



(For Board Meeting of May 9, 2008)

**SUMMARY OF RECOMMENDATIONS**  
**MEETING OF THE RULES, POLICY AND INDUSTRIAL**  
**RELATIONS COMMITTEE/COMMITTEE OF THE WHOLE**  
**FRIDAY, MAY 9, 2008**  
**(CHAIR BARBARA L. PAHRE)**

**Item No. 1**

Approve adoption of Master Ordinance 2008, as outlined in the staff report.

**Action by the Board – Resolution**

**Item No. 2**

Approve adoption of the *Rules of the Board*, as amended and as outlined in the staff report.

**Action by the Board – Resolution**



Agenda Item No. 1

To: Rules, Policy and Industrial Relations Committee/Committee of the Whole Meeting of May 9, 2008

From: Janet S. Tarantino, Secretary of the District  
Celia G. Kupersmith, General Manager

Subject: **APPROVE ADOPTION OF MASTER ORDINANCE 2008**

### **Recommendation**

The Rules, Policy and Industrial Relations Committee recommends that the Board of Directors approve adoption of Master Ordinance 2008 and repeal Master Ordinance 2007.

### **Summary**

Master Ordinance 2008 updates the District's codified set of ordinances. It updates the transit tariff schedules to include the annual five percent increase provided for in the Five-Year Transit Fare Program that the Board of Directors (Board) approved on March 24, 2006. In addition, it incorporates one of the two ordinances passed by the Board in 2007, regarding reciprocal transit transfer arrangements with the City of Petaluma and Sonoma County Transit. The other ordinance has no continuing effect, (relating to a special event fare for round trip ferry service between the Larkspur Ferry Terminal and the Sausalito Ferry Landing for the 2007 Labor Day weekend), and is not incorporated in Master Ordinance 2008.

As a housekeeping effort, Master Ordinance 2008 was also revised to include a minor, non-substantive edit to Section II, "Golden Gate Bridge and Approaches," Subsection F, "Exemptions From Tolls," to identify the holiday that falls on the third Monday in February as President's Day instead of Washington's Birthday.

Attached to this report are redlined pages from the proposed Master Ordinance 2008, highlighting all changes compared with Master Ordinance 2007.

### **Background**

The Master Ordinance serves as a repository for actions taken by the Board during a calendar year to: 1) establish tolls, service charges and transit fares; and, 2) prescribe rules and regulations governing use of the Golden Gate Bridge, its approaches and facilities, including the District's bus and ferry systems. The Board, at its meeting of January 26, 2001, by Resolution No. 2001-01, approved a new annual numbering and recodification system for ordinances and

the Master Ordinance. With this system, each individual ordinance adopted during the calendar year with continuing validity is incorporated into a newly adopted Master Ordinance in the subsequent year. Each annual Master Ordinance includes an Appendix that indexes all of the individual ordinances adopted throughout the current calendar year. The Appendix also includes an historical index of ordinances adopted since this system began in 2001. Adopting the Master Ordinance on an annual basis makes this document a more useful resource to members of the Board, staff and the public, as well as allows the District to more efficiently administer the ordinance system.

**Fiscal Impact**

There is no fiscal impact associated with this report.

Attachments: Ordinance Index (2007 Ordinances)  
Redlined Pages from Master Ordinance 2008

**Index of Ordinances from January 1, 2007 to December 31, 2007**

	<b>DATE</b>	<b>SUBJECT</b>	<b>No.</b>
	1/12/07	Authorize Adoption of a Master Ordinance to Establish Tolls, Service Charges and Transit Fares; To Prescribe Rules and Regulations Governing Use of the Golden Gate Bridge, its Approaches and Facilities, Including District Bus and Ferry Systems; To Repeal Master Ordinance 2006 and Ordinance Nos. 2006-01 through 2006-07, Inclusive	2007
1.	4/13/07	Authorize Amending Master Ordinance 2007, to Approve a Reciprocal Transfer Arrangement with the City of Petaluma and Sonoma County Transit	2007-01
2.	7/27/07	Authorize Establishing a Round-Trip Special Event Ferry Fare for Ferry Service Between the Larkspur Ferry Terminal and the Sausalito Ferry Landing for the 2007 Labor Day Weekend	2007-02

**GOLDEN GATE BRIDGE, HIGHWAY AND TRANSPORTATION DISTRICT**

**MASTER ORDINANCE 20078**

**A MASTER ORDINANCE TO ESTABLISH TOLLS, SERVICE  
CHARGES AND TRANSIT FARES; TO PRESCRIBE RULES AND  
REGULATIONS GOVERNING USE OF THE GOLDEN GATE BRIDGE,  
ITS APPROACHES AND FACILITIES, INCLUDING DISTRICT BUS  
AND FERRY SYSTEMS, AND TO REPEAL MASTER ORDINANCE  
20067**

January 12, 2007 \_\_\_\_\_

**BE IT ORDAINED** by the Board of Directors of the Golden Gate Bridge, Highway and Transportation District, as follows:

This Master Ordinance is designed to establish tolls and service charges, bus and ferry fares, and to prescribe rules and regulations governing the use of the Golden Gate Bridge, its approaches and facilities, and Golden Gate Transit Bus and Ferry Systems.

**E. PROVISION OF SERVICES**

1. **SALE OF GASOLINE.** The sale of gasoline to those Bridge patrons who run out of gas on the Bridge or its approaches is limited to two (2) gallons, at a cost to be established by the General Manager.
2. **STALLED VEHICLES.** When a vehicle is stalled on the Bridge or approach, the District shall tow such vehicle, without charge, to the parking area at either the north terminus of the Bridge or the Toll Plaza, or to the terminus of the approach at Richardson Avenue or Marina Boulevard at the choice of the driver of such vehicle, provided, however, that no vehicle which has been disabled as a result of collision shall be moved without the permission of a duly authorized representative of the California State Highway Patrol or the District, unless such removal becomes necessary to prevent further injury to persons or property, or to avoid serious interference with the flow of traffic. No charge shall be made for tire changes by District personnel.

**F. EXEMPTIONS FROM TOLLS**

No toll shall be charged to the following classifications of traffic:

1. Vehicles of members of the California Highway Patrol, while traveling in official patrol vehicles and on duty policing the Bridge and District facilities.
2. Vehicles of the United States Government required to be passed free of charge under the terms of Public Law 255-78th Congress.
3. Pedestrians and bicyclists on East and West sidewalks.
4. Vehicles in funeral procession of person who dies while on active duty with Armed Forces of the United States.
5. Vehicles of the United States Park Police while crossing Bridge on official business.
6. Carpool vehicles with three or more persons, motorcycles, and buses, between the hours of 5:00 to 9:00 a.m. and 4:00 to 6:00 p.m., Mondays through Fridays, excluding the following holidays: New Year's Day; ~~Washington's Birthday~~ President's Day (third Monday in February); Memorial Day (last Monday in May); Independence Day (July 4); Labor Day; Thanksgiving Day; and Christmas Day.
7. Vehicles of officers and enlisted personnel of the U.S. Coast Guard, while engaged in the performance of their official duties, with the understanding that civilian Coast Guard employees are excluded from the toll-free privilege; with the further understanding that the U.S. Coast Guard will be subject to the same rules that apply to other branches of the military with regard to toll-free privileges on the Golden Gate Bridge.

**C. BUS AND FERRY TRANSIT CASH FARE TARIFF SCHEDULE (EFFECTIVE JULY 1, 2006~~2007~~)**

The following one-way bus and ferry transit cash fare schedule is established:

1. ~~1.~~ 4. REGIONAL TRANSIT ADULT CASH FARE TABLE<sup>2</sup>

Bus Zone	San Francisco	Marin County			Sonoma County	
	1	2	3	4	5	6
1	\$3.00	\$3.40	\$4.15	\$5.05	\$7.25	\$8.00
2	\$3.40	<b>Refer to Marin Local Fares</b>			\$5.05	\$5.90
3	\$4.15				\$4.15	\$5.05
4	\$5.05				\$3.40	\$4.15
5	\$7.25	\$5.05	\$4.15	\$3.40	\$3.00	
6	\$8.00	\$5.90	\$5.05	\$4.15		
-	Larkspur - SF Ferry				\$6.75	-
-	Sausalito - SF Ferry				\$6.75	-

Bus Zone	San Francisco	Marin County			Sonoma County	
	1	2	3	4	5	6
1	\$3.15	\$3.60	\$4.35	\$5.30	\$7.60	\$8.40
2	\$3.60	<b>Refer to Marin Local Fares</b>			\$5.30	\$6.15
3	\$4.35				\$4.35	\$5.30
4	\$5.30				\$3.60	\$4.35
5	\$7.60	\$5.30	\$4.35	\$3.60	\$3.15	
6	\$8.40	\$6.15	\$5.30	\$4.35		
-	Larkspur - SF Ferry				\$7.10	-
-	Sausalito - SF Ferry				\$7.10	-

<sup>2</sup> This tariff schedule is adopted as Year 4~~2~~ of the Five-Year Transit Fare Program for July 1, 2006 through June 30, 2011 ("Five-Year Transit Fare Program"). The Five-Year Transit Fare Program was authorized by Ordinance No. 2006-02, with the understanding that transit fares for years two through five of the program (July 1, 2007 through June 30, 2011) shall be increased by 5% from the previous year's fares and take effect as of July 1 of each year of the program. Please refer to Ordinance No. 2006-02, as well as the fare tables for years one through five of the Five-year Transit Fare Program, attached and incorporated herein as Appendix B.

2. REGIONAL TRANSIT YOUTH, SENIOR OR DISABLED CASH FARE TABLE – 50% DISCOUNT ROUNDED DOWN TO NEAREST 5 CENTS<sup>3</sup>

Bus Zone	San Francisco	Marin County			Sonoma County	
	1	2	3	4	5	6
1	\$1.50	\$1.70	\$2.05	\$2.50	\$3.60	\$4.00
2	\$1.70	<b>Refer to Marin Local Fares</b>			\$2.50	\$2.95
3	\$2.05				\$2.05	\$2.50
4	\$2.50				\$1.70	\$2.05
5	\$3.60	\$2.50	\$2.05	\$1.70	\$1.50	
6	\$4.00	\$2.95	\$2.50	\$2.05		
Larkspur – SF Ferry				\$3.35	-	
Sausalito – SF Ferry				\$3.35	-	

Bus Zone	San Francisco	Marin County			Sonoma County	
	1	2	3	4	5	6
1	\$1.55	\$1.80	\$2.15	\$2.65	\$3.80	\$4.20
2	\$1.80	<b>Refer to Marin Local Fares</b>			\$2.65	\$3.05
3	\$2.15				\$2.15	\$2.65
4	\$2.65				\$1.80	\$2.15
5	\$3.80	\$2.65	\$2.15	\$1.80	\$1.55	
6	\$4.20	\$3.05	\$2.65	\$2.15		
Larkspur - SF Ferry				\$3.55	-	
Sausalito - SF Ferry				\$3.55	-	

3. MARIN LOCAL BUS CASH FARES – FOR TRAVEL ENTIRELY WITHIN MARIN COUNTY

Adult = \$2.00

Youth, Senior, Disabled = \$1.00

Free transfers are provided for continuing travel within Marin County.

4. RICHMOND BRIDGE BUS CASH FARES – FOR TRAVEL BETWEEN MARIN COUNTY AND THE EAST BAY OR WITHIN THE EAST BAY

Adult = \$3.40 \$3.60

Youth, Senior, Disabled = \$1.70 \$1.80

<sup>3</sup> This tariff schedule is adopted pursuant to the Five-Year Transit Fare Program. See footnote 2 above.

Free transfers are available for continuing travel within and through Marin County.

5. RICHMOND BRIDGE BUS CASH FARES – FOR TRAVEL BETWEEN SAN FRANCISCO OR SONOMA COUNTY AND THE EAST BAY

Adult = ~~\$6.30~~\$6.60

Youth, Senior, Disabled = ~~\$3.15~~\$3.30

Free transfers are available for continuing travel within San Francisco or Sonoma County.

**D. DISCOUNT FARES AND TRANSFERS**

1. PREPAID DISCOUNT FARES (EFFECTIVE JULY 1, ~~2006~~2007)

- a. Regional Bus Travel – TransLink® Cards and Ride Value Discount Ticket books shall provide a discount of 20% from the basic adult cash one-way regional inter-county bus transit fares (set forth in Section III, “Golden Gate Transit – Bus and Ferry Systems,” Subsection C, “Bus and Ferry Transit Cash Fare Tariff Schedule,” Paragraph 1, “Regional Transit Adult Cash Fare Table”) per the following schedule. Adult cash fare discounts are not available for local San Francisco and Sonoma counties travel.

PRICE OF TWENTY-TICKET REGIONAL INTER-COUNTY BUS RIDE VALUE TICKET BOOK OR TRANSLINK® RIDE

From Zone	1	2	3	4	5	6
1	Tickets not avail., \$3.00 per ride	-	-	-	-	-
2	\$54.40 per book or \$2.72 per ride	See Marin local	-	-	-	-
3	\$66.40 per book or \$3.32 per ride	See Marin local	-	-	-	-
4	\$80.80 per book or \$4.04 per ride	See Marin local	See Marin local	See Marin local	-	-
5	\$116.00 per book or \$5.80 per ride	\$80.80 per book or \$4.04 per ride	\$66.40 per book or \$3.32 per ride	\$54.40 per book or \$2.72 per ride	Tickets not avail., \$3.00 per ride	Tickets not avail., \$3.00 per ride
6	\$128.00 per book or \$6.40 per ride	\$94.40 per book or \$4.72 per ride	\$80.80 per book or \$4.04 per ride	\$66.40 per book or \$3.32 per ride	Tickets not avail., \$3.00 per ride	Tickets not avail., \$3.00 per ride

ZONE TO ZONE		ADULT FULL CASH FARE	VALUE OF 20 TICKETS	DISCOUNTED PRICE FOR 20 TICKETS	PRICE PER TICKET	
2	-to-	1	\$3.60	\$72.00	\$57.60	\$2.88
3	-to-	1	\$4.35	\$87.00	\$69.60	\$3.48
4	-to-	1	\$5.30	\$106.00	\$84.80	\$4.24
5	-to-	1	\$7.60	\$152.00	\$121.60	\$6.08

<u>5</u>	<u>-to-</u>	<u>2</u>	<u>\$5.30</u>	<u>\$106.00</u>	<u>\$84.80</u>	<u>\$4.24</u>
<u>5</u>	<u>-to-</u>	<u>3</u>	<u>\$4.35</u>	<u>\$87.00</u>	<u>\$69.60</u>	<u>\$3.48</u>
<u>5</u>	<u>-to-</u>	<u>4</u>	<u>\$3.60</u>	<u>\$72.00</u>	<u>\$57.60</u>	<u>\$2.88</u>
<u>6</u>	<u>-to-</u>	<u>1</u>	<u>\$8.40</u>	<u>\$168.00</u>	<u>\$134.40</u>	<u>\$6.72</u>
<u>6</u>	<u>-to-</u>	<u>2</u>	<u>\$6.15</u>	<u>\$123.00</u>	<u>\$98.40</u>	<u>\$4.92</u>
<u>6</u>	<u>-to-</u>	<u>3</u>	<u>\$5.30</u>	<u>\$106.00</u>	<u>\$84.80</u>	<u>\$4.24</u>
<u>6</u>	<u>-to-</u>	<u>4</u>	<u>\$4.35</u>	<u>\$87.00</u>	<u>\$69.60</u>	<u>\$3.48</u>
<u>Within East Bay &amp; East Bay/Marin</u>			<u>\$3.60</u>	<u>\$72.00</u>	<u>\$57.60</u>	<u>\$2.88</u>
<u>East Bay/San Francisco &amp; Sonoma</u>			<u>\$6.30</u>	<u>\$126.00</u>	<u>\$110.80</u>	<u>\$5.04</u>

Note: 50% discounted fares for Seniors, Persons with Disabilities and Youth are available with TransLink® or as cash fares, but are not available through purchase of transit ticket books and are not subject to further reduction.

- b. Marin local bus travel - Marin local bus TransLink® fares and ticket books prices shall be as follows:

Adult Discount Ten-ticket Book = \$18.00  
 Adult Discount Twenty-ticket Book = \$36.00  
 Youth Discount Twenty-ticket Book = \$20.00  
 TransLink® Adult = \$1.80 per ride  
 TransLink® Youth, Senior, Disabled = \$1.00 per ride

- c. East Bay bus travel - Richmond Bridge bus TransLink® and ticket book prices shall be as follows:

BETWEEN EAST BAY AND MARIN COUNTY OR WITHIN EAST BAY:

Adult Discount Twenty-Ticket Book = ~~\$54.40~~57.60  
 TransLink® Adult = ~~\$2.72~~2.88 per ride  
 TransLink® Youth, Senior, Disabled = ~~\$1.70~~2.80 per ride

BETWEEN EAST BAY AND SAN FRANCISCO OR SONOMA COUNTY:

Adult Discount Twenty-Ticket Book = ~~\$100.80~~105.60  
 TransLink® Adult = ~~\$5.04~~5.28 per ride  
 TransLink® Youth, Senior, Disabled = ~~\$3.15~~3.30 per ride

- d. Regional ferry travel - Ferry TransLink® fares and frequent rider twenty-ticket books prices shall be as follows:

Larkspur – SF = ~~\$85.00~~89.00 per book or ~~\$4.25~~4.45 per ride  
Sausalito – SF = ~~\$72.00~~76.00 per book or ~~\$3.60~~3.80 per ride  
TransLink® Youth, Senior, Disabled = ~~\$3.35~~3.55 per ride

2. INTER-OPERATOR TRANSFERS

- ~~a. Passengers presenting a valid transfer from Alameda-Contra Costa County (AC) Transit District or Vallejo Transit or WestCat will be granted credit toward the payment of cash fare on Golden Gate Transit bus service across the Richmond Bridge from the East Bay to Marin in an amount equal to the AC Transit District local fare in effect at the time of transfer for the applicable class of rider (adult, youth, senior, or disabled).~~
- ~~b. Passengers presenting valid transfers from other public transit operators within Sonoma County will be granted a \$0.10 discount off the applicable cash fare for local travel within Sonoma County on District bus services.~~
- ~~c. Passengers presenting a valid transfer from Marin County Transit District rural and shuttle services will be granted credit toward payment of cash fare on Golden Gate Transit regional and Marin County Transit District local bus services for continuing travel within Marin County only. The amount of the credit will be equal to the Marin County Transit District local Marin bus fare in effect at the time of the transfer for the applicable class of rider (adult, youth, senior or disabled) on Golden Gate Transit services.~~
- a. Passengers presenting a valid transfer from Alameda-Contra Costa County (AC) Transit District or Vallejo Transit or WestCat will be granted credit toward the payment of cash fare on Golden Gate Transit bus service across the Richmond Bridge from the East Bay to Marin in an amount equal to the AC Transit District local fare in effect at the time of transfer for the applicable class of rider (adult, youth, senior, or disabled).
- b. Passengers presenting a valid transfer from Petaluma Transit or Sonoma County Transit within the City of Petaluma will be granted credit toward the payment of cash fare on Golden Gate Transit bus service in the amount of \$1.00 for adults, or 50 cents for youth, seniors and persons with disabilities.
- c. Except for the provision in Paragraph b., above, passengers presenting valid transfers from other public transit operators within Sonoma County will be granted a \$0.10 discount off the applicable cash fare for local travel within Sonoma County on District bus services.

- d. Passengers presenting a valid transfer from Marin County Transit District rural and shuttle services will be granted credit toward payment of cash fare on Golden Gate Transit regional and Marin County Transit District local bus services for continuing travel within Marin County only. The amount of the credit will be equal to the Marin County Transit District local Marin bus fare in effect at the time of the transfer for the applicable class of rider (adult, youth, senior or disabled) on Golden Gate Transit services.
3. INTERNAL TRANSFERS. Free transfers are provided between all District buses and between District buses and ferries for passengers continuing travel in one direction within specified time limits and fare paid.
4. CHILD FARE. Children through age 5 are permitted free passage when accompanied by an adult. (Maximum of 2 children per adult.)
5. USE OF TRANSIT TICKET BOOKS ON BUSES AND FERRIES
- a. Bus transit ticket books (Ride Value Discount Ticket Books). Twenty-ticket bus transit ticket books usable on buses shall also be usable on the ferry. The applicable bus transit discount ticket price, rounded to the nearest five cents, shall be credited and applied against the applicable ferry discount ticket price as set forth in Section III., "Golden Gate Transit – Bus and Ferry Systems," Subsection D, "Discount Fares and Transfers," Paragraph 1, "Prepaid Discount Fares," Subparagraphs (a) through (d). Any difference in price shall be rounded to the nearest five cents and collected in cash. Exact change is required and no cash back will be given for higher priced tickets applied to lower priced fares.
- b. Ferry transit ticket books (Frequent Rider Ticket Books). Twenty-ticket ferry transit ticket books usable on ferries shall also be usable on buses. The applicable Ferry transit discount ticket price shall be credited and applied against the applicable bus discount ticket price as set forth in Section III., "Golden Gate Transit – Bus and Ferry Systems," Subsection D, "Discount Fares and Transfers," Paragraph 1, "Prepaid Discount Fares," Subparagraphs (a) through (d). Any difference in price shall be rounded to the nearest five cents and collected in cash. Exact change is required and no cash back will be given for higher priced tickets applied to lower priced fares.
6. OTHER FARES
- a. Group fares. For travel to or from Sausalito or Larkspur on the ferry by groups of 20 or more, the following discounted fares apply:

- (1) Adult Ferry Fare: as set forth in Section III., "Golden Gate Transit – Bus and Ferry Systems," Subsection D, "Discount Fares and Transfers," Paragraph 1, "Prepaid Discount Fares," Subparagraph (d).
- (2) Youth, Senior or Persons with Disabilities Ferry Fare: as set forth in Section III., "Golden Gate Transit – Bus and Ferry Systems," Subsection C, "Bus and Ferry Transit Cash Fare Tariff Schedule," Paragraph 2, "Regional Transit Youth, Senior and Disabled Cash Fare Table – 50% Discount Rounded Down to Nearest 5 Cents."

This group fare shall be in effect only during off-peak times when ferries have seats available and only if prior permission has been obtained from the Deputy General Manager/Ferry Division.

- b. Reduced Rates for Persons with Disabilities and Their Certified Attendants. A person with disabilities who possesses a valid Regional Transit Connection (RTC) Discount Card or other identification as defined by Section I.A.20, is eligible for the disabled cash fare. Upon certification by a physician, State or Federal Agency designated representative that a disabled person must travel with an attendant, the attendant will be eligible for the discount fare applicable to the disabled person, but only while accompanying such disabled person. The RTC Discount Card of the disabled person will be marked with an attendant logo to indicate that an attendant will be traveling with the disabled person who is eligible for the discount fare. The attendant is not eligible for a discount fare while traveling alone and will not be issued an RTC Discount Card, unless he or she is independently eligible for his or her own RTC Discount Card.

**E. REGIONAL PARATRANSIT TARIFF SCHEDULE (EFFECTIVE JULY 1, 2006/2007)**

- 1. ADA REGIONAL PARATRANSIT SERVICE. The following paratransit tariff schedule is established for regional paratransit service provided by the District pursuant to the Americans with Disabilities Act of 1990:

From Zone	1	2	3	4	5	6
1	Service provided by MUNI	\$5.60	\$6.95	\$8.45	\$11.70	\$13.15
2	\$5.60	Service provided by MCTD			\$8.45	\$9.45
3	\$6.95				\$6.95	\$8.45
4	\$8.45				\$5.60	\$6.95
5	\$11.70	\$8.45	\$6.95	\$5.35	\$5.00	
6	\$13.15	\$9.90	\$8.45	\$6.60		

From Zone	1	2	3	4	5	6
1	Service provided by MUNI	\$5.90	\$7.30	\$8.90	\$12.25	\$13.80
2	\$5.90	Service provided by Marin Transit			\$8.90	\$9.45
3	\$7.30				\$7.30	\$8.90
4	\$8.90				\$5.90	\$7.30
5	\$12.25	\$8.90	\$7.30	\$5.90	\$5.25	
6	\$13.80	\$9.45	\$8.90	\$7.30		

- Notes: 1. Regional paratransit fare for travel to or from the East Bay over the Richmond Bridge is ~~\$5.60~~\$5.90.
2. Regional paratransit fare for travel to or from San Francisco and Sonoma County is ~~\$10.35~~10.85.

2. MARIN EXTENDED INTER-COUNTY PARATRANSIT SERVICE. The following paratransit tariff schedule is established for inter-county paratransit service that begins or ends beyond three-quarters of a mile of a Golden Gate Transit non-commute bus route or outside of the comparable non-commute bus service hours. Regional extended paratransit fare for travel to or from the East Bay over the Richmond Bridge is ~~\$6.35~~\$6.40.

From Zone	1	2	3	4	5	6
1	Not applicable	\$6.35	\$7.60	\$9.05	Not applicable	
2	\$6.35	Service provided by MCTD			\$9.05	\$10.45
3	\$7.60				\$7.10	\$9.05
4	\$9.05				\$5.85	\$7.60
5	Not applicable	\$9.05	\$7.60	\$6.35	Not applicable	
6	Not applicable	\$10.45	\$9.05	\$7.60		

From Zone	1	2	3	4	5	6
1	Not applicable	\$6.40	\$7.80	\$9.40	Not applicable	
2	\$6.40	Service provided by Marin Transit			\$9.40	\$9.95
3	\$7.80				\$7.80	\$9.40
4	\$9.40				\$6.40	\$7.80
5	Not applicable	\$9.40	\$7.80	\$6.40	Not applicable	
6	Not applicable	\$9.95	\$9.40	\$7.80		

Note: Surcharge applies only to trips beginning or ending in the extended portions of Marin Fare Zones 2, 3, and 4.

**IV. REPEAL OF PRIOR ENACTMENTS**

Master Ordinance 2006 and Ordinance Numbers 2006-02 through 2006-07, inclusive, are incorporated into this Master Ordinance 2007 and are hereby repealed. Any findings on which Master Ordinance 2006 and Ordinance Numbers 2006-02 through 2006-07, inclusive, are based are also incorporated into Master Ordinance 2007, although these findings are not expressly included in Master Ordinance 2007.

**V. VIOLATIONS**

Violation of any of the Rules and Regulations of this Ordinance may be a misdemeanor under Section 27176 of the Streets and Highways Code, State of California.

**VI. EFFECTIVE DATE**

This Master Ordinance shall take effect on the ~~12th~~ \_\_\_\_ day of ~~January, 2007~~ \_\_\_\_\_.

**ADOPTED** this ~~12th~~ \_\_\_\_ day of ~~January, 2007~~ \_\_\_\_\_, by the following vote of the Golden Gate Bridge, Highway and Transportation District Board of Directors:

- AYES (13):** Directors Brown, Cochran, Dufty, Eddie, Kerns, Martini, McGoldrick, Newhouse Segal, Reilly, Sandoval and Stroeh; Second Vice President Ammiano; President Moylan
- NOES (1):** Director Grosboll
- ABSENT (4):** Directors Hernández, Middlebrook and Pahre; First Vice President Boro

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**John J. Moylan**  
**President, Board of Directors**

**ATTEST:**

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**Janet S. Tarantino**  
**Secretary of the District**

## VII. APPENDICES

### APPENDIX A

Historical index of individual ordinances that have been passed by the Board of Directors from January 1, 2001 to December 31, ~~2006~~2007.

### APPENDIX B

Part 1 – Ordinance No. 2006-02, *An Ordinance to Amend Master Ordinance 2006, as Amended, to Adopt the Five-Year Transit Fare Program for July 1, 2006 through June 30, 2011.*

Part 2 – Five-Year Transit Fare Program Fare Tables – 2006 to 2010

### APPENDIX C

Ordinance No. 2001-02, *An Ordinance to Amend Master Ordinance 2001 Regarding Use of District Facilities for Filming and Still Photography.*

	<b>SUBJECT</b>		<b>No.</b>
<b>DATE</b>			
37.	4/28/06	Authorize Amending Master Ordinance 2006, to Discontinue the Use of Convenience Tickets as a Method for Bridge Toll Payment	2006-03
38.	7/14/06	Authorize Amending Master Ordinance 2006, to Increase Fares for Special Event Bus Service	2006-04
39.	7/14/06	Authorize Amending Master Ordinance 2006, to Authorize Revisions to the FasTrak® System Written Procedures	2006-05
40.	7/14/06	Authorize Amending Master Ordinance 2006, to Approve the Use of Transfers between Golden Gate Transit Bus Service and Marin County Transit District Shuttle Service for Marin Local Travel	2006-06
41.	9/8/06	Authorize Amending Master Ordinance 2006, to Approve the Operation of Golden Gate Transit Bus Service to Accommodate the Presidio Bus Stop within the City and County of San Francisco	2006-07
<u>42.</u>	<u>4/13/07</u>	<u>Authorize Amending Master Ordinance 2007, to Approve a Reciprocal Transfer Arrangement with the City of Petaluma and Sonoma County Transit</u>	<u>2007-01</u>
<u>43.</u>	<u>7/27/07</u>	<u>Authorize Establishing a Round-Trip Special Event Ferry Fare for Ferry Service Between the Larkspur Ferry Terminal and the Sausalito Ferry Landing for the 2007 Labor Day Weekend</u>	<u>2007-02</u>



Agenda Item No. 2

To: Rules, Policy and Industrial Relations Committee/Committee of the Whole Meeting of May 9, 2008

From: Janet S. Tarantino, Secretary of the District  
Celia G. Kupersmith, General Manager

Subject: **APPROVE ADOPTION OF THE RULES OF THE BOARD, AS AMENDED**

### **Recommendation**

The Rules, Policy and Industrial Relations Committee recommends that the Board of Directors approve adoption of the 2008 *Rules of the Board*, including amendments approved by the Board of Directors during the year 2007.

### **Summary**

During the year 2007, the Board of Directors approved the following two amendments to the *Rules of the Board*:

1. **RULE III, COMMITTEES, Subsection D, Committee Reports and Agenda originally read, as follows:**

“Matters calendared for Committee meetings held during the week of a regularly scheduled Board meeting shall be presented at the next following regularly scheduled Board meeting, except that any Committee Chair may direct the Secretary of the District to list on the Board Agenda any items scheduled for consideration by his or her Committee meeting to be held less than 72 hours before the next Board meeting, and except as otherwise permitted by law.”

By Resolution No. 2007-101, dated February 9, 2007, the above Subsection D was amended to read, as follows:

“Matters calendared for Committee meetings resulting in recommendations for action by the Board shall be presented at the next regularly scheduled Board meeting, unless otherwise decided by the Committee Chair.”

2. **RULE X, BUDGET POLICIES, Subsection C, Policy on Capital and Operating Budget Transfers, originally read, as follows:**

“Budgeted funds may be transferred between different operating Division budget line items, and may also be transferred between Divisions, up to an amount of \$50,000 per transfer for expenditures or activities that have been previously authorized by the Board,

when such transfer has been approved by the General Manager. Any single transfer that is greater than \$50,000 shall be subject to the review and approval by the Finance-Auditing Committee and Board. The General Manager has the authority to approve like line item transfers of any amount between departments within an approved operating Division budget. Budgeted funds may be transferred between the capital and operating budget and within the capital budget up to the amount of \$5,000 when such a transfer has been approved by the General Manager. The Auditor-Controller shall concur with all transfers and provide the Board with a written report summarizing all such transfers on no less than a quarterly basis.”

By Resolution No. 2007-052, dated June 8, 2007, the above Subsection C was amended to read, as follows:

“Budgeted funds may be transferred between different operating Division budget line items, and may also be transferred between Divisions, up to an amount of \$50,000 per transfer for expenditures or activities that have been previously authorized by the Board, when such transfer has been approved by the General Manager. Any single transfer that is greater than \$50,000 shall be subject to the review and approval by the Finance-Auditing Committee and Board. The General Manager has the authority to approve like line item transfers of any amount between departments within an approved operating Division budget. Budgeted funds may be transferred between the capital and operating budget up to the amount of \$5,000 with the General Manager’s approval. For a multi-year capital project already in the approved capital budget, funds may be transferred between fiscal years provided there is no increase in the total project budget when such a transfer has been approved by the General Manager. The Auditor-Controller shall concur with all transfers and provide the Board with a written report summarizing all such transfers on no less than a quarterly basis.”

As a housekeeping effort, the *Rules of the Board* was also revised to include a minor, non-substantive edit to RULE XX, OFFICE HOURS, to delete a reference to the posting of list of legal holidays observed by the District. Staff recommends adoption of the 2008 *Rules of the Board*, as amended, incorporating the above-listed amendments. Attached is a summary of the amendments that were approved in the year 2007, as well as the redlined pages from the 2008 *Rules of the Board*, highlighting all changes compared with the 2007 *Rules of the Board*.

### **Background**

The Board of Directors (Board) of the Golden Gate Bridge, Highway and Transportation District publishes the *Rules of the Board* to govern its proceedings pursuant to Section 27144, Chapter 8, Part 3, Division 16, of the Streets and Highways Code, and the District’s Resolution No. 20 dated April 10, 1929, as amended.

The Board, at its meeting of February 28, 2003, authorized the establishment of a new annual process for updating the *Rules of the Board* (Resolution No. 2003-015), incorporating all amendments adopted by the Board of Directors during the previous calendar year. Each annual *Rules of the Board* will include an appendix that indexes the individual amendment(s) adopted throughout the calendar year. Updating the *Rules of the Board* on an annual basis makes this document a more useful and effective resource to members of the Board, staff and the public.

**Fiscal Impact**

There is no fiscal impact associated with this report.

Attachment: Summary of Amendments Approved in the Year 2007  
Redlined Pages from 2008 *Rules of the Board*

**Summary of Amendments Approved in the Year 2007**

<b>Resolution No.</b>	<b>Date Adopted</b>	<b>Section(s) Amended</b>	<b>Amendment</b>
2007-010	2/9/07	Rule III, Committees	Amends Rule III, Subsection D, calls for actions brought forward from Committees to be presented at the next regularly scheduled Board meeting, rather than at the Board meeting scheduled in two weeks.
2007-052	6/8/07	Rules X, Budget Policies	Amends Rule X, Subsection C, to allow the flexibility to transfer budgeted funds for a capital project from a future year to the current year if approved by the General Manager, with no Board action required.

**GOLDEN GATE BRIDGE, HIGHWAY AND TRANSPORTATION DISTRICT**

**RULES OF THE BOARD**

**Adopted ~~January 12, 2007~~ April 11, 2008, by Resolution No. ~~2007-002~~ 2008-XXX**

~~Matters calendared for Committee meetings held during the week of a regularly scheduled Board meeting shall be presented at the next following regularly scheduled Board meeting, except that any Committee Chair may direct the Secretary of the District to list on the Board Agenda any items scheduled for consideration by his or her Committee meeting to be held less than 72 hours before the next Board meeting, and except as otherwise permitted by law. Matters calendared for Committee meetings resulting in recommendations for action by the Board shall be presented at the next regularly scheduled Board meeting, unless otherwise deemed necessary by the Committee Chair. (Res. 86-363, 12/19/86; Res. 07-010, 2/9/07.)~~

A regular monthly meeting date shall be established for each Committee. Additional Committee meetings may be scheduled as required, but when possible at least two weeks' notice shall be given.

Committee agenda shall be prepared and mailed at least one week before the date of the meeting. Any items to be added or deleted after that date require the prior approval of the Committee Chair or, in the absence of the Chair, the Vice-Chair of the Committee. When items are added or deleted, the final agenda shall indicate the date the item was added or deleted. (Res. 80-497, 11/21/80.)

Reports to the Committee on items requiring Board action, excepting bills, investments, ratification of investments, legislative reports and routine change orders, shall be mailed at least one week prior to the date of the Committee meeting. (Res. 9307, 3/25/77.)

The Secretary shall keep a master agenda for each committee naming the subject, director who sponsored a subject and the date subject was submitted. A committee may remove a subject from its master agenda without action or written report to the Board by notifying the proposer that the subject has been removed from the master agenda. If the proposer wishes reconsideration of a subject, the proposer may request the Board for continued assignment of a subject to committee and a report on the action of the committee must be submitted in writing to the Board within thirty (30) days of reassignment of the subject to committee.

Public comment will be received on items calendared on the Agenda as each item is discussed. Persons wishing to address a Committee concerning items of interest to the public that are within the subject matter jurisdiction but that are not calendared on the Agenda of the Committee may do so, at the conclusion of the Committee meeting on the following basis: a period of thirty (30) minutes shall be allocated for public comments, with each individual to be allotted three (3) minutes to address the Committee, unless said time frames are extended upon approval of the Committee. (Res. 86-363, 12/19/86.)

#### E. Advisory Committees

From time-to-time the President of the Board of Directors may establish Advisory Committees in compliance with the applicable provisions of the Ralph M. Brown Act and will so advise the Board of the creation of any such Committee. Any Advisory Committee so established shall be subject to the following rules: (1) the Advisory Committee must have a specific purpose identified by the President at the time of creation of the Committee capable of being completed within a limited period of time; (2) the Committee must be given specific reporting responsibilities and a designated timeline for reporting on the subject matter referred to it; (3) Committee membership must be comprised of less than a quorum of the Board of Directors; and, (4) a "Sunset

The Engineer shall be responsible for design, supervision of consulting engineers, safety and inspection of the work of the District, and shall give reports to the Board of Directors on those matters needing a professional opinion.

The compensation of the Engineer for all of the foregoing services has been fixed by resolution of the Board of Directors. No further compensation or other salary, whether for special or general services, shall be incurred for any services to be performed by the Engineer, unless and until such compensation or salary shall be first of all agreed upon with the Board of Directors and be evidenced by vote and resolution of the Board of Directors.

**RULE X. BUDGET POLICIES**

**A. Transit Fares**

Transit fares of the District shall be reviewed annually and adjusted as necessary so as to provide a minimum of 33% of operating expenses from operating revenues, prior to any subsidy. (See also Res. 81-245, 7/10/81.)

**B. District Reserves**

1. Emergency Reserves. The Board's policy is to maintain a minimum of 3.5% of the operating budget in reserves to be used for emergency situations and then replaced as expeditiously as possible. (Res. 04-059, 6/25/04.)

2. Operating Reserves. The Board's policy is to maintain a minimum of 7.5% of the operating budget or sufficient amount to cover an expected operating deficit, whichever is greater, in reserves for operations to be used if necessary and then replaced as expeditiously as possible. (Res. 04-059, 6/25/04.)

3. Restricted Reserves for Claims Settlements and Liability Losses. The Board's policy is to utilize these reserves as follows:

a. Fund property and liability settlements and judgments (other than those involving Workers' Compensation matters) in excess of \$50,000; and

b. Fund settlements and judgments of disputed contract matters in excess of \$50,000. (Res. 92-79, 4/24/92.)

4. Other Restricted Reserves. From time to time, the District may establish other restricted reserves as appropriate.

**C. Policy on Capital and Operating Budget Transfers**

~~Budgeted funds may be transferred between different operating Division budget line items, and may also be transferred between Divisions, up to an amount of \$50,000 per transfer for expenditures or activities that have been previously authorized by the Board, when such transfer has been approved by the General Manager. Any single transfer that is greater than \$50,000 shall be subject to the review and approval by the Finance Auditing Committee and Board. The General Manager has the authority to approve like line item transfers of any amount between departments~~

~~within an approved operating Division budget. Budgeted funds may be transferred between the capital and operating budget and within the capital budget up to the amount of \$5,000 when such a transfer has been approved by the General Manager. The Auditor-Controller shall concur with all transfers and provide the Board with a written report summarizing all such transfers on no less than a quarterly basis. Budgeted funds may be transferred between different operating Division budget line items, and may also be transferred between Divisions, up to an amount of \$50,000 per transfer for expenditures or activities that have been previously authorized by the Board, when such transfer has been approved by the General Manager. Any single transfer that is greater than \$50,000 shall be subject to the review and approval by the Finance-Auditing Committee and Board. The General Manager has the authority to approve like line item transfers of any amount between departments within an approved operating Division budget. Budgeted funds may be transferred between the capital and operating budget up to the amount of \$5,000 with the General Manager's approval. For a multi-year capital project already in the approved capital budget, funds may be transferred between fiscal years provided there is no increase in the total project budget when such a transfer has been approved by the General Manager. The Auditor-Controller shall concur with all transfers and provide the Board with a written report summarizing all such transfers on no less than a quarterly basis. (Res. 01-159, 10/12/01; Res. 07-052, 6/8/07.)~~

D. Use of Unbudgeted Funds

When financial commitments are proposed entailing the use of unbudgeted funds in excess of \$1,000, a presentation will be made in conjunction with the request as to the: (1) source of revenue to meet the commitment; or, (2) source of savings to offset the expenditure. (Res. 81-32, 1/30/81.)

No request for unbudgeted funds in excess of \$2,500 shall be brought to the Board without prior approval by the Finance-Auditing Committee.

**RULE XI. INVESTMENT POLICY**

A. Introduction

The purpose of this Rule is to identify various policies and procedures that enhance opportunities for a prudent and systematic investment policy and to organize and formalize investment-related activities.

The investment policies and practices of the Golden Gate Bridge, Highway & Transportation District are based on state law and prudent money management. All general funds will be invested in accordance with the District's Investment Policy and Article 2 of Chapter 4 of the California Government Code (commencing with Section 53600). The investment of bond or note proceeds will be governed by the provisions of the relevant bond documents. (Res. 01-148, 9/14/01.)

B. Scope

It is intended that this policy cover all funds (except retirement funds) and investment activities under the direction of the District.

pertaining to their positions, the financial conditions of the District and other relevant factors, as may be determined by the Board. (Res. 96-257, 12/13/96)

**RULE XX. OFFICE HOURS**

The Administrative Offices of the District shall be open from 8:30 a.m. to 4:30 p.m., Monday through Friday of each week.

The offices shall be closed on Saturdays, Sundays, legal holidays, and such other occasions as the Board of Directors may authorize. ~~The District shall post in a location freely accessible to the public the list of legal holidays on which the District offices will be closed.~~

The Personnel Guide and applicable Memoranda of Understanding detail specific holiday provisions for District and administrative employees and employees covered by collective bargaining agreements.

**RULE XXI. AMENDMENTS**

These rules may be suspended or amended or repealed at any Board of Directors' Meeting by a majority of the members of the Board.