

Members of the Board

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Jessica Alba
Jeffrey DelBono
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Monique Moyer

**SAN FRANCISCO BAY AREA
WATER EMERGENCY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
Thursday, June 3, 2021 at 1:00 p.m.**

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AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. REPORT OF BOARD CHAIR

- a. Chair's Verbal Report

Information

4. REPORTS OF DIRECTORS

Directors are limited to providing information, asking clarifying questions about matters not on the agenda, responding to public comment, referring matters to committee or staff for information, or requesting a report to be made at another meeting.

Information

5. REPORTS OF STAFF

- a. Executive Director's Report on Agency Projects, Activities and Services
i. Bay Area Blue Ribbon Transit Recovery Task Force
ii. Vallejo Low Tide Episode and Service Adjustment
iii. Special Event Service
b. Monthly Review of Financial Statements
c. Federal Legislative Update
d. State Legislative Update
e. Monthly Ridership and Recovery Report

Information

6. CONSENT CALENDAR

- a. Board Meeting Minutes – May 6, 2021
b. Board Meeting Minutes – May 20, 2021
c. Approve Purchase of Commercial Insurance Policies for FY 2021/22
d. Receive the Independent Auditor's Engagement Letter for the Fiscal Year 2020/21 Financial Audit

Action

**Water Emergency Transportation Authority
June 3, 2021 Meeting of the Board of Directors**

- | | |
|---|---------------|
| 7. <u>APPROVE PROPOSED FISCAL YEAR 2021/22 OPERATING AND CAPITAL BUDGETS</u> | Action |
| 8. <u>AUTHORIZE FILING APPLICATIONS WITH THE METROPOLITAN TRANSPORTATION COMMISSION FOR FISCAL YEAR 2021/22 REGIONAL MEASURE 1 AND REGIONAL MEASURE 2 FUNDS</u> | Action |
| 9. <u>APPROVE AMENDMENT TO AGREEMENT WITH NEMATODE MEDIA, LLC FOR FERRY TICKET SALES AND INFORMATION SERVICES FOR FISCAL YEAR 2021/22</u> | Action |
| 10. <u>PUBLIC COMMENTS FOR NON-AGENDA ITEMS</u> | |

ADJOURNMENT

All items appearing on the agenda are subject to action by the Board of Directors. Staff recommendations are subject to action and change by the Board of Directors.

CHANGES RELATED TO COVID-19

Consistent with Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20, effective immediately and until further notice, meetings will be conducted through virtual participation to promote social distancing and reduce the chance of COVID-19 transmission.

PUBLIC COMMENTS WETA welcomes comments from the public.

If you know in advance that you would like to make a public comment during the videoconference, please email BoardOfDirectors@watertransit.org with your name and item number you would like to provide comment on no later than 15 minutes after the start of the meeting. During the public comment period, speakers will be allotted no more than 3 minutes to speak and will be heard in the order of sign-up. Said time frames may be extended only upon approval of the Board of Directors.

Agenda Items: Speakers on individual agenda items will be called in order of sign-up after the discussion of each agenda item.

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.

Upon request, WETA will provide written agenda materials in appropriate alternative formats to individuals with disabilities. In addition, WETA 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 an email with your request to: contactus@watertransit.org or by telephone: (415) 291-3377 as soon as possible and no later than 5 days prior to the meeting and we will work to accommodate access to the meeting.

AGENDA ITEM 1
CALL TO ORDER

AGENDA ITEM 2
ROLL CALL

AGENDA ITEM 3
REPORT OF BOARD CHAIR

AGENDA ITEM 4
REPORTS OF DIRECTORS

NO MATERIALS

TO: WETA Board Members

FROM: Seamus Murphy, Executive Director

DATE: June 3, 2021

RE: Executive Director's Report

SERVICE DEVELOPMENT UPDATE:**Berkeley Ferry Terminal**

The proposed Berkeley Ferry Recreational Pier and Ferry Terminal is a joint project proposed by the City of Berkeley and WETA that will rebuild a recreational pier at the Berkeley marina, which would also include ferry terminal infrastructure. The project is in the initial planning stages and is part of a larger master planning effort focusing on the Berkeley Marina.

June 2021 Update: The project team presented to the Berkeley Parks Commission on May 12 that was also attended by Board member Alba. The project team is currently preparing for a second round of public outreach meetings that will take place over the summer and will focus on landside terminal features.

Redwood City Ferry Terminal

The proposed Redwood City Ferry Terminal would be located at the eastern end of the Port of Redwood City and would be a destination for ferry services from San Francisco and/or Oakland. The Port and City of Redwood City, with participation from WETA, recently completed a ferry feasibility study that found the project feasible and recommended the project develop a business plan as the next step towards development. The study estimated the project could open in 2025, provided funding can be secured.

June 2021 Update: The project team has developed a scope of work for a Business Plan, which is required to satisfy funding requirements from the San Mateo Transportation Authority. The Business Plan must be approved by the Redwood City Port Commission, which is expected to consider the item at one of its two June meetings. The Business Plan will likely start in July and be complete in fall 2021.

Treasure Island Ferry Service

The Treasure Island development includes a ferry terminal that is currently under construction. The Treasure Island Mobility Management Authority (TIMMA), a division of the San Francisco Transportation Authority, is developing a program that will fund transportation services, including public ferry service. Staff from TIMMA has indicated that WETA is the desired provider of Treasure Island public ferry service.

June 2021 Update: A Memorandum of Understanding (MOU) between WETA and the Treasure Island Mobility Management Authority (TIMMA) was approved by the WETA Board in May. The TIMMA committee and board will consider adoption of the MOU in June. Staff continues to work collaboratively with the TIMMA team and their consultants on a study of Treasure Island ferry service.

PLANS, STUDIES & INITIATIVES

Energy Commission Grant for WETA Zero-Emission Vessel Infrastructure Blueprint Plan

In November 2020, WETA submitted an application for the California Energy Commission's (CEC) Clean Transportation Program Blueprints for Medium- and Heavy Duty Zero-Emission Vehicle Infrastructure grant.

June 2021 Update: On April 8, the CEC released a notice of proposed award to WETA for \$200,000. The grant will be used to help fund an analysis to evaluate a fleetwide strategy for converting to zero emissions with a focus on the required landside infrastructure. Staff is working with the CEC to finalize documents required for the Energy Commission to consider approval of the grant at their July 15 meeting.

Emergency Response Activities

WETA's enabling legislation directs the agency to provide comprehensive water transportation and emergency coordination services for the Bay Area region.

June 2021 Update: Staff has completed two of three training sessions for 2021. A workshop was held on May 27 to exercise the procedures covered in the training sessions. A final training session and functional exercise will be held in September.

MTC's Blue Ribbon Transit Recovery Task Force

The Metropolitan Transportation Commission (MTC) has created a Blue Ribbon Transit Recovery Task Force (Task Force) to guide the future of the Bay Area's public transportation network as the region adjusts to new conditions created by the COVID-19 pandemic. The Task Force includes local elected officials; transportation advocates; representatives from the state Senate and Assembly; the California State Transportation Agency; transit operators; business and labor groups; and transit and social justice advocates. Chair Wunderman is a member of the Task Force through his role at the Bay Area Council.

June 2021 Update: At the beginning of the pandemic, transit operators coordinated to develop the Riding Together: Bay Area Healthy Transit Plan, which includes a baseline set of measure to protect the health of riders and transit workers. The plan includes a commitment to "provide for a minimum 3-foot physical distancing metric, coupled with mandatory, properly worn face coverings" onboard the region's transit systems. It also requires a 6-foot distance between operators and passengers. Bay Area systems have been operating with capacity limits based on a more conservative 6-foot distance between passengers, but many systems are not able to accommodate increasing ridership demand with this limited capacity. Recently, with widespread vaccinations and infection rates rapidly declining, operators have begun to transition to the minimum 3-foot social distance requirement called for in the Healthy Transit Plan. WETA staff worked with City and County of San Francisco officials to approve a plan for making this change on San Francisco Bay Ferry vessels. The change took effect on May 26.

The Blue Ribbon Task Force also involves consideration of options for enhanced integration of transit services throughout the region. Assembly bill 629 (Chiu) proposed to formalize some of the steps prioritized by operators and the Metropolitan Transportation Commission. The legislation will be taken up in 2022 following efforts by the Blue Ribbon Task Force to evaluate options for enhanced regionwide network management.

511 Contra Costa Ticket Promotion

WETA is partnering with 511 Contra Costa, a transportation demand management program of the West Contra Costa Transportation Advisory Committee (WCCTAC), to provide six one-way tickets on the Richmond ferry to people who currently commute between West Contra Costa (El Cerrito,

Hercules, Pinole, Richmond and San Pablo) and San Francisco and currently drive alone to and from work. Funding for the program is provided by the Contra Costa Transportation Authority (CCTA) and Bay Area Air Quality Management District (BAAQMD). WETA is providing tickets to WCCTAC for the program at a discounted rate of \$4.50 per ticket to help convert solo-driver commuters to the ferry. The ticket distribution is being implemented via Hopthru, WETA's mobile ticketing partner. The program is capped at \$20,000 in tickets to be paid by WCCTAC. This would allow approximately 740 commuters to take advantage of the promotion. The program is set to run through June 2021, aligning with service and fare changes scheduled for July 2021.

June 2021 Update: The promotion continued in May 2021 with 1,236 tickets being dispersed to 206 recipients as of May 21. Marketing of the program will continue into June.

Solano Mobility First/Last-Mile Program

The Solano Transportation Authority (STA) has an existing partnership with Lyft to provide discounts on rides to and from public transit hubs in Solano County through the Solano Mobility First/Last-Mile Program. Thanks to funding from the BAAQMD and using mapping technology, STA is able to subsidize 80 percent of participants' Lyft rides to or from transit hubs, up to \$25. The Vallejo and Mare Island ferry terminals are included in the promotion.

WETA has partnered with STA to promote the program specifically around the Vallejo ferry route to lower first- and last-mile barriers for potential ferry passengers, especially those without access to private transportation. As the program is funded by BAAQMD and administered by STA, WETA's costs are limited to staff time and a small paid marketing effort. WETA staff plans to use lessons from this effort as it continues to explore ways to improve access to ferry terminals and increase ferry ridership.

June 2021 Update: WETA began a small paid social media marketing campaign and passenger communication on the program in May. STA reported increased participant applications in the wake of this effort. Additionally, WETA leveraged the First/Last-Mile Program as a tool to mitigate impacts from the Vallejo low tide episode in late May and will do so again as needed.

OTHER BUSINESS

Vallejo Low Tide Schedule Adjustment

Due to increase silt levels at the Vallejo Ferry Terminal, extreme low tide events have forced some temporary schedule changes to the Vallejo ferry route. Operation of regular service under these conditions would risk damaging critical vessel systems that are susceptible to clogging and overheating.

The first event occurred on Monday, May 24 through Friday, May 28, 2021. The 6:30 a.m. Vallejo departure was moved to 6:00 a.m. and both 7:45 a.m. and 8:45 a.m. departures from Vallejo departed instead from the Mare Island Ferry Terminal. Early northbound trips from San Francisco were route to Mare Island. In order to accommodate afternoon return trips a vessel was deployed to shuttle passengers from Vallejo to Mare Island.

The next low tide event will occur on Wednesday, June 23 through Friday, June 25, 2021, and will be accommodated through the same planned service changes.

The final low tide event will occur on Thursday, July 22 through Sunday, July 25, 2021. Staff will debrief based on the previous events and develop a refined plan to address these operational challenges.

Dredging at the Vallejo Ferry Terminal is anticipated to start in August 2021. Staff has investigated options to accelerate this dredge cycle but due to permitting and pile driving windows August 2021 is the earliest that work can occur.

Passenger notifications included:

- Flyers distributed on board vessels and at the Vallejo Ticket Office
- Graphics posted on the onboard screens the week prior to the low tide event
- Daily announcements from captains on every trip the week prior to the low tide event
- Passengers were notified through BayAlerts, the San Francisco Bay Ferry website, the May edition of the *Full Speed Ahead* newsletter, signage at the Vallejo Ferry Terminal and Ticket Office and social media channels.

Crews were deployed at both the Mare Island and Vallejo Ferry Terminals during the low tide event to assist with notifications, parking and crowd control. As of May 26, no complaints were received by WETA staff from impacted passengers.

END

Attachment A

Monthly Operating Statistics Report April 2021

			Alameda/ Oakland	Harbor Bay †	Richmond	South San Francisco †	Vallejo	Systemwide
Boardings	vs. last month	Total Passengers April 2021	11,635		2,502		13,662	27,799
		Total Passengers March 2021	8,891		2,106		11,656	22,653
		Percent change	30.86%		18.80%		17.21%	22.72%
	vs. same month last year	Total Passengers April 2021	11,635		2,502		13,662	27,799
		Total Passengers April 2020	1,139				2,692	3,831
		Percent change	921.51%				407.50%	625.63%
	vs. prior FY to date	Total Passengers Current FY To Date	66,333		17,242		101,665	185,240
		Total Passengers Last FY To Date	1,000,771	246,657	157,520	103,798	773,612	2,282,358
		Percent change	-93.37%	-100.00%	-89.05%	-100.00%	-86.86%	-91.88%
		Avg Weekday Ridership April 2021	529		114		621	1,264
Ops Stats		Passengers Per Hour April 2021	81		20		39	45
		Revenue Hours April 2021	143		127		348	618
		Revenue Miles April 2021	1,951		2,299		9,856	14,106
		Farebox Recovery Year-To-Date	5%		3%		7%	5%
		Cost per Available Seat Mile – April 2021	\$0.91		\$0.59		\$0.30	\$0.41
		Average peak hour utilization, AM – April 2021	15%		11%		14%	13%
		Average peak hour utilization, PM – April 2021	20%		12%		19%	17%
		Fuel Used (gallons) – April 2021	12,561		17,374		75,095	105,030
		Avg Cost per gallon – April 2021	\$2.52		\$2.52		\$2.48	\$2.49

† Service suspended on the Harbor Bay and South San Francisco routes due to COVID-19 effective April 17, 2020

MEMORANDUM

TO: Board Members

FROM: Seamus Murphy, Executive Director
Lynne Yu, Finance & Administration Manager
Deborah Tragsiel-Seidenberg, Accountant

SUBJECT: Monthly Review of FY 2020/21 Financial Statements for Ten Months
Ending April 30, 2021

Recommendation

There is no recommendation associated with this informational item.

Summary

This report provides the attached FY 2020/21 Financial Statements for ten months ending April 30, 2021.

Operating Budget vs. Actual

	Prior Actual	Current Budget	Current Actual
Revenues - Year To Date:			
Fare Revenues	\$16,951,451	\$1,741,167	\$1,330,512
Federal - CARES Act	1,799,675	12,701,167	14,100,834
Bridge Toll Revenues	14,934,225	17,384,250	10,006,935
Contra Costa Measure J	2,099,531	2,990,417	2,844,495
Alameda Measure B/BB	500,000	1,301,083	-
Alameda Tax & Assessment	45,901	3,221,417	-
Other Revenues	26,470	-	-
Total Operating Revenues	\$36,357,251	\$39,339,500	\$28,282,776
Expenses - Year To Date:			
Planning & Administration	\$2,222,334	\$2,500,000	\$2,003,143
Ferry Services	34,134,917	36,839,500	26,279,633
Total Operations Expenses	\$36,357,251	\$39,339,500	\$28,282,776
System-Wide Farebox Recovery %	50%	5%	5%

Capital Actual and % of Total Budget

	YTD Actual	% of FY 2020/21 Budget
Revenues:		
Federal Funds	\$4,182,152	
State Funds	8,476,810	
Bridge Toll Revenues	428,400	
Other Revenues	1,196,389	
Total Capital Revenues	\$14,283,752	38.39%
Expenses:		
Total Capital Expenses	\$14,283,752	38.39%

Fiscal Impact

There is no fiscal impact associated with this informational item.

END

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San Francisco Bay Area Water Emergency Transportation Authority
FY 2020/21 Statement of Revenues and Expenses
For Ten Months Ending 4/30/2021

		Year - To - Date			% of Year Elapsed	83%
	Apr-21 Actual	FY2019/20 Actual	FY2020/21 Budget	FY2020/21 Actual	Total FY2020/21 Budget	% of Total Budget
OPERATING EXPENSES						
<u>FERRY OPERATIONS:</u>						
<u>Harbor Bay FerryService (AHBF)</u>						
Purchased Transportation	\$146,268	\$1,742,836	\$1,787,917	\$1,150,010	\$2,145,500	53.6%
Fuel - Diesel & Urea	-	394,079	410,583	-	492,700	0.0%
Other Direct Operating Expenses	19,128	409,149	709,750	224,594	851,700	26.4%
Admin Overhead Expense Transfer	-	84,240	106,917	-	128,300	0.0%
Total Harbor Bay	\$165,395	\$2,630,304	\$3,015,167	\$1,374,604	\$3,618,200	38.0%
<i>Farebox Recovery - AHBF</i>	0%	42%	4%	0%	4%	
<u>Alameda/Oakland Ferry Service (AOFs)</u>						
Purchased Transportation	\$467,150	\$7,791,956	\$6,389,583	\$5,385,199	\$7,667,500	70.2%
Fuel - Diesel & Urea	31,618	1,425,700	1,353,083	254,537	1,623,700	15.7%
Other Direct Operating Expenses	118,995	1,631,574	1,971,000	1,292,533	2,365,200	54.6%
Admin Overhead Expense Transfer	23,859	388,084	337,583	259,929	405,100	64.2%
Total Alameda/Oakland	\$641,622	\$11,237,313	\$10,051,250	\$7,192,197	\$12,061,500	59.6%
<i>Farebox Recovery - AOFs</i>	11%	52%	4%	5%	4%	
<u>Vallejo FerryService (Vallejo)</u>						
Purchased Transportation	\$1,017,124	\$9,341,036	\$8,511,167	\$9,065,607	\$10,213,400	88.8%
Fuel - Diesel & Urea	186,585	3,736,769	3,197,333	1,563,909	\$3,836,800	40.8%
Other Direct Operating Expenses	203,714	1,662,201	2,393,167	2,052,861	2,871,800	71.5%
Admin Overhead Expense Transfer	36,601	304,218	372,917	409,911	447,500	91.6%
Total Vallejo	\$1,444,024	\$15,044,225	\$14,474,583	\$13,092,289	\$17,369,500	75.4%
<i>Farebox Recovery - Vallejo</i>	10%	55%	7%	7%	7%	
<u>South San Francisco FerryService (SSF)</u>						
Purchased Transportation	\$103,293	\$1,583,181	\$1,455,667	\$917,458	\$1,746,800	52.5%
Fuel - Diesel & Urea	-	278,888	234,750	-	281,700	0.0%
Other Direct Operating Expenses	18,140	332,302	398,333	177,018	478,000	37.0%
Admin Overhead Expense Transfer	-	37,060	14,833	-	17,800	0.0%
Total South San Francisco	\$121,432	\$2,231,431	\$2,103,583	\$1,094,475	\$2,524,300	43.4%
<i>Farebox Recovery - SSF</i>	0%	34%	1%	0%	1%	
<u>Richmond FerryService (Richmond)</u>						
Purchased Transportation	\$263,014	\$2,226,306	\$2,822,583	\$2,596,760	\$3,387,100	76.7%
Fuel - Diesel & Urea	43,733	353,184	489,417	317,149	587,300	54.0%
Other Direct Operating Expenses	40,220	369,722	548,250	476,092	657,900	72.4%
Admin Overhead Expense Transfer	6,204	42,432	32,833	62,642	39,400	159.0%
Total Richmond	\$353,171	\$2,991,644	\$3,893,083	\$3,452,643	\$4,671,700	73.9%
<i>Farebox Recovery - Richmond</i>	5%	30%	77%	3%	1%	
<u>Seaplane Lagoon FerryService (SPL)</u>						
Purchased Transportation	\$0	\$0	\$0	\$0	\$0	0.0%
Fuel - Diesel & Urea	-	-	331,833	-	398,200	0.0%
Other Direct Operating Expenses	8,869	-	2,829,333	73,424	3,395,200	2.2%
Admin Overhead Expense Transfer	-	-	140,667	-	168,800	0.0%
Total Seaplane Lagoon	\$8,869	\$0	\$3,301,833	\$73,424	\$3,962,200	1.9%
<i>Farebox Recovery - SPL</i>	0%	0%	5%	0%	91%	
Sub-Total Ferry Operations	\$2,734,514	\$34,134,917	\$36,839,500	\$26,279,633	\$44,207,400	59.4%
<i>FAREBOX RECOVERY - SYSTEMWIDE</i>	9%	50%	5%	5%	5%	
<u>PLANNING & GENERAL ADMIN:</u>						
Wages and Fringe Benefits	\$121,574	\$1,724,741	\$1,562,250	\$1,485,341	\$1,874,700	79.2%
Services	79,241	934,242	1,463,583	869,818	1,756,300	49.5%
Materials and Supplies	155	9,503	31,167	(2,957)	37,400	-2.2%
Utilities	2,985	37,720	44,083	29,368	52,900	55.5%
Insurance	-	1,046	23,333	582	28,000	2.1%
Miscellaneous	(4,078)	46,603	54,333	22,415	65,200	34.4%
Leases and Rentals	33,439	324,513	327,000	331,058	392,400	84.4%
Admin Overhead Expense Transfer	(66,664)	(856,034)	(1,005,750)	(732,482)	(1,206,900)	60.7%
Sub-Total Planning & Gen Admin	\$166,652	\$2,222,334	\$2,500,000	\$2,003,143	\$3,000,000	66.8%
Total Operating Expenses	\$2,901,165	\$36,357,251	\$39,339,500	\$28,282,776	\$47,207,400	59.9%
OPERATING REVENUES						
Fare Revenue	\$234,500	\$16,951,451	\$1,741,167	\$1,330,512	\$2,089,400	63.7%
Federal Operating Assistance	830,204	1,799,675	12,701,167	14,100,834	15,241,400	92.5%
Regional - Bridge Toll	1,499,917	14,934,225	17,384,250	10,006,935	20,861,100	48.0%
Regional - Contra Costa Measure J	336,545	2,099,531	2,990,417	2,844,495	3,588,500	79.3%
Regional - Alameda Measure B/BB	-	500,000	1,301,083	-	1,561,300	0.0%
Regional - Alameda Tax & Assessment	-	45,901	3,221,417	-	3,865,700	0.0%
Other Revenue	-	26,470	-	-	-	0.0%
Total Operating Revenues	\$2,901,165	\$36,357,251	\$39,339,500	\$28,282,776	\$47,207,400	59.9%

San Francisco Bay Area Water Emergency Transportation Authority
FY 2020/21 Statement of Revenues and Expenses
For Ten Months Ending 4/30/2021

Project Description	Apr-21 Total	Total Project Budget	Total Prior Expense	Total FY2020/21 Budget	Total FY2020/21 Expense	Total Future Year	% of Total Project Budget Spent
CAPITAL EXPENSES:							
<u>FACILITIES:</u>							
Terminal Construction							
Downtown Ferry Terminal Expansion - South Basin	\$33,388	\$98,965,000	\$94,792,877	\$4,172,123	\$1,227,248	-	97%
Operations and Maintenance Facilities							
Ron Cowan Central Bay Operations & Maintenance Facility	2,533	64,932,400	64,348,080	584,320	12,261	-	99%
North Bay Facility Improvement - Fuel System	1,494	530,450	-	530,450	128,979	-	24%
Terminal Improvement							
Install Mooring Piles - Harbor Bay Terminal	-	446,500	59,927	386,573	340,689	-	90%
Terminal Rehabilitation - Engineering & Design Main Street	8,710	395,000	-	395,000	14,159	-	4%
Shoreside Infrastructure for All-Electric Vessel	-	4,760,000	-	2,002,000	-	2,758,000	0%
<u>FERRY VESSELS:</u>							
Vessel Construction							
445-Pax Expansion (Waterjet) Vessels - 2 vessels	23,717	46,745,000	43,324,292	3,420,708	1,610,586	-	96%
New Commuter Class High-Speed Vessels - 2 vessels	14,100	30,082,500	11,758,345	12,063,155	6,789,762	6,261,000	62%
Vessel Replacement - M/V Bay Breeze & MV Solano	8,030	34,600,000	251,717	9,158,283	3,014,636	25,190,000	9%
New All-Electric Vessel	-	4,300,000	-	1,834,000	-	2,466,000	0%
Vessel Rehabilitation and Refurbishment							
Vessel Engine Overhaul - M/V Argo and M/V Carina	-	240,000	125,730	114,270	-	-	52%
Vessel Engine & Reduction Gear Overhaul - MV Pisces	-	525,200	-	525,200	3,728	-	1%
Vessel Engine & Reduction Gear Overhaul - MV Bay Breeze	-	491,400	-	491,400	49	-	0%
Vessel Engine & Reduction Gear Overhaul - MV Peralta	-	1,400,000	-	1,400,000	1,055,459	-	75%
Vessel Engines Conversion - Gemini Class Vessels	7,300	5,524,100	-	52,000	15,914	5,472,100	0%
<u>CAPITAL EQUIPMENT / OTHER:</u>							
Purchase Service Vehicles		101,000	28,125	72,875	70,282	-	97%
Total Capital Expenses	\$99,272	\$294,038,550	\$214,689,094	\$37,202,356	\$14,283,752	\$42,147,100	
CAPITAL REVENUES:							
Federal Funds	\$6,426	\$64,819,199	\$34,857,846	\$9,881,250	\$4,182,152	\$20,080,103	60%
State Funds	73,738	177,887,690	139,493,840	20,645,693	8,476,810	17,748,157	83%
Regional - Bridge Toll	2,296	43,123,284	39,100,555	965,562	428,400	3,057,166	92%
Regional - Alameda Sales Tax Measure B / BB	16,812	3,132,827	16,926	1,854,228	615,700	1,261,673	20%
Regional - Alameda TIF / LLAD / HBBPA	-	446,500	59,927	386,573	340,689	-	90%
Regional - San Francisco Sales Tax Prop K	-	1,400,000	1,160,000	240,000	240,000	-	100%
Other - Proceeds from Sale of End-of-Life Vessels	-	3,229,050	-	3,229,050	-	-	0%
Total Capital Revenues	\$99,272	\$294,038,550	\$214,689,094	\$37,202,356	\$14,283,752	\$42,147,100	

TO: WETA Board Members

FROM: Peter Friedmann, WETA Federal Legislative Representative
Ray Bucheger, WETA Federal Legislative Representative

SUBJECT: WETA Federal Legislative Board Report – June 2021

This report covers our efforts to increase WETA's Federal funding:

1. Ferry Funding: Surface Transportation / Infrastructure Legislation
 - a. Senate Environment and Public Works (EPW) Committee Action
 - b. House Transportation and Infrastructure (T&I) Committee Action
2. FTA Ferry Program Notice of Funding Opportunity (NOFO) Expected in June

Ferry Funding: Status of Surface Transportation / Infrastructure Legislation

As previously reported, there has been much discussion about the prospects for a large federal infrastructure package that would include funding for transit, airports, seaports, highways, bridges, and rail, as well as possible funding for drinking water and wastewater, broadband deployment, green energy, and other things). Although negotiations between the White House and Congressional Republicans continue while it remains unclear whether and when a large-scale infrastructure bill will be taken up by the House and Senate, the committees of jurisdiction are starting to move forward.

In particular, the Senate Environment and Public Works (EPW) and House Transportation and Infrastructure (T&I) Committees are moving forward with reauthorization of the surface transportation bill given that the current surface bill – the FAST Act – expires at the end of September.

Senate Environment and Public Works (EPW) Committee Action

The Senate Environment and Public Works (EPW) Committee took up and passed their portion of the surface transportation bill on May 26. We worked with California Senators Dianne Feinstein and Alex Padilla (who is a member of the EPW Committee) to secure funding increases to the Federal Highway Administration (FHWA) Ferry Boats and Ferry Terminal Facilities Formula-Grant Program. The Senate EPW bill increases funding for the FHWA ferry formula program as follows:

- \$110,000,000 for fiscal year 2022
- \$112,000,000 for fiscal year 2023
- \$114,000,000 for fiscal year 2024
- \$116,000,000 for fiscal year 2025
- \$118,000,000 for fiscal year 2026

This represents a nearly 50% increase by 2026. Current funding for the FHWA program is \$80 million.

Note that the Senate EPW Committee did not seek requests for individual projects (such as the Mission Bay ferry terminal project), as the T&I Committee did earlier this year. However, we spoke recently with a Senator that serves on the EPW Committee, and he told us that the committee may seek requests for funding individual projects before the bill is taken up by the full

Senate. If that is the case, we will submit the same Mission Bay funding request to the EPW Committee.

The Senate Banking Committee, which has jurisdiction over the Federal Transit Administration (FTA) Passenger Ferry Competitive Grant Program (and transit programs more generally), has not yet announced plans to take up their portion of the surface transportation bill. We have met with Senate Banking Committee staff to advocate for increased funding for the FTA ferry grant program and will continue with our advocacy until the committee takes up its bill.

House Transportation and Infrastructure (T&I) Committee Action

The House Transportation and Infrastructure (T&I) Committee is planning to take up their surface transportation bill the week of June 7. Unlike the Senate, where multiple committees have jurisdiction over various parts of the bill, the T&I committee controls funding for the FHWA and the FTA programs. We are continuing to advocate for increased funding for the FHWA ferry formula program and the FTA ferry grant program – in the past few weeks, we have raised the issue directly with T&I Committee Chairman Peter DeFazio (D-OR) and have continued meeting with DeFazio's committee staff. We are also staying in touch with San Francisco Bay Area members of Congress, including T&I committee members Jared Huffman, Mark DeSaulnier and John Garamendi. We are also continuing to coordinate on outreach with Golden Gate Ferry and other members of the Public Ferry Coalition.

FTA Ferry Program NOFO Expected in June

Based on conversations we have had with staff at the Federal Transit Administration (FTA), we expect the agency to issue a NOFO in June for the FTA Passenger Ferry Competitive Grant Program. Normally, \$30 million a year is available through the FTA program. However, the FY21 Transportation-HUD Appropriations bill included an additional \$8 million for the program (of which \$4 million shall be used for low or zero-emission projects).

Respectfully Submitted,
Peter Friedmann and Ray Bucheger



NOSSAMAN LLP | Memorandum

TO: WETA Board of Directors

FROM: Nossaman LLP - Nate Solov
Jennifer M. Capitolo & Associates – Jennifer Capitolo

DATE: May 26, 2021

RE: May 2021 - Legislative Update

Legislative Update

Legislative policy committee hearings concluded in April and the appropriations committees finished their hearings on May 20. The Senate and Assembly will need to pass bills out of each house by June 4. Then policy committee hearings will begin again in June as the legislature needs to complete their work by the September 10 adjournment deadline.

Legislative Update

Budget sub-committee hearings are wrapping up and the budget conference committee will begin meeting next week. The legislature will approve a budget by the June 15 deadline. We are exploring if there are funding opportunities for the Mission Bay Ferry Terminal in the state budget.

Bills of Interest

AB 629 became a two-year bill and did not advance out of the Assembly Appropriations Committee by the May 21 deadline. It will likely advance through the legislative process starting in January 2022. The bill tasks the Metropolitan Transportation Commission with creating a transit priority network, studying fares, and the creation of a standardized regional transit mapping and wayfinding system.

CARB Regulations

We continue to communicate with CARB and legislators regarding CARB's proposed harbor craft regulations to make sure they are implemented in a way that allows WETA to transition to electric ferries for certain routes in a reasonable way.

MEMORANDUM

TO: Board Members

FROM: Seamus Murphy, Executive Director
Kevin Connolly, Planning & Development Manager
Taylor Rutsch, Transportation Planner

SUBJECT: Monthly Ridership and Recovery Report

Background

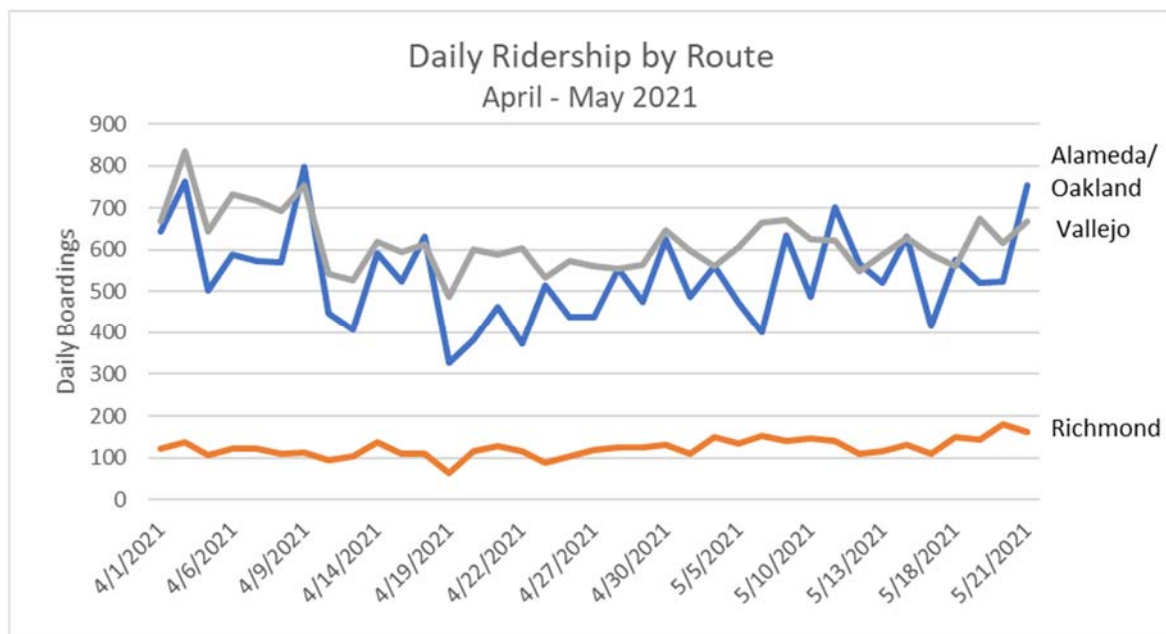
The WETA Ferry Service Recovery Plan (Plan) states that ferry service will restart at minimum levels to match expected reduced demand. Modifications in service will generally follow state guidelines for reopening the economy and subsequent changes in demand. The Plan calls for a monthly evaluation of ridership demand together with other measures relating to how the Bay Area is responding to the COVID-19 health crisis. The Monthly Ridership and Recovery Report presents a status report of the WETA system along with anticipated service adjustments for the upcoming weeks.

Discussion

1. Ridership and Forecasting

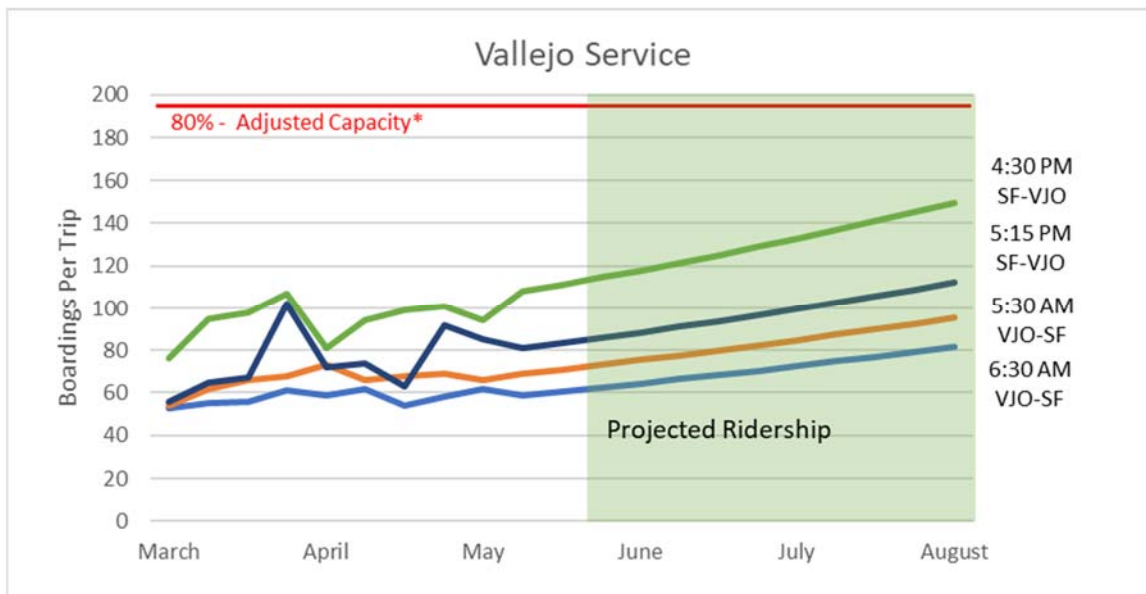
Systemwide

Systemwide average daily boardings increased 3 percent from April to May.



Vallejo

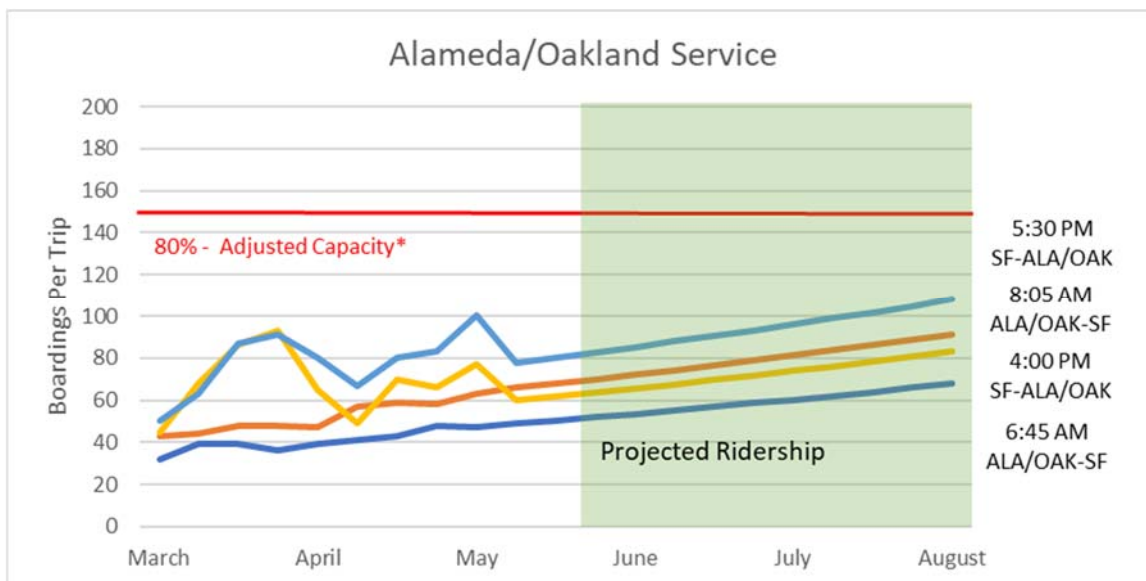
Ridership in Vallejo grew slightly towards the end of May after remaining flat for the previous month. Vallejo ridership is projected to continue to grow 3 percent per week, based on its rolling ridership average. On May 26, 2021, WETA lowered social distancing requirements on board its vessels from six feet to three feet in accordance with guidance from public health officials. This allowed significantly higher maximum capacity on board WETA's vessels.



*Adjusted capacity assumes the vessels will be limited to about 50% capacity due to physical distancing requirements

Alameda/Oakland

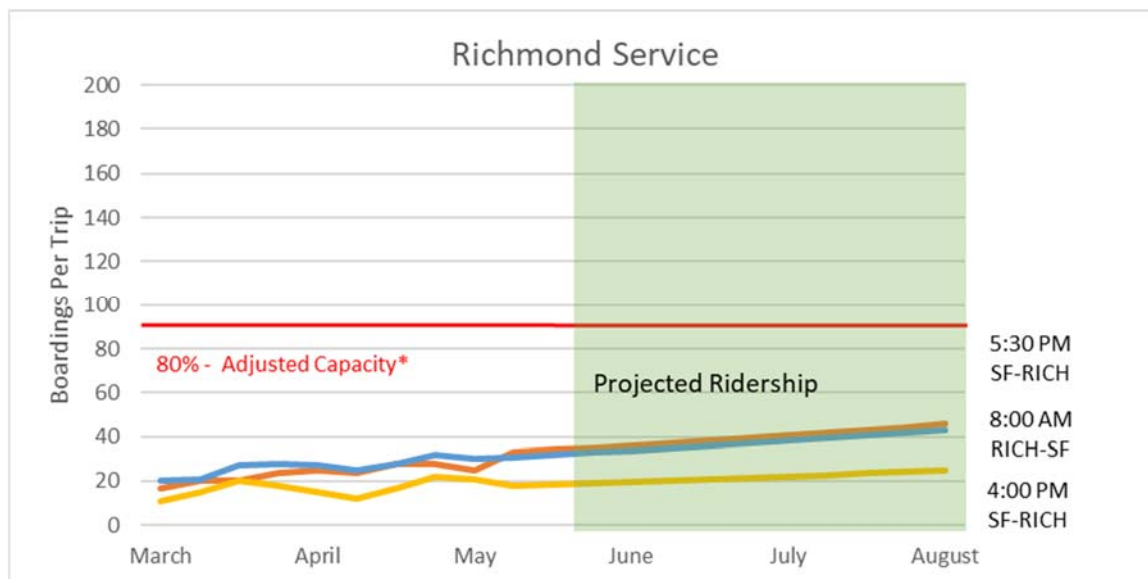
Alameda/Oakland ridership has experienced a similar pattern as Vallejo, with ridership growing slightly towards the end of May. Alameda/Oakland ridership is projected to grow 3 percent per week, based on its rolling ridership average.



*Adjusted capacity assumes the vessels will be limited to about 50% capacity due to physical distancing requirements

Richmond

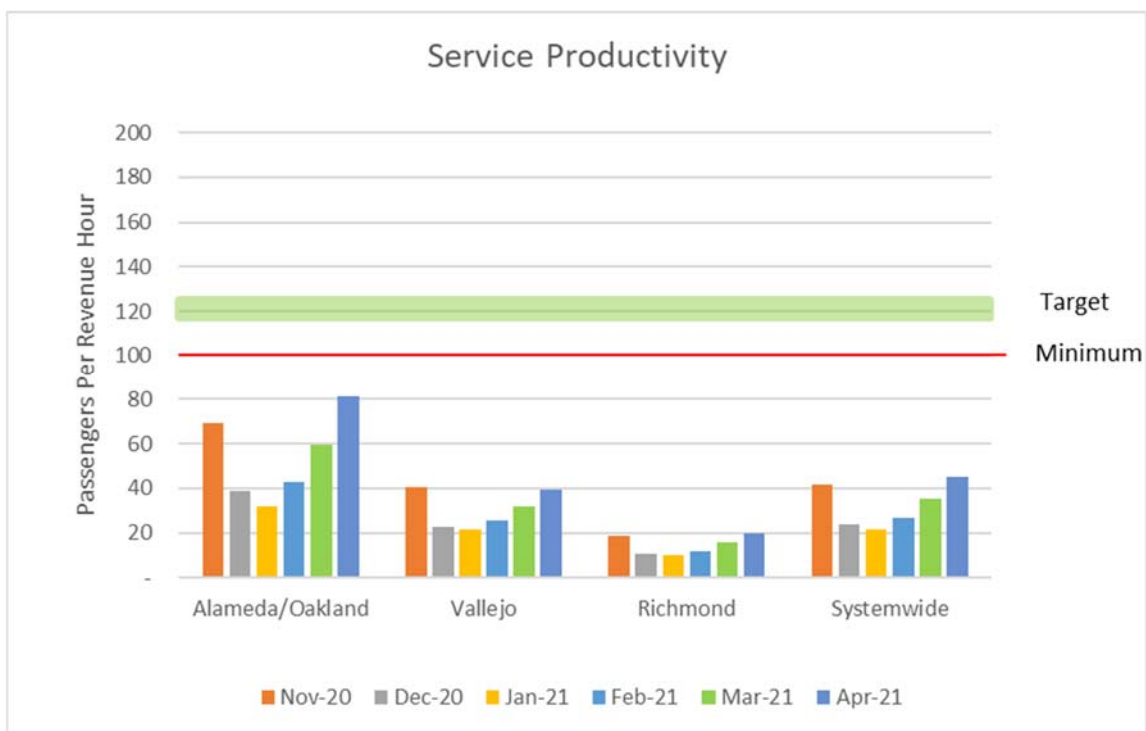
Richmond ridership also grew slightly throughout May. Richmond ridership is projected to grow 3 percent per week, based on its rolling ridership average.



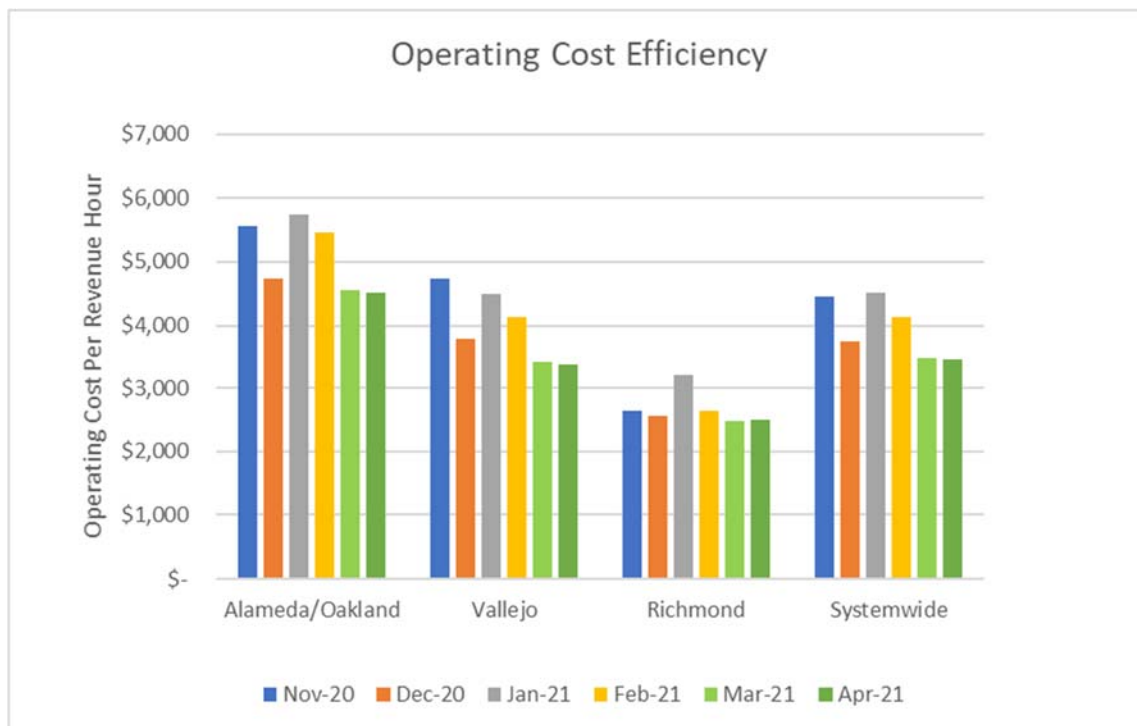
*Adjusted capacity assumes the vessels will be limited to about 50% capacity due to physical distancing requirements

2. Service Productivity and Efficiency

Systemwide passengers per revenue hour increased from 35 to 45 from March to April.



Systemwide operating cost per revenue remained the same from March to April.



3. Regional Context

The table below shows how each of WETA's service areas are impacted by the coronavirus. Solano County is the only Bay Area county still in the red tier, the rest are now in the orange tier or yellow tiers, with most businesses allowed to reopen with restrictions. The state is still on track to remove all social distancing restrictions on June 15, 2021.

County	Cases Per 100K (7-day average)	State Tier Rating
Alameda	2.7	Moderate
Contra Costa	3.9	Moderate
San Francisco	1.9	Minimal
Solano	4.5	Substantial
San Mateo	1.9	Minimal

WETA ridership, BART ridership, and bridge traffic all continued to grow slightly in April.

Agency	% of normal ridership/traffic levels May 2021
WETA	12%
BART	16%
BATA Bridges (7-total)	92%

4. Outlook and Recommendations

Ridership remained flat through the end of April and early May before beginning to grow slightly at the end of the month. It is likely that ridership will continue to grow because of the lifted lockdown, the increased rollout of vaccinations, and as weather improves. For the remainder of June, staff recommends no change to the current services until the launch of the Pandemic Recovery Plan schedule on July 1, 2021. However, staff will continue to monitor ridership levels to be prepared for service increases that may be warranted.

END

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

(May 6, 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. REPORT OF BOARD CHAIR

Chair Wunderman said that the Bay Area Council is heavily involved in economic recovery in the Bay Area. Of one thousand Bay Area residents from a March Bay Area Council poll, 38 percent responded that they would be commuting to work 5 days, down from 58 percent pre-COVID, 16 percent responded that they would not be going to the office ever again, up from 10 percent pre-COVID, and 33 percent were going to work in the office less than before the pandemic. On the issue of transit, 35 percent said taking transit was either very safe or somewhat safe and 38 percent said taking transit was very unsafe.

4. REPORTS OF DIRECTORS

Director Intintoli reported that ridership is increasing and that while he was at the Vallejo waterfront one day, a passenger commented that the staff was doing a wonderful job on the boats.

Director DelBono said that comment pertained to the WETA staff. He expressed appreciation for the regular communication of the monthly updates and news clippings.

Director Alba said it was encouraging to see the recent increase in ridership and rates in vaccinations.

Chair Wunderman noted that traffic is backed up on all bridges and that there is a shift in congestion with a lot of traffic midday reflecting some of the scheduling changes being made.

5. REPORTS OF STAFF

Executive Director Murphy thanked the Board for the deserving compliments of staff and the Blue & Gold Fleet (Blue & Gold) team adding that Blue & Gold has been very flexible helping to put together the schedule for the relaunch of ferry service in July.

He reported on the work of the Metropolitan Transportation Commission (MTC) Blue Ribbon Task Force (Task Force) 1) Assemblymember Chiu's bill is on its way to the Appropriations Committee after unanimous approval in the Assembly Transportation Committee with some pending amendments, and 2) WETA is preparing to transition to 3-foot social distancing to accommodate growing ridership after approval from each of the counties WETA serves.

Mr. Murphy said that MTC was working on guiding principles that transit operators will be supporting to determine how the \$1.7 billion from the American Rescue Plan Act (ARPA) would be allocated. He added that there will be a June workshop where transit operators will be presenting their plans for relaunching service and the associated financial challenges.

Lastly, Mr. Murphy shared that WETA received a \$200 thousand grant from the California Energy Commission to support the shoreside infrastructure study. He added that approval of the grant award would take place in July.

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

Planning & Development Manager Kevin Connolly provided an update on the Monthly Ridership and Recovery Report. Mr. Connolly reported that there was double digit ridership increases throughout the system, noting an 80 percent capacity on the 4:30 p.m. departure to Vallejo. He followed up with Mr. Murphy's comment that the move to 3-foot social distancing should address this capacity issue in the interim before new service is added.

Mr. Murphy stated that the relaunch of service and promotion of the pandemic recovery program would be presented as an agenda item in response to Chair Wunderman.

Program Manager Lauren Gualarte explained that the California Air Resources Board (CARB) is unable to accept WETA's alternative compliance plan until the draft regulation is written into law in responses to Director Intintoli.

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

6. CONSENT CALENDAR

Director Intintoli made a motion to approve the consent calendar:

- a. Board Meeting Minutes – April 1, 2021
- b. Authorize Release of an Invitation for Bid for Dredging and Marine Construction Services for the Terminal Dredging - Vallejo Project

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

Director Alba seconded the motion, and the consent calendar carried unanimously.

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

7. APPROVE AMENDMENT TO THE FERRY SERVICES OPERATION TRANSFER AGREEMENT WITH THE CITY OF ALAMEDA FOR THE RIGHTS AND RESPONSIBILITIES OF THE MAIN STREET AND HARBOR BAY TERMINALS

Senior Planner/Project Manager Chad Mason presented this item recommending approval of an amendment to the Ferry Services Operation Transfer Agreement with the City of Alameda for the Main Street and Harbor Bay Terminals.

Mr. Mason recognized City of Alameda (City) Planning, Building, and Transportation Department Head Andrew Thomas and Planning Technician Brian McGuire and thanked them for their assistance with the agreement and their partnership.

Mr. Mason said that the purpose of the amendment was to update certain aspects of the 2011 Transfer Agreement and define the rights and responsibilities of WETA and the City for day-to-day management, operations, and long-term maintenance, repair and replacement of landside assets and improvements at the Main Street Terminal and Harbor Bay Terminal consistent with the preferred arrangement executed in the 2020 Seaplane Lagoon Ferry Terminal Operating Agreement. The amendment includes the City's ability to institute parking fees and determine the amount of the fees and be fully responsible for bicycle facilities and routes and improvements in transit connections.

Mr. Mason clarified that charging for parking would be within the City's sole discretion and that the intent was to primarily cover the operational and maintenance costs that were being implemented at the City's parking facilities citywide in response to Chair Wunderman and Director Intintoli.

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

Director DelBono made a motion to approve the item.

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

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

8. TREASURE ISLAND FERRY SERVICE PROJECT MEMORANDUM OF UNDERSTANDING

Senior Planner/Project Manager Michael Gougherty opened this item recommending approving the Memorandum of Understanding (MOU) between WETA and the Treasure Island Mobility Management Authority (TIMMA) and introduced San Francisco County Transportation Authority Deputy Director for Capital Projects Eric Cordoba and Senior Transportation Planner Priyoti Ahmed to present the item.

Mr. Cordoba thanked the Board and WETA staff for the opportunity. Ms. Ahmed shared her presentation and provided an overview of the Treasure Island redevelopment project and an update on the ferry feasibility study. She said that the project will be constructed over 15 years from initial occupancy to full build out in 2036. The Treasure Island Mobility Management Agency was established to accommodate this huge growth and to plan and deliver the transportation component of the project.

Mr. Murphy clarified that ferry service in 2022 was a broad timeframe but that the study would provide information for when demand in service might be sufficient to justify WETA operations.

Mr. Gougherty closed the presentation sharing major goals and highlights of the MOU, acknowledging the need for future agreements and the funding constraints, and next steps.

Ms. Ahmed said service to the East Bay would be considered through interlining but was not part of the scope of the study at this time, and Mr. Cordoba added that staff would work with WETA to understand the interline opportunities and abilities to bring people to the East Bay in response to Director Moyer.

Director Alba said that she appreciated the efforts on equity and affordability.

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

Director Alba made a motion to approve the item.

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

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

9. MISSION BAY FERRY LANDING PROJECT UPDATE

Mr. Murphy introduced this informational item discussing the challenges and potential solutions considered by the Board appointed task force and the steps need to be taken to comply as a recipient to federal funding which would have schedule impacts.

Mr. Murphy invited Mr. Connolly to share his presentation on the various timeline options. Mr. Murphy said that there have been previous efforts to streamline the environmental clearance process including having National Environmental Policy Act (NEPA) clearance from one federal agency satisfy NEPA clearance for all federal agencies but that such a change would likely not take place in time to benefit the Mission Bay project. He added that this project had received NEPA clearance from the U.S. Army Corps of Engineers (USACE) but that NEPA clearance through the USACE was not a pathway for accepting Federal Transit Administration (FTA) monies which requires its own NEPA clearance.

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

10. PANDEMIC RECOVERY PROGRAM MARKETING AND OUTREACH CAMPAIGN

Public Information & Marketing Manager Thomas Hall presented this informational item on the marketing and outreach campaign developed to promote the Fiscal Year 2022 Pandemic Recovery Program (Program).

Mr. Hall shared his presentation on the primary objectives of the campaign using strategy, tactics, and creative concepts to implement the roll out the campaign.

Director Intintoli said that placement of advertising should be considered for the larger North Bay communities of Benicia, Fairfield, Napa, and Vacaville.

The directors expressed their thanks, excitement, and appreciation of the campaign.

PUBLIC COMMENT

PROP SF Alex Kryska voiced his support of the rate structure and schedules.

11. PUBLIC COMMENTS FOR NON-AGENDA ITEMS

No further public comments were shared.

With all business concluded, Chair Wunderman adjourned the meeting at 2:32 p.m.

- Board Secretary

END

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 Gulate 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

MEMORANDUM

TO: Board Members

FROM: Seamus Murphy, Executive Director
Melanie Jann, Administration & Business Services Manager

SUBJECT: Approve Purchase of Commercial Insurance Policies for Fiscal Year 2021/22

Recommendation

Approve the purchase of the following commercial insurance policies for Fiscal Year (FY) 2021/22 from Alliant Insurance Services, estimated to cost \$572,065 in total:

- 1) Marine Commercial Liability including Terminal Operators
- 2) Excess Marine Liabilities
- 3) Automobile Liability
- 4) Property Insurance
- 5) Public Officials Management & Employment Practices Liability
- 6) Crime Insurance

Background/Discussion

WETA carries a variety of different insurance policies to protect the agency and its operation from third party claims and loss of property. These policies are renewed annually with approval from the Board based upon quotes provided by WETA's insurance broker, Alliant Insurance Services (Alliant).

This item authorizes the purchase of FY 2021/22 insurance policies consistent with prior year policies and coverage levels, as secured through Alliant. Each type of insurance proposed is described below and policy coverage and pricing is detailed in the FY 2021/22 Insurance Policy Schedule provided as **Attachment A**.

Marine Commercial Liability and Excess Marine Liabilities

These coverages protect against third party claims for bodily injury and property damage at covered locations.

Automobile Liability

This coverage protects the insured against financial loss because of legal liability for automobile-related injuries to others or damage to their property by an automobile.

Property Insurance

This coverage provides protection against losses due to damage to property from fires, vandalism, accidents, earthquake, flood, etc. including both personal property and business inventory. This coverage also extends to the waterside assets consisting of the docks, floats, gangways, piers, pilings, and ramps which are insured for replacement costs subject to the property insurance limits.

Public Officials Management & Employment Practices Liability

This coverage is designed to address the significant exposures faced by public entities and responds to claims brought against an insured public entity, its employees, and volunteers

for any alleged or actual breach of duty, neglect, error, misstatement, or omission in the course of public duties. Included is coverage for employment related matters, such as wrongful termination and harassment.

Crime Insurance

Crime insurance covers money, securities, and other property against a variety of criminal acts including fraud, employee theft, robbery, and forgery.

In addition to this coverage, there is overlap between WETA's coverage and the coverage of WETA's contract operator, Blue & Gold Fleet, for incidents that occur while passengers embark and debark from the vessels. Blue & Gold Fleet's bumbershoot insurance provides an additional \$49,000,000 of coverage for such incidents, bringing the liability limit up to \$74,000,000 between WETA's Excess Marine Liability policy (\$25,000,000) and Blue & Gold Fleet's Bumbershoot policy (\$49,000,000). Vessel insurance is provided separately through our contract operator Blue & Gold Fleet.

Actual annualized premiums for all policies for FY 2020/21 were \$492,624. Annual premiums for all FY 2021/22 policies are estimated to cost \$572,065 based upon preliminary estimates and the San Francisco Engineering Cost Index inflation factor consistent with increasing market premiums of greater than 15 percent and significant increases in premiums at other agencies. An overarching issue for this year's renewal is a reflection of catastrophic events, both domestically and internationally, resulting in widespread rate increases globally and a narrowing of carriers. The driving force behind the state of the market is claims experience. For liability, the value of claims has increased dramatically over the past three to five years. For property, the market for property insurance in California has been affected by an unprecedented increase in wildfire losses and increasing exposure at risk of loss.

Fiscal Impact

Sufficient funds are included in the proposed FY 2021/22 Operating Budget to support the purchase of commercial insurance as outlined in this memorandum.

END

San Francisco Bay Area Water Transportation Authority (WETA)
2021 - 2022 Insurance Policy Schedule

Attachment A

Coverage	Locations	Deductible/Retention	FY 2020/21 Limit	FY 2020/21 Premium (annualized)	FY 2021/22 Limit	FY 2021/22 Estimated Premium
Marine Commercial Liability Terminal Operators Liability Wharfingers Liability	Pier 9 Offices Pier 9 Berthing Facility Central Bay O&M Facility North Bay O&M Facility Vallejo Ferry Ticket Office San Francisco Harbor Bay Alameda Main Street Alameda Seaplane Lagoon Oakland Clay Street Vallejo Mare Island South San Francisco Richmond	\$2,500 each occurrence	\$1,000,000 Each Occurrence \$3,000,000 Aggregate	\$ 18,434	\$1,000,000 Each Occurrence \$3,000,000 Aggregate	\$21,200
Auto Liability	2020 Toyota Camry	\$1,000	N/A	\$ 2,474	\$1,000,000 Each Occurrence	\$2,845
Excess Marine Liabilities	Pier 9 Offices Pier 9 Berthing Facility Central Bay O&M Facility North Bay O&M Facility Vallejo Ferry Ticket Office San Francisco Harbor Bay Alameda Main Street Alameda Seaplane Lagoon Oakland Clay Street Vallejo Mare Island South San Francisco Richmond	N/A	\$9,000,000 Excess \$1,000,000 Plus \$15,000,000 Excess \$10,000,000	\$ 12,934 \$ 19,000	\$9,000,000 Excess \$1,000,000 Plus \$15,000,000 Excess \$10,000,000	\$ 14,875 \$ 21,850
Property Insurance	Pier 9 Offices Pier 9 Berthing Facility Central Bay O&M Facility North Bay O&M Facility Vallejo Ferry Ticket Office San Francisco Harbor Bay Alameda Main Street Alameda Seaplane Lagoon Oakland Clay Street Vallejo Mare Island South San Francisco Richmond	\$25,000 to \$250,000	Total Insured Value: \$185,028,929	\$ 425,271	Total Insured Value: \$187,255,459	\$ 493,315
Public Officials Management & Employment Practices Liability	N/A	\$15,000 each public officials management \$25,000 each employment practices violation	\$3,000,000 Aggregate	\$ 13,188	\$3,000,000 Aggregate	\$ 16,485
Crime Insurance	N/A	\$2,500 each occurrence	\$1,000,000 Each Occurrence	\$ 1,323	\$1,000,000 Each Occurrence	\$ 1,495
				\$ 492,624		
					\$ 572,065	

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

RESOLUTION NO. 2021-16

APPROVE PURCHASE OF COMMERCIAL INSURANCE POLICIES FOR FY 2020/21

WHEREAS, WETA's existing commercial insurance policies expire on July 1, 2021 and WETA seeks to renew the policies through June 30, 2022; and

WHEREAS, these policies are being provided through Alliant Insurance Services, WETA's insurance broker, and WETA wishes to continue this arrangement for FY 2021/22; and

WHEREAS, WETA has received preliminary estimates for FY 2021/22 insurance coverage; and

WHEREAS, the estimated cost of insurance coverage in FY 2021/22 is fair and reasonable in the current state of the insurance market reflecting widespread rate increases globally and a narrowing of carriers; now, therefore, be it

RESOLVED, that the Board of Directors hereby approves and authorizes the Executive Director to purchase Commercial Insurance from Alliant Insurance Services at an estimated amount of \$572,065 for FY 2021/22.

CERTIFICATION

The undersigned, Board Secretary, does hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a meeting of the San Francisco Bay Area Water Emergency Transportation Authority held on June 3, 2021.

YEA:

NAY:

ABSTAIN:

ABSENT:

/s/ Board Secretary

2021-16

END

MEMORANDUM

TO: Board Members

FROM: Seamus Murphy, Executive Director
Lynne Yu, Finance & Administration Manager

SUBJECT: Receive the Independent Auditor's Engagement Letter for the Fiscal Year 2020/21 Financial Audit

Recommendation

Receive the Independent Auditor's engagement letter outlining the scope of services for the Fiscal Year (FY) 2020/21 financial audit.

Background/Discussion

Section 106.6 of WETA's Administrative Code requires preparation of an annual financial audit report by an independent auditor consistent with California Government Code Section 66540.54. The firm of Maze & Associates (Maze) is under contract with WETA to perform the independent audit for FY 2020/21.

Maze is scheduled to begin the initial field work associated with the audit of WETA's FY 2020/21 financial statements on June 14, 2021, and to issue the final audit reports no later than December 2021. The Engagement Letter, provided as **Attachment A** to this report, describes the scope of their audit, audit objectives, responsibilities of management and procedures pertaining to the audit. In addition, Maze has included their most recent peer review report.

Fiscal Impact

There is no fiscal impact associated with this informational item.

END

Attachment A

May 25, 2021



Seemus Murphy, Executive Director
San Francisco Bay Area Water Emergency Transit Authority
Pier 9, Suite 111
The Embarcadero
San Francisco, CA 94111

Dear Seemus:

We are pleased to confirm our understanding of the services we are to provide for the San Francisco Bay Area Water Emergency Transit Authority as of and for the year ended June 30, 2021. The services we have been engaged to provide are outlined below, but we are also available to provide additional services at your request:

- Basic Financial Statements.
- Testing for compliance with the Single Audit Act and applicable laws and regulations and issuance of our reports thereon.
- Test Measure B funds for compliance with the Agreement for Distribution of Measure B Funds to Local Agencies and issue separate report thereon.
- Test Measure BB funds for compliance and issue separate report thereon.
- *Optional service:* Testing of compliance for the Transportation Development Act Program and preparation of required report, if required.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis, to supplement the Authority's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Authority's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

If the Authority's financial statements are accompanied by supplementary information other than RSI, we will subject the supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and will provide an opinion on it in relation to the financial statements as a whole.

Other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that information.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the accompanying supplementary information when considered in relation to the financial statements as a whole. The objective also includes reporting on:

- Internal control over financial reporting and compliance with the provisions of laws, regulations, contracts and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of the Authority. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with Authority management in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Authority or to acts by management or employees acting on behalf of the Authority. Because the determination of abuse is subjective, *Governmental Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of physical existence of inventories, and direct confirmation of cash, investments and certain other assets and liabilities by correspondence with selected customers, creditors and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill the Authority for responding to this inquiry. At the conclusion of our audit we will also require certain written representations from management about management's responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures - Internal Control

Our audit will include obtaining an understanding of the Authority and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls, and accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and the Board internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Authority's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the Authority has complied with federal statutes, regulations and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and the applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each major program. The purpose of these procedures will be to express an opinion on the Authority's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Management Responsibilities

Management is responsible for (1) designing, implementing, establishing and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. Management is also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Management's responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. Management is also responsible for providing us with (1) access to all information of which management is aware is relevant to the preparation and fair presentation of the financial statements; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. We understand that the Authority will provide us with the Closing Checklist information required for our audit and that the Authority is responsible for the accuracy and completeness of that information.

Management's responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Authority involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Management's responsibilities include informing us of its knowledge of any allegations of fraud or suspected fraud or illegal acts affecting the Authority received in communications from employees, former employees, grantors, regulators, or others. In addition, management is responsible for identifying and ensuring that it complies with applicable laws, regulations, contracts, agreements and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings must be made available for our review.

With regard to including the auditor's report in an exempt offering document, you agree that the aforementioned auditor's report, or reference to Maze & Associates, will not be included in any such offering document without our prior permission or consent. any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent will be a separate engagement. With regard to an exempt offering document with which Maze & Associates is not involved, you agree to clearly indicate in the exempt offering document that Maze & Associates is not involved with the contents of such offering document.

Management is also responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. Management agrees to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. Management also agrees to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Management's responsibilities include acknowledging to us in the written representation letter that: (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

Management is also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. Management agrees to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. Management also agrees to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Management's responsibilities include acknowledging to us in the representation letter that: (1) management is responsible for presentation of the supplementary information in accordance with GAAP; (2) that management believes the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) management has disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining of a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objective section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits or studies. Management is also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Management agrees to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, and any other nonaudit services we provide. Management will be required to acknowledge in the management representation letter our assistance with the preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, management agrees to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accepting responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report to you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the Authority; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is our property and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Maze & Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

We will retain audit documentation for this engagement for seven years after the report release date pursuant to state regulations. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit in June 2021 and to issue our reports no later than December 31, 2021. David Alvey is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

To ensure that Maze & Associates' independence is not impaired under the AICPA *Code of Professional Conduct*, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

Our fees for these services are billed based on our contract with the Authority. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if the Authority's account becomes thirty days or more overdue and may not be resumed until the Authority's account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

These fees are based on anticipated cooperation from Authority personnel, the completion of schedules and data requested on our Checklists, and the assumption that there will be no unexpected increases in work scope, such as new Single Audit Act major programs, new debt issues, etc., or delays which are beyond our control, as discussed on the Fees Attachment to this letter. If significant additional time is necessary, we will discuss it with Authority management and arrive at a new fee before we incur any additional costs.

We understand you will provide us with basic workspace sufficient to accommodate the audit team assigned to your audit. We understand the basic workspace will be equipped with a telephone and direct Internet access, preferably a temporary network outside of your network, a public IP address and a wired connection. We understand you will also provide us with access to a fax machine and read only access to your general ledger system.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, or services will continue to be governed by the terms of this engagement letter.

Government Auditing Standards require that we provide the Authority with a copy of our most recent external peer review report and any subsequent peer review reports received during the period of the contract. Our most recent peer review report accompanies this letter.

We appreciate the opportunity to be of service to the Authority and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return the entire copy to us.

Maze + Associates

Maze & Associates

RESPONSE:

This letter correctly sets forth the understanding of the Authority.

By: _____

Title: _____

Date: _____



Report on the Firm's System of Quality Control

January 31, 2018

To Maze & Associates Accountancy Corporation and the
Peer Review Committee of the California Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Maze & Associates Accountancy Corporation (the firm) in effect for the year ended May 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Maze & Associates Accountancy Corporation in effect for the year ended May 31, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Maze & Associates Accountancy Corporation has received a peer review rating of *pass*.

Coughlan Napa CPA Company, Inc.

Coughlan Napa CPA Company, Inc.

MEMORANDUM

TO: Board Members

FROM: Seamus Murphy, Executive Director
Lynne Yu, Finance & Administration Manager
Kevin Connolly, Planning & Development Manager
Tim Hanners, Operations & Maintenance Manager
Michael Gougherty, Principal Planner

SUBJECT: Approve Proposed Fiscal Year 2021/22 Operating and Capital Budgets

Recommendation

Approve the proposed Fiscal Year (FY) 2021/22 Operation and Capital Budgets.

Background

The proposed FY 2021/22 Operating and Capital Budgets total \$94.9 million in capital and operating expenses. The proposed FY 2021/22 Operating Budget represents the priorities of WETA's FY 2022 Pandemic Recovery Program (Program), closely following the core principles adopted by the Board in March 2021. Those principles expressed a shift in how service will be delivered over the next fiscal year, with supporting changes in passenger fares. The schedule and fare adjustments that will be put into place on July 1, 2021 are intended to encourage Bay Area residents to return to the ferry or even to try it for the first time.

While the agency has been working diligently to develop a service plan to achieve the core principles of the Program, the proposed FY 2021/22 Operating Budget represents a shift in WETA's approach to many of its prior practices. Expense components of the operating budget such as crew scheduling, vessel maintenance, and facility management have been revisited to identify opportunities for cost savings. As a result of this attention, the proposed FY 2021/22 Operating Budget proposes a 54 percent net increase in ferry service hours while lowering the unit cost of delivering that service by 23 percent.

Recovery from the pandemic will likely be a slow and gradual process, for both the Bay Area economy and ferry ridership. Without the anticipated infusion of federal funds through three acts of Congress, WETA would not be able to restore service over the next fiscal year. WETA's operating budget has historically relied on farebox revenue as a primary source. With ridership levels expected to remain significantly below pre-pandemic levels in FY 2021/22, revenues previously generated by fares, will instead be backfilled by federal COVID-19 relief sources.

The budget assumes that ridership will return to 50 percent of pre-pandemic levels by the end of the fiscal year. It also assumes that ridership return will build slowly and will average between 30-40 percent of pre-pandemic levels in aggregate. Fare revenue from this ridership return will be supplemented by a combination of federal COVID-19 relief funds that have already been received, along with funds from the American Recovery Plan Act (ARPA), which will be allocated over time by MTC to support transit agencies' FY 2021/22, and FY 2022/23 needs. A constructive partnership with the Metropolitan Transportation Commission will be important as

ferry service is restored and WETA is better able to understand ridership demand, ongoing expenses, and actual fare revenue.

Summary

The proposed FY 2021/22 Operating and Capital Budgets contain \$94.9 million in spending proposals funded with a variety of revenue sources, as summarized in Table 1 below.

Table 1 - FY 2021/22 Proposed Budget Summary

FY 2021/22 Proposed Budget			
Expense (in \$1,000's)		Revenue (in \$1,000's)	
Operating Budget Expenditures	\$49,994	Bridge Tolls	\$18,005
- <i>Ferry Service</i>	46,994	Federal Funds	41,529
- <i>Planning and Administration</i>	3,000	State Funds	21,693
		Local Funds	5,432
Capital Budget Expenditures	44,933	Passenger Fares	8,268
Total Budget Expense	\$94,927	Total Budget Revenue	\$94,927

The proposed FY 2021/22 Operating Budget totals \$50 million in spending to support operation of San Francisco Bay Ferry routes serving Alameda Main Street, Harbor Bay, Oakland, Richmond, South San Francisco, and Vallejo, along with the planned new Alameda Seaplane Lagoon service. The FY 2021/22 Capital Budget, totaling \$44.9 million, includes 19 projects including the construction and refurbishment of ferry vessels, core facilities, and terminal expansion needed to support ferry service today and into the future.

Discussion

The operating and capital components of the proposed FY 2021/22 Operating and Capital Budgets are discussed in further detail below.

FY 2021/22 OPERATING BUDGET

The proposed FY 2021/22 Operating Budget, as provided in **Attachment A**, is funded with federal COVID-19 relief funds, Regional Measure 2 (RM2) bridge tolls, farebox revenues and Contra Costa transportation sales tax funds. It is made up of two primary components: a ~\$47.0 million Ferry Service Operating budget and a \$3.0 million Planning and Administration budget. A detailed budget covering WETA's Planning and Administration functions and the operation of Ferry Service by route is presented on pages 3 through 11 of **Attachment A**. (Note: Page 3 of 11 of **Attachment A** includes the table "FY 2021/22 Ferry Service Operating Budget – Proposed Summary – New Major Cost Components." This table is an alternate version of the table "FY 2021/22 Ferry Service Operating Budget – Proposed Summary shown on page 4 of 11 and indicates the new budget categories that WETA is transitioning to use.)

Ferry Service Operating Budget - ~\$47.0 million

The proposed FY 2021/22 Ferry Service Operating budget assumes an enhancement and/or resumption of service at the five routes operating prior to the pandemic along with the introduction of a new service at the Seaplane Lagoon Terminal in Alameda. The Program places emphasis on more midday and late evening service to adjust to modified or non-traditional work schedules. As a result, previously commute-only services in Harbor Bay and

Richmond will offer all-day service. Higher levels of midday service will also be a feature of the Vallejo and Oakland & Alameda routes. Finally, start of the South San Francisco service will be deferred until October to coincide with the expected return of commuters to Oyster Point employers .

Operating Expense

Table 2 below shows major cost components of the Ferry Service Operating budget.

Table 2 - Ferry Service Operating Budget

	FY 2022 Proposed Budget	% of Total
Vessel Crew Labor	\$ 15,245,947	32%
Vessel Fuel	\$ 9,636,903	21%
Vessel Maintenance & Repair	\$ 4,937,000	11%
Facilities - Terminals	\$ 2,170,433	5%
Facilities - O&M	\$ 6,311,976	13%
System Expenses	\$ 8,691,475	18%
Total Budget Expense	\$ 46,993,733	100%

Vessel Crew Labor & Fuel – Crew labor and fuel make up over 50 percent of the anticipated expenses for the proposed FY 2021/22 Ferry Service Operating budget. The budget assumes that crew labor will be maintained at pre-pandemic levels, with 140 crew members on the Blue & Gold Fleet payroll. Avoiding layoffs and furloughs of employees is a condition of accepting federal dollars. Labor wage rates are as defined in WETA's service operations contract with Blue & Gold Fleet.

The expense for fuel is budgeted at \$3.00 per gallon for FY 2022. Fuel prices have fluctuated over the past several years, ranging from as low as \$1.99 to \$2.60. While current fuel prices, average \$2.50 per gallon, are lower than \$3.00 per gallon, the budgeted rate accounts for the general volatility of fuel prices over time.

Vessel Maintenance & Repair - Maintenance and repair expenses are budgeted to ensure that WETA's fleet of 16 vessels for the upcoming year is maintained in a safe and reliable operating condition. Typical items in this expense category include parts, contracted repair services, vessel insurance, cleaning, and other maintenance-related supplies and equipment. For previous budgets, WETA has relied solely on historical systemwide actual expenses to estimate future expenses for maintenance and repairs. For FY 2021/22, staff undertook a comprehensive effort with its ferry operations consultant to individually review maintenance and repair needs for each vessel. This effort allowed staff to identify and exclude historical expenses that are not required for the upcoming fiscal year. Staff has also modified the cycle for vessel dry dock repairs to occur every other year rather than annually, resulting in an approximately \$750,000 savings for the proposed FY 2021/22 Operating Budget.

Facilities – Facility expenses capture the ongoing activities required to operate and maintain WETA's passenger terminals and maintenance facilities. In all, WETA is responsible for 10 passenger terminals, as well as the Central Bay and North Bay Operations and Maintenance Facilities. As with the approach for vessel maintenance and repair expenses, staff has

individually reviewed specific operations and maintenance needs for each facility and excluded historical expenses that are not expected to be required in the upcoming fiscal year.

Typical terminal expenses include items such as utilities, basic maintenance of waterside and landside assets, property insurance, IT support and security. Costs can vary considerably by terminal depending on the level of amenities provided and whether maintenance responsibilities are shared with a local agency such as a City or Port District.

For the Central Bay and North Bay Operations facilities, major expenses include engineering labor, contracted services, utilities, and basic supplies and equipment required to operate each facility. The budget assumes that engineering labor, which accounts for over half of each facility's total expense, will be maintained at the same level as before the pandemic, with 22 engineers on the Blue & Gold Fleet payroll. Labor wage rates are as defined in WETA's service operations contract with Blue & Gold Fleet.

System Expenses – System expenses represent costs that are not associated with a specific facility but are generally required to support ferry service operation. WETA staff expenses, including wages, fringe benefits, and overhead are the most significant system expense. For the FY 2021/22 budget, a total of 9 WETA staff FTEs are assumed, which remains unchanged from pre-pandemic staffing levels. System expenses also encompass certain contractor fees, such as dispatch, supervision, and administrative costs, as well as insurance deductible fees and profit. Other expenses in this category include advertising and marketing, ticketing, insurance, and general administration, such as legal fees, miscellaneous contracted services, taxes and licenses, and travel.

The total estimate of \$47.0 million for the proposed FY 2021/22 Ferry Operating Budget is 19 percent (or \$7.5 million) higher than actual ferry operating expenses from FY 2018/19, the last full year of regular operations prior to the pandemic. Aside from standard increases related to inflation and programmed contract provider wage escalation, the increase in cost is explained by the addition of a new service at Seaplane Lagoon and increases in service on other routes such as Richmond and Vallejo.

Total fuel cost proposed for FY 2021/22, \$9.6 million, is an increase of \$2.2 million over FY 2018/19's actual cost – due to the projected usage increase of 341,850 gallons (12 percent) and per gallon price increase of \$0.42 (16 percent). Crew labor is assumed to increase \$2.0 million. This increase is attributed to 25,640 additional crew hours and billing rate increase of 5 percent when compared to FY 2018/19 actual. Cost of other Blue & Gold Fleet fees and services are also expected to increase, \$1.6 million when compared to 3 years ago, mainly due to increased contractor resources required as well as contract increases and escalations. Insurance cost increase of \$1.0 million is due to higher premiums for new vessels and facilities.

A comparison of the proposed FY 2021/22 Ferry Service Operating budget with the ferry service operating expenses from the previous six fiscal years is presented below in Table 3. As the table indicates, expenses had been increasing at a regular rate until the interruption of the pandemic in FY 2019/20 and FY 2020/21.

Table 3 - Annual Ferry Service Operating Expenses FY 2016-2022

Fiscal Year	Total Operating Expenses
2016 (Actual)	\$26,770,662
2017 (Actual)	\$30,770,509
2018 (Actual)	\$35,313,509
2019 (Actual)	\$39,517,780
2020 (Actual)	\$38,821,405
2021 (Actual Projected)	\$31,462,200
2022 (Proposed Budget)	\$46,993,733

While the overall cost of delivering ferry service has increased in the proposed FY 2021/22 Ferry Service Operating Budget, the delivery of that service will be dramatically more efficient by several standard performance measures. Table 4 below summarizes a selection of efficiency performance measures used internally by WETA and across the transit industry.

Table 4 – Performance Measure Comparison between FY 2018/19 Actual and FY 2021/22 Proposed Budget

Performance Measures	FY 2018/19 Actual	FY 2021/22 Proposed Budget	% Change
# of Crew Hours	249,560	275,187	10%
Total Operating Cost	\$39,517,900	\$46,993,733	19%
Service:			
Revenue Hours	20,596	31,787	54%
Non-Revenue Hours	7,219	2,955	-59%
Total Hours	27,815	34,742	25%
Revenue Miles	405,374	542,203	34%
Non-Revenue Miles	70,023	38,711	-45%
Total Miles	475,397	580,914	22%
Cost Efficiency:			
Cost/Revenue Hour	\$1,919	\$1,478	-23%
Cost/Total Hours	\$1,421	\$1,353	-5%
Labor Efficiency:			
Revenue Hours/Crew Shift	2.64	3.70	40%
Total Hours/Crew Shift	3.57	4.04	13%

The data presented in Table 4 indicates that the proposed FY 2021/22 Ferry Service Operating budget features more crew hours (+10 percent) in total but far more hours in revenue service (+54 percent) and far less in non-revenue service (-59 percent). With more crew hours in revenue service, the cost per revenue hour has been reduced by approximately 23 percent. Additionally, from a labor efficiency perspective, crews will spend roughly 40 percent more shift time in revenue service than FY 2018/19, but only 13 percent more total shift time under vessel operation. These improvements were accomplished by scheduling crews to operate more midday and late evening trips as opposed to spending down time at maintenance facilities or performing other tasks.

Table 5.0 below summarizes the number of scheduled trips for the proposed service plan in comparison to actuals from FY 2018/19. The table shows that midday and late-night service will increase significantly, +66 percent and +100 percent respectively, while peak and weekend trips will be slightly reduced, -11 percent and -14 percent. Overall, there are 7 percent more overall trips being offered with the new service plan.

**Table 5 - Systemwide Scheduled Trips
FY2021/22 vs. FY2018/19**

Time Period	FY 2018/19 Actual	FY 2021/22 Proposed Budget	% Change
Peak	97	86	-11%
Midday	35	58	66%
Evening	13	26	100%
Weekend	74	64	-14%
Total	219	234	7%

Operating Revenue

The COVID-19 pandemic has had a significant impact on WETA's ridership and normal annual operating sources. Federal COVID-19 relief funding has enabled WETA to balance its operating budgets for FY 2020/21 and FY 2021/22. The proposed FY 2021/22 Operating Budget assumes the use of a variety of WETA's normal annual operating sources and federal COVID-19 relief funds to implement the Program.

The proposed budget is assumed to be funded with \$15.6 million from Regional Measure 2 (RM2) funds, \$22.1 million from federal COVID-19 relief funds, \$8.3 million from fare revenues and, \$3.7 million from Contra Costa Measure J funds, as further identified on page 2 of **Attachment A**. Assumptions associated with fares, RM2 and federal COVID-19 relief funds – the primary sources proposed to support the FY 2021/22 operating budget – are discussed below.

Fares – Farebox revenues normally cover between 50 and 60 percent of WETA's operating expense. Based on the one-year fare changes from the Program, WETA's farebox revenues are budgeted at approximately \$8.3 million in FY 2021/22, compared to \$22.4 million in pre-pandemic FY 2018/19. At this rate, fare revenues will cover 17 percent of the Ferry Service operating budget. Table 6 below shows the allocation of the FY 2021/22 Ferry Service Operation Budget by route and ridership projections. Ridership projections were prepared as part of the Program and assume that ridership returns gradually, but not fully, over the course of FY 2021/22.

Table 6 – FY 2021/22 Ferry Operating Budget and Projected Ridership by Route

Route	Proposed Budget		Projected Ridership	
	Total (in \$1,000's)	% of Total	Total	% of Total
Oakland & Alameda Ferry Route	\$10,453	22.2%	428,000	29.7%
Harbor Bay Ferry Route	\$4,681	10.0%	159,000	11.0%
Alameda Seaplane Ferry Route	\$4,352	9.3%	198,000	13.7%
Vallejo Ferry Route	\$17,186	36.6%	469,000	32.5%
South San Francisco Ferry Route	\$3,267	7.0%	62,000	4.3%
Richmond Ferry Route	\$7,054	15.0%	126,000	8.7%
Total	\$46,994	100.0%	1,442,000	100.0%

Regional Measure 2 Funds – Historically, RM2 has provided the second largest revenue source available to support WETA's ongoing ferry operation, after fare revenues. In past years, \$19.5 million has been available to support WETA's operation, including \$16.5 million for service and \$3 million for Planning & Administration, covering approximately 35 percent of WETA's overall expense. Due to uncertainty about future toll revenue, MTC is reducing the allocation of RM2 bridge tolls by 15 percent, or \$2.7 million, in FY 2021/22. MTC will also suspend \$1.2 million in RM2 funding for supplemental transbay ferry services provided through the Bay Bridge Forward program. The total anticipated reduction in RM2 funding for FY 2021/22 is \$3.9 million. WETA will continue to work closely with MTC to ensure that federal COVID-19 relief funds are available to backfill reduced revenues and support service needs in FY 2021/22.

Federal COVID-19 Relief Funds – Since the start of the pandemic, the Federal government has enacted three COVID-19 relief bills with funding to support and maintain transit services and staffing nationwide. WETA received a total of \$18.8 million from the first bill, the Coronavirus Aid, Relief, and Economic Security Act (CARES). Subsequently, MTC approved the allocation of \$18.4million to WETA from the second bill, the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA). MTC has yet to allocate \$1.7 billion that has been made available to the region from the third bill, the American Rescue Plan Act (ARPA). MTC staff anticipates that these funds will be distributed in multiple tranches, to support transit needs throughout FY 2021/22 and FY 2022/23.

The federal COVID-19 relief funds have been used to support operations from FY 2019/20 through FY 2021/22. The proposed FY 2021/22 Operating Budget includes \$22.1 million in federal COVID-19 relief funds, \$18.4 million from allocated CRRSAA funds and \$3.7 million from the anticipated first tranche of ARPA funding. The use of these one-time Federal funds has enabled WETA to maintain ferry service operations throughout the pandemic and will be used in FY 2021/22 to restore service and incentivize the return of riders to the system.

Planning and Administration Operating Budget - \$3 million

Operating Expense

The proposed budget includes \$3.0 million to support agency planning and administrative expenses for staff wages and benefits, professional support services such as planning consultants, legal and lobbying services, and other general items associated with WETA's planning and administration activities housed at Pier 9.

This budget, along with the ferry service budget, supports a WETA staffing level of 18 full-time and 1 part-time positions as identified in the Organizational Chart provided on page 1 of **Attachment C**. This represents an increase of two position from the FY 2020/21 staffing level.

The proposed changes to the staffing plan also include the redefinition of existing vacancies and clarification of existing roles to better support the current and future needs of the agency and its operations.

Redefinition of Existing Vacancies:

- **Chief Financial Officer (CFO)** – The Finance and Administration Manager position will be elevated to include new responsibilities including strategic financial planning necessary to support the evolution of WETA services with a focus on long-term financial sustainability and maximizing the value of limited resources.
- **Customer Experience Specialist** – The Program Specialist position will be redefined and will report to WETA's Public Information and Marketing Manager. This new role will focus on supporting efforts to identify, implement, and market improvements designed to increase customer satisfaction and attract/retain riders.
- **Government and Regulatory Affairs Specialist** – The Administrative Assistant position will be redefined and will report to the Government and Regulatory Affairs Manager. This new role will help advance the agency's local, state, and federal policy goals by building and focusing support for WETA's policy objectives. It will also support the agency's regulatory compliance functions, including emergency response.

New positions requested in the budget include:

- A **Grants Administrator** to support a growing scope of reporting requirements and grant identification and administration needs.
- A part-time **Transportation Intern** position to assist the Planning and Development group in a growing scope of studies, and planning efforts that will be critical to informing upcoming decisions about the future of the agency.

The proposed budget provides for a 3.8 percent cost of living increase for WETA staff positions (excluding the Executive Director) based upon the most recent one-year (April 2020 to April 2021) change in the Consumer Price Index for the San Francisco Bay Area, consistent with prior year practice. This pay change, which would normally go into effect on July 1, is reflected in the WETA FY 2021/22 Pay Schedule included in page 2 of **Attachment C**.

The FY 2021/22 Planning and Administration Operating Budget supports an FY 2021/22 Work Program that is covered in detail in **Appendix 1**.

Operating Revenue

WETA's Planning and Administration budget is typically funded with \$3 million RM2 funds allocated annually by MTC. However, for FY 2021/22, MTC has indicated that RM2 funding may be reduced by 15 percent, based on reduced traffic volumes due to the pandemic. Reserves from the original state appropriation will provide the balance, \$450,000, of funding for the Planning and Administration budget.

FY 2021/22 CAPITAL BUDGET

Capital Expense

The proposed FY 2021/22 Capital Budget, as provided in **Attachment B**, includes 19 new and continuing projects necessary to maintain existing services and facilities and to further develop

WETA's near-term expansion services. These projects total \$119.8 million with budgeted FY 2021/22 expenditures in the amount of \$44.9 million.

Major capital project activity and expense in FY 2021/22 will include the following:

- **Main Street Terminal Rehabilitation** – In addition to proposed engineering and design, this continuing project has been amended to include the fabrication and installation replacement float and gangway at the Alameda Main Street ferry terminal. The current waterside infrastructure at the terminal is nearing the end of its useful life and this project is necessary to ensure continued safe operations at the terminal.
- **Design and Construct All-Electric Vessel and Charging Infrastructure** – This continuing project will design and construct shoreside charging infrastructure for a small 99-passenger battery electric ferry vessel to be operated in future planned Mission Bay ferry service, a critical 2.6-mile link between the Mission Bay and the Downtown San Francisco ferry terminals.
- **Terminal Dredging – Vallejo** – This project will support the required periodic maintenance dredging of the Vallejo ferry terminal basin to ensure continued operational reliability.
- **Vessel Purchase, Replacement, and Rehabilitation** – The FY 2022 Capital program includes a number of new and ongoing vessel rehabilitation, purchase, and replacement projects necessary to maintain WETA's fleet of existing vessels in a "state of good repair" and to support the ability to deliver uninterrupted safe, reliable, and efficient ferry transportation services. These projects include:
 - Continued construction of two new commuter-class vessels at Mavrik Marine. The build schedule of these vessels has been impacted by the COVID-19 pandemic and local shelter-in-place orders. The current construction schedule anticipates the delivery of the first vessel in mid-2021 and the completion of the second vessel in late 2021;
 - Continued construction of two replacement vessels for the MV Bay Breeze and MV Solano vessels;
 - Contract award and begin construction of replacement vessel for the MV Intintoli;
 - Rehabilitation of major system components including engine conversions on the Gemini Class vessels and overhaul work on the MV *Argo*, MV *Carina*, MV *Cetus*, MV *Hydrus*, MV *Pisces*, MV *Bay Breeze*, MV *Pyxis*, MV *Vela*, and MV *Intintoli*.

Capital Revenue

The proposed FY 2021/22 Capital Budget is funded with a variety of ferry transportation grant revenues made available to WETA for specific projects contained in the budget. FY 2021/22 capital expenditures will be funded with \$21.2 million from state grants, \$19.5 million from federal grants, \$2.4 million from bridge toll revenues, and \$1.8 million local funds.

BUDGET REVIEW AND REFINEMENT PROCESS

Budget Refinement Process

Given the continued uncertainty about the sustained impacts of the COVID-19 pandemic, the recovery of the Bay Area economy, and the effect on regional travel patterns including how people will begin to incorporate ferry transportation back into their daily routines, staff recommends a continued flexible approach to budgeting in FY 2021/22. This process will include quarterly review and adjustment of the budget, as necessary to reflect evolving conditions throughout the year.

Fiscal Impact

The proposed FY 2021/22 Operating and Capital Budgets is \$94.9 million comprised of \$50.0 million in operating and \$44.9 million in capital. The proposed budget is fully funded with a combination of fare revenues and various federal, state, and local grant funds available to support WETA's ferry services and capital projects.

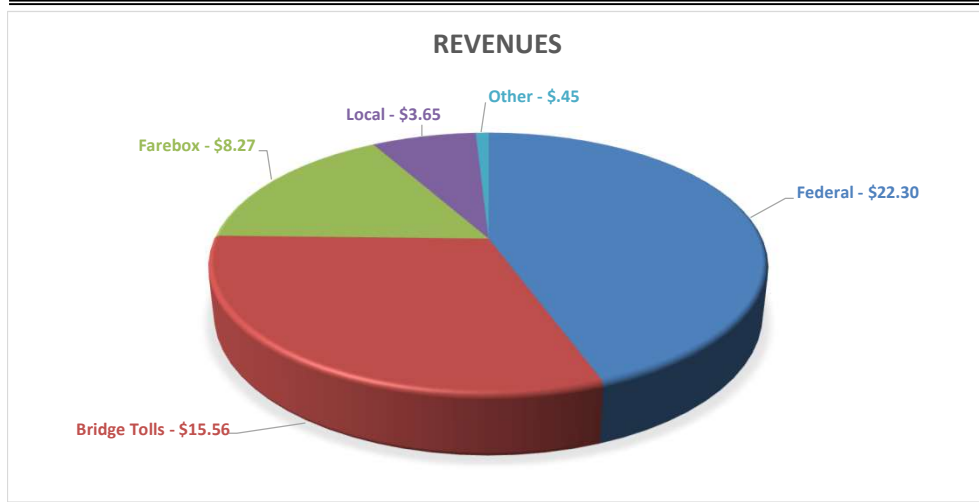
Staff will monitor evolving conditions throughout the year and bring forth adjustments to the budget as necessary.

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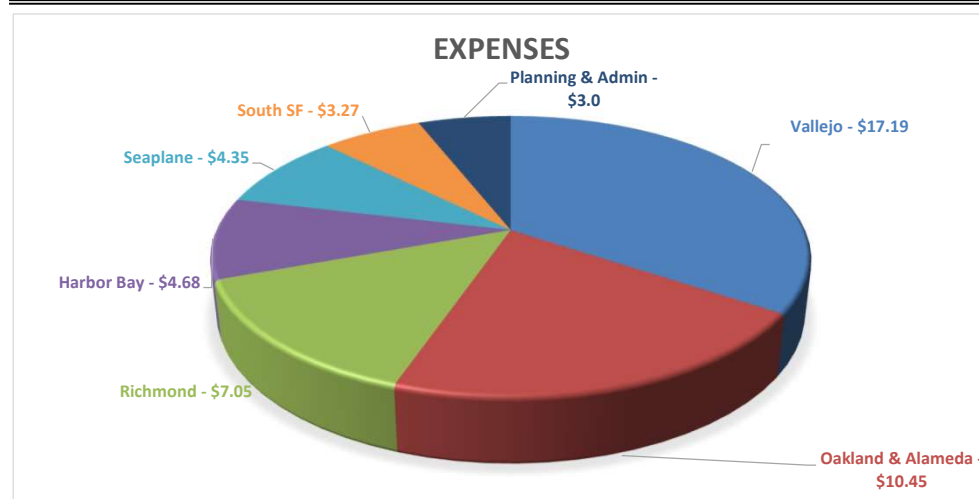
Attachment A

San Francisco Bay Area Water Emergency Transportation Authority FY 2021/22 Operating Budget - Proposed *(figures in millions)*

	Proposed FY 2021/22	Percentage (%) of Total
Revenues		
Federal COVID-19 Relief Funds	\$22.07	44%
Bridge Tolls	15.56	31%
Farebox Revenues	8.27	17%
Local Transportation Sales Tax	3.65	7%
Other Operating Assistance	0.45	1%
Total Revenues	\$49.99	100%



	Proposed FY 2021/22	Percentage (%) of Total
Expenses		
Ferry Service	\$46.99	94%
- Vallejo Ferry Route	17.19	
- Oakland & Alameda Ferry Route	10.45	
- Richmond Ferry Route	7.05	
- Harbor Bay Ferry Route	4.68	
- Alameda Seaplane Ferry Route	4.35	
- South San Francisco Ferry Route	3.27	
Planning and Administration	3.00	6%
Total Expenses	\$49.99	100%



**San Francisco Bay Area Water Emergency
Transportation Authority
FY 2021/22 Operating Budget - Proposed
Summary**

FY 2021/22 Operating Budget - Proposed			
	Planning & Administration	Ferry Routes	Total
Revenues			
Fare Revenue	\$0	\$8,268,000	\$8,268,000
Local - Bridge Toll Revenue	2,550,000	13,005,000	15,555,000
- Regional Measure 2	2,550,000	13,005,000	15,555,000
Local - Contra Costa Measure J	-	3,651,300	3,651,300
State - Original Appropriation	450,000	-	450,000
Federal - COVID-19 Relief Funds	-	22,069,400	22,069,400
Other Revenue - Landing Fees	-	-	-
Total Revenues	\$3,000,000	\$46,993,700	\$49,993,700
Expenses			
Salaries, Wages & Fringe Benefits	\$1,601,600	\$1,996,000	\$3,597,600
Professional / Contract Services	2,054,200	2,091,400	4,145,600
Purchased Transportation	-	28,267,400	28,267,400
- Vessel Expense - Crew	-	15,246,000	15,246,000
- Vessel Expense - Maintenance	-	7,303,600	7,303,600
- Non-Vessel Expense	-	2,394,700	2,394,700
- Contractor Mgmt/Staff Support and Profit	-	3,323,100	3,323,100
Fuel - Diesel	-	9,637,000	9,637,000
- # of gallons	-	3,212,315	3,212,315
- Per gallon cost	-	\$3.00	\$3.00
Repair, Operating & Promotional Supplies	59,800	163,300	223,100
Utilities	43,800	645,100	688,900
Insurance	17,100	2,419,100	2,436,200
Dues, Subscriptions, Media & Other Expenses	94,700	365,600	460,300
Leases, Rentals and Docking Fees	326,400	211,200	537,600
Admin Overhead Expense Transfer	(1,197,600)	1,197,600	-
Total Expenses	\$3,000,000	\$46,993,700	\$49,993,700
Operating Statistics:			
Ridership		1,442,000	
Vessel Operating Miles		580,914	
- Revenue Miles		542,202	
- Non-Revenue Miles		38,712	
Vessel Operating Hours		34,740	
- Revenue Hours		31,786	
- Non-Revenue Hours		2,954	
Performance Measures:			
Farebox Recovery %		18%	
Cost per Operating Miles		\$80.90	
Cost per Operating Hour		\$1,352.73	

Budget Notes:

- Fare revenues are reduced significantly to \$8,268,000, which is 37% of FY2018/19's actual fares received. This represents "Scenario 2" of the modeled fare revenue and ridership projections discussed
- MTC has indicated they are planning to reduce the FY2021/22 Regional Measure 2 (RM2) funds by 15%. MTC has also notified WETA that the additional \$1,200,000 RM2 funds to support enhanced transbay services will not be available next year. Total anticipated reduction in RM2 funds for
- MTC Commission approved the distribution of the Coronavirus Response and Relief Appropriations Act of 2021 (CRRSAA), second COVID-19 relief bill, funds in January 2021. WETA received \$18,353,700 which has been secured in a FTA grant and available for use to support the FY2021/22 Operating Budget. Distribution of tranche one of the third COVID-19 relief bill, American Rescue Plan
- The total preliminary FY2021/22 Operating Budget of \$49,993,700 includes an overall increase of \$8,122,700 or 19% over FY2018/19's actual spending on the existing five ferry routes, including the Richmond Ferry Route for 6 months (from January to June 2019). The overall increase also includes
- The largest budget line items are Purchased Transportation, 57% of total budget, and Fuel, 19% of total

**San Francisco Bay Area Water Emergency
Transportation Authority
FY 2021/22 Ferry Service Operating Budget - Proposed
Summary - New Major Cost Components**

	FY 2021/22 Operating Budget - Proposed						
	Oakland & Alameda	Harbor Bay	Alameda Seaplane	Vallejo	South San Francisco	Richmond	Total
Revenues							
Fare Revenue	\$1,843,000	\$704,000	\$840,000	\$3,913,000	\$421,000	\$547,000	\$8,268,000
Bridge Toll Revenue	3,403,800	1,524,300	1,417,200	5,595,800	1,063,900	-	13,005,000
- Regional Measure 2	3,403,800	1,524,300	1,417,200	5,595,800	1,063,900	-	13,005,000
Local - Contra Costa Measure J	-	-	-	-	-	3,651,300	3,651,300
Federal - COVID-19 Relief Funds	5,206,600	2,453,100	2,095,100	7,676,700	1,782,400	2,855,500	22,069,400
- CRRSAA	4,082,600	1,828,400	1,699,800	6,711,900	1,276,100	2,754,900	18,353,700
- ARPA	1,124,000	624,700	395,300	964,800	506,300	100,600	3,715,700
Total Revenues	\$10,453,400	\$4,681,400	\$4,352,300	\$17,185,500	\$3,267,300	\$7,053,800	\$46,993,700
Expenses							
Vessel Crew Labor	\$3,777,800	\$1,693,200	\$1,573,900	\$4,427,100	\$1,018,700	\$2,755,300	\$15,246,000
- # of crew hours	68,253	30,590	28,435	79,725	18,404	49,780	275,187
Vessel Fuel	2,032,900	658,700	596,400	4,817,300	385,000	1,146,700	9,637,000
- # of gallons	677,633	219,555	198,804	1,605,783	128,319	382,221	3,212,315
- Per gallon cost	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
Vessel Operations & Maintenance	992,700	673,400	546,500	1,260,500	585,300	878,600	4,937,000
Facility Operations & Maintenance	1,262,200	758,600	618,300	3,969,100	709,700	1,164,400	8,482,300
- Terminals	341,800	134,200	111,500	1,066,100	167,100	349,700	2,170,400
- Operations & Maintenance Facilities	920,400	624,400	506,800	2,903,000	542,600	814,700	6,311,900
System Expense	2,387,800	897,500	1,017,200	2,711,500	568,600	1,108,800	8,691,400
- WETA Staff Expenses	947,800	352,200	438,600	1,038,700	137,300	279,000	3,193,600
- Contractor (BGF) Staff Expenses	403,300	156,300	151,700	452,900	121,800	272,100	1,558,100
- Contractor (BGF) Profits	329,800	127,800	124,000	370,300	99,600	222,500	1,274,000
- General Administration	154,000	59,700	57,900	172,900	46,500	103,900	594,900
- Advertising & Marketing	353,700	125,900	171,600	371,100	59,000	99,700	1,181,000
- Insurance	60,300	23,400	22,700	67,700	18,200	40,700	233,000
- Ticketing	134,800	52,200	50,700	151,300	40,700	90,900	520,600
- Service Specific Fees	4,100	-	-	86,600	45,500	-	136,200
Total Expenses	\$10,453,400	\$4,681,400	\$4,352,300	\$17,185,500	\$3,267,300	\$7,053,800	\$46,993,700
Operating Statistics:							
Ridership	428,000	159,000	198,000	469,000	62,000	126,000	1,442,000
Vessel Operating Miles	102,329	58,798	39,117	247,151	38,709	94,810	580,914
- Revenue Miles	98,962	54,035	36,210	246,701	30,447	75,848	542,203
- Non-Revenue Miles	3,367	4,763	2,907	450	8,262	18,962	38,711
Vessel Operating Hours	8,992	3,486	3,383	10,098	2,716	6,067	34,742
- Revenue Hours	8,719	3,154	3,077	9,870	2,070	4,897	31,787
- Non-Revenue Hours	273	332	306	228	646	1,170	2,955
Performance Measures:							
Farebox Recovery %	18%	15%	19%	23%	13%	8%	18%
Cost per Operating Miles	\$102.15	\$79.62	\$111.26	\$69.53	\$84.41	\$74.40	\$80.90
Cost per Operating Hour	\$1,162.52	\$1,342.91	\$1,286.52	\$1,701.87	\$1,202.98	\$1,162.65	\$1,352.65

Budget Notes:

- ▶ WETA Board of Directors adopted the FY 2022 Pandemic Recovery Program at the April 1 meeting. The preliminary FY 2021/22 Ferry Service Operating Budget supports the adopted Pandemic Service Plan.
- ▶ The preliminary budget for Purchased Transportation supports a 1.5% billing rate increase for on-board crew members. Approximately 140 Crew members will be utilized to operate the Pandemic Service Plan. A 1.5% billing rate increase for Engineers is also anticipated. The proposed budget supports a total of 22 Engineers - 10 at the North Bay Facility and 12 at the Central Bay Facility.
- ▶ The most recent, for the month of March 2021, system-wide average cost per gallon of Fuel was \$2.55. Due to the volatility and uncertainty of fuel prices, Fuel is budgeted at \$3.00 per gallon for FY2021/22. The total fuel usage in FY2021/22 for the six routes is expected to be approximately 3.3 million gallons, an increase of 385,000 gallons or 13% over FY2018/19's usage.

**San Francisco Bay Area Water Emergency
Transportation Authority
FY 2021/22 Ferry Service Operating Budget - Proposed
Summary**

	FY 2021/22 Operating Budget - Proposed						
	Oakland & Alameda	Harbor Bay	Alameda Seaplane	Vallejo	South San Francisco	Richmond	Total
Revenues							
Fare Revenue	\$1,843,000	\$704,000	\$840,000	\$3,913,000	\$421,000	\$547,000	\$8,268,000
Bridge Toll Revenue	3,403,800	1,524,300	1,417,200	5,595,800	1,063,900	-	13,005,000
- Regional Measure 2	3,403,800	1,524,300	1,417,200	5,595,800	1,063,900	-	13,005,000
Local - Contra Costa Measure J	-	-	-	-	-	3,651,300	3,651,300
Federal - COVID-19 Relief Funds	5,206,600	2,453,100	2,095,100	7,676,700	1,782,400	2,855,500	22,069,400
- CRRSAA	4,082,600	1,828,400	1,699,800	6,711,900	1,276,100	2,754,900	18,353,700
- ARPA	1,124,000	624,700	395,300	964,800	506,300	100,600	3,715,700
Total Revenues	\$10,453,400	\$4,681,400	\$4,352,300	\$17,185,500	\$3,267,300	\$7,053,800	\$46,993,700
Expenses							
Salaries, Wages & Fringe Benefits	\$592,400	\$220,100	\$274,100	\$649,200	\$85,800	\$174,400	\$1,996,000
Professional / Contract Services	528,500	201,500	\$257,800	788,800	102,700	212,100	2,091,400
Purchased Transportation	6,030,900	3,168,400	\$2,661,200	9,137,400	2,320,500	4,949,000	28,267,400
- Vessel Expense - Crew	3,777,800	1,693,200	1,573,900	4,427,100	1,018,700	2,755,300	15,246,000
- Vessel Expense - Maintenance	1,051,400	782,300	542,300	2,836,600	753,600	1,337,400	7,303,600
- Non-Vessel Expense	314,700	349,100	211,300	877,600	280,300	361,700	2,394,700
- Contractor Mgmt/Staff Support and Profit	887,000	343,800	333,700	996,100	267,900	494,600	3,323,100
Fuel - Diesel	2,032,900	658,700	596,400	4,817,300	385,000	1,146,700	9,637,000
- # of gallons	677,633	219,555	198,804	1,605,783	128,319	382,221	3,212,315
- Per gallon cost	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00
Repair, Operating & Promo Supplies	28,500	44,200	\$22,800	25,300	33,200	9,300	163,300
Utilities	146,300	40,600	\$67,300	264,400	32,100	94,400	645,100
Insurance	600,800	171,800	\$242,800	890,900	228,500	284,300	2,419,100
Dues, Subscriptions, Media & Other Expenses	104,200	33,900	\$55,100	101,200	23,600	47,600	365,600
Leases, Rentals and Docking Fees	33,500	10,100	\$10,300	121,500	4,400	31,400	211,200
Admin Overhead Expense Transfer	355,400	132,100	\$164,500	389,500	51,500	104,600	1,197,600
Total Expenses	\$10,453,400	\$4,681,400	\$4,352,300	\$17,185,500	\$3,267,300	\$7,053,800	\$46,993,700
Operating Statistics:							
Ridership	428,000	159,000	198,000	469,000	62,000	126,000	1,442,000
Vessel Operating Miles	102,329	58,798	39,117	247,151	38,709	94,810	580,914
- Revenue Miles	98,962	54,035	36,210	246,701	30,447	75,848	542,203
- Non-Revenue Miles	3,367	4,763	2,907	450	8,262	18,962	38,711
Vessel Operating Hours	8,992	3,486	3,383	10,098	2,716	6,067	34,742
- Revenue Hours	8,719	3,154	3,077	9,870	2,070	4,897	31,787
- Non-Revenue Hours	273	332	306	228	646	1,170	2,955
Performance Measures:							
Farebox Recovery %	18%	15%	19%	23%	13%	8%	18%
Cost per Operating Miles	\$102.15	\$79.62	\$111.26	\$69.53	\$84.41	\$74.40	\$80.90
Cost per Operating Hour	\$1,162.52	\$1,342.91	\$1,286.52	\$1,701.87	\$1,202.98	\$1,162.65	\$1,352.65

Budget Notes:

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**San Francisco Bay Area Water Emergency
Transportation Authority
FY 2021/22 Operating Budget - Proposed
Oakland & Alameda Ferry Route**

	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
	Actual	Actual	Projected Actual	Proposed Budget
Revenues				
Fare Revenue	\$7,770,900	\$5,947,400	\$406,000	\$1,843,000
Bridge Toll Revenue	5,545,200	5,894,800	3,631,400	3,403,800
Federal - COVID-19 Relief Funds	-	1,364,100	4,724,300	5,206,600
Other Revenue - Landing Fees	13,200	11,300	-	
Total Revenues	\$13,329,300	\$13,217,600	\$8,761,700	\$10,453,400
Expenses				
Salaries, Wages & Fringe Benefits	\$481,000	\$675,200	\$525,500	\$592,400
Professional / Contract Services	586,900	445,000	410,300	528,500
Purchased Transportation	9,624,200	9,396,200	6,557,200	6,030,900
- <i>Vessel Expense - Crew</i>	<i>4,716,000</i>	<i>4,938,400</i>	<i>3,172,800</i>	<i>3,777,800</i>
- <i>Vessel Expense - Maintenance</i>	<i>3,192,700</i>	<i>2,878,900</i>	<i>2,336,100</i>	<i>1,051,400</i>
- <i>Non-Vessel Expense</i>	<i>946,400</i>	<i>760,500</i>	<i>308,000</i>	<i>314,700</i>
- <i>Contractor Mgmt/Staff Support and Profit</i>	<i>769,100</i>	<i>818,400</i>	<i>740,300</i>	<i>887,000</i>
Fuel - Diesel	1,427,900	1,416,300	297,200	2,032,900
- <i># of gallons</i>	<i>549,423</i>	<i>582,840</i>	<i>128,437</i>	<i>677,633</i>
- <i>Per gallon cost</i>	<i>\$2.60</i>	<i>\$2.43</i>	<i>\$2.31</i>	<i>\$3.00</i>
Repair, Operating & Promo Supplies	128,700	16,400	8,800	28,500
Utilities	90,600	137,200	80,500	146,300
Insurance	565,800	589,200	531,300	600,800
Dues, Subscriptions, Media & Other Expenses	14,600	27,500	8,600	104,200
Leases, Rentals and Docking Fees	80,700	41,900	27,500	33,500
Admin Overhead Expense Transfer	328,900	472,700	314,800	355,400
Total Expenses	\$13,329,300	\$13,217,600	\$8,761,700	\$10,453,400
Operating Statistics:				
Ridership	1,384,443	1,006,824	86,333	428,000
Vessel Operating Miles	113,058	88,813	37,221	102,329
- <i>Revenue Miles</i>	<i>94,830</i>	<i>72,503</i>	<i>26,880</i>	<i>98,962</i>
- <i>Non-Revenue Miles</i>	<i>18,228</i>	<i>16,310</i>	<i>10,341</i>	<i>3,367</i>
Vessel Operating Hours	12,019	8,887	2,048	8,992
- <i>Revenue Hours</i>	<i>8,429</i>	<i>6,240</i>	<i>1,492</i>	<i>8,719</i>
- <i>Non-Revenue Hours</i>	<i>3,590</i>	<i>2,647</i>	<i>556</i>	<i>273</i>
Performance Measures:				
Farebox Recovery %	58%	45%	5%	18%
Cost per Operating Miles	\$117.90	\$148.83	\$235.40	\$102.15
Cost per Operating Hour	\$1,109.02	\$1,487.30	\$4,278.17	\$1,162.52

**San Francisco Bay Area Water Emergency
Transportation Authority
FY 2021/22 Operating Budget - Proposed
Harbor Bay Ferry Route**

	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
	Actual	Actual	Projected Actual	Proposed Budget
Revenues				
Fare Revenue	\$1,643,900	\$1,111,400	-	\$704,000
Bridge Toll Revenue	1,957,200	1,476,300	275,800	1,524,300
Federal - COVID-19 Relief Funds	-	-	1,326,000	2,453,100
Other Revenue - Landing Fees	7,200	12,800	-	-
Total Revenues	\$3,608,300	\$2,600,500	\$1,601,800	\$4,681,400
Expenses				
Salaries, Wages & Fringe Benefits	\$133,700	\$120,300	\$0	\$220,100
Professional / Contract Services	168,000	65,100	109,600	201,500
Purchased Transportation	2,629,600	1,758,800	1,347,700	3,168,400
- Vessel Expense - Crew	1,328,600	984,400	777,900	1,693,200
- Vessel Expense - Maintenance	879,000	522,700	330,000	782,300
- Non-Vessel Expense	213,400	91,100	84,900	349,100
- Contractor Mgmt/Staff Support and Profit	208,600	160,600	154,900	343,800
Fuel - Diesel	379,700	381,700	-	658,700
- # of gallons	146,106	157,078	-	219,555
- Per gallon cost	\$2.60	\$2.43	-	\$3.00
Repair, Operating & Promo Supplies	31,800	10,000	2,200	44,200
Utilities	24,900	30,500	6,200	40,600
Insurance	118,800	139,300	132,500	171,800
Dues, Subscriptions, Media & Other Expenses	300	1,500	800	33,900
Leases, Rentals and Docking Fees	29,800	9,100	2,800	10,100
Admin Overhead Expense Transfer	91,700	84,200	-	132,100
Total Expenses	\$3,608,300	\$2,600,500	\$1,601,800	\$4,681,400
Operating Statistics:				
Ridership	355,713	246,657	-	159,000
Vessel Operating Miles	38,406	29,228	-	58,798
- Revenue Miles	33,342	26,007		54,035
- Non-Revenue Miles	5,064	3,221		4,763
Vessel Operating Hours	2,236	1,571	-	3,486
- Revenue Hours	1,939	1,530		3,154
- Non-Revenue Hours	297	41		332
Performance Measures:				
Farebox Recovery %	46%	43%	0%	15%
Cost per Operating Miles	\$93.95	\$88.97	\$0.00	\$79.62
Cost per Operating Hour	\$1,613.73	\$1,655.32	\$0.00	\$1,342.91

**San Francisco Bay Area Water Emergency
Transportation Authority
FY 2021/22 Operating Budget - Proposed
Alameda Seaplane Ferry Route**

	FY 2020/21 Projected Actual	FY 2021/22 Proposed Budget
Revenues		
Fare Revenue	\$0	\$840,000
Bridge Toll Revenue	86,300	1,417,200
Federal - COVID-19 Relief Funds		2,095,100
Total Revenues	\$86,300	\$4,352,300
Expenses		
Salaries, Wages & Fringe Benefits	\$0	\$274,100
Professional / Contract Services	24,700	257,800
Purchased Transportation	-	2,661,200
- <i>Vessel Expense - Crew</i>	-	1,573,900
- <i>Vessel Expense - Maintenance</i>	-	542,300
- <i>Non-Vessel Expense</i>	-	211,300
- <i>Contractor Mgmt/Staff Support and Profit</i>	-	333,700
Fuel - Diesel	-	596,400
- <i># of gallons</i>	-	198,804
- <i>Per gallon cost</i>	-	\$3.00
Repair, Operating & Promo Supplies	1,400	22,800
Utilities	14,000	67,300
Insurance	46,200	242,800
Dues, Subscriptions, Media & Other Expenses	-	55,100
Leases, Rentals and Docking Fees	-	10,300
Admin Overhead Expense Transfer	-	164,500
Total Expenses	\$86,300	\$4,352,300
Operating Statistics:		
Ridership	-	198,000
Vessel Operating Miles	-	39,117
- <i>Revenue Miles</i>	-	36,210
- <i>Non-Revenue Miles</i>	-	2,907
Vessel Operating Hours	-	3,383
- <i>Revenue Hours</i>	-	3,077
- <i>Non-Revenue Hours</i>	-	306
Performance Measures:		
Farebox Recovery %	0%	19%
Cost per Operating Miles	\$0.00	\$111.26
Cost per Operating Hour	\$0.00	\$1,286.52

**San Francisco Bay Area Water Emergency
Transportation Authority
FY 2021/22 Operating Budget - Proposed
Vallejo Ferry Route**

	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
	Actual	Actual	Projected Actual	Proposed Budget
Revenues				
Fare Revenue	\$11,481,200	\$8,452,500	\$1,067,700	\$3,913,000
Bridge Toll Revenue	6,195,700	7,150,900	7,412,500	5,595,800
Federal - COVID-19 Relief Funds	-	1,735,500	7,077,100	7,676,700
Total Revenues	\$17,676,900	\$17,338,900	\$15,557,300	\$17,185,500
Expenses				
Salaries, Wages & Fringe Benefits	\$401,800	\$571,600	\$831,300	\$649,200
Professional / Contract Services	424,000	566,000	650,000	788,800
Purchased Transportation	10,668,900	10,999,400	10,731,200	9,137,400
- Vessel Expense - Crew	5,240,400	5,279,100	5,458,400	4,427,100
- Vessel Expense - Maintenance	3,493,400	3,778,100	3,860,700	2,836,600
- Non-Vessel Expense	1,099,800	911,200	495,700	877,600
- Contractor Mgmt/Staff Support and Profit	835,300	1,031,000	916,400	996,100
Fuel - Diesel	5,109,900	3,858,400	1,836,400	4,817,300
- # of gallons	1,984,808	1,635,556	788,509	1,605,783
- Per gallon cost	\$2.57	\$2.36	\$2.33	\$3.00
Repair, Operating and Promo Supplies	64,800	23,500	17,900	25,300
Utilities	122,400	167,800	215,600	264,400
Insurance	460,300	604,700	673,300	890,900
Dues, Subscriptions, Media & Other Expenses	21,200	30,100	15,100	101,200
Leases, Rentals and Docking Fees	128,600	118,200	88,700	121,500
Admin Overhead Expense Transfer	275,000	399,200	497,700	389,500
Total Expenses	\$17,676,900	\$17,338,900	\$15,557,200	\$17,185,500
Operating Statistics:				
Ridership	1,081,665	783,379	104,265	469,000
Vessel Operating Miles	263,419	205,580	114,838	247,151
- Revenue Miles	241,381	189,889	114,058	246,701
- Non-Revenue Miles	22,038	15,691	780	450
Vessel Operating Hours	9,650	7,498	4,104	10,098
- Revenue Hours	8,039	6,916	4,067	9,870
- Non-Revenue Hours	1,611	582	37	228
Performance Measures:				
Farebox Recovery %	65%	49%	7%	23%
Cost per Operating Miles	\$67.11	\$84.34	\$135.47	\$69.53
Cost per Operating Hour	\$1,831.80	\$2,312.47	\$3,790.74	\$1,701.87

**San Francisco Bay Area Water Emergency
Transportation Authority
FY 2021/22 Operating Budget - Proposed
South San Francisco Ferry Route**

	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
	Actual	Actual	Projected Actual	Proposed Budget
Revenues				
Fare Revenue	\$1,055,600	\$763,800	\$0	\$421,000
Bridge Toll Revenue	2,124,200	1,514,100	226,400	1,063,900
Federal - COVID-19 Relief Funds	-	-	1,071,700	1,782,400
Total Revenues	\$3,179,800	\$2,277,900	\$1,298,100	\$3,267,300
Expenses				
Salaries, Wages & Fringe Benefits	\$70,000	\$52,900	\$0	\$85,800
Professional / Contract Services	110,200	89,300	8,500	102,700
Purchased Transportation	2,434,300	1,598,300	1,085,400	2,320,500
- Vessel Expense - Crew	1,255,600	875,300	676,300	1,018,700
- Vessel Expense - Maintenance	787,000	421,200	205,900	753,600
- Non-Vessel Expense	141,800	102,800	60,100	280,300
- Contractor Mgmt/Staff Support and Profit	249,900	199,000	143,100	267,900
Fuel - Diesel	282,400	272,100	-	385,000
- # of gallons	108,695	111,975	-	128,319
- Per gallon cost	\$2.60	\$2.43	-	\$3.00
Repair, Operating & Promo Supplies	28,100	8,700	-	33,200
Utilities	24,600	32,300	19,400	32,100
Insurance	160,000	179,300	181,000	228,500
Dues, Subscriptions, Media & Other Expenses	14,100	700	900	23,600
Leases, Rentals and Docking Fees	8,400	7,200	2,900	4,400
Admin Overhead Expense Transfer	47,700	37,100	-	51,500
Total Expenses	\$3,179,800	\$2,277,900	\$1,298,100	\$3,267,300
Operating Statistics:				
Ridership	142,479	103,798	-	62,000
Vessel Operating Miles	36,862	26,183	-	38,709
- Revenue Miles	20,701	14,682		30,447
- Non-Revenue Miles	16,161	11,501		8,262
Vessel Operating Hours	2,320	1,369	-	2,716
- Revenue Hours	1,139	805		2,070
- Non-Revenue Hours	1,181	564		646
Performance Measures:				
Farebox Recovery %	33%	34%	0%	13%
Cost per Operating Miles	\$86.26	\$87.00	\$0.00	\$84.41
Cost per Operating Hour	\$1,370.60	\$1,663.92	\$0.00	\$1,202.98

**San Francisco Bay Area Water Emergency
Transportation Authority
FY 2021/22 Operating Budget - Proposed
Richmond Ferry Route**

	FY 2018/19 <i>(Jan to Jun 2019)</i> Actual	FY 2019/20 Actual	FY 2020/21 Projected Actual	FY 2021/22 Proposed Budget
Revenues				
Fare Revenue	\$483,400	\$895,100	\$82,100	\$547,000
Local - Contra Costa Measure J	1,240,200	2,488,900	3,555,800	3,651,300
Federal - COVID-19 Relief Funds	-	2,375	519,200	2,855,500
Total Revenues	\$1,723,600	\$3,386,375	\$4,157,100	\$7,053,800
Expenses				
Salaries, Wages & Fringe Benefits	\$16,900	\$65,800	\$125,800	\$174,400
Professional / Contract Services	50,900	99,000	84,200	212,100
Purchased Transportation	1,326,700	2,553,775	3,111,700	4,949,000
- Vessel Expense - Crew	672,200	1,317,200	1,446,100	2,755,300
- Vessel Expense - Maintenance	371,400	772,675	1,035,800	1,337,400
- Non-Vessel Expense	121,000	186,700	270,600	361,700
- Contractor Mgmt/Staff Support and Profit	162,100	277,200	359,200	494,600
Fuel - Diesel	212,500	358,900	389,900	1,146,700
- # of gallons	81,430	147,344	168,788	382,221
- Per gallon cost	\$2.61	\$2.44	\$2.31	\$3.00
Repair, Operating & Promo Supplies	16,400	10,400	3,200	9,300
Utilities	17,600	45,500	118,300	94,400
Insurance	67,200	195,900	215,800	284,300
Dues, Subscriptions, Media & Other Expenses	-	2,400	3,000	47,600
Leases, Rentals and Docking Fees	4,200	8,700	30,100	31,400
Admin Overhead Expense Transfer	11,200	46,000	75,100	104,600
Total Expenses	\$1,723,600	\$3,386,375	\$4,157,100	\$7,053,800
Operating Statistics:				
Ridership	84,576	158,199	22,242	126,000
Vessel Operating Miles	23,652	41,024	37,221	94,810
- Revenue Miles	15,120	26,702	26,880	75,848
- Non-Revenue Miles	8,532	14,322	10,341	18,962
Vessel Operating Hours	1,590	2,743	2,048	6,067
- Revenue Hours	1,050	1,843	1,492	4,897
- Non-Revenue Hours	540	900	556	1,170
Performance Measures:				
Farebox Recovery %	28%	26%	2%	8%
Cost per Operating Miles	\$72.87	\$82.55	\$111.69	\$74.40
Cost per Operating Hour	\$1,084.03	\$1,234.55	\$2,029.83	\$1,162.65

**San Francisco Bay Area Water Emergency
Transportation Authority
FY 2021/22 Operating Budget - Proposed
Planning & Administration**

	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
	Actual	Actual	Projected Actual	Proposed Budget
Revenues				
Bridge Toll Revenue	\$2,353,100	\$2,737,000	\$2,115,000	\$2,550,000
State - Original Appropriation	0	1,128,600	577,100	450,000
Other Revenue - Short Range Transit Plan	-	30,000	-	-
Total Revenues	\$2,353,100	\$3,895,600	\$2,692,100	3,000,000
Expenses				
Salaries, Wages & Fringe Benefits	\$1,273,600	\$3,304,500	\$1,897,700	\$1,601,600
- Salaries & Wages	1,641,200	1,941,800	1,939,000	2,499,300
- Fringe Benefits	1,073,200	3,077,200	1,514,200	1,824,700
- Less Direct Charges to Ferry Services & Capital	(1,440,800)	(1,714,500)	(1,555,500)	(2,722,400)
Professional / Contract Services	1,001,900	1,107,700	1,093,900	2,054,200
- Management Svcs	457,500	609,900	473,200	579,000
- Advertising Fees	12,900	38,300	3,900	10,000
- Professional & Technical Svcs	401,500	419,800	605,500	1,403,800
- Other Services	130,000	39,700	11,300	61,400
Repair, Operating & Promo Supplies	163,300	15,700	21,500	59,800
Utilities	47,000	47,900	44,700	43,800
Insurance	25,400	15,600	17,100	17,100
Dues, Subscriptions, Media & Other Expenses	211,400	53,800	51,000	94,700
Leases, Rentals and Docking Fees	385,000	389,600	398,400	326,400
Subtotal Expenses	\$3,107,600	\$4,934,800	\$3,524,300	\$4,197,600
Overhead Expense Transfers				
Oakland & Alameda Ferry Route	(\$329,000)	(\$472,700)	(\$295,100)	(\$355,400)
Alameda Seaplane Ferry Route	-	-	-	(164,500)
Harbor Bay Ferry Route	(91,700)	(84,200)	-	(132,100)
South San Francisco Ferry Route	(47,700)	(37,100)	-	(51,500)
Vallejo Ferry Route	(274,900)	(399,200)	(466,600)	(389,500)
Richmond Ferry Route	(11,200)	(46,000)	(70,500)	(104,600)
Subtotal Expense Transfers	(\$754,500)	(\$1,039,200)	(\$832,200)	(\$1,197,600)
Total Expenses	\$2,353,100	\$3,895,600	\$2,692,100	\$3,000,000

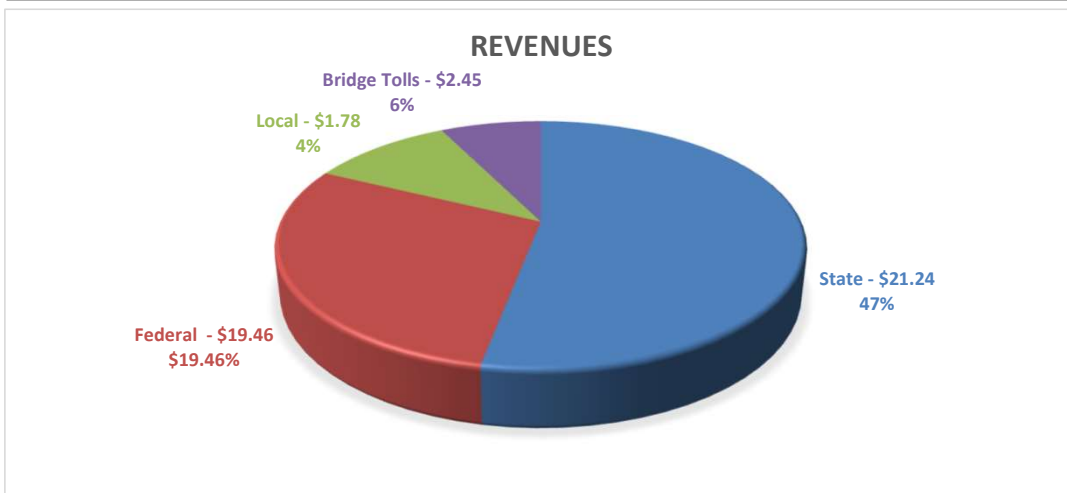
Budget Notes:

- ▶ Includes a 3.8% cost of living increase for staff positions based on the one-year (April 2020 to April 2021) change in the Consumer Price Index for the San Francisco Bay Area.
- ▶ Total Salaries, Wages & Fringe Benefits represents total staffing level of 19. Currently 5 positions are unfilled.
- ▶ Total Salaries, Wages & Fringe Benefits is projected to decrease, when compared to FY2020/21 projected actual, due to the increase in direct charges to Capital to support the increased number of projects.
- ▶ Includes Employer Public Employee Retirement System (PERS) contribution of up to 12.40% and Other Post Employment Benefits (OPEB) contribution of 10.20%.
- ▶ Professional & Technical Services includes funds for contract consultant services to support such activities as Berkeley feasibility study (\$250,000), Berkeley and WETA Business Plans (\$245,000), Redwood City and Berkeley preliminary design (\$150,000), emergency mangement planning and training (\$100,000), zero emission landside study (\$160,000) and other system plannine, operating and technical support activities.

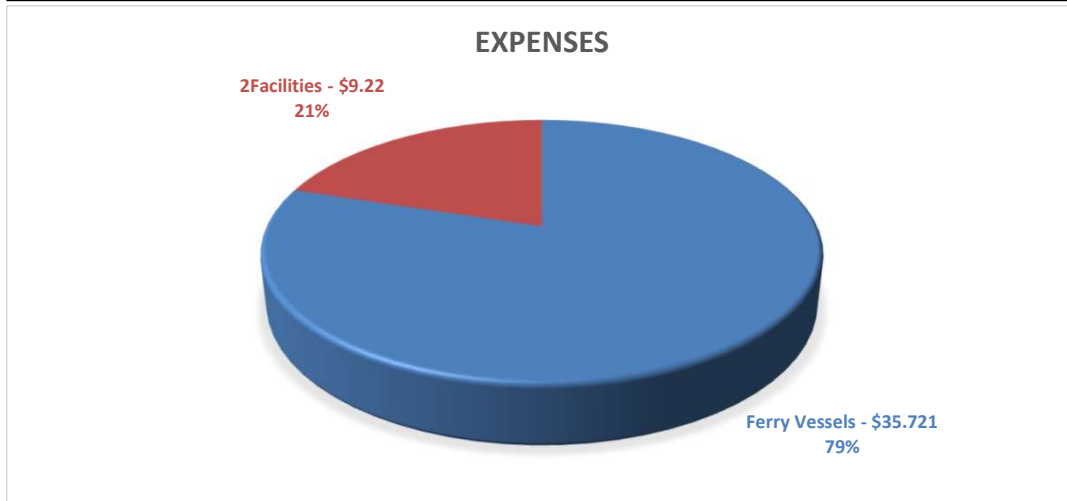
Attachment B

San Francisco Bay Area Water Emergency Transportation Authority FY 2021/22 Capital Budget - Proposed (figures in millions)

	Total FY 2021/22	Percentage (%) of Total
Revenues		
State Funds	\$21.24	47%
Federal Funds	19.46	43%
Bridge Toll Revenues	2.45	6%
Local Dedicated Funds	1.78	4%
Total Revenues	\$44.93	100.0%



	Total FY 2021/22	Percentage (%) of Total
Expenses		
Ferry Vessels	\$35.72	79%
Facilities	9.22	21%
Total Expenses	\$44.93	100%



**San Francisco Bay Area Water Emergency
Transportation Authority
FY 2021/22 Capital Budget - Proposed**

	Total Project	Prior Year	Projected Expenditures FY2020/21	FY 2021/22 Proposed Budget	Future Years
CAPITAL REVENUES:					
Federal Funds	\$58,684,860	\$301,960	\$4,685,340	\$19,459,270	\$34,238,290
State Funds	47,543,850	6,758,350	6,807,650	21,243,000	12,734,850
- Proposition 1B	25,909,935	6,758,350	6,807,650	12,255,220	88,715
- Cap & Trade - LCTOP	1,687,828			843,910	843,918
- Cap & Trade - TIRCP	9,060,000			3,836,000	5,224,000
- State Transit Assistance (STA)	5,289,400			100,000	5,189,400
- STA - State of Good Repairs	715,690			715,690	-
- Carl Moyer	4,881,000			3,492,180	1,388,820
Bridge Toll Revenues	9,078,490	5,058,560	684,140	2,449,830	885,960
- Regional Measure 1 - 2%	3,798,530	58,560	682,500	2,177,810	879,660
- Regional Measure 1 - 5%	5,000,000	5,000,000		-	-
- AB 664	279,951		1,640	272,011	6,300
Local Dedicated Funds	4,453,650	16,930	600,400	1,781,020	2,055,300
- Alameda County Sales Tax (Measure B/Measure BB)	4,453,652	16,930	600,400	1,781,020	2,055,302
- Alameda TIF	-		-	-	-
Total Capital Revenues	\$119,760,850	\$12,135,800	\$12,777,530	\$44,933,120	\$49,914,400
CAPITAL EXPENDITURES:					
FACILITIES:	\$15,764,250	-	\$112,200	\$9,217,450	\$6,434,600
Operations and Maintenance Facilities					
North Bay Facility Fuel System Improvement	530,450	-	98,000	432,450	-
Central Bay Facility Oil System Modification *	650,000	-	-	650,000	-
Terminal Improvement					
Terminal Rehabilitation - Alameda Main Street **	6,127,700	-	14,200	2,436,900	3,676,600
Shoreside Infrastructure for All-Electric Vessel	4,760,000	-	-	2,002,000	2,758,000
Passenger Float Rehabilitation - South San Francisco *	908,500	-	-	908,500	-
Terminal Dredging - Vallejo *	2,787,600	-	-	2,787,600	-
FERRY VESSELS:	\$103,996,600	\$12,135,800	\$12,665,330	\$35,715,670	\$43,479,800
Vessel Construction					
New Commuter Class High-Speed Vessels - 2 each	30,082,500	11,758,350	6,807,650	11,516,500	-
New All-Electric Vessel	4,300,000	-	-	1,834,000	2,466,000
Replacement Vessels - MV Bay Breeze and MV Solano	34,600,000	251,720	5,851,980	15,000,000	13,496,300
Replacement Vessel - MV Intintoli *	26,446,700	-	-	500,000	25,946,700
Vessel Rehabilitation and Refurbishment					
Vessel Engines Conversion - Gemini Class Vessels	5,524,100	-	1,000	3,952,300	1,570,800
Vessel Engines Overhaul - MV Argo and MV Carina	240,000	125,730	-	114,270	-
Vessel Engines Overhaul - MV Cetus *	419,100	-	-	419,100	-
Vessel Engines Overhaul - MV Hydrus *	419,100	-	-	419,100	-
Vessel Reduction Gears Overhaul - MV Pisces **	120,000	-	4,200	115,800	-
Vessel Engines & Reduction Gears Overhaul - MV Bay Breeze	491,400	-	500	490,900	-
Vessel Engines & Fuel Injectors Overhaul - MV Pyxis *	613,200	-	-	613,200	-
Vessel Engines & Fuel Injectors Overhaul - MV Vela *	613,200	-	-	613,200	-
Vessel Fuel Injectors Overhaul - MV Intintoli *	127,300	-	-	127,300	-
Total Capital Expenditures	\$119,760,850	\$12,135,800	\$12,777,530	\$44,933,120	\$49,914,400

* Denotes new project

** Denotes revised project scope and/or budget

FY 2021/22 Capital Project Detail

FACILITIES:

Operations and Maintenance Facilities

North Bay Facility Fuel System Improvement

This continuing project will replace the existing diesel exhaust fluid (DEF) storage tank at the North Bay (Vallejo) Operations and Maintenance Facility with a larger tank to ensure sufficient supply of DEF is available for daily operations. This project will also include work necessary to improve fuel filtration at all the storage tanks at the facility. Installation of the new 5,000-gallon DEF tank is completed. Tank piping system work and electrical system work are expected to be completed in FY 2021/22.

Central Bay Facility Oil System Modification

This project will support on-going work at the Central Bay (Alameda) Operations and Maintenance Facility to modify the clean oil system to enhance oil delivery rate.

Terminal Improvement

Main Street Terminal Rehabilitation

In addition to preliminary engineering and design, this continuing project has been amended to include the fabrication and installation replacement float and gangway at the Alameda Main Street ferry terminal. The current waterside infrastructure at the terminal is nearing the end of its useful life and this project is necessary to ensure continued safe operations at the terminal.

Shoreside Infrastructure for All-Electric Vessel

This continuing project will design and construct shoreside charging infrastructure for the battery electric ferry vessel to be operated in future planned Mission Bay ferry service, a critical 2.6-mile link between the Mission Bay and the Downtown San Francisco ferry terminals.

Passenger Float Rehabilitation – South San Francisco

This project will support the 10-year rehabilitation of the steel passenger float at the South San Francisco ferry terminal. Scope of work includes renewing non-skid coating, gangways, hydraulics, IT equipment, electrical components and major service to the emergency generator.

Terminal Dredging – Vallejo

This project will support the required periodic maintenance dredging of the Vallejo ferry terminal basin to ensure continued operational reliability.

FERRY VESSELS:

Vessel Construction

New Commuter Class Vessels

This continuing project will design and construct two mid-sized high-speed passenger vessels. These new 300 passenger high speed, shallow draft vessels will establish a new class of WETA vessel with the versatility to support WETA's diverse system of services. The build schedule of these vessels has been impacted by the COVID-19 pandemic and local shelter-in-place orders. The current construction schedule anticipates the delivery of the first vessel in mid-2021 and the completion of the second vessel in late 2021.

New All-Electric Vessel

This continuing project will design and construct a new small (99 passenger) battery-electric ferry vessel to support the operation of future Mission Bay ferry service. The new ferry service will provide a critical 2.6-mile link between the Mission Bay and the Downtown San Francisco ferry terminals.

Replacement Vessels - *MV Bay Breeze* and *MV Solano*

This continuing project will design and construct end-of-life replacement vessels for the *MV Bay Breeze*, currently utilized in the Central Bay services, and *MV Solano*, previously used in the North Bay services. In February 2020, a contract award for construction management services was awarded to Aurora Maine Design. In October 2020, Mavrik Marine, Inc was awarded the contract to construct the two replacement vessels.

Replacement Vessels - *MV Intintoli*

This project will design and construct end-of-life replacement vessel for the *MV Intintoli* currently utilized in the North Bay services.

Vessel Rehabilitation and Refurbishment

Vessel Engines Conversion – Gemini Class Vessels

The four Gemini class vessels, *MV Gemini*, *MV Pisces*, *MV Scorpio* and *MV Taurus*, were built in 2008-2009 and outfitted with EAP Tier 2 marine diesel engines with aftermarket exhaust treatment equipment. Staff has determined that this class of vessel can be repowered with available marine engines that meet the current EPA Tier 4 standards. This project will replace these eight, WETA's oldest, engines and move the fleet closer to compliance with new draft proposed California Air Resources Board's engine emission regulations.

Vessel Engines Overhaul – *MV Argo* and *MV Carina*

This continuing project will support the complete overhaul of the vessels' main propulsion engines in accordance with the original equipment manufacturer (OEM) preventative maintenance requirements. The completion of the projects will ensure that the engines operate safely, reliably, and efficiently over their economic useful life.

Vessel Engines Overhaul – *MV Cetus* and *MV Hydrus*

This project will support the *MV Cetus* and *MV Hydrus* 13,500- hour upper end engine overhaul in accordance to manufacture's overhaul service intervals. The required work includes replacing internal sub-components. This engine work is necessary to achieve full useful life of the asset.

Vessel Reduction Gears Overhaul – *MV Pisces*

The manufacture of the vessel reduction gears provides overhaul service intervals. The cyclical overhaul is required to ensure the reduction gear operates safely, reliably, and efficiently over their economic life. This project will support the complete overhaul of the *MV Pisces*' reduction gear.

Vessel Engines & Reduction Gears Overhaul – *MV Bay Breeze*

The manufacture of the vessel main engines and reduction gears provides overhaul service intervals. These cyclical overhauls are required to ensure these major sub-components operate safely, reliably, and efficiently over their economic life. This continuing project will support the complete overhaul of the *MV Bay Breeze*'s main propulsion engines and reduction gear.

Vessel Engines & Fuel Injectors Overhaul –*MV Pyxis and MV Vela*

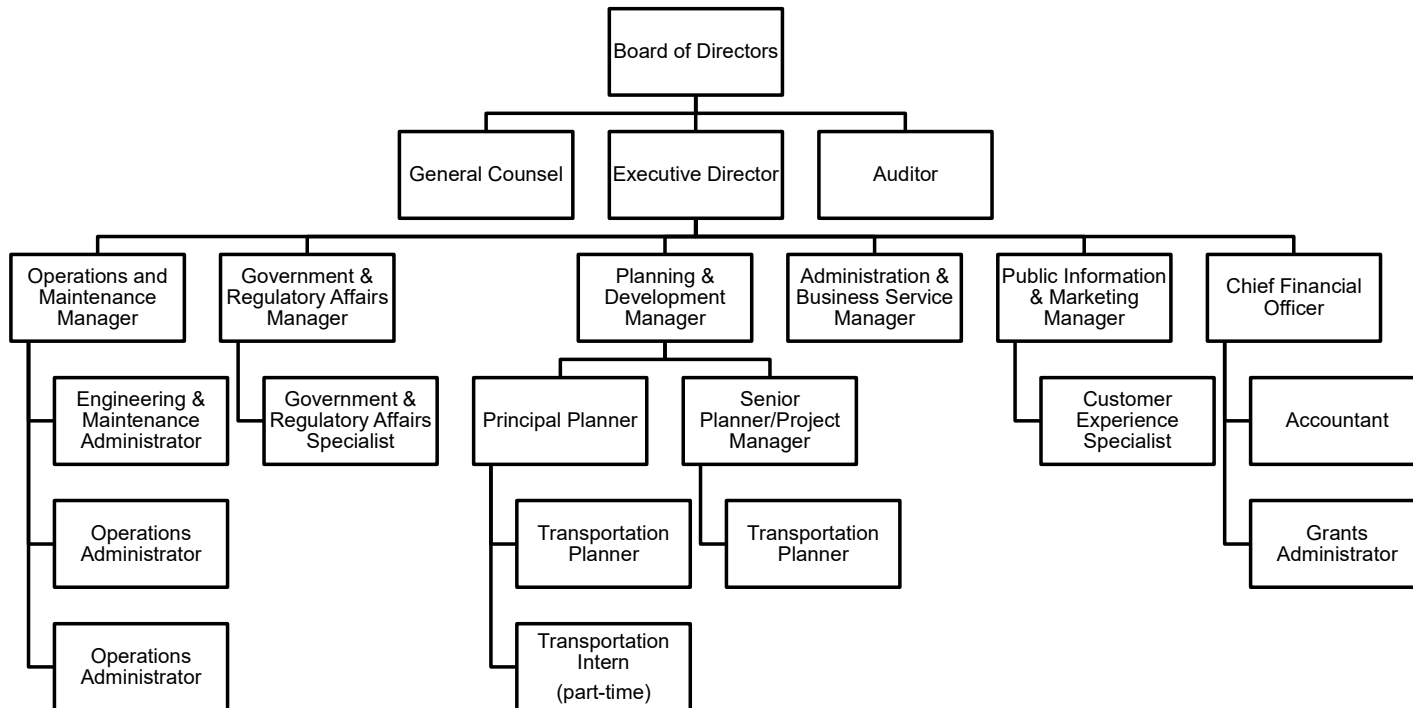
This project will support the *MV Pyxis*' and *MV Vela*'s 13,500- hour engine and 6,750-hour marine injector overhaul in accordance to manufacture's overhaul service intervals. These cyclical overhauls are required to ensure these major sub-components operate safety, reliably, and efficiently over their economic life.

Vessel Fuel Injectors Overhaul – *MV Intintoli*

This project will provide required preventative maintenance for the two main propulsion engines of *MV Intintoli*. Each engine has sixteen fuel injectors that must be replaced every 7,000 engine operating hours. The engines were completely overhauled in early 2019 and will reach the 7,000 operating hour threshold during FY 2021/22. Fuel injector replacements are required to maintain overall machinery reliability, ensure optimum fuel efficiency, and keep exhaust emissions within specifications.

Attachment C

San Francisco Bay Area Water Emergency Transportation Authority FY 2021/22 Organizational Chart



**San Francisco Bay Area Water Emergency
Transportation Authority
FY 2021/22 Pay Schedule
(effective date 7/1/2021)**

Position	Salary Range: Annually	
	Low	High
Accountant	\$88,820	\$126,900
Administration & Business Services Manager	\$88,820	\$126,900
Chief Financial Officer	\$157,340	\$225,000
Customer Experience Specialist	\$71,380	\$101,970
Engineering & Maintenance Administrator	\$109,390	\$156,270
Government & Regulatory Affairs Manager	\$109,390	\$156,270
Government & Regulatory Affairs Specialist	\$71,380	\$101,970
Grants Administrator	\$88,820	\$126,900
Operations & Maintenance Manager	\$134,150	\$191,640
Operations Administrator	\$89,140	\$127,350
Planning & Development Manager	\$143,950	\$205,630
Principal Planner	\$136,680	\$195,250
Public Information & Marketing Manager	\$118,390	\$169,140
Senior Planner/Project Manager	\$113,900	\$162,710
Transportation Intern (non-exempt, part-time)	\$36,400	\$52,000
Transportation Planner	\$87,710	\$125,300

Appendix 1

San Francisco Bay Area Water Emergency Transportation Authority FY 2021/22 Work Program

- **Emergency Response Program/Training** – Staff will continue to participate in local, regional, and state exercises, meetings and discussions. Staff will continue internal training exercises and will participate in the Bay Ferry V regional exercise with Bay Area partners.
- **Public Relations and Communications** – Staff will perform media outreach and public communications to support service resumption in the wake of the COVID-19 crisis and to support new service at Seaplane Lagoon in Alameda. Staff will also work to enhance public awareness of WETA and its role in emergency response.
- **Marketing** – Staff will market ferry services with a focus on highlighting safety and ease of use in the wake of the COVID-19 crisis and build awareness of rebranded routes and enhanced commute opportunities in the Alameda and Oakland corridors as Seaplane Lagoon service begins. Staff will also continue to enhance the marketing presence of all routes as appropriate as full service is restored in the system.
- **Organizational Review** – As appropriate, staff will work with the Board of Directors to develop plans for organizational development and growth to meet the agency's future work demands and regional responsibilities associated with RM3.
- **Service Planning, Performance Monitoring, Financial Reporting** -- Staff collects data and performs analysis on system performance on an ongoing basis. These efforts lead to adjustments and modifications in service plans that both optimize WETA resources and improve the customer experience for ferry riders. Staff will continue to perform these analyses and develop reports over the coming year. Results will be shared with the Board and public on a regular basis
- **FY2023 Fare Policy and Fare Program** -- The FY22 Pandemic Recovery Fare Program will be in place for a one-year period starting in July 2021. The program is adjusting base fares to be comparable to other regional transit alternatives and lowers fares on average by 20 percent to encourage a return to the ferry. Staff will monitor ridership performance and revenue collection over the next year in preparation for a permanent five-year fare program beginning in Fiscal Year 2023.
- **Systemwide Access and Connectivity (SAaC) Program** -- The SAaC program is dedicated to further integrating ferries into the regional transit network and improving system access and connectivity for current and future riders. Areas of responsibility include transit connectivity, bikeshare, carshare, TNC first/last mile, terminal signage and wayfinding, trip planning applications, and connectivity performance metrics. Staff will continue to attend recurring regional working groups and technical advisory committee meetings. Staff, with on-

call consultant support, will review and refresh WETA's public GTFS feed and update it to include Real Time vessel arrival prediction, vessel capacities, and useful terminal information.

- **WETA Business Plan** -- The WETA Business Plan will be a far-reaching effort to define a service vision for WETA to guide development and operational policy over the next 20 years. The effort will be expansive in outreach, reaching out to a broad range of stakeholders and interest groups to help define a future vision for the agency. For the coming fiscal year, staff anticipates utilizing a professional facilitator to help define a service vision over the fall. In 2022, that vision will be explored in depth with support from technical consultants and the ongoing input of WETA stakeholders. The WETA Business Plan will not only define a vision for the next 20 years but will serve as an advocacy tool for regional, state and federal funding opportunities.
- **WETA Emerging Markets Pilot Program** -- The Emerging Markets Pilot Program will be an organized effort to explore expanding WETA's reach in new markets or service areas through unconventional or exploratory programs. The intent is to build interest in ferry services and identify future markets for public investment. In identifying opportunities, staff will rely on internal analysis but seek to minimize WETA risk while providing opportunities for businesses and public agencies that wish to share in an investment.
- **Vallejo and Terminal Reconfiguration Study** -- The Vallejo terminal ferry basin has required maintenance dredging every three to four years to support ongoing service operation. Dredging costs have increased substantially during this time period and it appears the frequency will have to increase moving forward, given the increased level of sedimentation. Staff is initiating an effort to analyze terminal reconfiguration options that would substantially reduce or eliminate the need for maintenance dredging. The initial phase of this work will include development of reconfiguration concepts, hydrodynamic analysis, and stakeholder and resource agency consultation. Staff anticipates providing an update to the Board on this work later in 2021.
- **Shoreside Infrastructure Study** -- The Shoreside Infrastructure Study is being undertaken to assess the opportunities and constraints of existing WETA facilities in the central bay region that would require infrastructure upgrades to support zero-emission technology. This effort will evaluate existing and future WETA facilities in three tiers. The initial assessment will focus on the Downtown San Francisco Terminal, the Central Bay Operations and Maintenance Facility, and the Alameda Main Street Ferry Terminal. Upgrading these facilities to support vessel charging will be a critical step towards establishing electrical charging hubs for Central Bay services. The assessment will evaluate the existing electrical systems and capacity along with the electrical utility infrastructure in the vicinity of these facilities in case enhanced charging capacity is required. If site-specific upgrades are required, an implementation timeline and cost estimate will be prepared. All other existing WETA terminals and potential expansion terminals will be evaluated in subsequent phases. Staff anticipates providing an update to the Board on this work later in 2021.
- **Berkeley Ferry Service** -- The City of Berkeley and WETA are working in partnership to study a new ferry terminal incorporated into a new recreational pier at the Berkeley Marina. While a feasibility study is currently underway, the next step in the project is to develop a business plan that evaluates the prospects for ridership and revenue generated by a new Berkeley ferry service. The Berkeley Business Plan is anticipated to start in July 2021 and

be complete in late fall 2021. The Plan will leverage the findings from the 2021 Berkeley Pier/Ferry Feasibility Study to develop a service and operations plan, ten-year capital and operating costs, to assess equity impacts, to identify revenue sources to construct and operate the ferry service, and to develop a first/last mile connectivity plan. WETA will lead the Business Plan project with input from the City of Berkeley. Once the Feasibility Study and Business Plans are approved by WETA and the City of Berkeley, the project will enter the next phase which includes MOU updates, environmental assessment (NEPA clearance), and preliminary study (CEQA).

- **Treasure Island Ferry Service --** The Treasure Island Mobility Management Agency (TIMMA) and WETA are working in partnership on the Treasure Island Ferry Service Planning Study which will provide operating service assumptions including service demand, service plans, vessel type, costs, fare structure, feeder transit services, revenues and subsidy levels for a Treasure Island Ferry service. The study is scheduled to be complete by late fall 2021. WETA staff will attend regular meetings with TIMMA and the consultant team to process data requests, assess the project scope, and review preliminary study deliverables. Pending receipt of the Ferry Study by the TIMMA Board and WETA Board, the Parties will proceed with preparing a Business Plan for the WETA Treasure Island ferry service based on the draft Business Plan principles developed in the Ferry Study.
- **Mission Bay Ferry Landing --** The Mission Bay Ferry Landing will be a new ferry terminal located at 16th Street in San Francisco. The \$58 million project has completed design and permitting and is ready for construction. However, a \$37 million funding gap exists due to COVID impacts on the City of San Francisco and the delays in the RM3 program. Over the next year, staff will be pursuing external funding opportunities and preparing the project for eligibility for federal funding if it should emerge. In addition, WETA will continue to serve Chase Center special events at the temporary terminal located at Pier 48.5. Staff will also be exploring the possibility of commute service under a pilot program at the Pier 48.5 location.
- **Redwood City Ferry Service --** The Redwood City Ferry Terminal would be located within the Port of Redwood City complex and is strategically positioned to serve the jobs-rich mid-Peninsula region. An approved Business Plan is needed to receive additional Measure A funds from San Mateo County Transportation Authority (SMCTA). The Redwood City Ferry Business Plan is anticipated to start in June 2021 and complete in fall 2021. The Plan will leverage the findings from the 2020 Redwood City Feasibility Study to develop service and operations plan, ten-year capital and operating costs, to assess equity impacts, to identify revenue sources to construct and operate the ferry service, and to develop first/last mile connectivity plan. It is anticipated that once the Business Plan is complete, WETA, the Port of Redwood City, and SMCTA will enter the next phase of the project which includes MOU updates, environmental assessment (NEPA clearance), and preliminary study (CEQA).

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

RESOLUTION NO. 2021-17

**APPROVE ADOPTION OF THE FISCAL YEAR 2021/22
OPERATING AND CAPITAL BUDGETS**

WHEREAS, Chapter 5, Article 4, Section 66540.41 of WETA's administrative code requires preparation and implementation of an annual budget to support the agency's operation; and

WHEREAS, the Fiscal Year (FY) 2021/22 Operating and Capital Budgets (Budget) contains \$94.9 million in expenditures including \$50.0 million to support system operations and \$44.9 to support capital projects; and

WHEREAS, the Budget is funded with \$18.0 million from bridge tolls, \$41.5 million from federal funds, \$21.7 million from state funds, \$5.4 from local funds, and \$8.3 from passenger fares; and

WHEREAS, the FY 2021/22 Budget reflects a spending plan to support the work activities necessary to deliver WETA's operating program of projects, plans and services utilizing WETA staff, consultants, and WETA's contract operator Blue & Gold Fleet; and

WHEREAS, the Budget was developed to reflect the FY 2022 Pandemic Recovery Program and Board-approved Guiding Principles used to inform that Program; and

WHEREAS, the FY 2021/22 Budget includes an Organizational Chart and Pay Schedule for staff developed consistent with WETA's Human Resources Guide and California Public Employees' Retirement Law; now, therefore, be it

RESOLVED, that the Board of Directors hereby approves the adoption of the FY 2021/22 Budget including the annual pay schedule.

CERTIFICATION

The undersigned, Board Secretary, does hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a meeting of the San Francisco Bay Area Water Emergency Transportation Authority held on June 3, 2021.

YEA:

NAY:

ABSTAIN:

ABSENT:

/s/ Board Secretary

2021-17

END

MEMORANDUM

TO: Board Members

FROM: Seamus Murphy, Executive Director
Lynne Yu, Finance & Administration Manager

SUBJECT: Authorize Filing Applications with the Metropolitan Transportation Commission for Fiscal Year 2021/22 Regional Measure 1 and Regional Measure 2 Funds

Recommendation

Approve the following actions relative to securing operating and capital grant funds to support WETA's Fiscal Year (FY) 2021/22 Operating and Capital Budget:

1. Authorize the Executive Director to submit an allocation request to the Metropolitan Transportation Commission (MTC) for a total of \$620,080 FY 2021/22 Regional Measure 1 Two Percent Bridge Toll Revenue (RM1 – 2%) funds; and
2. Authorize the Executive Director to submit an allocation request to MTC for a total of \$15,555,000 FY 2021/22 Regional Measure 2 (RM2) operating funds; and
3. Authorize the Executive Director to take any other related actions as may be required to secure these funds.

Background

In November 1988, voters approved Regional Measure 1 (RM1), authorizing a standard auto toll of \$1.00 on all state-owned bridges in the Bay Area. Five percent (RM1 - 5%) of the revenue derived from this toll increase is made available for allocation by MTC for ferry transit operations and bicycle related planning, and two percent (RM1 - 2%) of the revenue from the toll increase is programmed and allocated solely for the capital costs associated with the design, construction, and acquisition of rapid water transit systems.

In 2004, voters approved Regional Measure 2 (RM2) authorizing an additional \$1.00 toll increase on the state-owned bridges in the Bay Area to fund various transportation projects within the region including both capital projects and operating support for a number of transit services as identified in Section 30914(c) and (d) of the California Street and Highways Codes (S&HC).

Senate Bill 976 amended State law to direct all RM1 and RM2 funds for ferries through MTC to WETA beginning January 1, 2008 to support operation of WETA's regional ferry system.

Discussion

This item authorizes staff to prepare and submit allocation requests to MTC for available RM1 – 2% and RM2 operating and capital funds required to support agency planning, administration, ferry service operations, and capital expenditures included in the FY 2021/22 Operating and Capital Budgets.

FY 2021/22 RM1 Funds

WETA is eligible to receive annual allocations of RM1 - 2% funds dedicated for ferry capital projects. As identified in the FY 2021/22 Capital Budget, RM1 capital funds will be required for the following projects:

- Terminal Dredging – Vallejo	\$ 181,700
- Vessel Engines Overhaul – MV Cetus	\$ 83,820
- Vessel Engines Overhaul – MV Hydrus	\$ 83,820
- Vessel Engines & Fuel Injectors Overhaul – MV Pyxis	\$ 122,640
- Vessel Engines & Fuel Injectors Overhaul – MV Vela	\$ 122,640
- Vessel Fuel Injectors Overhaul – MV Intintoli	<u>\$ 25,460</u>
Total	\$ 620,080

FY 2021/22 RM2 Operating Funds

WETA is eligible to receive annual allocations of RM2 operating funds to support 1) general agency administrative and planning activities and 2) transbay ferry services. As identified in the FY 2021/22 Operating Budget, RM2 operating funds will be requested for:

- WETA Planning and General Administration	\$ 2,550,000
- Transbay Ferry Services	<u>\$13,005,000</u>
Total	\$15,555,000

Fiscal Impact

This item supports securing \$620,080 RM1 – 2% capital and \$15,555,000 RM2 operating funds to support WETA's FY 2021/22 Operating and Capital Budgets.

END

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

RESOLUTION NO. 2021-18

AUTHORIZE FILING AN APPLICATION WITH THE METROPOLITAN TRANSPORTATION COMMISSION FOR FY 2021/22 REGIONAL MEASURE 1 - 2% BRIDGE TOLL RESERVE CAPITAL AND REGIONAL MEASURE 2 OPERATING FUNDS

WHEREAS, Bay Area voters approved Regional Measure 1 (RM1) in November 1988, which authorized a standard auto toll of \$1.00 for all seven state-owned Bay Area toll bridges; and

WHEREAS, up to five percent (5%) of the revenue derived from the toll increase was made available for allocation by the Metropolitan Transportation Commission (MTC) to transportation projects that reduce congestion in the bridge corridors; and

WHEREAS, the law was amended in 1997 to direct MTC to allocate an additional two percent (2%) of the RM1 toll increase (RM1 – 2%) solely for capital costs associated with the design, construction, and acquisition of rapid water transit systems; and

WHEREAS, the law was further amended in 2007 to name the San Francisco Bay Area Water Emergency Transportation Authority (WETA) as the eligible recipient of these funds; and

WHEREAS, WETA staff has identified the need for RM1 – 2% capital assistance for projects necessary for the efficient operation of ferry services; and

WHEREAS, SB 916 (Chapter 715, Statutes 2004), commonly referred to as Regional Measure 2 (RM2), identified projects eligible to receive funding under the Regional Traffic Relief Plan; and

WHEREAS, MTC is responsible for funding projects eligible for RM2 funds, pursuant to Streets and Highways Code §30914(c) and (d); and

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for RM2 funding; and

WHEREAS, allocations to MTC must be submitted consistent with procedures and conditions as outlined in RM2 Policy and Procedures; and

WHEREAS, WETA is an eligible sponsor of transportation projects in RM2, Regional Traffic Relief Plan funds; and

WHEREAS, WETA's *Transbay Ferry Service (Project #6)* and *Regional Planning and Operations (Project #11)* are eligible for consideration in the Regional Traffic Relief Plan of RM2, as identified in California Streets and Highways Code §30914(c) or (d); and

WHEREAS, the RM2 allocation request demonstrates a fully funded operating plan that is consistent with the adopted performance measures, as applicable, for which WETA is requesting that MTC allocate RM2 funds; and

WHEREAS, Part 2 of the project application includes the certification by WETA of assurances required for the allocation of funds by MTC; now, therefore, be it

RESOLVED, that WETA and its agents shall comply with the provisions of the MTC's RM2 Policy Guidance (MTC Resolution No. 3636); and be it further

RESOLVED, that WETA certifies that the project is consistent with the Regional Transportation Plan (RTP); and be it further

RESOLVED, that WETA approves the Operating Assistance Proposal; and be it further

RESOLVED, that WETA approves the Certification of Assurances (*page 5 of the attached Operating Assistance Proposals*); and be it further

RESOLVED, that WETA is authorized to submit an application for RM2 funds for planning and administration of the regional ferry services in accordance with California Streets and Highways Code 30914(d); and be it further

RESOLVED, that WETA is authorized to submit an application for RM2 funds for the operation of transbay ferry services in accordance with California Streets and Highways Code 30914(d); and be it further

RESOLVED, that WETA certifies that the projects and purposes for which RM2 funds are being requested are in compliance with the requirements of the California Environmental Quality Act (Public Resources Code §21000 et seq.), and with the State Environmental Impact Report Guidelines (14 California Code of Regulations §150000 et seq.) and, if relevant, the National Environmental Policy Act (NEPA), 42 USC § 4-1 et seq. and the applicable regulations thereunder; and be it further

RESOLVED, that there is no legal impediment to WETA making allocation requests for RM2 funds; and be it further

RESOLVED, that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of WETA to deliver such project; and be it further

RESOLVED, that WETA agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution 3866; and be it further

RESOLVED, that WETA indemnifies and holds harmless MTC, its Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of the Authority, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM2 funds. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM2 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages; and be it further

RESOLVED, that WETA shall, if any revenues or profits from any non-governmental use of property (or project) that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise MTC is entitled to a proportionate share equal to MTC's percentage participation in the project(s); and be it further

RESOLVED, that assets purchased with RM2 funds including facilities and equipment shall be used for the public transportation uses intended and should said facilities and equipment cease to be operated or maintained for their intended public transportation purposes for its useful life, that MTC shall be entitled to a present-day value refund or credit (at MTC's option) based on MTC's share of the Fair Market Value of the said facilities and equipment at the time the public transportation uses

ceased, which shall be paid back to MTC in the same proportion that RM2 funds were originally used; and be it further

RESOLVED, that WETA's Board of Directors hereby authorizes its Executive Director or his designee, to submit allocation requests to MTC for FY 2021/22 Regional Measure 1 - 2% Bridge Toll Revenue funds and to enter into all agreements necessary to secure these funds; and be it further

RESOLVED, that WETA's Board of Directors authorizes its Executive Director or his designee, to submit an allocation request to MTC for FY 2021/22 RM2 operating funds in the amount of \$15,555,000 for the project, purposes and amounts included in the Operating Assistance Proposals (OAPs) attached to this resolution; and be it further

RESOLVED, that a copy of this resolution shall be transmitted to MTC in conjunction with the filing of WETA's applications referenced herein.

CERTIFICATION

The undersigned, Board Secretary, does hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a meeting of the San Francisco Bay Area Water Emergency Transportation Authority held on June 3, 2021.

YEA:

NAY:

ABSTAIN:

ABSENT:

/s/ Board Secretary

2021-18

END

Regional Measure 2 Operating Assistance Proposal Project Summary Page

Project Information

Project Title:

Briefly describe service (provide map as attachment). Include information about markets being served (both travel demand as well as interoperator connections).

Brief

Description:

This project provides funding to support ongoing San Francisco Bay Area Water Emergency Transportation Authority (WETA) planning and administration activities related to developing future ferry services on the San Francisco Bay.

			Headways		Vehicles in service		Daily Rev Veh Hrs
	Start Time	End Time	Peak	Off-peak	Peak	Off-peak	
Weekday							
Saturday							
Sunday							

Lead Agency:

Partnering Agency 1:

Partnering Agency 2:

Contact Information

first name last name

phone fax e-mail

address 1
address 2

city state zip

**Regional Measure 2 Operating Assistance Proposal
Operating Plan, Service Parameters, and Performance Measures**

Enter the amount needed in each program year.
Use State fiscal years (July 1 - June 30).

Operating Plan - Request for RM2 Funds

	Past Actual FY 19-20	Current Year Adjusted FY 20-21	Budget FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Total
Operating Budget								
Estimated Annual Revenue Hrs.								-
Estimated Operating Cost/Revenue Hour								-
Total Operating Cost	3,895,600	2,692,100	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	21,587,700
-- Fare Revenue			-	-	-	-	-	
-- RM 2 Operating Assistance Request	2,737,000	2,115,000	2,550,000	3,000,000	3,000,000	3,000,000	3,000,000	19,402,000
-- TDA								-
-- Local Sales Tax								-
-- Private Sector Contributions								-
-- Other Subsidy	1,158,600	577,100	450,000					2,185,700
Total Subsidy	3,895,600	2,692,100	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	21,587,700
Total Revenues	3,895,600	2,692,100	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	21,587,700
Surplus/(Deficit)	-	-	-	-	-	-	-	-

Service Parameters

	Past Actual FY 19-20	Current Year Adjusted FY 20-21	Budget FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Total
Estimated Annual Ridership								-
Average Weekday Ridership								
Annual Revenue Hours								
Annual Revenue Miles								

Performance Measures

	Past Actual FY 19-20	Current Year Adjusted FY 20-21	Budget FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Average
Required Measures Per MTC Resolution 3668								
Farebox Recovery Ratio	0	0	0	0	0	0	0	0
Passengers/Revenue Hour	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Change in Passenger Per Hour	N/A	N/A	N/A	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Other Measures								
Cost Per Rider	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Subsidy Per Rider	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Cost Per Revenue Hour	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Regional Measure 2 Operating Assistance Proposal Project Summary Page

Project Information

Project

Title:

WETA - Transbay Ferry Service

Briefly describe service (provide map as attachment). Include information about markets being served (both travel demand as well as interoperator connections).

Brief

Description:

This project provides funding to support continued operation of WETA's transbay ferry service in fiscal year (FY) 2021/22. WETA's transbay ferry service provides public water transportation service serving seven terminals: 1) Main Street in Alameda, 2) Harbor Bay Ferry Terminal in Alameda, 3) Clay Street/Jack London Square in Oakland, 4) Vallejo Ferry Terminal in Vallejo, 5) San Francisco Ferry Building in San Francisco, 6) Fisherman's Wharf/Pier 39 & 41 Terminal in San Francisco, 7) South San Francisco Oyster Point Ferry Terminal, and 8) Sea Plane Lagoon.

	Start Time	End Time	Headways		Vehicles in service		Daily Rev Veh Hrs
			Peak	Off-peak	Peak	Off-peak	
Weekday	5:15 AM	10:40 PM	25-60 mins	25-140 mins	9	5	90.51
Saturday	8:35 AM	11:05 PM	30-130 mins		5		34
Sunday	8:35 AM	11:05 PM	30-130 mins		5		34

**Lead
Agency:**

San Francisco Bay Area
Water Emergency
Transportation Authority

Partnering

Agency 1:

Partnering

Agency 2:

Contact Information

Lynne Yu
first name last name

(415) 364-3193 Yu@watertransit.org
phone fax e-mail

address 1 Pier 9, Suite 111
address 2
San Francisco CA 94111
city state zip

Regional Measure 2 Operating Assistance Proposal
Operating Plan, Service Parameters, and Performance Measures

July 1, 2021 to June 30, 2022

FY 2021/22 Operating Plan - Request for RM2 Funds

	Alameda Harbor Bay	Alameda / Oakland	Vallejo	South San Francisco	Seaplane Lagoon	Richmond	Total
Operating Budget							
Estimated Annual Revenue Hrs.	3,154	8,719	9,870	2,070	3,077	4,897	31,787
Estimated Operating Cost/Revenue Hour	1,484.27	1,198.92	1,741.19	1,578.41	1,414.46	1,440.43	7,417.25
Total Operating Cost	4,681,400	10,453,400	17,185,500	3,267,300	4,352,300	7,053,800	46,993,700
-- Fare Revenue	704,000	1,843,000	3,913,000	421,000	840,000	547,000	8,268,000
-- RM 2 Operating Assistance Request	1,524,300	3,403,800	5,595,800	1,063,900	1,417,200	-	13,005,000
-- Federal COVID-19 Relief Funds	2,453,100	5,206,600	7,676,700	1,782,400	2,095,100	2,855,500	22,069,400
-- Contra Costa Transportation Sales Tax	-	-	-	-	-	3,651,300	3,651,300
-- Other Subsidy, TBD	-	-	-	-	-	-	-
Total Subsidy	3,977,400	8,610,400	13,272,500	2,846,300	3,512,300	6,506,800	38,725,700
Total Revenues	4,681,400	10,453,400	17,185,500	3,267,300	4,352,300	7,053,800	46,993,700
Surplus/(Deficit)	-	-	-	-	-	-	-

Service Parameters

	Alameda Harbor Bay	Alameda / Oakland	Vallejo	South San Francisco	Seaplane Lagoon	Richmond	Total
Estimated Annual Ridership	159,000	428,000	469,000	62,000	198,000	126,000	1,442,000
Annual Revenue Hours	3,154	8,719	9,870	2,070	3,077	4,897	31,787
Annual Revenue Miles	54,035	98,962	246,701	30,447	36,210	75,848	542,203

Performance Measures

	Alameda Harbor Bay	Alameda / Oakland	Vallejo	South San Francisco	Seaplane Lagoon	Richmond	Average
Required Measures Per MTC Resolution 3668							
Farebox Recovery Ratio	15.0%	17.6%	22.8%	12.9%	19.3%	7.8%	17.5%
Passengers/Revenue Hour	50	49	48	30	64	26	48
Other Measures							
Cost Per Rider	29.44	24.42	36.64	52.70	21.98	55.98	33.04
Subsidy Per Rider	25.02	20.12	28.30	45.91	17.74	51.64	27.42
Cost Per Revenue Hour	1,484.27	1,198.92	1,741.19	1,578.41	1,414.46	1,440.43	1,483.45

RM-2 Operating Assistance Application

Certifications

FY 2021-22

Operator: *San Francisco Bay Area Water Emergency Transportation Authority*

Submittal Date:

Project: *WETA - Transbay Ferry Service*

ENTER an "X" in the yellow cell to the left of each required certification

This form must be signed and dated

X	A.	Applicant certifies that, if RM-2 funding was received in FY 2019-20 , it has included the RM-2 costs and revenues in its general fiscal audit for that year. Applicant also assures that it will include the RM-2 costs and revenues in its general fiscal audit which will be completed for FY 2021-22
	B.	Applicant certifies to one of the following:
	a.	If Applicant is a bus operator, it certifies that it has submitted a copy of the California Highway Patrol (CHP) certification which was issued within the last 13 months indicating compliance with Cal. Veh. Code. §1808.1 (CHP "pull notice system and periodic reports"). (Pub. Util. Code §99251).
X	b.	If Applicant is a ferry operator, it certifies that it is current on all inspections and certifications required by federal and state agencies.
X	C.	Applicant certifies that it has current SB 602 "joint fare revenue sharing agreements" in place with transit operators in the MTC region with which its service connects, and that it has submitted copies of all such agreements to MTC.
X	D.	Applicant agrees to participate in studies on Integrated Fare Structures and Transit Connectivity which are required under SB 916.
X	E.	Applicant certifies that it complies with MTC's Transit Coordination Implementation Plan (MTC Resolution No. 3055, revised). (Public. Util. Code §99314.5(c) and §99314.7).

**The undersigned attests that the certifications indicated above are true and correct,
and further attests to the applicant's intent to comply with the indicated certifications.**

Authorized Representative Signature: _____
Name: Lynne Yu
Title: Finance & Administration Manager
Date: _____

MEMORANDUM

TO: Board Members

FROM: Seamus Murphy, Executive Director
Thomas Hall, Public Information & Marketing Manager

SUBJECT: Approve Amendment to Agreement with Nematode Media, LLC for Ferry Ticket Sales and Information Services for Fiscal Year 2021/22

Recommendation

Approve Amendment No. 14 to Agreement No. 04-205 with Nematode Media, LLC (Nematode) in the amount of \$83,000 for July 1, 2021 through June 30, 2022.

Background/Discussion

Bay Crossings, a division of Nematode Media, LLC, is a retail shop inside the downtown San Francisco Ferry Building Marketplace adjacent to the Downtown San Francisco Ferry Terminal. Bay Crossings provides transit-related services to the public including the operation of a Clipper Customer Service Center, selling San Francisco Bay Ferry tickets and MUNI Day Passes, and disseminating public transit and visitor information. Clipper Customer Service Center functions are funded under a contract with the Metropolitan Transportation Commission (MTC). Other services provided, such as the sale of other transit tickets and passes, are supported through separate agreements with individual transit agencies.

WETA first entered into a formal agreement with Nematode in September 2004 for ferry service information dissemination through the *Bay Crossings* newspaper and the Bay Crossings storefront. This relationship was later expanded to include ferry ticket sales functions.

Beginning in Fiscal Year (FY) 2015/16, WETA increased its support of Bay Crossings to include enhanced store point-of-sale advertising for WETA materials. At the time, the Board reconfirmed its interest and support for providing customer service and tickets sales at the Ferry Building and acknowledged that the Bay Crossings store offered a unique opportunity to deliver this service in a straightforward and cost-effective manner for WETA. In 2019, WETA staff worked with Bay Crossings to update advertising materials and improve communication on customer service issues related to ongoing ferry service.

Bay Crossings has remained open as allowed under public health orders, continuing to provide ticket sales and public information to passengers and continuing to promote San Francisco Bay Ferry as a transportation option. Bay Crossings management communicates regularly with WETA staff to determine operating hours and marketing priorities.

Given increased service levels and temporary lower fares beginning July 1, 2021, WETA staff will work with Bay Crossings to refresh marketing displays, display updated passenger collateral such as rider guide brochures and route schedules and pursue cooperative marketing efforts to highlight ferry service.

Staff recommends continuing to utilize Bay Crossings to provide ticket sales and service information in FY 2020/21 and proposes that the Board approve amending Agreement No. 04-205 with Nematode in the amount of \$83,000 for July 1, 2021 through June 30, 2022. This amount is the same as was provided in FY 2020/21 for these services.

Fiscal Impact

Funds have been included in the FY 2021/22 operating budget to support this contract amendment.

END

SAN FRANCISCO BAY AREA WATER EMERGENCY TRANSPORTATION AUTHORITY

RESOLUTION NO. 2021-19

**APPROVE AMENDMENT TO AGREEMENT WITH NEMATODE MEDIA, LLC
FOR FERRY TICKET SALES AND INFORMATION SERVICES FOR FISCAL YEAR 2021/22**

WHEREAS, in September 2004 WETA entered into Agreement No. 04-205 with Nematode Media, LLC for advertising in *Bay Crossings* magazine, and for ferry ticket sales and distribution of ferry information at the Ferry Building Bay Crossings store; and

WHEREAS, the agreement has been amended over the years to modify the Scope of Work and extend the terms of the agreement, now set to expire June 30, 2021; and

WHEREAS, the Board of Directors wishes to secure the services of Nematode Media, LLC for FY 2021/22 at the same scope and price; now, therefore, be it

RESOLVED, that the Board of Directors hereby approves Amendment No. 14 to Agreement No. 04-205 with Nematode Media, LLC extending the agreement through June 30, 2022 in the amount of \$83,000 and authorizes the Executive Director to execute the amendment.

CERTIFICATION

The undersigned, Board Secretary, does hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a meeting of the San Francisco Bay Area Water Emergency Transportation Authority held on June 3, 2021.

YEA:

NAY:

ABSTAIN:

ABSENT:

/s/ Board Secretary

2021-19

END