



Mission Bay Transportation Improvement Fund  
Advisory Committee (MBTIFAC)

Bruce Agid – Chair  
Sarah Davis -Vice Chair  
Amit Kothari  
Manoj Madhavan  
Catherine Sharpe

**DRAFT**

**Mission Bay Transportation Improvement Fund Advisory Committee Meeting Minutes** September  
22, 2022

10:00 am – 12 Noon

On-line Meeting

<b>Advisory Committee Seats</b>
<b>Seat 1 (Golden State Warriors)</b> Manoj Madhavan, Voting member Yoyo Chan, Alternate
<b>Seat 2 (UCSF)</b> Amit Kothari, Voting member Clare Shinnerl, Alternate
<b>Seat 3 (Neighborhood resident)</b> Bruce Agid, Voting member Bruce Huie, Alternate
<b>Seat 4 (Neighborhood business owner)</b> Catherine Sharpe, Voting member Terezia Nemeth, Alternate
<b>Seat 5 (Neighborhood resident)</b> Sarah Davis, Voting member Sarah Bertram, Alternate

**1. Call to order/rollcall -Bruce Agid, Chairperson**

Voting members in attendance: Agid; Davis; Madhavan

Excused absences: Sharpe; Kothari

Alternates in attendance: none

**2. Approve minutes of July 28, 2022, Meeting**

A motion was made by Bruce Agid to approve the minutes of the July 28, 2022, meeting and was second by Sarah Davis

Member comments and/or edits: None

Public Comment – None

On the motion to approve the July 28, 2022, minutes with changes:

Ayes – Agid; Madhavan; Davis  
Nays -none  
Motion passed

**3. Resolution to allow teleconferenced meetings under California government code section 54953(e) (For discussion and Possible Action)**

A motion was made by Bruce Agid and was seconded by Sarah Davis that the MBTIF AC adopts the Resolution to allow teleconferenced meetings under California government code section 54953(e).

Member comments and/or edits: None  
Public Comment – None

On the Motion:

Ayes – Agid; Davis; Madhavan  
Nays – none  
Motion passed

**4. New Business**

a.) Introduction of new Liaison.

Kim Walton introduced Shima Mirzaei, Manager, Budget and Financial Analysis, SFMTA Finance and Information Technology Division. Shima will be assuming the role of MBTIFAC liaison starting in November 2022. Shima shared with the Committee her background prior to joining the SFMTA.

Committee Comments:

Members thanked Kim for her work over the past 3 years.

b.) Discussion on the date and times of future meetings.

The Committee discussed their meeting schedule. Sarah Davis and Staff Liaison Kim Walton will develop a questionnaire for members to complete prior to the next meeting.

c.) Bruce Agid mentioned that on October 27, 2022, there will be a Shovel Ready Ceremony (groundbreaking) for the Mission Bay Elementary School and Linked Learning Hub. Bruce indicated that most of the members of the Advisory Committee were invited & would want to attend this event.

Bruce motioned that the October 27, 2022, meeting be cancelled and that a Special meeting be held on October 20, 2022; it was seconded by Manoj.

After a brief discussion the motion was amended to read that the October 27, 2022, meeting be cancelled and combined with a meeting to be held on November 17, 2022. There were no public comments.

On the motion to combine the October and November MB TIF AC meetings and meet on November 17, 2022:  
Ayes: Agid; Madhavan; Davis

Motion passed

5. MB TIF Budget vs Actuals Update for FY 2022-2023, inc. explanation of variances

- Shima Mirzaei stated the following:
- There were no changes to each Department budgets. She also stated that she is becoming familiar with what has been presented at past meetings and with overall financial information provided by SFPD, SF PW, and SFMTA.
- At the November 2022 meeting, a presentation on the budget will look at trends and variances.

Committee Comments:

- Sarah Davis asked about the “capacity” groupings
- Manoj Madhavan stated that service coverage depends on the projected number of attendees.
- Bruce Agid requested that presentations be provided three days prior to meetings to allow AC members and the public an opportunity to pre-read materials.
- Manoj Madhavan wanted information on what will happen when the 5 years of funding ends.

There were no public comments on this item.

6. Quarterly Review of Metrics and how evaluation of metrics will be incorporated into FY 23-24 budget requests

- Manoj Madhavan stated that City staff will be asked to collect data on 8 specific days of the year. Agenda item to be discussed in further detail at next AC meeting.

7. Update on RFP for hiring vendor to collect and analyze delay metric data

- Kim Walton, staff liaison stated that there was no need to issue an RFP. One of the two “as needed” consulting firms will be contacted to find out their interest and ability to perform the work. The goal is to have the counts done in spring and fall 2023. The Committee will be provided with an update at the January 2023 meeting.

There were no comments from the Committee or from members of the public on this item.

8. Update workplan

- The Workplan will need to be updated to reflect the changes in the meeting dates.

Shima Mirzaei will reach out to the Mayor’s Budget office regarding if the Advisory Committee is required to submit a budget proposal next year. She will share what she learns at the November 2022 meeting.

Bruce Agid made a motion that the October 2022 meeting as shown in the workplan be cancelled (with agenda items carried over to the November meeting) and that the next meeting would be held on November 17, 2022 and was seconded by Manoj Madhavan.

Mission Bay Transportation Improvement Fund Advisory Committee Meeting minutes September 22, 2022

No public comments nor comments from Committee members.

On the motion to cancel the October 2022 meeting and to hold the next meeting on November 17, 2022:

Ayes: Davis; Agid; Madhavan

Motion passed

**9.** Public Comment – there was no public comment

**10.** Advisory Committee Comments and Future Agenda Items (For Discussion and Possible Action)

- Agenda items for the November 17, 2022, meeting:
- Update on FY21-22 budget
- Update on delay metric
- Update on metrics

**11.** Manoj Madhavan motioned that the meeting be adjourned and was seconded by Sarah Davis.

No public comment.

On the motion to adjourn:

Ayes – Madhavan; Agid; Davis

Motion passed

The meeting ended at 11:56 am

