

# VAN NESS



## **Van Ness Business Advisory Committee Membership Application**

Major upgrades are underway on Van Ness Avenue in San Francisco to rehabilitate and revitalize aging infrastructure on the historic corridor.

This massive civic improvement project is bringing San Francisco its first Bus Rapid Transit (BRT) system, a much-needed and globally-proven solution to improve transit service and address traffic congestion on Van Ness Avenue, a major north-south arterial. This new BRT service will serve one of the region's major employment and commercial centers with one of the highest population densities in San Francisco.

Along with a new BRT system, construction of the project also includes several upgrades including replacing more than 22,000 feet of 1800s-era water main, installing a reliable and seismically safe sewer system the length of Van Ness Avenue, overhauling the system that supplies 1,200 hydrants dedicated to emergency firefighting and updating streetlights with brighter, more efficient lights and adding sidewalk lighting.

The San Francisco Municipal Transportation Agency, responsible for the design, engineering, construction and operation of the Van Ness Improvement Project, is seeking Van Ness Avenue business leaders to serve as representatives for its Van Ness Business Advisory Committee (BAC). Members provide feedback, recommendations and advice on the ways that the City can help businesses during construction, while providing a forum for businesses to raise issues, discuss and provide input on project responses to these issues.

To apply for membership, please complete the attached application by Tuesday, March 31, 2020, and return to:

Peter Gabancho  
Project Manager  
San Francisco Municipal Transportation Agency  
One South Van Ness, 3rd floor  
San Francisco, CA 94103

[VanNessBRT@SFMTA.com](mailto:VanNessBRT@SFMTA.com)

**Van Ness Business Advisory Committee Membership Application**

*Please complete the information below. Personal information that is provided is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will be redacted.*

\_\_\_\_\_  
NAME (Please type or write legibly)

\_\_\_\_\_  
BUSINESS NAME (Please type or write legibly) BUSINESS ADDRESS (Street address, City, State, Zip)

\_\_\_\_\_  
HOME PHONE (xxx-xxx-xxxx) WORK PHONE (xxx-xxx-xxxx) EMAIL

\_\_\_\_\_  
DISTRICT (Optional) NEIGHBORHOOD ETHNICITY (Optional) GENDER (Optional)

**BUSINESS CATEGORIES:**

(Check all that apply)

- Arts/Culture       Automotive       Financial       Business services       Education
- Food service       Recreation       Healthcare       Hotel / Motel       Laundromat
- Printing/Promotions       Faith-based       Retail       Salon / Barber       Senior housing
- Other (Please write-in): \_\_\_\_\_

**Summary statement of applicant’s qualifications for membership:**

Please use the space below to describe how your qualifications represent the interest of businesses to the Van Ness Improvement Project. You may attach a resume or other relevant document. Please limit your attachment to a maximum of three pages.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

## **Van Ness Business Advisory Committee (BAC)**

### Composition and Purpose

The Van Ness Business Advisory Committee (BAC) consists of representatives from a diverse cross-section of Van Ness corridor businesses. The BAC will provide input to the Van Ness Improvement Project team by providing varied perspectives from the surrounding community and city.

The issues, goals, and concerns relating to the surrounding community will be taken into consideration within the context of supporting this important project.

### Advisory Group Goals

- To provide the Van Ness Improvement Project team feedback and guide decisions related to the construction and implementation of the Van Ness Improvement Project.
- To hear project presentations on the approach, content and data at appropriate times and to respond with community guidance and input.
- To make the project team aware of community priorities and concerns.
- To act as a channel to disseminate project information to the community and for the project team to receive feedback from the community.

### Meeting Information

- Meetings will be scheduled to review project information and to seek feedback.
- Meeting notices and agendas will be distributed to members and posted on the project website a minimum of 72 hours in advance of the meeting.
- Van Ness Improvement Project team members will be present at all meetings to facilitate and take meeting minutes.
- Meeting minutes will be posted on the Van Ness Improvement Project website within the week following a Van Ness BAC meeting.
- Meetings will be held on the Third Thursday of every-other month (February, April, June, August, October, December); agendas will be sent out at least one week prior. Changes to this schedule will be made 30 days advanced notice.
- Van Ness BAC members are expected to attend meetings and not to miss more than two in a row. Van Ness BAC members are required to RSVP for each meeting a minimum of 48 hours in advance of the meeting to confirm a quorum.
- Public comment will be taken for each agenda item after discussion of the item by the Van Ness BAC.

### Decision Making

The nature of this BAC is advisory and will serve as a connector between the community and the Van Ness Improvement Project staff. The BAC will share the community's interests with the project staff and in turn BAC members will share project information with their respective communities.

## **Van Ness Business Advisory Committee (BAC) Criteria and Selection Process**

- Size of Membership – 11
- Composition of membership:
  - Broad range of characteristics including:
    - Demographics
    - Business type and size
    - Multi-modal representation
    - Geography
- Level of participation
  - Review informational materials associated with the Van Ness Improvement Project engineering/design, construction and implementation
  - Provide comment and input to agency staff
- Term limitations and turnover
  - Terms are one year with an option to renew annually
  - Term limits are defined by phase of project (from pre-construction to implementation, approximately 36 months)
- Recruitment: Seek diverse representation from merchants on Van Ness Avenue and within two blocks of the construction corridor
  - Promote recruitment with a campaign to current Van Ness BRT CAC members and via SFMTA project website and project email list
  - Reach out to greater corridor, local neighborhood and community groups and citywide groups
  - Reach out to merchant, advocacy, community and faith-based organizations
- Criteria:
  - Candidate represents a business located on the Van Ness Avenue corridor north of Howard Street
  - Candidate uses Muni, walks, drives and/or bicycles on Van Ness Avenue
  - Candidate is part of any neighborhood, business, or advocacy groups
- Selection process:
  - Project team will review all applications for qualifications
  - Selection panel will select BAC members based on project team recommendations

For more information, please contact [vannessbrt@sfmta.com](mailto:vannessbrt@sfmta.com) or 415-646-2310.