



**TRANSBAY JOINT POWERS AUTHORITY
BOARD OF DIRECTORS**

MINUTES

Thursday, May 8, 2025

1 Dr. Carlton B. Goodlett Place, Room 416
San Francisco, CA

REGULAR MEETING

9:30 a.m.

BOARD OF DIRECTORS

Jeff Gee, Chair
Rafael Mandelman, Vice Chair
Chris Andrichak
Elaine Forbes
Julie Kirschbaum
Charles Lavery
Dina El-Tawansy (*ex-officio*)

Executive Director
Adam Van de Water

Secretary
Nila Gonzales

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9:30 – REGULAR MEETING

ORDER OF BUSINESS

1. Call to Order

Chair Gee called the meeting to order at 9:32 a.m.

2. Roll Call

Secretary Gonzales welcomed Charley Lavery, who was appointed by the San Francisco Board of Supervisors (BOS) on May 6, 2025, to fill the vacant BOS Representative seat. She also noted that Vice Chair Mandelman was absent, Director Ambuehl was sitting in for Director El-Tawansy, and Directors Galli and Kirschbaum were in route.

Present: David Ambuehl
Chris Andrichak
Elaine Forbes
Morgan Galli (*arrived during item 3*)
Julie Kirschbaum (*arrived during item 5*)
Charles Lavery
Jeff Gee

Absent: Dina El-Tawansy
Rafael Mandelman

3. Communications

Secretary Gonzales provided instructions on the Public Call-in/Comment process.

4. Board of Director's New and Old Business

Director Lavery thanked the Board of Supervisors for his appointment, noting his long history with the project, including work on the Project Labor Agreement. He expressed readiness to contribute and a strong belief in infrastructure as a tool for equity.

5. Executive Director's Report

- Project Labor Agreement (PLA) Quarterly Update
- Security Quarterly Update
- Facility Operations Update
- The Portal Update

Executive Director (ED) Van de Water presented the ED Report and provided the PLA Update.

Rodney Harris, Chief Security Officer, presented the Security Quarterly Update.

R.E. Walsh, Facility Director, presented the Facility Operations Update.

Alfonso Rodriguez, The Portal Project Director, presented The Portal Update.

Director Kirschbaum questioned whether identified risks include risk mitigations or if most are simply cost impacts. Mr. Rodriguez explained that the risk register includes associated mitigations, which, once addressed, can reduce or remove risks. He added that these mitigations often carry cost and schedule implications, which are reviewed monthly and analyzed quarterly. Director Kirschbaum clarified her question regarding a specific risk, and Mr. Rodriguez confirmed that the mitigation does have cost and schedule impacts.

ED Van de Water welcomed Director Kirschbaum to the Board and stated that, based on a projected 3.5% cost escalation from the Project Management Oversight Contractor, the team is advancing key pre-construction activities. He noted that later in the agenda, an item related to Stage Gate 1 would be presented to the Board, and also that construction is anticipated to begin in just over a year. The \$7.5 billion project anticipates support from local, state and federal funding and while some financial uncertainty remains, there is sufficient funding to continue progress over the next one to two years.

6. Citizens Advisory Committee (CAC) Update

Brian Larkin, CAC Chair, presented the update.

7. Public Comment

Members of the public may address the Authority on matters that are within the Authority's jurisdiction and are not on today's calendar.

None.

THE FOLLOWING MATTERS BEFORE THE TRANSBAY JOINT POWERS AUTHORITY ARE RECOMMENDED FOR ACTION AS STATED BY THE EXECUTIVE DIRECTOR OR THE CHAIR.

REGULAR CALENDAR

8. Approving the Minutes of the March 13, 2025 meeting.

No public comment.

On motion to approve:

ADOPTED: AYES – Andrichak, Forbes, Galli, Kirschbaum and Gee
ABSTAIN – Lavery

9. Presentation of draft 5-Year Capital Improvement Plan (CIP).

Chief Financial Officer (CFO) Shima Mirzaei presented the item.

Director Andrichak thanked CFO Mirzaei for the presentation and acknowledged the challenges of developing the capital planning process. He also asked whether the 20-year needs assessment had been completed. CFO Mirzaei confirmed it had, explaining that the policy was amended in January to include a 20-year capital plan addressing asset lifecycle, maintenance standards, and regulatory requirements. She also added that the plan serves as a comprehensive list of needs, while the 5-year CIP focuses on projects that align with available funding.

Director Adrichak noted the annual update schedule seemed frequent. CFO Mirzaei clarified that updates are required annually to incorporate the first year into the capital budget, with limited changes expected unless funding or priorities shift and noted that every new fiscal year is added with each update.

Chair Gee referenced slide 6 and raised a question about the vulnerability of fund sources, noting that many boards are examining this closely. He observed that most of the funding appeared to be local and not federal and asked if that was true. CFO Mirzaei confirmed that most of the funding is local and secure. The only federal source noted was a \$1 million Federal Transit Administration Community Project Grant for wayfinding, which has already been awarded. Chair Gee stated that TJPA is in a strong position with most CIP funding not at risk.

Public Comment:

Roland Lebrun stated that his comment was for item 6 and referenced selling naming rights for Under Ramp Park to assist with funding.

10. Presentation of and Public Hearing for draft budgets for Fiscal Year (FY) 2025-26 Operating Budget in the amount of \$27,853,000 and FY 2025-26 Capital Budget for The Portal, Tenant Improvements, and the Capital Improvement Plan in the amount of \$143,449,861 and FY 2025-26 Debt Service Budget in the amount of \$27,682,594.

CFO Mirzaei presented the item.

Director Andrichak thanked CFO Mirzaei for the presentation and stated that, from an AC Transit perspective, the cost savings contribution is much appreciated.

Chair Gee thanked the team, transit partners, and voters, and emphasized the need for multi-year planning. CFO Mirzaei explained that while annual budgets are required, TJPA provides 3-to-5-year outlooks to operators and continues advocating to the Metropolitan Transportation Commission for long-term Regional Measure 2 funding.

ED Van de Water added that staff's deliberate effort is to reduce costs for operators. He noted that staff are actively engaged in discussions regarding the fiscal cliff and have closely examined the budget for cost savings and new revenue opportunities. He further explained that these efforts are reflected in increased leasing activity, expanded special event programming, reduced operating costs, and other strategic measures, as presented by CFO Mirzaei.

Public Comment:

Pawan Kumar inquired about the breakdown of funding sources for the CIP, specifically asking how The Portal fits into the overall funding structure and the extent of reliance on local versus federal sources.

11. Finding compliance with the Governance Blueprint Stage Gate 1 for release of the Civil and Tunnel Progressive Design Build (40-CT) Request for Proposals upon concurrence by key stakeholders and final approval by the TJPA Chief Financial Officer.

Alfonso Rodriguez, The Portal Project Director, presented the item.

Chair Gee asked for clarification on what Stage Gate 1 and pre-construction entails and where the next decision point would occur. Mr. Rodriguez responded that the next Stage Gate would be the awarding of pre-construction that is expected in about a year, followed by contractor onboarding. He added that pre-construction will span two years, beginning with design validation and cost estimation at 30% design and if advanced to 60% design it would focus on high-risk elements. He further explained that this phase would end with a negotiated construction cost, by which time the full funding grant agreement is expected.

Director Lavery stated his support for moving the project into Stage Gate 1. He noted his experience with seven major tunnel projects in the Bay Area and emphasized the importance of maintaining engagement and confidence among project teams, noted the significant effort and cost involved in preparing bids and stressed the need to move forward to support continued commitment.

Director Andrichak pointed out that the dates in the Stage Gate 1 framework diagram did not align with current activities and asked if the diagram was from a previous presentation. Mr. Rodriguez confirmed that the diagram was from a presentation given about two years ago and that the understanding of requirements has since evolved. He added that the Memorandum of Understanding has refined the definition of compliance, which is why the staff report references both full compliance and original compliance.

Director Kirschbaum asked when pre-construction work would begin. Mr. Rodriguez replied that, once funding is secured, early activities such as utility relocation and material procurement could start before full tunnel construction and added that track and systems would be handled under a separate contract.

ED Van de Water clarified that this Stage Gate action allows the team to issue the Request for Proposal and begin contractor negotiations, with onboarding expected in about a year. He added the contractor will validate and advance the 30% design and address constructability issues. He emphasized that no construction contract will be awarded until a full funding grant agreement is secured. Utility relocation on Townsend Street will proceed in parallel, with additional contract decisions expected within the year.

Director Galli acknowledged the significant effort involved in aligning partners on the requirements to advance to the next stage. She emphasized the importance of this step in keeping the agency on track and preparing for future contract awards and the full funding grant agreement.

Chair Gee asked about the funding range needed for Stage Gate 1 and whether funds were going to be available when the time came. ED Van de Water deferred to CFO Mirzaei, who explained that approximately \$145 million is programmed for work through 60% design. She confirmed the funding is in place for this phase and noted that additional funding is being pursued for future stages. Chair Gee stressed the importance of staying within budget.

No public comment.

RESOLUTION 25-012

On motion to approve:

ADOPTED: AYES – Andrichak, Forbes, Galli, Kirschbaum, Lavery and Gee

ADJOURN – Chair Gee adjourned the meeting at 10:52 a.m.

A recording of the meeting is on file in the office of the Secretary to the Transbay Joint Powers Authority Board of Directors.

Nila Gonzales
Board Secretary

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) 252-3112 and web site: www.sfethics.org.