



Van Ness BRT Community Advisory Committee

Thursday, October 27, 2016

6:00-7:30 p.m.

One South Van Ness, 7th floor, Union Square Conference Room

MEETING MINUTES

1. Call to Order at 6:06 p.m.
2. Public comment (see policy on reverse): Members of the public may address the Van Ness BRT Community Advisory Committee on matters that are within its jurisdiction and are not on today's calendar.
 - a. No public comment.
3. Member comment. Members of the Community Advisory Committee may address the Van Ness BRT project staff on matters not on today's calendar.
 - a. Bill Spricin: People on the bus still talk to him about wanting the bus stop on Van Ness near California Street replaced.
4. Approval of minutes for September 22, 2016 by a voice vote.
5. SFMTA staff updates.
 - a. Project schedule.
 - i. Completed the Detail Design phase of the project
 - ii. Construction phase of the project is underway.
 1. Phase 1 is October 2016 through October 2018
 - a. Construction Notice to Proceed was issued October 27.
 - b. The project will be preparing the roadway for construction through January.
 - c. Roadway and utility work is expected to begin January 2017 and proceed through October 2018.
 - b. Finalizing permits.
 - i. The encroachment permit and Public Works referral are being finalized for the start of construction.
 - c. Lighting on Van Ness Avenue.
 - i. Project staff meeting with Sup. Peskin and Coalition to Save the Historic Streetlamps of Van Ness to discuss options.
 1. OCS pole with replica pedestrian lamp and bracket
 2. OCS pole with replica pedestrian and street lamps and brackets
 3. Replica freestanding pedestrian pole and fixture
 4. Once an option is selected, staff will develop feasibility report including budget, timeline.
 5. Each of the options would add cost and duration to the project but the cost and duration vary.
 - ii. If no decision is made by January on the poles, contractor would buy poles approved for the project. If considering other options, contractor would be asked to hold off on the poles.
 - iii. Catherine Tran advises that additional costs should be shared with the Coalition. She also advising changing the copy on the matrix to show that the approved option is the only option that does not require additional approvals.
 - iv. Bob Bardell suggests that perhaps the procured poles can be ordered on schedule and decorative lamps could be cast to be compatible with the procured poles.

- v. Bob Anderson notes that option 3 reminds him of Third Street. His concern is brightness. The approved design also does not speak charm to him. He is concerned residents living on third floors will have lights in their windows.
 - vi. Steve Pepple clarified that Option 2 would have the approved streetlights above a replica sidewalk lighting fixture.
- d. Construction update.
- i. First week of construction:
 1. Oct. 27: Relocate SB Vallejo stop to Green
 - ii. November:
 1. Permissible left turn lane southbound at Broadway will be turned into a second dedicated left, tentatively November 11.
 2. Remove left turns (except southbound Broadway, northbound Lombard and, for six months, Hayes), tentatively November 12 and 13.
 3. Begin median work tentatively November 14.
 - a. reducing number of lanes
 - b. protecting and removing trees
 - c. work area will start on Van Ness at Sutter and progress north and south simultaneously, narrowing the roadway from three lanes to two in each direction.
 4. Catherine Tran notes that previously the plan for roadway preparation was to move from north to south, as it is during each phase of construction. Staff confirmed that this revised movement will not increase the five times originally planned that each block will be touched by construction.
 5. Muni and Golden Gate Transit will share the two mixed traffic lanes during construction.
 6. Transit will be monitored during construction. Bus stop consolidation in June improved bus speeds, but much of that travel time performance will be lost during construction. The project may increase bus frequency during construction to improve reliability while travel times are compromised by construction.
 7. Construction could add delays of 30-minutes to travel on Van Ness Avenue.
 - iii. Public Comment.
 - iv. Chris Parkes.
 1. Interested in the travel savings measured on Van Ness after the June bus stop consolidation and wonders if this new data can be used to adjust predictions for travel time savings when the project is completed.
 2. Would like to know how the holiday moratorium will impact construction.
6. Outreach update.
- a. Recent public engagement activities.
 - i. 2016 Digital Strategy & Impact Award and International Association for Public Participation Core Values Award.
 1. International Association for Public Participation Core Values Creativity and Innovation Award for project's pre-construction outreach
 - a. Special recognition for Business Advisory Committee, Pre-Construction Survey and multilingual text message survey campaign.
 2. Digital Strategy & Impact Award presented by GovDelivery for Creative Use of Digital Citizen Engagement for project's text messaging campaign.
 - ii. Van Ness and Polk Construction Open House.
 1. Well attended by over 200 neighbors and community members, including some Van Ness BRT CAC members.
 2. Debuted the video series.
 - iii. Construction is Here campaign.
 1. Ambassadors are canvassing the corridor Franklin to Larkin, Beach to Market, posting signs at intersections and bus stops to notify neighbors

- that construction is beginning. They are also distributing door hangers and project brochures, as well as doing outreach to businesses.
2. The campaign will also include regional advertising, email and text message campaigns, press releases and service alerts.
 - iv. Three-part video series shown.
 1. Catherine Tran asks how videos will be distributed and encourages paid media such as Hulu, Netflix, Facebook and Twitter. Notes that Facebook ads can be very successful.
 2. Also a way to get message out to drivers.
 - b. Outreach Calendar.
 - i. Construction Forecast weekly emails/text messages began October 27.
 1. Includes construction information and details for the following two weeks
 - a. Work being done
 - b. Blocks under construction
 - c. Information on related projects
 - d. Upcoming outreach events
 - e. Contact information for staff
 - ii. Temporary bus stop relocation of SB Vallejo stop on October 27.
 1. Moved to Green starting Oct. 27
 2. Expected to last about 16 months
 3. Ambassadors assisting customers at discontinued stop
 - iii. Community Drop-In Office Hours at Van Ness Improvement Project Construction Office (180 Redwood Street, Ste. 300) begin October 25.
 1. Tuesdays 2:00 p.m. to 4:00 p.m.
 2. Fridays 10:00 a.m. to 12:00 p.m.
 3. Except holidays.
 - iv. Meet the Expert: Preparing Van Ness for Construction — November 2, 6:00-7:30 p.m.
 1. 180 Redwood Street, Suite 300
 2. Walsh Construction will discuss construction activity through the rest of the year
 - v. Traffic changes beginning in November.
 1. Encouraging motorists who take lefts from Van Ness to try alternate routes before left turns are removed
 2. Changeable message signs posted two weeks before
 3. Press releases and traffic advisories
 4. Roadway reduced from three to two lanes
 - vi. Utility work in January 2017.
 1. Canvassing neighbors to address access, loading zones, noise, etc.
 - vii. Project website updates.
 1. Construction overview is up.
 2. Traffic changes beginning in November will be updated with dates.
 3. Access without left turns will be up by Friday.
 4. Frequently asked questions will be up next week.
 - viii. Tree removal and replacement notifications.
 1. Courtesy notice will be posted on corridor announcing tree removals and replacements for 86 median trees and four sidewalk trees.
 2. Sidewalk tree permits have yet to be issued (except for four sidewalk trees that are impacted by project work). Sidewalk trees had hearing same date as Van Ness Improvement Project trees but further assessment was required by City Arborist and environmental work remains outstanding.
 3. Project will replace any trees damaged by construction work.
 7. Van Ness Business Advisory Committee Report for October 20 meeting.
 - a. Provided an update on project schedule and upcoming traffic changes at Broadway.
 - b. Discussed next steps for Office of Economic and Workforce Development business marketing program.
 8. Next meetings.

- a. November 17, 6:00-7:30 p.m. (with Van Ness Business Advisory Committee).
 - i. CAC members would like to hear how BAC has been a voice for the project/their involvement in the project.
 - ii. CAC members are interested in BAC members' expectation for construction.
- b. No December meeting.
- c. January 26, 2017, 6:00-7:30 p.m.

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 BRT CAC.

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 BRT CAC 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 BRT CAC 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.

MEMBER COMMENT

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

Privilege of Floor and Public Participation. The privilege of the floor shall be granted to any member of the Committee. Each person wishing to speak shall be permitted to be heard 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.