

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

*(May 20, 2021)*

The Board of Directors of the San Francisco Bay Area Water Emergency Transportation Authority met in regular session via videoconference consistent with California Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20 to ensure social distancing and help mitigate the transmission of COVID-19.

**1. CALL TO ORDER**

Chair James Wunderman called the meeting to order at 1:00 p.m. He welcomed directors, staff, and meeting guests and noted that the meeting was being recorded. Chair Wunderman advised guests about offering public comment and how guests could sign up to speak throughout the meeting.

**2. ROLL CALL**

Chair Wunderman, Director Jessica Alba, Director Jeffrey DelBono, Director Anthony Intintoli, and Director Monique Moyer were in attendance.

**3. APPROVE FY 2022-2024 TITLE VI PROGRAM**

Program Manager Lauren Gularte presented this item recommending approval of the FY 2022-2024 Title VI Program.

The directors thanked staff for the comprehensiveness of the program.

Chair Wunderman called for public comments on the item, and there were none.

Director Moyer made a motion to approve the item.

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

Yeas: Alba, DelBono, Intintoli, Moyer, Wunderman. Nays: None.

**4. PRELIMINARY FISCAL YEAR 2021/22 OPERATING AND CAPITAL BUDGETS**

Executive Director Seamus Murphy introduced this informational item acknowledging the work of staff and Blue & Gold Fleet and shared a presentation on the highlights of the capital and operating budget.

Mr. Murphy stated that the budget was informed by the Fiscal Year 2022 Pandemic Recovery Program noting that efficiencies were identified maximizing dollars and that expenditures were re-baselined taking a new approach to categories and cost center tracking.

Mr. Murphy invited Operations & Maintenance Manager Timothy Hanners to discuss some of the projects in the capital budget prior to presenting the operating budget and sharing detailed information on the funds that would be used to balance the budget.

Mr. Murphy turned the presentation over to Mr. Hanners and Senior Planner/Project Manager Michael Gougherty to provide an overview on the development of the operating budget and the key efficiencies identified through the budget process.

Mr. Murphy completed the discussion with the staffing changes proposed in the planning and administration budget.

Mr. Murphy said that the new Grants Administrator position would free up some time for the new Chief Financial Officer position to do more strategic thinking around the budget and assess the overall financial situation and clarified that grants reporting is currently being performed by Finance & Administration Manager Lynne Yu in response to Director DelBono.

Director Alba acknowledged staff's creative and innovative approach in looking at all costs and revising the major cost components of the budget allowing the benefit of tracking performance and measuring expenditures. In response to a question from Director Alba, Mr. Murphy said that the organizational chart in the Title VI Program would be updated once the budget was approved by the Board.

Senior Planner/Project Manager Chad Mason said that the Invitation for Bid had been released for the Vallejo dredging project with a pre-bid meeting next week in anticipation of a contract award in July in response to Director Intintoli.

Director Moyer expressed her appreciation in the ingenuity of building the budget from the ground up and leveraging of federal funds. She asked for a breakdown of categories supporting the increase of 19 percent and the risks associated to the proposed budget. She asked for clarification on mitigating against risks of reduced funding and the terminal and facility expenses.

Mr. Murphy acknowledged that expense assumptions including fuel could fluctuate and that fare revenues assumptions could vary from what is in the budget depending on ridership return. He clarified that federal funds were available and protected and not at risk of being reduced except for the \$3.7 million from the American Rescue Plan (ARP) which had not yet been allocated.

Mr. Hanners explained that Blue & Gold Fleet engineering costs and outside vendors providing maintenance and repair work comprised the majority terminal and facility costs.

Ms. Yu said that WETA recognized almost \$42 million in capital funding for the last year. She added that it takes approximately 15 to 30 days to secure a grant once the Metropolitan Transportation Commission allocates the federal relief funds, noting that funds from the Coronavirus Aid, Relief, and Economic Security (CARES) Act and Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) had already been secured and was available for drawdown from the Federal Transit Administration when needed.

Chair Wunderman called for public comments, and there were none.

The directors thanked and congratulated staff on the work in putting the information and presentation together on the budget and found it very informative.

## **5. WETA BUSINESS PLAN CONCEPT AND ORGANIZATION**

Planning & Development Manager Kevin Connolly presented this informational item on the multi-step effort that will be used to develop a plan that will address the challenges and identify opportunities that WETA can pursue over the next 20 years. He said that the Board and various stakeholders would help define, drive, and determine the focus of the business plan.

Mr. Connolly shared his timeline graphic on the workshops and work program .

Director Intintoli stated that though there have been changes over the years that financial sustainability remained a top concern.

Mr. Murphy said delaying the work program had been considered but that WETA was taking an optimistic point of view on Regional Measure 3 (RM3) by creating a plan of the overall service that WETA wants to achieve. He added that the document would help establish strategic goals and would be an advocacy piece to secure future funds in the absence of an identified funding source.

The directors supported the creation of a business plan extending over an 18 month period.

Chair Wunderman asked Directors Alba and Moyer if they would serve on the business plan advisory committee and provide a monthly status report to the Board.

Directors Alba and Moyer agreed to be part of the advisory committee.

#### **PUBLIC COMMENT**

City of Berkeley Supervising Civil Engineer Nelson Lam was interested in keeping up with the development of the business plan.

Chair Wunderman referenced letters received for the record in support of the business plan and budget considerations from Chamber San Mateo County and the San Mateo County Economic Development Association (SAMCEDA).

Before closing the meeting, Chair Wunderman invited Mr. Murphy to share the passing of two longtime Blue & Gold Fleet employees. He said that Alameda Oakland deckhand Phranklin McKinney had lost his three-year battle with cancer and that Vallejo Captain Burke Beardsley had passed away unexpectedly.

With all business concluded, Chair Wunderman extended his deepest condolences to their family and friends and adjourned the meeting in their memory at 2:24 p.m.

- Board Secretary

\*\*\*END\*\*\*