



**Van Ness Business Advisory Committee**

Thursday, August 18, 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 3:15 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 heard.
3. Minutes from July 21, 2016, meeting were approved by a voice vote.
4. SFMTA staff updates.
  - a. Contract amendment.
    - i. San Francisco Municipal Transportation Agency Board of Directors approved amending the contract to include construction services and a guaranteed maximum price at their August 16 meeting.
  - b. Finalizing permits.
    - i. The project has received utility certification and right-of-way certification from Caltrans. They have also resolved all current design variance requests.
      1. Final plans and specifications and an encroachment permit are still outstanding. Staff expects to receive these by next week.
  - c. Project schedule.
    - i. The latest draft construction schedule includes a late November start date.
      1. There are some administrative tasks and submittals that must be completed between amending the contract and the start of construction including traffic management.
        - a. Staff hopes to complete these tasks soon to accelerate the start of construction, but may not be possible.
      2. Open House series will begin in October.
      3. The initial work will last approximately two months and will include the removal of most left turns, removal of 86 median trees, and temporary repaving of the median.
        - a. Will not be as impactful for neighbors and businesses because the work is primarily surface-level and will be done quickly.
5. Outreach update.
  - a. Recent public engagement activities.
    - i. Board of Appeals rehearing request.
      1. At their July 27 meeting, the Board of Appeals denied a request to rehear the June 22 case appealing San Francisco Public Works' issuance of a tree removal and replacement permit to the Van Ness Improvement Project.
        - a. Because a rehearing was not granted, the June 22 decision is final.
    - ii. Meet the Expert: Green Infrastructure.
      1. On August 3, Vincent Mazzaferro from San Francisco Public Utilities Commission discussed green infrastructure throughout San Francisco and how the city is trying sustainable methods to keep our bay and ocean clean.
    - iii. San Francisco Symphony workshop.

1. SFMTA and Walsh Construction staff presented a project overview and draft construction sequencing plan to San Francisco Symphony employees on August 3.
    - a. The groups established lines of communication to kick off ongoing collaboration efforts and begin planning around construction activity and events.
  - iv. Appropriations Committee walking tour.
    1. Members of the U.S. Senate Committee on Appropriations joined staff for a tour through existing conditions on Van Ness Avenue and how the Van Ness Improvement Project will benefit all users of the street.
      - a. Members of the Federal Transit Administration will be given a similar tour in September.
  - v. Civic Center Community Benefit District presentation.
    1. SFMTA and Walsh Construction staff presented a project overview and draft construction sequencing plan to members of the Civic Center Community Benefit District.
      - a. San Francisco Symphony, San Francisco Ballet, San Francisco Unified School District, and American Buddhist Cultural Society were represented.
  - b. Outreach Calendar.
    - i. Meet the Expert: September 7, 6:00-7:30 p.m. at ROH Bar & Restaurant, 1500 Van Ness (in Holiday Inn)
      1. Paul Bignardi will discuss Bus Rapid Transit and why it is a system used in cities across the world.
  - c. Staff presented BAC members with draft conceptual designs for construction-site signage aimed at drivers and pedestrians.
    - i. Signage will cover active construction work zones.
    - ii. Staff is looking at the possibility of including photographs of businesses that may be blocked by signage.
      1. Total height of signage will be approximately 8 feet.
        - a. Construction barricades (i.e., k-rail) are 4 feet tall.
        - b. Signage will be 4 feet tall.
    - iii. Patrick Hosfield asked whether there would be an opportunity for some kind of advertising on these signs. Staff plans to incorporate opportunities into signage.
  - d. Mike Koker asked for an update on the Construction Survival Guide. This will be the theme of the fall newsletter, which will be printed and mailed to 30,000+ neighbors in October. A digital version of the Construction Survival Guide will also be available online at that time and will be regularly updated.
  - e. Patricia Klock wanted to see more messaging done about the benefits of the new street and sidewalk lighting. She felt this was an important feature of the project and will be a great safety enhancement.
    - i. Mike Koker agreed and suggested that project staff reach out to property managers and businesses about the new lighting so they are aware adjustments can be made after installation.
  - f. Patricia Klock asked project staff whether utility work will impact the sidewalk trees in front of Opera Plaza. Staff said they would look at landscape drawings to confirm.
6. Next meeting – Thursday, September 15, 3:00-4:30 p.m.
  - a. October 20, 3:00-4:30 p.m.
  - b. November 17, 6:00-7:30 p.m. (*special time*)

## 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.