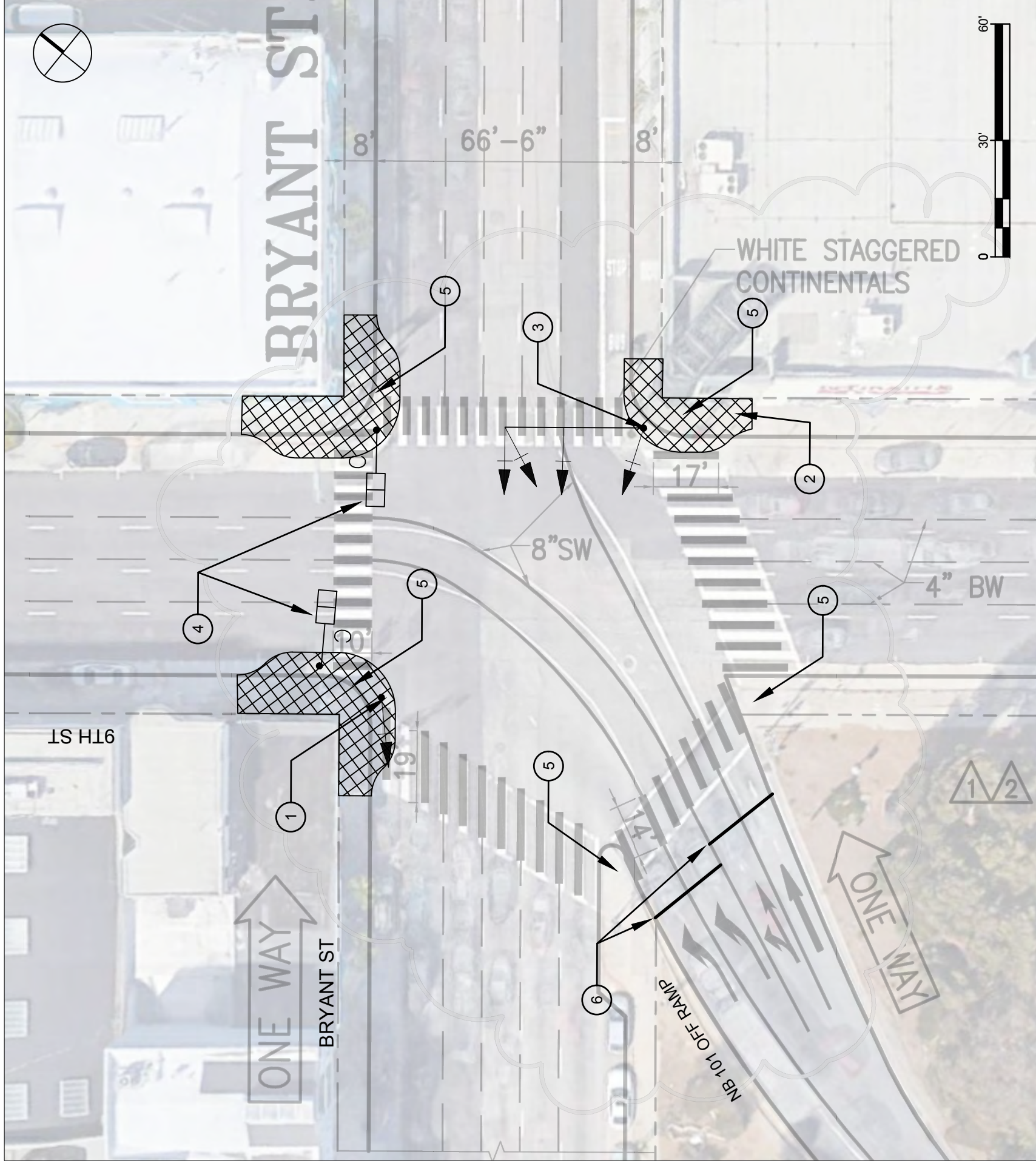


EXISTING CONDITIONS

**IMPROVEMENT CONCEPTS:**

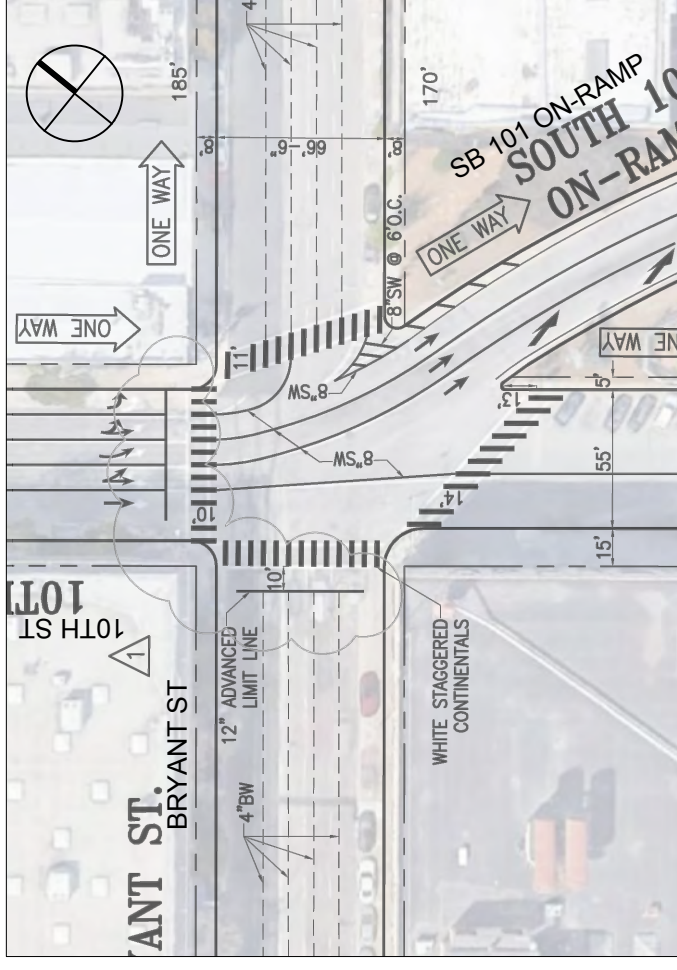
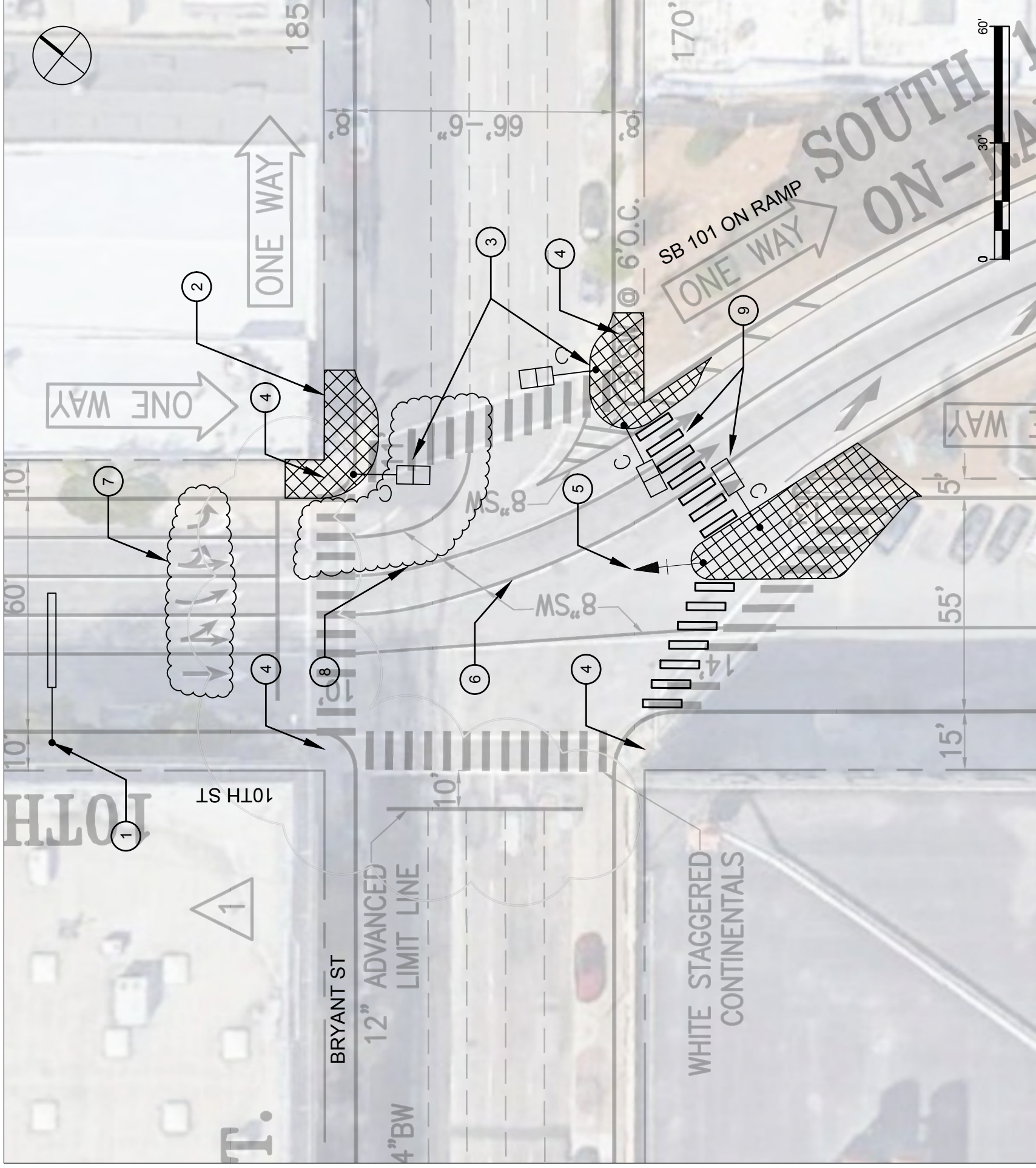
- ① INSTALL NEARSIDE TRAFFIC SIGNAL
- ② INSTALL PEDESTRIAN BULB
- ③ INSTALL TRAFFIC SIGNAL MAST ARM POLE
- ④ PROVIDE LEADING PEDESTRIAN INTERVAL PHASING
- ⑤ UPGRADE 8" TRAFFIC SIGNAL HEADS TO 12"
- ⑥ INSTALL STOP BAR

\*ALL PHYSICAL IMPROVEMENTS WILL REQUIRE CALTRANS APPROVAL



BRYANT STREET / 9TH STREET





EXISTING CONDITIONS

**IMPROVEMENT CONCEPTS:**

- ① INSTALL CANTILEVERED OVERHEAD SIGN TO DESIGNATE LANE ASSIGNMENTS
- ② INSTALL PEDESTRIAN BULB
- ③ PROVIDE LEADING PEDESTRIAN INTERVAL PHASE
- ④ UPGRADE 8" TRAFFIC SIGNAL HEADS TO 12"
- ⑤ INSTALL FARSIDE TRAFFIC SIGNAL
- ⑥ REFRESH PAVEMENT MARKINGS AND LANE DELINEATOR LINES
- ⑦ CONSIDER ALTERNATIVE LANE ARRANGEMENTS (E.G., TOW-AWAY LANE CLOSURE, TWO-STAGE BIKE BOX)
- ⑧ CONSIDER RESTRIPING CHANNELIZING LINES
- ⑨ INSTALL HIGH-VISIBILITY STAGGERED CROSSWALK MARKINGS AND NEW PEDESTRIAN SIGNALS

**BRYANT STREET / 10TH STREET**

\*ALL PHYSICAL IMPROVEMENTS WILL REQUIRE CALTRANS APPROVAL

\*All physical improvements will require Caltrans approval

## **Contact Us**

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**[www.sfcta.org/NTIP-vision-zero-ramp-intersection-study](http://www.sfcta.org/NTIP-vision-zero-ramp-intersection-study)**

## RESOLUTION ADOPTING THE 2019 PROP K STRATEGIC PLAN BASELINE

WHEREAS, In November 2003, San Francisco voters approved Prop K, extending the existing half-cent local transportation sales tax and adopting a new 30-year Expenditure Plan; and

WHEREAS, The Prop K Expenditure Plan describes the types of projects that are eligible for funds, including both specific projects and programmatic (i.e. non-project specific) categories, establishes limits on sales tax funding by Expenditure Plan line item, and sets expectations for leveraging of sales tax funds, but does not detail specific projects for funding in programmatic categories, nor does it specify in which years of the 30-year program projects will receive funds; and

WHEREAS, The Expenditure Plan requires development of a Strategic Plan to guide the implementation of the program, and for each of the 21 programmatic categories, development of a 5-Year Prioritization Program (5YPP) as a prerequisite for allocation of funds; and

WHEREAS, The Prop K Strategic Plan is the financial tool that reconciles the timing of expected Prop K revenues with the schedule for when project sponsors need those revenues to deliver projects, and sets policy for the administration of the program to ensure prudent stewardship of funds; and

WHEREAS, The Transportation Authority Board adopted the first Prop K Strategic Plan and 5YPPs in 2005 and adopted updates of these documents in 2010 and 2015; and

WHEREAS, In April 2018, the Transportation Authority Board adopted the approach and schedule for the 2019 Prop K Strategic Plan and 5YPP update; and

WHEREAS, The 2019 Prop K Strategic Plan Baseline (Baseline) includes non-substantive revisions to the Strategic Plan policies (Attachment 1), which provide guidance to Transportation Authority staff and project sponsors to support efficient, day-to-day administration of the program; and



WHEREAS, The Baseline updates actual sales tax revenues received to date as well as the revenue forecast through the end of the 30-year Expenditure Plan period in Fiscal Year 2033/34 (Attachment 4); and

WHEREAS, The Baseline also incorporates actual expenditures, including financing costs, updated Strategic Plan model assumptions such as interest costs related to debt issuance, capital reserve needs, and expected project cash flows (reimbursement schedules) for allocations with large remaining unexpended balances; and

WHEREAS, The Baseline incorporates any programming and cash flow changes for paratransit operations and the Prop K major capital projects - Central Subway, Caltrain Modernization Program, Presidio Parkway (formerly known as the Doyle Drive Replacement Project) and the Caltrain Downtown Extension to a Rebuilt Transbay Terminal (renamed the Salesforce Transit Center), which have no 5YPP requirement; and

WHEREAS, The Baseline proposes an increase in the annual amount of funds in the Paratransit category to continue recent funding levels of about \$10.2 million through Fiscal Year 2024/25, and an additional \$650,000 spread out over three years for the San Francisco Municipal Transportation Agency's (SFMTA's) Shopper Shuttle and Ramp Taxi Incentive programs, which are part of the Transportation Authority's Lifeline Transportation Program Cycle 5 recommendations; and

WHEREAS, The Baseline includes project updates for the major capital projects in Attachment 7; and

WHEREAS, The only major capital project with funds remaining to be allocated is the Caltrain Downtown Extension, which per Board-adopted policy currently has the remaining funds held in reserve for construction; and

WHEREAS, Given the recent completion/near completion of several studies such as the

Tunnel Options Study and the fact that the City is moving toward consensus on how to proceed with the Downtown Extension, Transportation Authority and Transbay Joint Powers Authority staff are coordinating on a proposal to request amendment of the Strategic Plan Baseline this summer to provide funds for advancing design of the Downtown Extension toward 30%, conducting value engineering and enabling associated project delivery oversight and support; and

WHEREAS, Attachments 6, 8 and 9 show the total funds available for each category over the 30-year life of the Expenditure Plan, remaining planned allocations, expected cash flow (reimbursement) schedules, and for categories where the sponsors have requested advancement of funds, associated financing costs through Fiscal Year 2033/34; and

WHEREAS, For the programmatic categories, adoption of the Strategic Plan Baseline supports development of the 2019 5YPP updates by establishing the amount of funds available for programming in the various Expenditure Plan categories; and

WHEREAS, Staff anticipates bringing the 2019 5YPPs and the final 2019 Strategic Plan to the Board for approval in late Fall 2018; and

WHEREAS, At its April 24, 2018 meeting, the Citizens Advisory Committee was briefed on the subject request and unanimously adopted a motion of support for the staff recommendation; and

WHEREAS, At its May 8, 2018 meeting, the Board reviewed the subject request and unanimously recommended approval of the staff recommendation on its first reading; now, therefore be it

RESOLVED, That the Transportation Authority hereby adopts the 2019 Prop K Strategic Plan Baseline.



Enclosure 1:

Attachment 1 – Draft 2019 Prop K Strategic Plan Policies

Attachment 2 – Prop K Expenditure Plan Summary

Attachment 3 – Prop K Expenditure Plan Line Items

Attachment 4 – Prop K Sales Tax Revenue Forecast

Attachment 5 – Available Funds and Priority 1 Funding Level Comparison (2003 \$\$)

Attachment 6 – Available Funds by Expenditure Plan Line Item (YOE \$\$)

Attachment 7 – Major Capital Projects Update

Attachment 8 – Planned Allocations and Financing Costs by Expenditure Plan Line Item (YOE \$\$)

Attachment 9 – Planned Cash Flow and Financing Costs by Expenditure Plan Line Item (YOE \$\$)



# Memorandum

**Date:** April 19, 2018  
**To:** Transportation Authority Board  
**From:** Anna LaForte – Deputy Director for Policy and Programming  
**Subject:** 05/08/18 Board Meeting: Adopt the 2019 Prop K Strategic Plan Baseline

<p><b>RECOMMENDATION</b>    <input type="checkbox"/> Information    <input checked="" type="checkbox"/> Action</p> <ul style="list-style-type: none"> <li>• Adopt the 2019 Prop K Strategic Plan Baseline.</li> </ul> <p><b>SUMMARY</b></p> <p>At its April 10, 2018 meeting, the Transportation Authority Board recommended approval of the overall approach to the 2019 Prop K Strategic Plan and 5-Year Prioritization Program (5YPP) update. One of the first steps is to establish a Strategic Plan Baseline to determine how much Prop K revenue will be available for projects through the end of the Expenditure Plan in 2034. To that end, the baseline incorporates actual revenues and expenditures including financing costs since the 2014 Strategic Plan update through Fiscal Year 2016/17, updated revenue projections through 2034, and updated debt assumptions based on our first bond issuance in 2017 and the revolving credit facility. The baseline also includes updated Prop K policies and updates for the Prop K major capital projects and the paratransit operations category which do not have a 5YPP requirement. Compared to the 2014 Strategic Plan, the 2019 baseline has slightly lower revenue projections over the 30-year plan period (decreasing about 1% from \$3.346 billion to \$3.299 billion in year of expenditure dollars) and lower financing costs (down from \$296 million to \$278 million) due primarily to lower long term debt needs (down from \$676 million to \$577 million). The baseline also includes a reduced capital reserve (from \$406 million to \$288 million) as we are getting closer to the end of the Expenditure Plan period. The net effect is a modest amount of additional funding (\$55 million) for projects. Adoption of the Strategic Plan Baseline supports development of the 5YPPs, which will determine how Prop K funds will be spent in the programmatic categories for the 5-year period starting July 1, 2019. We are targeting adoption of the 2019 Strategic Plan and 5YPP update by November/December 2018.</p>	<p><input 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:</p> <hr/>
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## DISCUSSION

### Background.

In November 2003, nearly 75% of San Francisco voters approved Prop K, extending the existing half-

cent local transportation sales tax and adopting a new 30-year Expenditure Plan. The Prop K Expenditure Plan describes the types of projects that are eligible for funds, including both specific projects (e.g. Central Subway) and programmatic (i.e., non-project specific) categories. It also establishes limits on sales tax funding by Expenditure Plan line item and sets expectations for leveraging of sales tax funds with other federal, state and local dollars to fully fund the Expenditure Plan programs and projects. The Expenditure Plan estimates that \$2.35 billion (in 2003 \$'s) in local transportation sales tax revenue will be made available to projects over the 30-year program; however, it does not specify how much sales tax funds any given project would receive by year. The Expenditure Plan requires that the Transportation Authority develop and adopt periodic updates to the Strategic Plan and 5YPPs to guide the implementation of the program while supporting transparency and accountability.

The Prop K Strategic Plan sets policy for administration of the program to ensure prudent stewardship of taxpayer funds. It also reconciles the timing of expected sales tax revenues with the schedule for when project sponsors need those revenues, and provides a solid financial basis for the issuance of debt needed to accelerate the delivery of projects and their associated benefits to the public. The 5YPPs identify the specific projects that will be funded with Prop K.

We last updated the Strategic Plan and 5YPPs in 2014. We are currently in year four of the 2014 5YPPs, which identify projects for funding from July 1, 2014 through June 30, 2019 (Fiscal Years 2014/15 through 2018/19).

### **Prop K Strategic Plan Baseline.**

Adoption of the 2019 Strategic Plan Baseline is the first step in the Strategic Plan and 5YPP update process. The baseline determines how much Prop K funds are available for each of the Expenditure Plan line items by fiscal year through the end of the 30-year Expenditure Plan in 2034. It includes a true-up to incorporate actual revenues and expenditures since the 2014 Strategic Plan update, as well as updating the three components of the Strategic Plan: policies, revenues, and expenditures.

### **Strategic Plan Policies.**

The Strategic Plan policies, included as Attachment 1, provide Transportation Authority staff and project sponsors guidance for the efficient, day-to-day administration of the Prop K program. The policies address the allocation and expenditure of funds, and are structured around the Strategic Plan's guiding principles to optimize leveraging of sales tax funds, support timely and cost-effective project delivery, and maximize cost effectiveness of financing. Given that the policies have been refined through prior updates in 2009 and 2014, the proposed 2019 Strategic Plan policies include only minor updates for clarity purposes.

### **Sales Tax Revenues.**

The baseline includes actual and budgeted Prop K sales tax revenues for Fiscal Year 2013/14 through Fiscal Year 2018/19. Overall, revenues are anticipated to come in about \$28 million higher than anticipated in the 2014 Strategic Plan for this 5-year period though we are seeing a slower rate of growth in recent years.

The baseline includes an updated Prop K sales tax revenue forecast through Fiscal Year 2033/34 (see Attachment 4). The sales tax revenue forecast we are proposing that the Board adopt is largely based on an economic model by our consultant, Beacon Economics, that considers population and employment growth projections for San Francisco, as well as consumer spending trends and changes at the State and Federal levels. In the near-term we are recommending a relatively conservative growth rate of 2.1% as a reflection of the slowing down in revenue growth that we have seen the last few



## Agenda Item 8

years. In the long term, however, the projections reflect more robust growth in revenues and are closer to the historic average of 3.5%. We prefer to err toward the conservative side to ensure that we have sufficient funds available for projects and debt.

When compared with the 2014 Strategic Plan, the 2019 Strategic Plan Baseline estimates sales tax revenue to be about 1% or \$46.7 million lower over the 30-year Expenditure Plan, for a total of \$3.30 billion versus the \$3.35 billion in the 2014 Strategic Plan. Sales tax revenues, net of program administration costs and program wide financing costs for grandfathered Prop B (the predecessor to Prop K) projects, are dedicated to project related expenses including project costs, financing costs for Prop K projects, and the capital reserve.

### **Prop K Expenditures.**

*Project Costs:* As part of preparing the baseline we have incorporated actual Prop K allocations and expenditures since 2014. As we have seen in past updates, both allocations and expenditures have been slower than anticipated. Allocations as of April 2018, are \$143 million less and expenditures (reimbursements) through Fiscal Year 2016/17 are \$350 million less than assumed in the 2014 Strategic Plan. Through the 2019 Strategic Plan and 5YPP update, we will work with project sponsors and the Board to reprogram unallocated funds and update the anticipated reimbursement/expenditure schedules, with the anticipated net result being lower financing costs.

*Financing Costs:* Given the lower allocation and reimbursement request rates in the current 5YPP period, we just recently issued our first long-term debt (sales tax revenue bonds) resulting in lower financing costs and long-term debt needs than anticipated. In the 2014 Strategic Plan update, we anticipated the need for over \$670 million in long term debt. In the 2019 Strategic Plan Baseline, we estimate a total need of \$557 million, including the bond we issued last year. Financing costs for the remainder of the Expenditure Plan period are also lower, down from \$296 million to \$278 million.

*Capital Reserve:* The capital reserve serves as a contingency in case revenues are lower and/or financing costs are higher than anticipated. In the 2019 baseline, the reserve is set at 10% of annual revenues for Fiscal Year 2017/18 through the end of the Expenditure Plan period, plus the last  $\frac{3}{4}$  year of Prop K in Fiscal Year 2033/34. We are gradually reducing the reserve with each Strategic Plan update. For the 2019 Strategic Plan Baseline, the capital reserve is set at \$288 million versus the prior update at \$406 million.

After incorporating all assumptions and information describe above, total funds available for projects in the 2019 Strategic Plan Baseline are \$2,584.9 million, or \$55.3 higher than what was adopted in the 2014 Strategic Plan. Total available funds for each category is shown in Attachment 6 in the enclosure. Attachments 8 and 9 in the enclosure show the planned amounts of Prop K funds available for each of the Expenditure Plan line items by fiscal year through the end of the 30-year Expenditure Plan in 2034.

### **Major Capital Project Updates**

The Baseline also updates Prop K funding and cash flow for the major capital projects and the paratransit operations category which do not have the 5YPP requirement. The Prop K major capital projects include the Central Subway, Caltrain Modernization Program (including Electrification and Positive Train Control), Presidio Parkway (formerly known as the Doyle Drive Replacement Project) and the Caltrain Downtown Extension to a Rebuilt Transbay Terminal (renamed the Salesforce Transit Center). Attachment 7 in the enclosure provides a brief project update including the scope, status, schedule, cost and funding, challenges and Strategic Plan notes for each of the major capital projects.

**Paratransit**

We are recommending an increase in the annual amount of funds in the Paratransit category to continue recent funding levels of about \$10.2 million through Fiscal Year 2024/25. This amount was increased from \$9.67 million in Fiscal Year 2015/16 to cover the cost of reducing customer wait times for group van services. We are also recommending fully funding the Shopper Shuttle and Ramp Taxi Incentive projects with \$650,000 in Prop K funds spread over the next three years, which we are recommending for inclusion on the Lifeline Transportation Program contingency list, which is the subject of a separate agenda item. If additional Lifeline funds become available, the Prop K funds will be deobligated and returned to the Paratransit category for reprogramming. The last year of Prop K funding for the paratransit operations category, Fiscal Year 2025/26, is a partial year of funding. SFMTA concurs with the proposed programming.

**Next Steps.**

Adoption of the Strategic Plan Baseline will establish how much unallocated Prop K funds are available by Fiscal Year through 2034 for each Expenditure Plan line item (e.g. project or programmatic category) and allows us to initiate the 5YPP updates. As we work with Board members, sponsors, the public and other interested stakeholders to identify the projects to be funded in the next five years along with their Prop K cash flow needs, we will make corresponding changes to the Strategic Plan Baseline expenditures and financing assumptions. Then in fall 2018, the Board will be asked to concurrently adopt the final 2019 Strategic Plan and 5YPP updates.

**FINANCIAL IMPACT**

There are no impacts to the Transportation Authority's adopted or proposed amended Fiscal Year 2017/18 budget associated with the recommendation action. However, the Prop K Strategic Plan is an important long-range financial planning tool for the Transportation Authority as it forecasts sales tax revenues and expenditures, and estimates financing needs to ensure that sufficient funds are available when needed to deliver projects. Both the Strategic Plan and the 5YPPs will program funds to specific projects by fiscal year; however, actual allocation of funds is subject to separate approval action by the Board.

**CAC Position**

The CAC was briefed on this item at its April 25, 2018 meeting and unanimously adopted a motion of support for the staff recommendation.

**SUPPLEMENTAL MATERIALS**

Agenda Item 8

Attachment 1 – Draft 2019 Strategic Plan Baseline Presentation

Enclosure 1:

Attachment 1 – Draft 2019 Prop K Strategic Plan Policies

Attachment 2 – Prop K Expenditure Plan Summary

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# 2019 Prop K Strategic Plan Baseline

Board  
Agenda Item 8



**SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY**

**May 08, 2018**

# 2019 Strategic Plan Baseline Presentation Overview

- ▶ **2019 Strategic Plan/5YPP Update**
  - ▶ Why is it important?
  - ▶ What is the process?
- ▶ **2019 Strategic Plan Baseline**
  - ▶ True-up revenues and expenditures
  - ▶ Update revenue forecast and debt assumptions
  - ▶ Update Strategic Plan Policies
  - ▶ Update 5-year project delivery plan for Major Capital Projects & Paratransit



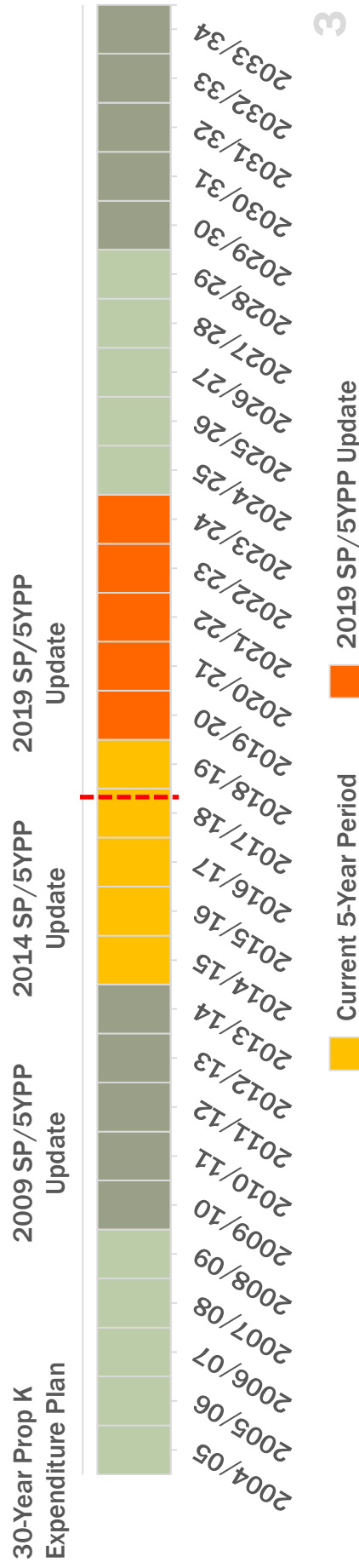
# 2019 Strategic Plan/5YPP Update

## Why is it important? Why now?



- ▶ **Determines which projects will receive funding over next five years**
- ▶ **Respond to current context**
  - ▶ **Board interests, agency priorities, changing funding landscape**
- ▶ **Helps ensure funds are available to support project delivery**
- ▶ **Support transparency and accountability**
  - ▶ **Board, sponsor, public engagement**

▶ **Needed now to program funds for 5-year period starting July 1, 2019**

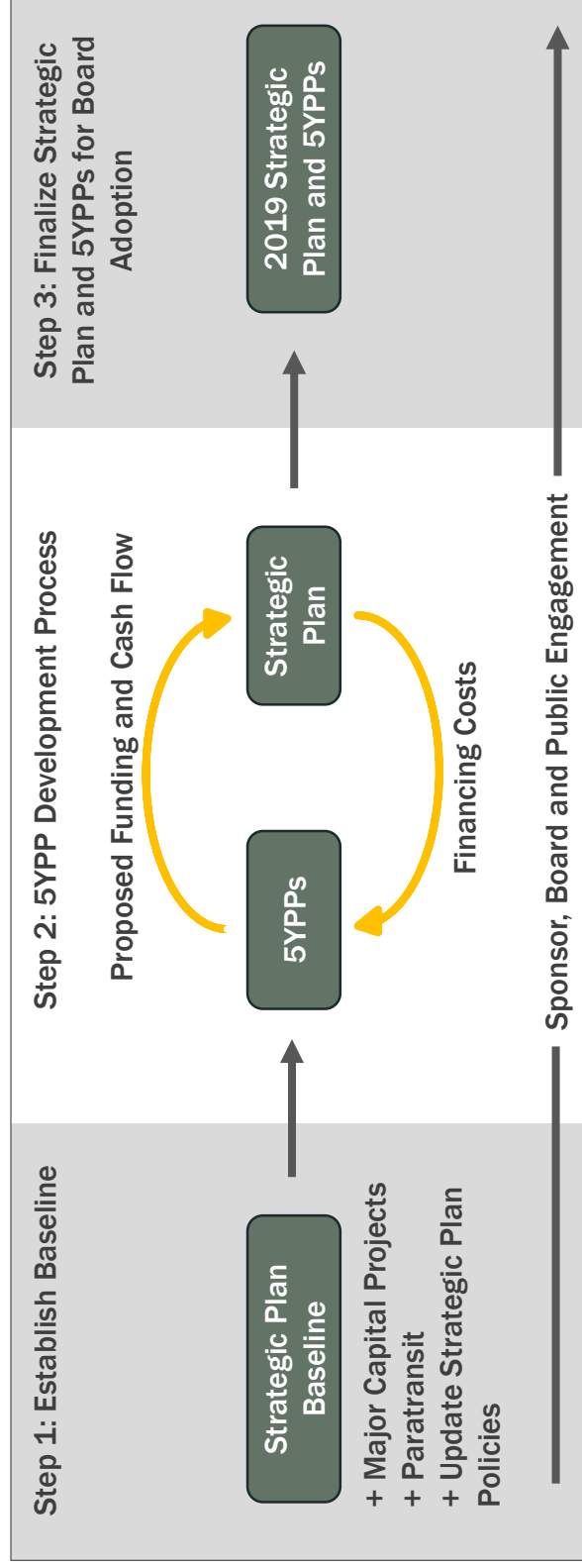


# 2019 Strategic Plan/5YPP Update

## What is the process?



- ▶ **Iterative process requiring extensive communication between SFCTA and project sponsors**
- ▶ **Strategic Plan and 5YPPs evolve in parallel and are closely coordinated**



# 2019 Strategic Plan/5YPP Update

## Step 1: Establish Strategic Plan Baseline

**For each Expenditure Plan category, the Strategic Plan Baseline determines how much Prop K funds are available by year through 2034.**

Step 1: Establish Baseline

Strategic Plan  
Baseline

- ▶ True-up to incorporate actual revenues and expenditures since 2014 Strategic Plan update
- ▶ Update revenue forecast and debt assumptions
- ▶ Update Strategic Plan Policies
- ▶ Update funding plan and project delivery plan for Major Capital Projects and Paratransit





# Components of the Strategic Plan



## POLICIES

## REVENUES

Sales Tax

Investment Income

## EXPENDITURES

Operating Expenditures

Capital Reserve

Project Costs

Financing Costs

# 2019 Prop K Strategic Plan Baseline Prop K Policies



- ▶ Provides guidance to both Transportation Authority staff and project sponsors for program administration
- ▶ 2019: Minor updates for clarity purposes

## **Strategic Plan Guiding Principles:**

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

# Components of the Strategic Plan



**POLICIES**

**REVENUES**

**EXPENDITURES**

**Sales Tax**

**Investment Income**

Operating Expenditures

Capital Reserve

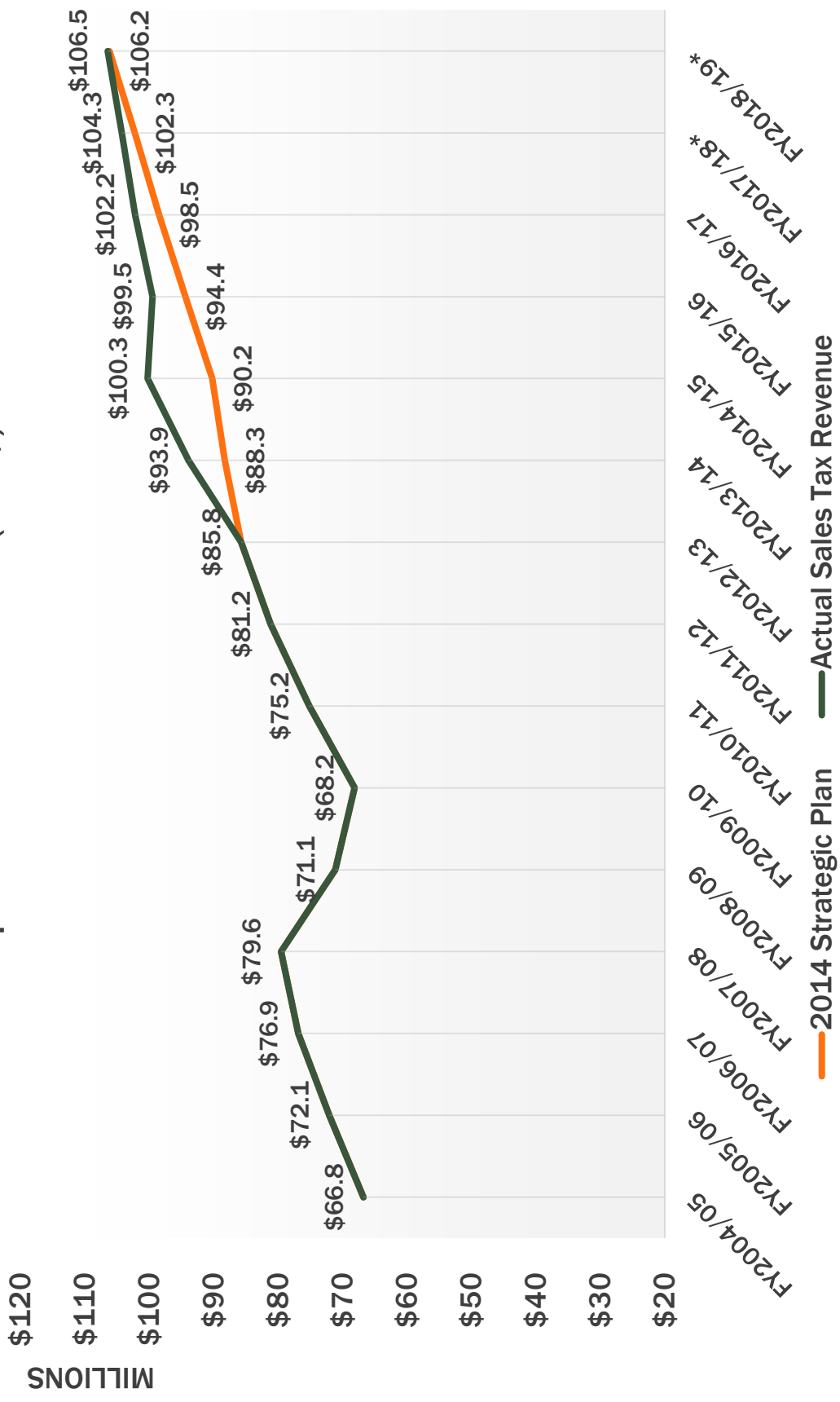
Project Costs

Financing Costs

# 2019 Strategic Plan Baseline Revenues



Prop K Sales Tax Revenue (YOE\$)

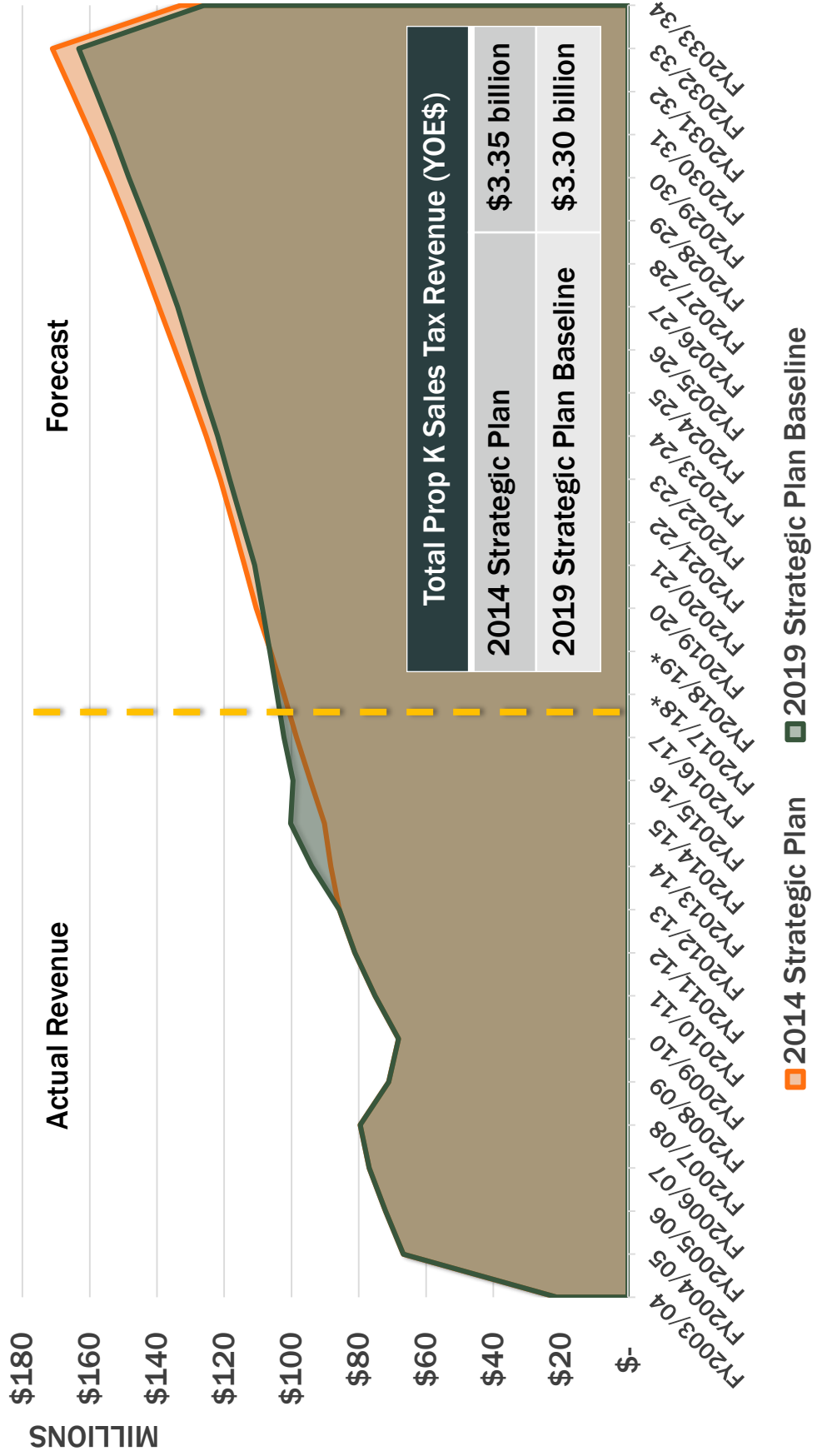


\* Sales tax revenue for Fiscal Years 2017/18 and 2018/19 are projections

# 2019 Strategic Plan Baseline Revenues



Prop K Sales Tax Revenue (YOES\$)



# Components of the Strategic Plan



**POLICIES**

**REVENUES**

**EXPENDITURES**

Sales Tax

Operating Expenditures

Capital Reserve

Project Costs

Interest Income

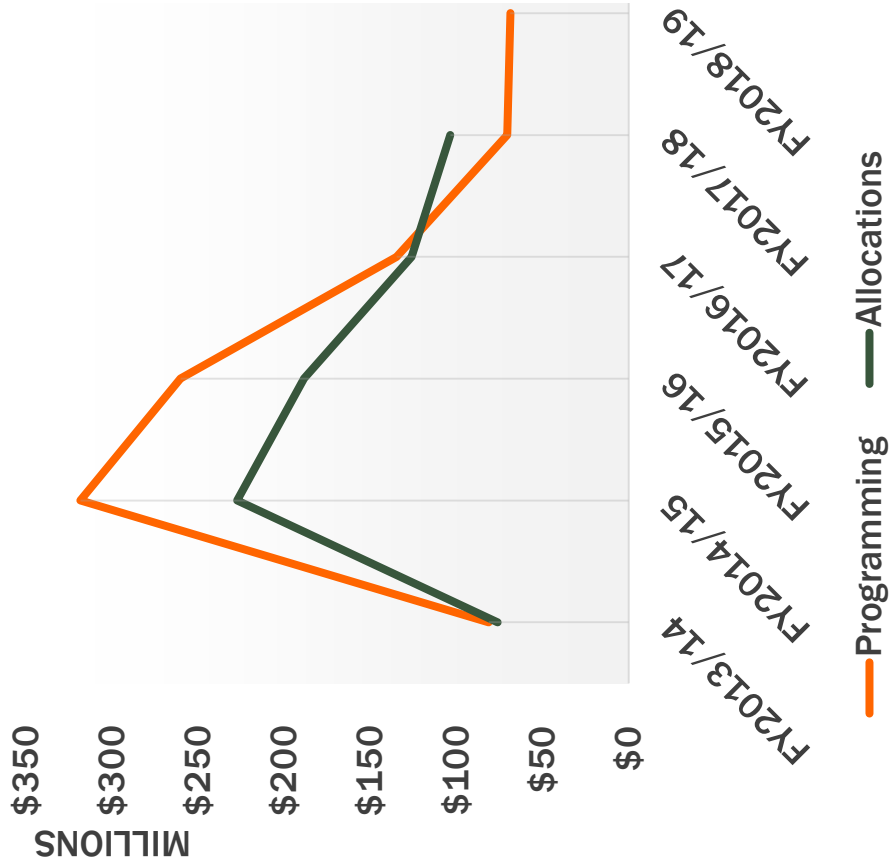
Financing Costs

# 2014 Strategic Plan Update

## Project Costs

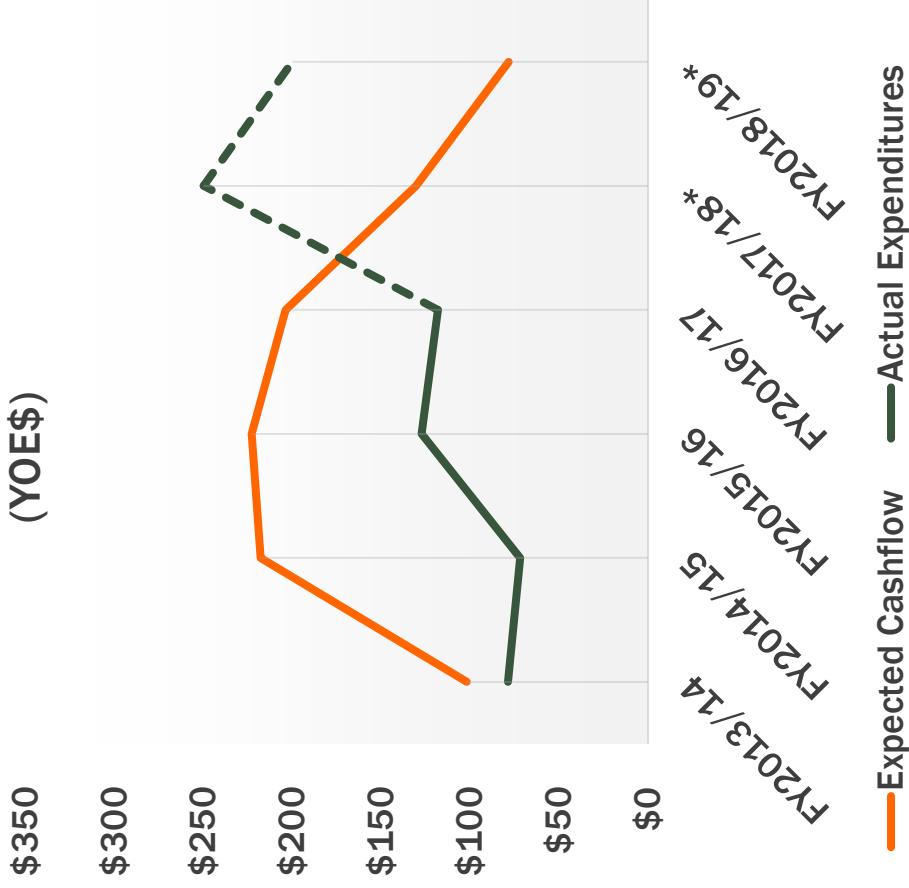


Programming vs Allocations (YOE\$)



\* Allocations as of April 24, 2018 Board Meeting

Expected vs Actual Expenditures (YOE\$)



\* Expenditures for Fiscal Years 2017/18 and 2018/19 are projections

# 2019 Strategic Plan Baseline Revenues and Expenditures Comparison



Revenues (YOE\$)	2019 Strategic Plan Baseline	2014 Strategic Plan	Δ
Sales Tax Revenue	\$ 3,299.7	\$ 3,346.4	\$ -46.7
Investment Income	\$ 45.3	\$ 80.7	\$ -35.4
Loans	\$ 19.6	\$ 19.6	
Long Term Bond Proceeds	\$ 557.4	\$ 676.2	\$ -118.8
<b>TOTAL</b>	<b>\$ 3,922.0</b>	<b>\$ 4,122.9</b>	<b>\$ -200.9</b>

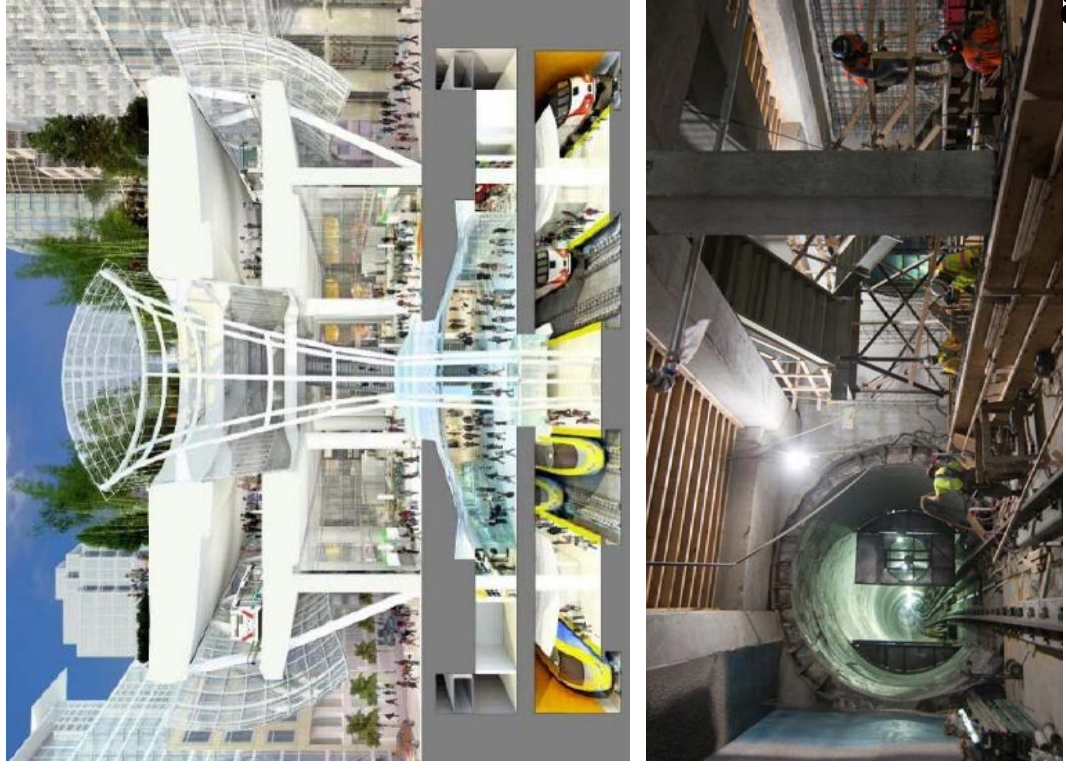
Expenditures (YOE\$)	2019 Strategic Plan Baseline	2014 Strategic Plan	Δ
Program Administration	\$ 194.5	\$ 196.0	\$ -1.5
Loans	\$ 19.0	\$ 19.0	
Funds Available for Projects	\$ 2,584.9	\$ 2,529.6	\$ 55.3
Financing Costs	\$ 277.7	\$ 295.7	\$ -17.9
Capital Reserve	\$ 288.4	\$ 406.4	\$ -118.0
Long Term Bond Debt Service	\$ 557.4	\$ 676.2	\$ -118.8
<b>TOTAL</b>	<b>\$ 3,922.0</b>	<b>\$ 4,122.9</b>	<b>\$ -200.9</b>



# 2019 Strategic Plan Baseline Major Capital Projects & Paratransit



- ▶ **Central Subway**
- ▶ **Caltrain Modernization  
(Electrification and Positive  
Train Control)**
- ▶ **Presidio Parkway**
- ▶ **Transbay Transit Center /  
Caltrain Downtown Extension**
- ▶ **Paratransit**



# 2019 Strategic Plan/5YPP Update Schedule



Board adopts Strategic Plan/5YPP Update Approach

Step 1: Establish Strategic Plan Baseline

Revenue and Debt Projections

Update Prop K Policies

Major Capital Projects and Paratransit

True-up Actual Revenues and Expenditures

Board Adoption of Strategic Plan Baseline

Step 2: 5YPP Development Process

SFCTA Releases 5YPP Guidance

SFCTA and Sponsors prepare Prioritization Criteria

Sponsors prepare Project Information Forms (PIFs), Program of Projects and Scoring Tables

SFCTA Reviews PIFs, Program of Projects and Scoring Tables

Step 3: Finalize Strategic Plan and 5YPPs for Board Adoption

Assess 5YPPs as a whole, establish financing needs, finalize draft 5YPP documents

Board Adopts 5YPPs Part 1

Board Adopts 5YPPs Part 2 and Final Strategic Plan

Sponsor, Board and Public Engagement



# Questions?



SAN FRANCISCO COUNTY TRANSPORTATION AUTHORITY



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# Memorandum

**Date:** April 17, 2018  
**To:** Transportation Authority Board  
**From:** Jeff Hobson – Deputy Director of Planning  
**Subject:** 05/08/2018 Board Meeting: Update on the Emerging Mobility Services and Technologies Report

<p><b>RECOMMENDATION</b>    <input checked="" type="checkbox"/> <b>Information</b>    <input type="checkbox"/> <b>Action</b></p> <p>Receive an update on the Draft Emerging Mobility Evaluation Report</p> <p><b>SUMMARY</b></p> <p>Following adoption of the 10 Guiding Principles for Emerging Mobility Services adopted by the Transportation Authority Board (and San Francisco Municipal Transportation Agency board) in summer 2017, the study team evaluated several categories of mobility services against city goals and principles and engaged a with a wide range of stakeholders. This memorandum summarizes the findings and recommendations for sector management, research and partnerships based on those evaluation results. The draft report is included as an enclosure. We intend to return to the Board with a final report for adoption this summer.</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"/> Contracts</p> <p><input type="checkbox"/> Procurement</p> <p><input type="checkbox"/> Other:</p> <p>_____</p>
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## DISCUSSION

### Background.

In the last decade, a number of emerging mobility services and technologies have emerged that increase mobility choices and over transportation benefits for some travelers, while also presenting challenges or impacts to other travelers, or to the attainment of key city transportation policies and goals, such as Transit First, Vision Zero, climate and equity. These services and technologies include everything from mobile applications that connect passengers with demand-responsive transportation services to self-driving and connected vehicles.

While this sector is moving at a fast pace and is driving transitions in the wider economy with effects in the short-term (switching modes for a given trip) and long-term (changing work, home location or vehicle ownership) all taking place at the same time, this study takes a snapshot of the sector as it stands today, with a view to laying out a roadmap for sector management, research and partnerships.

### Study Overview.

The 10 Guiding Principles for Emerging Mobility in June 2017 (see enclosed draft report, page ii)

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serve as a framework both for proactive public sector development of policies and programs, and for formulation of sound, consistent responses when warranted. They also provide a clear indication to mobility companies about what the City seeks and expects from private service providers.

Transportation Authority staff developed evaluation criteria based on the adopted Principles for Emerging Mobility, engaging a wide range of community, industry and civic stakeholders in the process. The criteria include (a) “outcome metrics” which are objective measures that use data to evaluate the degree to which an Emerging Mobility service is aligned or misaligned with a Guiding Principles; and (b) “policy and design features” which are attributes of a service that are thought to contribute to attaining an outcome identified in the Guiding Principles.

Overall, the results of our evaluation determined the following major takeaways:

### *1. Pilots and permits lead to better performance*

Companies that have performed pilots with San Francisco public agencies have provided data and experience that has informed development of permit systems for those mobility types. The resulting permit systems for bike share, scooter share, and microtransit have guided these mobility types to be more aligned with the Guiding Principles. There are opportunities to strengthen and harmonize the various permit programs. In addition, the City does not yet have a standardized process to proactively conduct pilots and incorporate innovative service types and new companies into the City’s permitting and planning systems.

### *2. Inadequate data*

The City does not have adequate data from enough emerging mobility companies to fully evaluate how well emerging mobility services are aligned with our Guiding Principles. Other researchers have produced important studies and findings about some emerging mobility services, but more traveler trip data and surveys are needed to characterize San Francisco travel markets and individual traveler choices.

### *3. Opportunities for equitable access*

Many emerging mobility services are available during late-night hours, on weekends, and/or in areas less well covered by public transit. This may provide opportunities to increase mobility for people with disabilities and increase access for people underserved by public transit.

### *4. Conflicts with public transit*

San Francisco is a Transit-First city, but inadequate data means we do not have comprehensive information on how the emerging mobility sector is impacting transit ridership or our capital investments. While some services play a useful first/last-mile connection role, no emerging mobility companies have implemented design features or policies that our methodology identified as directly supportive of transit.

### *5. Impacts on safety*

With the exception of microtransit providers, operator training is inconsistent among emerging mobility services; almost no providers test operators following training. As a consequence, many services may exhibit roadway conflicts at curbs, in transit-priority lanes and on sidewalks -- all of which

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may have significant impacts, particularly on vulnerable roadway users. Additionally, many emerging mobility services may contribute to distracted driving, which also decreases roadway safety.

### *6. Impacts on congestion*

Because we have inadequate data, we do not fully understand how this sector is impacting travel mode choice behavior and congestion. We do know that many emerging mobility services rely on city rights-of-way and curbs. The City and the emerging mobility companies have not consistently coordinated to develop a robust curb management approach. Other researchers have found mixed impacts. For ride-hailing in particular, our *TNCs Today* study found that ride-hail vehicles in San Francisco are concentrated during times of day and neighborhoods of the city where traffic is most congested. A UC Davis study found that adoption of ride-hailing is likely to result in a net increase in vehicle miles traveled due to competition with public transit. Other studies have found that users of other mobility services chose to drive personal vehicles less frequently.

### **Recommendations.**

#### *1. Partner: Proactively Partner*

The San Francisco Municipal Transportation Agency (SFMTA) and the Transportation Authority should develop a framework for emerging mobility pilots that considers this study's evaluation results and encourages the City to proactively partner with companies to develop innovative solutions to address unmet city transportation needs. This framework should consider partnerships with transportation companies, employers, developers, and civic and neighborhood organizations.

#### *2. Measure: Collect Emerging Mobility Data and Conduct Research*

San Francisco public agencies should develop a data reporting and warehouse strategy to coordinate and consolidate existing data streams. Additionally, the City should employ a travel decision study to understand travel behavior. Such a study could be combined with a mobile application pilot that studies traveler choices and factors that inform them.

#### *3. Regulate: Regulate and Recover Costs*

The SFMTA should harmonize existing permit programs related to emerging mobility and create a framework for new services. The emerging mobility permit program should administer a permit fee that considers the full cost to plan for and regulate these services. Similarly, the city should seek regulatory and/or impact fees to mitigate effects these services have on safety, city resources and investments, as warranted by research studies. The permit must also require a standard set of data necessary to conduct ongoing evaluation of these services and include standards for equitable provision of services to underserved areas and to people with disabilities.

#### *4. Bridge: Bridge Mobility and Access Gaps*

The City should develop a user study to more clearly understand who uses emerging mobility services and for what purposes. This study should focus on equity gaps for low-income users and issues related to disabled access. The SFMTA and the Transportation Authority should also develop pilots to fill mobility and access gaps, such as for paratransit, late night transportation, school-related transportation, and in areas less well-covered by public transit.

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### *5. Prioritize: Support and Prioritize Public Transit*

The Transportation Authority and the SFMTA should continue to support the expansion of transit-priority facilities. The Transportation Authority and the SFMTA should collaborate in developing a series of studies related to rights-of-way prioritization, vehicle miles traveled, financial impacts, and cost-recovery. To support these studies, the Transportation Authority and the SFMTA should conduct pilot programs that improve first and last mile connectivity to transit stations.

### *6. Enforce: Enforce Safe Streets*

The SFMTA and the Police Department should increase enforcement of known emerging mobility conflict areas throughout the city and consider piloting enforcement blitzes to encourage safe operation. Similarly, they should seek legislative authority and implement a pilot that automates enforcement to promote safety, ensure more systematic adherence to traffic rules, and reduce enforcement costs. The SFMTA should also develop a Vision Zero study that studies collision rate trends and unsafe operations, determines whether there is a correlation with emerging mobility services, and identifies recommendations to reduce traffic fatalities.

### *7. Price: Manage Congestion at Curbs and on City Roadways*

The SFMTA and the Transportation Authority should prioritize developing a curb management strategy that allocates and prices curb access appropriately. Such a strategy should be supported by curb management pilots with emerging mobility services and through a curb management prioritization study. The SFMTA should also develop and implement an emerging mobility streets design guide to reduce modal conflicts. Finally, based on current congestion levels on San Francisco roadways, San Francisco should move toward implementing a decongestion pricing and incentives system, whether through cordons or roadway user fees, to manage roadway congestion.

### **Next Steps.**

We will seek feedback on this Draft Emerging Mobility Evaluation Report before returning to the Board later this summer for adoption of the final report.

### **FINANCIAL IMPACT**

None. This is an information item.

### **CAC POSITION**

None. This is an information item.

### **SUPPLEMENTAL MATERIALS**

Enclosure – Draft Emerging Mobility Evaluation Report





# Memorandum

**Date:** April 20, 2018  
**To:** Transportation Authority Board  
**From:** Cynthia Fong – Deputy Director for Finance and Administration  
**Subject:** 05/08/18 Board Meeting: Preliminary Fiscal Year 2018/19 Budget and Work Program

<p><b>RECOMMENDATION</b>    <input checked="" type="checkbox"/> <b>Information</b>    <input type="checkbox"/> <b>Action</b></p> <p>None. This is an information item.</p> <p><b>SUMMARY</b></p> <p>The purpose of this memorandum is to present the preliminary Fiscal Year (FY) 2018/19 annual budget and work program and seek input. The proposed budget and work program will come back to the Board for adoption in June.</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 checked="" type="checkbox"/> Budget/Finance</p> <p><input type="checkbox"/> Contracts</p> <p><input type="checkbox"/> Procurement</p> <p><input type="checkbox"/> Other:</p> <hr/>
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## DISCUSSION

### Background.

Pursuant to State statutes (California Public Utilities Code Sections 131000 et seq.), we must adopt an annual budget by June 30 of each year. As called for in our Fiscal Policy (Resolution 18-07) and Administrative Code (Ordinance 17-01), the Board shall set both the overall budget parameters for administrative and capital expenditures, the spending limits on certain line items, as well as adopt the budget prior to June 30 of each year.

### Organization.

The preliminary FY 2018/19 Work Program includes activities in four major functional areas: 1) Plan, 2) Fund, 3) Deliver and 4) Transparency and Accountability. These categories of activities are organized to efficiently address our designated mandates, including overseeing the Prop K Sales Tax Expenditure Plan, functioning as the Congestion Management Agency (CMA) for San Francisco, acting as the Local Program Manager for the Transportation Fund for Clean Air (TFCA) program, administering the \$10 Prop AA vehicle registration fee, and operating as the Treasure Island Mobility Management Agency (TIMMA) for San Francisco. Our organizational approach also reflects the principle that all of our activities contribute to the efficient delivery of transportation plans and projects, even though many activities are funded with a combination of revenue sources and in coordination with a number of San Francisco agencies as well as federal, state and regional agencies.

Attachment 1 contains a description of our preliminary work program for FY 2018/19. Attachment

2 displays the preliminary budget in a format described in our Fiscal Policy. The division of revenues and expenditures into the Sales Tax program, CMA program, TFCA program, Prop AA program, and TIMMA program in Attachment 2 reflects our five distinct responsibilities and mandates. Attachment 3 shows a more detailed version of the proposed budget and Attachment 4 provides additional descriptions of line items in the budget. We have segregated our functions as the Treasure Island TIMMA as a separate legal and financial entity effective July 1, 2017. The TIMMA FY 2018/19 Budget and Work Program will be presented to the TIMMA Board as a separate item at its June meeting.

**Revenues.**

Total revenues are projected to be \$123.2 million and are budgeted to decrease by an estimated \$4.1 million from the FY 2017/18 Amended Budget, or 3.2%, which is primarily due to the substantial completion of the I-80/East Side Yerba Buena Island Interchange Improvement construction project in FY 2017/18, funded by federal and state grant funds.

Sales tax revenues, net of interest earnings, are projected to be \$106.5 million, or 86.4% of revenues, is an increase of \$2.2 million from the sales tax revenues expected to be received in FY 2017/18.

**Expenditures.**

Total expenditures are projected to be about \$263.1 million. Of this amount, capital project costs, most of which are awarded as grants to agencies like the San Francisco Municipal Transportation Agency (SFMTA), are \$218.9 million. Capital projects costs are 83.2% of total projected expenditures, with 4.1% of expenditures budgeted for administrative operating costs, and 12.7% for debt service and interest costs. Capital expenditures in FY 2018/19 of \$218.9 million are budgeted to decrease by \$48.4 million, or 18.1%, from the FY 2017/18 Amended Budget, which is primarily due to anticipated lower capital expenditures for the Prop K program overall.

Debt service costs of \$33.4 million are for costs related to the continuation of the Revolving Credit Loan Agreement, a \$25 million repayment against the assumed outstanding \$25 million balance as of June 30, 2018, and semi-annual interest only bond payments.

**Other Sources and Uses.**

The Other Financing Sources (Uses) section of the Line Item Detail for the FY 2018/19 budget includes inter-fund transfers (for example between the sales tax and CMA funds). These transfers represent the required local match or appropriation of Prop K to federal grants such as the Surface Transportation Program and South of Market Freeway Ramp Intersection Safety Improvement Study (also known as Vision Zero Ramps). In addition, the estimated level of sales tax capital expenditures for FY 2018/19 may trigger the need to drawdown up to \$121 million from the Revolving Credit Loan Agreement. We will continue to monitor capital spending closely during the upcoming year through a combination of cash flow needs for allocation reimbursements, progress reports and conversations with project sponsors, particularly our largest grant recipient, the SFMTA. If some of the largest projects continue to progress as currently anticipated, we would expect to seek approval for additional financing capacity concurrent with a mid-year budget revision. The size and duration of needing financing will be easier to forecast following receipt of FY 2017/18 fourth quarter invoices.

**Fund Balance.**

The budgetary fund balance is generally defined at the difference between assets and liabilities, and the ending balance is based on previous year's audited fund balance plus the current year's budget amendment and the budgeted year's activity. There is a positive amount of \$8.2 million in total fund

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balances, as a result of the anticipated Revolver drawdown.

**Next Steps.**

The preliminary FY 2018/19 budget will be presented for information to the Board in May. The final proposed FY 2018/19 Annual Budget and Work Program will be presented to the Citizens Advisory Committee in May, and the Board in June. A public hearing will precede consideration of the FY 2018/19 Annual Budget and Work Program at the June 12 Board meeting.

**FINANCIAL IMPACT**

None. This is an information item.

**CAC POSITION**

None. This is an information item.

**SUPPLEMENTAL MATERIALS**

Attachment 1 – Preliminary Work Program

Attachment 2 – Preliminary Budget

Attachment 3 – Preliminary Budget – Line Item Detail

Attachment 4 – Line Item Descriptions



The Transportation Authority's preliminary Fiscal Year (FY) 2018/19 Work Program includes activities in five major divisions overseen by the Executive Director: 1) Policy and Programming, 2) Capital Projects, 3) Planning, 4) Technology, Data and Analysis, and 5) Finance and Administration. The Executive Director's office is responsible for directing the agency in keeping with the annual Board-adopted goals, for the development of the annual budget and work program, and for the efficient and effective management of staff and other resources. Further, the Executive Director's office is responsible for regular and effective communications with the Board, the Mayor's Office, San Francisco's elected representatives at the state and federal levels and the public, as well as for coordination and partnering with other city, regional, state and federal agencies.

The agency's work program activities address the Transportation Authority's designated mandates and functional roles. These include: serving as the Prop K transportation sales tax administrator and Congestion Management Agency (CMA) for San Francisco, acting as the Local Program Manager for the Transportation Fund for Clean Air (TFCA) program and administering the \$10 Prop AA vehicle registration fee.

The Transportation Authority is also operating as the Treasure Island Mobility Management Agency (TIMMA). The TIMMA FY 2018/19 Work Program will be presented to the TIMMA Board as a separate item and is not reflected below.

Our work program reflects the multi-disciplinary and collaborative nature of our roles in planning, funding and delivering transportation projects and programs across the city, while ensuring transparency and accountability in the use of taxpayer funds.

## **PLAN**

Long-range, countywide transportation planning and CMA-related policy, planning and coordination are at the core of the agency's planning functions. In FY 2018/19, we will continue to implement recommendations from the existing San Francisco Transportation Plan (SFTP) -- the 2017 SFTP. We will continue to advance the San Francisco Long-range Transportation Planning Program, also known as Connect SF, as part of our multi-agency partnership with the San Francisco Municipal Transportation Agency (SFMTA), Planning Department, and others. This will include transit and freeway modal studies, as well as a continued emphasis on demand management policies, and represents the beginning of our next update to the SFTP. We will also continue to further corridor, neighborhood and community-based transportation plans under our lead, while supporting efforts led by others.

We will undertake new planning efforts meant to inform and respond to emerging trends and policy areas. This strategic area of focus for our planning work includes deepening our research on Transportation Network Companies, or TNCs, (e.g., Lyft and Uber) use and impacts, as well as advancing the District 10 Mobility Management Study.

Most of the FY 2018/19 activities listed below are strong multi-divisional efforts, often lead by the Planning Division in close coordination with Transportation, Data and Analysis; Capital Projects; and the Policy and Programming Divisions. Proposed activities include:

### **Active Congestion Management:**

- **District 10 Mobility Management Study:** Complete this study, whose purpose is to identify non-infrastructure strategies to reduce existing and new vehicles miles traveled in District 10, beyond improvements already planned. These recommendations could be implemented as contributions of developments not yet approved; through local ordinance; or by local Transportation Management Associations. The study is funded by a combination of Neighborhood Transportation Improvement

Program (NTIP) and the Toyota Mobility Foundation.

- **Lombard Crooked Street Reservations & Pricing System Development:** Complete study and development of a reservations and pricing system for managing automobile access to the Crooked Street (1000 block of Lombard Street). The scope of this project is intended to advance this recommendation by identifying the physical and operational details of a reservations and pricing system, as well as determining the expected outcomes on automobile and pedestrian circulation on the Crooked Street and the surrounding neighborhood. This study follows up on a recommendation from the “Managing Access to the Crooked Street” District 2 NTIP report, adopted in March 2017.
- **Freeway Corridor Management Study (FCMS) Phase 2:** Complete Phase 2 corridor planning study in close coordination with city, regional and state agencies to advance a feasible set of near-term freeway management projects for US 101 and I-280 corridors, including potential carpool/transit lanes and/or express lanes connecting San Francisco to San Mateo and Santa Clara counties along US 101. Advance planning work to address questions raised relating to operational analyses (e.g. ramp metering), equity, regional/local express bus provision, management of Transportation Network Companies, and congestion pricing.
- **Highway 101 to Interstate 280 Managed Lanes:** Pending Board approval, initiate Caltrans project development process efforts thru the preparation of the Project Study Report - Project Development Support document and continue detailed traffic operations analyses. Participate in the Metropolitan Transportation Commission’s (MTC’s) express lanes planning efforts and position San Francisco’s 101/280 corridor for Regional Measure 3, Senate Bill 1 gas tax funds (e.g. Solutions for Congested Corridors Program) and other potential state and federal funding sources.

#### **SFTP Implementation and Board Support:**

- **Neighborhood Transportation Improvement Program (NTIP):** Continue implementation of the sales tax-funded NTIP, identified as a new equity initiative in the 2013 SFTP. We will continue to work closely on identification and scoping of new NTIP planning and capital efforts, including advancing recommendations from recently completed plans, in coordination with Board members and the SFMTA’s NTIP Coordinator, and will monitor and support NTIP efforts led by other agencies.
- **Vision Zero Ramps Study:** Complete Phase 2 of the Freeway Ramp Vision Zero Safety Assessment of pedestrian, bicycle, and vehicle conflicts and road safety on local San Francisco streets associated with on- and off- ramps in the South of Market Area (SOMA). Phase 2 will include developing safety recommendations for 10 ramps and is funded by a Caltrans Partnership Planning grant. Phase 2 is expected to be complete in early 2019.

#### **Long Range, Countywide, and Inter-Jurisdictional Planning:**

- **SFTP and ConnectSF:** Building on the 2017 SFTP adopted in September, we have already begun the next update of the city’s long-range transportation plan. This year, we will complete a Needs Assessment analyzing current and future transportation needs based on recent transportation and demographic trends. This information will feed into the next steps of ConnectSF. Along with the SFMTA, other San Francisco agencies and regional partners, we will complete the Streets and Freeways Study and the Transit Corridors Study. These two modal studies, along with other planning efforts, will in turn inform the next update of the SFTP, expected to be adopted in 2021, and the next update of Plan Bay Area.



- **Emerging Mobility Services & Technologies:** Our Emerging Mobility Services and Technology report is expected to be completed by June 2018. Based on a set of guiding principles adopted by the Board in summer 2017, the report sets an evaluative framework to assess whether and how emerging mobility services and transportation technologies are helping San Francisco meet its primary SFTP goals related to healthy environment, livability, economic competitiveness, and state of good repair in addition to other transportation lenses such as equity and affordability. The report concludes with a set of recommendations for actions, policy changes, future studies, and potential pilot project opportunities. In FY 2018/19, we will follow up on those recommendations as directed by the Board.
- **Transportation Network Companies Impact Studies:** Continue creating a series of reports that will answer key questions about ride-hail companies, also known as Transportation Network Companies, or TNCs. This series builds on two previous reports: TNCs Today provided the first comprehensive estimates of Uber and Lyft activity in the city; TNC Regulatory Landscape provided an overview of existing state and local TNC regulatory frameworks across the country and within California. In Fiscal Year 2018/19, we anticipate releasing reports on the effects of TNCs on congestion, transit ridership and equity.
- **Support Statewide and Regional Planning Efforts:** Continue to support studies at the state and regional levels including the California High-Speed Rail Authority's Environmental Impact Report, the California State Transportation Agency's Statewide Rail Plan, MTC's Horizon effort and associated white papers, and coordination to scope the study of a potential second Transbay rail crossing.

#### **Transportation Forecasting, Data and Data Analysis:**

- **Travel Forecasting and Analysis for Transportation Authority Studies:** Provide modeling, data analysis, technical advice and graphics services to support efforts such as SFTP and ConnectSF, including the Streets and Freeways Study and the Transit Corridors Study, subsequent phases of FCMS, Emerging Mobility Services and Technology transit ridership and traffic congestion impact studies, and travel demand management strategy effectiveness research.
- **Modeling Service Bureau:** Provide modeling, data analysis, and technical advice to city agencies and consultants in support of many projects and studies. Expected service bureau support this year for partner agencies and external parties is to be determined.
- **Congestion Management Program (CMP) Development, Data Warehousing and Visualization:** Initiate updates to the CMP, including expanding the Transportation Authority's data warehouse and visualization tools to further facilitate easy access to network performance data and travel behavior data, review and querying of datasets, and to support web-based tools for internal and external use. Continue to serve as a data resource for city agencies, consultants, and the public and enhance data management and dissemination capabilities. Analyze and publish important results from the upcoming travel behavior diary data collection being coordinated with MTC, and support researchers working on topics that complement and enhance our understanding of travel behavior. Topics include: gather and analyze trip data on TNCs and acquire or partner with private big data sources; and explore the fusion of multiple geographic data sources such as cell phone data with transit fare card, vehicle location, and passenger data.
- **Model Consistency/Land Use Allocation:** Complete the requirements for model consistency in coordination with MTC as a part of the CMP update. Participate in Bay Area Model Users



**Attachment 1**  
Preliminary Fiscal Year 2018/19 Annual Work Program

Group. Continue supporting the refinement of the Bay Area land use growth allocation model with the Planning Department, the Association of Bay Area Governments (ABAG) and MTC. Coordinate land use analysis activities in cooperation with these same agencies.

- **Travel Demand Model Enhancements:** Continue to implement SF-CHAMP and Dynamic Traffic Assignment (DTA) model improvements, with special emphasis on transit reliability and model performance. Initiate use of SF-CHAMP 6, which will include increased spatial, temporal, and behavioral detail, and test first regional-scale DTA model integrated with SF-CHAMP. In collaboration of MTC, the San Diego Association of Governments, Puget Sound Regional Council, the Atlanta Regional Commission, and the Association of Metropolitan Planning Organizations Research Foundation, continue development of an open-source activity-based travel demand model platform.

## FUND

The agency was initially established to serve as the administrator of the Prop B half-cent transportation sales tax (superseded by the Prop K transportation sales tax in 2003). This remains one of the agency's core functions, which has been complemented and expanded upon by several other roles which have subsequently been taken on including acting as the administrator for Prop AA and the TFCA County Program, and serving as CMA for San Francisco. We serve as a funding and financing strategist for San Francisco projects; we advocate for discretionary funds and legislative changes to advance San Francisco project priorities; provide support to enable sponsors to comply with timely-use-of-funds and other grant requirements; and seek to secure new sources of revenues for transportation-related projects and programs. The work program activities highlighted below are typically led by the Policy and Programming Division with support from all agency divisions.

**Fund Programming and Allocations:** Administer the Prop K sales tax, Prop AA vehicle registration fee, and TFCA programs, which the agency directly allocates or prioritizes projects for grant funding; oversee calls for projects and provide project delivery support and oversight for the LTP, One Bay Area Grant (OBAG), and county share State Transportation Improvement Program in our role as CMA. Provide technical, strategic and advocacy support for a host of other fund programs, such as the new revenues to be generated and distributed under Senate Bill 1, the State's Cap-and-Trade and Active Transportation Programs, and federal competitive grant programs. Notable efforts planned for FY 2018/19 include:

- **2019 Prop K Strategic Plan and 5-Year Prioritization Program (5YPP) Update:** These Prop K updates are the biggest focus of the Policy and Programming Divisions this year. Following the anticipated adoption of the Prop K Strategic Plan Baseline in May, we will work closely with the Board, project sponsors and other interested stakeholders on developing the draft 5YPPs. This is the process by which the Transportation Authority identifies the projects that should receive Prop K funding over the five-year period starting July 1, 2019. Public engagement will continue throughout the update effort. We anticipate Board adoption of the 5YPPs and final 2019 Strategic Plan in November.
- **Prop K Customer Service and Efficiency Improvements:** This ongoing multi-division initiative will continue to improve our processes to make them more user friendly and efficient for both internal and external customers, while maintaining a high level of transparency and accountability appropriate for administration of voter-approved revenue measures. This year we will continue to maintain and enhance [mystreetsf.com](http://mystreetsf.com) – our interactive project map and the Portal – our web-based grants management database used by our staff and project sponsors, as well as



make any needed refinements to the on-line allocation request form.

- **Implement the 2017 Prop AA Strategic Plan:** We will work closely with project sponsors and continue to support delivery of projects underway, as well as advance new projects with funds programmed in the 2017 Prop AA Strategic Plan adopted by the Board in May 2017.
- **OBAG Cycle 2:** Last fiscal year, the Board approved over \$40 million for OBAG Cycle 2 projects such as Caltrain Electrification and Better Market Street. This year, we will work with project sponsors to provide project delivery and support (e.g. assistance with meeting timely use of funds deadlines) for remaining OBAG Cycle 1 projects as well as Cycle 2 projects.
- **Lifeline Transportation Program and Community Based Transportation Plans (CBTPs):** In February 2018 we issued a call for projects for about \$2.6 million anticipated in Lifeline Transportation Program funds intended to improve mobility for low-income residents. The Board is scheduled to consider approval of the projects in May 2018, with MTC approval anticipated in July. We will work with project sponsors to ensure projects are amended into the Transportation Improvement Program, as needed and to support timely obligation of funds. MTC will also embark upon a new round of CBTP funding for efforts benefiting Communities of Concern (CoC). We expect these funds will support improving connections to Lake Merced (a new CoC since the last round of CBTP funding) and additional outreach efforts in the South of Cesar Chavez Area Plan and the D10 Mobility Management Study.
- **Federal-Aid Sponsor Support and Streamlining Advocacy:** Our staff will continue to provide expertise in grants administration for federally funded projects and to play a leadership role in supporting regional efforts to streamline the current federal-aid grant processes and provide input to new guidelines being promulgated as a result of the federal Fixing America's Surface Transportation (FAST) Act.

**Capital Financing Program Management:** Led by the Finance and Administration Division in close collaboration with the Policy and Programming Division, and with the support of our financial advisors, we will continue to provide effective and efficient management of our debt program to enable accelerated delivery of sales-tax funded capital projects at the lowest possible cost to the public.

**Horizon and Plan Bay Area 2050:** As CMA, coordinate San Francisco's input to Horizon, a MTC-led futures planning initiative that will help identify policy and investment solutions that are top performers under multiple distinct futures. The results of the Horizon initiative will inform the next regional transportation and land use plan (Plan Bay Area 2050), which will kick off in mid-2019. These efforts involve close coordination with San Francisco agencies, the Mayor's office, and our ABAG and MTC Commissioners, as well as coordination with Bay Area CMAs, regional transit agencies and other community stakeholders.

**Senate Bill 1:** Engage with state and regional agencies to coordinate advocacy for San Francisco's projects, to support revisions to the as the program guidelines for upcoming funding cycles to ensure a fair distribution of revenues that is beneficial to San Francisco's interests; and to assist project sponsors with meeting timely use of funds and Senate Bill 1 reporting requirements. Seek discretionary funding for San Francisco and our agency's priorities for funding programs large and small, particularly with regard to transit core capacity needs, active transportation projects and our own Treasure Island work and US 101/280 Managed Lanes. We will continue to engage the Board and MTC Commissioners including seeking guidance on prioritizing funds.

**New Revenue Options:** Educate the public on the purpose and importance of Senate Bill 1 (Road Repair and Accountability Act) fund programs. Advocate for San Francisco priorities and new local, regional, state and federal funds by providing Board member staffing, issue advocacy at various venues (such as at MTC



**Attachment 1**  
Preliminary Fiscal Year 2018/19 Annual Work Program

committees, Bay Area CMA meetings, and SPUR) and ongoing coordination with, and appearances before, the MTC, California Transportation Commission (CTC), and federal agencies. Notable efforts planned for FY 2018/19 include: advocating for funding for San Francisco priorities assuming Regional Measure 3 is approved by the voters in June 2018 and as directed by the Board, work closely with our Board members, the Mayor’s Office, the SFMTA and key stakeholders on any follow up to the Transportation Task Force 2045 related to a potential new local revenue measure(s), and tracking the CTC’s pilots of a potential statewide Road User Charge program.

**Legislative Advocacy:** We will continue to monitor and take positions on state legislation affecting San Francisco’s transportation programs, and develop strategies for advancing legislative initiatives beneficial to San Francisco’s interests and concerns at the state and federal level. Working with other toll operators through the California Toll Operations Committee, we will identify and engage in legislative efforts to support our future Treasure Island work and other managed lanes efforts. Our advocacy builds off of SFTP recommendations, the agency’s adopted legislative program (e.g. includes Vision Zero, new revenue, and project delivery advocacy), and is done in coordination with the Mayor’s Office, the Self-Help Counties Coalition, and other city and regional agencies.

**Funding and Financing Strategy:** Provide funding and financing strategy support for Prop K signature projects, many of which are also included in MTC’s Regional Transit Expansion Agreement. Examples include: Caltrain Electrification, Central Subway, Transbay Transit Center (renamed Salesforce Transit Center)/Downtown Extension and Geary Corridor BRT. Continue to serve as a funding resource for all San Francisco project sponsors, including brokering fund swaps, as needed.

**DELIVER**

The timely and cost-effective delivery of Transportation Authority-funded transportation projects and programs requires a multi-divisional effort, led primarily by the Capital Projects Division with support from other divisions. As in past years, the agency focuses on providing engineering support and overseeing the delivery of the Prop K sales tax major capital projects, such as the Presidio Parkway, the SFMTA’s Central Subway, Radio Replacement and facility upgrade projects; the Salesforce Transit Center/Caltrain Downtown Extension; and Caltrain Modernization, including Electrification. The agency is also serving as lead agency for the delivery of certain projects, such as the I-80/Yerba Buena Island (YBI) Interchange Improvement Project and I-280/Balboa Park Area Freeway Ramps projects, which typically are multi-jurisdictional in nature and often involve significant coordination with Caltrans. Key delivery activities for FY 2018/19 include the following:

**Transportation Authority – Lead Construction:**

- I-80/Yerba Buena Island (YBI) West Bound (WB) On-Off Ramps: Complete construction efforts of the new I-80/YBI WB on-off ramps on the east side of YBI. Final construction activities and project close out is anticipated to be complete in summer 2018.
- Presidio Parkway Project: Continue supporting Caltrans and the Presidio Trust (Trust) in implementing the 3-party (including the Transportation Authority) Settlement Agreement for the transfer of final project landscaping work to the Trust, if the Settlement Agreement is approved by MTC. We anticipate contractor completion of work in the field by June 2018 and final acceptance of the facility in Fall 2018. We will also complete the P3 study that is comparing the effectiveness of delivering Phase 1 of the project using the more traditional design-bid-build model, with Phase 2 which is being delivered as a P3.

**Transportation Authority – Lead Project Development:**



- I-80/YBI East Bound Off Ramp/Southgate Road Realignment Project: Continue to lead project development efforts for reestablishment of the I-80/East Bound Off-Ramp and Southgate Road Realignment. Work with Caltrans, BATA, Treasure Island Development Authority (TIDA), and the U.S. Coast Guard on implementation (supplemental environmental analysis, final design and right of way certification). Also work with TIDA to implement local hire programmatic aspirational goals.
- YBI West Side Bridges: Continue supplemental environmental analysis, final engineering and design of the West Side Bridges and prepare for construction. Prepare for Construction Manager/General Contractor (CM/GC) implementation of the West Side Bridges project. Continue coordination activities with Caltrans, BATA, the OEWD and TIDA.
- Quint-Jerrold Connector Road: Coordinate right of way due diligence efforts (environmental field testing) with city agencies and consultants in order to purchase required right of way for the project. Lead public outreach efforts with interested neighborhood groups. Prepare funding plan and advance design efforts dependent on funding availability.
- I-280/Ocean Ave. South Bound Off-Ramp Realignment: Advance I-280 Interchange modifications at Balboa Park, obtain approval of the combined Caltrans Project Study Report/Project Report and environmental document, prepare funding plan and advance design efforts dependent on funding availability.

#### **Transportation Authority – Project Delivery Support:**

- Caltrain Early Investment Program and California High-Speed Rail Program: Coordinate with the California High-Speed Rail Authority (CHSRA) and city agencies on high-speed rail issues affecting the city; work with Caltrain, MTC, the Mayor's Office and other Peninsula and regional stakeholders to monitor and support delivery of the Caltrain Early Investment Program including the Communications Based Overlay Signal System and Electrification projects. Continue to work closely with aforementioned stakeholders to fully fund electrification and support delivery of the blended Caltrain/High Speed Rail system to the Peninsula corridor that extends to the new Salesforce Transit Center/Downtown Extension including leading critical Configuration Management Board efforts.
- Central Subway: Project management oversight; scope/cost/schedule and funding assessment and strategy, including participation in critical Configuration Management Board efforts.
- Salesforce Transit Center/ Downtown Extension: Project management oversight; provide support for Board member participation on other oversight bodies (Transbay Joint Powers Authority, Board of Supervisors), and other strategic efforts including enhanced technical oversight and support efforts in the areas of rail operations, project delivery method, cost/funding, tunneling, and right of way analyses.
- Geary, Van Ness Avenue and Geneva-Harney BRTs: Oversee SFMTA construction efforts including environmental compliance and general project oversight. Work closely with SFMTA and an inter-agency project team to maintain project integrity and quality while controlling budget and schedule.
- Complete right of way and engineering project support services and oversee construction efforts for the 19<sup>th</sup> Avenue and Lombard streetscape/resurfacing projects led by SFMTA and SFPW/Caltrans.
- Vision Zero: Continue to support the Vision Zero Committee and agency staff in delivering the program of projects that will enable San Francisco to achieve the goal of Vision Zero.
- Engineering Support: Provide engineering support, as needed, for other Transportation Authority-led

planning and programming efforts.

## TRANSPARENCY & ACCOUNTABILITY

This section of the work program highlights ongoing agency operational activities, and administrative processes to ensure transparency and accountability in the use of taxpayer funds. It includes ongoing efforts lead by the Finance and Administration Division (e.g. accounting, human resources, procurement support), by the Transportation, Data and Analysis Division (e.g. Information Technology and systems integration support), and by the Executive Office (e.g. Board operations and support, budgeting and communications) as listed below:

- **Board Operations and Support:** Staff Board meetings including standing and ad hoc committees, including the Vision Zero Committee meetings.
- **Audits:** Prepare, procure, and manage fiscal compliance and management audits.
- **Budget, Reports and Financial Statements:** Develop and administer Transportation Authority budget, including performance monitoring, internal program and project tracking. Monitor internal controls and prepare reports and financial statements.
- **Accounting and Grants Management:** Maintain payroll functions, general ledger and accounting system, including paying, receiving and recording functions. Manage grants and prepare invoices for reimbursement.
- **Debt Oversight and Compliance:** Monitor financial and debt performance, prepare annual disclosures and complete required compliance activities.
- **Systems Integration:** Ongoing enhancement and maintenance of the enterprise resource planning system (business management and accounting software) to improve accounting functions, automate processes, general ledger reconciliations and financial reporting, as well as enabling improved data sharing with the Portal (web-based grants management database used by agency staff and project sponsors).
- **Contract Support:** Oversee procurement process for professional consultant contracts, prepare contracts, and manage compliance for contracts and associated Memoranda of Agreement and Understanding.
- **Disadvantaged Business Enterprise and Local Business Enterprise:** Administer program, review and update policy for any new state and federal requirements, conduct outreach and review applications and award certifications. Participate in the multi-agency consortium of Bay Area transportation agencies with a common goal to assist small, disadvantaged and local firms doing business with Bay Area transit and transportation agencies.
- **Communications and Community Relations:** Execute the agency's communications strategy with the general public, the agency's board, various interest groups and other government agencies. This is accomplished through various means, including fostering media and community relations, developing strategic communications plans for projects and policy initiatives, disseminating agency news and updates through "The Messenger" newsletter, social media and other web-based communications, supporting public outreach and helping coordinate events to promote the agency's work. This year the agency plans to begin development of an agency-wide strategic communications plan to institutionalize best practices. Communications staff will continue participating in training to advance outreach skills.

**Attachment 1**  
Preliminary Fiscal Year 2018/19 Annual Work Program



- **Website:** Execute a redesign and upgrade of the agency website, sfcta.org. Update content and maintain and enhance interactive project delivery reporting features such as the mystreetsf.com project map.
- **Policies:** Maintain and update Administrative Code, Rules of Order, fiscal, debt, procurement, investment, travel, and other policies.
- **Human Resources:** Administer recruitment, personnel and benefits management and office procedures. Conduct or provide training for staff. Advance agency workplace excellence initiatives through staff working groups, training and other means.
- **Office Management and Administrative Support:** Maintain facilities and provide procurement of goods and services and administration of services contracts. Staff front desk reception duties. Provide assistance to the Clerk of the Board as required with preparation of agenda packets and minutes, updates to website and clerking meetings.
- **Legal Issues:** Manage routine legal issues, claims, and public records requests.
- **Information Technology:** Provide internal development and support; maintain existing technology systems including phone and data networks; develop new collaboration tools to further enhance efficiency and technological capabilities; and expand contact management capabilities.

**San Francisco County Transportation Authority  
Attachment 2  
Preliminary Fiscal Year 2018/19 Annual Budget**



		Preliminary Budget Amendment by Fund					Increase/ (Decrease)	Amended Budget Fiscal Year 2017/18
		Sales Tax Program	Congestion Management Agency Programs	Transportation Fund For Clean Air Program	Registration Fee For Transportation Improvements Program	Treasure Island Mobility Management Agency Program		
<b>Revenues:</b>								
Sales Tax Revenues	\$ 106,461,636	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 106,461,636	
Vehicle Registration Fee	-	-	-	4,930,000	-	-	4,930,000	
Interest Income	540,902	-	1,363	3,013	-	-	545,278	
Federal/State/Regional Revenues	-	7,314,996	759,899	-	-	3,160,560	11,235,455	
Other Revenues	44,720	-	-	-	-	-	44,720	
<b>Total Revenues</b>	<b>107,047,258</b>	<b>7,314,996</b>	<b>761,262</b>	<b>4,933,013</b>	<b>3,160,560</b>		<b>123,217,089</b>	
<b>Expenditures:</b>								
Capital Project Costs	203,019,900	5,428,999	877,154	6,993,420	2,577,121	-	218,896,594	
Administrative Operating Costs	5,676,873	3,894,928	47,494	207,676	923,529	-	10,750,500	
Debt Service	33,412,250	-	-	-	-	-	33,412,250	
<b>Total Expenditures</b>	<b>242,109,023</b>	<b>9,323,927</b>	<b>924,648</b>	<b>7,201,096</b>	<b>3,500,650</b>		<b>263,059,344</b>	
<b>Other Financing Sources (Uses):</b>								
	118,650,979	2,008,931	-	-	340,090	-	270,133,005	
<b>Net Change in Fund Balance</b>	<b>\$ (16,410,786)</b>	<b>\$ -</b>	<b>\$ (163,386)</b>	<b>\$ (2,268,083)</b>	<b>\$ -</b>	<b>\$ (18,842,255)</b>	<b>\$ (1,495,263)</b>	
Budgetary Fund Balance, as of July 1	\$ 16,642,439	\$ -	\$ 190,360	\$ 10,202,938	\$ -	\$ -	\$ 28,531,000	
Budgetary Fund Balance, as of June 30	\$ 231,653	\$ -	\$ 26,974	\$ 7,934,855	\$ -	\$ -	\$ 27,035,737	

**San Francisco County Transportation Authority  
Attachment 3  
Preliminary Fiscal Year 2018/19 Annual Budget  
Line Item Detail**



	Preliminary Budget Amendment by Fund										Increase/ (Decrease)	Amended Budget Fiscal Year 2017/18	
	Sales Tax		Congestion Management Agency Programs		Transportation Fund For Clean Air Program		Vehicle Registration Fee For Transportation Improvements Program		Treasure Island Mobility Management Agency Program				Preliminary Budget Fiscal Year 2018/19
	Program		Programs		Program		Program		Program				
<b>Revenues:</b>													
Sales Tax Revenues	\$ 106,461,636	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 106,461,636	\$ 104,271,926	
Vehicle Registration Fee	-	-	-	-	4,930,000	-	4,930,000	-	-	-	4,930,000	4,834,049	
Interest Income	540,902	-	1,363	-	3,013	-	-	-	-	-	545,278	632,954	
Program Revenues													
Federal Advanced Transportation and Congestion Management Technologies Deployment	-	-	-	-	-	-	-	-	1,297,860	-	1,297,860	24,928	
Federal BART Travel Incentives Program	-	-	-	-	-	-	-	-	-	-	(51,764)	51,764	
Federal CMAQ Program: Transportation Demand Management Partnership Project	-	-	-	-	-	-	-	-	-	-	(28,810)	28,810	
Federal Highway Bridge Program - I-80/Yerba Buena Island Interchange Improvement	-	-	-	-	-	-	-	-	-	-	(7,044,212)	7,044,212	
Federal Highway Bridge Program - Yerba Buena Island Bridge Structures	-	-	-	-	-	-	-	-	-	-	1,288,703	1,888,657	
Federal South of Market Freeway Ramp Intersection Safety Improvement Study	-	-	3,177,360	-	-	-	-	-	-	-	3,177,360	97,008	
Federal Strategic Highway Research Program	-	-	78,927	-	-	-	-	-	-	-	78,927	145,378	
Federal Surface Transportation Program 3% Revenue and Augmentation	-	-	1,721,861	-	-	-	-	-	-	-	1,721,861	2,260,706	
State Planning, Programming & Monitoring SB45 Funds	-	-	-	-	-	-	-	-	-	-	(667,000)	667,000	
State Seismic Retrofit Proposition 1B - I/80 YBI Interchange Improvement Project	-	-	-	-	-	-	-	-	-	-	(550,582)	550,582	
Regional AB 1171 - Presidio Parkway (MTC)	-	-	-	-	-	-	-	-	-	-	(1,242,655)	1,242,655	
Regional BART - Travel Incentives Program	-	-	1,011,385	-	-	-	-	-	-	-	1,011,385	1,445	
Regional BATA - I-80/Yerba Buena Island Interchange Improvement	-	-	-	-	-	-	-	-	-	-	633,089	378,296	
Regional San Francisco (OEWD) - Late Night Transportation	-	-	-	-	-	-	-	-	-	-	(1,393)	1,393	
Regional San Francisco (OEWD) - South of Cesar Chavez Area Plan	-	-	110,000	-	-	-	-	-	-	-	110,000	-	
Regional San Francisco (Planning) - Hub and Civic Center	-	-	-	-	-	-	-	-	-	-	(39,837)	39,837	
Regional San Francisco (Planning, SFMTA) - Travel Demand Modeling Assistance	-	-	250,000	-	-	-	-	-	-	-	250,000	225,000	
Regional San Francisco (SFMTA) - Alemany Interchange Improvement Study	-	-	-	-	-	-	-	-	-	-	(100,000)	100,000	
Regional San Francisco (Public Works) - 19th Ave Combined City Project & Lombard St VZ Project	-	-	-	-	-	-	-	-	-	-	(147,423)	147,423	
Regional San Francisco (SFMTA) - Lombard Crooked St. Reservations & Pricing System Development	-	-	194,000	-	-	-	-	-	-	-	194,000	-	
Regional San Francisco (SFMTA) - Treasure Island Mobility Management Agency	-	-	-	-	-	-	-	-	-	-	(95,017)	95,017	
Regional San Mateo County Transportation Authority - 101/280 Managed Lanes	-	-	270,500	-	-	-	-	-	-	-	270,500	123,125	
Regional WETA - Solano Water Transit Study	-	-	-	-	-	-	-	-	-	-	(20,000)	20,000	
Regional TIDA - Treasure Island Mobility Management Agency	-	-	-	-	-	-	-	-	1,862,700	-	1,862,700	1,402,225	
Regional TIDA - Yerba Buena Island Bridge Structures	-	-	411,661	-	-	-	-	-	-	-	411,661	167,476	
Regional Vehicle Registration Fee Revenues (TFCA)	-	-	-	-	-	759,899	-	-	-	-	759,899	737,931	
Contributions from Schmidt Family Foundation/The 11th Hour Project - TNC Research	-	-	75,000	-	-	-	-	-	-	-	75,000	50,000	
Contributions from Toyota Mobility Foundation - D10 Mobility Study	-	-	14,302	-	-	-	-	-	-	-	14,302	74,698	
Other Revenues													
San Francisco Dept of Environment - Shower Facilities	2,000	-	-	-	-	-	-	-	-	-	2,000	2,000	
Sublease of Office Space	42,720	-	-	-	-	-	-	-	-	-	42,720	41,460	
<b>Total Revenues</b>	<b>107,047,258</b>	<b>7,314,996</b>	<b>761,262</b>	<b>4,933,013</b>	<b>3,160,560</b>	<b>123,217,089</b>	<b>(4,130,866)</b>	<b>127,347,955</b>					

**San Francisco County Transportation Authority**  
**Attachment 3**  
**Preliminary Fiscal Year 2018/19 Annual Budget**  
**Line Item Detail**



	Preliminary Budget Amendment by Fund						Increase/ (Decrease)	Amended Budget Fiscal Year 2017/18
	Sales Tax Program	Congestion Management Agency Programs	Transportation Fund For Clean Air Program	Vehicle Registration Fee For Transportation Improvements Program	Treasure Island Mobility Management Agency Program	Preliminary Budget Fiscal Year 2018/19		
<b>Expenditures:</b>								
Capital Project Costs								
Individual Project Grants, Programs & Initiatives	200,000,000	-	877,154	6,954,745	-	<b>207,831,899</b>	(46,590,625)	254,422,524
Technical Professional Services	3,019,900	5,428,999	-	38,675	2,577,121	<b>11,064,695</b>	(1,796,395)	12,861,090
Administrative Operating Costs								
Personnel Expenditures								
Salaries	1,872,781	2,435,485	32,296	141,220	586,248	<b>5,068,030</b>	-	5,068,030
Fringe Benefits	881,311	1,146,110	15,198	66,456	275,881	<b>2,384,956</b>	-	2,384,956
Pay for Performance	194,965	-	-	-	-	<b>194,965</b>	-	194,965
Non-personnel Expenditures								
Administrative Operations	2,546,316	313,333	-	-	55,800	<b>2,915,449</b>	(391,734)	3,307,183
Equipment, Furniture & Fixtures	114,500	-	-	-	-	<b>114,500</b>	(35,500)	150,000
Commissioner-Related Expenses	67,000	-	-	-	5,600	<b>72,600</b>	16,400	56,200
Debt Service								
Debt Issuance Costs	-	-	-	-	-	-	(2,051,579)	2,051,579
Interest and Fiscal Charges	8,412,250	-	-	-	-	<b>8,412,250</b>	4,932,554	3,479,696
Revolving Credit Agreement Repayment	25,000,000	-	-	-	-	<b>25,000,000</b>	(44,000,000)	69,000,000
Revolving Credit Agreement Re-finance Repayment	-	-	-	-	-	-	(46,000,000)	46,000,000
Total Expenditures	242,109,023	9,323,927	924,648	7,201,096	3,500,650	<b>263,059,344</b>	(135,916,879)	398,976,223
<b>Other Financing Sources (Uses):</b>								
Transfers in - Prop K Match to Grant Funding	-	2,008,931	-	-	340,090	<b>2,349,021</b>	1,284,159	1,064,862
Transfers out - Prop K Match to Grant Funding	(2,349,021)	-	-	-	-	<b>(2,349,021)</b>	(1,284,159)	(1,064,862)
Face Value of Debt Issued								
Sales Tax Revenue Bond Proceeds	-	-	-	-	-	-	(205,660,000)	205,660,000
Revolving Credit Agreement Re-finance	-	-	-	-	-	-	(42,590,000)	42,590,000
Premium on Issuance of Debt	-	-	-	-	-	-	(21,883,005)	21,883,005
Draw on Revolving Credit Agreement	121,000,000	-	-	-	-	<b>121,000,000</b>	121,000,000	-
Total Other Financing Sources (Uses)	118,650,979	2,008,931	-	-	340,090	<b>121,000,000</b>	(149,133,005)	270,133,005
<b>Net Change in Fund Balance</b>	<b>\$ (16,410,786)</b>	<b>\$ -</b>	<b>\$ (163,386)</b>	<b>\$ (2,268,083)</b>	<b>\$ -</b>	<b>\$ (18,842,255)</b>	<b>\$ (17,346,992)</b>	<b>\$ (1,495,263)</b>
Budgetary Fund Balance, as of July 1	\$ 16,642,439	\$ -	\$ 190,360	\$ 10,202,938	\$ -	\$ 27,035,737	N/A	\$ 28,531,000
Budgetary Fund Balance, as of June 30	\$ 231,653	\$ -	\$ 26,974	\$ 7,934,855	\$ -	\$ 8,193,482	N/A	\$ 27,035,737
Includes Sales Tax, Transportation Fund for Clean Air Program, and Vehicle Registration Fee For Transportation Improvements Reserved for Program and Operating Contingency	\$ 10,646,164	\$ -	\$ 75,990	\$ 493,000	\$ -	\$ 11,215,154		
Fund Reserved for Program and Operating Contingency								

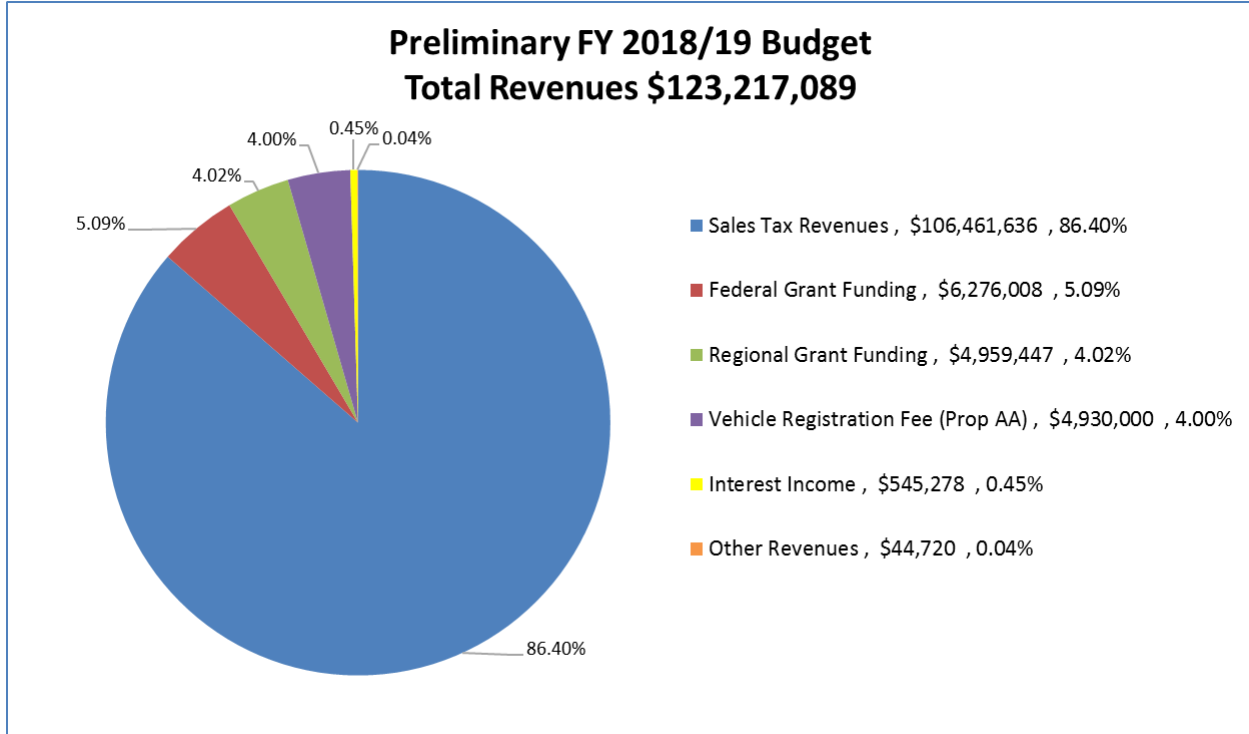


Attachment 4  
Line Item Descriptions



**TOTAL PROJECTED REVENUES..... \$123,217,089**

The following chart shows the composition of revenues for the preliminary FY 2018/19 budget.



Prop K Sales Tax Revenues: .....\$106,461,636

The budgeted revenues for the Sales Tax program are from a voter-approved levy of 0.5% sales tax in the County of San Francisco for transportation projects and programs included in the voter-approved Expenditure Plan. The 2003 Prop K Sales Tax Revenue’s Expenditure Plan includes investments in four major categories: 1) Transit; 2) Streets and Traffic Safety; 3) Paratransit services for seniors and disabled people and 4) Transportation System Management/Strategic Initiatives. Based on Fiscal Year (FY) 2017/18 revenues to date, we project FY 2018/19 sales tax revenues to increase compared to the budgeted revenues for FY 2017/18 by 2.1% or \$2.2 million. The sales tax revenue projection is net of the Board of Equalization’s charges for the collection of the tax and excludes interest earnings budgeted in Interest Income.

Vehicle Registration Fee for Transportation Improvements Program (Prop AA) Revenues: ..... \$4,930,000

These revenues (excluding interest earnings budgeted in Interest Income) fund projects that will be delivered under Prop AA’s Expenditure Plan. This measure, approved by San Francisco voters in November 2010, collects an additional \$10 vehicle registration fee on motor vehicles registered in San Francisco. Revenues must be used to fund projects included in the voter-approved Expenditure Plan, such as local road repairs, pedestrian safety improvements, and transit reliability improvements. This amount is net of the Department of Motor Vehicle’s charges for the collection of these fees. Prop AA Revenues for FY 2018/19 are based on the Prop AA Strategic Plan.



Attachment 4  
Line Item Descriptions



Interest Income:..... \$545,278

Most of our investable assets are deposited in the City’s Treasury Pool. Based on the average interest income earned over the past year, the deposits in the Pooled Investment Fund are assumed to earn approximately 1.7% for FY 2018/19. The level of our deposits held in the pool during the year depends on the Prop K capital project reimbursement requests. The budget cash balance consists largely of allocated Prop K funds, which are invested until invoices are received and sponsors are reimbursed.

Congestion Management Agency (CMA) Programs Federal, State and Regional Grant Revenues: ..... \$7,314,996

The CMA program revenues for FY 2018/19 will be used to cover ongoing staffing and professional/technical service contracts required to implement the CMA programs and projects, as well as for large projects undertaken in our role as CMA. The FY 2018/19 budget includes \$4.6 million from federal and regional funding for work on the I-80/Yerba Buena Island (YBI) Interchange Improvement Project and YBI Bridge structures (collectively known as YBI Project). CMA revenues are also comprised of federal and regional grant funds received from the Metropolitan Transportation Commission (MTC), the California Department of Transportation (Caltrans), and the San Mateo County Transportation Authority. Some of these grants are project-specific, such as those for the US 101/I-280 Managed Lanes and the South of Market Freeway Ramp Intersection Safety Improvement Study (also known as Vision Zero Ramps project). Other funding sources, such as federal Surface Transportation Program fund, can be used to fund a number of eligible planning, programming, model development, and project delivery support activities, including the Transportation Network Companies (TNC) Research and San Francisco Transportation Plan update. Regional CMA program revenues include City General Fund contributions for South of Cesar Chavez Area Plan and Lombard Crooked Street Reservations & Pricing System Development, technical and travel demand model services provided to City agencies in support of various projects, and contributions from private foundations in support of TNC Research and District 10 Mobility Management Study.

Transportation Fund for Clean Air (TFCA) Program Regional Revenues: ..... \$759,899

The TFCA Vehicle Registration Fee Revenues (excluding interest earnings included in Interest Income above) are derived from a \$4 surcharge on vehicles registered in the nine Bay Area counties and must be used for cost-effective transportation projects which reduce motor vehicle air pollutant emissions. Budgeted revenues are based on a funding estimate provided by the Bay Area Air Quality Management District, which administers these revenues.

TIMMA Program Revenues:..... \$3,160,560

We are also operating as the Treasure Island Mobility Management Agency (TIMMA). The TIMMA FY 2018/19 revenues will be presented to the TIMMA Board as a separate item at its June meeting.

Other Revenues: ..... \$44,720

Other revenues budgeted in FY 2018/19 include revenues from the sublease of our office space.

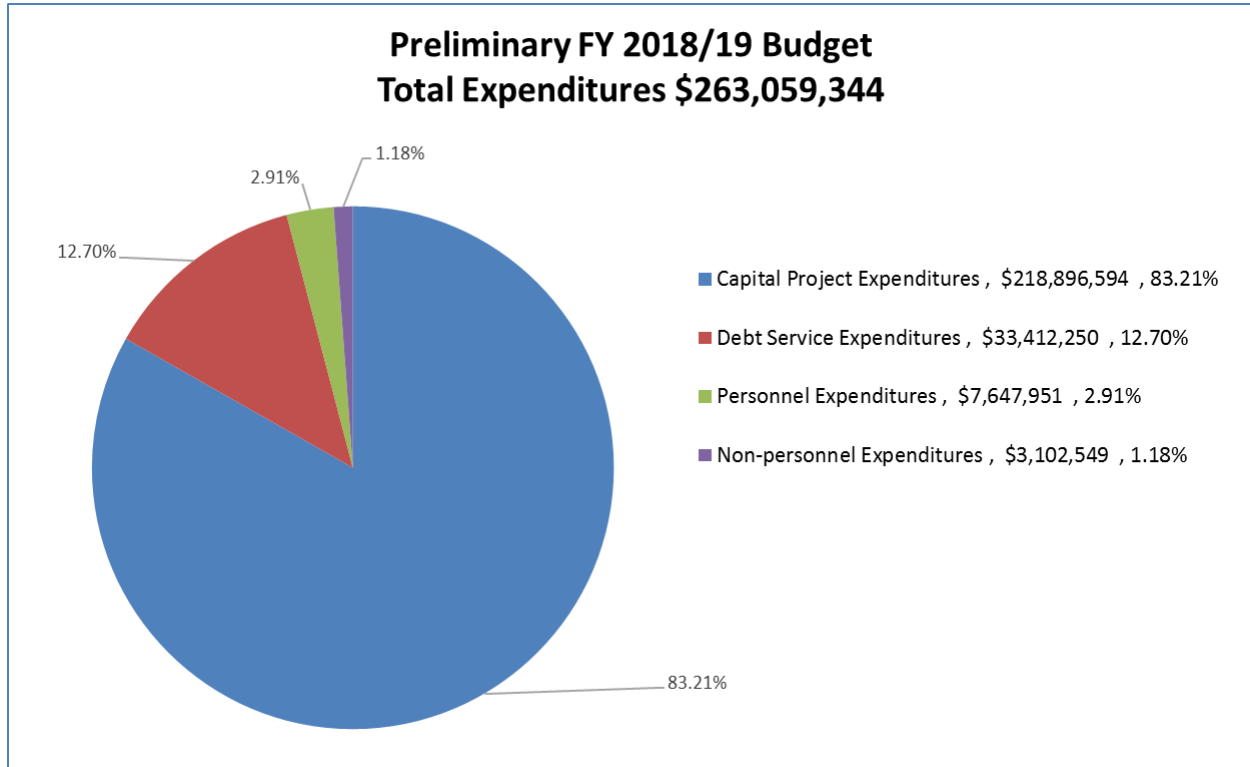
**TOTAL PROJECTED EXPENDITURES .....\$263,059,344**

Total Expenditures projected for the budget year are comprised of Capital Expenditures of \$218.9 million, Administrative Operating Expenditures of \$10.8 million, and Debt Service Expenditures of \$33.4 million.

Attachment 4  
Line Item Descriptions



The following chart shows the composition of expenditures for the preliminary FY 2018/19 budget.



**CAPITAL EXPENDITURES.....\$218,896,594**

Capital expenditures in FY 2018/19 are budgeted to decrease from the FY 2017/18 Amended Budget by an estimated 18%, which is primarily due to anticipated lower capital expenditures for the Prop K program overall, most of which are awarded as grants to agencies like the San Francisco Municipal Transportation Agency (SFMTA). Project expenditures by Program Fund are detailed below.

Sales Tax Program Expenditures:.....\$203,019,900

The estimate for sales tax capital expenditures reflects a combination of estimated cash flow needs for existing allocations based on review of reimbursements, project delivery progress reports and conversations with project sponsors, as well as anticipated new allocations estimated for FY 2018/19. The anticipated largest capital project expenditures include the SFMTA’s vehicle procurements, Central Subway, Van Ness Bus Rapid Transit, Radio Communications System & Computer-Aided Dispatch Replacement and Central, Control and Communications projects.

CMA Programs Expenditures:.....\$5,428,999

This line item includes staff time and technical consulting services such as planning, programming, engineering, design, environmental, or programming services, which are needed in order to fulfill our CMA responsibilities under state law. Included are various planning efforts and projects such as the US 101/I-280 Managed Lanes project, Lombard Crooked Street Reservations & Pricing System Development, San Francisco Transportation Plan update, South of Market Freeway Ramp Intersection Safety Improvement Study (also known as Vision Zero Ramps), TNC Research, and travel demand model services. Also included are final design and engineering activities for the YBI Bridge Structures and YBI Southgate Road Realignment Improvement project, which is supported by federal

Attachment 4  
Line Item Descriptions



and regional funding.

TFCA Program Expenditures:..... \$877,154

This line item covers projects to be delivered with TFCA funds, a regional program administered by the Bay Area Air Quality Management District, with the Transportation Authority serving as the County Program Manager for San Francisco. These monies must be used for cost-effective transportation projects which reduce motor vehicle air pollutant emissions. The TFCA capital expenditures program includes carryover prior year projects with multi-year schedules as well as projects not anticipated to be completed in FY 2017/18. It also includes an estimate for expenditures for the FY 2018/19 program of projects, which is scheduled to be approved by the Board in June 2018.

Vehicle Registration Fee for Transportation Improvements Program (Prop AA) Expenditures: ..... \$6,993,420

This line item includes projects that will be delivered under the voter-approved Prop AA Expenditure Plan. Consistent with the Expenditure Plan, the revenues will be used for design and construction of local road repairs, pedestrian safety improvements, transit reliability improvements, and travel demand management projects. The Prop AA capital expenditures include new FY 2018/19 projects based on the approved Prop AA Strategic Plan, and carryover prior year projects with multi-year schedules as well as projects not anticipated to be completed in FY 2017/18. The largest capital project expenditures include the Brannan Street Pavement Renovation project, the Haight Street Resurfacing and Pedestrian Lighting project, and the Muni Metro Station Enhancements project.

TIMMA Program Expenditures:..... \$2,577,121

The TIMMA FY 2018/19 expenditures will be presented to the TIMMA Board as a separate item at its June meeting.

**ADMINISTRATIVE OPERATING EXPENDITURES .....\$10,750,500**

Operating expenditures include personnel expenditures, administrative expenditures, Commissioner-related expenditures, and equipment, furniture and fixtures.

Personnel:..... \$7,647,951

Personnel costs are budgeted at the same level as in the amended budget for FY 2017/18, reflecting a budget of 44 full time equivalents. Capacity for merit increases is also included in the pay-for-performance and salary categories; however, there is no assurance of any annual pay increase. Employees are not entitled to cost of living increases. All salary adjustments are determined by the Executive Director based on merit only.

Non-Personnel: ..... \$3,102,549

This line item includes typical operating expenditures for office rent, telecommunications, postage, materials and office supplies, printing and reproduction equipment and services, and other administrative support requirements for all of our activities, along with all administrative support contracts, whether for City-supplied services, such as the City Attorney legal services and the Department of Technology cablecast services, or for competitively procured services (such as auditing, legislative advocacy, outside computer system support, etc.). Also included are funds for ongoing maintenance and operation of office equipment; computer hardware; licensing requirements

**Attachment 4  
Line Item Descriptions**



for computer software; and an allowance for replacement furniture and fixtures. This line item also includes Commissioner meeting fees, and compensation for Commissioners' direct furniture, equipment and materials expenditures. Non-personnel expenditures in FY 2018/19 are budgeted to decrease from the FY 2017/18 Amended Budget by an estimated 11.7%, which is primarily due a decrease in legal services related to the Presidio Parkway and Geary Corridor Bus Rapid Transit projects.

**DEBT SERVICE EXPENDITURES.....\$33,412,250**

In June 2015, we substituted its \$200 million commercial paper notes (Limited Tax Bonds), Series A and B with a \$140 million tax-exempt revolving credit loan agreement (Revolver). In November 2017, we competitively sold Sales Tax Revenue Bonds with the total face amount of \$248.25 million. By FY 2018/19, it is expected that the Revolver, which financed past capital expenditures, will be fully repaid. As of April 20, 2018, \$49 million of the Revolver is outstanding and assumes the outstanding balance will reduce to \$25 million as of June 30, 2018. This line item assumes the fees for the Revolver, a \$25 million repayment against the outstanding balance, and semi-annual interest only bond payments.

Debt service expenditures in FY 2018/19 are budgeted to decrease by \$87.1 million from prior year, which is primarily due to the re-financing of \$46 million in the Revolver that was associated with the bond issuance last fiscal year and increases to the amount to pay off the revolver to minimize interest costs.

**OTHER FINANCING SOURCES/USES.....\$121,000,000**

The Other Financing Sources/Uses section of the Line Item Detail for the FY 2018/19 budget includes inter-fund transfers (for example between the sales tax and CMA funds). These transfers represent the required local match or appropriation of Prop K to federal grants such as the Surface Transportation Program and South of Market Freeway Ramp Intersection Safety Improvement Study. In addition, the estimated level of sales tax capital expenditures for FY 2018/19 may trigger the need to drawdown up to \$121 million from the Revolver. We will continue to monitor capital spending closely during the upcoming year through a combination of cash flow needs for allocation reimbursements, progress reports and conversations with project sponsors, particularly our largest grant recipient, the SFMTA. If some of the largest projects continue to progress as currently anticipated, we would expect to seek approval for additional financing capacity concurrent with a mid-year budget revision. The size and duration of needing financing will be easier to forecast following receipt of FY 2017/18 fourth quarter invoices.

**BUDGETARY FUND BALANCE FOR CONTINGENCIES..... \$11,215,154**

Our Fiscal Policy directs that we shall allocate not less than five percent (5%) and up to fifteen percent (15%) of estimated annual sales tax revenues as a hedge against an emergency occurring during the budgeted fiscal year. In the current economic climate, a budgeted fund balance of \$10.7 million, or 10% of annual projected sales tax revenues, is set aside as a program and operating contingency reserve. We have also set aside \$75,990 or about 10% as a program and operating contingency reserve respectively for the Transportation Fund for Clean Air Program and \$493,000 or about 10% as a program and operating contingency reserve respectively for the Prop AA Program.