



**TRANSBAY JOINT POWERS AUTHORITY
BOARD OF DIRECTORS**

MINUTES

Thursday, November 14, 2019

1 Dr. Carlton B. Goodlett Place, Room 416
San Francisco, CA

REGULAR MEETING
9:30 a.m.

BOARD OF DIRECTORS

Mohammed Nuru, Chair
Jeff Gee, Vice Chair
Cheryl Brinkman
Matt Haney
Michael Hursh
Boris Lipkin
Nadia Sesay
Tony Tavares

Executive Director
Mark Zabaneh

Secretary
Nila Gonzales

425 Mission Street, Suite 250
San Francisco, California 94105
415-597-4620

9:30 – REGULAR MEETING

ORDER OF BUSINESS

1. Call to Order

Chair Nuru called the meeting to order at 9:30 a.m.

2. Roll Call

Secretary Gonzales announced that Director Brinkman was joining as the San Francisco Municipal Transportation Agency (SFMTA) alternate, Director Ortiz was joining as AC Transit's alternate, and Director Sesay was en route.

Present: Cheryl Brinkman
Boris Lipkin
Elsa Ortiz
Nadia Sesay (*arrived during Item 5*)
Jeff Gee
Mohammed Nuru

Absent: Matt Haney
Michael Hursh
Tony Tavares

3. Communications

None.

4. Board of Director's New and Old Business

Director Brinkman requested an operations efficiency and safety evaluation be conducted after six months of bus operations. She stated her understanding is that the bus deck is designed to handle about 300 buses an hour and it is currently operating at about 90 buses an hour so there is a lot of room for growth. She stated that two issues were brought to her attention which were the crossover on the bridge that has been operating with a flashing red light instead of a solid green for incoming buses, which is a passenger comfort issue as well as a less efficient method; and, 10 mile per hour speed limit signs have been added to the bus deck, which is designed for moving buses to operate at about 20 miles per hour, that will become a capacity limiting factor. Therefore, after six months of bus operations reevaluate to ensure there are not temporary safety ideas implemented that inhibit future capacity.

5. Executive Director's Report

- Project Labor Agreement (PLA) Quarterly Update

Executive Director Zabaneh reported that it was a busy month of transit operations, events and activities as well efforts to onboard new tenants and buildout additional retail spaces. He stated

that staff planned for and responded to potential impacts from the Sonoma wildfires and potential power outages from PG&E and, while the transit center was not impacted, staff took this opportunity to review systems and protocols to ensure the transit center was prepared to respond appropriately for such events and emergencies.

Executive Director Zabaneh further reported that the TJPA continues to meet with transit operators to improve the experience for transit riders and transit workers on the bus deck and bus plaza. He stated that the TJPA is responding to requests for minor improvements, maintenance issues and moving forward with plans to enhance wayfinding signage in collaboration with the Metropolitan Transportation Commission (MTC), AC Transit and SFMTA. He also reported that September and October saw large crowds on the rooftop park with exciting new events such as trivia nights and game meetups. These new events joined the regular complement of programs geared toward nearby families and seniors as well as fitness and wellness programs sponsored by Fitness SF.

Executive Director Zabaneh additionally reported that the TJPA security and operations teams were busy onboarding new tenants providing the support the tenants will need to open and operate successfully at the transit center, with Onsite Dental opening in November and Fitness SF opening in December. He stated that with these first businesses opening, there will be a significant increase in visitors to the transit center with Fitness SF anticipating approximately 3,000 visitors a day. The TJPA is now focused on helping the remainder of the tenants complete their tenant improvement work to be able to open as soon as possible.

Regarding the Downtown Rail Extension (DTX)/Phase 2, Executive Director Zabaneh stated that the TJPA was pleased to cohost a tour with MTC for Congressman Rodney Davis of Illinois. Congressman Davis is a member of the House Transportation and Infrastructure Committee who was in California touring large infrastructure projects, which included the transit center and the lower concourse and train box levels.

Additionally, Executive Director Zabaneh reported that the San Francisco County Transportation Authority (SFCTA) Peer Review is now complete and the results would be presented later in the agenda. He noted that the TJPA continues to work with partners to implement recommendations from the American Public Transportation Association Peer Review that was concluded in May 2019. These peer reviews will help strengthen the project and deliver Phase 2 to the people of the Bay Area as soon as possible.

Dennis Turchon, TJPA Senior Construction Manager, presented the PLA Update.

Director Brinkman stated that she received feedback about signage from the transit center to Bart not being clear and suggested signage, possibly on the sidewalks, directing visitors to the two closest Bart stations. She indicated that it may be challenging for visitors who are unaware of where the Bart stations are located. Executive Director Zabaneh stated that he will include these recommendations as the TJPA is currently working with MTC to retain a consultant to do an overview of wayfinding signage.

Public Comment:

Jim Patrick expressed concerns regarding the PLA due to the price for labor, the quality of work and the issues with the beams and electrical contractor.

6. Construction Closeout Update

Ron Alameida of San Francisco Public Works, Director of Design and Construction for the Transit Center, presented the item.

7. Facility Operations Update

Martha Velez, TJPA Facility Manager, presented the item and Sidonie Sansom, TJPA Chief Security Officer, contributed to the item.

Director Ortiz expressed her contentment about the progress of retail leasing as it will help alleviate the payments AC Transit makes for transit center operations and maintenance.

Director Lipkin stated that he wants to make sure any delays due to tenant improvements would not impact the tenant opening date at the transit center. Executive Director Zabaneh stated that after the landlord's work is complete, the tenant has 120 days to open for revenue and TJPA is expediting the process.

Executive Director Zabaneh announced that Martha Velez submitted her resignation and would be leaving TJPA at the end of the month. He thanked her for the work done as TJPA's first Facility Manager for the transit center.

Public Comment:

Jim Patrick stated that he would like to see a detailed report on security management at the transit center, such as the number of quality of life issues dealt with, arrests made and interfaces with ambassadors to set the bar and then develop a trend analysis.

8. Citizens Advisory Committee (CAC) Update

Derrick Holt, CAC Chair, reported that the CAC was pleased with the ongoing successful operations at the transit center, including increased pedestrian activity, security, and a variety of programming on the rooftop park. The CAC appreciated the increased clear and quality signage and felt that transit riders were able to navigate the transit center with ease. The CAC was pleased that the rooftop park was being utilized by community members and nearby employees of companies surrounding the transit center. The CAC was satisfied with the significant progress of retail leasing. The CAC reiterated that the appropriate parties should be held accountable for the temporary closure and the delays that have taken place but are pleased with the substantial momentum seen at the transit center. The CAC appreciated California High Speed Rail Authority's presentation given on the High-Speed Rail project in synergy with the overall transportation plan for California. The CAC appreciated the updates provided by the SFCTA and the possibility of funding being released for the DTX/Phase 2 project but expressed concern about the reorganization of the TJPA. The CAC anticipates seeing progress made on the DTX/Phase 2 so that it will easily connect commuters and visitors to the transit center as well as downtown San Francisco. The CAC reiterated the importance of advocacy by the TJPA Board for the need of the voter approved DTX/Phase 2 project as delays have significant rising costs.

9. Public Comment

Members of the public may address the Authority on matters that are within the Authority's jurisdiction and are not on today's calendar.

None.

THE FOLLOWING MATTERS BEFORE THE TRANSBAY JOINT POWERS AUTHORITY ARE RECOMMENDED FOR ACTION AS STATED BY THE EXECUTIVE DIRECTOR OR THE CHAIR.

CONSENT CALENDAR

10. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Transbay Joint Powers Authority, and will be acted upon by a single vote. There will be no separate discussion of these items unless a member of the Board or the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

Director Ortiz requested to abstain from Item 10.1, therefore, that item was called separately.

(10.1) Approving the Minutes of the September 12, 2019 meeting.

No public comment.

On motion to approve:

ADOPTED: AYES – Brinkman, Lipkin, Sesay, Gee and Nuru
ABSTAIN – Ortiz

(10.2) Approving an Amendment to the TJPA Bylaws to establish 425 Mission Street, Suite 250, San Francisco, California 94105 as the principal office for the transaction of business of the TJPA effective September 23, 2019.

RESOLUTION 19-027

(10.3) Authorizing the Executive Director to complete negotiations and execute a lease agreement with Poke House, Inc. for about 1,075 square feet of commercial/retail space on the ground level of the transit center (space number 127) for a 10 year, 3 month term.

RESOLUTION 19-028

(10.4) Authorizing the Executive Director to complete negotiations and execute a lease agreement with Spring Fertility Management LLC for about 2,541 square feet of interior commercial/retail space on the second level of the transit center (spaces number 222 and 224) for a 15 year term.

RESOLUTION 19-029

(10.5) Authorizing the Executive Director to complete negotiations and execute a lease agreement with GTE Mobilnet of California LP (dba Verizon Wireless) for about 1,333 square feet of interior commercial/retail space on the ground level of the transit center (space number 145) for a 10 year term.

RESOLUTION 19-030

No public comment.

On motion to approve the Consent Calendar:

ADOPTED: AYES – Brinkman, Lipkin, Ortiz, Sesay, Gee and Nuru

REGULAR CALENDAR

11. San Francisco County Transportation Authority Peer Review Panel's Final Report.

Luiz Zurinaga introduced the item which was presented by John Fisher of WSP.

At the conclusion of the presentation, a fire alarm caused an evacuation and the Chair to adjourn the meeting. Chair Nuru stated he would work with Executive Director Zabaneh to bring the item back to a future meeting for comments from the Board and the public.

ADJOURN – Chair Nuru adjourned the meeting at 10:30 a.m.

A recording of the meeting is on file in the office of the Secretary to the Transbay Joint Powers Authority Board of Directors.

Nila Gonzales
Board Secretary

The Ethics Commission of the City and County of San Francisco has asked us to remind individuals that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [Campaign and Gov't Conduct Code, Article II, Chapter 1, § 2.100, et seq.] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3124 and website: www.sfethics.org.