



Members

Al Boro (Chair)
Beverly Johnson
Charlene Haught Johnson (ex officio)
Gavin Newsom
Nancy Wagner

**NOTICE OF MEETING AND AGENDA
WTA ADMINISTRATIVE/LEGISLATIVE/FINANCE
COMMITTEE AND
MEETING OF THE BOARD AS A COMMITTEE OF THE
WHOLE***

Tuesday, May 8, 2007, 10:00 am-12:00 pm
WTA Offices, Pier 9, Suite 111, San Francisco

AGENDA

This information will be made available in alternative formats upon request. To request an agenda in an alternative format, please call the Board Secretary at least five working days prior to the meeting to ensure availability.

1. Call to Order
2. Roll Call
3. Approval of Meeting minutes – June 13, 2006 meeting **Action**
4. Approval of Amendment 6 to Agreement with NGKE **Action**
5. Approval of Amendment 6 to Agreement with Lindsay, Hart **Action**
6. Approval of Amendment 3 to Agreement with The Law Offices of Barry Broad **Action**
7. Approval of Amendment 5 to Agreement with Local Government Services **Action**
8. Approval of Amendment 6 to Agreement with ABAG **Action**
9. Reports of Committee members **Information**
10. Reports of Staff **Information**
11. Public Comment (See note below)
12. Adjournment

/s/Karen Shelver, Board Secretary

Water Transit Authority
May 8, 2007 Meeting of the Administrative/Finance/Legislative Committee

Meeting Note: This Committee meeting may be attended by Members of the Board of Directors who do not serve on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole.

A vote of the Committee of the Whole does not constitute final Board action. All committee action must be ratified by the full Board of Directors.

All items appearing on the agenda are subject to action by the Committee.

Public Comment Note: This portion of the meeting, not to exceed thirty (30) minutes, has been allocated for public comments concerning items of interest within the subject matter jurisdiction of the Committee. Each individual will be allotted three (3) minutes. Said time frames may be extended only upon approval of the Committee.

Upon request, the San Francisco Bay Area Water Transit Authority will provide written agenda materials in appropriate alternative formats to individuals with disabilities. In addition, the Authority will arrange for disability-related modifications or accommodations, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, telephone number and brief description of the requested materials, preferred alternative format, and/or auxiliary aid or service at least two (2) days before the meeting. Requests should be mailed to: Karen Shelver, Board Secretary, San Francisco Bay Area Water Transit Authority, Pier 9, Suite 111, San Francisco, CA 94111; or emailed to shelver@watertransit.org ; or by telephone at (415) 291-3377.

SAN FRANCISCO BAY AREA WATER TRANSIT AUTHORITY

MINUTES OF THE ADMINISTRATIVE/LEGISLATIVE/FINANCE COMMITTEE MEETING

(June 13, 2006)

The Board of Directors, meeting as a Committee of the Whole as the Administrative/Legislative/Finance Committee of the San Francisco Bay Area Water Transit Authority met in regular session at the WTA offices at 120 Broadway, San Francisco, CA.

1. ROLL CALL

Director Al Boro (Chair) called the meeting to order at 11:00 a.m. Directors Boro, Beverly Johnson and Board President Charlene Haught Johnson were present.

2. APPROVAL OF MINUTES

A motion to approve the minutes of the Administrative/Legislative/Finance Committee meeting of April 11 was made by Director C. Johnson, seconded by Director B. Johnson, and the item was approved unanimously.

3. APPROVAL OF FISCAL YEAR 2006/207 BUDGET

Ms. Nina Rannells, Grants Manager, presented this item for approval, highlighting operation expense categories, capital projects and future financial plan.

With regard to the capital program, Chair Boro asked the proposed refurbished boat out in South San Francisco. Mr. Castleberry said that Regional Measure 2 provides \$12 million to fund purchase of two vessels for South San Francisco. Based upon recent experience with the Spare Vessel purchase, this amount will be insufficient to purchase two new vessels. Therefore, one option being considered is to buy one used vessel and refurbish it to meet our emissions standards. It may be a cheaper option to refurbish than to purchase two brand new vessels in compliance with emissions standards.

Director B. Johnson asked how old the boat is that is being considered for refurbishment and what type of engine it currently has. Mr. Castleberry answered it is ten years old with a diesel engine.

Director B. Johnson made a motion recommending the item for Board approval. Director C. Johnson seconded the motion and the item carried unanimously.

4. APPROVAL OF AMENDMENT NUMBER 2 TO THE AGREEMENT WITH NEMATODE MEDIA LLC

Mr. Castleberry presented this item for approval, noting the rate for advertising is \$971 per page paid by the Authority, compared to \$1,700 per page paid by MTC. A survey of traffic at the Bay Crossings store was conducted last year and showed 400 visits per day, of which 40% were ferry/transit related. Real time signs will be going up at the store in the next two weeks.

Director B. Johnson made a motion to approve the item. Director C. Johnson seconded the motion and the item carried unanimously.

5 ALLOCATION REQUEST TO MTC FOR RM2 FUNDS FOR VARIOUS PLANNING, DESIGN AND CAPITAL PROJECTS

Ms. Rannells presented this item for approval. She reviewed the projects and noted that the allocation request reflects the Authority's plan to spend \$48 million Regional Measure 2 capital project funds available to support Authority planning and development projects.

Director B. Johnson made a motion to recommend approval of the item. Director C. Johnson seconded the motion and the item carried unanimously.

6 ALLOCATION REQUEST TO MTC FOR RM2 FUNDS FOR SOUTH SAN FRANCISCO VESSELS

Ms. Rannells presented this item for approval. She noted that this item is to secure an allocation of Regional Measure 2 funds to purchase and refurbish one used vessel. This project would be funded with Regional Measure 2 funds made available to purchase vessels to support South San Francisco service.

Director B. Johnson asked if the funding is route specific. Ms. Rannells answered that it is, but that once the Authority is operating service the vessels can be moved between services depending upon service needs.

Director Beverly Johnson made a motion to bring this item before the Board for approval. Director Charlene Johnson seconded the motion and the recommendation carried unanimously.

7 DEVELOPMENT OF A SHORT RANGE TRANSIT PLAN

Ms. Rannells presented this item for approval, noting that MTC is providing \$22,000 for the plan, \$15,000 of which is in the Authority's budget for next year. Ms. Rannells explained that development of this plan will take place over the next year and will include development of a ten-year financial and operating plan for the Authority.

Director B. Johnson asked if this will include the Authority's entire regional plan. Mr. Castleberry answered that this will include all services that are funded and scheduled to start over the next ten years.

Director B. Johnson made a motion to approve the item. Director C. Johnson seconded the motion and the item carried unanimously.

8 COMMITTEE MEMBER AND STAFF REPORTS

There were no Committee member or staff reports, other than Mr. Castleberry's note that a closed session item will on the Board meeting agenda to discuss the status of the Authority's berthing and administrative offices at Pier 9.

9 OPEN TIME FOR PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There were no public comments for items not on the agenda.

10 ADJOURNMENT

All business having concluded, the meeting was adjourned at 11:45 AM.

Respectfully submitted,



Karen Shelver,
Board Secretary



Members

Al Boro (Chair)
Beverly Johnson
Charlene Haught Johnson (ex officio)
Gavin Newsom
Nancy Wagner

**NOTICE OF MEETING AND AGENDA
WTA ADMINISTRATIVE/LEGISLATIVE/FINANCE
COMMITTEE AND
MEETING OF THE BOARD AS A COMMITTEE OF THE
WHOLE***

Tuesday, June 12, 2007, 10:00 am-12:00 pm
WTA Offices, Pier 9, Suite 111, San Francisco

AGENDA

This information will be made available in alternative formats upon request. To request an agenda in an alternative format, please call the Board Secretary at least five working days prior to the meeting to ensure availability.

1. Call to Order
2. Roll Call
3. Approval of Meeting minutes – May 8, 2007 meeting **Action**
4. Approval of Authority’s Disadvantaged Business Enterprise Plan and Overall Annual DBE Goal **Action**
5. Approval of 2007/08 Annual Budget **Action**
6. Salary Ranges and Benefits **Action**
7. Board Travel **Action**
8. Reports of Committee members **Information**
9. Reports of Staff **Information**
10. Public Comment (See note below)
11. Adjournment

/s/Karen Shelver, Board Secretary

Water Transit Authority
June 12, 2007 Meeting of the Administrative/Finance/Legislative Committee

Meeting Note: This Committee meeting may be attended by Members of the Board of Directors who do not serve on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole.

A vote of the Committee of the Whole does not constitute final Board action. All committee action must be ratified by the full Board of Directors.

All items appearing on the agenda are subject to action by the Committee.

Public Comment Note: This portion of the meeting, not to exceed thirty (30) minutes, has been allocated for public comments concerning items of interest within the subject matter jurisdiction of the Committee. Each individual will be allotted three (3) minutes. Said time frames may be extended only upon approval of the Committee.

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SAN FRANCISCO BAY AREA WATER TRANSIT AUTHORITY

MINUTES OF THE ADMINISTRATIVE/LEGISLATIVE/FINANCE COMMITTEE MEETING

(May 8, 2007)

The Board of Directors, meeting as a Committee of the Whole as the Administrative/Legislative/Finance Committee of the San Francisco Bay Area Water Transit Authority met in regular session at the WTA offices at 120 Broadway, San Francisco, CA.

1. ROLL CALL

Director Al Boro (Chair) called the meeting to order at 11:00 a.m. Directors Boro, Beverly Johnson and Board President Charlene Haught Johnson were present.

2. APPROVAL OF MINUTES

A motion to approve the minutes of the Administrative/Legislative/Finance Committee meeting of April 11 was made by Director B. Johnson, seconded by Director C. Johnson, and approved unanimously.

3. APPROVAL OF AGREEMENT WITH NOSSAMAN, GUTHNER, KNOX & ELLIOTT, LLP

Ms. Karen Shelver, Board Secretary, presented this item for approval, noting the item is an annual renewal of the contract for legal services with NGKE for fiscal year 07-08 and pointed out that Mr. Stan Taylor was available to answer questions.

Director B. Johnson made a motion recommending the item for Board approval. Director C. Johnson seconded the motion and the item carried unanimously.

4. APPROVAL OF AMENDMENT NUMBER 6 TO AGREEMENT WITH LINDSAY, HART, NEIL & WEIGLER, LLP

Ms. Shirley Douglas, Manager, Community Relations, presented this item for approval, noting the item is an annual renewal of the contract for Federal Lobbying services with Lindsay, Hart, Neil & Weigler for fiscal year 07-08.

Director C. Johnson made a motion to approve the item. Director B. Johnson seconded the motion and the item carried unanimously.

5. APPROVAL OF AMENDMENT NUMBER 3 TO AGREEMENT WITH BROAD & GUSMAN

Ms. Douglas presented this item for approval, noting the item is an annual renewal of the contract for State Lobbying services with Broad & Gusman (formerly the Law Offices of Barry Broad) for fiscal year 07-08.

Director B. Johnson made a motion to recommend approval of the item. Director C. Johnson seconded the motion and the item carried unanimously.

6. APPROVAL OF AMENDMENT NUMBER 5 TO AGREEMENT WITH LOCAL GOVERNMENT SERVICES (LGS)

Ms. Melanie Jann, Manager, Business Services, presented this item for approval. She noted the increase of 7.1% from June 2006 through June 30, 2007. Chair Boro asked for clarification of the amount carried over from last year's budgeted amount and actual amounts for salaries and benefits versus payroll service costs.

Ms. Jann noted that LGS employs the Authority staff and the contract amount requested for LGS were for both salaries and services. Going forward, Chair Boro requested that the total contract amount be broken down into salaries and service costs.

Director B. Johnson moved to approve the item. Director C. Johnson seconded the motion and the item carried unanimously.

7 APPROVAL OF AMENDMENT NUMBER 6 TO AGREEMENT WITH ASSOCIATION OF BAY AREA GOVERNMENTS (ABAG)

Ms. Jann presented this item for approval, noting an increase of 5.1% over last year's amount to allow for salary increases and task orders.

Director B. Johnson moved to approve the item. Director C. Johnson seconded the motion and the item carried unanimously.

8 COMMITTEE MEMBER AND STAFF REPORTS

There were no Committee member or staff reports.

9 OPEN TIME FOR PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There were no public comments for items not on the agenda.

10 ADJOURNMENT

All business having concluded, the meeting was adjourned at 10:50 AM.

Respectfully submitted,



Karen Shelver,
Board Secretary



July 2, 2007

NOTICE OF MEETING CANCELLATION

**This is to advise that the regularly scheduled meeting
of the**

**ADMINISTRATIVE/LEGISLATIVE/FINANCE
COMMITTEE**

for

TUESDAY, JULY 10, 2007

has been

CANCELLED.

**The next regularly scheduled meeting of the
ADMINISTRATIVE/LEGISLATIVE/FINANCE**

COMMITTEE

will be held on

TUESDAY, AUGUST 7, 2007

A handwritten signature in black ink that reads "Karen Shelver". The signature is written in a cursive, flowing style.

Karen Shelver, Board Secretary



August 2, 2007

NOTICE OF MEETING CANCELLATION

**This is to advise that the regularly scheduled meeting
of the**

**ADMINISTRATIVE/LEGISLATIVE/FINANCE
COMMITTEE**

for

THE MONTHS OF AUGUST AND SEPTEMBER

**have been
CANCELLED.**

**The next regularly scheduled meeting of the
ADMINISTRATIVE/LEGISLATIVE/FINANCE
COMMITTEE
will be held on
TUESDAY, OCTOBER 9, 2007**

A handwritten signature in black ink that reads "Karen Shelver". The signature is written in a cursive, flowing style.

Karen Shelver, Board Secretary