

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY
MINUTES OF THE BOARD OF DIRECTORS MEETING

[July 13, 2023]

The Board of Directors of the San Francisco Bay Area Water Emergency Transportation Authority met in regular session at Port of San Francisco at Pier 1, San Francisco, CA and via videoconference.

1. CALL TO ORDER

Vice Chair Monique Moyer called the meeting to order at 1:01 p.m.

2. ROLL CALL

Vice Chair Moyer, Director Jessica Alba, Director Jeffrey DelBono, and Director Pippin Dew were in attendance.

Vice Chair Moyer led the Pledge of Allegiance. She welcomed directors, staff, and meeting guests and noted that the meeting was being conducted in person and by videoconference and was being recorded. She advised guests about offering public comment and how guests could sign up to speak throughout the meeting.

3. REPORT OF BOARD CHAIR

No report.

4. REPORTS OF DIRECTORS

Vice Chair Moyer said that she would be chairing the meeting in Chair James Wunderman's place who was called away for business purposes.

Director Dew reported that she attended the Solano Transportation Authority (STA) meeting where Executive Director Seamus Murphy gave a report.

Vice Chair Moyer encouraged attendees to visit the historic Ferry Building in recognition of its 125th anniversary today.

5. REPORTS OF STAFF

Executive Director Murphy noted that WETA made fares for youths free today to encourage families to get out and take advantage of all the activities happening in the Ferry Building.

Mr. Murphy introduced Operations Analyst Joe Ramey who was working as an economic consultant in the private sector, which included supporting some procurements for the National Park Service, before joining WETA. He added that WETA had three active recruitments of the five positions that were approved by the Board as part of the current fiscal year budget.

Mr. Murphy provided an update on the Sea Change project noting that the vessel was successfully fueled for the first time on June 15; however, some power and fuel cell issues were identified requiring further investigation prior to operation. He said that WETA was looking at an August launch for the vessel.

Mr. Murphy reported that Governor Gavin Newsom signed a budget agreement that restores \$2 billion to the California State Transportation Agency (CalSTA) Transit and Intercity Rail Capital Program (TIRCP) funding which would provide matching local funds for major capital projects receiving federal

funds, noting that this amendment would not impact WETA directly. He said the budget included \$1.1 billion in flexible funds to support transit operations that would be helpful to agencies facing a fiscal cliff. He noted that a 2026 ballot measure to provide a permanent dedicated source for operating revenue was in process.

Mr. Murphy introduced Public Information and Marketing Manager Thomas Hall to provide a marketing update. Mr. Hall shared his presentation and highlighted three ongoing campaigns including an animated illustration-based streaming campaign by Underground Agency with assistance from Next Steps Marketing, an out-of-home display campaign by MacKenzie Communications, the successful Latino influencer campaign by D&A Communications, and next steps for an integrated marketing campaign.

The Directors thanked Mr. Hall for his presentation and looked forward to the roll out.

Mr. Murphy introduced Chief Financial Officer Erin McGrath to provide a financial report. Ms. McGrath stated that based on financials through May 31 that the fiscal year would be closed on budget. She highlighted lower than anticipated fare revenue and fuel prices. She indicated that the unspent FY2023 capital budget would be included in the FY2024 budget.

Mr. Murphy introduced Transportation Planner Gabriel Chan to provide the ridership report. Mr. Chan reported that weekend ridership was high in May and June and that ridership was on the uptick for all routes except South San Francisco.

Mr. Murphy provided five written reports and offered to answer questions.

The Directors thanked staff for their reports.

6. CONSENT CALENDAR

Director DelBono made a motion to approve the consent calendar:

- a. Approve Board Meeting Minutes – June 5, 2023
- b. Authorize Execution of Master Funding Agreement with the Metropolitan Transportation Commission

Vice Chair Moyer called for public comments, and there were none.

Director Dew seconded the motion, and the remainder of the consent calendar carried unanimously.

Yeas: Alba, DelBono, Dew, Moyer. Nays: None. Absent: Wunderman.

7. APPROVE CONTRACT AWARD TO CPS HR CONSULTING FOR HUMAN RESOURCES MANAGEMENT SERVICES

Mr. Murphy presented this item recommending approval of a contract award to CPS HR Consulting (CPS) for human resources management in the amount of \$200,000 for a two-year term, and an additional \$200,000 for one two-year option term, and authorize the Executive Director to negotiate and execute an agreement and take any other related actions to support this work.

He said CPS was selected because of their extensive work with government clients and that responsibilities would include tasks such as creating an employee handbook and new employee onboarding process, developing a comprehensive performance review and goal setting process for staff, as well as ongoing tasks including employee recruitment. Mr. Murphy said that CPS Principal HR Consultant Deborah Gutman would be WETA's dedicated lead.

Ms. Gutman introduced herself stating that she has 25 years of HR experience in both the public and private sector, of which 6 years were with CPS, and that she would be the single point of contact for WETA with access to a team of experts.

Director Alba made a motion to adopt Resolution No. 2023-25 approving this item.

Vice Chair Moyer called for public comments, and there were none.

Director Dew seconded the motion, and the item passed unanimously.

Yeas: Alba, DelBono, Dew, Moyer. Nays: None. Absent: Wunderman.

8. APPROVE CONTRACT AWARD TO COREY, CANAPARY & GALANIS FOR SURVEYING AND MARKET RESEARCH SERVICES

Mr. Hall presented this item recommending approval of a contract award to Corey, Canapary & Galanis (CC&G) for surveying and market research services in an amount not to exceed \$150,000 annually for five years and authorize the Executive Director to negotiate and execute an agreement and take any other related actions to support this work.

Mr. Hall said that CC&G was selected because of their extensive local transit experience, participation in the project management from the firm's principals, and their cost proposal to include annual onboard passenger surveys and market research focused on potential riders.

CC&G Executive Vice President Jon Canapary introduced himself and his firm. He stated that CC&G was a local firm based in San Francisco with over 20 years working with various transportation agencies particularly in the Bay Area. He said that he was grateful that CC&G was selected for this competitive procurement. He said that he looked forward to working with WETA and was confident that CC&G would exceed expectations.

Director Alba expressed her enthusiasm with CC&G's selection and the high score received as she commented that she had worked with CC&G and enjoyed the past relationship. Vice Chair Moyer thanked Mr. Canapary for attending in person.

Director Dew made a motion to adopt Resolution 2023-26 approving this item.

Vice Chair Moyer called for public comments, and there were none.

Director Alba seconded the motion, and the item passed unanimously.

Yeas: Alba, DelBono, Dew, Moyer. Nays: None. Absent: Wunderman.

9. APPROVE CONTRACT AWARD TO MANSON CONSTRUCTION CO. FOR DREDGING AND MARINE CONSTRUCTION SERVICES FOR THE VALLEJO TERMINAL DREDGING PROJECT

Senior Planner/Project Manager Chad Mason presented this item recommending approval of the following actions relative to the Terminal Dredging – Vallejo project (Project):

1. Approve contract award to Manson Construction Co. (Manson) of Seattle, Washington for marine construction services in the amount of \$2,118,000 and authorize a contract contingency of 15 percent for a total sum of \$2,435,700; and
2. Authorize the Executive Director to enter into a contract and take any other related actions as may be necessary to support the Project.

Mr. Mason noted that the amount of the bid was greater than the engineer's estimate due to the increase in costs associated with demobilization and transportation of the temporary float.

Vice Chair Moyer complimented Mr. Mason for his well-written staff report.

Director DelBono made a motion to adopt Resolution 2023-27 approving this item.

Vice Chair Moyer called for public comments, and there were none.

Director Alba seconded the motion, and the item passed unanimously.

Yeas: Alba, DelBono, Dew, Moyer. Nays: None. Absent: Wunderman

10. APPROVE SOLE SOURCE CONTRACT AWARD TO PACIFIC POWER GROUP, LLC FOR MAIN ENGINE PREVENTATIVE MAINTENANCE SERVICES

Engineering & Maintenance Administrator Jeffery Powell presented this item recommending approval of the following:

1. Approve the award of a Sole Source Contract to Pacific Power Group, LLC (PPG) in the amount of \$1,484,577 for main propulsion engine maintenance services for the MV *Carina, Cetus, Hydrus, Bay Breeze, Dorado, and Mare Island*; and
2. Approve a contract contingency in the amount of \$303,423; and
3. Authorize the Executive Director to negotiate and execute an agreement with PPG and take any other required actions to support this work.

Vice Chair Moyer thanked Mr. Powell for his detailed report.

Director Alba made a motion to adopt Resolution 2023-28 approving this item.

Vice Chair Moyer called for public comments, and there were none.

Director Dew seconded the motion, and the item passed unanimously.

Yeas: Alba, DelBono, Dew, Moyer. Nays: None. Absent: Wunderman.

11. ADOPT WETA FY 2024-2028 REGIONAL MEASURE 3 FIVE-YEAR OPERATING PLAN

Mr. Murphy introduced this item adopting the WETA Fiscal Year 2024-2028 Regional Measure 3 (RM3) Five-year Operating Plan in compliance with RM3 operating assistance funding requirements before introducing Planning and Development Manager Kevin Connolly. Mr. Murphy stated that the item was required before WETA could receive funding under RM3 which included establishing performance metrics requiring approval by the Metropolitan Transportation Commission (MTC). He noted that WETA would retain the interest from those funds that would be held in an account reserved for WETA.

Mr. Connolly confirmed that preparation of a five-year operating plan was a prerequisite to executing an operating agreement with MTC to receive funds, and staff elected to create a document that was consistent in terms of structure to other WETA documents. He shared his presentation and provided an overview noting that the plan was required for the operating component and not the capital funding and reiterated that unused operating revenue could be carried over to a reserve fund for flexible use in future years. He said that the budget and the Short-Range Transit Plan (SRTP) were used as the basis for the plan.

Mr. Murphy stated that the plan would be included in the supplemental operating agreement and that MTC staff had reviewed the plan and would be recommending that MTC approve the agreement.

PUBLIC COMMENT

Port of Redwood City Port Commissioner Lorianna Kastrop expressed her concern about moving the Redwood City expansion project out to 2029 and keeping the stakeholders engaged. She suggested WETA consider landside improvements to allow WETA the flexibility to do special event service.

Mr. Murphy responded that WETA set funds aside for pilot projects as the one suggested by Commissioner Kastrop.

Director DelBono made a motion to adopt Resolution 2023-29 approving this item.

Director Dew seconded the motion, and the item passed unanimously.

Yeas: Alba, DelBono, Dew, Moyer. Nays: None. Absent: Wunderman.

12. UPDATE ON INSTITUTIONAL/EMPLOYER PASS PILOT PROGRAM

Transportation Planner Arthi Krubanandh introduced this informational item. Bay Area Rapid Transit (BART) Principal Planner and Clipper BayPass Manager Ryan Reeves and MTC Policy and Financial Analyst Terence Lee who provided an update on the Institutional/Employer Pass Pilot Program. Mr. Lee said that he has been supporting an effort to better coordinate and integrate fare policy in the region and that Ms. Reeves is managing the pilot of the new regional institutional pass branded the Clipper BayPass.

Ms. Reeves and Mr. Lee shared their presentation which included an overview of the pilot and some preliminary insights from the first year. Mr. Lee said the study evaluated different policies for their impact in four key areas: customer value, payment experience, equity, and future transit culminating with the adoption of a fare policy vision statement which directed staff to pilot various initiatives to understand its impact in these areas.

The first policy in the vision statement directed staff to pilot a regional institutional pass now called Clipper BayPass, the unlimited regional transit pass for rides on all bus, rail, and ferry services in the Bay Area anytime, anywhere. The first phase of the pilot partnered with higher educational institutions and affordable housing residents. Phase two of the pilot will partner with employers, transportation management associations, and property managers with the objectives of increasing transit ridership, improving customer experience, expanding into new funding models to support transit operator financial sustainability, reducing the cost burden for transit-dependent communities, and supporting climate change.

Mr. Lee commented that Clipper BayPass riders are taking an average of 35 percent more trips than their peers with the single agency pass based upon the first eight months of research.

Ms. Reeves said that employers would include a range of industries as well as a range of locations across the Bay Area with the intent of prioritizing equity away from the traditional office environment.

PUBLIC COMMENT

A member of the public asked if the pass would be available for individuals.

Mr. Lee responded that the pass is designed as an institutional pass where the primary relationship would be with an organization, employer, universities, and transportation management who would purchase the pass for their constituents.

The Directors thanked Ms. Reeves and Mr. Lee for their presentation and the thoughtful implementation.

13. PUBLIC COMMENTS FOR NON-AGENDA ITEMS

Vice Chair Moyer congratulated Director Dew on her Senate Rules Committee confirmation.

No further public comments were shared.

With all business concluded, Vice Chair Moyer adjourned the meeting at 2:36 p.m.

- Board Secretary

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