

**TRANSBAY JOINT POWERS AUTHORITY  
CITIZENS ADVISORY COMMITTEE**

MEETING MINUTES

Tuesday, May 12, 2020  
5:30 p.m. to 7:30 p.m.

REMOTE MEETING VIA TELECONFERENCE (NO PHYSICAL LOCATION)

PUBLIC COMMENT CALL-IN: 415-655-0003 -- Access Code: 293116939

Due to the COVID-19 health emergency, the Citizens Advisory Committee Meeting Room is closed.

Members of the public are encouraged to participate remotely by calling the number above and entering the access code. Members of the public may access meeting materials at the following link:

<https://www.tjpa.org/calendar-items/cac-meeting-may-12-2020>

In compliance with the Governor's Executive Order N-25-20 (March 12, 2020) as superseded by Order N-29-20 (March 17, 2020), this meeting will be held *exclusively* via teleconference participation of a quorum of Committee members in locations not open to the public. The purpose of the orders is to provide the safest environment for all persons consistent with San Francisco Department of Public Health Order of the Health Officer No. C19-07c and current public health recommendations, while allowing the public to observe and address the Committee.

CITIZENS ADVISORY COMMITTEE

Derrick Holt, Chair  
Belal Aftab, Vice Chair

Dan Bell  
Paul Bendix  
Richard Burnett  
Jackson Fahnestock

Robert Feinbaum  
Patrick Henderson  
Gloria Li  
Charley Lavery  
Sean McGarry

Mark O'Dell  
Andrew Robinson  
Owen Stephens  
Howard Wong

Executive Director  
Mark Zabaneh

Staff Liaison  
Christine Falvey

CAC Secretary  
Julie Markus

## 1. Call to Order

Nila Gonzales, TJPA Chief of Staff, facilitated the teleconference. Chair Holt called the meeting to order at 5:30 p.m.

Members Present: Belal Aftab, Dan Bell, Paul Bendix, Richard Burnett, Jackson Fahnestock, Patrick Henderson, Robert Feinbaum, Derrick Holt, Gloria Li, Sean McGarry, Mark O'Dell, Andrew Robinson, Paul Bendix and Howard Wong

Members Absent: Charley Lavery

Mr. Holt welcomed all the new and returning CAC Members and stated that a special welcome letter will be sent to the all new members by Vice Chair Aftab and Chair Holt.

## 2. Staff Report

Christine Falvey, TJPA Director of Communications, reported that this was the first virtual CAC meeting and gave a special welcome to the new CAC Members; Richard Burnett, Patrick Henderson, Mark O'Dell, and returning member, Jackson Fahnestock on behalf of the TJPA. Ms. Falvey provided an update on the TJPA's response to the community spread of novel Coronavirus or COVID-19 and many efforts were underway to support the region's response to the community spread COVID-19. The TJPA continues to operate the transit center so public transit remains available to essential workers and residents for essential trips. Additionally, the TJPA continues to maintain the park so that residents and visitors can use for brief exercise and fresh air which remains consistent with the Bay Area shelter in place public health order. The TJPA continues to operate the transit center and the park safely in partnership with the transit operators. TJPA continues supporting the policies of social distancing, temporary closure of non-essential businesses; and educating people to wear face coverings while using the transit center. At the same time, TJPA has also increased cleaning of the entire facility with attention to high touch points and restrooms. Additionally, the TJPA continues to monitor updated orders issued by Bay Area Health Officers to ensure the TJPA remains compliant with all regional measures to educate the public with the most updated information while using the transit center. Ms. Falvey stated the TJPA knows that the coronavirus pandemic is nowhere near over and expects that the region will be dealing with it for a long time to come. Also, the Bay Area Public Health Officers provided warning to expect continued impacts and outbreaks, especially as shelter in place orders were slowly lifted, which was why the TJPA was planning to address health and safety issues now at the transit center as a slow increase in usage has been seen as orders are lifted. Additionally, the TJPA was planning for additional signage, crowd control measures, and education and outreach to ensure transit riders, park users and everyone else can maintain social distance, know when they should use masks and understand their obligations to prevent the spread of the virus. In addition, as TJPA added additional signage about COVID-19 and a facility-wide assessment was being conducted to promote a phone number for people to call in any security issues directly to our Security Operations Center. Further, the TJPA would also promote this number via text alerts, social media and the website.

Ms. Falvey further provided an update on the use of the temporary terminal, requested by the City of San Francisco as part of their COVID-19 response and to the TJPA's understanding, the site was being assessed for potential uses. Additionally, the City will notify TJPA when they have decided if and how they would like to use the space. Some neighbors in the community have raised concerns about the use of the temporary terminal and the City intends to work with and notify the community once it has been decided whether the site will be utilized or not. In terms of overall operations, the transit center remains open, however, it continues to be used on a very reduced basis. Ms. Falvey stated that the TJPA continues to adjust staffing levels by working with transit partners to estimate ridership and by assessing park usage to keep the entire center safe and clean for all users with the appropriate level of staffing. Furthermore, impacts to operation costs and funding will be provided in detail later in the agenda as part of the draft operating budget presentation by Erin Roseman, TJPA's Chief Financial Officer. In terms of the status of transit center tenants, per the Shelter in Place Order, tenants that are open for business temporarily closed and have remain closed. One of the two Philz locations briefly reopened in April but closed due to a reported lack of foot traffic. As you may know, as of May 4th, construction was allowed to proceed with specific safety protocols in place and the TJPA expects tenant improvements to resume shortly. TJPA remains in close contact with Fitness SF and Onsite Dental to understand their needs and plans for reopening when the time comes. TJPA also continues to share information about COVID-19 business relief programs with all tenants and encourage them to take full advantage of that assistance.

Mr. Fahnestock stated that he was on a zoom call with Mission Bay Neighborhood Association this week and Mayor Breed indicated that the temporary terminal would not be used at this time. Chair Holt thanked Mr. Fahnestock for sharing the information about the zoom call as the need for use of the temporary terminal originated from the Mayor's office.

Mr. Wong stated that biologists have recently talked about the volume and dosage of the virus and risk and the transit center was one of the safest centers around because of its outdoor exterior ventilation and the way it was built and designed against infectious disease spread and may be something for users to know as the cross current of air on the platform, the park and the large volume of the hall was optimal for risk of the spread of the coronavirus disease.

Ms. Li commended the TJPA staff for the hard work put into keeping the transit center safe as which her family utilizes a lot. Ms. Li also stated she visits the park often and has noticed many visitors with luggage and pushy carts and wanted to make sure TJPA and Security were aware of the issue. Ms. Li also stated the community, the CAC and the TJPA Board were not made of aware of the possible use of the temporary terminal along with the signed lease between the City and the TJPA. Ms. Li further asked what type of transparency should the CAC come to expect from TJPA. Executive Director Zabaneh stated that TJPA has remained highly transparent and has shared everything with the TJPA Board, the CAC and the public. The TJPA was approached by the Mayor's office mid-April for the use of the temporary terminal as a response to the global wide pandemic. The TJPA also provided the Mayor with the tools to solve the problem and signed a month to month agreement with the City which could be terminated 30 days after the shelter in place orders were lifted. Ms. Li stated that the concern was also that there was no community outreach or involvement until recently and the agreement was signed in April 2020. Ms. Li stated that as a CAC member and resident of

District 6, she has heard many concerns regarding health issues for positive COVID-19 individuals. Executive Director Zabaneh assured Ms. Li that he was fully aware of the agreement being signed by the TJPA and the second step of the agreement was to fully engage the community on plans for the use of the space. Ms. Li stated that the plan was revealed only when there was mention of a petition being passed and signed along with the media getting involved.

Public Comment:

Roland Lebrun felt that members of the public should be able to observe the CAC Meeting during the shelter in place order and felt that only having the ability to listen was a violation of the Brown Act and TJPA will be receiving a letter regarding the matter.

3. Approval of Meeting Minutes: March 10, 2020

A motion to approve the minutes was made by Mr. Stephens and seconded by Mr. Robinson. A unanimous voice vote approved the motion.

4. Presentation of draft budgets for Fiscal Year 2020-2021 (FY 20-21) Operating Budget in the amount of \$22,125,369, FY 20-21 Capital Budget for Phase 1, Phase 2, and Tenant Improvements in an amount of \$81,532,269 and FY 20-21 Debt Service Budget in the amount of \$18,226,495

Erin Roseman, TJPA Chief Financial Officer, presented the update.

Mr. Wong suggested the current retail tenants may want to expand the use of the tables outdoors if they are unable to have dining indoors due to social distancing guidelines. Ms. Roseman stated that the tenants would need to submit design plans to the TJPA in that case.

Public Comment:

Roland Lebrun referred to the SFCTA April 14 Board meeting, item number 18, as the allocation was for \$12 million, not \$23 million, and said he had seen two separate notice to proceed (NTP). The second NTP for \$8 million will be on reserve until released by the Board following both 1) acceptance of the project phasing strategy and mainstream budget and schedule and, 2) the identification of a new program director, through the MOU. Once they figure out what they are going to do, they should provide animation on the exact sequencing that can be seen by the Board and the public. He said in his letter to the Board, the link at the bottom, similar animation for grade separation in Palo Alto; one was a trench, the other was a tunnel. They were both rejected because of the foreclosure around Palo Alto.

5. Phase 2/Downtown Rail Extension (DTX) Update

Executive Director Zabaneh presented the item.

Mr. Wong asked if the TJPA were looking at international firms to contract for Phase 2/DTX. Executive Director Zabaneh stated that the TJPA was looking to recruit the best of the best and the contracts will be open for all firms whether local or international.

## 6. Election of Chair and Vice Chair

Gloria Li nominated Derrick Holt to remain as Chair and Sean McGarry seconded the motion. There were no other nominations or members of the public wishing to comment. A motion to approve Derrick Holt to remain as Chair was approved by a unanimous vote. Derrick Holt nominated Belal Aftab to remain as Vice-Chair and Paul Bendix seconded the motion. There were no other nominations or members of the public wishing to comment. A motion to approve Belal Aftab to remain as Vice-Chair was approved by a unanimous vote.

## 7. Public Comment

A member of the public stated that the community surrounding the temporary terminal was not notified about the proposed Safe Sleeping Site.

## 8. CAC Member Comments & Future Agenda Requests

Future agenda requests include 1) update on the schedule and funding of DTX and the Pennsylvania Avenue Extension; 2) train doors and platform heights for DTX; 3) review of bus and traffic circulation in the area surrounding the transit center; 4) update from Pearl Media on digital signage; 5) detailed presentation from Caltrain on the Railyard Study and Electrification and reduced ridership due to the COVID-19 pandemic; 6) update on the redevelopment of the Temporary Terminal site; 7) reinstating the Bus Only Lane on the Bay Bridge; and 8) presentation from East Cut CBD and SF Planning on the master plan of the two-way cycle track on Beale Street

Mr. Fahnestock suggested the TJPA invite Caltrain to provide their perspective on reduced ridership and their long-term solution for Phase 2/DTX.

Ms. Li requested future communication and open transparency to the surrounding community regarding the usage of the temporary terminal.

## 9. Adjourn

Chair Holt adjourned the meeting at 6:52 p.m.

The Ethics Commission of the City and County of San Francisco has asked us to remind individuals that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (Campaign and Gov't Conduct Code, Article II, Chapter 1, § 2.100, et seq.) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3124 and website: [www.sfethics.org](http://www.sfethics.org)