



# AGENDA

## CITIZENS ADVISORY COMMITTEE Meeting Notice

**Date:** Wednesday, October 28, 2015; 6:00 p.m.

**Location:** 1455 Market Street, Floor 22

**Members:** Christopher Waddling (Chair), Wells Whitney (Vice Chair), Myla Ablog, Brian Larkin, John Larson, Santiago Lerma, John Morrison, Jacqueline Sachs, Peter Sachs and Peter Tannen

**6:00** 1. **Committee Meeting Call to Order**

**6:07** 2. **Chair's Report – INFORMATION**

**6:10** **Consent Calendar**

3. **Approve the Minutes of the September 30, 2015 Meeting – ACTION\***

4. **Adopt the Citizens Advisory Committee By-Laws – ACTION\***

At the April 22, 2015 Citizens Advisory Committee (CAC) meeting, Chair Waddling established a subcommittee to review and propose amendments to the CAC's By-Laws. On May 14, 2015 the subcommittee met and recommended amendments, which consisted of changes needed to align the by-laws with the Transportation Authority's Administrative Code and other non-substantive changes. The subcommittee was chaired by former CAC Member Raymon Smith and included current CAC Members Santiago Lerma and Chris Waddling. At the June 24, 2015 CAC meeting, a red-lined version of the proposed amendments was included for information, to be considered for adoption at the next regular CAC meeting. The clean version of the subcommittee's recommendation is attached for adoption.

5. **Adopt a Motion of Support for Acceptance of the Audit Report for the Fiscal Year Ended June 30, 2015 – ACTION\***

The Transportation Authority's financial records are required to be audited annually by an independent, certified public accountant. The annual audit (Audit Report) for the year ended June 30, 2015 was conducted in accordance with generally accepted auditing standards by the independent, certified public accounting firm of Vavrinek, Trine, Day & Co., LLP (Vavrinek, Trine, Day & Co.). The Transportation Authority received all unmodified (also known as a clean opinion/unqualified opinion) audit opinions from Vavrinek, Trine, Day & Co., with no findings or recommendations for improvements. For the fiscal audit, Vavrinek, Trine, Day & Co. has issued an opinion, stating that the financial statements present fairly, in all material respects, the financial position of the Transportation Authority. Since more than \$500,000 in federal grants was expended during the year, a single audit (compliance audit) was performed on the Interstate-80/Yerba Buena Island Interchange Improvement and Bridge Structures Project. For the single audit, Vavrinek, Trine, Day & Co. has issued an opinion, stating the Transportation Authority complied in all material respects with the compliance requirements that could have a direct and material effect on the federal funds audited. The full audit report is attached.

6. **Internal Accounting and Investment Report for the Three Months Ending September 30, 2015 – INFORMATION\***

The Transportation Authority's Fiscal Policy directs staff to give a quarterly report of expenditures

including a comparison to the approved budget. The Transportation Authority's Investment Policy directs that a review of portfolio compliance be presented along with the quarterly report.

**7. Citizens Advisory Committee Appointment – INFORMATION**

The Plans and Programs Committee will consider recommending appointment of one member to the Citizens Advisory Committee (CAC) as soon as its November 3 meeting. The vacancy is resulting from the resignation of Raymon Smith, effective September 30. Neither staff nor CAC members make recommendations regarding CAC appointments. CAC applications can be submitted through the Transportation Authority's website at [www.sfcta.org/cac](http://www.sfcta.org/cac).

**End of Consent Calendar**

- 6:20 **8. Adopt a Motion of Support for Approval of a Resolution Authorizing the Executive Director to Execute all Master Agreements, Program Supplemental Agreements, Fund Exchange Agreements, Fund Transfer Agreements, Cooperative Agreements and any Amendments Thereto Between the Transportation Authority and the California Department of Transportation for Receipt of Federal and State Funds, including an Agreement for the Bay Area Rapid Transit District Travel Smart Rewards Pilot Program, the South of Market Freeway Ramp Intersection Safety Improvement Study, and the Planning, Programming and Monitoring Program – ACTION\***

The Transportation Authority regularly receives federal and state transportation funds under ongoing grant programs as well as congressional earmarks. These grant funds are typically administered by the California Department of Transportation (Caltrans), which requires that various types of funding agreements be executed between the project sponsor and Caltrans before the project sponsor can claim (e.g., seek reimbursement) the grant funds. Caltrans also requires a Board resolution identifying the person or persons authorized to execute these funding agreements and the title of the grant. Guidelines established by the Metropolitan Transportation Commission and Caltrans require that certain funding agreements be signed by the project sponsor and returned to Caltrans within 60 days. Caltrans may disencumber and/or de-obligate funds if the deadline is not met. We are recommending updating an approval of a blanket authorizing resolution that will enable us to meet the deadlines required for execution of the current agreements, as well as future agreements for state and federal grant funds awarded to the Transportation Authority, consistent with the implementation of the Transportation Authority's Board-approved work program.

- 6:25 **9. Adopt a Motion of Support for the Allocation of \$273,868 in Prop K Funds and \$300,000 in Prop AA Funds, with Conditions, Subject to the Attached Fiscal Year Cash Flow Distribution Schedules – ACTION\***

As summarized in Attachments 1 and 2, we have three requests totaling \$273,868 in Prop K sales tax funds and \$300,000 in Prop AA vehicle registration fee funds to present to the Citizens Advisory Committee. The San Francisco Municipal Transportation Agency (SFMTA) has requested a total of \$435,000 in Prop K and Prop AA funds for design of signal upgrades at 19 intersections along the Gough Street corridor. SFMTA is also requesting \$38,868 in Prop K sales tax funds to match a California Department of Transportation Planning grant to develop and evaluate a neighborhood-based framework for engaging low-income and minority communities on transportation-related challenges. The San Francisco Planning Department is requesting \$100,000 in Neighborhood Transportation Improvement Program (NTIP) planning funds to develop recommendations for transportation demand management (TDM) measures to minimize the transportation impacts of current and future development in the Balboa Park area.

- 6:45 **10. State and Federal Legislative Update – INFORMATION\***

Every month, we provide an update on state and federal legislation and, when appropriate, seek recommendations to adopt new positions on active legislation. The attached matrix tracks the latest activity on state bills and the positions previously adopted by the Transportation Authority. The Finance Committee did not recommend any new positions this month.

- 7:05 **11. Potential 2016 Transportation Revenue Measures Poll Results – INFORMATION**

At the July 28 Transportation Authority Board meeting, Chair Wiener asked staff to conduct a voter opinion poll to gauge voter willingness to support potential new local transportation revenue measures. At the October 28 CAC meeting, staff will present an overview of the poll results, which will be released at the Transportation Authority Board meeting on October 27.

**7:25 12. Update on One Bay Area Grant Program Cycle 2 Proposal – INFORMATION\***

The Metropolitan Transportation Commission's (MTC's) One Bay Area Grant (OBAG) program directs federal Surface Transportation Program/Congestion Mitigation and Air Quality Improvement Program funding to projects and programs that support the transportation and land use goals of Plan Bay Area, the region's Regional Transportation Plan/Sustainable Communities Strategy. OBAG is comprised of regional programs administered by MTC and local formula-based programs administered by the Congestion Management Agencies (CMAs), e.g. the Transportation Authority for San Francisco. MTC adopted the OBAG Cycle 1 framework in May 2012. Since we are nearing the end of the 5-year program MTC recently released a draft proposal for how to distribute OBAG Cycle 2 funds for Fiscal Years 2017/18 – 2021/22 (see Attachment 1). The current proposal would maintain the structure of the OBAG Cycle 1 program, adjust program shares to reflect a lower revenue estimate, and make other revisions. We propose to continue our strong support for the overall OBAG program, and for the following Cycle 2-specific points, we propose to: 1) support additional incentives for producing (vs. planning for) housing, in particular affordable housing as proposed by MTC staff; 2) support efforts to use OBAG to address displacement issues in a meaningful way; and 3) ask MTC to take a more transparent and inclusive approach for its regional operations programs, in particular freeway-related programs. These objectives are consistent with our draft Plan Bay Area advocacy goals and objectives, which were acted on by the CAC at the September 30 CAC meeting. We will continue to work with our partner agencies, other San Francisco stakeholders, Bay Area CMAs, and MTC staff to advance our OBAG advocacy as MTC works to refine its proposal through its intended adoption in November 2015. We are seeking input from the Citizens Advisory Committee. This item was continued from the September 30, 2015 CAC meeting due to time constraints.

**7:45 13. Introduction of New Business – INFORMATION**

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

**7:50 14. Public Comment**

**8:00 15. Adjournment**

\* Additional materials

**Next Meeting: December 2, 2015**

**CAC MEMBERS WHO ARE UNABLE TO ATTEND SHOULD CONTACT THE CLERK AT (415) 522-4817**

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There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex. Accessible curbside parking is available on 11<sup>th</sup> Street.

In order to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at all public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the Transportation Authority accommodate these individuals.

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

## CAC Meeting Agenda

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