

SAN FRANCISCO BAY AREA WATER TRANSIT AUTHORITY

MINUTES OF THE ADMINISTRATIVE/LEGISLATIVE/FINANCE COMMITTEE MEETING

(June 12, 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 Pier 9, Suite 111, San Francisco, CA.

1. ROLL CALL

Director Al Boro (Chair) called the meeting to order at 10:15 a.m. Director Boro and Board President Charlene Haught Johnson were present. A quorum of the Committee was not reached.

2. APPROVAL OF MINUTES

The minutes of the Administrative/Legislative/Finance Committee meeting of May 8, 2007 were informally approved by Directors Boro and Johnson.

3. APPROVAL OF AUTHORITY'S DISADVANTAGED BUSINESS ENTERPRISE PLAN AND OVERALL ANNUAL DBE GOAL

Ms. Shirley Douglas, Community Relations Manager, presented this item for recommendation to the Board, noting the annually updated proposed overall goal and plan was included in the packet pursuant to FTA requirements and that no comments have yet been received.

Directors Boro and Johnson informally recommended approval of this item by the Board.

4. APPROVAL OF 2007/2008 ANNUAL BUDGET

Ms. Nina Rannells, Grants Manager, presented this item for recommendation to the Board. Mr. Castleberry reviewed the management process, how much is received and how it is spent, of Authority's annual \$3 million budget from RM2. The Authority's proposed projects and funding for each were discussed.

Directors Boro and Johnson informally recommended approval of this item by the Board.

5. SALARY RANGES AND BENEFITS

Mr. Steve Castleberry, CEO, presented this item for recommendation to the Board, noting that salary surveys and comparables were used to develop the original salary ranges. Those ranges were adjusted using a CPI index.

Directors Boro and Johnson informally recommended approval of this item by the Board.

6. BOARD TRAVEL

Mr. Castleberry presented this item for recommendation to the Board, noting travel by staff and Directors is anticipated to a keel laying ceremony in Seattle, Washington one day in June or July. Both Director Johnson and Chair Boro were in favor of approving the item.

Directors Boro and Johnson informally recommended approval of this item by the Board.

7 COMMITTEE MEMBER AND STAFF REPORTS

Mr. Castleberry reviewed the provisions of Assembly Bill 1350 (Nunez) which focuses on emergency response but which also precludes, as amended, the Authority from receiving any funding for emergency response. He added that the Authority's position on AB 1350 will be brought to the Board for approval.

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

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

9 ADJOURNMENT

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

Respectfully submitted,



Karen Shelver,
Board Secretary

SAN FRANCISCO BAY AREA WATER TRANSIT AUTHORITY
MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE

(August 8, 2007)

The Planning and Development Committee of the San Francisco Bay Area Water Transit Authority met as a workshop at the WTA's offices at Pier 9, Suite 111, San Francisco, CA.

1. ROLL CALL

Chair Anthony Withington called the meeting to order at 1:00 p.m. Directors present were Chair Withington, Directors Intintoli, Secchitano and Board President Charlene Haught Johnson.

2. APPROVAL OF MEETING MINUTES

Chair Withington asked for a motion to approve the minutes of the May 16, 2007 meeting. The motion was made by Director Secchitano, seconded by President Johnson and approved unanimously.

3. SOUTH SAN FRANCISCO SERVICE DELIVERY – AC TRANSIT PROPOSAL

Mr. Steve Castleberry, CEO, presented this item for recommendation for Board approval. There was some discussion about the process for accepting and rejecting the proposal. Mr. Stanley Taylor, General Counsel, offered advice from a legal standpoint with regard to the Authority's statute. After much discussion about the proposal submitted by AC Transit, it was unanimously agreed to recommend to the Board the granting of an extension until September 6 for AC Transit to submit a complete financial proposal prior to the Authority's accepting or rejecting AC Transit's operating proposal. Director Intintoli moved to recommend the item as agreed to, Director Secchitano seconded the motion and the item carried unanimously.

4. SOUTH SAN FRANCISCO TERMINAL – LEASE UPDATE

Mr. Castleberry presented this item as an informational item with no action to be taken.

4. PROPOSITION 1B SPENDING PRIORITIES

Mr. Castleberry presented this item as an informational item for discussion only, with no action to be taken. He noted that a formal plan for priorities will be brought before the Board after the State budget passes.

PUBLIC COMMENT

Mr. Jerry Grace commented asked how much money the Authority will get from the State for its projects. Mr. Castleberry answered that the amount of funding to be allocated will be unknown until after the State budget has passed.

5. REPORTS OF COMMITTEE MEMBERS

There were no reports of committee members.

6. REPORTS OF STAFF

There were no reports of staff.

PUBLIC COMMENT

Mr. Grace commented on his involvement with the Special Olympics and competitions around the Bay Area where he relies on public transportation and thanked the Authority for its work to provide ferry service around the Bay.

7. ADJOURNMENT

All business having concluded, the meeting adjourned at 1:55 P.M.

Respectfully Submitted,

A handwritten signature in black ink that reads "Karen Shelver". The signature is written in a cursive style with a large, prominent "K" and "S".

Karen Shelver
Board Secretary

SAN FRANCISCO BAY AREA WATER TRANSIT AUTHORITY

MINUTES OF THE BOARD OF DIRECTORS MEETING

(August 23, 2007)

The Board of Directors of the San Francisco Bay Area Water Transit Authority met in regular session at the Port of San Francisco, Bayside Conference Room, Pier 1 on the Embarcadero, San Francisco, CA.

1. ROLL CALL AND CALL TO ORDER

A meeting of the Board of Directors began at 12:35 p.m. Directors present were President Johnson, Directors Boro, Intintoli, B. Johnson, Mancinelli, Secchitano and Withington.

2. REPORT OF BOARD PRESIDENT

President Johnson had no report to make.

3. REPORT OF DIRECTORS

No Directors had a report to make.

4. REPORTS OF STAFF

CEO Steve Castleberry reviewed the CEO report highlighting the following issues:

- South San Francisco – A meeting is scheduled with South San Francisco and Redwood City to determine the distribution of Proposition 1B funds relative to ferry service in the South Bay.
- Hercules – Project still delayed due to uncertainty where the terminal will be located.
- The Authority is scheduled to receive a cost proposal for the building of the second set of vessels for South San Francisco service.
- Staff met recently with the Peninsula Traffic Congestion Relief Alliance to discuss outreach strategies to businesses at Oyster Point.
- Testimonial was given at the Senate Select Committee on Emergency Response.
- A presentation was made at the Commonwealth Club
- Staff has conducted coordination meetings with transportation managers of employers in South San Francisco.
- The State budget has not passed but is expected to soon and staff believes that an appropriation of funds for the Authority for emergency response will be included.

Director Secchitano asked how much the Authority expects to be eligible for in the State's budget and if the funds would only be for capital expenditures. Mr. Castleberry said the Authority is eligible to receive \$250 million of the \$1 billion allocation for capital projects.

Director Boro asked for clarification of the amount the Authority would be entitled to in the budget. Mr. Castleberry responded that the emergency response fund is divided 60% for STA Transit for security, 25% to regional ferry operators, and 10% for regional rail operators. The Authority would be entitled to 25% of whatever the allocation will be once the budget is determined.

Director Withington asked if operating funds are included in the allocation and noted that the Authority should be entitled to a credit by the State for the real time signage. Mr. Castleberry said that no new operating funds were included in the budget.

5. CONSENT CALENDAR (Items 6 and 7)

Director Intintoli moved to approve the item. Director Withington seconded the motion and the item carried unanimously.

6 AC TRANSIT PROPOSAL – SOUTH SAN FRANCISCO SERVICE (Item 8)

Mr. Castleberry presented this item, noting that the Planning and Development Committee discussed this item in depth and recommends granting an extension to September 6 for AC Transit to amend its proposal to include details including cost breakdown to operate the service.

PUBLIC COMMENT

Ms. Veronica Sanchez, Masters, Mates & Pilots, asked whether AC Transit's proposal includes direct hire or contracting for the position of Marine Contractor. Mr. Castleberry answered that the designation is included in their proposal and guided her to the appropriate section therein.

Director Boro asked why the Authority would consider outsourcing most of the positions as AC Transit proposes. Mr. Castleberry responded that outsourcing may be considered a cost-saving device. However, a complete proposal including a cost budget is still due and should show AC Transit's proposed cost breakdown.

Director Johnson asked if the Authority sent out an RFP for the proposal. Mr. Castleberry said no RFP was needed as the invitation to operators is written into the Authority's enabling legislation.

Director Mancinelli moved to approve the extension to September 6 for AC Transit to submit a complete proposal, including proposed budget. Director Intintoli seconded the motion and the item carried unanimously.

7 WATER TAXI PLANNING (Item 9)

Mr. Keith Stahnke, Operations Manager, gave a PowerPoint Presentation on this item. Mr. Castleberry noted that the Port of San Francisco is considering implementing water taxi service. The Authority identified water taxi service as part of the Implementation and Operations Plan, and has recently received a number of calls asking for technical support related to water taxi implementation.

Director Mancinelli asked what the impacts would be with our larger vessels and the smaller water taxi vessels. Mr. Stahnke answered that the route would determine the impacts, as would docking logistics. Other impacts would be the number and distance of runs on those routes. Director Johnson asked if the Port of San Francisco could seek funds from developers to manage the water taxi service. Mr. Stahnke said the Port has requested funding from developers for this purpose.

Director Boro asked the cost of associated with using one of our vessels on a water taxi route. Mr. Stahnke answered for use of a 149-passenger or smaller purpose boat, the cost range is \$1.6-\$2.2 million. Mr. Castleberry added that no route or ridership statistics for water taxi service in the Bay Area is currently available. The Authority also does not have additional funding or staff available to focus on this type of service in addition to passenger ferry service.

Director Wagner arrived at 1:40 pm.

PUBLIC COMMENT

Mr. Jerry Grace wished to raise specific questions regarding water taxi operations, but had no comment to make on the matter. President Johnson suggested Mr. Grace submit his questions to staff, and noted that the Authority does not currently operate a water taxi service.

Ms. Sanchez thanked the Authority for conducting the study of water taxis as it is important to the Port's planning and development of the waterfront. She added that the hiring of skilled mariners should be considered and paid at a prevailing wage for whatever crew positions become available on water taxis. She also mentioned the marketing opportunities available for other transit operators in San Francisco if water taxis are implemented.

Ms. Jennifer Sobol, Port of San Francisco, commented that efforts to participate in further discussions about water taxi service are welcome by the Port, although the Port currently has no plans to operate this type of service. She noted that waterfront developers have been looking into feasibility and thanked the Authority for its analysis of the potential for water taxi service.

8 RECESS INTO CLOSED SESSION

President Johnson called a recess into closed session at 1:40 p.m.

The meeting reopened at 2:15 pm. Action was taken to direct staff to prepare a term sheet reflecting terms substantively identical to the terms set forth in the Authority's letter to the San Mateo County Harbor District (District), to submit the term sheet to the District; that the District shall accept and approve the terms set forth in the term sheet no later than September 10, 2007; that the parties shall thereupon proceed to the negotiation of a ground lease, which lease shall be approved by the parties thereto no later than December 1, 2007, subject to any necessary governmental or other regulatory approvals.

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

Mr. Grace commented on his recent success with the San Francisco Special Olympics at which he won the gold medal for softball, and encouraged the meeting attendees to visit the SFSO's website and to make a contribution.

President Johnson took an informal vote to begin the next meeting at 1:30 pm, one hour later than usual. All were in agreement.

10 ADJOURNMENT

All business having concluded, the meeting was adjourned at 2:20 P.M.

Respectfully Submitted,



Karen Shelver,
Board Secretary



Members of the Board

Charlene Haught Johnson, President
Captain Nancy Wagner, Vice President
Albert Boro
James Fang
Anthony J. Intintoli, Jr.
Beverly Johnson
Dr. Rocco Mancinelli
Gavin Newsom
Ezra Rapport
Marina V. Secchitano
Anthony Withington

AMENDED MEETING AGENDA FOR THE WTA BOARD OF DIRECTORS

Thursday, September 13, 2007, 1:30 P.M. to 3:30 P.M.
Law Offices of Nossaman, Guthner, Knox & Elliott, LLP
50 California Street, 34th Floor
San Francisco

NOTE: LOCATION CHANGE
and TIME CHANGE

AMENDED 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.

PUBLIC COMMENT The Authority welcomes comments from the public. Speakers' cards and a sign-up sheet are available. Please give filled out speaker cards to the Board Secretary.

Non-Agenda Items: A 15-minute period of public comment for non-agenda items will be held at the end of the meeting. Please indicate on your speaker card that you wish to speak on a non-agenda item. No action can be taken on any matter raised during the public comment period. Speakers will be limited to a maximum of 3 minutes and will be heard in order of sign-up.

Agenda Items: Speakers on individual agenda items will be called in order of sign-up, during the discussion of each agenda item and will be allowed a maximum of 3 minutes. You are urged to submit public comments in writing to be distributed to all Directors. If many people wish to speak, speaking time may be limited to less than 3 minutes.

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| 1. <u>CALL TO ORDER</u> | Information |
| 2. <u>ROLL CALL</u> | Information |
| 3. <u>REPORT OF BOARD PRESIDENT</u>
President Charlene Haught Johnson | Information |
| 4. <u>REPORTS OF DIRECTORS</u> | Information |
| 5. <u>REPORTS OF STAFF</u>
1 Chief Executive Officer's Report
2 Legislative Report – Federal and State | Information |
| 6. <u>SB 976 DISCUSSION/ACTION</u> | Discussion/Action |

Water Transit Authority
September 13, 2007 Meeting of the Board of Directors

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| 7. <u>COMMENT ON CONSENT CALENDAR</u>
Opportunity for Board Members to remove items from Consent Calendar for separate consideration | Information |
| 8. <u>CONSENT CALENDAR</u>
All Consent Calendar items will be approved by a single motion

A. <u>MEETING MINUTES – August 23, 2007 Board meeting</u> | Action |
| 9. <u>SOUTH SAN FRANCISCO SERVICE DELIVERY – AC TRANSIT PROPOSAL</u> | Action |
| 10. <u>SELECTION OF GHIRARDELLI ASSOCIATES FOR SOUTH SAN FRANCISCO FERRY TERMINAL CONSTRUCTION MANAGEMENT SERVICES</u> | Action |
| 11. <u>PROPOSITION 1B SPENDING PRIORITIES</u> | Information/Action |
| 12. <u>PUBLIC EMPLOYEES RETIREMENT SYSTEM UPDATE</u> | Information/Action |
| 13. <u>RECESS INTO CLOSED SESSION</u>
<u>CONFERENCE WITH REAL PROPERTY NEGOTIATORS</u>
Property: San Mateo Harbor District, South San Francisco Small Boat Harbor
Agency negotiators: Steve Castleberry and John Sindzinski, San Francisco Bay Area Water Transit Authority
Negotiating Parties: San Mateo Harbor District
Under Negotiation: Terms and conditions to the cooperative agreement/lease with the San Mateo Harbor District for the South San Francisco service | Information/Action |
| 14. <u>REPORT ON CLOSED SESSION</u>
Report on closed session as required; potential action regarding closed session discussions | Action to be determined |

OPEN TIME FOR PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

ADJOURNMENT

San Francisco Bay Area Water Transit Authority meetings are wheelchair accessible. Call (415) 291-3377 to request a sign-language interpreter. Five days' notice is required. Under Cal. Gov't. Code sec. 84308, Commissioners are reminded that they must disclose on the record of the proceeding any contributions received from any party or participant in the proceeding in the amount of more than \$250 within the preceding 12 months. Further, no Commissioner shall make, participate in making, or in any way attempt to influence the decision in the proceeding if the Commissioner has willfully or knowingly received a contribution in an amount of more than \$250 within the preceding 12 months from a party or such party's agent, or from any participant or his or her agent, provided, however, that the Commissioner knows or has reason to know that the

Water Transit Authority
September 13, 2007 Meeting of the Board of Directors

participant has a financial interest in the decision. For further information, Commissioners are referred to Gov't. Code sec. 84308 and to the applicable regulations.



August 2, 2007

NOTICE OF RESCHEDULED MEETING

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

BOARD OF DIRECTORS
FOR SEPTEMBER 2007

**has been
RESCHEDULED FROM SEPTEMBER 27, 2007
TO**

SEPTEMBER 13, 2007

A handwritten signature in black ink that reads "Karen Shelver". The signature is written in a cursive style with a large, prominent "K" and "S".

Karen Shelver, Board Secretary



Members

Anthony Withington (Chair)
Charlene Haught Johnson (ex officio)
Anthony Intintoli, Jr.
Rocco Mancinelli
Ezra Rapport
Marina Secchitano

**NOTICE OF MEETING AND AGENDA
WTA PLANNING AND DEVELOPMENT COMMITTEE AND
MEETING OF THE BOARD AS A COMMITTEE OF THE
WHOLE***

Wednesday, October 10, 2007, 1:00-3:00 P.M.
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 of August 8, 2007 meeting **Action**
4. South San Francisco Funding update **Information/Action**
5. Authorize Application to MTC for Allocation of \$2.5 Million Regional Measure 2 Funds for Construction of Vessel Berthing Facilities **Action**
6. Reports of Committee members **Information**
7. Reports of Staff **Information**
8. Public Comment (See note below) **Information**
9. Adjournment

/s/Karen Shelver, Board Secretary

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.

Water Transit Authority
October 10, 2007 Meeting of the Planning and Development Committee

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.



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, October 16, 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 12, 2007 meeting **Action**
4. South San Francisco service delivery - AC Transit proposal **Information/Action**
5. Overview of Actions Related to Transitioning from LGS to Direct Services **Information**
6. WTA Agreements - Status and Assignment **Action**
7. Reports of Committee members **Information**
8. Reports of Staff **Information**
9. Public Comment (See note below)
10. Adjournment

/s/Karen Shelver, Board Secretary

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.

Water Transit Authority
October 16, 2007 Meeting of the Administrative/Finance/Legislative Committee

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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