



AGENDA

FINANCE COMMITTEE Meeting Notice

Date: Tuesday, June 14, 2016; 11:00 a.m.
Location: Committee Room 263, City Hall
Commissioners: Mar (Chair), Cohen (Vice Chair), Campos, Kim, Yee and Wiener (Ex Officio)

Clerk: Steve Stamos

Page

1. Roll Call

Consent Calendar

- | | | |
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| 2. | Approve the Minutes of the May 10, 2016 Meeting – ACTION* | 5 |
| 3. | Recommend Approval of the Revised Administrative Code, the Revised Rules of Order, and the Revised Debt, Equal Benefits, Fiscal, Investment and Travel, Conference, Training and Business Expense Reimbursement Policies, and Adoption of the Title VI Program – ACTION* | 7 |

While it is Transportation Authority direction to review the Investment Policy and Debt Policy on an annual basis, it is also important to review the administrative code and all policies periodically, to ensure compliance with current statutes and the Transportation Authority's objectives. Upon the advice of the Transportation Authority's financial advisors, bond counsel and legal counsel, we are recommending changes to the Administrative Code; Rules of Order; Debt, Equal Benefits, Fiscal, Investment and Travel, Conference, Training and Business Expense Reimbursement Policies, and adoption of the Title VI Program to conform to applicable law and to be consistent with state and local government codes.

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| 4. | Recommend Executing Annual Contract Renewals and Options for Various Annual Professional Services in an Amount Not to Exceed \$835,000 and Authorizing the Executive Director to Modify Contract Payment Terms and Non-Material Contract Terms and Conditions – ACTION* | 79 |
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The Transportation Authority contracts with City and County of San Francisco (City) departments and outside firms for certain specialized professional services in areas where factors like costs, work volume, or the degree of specialization required would not justify the use of in-house staff. As summarized in Attachment 1, we are recommending renewing annual contracts for general legal counsel, video production services for Transportation Authority Board and Committee meetings, and exercising contract options for on-call strategic communications, media and community relations professional services, vehicle level of service and transit speed monitoring consulting services for the Congestion Management Program update for Fiscal Year 2016/17, on-call modeling and technology services, and computer network and maintenance services, in an amount not to exceed \$835,000.

End of Consent Calendar

- 5. State and Federal Legislative Update – INFORMATION/ACTION*** **87**
- 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. We are not recommending any new positions on bills this month, but are adding bills to watch. At the Finance Committee meeting we will also provide a brief update on the outcome of the June election, focusing on transportation-related ballot measures.
- 6. Recommend Adoption of the Proposed Fiscal Year 2016/17 Annual Budget and Work Program – ACTION*** **135**
- Pursuant to State statutes (PUC Code Sections 131000 et seq.) and the Transportation Authority's Fiscal Policy, the Transportation Authority Board must adopt an annual budget for the following fiscal year by June 30. The proposed Fiscal Year (FY) 2016/17 Annual Budget includes projections of sales tax revenues; federal, state and regional grants; investment income for the fiscal period; and projections of operating and administrative costs, capital expenditures, and associated financing costs. The proposed FY 2016/17 Annual Budget also includes a description of the Transportation Authority's proposed Work Program for the coming fiscal year. Total revenues are projected to be \$125.8 million, including \$108.2 million in sales tax revenues. Total expenditures are projected to be \$230.2 million. Capital project expenditures are projected to be \$219.9 million or about 95.5% of total expenditures. The Finance Committee meeting will serve as the official public hearing prior to the consideration of the final proposed FY 2016/17 Annual Budget and Work Program, which will be presented to the Transportation Authority Board on June 28 for approval.
- 7. Introduction of New Items – INFORMATION**
- During this segment of the meeting, Committee members may make comments on items not specifically listed above, or introduce or request items for future consideration.
- 8. Public Comment**
- 9. Adjournment**

* Additional materials

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

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

The nearest accessible BART station is Civic Center (Market/Grove/Hyde Streets). Accessible MUNI Metro lines are the F, J, K, L, M, N, T (exit at Civic Center or Van Ness Stations). MUNI bus lines also serving the area are the 5, 6, 7, 9, 19, 21, 47, and 49. For more information about MUNI accessible services, call (415) 701-4485.

There is accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex. Accessible curbside parking is available on Dr. Carlton B. Goodlett Place and Grove Street.

In order to assist the Transportation Authority's efforts 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 Finance 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.

Finance Committee Meeting Agenda

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code Sec. 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100; fax (415) 252-3112; website www.sfethics.org.



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DRAFT MINUTES

FINANCE COMMITTEE

Tuesday, May 10, 2016

1. Roll Call

Chair Mar called the meeting to order at 11:06 a.m.

Present at Roll Call: Commissioners Kim, Mar and Yee (3)

Absent at Roll Call: Commissioners Campos (entered during Item 5) and Cohen (entered during Item 4) (2)

Consent Calendar

2. Approve the Minutes of the April 12, 2016 Meeting – ACTION

3. Accounting Report and Investment Report for the Nine Months Ending March 31, 2016 – INFORMATION

There was no public comment.

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

Ayes: Commissioners Kim, Mar and Yee (3)

Absent: Commissioners Campos and Cohen (2)

End of Consent Calendar

4. State and Federal Legislative Update – ACTION

Mark Watts, State Legislative Advocate for the Transportation Authority, presented the item per the legislation matrix.

Chair Mar commented that he agreed with the recommendation to oppose Senate Bill (SB) 986 (Hill), which would reduce fines for red light turn violations, and said that it was important to oppose efforts that were counter to Vision Zero initiatives in San Francisco.

Commissioner Yee asked about the motivation for SB 986. Mr. Watts responded that the author viewed red light turn violations as a minor infringement based on constituent feedback and therefore deserved a reduced penalty. Commissioner Yee asked where the bill was in the legislative process, to which Mr. Watts replied that it was currently in the Assembly.

Chair Mar commented that the proposal worked against the City's efforts to advance traffic enforcement cameras, to WalkSF's efforts to humanize traffic fatalities, as well as to Vision Zero initiatives.

Chair Mar asked about Assembly Bill (AB) 869 (Cooper), which would increase transit fare evasion penalties, and commented that it was counter to the City's interest in de-criminalizing fare evasion. Mr. Watts responded that the bill was introduced at the request of the Sacramento Regional Transit District which was having difficulty coming up with a workable system to reduce low fare evasion

penalties while at the same time preserving the ability to penalize repeat offenders. He added the bill had stalled and was not likely to advance but that he would keep staff apprised of its status in case it moved forward.

Chair Mar commented that AB 869 was also counter to the positions of a broad coalition of low-income people and noted that the Community Housing Partnership and Coalition on Homelessness was looking at the impact of these and other fees on low-income people and homeless populations.

There was no public comment.

The item was approved without objection by the following vote:

Ayes: Commissioners Cohen, Kim, Mar and Yee (4)

Absent: Commissioner Campos (1)

5. Preliminary Fiscal Year 2016/17 Annual Budget and Work Program – INFORMATION

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

Chair Mar asked if sales tax revenues were projected to increase through 2020, to which Ms. Fong confirmed that a recent projection showed an incremental increase of between 2-4% up to 2020.

There was no public comment.

6. Introduction of New Items – INFORMATION

There was no public comment.

7. Public Comment

During public comment, Andrew Yip spoke about unity and peacefulness.

8. Adjournment

The meeting was adjourned at 11:37 a.m.



Memorandum

Date: 06.09.16 **RE:** Finance Committee
June 14, 2016

To: Finance Committee: Commissioners Mar (Chair), Cohen (Vice Chair), Campos, Kim, Yee and Wiener (Ex Officio)

From: Cynthia Fong – Deputy Director for Finance and Administration *CF*

Through: Tilly Chang – Executive Director *TC*

Subject: **ACTION** – Recommend Approval of the Revised Administrative Code, the Revised Rules of Order, and the Revised Debt, Equal Benefits, Fiscal, Investment and Travel, Conference, Training and Business Expense Reimbursement Policies, and Adoption of the Title VI Program

Summary

While it is Transportation Authority direction to review the Investment Policy and Debt Policy on an annual basis, it is also important to review the administrative code and all policies periodically, to ensure compliance with current statutes and the Transportation Authority's objectives. Upon the advice of the Transportation Authority's financial advisors, bond counsel and legal counsel, we are recommending changes to the Administrative Code; Rules of Order; Debt, Equal Benefits, Fiscal, Investment and Travel, Conference, Training and Business Expense Reimbursement Policies, and adoption of the Title VI Program to conform to applicable law and to be consistent with state and local government codes.

BACKGROUND

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

It is Transportation Authority direction to review its Debt Policy annually, to maintain prudent debt management principles and to maximize the Transportation Authority's debt capacity, and its Investment Policy annually, to ensure policy language remains consistent with its governing code, while continuing to meet the primary investment objectives of safety of principal, liquidity, and a return on investment consistent with both the risk and cash flow characteristics of the Transportation Authority's portfolio. While the Transportation Authority is not required to annually review its Administrative Code, Rules of Order, Equal Benefits, Fiscal, Procurement, and Travel, Conference, Training and Business Expense Reimbursement Policies, it is good management practice to do so on a regular basis. In addition, the Transportation Authority is recommending the adoption of a new Title VI Program to comply with Federal funding requirements.

DISCUSSION

The purpose of this memorandum is to present staff recommendations for updates to the Transportation Authority's policies. Attachment 1 provides a matrix of the proposed changes and explanations of the

changes. The full redline versions of these policies are posted on the meeting page on our website at www.sfcta.org/meetings. Below are brief descriptions of each policy and procedure.

Administrative Code: The Administrative Code prescribes the powers and duties of officers of the Transportation Authority, the method and appointment of employees of the Transportation Authority, and the policies and systems of Transportation Authority operation and management. At the Transportation Authority's request, Wendel, Rosen, Black & Dean LLP (Wendel Rosen), co-general counsel to the Transportation Authority, reviewed the Administrative Code adopted on January 27, 2015 through Ordinance 15-01. Based on that review, we are recommending changes as redlined in Attachment 1.

Rules of Order: The Rules of Order establishes procedures to ensure its Board and Committee meetings are conducted in a clear and efficient manner, while in compliance with current statutes and Transportation Authority objectives. Wendel Rosen reviewed the Rules of Order adopted on January 27, 2015 through Resolution 15-31, and based on that review, we are recommending changes as redlined in Attachment 1.

Debt Policy: The purpose of the Debt Policy is to organize and formalize debt issuance-related policies and procedures. At the Transportation Authority's request, the Transportation Authority's financial advisor, KNN Public Finance (KNN), and the Transportation Authority's bond counsel, Nixon Peabody LLP (Nixon Peabody), reviewed the Debt Policy adopted on January 27, 2015 through Resolution 15-31. Based on that review, we are recommending changes as redlined in Attachment 1.

Equal Benefits Policy: The purpose of the Equal Benefits Policy is to enforce nondiscrimination provisions in all Transportation Authority contracts and to prohibit the Transportation Authority from contracting with vendors that discriminate in the provisions of benefits between employees with domestic partners and employees with spouses, and/or between the domestic partners and spouses of such employees. Wendel Rosen reviewed the Equal Benefits Policy adopted on April 29, 1999 through Resolution 99-27, and based on that review, we are recommending a completely revised policy as shown in Attachment 2, which is modeled off of the City's Administrative Code Chapter 12B: Nondiscrimination in Contracts.

Fiscal Policy: The Fiscal Policy is designed to guide decisions pertaining to internal fiscal management, including day-to-day operations, annual budget development and sales tax revenue allocation requirements of the Transportation Authority. KNN and Nixon Peabody reviewed the Fiscal Policy adopted on January 27, 2015 through Resolution 15-31, and based on that review, we are recommending changes as redlined in Attachment 1.

Investment Policy: The purpose of the Investment Policy is to set out policies and procedures that enhance opportunities for a prudent and systematic investment policy and to organize and formalize investment-related activities. KNN and Nixon Peabody reviewed the Investment Policy adopted on January 27, 2015 through Resolution 15-31, and based on that review, we are recommending changes as redlined in Attachment 1.

Travel, Conference, Training and Business Expense Reimbursement Policy: This document establishes a set of policies relating to travel, conference, training and business expenses, and establishes procedures for reimbursement of commissioners and employees. These rules and guidelines are designed to safeguard public funds and to ensure the Transportation Authority and its personnel are using the most economical and well-documented procedures in a consistent manner. Based on the Transportation Authority's review of the Travel, Conference, Training and Business Expense Reimbursement Policy adopted on January 27, 2015 through Resolution 15-31, we are recommending changes as redlined in Attachment 1.

Title VI Program: Title VI of the Civil Rights Act of 1964 (Title VI) prohibits discrimination by recipients of

Federal financial assistance on the basis of race, color, and national origin, including the denial of meaningful access for limited English proficient persons. In addition, Title VI and U.S. Department of Transportation regulations prohibit recipients from intentionally discriminating against people on the basis of race, color, and national origin. As a recipient and subrecipient of Federal funds, the Transportation Authority is recommending the adoption of the Title VI Program, to ensure services are provided in a non-discriminatory manner. Wendel Rosen reviewed the Title VI Program, and based on that review, we are recommending a program as shown in Attachment 3.

ALTERNATIVES

1. Recommend approval of the revised Administrative Code, the revised Rules of Order, and the revised Debt, Equal Benefits, Fiscal, Investment and Travel, Conference, Training and Business Expense Reimbursement policies, and adoption of the Title VI Program, as requested.
2. Recommend approval of the revised Administrative Code, the revised Rules of Order, and the revised Debt, Equal Benefits, Fiscal, Investment and Travel, Conference, Training and Business Expense Reimbursement policies, and adoption of the Title VI Program, with modifications.
3. Defer action, pending additional information or further staff analysis.

CAC POSITION

The CAC considered this item at its May 25, 2016 meeting and unanimously adopted a motion of support for the staff recommendation.

FINANCIAL IMPACTS

There is no financial impact to the Transportation Authority's proposed FY 2016/17 budget from the requested action.

RECOMMENDATION

Recommend approval of the revised Administrative Code, the revised Rules of Order, and the revised Debt, Equal Benefits, Fiscal, Investment and Travel, Conference, Training and Business Expense Reimbursement policies, and adoption of the Title VI Program.

Attachments (3):

1. Policies Matrix
2. Draft Equal Benefits Policy
3. Draft Title VI Program

Attachment 1

San Francisco County Transportation Authority
Policies Matrix

| ADMINISTRATIVE CODE | | | |
|---------------------|--|--|------|
| SECTION | REVISION | REASON | PAGE |
| 2(f) [new §] | (f) The Transportation Authority shall perform other related responsibilities, including but not limited to (i) serving as the county program manager for the Transportation Fund for Clean Air, (ii) serving as the county Congestion Management Agency, and (iii) administering Proposition AA projects. | Clarification to include the other agency responsibilities mentioned in §5.2(a) as being within the Plans & Programs Committee's responsibilities. | 1 |
| 4(a)(6) | To administer the personnel system of the Transportation Authority, including hiring, controlling, supervising, promoting, transferring, suspending with or without pay or discharging any employee. To this end, the Executive Director shall prepare and maintain a personnel manual, stating the rules of employment of the Transportation Authority, and methods of compensation established by the Transportation Authority (<u>Personnel Manual</u>); and | Minor clarification to define Personnel Manual as referenced later in the Administrative Code. | 3 |
| 5.2(a) | Plans and Programs Committee. The Chairperson of the Transportation Authority shall appoint a Plans and Programs Committee which shall be composed of five Commissioners. Except as otherwise determined by the Chairperson of the Committee, regular meetings shall be held on the third Tuesday of each month <u>in the Committee Room of City Hall or other location as designated with proper notice by the Transportation Authority</u> , except when that day or any preceding Tuesday that month is a holiday, in which case the meeting shall be held on the following Tuesday. The responsibilities of this Committee shall include the following. | Minor clarification regarding meeting location. | 4-5 |
| 5.2(b) | Finance Committee. The Chairperson of the Transportation Authority shall appoint a Finance Committee which shall be composed of five Commissioners. Except as otherwise determined by the Chairperson of the Committee, regular meetings shall be held on the second Tuesday of each month <u>in the Committee Room of City Hall or other location as designated with proper notice by the Transportation Authority</u> , except when that day is a holiday, in which case the meeting shall be held on the following Tuesday. The responsibilities of this Committee shall include the following: | Minor clarification regarding meeting location. | 5 |
| 5.3(a) | Citizens Advisory Committee. The Transportation Authority shall appoint eleven members to a Citizens Advisory Committee. This Committee shall include representatives from various segments of the community, such as public policy organizations, labor, business, senior citizens, the disabled, environmentalists, and the neighborhoods, and reflect broad transportation interests. The committee members shall be residents of San Francisco and shall serve without compensation for a two-year period. <u>Any member who is absent for four of any twelve regularly</u> | Clarifications to correspond with CAC's By-Laws. | 7 |

Attachment 1

| ADMINISTRATIVE CODE | | |
|---------------------|---|--------|
| SECTION | REVISION | REASON |
| | <p>scheduled consecutive meetings shall be automatically terminated. Any resulting vacancy shall be filled for a new two-year period. Any terminated member who wishes to be reappointed shall contact his or her district Supervisor and shall reappear before the Plans and Programs Committee to speak on his or her behalf. This Committee shall meet at least quarterly and all meetings shall be open to the public. <u>The regular meetings of the Committee shall be held on the fourth Wednesday of each month at 6:00 p.m. at the Transportation Authority's offices at 1455 Market Street, Floor 22, San Francisco, California.</u> The staff of the Transportation Authority will be available to assist the Committee.</p> | |
| | | PAGE |

Attachment 1

| RULES OF ORDER | | | |
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| SECTION | REVISION | REASON | PAGE |
| Rules 1.6, 1.9, 1.17 (first instance only), 2.5, 2.6 (first instance only), 2.9, 2.14 (first and third instances only), 3.1, 3.10 (last instance only), 4.3 | Changing "Transportation Authority" to "Board" in each location. | Clarifications to ensure that the Rules of Order use the term "Board" when referring to the governing body, and "Transportation Authority" when referring to the entity. | Various |
| Rule 1.11 | Rule 1.11 "Measure" shall mean and include a proposal, in whatsoever form presented, fulfillment of the purpose of which requires action of the Transportation Authority by Code , amendment, ordinance, resolution or motion, other than a motion designed to accomplish an action strictly parliamentary in character. | Cleanup change. | 1 |
| Rule 5.2 | Rule 5.2 Smoking Prohibited. Smoking during Board or committee meetings is prohibited. | Cleanup change, smoking already outlawed in public buildings per CA Government Code. | 13 |

Attachment 1

| TRAVEL, CONFERENCE, TRAINING AND EXPENSE REIMBURSEMENT POLICY | | |
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| SECTION | REVISION | PAGE |
| I.C. | <p>Limitations. Travel and meeting expenditures shall not exceed the approved budget, except with justification and documentation, and shall be consistent with associated policies established by the Transportation Authority. Eligible Transportation Authority personnel are entitled to claim reimbursement for actual, reasonable and necessary expenses for eligible expenses incurred in the discharge of their official duties, subject to the limitations set forth herein.</p> | 1 |
| II.B. | <p>Eligible Travel Expenses. The following expenses are eligible for reimbursement in connection with authorized Transportation Authority business, travel, conferences, meetings, and training, subject to the restrictions identified in this policy. Travel expenses are subject to review by the Deputy Director for Finance and Administration and will only be approved if deemed reasonable and proper. Reimbursements shall be for actual expenditures (receipts required for expenses greater than \$25) for amounts not to exceed the per diem rates and allowances established by the General Services Administration (GSA) and/or United States Department of Defense (USDOD) as appropriate.</p> | 1 |
| II.B.3. | <p>3. Transportation charges (including commercial carrier fares, rental car charges, private car mileage allowances, parking, bridge and road tolls, and necessary taxi, transportation network company or public transit fares); and</p> | 2 |
| II.B.4.c. | <p>c. Tips to porters, baggage carriers, bellhops, hotel staff, and stewards or stewardesses not to exceed \$2-per-bag;</p> | 2 |
| II.C.2. [new §] | <p>2. Alcoholic beverages and entertainment expenses;</p> | 2 |
| II.C.4. | <p>4. Expenses which are excessive or unreasonable as determined by the Deputy Director for Finance and Administration; Transportation Authority.</p> | 2 |
| IV.E. | <p>Receipts. Receipts or proof of payment must be submitted with the claim to substantiate expenditures for public carrier fares, rental cars, lodging (indicating the single rate), meals, conference or seminar registration fees, and for any unusual items or items not specifically related to travel. Claims must be recorded and certified on an expense report. For any official business in-transit travel destination, Transportation Authority personnel must provide a receipt and narrative to substantiate claimed travel expenses for lodging and a receipt for any authorized expenses incurred costing over \$25. Itemized receipts shall be obtained and submitted with the expense report. If a receipt cannot be obtained or has been lost for expenses greater than \$25, a statement to that effect shall be made on the expense report and the reason given. In absence of a satisfactory explanation, the amount involved shall not be allowed.</p> | 4 |
| IV.G. | <p>Expenses Not Covered by Transportation Authority Policy. In the event where an expense does not qualify for reimbursement under this policy, to be reimbursable,</p> | 4 |

Attachment 1

| TRAVEL, CONFERENCE, TRAINING AND EXPENSE REIMBURSEMENT POLICY | | |
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| SECTION | REVISION | REASON |
| | <p>the expense shall be approved by the Transportation Authority Board, in a public meeting before the expense is incurred, unless the expense is related to lodging in connection with a conference or organized educational activity conducted in compliance with California Government Code s. 54952.2(c), including but not limited to ethics training required by Article 2.4 (commencing with §. 53234) of the Government Code. Lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that the lodging at the group rate is available to the member of a legislative body at the time of booking. If the group rate is not available, the member of a legislative body shall use comparable lodging that is consistent with the requirements of this policy.</p> | |
| V. | <p>All requests for prepayment of conference/seminar/training will be submitted for approval a minimum of ten working days in advance of the conference/seminar/training. unless reasonable justification is provided. If the ten-day requirement cannot be met, Transportation Authority personnel may personally pay registration fees and other expenses at their own risk and seek reimbursement on the expense report.</p> | Minor clarification. |
| VI.A. | <p>General. Transportation Authority personnel may incur expenses for the purchase of meals for persons not employed by the Transportation Authority, with whom the Transportation Authority is transacting business. The name and business affiliation of the person, as well as the purpose of the business meetings, must be included in the expense report. The maximum per-person expenditure shall not exceed a reasonable amount under the particular circumstances and shall not exceed the per diem amount established by the GSA or USDOD as appropriate. Actual costs shall include reasonable and customary gratuities, but not the cost of alcoholic beverages. All such expenditures for personnel must be approved in advance by the Executive Director.</p> | Minor clarification. |
| VI.D. | <p>Out-of-Area Meals. Reimbursement for employee meals during periods of approved trips out-of-area must be approved on the travel authorization form. Reimbursement for out-of-area meals will be based on either actual costs, for which receipts must be provided for expenditures exceeding \$25, and in accordance with the per diem of the federal standard meal allowance, <u>including single day and total trip meal rates</u>, as established by the GSA or USDOD as appropriate. Unusual costs must be justified in writing.</p> | Minor clarification. |
| VII. | <p>Transportation Authority personnel will be expected to be prudent in the choice of lodging and will submit proper documentation to justify the expense. The Executive Director will approve the lodging as part of the approval of the travel request, and reserves the right to determine which lodging is prudent, based on economic, comfort, safety, and reasonability considerations. If lodging is required in connection with a conference <u>or activity, the lodging costs shall not exceed the maximum group rate published by the sponsor of the conference. Lodging shall be at the location where the</u></p> | Text moved from Section IV.G. Minor clarification regarding lodging rates. |

Attachment 1

| TRAVEL, CONFERENCE, TRAINING AND EXPENSE REIMBURSEMENT POLICY | | |
|---|---|------|
| SECTION | REVISION | PAGE |
| | conference or activity is being held. Lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that the lodging at the group rate is available at the time of booking. If the group rate is not available and the hotel has no remaining vacancies, comparable lodging that is consistent with the requirements of this policy shall be used. No lodging shall be reimbursed on the final day of a conference or activity unless reasonable justification is provided or unless authorized by the Executive Director. If no group rate is available at the time of booking, the Transportation Authority will reimburse its personnel for lodging up to the rates established by the GSA or USDOD as appropriate. | |
| VIII.B.3. [new §] | 3. taxi, cabs, or transportation network companies; and | 7 |
| VIII.C. | Air and Rail Travel. Transportation Authority personnel shall use air coach class (or similar reduced fare equivalent accommodations) shall be used for air and rail travel if it is available whenever possible. Any additional fees for seat location upgrades, seat spacing upgrades, or preferential boarding will not be reimbursed unless documentation is provided that there were no other reasonable options available and unless authorized by the Executive Director for special circumstances (e.g. physical or medical conditions). All reasonable fare reductions or reduced fare flights as appropriate shall be utilized. | 7 |
| VIII.D(d) | In order to be paid mileage for travel which originates other than at the normal work location, the mileage must be in excess of that normally driven from the traveler's residence to and from the normal work location. The requesting traveler will <u>include justification in attach an explanation to the expense report.</u> In the absence of a satisfactory explanation justification , the mileage expense shall not be allowed. | 7 |
| VIII.E. | Other Modes of Transportation. Limousine, and taxi <u>and transportation network company</u> fares will be allowed for travel where public transportation is not practical or available. Examples may include, but are not limited to, travel between transportation terminal and hotel, between hotel and place of business, and between places of business. | 8 |
| IX. | Charges incurred for excess baggage will be reimbursed if justified as necessary for the purpose of the trip. An explanation of the circumstances and payment receipts must accompany the claim for reimbursement. Charges for checking and handling of baggage, including reasonable and customary gratuities (\$2 per bag per package) will be allowed. | 8 |

Attachment 1

San Francisco County Transportation Authority
Policies Matrix

| FISCAL POLICY | | | |
|---------------|---|--|------|
| SECTION | REVISION | REASON | PAGE |
| III.A. | <p>The Executive Director is charged with responsibility for the preparation of a draft budget for each fiscal year. The draft budget will consist of line items for Revenues, including investment income, Administrative Operating Expenses, Debt Service Expenses as applicable, Program and Operating Reserve, and a single line item for each of the Transportation Authority's capital expenditure programming roles as Proposition K Sales Tax (Prop K) Administrator; San Francisco Congestion Management Agency (CMA); and San Francisco Program Manager for the Transportation Fund for Clear Air (TFCA); <u>and Proposition AA Vehicle Registration Fee (Prop AA) administrator</u>. Supplemental budget documentation shall provide a detailed listing of the capital programs and projects that support the Capital Expenditures line items. The draft budget may also include other functional categories as deemed appropriate.</p> | <p>Minor cleanup change.</p> | 1 |
| III.B. | <p>The draft budget shall be presented at a public hearing at a publicly noticed Transportation Authority meeting prior to being approved by the Board. Notice of the time and place of the public meeting shall be published pursuant to Sections <u>6060 and 6061</u> of the California Government Code no later than the 15th day prior to the day of the hearing, and the draft budget shall be available for public inspection at least 15 days prior to the hearing.</p> | <p>Minor clarification regarding how the notice is published.</p> | 2 |
| III.D. | <p>Except as otherwise provided in this section, the adopted final budget is not subject to further review or reopening after the Board resolution has passed. The adopted final budget may be amended during the fiscal year to reflect actual revenues and expenses incurred to the date of amendment during the fiscal year. <u>Amendments to the budget will be presented at a publicly noticed Transportation Authority meeting prior to being approved by the Board.</u> The Executive Director shall be responsible for proposing amendments to the adopted final budget; the Finance Committee shall be responsible for review of the proposed amended adopted final budget, and for making a recommendation regarding the amended final budget to the Board. The amended final budget shall be adopted by Board resolution.</p> | <p>Minor clarification consistent with adoption of the budget.</p> | 2 |

Attachment 1

FISCAL POLICY

| SECTION | REVISION | REASON | PAGE |
|---------|---|--|------|
| IV.A.3. | <p>A petty cash revolving account in the amount of one thousand dollars (\$1,000) may be established and maintained by the Executive Director for the purposes of paying miscellaneous expenses of the Transportation Authority. Individual expenditures may not exceed two hundred and fifty dollars (\$250). Such miscellaneous expenses include but not be limited to, outside photocopying expenses, office supplies, meeting and travel expenses, and other practical expenses as determined by the Executive Director to be necessary and/or convenient for proper administration. The Executive Director is authorized from time to time to seek reimbursement of this account to the maximum balance by allocation from the operating budget.</p> | <p>Cleanup change, as there is already a catch-all for anything necessary or convenient.</p> | 3 |
| IX. | <p>The selection of <u>providers of</u> professional services, such as legal, financial advisory, private architectural, landscape architectural, engineering, environmental, land surveying, or construction project management firms, shall be on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required in accordance with the Transportation Authority's Procurement Policy.</p> | <p>Minor clarifying change.</p> | 5 |

Attachment 1

DEBT POLICY

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| VI.A. | <p>Credit quality is an important consideration and will be balanced with the Transportation Authority's objectives and the associated size, <u>structure</u> and frequency of issuances of debt. All Transportation Authority debt management activities for new debt issuances will be conducted in a manner conducive to receiving the highest credit ratings possible consistent with the Transportation Authority's debt management objectives, and to maintaining or improving the current credit ratings assigned to the Transportation Authority's outstanding debt by the major credit rating agencies.</p> | <p>Minor clarification that structure of Transaction will also be affected by Transportation Authority's objectives.</p> | 2 |
| VI.B. | <p>The Transportation Authority will issue long-term debt only to finance and refinance long-term capital projects. When the Transportation Authority finances capital projects by issuing bonds, the <u>average principal amortization should not exceed 120% of the weighted average useful life of the project being financed if the bonds are intended to be federally tax-exempt and the debt repayment period should not exceed the earliest of the following: (1) 420% of the useful life of the project being financed, (2) the end of the term sunset date of the current sales tax Expenditure Plan or (3) forty (40) years from the date of issuance. Inherent in its long-term debt policies, the Transportation Authority recognizes that future taxpayers will benefit from the capital investment and that it is appropriate that they pay a share of the asset cost. Long-term debt financing shall not be used to fund operating costs unless such costs qualify as capital expenditures under federal tax principles.</u></p> | <p>Clarification that the 120% test only applies for tax-exempt debt and is applied by comparing the average amortization of debt to the weighted average life of the financed assets.</p> | 2 |
| VI.C. | <p>The Transportation Authority will evaluate the use of available financial alternatives including, but not limited to, tax-exempt and taxable debt, long-term debt (both fixed and variable), short-term debt, commercial paper, <u>lines of credit</u>, sales tax revenue and grant anticipation notes, private placement and inter-fund borrowing. The Transportation Authority will utilize the most advantageous financing alternative that effectively balances the cost of the financing with the risk of the financing structure to the Transportation Authority.</p> | <p>Specifically reference lines of credit, particularly given that the Transportation Authority now has a revolving credit facility.</p> | 2 |
| VI.D. | <p>The Transportation Authority shall maintain all debt-related records for a period for no less than the term of the debt <u>plus three years</u>. At a minimum, this repository will include all official statements, bid documents, ordinances, indentures, trustee reports, continuing disclosure reports, material events notices, tax certificates, information regarding the investment of and project costs paid with bond proceeds, underwriter and</p> | <p>Minor clarification to make consistent with IRS requirements.</p> | 2 |

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| VI.E. | <p>other agreements, etc. for all Transportation Authority debt. To the extent that official transcripts incorporate these documents, possession of a transcript will suffice (transcripts may be hard copy or stored on CD-ROM). The Transportation Authority will develop a standard procedure for archiving transcripts for any new debt. The Transportation Authority will establish internal controls to ensure compliance with the Debt Policy, all debt covenants and any applicable requirements of applicable law.</p> <p><u>Tax Law Compliance, Rebate Policy and System.</u> <u>Debt issued by the Transportation Authority, the interest on which is intended to be federally tax-exempt, is subject to requirements and limitations in order that such debt initially qualify for tax-exemption and on an ongoing basis until such debt is fully repaid in order that such debt remain tax-exempt. Failure to comply with such requirements and limitations could cause an issue of the Transportation Authority's debt to be determined to fail to qualify for tax-exemption, retroactive to the date of issuance. The Transportation Authority designates the Executive Director with designee to periodically undertake procedures to confirm compliance with such requirements and limitations. In furtherance thereof, the Executive Director with designee will consult with the Transportation Authority's bond counsel or others as deemed necessary regarding such periodic procedures or in the event that it is discovered that noncompliance has or may have occurred.</u></p> <p>TheIn addition, in furtherance of the above, the Transportation Authority will accurately account for all interest earnings in debt-related funds. These records will be designed to ensure that the Transportation Authority is in compliance with all debt covenants, and with applicable laws. The Transportation Authority will maximize the interest earnings on all funds within the investment parameters set forth in each respective indenture, consistent with consideration of applicable yield limits and arbitrage requirements and as permitted by the Investment Policy. The Transportation Authority will develop a system of reporting interest earnings that relates to and complies with any tax certificates relating to its outstanding debt and Internal Revenue Code rebate, yield limits and arbitrage, and making any required filings with State and Federal agencies. The Transportation Authority will retain records as required by its tax certificates. The Transportation Authority shall have the authority to retain the services of an Arbitrage Rebate Consultant.</p> | <p>Clarifying coverage to address tax law compliance more broadly and designating an individual to undertake procedures for compliance.</p> | 3 |

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| VII.A.2. | Refunding debt is bonds are issued to retire all or a portion of an outstanding bond issue or other debt. Refunding issuances can be used to achieve present-value savings on debt service, to modify interest rate risk, or to restructure the payment schedule, type of debt instrument used, or covenants of existing debt. The Transportation Authority must analyze each refunding issue on a present-value basis to identify economic effects before approval. Policies on the administration of refunding financings are detailed further in Section X: Refinancing Outstanding Debt. | Clarifying that refunding could be with debt other than bonds. | 4 |
| VII.B.1. | The Transportation Authority may issue long-term debt (e.g. fixed or variable rate revenue bonds) when funding allocations cannot be financed from current revenues. The proceeds derived from long-term borrowing will not be used to finance current operations or normal maintenance. Long-term debt will be structured such that the obligations average principal amortization do not exceed the earliest of the following: (a) 120% of the expected weighted average useful life of the project (b) being financed, (c) if the bonds are intended to be federally tax-exempt and the debt repayment period does not exceed the earliest of the following: (a) the sunset date of the current sales tax Expenditure Plan or (eb) forty (40) years from the date of issuance. | Clarifying that the 120% test only applies to tax-exempt debt and is applied by comparing the average amortization of debt to the weighted average life of the financed assets. | 4 |
| VII.B.2. | Short-term borrowing may be utilized for the temporary funding of operational cash flow deficits or anticipated revenues, where anticipated revenues are defined as an assured revenue source with the anticipated amount based on conservative estimates. In the case of the Transportation Authority's <u>revolving credit facility or any future commercial paper program</u> , short-term borrowings may also be utilized for funding of the Transportation Authority's capital projects. The Transportation Authority will determine and utilize the least costly method for short-term borrowing. The Transportation Authority may issue short-term debt when there is a defined repayment source or amortization of principal, subject to the following policies: a) <i>Commercial Paper Notes</i> may be issued as an alternative to fixed rate debt, particularly when the timing of funding requirements is uncertain. The Transportation Authority may maintain an ongoing commercial paper program to ensure flexibility and immediate access to capital funding when needed. In March 2004, the Board approved a \$200 million tax-exempt commercial paper program. Periodic issuances of a retirement of commercial paper notes within the \$200 million Board approved | Reflecting termination of commercial paper program and entry into revolving credit facility, and clarifying limits on term for draws on revolving facility and refinancings thereof. | 5-6 |

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| | <p>program do not require further Board action. The retirement of commercial paper is most commonly a result of the issuance of long-term bonds or the repaying of principal from cash on hand.</p> <p>d) <u>Letters or Lines of Credit</u> shall be considered as an alternative to or credit support for other short-term borrowing options. In 2015, the Transportation Authority replaced its prior commercial paper program with a \$140 million revolving credit facility. Amounts can be repaid and reborrowed without further Board action. The average amortization of amounts drawn under the revolving credit facility may not exceed 120% of the weighted average useful life of the project being financed if the borrowing is intended to be federally tax-exempt and the borrowing must be full repaid by the earliest of the following: (a) the sunset date of the current Expenditure Plan or (b) forty (40) years from the date of issuance. The repayment of loans under a revolving credit facility is often facilitated by the issuance of long-term bonds or the repaying of principal from cash on hand. If proceeds of long-term bonds are used to repay loans under the revolving credit facility, the amortization and the repayment of the long-term bonds must satisfy the limits set forth above.</p> | | |
| VII.B.3. | <p>a) <u>Variable Rate Debt Capacity.</u> Except for the existing \$140,200 million commercial paper program (which is not covered by revolving credit facility (to which the following requirements of variable rate debt do not apply), the Transportation Authority will maintain a conservative level of outstanding variable rate debt in consideration of general rating agency guidelines recommending a maximum of a 20-30% variable rate exposure, in addition to maintaining adequate safeguards against risk and managing the variable revenue stream both as described below:</p> | Reflecting termination of commercial paper program and entry into revolving credit facility. | 6 |
| VIII.A. | <p>All capital improvements financed through the issuance of debt will be financed for a period <u>such that average principal amortization of the debt does not exceed 120% of the expected weighted average useful life of the assets project being financed, and in no event should if the bonds are intended to be federally tax-exempt, and the debt repayment period does not exceed the lesser of forty (40) years or the period earliest of the</u> the following: (a) the sunset date of the current sales tax Expenditure Plan or (b) forty (40) years from the date of issuance.</p> | Clarify that the 120% test only applies to tax-exempt debt and is applied by comparing the average amortization of debt to the weighted average life of the financed assets. | 7 |

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| VIII.B. | The nature of the Transportation Authority's revenue stream is such that funds are generally continuously available and the use of capitalized interest should not normally be necessary. However, certain types of financings may require the use of capitalized interest from the issuance date until the project sponsor has constructive use of the financed project. Unless otherwise required, the Transportation Authority will avoid the use of capitalized interest to obviate unnecessarily increasing the bond issuance size. Interest shall not be funded (capitalized) beyond three (3) years or a shorter period if further restricted by statute. The Transportation Authority may require that capitalized interest on the initial series of bonds be funded from the proceeds of the bonds. Interest earnings may, at the Transportation Authority's discretion <u>and, if permitted under applicable federal tax law</u> , be applied to extend the term of capitalized interest but in no event beyond the authorized term. | Clarify intention to comply with federal tax law. | 7 |
| X.C. | The <u>Except for commercial paper and loans under a line of credit (including the current revolving credit facility), the</u> Transportation Authority will refund bonds within the term of the originally issued debt. However, the Transportation Authority may consider maturity extension, when necessary to achieve a desired outcome, provided that such extension is legally permissible. The Transportation Authority may also consider shortening the term of the originally issued debt to realize greater savings. The remaining useful life of the financed facility and the concept of inter-generational equity should guide this decision. | Specifically state that refinancing of loans under revolver do not have to meet the requirements of this section. | 10 |
| X.E. | The Transportation Authority shall take all necessary steps (permitted under federal tax law when tax-exempt debt is involved) to optimize escrows and to avoid negative arbitrage in its refundings. Any resulting positive arbitrage will be rebated as necessary according to Federal guidelines. | Clarifying intention to comply with federal tax law. | 10 |
| X.F. | Commercial Paper Program, Revolving Credit Facility. The requirements of this Section X shall not apply to or restrict the issuance of commercial paper notes for the purpose of refunding maturing commercial paper notes <u>or of borrowing under a revolving credit facility for the purpose of repaying prior loans under the facility, nor shall this Section X apply to long term take out of commercial paper or of loans under a revolving credit facility, subject to limitations otherwise contained in this policy.</u> | Reflecting termination of commercial paper program and entry into revolving credit facility. | 10 |

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| XI.A. | Participation from Disadvantaged Business Enterprise (DBE) firms is best effort and not required for winning bid. | Minor change since DBE is already defined in glossary. | 11 |
| XI.C. | From time to time the Transportation Authority may elect to privately place its debt <u>or borrow directly from a bank or other financial institution</u> . Such placement <u>or borrowing</u> shall only be considered if this method is likely to result in a cost savings to the Transportation Authority relative to other methods of debt issuance on a net present value basis, using the Transportation Authority's investment rate as the appropriate measure of the discount rate. | Updating reference to direct borrowing since the Transportation Authority is party to a revolving credit facility. | 12 |
| GLOSSARY | <i>Capitalized Interest.</i> A portion of the proceeds of an issue that is set aside to pay interest on the securities for a specific period of time. Interest is commonly <u>sometimes</u> capitalized for the construction period of the project. <i>Commercial Paper.</i> Very short-term, unsecured promissory notes issued in either registered or bearer form, and usually backed by a line of credit with a bank <u>that, upon the maturity thereof, successively rolls into other short term promissory notes until the principal thereof is paid by the Transportation Authority.</u> | Reflecting that capitalized interest is not used as frequently as "commonly" might suggest. Clarifying that commercial paper typically continues to roll until refinanced with long term bonds or otherwise paid. | 17 |

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| II. | Bond proceeds shall be invested in the securities permitted pursuant to bond documents approved by the Transportation Authority Board approved of Commissioners (Board bond documents) . If the bond documents are silent as to the permitted investments, bond proceeds will be invested in the securities permitted by this policy. In addition to the securities listed in Section IX below, bond proceeds may also be invested in investments and forward delivery agreements. Notwithstanding the other provisions of this Investment Policy, the percentage or dollar portfolio limitations listed elsewhere in this Investment Policy do not apply to bond proceeds. | Cleanup change to include complete name of Board. | 1 |
| IX.12. | The California Asset Management Program, as authorized by Section 53601 (p) of the California Government Code. The Program constitutes shares in a California common law trust established pursuant to Section 6509.7 of Title 1, Division 7, Chapter 5 of the Government Code of the State of California which invests exclusively in investments permitted by subdivisions (a) to (o) and (q) of Section 53601 of the Government Code of California, as it may be amended. | Cleanup change to reflect amendments to CA Government Code 53601 that added a new section q which took effect in 2015. | 4 |



EQUAL BENEFITS POLICY

SECTION 1. ALL CONTRACTS TO INCLUDE NONDISCRIMINATION PROVISIONS; DEFINITIONS.

(a) The San Francisco County Transportation Authority (Transportation Authority) shall include in all contracts hereinafter executed or amended in any manner or as to any portion thereof, a provision obligating the contractor not to discriminate on the basis of the fact or perception of a person's race, color, creed, religion, national origin, ancestry, age, sex, sexual orientation, gender identity, domestic partner status, marital status, disability or Acquired Immune Deficiency Syndrome, HIV status (AIDS/HIV status), weight, height, association with members of classes protected under this policy or in retaliation for opposition to any practices forbidden under this policy against any employee of, any Transportation Authority employee working with, or applicant for employment with such contractor and shall require such contractor to include a similar provision in all subcontracts executed or amended thereunder.

(b) The Transportation Authority shall not execute or amend any contract with any contractor that discriminates in the provision of bereavement leave, family medical leave, health benefits, membership or membership discounts, moving expenses, pension and retirement benefits or travel benefits as well as any benefits other than bereavement leave, family medical leave, health benefits, membership or membership discounts, moving expenses, pension and retirement benefits or travel benefits between employees with domestic partners and employees with spouses, and/or between the domestic partners and spouses of such employees, where the domestic partnership has been registered with a governmental entity pursuant to State or local law authorizing such registration, subject to the following conditions. In the event that the contractor's actual cost of providing a certain benefit for the domestic partner of an employee exceeds that of providing it for the spouse of an employee, or the contractor's actual cost of providing a certain benefit for the spouse of an employee exceeds that of providing it for the domestic partner of an employee, the contractor shall not be deemed to discriminate in the provision of benefits if the contractor conditions providing such benefit upon the employee agreeing to pay the excess costs. In addition, in the event a contractor is unable to provide a certain benefit, despite taking reasonable measures to do so, the contractor shall not be deemed to discriminate in the provision of benefits if the contractor proves the employee with a cash equivalent.

(c) Definitions. As used in this policy the following words and phrases shall have the meanings indicated herein:

“Age” shall mean the age of any employee or applicant for employment who has attained the age of 40 years and has not attained the age of 65 years. For the purposes of this policy, discrimination because of age shall mean dismissal from employment of, or refusal to employ or rehire any person because of his or her age, if such person has attained the age of 40 years and has not attained the age of 65 years, if the person is physically able and mentally competent to perform the services required. Age limitations of apprenticeship programs in which the State or its political subdivisions participate shall not be considered discriminatory within the meaning of this policy.

“Amend” shall mean to substantively change the terms of a pre-existing contract, and shall not include amendments to decrease the scope of work or the amount to be paid under a contract. Construction change orders shall not be construed as contract amendments for the purposes of this policy.

“Board” shall mean the Board of Commissioners of the San Francisco County Transportation Authority.



“Contract” shall mean an agreement for public works or improvements to be performed, or for goods or services to be purchased or grants to be provided, at the expense of the Transportation Authority or to be paid out of moneys deposited in the treasury or out of trust moneys under the control or collected by the Transportation Authority, and does not include agreements entered into after June 28, 2016 pursuant to settlement of legal proceedings, contracts for urgent litigation expenses, or contracts for a cumulative amount of \$5,000 or less per vendor in each fiscal year.

“Contractor” means any person or persons, firm, partnership, corporation, or combination thereof, who enters into a contract with the Executive Director or designee empowered by law to enter into contracts on the part of the Transportation Authority.

“Executive Director” shall mean the Executive Director of the Transportation Authority.

“Disability” shall mean a physical or mental impairment which substantially limits one or more major life activities, or a record of such an impairment.

“Domestic partner” shall mean any person who has a currently registered domestic partnership with a governmental body pursuant to State or local law authorizing such registration.

“Gender identity” shall mean a person’s various individual attributes as they are understood to be masculine and/or feminine.

“Qualified disabled employee” shall mean a person able to perform the essential functions of a job with reasonable accommodation.

“Sex” shall mean the character of being male or female.

“Sexual orientation” shall mean the status of being lesbian, gay, bisexual or heterosexual.

“Subcontract” shall mean an agreement to provide goods and/or services, including construction labor, materials or equipment, to a contractor, if such goods or services are procured or used in the fulfillment of the contractor’s obligations arising from a contract with the Transportation Authority.

“Subcontractor” means any person or persons, firm, partnership, corporation or any combination thereof, who enters into a subcontract with a contractor. Such term shall include any person or entity who enters into an agreement with any subcontractor for the performance of 10 percent or more of any subcontract.

“Transportation Authority” shall mean the San Francisco County Transportation Authority.

(d) The requirements of this policy shall apply to any of a contractor’s operations within San Francisco.

SECTION 2. NONDISCRIMINATION PROVISIONS.

Every contract for or on behalf of the Transportation Authority shall incorporate by reference and require the contractor to comply with the provisions of Section 2. In addition, all contractors must incorporate by reference in all subcontracts and require subcontractors to comply with the requirements set forth in Sections 2(a) and 2(c) through 2(h), and failure to do so shall constitute a material breach of contract.

In the performance of a contract the contractor agrees as follows:

(a) The contractor or subcontractor will not discriminate against any employee, Transportation Authority employee working with such contractor or subcontractor, or applicant for employment with



such contractor or subcontractor on the basis of the fact or perception of that person's race, color, religion, ancestry, national origin, age, sex, sexual orientation, gender identity, domestic partner status, marital status, disability, weight, height, AIDS/HIV status, or association with members of classes protected under this policy or in retaliation for opposition to any practices forbidden under this policy. Discrimination on the basis of sex includes sexual harassment as defined in Section 16.9-25(b) of the San Francisco Administrative Code. The contractor or subcontractor will take action to ensure that applicants are employed, and that employees are treated equally during employment, without regard to the fact or perception of their race, color, creed, religion, ancestry, national origin, age, sex, sexual orientation, gender identity, domestic partner status, marital status, disability or AIDS/HIV status. Such action shall include, but not be limited to, the following: Employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rate of pay or other forms of compensation; and selection for training, including apprenticeship. Nothing in this policy shall require or prohibit the establishment of new classifications of employees in any given craft. The provisions of this Section with respect to age shall not apply to (1) termination of employment because of the terms or conditions of any bona fide retirement or pension plan, (2) operation of the terms or conditions of any bona fide retirement or pension plan which has the effect of a minimum service requirement, and (3) operation of the terms or conditions of any bona fide group or insurance plan.

(b) The prime contractor shall state that the prime contractor does not, and will not during the term of the contract discriminate in the provision of bereavement leave, family medical leave, health benefits, membership or membership discounts, moving expenses, pension and retirement benefits or travel benefits as well as any benefits other than bereavement leave, family medical leave, health benefits, membership or membership discounts, moving expenses, pension and retirement benefits or travel benefits between employees with domestic partners and employees with spouses, and/or between the domestic partners and spouses of such employees, where the domestic partnership has been registered with a governmental entity pursuant to State or local law authorizing such registration, subject to the following conditions. In the event that the contractor's actual cost of providing a certain benefit for the domestic partner of an employee exceeds that of providing it for the spouse of an employee, or the contractor's actual cost of providing a certain benefit for the spouse of an employee exceeds that of providing it for the domestic partner of an employee, the contractor shall not be deemed to discriminate in the provision of benefits if the contractor conditions providing such benefit upon the employee agreeing to pay the excess costs. In addition, in the event a contractor is unable to provide a certain benefit, despite taking reasonable measures to do so, the contractor shall not be deemed to discriminate in the provision of benefits if the contractor provides the employee with a cash equivalent. The Executive Director shall be the final arbiter of a contractor's compliance or substantial compliance with this policy and the Executive Director's determination shall not be appealable to the Board. Contractors shall treat as confidential to the maximum extent allowed by law or the requirements of contractor's insurance provider any request by an employee or applicant for employment for domestic partner or spousal benefits or any documentation of eligibility for domestic partner or spousal benefits submitted by an employee or applicant for employment.

In adopting this Section 2(b), the intent of the Board is to equalize to the maximum extent legally permitted the total compensation between similarly situated employees with spouses and employees with domestic partners.

In particular, consistent with the severability clause set forth in Section 5 below, the Board intends that if a court or agency of competent jurisdiction finds that a State or federal law, rule or regulation invalidates (1) the application of this Section to any business, person, type of compensation or benefit, or location;



or (2) any other requirement of this Section, then the court or agency should sever the invalid clause and leave in effect the remainder of this Section.

(c) The contractor or subcontractor shall provide reasonable accommodation for qualified disabled applicants for employment and for qualified disabled employees. Said contractor or subcontractor need not provide reasonable accommodation if such would present an undue hardship. An undue hardship may include but not be limited to more than a de minimis cost, violation of the seniority rights of other co-workers as established by a bona fide seniority system, or a health or safety risk to the employee or co-employees. The burden of establishing an undue hardship rests on the employer.

(d) The contractor or subcontractor will in all solicitations or advertisements for employees placed by or on his or her behalf, state that qualified applicants will receive consideration for employment without regard to the fact or perception of their race, creed, religion, color, ancestry, national origin, age, sex, sexual orientation, gender identity, domestic partner status, marital status, disability, weight, height or AIDS/HIV status.

(e) The contractor or subcontractor will send to each labor union or representative of workers with which he or she has a collective bargaining agreement or other agreement or understanding, a notice advising the said labor union or workers' representative of the contractor's or subcontractor's commitments under this Section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(f) The contractor or subcontractor shall permit access to its records of employment, employment advertisements, application forms, and other pertinent data and records by the Transportation Authority, for the purposes of investigation to ascertain compliance with the nondiscrimination provisions of this policy, and upon request shall provide evidence that the contractor has complied or will comply with the nondiscrimination provisions of this policy.

(g) A breach of the nondiscrimination provisions in the performance of a contract or subcontract shall be deemed by the Transportation Authority to be material breach of contract and the basis for determination by the Transportation Authority that the contractor or subcontractor is an irresponsible bidder as to all future contracts for which such contractor or subcontractor may submit bids. Such contractor or subcontractor shall not for a period of up to two years thereafter, or until it shall establish and carry out a program in conformity with the nondiscrimination provisions of this policy, be allowed to act as a contractor or subcontractor under any contract.

(h) If a finding of discrimination is made by the Executive Director, the Transportation Authority shall submit a report to the Board that provides details of what actions, if any, the Transportation Authority undertook under this policy.

(i) Nothing contained in this policy shall be construed in any manner so as to prevent the Transportation Authority from pursuing any other remedies that may be available at law, equity or under any contract.

(j) The contractor or subcontractor will meet the following standards for compliance:

(1) If the contractor or subcontractor has been held to be an irresponsible bidder under Section 2(g) hereof, the contractor or subcontractor shall furnish evidence that it has established and is carrying out a program in conformity with the nondiscrimination provisions of this policy.

(2) The contractor or subcontractor may be required to file with the Transportation Authority a



basic compliance report, which may be a copy of the federal EEO-1, or a more detailed report as determined by the Transportation Authority. Willful false statements made in such reports shall be punishable as provided by law. No contractor or subcontractor shall be held in noncompliance for not filing such a report with the Transportation Authority unless it has been specifically required to do so in writing by the Transportation Authority.

(3) Personally, or through its representatives, the contractor or subcontractor shall, through negotiations with the unions with whom it has collective bargaining or other agreements requiring the contractor or subcontractor to obtain or clear its employees through the union, or when the contractor or subcontractor otherwise uses a union as an employment resource, attempt to develop an agreement which will:

- (A) Define and outline responsibilities for nondiscrimination in hiring, referral, upgrading and training;
- (B) Otherwise implement a nondiscrimination program in terms of the unions' specific areas of skill and geography, such as an apprenticeship program, to the end that minority workers will be available and given an equal opportunity for employment.

(4) The contractor or subcontractor shall notify the awarding authority of opposition to the nondiscrimination provisions of a contract by individuals, firms or organizations during the term of the contract.

SECTION 3. POLICY APPLIES ONLY TO DISCRIMINATORY EMPLOYMENT PRACTICES.

(a) This policy shall not confer upon the Transportation Authority or Board thereof any power not otherwise provided by law to determine the legality of any existing collective bargaining agreement and shall have application only to discriminatory employment practices by contractors or subcontractors engaged in the performance of Transportation Authority contracts.

SECTION 4. NONAPPLICABILITY, EXCEPTIONS AND WAIVERS.

(a) The Executive Director shall waive the requirements of this policy under the following circumstances:

(1) That there is only one prospective contractor willing to enter into a contract with the Transportation Authority, or that the needed goods, services, construction services for a public work or improvement, or interest in or right to use real property are available only from a sole source and the prospective contractor is not currently disqualified from doing business with the Transportation Authority, or from doing business with any governmental agency based on any contract compliance requirements;

(2) The contract is necessary to respond to an emergency which endangers the public health or safety and no entity which complies with the requirements of this policy capable of responding to the emergency is immediately available;

(3) Where the Transportation Authority's legal counsel certifies in writing to the Transportation Authority that the contract involves specialized litigation requirements such that it would be in the best interests of the Transportation Authority to waive the requirements of this policy.

(b) This policy shall not apply where the prospective contractor is a public entity and the Transportation Authority finds that goods, services, construction services for a public work or



improvement or interest in or right to use real property of comparable quality or accessibility as are available under the proposed contract are not available from another source, or that the proposed contract is necessary to serve a substantial public interest.

(c) This policy shall not apply where the Transportation Authority finds that the requirements of this policy will violate or are inconsistent with the terms or conditions of a grant, subvention or agreement with a public agency or the instructions of an authorized representative of any such agency with respect to any such grant, subvention or agreement, provided that the contracting officer has made a good faith attempt to change the terms or conditions of any such grant, subvention or agreement to authorize application of this policy.

(d) Upon the request of a potential contractor or upon the Transportation Authority own initiative, after taking all reasonable measures to find an entity that complies with the law, the Transportation Authority may waive any or all of the requirements of this policy for any contract, property contract or bid package advertised and made available to the public, or any competitive or sealed bids received by the Transportation Authority as of the date of the enactment of this ordinance under the following circumstances:

(1) Where the Transportation Authority determines that there are no qualified responsive bidders or prospective contractors who could be certified by the Transportation Authority as being in compliance with the requirements of this policy and that the contract is for goods, a service or a project that is essential to the Transportation Authority; or

(2) Where the Transportation Authority determines that transactions entered into pursuant to bulk purchasing arrangements through federal, State or regional entities which actually reduce the Transportation Authority's purchasing costs would be in the best interests of the Transportation Authority; or

(3) Where the Transportation Authority determines that the requirements of this policy would result in the Transportation Authority's entering into a contract with an entity that was set up, or is being used, for the purpose of evading the intent of this policy, which is to prohibit the Transportation Authority from entering into contracts with entities that discriminate based on the criteria set forth in this policy;

(4) Nothing in this Section 4(d) shall limit the right of the Board to waive the provisions of this policy.

(e) This policy shall not apply to (i) the investment of trust moneys or agreements relating to the management of trust assets, (ii) Transportation Authority moneys invested in U.S. government securities or under pre-existing investment agreements, or (iii) the investment of Transportation Authority moneys where the Executive Director finds that:

(1) No person, entity or financial institution doing business in the City and County of San Francisco which is in compliance with this policy is capable of performing the desired transactions(s); or

(2) The Transportation Authority will incur a financial loss which in the opinion of the Executive Director would violate his or her fiduciary duties.



This subparagraph (e) shall be subject to the requirement that Transportation Authority moneys shall be withdrawn or divested at the earliest possible maturity date if deposited or invested with a person, entity or financial institution other than the U.S. government which does not comply with this policy.

(f) Sections 1(b) and 2(b) shall not apply to any contracts executed or amended prior to June 28, 2016, or to bid packages advertised and made available to the public, or any competitive or sealed bids received by the Transportation Authority, prior to June 28, 2016, unless and until such contracts or property contracts are amended after Transportation Authority, and would otherwise be subject to this policy.

SECTION 5. SEVERABILITY.

This policy shall be construed so as not to conflict with applicable federal or State laws, rules or regulations. Nothing in this policy shall authorize the Transportation Authority to impose any duties or obligations in conflict with limitations on municipal authority established by federal law at the time such agency action is taken.

In the event that a court or agency of competent jurisdiction holds that the State or federal law, rule or regulation invalidates any clause, sentence, paragraph or section of this policy or the application thereof to any person or circumstances, it is the intent of the Board that the court or agency sever such clause, sentence, paragraph or section so that the remainder of this policy shall remain in effect.



TITLE VI PROGRAM

I. INTRODUCTION

Created in 1989, the San Francisco County Transportation Authority (Transportation Authority) is responsible for long-range transportation planning for the City, and it analyzes, designs and funds improvements for San Francisco's roadway and public transportation networks. The Transportation Authority administers and oversees the delivery of the Prop K half-cent local transportation sales tax program. It also serves as the designated Congestion Management Agency for San Francisco under state law, and acts as the San Francisco Program Manager for grants from the Transportation Fund for Clean Air. In 2010, the Transportation Authority began serving as the administrator of Prop AA, a \$10 annual vehicle registration fee on motor vehicles registered in San Francisco, and allocates funds to street repair and reconstruction, pedestrian safety, and transit reliability and mobility improvement projects. The Transportation Authority was designated as the Treasure Island Mobility Management Agency in 2014, and thereby charged with planning for sustainable mobility on Treasure Island, including coordinating new ferry and regional bus service, on-island shuttles, and bike share and car share opportunities, projected to begin in 2019.

Title VI of the Civil Rights Act of 1964 (Title VI) prohibits discrimination by recipients of Federal financial assistance on the basis of race, color, and national origin, including the denial of meaningful access for limited English proficient (LEP) persons. In addition, Title VI and U.S. Department of Transportation (DOT) regulations prohibit recipients from intentionally discriminating against people on the basis of race, color, and national origin.

It is the policy of the Transportation Authority that the Transportation Authority shall not execute or amend any contract with any contractor that discriminates on the basis of race, color, or national origin. The Transportation Authority has several measures in place to ensure language accessibility to its programs and services for its limited-English proficient customers.

The Transportation Authority's Title VI Program (Program) describes general requirements that must be fulfilled under the Federal Title VI program as a subrecipient to the San Francisco Municipal Transportation Agency (SFMTA), who is a direct recipient of Federal Transit Administration (FTA) funds. Responsibility for implementation of the Title VI Program, and day-to-day responsibility and authority for structuring, implementing, and managing the Transportation Authority's policies, goals, and objectives, shall lie with the Executive Director. This Program will be reviewed and updated as required or deemed advisable at least once every three years.

II. TITLE VI NOTICE TO THE PUBLIC

As required, the Transportation Authority shall post multilingual Title VI notices informing the public of the Transportation Authority's compliance with Title VI, where to find further information and how to file a Title VI complaint form.

III. TITLE VI COMPLAINT PROCEDURES AND COMPLAINT FORM

As a recipient of federal dollars, the Transportation Authority is required to comply with Title IV and ensure that services are provided in a non-discriminatory manner. As part of this requirement,



the Transportation Authority is required to develop and post a Title VI complaint form and complaint procedures that instruct the public on how to file a Title VI discrimination complaint. Any person who believes that he or she has been discriminated against on the basis of race, color, or national origin by the Transportation Authority may file a Title VI complaint by completing and submitting the Transportation Authority Title VI Complaint form.

The Transportation Authority has the following Title VI Complaint Procedure in place, which outlines a process for local disposition of Title VI complaints.

The complaint procedures are outlined below:

1. **Submission of Complaint:** Any person (Complainant) who feels that he or she, individually, or as a member of any class of persons, on the basis of race, color or national origin status has been excluded from or denied the benefits of, or subjected to discrimination under any program or activity receiving federal financial assistance through the Transportation Authority may file a written complaint with the Deputy Director of Finance and Administration. Such Complaint must be filed within 180 calendar days after the date the person believes the discrimination occurred. The Transportation Authority's Title VI Complaint Form is provided in Appendix A, and is also available at the link below.
 - o [Transportation Authority's Title VI Complaint Form](#) (PDF)
2. **Referral to Review Officer:** Upon receipt of a Complaint, the Transportation Authority's Executive Director, shall appoint one or more staff review officers, as appropriate, to evaluate and investigate the Complaint, in consultation with the Transportation Authority's General Counsel. The staff review officer(s) shall complete the review and issue a written response to the Complainant no later than 60 calendar days after the date the Transportation Authority received the Complaint. If more time is required, the review officer(s) shall notify the Complainant of the estimated time-frame for completing the review. Upon completion of the review, the staff review officer(s) shall make a recommendation regarding the merit of the Complaint and whether remedial actions are available to provide redress. Additionally, the staff review officer(s) may recommend improvements to Transportation Authority's processes relative to Title VI and environmental justice, as appropriate. The staff review officer(s) shall forward their recommendations to the Deputy Director of Finance and Administration, for concurrence. If s/he concurs, s/he shall issue Transportation Authority's written response to the Complainant.
3. **Request for Reconsideration:** If the Complainant disagrees with the response, he or she may request reconsideration by submitting a request, in writing, to the Executive Director within 10 calendar days after receipt of the written response. The request for reconsideration shall be sufficiently detailed to explain why the Complainant feels the response was inadequate or incorrect, and/or the Deputy Director of Finance and Administration did not fully understand the basis of the Complaint. The Executive Director will notify the Complainant of his or her decision either to accept or reject the request for reconsideration within 10 calendar days. If the Executive Director accepts the reconsideration request, the matter shall be returned to the review officer(s) for reevaluation in accordance with Paragraph 2 above.
4. **Appeal:** If the request for reconsideration is denied, or if the Complainant disagrees with a response after the matter is reconsidered, the Complainant may submit a further written



appeal to the Transportation Authority Board no later than 10 calendar days after receipt of the Executive Director's written decision rejecting reconsideration or after receipt of a further response following a reconsideration. The Board will then set a hearing at the next available Board meeting at which time the Complainant and staff may make brief presentations prior to the Board's consideration of the matter.

5. **Submission of Complaint to the applicable federal funding agency:** The Complainant may also file a complaint directly with the FTA, Federal Highway Administration, or other applicable federal funding agency.
6. **Tracking Title VI Complaints:** The Transportation Authority will keep track of all Complaints filed concerning Title VI and related matters, including the disposition of such Complaints and any actions related to such Complaints. A report of all such Complaints (if any) will be made annually to the Board and to the SFMTA.

Title VI Complaint Forms and information on how to file a Title VI complaint are currently available in English, Spanish and Chinese on the Transportation Authority's website at <http://www.sfcta.org/doing-business-us/title-vi-complaint-procedure>. The Title VI Complaint Form will soon be also available in Russian, Tagalog, Vietnamese, Korean, Japanese, French and Thai. (Please see Appendix A for Transportation Authority's Title VI Complaint Forms)

Title VI Complaint Forms can be submitted as follows:

San Francisco County Transportation Authority
 Clerk of the Board
 1455 Market Street, 22nd Floor
 San Francisco, CA 94103
Fax: 415.522.4829
Email: clerk@sfcta.org

Complaints can also be submitted directly to the FTA at the following address:

Federal Transit Administration
 Office of Civil Rights
 1200 New Jersey Avenue SE
 Washington, D.C. 20590

Customers can contact San Francisco's Telephone Customer Service Center for more information and free language assistance:

Voice within San Francisco: 311
 Voice, outside San Francisco: 415.701.2311
 TTY: 415.701.2323

To obtain a disability-related modification or accommodation, including auxiliary aids or services, customers can contact the Transportation Authority at 415.522.4800 or via email at clerk@sfcta.org.

IV. SUMMARY OF TITLE VI INVESTIGATIONS, COMPLAINTS, AND LAWSUITS

To date, the Transportation Authority has not received any Title VI lawsuits or investigations. Pursuant to FTA guidance, the Transportation Authority shall maintain written complaints



received during the timeframe and include the date the complaint was received, a summary of the allegation(s), the status of the complaint and action taken.

V. PUBLIC PARTICIPATION PLAN

As part of its overall Title VI Program, the Transportation Authority is required to have an established public participation plan (or process) that explicitly describes the proactive strategies, procedures and desired outcomes of its public participation activities. As a subrecipient to the SFMTA, the Transportation Authority has reviewed the SFMTA's Public Participation Plan (PPP) and has agreed to adopt certain sections of the PPP (highlighted in Appendix B) as it relates to activities that the Transportation Authority performs to solicit public participation, including public outreach and involvement strategies. Since the Transportation Authority is not a transit operator, public participation activities related to fare and service changes are not applicable. Please see Appendix C for a summary of major public participation activities conducted in 2015.

VI. LANGUAGE ASSISTANCE PLAN

Pursuant to FTA guidance, the Transportation Authority must take reasonable steps to ensure meaningful access to benefits, services, information and other important portions of their programs and activities for individuals who are limited-English proficient (LEP). The Transportation Authority has reviewed SFMTA's Language Assistance Plan (LAP) and will rely on its survey results and analysis that identified LEP individuals who need language assistance. The goal of the LAP is to provide language assistance to persons with limited English proficiency in a competent and effective manner to help ensure that its services are safe, reliable, convenient and accessible to its LEP customers.

VII. MEMBERSHIP OF NON-ELECTED COMMITTEES AND COUNCILS

As part of its Title VI Program, the Transportation Authority must provide a table depicting the racial breakdown of the membership of any transit-related, non-elected planning boards, advisory councils or committees. The Transportation Authority has two non-elected citizen committee for which it selects the full membership – the Citizens Advisory Committee (CAC) and the Geary Corridor Bus Rapid Transit CAC (GCAC).

The CAC and GCAC each strive for ethnic diversity and geographic representation, but accept applications for all districts on a rolling basis. The CAC has traditionally had one member from each supervisorial district represented on the CAC, though this is not a requirement. The GCAC requires that 8 of the 13 seats be occupied by residents of certain neighborhoods, such as the Richmond, Japantown/Fillmore, and Tenderloin/Downtown areas, while the remaining 5 seats are considered at-large and can be occupied by all residents along the Geary Corridor.

CAC and GCAC applications are distributed and accepted on a continuous basis. Applications are solicited through the Transportation Authority's website, Commissioners' offices, and email notifications to community-based organizations, advocacy groups, business organizations, as well as at public meetings attended by Transportation Authority staff or hosted by the Transportation Authority. In addition, announcements for GCAC vacant positions are broadly targeted to the entire corridor. If members of the public are interested in participating in the CAC or GCAC, they are asked to submit an application and attend an upcoming Plans and Programs Committee meeting to speak to their interests and qualifications. The Plans and Programs Committee will then make recommendations for appointments to the full Transportation Authority Board, which



makes the final decision. Once an application is received, it will remain active for two years and will be considered for any openings, unless the applicant submits in writing a withdrawal of his/her candidacy.

CAC

The Transportation Authority has appointed a CAC consisting of eleven members representing a broad spectrum of transportation and community concerns. The CAC's mission is to assist the Transportation Authority by reflecting community values in the development of the mission and programs of the Transportation Authority; and communicating information about the Transportation Authority's mission and programs back to the community. The CAC accomplishes this by providing the Commissioners and staff of the Transportation Authority with input on nearly all matters that go before the Transportation Authority Board and its standing committees. This includes providing comments on transportation plans, programs and studies; the Prop K (half-cent sales tax) and Prop AA (\$10 vehicle registration fee) Strategic Plans; funding priorities; transportation-related legislation; and community transportation concerns. The CAC also assists in publicizing transportation projects and plans to neighborhoods, and solicits community input for feedback to the Transportation Authority.

Per the CAC's By-Laws, the CAC shall include representatives from various segments of the community, such as public policy organizations, labor, business, senior citizens, the disabled, environmentalists, and the neighborhoods, and reflect broad transportation interests. The committee members shall be residents of San Francisco and shall serve without compensation. Committee members are appointed by the Transportation Authority Board to serve two-year terms and can be reappointed upon term expiration.

GCAC

Geary Bus Rapid Transit (BRT) is one of the signature projects included in the Prop K Expenditure Plan. The Transportation Authority is currently leading environmental analysis for Geary Corridor BRT, in partnership with the SFMTA. The environmental analysis will identify the benefits and impacts of BRT alternatives, a preferred alternative, and strategies to mitigate any environmental impacts. Engineering work for this phase will entail preparation of designs for project alternatives as needed to clarify potential impacts and support identification of a preferred alternative, as well as development of design solutions for complex sections of the corridor. Because of the detailed nature and significance of the study, the Geary Corridor BRT Citizens Advisory Committee (GCAC) is distinct from the Transportation Authority CAC. The role of the GCAC is to advise Transportation Authority staff throughout the environmental analysis of the Geary BRT project by providing input representative of varying interests along the corridor, as well as broader, citywide interests related to the project. The GCAC currently meets approximately bi-monthly.

The GCAC consists of 13 members, representing corridor and at-large interests. Members are appointed by the Transportation Authority Board to serve two-year terms and can be reappointed upon term expiration.

The following table illustrates the current membership of the CAC and GCAC. Ethnicity information is optional to provide on the applications. Any responses are self-selected on applications.



Table 1: Membership of Committees, Broken Down by Race

| Committee | Asian | Caucasian | Hispanic | Not Provided | Total |
|-----------|----------------------------|----------------------------|---------------------------|----------------------------|------------|
| CAC | 1 out of 11 members or 9% | 4 out of 11 members or 36% | 1 out of 11 members or 9% | 5 out of 11 members or 46% | 11 members |
| GCAC | 4 out of 13 members or 31% | 3 out of 13 members or 23% | 0 out of 13 members or 0% | 6 out of 13 members or 46% | 13 members |

VIII. SUBRECIPIENT ASSISTANCE AND MONITORING

As the Transportation Authority is not a direct recipient of FTA funds, it is not required to perform subrecipient monitoring procedures.

IX. TITLE VI EQUITY ANALYSIS FOR FACILITY CONSTRUCTION

As the Transportation Authority has not constructed a facility, it is not required to perform a Title VI equity analysis for facility construction.

X. DOCUMENTATION OF TITLE VI PROGRAM APPROVAL BY TRANSPORTATION AUTHORITY BOARD OF COMMISSIONERS

The Transportation Authority submitted a draft Title VI Program to the SFMTA for review and comment in January 2016, prior to seeking approval from the Transportation Authority Board. The Title VI Program is anticipated to be approved by the Board by June 2016. A copy of the approved resolution will be forwarded to the SFMTA.

San Francisco County Transportation Authority

1455 Market Street, 22nd Floor
 San Francisco, California 94103
 415.522.4800 FAX 415.522.4829
 info@sfcta.org www.sfcta.org



San Francisco County Transportation Authority Title VI Complaint Form

Complaints must be filed within 180 days of the alleged act of discrimination

COMPLETE FORM, PRINT, SIGN, AND SUBMIT BY MAIL, FAX, OR EMAIL.

IF USING ADOBE ACROBAT, SAVE TO A NEW FILE NAME BEFORE BEGINNING.
 IF USING ADOBE ACROBAT READER, YOU CAN ONLY PRINT, NOT SAVE.

SECTION I

NAME: _____

STREET ADDRESS: _____

CITY/STATE/ZIP: _____

HOME PHONE: _____

WORK PHONE: _____

EMAIL ADDRESS: _____

Accessible format requirements? (CHECK ALL THAT APPLY)

Large print Audio tape TDD Other: _____

SECTION II

Are you filing this complaint on your own behalf? YES NO

If you answered YES to this question, go to Section III

If you answered NO to this question, please supply the name of the person for whom you are filing this complaint and your relationship to him/her:

Please explain why you are filing for this person:

Please confirm that you have obtained permission from the complaining person if you are filing on their behalf:

YES NO

SECTION III

(CHECK ALL THAT APPLY)

I believe the discrimination I experienced was based on: Race Color National Origin

Date of alleged discrimination (Month, Day, Year): _____

Please turn over the page and continue on the back.

San Francisco County Transportation Authority Title VI Complaint Form *(continued)*

Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as the names and contact information of any witnesses. Attach additional page(s) if necessary.

Have you filed a lawsuit regarding this complaint? If yes, please specify:

SECTION IV

Have you previously filed a Title VI complaint with this agency? YES NO

SECTION V

Have you filed a complaint with any other Federal, State, or Local agency, or with any Federal or State court?

YES NO

If yes, check all that apply: Federal Agency Federal Court
 State Agency State Court Local Agency

DATE(S) FILED: _____

Provide contact information for the additional agency or court:

NAME: _____

STREET ADDRESS: _____

CITY/STATE/ZIP: _____

WORK PHONE: _____

EMAIL ADDRESS: _____

SECTION VI

Please attach any additional written material or other information that you think is relevant to your complaint.

SIGN HERE: _____

DATE: _____

NOTE: The Transportation Authority cannot accept your complaint without a signature.

Submit the signed complaint form by mail, fax, or email to:

San Francisco County Transportation Authority
 Clerk of the Board
 1455 Market Street, 22nd Floor
 San Francisco, CA 94103
 FAX: 415.522.4829
 EMAIL: clerk@sfcta.org



SFMTA
Municipal Transportation Agency



PUBLIC PARTICIPATION PLAN

June 2013

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A. INTRODUCTION

The purpose of the San Francisco Municipal Transportation Agency's (SFMTA) Public Participation Plan ("Plan") is to provide a framework of options and strategies from which to guide a customized, systematic and strategic public involvement approach that seeks out and considers the viewpoints of the general public and other stakeholders in the course of conducting public outreach and involvement activities. Of particular importance are those methodologies that specifically address linguistic, institutional, cultural, economic, historical or other barriers that may be preventing minority, low-income and limited English proficient (LEP) populations from participating effectively in the SFMTA's decision-making process.

The Plan also reflects and reinforces the primary goal of the SFMTA's public involvement activities: to offer early and continuous opportunities for the public to learn about a particular project or initiative while meeting the particular needs of the groups being presented to, such as language, schedule or location accommodations, in order to maximize their involvement in the identification of social, economic and environmental impacts of proposed transportation decisions.

The concerns, issues, creative ideas and needs of community members that are gathered through the public involvement process will inform the outreach efforts throughout the course of the project or Agency activity and allow Agency staff and decision-makers to make better informed decisions.

As stated in Federal Transit Administration (FTA) Circular 4702.1A, the SFMTA has "wide latitude to determine how, when and how often specific public involvement measures should take place and what specific measures are most appropriate." (FTA C 4702.1A, Section IV-5) The SFMTA makes these determinations based on a variety of factors, including the composition of the population affected by its actions, the type of public involvement process planned for the particular project or initiative and the resources available to the agency.



In further response to the FTA guidance and the recommendation regarding implementing the Department of Transportation's LEP policy guidance as an effective practice to help overcome barriers to public participation, this Plan also integrates findings from primary research (focus groups, surveys and interviews) conducted during the 2012 update of the SFMTA's Language Assistance Plan (LAP), which focused on receiving feedback from minority, low-income and LEP populations through a series of focus groups.

B. AGENCY OVERVIEW

Established by voter proposition in 1999, the SFMTA, a department of the City and County of San Francisco, oversees the Municipal Railway (Muni), parking and traffic, bicycling, walking and taxis within the City and County of San Francisco. With five modes of transit, Muni has approximately 700,000 passenger boardings each day. Founded in 1912, Muni is one of the oldest transit systems in the world. It is the largest transit system in the Bay Area and seventh largest in the nation, serving more than 200 million customers a year. The Muni fleet is unique and includes: historic streetcars, biodiesel and electric hybrid buses and electric trolley coaches, light rail vehicles, paratransit cabs and vans, and the world-famous cable cars. Muni has 80 routes throughout the City and County San Francisco with stops within two blocks of 90 percent of all residences in the City. Muni provides service 24 hours a day, seven days a week.

Demographic Overview of San Francisco

The SFMTA service area comprises the City and County of San Francisco. According to the 2010 U.S. Census, San Francisco is diverse both with regards to ethnicity and income levels, as can be seen in the following table:

Race/Ethnicity

| Category | Percentage |
|--|-------------------|
| African American/Black | 6.1% |
| American Indian/Alaskan Native | 0.5% |
| Asian/Asian American | 33.3% |
| Native Hawaiian/Other Pacific Islander | 0.4% |
| Hispanic | 15.1% |
| White (not Hispanic) | 41.9% |
| Multiracial | 4.7% |

Income Per Household

| | |
|---|----------|
| Median Household Income (2006-2010) | \$71,304 |
| Per Capita Income (2006-2010) | \$45,478 |
| Persons Below Federal Poverty Level (2006-2010) | 11.9% |

Source: 2010 U.S. Census and 2006-2010 American Community Survey

Limited English Proficiency Populations: With regard to LEP populations, data is gathered from the 2008-2010 ACS Three-Year Estimate, as the 2010 Census data did not address language proficiency. ACS data shows a total population of 764,274 for San Francisco City and County. Of this population, an estimated 182,745 people, or 23.91% of San Francisco's population, speak English less than "very well". Of these persons: 95,079 (or 52.03% of the LEP population) speak Chinese; 39,609 (21.67%) speak Spanish; 10,844 (5.93%) speak Tagalog; 8,814 (4.82%) speak Russian; 6,893 (3.77%) speak Vietnamese; 3,969 (2.17%) speak Korean; 2,797 (1.53%) speak Japanese; 1,421 (0.78%) speak French; and 1,130 (0.62%) speak Thai. Maps included in the Factor One LAP analysis show concentrations of LEP groups by language within the City and County of San Francisco and will be utilized for targeted customer outreach in those languages.

C. PUBLIC OUTREACH AND INVOLVEMENT STRATEGIES

This Plan details numerous communication strategies and tactics that offer early and continuous opportunities for the public to be involved in the identification of social, economic and environmental impacts of proposed transportation decisions.

One of the first steps before commencing any public involvement effort is the identification of stakeholders. Stakeholders are those who are either directly or indirectly affected by a proposed plan, project or initiative or the resulting recommendations. Those who may be adversely affected, or who may be denied the benefits of a plan's recommendations, are of particular interest in this initial identification process. Stakeholders can include many different individuals, populations, groups or entities, including general citizens, SFMTA/Muni customers, minority and low-income persons, public agencies, and private organizations and businesses.

Once the stakeholders have been identified, project managers and other SFMTA staff can consult the available public involvement and outreach methods to customize a plan to maximize public outreach and involvement opportunities for a particular project or initiative.

The following table summarizes existing public involvement and outreach methods used by the SFMTA; detailed descriptions of each method used are included below. It's important to note that not every method listed will be used on every project or initiative; the project manager, along with the community outreach team, will establish a customized approach for each public involvement/ outreach process, choosing from the options discussed below, that will best meet the needs of the target audience and best accomplish the goals of the particular project or activity. Note that indications of additional steps needed are specific plan enhancements resulting from the LAP research process.

AVAILABLE PUBLIC INVOLVEMENT METHODS

| | Method | Description | Status |
|---|---|--|--|
| 1 | Community Meetings | Community briefings that allow interested stakeholders, customers and the general public to receive current information and provide feedback at key decision points. | In use. Additional relationships with CBOs will increase effectiveness. |
| 2 | Website Support | Contains information in Chinese, Spanish, Russian, French, Japanese, Korean, Tagalog, Thai and Vietnamese | In use. |
| 3 | Ethnic Media Relations | Press Releases and media events are employed to disseminate project and Agency activity information and accomplishments to local, national and trade media outlets. | In use. Media outreach is conducted to varying degrees in the following languages: English, Chinese, Spanish, and Russian. |
| 4 | Community Events | Information booths at community events, fairs and street festivals | In use. |
| 5 | Community Organizations | Coordination with individuals, institutions, community and faith-based organizations, and groups to reach out to members in affected minority, low-income and/or LEP communities | In use and efforts increasing. |
| 6 | Accessibility (locations, times) | Utilization of locations, facilities, and meeting times that are convenient and accessible to the targeted audiences, including minority and low-income communities | In use. Decisions made in coordination with CBOs. |
| 7 | Flexible Public Participation Opportunities | Utilization of different meeting sizes and formats, times of day and other accessibility factors, as well as the type and number of news media used to announce public participation opportunities, so that communications are tailored to the particular community or population | In use. Decisions made in coordination with CBOs. |
| 8 | Translation Assistance | Free in-person language assistance is available at SFMTA's multilingual Customer Service Center or via telephone through the City's multilingual 311 Customer Call Center, which has access to a language line with over 175 languages. Translation assistance at community meetings and workshops is available via bilingual SFMTA staff and through outside translators. | In use. |

| | Method | Description | Status |
|-----|---------------------------------------|--|--|
| 9 | Multilingual Materials | Development and publication of collateral material, including information sheets and newsletters, in multiple languages | In use. |
| 10 | Street Level Outreach | Street level outreach informs customers, residents and businesses of on-going outreach activities, and to engage the public at a personal level. | In use. |
| 11 | Social Media | Use of social media, such as project blogs, Facebook, Twitter, Flickr, and YouTube | In use and increasing. |
| 12 | Community Advisory Groups | A Community Advisory Group (CAG) is comprised of members representing various communities, backgrounds, professions and interests | Used when appropriate; examples include the Central Subway Project and the Transit Effectiveness Project |
| 13 | Public Noticing | A public information strategy publicizes various aspects of the project, including construction updates and service impacts. | In use now in English, Chinese, Spanish; depending on LEP concentration in particular area, the SFMTA may produce materials in additional languages. |
| c14 | Community-based Organization Outreach | Outreach to contractors and community-based organizations regarding the SFMTA's Small Business Enterprise (SBE) and employment training programs | In use. |
| 15 | Email Communications | Use of project-specific email addresses and blast e-mails to facilitate communication to, and feedback from, the public. | In use. |
| 16 | SFMTA Board of Directors Meetings | Board meetings, which are open to the public, are held on the first and third Tuesday of every month. | Language assistance available upon request. |
| 17 | Citizens Advisory Council Meetings | The SFMTA also includes a Citizens Advisory Council (CAC), which draws from a broad set of stakeholders and represents the diversity of San Francisco residents. | In use. |

| | Method | Description | Status |
|----|---|---|---------|
| 18 | Metropolitan Transit Commission/Public Participation Plan | For additional outreach and public participation opportunities with regard to long-term regional planning efforts, the SFMTA relies on its metropolitan planning organization, the Metropolitan Transportation Commission (MTC), and their efforts via their Public Participation Plan. | In use. |

Detailed descriptions of the methodologies summarized in the previous table are included below. As technology advances, and depending on particular situations, other methods may be incorporated. As mentioned above, very few Agency activities or initiatives will require utilization of all of the listed methods. The intention of the list is to provide a comprehensive menu of approaches that are at SFMTA staff's disposal. It is up to the project team and the SFMTA's Corporate Communications team to determine the appropriate mix on a case-by-case basis, once the stakeholders for a particular project or initiative have been identified.

1) Project Open Houses and Community Briefings:

Publicly noticed project open houses and community briefings allow interested stakeholders to receive the most current information in an interactive setting, direct from SFMTA staff. Project open houses and community briefings range from full presentations with full proposal review to small informational sessions. Comment cards, letters of support and written statements are compiled to document the reception and the reaction of the public. Attendees are further directed to other sources of information (e.g., SFMTA website, project website, project emails and phone numbers, social media, etc.) to continue interaction and dialogue. The SFMTA works with community partners to leverage already-scheduled meetings in low-income, minority and LEP communities in order to maximize outreach and participation. Using locations, facilities and meeting times that are convenient and accessible to these populations encourages attendance and further promotes public involvement. In addition, rather than asking the public to attend additional meetings to gather information, SFMTA staff seeks to integrate public participation efforts into existing community and neighborhood activities.

Meetings that are scheduled by SFMTA staff are accessible by Muni and scheduled at various times of the day and on weekends to accommodate working families, individuals, and seniors. For example, input from the LAP focus groups tended to indicate that meetings held during the day, whether during the week or on weekends, were ideal for seniors, who felt safer meeting at community centers during the daytime. SFMTA staff will continue working with community-based organizations and other community partners when scheduling these events in order to meet the needs of the particular communities and maximize participation.

2) **Website Support:**

Creation, branding and maintenance of an interactive project website is a critical public information tool. By visiting a project website, the general public learns about the purpose of the project, the communities it will serve, construction schedules, community engagement, project history and more. As circumstances allow, the project website may contain dedicated landing pages for each project element. A Google Translate widget could also be added to allow visitors to translate the site into any of the 53 languages Google Translate supports.

3) **Media Outlets:**

Press Releases and media events are used to disseminate project and Agency activity information and accomplishments to local, national and trade media outlets. A variety of available resources, including media contact lists and website and social media, are used to communicate with the general public. The media strategy incorporates written press releases, press conferences, interviews, roundtables, site tours, events, and, as appropriate, television and radio talk and call-in shows, online chats, editorial boards and op-ed pieces. Media outreach is ongoing. Press releases and media events are coordinated with SFMTA Corporate Communications, and the appropriate SFMTA staff. Multilingual print media, such as El Mensajero, Sing Tao and Kstati and local neighborhood newspapers are included in the media strategy. Based on LAP-related focus group feedback, multilingual broadcast media (radio, TV) and ethnic newspapers

were highly favored methods for outreach and providing notice and they should be utilized to the extent possible, as circumstances and resources allow.

4) Community Events:

SFMTA staff participate in community events throughout the city to establish a presence and publicize achievements and milestones. Outreach includes information booths and tables at festivals, job fairs, street parades and other community events. At these events, updated collateral material (fact sheets, meeting notices, project design renderings, etc.) and other pertinent project information is disseminated to the general public in multiple languages. Interested members of the public are further directed to online resources and the City's multilingual 311 call center.

5) Community Organizations:

SFMTA staff identifies and engages with individuals, institutions, community and faith-based organizations with low-income, minority and/or LEP constituents to ensure they understand the latest proposals and to listen and respond to their concerns. Appendix A contains a list of individuals, institutions, organizations and groups to be considered for outreach efforts depending on project, location, etc.; Appendix B lists the CBOs and other community organizations and leaders involved in the focus group and LAP revision effort and with whom relationships will be sustained and utilized in both future LAP and PPP initiatives.

6) Flexible Public Participation Opportunities:

SFMTA staff varies the size and format of meetings depending on the community's needs. A town hall meeting with the local member of the San Francisco Board of Supervisors, for example, will differ in size and format from a gathering of a neighborhood group in the impacted area.

7) **Translation Assistance:**

As appropriate, SFMTA will host community meetings with translation assistance provided by bilingual SFMTA staff, external translators or by community members. Comment cards are provided and follow-up is conducted by the SFMTA's Community Outreach staff post-meeting.

8) **Multilingual Materials:**

Multilingual collateral material is used to give the public useful information about current and upcoming activities. Collateral material can include fact sheets, FAQs, newsletters, media/press packets and flyers. Fact sheets are revised and updated as needed. FAQs are updated as feedback and questions from the general public are received either through email, written or social media correspondence. As appropriate, collateral material is translated and posted on the project website and www.sfmta.com disseminated at public events and distributed via postings inside transit vehicles, transit stations and shelters and on transit platforms and station kiosks. Information is also distributed via direct mail to affected customers, residents and business owners and via email blast to community outreach partners and interested individuals. Primary languages for translation are Spanish and Chinese; depending on the document, the scope of the project and the concentrations of relevant LEP populations, materials may also be translated into Russian, Vietnamese and other languages, as required.

9) **Presentations and Visual Aids:**

In an effort to overcome language barriers and enhance communication with the public, the SFMTA project staff will use various illustrative visual aids, such as design renderings and drawings, charts, graphs, photos, maps and the Internet, as appropriate and as circumstances allow. PowerPoint presentations are often used and can be translated as necessary, for example, with the Central Subway Project and its presentations in Chinatown, which were produced in Chinese and given in Cantonese.

10) Street Level Outreach:

Many SFMTA customers and San Francisco residents may have no interest or ability to participate in a meeting or review a website. Street level outreach attempts to capture the opinions and needs of these stakeholders. This includes knowledgeable staff and ambassadors engaging in conversations, recording comments via written notes or via mobile applications that allows transit users to comment while talking with an ambassador out in the field. For corridor-level outreach, project staff engages residents, businesses and customers that live and conduct business along the route to articulate the potential impact of a proposed project or initiative, build support and address in-person concerns or ideas. Local neighborhood and merchant group meetings are leveraged and, where appropriate, staff can go door-to-door. This outreach corresponds with ongoing public meetings and offers an additional opportunity to extend invitations for attendance.

11) Social Media:

By creating and maintaining an online and social media presence through project blogs, Facebook, Twitter and YouTube to engage stakeholders and encourage maximum participation in the outreach process, the SFMTA reaches out to and hears from those who are unable to attend, or do not regularly participate in, traditional public meetings and board hearings. For those who can participate in person, an online and social media presence allows two-way communication between meetings, strengthening the dialogue and reinforcing process transparency.

12) Community Advisory Groups (CAGs):

The mission of a CAG is to accomplish the following: (1) to discuss and study the planning, design and implementation of the project; (2) to examine the primary issues surrounding the project, such as construction approaches and operations; and (3) to develop a community consensus and benefits strategy for all levels of activity associated with the project. CAG meetings should be scheduled during times and in locations that maximize participation by CAG members as well as low-income, minority

and LEP populations. An example of a current project that utilizes a CAG is the Central Subway Project.

13) Public Noticing:

In addition to the collateral materials listed above, project staff may also distribute leaflets door-to-door and use other forms of public advertisement to notify the public of crucial project information (e.g., billboards, bus shelters, bus ads, AT&T Baseball Park ads, etc.).

14) CBO and Contractor Outreach:

Outreach to contractors and community-based organizations regarding the SFMTA's Small Business Enterprise (SBE) and employment training programs provides businesses with information about opportunities to bid and compete for upcoming contracts. These outreach events inform the contracting community of upcoming bid packages, assist small contractors in developing relationships with prime contractors and examine ways to increase diversity in workforce participation.

15) Email Communication:

Project-specific email addresses are created in order to facilitate communication and feedback from the public. Email blasts to Community Based Organizations (CBOs), stakeholders, advocacy groups, faith-based organizations, merchants' organizations, neighborhood groups and other interested individuals are also used.

16) SFMTA Board of Directors' (SFMTAB) Meetings:

Agendas are available 72 hours prior to the Board meetings and are posted at City Hall, the Main Library and on www.sfmta.com. Additional Board information is available at SFMTA headquarters in San Francisco and at the San Francisco 311 Customer Service Center, which provides language assistance through trained bilingual staff and a multilingual Language Line. Board meetings that involve fare and service changes are advertised on a broader scale: meeting times are communicated via multilingual notices posted in revenue vehicles, transit stations and faxed to distribution lists. Radio ads

and media placements in English, Spanish, Chinese newspapers and other ethnic media outlets are utilized as circumstances dictate and resources allow. All Board meetings have a public comment period and translators are available upon 72-hour request. The meetings are held in City Hall, which is easily accessible by transit. Regular SFMTA Board meetings and select other meetings are broadcast on cable via SFGTV and streamed on the Internet. Board Agendas and Meetings Minutes are available to the public at www.sfmta.com.

17) Citizens' Advisory Council Meetings:

The CAC meets monthly in a public setting and provides recommendations to the SFMTA Board of Directors on key policy issues facing the Agency. CAC meetings are posted at the library and on SFMTA website. Meetings are recorded and minutes are created and posted at www.sfmta.com.

18) Metropolitan Transportation Commission (MTC) / Public Participation Plan:

This plan details a comprehensive outreach program that includes outreach to minority and low-income communities throughout the region. Components of the plan include telephone surveys and focus groups comprising the demographic composition of the individual Bay Area communities, including San Francisco. MTC conducts limited outreach to San Francisco-based CBOs in minority/low-income areas and provides grants to CBOs throughout the region to help fund individual outreach efforts, recruitment efforts for meeting participation and help meet language assistance needs via translators and production of multilingual collateral. The SFMTA is part of a regional working group, led by MTC that is working on collaborating on public outreach and involvement strategies, piggybacking on translation contracts and production of shared multilingual materials.

D. FARE AND MAJOR SERVICE CHANGES

This section details the San Francisco Charter and local law requirements for soliciting and considering public input before changing any fare or implementing a major service change. The SFMTA is strongly committed to the right and need for participation by riders and other members of the public in the decision making process concerning fares and major service changes.

Fare Changes

SFMTA has a locally-developed process for soliciting and considering public comment prior to implementing any fare change. SFMTA's procedures exceed the requirements of the Federal Transit Administration (FTA), which requires that federally funded transit agencies only provide an opportunity for a public hearing to obtain the views of the public regarding a proposed fare change.¹ SFMTA's practice is to publish its intention to change fares in the City's official newspaper for five days and to hold a public hearing not less than 15 days after publication in compliance with both San Francisco Charter section 16.112 and the SFMTA Board of Directors' Rules of Order.

With respect to the City Charter, Section 16.112 requires published notice in the City's official newspaper prior to any public hearing to consider instituting or changing any fee, schedule of rates, charges or fares which affects the public. This section states:

“The publication of and full public access to public documents, except for those subject to confidentiality, shall be as required by law. Notice shall be published in a timely manner before any public hearing, and shall include a general description of said hearing. Notice shall be given, and public hearings held before: ... (c) Any fee, schedule of rates, charges or fares which affects the public is instituted or changed; should any such notice be approved, the result shall also be noticed; ...”

¹ 49 U.S.C. §5307

Although Charter section 16.112 does not specify how far in advance the City must publish notice of the public hearing, most City departments publish notice at least thirty-six hours prior to a public meeting.

In addition, the governing board of the SFMTA, the Municipal Transportation Agency Board (MTAB), has promulgated an additional requirement regarding how far in advance the SFMTA must publish notice for changes involving rates, charges, fares, fees and fines. SFMTA Board Rules of Order, Article 4, §10 provides:

“Before adopting or revising any schedule of rates, charges, fares, fees or fines, the Board shall publish in the official newspaper of the City and County for five days notice of its intention to do so and shall fix the time for a public hearing or hearings thereon, which shall be not less than fifteen days after the last publication of said notice, and at which any person may present his or her objection to or views on the proposed schedule of rates, fare or charges.”

In compliance with state and local law, the SFMTA posts its meeting agenda in a location accessible to the public, the San Francisco Public Library, and on the SFMTA’s website, www.sfmuni.com, at least seventy-two hours prior to an MTAB meeting. Minutes from the meeting are kept and are available to the public via the SFMTA’s website. Letters from the public are placed in a public review file accessible to members of the public, and provided to the members of the MTAB. With respect to public comment, members of the public have the right to speak at all meetings of the MTAB. Typically, the public is permitted to speak for up to three minutes on each item considered by the MTAB although the body has the discretion to limit public comment to less than three minutes if circumstances warrant. Language assistance, such as oral interpreters, is provided if 48 hours advance notice is given, pursuant to S. F. Administrative Code, Section 91.6. The MTAB may respond to comments made by the public and take other actions, such as amending the item or delaying a decision, as it deems appropriate.

Once the MTAB approves the proposed fare change, it is sent to the San Francisco Board of Supervisors pursuant to Section 8A.108 of the Charter. Section 8A.108(a) provides that: “Except as otherwise provided in this Section, any proposed change in fares or route abandonments shall be submitted to the Board of Supervisors as part of the Agency’s budget or as a budget amendment under 8A.106, and may be rejected at that time by a seven-elevenths vote of the Board on the budget or budget amendment. Any changes in fares or route abandonments proposed by the Agency specifically to implement a program of service changes identified in a system-wide strategic route and service evaluation such as the Transit Effectiveness Project may only be rejected by a single seven-elevenths’ vote of the Board of Supervisors on the budget or budget amendment.”

In compliance with state and local law, the public is provided an opportunity to comment on the proposed fare change at any scheduled committee meeting of the Board of Supervisors considering the fare change, and during general public comment before the full Board of Supervisors. Minutes of Board of Supervisors meetings are kept and available to members of the public via the Board of Supervisors’ website. Letters from the public sent to the Board of Supervisors concerning the proposed fare change are placed in a public review file, and made available to the Members of the Board of Supervisors.

Depending on whether circumstances warrant, the SFMTA may supplement the procedures described above with one or more of the public outreach and involvement strategies discussed in Section C of this document, some of which are listed below in the discussion of Major Service Changes. As is the SFMTA’s standard practice, the needs of our limited English proficient customers are taken into account in any public outreach efforts concerning proposed fare changes.

Major Service Changes

SFMTA also has a locally-developed process for soliciting and considering public comment prior to implementing a major service change. SFMTA defines “a major service change” as a change in transit service that would be in effect for more than a 12-month period, and that would consist of any of the following criteria:

- A schedule change (or series of changes) resulting in a system-wide change in annual revenue hours of five percent or more proposed at one time or over a rolling 24 month period;
- A schedule change on a route with 25 or more one-way trips per day resulting in:
 - Adding or eliminating a route;
 - A change in annual revenue hours on the route of 25 percent or more;
 - A change in the daily span of service on the route of three hours or more; or
 - A change in route-miles of 25 percent or more, where the route moves more than a quarter mile.

Corridors served by multiple routes will be evaluated based on combined revenue hours, daily span of service, and/or route-miles.

- The implementation of a New Start, Small Start, or other new fixed guideway capital project, regardless of whether the proposed changes to existing service meet any of the criteria for a service change described above.

Charter section 16.112 requires published notice in the City’s official newspaper prior to any public hearing in which the MTAB considers a significant change in the operating schedule or route of a street railway, bus line, trolley bus line or cable car line. Although Charter section 16.112 does not specify how far in advance the City must publish notice of the public hearing, the SFMTA’s practice is to publish its intention to consider any significant transit service change in the City’s official newspaper for five days and to hold a public hearing not less than 15 days after publication.



In situations where the SFMTA is proposing a “route abandonment” for a particular line or service corridor, the SFMTA must seek approval from both the MTAB, and the Board of Supervisors pursuant to Charter section 8A.108. Under the Charter, a “route abandonment” means the permanent termination of service along a particular line or service corridor where no reasonably comparable substitute service is offered.

If the SFMTA proposes a route abandonment at any time other than as part of its budget process, the agency must first submit the proposal to the Board of Supervisors. The Board of Supervisors may, after a noticed public hearing, reject the proposed route abandonment by a seven-elevenths vote taken within 30 days after the proposal is submitted by the SFMTA.

If the proposed route abandonment is submitted as part of the SFMTA’s budget, it must be rejected by a seven-elevenths vote of the Board on the budget or budget amendment.

As with the public process for fare changes, SFMTA’s procedures exceed the requirements of the FTA. Language assistance, such as oral interpreters, is provided if 48 hours advance notice is given. Once published notice has been provided and a meeting agenda posted as described above, the major service change can be considered by the MTAB at a regular or special meeting. Minutes from the meeting are kept, and are available to the public via SFMTA’s website. Letters from the public are placed in a public review file accessible to members of the public, and provided to members of the MTAB. With respect to public comment, members of the public have the right to speak at all meetings of the MTAB. Typically, the public is permitted to speak for up to three minutes on each item considered although the body has the discretion to limit public comment to less than three minutes if circumstances warrant. The MTAB may respond to comments made by the public and take other actions, such as amending the item or delaying a decision, as it deems appropriate.

In circumstances involving a route abandonment, the public is provided an opportunity to comment on the proposed service change at any scheduled committee meeting of the Board of Supervisors considering the service change, and during general public comment before the full Board of Supervisors. Minutes of Board of Supervisors meetings are kept and available to members of the public via the Board of Supervisors' website. Letters from the public sent to the Board of Supervisors concerning the proposed service change are placed in a public review file, and made available to the Members of the Board of Supervisors.

Once SFMTA has proposed a major service change or fare change, the SFMTA may provide additional notification to any affected neighborhood(s) and riders regarding the proposed changes and the time and location of any public meeting where public comment will be solicited. SFMTA will also provide information about proposed fare or major service changes on its website. The SFMTA provides such notification in one or more of the following ways, depending on the circumstances:

- Posting meeting notices on transit vehicles used by affected riders;
- Posting meeting notices at transit stops and/or on utility poles;
- Mailing or e-mailing a form letter and/or meeting announcements to neighborhood organizations and to residents and businesses on affected streets and/or mass-distributed to addresses in affected areas;
- Publishing meeting notices in neighborhood papers or multilingual or alternative language newspapers;
- Sending meeting notices to identifiable affected groups (for example, Caltrain riders if Caltrain feeder routes are affected);
- Circulating an attendance sheet at the meeting to create a contact list;
- Sending letters to names on contact lists including revised versions of the original proposal, and information regarding upcoming MTA Board meeting;
- Using public service announcements for radio and TV (for issues of citywide impact, when circumstances dictate and resources allow);
- Issuing a press release (for issues with citywide impact).

D. COMMUNITY OUTREACH AND COMMENT

To ensure that the outreach tools indicated in SFMTA's Public Participation Plan (PPP) hit the mark, community input was sought through presentations and surveys at five meetings with community-based organizations. Five separate neighborhoods were chosen throughout the City and County of San Francisco in order to represent a cross-section of the City's diverse communities:

1. Bayview Hunters Point
2. Fillmore/Western Edition
3. Mission
4. Chinatown
5. Sunset District

Within these neighborhoods a total of 40 community organizations were identified, including those that had participated in SFMTA's Language Assistance Plan community-based organization (CBO) focus group effort. Out of the 40, five were selected for community meetings based on the diversity of the neighborhoods they represent. The meetings included a presentation, a question and answer session and a survey to be completed on-site by meeting attendees concerning their preferences for receiving agency information and keeping in touch with the SFMTA.

In order to keep the conversation focused during the presentation, the stakeholders were told that the purpose of the presentation was to seek their input not on Muni

services specifically but on how best to communicate with them and how they prefer to offer their input back to the SFMTA.



Presentations included a description of the PPP,

including an overview of the current communication tools used by SFMTA to reach its stakeholders. Copies of the plan were made available and stakeholders were also told they could obtain copies by calling the 311 information line, which was stressed as a good way to register questions and receive information in both English and multiple other languages. Presenters stressed the variety of outreach methods available to the public. Staff worked with the leadership of the CBOs to determine in advance any language needs of the participants and translation services were provided for Chinese and Spanish-language participants. The survey was translated into Spanish and Chinese. Presentations were made to the following five groups in October and November 2012:

| | Neighborhood | Organization | # of Surveys |
|----------------------|---------------------|--|---------------------|
| 1 | Chinatown | Chinatown Community Development Center | 19 |
| 2 | Western Addition | Ida B. Wells Senior Center | 59 |
| 3 | Bayview | True Hope Baptists Church | 14 |
| 4 | Mission District | Mission Neighborhood Center | 23 |
| 5 | Sunset District | Sunset Neighborhood Beacon Center | 35 |
| 6 | CBO Leadership | 12 community-based organizations | 12 |
| Total Surveys | | | 162 |

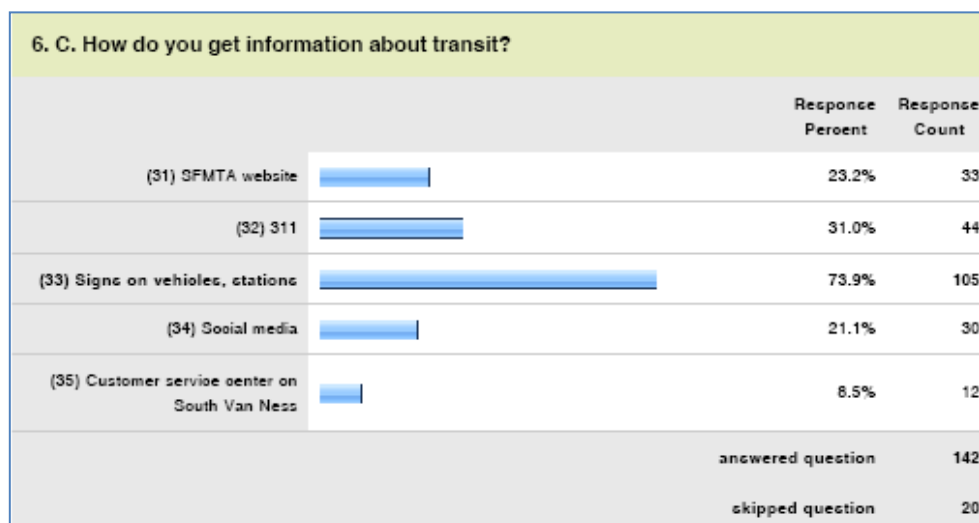
An SFMTA community outreach professional was on hand at all meetings to answer specific questions about Muni services, and those questions were also logged and included in the survey report. All audiences were attentive and responsive and expressed appreciation for the presentations.

Survey Highlights

How do you get information about transit?

Overwhelmingly, respondents (73.9%), get information from signs on vehicle and in stations, with this option also ranking as one of the top three preferred methods by

which to get transit-related information. The City's 311 information line serves more than 30% of respondents, with the customer service line also placing in the top three preferences in terms of sources of information for nearly 44% of respondents. About 23% obtain information from the SFMTA website and nearly 48% place that source in their top three.



Survey Comment Card Response (Accessible Diagram)

6.C. How do you get information about transit?

| Source | Number of Responses Received | Response Percentage | Response Count |
|---|------------------------------|---------------------|----------------|
| SFMTA website | 31 | 23.2% | 33 |
| 311 | 32 | 31.0% | 44 |
| Signs on vehicles, stations | 33 | 73.9% | 105 |
| Social media | 34 | 21.1% | 30 |
| Customer service center on South Van Ness | 35 | 5.5% | 12 |

| | |
|------------------------------------|------------|
| Total of answered questions | 142 |
| Total of skipped questions | 20 |

These same sources were cited by respondents in relatively similar percentages when respondents were asked to select *three options that you think are the best ways to reach community members*.

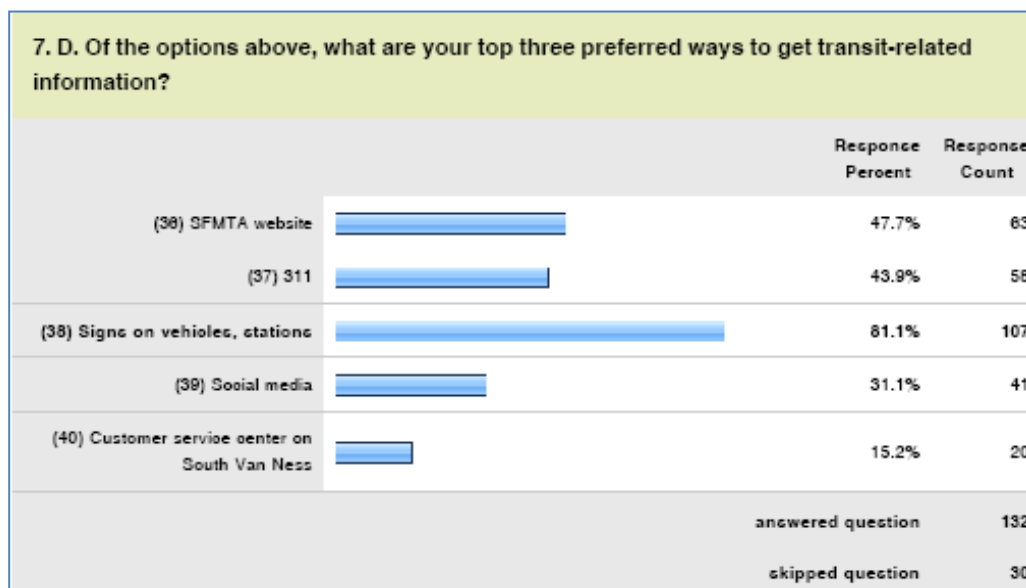
These findings underscore the importance of these information sources and reaffirm the SFMTA's focus on these methods in terms of ongoing community outreach while keeping an eye on the organization's flexible list of outreach tools. All of these notification methods are included in the PPP.

Preferences for receiving information and sharing comments

When respondents are in direct contact with SFMTA staff (at community meetings, for example), they favor information via handouts (62.4%) and prefer recording their questions and comments in writing on comment cards. The CBOs also tend to be willing to display SFMTA service bulletins or fliers in their offices and are on SFMTA email blasts and contact lists. The topics of most importance reported in the meetings and surveys were, in top three order, *fare and service changes, safety and transit services in general*.

How do you get information about SFMTA meetings?

Results are very diverse, with literally all forms of notification receiving answers. Importantly, nearly half of respondents indicated *information cards* on Muni vehicles. *Radio, TV, Ethnic media* and information via *community-based organizations* were also recognized as significant information sources.



Survey Comment Card Response (Accessible Diagram)

7.D. Of the options above, what are your top three preferred ways to get transit-related information?

| Source | Number of Responses Received | Response Percentage | Response Count |
|---|------------------------------|---------------------|----------------|
| SFMTA website | 36 | 47.7% | 63 |
| 311 | 37 | 43.9% | 58 |
| Signs on vehicles, stations | 38 | 81.1% | 107 |
| Social media | 39 | 31.1% | 41 |
| Customer service center on South Van Ness | 40 | 15.2% | 20 |
| Total of answered questions | | | 132 |
| Total of skipped questions | | | 30 |

Attending Public Meetings

While most respondents (71%) have never attended a public meeting on transit-related issues, when asked what factors would enable them to come, two topped the list: location (71.4%) and time of day (53.6%). A variety of other factors were considered and recorded. While time of day is seen as important, respondents were fairly equally divided about the best time of day, although weekdays were favored over weekends. Another factor that registered to many was the availability of language assistance.



A Variety of Comments

When offered an opportunity to comment on topics of interest, those comments dealt universally with Muni services (complaints and observations), rather than communication topics. This variety of comments is included in the survey response document in the appendix.

Community-based Organization Leadership Surveys

Because SFMTA's relationship with community-based organizations is a vital link to its stakeholders, the feedback from those leaders, who were instrumental in setting up meetings and focus groups throughout the project, is equally important. Twelve CBO leaders were surveyed for their feedback on the Public Participation Plan, including the five leaders who facilitated presentations to their groups:

| Name | Title | Organization |
|------------------|--------------------|--|
| LaShon A. Walker | Vice President | Bayview Merchants Association |
| Cathy Davis | Executive Director | Bayview Hunters Point Multipurpose Senior Services |

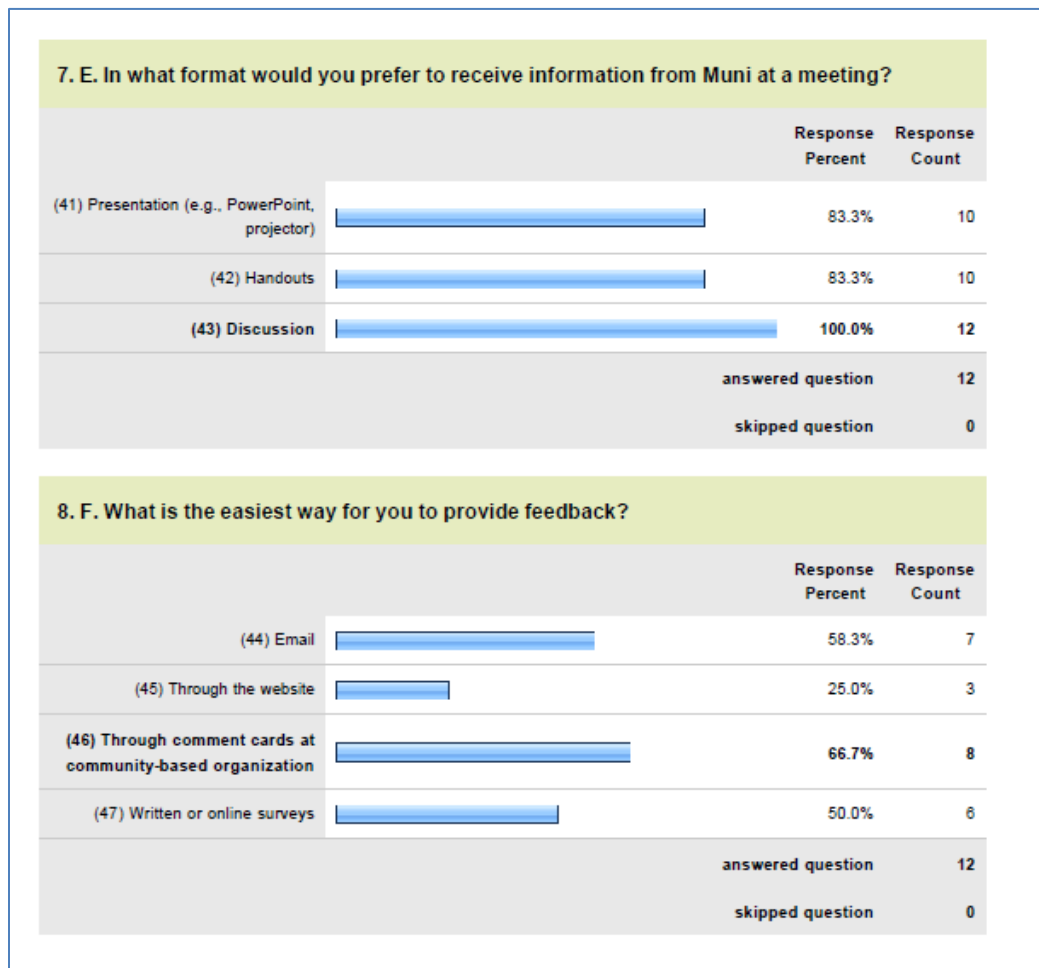
| | | |
|--------------------|--|--|
| Neal Hatten | Associate Executive Director | Bayview Hunters Point YMCA |
| Cathie Lam | Senior Community Organizer | Chinatown Community Development Center |
| Michael Hamman | President | India Basin Neighborhood Association |
| Martha Ehrenfeld | Board Member | Inner Sunset Park Neighbors |
| Mariana Romero | Family and Community Partnerships Manager | Mission Neighborhood Center |
| Sarah Huck | Neighborhood and Family Services Program Manager | Richmond Village Beacon |
| Patrick Montgomery | Evening Program Coordinator | Sunset Neighborhood Beacon Center |
| Reverend Allen | Reverend | Third Baptist Church |
| Tachina Alexander | Community Liaison | True Hope COGIC |
| Mike Stancil | Senior Director | YMCA, Richmond District |

The leaders know their stakeholders well and represent them fully when it comes to SFMTA services and information. In terms of their preference for methods of contact, the leaders favored emails from SFMTA staff. They also stated that they gather SFMTA information through community meetings and information placed on Muni vehicles. They, like their stakeholders, cite public notices – including through their CBOs – as a good method of getting information distributed.

In addition to these standard methods, CBO leaders are far more likely (45.5% vs. 23.2% for their stakeholders) to go to the SFMTA website for information. Even more telling, about 78% of CBO leaders rank the website, along with signage at stations and vehicles, as a “top three” preferred method of receiving updates. This supports SFMTA efforts to reach through CBO leaders to their stakeholders by distributing emails to leaders and encouraging website visitation as a means of keeping abreast of information they can share with their own communities. The fact that nearly half of survey respondents see the website as a good source is encouraging.

Also reflecting the expected preferences of leaders, 100% of these 12 individuals indicated that they would rather receive information from SFMTA via discussion than through presentations or handouts. They support email, surveys and comment cards as good ways to provide their input to SFTMA.

Finally, these CBO leaders are far more likely to attend meetings on transit related issues, given the fact that more than 83% of them have done so in the past. To them, location is far and away the most important factor for attendance.



Survey Comment Card Response (Accessible Diagram)

7.E. In what format would you prefer to receive information from Muni at a meeting?

| Source | Number of Responses Received | Response Percentage | Response Count |
|--|------------------------------|---------------------|----------------|
| Presentation (e.g., PowerPoint, projector) | 41 | 83.3% | 10 |
| Handouts | 42 | 83.3% | 10 |
| Discussion | 43 | 100.0% | 12 |
| Total of answered questions | | | 12 |
| Total of skipped questions | | | 0 |

8.F. What is the easiest way for you to provide feedback?

| Source | Number of Responses Received | Response Percentage | Response Count |
|---|------------------------------|---------------------|----------------|
| Email | 44 | 58.3% | 7 |
| Through the website | 45 | 25.0% | 3 |
| Through comment cards at community-based organization | 46 | 66.7% | 8 |
| Written or online surveys | 47 | 50.0% | 6 |
| Total of answered questions | | | 12 |
| Total of skipped questions | | | 0 |

Comparisons Between Respondents in the Five Meetings

Survey tabulations include a breakout of results from the five different neighborhood meetings. In general, it is considered more useful to use the combined totals because the varying numbers of respondents from meeting-to-meeting make those results less projectable over the entire population, as is always the case with relatively limited distribution. Averaging results from among 150 respondents is seen as more conclusive and useful in determining public outreach preferences.

Comparisons with LEP Focus Groups and PPP Surveys

Comparing several critical areas of community outreach reveals similar thinking between respondents from the PPP Public Meetings, CBO leadership and those from the LEP focus groups.

| Responses from: | PPP Public Meetings | LEP Focus Group | CBO Leadership |
|---|----------------------------|------------------------|-----------------------|
| Where do you get your Muni information? | | | |
| Signs in stations | X | X | X |
| Radio/TV/Ethnic Media | X | | |
| Information in vehicles | X | X | X |
| 311 Information Line | | X | |
| Importance of/Preference for Information Source | | | |
| Signage | X | X | X |
| Brochures | X | | |
| 311 | X | X | X |
| Website | X | X | X |
| Information/services most important to respondents | | | |
| Fare and service changes (schedules) | X | X | X |
| Safety | X | X | X |
| Transit services in general | | X | X |
| Information at bus shelters | X | | |

This finding informs SFMTA that its efforts in these particular delivery methods and key information are relatively universal over the organization's entire stakeholder population.

Conclusion

Input from the public meetings and the accompanying surveys confirms that the SFMTA Public Participation Plan outreach tools provide ample opportunities for public input and are inclusive of the preferences of the community. There are varied community opinions on important questions such as the best way to reach individuals in various communities and



what is most useful in attracting individuals to transit information meetings. Because attendance at traditional transit meetings (e.g., board meetings) are of minimal importance to these groups (and, research would likely show, to SFMTA's other stakeholders as well), consultation with community-based organizations when the need arises to communicate with their particular stakeholders can ensure the best outreach approach.

In correlating these results from findings in the Language Assistance Plan, it is clear that regardless of language, customers find information about fares and service changes (schedules) – the survey language used above -- most important, as reflected in the routes-schedules-fares priorities below, from the LAP. Similarly, findings in both the LAP and the PPP indicate that on-site information is relied on the most regardless of language, indicating a priority for providing signage and on-board information in more than one language.

The importance indicated in the research in both plans also supports SFMTA's investment in the 311 system and its website. While respondents reported less use of these two media, when both were discussed, respondents saw the value in them, leading to the conclusion that more promotion to the website and 311 may lead to greater acceptance and use.

The results of both studies provide guidelines for what works best not only for language-proficiency outreach but also for connecting with low-income and underserved populations. With the variety of outreach tools available to SFMTA, it is possible to select them on a case-by-case basis, depending on the stakeholder audience, when planning an outreach effort.

E. REVIEW AND MONITORING OF THE PUBLIC PARTICIPATION PLAN

The Public Participation Plan will be reviewed, at a minimum, every three years for its effectiveness and relevance based on changing demographics, new technologies, updated guidance and the requirements and needs of particular projects, among other factors. The Plan will also be considered a “living document” that requires the SFMTA to continue its commitment to involve minority and low-income communities by sharing this Plan with those populations, asking for feedback and new ideas and staying connected with stakeholders who represent those populations as an ongoing activity.

APPENDIX 1: COMMUNITY OUTREACH DATABASE

18th Street Merchants Association
 28th Ave. Neighbors
 40th Ave. Neighbors
 45th Ave. Neighbors
 7th Ave. Presbyterian Church
 Advisory Council to the Commission on Aging and Adult Services
 Asian Family Support Center
 Asian Inc.
 Asian Neighborhood Design
 Asian Pacific American Community Center
 Asian Pacific Chamber of Commerce
 Bartol Alley Neighborhood Group
 Bayview Hill Neighborhood Association
 Bayview Merchants Association
 Bayview PAC Transportation and Land Use Committee
 Bayview YMCA
 Bayview Hunters Point Multipurpose Senior Center
 Bayview Hunters Point PAC
 Bernal Heights Neighborhood Center
 Buena Vista Neighborhood Association
 Castro/Eureka Valley Neighborhood Association
 Catholic Charities/OMI Senior Center
 Cayuga Improvement Association
 Charity Cultural Service Center
 Chinatown Beacon Center
 Chinatown Community Development Center
 Chinatown Merchants Association
 Chinatown Public Health Center
 Chinatown TRIP
 Chinatown Youth Center
 Chinatown/North Beach Childcare Center
 Chinese Chamber of Commerce
 Chinese Education Center
 Chinese for Affirmative Action
 Chinese Hospital
 Chinese Newcomers Service Center
 ClementinaSF
 Coalition for San Francisco Neighborhoods
 Coalition for Transit Justice
 Coit Depression Preservationists
 Cole Valley Improvement Association
 College Hill Neighborhood Association
 Community Design Center
 Community Learning Center
 Community Youth Center
 Corbett Heights Neighbors
 Country Acres Country Club
 Cow Hollow Association
 Crestlake Property Owners Association
 Diamond Heights Community Meeting
 Dogpatch Neighborhood Association
 Dolores Heights Improvement Club
 Donaldina Cameron House
 Downtown Association of San Francisco
 East Mission Improvement Association
 Edgewood Neighborhood Association
 Edgewood Park Center
 Ella Hill Hutch
 Excelsior District Improvement Association
 Fisherman's Wharf Community Benefit District
 Fisherman's Wharf Merchants Association
 Fook Chong Hong Friendly Society
 Francis Scott Key School
 Friends of Noe Valley
 Glen Park Association Town Hall
 Golden Gate Breakfast Club
 Golden Gate National Recreation Area
 Golden Gate Valley Neighborhood Association
 Goodwill Industry One Stop
 Grace Evangelical Free Church
 Grace Local Organizing Committee of the San Francisco Organizing Project (San FranciscoOP)
 Green Street Neighbors
 Growth & Learning Opportunities
 Haight Ashbury Improvement Association
 Haight Ashbury Neighborhood Council
 Hayes Valley Neighborhood Association
 Hip Sen Benevolent Association
 Holy Name Church and School
 Hoy Ping Benevolent Association
 Inner Sunset Merchants Association
 Inner Sunset Neighborhood Association
 Irving Street Merchants
 Japanese Chamber of Commerce
 Japantown Taskforce
 Judah Street/Ocean Beach Merchants and Professional Association
 Ka Yin Benevolent Association
 Kinship Support Network
 La Playa Park
 La Playa/SAFE
 Laurel Village Merchants Association
 L'Chaim Senior Center
 LGBT Community Center
 Liberty Hill Neighborhood Association
 Lincoln Park Homeowners Association Incorporated (LPHA)
 Lincoln Park Presbyterian Church Senior Center
 Lombard Hill Improvement Association
 Lower 24th Street Merchant and Neighborhood Association
 Lower Polk Neighborhood Association
 Lyon-Martin Women's Health Services
 Maiden Lane Association
 Marina Civic Improvement & Property Owners

Marina Cove Tenants Association
 Marina Merchants Association
 Marina Neighborhood Association
 Market Street Railway
 Mayor's Office of Neighborhood Services
 Mayor's Office on Disability
 Mayor's Disability Council
 Mid Polk Neighborhood Association
 Mid-Sunset Neighborhood Association
 Mission Bay CAC
 Mission Dolores Neighborhood Association
 Mission Hiring Hall
 Mission Merchants Association
 Mission Small Business Association
 Moscone Temple
 Mount Olympus Neighbors Association
 Neighbors of Ardenwood
 New Mission Terrace Improvement Association
 Ninth Avenue Neighbors
 Nob Hill Association
 Nob Hill Neighbors
 Noriega-Lawton Street Merchants Association
 North Beach Chamber of Commerce
 North Beach Neighbors
 North East Medical Services (NEMS)
 North of Panhandle Neighborhood Association (NOPA)
 North Point Neighborhood Association
 Ocean Beach Neighbors
 OMI Neighbors In Action
 On Lok Senior Health Services
 Outer Mission Merchants and Residents Association
 Pacific Avenue Neighborhood Association (PANA)
 Pedestrian Safety Advisory Committee
 Ping Yuen Residents Improvement Association
 Planning Association for the Richmond (PAR)
 Polk Street Merchants Association
 Portola Neighborhood Steering Committee
 Positive Resource Center
 Potrero Hill Boosters
 POWER
 Presidio Trust
 Presidio YMCA
 Renew SF
 Rescue Muni
 Richmond Democratic Club
 Richmond District Advisory Council
 Richmond District Afterschool Collaborative
 Richmond District Neighborhood Center
 Richmond District YMCA
 Richmond Neighborhood Center
 Richmond Village Beacon Center
 Russian Hill Neighbors
 Safety Network
 Sam Yup Benevolent Association
 San Francisco African American Chamber of Commerce
 San Francisco Beautiful
 San Francisco Bicycle Coalition
 San Francisco Conservation Corps
 San Francisco Food Bank
 San Francisco Hispanic Chamber of Commerce
 San Francisco Neighborhood Network
 San Francisco Neighbors Association (San FranciscoNA)
 San Francisco Organizing Project (SFOP)
 San Francisco Surf Riders Foundation
 San Francisco Tenants Union
 San Jose/Guerrero Coalition
 SanchezProsper Community Association
 Senior Action Network
 San Francisco Chamber of Commerce
 San Francisco League of Conservation Voters
 San Francisco Transit Riders Union
 San Francisco Young Democrats
 SFCTA Citizens Advisory Committee
 Sierra Club
 Small Business Commission
 South of Market Employment Center
 South Sunset Senior Center
 Southeast Community Facility
 Southwestern Neighborhood Improvement Group
 SPUR
 St. Anne of Sunset
 St. Cecilia's Sewing and Art Club/Collins Center
 St. Francis Lutheran Church Senior Center
 Stonestown YMCA
 Sunnysdale Boys and Girls Club
 Sunnysdale Residents' Association
 Sunnyside Neighborhood Association
 Sunset District Neighborhood Coalition
 Sunset Heights Association of Responsible People (SHARP)
 Sunset Neighborhood Beacon Center
 Sunset Recreation Center
 Sunset Senior Center
 Sunset Youth Services
 Sunset-Parkside Education and Action Committee (SPEAK)
 Telegraph Hill Dwellers
 Tenderloin Housing Clinic
 Third Baptist Church
 Tzu Chi Foundation
 Union Square Merchants Association
 Upper Noe Neighbors
 Valencia Corridor Merchants Association
 Vicente Square Park Neighborhood Association
 Visitacion Valley Beacon Center
 Visitacion Valley Boys and Girls Club
 Visitacion Valley Community Center

Visitacion Valley Community Development Corporation
Visitacion Valley Merchants Association
Visitacion Valley Planning Alliance
Visitacion Valley Task Force
Walk SF
West Portal Avenue Association
West Sunset Playground
Western Addition Beacon Center

Western Addition CAC
Western SoMa Citizens Task Force
Westside Neighbors to End Homelessness
Westwood Highlands Association
Young Community Developers
Young Ladies Institute
Youth Commission

APPENDIX 2: CBO LEP FOCUS GROUPS/LEADERSHIP SURVEYS

| Agency | Address |
|---|---|
| Leadership Interview – Focus Group CBOs | |
| Cameron House (Chinese) | 920 Sacramento St (Yulanda Kwong) |
| Chinatown Community Development Center (CCDC) (Chinese) | Bayside Elderly Housing 777 Broadway (Cathie Lam, Director) |
| Russian-American Community Services (Russian) | 300 Anza St. (Olga Medvedko, Director) |
| Asian Pacific American Community Center (Chinese) | 2442 Bayshore Blvd (Selina Lee, Executive Director) |
| Vietnamese Community Center | 766 Geary (Thuy Doan) |
| Mission Neighborhood Center (Spanish – 2 sessions) | 362 Capp Street (Maria Bermudez, Director) |
| Veterans Equity Center (Filipino) | 1010 Mission Street (Luisa M. Antonio Executive Director) |
| Jewish Family and Children’s Services (Russian) | 2150 Post Street (Masha Gutkin) |
| Leadership Interviews – Additional CBOs | |
| Korean Community Center | 765 Buchanan St. (Mi Kim) |
| San Francisco Institute of English | 3301 Balboa St. (Anna Toth Mulway) |
| Bayview Multi-Purpose Senior Center | 1250 La Salle Ave. (Kathy Davis) |
| South of Market Health Center | 229 7 th St. (Charles Range, Director) |
| Southeast Asian Community Center | 875 O’Farrell St. (Philip Nguyen) |
| Renaissance Entrepreneurship Center | 275 5th St. |
| Hunters Point Family | 1800 Oakdale Ave. (Lena Miller) |
| Neighborhood Jobs Initiative | 1323 Evans (Angelo King) |
| Chinese for Affirmative Action | 17 Walter U. Lum Place (Jenny Lam, Director) |



APPENDIX C: SUMMARY OF MAJOR PUBLIC PARTICIPATION ACTIVITIES

The Transportation Authority employs various methods to encourage public participation and to inform and include low-income, minority and LEP communities in major transportation decisions. Below are examples of some of the major public outreach and public involvement activities that have occurred in 2015.

Potrero Hill Neighborhood Transportation Plan (NTP): The Transportation Authority is leading this community-based transportation plan funded by grants from the Metropolitan Transportation Commission (MTC) and the California Department of Transportation (Caltrans) intended to fund planning efforts in Communities of Concern. In March 2015, the project team conducted a final round of outreach, gathering input on potential designs for pedestrian safety improvements at five intersections throughout the Potrero Terrace and Annex housing sites. The final report was approved by the Board in June 2015. In addition, funding for the two sets of pedestrian improvement projects (those mentioned above as well as a lighting project along the back of the Potrero Hill Recreation Center) has been fully identified. The San Francisco Planning Department – through the SFMTA – will deliver the intersection parklet/stoplet treatments, and the San Francisco Recreation and Parks Department will implement the lighting project. For more information, please visit www.sfcta.org/potrero.

Geneva-Harney Bus Rapid Transit Feasibility Study: The Geneva-Harney BRT team has been tabling at farmers markets, presenting at neighborhood association meetings, and holding community workshops in San Francisco and San Mateo Counties to share planning updates and recommendations. This outreach round responded to feedback heard in previous rounds and included direct mail, multi-lingual gatherings, and on-foot outreach to corridor businesses, as well as some new outreach tools, including event postings on NextDoor. Along with study partners at the SFMTA and Daly City Department of Public Works, the Geneva BRT team finalized the study report and obtained Board approval in July 2015. More information is available on the project's website at <http://www.sfcta.org/geneva-harney-bus-rapid-transit-feasibility-study>.

Plan Bay Area 2040: In May 2015, the MTC and the Association of Bay Area Governments hosted an open house in San Francisco as part of an initial round of outreach to kick off the update of Plan Bay Area, the regional transportation plan/sustainable communities' strategy. Staff used this opportunity to share with the public the relationship between the San Francisco Transportation Plan and Plan Bay Area, and discussed the process for updating San Francisco's Plan Bay Area 2040 project list. During 2015, staff worked closely with partner agencies to update existing projects and select new ones to include in the plan, and members of the public submitted project ideas through the web form at www.sfcta.org/rtp or by phone. Plan Bay Area 2040 was presented at the June 2015 Plans and Programs Committee and Citizens Advisory Committee meetings and the final project list was approved by the Board in October 2015.

Chinatown Neighborhood Transportation Plan (NTP): The Chinatown NTP final report was approved by the Board in July 2015. The report provides pedestrian safety improvement concepts for two high pedestrian injury corridors in Chinatown: Broadway and Kearny Street. The recommendations for Kearny Street will be further refined and developed by the SFMTA and the Planning Department as part of a larger study expected to begin in summer 2016. To support that work, the Transportation Authority and SFMTA held meetings with community members representing key stakeholder organizations in Chinatown, including the Chinatown Transportation Research and Improvement Project, the Chinese Newcomer's Service



Center, the Chinatown Neighborhood Association, and others. The interviews focused on identifying community perspectives and concerns to be addressed during the next phase of study.

Treasure Island Mobility Management Program: In November 2015, the Transportation Authority partnered with the Treasure Island Development Authority (TIDA) on a series of community outreach events in support of the Treasure Island transportation improvement program. The events included several resident focus groups organized by the Treasure Island Homeless Development Initiative; focus groups with Treasure Island businesses; and open houses. The purpose of the outreach was to share ideas for transportation policy adjustments based on feedback from the summer's stakeholder and Board outreach. Information on the time and location of outreach events is posted to www.timma.org.

Geary Corridor Bus Rapid Transit Project: The November 5 public comment meeting was a productive event, with over 120 attendees submitting more than 90 comments via written card or court-reporter dictation service. The public comment period on the Geary Draft Environmental Impact Statement /Environmental Impact Report concluded on November 30, closing an extensive outreach effort to solicit comments that began with release of the document on October 2. Over 300 comment submissions were received, and the project team has begun the process of reviewing and responding to them. The project team has also reached out to community groups and stakeholders that submitted comments regarding location-specific project design and implementation details in order to better understand all perspectives and seek potential solutions to issues identified. Members of the joint Transportation Authority/SFMTA project team held a meeting in Japantown to discuss concerns related to project proposals in that neighborhood, and are scheduling meetings with the business community as well. In addition, nearly 6,000 people have used the digital viewfinder devices known as OWLs at 17th Avenue and Webster Street to view images of the proposed improvements. Over 1,000 responses were received to a survey administered through the devices, approximately 75% of which expressed positive views about the proposed project. The Final Environmental Document, including all comments received and responses, is scheduled to be released in summer 2016, after which there will be a publicly noticed action item to the Transportation Authority and SFMTA Boards to complete the environmental and approval and project selection process. For more information please visit the Geary BRT website at www.sfcta.org/gearybrt.



Memorandum

Date: 06.09.16 **RE:** Finance Committee
June 14, 2016

To: Finance Committee: Commissioners Mar (Chair), Cohen (Vice Chair), Campos, Kim, Yee and Wiener (Ex Officio)

From: Cynthia Fong – Deputy Director for Finance and Administration *CF*

Through: Tilly Chang – Executive Director *TC*

Subject: **ACTION** – Recommend Executing Annual Contract Renewals and Options for Various Annual Professional Services in an Amount Not to Exceed \$835,000 and Authorizing the Executive Director to Modify Contract Payment Terms and Non-Material Contract Terms and Conditions

Summary

The Transportation Authority contracts with City and County of San Francisco (City) departments and outside firms for certain specialized professional services in areas where factors like costs, work volume, or the degree of specialization required would not justify the use of in-house staff. As summarized in Attachment 1, we are recommending renewing annual contracts for general legal counsel, video production services for Transportation Authority Board and Committee meetings, and exercising contract options for on-call strategic communications, media and community relations professional services, vehicle level of service and transit speed monitoring consulting services for the Congestion Management Program update for Fiscal Year 2016/17, on-call modeling and technology services, and computer network and maintenance services, in an amount not to exceed \$835,000.

BACKGROUND

The Transportation Authority manages administrative costs through successful contract negotiations and through the transfer of certain routine professional service tasks to in-house staff. The Transportation Authority annually contracts for certain professional support services in areas where factors like cost, work volume, or the degree of specialization required would not justify the use of permanent in-house staff. Services requested from outside firms include general legal counsel, video production services for Transportation Authority Board and Committee meetings, and on-call strategic communications, media and community relations professional services, vehicle level of service and transit speed monitoring consulting services for the Congestion Management Program update for Fiscal Year 2016/17, on-call modeling and technology services, and computer network and maintenance services. The contract amounts proposed are annual limitations, as these professional support services are provided through contracts where costs are incurred only when the specific services are used.

DISCUSSION

The purpose of this memorandum is to brief the Finance Committee on the annual contract renewals and options for Fiscal Year (FY) 2016/17 and to seek a recommendation for their execution.

Attachment A provides summary information for the proposed contracts for FY 2016/17. Below are

brief descriptions of the recommended services and amounts.

Office of the City Attorney.....\$100,000

The Office of the City Attorney (City Attorney) provides verbal and written legal representation, advice and counsel on matters related to the routine operations of the Transportation Authority, contracts and interagency agreements, labor matters, Brown Act, and California Public Records Act. The Transportation Authority also utilizes the City Attorney for litigation activities when appropriate.

Department of Technology \$50,000

The Department of Technology records and telecasts all Transportation Authority Board and Committee meetings held at City Hall with a regularly scheduled playback date and time for public review. In FY 2016/17, we will continue to utilize the Department of Technology to provide record and telecast services of Vision Zero Committee (established in February 2014 through Resolution 14-58) meetings to support the City’s efforts to take comprehensive and coordinated actions to improve pedestrian and cyclist safety in the near-term and of the Treasure Island Mobility Management Agency (TIMMA) (established in February 2014 through Resolution 14-53) meetings to implement elements of the Treasure Island Transportation Implementation Plan in support of the Treasure Island/Yerba Buena Island Development Project.

Barbary Coast Consulting and Davis & Associates Communications, Inc.\$175,000

The Transportation Authority has regular needs to communicate with the public, the media, policymakers, and key stakeholders in partner agencies and the private and non-profit sectors on a wide range of agency and project-specific matters. In February 2014, through Resolution 14-54 and based on the results of a competitive process, the Transportation Authority awarded three-year consultant contracts, with options to extend for two additional one year periods, to Barbary Coast Consulting and Davis & Associates Communications, Inc., in a combined total not to exceed \$525,000, for on-call strategic communications, media and community relations professional services. Since then, the consultant teams have provided development support of an agency-wide communications strategy, ongoing agency-wide external communications, as well as project-specific outreach and communications, including Quint-Jerrold Connector Road, Geneva-Harney BRT Feasibility Study, Chinatown Neighborhood Transportation Plan, the Long Range Transportation Planning Program, and the potential new transportation sales tax Expenditure Plan (task order pending). In addition, to accompany the public release of the Geary Corridor Bus Rapid Transit (BRT) Draft Environmental Impact Statement/Draft Environmental Impact Report, the Transportation Authority requested the consultants to conduct extensive outreach, community engagement, and assist in responding to public comments that was beyond what was originally anticipated. Furthermore, the consultants are providing assistance with strategic communications, marketing, and branding services related to the development of the BART Travel Incentives Pilot Program, which is partially funded by a federal grant recently awarded to the Transportation Authority. Attachment 2 provides brief descriptions of the work assigned to both consultant teams.

For the upcoming year, we forecast continuous need for assistance with strategic communications, media relations and outreach related to Geary Corridor BRT Environmental Analysis, TIMMA, BART Travel Incentives Program, Long Range Transportation Planning Program, and transportation sales tax Expenditure Plan, among others. The proposed action will exercise the first of two options of the initial contract and maintain the annual contract amount.

Iteris, Inc. \$110,000

As the Congestion Management Agency (CMA), and in accordance with state Congestion Management Program (CMP) legislation, the Transportation Authority monitors the CMP roadway network for automobile Level of Service (LOS) on a biennial basis. In addition, the Transportation Authority monitors transit speeds and tabulates readily available existing data related to pedestrians and bicycles as measures of multimodal system performance. In December 2012, through Resolution 13-18 and based on the results of a competitive process, the Transportation Authority awarded an 18-month consultant contract, with options to extend for two additional two-year terms, to Iteris, Inc. in an amount not to exceed \$130,000 for vehicle LOS and transit speed monitoring as part of the 2013 CMP effort update. In June 2014, through Resolution 14-82, the Transportation Authority exercised the first one-year option of the consultant contract with Iteris and increased the contract amount by \$110,000, for a total amount not to exceed \$240,000. In December 2015, through Resolution 16-29, the Transportation Authority adopted the 2015 San Francisco CMP and issued an official finding that the City is in conformance with the CMP. During FY 2016/17, Iteris will begin the 2017 CMP effort update. The proposed action will exercise the second and final option of the contract and maintain the annual contract amount.

Parsons Brinckerhoff, Inc. \$200,000

As the Congestion Management Agency (CMA) for San Francisco, travel demand forecasting and scenario testing using the Transportation Authority's "SF-CHAMP" travel model has been an integral part of the Transportation Authority's CMA duties, and will be an integral part of the San Francisco Transportation Plan including carbon emissions and parking considerations. SF-CHAMP is also the primary analysis tool authorized by the Federal Transit Administration (FTA) for San Francisco's three major transit expansion projects: Central Subway, Van Ness Avenue Bus Rapid Transit (BRT), and Geary Corridor BRT.

In April 2012, through Resolution 12-59 and based on the results of a competitive process, the Transportation Authority awarded a two-year consultant contract to Parsons Brinckerhoff, Inc. with an option to extend for an additional one year period, in an amount not to exceed \$400,000, to provide on-call modeling and technology services. Since then, the consultant team has provided modeling and technical support on Geary Corridor BRT, TIMMA revenue forecasting, San Francisco Parking and Pricing Regulation Study, BART Travel Incentives Program, and implementing enhancements to the SF-CHAMP model components. Attachment 3 provides brief descriptions of the work assigned to the consultant team. Anticipated activities in FY 2016/17 include continuous efforts to generate Treasure Island weekend and special event forecasts, update TIMMA revenue forecasts, advance SF-CHAMP capabilities and analyze transit and pricing alternatives using dynamic network modeling tools. The proposed action will exercise the first and final contract option to the initial contract and maintain annual contract amount.

SPTJ Consulting \$200,000

The Transportation Authority depends on computers, telecommunications, and internet access for its daily activities. The small staff size of the Transportation Authority does not yet warrant full-time, in-house technical support, so most technical maintenance and support tasks are outsourced to a professional consultant team that comes to the Transportation Authority offices on an as-needed basis. In October 2014, through Resolution 15-11 and based on the results of a competitive process, the Transportation Authority awarded a three-year consultant contract with two additional one-year extension options to SPTJ Consulting, in an amount to exceed \$550,000, for computer network and maintenance services. In addition to maintenance and ongoing tasks, SPTJ Consulting has been instrumental in the development

of a secure and robust hardware and database setup, providing server updates, system maintenance, and security management for the Transportation Authority's Enterprise Resource Planning (ERP) software, Microsoft Dynamics AX. In addition, the team is continuously providing operating system and software updates, and file server and backup system upgrades. Furthermore, the team helped with the implementation of advanced reporting functions and increased office hours on site in order to be more responsive to staff requests. During FY 2016/17, SPTJ Consulting will continue to provide similar maintenance and ongoing tasks in addition to several larger system upgrade tasks. We are proposing a larger contract amount due to the complexity of the ERP software and the increase of office hours on site. The proposed action will exercise the first of two options of the initial contract.

ALTERNATIVES

1. Recommend executing annual contract renewals and options for various annual professional services in an amount not to exceed \$835,000 and authorizing the Executive Director to modify contract payment terms and non-material contract terms and conditions, as requested.
2. Recommend executing annual contract renewals and options for various annual professional services in an amount not to exceed \$835,000 and authorizing the Executive Director to modify contract payment terms and non-material contract terms and conditions, with modifications.
3. Defer action, pending additional information or further staff analysis.

CAC POSITION

The CAC considered this item at its May 25, 2016 meeting and unanimously adopted a motion of support for the staff recommendation.

FINANCIAL IMPACTS

Sufficient funds have been identified for these contracts in the proposed FY 2016/17 work program and budget. The proposed contracts will be funded by a combination of federal and state grants, funding from other agencies through memoranda of agreement, and Prop K funds.

RECOMMENDATION

Recommend executing annual contract renewals and options for various annual professional services in an amount not to exceed \$835,000 and authorizing the Executive Director to modify contract payment terms and non-material contract terms and conditions.

Attachments (3):

1. Proposed Fiscal Year 2016/17 Professional Services Expenditures
2. On-call Strategic Communications, Media and Community Relations Task Orders
3. On-call Modeling and Technology Services Task Orders

**Attachment 1:
Proposed Fiscal Year 2016/17 Professional Services Expenditures**

| Professional Services | Annual Services | Previous Year Contract | Increase/ (Decrease) | Proposed Fiscal Year 2016/17 Contract | Procurement Type/Contract Options | Contract Goal | Utilization to Date |
|--|--|------------------------|----------------------|---------------------------------------|--|----------------------|----------------------|
| CCSF-Office of the City Attorney | General Counsel Services | \$ 100,000 | - | \$ 100,000 | Sole Source | N/A | N/A |
| CCSF-Department of Technology | Video Production Services for Transportation Authority Committee and Board Meetings | \$ 50,000 | - | \$ 50,000 | Sole Source | N/A | N/A |
| Barbary Coast Consulting and Davis & Associates Communications, Inc. | On-call Strategic Communications, Media and Community Relations | \$175,000 | - | \$175,000 | Competitively bid. First of two renewal options. | 17% DBE | 23% DBE |
| Iteris, Inc. | Vehicle LOS and Transit Speed Monitoring Services for Congestion Management Program Update | \$110,000 | - | \$110,000 | Competitively bid. Second of two renewal options. | 9% DBE | 27% DBE |
| Parsons Brinckerhoff, Inc. | On-call Modeling and Technology Services | \$200,000 | - | \$200,000 | Competitively bid. First and final renewal option. | 9% UDBE ¹ | 2% UDBE ² |
| SPTJ Consulting, Inc. | Computer Network and Maintenance Services | \$183,333 | \$16,667 | \$200,000 | Competitively bid. First of two renewal options. | 25% DBE/LBE/SBE | 90% DBE/LBE |
| | Total | \$818,333 | \$16,667 | \$835,000 | | | |

¹ An Under-utilized Disadvantaged Business Enterprise (UDBE) is a firm that meets the definition of a DBE as specified in 49 CFR 26 and is in one of the following four underutilized disadvantaged groups: Black American, Asian-Pacific American, Women, and Native American. As directed by the Federal Highway Administration and the California Department of Transportation, federal-aid contracts advertised on or before June 15, 2012 contain UDBE participation goals. Federal-aid contracts advertised after June 15, 2012 will contain DBE participation goals.

² UDBE participation has been lower than anticipated for this contract because the UDBE firm under the on-call contract does not possess the required technical expertise needed to complete the task assignments so far. If the proposed contract option is approved, the prime consultant has committed to achieve the UDBE goal by assigning traffic-related tasks to the contracted UDBE firm and data analysis tasks to another UDBE firm, Transportation Analytics, which was recently added to the contract.

**Attachment 2:
On-call Strategic Communications, Media and Community Relations Task Orders**

| Prime Consultant | Task Order Description | Amount |
|---|--|------------------|
| Barbary Coast Consulting | Geary Corridor BRT | \$139,675 |
| | Overall Communications ³ | \$123,650 |
| | BART Travel Incentives Program | \$65,000 |
| | TIMMA Communications Support | \$29,125 |
| | Geneva-Harney BRT | \$28,675 |
| | Quint-Jerrold Connector Road | \$7,350 |
| | San Francisco Parking Pricing and Regulation Study | \$1,531 |
| Total Task Orders Awarded to Barbary Coast Consulting | | \$395,006 |
| Davis & Associates Communications, Inc. | Long Range Transportation Planning Program | \$39,998 |
| | Overall Communications ³ | \$20,000 |
| | Communications Assessment | \$16,843 |
| | Chinatown Community-Based Transportation Plan | \$11,417 |
| Total Task Orders Awarded to Davis & Associates Communications, Inc. | | \$88,258 |
| Total Task Orders Awarded to Date | | \$483,264 |

³ Overall communications encompasses activities such as overall image development and branding of the Transportation Authority and creating communication materials, including translating documents to comply with Title VI requirements. In addition, consultant teams monitor legislative, community and media activity for various Transportation Authority projects and provide comprehensive support services for Transportation Authority initiatives not covered by separate task orders, including Mansell Corridor Improvement Project Design and the Potrero Hill Neighborhood Transportation Plan, as requested.

**Attachment 3:
On-call Modeling and Technology Services Task Orders**

| Prime Consultant | Task Order Description | Amount |
|--|--|------------------|
| Parsons Brinckerhoff, Inc. | TIMMA Travel Demand Forecasts | \$217,340 |
| | San Francisco Parking Pricing and Regulation Study | \$125,656 |
| | BART Travel Incentives Program | \$16,000 |
| | Geary Corridor BRT | \$8,708 |
| | South of Market Area Ramps Dynamic Traffic Assignment Model Runs | \$3,988 |
| Total Task Orders Awarded to Date | | \$371,692 |



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**San Francisco County Transportation Authority
June 2016**

New Bills

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

We are not recommending adoption of any new positions, but are adding two bills to watch.

Additional detail on new bills are highlighted in the attached state legislative matrix.

| Recommended Positions | Bill # Author | Keywords and Comments |
|-----------------------|--|---|
| Watch | AB 650 Low D | Public Utilities Commission: regulation of taxicabs. This bill would enact the Taxicab Transportation Services Act and regulate taxicab transportation services through the state Public Utilities Commission (PUC), repealing provisions for cities and counties to regulate taxicabs, but authorizing airports to continue to regulate the provision of taxicab services to and from airports. |
| Watch | SB 1051 Hancock D | Vehicles: parking enforcement: video image evidence. This bill would authorize enforcement of parking violations in transit-only lanes through use of video specifically for the Alameda-Contra Costa Transit District, thereby authorizing the district to install parking control devices on district-owned public transit vehicles. |

Total New Bills in Tracking: 2

San Francisco County Transportation Authority
June 2016

Bills of Interest

To view documents associated with the bill, click the bill number link. To view the bill text, click the PDF or HTML link.
Staff is recommending no new positions on bills this month.

| Bill # | Author | Description | Status | Position | Comments |
|--|---------------------------------------|--|------------------|----------|--|
| AB 318 Amended: 6/11/2015 pdf html | Chau D (Dist 49) | Lost money and goods: bicycles: restoration to owner. Would, until December 31, 2020, provide that if that lost property is found on a vehicle of public conveyance or on public transit property, that it instead be turned in to the public transit agency, and would provide 90 days for the owner to return and claim the property, as specified. The bill, until December 31, 2020, also would require the public transit agency to cause notice of the property to be published under specified circumstances. | Senate Judiciary | Watch | This bill establishes a pilot program, until, 2021, under which a public transit agency may donate to charity a portion of lost or unclaimed bicycles after 45 days. LA Metro is sponsoring this bill because holding bicycles for 90 days is impractical and costly. |
| AB 516 Amended: 7/6/2015 pdf html | Mullin D (Dist 22) | Vehicles: temporary license plates. Would require the DMV to develop an operational system, no later than January 1, 2018, that allows a dealer or lessor-retailer to electronically report the sale of a vehicle and provide a temporary license plate, as specified. The bill would, commencing January 1, 2017, authorize the department to assess specified administrative fees on processing agencies to support the administration of this system. This bill contains other related provisions and other existing laws. | Senate Inactive | Support | This bill requires development of a statewide temporary license plate (TLP) system to ensure new and used purchased vehicles are identifiable to law enforcement and toll operators during the period between the point of sale and when permanent license plates are received by the purchaser. MTC has adopted a support position on this bill. |

San Francisco County Transportation Authority

June 2016

| Bill # | Author | Description | Status | Position | Comments |
|--|---|---|-----------------------------------|-----------------------|--|
| AB 620 Amended: 1/27/2016 pdf html | Hernández, Roger D (Dist 48) | High-occupancy toll (HOT) lanes: exemptions from tolls. Would require Los Angeles County Metropolitan Transportation Authority (LACMTA) to take additional steps, beyond the previous implementation of a low-income assistance program, to increase enrollment and participation in the low-income assistance program, as specified, through advertising and work with community organizations and social service agencies. The bill would also require LACMTA and the Department of Transportation to report to the Legislature by December 31, 2018, on efforts to improve the HOT lane program, including efforts to increase participation in the low-income assistance program. This bill contains other existing laws. | Senate Transportation and Housing | Watch | Expands LA Metro authority relative to HOT Lanes in their jurisdiction, requiring the agency to provide assistance to transit users and commuters of low and moderate income. Amended to allow LACMTA flexibility in providing low income assistance. |
| AB 650 Amended: 5/27/2016 pdf html | Low D (Dist 28) | Public Utilities Commission: regulation of taxicabs. This bill would enact the Taxicab Transportation Services Act and provide for the regulation of taxicab transportation services by the commission as a matter of statewide concern. The bill would provide for issuance of permits by the commission to taxicab carriers authorizing carriers to operate in one or more of 7 designated regions in the state. The bill would require drivers of taxicabs to obtain a taxi driver permit from the commission, and would specify the requirements that an applicant must meet. The bill would enact various provisions relating to insurance, vehicle inspections, monitoring of taxicab drivers, and other matters. The bill would exempt fares or fees charged by taxicab carriers from commission regulation, but would authorize the commission to require the disclosure of fares and fees, as specified. The bill would prohibit entities from providing taxicab transportation services without the required permit, and would provide for the commission to investigate and take action against unlicensed activity. The bill would repeal provisions providing for city and county regulation of taxicab services, but would authorize airports to continue to regulate the provision of taxicab transportation services to and from airports. The bill would require cities and counties that license taxicab services as of December 31, 2016, to forward to the commission licensure information for each licensee, as specified, and would thereby impose a state-mandated local program. | Senate Energy and Utilities | New – Recommend Watch | This is a new approach to providing statewide regulation of taxicab services, under the purview of the PUC. The bill provides an exception to the new regulatory scheme for taxicab services within San Francisco and the Airport. |

San Francisco County Transportation Authority

June 2016

| Bill # | Author | Description | Status | Position | Comments |
|--|---|--|---------------|--|--|
| AB 779 Amended: 6/2/2016 pdf html | Garcia, Cristina D (Dist 58) | Local government: financial disclosures. This bill would require a city, county, city and county, or special district to post a link on the homepage of its Internet Web site that contains the names, positions, and total compensation, including a breakdown of the types of compensation provided, of each elected official within that entity for the previous fiscal year and the 10 employees with the greatest total compensation, as specified. By increasing the duties of local officials, this bill would impose a state-mandated local program. | Senate Rules | New – Recommend Delete from Matrix. | Originally, this measure authorized the Office of Planning and Research (OPR) to determine, for the purposes of CEQA review, that transportation impacts from residential and mixed-use projects in transit priority areas do not meet the threshold of "significant." The Transportation Authority Board had adopted a position of support and work with author. However, the bill was recently amended to now require local agencies to post on their website compensation data for elected officials serving within that organization. |
| AB 828 Amended: 7/14/2015 pdf html | Low D (Dist 28) | Vehicles: transportation services. Would require the Public Utilities Commission to conduct an investigation to consider whether existing statutes and regulations relating to transportation services serve the public interest, encourage innovation, and create a fair and competitive transportation market between companies that provide regulated transportation services. The bill would require the commission to complete the investigation and report its conclusions and recommendations to the Legislature on or before January 1, 2017. This bill contains other related provisions and other existing laws. | Senate 2 year | Watch | Amended to exclude transportation network company (TNC) vehicles from "commercial vehicle" definition under certain conditions. The Metropolitan Transportation Commission (MTC) has adopted a support position on this bill. |

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| Bill # | Author | Description | Status | Position | Comments |
|--|--|--|-----------------------|------------------------------------|--|
| AB 869 Amended: 6/18/2015 pdf html | Cooper D (Dist 9) | Public transportation agencies: fare evasion and prohibited conduct. Current law authorizes a public transportation agency to adopt and enforce an ordinance to impose and enforce civil administrative penalties for fare evasion or other passenger misconduct, other than by minors, on or in a transit facility or vehicle in lieu of the criminal penalties otherwise applicable, with specified administrative procedures for the imposition and enforcement of the administrative penalties, including an initial review and opportunity for a subsequent administrative hearing. This bill would provide that a person who fails to pay the administrative penalty when due or successfully complete the administrative process to dismiss the notice of fare evasion or passenger conduct violation may be subject to those criminal penalties. | Senate 2 year | Watch | Provides additional flexibility to transit agencies that seek to use the administrative adjudication process (transit court). |
| AB 1030 Amended: 7/7/2015 pdf html | Ridley-Thomas D (Dist 54) | California Global Warming Solutions Act of 2006: Greenhouse Gas Reduction Fund. Current law requires moneys in the Greenhouse Gas Reduction Fund to be used to facilitate the reduction of greenhouse gas emissions and, where applicable and to the extent feasible, to foster job creation by promoting in-state greenhouse gas emissions reduction projects carried out by California workers and businesses. This bill would require priority be given to projects involving hiring that support the targeted training and hiring of workers from disadvantaged communities for career-track jobs. | Senate Appropriations | New – Recommend Delete from Matrix | Requires priority for cap and trade - funded projects by state grant agencies for projects with partnerships with training entities with proven record of placing disadvantaged workers. |
| AB 1176 Amended: 5/4/2016 pdf html | Cooper D (Dist 9) | Theft: firearms. The current Safe Neighborhoods and Schools Act, enacted as an initiative statute by Proposition 47, as approved by the electors at the November 4, 2014, statewide general election, makes the theft of property that does not exceed \$950 in value petty theft, and makes that crime punishable as a misdemeanor, with certain exceptions. This bill would amend that initiative statute by making the theft of a firearm grand theft in all cases and punishable by imprisonment in the state prison for 16 months, or 2 or 3 years. This bill contains other related provisions and other current laws. | Assembly | New - Recommend Delete from Matrix | Originally created the Advanced Low-Carbon Diesel Fuels Access Program, administered by the Energy Commission to fund advanced low-carbon diesel fueling infrastructure projects in disadvantaged communities. Amended to apply to firearm theft. |

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| Bill # | Author | Description | Status | Position | Comments |
|--|---------------------------------------|--|---|----------|---|
| AB 1360 Amended: 7/2/2015 pdf html | Ting D (Dist 19) | Charter-party carriers of passengers: individual fare exemption. Would exempt from specified provisions relating to the Passenger Charter-Party Carriers' Act a service operated by a transportation network company or a charter-party carrier of passengers that prearranges a ride among multiple passengers who share the ride in whole or in part, provided that the vehicle seats no more than 7 passengers, not including the driver, is operated by a participating driver, as defined, is not used to provide public transit services or carry passengers over a fixed route, is not used to provide pupil transportation services or public paratransit services, and the fare for each passenger is less than the fare that would be charged to a passenger traveling alone. | Senate 2 year | Watch | Transportation Network Companies (TNCs) have recently started services to allow riders to be picked up at similar locations and share a driver and carpool at reduced fares. This bill would permit a TNC to operate a rideshare program and charge individual fares, provided that the individual fare is less than for the same ride it would be for a single passenger riding alone. |
| AB 1364 Introduced: 2/27/2015 pdf html | Linder R (Dist 60) | California Transportation Commission. Current law vests the California Transportation Commission with specified powers, duties, and functions relative to transportation matters. Current law requires the commission to retain independent authority to perform the duties and functions prescribed to it under any provision of law. This bill would exclude the California Transportation Commission from the Transportation Agency and establish it as an entity in the state government. The bill would also make conforming changes. | Senate Transportation and Housing | Watch | MTC has adopted a support position on this bill. Removes CTC from jurisdiction under Transportation Agency and re-establishes its autonomy. This bill is similar to ABX1 19 (Linder), SB 1320 (Runner) and SBX1 12 (Runner). |

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| Bill # | Author | Description | Status | Position | Comments |
|--|--|--|-----------------------------------|--------------|--|
| <p>AB 1550 Amended: 5/31/2016 pdf html</p> | <p>Gomez D (Dist 51)</p> | <p>Greenhouse gases: investment plan: disadvantaged communities. Current law requires the Department of Finance, in consultation with the State Air Resources Board and any other relevant state agency, to develop, as specified, a 3-year investment plan for the moneys deposited in the Greenhouse Gas Reduction Fund. This bill would require the investment plan to allocate a minimum of 25% of the available moneys in the fund to projects located within, and benefitting individuals living in, disadvantaged communities and a minimum of 20% to projects that benefit low-income households, as specified, with a fair share of those moneys targeting households with incomes at or below 200% of the federal poverty level.</p> | <p>Assembly Third Reading</p> | <p>Watch</p> | <p>Increases requirement from 10% to 25% of GGRF investment within disadvantaged communities (DAC); also adds new requirement that an additional 20% also must benefit low income households within or outside of DACs.</p> <p>We continue to work with the state to try and amend the DAC definition because it does not adequately reflect the disadvantaged communities of San Francisco.</p> |

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| Bill # | Author | Description | Status | Position | Comments |
|---|---|--|--------------------------------|----------------|---|
| <p>AB 1574</p> <p>Amended: 4/12/2016 pdf html</p> | <p>Chiu D (Dist 17)</p> | <p>Vehicles of charter-party carriers of passengers and passenger stage corporations. Would require the Department of Motor Vehicles to notify the Public Utilities Commission (PUC) when a charter-party carrier of passengers or a passenger stage corporation first registers a bus, limousine, or modified limousine with the department, and to provide information to the PUC that will allow the PUC to identify the vehicle. The bill would require the PUC, with respect to those newly registered buses, limousines, or modified limousines, to ensure that the vehicles meet all statutory and regulatory requirements for safe operation. The bill, upon the PUC becoming aware of a bus, limousine, or modified limousine of a charter-party carrier of passengers or a passenger stage corporation that has not been reported to the commission by the carrier or corporation, would require the PUC to immediately take steps to require the carrier or corporation to update its reporting of vehicles to the PUC and to request the Department of the California Highway Patrol (CHP) to conduct a safety inspection of the vehicle. The bill would prohibit use of such a bus, limousine, or modified limousine to transport passengers in the absence of securing a satisfactory rating from the CHP812, and would authorize a law enforcement agency to impound a bus, limousine, or modified limousine operated in violation of this provision.</p> | <p>Assembly Appropriations</p> | <p>Support</p> | <p>The bill seeks to ensure that buses are inspected under safe criteria by requiring DMV to notify the PUC when a bus company first registers the vehicle. In the event there is not a satisfactory rating, the bill prohibits the use of the bus.</p> <p>Amended to delay the effective date to 2018.</p> |

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| Bill # | Author | Description | Status | Position | Comments |
|---|--|---|---|----------|---|
| AB 1591 Introduced: 1/6/2016 pdf html | Frazier D (Dist 11) | Transportation funding. Would create the Road Maintenance and Rehabilitation Program to address deferred maintenance on the state highway system and the local street and road system. The bill would require the California Transportation Commission to adopt performance criteria to ensure efficient use of the funds available for the program. This bill contains other related provisions and other existing laws. | Assembly Transportation | Support | New major revenue bill (\$7.3 billion in new taxes and loan repayments over 10 years) for road repair and trade corridors. Also commits new cap and trade revenues to the Transit Inter-city Rail Capacity Program which the SFMTA and BART are targeting for significant core capacity investments such as vehicles and train control. |
| AB 1592 Amended: 3/28/2016 pdf html | Bonilla D (Dist 14) | Autonomous vehicles: pilot project. This bill would authorize the Contra Costa Transportation Authority to conduct a pilot project for the testing of autonomous vehicles that do not have an operator and are not equipped with a steering wheel, a brake pedal, or an accelerator if the testing is conducted only at specified locations and the autonomous vehicle operates at speeds of less than 35 miles per hour. This bill contains other related provisions. | Senate Transportation and Housing | Watch | MTC has adopted a support position on this bill. The Contra Costa Transportation Authority (CCTA) is working with a local business park to implement a pilot program that would rely on a driverless shuttle service to provide internal circulation. Due to incidental crossing of public streets, the pilot program requires relief from the state's autonomous vehicle laws and regulations, which require a driver in the vehicle. CCTA has developed a test bed for connected and autonomous vehicles at the Concord Naval Weapons Station (the GoMentum Station). This bill would permit CCTA to operate driverless vehicles there. |

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| Bill # | Author | Description | Status | Position | Comments |
|--|--|--|---|----------|---|
| AB 1641 Introduced: 1/11/2016 pdf html | Allen, Travis R (Dist 72) | Shuttle services: loading and unloading of passengers. Under current law, a person may not stop, park, or leave a vehicle standing alongside a curb space authorized for the loading or unloading of passengers of a bus engaged as a common carrier in local transportation when indicated by a sign or red paint on the curb, except that existing law allows local authorities to permit school buses to stop alongside these curb spaces upon agreement between a transit system operating buses as common carriers in local transportation and a public school district or private school. This bill would also allow local authorities to permit shuttle service vehicles, as defined, to stop for the loading or unloading of passengers. | Assembly Transportation | Oppose | This bill replaces AB 61 by same author to address the shuttle services' use of transit stops. SFMTA supports legislative measures to ensure the Commuter Shuttle Program, as agreed upon by the BOS and the SFMTA in 2016, can continue without litigation on the issue of shuttles using red zones. |
| AB 1677 Amended: 5/31/2016 pdf html | Ling D (Dist 19) | Vehicles: tour buses: safety inspections. Would require the Department of the California Highway Patrol (CHP) to, upon the request of, and in consultation with, representatives of a local government in a jurisdiction where tour buses operate, develop protocols for entering into memoranda of understanding with local governments to allow the department to increase the number of the locally operating tour buses that are being inspected by the department. The bill would require a memorandum of understanding entered into with a local government pursuant to these provisions to include a provision that the local government will reimburse the department for all actual costs associated with conducting additional inspections. | Assembly Third Reading | Support | Expands on present CHP authority for regulating safe operation of tour buses by permitting local agency inspection under guidance provided by CHP. Amended to eliminate local inspections authority, but instead, to permit local entity to enter into agreement with CHP to increase number of buses inspected. |
| AB 1725 Amended: 3/7/2016 pdf html | Wagner R (Dist 68) | Vehicles: automated traffic enforcement systems. Current law defines an "official traffic control signal" as any device, whether manually, electrically, or mechanically operated, by which traffic is alternately directed to stop and proceed and which is erected by authority of a public body or official having jurisdiction. This bill would expressly state that a stop is required to be made at an official traffic control signal erected and maintained at a freeway or highway on ramp. This bill would also make technical, non-substantive changes to that provision. This bill contains other current laws. | Senate Transportation and Housing | Watch | Adds new requirement for drivers to stop at freeway or highway onramp signal until authorized to proceed. |

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| Bill # | Author | Description | Status | Position | Comments |
|---|--|--|--------------------------------------|----------|--|
| AB 1746 Amended: 5/24/2016 pdf html | Stone, Mark D (Dist 29) | Transit buses. Current law creates the Alameda-Contra Costa Transit District, the Central Contra Costa Transit Authority, the Livermore Amador Valley Transit Authority, the Los Angeles Metropolitan Transit Authority, the North County Transit District, the San Diego Association of Governments, the San Diego Metropolitan Transit System, and the Santa Clara Valley Transportation Authority with various powers and duties relative to the operation of public transit. This bill would additionally authorize the operation of transit buses on the shoulder of a segment of a state highway designated under the program within the areas served by the transit services of the 8 entities described above, subject to the same conditions and requirements. | Senate Transportation and Housing | Watch | Expands current authority for transit buses to operate on highway shoulders to 8 entities including AC Transit, County Connection (Contra Costa County), Livermore-Alameda Valley Transit and VTA. MTC has taken a support position on this bill. |
| AB 1768 Amended: 2/25/2016 pdf html | Gallagher R (Dist 3) | Bonds: transportation. Would provide that no further bonds shall be sold for high-speed rail purposes pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, except as specifically provided with respect to an existing appropriation for high-speed rail purposes for early improvement projects in the Phase 1 blended system. The bill, subject to the above exception, would require redirection of the unspent proceeds received from outstanding bonds issued and sold for other high-speed rail purposes prior to the effective date of these provisions, upon appropriation, for use in retiring the debt incurred from the issuance and sale of those outstanding bonds. | Assembly Transportation | Oppose | Would effectively terminate state bond funding for high-speed rail. Bill held in committee. |

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| Bill # | Author | Description | Status | Position | Comments |
|---|--|--|---|---|---|
| AB 1780 Amended: 3/28/2016 pdf html | Medina D (Dist 61) | Greenhouse Gas Reduction Fund: trade corridors. Would, beginning in the 2016-17 fiscal year, continuously appropriate 20% of the annual proceeds of the Greenhouse Gas Reduction Fund to the California Transportation Commission to be allocated to reduce greenhouse gas emissions in trade corridors consistent with specified guidelines, thereby making an appropriation. | Assembly Dead | New - Recommend Delete from Matrix | Establishes a new dedication of 25% of cap and trade funding to a new trade corridor program. Amended to 20% of cap and trade funds to align with AB 2071 (Frazier) pertaining to trade corridors. MTC staff are recommending a support position on this bill with the amendment to lower the amount to 20% of cap and trade funds. MTC's adopted cap and trade framework includes a line item for goods movement projects, and this funding could provide matching funds for the new federal competitive freight program FASTLANE. |
| AB 1813 Introduced: 2/8/2016 pdf html | Frazier D (Dist 11) | High-Speed Rail Authority: membership. Would provide for appointment of one Member of the Senate by the Senate Committee on Rules and one Member of the Assembly by the Speaker of the Assembly to serve as ex officio members of the High-Speed Rail Authority. The bill would provide that the ex officio members shall participate in the activities of the authority to the extent that participation is not incompatible with their positions as Members of the Legislature. | Senate Transportation and Housing | Watch | Adds 2 new appointees to serve in an ex officio capacity on the high-speed rail authority. |

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| Bill # | Author | Description | Status | Position | Comments |
|---|---|--|------------------|---|--|
| AB 1815 Amended: 5/2/2016 pdf html | Alejo D (Dist 30) | California Global Warming Solutions Act of 2006: disadvantaged communities. Current law requires the California Environmental Protection Agency to identify disadvantaged communities and requires the Department of Finance, in consultation with the state board and any other relevant state agency, to develop, as specified, a 3-year investment plan for the moneys deposited in the Greenhouse Gas Reduction Fund. Current law requires the 3-year investment plan to allocate a minimum of 25% of the available moneys in the fund to projects that provide benefits to disadvantaged communities. This bill would require the agency to establish a comprehensive technical assistance program, upon the appropriation of moneys from the fund, for eligible applicants, as specified, assisting eligible communities, as defined. | Assembly Dead | New - Recommend Delete from Matrix | Requires the ARB to post on the internet the listing of cap and trade projects funded to benefit disadvantaged communities. Amendments delete the web posting requirement for ARB and to provide technical assistance to communities to better compete for cap and trade funds. |
| AB 1818 Introduced: 2/8/2016 pdf html | Melendez R (Dist 67) | Transportation funds. Current law establishes a policy for expenditure of certain state and federal funds available to the state for transportation purposes. Under this policy, the Department of Transportation and the California Transportation Commission are required to develop a fund estimate of available funds for purposes of adopting the state transportation improvement program, which is a listing of capital improvement projects. This bill would make a non-substantive change to this provision. | Assembly Dead | New - Recommend Delete from Matrix | This spot bill appears to address future changes to the State's STIP development process. |

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| Bill # | Author | Description | Status | Position | Comments |
|--|---|--|--------------------------|---|---|
| <p>AB 1833 Amended: 4/25/2016 pdf html</p> | <p>Linder R (Dist 60)</p> | <p>Transportation projects: environmental mitigation. Would create the Advanced Mitigation Program in the Department of Transportation to implement environmental mitigation measures in advance of future transportation projects. The bill, by February 1, 2017, would require the department to establish a steering committee to advise the department in that regard.</p> | <p>Assembly Dead</p> | <p>New - Recommend Delete from Matrix</p> | <p>This bill is similar to a provision in the Governor's Transportation Plan that will facilitate approval of transportation projects in the CECQA analysis phase. While the Governor's plan contains a funding commitment for the Advanced Mitigation Program (AMP), this bill does not. While most local Conservation Plans have been developed utilizing local resources to fund implementation, there remains value to the concept in the bill as it compels coordination by state agencies to assist in the necessary approvals.</p> |

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| Bill # | Author | Description | Status | Position | Comments |
|--|---|---|--------------------------|---|--|
| <p>AB 1851 Amended: 4/13/2016 pdf html</p> | <p>Gray D (Dist 21)</p> | <p>Vehicular air pollution: reduction incentives. Would, for purposes of the Clean Vehicle Rebate Project, require the State Air Resources Board, until January 1, 2026, to provide specified rebate amounts for battery electric vehicles, fuel-cell vehicles, and plug-in hybrid electric vehicles and to implement a process to allow eligible applicants to obtain prompt preapproval from the state board prior to purchasing an eligible vehicle, as specified.</p> | <p>Assembly Dead</p> | <p>New - Recommend Delete from Matrix</p> | <p>Revises the incentives for consumers seeking to purchase zero-emission vehicles, including (1) a new rebate program, limited to vehicles that cost less than \$60,000; (2) elimination of the value of a trade-in for sales tax purposes if purchasing a qualified ZEV, and (3) elimination of the cap on Green Stickers for access to HOV lanes. This bill was amended to remove the rebate program limitation to vehicles that cost less than \$60,000. The amendment restricts the rebate to the first \$60,000 in value for eligible vehicles.</p> <p>We had previously adopted a position to seek amendment to remove the elimination of the cap on Green Stickers for access to the HOV lanes as it dilutes the effectiveness of those lanes.</p> |

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| Bill # | Author | Description | Status | Position | Comments |
|--|---------------------------------------|---|--------------------------------------|----------|---|
| AB 1866 Introduced: 2/10/2016 pdf html | Wilk R (Dist 38) | High-speed rail bond proceeds: redirection: water projects. Would provide that no further bonds shall be sold for high-speed rail purposes pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, except as specifically provided with respect to an existing appropriation for high-speed rail purposes for early improvement projects in the Phase 1 blended system. The bill, subject to the above exception, would require redirection of the unspent proceeds received from outstanding bonds issued and sold for other high-speed rail purposes prior to the effective date of these provisions, upon appropriation, for use in retiring the debt incurred from the issuance and sale of those outstanding bonds. | Assembly Transportation | Oppose | Essentially brings the High-speed Rail Project to an end by transferring remaining bond funds to pay off bond debt. Failed passage but reconsideration granted by committee. |
| AB 1886 Amended: 5/11/2016 pdf html | McCarty D (Dist 7) | California Environmental Quality Act: transit priority projects. CEQA exempts from its requirements transit priority projects meeting certain requirements, including the requirement that the project be within 1/2 mile of a major transit stop or high-quality transit corridor included in a regional transportation plan. CEQA specifies that a project is considered to be within 1/2 mile of a major transit stop or high-quality transit corridor if, among other things, all parcels within the project have no more than 25% of their area farther than 1/2 mile from the stop or corridor. This bill would increase that percentage to 50%. | Senate Rules | Support | The bill relaxes the CEQA exemption for Transit Priority projects within 1/2 mile of a transit stop by expanding the requirement that the subject parcel may have 50% of its property at a distance greater than 1/2 mile, rather than 25% of its property. |
| AB 1889 Amended: 3/17/2016 pdf html | Mullin D (Dist 22) | Peninsula Rail Transit District. Current law, operative under certain conditions, re-designates the Peninsula Corridor Study Joint Powers Board as the Peninsula Rail Transit District, comprised of 9 members appointed from various governing bodies situated in the City and County of San Francisco and the Counties of San Mateo and Santa Clara, with specified powers. This bill would repeal obsolete provisions relating to the Peninsula Rail Transit District. | Senate Transportation and Housing | Watch | This is a technical bill eliminating an obsolete body of law referring to the Peninsula Rail District. May be amended to address High-speed Rail Authority blended Senate funding. |

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| Bill # | Author | Description | Status | Position | Comments |
|--|--------------------------------------|---|--|---|--|
| AB 1938 Introduced: 2/12/2016 pdf html | Baker R (Dist 16) | Toll facilities: Metropolitan Transportation Commission Current law authorizes the Bay Area Toll Authority to make direct contributions to the Metropolitan Transportation Commission in furtherance of the exercise of the authority's powers, including contributions in the form of personnel services, office space, overhead, and other funding necessary to carry out the function of the authority, with those contributions not to exceed 1% of the gross annual bridge revenues. This bill would require this limitation to apply to any revenues derived from bridge tolls, fees, or taxes, regardless of classification. | Assembly Dead | New - Recommend Delete from Matrix | Under current law, BATA may provide toll revenues and other direct contributions (e.g. personnel service, office space) to MTC to carry out BATA's functions consistent with certain limitations. This bill expands those limitations to any BATA revenues derived from bridge tolls, fees, or taxes. |
| AB 1964 Amended: 5/5/2016 pdf html | Bloom D (Dist 50) | High-occupancy vehicle (HOV) lanes: vehicle exceptions. Current law authorizes super ultra-low emission vehicles, ultra-low emission vehicles, partial zero-emission vehicles, or transitional zero-emission vehicles, as specified, that display a valid identifier issued by the Department of Motor Vehicles to use these HOV lanes until January 1, 2019, or until the date federal authorization expires, or until the Secretary of State receives a specified notice, whichever occurs first. This bill would extend the operation of the provisions allowing specified vehicles to use HOV lanes until the date federal authorization expires, or until the Secretary of State receives a specified notice, whichever occurs first. | Senate Transportation and Housing | Oppose | This bill extends the privilege of white sticker vehicles to access HOV lanes by 10 years to 2029. White stickers apply to pure electric and natural gas vehicles only. We feel the most effective way to incentivize clean vehicle usage is at the point of purchase. Access to HOV lanes dilutes the effectiveness of these lanes. MTC staff are recommending an oppose unless amended position, unless the number of stickers is capped, with a sunset date no later than the end of 2021. |
| AB 1982 Amended: 4/12/2016 pdf html | Bloom D (Dist 50) | California Transportation Commission: membership. Would expand the membership of the California Transportation Commission to 15 members by providing for the Senate Committee on Rules and the Speaker of the Assembly to each appoint an additional member, who shall be a person who works directly with communities that are most significantly burdened by, and vulnerable to, high levels of pollution, including, but not limited to, communities with diverse racial and ethnic populations and communities with low-income populations. | Assembly Dead | New - Recommend Delete from Matrix | Originally authorized that cap and trade funds may be expended on traffic signal synchronization projects. Amended to expand CTC membership. |

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| Bill # | Author | Description | Status | Position | Comments |
|--|---|---|---|---|---|
| AB 2014 Amended: 4/13/2016 pdf html | Melendez R (Dist 67) | Freeway Service Patrol Program Assessment. Would, by June 20, 2018, and every 5 years thereafter, require the Department of Transportation to publish and submit to the Legislature and the Department of Finance, as specified, a statewide Freeway Service Patrol Program Assessment that would, among other things, identify, quantify, and analyze existing freeway service patrols, identify opportunities to increase or expand service levels, and analyze and provide recommendations regarding the current and anticipated future financial condition of the program, as specified. | Assembly Dead | New - Recommend Delete from Matrix | Provides a process for determining Freeway Service Patrol (FSP) needs on an ongoing basis. |
| AB 2034 Amended: 3/17/2016 pdf html | Salas D (Dist 32) | Department of Transportation: environmental review process: federal program. Current law, until January 1, 2017, provides that the State of California consents to the jurisdiction of the federal courts with regard to the compliance, discharge, or enforcement of the responsibilities the Department of Transportation assumed as a participant in the surface transportation project delivery program. This bill would delete the January 1, 2017, repeal date and thereby extend these provisions indefinitely. | Senate Transportation and Housing | Support | Since 2007 Caltrans has assumed federal responsibility for NEPA actions under a pilot program administered by FHWA/USDOT. This bill extends the acceptance of the delegation of authority indefinitely. |
| AB 2049 Introduced: 2/17/2016 pdf html | Melendez R (Dist 67) | Bonds: transportation. Would provide that no further bonds shall be sold for high-speed rail purposes pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, except as specifically provided with respect to an existing appropriation for high-speed rail purposes for early improvement projects in the Phase I blended system. | Assembly Tran sportation | Oppose | Effectively brings the high-speed rail program to an end. Failed passage, committee granted reconsideration. |

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| Bill # | Author | Description | Status | Position | Comments |
|---|---------------------------------------|---|----------------------|----------|--|
| AB 2088 Amended: 4/27/2016 pdf html | Linder R (Dist 60) | Vehicles: hit-and-run accidents: pleas. Current law requires the driver of a vehicle involved in an accident involving only damage to property, or a person who parks a vehicle that becomes a runaway vehicle and damages property, to stop, as applicable, and fulfill specified reporting requirements. Current law provides that failure to fulfill those requirements is a crime. Current law authorizes a court to suspend the driving privileges of a person convicted of a violation of that provision for not more than 6 months. This bill would require a prosecutor who agrees to accept a plea of guilty or nolo contendere from a defendant for a charge of a violation of the latter provision described above in satisfaction of, or as a substitute for, a charge for a violation of the former provision to state on the record whether the defendant was involved in an accident in which a person was injured. | Senate Public Safety | Watch | This bill would require the court to suspend the driving privilege for six months, or impose an appropriate period of community service, for any person who pleads guilty or nolo contendere (no contest) to a hit and run with property damage, if the charge is a substitute for, or in satisfaction of, a charge of hit and run resulting in injury or death. |
| AB 2090 Amended: 5/27/2016 pdf html | Alejo D (Dist 30) | Low Carbon Transit Operations Program. Current law continuously appropriates specified portions of the annual proceeds in the Greenhouse Gas Reduction Fund to various programs, including 5% for the Low Carbon Transit Operations Program, which provides operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. This bill would additionally authorize moneys appropriated to the program to be expended to support the operation of existing bus or rail service if the governing board of the requesting transit agency declares a fiscal emergency and other criteria are met, thereby expanding the scope of an existing continuous appropriation. | Senate | Watch | Expands the use by transit agencies of cap and trade funds for bus or rail service in the face of declared fiscal emergency; the agency board must state that the funds are for use in the calendar year requested, make a finding that the reduction of transit service would increase GHG reductions due to mode shift, and state that the board would reduce or eliminate service if the funding were not provided. |

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| Bill # | Author | Description | Status | Position | Comments |
|---|---|---|--|---|--|
| <p>AB 2094 Amended: 3/18/2016 pdf html</p> | <p>Obermole R (Dist 33)</p> | <p>Transportation: Greenhouse Gas Reduction Fund: state and local transportation funds. Would, beginning in the 2016-17 fiscal year, transfer \$1 billion annually from the Greenhouse Gas Reduction Fund to the Retail Sales Tax Fund, subject to specified conditions, and would state that the transferred revenues shall be considered part of the revenues allocated to local transportation funds from the Retail Sales Tax Fund. The bill, in each fiscal year in which that transfer occurs, would also continuously appropriate \$1 billion from the Retail Sales Tax Fund for allocation to state highway and local street and road purposes.</p> | <p>Assembly Dead</p> | <p>New - Recommend Delete from Matrix</p> | <p>This is a new transportation funding approach to transfer funds between various accounts to “free up” \$1 billion for street and roads programs. Local Transportation Development Act (TDA) funds (1/4% of sales tax) would be supplemented by GGRF in the amount of \$1 billion; then, sales tax revenues would be allocated from the TDA to road programs.</p> |
| <p>AB 2126 Introduced: 2/17/2016 pdf html</p> | <p>Mullin D (Dist 22)</p> | <p>Public contracts: Construction Manager/General Contractor contracts. Current law authorizes the Department of Transportation to use the Construction Manager/General Contractor method on no more than 6 projects, and requires 4 out of the 6 projects to use department employees or consultants under contract with the department to perform all project design and engineering services, as specified. This bill would authorize the department to use this method on 12 projects and would require 8 out of the 12 projects to use department employees or consultants under contract with the department to perform all project design and engineering services</p> | <p>Senate Transportation and Housing</p> | <p>Support</p> | <p>Expands the authority for Caltrans to use CM/GC procurements from 6-12 projects on the state highway system.</p> |

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| Bill # | Author | Description | Status | Position | Comments |
|--|--|---|-----------------------------------|--------------|---|
| <p>AB 2170 Amended: 3/15/2016 pdf html</p> | <p>Frazier D (Dist 11)</p> | <p>Trade Corridors Improvement Fund: federal funds. Would require revenues apportioned to the state from the National Highway Freight Program established by the federal Fixing America's Surface Transportation Act to be allocated for trade corridor improvement projects approved pursuant to specified provisions. This bill contains other related provisions and other existing laws.</p> | <p>Senate Rules</p> | <p>Watch</p> | <p>Directs the new federal aid funds in the national freight program to the Trade Corridors account. MTC staff are recommending a support position on this bill. MTC's adopted cap and trade framework includes a line item for goods movement projects, and this funding could provide matching funds for the new federal competitive freight program FASTLANE.</p> |
| <p>AB 2222 Amended: 5/31/2016 pdf html</p> | <p>Holden D (Dist 41)</p> | <p>Greenhouse Gas Reduction Fund: Transit Pass Program. Would establish the Transit Pass Program to be administered by the Department of Transportation with moneys from the Greenhouse Gas Reduction Fund, upon appropriation, to support transit pass programs that provide free or reduced-fare transit passes to specified pupils and students. The bill would require the department, in coordination with the state board, to develop guidelines that describe the criteria that eligible transit providers are required to use to make available free or reduced-fare transit passes to eligible participants and the methodologies that eligible participants would use to demonstrate that the proposed expenditures will reduce greenhouse gas emissions.</p> | <p>Assembly Third Reading</p> | <p>Watch</p> | <p>Originally required \$50 million in cap and trade to be allocated annually to Caltrans to fund transit passes. Amendments continue to authorize transit pass funding, subject to future appropriation.</p> |

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| Bill # | Author | Description | Status | Position | Comments |
|--|---|---|---|---|---|
| AB 2289 Introduced: 2/18/2016 pdf html | Frazier D (Dist 11) | Department of Transportation: capital improvement projects. Current law requires the Department of Transportation to prepare a state highway operation and protection program for the expenditure of transportation funds for major capital improvements that are necessary to preserve and protect the state highway system and that include capital projects relative to maintenance, safety, and rehabilitation of state highways and bridges that do not add a new traffic lane to the system. This bill would add to the program capital projects relative to the operation of those state highways and bridges. | Senate Transportation and Housing | Support | This bill is based on a recent recommendation by the CTC in its annual report. The bill would add capital projects to improve highway operations as eligible for use of state highway funds. Examples include: lane management systems, changeable message signs, ramp meters, and similar devices and facilities specifically focused on improving operations. |
| AB 2292 Amended: 4/14/2016 pdf html | Gordon D (Dist 24) | California Global Warming Solutions Act of 2006: disadvantaged communities. Would require the California Environmental Protection Agency (CalEPA), no later than July 1, 2017, to update the California Communities Environmental Health Screening Tool to include specified factors, using the best-available data, when identifying disadvantaged communities for investment opportunities related to the 3-year investment plan. | Assembly Dead | New - Recommend Delete from Matrix | The bill attempts to address perceived weaknesses in the present identification of disadvantaged communities (DACs) for use in allocating cap and trade funding. This is achieved by broadening the factors used by CalEPA to also include areas in the state with high poverty rates, rent burden and cost of living. It moves in the right direction, but isn't expected to materially change the methodology such that it better aligns with areas commonly known as DACs in the Bay Area. |
| AB 2343 Amended: 4/27/2016 pdf html | Garcia, Cristina D (Dist 58) | Greenhouse Gas Reduction Fund: study. Current law requires the Department of Finance to annually submit a report to the appropriate committees of the Legislature on the status of the projects funded with moneys in the Greenhouse Gas Reduction Fund. This bill would require the department to include additional data in that annual report, as specified. | Assembly Dead | New - Recommend Delete from Matrix | Amended to require the Department of Finance to provide an annual status report on Cap and Trade projects. Previously was spot bill. |

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|--|--|---|--------------------------------------|---------------------|---|
| AB 2374 Introduced: 2/18/2016 pdf html | Chiu D (Dist 17) | Construction Manager/General Contractor method: regional transportation agencies: ramps. Current law authorizes regional transportation agencies to use the Construction Manager/General Contractor project delivery method, as specified, to design and construct certain expressways that are not on the state highway system if: (1) the expressways are developed in accordance with an expenditure plan approved by voters, (2) there is an evaluation of the traditional design-bid-build method of construction and of the Construction Manager/General Contractor method, and (3) the board of the regional transportation agency adopts the method in a public meeting. This bill would authorize regional transportation agencies also to use this authority on ramps that are not on the state highway system, as specified. | Senate Transportation and Housing | Sponsor/ Support | Amends current law that allows local transportation agencies to use CM/GC to specifically permit CM/GC use on "ramps". This would apply to the Yerba Buena Island phase II, which the SFCTA is leading on behalf of the Treasure Island Development Authority |
| AB 2411 Amended: 5/27/2016 pdf html | Frazier D (Dist 11) | Transportation revenues. Current law requires certain miscellaneous revenues deposited in the State Highway Account that are not restricted as to expenditure by Article XIX of the California Constitution to be transferred to the Transportation Debt Service Fund in the State Transportation Fund, as specified, and requires the Controller to transfer from the fund to the General Fund an amount of those revenues necessary to offset the current year debt service made from the General Fund on general obligation transportation bonds issued pursuant to Proposition 116 of 1990. This bill would, on July 1, 2017, delete the transfer of these miscellaneous revenues to the Transportation Debt Service Fund, thereby eliminating the offsetting transfer to the General Fund for debt service on general obligation transportation bonds issued pursuant to Proposition 116 of 1990. | Senate | Watch | Recaptures approximately \$45 million annually that has been dedicated to the general fund to instead be directed to highways. The source is miscellaneous revenues generated by Caltrans. |

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|---|--------------------------------------|--|--------------------------------------|----------|--|
| AB 2509 Amended: 4/6/2016 pdf html | Ting D (Dist 19) | Operation of bicycles: speed. Current law requires a person operating a bicycle upon a roadway at a speed less than the normal speed of traffic moving in the same direction at that time to ride as close as practicable to the right-hand curb or edge of the roadway except in specified situations. Current law further authorizes a person operating a bicycle upon a roadway of a highway that carries traffic in one direction only and has two or more marked traffic lanes to ride as close to the left-hand curb or edge of that roadway as practicable. This bill would expand the exceptions to riding as close as practicable to the right-hand curb or roadway edge to include, among others, when riding in class I, class II, or class IV bikeways, as specified. | Senate Transportation and Housing | Watch | Provides bike riders with more flexibility to the requirement that they ride as close to curb or roadway edge when traveling class, I, II, or IV bikeways. |
| AB 2542 Amended: 3/15/2016 pdf html | Gatto D (Dist 43) | Streets and highways: reversible lanes. Would require the Department of Transportation or a regional transportation planning agency, when submitting a capacity-increasing project or a major street or highway lane realignment project to the California Transportation Commission for approval, to demonstrate that reversible lanes were considered for the project. | Senate Transportation and Housing | Watch | This author is attempting to compel transportation agencies to consider "reversible lanes" when developing a capacity increasing roadway project. |

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|--|--|--|-----------------------------------|--------------|--|
| <p>AB 2586 Amended: 5/31/2016 pdf html</p> | <p>Gatto D (Dist 43)</p> | <p>Parking. Current law authorizes parking, for up to the posted time limit, in any parking space that is regulated by an inoperable parking meter or an inoperable parking payment center, as defined, until January 1, 2017. Current law prohibits, until January 1, 2017, a local authority from enacting an ordinance or resolution prohibiting or restricting the parking of vehicles under the above circumstances. This bill would delete the January 1, 2017, date of repeal for the above provisions, and thus extend those provisions indefinitely. This bill contains other related provisions and other existing laws.</p> | <p>Assembly Third Reading</p> | <p>Watch</p> | <p>This bill would make a series of changes to the way local governments manage and enforce parking laws and is billed as a “Parking Bill of Rights” to address a variety of parking-related activities, including allowing parking at inoperable meters and prohibiting valet services from preventing use of public metered spaces. SFMTA was seeking amendments to this bill to restrict free parking at broken meters to two hours in order to reduce the incentive for vandalism at parking meters without time limits. Since the author did not incorporate the proposed amendments, SFMTA is intending to request that the City oppose the bill in July.</p> |

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|---|--------------------------------------|---|---------------------------|---|--|
| AB 2602 Amended: 5/11/2016 pdf html | Gatto D (Dist 43) | Disabled parking placards. Current law authorizes a disabled person or disabled veteran to apply to the Department of Motor Vehicles (DMV) for the issuance of a distinguishing license plate or placard that entitles the person or veteran to various privileges, including parking in spaces designated for owners of those license plates and placards, parking for unlimited periods in a restricted zone, as specified, and parking in metered spaces without paying parking meter fees. Commencing January 1, 2018, this bill would delete the authority of a disabled person or disabled veteran who has been issued a placard as described above to park for an unlimited period in restricted zones and to park in metered spaces without paying parking meter fees. | Assembly Dead | New - Recommend Delete from Matrix | The bill creates a two-tiered disabled person parking system whereby only those persons with disabilities that severely limit mobility and dexterity may qualify for free and unlimited parking at metered spaces. SFMTA was seeking a support position on this bill as it is consistent with the recommendations made by the Accessible Parking Policy Advisory Committee stakeholder group. |
| AB 2722 Amended: 5/31/2016 pdf html | Burke D (Dist 62) | Transformative Climate Communities Program. Would create the Transformative Climate Communities Program, to be administered by the Strategic Growth Council. The bill would require the council, in coordination with the California Environmental Protection Agency Assistant Secretary for Environmental Justice and Tribal Affairs, to award competitive grants to specified eligible entities for the development of transformative climate community plans, and projects that implement plans, that contribute to the reduction of emissions of greenhouse gases and demonstrate potential climate, economic, workforce, health, and environmental benefits in disadvantaged communities that have a demonstrated need for climate, economic, workforce, health, and environmental benefits. | Assembly Third Reading | Watch | Originally this bill appropriated \$250 million in cap and trade funds for a new competitive grant program for transformative climate community plans in disadvantaged communities. Amended to delete from the appropriation. We will continue to work with the state to change the definition of DACs to better match what we commonly consider to be DACs in San Francisco. |

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| Bill # | Author | Description | Status | Position | Comments |
|--|--|---|------------------|---|---|
| AB 2742 Introduced: 2/19/2016 pdf html | Nazarian D (Dist 46) | Transportation projects: comprehensive development lease agreements. Current law authorizes the Department of Transportation and regional transportation agencies, as defined, to enter into comprehensive development lease agreements with public and private entities, or consortia of those entities, for certain transportation projects that may charge certain users of those projects tolls and user fees, subject to various terms and requirements. These arrangements are commonly known as public-private partnerships. Current law prohibits a lease agreement from being entered into under these provisions on or after January 1, 2017. This bill would allow a lease agreement to be entered into under these provisions until January 1, 2030. | Assembly Dead | New - Recommend Delete from Matrix | Extends public-private partnership (P3) authority to 2030 from 2017. |
| AB 2783 Amended: 4/25/2016 pdf html | Garcia, Eduardo D (Dist 56) | Affordable Housing and Sustainable Communities Program. Current law requires the Strategic Growth Council to develop guidelines and selection criteria for the Affordable Housing and Sustainable Communities Program. This bill would require the Strategic Growth Council to consider revisions to the guidelines and selection criteria with respect to affordable housing projects that qualify under the program's rural innovation project area, as specified, and to provide a written explanation to the Assembly Committee on Housing and Community Development by March 1, 2017, if the council determines that it will not make the revisions. | Senate Rules | Watch | Amended to require that the SGC amend its cap and trade allocation guidelines related to density requirements for affordable housing. Bill leaves intact existing density requirements, but for rural innovation program areas directs a loosening of the density to permit the projects to qualify for AHSC. MTC has adopted an oppose position on this bill, given that lowering density requirements undermines the goal of reducing greenhouse gas emissions by boosting the availability of affordable housing near transit |

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| Bill # | Author | Description | Status | Position | Comments |
|---|--|---|--|--------------|--|
| <p>AB 2796</p> <p>Amended: 4/4/2016 pdf html</p> | <p>Bloom D (Dist 50)</p> | <p>Active Transportation Program. Current law creates the Active Transportation Program in the Department of Transportation for the purpose of encouraging increased use of active modes of transportation. Current law requires the California Transportation Commission to award 50% and 10% of available funds to projects statewide and to projects in small urban and rural regions, respectively, with the remaining 40% of available funds to be awarded to projects by metropolitan planning organizations, with the funds available for distribution by each metropolitan planning organization based on its relative population. This bill would require a minimum of 5% of available funds in each of the 3 distribution categories to be awarded for planning and community engagement for active transportation in disadvantaged communities and a minimum of 10% of all available Active Transportation Program funds to be programmed for non-infrastructure purposes, except as provided.</p> | <p>Senate Rules</p> | <p>Watch</p> | <p>Dedicates 5% of current funding for distributing Active Transportation Program allocation for award to DACs for planning and community engagement. This bill includes a new minimum award requirement of 10% of funds for non-infrastructure projects. The SFMTA has adopted, through the City, a support position on this bill.</p> |
| <p>AB 2847</p> <p>Amended: 5/23/2016 pdf html</p> | <p>Patterson R (Dist 23)</p> | <p>High-Speed Rail Authority: reports. Current law requires the High-Speed Rail Authority (HSRA), on a biennial basis, to prepare a business plan containing specified elements and also requires the preparation of various other reports. This bill would require the business plan to identify projected financing costs for each segment or combination of segments of the high-speed rail system, if financing is proposed by the authority. The bill, in the business plan and in another report, would require the authority to identify any significant changes in scope for segments of the high-speed rail system identified in the previous version of each report and to provide an explanation of adjustments in cost and schedule attributable to the changes.</p> | <p>Senate Transportation and Housing</p> | <p>Watch</p> | <p>Amended to require that the HSRA business plan to provide financial projections for each segment in the system. Previously would have authorized a Caltrans pilot program to transfer operations and maintenance responsibility on specific state highways to local jurisdictions.</p> |

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| Bill # | Author | Description | Status | Position | Comments |
|--|--------------------------------------|--|------------------|---|--|
| AB 2857 Introduced: 2/19/2016 pdf html | Chu D (Dist 25) | Transportation network companies: delivery of commodities. Current law creates the Public Utilities Commission with various powers and duties relative to transportation, including, among other responsibilities, regulation of transportation network companies and those engaged in the private transportation of persons or property. This bill would declare the intent of the Legislature to enact legislation that promotes public safety and accountability for transportation network companies utilizing peer-to-peer mobile services to deliver commodities such as food or clothing. | Assembly Dead | New - Recommend Delete from Matrix | This is an intent bill to later draft legislation related to TNC companies that deliver commodities. |
| ABX1.1 Introduced: 6/23/2015 pdf html | Alejo D (Dist 30) | Transportation funding. Current law provides for loans of revenues from various transportation funds and accounts to the General Fund, with various repayment dates specified. This bill, with respect to any loans made to the General Fund from specified transportation funds and accounts with a repayment date of January 1, 2019, or later, would require the loans to be repaid by December 31, 2018. This bill contains other related provisions and other current laws. | Assembly Print | Support | This bill mandates that State General Fund loans from transportation revenues be repaid. |
| ABX1.2 Introduced: 6/25/2015 pdf html | Perea D (Dist 0) | Transportation projects: comprehensive development lease agreements. Current law authorizes the Department of Transportation and regional transpore transportation agencies, as defined, to enter into comprehensive development lease agreements with public and private entities, or consortia of those entities, for certain transportation projects that may charge certain users of those projects tolls and user fees, subject to various terms and requirements. Current law provides that a lease agreement may not be entered into under these provisions on or after January 1, 2017. This bill would extend this authorization indefinitely and would include within the definition of "regional transportation agency" the Santa Clara Valley Transportation Authority, thereby authorizing the authority to enter into public-private partnerships under these provisions. | Assembly Print | Support | Extends public-private partnership law indefinitely. Similar to SBX 1 14 (Cannella). |

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| ABX1.3 Amended: 9/3/2015 pdf html | Frazier D (Dist 11) | Transportation funding. Current law requires the Department of Transportation to improve and maintain the state's highways, and establishes various programs to fund the development, construction, and repair of local roads, bridges, and other critical transportation infrastructure in the state. This bill would declare the intent of the Legislature to enact legislation to establish permanent, sustainable sources of transportation funding to maintain and repair highways, local roads, bridges, and other critical infrastructure. | Assembly Conference Committee | Watch | Special session spot bill. |
| ABX1.4 Introduced: 7/9/2015 pdf html | Frazier D (Dist 11) | Transportation funding. Current law establishes various programs to fund the development, construction, and repair of local roads, bridges, and other critical transportation infrastructure in the state. This bill would declare the intent of the Legislature to enact legislation to establish permanent, sustainable sources of transportation funding to improve the state's key trade corridors and support efforts by local governments to repair and improve local transportation infrastructure. | Senate Rules | Watch | Special session spot bill. |
| ABX1.6 Introduced: 7/16/2015 pdf html | Hernández, Roger D (Dist 48) | Affordable Housing and Sustainable Communities Program. Current law continuously appropriates 20% of the annual proceeds of the Greenhouse Gas Reduction Fund to the Affordable Housing and Sustainable Communities Program, administered by the Strategic Growth Council, to reduce greenhouse gas emissions through projects that implement land use, housing, transportation, and agricultural land preservation practices to support infill and compact development and that support other related and coordinated public policy objectives. This bill would require 20% of moneys available for allocation under the program to be allocated to eligible projects in rural areas, as defined. | Assembly Print | Oppose | The bill would require 20% of the affordable housing program under cap and trade go to projects in rural areas. |

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|--|---|--|----------------|----------|--|
| ABX17 Introduced: 7/16/2015 pdf html | Nazarian D (Dist 46) | Public transit: funding. Current law requires all moneys, except for fines and penalties, collected by the State Air Resources Board from the auction or sale of allowances as part of a market-based compliance mechanism relative to reduction of greenhouse gas emissions to be deposited in the Greenhouse Gas Reduction Fund. This bill would instead continuously appropriate 20% of those annual proceeds to the Transit and Intercity Rail Capital Program, and 10% of those annual proceeds to the Low Carbon Transit Operations Program, thereby making an appropriation. This bill contains other current laws. | Assembly Print | Support | The bill would seek to increase cap and trade revenues to 2 transit programs (1) rail capital and (2) transit operations. This bill is the same as SBX1 8 (Hill). |
| ABX18 Introduced: 7/16/2015 pdf html | Chiu D (Dist 17) | Diesel sales and use tax. Would, effective July 1, 2016, increase the additional sales and use tax rate on diesel fuel to 5.25%. By increasing the revenues deposited in a continuously appropriated fund, the bill would thereby make an appropriation. This bill contains other related provisions. | Assembly Print | Support | The bill seeks to increase State transit assistance funds by increasing the sales tax rate and diesel. This bill is the same as SBX1 7 (Allen). |
| ABX19 Introduced: 8/17/2015 pdf html | Levine D (Dist 10) | Richmond-San Rafael Bridge. Would require the Department of Transportation, immediately, or as soon as practically feasible, but no later than September 30, 2015, to implement an operational improvement project that temporarily restores the third eastbound lane on State Highway Route 580 from the beginning of the Richmond-San Rafael Bridge in the County of Marin to Marine Street in the County of Contra Costa to automobile traffic and that temporarily converts a specified portion of an existing one-way bicycle lane along the north side of State Highway Route 580 in the County of Contra Costa into a bidirectional bicycle and pedestrian lane. | Assembly Print | Watch | This author is addressing a congestion issue afflicting Marin and Contra Costa Counties by mandatory Caltrans to restore a 3rd lane on Richmond bridge. |

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| ABX1 10 Introduced: 8/19/2015 pdf html | Levine D (Dist 10) | Public works: contracts: extra compensation. Would provide that a state entity in a mega-infrastructure project contract, as defined, may not provide for the payment of extra compensation to the contractor until the mega-infrastructure project, as defined, has been completed and an independent third party has verified that the mega-infrastructure project meets all architectural or engineering plans and safety specifications of the contract. This bill would apply to contracts entered into or amended on or after the effective date of this bill. | Assembly Print | Watch | Would restrict state agencies from providing extra payments to contractors on mega-infrastructure projects. |
| ABX1 13 Introduced: 8/31/2015 pdf html | Grove R (Dist 34) | Greenhouse Gas Reduction Fund: streets and highways. Would reduce the continuous appropriation to the Strategic Growth Council for the Affordable Housing and Sustainable Communities Program by half. This bill contains other related provisions. | Assembly Print | Oppose | The bill would reduce funds from the cap and trade for the Affordable housing and Sustainable Communities competitive grant program by half and dedicate the savings to road repair. |
| ABX1 14 Introduced: 8/31/2015 pdf html | Waldron R (Dist 75) | State Highway Operation and Protection Program: local streets and roads: appropriation. Would continuously appropriate \$1 billion from the General Fund, with 50% to be made available to the Department of Transportation for maintenance of the state highway system or for purposes of the State Highway Operation and Protection Program, and 50% to be made available to the Controller for apportionment to cities and counties by a specified formula for street and road purposes. | Assembly Print | Watch | This bill reflects an evolving concept by Assembly Republicans to seek road improvement funding from existing state resources, obviating the need for new taxes. |

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| ABX1 15 Introduced: 8/31/2015 pdf html | Patterson R (Dist 23) | State Highway Operation and Protection Program: local streets and roads: appropriation. Would reduce the \$663,287,000 appropriation for Capital Outlay Support by \$500 million, and would appropriate \$500 million from the State Highway Account for the 2015-16 fiscal year, with 50% to be made available to the Department of Transportation for maintenance of the state highway system or for purposes of the State Highway Operation and Protection Program, and 50% to be made available to the Controller for apportionment to cities and counties by formula for street and road purposes. This bill contains other existing laws. | Assembly Print | Watch | This bill reflects an evolving concept by Assembly Republicans to seek road improvement funding from existing state resources, obviating the need for new taxes. Would reduce Caltrans staff costs by \$500 million and seek a like amount from State Highway Account to be dedicated for state and local road repairs. |
| ABX1 16 Introduced: 8/31/2015 pdf html | Patterson R (Dist 23) | State highways: transfer to local agencies: pilot program. Would require the Department of Transportation to participate in a pilot program over a 5-year period under which 2 counties, one in northern California and one in southern California, are selected to operate, maintain, and make improvements to all state highways, including freeways, in the affected county. The bill would require the department, with respect to those counties, for the duration of the pilot program, to convey all of its authority and responsibility over state highways in the county to a county, or a regional transportation agency that has jurisdiction in the county. | Assembly Print | Watch | This bill is intended to test the efficiency of Caltrans by authorizing a pilot program in which two counties would be able to assume Caltrans' responsibility for operating and maintaining highways with the county. |
| ABX1 17 Introduced: 8/31/2015 pdf html | Achadjian R (Dist 35) | Greenhouse Gas Reduction Fund: state highway operation and protection program. Current law continuously appropriates 60% of the annual proceeds of the Greenhouse Gas Reduction Fund for transit, affordable housing, sustainable communities, and high-speed rail purposes. This bill, beginning in the 2016-17 fiscal year, would continuously appropriate 25% of the annual proceeds of the fund to fund projects in the state highway operation and protection program. | Assembly Print | Oppose | This measure would seek to supplement state rehabilitation program with 25% of cap and trade resources. |

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| ABX1 18 Introduced: 8/31/2015 pdf html | Linder R (Dist 60) | Vehicle weight fees: transportation bond debt service. Would, notwithstanding these provisions or any other law, effective January 1, 2016, prohibit weight fee revenue from being transferred from the State Highway Account to the Transportation Debt Service Fund or to the Transportation Bond Direct Payment Account, and from being used to pay the debt service on transportation general obligation bonds. | Assembly Print | Oppose | This measure would seek the return of truck weight fees to state highway rehabilitation purposes. |
| ABX1 19 Introduced: 8/31/2015 pdf html | Linder R (Dist 60) | California Transportation Commission. Would exclude the California Transportation Commission from the Transportation Agency and establish it as an entity in the state government. The bill would also make conforming changes. | Assembly Print | Watch | The bill re-establishes the independence of the CTC from the Administration Transportation Agency. This bill is similar to AB 1364 (Linder), SB 1320 (Runner) and SBX1 12 (Runner). |
| ABX1 20 Introduced: 8/31/2015 pdf html | Gaines, Beth R (Dist 6) | State government: elimination of vacant positions: transportation: appropriation. Current law establishes the Department of Human Resources in state government to operate the state civil service system. This bill would require the department to eliminate 25% of the vacant positions in state government that are funded by the General Fund. This bill contains other related provisions and other current laws. | Assembly Print | Watch | This Republican Caucus measure would seek the elimination of vacant positions in state government and dedicate the funds that are freed to road repairs. |
| ABX1 21 Introduced: 8/31/2015 pdf html | Obermole R (Dist 33) | Environmental quality: highway projects. Would prohibit a court in a judicial action or proceeding under CEQA from staying or enjoining the construction or improvement of a highway unless it makes specified findings. | Assembly Print | Watch | Extends to highway projects judicial relief from a CEQA challenge in certain cases. |

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| <p>ABX1 24</p> <p>Introduced: 9/11/2015 pdf html</p> | <p>Levine D (Dist 10)</p> | <p>Bay Area Transportation Commission: election of commissioners. This bill, effective January 1, 2017, would re-designate the Metropolitan Transportation Commission (MTC) as the Bay Area Transportation Commission. The bill would require commissioners to be elected by districts comprised of approximately 750,000 residents. The bill would require each district to elect one commissioner, except that a district with a toll bridge, as defined, within the boundaries of the district would elect 2 commissioners. The bill would require commissioner elections to occur in 2016, with new commissioners to take office on January 1, 2017. The bill would state the intent of the Legislature for district boundaries to be drawn by a citizens' redistricting commission and campaigns for commissioners to be publicly financed. This bill, effective January 1, 2017, would delete the Bay Area Toll Authority's (BATA's) status as a separate entity from the MTC and merge the authority into the Bay Area Transportation Commission.</p> | <p>Assembly Print</p> | <p>Oppose</p> | <p>The author introduced this bill to address his perception that MTC, as an appointed body, does not adequately reflect the mobility and planning needs of the San Francisco Bay region. His solution is to require that MTC merge with BATA and report to an elected body.</p> <p>We recommended an oppose position because the proposed new structure would likely upset the current balance of urban and nonurban interests on the MTC in favor of the suburbs - and would have the effect of disadvantaging San Francisco and making it even harder to do effective regional planning.</p> |
| <p>ABX1 25</p> <p>Introduced: 1/11/2016 pdf html</p> | <p>Allen, Travis R (Dist 72)</p> | <p>Shuttle services: loading and unloading of passengers. Under current law, a person may not stop, park, or leave a vehicle standing alongside a curb space authorized for the loading or unloading of passengers of a bus engaged as a common carrier in local transportation when indicated by a sign or red paint on the curb, except that current law allows local authorities to permit school buses to stop alongside these curb spaces upon agreement between a transit system operating buses as common carriers in local transportation and a public school district or private school. This bill would also allow local authorities to permit shuttle service vehicles, as defined, to stop for the loading or unloading of passengers alongside these curb spaces upon agreement between a transit system operating buses.</p> | <p>Assembly Print</p> | <p>Oppose</p> | <p>A 2nd bill by the author to replace AB 61 related to shuttle service buses. Bill is also same as AB 1641 (Allen, Travis).</p> <p>SFMTA supports legislative measures to ensure the Commuter Shuttle Program, as agreed upon by the BOS and the SFMTA in 2016, can continue without litigation on the issue of shuttles using red zones.</p> |

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|--|--|---|---------------------------------------|----------|--|
| ACA 4 Amended: 8/17/2015 pdf html | Frazier D (Dist 11) | Local government transportation projects: special taxes: voter approval. Would provide that the imposition, extension, or increase of a sales and use tax imposed pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or a transactions and use tax imposed in accordance with the Transactions and Use Tax Law by a county, city, and county, or special district for the purpose of providing funding for local transportation projects, as defined, requires the approval of 55% of its voters voting on the proposition. The measure would also make conforming and technical, non-substantive changes. | Assembly Appropriations Suspense File | Support | This bill would provide voters the opportunity to reduce the requirement for approval of future special taxes for transportation purposes with a 55% majority. |
| SB 39 Amended: 4/8/2015 pdf html | Pavley D (Dist 27) | Vehicles: high-occupancy vehicle lanes. Current federal law, until September 30, 2017, authorizes a state to allow specified labeled vehicles to use lanes designated for high-occupancy vehicles (HOVs). Current law authorizes the DMV to issue no more than 70,000 of those identifiers. This bill would increase the number of those identifiers that the DMV is authorized to issue to an unspecified amount. This bill contains other related provisions and other current laws. | Assembly Transportation | Oppose | The bill would expand the amount of HOV lane access decals for clean vehicles. 2014 saw the number of decals permitted increase from 40,000 to 70,000. A budget trailer bill in 2015 was approved to accomplish this. |
| SB 321 Amended: 8/18/2015 pdf html | Beall D (Dist 15) | Motor vehicle fuel taxes: rates: adjustments. Would, for the 2016- 17 fiscal year and each fiscal year thereafter, require the State Board of Equalization on March 1 of the fiscal year immediately preceding the applicable fiscal year, as specified, to adjust the rate in a manner as to generate an amount of revenue equal to the amount of revenue loss attributable to the exemption, based on estimates made by the board that reflect the combined average of the actual fuel price over the previous 4 fiscal years and the estimated fuel price for the current fiscal year, and continuing to take into account adjustments required by existing law to maintain revenue neutrality for each year. This bill contains other existing laws. | Senate Inactive File | Support | This bill would provide more flexibility to the Board of Equalization in establishing annual gas excise tax rates by extending the period from 3 to 5 years to ensure "revenue neutrality". This would address the volatility now observed in the annual tax-rate-setting process. MTC has adopted a support position on this bill. |

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| Bill # | Author | Description | Status | Position | Comments |
|---|---|---|--------------------|----------|--|
| SB 344 Amended: 6/23/2015 pdf html | Monning D (Dist 17) | Commercial driver's license: education. Would, commencing January 1, 2018, require a person to successfully complete a course of instruction from a commercial driver training institution or program offered by an employer with an approved course of instruction that has been certified by the Department of Motor Vehicles before he or she is issued a commercial driver's license, except as specified. The bill would require the course of instruction to include, at a minimum, standards necessary to ensure a driver is proficient in safely operating a commercial vehicle. | Assembly 2 year | Watch | MTC has adopted a support position on this bill. |
| SB 433 Amended: 5/7/2015 pdf html | Berryhill R (Dist 8) | Motor vehicle fuel taxes: diesel fuel taxes: rates: adjustments. Would, for the 2016-17 fiscal year to the 2020 -21 fiscal year, inclusive, on or before May 15 of the fiscal year immediately preceding the applicable fiscal year, instead require the Department of Finance to adjust the motor vehicle fuel tax rate as described above, and would require the department to notify the board of the rate adjustment effective for the state's next fiscal year, as provided. This bill contains other related provisions and other existing laws. | Assembly 2 year | Watch | Shifts responsibility from Board of Equalization to Department of Finance for determining annual gas tax rate. |
| SB 564 Introduced: 2/26/2015 pdf html | Cannella R (Dist 12) | Vehicles: school zone fines. Current law, in the case of specified violations relating to rules of the road and driving under the influence, doubles the fine in the case of misdemeanors, and increases the fine, as specified, in the case of infractions, if the violation is committed by the driver of a vehicle within a highway construction or maintenance area during any time when traffic is regulated or restricted by the Department of Transportation or local authorities pursuant to existing law or is committed within a designated Safety Enhancement-Double Fine Zone. This bill would also require that an additional fine of \$35 be imposed if the violation occurred when passing a school building or school grounds, as specified. | Assembly 2 year | Support | Increases fines for traffic violations near schools. Similar bill passed last year, but was vetoed by Governor. SFMTA has also adopted a support position on this bill. |

San Francisco County Transportation Authority

June 2016

| Bill # | Author | Description | Status | Position | Comments |
|---|--|---|------------------------------------|----------------|---|
| <p>SB 773 Amended: 5/31/2016 pdf html</p> | <p>Allen D (Dist 26)</p> | <p>Vehicles: registration fraud. Would, until January 1, 2020, request the University of California to conduct a study on motor vehicle registration fraud and failure to register a motor vehicle, and would require the study to include specified information, including quantification of the magnitude of the problem, the costs to the state and local governments in lost revenues, and recommended strategies for increasing compliance with registration requirements.</p> | <p>Assembly Transportation</p> | <p>Watch</p> | <p>MTC has adopted a support position on this bill.</p> |
| <p>SB 812 Amended: 5/31/2016 pdf html</p> | <p>Hill D (Dist 13)</p> | <p>Charter-party carriers of passengers: passenger stage corporations: private carriers of passengers. Would require the Department of the California Highway Patrol, if a tour bus or modified limousine carrier has received an unsatisfactory compliance rating for 3 consecutive terminal inspections, as specified, to recommend to the commission that the carrier's operating authority be suspended, denied, or revoked, or to the United States Department of Transportation that appropriate administrative action be taken against the carrier's interstate operating authority, whichever is appropriate.</p> | <p>Assembly</p> | <p>Support</p> | <p>This is a major overhaul of the statutes that govern tour bus safety. The bill imposes more direct fee-setting authority based on costs to administer the safety program; gives new priority to inspections to prioritize new buses at companies with history of noncompliance and requires 25% of bus inspection to be unannounced. The SFMTA has taken a support position on this bill.</p> |

San Francisco County Transportation Authority

June 2016

| Bill # | Author | Description | Status | Position | Comments |
|--|--|---|-----------------------------|----------------|--|
| <p>SB 824</p> <p>Amended: 5/31/2016 pdf html</p> | <p>Beall D (Dist 15)</p> | <p>Low Carbon Transit Operations Program. Would authorize a recipient transit agency that does not submit an expenditure for funding under the Low Carbon Transit Operations Program in a particular fiscal year to retain its funding share for expenditure in a subsequent fiscal year. The bill would allow a recipient transit agency to loan or transfer its funding share in any particular fiscal year to another recipient transit agency within the same region, or to apply to the Department of Transportation to reassign, to other eligible expenditures under the program, any savings of surplus moneys from an approved and completed expenditure under the program or from an approved expenditure that is no longer a priority, as specified.</p> | <p>Assembly</p> | <p>Support</p> | <p>The bill is intended to permit transit agencies more flexible use of formula transit funds from GGRF, including the ability to pool small formula shares among agencies to make identification of an eligible project and administration of the funds easier. Recent amendments remove the ability to pool resources from the legislation. MTC staff are recommending a support and seek amendment position on this bill, to broaden the definition of disadvantaged communities. SFMTA has taken a support position on this bill.</p> |
| <p>SB 882</p> <p>Amended: 5/31/2016 pdf html</p> | <p>Hertzberg D (Dist 18)</p> | <p>Crimes: public transportation: minors. Current law makes it an infraction or a misdemeanor to evade the payment of a fare on a public transit system, to misuse a transfer, pass, ticket, or token with the intent to evade the payment of a fare, or to use a discount ticket without authorization or fail to present, upon request from a transit system representative, acceptable proof of eligibility to use a discount ticket. This bill would prohibit a minor from being charged with an infraction or a misdemeanor for those acts.</p> | <p>Senate Third Reading</p> | <p>Watch</p> | <p>This bill would prohibit minors from being charged with either an infraction or misdemeanor for a transit fare violation. Latest amendment would restore language related to administrative adjudication.</p> |

San Francisco County Transportation Authority
June 2016

| Bill # | Author | Description | Status | Position | Comments |
|--|---|--|--|---------------|--|
| <p>SB 885 Amended: 5/10/2016 pdf html</p> | <p>Wolk D (Dist 3)</p> | <p>Construction contracts: indemnity. Would specify, with certain exceptions, for construction contracts entered into on or after January 1, 2017, that a design professional, as defined, only has the duty to defend himself or herself from claims or lawsuits that arise out of, or pertain or relate to, negligence, recklessness, or willful misconduct of the design professional. The bill would prohibit these provisions from being construed to affect any duty of a design professional to pay a reasonable allocated share of defense fees and costs with respect to claims and lawsuits alleging negligence, recklessness, or willful misconduct of the design professional, as specified.</p> | <p>Assembly</p> | <p>Oppose</p> | <p>This bill would effectively require public agencies and other project owners to defend design professionals' interests and then, after a legal determination, attempt to secure reimbursement for those legal costs and fault. SB 885 seeks to allow design professionals to avoid defense costs in lawsuits involving mixed claims against multiple parties. It would fundamentally shift private sector risk to the taxpayer, significantly increasing public sector legal costs. As it is passing quickly through Committee we will aggressively work to oppose this bill this month.</p> |
| <p>SB 903 Introduced: 1/21/2016 pdf html</p> | <p>Nguyen R (Dist 34)</p> | <p>Transportation funds: loan repayment. Would acknowledge, as of June 30, 2015, \$879,000,000 in outstanding loans of certain transportation revenues, and would require this amount to be repaid from the General Fund by June 30, 2016, to the Traffic Congestion Relief Fund for allocation to the Traffic Congestion Relief Program, the Trade Corridors Improvement Fund, the Public Transportation Account, and the State Highway Account, as specified. The bill would thereby make an appropriation. This bill contains other related provisions and other existing laws.</p> | <p>Senate Transportation and Housing</p> | <p>Watch</p> | <p>The bill adapts a provision from the Governor's Transportation Plan that establishes a requirement that outstanding General Fund loans be repaid, but by 6/30/16. This loan repayment was proposed by the Governor on a longer timeline.</p> |

San Francisco County Transportation Authority

June 2016

| Bill # | Author | Description | Status | Position | Comments |
|--|---|--|----------------------------|---|---|
| SB 951 Amended: 4/26/2016 pdf html | McGuire D (Dist 2) | Transportation: Golden State Patriot Passes Program. Would create the Golden State Patriot Passes Program to be administered by the Department of Transportation to provide veterans with free access to transit services. The bill would require the department to develop guidelines that describe the methodologies that a participating transit operator would use to demonstrate that proposed expenditures would increase veteran mobility and fulfill specified requirements. | Senate Dead | New - Recommend Delete from Matrix | Creates the Golden State Patriot Passes Program, administered by Caltrans, to provide free access to transit services for veterans and requires Caltrans, by January 1, 2018, to select three transit operator applicants to receive program funding. |
| SB 986 Amended: 4/12/2016 pdf html | Hill D (Dist 13) | Vehicles: right turn violations. Current law requires a driver facing a steady circular red signal alone to stop at a marked limit line, but if none, before entering the crosswalk on the near side of the intersection or, if none, then before entering the intersection, and to remain stopped until an indication to proceed is shown, except as specified. A violation of this provision is an infraction punishable by a fine of \$100. This bill would recast those provisions, and instead would require that a violation of this provision for a right turn or a left turn from a one-way street onto a one-way street is punishable by a fine of \$35. | Assembly Desk | Oppose | This bill would lower the fines for right turn and left turn from a one-way street onto a one-way street violations of red light stopping law from \$100 to \$35. SFMTA has taken an oppose position on this bill because of its potential to work against the city's Vision Zero goals. |
| SB 998 Amended: 5/3/2016 pdf html | Wieckowski D (Dist 10) | Vehicles: mass transit guideways. Would prohibit a person from operating a motor vehicle, or stopping, parking, or leaving a vehicle standing, on a portion of the highway designated for the exclusive use of public transit buses, subject to specified exceptions. Because a violation of these provisions would be a crime, this bill would impose a state-mandated local program. | Assembly Transportation | Watch | Expands restrictions on vehicles from stopping at certain locations to include transit guideways. |

San Francisco County Transportation Authority

June 2016

| Bill # | Author | Description | Status | Position | Comments |
|--|---|---|------------------------------------|--------------------------------------|--|
| <p>SB 1051</p> <p>Amended: 5/10/2016 pdf html</p> | <p>Hancock D (Dist 9)</p> | <p>Vehicles: parking enforcement: video image evidence. The bill would authorize enforcement of parking violations in transit-only lanes through use of video to the Alameda-Contra Costa Transit District, thereby authorizing the district to install automated forward facing parking control devices on district-owned public transit vehicles. The bill would repeal the authority for the Alameda-Contra Costa Transit District to implement an automated enforcement system to enforce violations occurring in transit-only traffic lanes and the authority for both the district and the City and County of San Francisco to implement an automated enforcement system to enforce parking violations occurring at bus stops on January 1, 2022. This bill would require, under designated circumstances, the district and the City and County of San Francisco to submit to the transportation and judiciary committees of the Legislature evaluations of the automated enforcement system's effectiveness, impact on privacy, cost to implement, and generation of revenue, no later than January 1, 2021.</p> | <p>Assembly Transportation</p> | <p>New – Recommend Watch</p> | <p>This bill allows, until January 1, 2022, the Alameda-Contra Costa Transit District (AC Transit) to enforce parking violations in transit-only traffic lanes and allows AC Transit and the City and County of San Francisco to enforce parking violations in bus stops using video cameras. Imposes a sunset date in 2022, with quantitative reports from both agencies due in 2021.</p> |
| <p>SB 1066</p> <p>Introduced: 2/16/2016 pdf html</p> | <p>Beall D (Dist 15)</p> | <p>Transportation funds: fund estimates. Current law requires the Department of Transportation to submit to the California Transportation Commission an estimate of state and federal funds reasonably expected to be available for future programming over the 5-year period in each state transportation improvement program (STIP), and requires the California Transportation Commission to adopt a fund estimate in that regard. This bill would require the fund estimates prepared by the department and the commission to identify and include federal funds derived from apportionments made to the state under the Fixing America's Surface Transportation Act of 2015.</p> | <p>Assembly Transportation</p> | <p>Support</p> | <p>Adds new Federal transportation funds to revenues that must be included revenues estimate for the STIP.</p> |

San Francisco County Transportation Authority

June 2016

| Bill # | Author | Description | Status | Position | Comments |
|--|---|---|----------------------------|---|--|
| SB 1128 Introduced: 2/17/2016 pdf html | Glazer D (Dist 7) | Commuter benefit policies. Current law authorizes the Metropolitan Transportation Commission and the Bay Area Air Quality Management District to jointly adopt a commute benefit ordinance that requires covered employers operating within the common area of the 2 agencies with a specified number of covered employees to offer those employees certain commute benefits through a pilot program. Current law requires that the ordinance specify certain matters, including any consequences for noncompliance, and imposes a specified reporting requirement. Current law makes these provisions inoperative on January 1, 2017. This bill would extend these provisions indefinitely, thereby establishing the pilot program permanently. | Assembly Transportation | Support | Extends the commute benefits ordinance authority for MTC/ABAG indefinitely. MTC has taken a support position on this bill. |
| SB 1141 Amended: 4/5/2016 pdf html | Moorlach R (Dist 37) | State highways: transfer to local agencies: pilot program. Would require the Department of Transportation to participate in a pilot program over a 5-year period under which 2 counties, one in northern California and one in southern California, may be selected to operate, maintain, and make improvements to all state highways, including freeways, in the affected county. The bill would require the department, with respect to those counties, for the duration of the pilot program, to convey all of its authority and responsibility over state highways in the county to the county or to a regional transportation agency that has jurisdiction in the county. | Senate Dead | New - Recommend Delete from Matrix | Creates a pilot program for Caltrans to turn over its operation and maintenance of state highways in 2 counties for a period of 5 years. This bill is similar to ABX1 16. |
| SB 1208 Introduced: 2/18/2016 pdf html | Bates R (Dist 36) | California Transportation Commission (CTC). Current law creates the CTC, with specified powers and duties relative to programming of transportation capital improvement projects and other related matters. Current law authorizes the commission to request and review reports of the Department of Transportation and other entities pertaining to transportation issues and concerns that the commission determines need special study. This bill would make a non-substantive change to this provision. | Senate Dead | New - Recommend Delete from Matrix | Spot bill related to the CTC. |

San Francisco County Transportation Authority

June 2016

| Bill # | Author | Description | Status | Position | Comments |
|---|---------------------------------------|---|---------------------------------|--------------------------------|---|
| SB 1259 Amended: 4/21/2016 pdf html | Runner R (Dist 21) | Vehicles: toll payment: veterans. Would exempt vehicles registered to a veteran and displaying a specialized veterans license plate, as specified, from payment of a toll or related fines on a toll road, high-occupancy toll (HOT) lane, toll bridge, toll highway, a vehicular crossing, or any other toll facility. The bill would also make conforming changes. | Assembly Veterans Affairs | Oppose | Addresses vehicles operated by a veteran with a special decal to the exemption of requiring to pay tolls. Recommending an oppose position because of possibility of fraud (seen in other jurisdictions) and associated decrease in toll revenue. MTC has adopted an oppose position on this bill |
| SBX11 Amended: 4/21/2016 pdf html | Beall D (Dist 15) | Transportation funding: environmental mitigation: oversight. Would create the Road Maintenance and Rehabilitation Program to address deferred maintenance on the state highway system and the local street and road system and for other specified purposes. The bill would provide for the deposit of various funds for the program in the Road Maintenance and Rehabilitation Account, which the bill would create in the State Transportation Fund. The recent amendments included significant new revenues for transportation, including transit. The amended bill eliminates the Board of Equalization's annual adjustment of the gas excise tax, raises the gas excise tax 6 cents per gal., and indexes it to inflation. It also raises the diesel excise tax by 22 cents per gallon and sales tax by 5.25%. The VRF is increased by \$35, and new annual \$100 zero-emission vehicles fee and annual road access fee of \$35 per vehicle are introduced. Additional cap and trade funds are dedicated to the Transit and Intercity Rail Capital program and to the Low Carbon Transit Operations Program. | Senate Appropriations | Support/ Seek Amendments | Latest amendments reflect a major new state/local transportation funding bill. It would provide \$5.5 billion annually and \$1 billion in one-time revenue to fund state and local road repair, transit capital and operations, trade corridors, and job training. |

San Francisco County Transportation Authority

June 2016

| Bill # | Author | Description | Status | Position | Comments |
|---|--|---|---|---------------|---|
| <p>SBX1 2</p> <p>Introduced: 6/30/2015 pdf html</p> | <p>Huff R (Dist 29)</p> | <p>Greenhouse Gas Reduction Fund. Would provide that those annual proceeds shall be appropriated by the Legislature for transportation infrastructure, including public streets and highways, but excluding high-speed rail. This bill contains other existing laws.</p> | <p>Senate Transportation and Infrastructure Development</p> | <p>Oppose</p> | <p>The bill seeks to transfer from current cap and trade permanent allocations for High-speed Rail, rail and transit programs the amount of revenues attributable to the transportation fuels sector and make them available for public streets and highways.</p> <p>The fuels sector is estimated to provide an amount of auction revenues estimated to be equal to a fuel tax of 10 cents per gallon.</p> <p>The effect of this would be to greatly reduce the amount of revenues available for programs like the Transit Intercity Rail Capital program in which SFMTA was successful in competing, receiving \$41 million for its Light Rail Vehicle Expansion project.</p> |
| <p>SBX1 4</p> <p>Amended: 9/4/2015 pdf html</p> | <p>Beall D (Dist 15)</p> | <p>Transportation funding. Current law requires the Department of Transportation to improve and maintain the state's highways, and establishes various programs to fund the development, construction, and repair of local roads, bridges, and other critical transportation infrastructure in the state. This bill would declare the intent of the Legislature to enact statutory changes to establish permanent, sustainable sources of transportation funding to maintain and repair the state's highways, local roads, bridges, and other critical transportation infrastructure.</p> | <p>Senate Conference Committee</p> | <p>Watch</p> | <p>This is a spot bill intended to serve as a vehicle for a transportation funding resolution, should one be reached in Special Session.</p> |

San Francisco County Transportation Authority

June 2016

| Bill # | Author | Description | Status | Position | Comments |
|--|--------------------------------------|---|--------------------------|----------|---|
| SBX15 Introduced: 7/7/2015 pdf html | Beall D (Dist 15) | Transportation funding. Current law establishes various programs to fund the development, construction, and repair of local roads, bridges, and other critical transportation infrastructure in the state. This bill would declare the intent of the Legislature to enact legislation to establish permanent, sustainable sources of transportation funding to improve the state's key trade corridors and support efforts by local governments to repair and improve local transportation infrastructure. | Assembly Desk | Watch | Special session spot bill intended to serve as a vehicle for a transportation funding resolution, should one be reached in Special Session. |
| SBX17 Amended: 9/3/2015 pdf html | Allen D (Dist 26) | Diesel sales and use tax. Would restrict expenditures of revenues from the July 1, 2016, increase in the sales and use tax on diesel fuel to transit capital purposes and certain transit services. The bill would require an existing required audit of transit operator finances to verify that these new revenues have been expended in conformance with these specific restrictions and all other generally applicable requirements. This bill contains other related provisions and other existing laws. | Senate Appropriations | Support | The bill seeks to increase transit funds by increasing the diesel sales tax rate. Bill is the same as ABX1 8 (Chiu). |
| SBX18 Introduced: 7/16/2015 pdf html | Hill D (Dist 13) | Public transit: funding. Current law requires all moneys, except for fines and penalties, collected by the State Air Resources Board from the auction or sale of allowances as part of a market-based compliance mechanism relative to reduction of greenhouse gas emissions to be deposited in the Greenhouse Gas Reduction Fund. This bill would instead continuously appropriate 20% of those annual proceeds to the Transit and Intercity Rail Capital Program, and 10% of those annual proceeds to the Low Carbon Transit Operations Program, thereby making an appropriation. This bill contains other current laws. | Senate Appropriations | Support | The bill would increase cap and trade funding dedicated to (1) transit capital (2) transit operation. Bill is the same as ABX1 7 (Nazarian). |

San Francisco County Transportation Authority

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| Bill # | Author | Description | Status | Position | Comments |
|---|---|--|---|--------------|--|
| <p>SBX1 10 Introduced: 7/16/2015 pdf html</p> | <p>Bates R (Dist 36)</p> | <p>Regional transportation capital improvement funds. Current law requires funds available for regional projects to be programmed by the California Transportation Commission pursuant to the county shares formula, under which a certain amount of funding is available for programming in each county, based on population and miles of state highway. Current law specifies the various types of projects that may be funded with the regional share of funds to include state highways, local roads, transit, and others. This bill would revise the process for programming and allocating the 75% share of state and federal funds available for regional transportation improvement projects.</p> | <p>Senate Transportation and Infrastructure Development</p> | <p>Watch</p> | <p>This bill would transfer regional State Transportation Improvement Program (STIP) funds directly to Metropolitan Planning Organizations (MPOs) for allocation to county projects.</p> |
| <p>SBX1 11 Amended: 9/4/2015 pdf html</p> | <p>Berryhill R (Dist 8)</p> | <p>Environmental quality: transportation infrastructure. The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report (EIR) on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. This bill would exempt from these CEQA provisions a project that consists of the inspection, maintenance, repair, restoration, reconditioning, relocation, replacement, or removal of existing transportation infrastructure if certain conditions are met, and would require the person undertaking these projects to take certain actions</p> | <p>Senate Transportation and Infrastructure Development</p> | <p>Watch</p> | <p>Broadens current law to provide CEQA exemption for safety and repairs on roadways that is within the road footprint.</p> |
| <p>SBX1 12 Amended: 8/20/2015 pdf html</p> | <p>Runner R (Dist 21)</p> | <p>California Transportation Commission (CTC). Would exclude the California Transportation Commission from the Transportation Agency, establish it as an entity in state government, and require it to act in an independent oversight role. The bill would also make conforming changes. This bill contains other related provisions and other existing laws.</p> | <p>Senate Appropriations</p> | <p>Watch</p> | <p>Re-establishes independence of CTC from the Transportation Agency. This bill is similar to AB 1364 (Linder), ABX1 19 (Linder), and SB 1320 (Runner).</p> |

San Francisco County Transportation Authority

June 2016

| Bill # | Author | Description | Status | Position | Comments |
|--|---|--|--|----------|--|
| SBX1 13 Amended: 9/3/2015 pdf html | Vidak R (Dist 14) | Office of the Transportation Inspector General. Would create the Office of the Transportation Inspector General in state government, as an independent office that would not be a subdivision of any other government entity, to build capacity for self-correction into the government itself and to ensure that all state agencies expending state transportation funds are operating efficiently, effectively, and in compliance with federal and state laws. | Senate Appropriations | Watch | Creates a new Inspector General office to oversee effectiveness of Caltrans and High-speed Rail Authority. |
| SBX1 14 Introduced: 7/16/2015 pdf html | Cannella R (Dist 12) | Transportation projects: comprehensive development lease agreements. Current law authorizes the Department of Transportation and regional transportation agencies, as defined, to enter into comprehensive development lease agreements with public and private entities, or consortia of those entities, for certain transportation projects that may charge certain users of those projects tolls and user fees, subject to various terms and requirements. This bill would extend this authorization indefinitely and would include within the definition of "regional transportation agency" the Santa Clara Valley Transportation Authority, thereby authorizing the authority to enter into public-private partnerships under these provisions. | Senate Transportation and Infrastructure Development | Watch | Extends current public-private partnership law indefinitely. |
| SCAX1 1 Introduced: 6/19/2015 pdf html | Huff R (Dist 29) | Motor vehicle fees and taxes: restriction on expenditures. Would prohibit the Legislature from borrowing revenues from fees and taxes imposed by the state on vehicles or their use or operation, and from using those revenues other than as specifically permitted by Article XIX. The measure would also prohibit those revenues from being pledged or used for the payment of principal and interest on bonds or other indebtedness. This bill contains other related provisions and other existing laws. | Senate Appropriations | Support | Intended to protect new revenues generated by new transportation taxes or fees. |

Total Measures: 109**Total Tracking Forms: 109**



Memorandum

Date: 05.27.16 **RE:** Finance Committee
June 14, 2016

To: Finance Committee: Commissioners Mar (Chair), Cohen (Vice Chair), Campos, Kim, Yee and Wiener (Ex Officio)

From: Cynthia Fong – Deputy Director for Finance and Administration *CF*

Through: Tilly Chang – Executive Director *TC*

Subject: **ACTION** – Recommend Adoption of the Proposed Fiscal Year 2016/17 Annual Budget and Work Program

Summary

Pursuant to State statutes (PUC Code Sections 131000 et seq.) and the Transportation Authority's Fiscal Policy, the Transportation Authority Board must adopt an annual budget for the following fiscal year by June 30. The proposed Fiscal Year (FY) 2016/17 Annual Budget includes projections of sales tax revenues; federal, state and regional grants; investment income for the fiscal period; and projections of operating and administrative costs, capital expenditures, and associated financing costs. The proposed FY 2016/17 Annual Budget also includes a description of the Transportation Authority's proposed Work Program for the coming fiscal year. Total revenues are projected to be \$125.8 million, including \$108.2 million in sales tax revenues. Total expenditures are projected to be \$230.2 million. Capital project expenditures are projected to be \$219.9 million or about 95.5% of total expenditures. The final proposed FY 2016/17 Annual Budget and Work Program will be presented to the Transportation Authority Board on June 28 for approval.

BACKGROUND

Pursuant to State statutes (PUC Code Sections 131000 et seq.), the Transportation Authority must adopt an annual budget for Fiscal Year (FY) 2016/17 by June 30, 2016. As called for in the Transportation Authority's Fiscal Policy (Resolution 15-31) and Administrative Code (Ordinance 15-01), it is the responsibility of the Finance Committee to set both the overall budget parameters for administrative and capital expenditures, the spending limits on certain line items, as well as to recommend adoption of the budget to the Board of Commissioners prior to June 30 of each year.

Update: Since the presentation of the preliminary FY 2016/17 annual budget last month and based on continued discussions with project sponsors and the Transportation Authority's financial advisors, the Transportation Authority anticipates paying down \$21 million in December 2016, bringing the outstanding balance to \$93.7 million, in the event funds are available to make the repayment and issuing additional debt is not needed. This repayment estimate is at a similar level as paid in FY 2015/16 in the amount of \$20 million. By 2021, it is expected that the Revolving Credit Loan, which financed prior year capital expenditures, will be fully repaid. The impact of this repayment will bring our total fund balance to negative \$77.7 million. The negative fund balance is largely the result of how multi-year programming commitments are accounted for. The Transportation Authority does not hold or retain title for the projects it has constructed or for the vehicles and system improvements purchased with sales tax funds, which can

result in a negative position. In addition, a portion of the negative fund balance reflects grant-funded capital projects that are scheduled to be implemented over the course of several fiscal years with non-current (i.e. future) revenues.

In spring 2017 we anticipate the need to drawdown the \$25 million from the Revolving Credit Loan balance to pay for current sponsor reimbursements for some of the largest projects. The flexibility offered by the Revolving Credit Loan, in combination with long-term debt (if needed) supports our long-term financing plan to advance funds for projects to deliver the benefits sooner to the public, while minimizing financing costs. We will 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 for our largest grant recipient, the San Francisco Municipal Transportation Agency.

DISCUSSION

The purpose of this memorandum is to present the Transportation Authority's proposed FY 2016/17 Annual Budget and Work Program and to seek a recommendation for its adoption.

The Transportation Authority's proposed FY 2016/17 Work Program includes activities in five major functional areas that are overseen by the Executive Director: 1) Policy and Programming, 2) Capital Projects delivery support and oversight, 3) Planning, 4) Technology, Data & Analysis and 5) Finance and Administration. These categories of activities are organized to efficiently address the Transportation Authority's 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 activities at the Transportation Authority 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 A contains a description of the Transportation Authority's proposed Work Program for FY 2016/17.

Attachment B displays the proposed budget in a format described in the Transportation Authority's Fiscal Policy. Total revenues are projected to be \$125.8 million. Sales tax revenues, net of interest earnings, are projected to be \$108.2 million, or 86% of FY 2016/17 revenues. Total expenditures are projected to be about \$230.2 million. Of this amount, capital project costs are \$219.9 million. Capital projects costs are 95.5% of total projected expenditures, with 4.1% of expenditures budgeted for administrative operating costs, and 0.4% for debt service and interest costs. The division of revenues and expenditures into the sales tax program, CMA program, TFCA program, Prop AA program and TIMMA program in Attachment B reflects the five distinct Transportation Authority responsibilities and mandates.

Attachment C shows a more detailed version of the proposed budget. Attachment D provides additional descriptions of line items in the budget.

Revenues: Total revenues in FY 2016/17 are budgeted to decrease from the FY 2015/16 Amended Budget by an estimated \$85.4 million, or 40.4%, which is primarily due to the completion of a one-time milestone payment in FY 2015/16 at substantial completion of construction activities for the Presidio Parkway project and a lower estimate for the I-80/Yerba Buena Island Interchange Improvement Project as construction activities are anticipated to be completed by winter/spring of 2017.

The sales tax revenue projection of \$108.2 million is an increase from the sales tax revenues expected to be received by the Transportation Authority in FY 2016/17. Sales tax revenues have recovered from the

FY 2009/10 low and FY 2016/17 revenues are projected to be the highest collected in a single fiscal year since the inception of the Prop K program.

Expenditures: Capital expenditures in FY 2016/17 are budgeted to decrease from the FY 2015/16 Amended Budget by an estimated 15.6%, which is also primarily due to the completion of a one-time milestone payment in FY 2015/16 at substantial completion of construction activities for the Presidio Parkway project. However, we anticipate higher capital expenditures for the Prop K program overall, and lower capital expenditures for Prop AA capital programs, as compared to FY 2015/16.

Other Sources and Uses: The Other Financing Sources (Uses) section of the Line Item Detail for the FY 2016/17 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 and state grants such as the Surface Transportation Program and TIMMA Program. This line item also assumes a continuation of the current Revolving Credit Loan with a \$21 million repayment in December 2016 and a drawdown of \$25 million in spring 2017.

Fund Balance: The budgetary fund balance is generally defined as 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 negative of \$77.7 million in total fund balances, which is largely the result of how multi-year programming commitments are accounted for. The Transportation Authority does not hold or retain title for the projects it has constructed or for the vehicles and system improvements purchased with sales tax funds, which can result in a negative position. In addition, a portion of the negative fund balance reflects grant-funded capital projects that are scheduled to be implemented over the course of several fiscal years with non-current (i.e. future) revenues. Commitments of future revenues are tracked through the grant administration process, and there is no issue with the availability of future revenues to honor them. A negative fund balance is a result of how these commitments are accounted for, and it does not affect the viability of the projects or grants. This is a conservative accounting presentation of multi-year programming because these commitments are funded with non-current (i.e. future) revenues. This reporting of all legal funding commitments without the corresponding revenue or assets creates or largely contributes to the \$77.7 million negative fund balance.

Next Steps: The final proposed FY 2016/17 Annual Budget and Work Program will be presented to the Transportation Authority Board on June 28 for approval.

ALTERNATIVES

1. Recommend adoption of the proposed FY 2016/17 Annual Budget and Work Program, as requested.
2. Recommend adoption of the proposed FY 2016/17 Annual Budget and Work Program, with modifications.
3. Defer action, pending additional information or staff analysis.

CAC POSITION

The CAC was briefed on this item at its May 25, 2016 meeting and unanimously adopted a motion of support for the staff recommendation.

FINANCIAL IMPACTS

As described above.

RECOMMENDATION

Recommend adoption of the proposed FY 2016/17 Annual Budget and Work Program.

Attachments (4):

- A. Proposed FY 2016/17 Annual Work Program
- B. Proposed FY 2016/17 Annual Budget
- C. Proposed FY 2016/17 Annual Budget – Line Item Detail
- D. Line Item Descriptions

Attachment A
Proposed Fiscal Year 2016/17 Annual Work Program

The Transportation Authority’s proposed Fiscal Year (FY) 2016/17 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 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, administering the \$10 Prop AA vehicle registration fee and operating as the new Treasure Island Mobility Management Agency (TIMMA). Our work program also 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, Board-responsive transportation planning and policy work, and planning for Treasure Island’s new transportation system are the agency’s core planning functions. In FY 2016/17, we will continue to implement recommendations from the 2013 SFTP, while we advance the Long Range Transportation Planning Project (LRTPP) and Treasure Island Mobility Management Program (TIMM Program) plans as part of multi-agency partnerships. We will also continue to further neighborhood transportation plans under our lead, while supporting efforts led by others.

In addition, we will undertake new planning efforts meant to inform and respond to emerging trends and policy areas (e.g. shared mobility). This strategic area of focus for our planning work is “active congestion management.” Active congestion management is the planning, design, and operation of infrastructure or non-infrastructure-based tools to shape travel demand in real time.

Most of the FY 2016/17 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:

- **Freeway Corridor Management Study (FCMS) Phase 2:** Continue Phase 2 corridor planning study efforts 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, as well as a strategic network of managed lanes for the future. Participate in the Metropolitan Transportation Commission’s (MTC’s) Managed Lanes Implementation Study.
- **Treasure Island Mobility Management Program:** Continue advancing the TIMM Program, which includes transit planning, congestion pricing and travel demand management on Treasure Island. Efforts this year will focus on advancing operational agreements for the first 5 years of Program operation, and advancing both program-wide planning and systems engineering in response to the development program schedule for Treasure Island. This effort will require integration of policies with the San Francisco Municipal Transportation Agency (SFMTA) and the Bay Area Tolling Authority (BATA) and coordination of project scope, schedule and implementation with a number of local partners.

Attachment A

Proposed Fiscal Year 2016/17 Annual Work Program



- **Bay Area Rapid Transit (BART) Perks:** In partnership with BART, we will conduct a travel incentives pilot program to evaluate use of incentives to shift peak period travel demand into San Francisco on BART. We will co-lead pilot design and lead the pilot's employer outreach and evaluation components. The pilot will use gamification and technology to generate changes in travel patterns as part of testing this new approach and its potential impacts.

SFTP Implementation and Board Support:

- **Geary Corridor Bus Rapid Transit (BRT) Environmental Clearance and Design Support, Geneva Harney BRT Feasibility Study:** Complete environmental review of the Geary Corridor BRT study, transition project lead to the SFMTA, support the SFMTA's efforts to enter the project into the Federal Transit Administration's Small Starts program to secure federal funds, and provide engineering support and oversight as the SFMTA advances design of the near-term and core BRT projects.
- **Neighborhood Transportation Improvement Program:** Continue implementation of the sales tax-funded Neighborhood Transportation Improvement Program (NTIP), identified as a new equity initiative in the previous SFTP. We are lead agency for the District 2 Lombard "crooked street" access management study and the District 9 Alemany Interchange Improvement Studies. We will continue to work closely on identification and scoping new NTIP planning and capital efforts, in coordination with Board members and SFMTA's NTIP Coordinator, as well as to monitor and provide support to underway NTIP efforts led by other agencies.
- **Vision Zero Ramps Study:** Continue the Freeway Ramp Vision Zero Safety Assessment of pedestrian, bicycle, and vehicle conflicts and road safety on local San Francisco streets associated with I-80 on- and off- ramps. Phase 1 is funded by a District 6 NTIP Planning grant.
- **Late Night Transportation Study Phase II:** In partnership with the San Francisco Entertainment Commission and the Office of Economic and Workforce Development (OEWD), we lead several elements of the Late Night Transportation Study Phase II. This year we will complete a late night transit service plan revision and a recommendation for ongoing performance monitoring of late night transportation.

Long Range, Countywide, and Inter-Jurisdictional Planning:

- **Bay Area Core Capacity Transit Study:** As part of the multi-agency project team, support this two-year MTC-led effort, looking at major transit capacity improvements for the core of San Francisco (Muni Metro) and the Transbay corridor (e.g. BART, AC Transit). This builds on recommendations from the 2013 SFTP. Results will feed into Plan Bay Area 2040 and the LRTPP.
- **San Francisco Transportation Plan (SFTP) Update:** In collaboration with San Francisco agencies and regional partners, complete a minor update of the 2013 SFTP in parallel with the Plan Bay Area update. This work includes updating project costs and scopes, reporting on trends, progress since the last update, and incorporating new sector work performed by the Transportation Authority and others such as the School Transportation Study and on shared mobility (see below).
- **Technology Enabled Transportation White Paper:** Lead a white paper, in collaboration with the SFMTA, to establish a policy framework, targets, and metrics to assess whether and how new transportation technologies, including autonomous vehicles, 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 outputs of this project will serve as a policy memorandum supporting the underway SFTP update as well as shaping future Transportation Authority (and potentially other agency) initiatives in this area.

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Proposed Fiscal Year 2016/17 Annual Work Program

Travel Forecasting and Analysis for Transportation Authority Studies: Provide modeling, data analysis, technical advice and graphics services to support efforts such as SFIP, Freeway Corridor Management Study, Balboa I-280 Interchange improvements, Congestion Management Program, Core Capacity Transit Study, Geary Corridor BRT environmental analysis, BART Travel Incentives Program, and the 6th Street Pedestrian Improvement Project.

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 will be provided for the 16th Street Busway, Better Market Street Study, provide in-kind technical support to Transit Sustainability Program and Caltrain Railyard Alternatives and I-280 Boulevard Feasibility Study.

Data Warehouse and Research Support: Continue to serve as a data resource for city agencies, consultants, and the public and enhance data management and dissemination capabilities by developing web-based tools such as the “Count Dracula” portal for organizing, mapping, and analyzing traffic, bike, and pedestrian counts. Analyze and publish important results from the 2012 California Household Travel Survey. Support researchers working on topics that complement and enhance our understanding of travel behavior. Potential topics include: explore the potential use of new data sources from Transportation Network Companies (TNC’s) and private big data sources; explore the fusion of multiple geographic data sources such as cell phone data with transit fare card, vehicle location, and passenger data; investigate bicycle route choice data before and after the implementation of bicycle infrastructure projects.

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 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: Implement numerous SF-CHAMP and Dynamic Traffic Assignment model improvements, with special emphasis on transit reliability and model performance. In conjunction with MTC and the Puget Sound Regional Council, continue development of a dynamic transit assignment model that will enhance our ability to analyze the impacts of service reliability and crowding on transit trip-making.

FUND

The agency was initially established to serve as the administrator of the Prop B half-cent sales tax (since superseded by Prop K). 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. 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, TFCA, Lifeline, One Bay Area Grant (OBAG), and Regional Improvement Program funds which the agency directly allocates or prioritizes projects for grant funding. Provide technical, strategic and advocacy support for a host of other fund programs such as the State’s Cap-and-Trade and Active Transportation Programs and federal competitive grant programs. Notable efforts planned for FY 2016/17 include:

- **Prop AA Strategic Plan Update:** Working closely with project sponsors and stakeholders, we will prepare the first update the Prop AA Strategic Plan to program approximately \$23 million in Prop AA

Attachment A

Proposed Fiscal Year 2016/17 Annual Work Program



funds to projects for the five year period spanning FY 2016/17 to FY 2020/21.

- **Prop K Customer Service and Efficiency Improvements:** This ongoing multi-division initiative will continue to improve the Transportation Authority's 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. Improvements include design and implementation of an online allocation request form, upgrades to mystreetsf.com – our interactive project map, and ongoing enhancements to the Portal – our web-based grants management database.
- **One Bay Area Grant (OBAG) Cycle 2:** Pending finalization of guidance from MTC (anticipated in May/June 2016), we anticipate conducting a call for projects to program about \$40 million in OBAG county share funds in FY 2016/17. Extrapolating from earlier draft schedules, we anticipate project lists would be due to MTC in spring 2017.
- **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 FAST Act.

Capital Financing Program Management: Led together by the Finance and Administration Division and the Policy and Programming Division, we will continue to monitor financial performance, forecast future capital expenditures, analyze finance options, and develop recommendations for issuing and managing debt to enable accelerated delivery of sales-tax funded projects while minimizing financing costs. To support this core function, we are developing an upgraded Prop K Strategic Plan financing module that increases the sensitivity of the existing financial module to allow it to simultaneously model as portfolio of various short and long-term debt instruments (e.g. a loan revolver program used in combination with a sales tax revenue bond).

Plan Bay Area 2040: As CMA, continue to coordinate San Francisco's input to the 2017 Plan Bay Area update, drawing upon the 2013 SFTP recommendations and the SFTP-lite update that is underway. This includes advocating for San Francisco's priorities to be included in the adopted preferred scenario, providing input on related changes to regional fund program guidelines and policies, new revenue advocacy and other policy initiatives. This involves close coordination with San Francisco agencies, the Mayor's office, and our ABAG and MTC Commissioners, as well as coordination with Bay Area CMAs, the "big 3 cities" (San Francisco, Oakland, and San Jose), regional transit agencies and other community stakeholders.

New Revenue Advocacy: Advocate for San Francisco priorities and new regional, state and federal funds by providing Board member staffing, issue advocacy at various venues (such as at MTC committees, Bay Area CMA meetings, and SPUR) and ongoing coordination with, and appearances before, the MTC, California Transportation Commission, and federal agencies. Locally, we continue to lead efforts with the SFMTA to target the 2016 ballot for consideration of a new sales tax revenue measure as recommended by the Mayor's Transportation 2030 Task Force; work with our Board members, the Mayor's Office and the SFMTA on shaping San Francisco's input to BART's anticipated 2016 bond measure, and securing funding for new BART vehicles.

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

Attachment A
Proposed Fiscal Year 2016/17 Annual Work Program

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/Downtown Extension and Van Ness Avenue and Geary Corridor BRT. Continue to serve as a funding resource for all San Francisco project sponsors, including brokering fund swaps, as needed.

Fiscal Agent/Advisor: Continue to serve as fiscal agent for City CarShare's eFleet: Carsharing Electrified Project, which will deploy a fleet of electric vehicles with supportive infrastructure and operations. Provide ongoing funding and technical support to Bayview Mobility Study community group exploring van-sharing operations in the Bayview.

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 Transbay Transit Center/Caltrain Downtown Extension; and Caltrain 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 the California Department of Transportation (Caltrans). Key delivery activities for FY 2016/17 include the following:

Transportation Authority – Lead Construction:

- **I-80/YBI West Bound (WB) On-Off Ramps Project and Yerba Buena Island Bridge Structures:** Continue to lead construction of new I-80/YBI WB on-off ramps on the east side of YBI. Continue supplemental environmental analysis, final engineering and design of the West Side Bridges and prepare for construction. Includes sponsorship of Assembly Bill 2374 Construction Manager/General Contractor (CM/GC) legislation an alternative delivery method for the West Side Bridges project. Work with Caltrans and BATA to construct bicycle/pedestrian touchdown improvements on YBI. Continue coordination activities with Caltrans, BATA, the OEWD and the Treasure Island Development Authority. Work with Caltrans, BATA, Treasure Island Development Authority (TIDA), and the US Coast Guard on implementation of the proposed Southgate Road Realignment in the vicinity of the EB on-off ramps. Construction activities for the I-80/YBI Ramps Improvement Project began in February 2014 is anticipated to be completed winter/spring of 2017.
- **Presidio Parkway Project:** Continue supporting Caltrans with construction management and design support during construction; serve as lead for various components of the public private partnership (P3) contract; work with Caltrans to ensure compliance with conditions associated with prior allocations of federal economic stimulus funds; actively assist Caltrans with oversight of the P3 contract including implementation of various programs outlined in the contract such as the Workforce Development Program and the Underutilized Disadvantaged Business Enterprise Program. In FY 2016/17, we anticipate completing the P3 study that is comparing the effectiveness of delivering Phase 1 of the project using the more tradition design-bid-build model, with Phase 2 which is being delivered as a P3. We anticipate construction close-out for Phase 2 by fall/winter of 2017.

Attachment A

Proposed Fiscal Year 2016/17 Annual Work Program



Transportation Authority – Lead Project Development:

- **I-280 Interchange Modifications at Balboa Park Ramps:** Continue leading next steps for implementing recommendations from the Balboa Park Circulation Study. This includes working towards achieving Caltrans approval and environmental clearance of the realignment of the southbound I-280 off-ramp to Ocean Avenue (to improve safety at the ramp/local street interface) by April 2017, and preparing a Ramp Closure Analysis for the northbound I-280 on-ramp from Geneva Avenue, anticipated to be completed by late 2017.
- **Quint-Jerrold Connector Road:** Coordinate with San Francisco agencies on right of way issues with Union Pacific Railroad and Caltrain and advance design and support the Quint Street Bridge Replacement.

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 San Francisco 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 system to the Peninsula corridor that extends to the new Transbay Transit Center.
- **Central Subway:** Project management oversight; scope/cost/schedule and funding assessment and strategy.
- **Transbay Transit Center/Caltrain Downtown Extension:** Project management oversight and provide support for Board member participation on other oversight bodies (TJPA, Board of Supervisors), assist with funding assessment and strategy and participate on Planning Department-led Railyard/Boulevard Study.
- **Van Ness Avenue BRT:** Project engineering support, environmental compliance, and general project oversight. Work closely with SFMTA and an interagency project team to maintain project integrity and quality while controlling budget and schedule. Assist the SFMTA in implementing a Construction Manager/General Contractor (CM/GC) approach to construction.
- **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. IT 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 Transportation Authority Board meetings including standing and ad hoc committees, Vision Zero Committee and Treasure Island Mobility Management Agency meetings.
- **Audits:** Prepare, procure, and manage fiscal compliance and management audits.

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Proposed Fiscal Year 2016/17 Annual Work Program



- **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.
- **Systems Integration:** Ongoing enhancement and maintenance of the enterprise resource planning system (business management and accounting software) to improve accounting functions, general ledger reconciliations and financial reporting, as well as enabling improved data sharing with 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.
- **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, supporting public outreach and helping coordinate events to promote the agency's work. This year the agency plans to develop an agency-wide strategic communications plan to institutionalize best practices.
- **Website Maintenance:** 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.
- **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 Authority 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 B
Proposed Fiscal Year 2016/17 Annual Budget**



Proposed Budget by Fund

| | Vehicle | | | | Treasure Island Mobility Management Agency Program | Proposed Budget Fiscal Year 2016/17 | Increase/ (Decrease) from Prior Year | Amended Budget Fiscal Year 2015/16 |
|--|-------------------------|--|--|--|--|--|--|---|
| | Sales Tax Program | Congestion Management Agency Programs | Transportation Fund For Clean Air Program | Registration Fee For Transportation Improvements Program | | | | |
| Revenues: | | | | | | | | |
| Sales Tax Revenues | \$ 108,219,139 | \$ - | \$ - | \$ - | \$ - | \$ 108,219,139 | \$ 6,925,564 | \$ 101,293,575 |
| Vehicle Registration Fee | - | - | - | 4,834,049 | - | 4,834,049 | 57,509 | 4,776,540 |
| Interest Income | 329,206 | - | 2,500 | 3,000 | - | 334,706 | - | 334,706 |
| Federal/State/Regional Revenues | 99,670 | 10,509,670 | 751,324 | - | 1,000,000 | 12,360,664 | (92,353,010) | 104,713,674 |
| Other Revenues | 42,212 | 4,333 | - | - | - | 46,545 | (2,712) | 49,257 |
| Total Revenues | 108,690,227 | 10,514,003 | 753,824 | 4,837,049 | 1,000,000 | 125,795,103 | (85,372,649) | 211,167,752 |
| Expenditures: | | | | | | | | |
| Capital Project Costs | 201,997,327 | 9,517,185 | 1,158,590 | 6,533,249 | 737,000 | 219,943,351 | (40,616,842) | 260,560,193 |
| Administrative Operating Costs | 6,285,912 | 2,380,606 | 44,765 | 245,859 | 344,191 | 9,301,333 | (131,354) | 9,432,687 |
| Debt Service | 960,000 | - | - | - | - | 960,000 | - | 960,000 |
| Total Expenditures | 209,243,239 | 11,897,791 | 1,203,355 | 6,779,108 | 1,081,191 | 230,204,684 | (40,748,196) | 270,952,880 |
| Other Financing Sources (Uses): | 2,535,021 | 1,383,788 | - | - | 81,191 | 4,000,000 | 24,000,000 | (20,000,000) |
| Prior Year Expenditure Carryover: | - | - | - | - | - | - | (5,475,973) | 5,475,973 |
| Net Change in Fund Balance | \$ (98,017,991) | \$ - | \$ (449,531) | \$ (1,942,059) | \$ - | \$ (100,409,581) | \$ (15,148,480) | \$ (85,261,101) |
| Budgetary Fund Balance, as of July 1 | \$ 17,381,125 | \$ - | \$ 617,934 | \$ 4,750,887 | \$ - | \$ 22,749,946 | N/A | N/A |
| Budgetary Fund Balance, as of June 30 | \$ (80,636,866) | \$ - | \$ 168,403 | \$ 2,808,828 | \$ - | \$ (77,659,635) | N/A | N/A |

**San Francisco County Transportation Authority
Attachment C
Proposed Fiscal Year 2016/17 Annual Budget
Line Item Detail**



| | Proposed Budget by Fund | | | | | | | | | | Amended Budget Fiscal Year 2015/16 | |
|---|-------------------------|-------------------|---------------------------------------|------------------|---|------------------|--|---------------------|--|------|------------------------------------|--------------------------------------|
| | 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 | | | Increase/ (Decrease) from Prior Year |
| | | | | | | | | | | | | |
| Revenues: | | | | | | | | | | | | |
| Sales Tax Revenues | \$ 108,219,139 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 6,925,564 | \$ 101,293,575 |
| Vehicle Registration Fee | - | - | - | 4,834,049 | - | - | - | - | - | - | 57,509 | 4,776,540 |
| Interest Income | 329,206 | - | 2,500 | 3,000 | - | - | - | - | - | - | - | 334,706 |
| Federal/State/Regional Revenues | | | | | | | | | | | | |
| Federal BART Travel Incentives Program | - | 158,400 | - | - | - | - | - | - | - | - | (120,000) | 278,400 |
| Federal CMAQ Program: eFleet Carsharing Electrified Project | - | 256,667 | - | - | - | - | - | - | - | - | 145,705 | 110,962 |
| Federal FHWA Transit Reliability Research | - | 48,500 | - | - | - | - | - | - | - | - | 7,000 | 41,500 |
| Federal Highway Bridge Program - I-80/Yerba Buena Island Interchange Improvement | - | 2,672,458 | - | - | - | - | - | - | - | - | (18,203,213) | 20,875,671 |
| Federal Highway Bridge Program - Yerba Buena Island Bridge Structures | - | 4,051,509 | - | - | - | - | - | - | - | - | 2,116,853 | 1,934,656 |
| Federal San Francisco Freeway Performance Initiative Study | - | - | - | - | - | - | - | - | - | - | (278,048) | 278,048 |
| Federal Strategic Highway Research Program | - | 118,461 | - | - | - | - | - | - | - | - | (5,486) | 123,947 |
| Federal Surface Transportation Program 3% Revenue | - | 1,385,317 | - | - | - | - | - | - | - | - | 473,634 | 911,683 |
| State Planning, Programming & Monitoring SB45 Funds | - | 447,000 | - | - | - | - | - | - | - | - | 447,000 | - |
| State Seismic Retrofit Proposition 1B - I/80 YBI Interchange Improvement Project | - | 346,245 | - | - | - | - | - | - | - | - | (2,358,420) | 2,704,665 |
| Regional Agency Contributions - Model Service Bureau | - | 114,601 | - | - | - | - | - | - | - | - | 28,637 | 85,964 |
| Regional BART - Travel Incentives Program | - | 25,000 | - | - | - | - | - | - | - | - | (28,800) | 53,800 |
| Regional Golden Gate Bridge, Highway and Transportation District - Presidio Parkway | - | - | - | - | - | - | - | - | - | - | (75,000,000) | 75,000,000 |
| Regional San Francisco (OEWD) - Late Night Transportation | - | - | - | - | - | - | - | - | - | - | (125,000) | 125,000 |
| Regional San Francisco (Planning) - Long-Range Transportation Planning Program | - | 660,412 | - | - | - | - | - | - | - | - | 480,824 | 179,588 |
| Regional San Francisco (Planning, SFMTA) - Travel Demand Modeling Assistance | - | 200,000 | - | - | - | - | - | - | - | - | - | 200,000 |
| Regional San Francisco (SFMTA) - 19th Avenue M-Ocean View | - | - | - | - | - | - | - | - | - | - | (287,392) | 287,392 |
| Regional San Francisco (SFMTA) - Alemany Interchange Improvement Study | 99,670 | - | - | - | - | - | - | - | - | - | 99,670 | - |
| Regional San Francisco (SFMTA) - School Transportation Survey | - | 25,100 | - | - | - | - | - | - | - | - | 25,100 | - |
| Regional TIDA - Treasure Island Mobility Management Agency | - | - | - | - | - | - | - | 1,000,000 | - | - | 250,000 | 750,000 |
| Regional Vehicle Registration Fee Revenues (TFCA) | - | - | 751,324 | - | - | - | - | - | - | - | (21,074) | 772,398 |
| Other Revenues | | | | | | | | | | | | |
| Local Match: City CarShare eFleet Carsharing Electrified | - | 4,333 | - | - | - | - | - | - | - | - | 2,460 | 1,873 |
| San Francisco Dept of Environment - Shower Facilities | 2,000 | - | - | - | - | - | - | - | - | - | - | 2,000 |
| Sublease of Office Space | 40,212 | - | - | - | - | - | - | - | - | - | (5,172) | 45,384 |
| Total Revenues | 108,690,227 | 10,514,003 | 753,824 | 4,837,049 | 1,000,000 | 4,837,049 | 125,795,103 | (85,372,649) | 211,167,752 | | | |

**San Francisco County Transportation Authority
Attachment C
Proposed Fiscal Year 2016/17 Annual Budget
Line Item Detail**



| | Proposed Budget by Fund | | | | | | | Amended Budget Fiscal Year 2015/16 |
|---|-------------------------|---------------------------------------|---|--|--|-------------------------------------|--------------------------------------|------------------------------------|
| | 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 | Proposed Budget Fiscal Year 2016/17 | Increase/ (Decrease) from Prior Year | |
| Expenditures: | | | | | | | | |
| Capital Project Costs | | | | | | | | |
| Individual Project Grants, Programs & Initiatives | 200,000,000 | - | 1,158,590 | 6,508,249 | - | - | 153,313,177 | 54,353,662 |
| Technical Professional Services | 1,997,327 | 9,517,185 | - | 25,000 | 737,000 | - | 107,247,016 | (94,970,504) |
| Administrative Operating Costs | | | | | | | | |
| Personnel Expenditures | | | | | | | | |
| Salaries | 2,692,305 | 1,496,708 | 30,440 | 123,297 | 205,830 | - | 4,640,255 | (91,675) |
| Fringe Benefits | 1,266,967 | 704,333 | 14,325 | 58,022 | 96,861 | - | 2,181,587 | (41,079) |
| Pay for Performance | 194,965 | - | - | - | - | - | 194,965 | - |
| Non-personnel Expenditures | | | | | | | | |
| Administrative Operations | 1,916,575 | 179,565 | - | 64,540 | 35,900 | - | 2,196,580 | - |
| Equipment, Furniture & Fixtures | 144,700 | - | - | - | - | - | 144,700 | - |
| Commissioner-Related Expenses | 70,400 | - | - | - | 5,600 | - | 74,600 | 1,400 |
| Debt Service | | | | | | | | |
| Interest and Fiscal Charges | 960,000 | - | - | - | - | - | 960,000 | - |
| Total Expenditures | 209,243,239 | 11,897,791 | 1,203,355 | 6,779,108 | 1,081,191 | - | 230,204,684 | (40,748,196) |
| Other Financing Sources (Uses): | | | | | | | | |
| Transfers in - Prop K Match to Grant Funding | - | 1,383,788 | - | - | 81,191 | - | 1,464,979 | (7,425,474) |
| Transfers out - Prop K Match to Grant Funding | (1,464,979) | - | - | - | - | - | (1,464,979) | 7,425,474 |
| Revolving Credit Loan Repayment | (21,000,000) | - | - | - | - | - | (21,000,000) | (1,000,000) |
| Draw on Revolving Credit Loan | 25,000,000 | - | - | - | - | - | 25,000,000 | - |
| Total Other Financing Sources (Uses) | 2,535,021 | 1,383,788 | - | - | 81,191 | - | 4,000,000 | 24,000,000 |
| Prior Year Expenditure Carryover | | | | | | | | |
| | - | - | - | - | - | - | - | (5,475,973) |
| Net Change in Fund Balance | \$ (98,017,991) | \$ - | \$ (449,531) | \$ (1,942,059) | \$ - | \$ - | \$ (100,409,581) | \$ (15,148,480) |
| Budgetary Fund Balance, as of July 1 | \$ 17,381,125 | \$ - | \$ 617,934 | \$ 4,750,887 | \$ - | \$ - | \$ 22,749,946 | N/A |
| Budgetary Fund Balance, as of June 30 | \$ (80,636,866) | \$ - | \$ 168,403 | \$ 2,808,828 | \$ - | \$ - | \$ (77,659,635) | N/A |

Includes Sales Tax, TFC and Vehicle Registration Fee For Transportation Improvements Reserved for Program and Operating Contingency

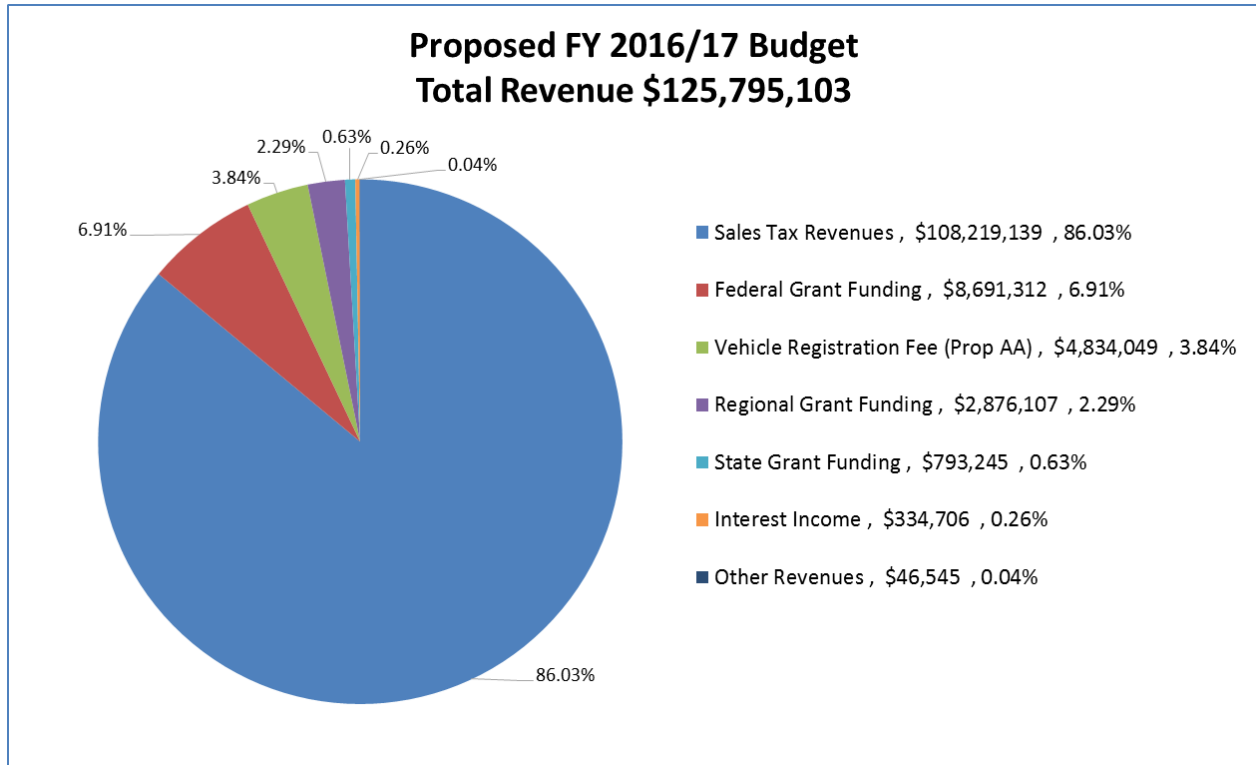
Fund Reserved for Program and Operating Contingency \$ 10,821,914 \$ - \$ 75,132 \$ 483,405 \$ - \$ 11,380,451

Attachment D
Line Item Descriptions



TOTAL PROJECTED REVENUES..... \$125,795,103

The following chart shows the composition of revenues for the proposed FY 2016/17 budget.



Prop K Sales Tax Revenues:\$108,219,139

The budgeted revenues for Sales Tax programs 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) 2015/16 revenues to date, the Transportation Authority projects FY 2016/17 sales tax revenues to increase compared to the budgeted revenues for FY 2015/16 by 6.8% or \$6.9 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: \$4,834,049

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.

**Attachment D
Line Item Descriptions**



Interest Income: \$334,706

Most of the Transportation Authority’s 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 0.7% for FY 2016/17. The level of Transportation Authority deposits held in the pool during the year depends on the Prop K capital project reimbursement requests. An average sales tax fund budget cash balance during the year of approximately \$40 million was assumed. The budget cash balance consists largely of allocated Prop K funds, which are invested until invoices are received and sponsors are reimbursed.

Sales Tax Program Regional Revenues: \$99,670

The Sales Tax program revenues for FY 2016/17 will be used to cover ongoing professional and technical service contracts required to implement the Sales Tax programs. The Transportation Authority will receive contributions from the San Francisco Municipal Transportation Agency (SFMTA) in support of the Alemany Interchange Improvement Study. The study will be used to develop and evaluate a new north-south multimodal pathway connecting San Bruno Avenue to the Alemany Farmer’s Market, and new bicycle lanes along Alemany Boulevard between Putnam Street and Bayshore Boulevard.

Congestion Management Agency (CMA) Programs Federal, State and Regional Grant Revenues: \$10,509,670

The CMA program revenues (excluding Other Revenues) for FY 2016/17 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 the Transportation Authority’s role as CMA. The FY 2016/17 budget includes \$7.1 million from federal and state 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, state and regional grant funds, including funds received from the Federal Highway Administration, Metropolitan Transportation Commission (MTC), and the California Department of Transportation (Caltrans). Several of these grants are project-specific, such as those for the BART Travel Incentives Program, Strategic Highway Research Program, Transit Reliability Research Project, and Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds for eFleet: Car Sharing Electrified project. Other funding sources, such as federal Surface Transportation Program and state Planning, Programming, and Monitoring funds, can be used to fund a number of eligible planning, programming, model development, and project delivery support activities, including the Freeway Corridor Management Study and San Francisco Transportation Plan update. Regional CMA program revenues include technical and travel demand model services provided to City agencies in support of various projects and studies, such as the Long-Range Transportation Planning Program.

Transportation Fund for Clean Air (TFCA) Program Regional Revenues: \$751,324

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.

**Attachment D
Line Item Descriptions**



Treasure Island Mobility Management Agency (TIMMA) Program Regional Revenues:..... \$1,000,000

The FY 2016/17 budget for TIMMA consists of local funds from the Treasure Island Development Authority (TIDA) matched by Prop K sales tax revenues. The TIDA funds provide support for administrative, operating, planning and engineering functions including: developing agency policies and partnership agreements; project management; planning; engineering, including systems engineering, civil engineering, and environmental analyses; and direct costs. The budget includes ongoing staffing and professional/technical service contracts required to conduct pre-implementation engineering, planning, and administration.

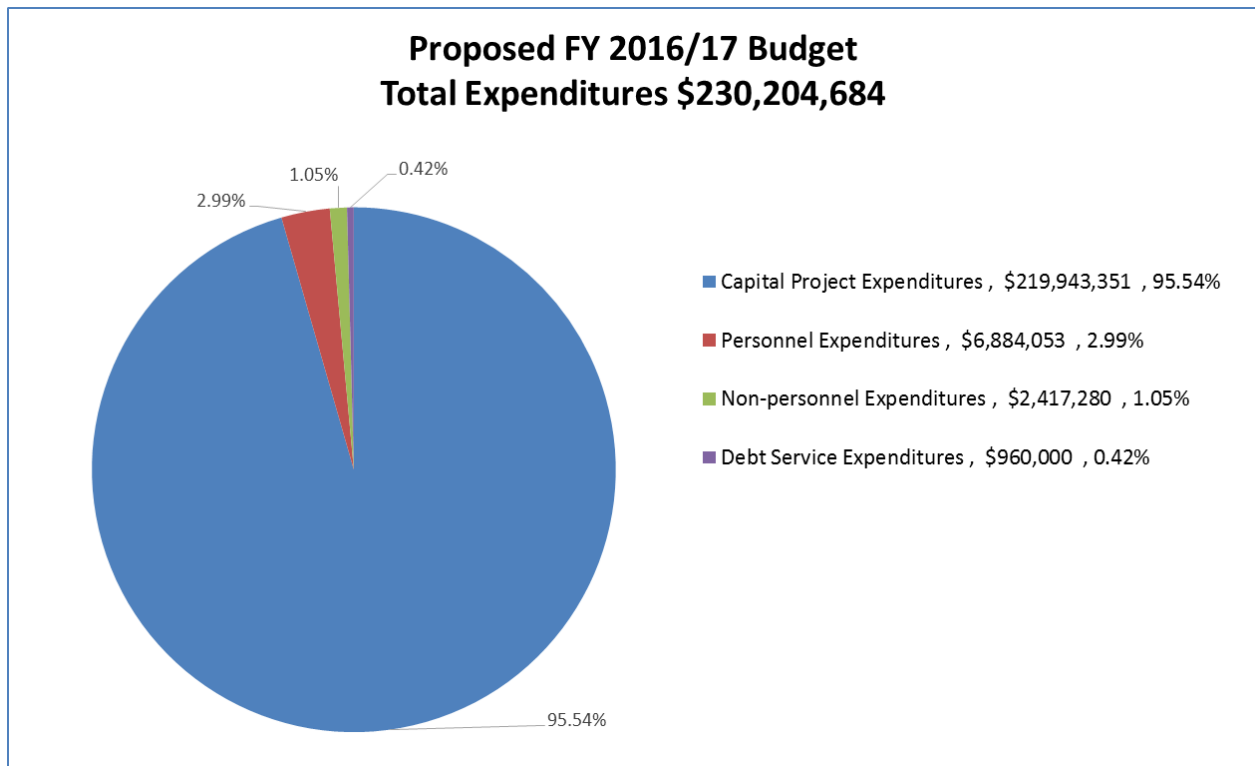
Other Revenues: \$46,545

Other revenues budgeted in FY 2016/17 include contributions from City CarShare for the eFleet: CarSharing Electrified Project and revenues from the sublease of office space.

TOTAL PROJECTED EXPENDITURES\$230,204,684

The Transportation Authority’s Total Expenditures projected for the budget year are comprised of Capital Expenditures of \$219.9 million, Administrative Operating Expenditures of \$9.3 million, and Debt Service Expenditures of \$960,000.

The following chart shows the composition of expenditures for the proposed FY 2016/17 budget.



**Attachment D
Line Item Descriptions**



CAPITAL EXPENDITURES..... \$219,943,351

Capital expenditures in FY 2016/17 are budgeted to decrease from the FY 2015/16 Amended Budget by an estimated 15.6%, which is primarily due to the completion of a one-time milestone payment in FY 2015/16 at substantial completion of construction activities for the Presidio Parkway project. However, we anticipate higher capital expenditures for the Prop K program overall aside from Presidio Parkway, and lower capital expenditures for Prop AA capital programs, as compared to FY 2015/16. Project expenditures by Program Fund are detailed below.

Sales Tax Program Expenditures:.....\$201,997,327

The estimate for sales tax capital expenditures is a placeholder reflecting a combination of estimated cash flow needs for existing allocations based on review of reimbursements, progress reports and conversations with project sponsors, as well as anticipated new allocations estimated for FY 2016/17. The anticipated largest capital project expenditures include the SFMTA's vehicle procurements, Radio Communications System & Computer-Aided Dispatch Replacement and Central, Control and Communications projects; and the Transbay Joint Powers Authority's Transbay Transit Center/Downtown Extension Project.

CMA Programs Expenditures:..... \$9,517,185

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 the Transportation Authority's CMA responsibilities under state law. Included are various planning efforts and projects such as the Geary Corridor Bus Rapid Transit project, Freeway Corridor Management Study, San Francisco Transportation Plan update, I-280 Balboa Park Interchange Modifications Initiation Phase, Core Capacity Transit Study, eFleet Carsharing Electrified, Strategic Highway Research Program and travel demand model services. Also included is the final phase of construction and engineering activities for the YBI Project, which is supported by federal and state funding matched with funds from TIDA.

TFCA Program Expenditures:..... \$1,158,590

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 2015/16. It also includes an estimate for expenditures for the FY 2016/17 program of projects, which is scheduled to be approved by the Transportation Authority Board in June 2016.

Vehicle Registration Fee for Transportation Improvements Program (Prop AA) Expenditures:..... \$6,533,249

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 ready-to-go local road repairs, pedestrian safety improvements, transit reliability improvements, and travel demand management projects. The Prop AA capital expenditures include new FY 2016/17 projects based on the approved Prop AA Strategic Plan, and carryover prior year projects with multi-

**Attachment D
Line Item Descriptions**



year schedules as well as projects not anticipated to be completed in FY 2015/16. The largest capital project expenditures include the Brannan Street Pavement Renovation project, the Broadway Chinatown Streetscape Improvement project, and the Dolores Street Pavement Renovation project.

Treasure Island Mobility Management Agency (TIMMA) Program Expenditures:..... \$737,000

This line item includes technical consulting services which are needed in order to fulfill the Transportation Authority’s responsibilities as TIMMA, per state and local law. Technical consulting services include planning, engineering, design, communications, and environmental services. Included are technical services contracts already awarded: for the Treasure Island System Manager; On-Call demand model development and application; On-Call transportation planning; and project management support. Additional technical services contracts anticipated in this line item include strategic communications, legal services, and outreach services.

ADMINISTRATIVE OPERATING EXPENDITURES \$9,301,333

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

Personnel:..... \$6,884,053

Personnel costs are budgeted at a lower level by 1.9% compared to the FY 2015/16 Amended Budget, due to cost savings related to recent staff hires and the reclassification of two positions, approved in November 2015 through Resolution 16-24. 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. Transportation Authority employees are not entitled to cost of living increases. All salary adjustments are determined by the Executive Director based on merit only.

Non-Personnel: \$2,417,280

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 Transportation Authority 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 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 are budgeted at a similar level as in the FY 2015/16 Amended Budget.

DEBT SERVICE EXPENDITURES..... \$960,000

In June 2015, the Transportation Authority 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 Credit Loan). By 2021, it is expected that the Revolving Credit Loan, which financed prior year capital expenditures, will be fully repaid. As of December 31, 2015, \$114.7 million of the Revolving Credit Loan was outstanding. This line item assumes the same level of interest and fiscal

Attachment D
Line Item Descriptions



charges as in the FY 2015/16 Amended Budget.

OTHER FINANCING SOURCES/USES.....\$4,000,000

The Other Financing Sources/Uses section of the Line Item Detail for the FY 2016/17 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 and state grants such as the Surface Transportation Program and TIMMA Program. This line item also assumes a continuation of the current Revolving Loan Agreement and a \$21 million repayment against the outstanding \$114.7 million balance. In addition, the estimated level of sales tax capital expenditures for FY 2016/17 may trigger the need to drawdown the unutilized Revolving Credit Loan balance of approximately \$25 million. 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 needed financing will be easier to forecast following receipt of FY 2015/16 fourth quarter invoices.

BUDGETARY FUND BALANCE FOR CONTINGENCIES..... \$11,380,451

The Transportation Authority's Fiscal Policy directs that the Transportation Authority 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 \$10.8 million, or 10% of annual projected sales tax revenues, is set aside as a program and operating contingency reserve. The Transportation Authority has also set aside \$483,405 and \$75,132 or about 10% as a program and operating contingency reserve respectively for the Prop AA Program and TFCA Program.