



**Van Ness Business Advisory Committee**

Thursday, July 21, 2016

3:00-4:30pm

One South Van Ness, 3<sup>rd</sup> Floor, Civic Center Conference Room (3074)

**MEETING MINUTES**

1. Meeting was called to order at 3:04 p.m.
2. Public comment: Members of the public may address the Van Ness Business Advisory Committee on matters that are within its jurisdiction and are not on today's calendar.
  - a. No public comment was given at the meeting.
3. Minutes from June 16, 2016, meeting were approved by a voice vote.
4. SFMTA staff updates.
  - a. Project schedule.
    - i. Project schedule has shifted. The anticipated start date has moved from mid-summer 2016 to mid-fall 2016. Major construction is expected to end in late 2019.
  - b. Contract amendment.
    - i. The construction contract is expected to go before the San Francisco Municipal Transportation Agency Board of Directors at their August 16, 2016, meeting.
    - ii. In order to ask the Board to approve the contract modification, three things must happen:
      1. A subcontractor dispute must be resolved.
        - a. Staff expects to resolve the dispute next week.
      2. A rehearing request (and possible appeal) of the permit issued by San Francisco Public Works for the removal and replacement of 86 median trees and 4 sidewalk trees must be heard.
        - a. The San Francisco Board of Appeals will hear the rehearing request at the July 27, 2016, meeting at 5:00 p.m., City Hall, Room 416.
      3. Caltrans must issue its right-of-way certification.
        - a. Staff expects to receive this certification early next week.
    - iii. If the SFMTA Board approved the contract modification, the California Transportation Commission may vote on whether to approve \$11M in funding.
  - c. Finalizing permits.
    - i. An encroachment permit is still needed from Caltrans, but is not necessary for the SFMTA Board to take action on the contract modification. Staff expects to receive this permit by the end of August.
5. Outreach update.
  - a. Recent public engagement activities.
    - i. Meet the Expert: Transit History.
      1. Bob Callwell from the SFMTA spoke about San Francisco transit history, including the historic H-Line that ran along the center of Van Ness Avenue.
    - ii. Tenderloin Sunday Streets.
      1. Staff debuted the agency's new Transportation Activity Book, which features coloring pages, a crossword, and safety tips for moving around the city.
      2. Project information was displayed on a new 60-foot hybrid bus, one of the vehicles procured through the Van Ness Improvement Project.

- a. A scavenger hunt had kids of all ages exploring the new vehicle and testing out its new features.
- b. Outreach Calendar.
  - i. Board of Appeals Rehearing Request: July 27, 5:00 p.m., City Hall Room 416.
    - 1. The San Francisco Board of Appeals heard an appeal of the San Francisco Public Works permit for the removal and replacement of 86 median and 4 sidewalk trees on June 22.
      - a. Existing roadway conditions will be reconfigured as part of the project, meaning that most of the trees will no longer be located in the median.
        - i. There are no current plans to reconfigure the roadway to convert the existing parking lane to a temporary travel lane.
        - ii. Commuter shuttle stops have also been moved off Van Ness with the exception of Van Ness & Union.
      - b. Arguments were heard from both sides until 1:15 a.m., at which time the Board issued their decision to reject the appeal and uphold the permit.
    - 2. The appellant has requested a rehearing of the case
    - 3. The Board will decide July 27 whether new information was made available after the original June 22 hearing that would have changed the outcome. If they find in the appellant's favor, the permit will be suspended again pending resolution at a later hearing date. If they find in the project's favor, their June 22 decision is final.
    - 4. Public comment will be heard on the case, so anyone wishing to make public comment is encouraged to attend.
  - ii. Historic Preservation Commission Certificate of Appropriateness Hearing: TBD.
    - 1. The Historic Preservation Commission has hired a preservationist, who will assess the feasibility of rehabilitating four of the existing light and trolley poles in the Civic Center Historic District (two in front of City Hall and two in front of War Memorial Plaza).
      - a. The hearing has been postponed pending finding results from the HPC preservationist.
    - 2. A unique shelter design has been requested for the two Bus Rapid Transit platforms at McAllister Street. The HPC requested a minimal design that will be less industrial and won't distract from the Beaux-Arts elements of the Civic Center Historic District.
      - a. Staff showed proposed designs to the Architectural Review Committee of the Historic Preservation Commission. The ARC provided positive feedback in advance of the HPC decision.
  - iii. Meet the Expert: August 3, 6:00-7:30 p.m., Sushi Hana, 800 Van Ness Ave.
    - 1. Vincent Mazzaferro from the San Francisco Public Utilities Commission will discuss green infrastructure.
    - 2. Green infrastructure is part of a citywide Sewer System Improvement Program. There are limitations to where green infrastructure can be installed including ground conditions and elevation/grade.
      - a. On Van Ness, green infrastructure will be installed between Grove and Golden Gate streets.
- c. Project Frequently Asked Questions update.
  - i. Staff is still developing answers to the questions, which were collected from members of the Van Ness Business Advisory Committee, Van Ness Bus Rapid Transit Community Advisory Committee, ambassadors employed during bus stop consolidation, and general public inquiries. A version of the document will be shared with committee members in the coming weeks.
- d. Construction marketing plan/activation update.
  - i. The fall issue of the Van Ness Improvement Project Newsletter, which will be printed and mailed to more than 30,000 neighbors on the corridor, will focus on

- the Construction Survival Guide. This is a document that will be developed by members of the Business Advisory Committee and will live online.
- ii. The Office of Economic Workforce and Development is currently working on branding a new citywide program to help businesses during construction.
    1. Members of the Business Advisory Committee will develop the strategy for Van Ness.
    2. Branding should be finalized by the next Business Advisory Committee meeting, meaning more information and steps forward can be taken in August.
6. Next meeting – August 18, 3:00-4:30 p.m.
- a. September 15, 3:00-4:30 p.m.
  - b. October 20, 3:00-4:30 p.m.
  - c. November and December meeting schedule.
    - i. Members voted to reschedule the November 17 meeting from 3:00 p.m. to 6:00 p.m., combining the Business Advisory Committee and Community Advisory Committee meetings for that month.
    - ii. A decision on whether to reschedule or cancel the December meeting will be made next month.

## PUBLIC COMMENT

Every agenda shall provide an opportunity for members of the public to address the Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee.

Public comment will be taken for each agenda item after discussion of the item by the Van Ness Business Advisory Committee.

Privilege of Floor and Public Participation. The privilege of the floor shall be granted to any member of the public or officers of the City and County of San Francisco, or their duly authorized representatives for the purpose of commenting on any question before the Committee. Each person wishing to speak on an item at a regular or special meeting shall be permitted to be heard once per item for up to three minutes. The presiding officer shall be the judge of the pertinence of such comments, and have the power to limit this privilege if in the presiding officer's opinion the comments are not pertinent to the question before the Committee or the comments are merely reiterative of points made by previous speakers.

Presentations. After a presentation, the Van Ness Business Advisory Committee Chair will ask committee members if they have any questions and then will open the meeting to public comment. When members of the public ask a question of the presenter, presenters should not respond, nor engage in any conversation. First, the commenter should finish their commentary. After which, if the Van Ness Business Advisory Committee Chair or any committee member wants the presenter to respond to that question, the presenter will then respond to the Committee and not to the public.