



2020-05

GOLDEN GATE BRIDGE, HIGHWAY AND TRANSPORTATION DISTRICT

MEMORANDUM OF MINUTES

BOARD OF DIRECTORS MEETING

APRIL 24, 2020

Executive Order N-25-20 and N-29-20, issued by the Governor of the State of California, in which portions of the Ralph M. Brown Act are suspended and allows, all Board members, staff and the public to participate by telephone.

The Board of Directors (Board) of the Golden Gate Bridge, Highway and Transportation District (District) met in regular session via audio conference, on Friday, April 24, 2020, at 10:02 a.m., President Pahre presiding.

- (1) **CALL TO ORDER:** President Barbara L. Pahre.
- (2) **ROLL CALL:** Secretary of the District Amorette M. Ko-Wong.

Directors Present (17): Directors Arnold, Belforte, Fewer, Fredericks, Garbarino, Grosboll, Hernández, Hill, Mastin, Moylan, Rabbitt, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault; President Pahre.

Directors Absent (0): None.

[Note: On this date, there were two vacancies on the Board of Directors.]

Staff Present: General Manager Denis Mulligan; Auditor-Controller Joseph Wire; District Engineer Ewa Bauer-Furbush; Secretary of the District Amorette Ko-Wong; Attorney Kimon Manolius; Deputy General Manager/Administration and Development Kellee Hopper; Deputy General Manager/Bridge Steve Miller; Division Deputy General Manager/Bus Transit Mona Babauta; Executive Assistant to the General Manager Justine Bock; Senior Board Analyst Elizabeth Eells.

Visitors Present: Kymberlyrenée Gamboa, Sacramento County Resident; Manuel Gamboa, Sacramento County Resident; David Pilpel, San Francisco County Resident.

- (3) **PLEDGE OF ALLEGIANCE:** Director Elbert Hill
- (4) **PUBLIC COMMENT:**

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(A) Public Comment

Kymberlyrenée Gamboa, Sacramento County Resident, spoke about her son Kyle Gamboa who jumped off the Bridge in 2013. She clarified a comment in a recent San Francisco Chronicle article, in which she was incorrectly quoted as saying the Suicide Deterrent System [construction] delay was incomprehensible. She said she called the reporter, and corrected her statement to reflect what she actually said, which was:

“I was extremely disappointed about the delay, but had been working in construction management for a number of years and was familiar with construction delays. I was very happy SDS construction was moving forward even with the delays, and could not wait until the SDS was completed.”

She thanked staff and the contractor for continuing with the construction despite the urgent epidemic concerns pulling the District staff and contractor in various directions. She said she knows the Suicide Deterrent System (SDS) will save lives. She thanked the District for its support of the SDS construction. She expressed her hope the meeting attendees would be safe and healthy.

Manuel Gamboa, Sacramento County Resident, expressed his appreciation for the SDS construction and its continuation. He said he looks forward to the completion of the SDS. He said the barrier will save lives. He expressed his appreciation for the District’s efforts. He thanked the Board, and staff including Bridge Patrol Officers and construction workers for their efforts. He acknowledged the complexities of the current circumstances as a result of the country’s efforts to safeguard its citizenry from COVID-19. He said he looks forward to in-person meetings and wished everyone good health and well-being.

David Pilpel, San Francisco County Resident, commented on the Board of Directors Minutes of April 10, 2020. He said that on page 31 of the Board packet, his county of residence was incorrectly listed as Marin County, but correctly stated as San Francisco on page 32. He requested his county of residence be accurately reflected in the Minutes. He also requested that a Director’s comment that there had not been many negotiations with Amalgamated Transit Union (ATU) in which Mr. Withington did not participate be captured in the Minutes. In addition, he pointed out that information about the Memorandum of Understanding between the District and ATU has not yet been posted to the District’s website. Furthermore, he suggested that the District create a new Labor Relations page on the District’s website and include information about the history of building and operating the Bridge, Bus and Ferry Divisions at the District. He stated that it could be useful to include a brief summary of the District’s current agreements with the unions. He expressed his appreciation for the General Manager’s Report. He also expressed his hope that the Coronavirus Aid, Relief, and Economic Security (CARES) Act’s \$30 million of funding for the District would be roughly sufficient to cover increased costs and decreased revenue for this year.

Eric Reese. At the meeting, Executive Assistant to the General Manager Justine Bock read a letter from Eric Reese into the record:

Dear Board of Directors,

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Hello, my name is Eric Reese. My public comment for future consideration would be for the district to consider developing a transit rewards program for customers who use the ferry and buses for travel. Developing a rewards program would help grow and retain ridership by offering riders a point for every dollar purchased in transit fares using a Clipper Card. With a certain number of points riders could redeem their points for transit passes or for other transit fares. If the district partners with events, attractions, and food establishments this would allow riders the ability to redeem their points for free or reduced goods and services. The rewards program has the ability to be dynamic, meaning that the district can use the program to encourage specific behaviors using a tiered points system. For example, the Marketing Department and Social Media teams could provide additional points to riders who ride the ferry and buses to destinations that are being promoted on social media accounts and tag/share their transit experience, ride on Spare the Air Days, and ride to baseball games. The rewards program can tie in transit and business marketing while using a budget that rewards riders for their longtime loyalty. Incorporating the rewards program with the Clipper Card increases adoption of its use, helps reduce use of cash on the bus and ferries, and allows the district to analyze ridership and travel patterns. With the COVID-19 pandemic creating uncertainty for transit providers in the long term, developing a rider rewards program would help in recovering ridership by rewarding riders for their longtime loyalty and would also help businesses recover customers by allowing for a beneficial partnership. Thank you for your time and hopeful consideration of these recommendations that can help reimagine and redefine the transit experience for district users.

Sincerely,
Eric Reese

(B) Response by the Board

President Pahre thanked Ms. Gamboa for the clarification regarding her quoted comments in the San Francisco Chronicle article. On behalf of the Board, she expressed appreciation for Mr. and Ms. Gamboa's support for the SDS project and its completion. She thanked Mr. Pilpel for his comments.

(5) CONSENT CALENDAR:

Ms. Ko-Wong reviewed the items contained within the Consent Calendar. She stated that she would make the edit requested by Mr. Pilpel in the Board of Directors Minutes of April 10, 2020.

Director Theriault commented about the Board of Directors Minutes of March 27, 2020, and the temporary authority granted to staff related to the COVID-19 emergency. He stated that he believes the Minutes do not accurately reflect the motion that he made. He said he believes he made a motion to agendaize an item to undo the temporary authority granted to staff at every meeting of the Board of Directors. He said the Board could take action on the item or move it be continued to the next meeting. He suggested that staff could check the recordings and let him know if he is not correct. Mr. Mulligan responded that the agenda item is in the General Manager Report.

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Director Theriault commented that he had reviewed the General Manager's Report. He noted his request does not reflect upon Mr. Mulligan. He said that agenda items tend to be staff driven. He also said that as a matter of principle, he does not believe it is good governance for the Board to wait for a staff recommendation that the Board diminish authority it temporarily granted to staff. He said he believes the Board has to drive an agenda item to diminish authority temporarily granted to staff. He said his motion was intended to address that consideration. He noted that given that COVID-19 is a medical emergency, there is no guarantee the same General Manager or Board will be in place by the time the emergency has concluded. He stated his views that a regular process for the Board to review and act upon the terminating the authority the Board temporarily granted to staff be in place that would fulfill the public notice requirement. He pointed out that for this meeting, there is an item under the General Manager's Report that makes a recommendation that the Board not withdraw authority at this time. He asked Attorney Manolius if inclusion of the possible action under the General Manager's Report fulfills the public noticing requirements that would allow the Board to act to withdraw the authority the Board temporarily granted to staff. Attorney Manolius responded he believes inclusion of the item under the General Manager Report does fulfill the public noticing requirements to allow the Board to act on withdrawing the authority the Board temporarily granted to staff. He noted the Board could have a separate Board agenda item that is not under the General Manager Report to continue to consider the question of withdrawing the authority the Board temporarily granted to staff. Mr. Mulligan stated he would suggest that staff include a separate agenda item.

Director Theriault commented that his original intent was to have a separate Board agenda item to continue to consider the question of withdrawing the authority the Board temporarily granted to staff. Mr. Mulligan stated it could be included as a separate item under Special Order of Business on the Board agenda until the Board withdraws the authority temporarily granted to staff.

Director Theriault stated he would like his clarification reflected in the Minutes for the motion he made at the Board meeting of March 27, 2020.

Ms. Ko-Wong stated that staff could sever the Board of Directors Minutes of March 27, 2020, make the changes, and bring the Minutes back to the Board for approval.

President Pahre said there would be a change made to the Board Minutes of March 27, 2020, and a separate item on the Board agenda under the Special Order of Business until the Board withdraws the authority temporarily granted to staff. Director Theriault confirmed that his goal is to have a separate item.

Directors THERIAULT/COCHRAN moved and seconded to approve the Consent Calendar with the changes that he outlined above to the Board of Directors Minutes of March 27, 2020. All items were approved by the following vote of the Board of Directors:

- AYES (17):** Directors Arnold, Belforte, Fewer, Fredericks, Garbarino, Grosboll, Hernández, Hill, Mastin, Moylan, Rabbitt, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault; President Pahre.
- NOES (0):** None.

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(A) Approve the Minutes of the following Meetings

- (1) Finance-Auditing Committee of March 27, 2020; and
- (2) Board of Directors of April 10, 2020.

Carried

(B) Ratification of Previous Actions by the Auditor-Controller

Resolution No. 2020-019 (as detailed in the April 23, 2020 Finance-Auditing Committee meeting)

- (1) Ratify Commitments and/or Expenditures
- (2) Ratify Previous Investments
- (3) Authorize Investments
- (4) Accept Investment Report March 2020

Adopted

[Director Garbarino departed the meeting.]

(6) REPORTS OF OFFICERS:

(A) General Manager

(1) Report of the General Manager

Mr. Mulligan stated that all items contained in the written General Manager's Report are informational only. A copy of the General Manager's Report is available on the District's web site or upon request from the Office of the District Secretary.

Mr. Mulligan stated he would review four items including:

- Request the Board ratify the emergency actions he has taken under the temporary authority granted to him by the Board;
- Consider terminating the temporary authority the Board has granted staff;
- Review the District's response to COVID-19; and
- Outline how staff is handling employee recognition.

(i) Ratify and Authorize Actions by the General Manager

He summarized the reasons why he contracted with an outside vendor for Temporary Onsite Medical Drug and Pre-Employment Testing Services. He expressed his appreciation for Director of Risk Manager and Safety Kelli Vitale for developing this creative solution, and the Bus Division for finding space in which to host the services.

He also requested ratification of a rent reduction for Kosmos Kafe (Previously Café Salute) which is at the San Rafael Transit Center. He noted the owner Loukas Papanastasiou requested relief.

Directors MASTIN/SOBEL

Resolution No. 2020-020 moved and seconded to ratify the actions of the General Manager to authorize:

- (a) Emergency procurement of Temporary Onsite Medical Drug and Pre-Employment Testing Services with Pivot Onsite in the amount of \$255,600.

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- (b) A rent reduction for the business Kosmos Kafe (Previously Café Salute) renting space from the District at the San Rafael Transit Center.

AYES (16): Directors Arnold, Belforte, Fewer, Fredericks, Grosboll, Hernández, Hill, Mastin, Moylan, Rabbitt, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault; President Pahre.

NOES (0): None.

ABSENT (1): Director Garbarino.

(ii) Consider Possible Action to Terminate the Suspension of Board Procedural Rules and Policies for COVID-19 Related Emergency Actions

Directors THERIAULT/COCHRAN moved and seconded to continue consideration of this item under Special Order of Business at the next meeting.

AYES (16): Directors Arnold, Belforte, Fewer, Fredericks, Grosboll, Hernández, Hill, Mastin, Moylan, Rabbitt, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault; President Pahre.

NOES (0): None.

ABSENT (1): Director Garbarino.

Carried

[Director Garbarino returned to the meeting.]

(iii) Update on Impacts of the COVID-19 Pandemic on District Operations

Mr. Mulligan reviewed his General Manager Report. He noted that since the Shelter-in-Place (SIP) was implemented, the District has seen Bridge traffic decline 71.52%, bus ridership decline 88.27%; and ferry ridership decline 99.25%. In addition, the District's revenues have declined \$3 million a week or 76%. He said it is unclear how quickly traffic and ridership will return when the SIP concludes, and staff will continue to monitor the level of service required to serve the public.

Mr. Mulligan stated that he made the determination that the SDS is an essential government function as defined in the updated SIP Order, and was able to get the San Francisco City Administrator to concur with his finding. He emphasized that the SDS contractor implemented new job site specific health and safety plans to include more safe distancing requirements.

Mr. Mulligan stated the San Francisco Municipal Transportation Agency (SFMTA) reduced service by 90%, and is not providing service to segments of San Francisco. He said as a result, the SFMTA made a request for mutual assistance from the District to pick up riders on Van Ness Avenue, and staff agreed to do so.

Mr. Mulligan reviewed some of the safety measures staff has put in place to guard against the coronavirus. He said that riders are required to wear masks on buses and ferries. Staff has access to personal protective equipment (PPE) and a special PPE station out of the Bus Yard in San Rafael. He reviewed other safety measures staff has taken including:

- Installed sneeze guards between Bus Operators and riders on all the buses;

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- Limited the number of passengers on the buses to provide for safe distancing;
- Installed more signage; and
- Put marks on the floor to show safe distancing of 6 feet.

Mr. Mulligan stated that Congress passed and President Trump signed the Coronavirus Aid, Relief, and Economic Security (CARES) Act, and this past Wednesday, the Metropolitan Transportation Commission allocated 61% of its portion of the money, which included \$30.2 million for the District. He noted the assistance is welcome and will help offset lost fares, and the portion of tolls that fund transit. He emphasized the funding will not replace other revenues that are used to fund operations or capital projects.

Mr. Mulligan said that while the meetings are being held by telephone, the Board does not have an opportunity to provide employees with the usual recognition. He emphasized the recognition is still occurring in the workplace, and staff looks forward to being recognized in front of the Board again. He said the Board can bring back all the employees who retired, had service milestones or were Employees of the Month. He stated staff is considering other ways in which to recognize employees.

(iv) Public Comment

David Pilpel, San Francisco County Resident expressed his appreciation for the detail in the General Manager Report, and for offering bus service in San Francisco. He pointed out the District has a higher local fare than SFMTA, and more service during the emergency. He asked that the Board consider matching or coming closer to fare parity with SFMTA the next time it considers transit fares. He noted the District could analyze the financial impact of fare changes.

(v) Discussion by Board

President Pahre expressed her appreciation for how staff keeps the Board and employees informed. She said she believes it is important to provide the stakeholders with key facts and the District's plans for moving forward. She noted the information helps keep people calm. Mr. Mulligan responded that his memos are a team effort. He recognized the contributions of Deputy General Manager/Administration and Development Kellee Hopper, Deputy General Manager/Bridge Division Steve Miller, and Executive Assistant to the General Manager Justine Bock.

Director Hill stated he is also watching the fares in San Francisco.

Director Hernández expressed appreciation for Mr. Mulligan's comments about employee recognition. She asked if Mr. Mulligan would read the names of people who would be recognized and why. In response, Mr. Mulligan reviewed the recognition for April Employee Recognition including:

- Twenty-Five Year Service Award to Victoria T. Ng, Accountant, District Division
- Twenty-Five Year Service Award to Darryn G. Silveria, Farebox Repair and Welder Mechanic, Bus Division

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- Twenty-Year Service Award to Mindy McGinness, Transportation Field Supervisor, Bus Division
- Twenty-Year Service Award to Alfonso A. Herrera, Bus Operator, Bus Division
- Twenty-Year Service Award to Greg A. Wyrsh, Bus Operator, Bus Division
- Twenty-Year Service Award to David C. Cordova, Bus Operator, Bus Division
- Twenty-Year Service Award to Rocky Joseph Vargo, Bus Operator, Bus Division
- Twenty-Year Service Award to Joao Vicente Fonseca, Bus Operator, Bus Division
- Employee of the Month for April 2020 Michael Bailey, Bridge Sergeant, Bridge Division

President Pahre expressed her appreciation for Director Hernández's suggestion.

(B) Attorney

(1) Report of the Attorney

Attorney Kimon Manolius stated that all items contained in the written Attorney's Report are informational. He pointed out there was no Closed Session on today's agenda. A copy of the Attorney's Report is available on the District's web site or upon request from the Office of the District Secretary.

(C) District Engineer

(1) Report of the District Engineer

Ms. Bauer-Furbush stated that all items contained in the Engineer's Report are informational only. A copy of the Engineer's Report is available on the District's web site or upon request from the Office of the District Secretary.

She stated that the SDS construction is ongoing. She noted that due to the lower traffic, staff added two hours of lane closures for construction each night. She said the contractor has installed 186 of the net supports. She said that the structural steel and net fabrication contractors had interrupted their work in March, and the net fabrication contractor resumed work as of April 14, 2020.

(7) OTHER REPORTS:

There were no "Other Reports" to discuss.

(8) REPORT OF COMMITTEES:

**(A) Meeting of the Building and Operating Committee/Committee of the Whole
April 23, 2020
Chair Michael Theriault**

(1) Approve Contract Change Order No. 20 to Contract No. 2016-B-1, Golden Gate Bridge Physical Suicide Deterrent System And Wind Retrofit

Directors THERIAULT/COCHRAN

Resolution No. 2020-021 approves Contract Change Order (CCO) No. 20 to Contract No. 2016-B-1, Golden Gate Bridge Suicide Deterrent System and Wind Retrofit Project, in the amount of \$428,332, for modifications to the North Approach Viaduct Floor Beam Strengthening details; with the understanding that sufficient funds are available in the Contract No. 2016-B-1 construction contingency to finance this CCO.

Adopted

- AYES (17):** Directors Arnold, Belforte, Fewer, Fredericks, Garbarino, Grosboll, Hernández, Hill, Mastin, Moylan, Rabbitt, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault; President Pahre.
- NOES (0):** None.

[Directors Belforte and Grosboll departed.]

- (2) Approve New Five-Year Lease with Marin Airporter on a 3-Acre Portion of 1011 Andersen Drive, San Rafael, CA, for Terminal and Parking for Marin Airporter Service**

Directors THERIAULT/HERNÁNDEZ

Resolution No. 2020-022 authorizes execution of a new five-year lease with Marin Airporter, for approximately three acres of the Golden Gate Bridge, Highway and Transportation District's 1011 Andersen Drive, San Rafael, CA property, at \$23,025 per month for the first year, for continued operation of the Marin Airporter terminal and customer parking associated with Marin Airporter service to the San Francisco Airport, effective May 15, 2020; with the understanding that subsequent annual rent increases will be based on the Consumer Price Index.

Adopted

- AYES (15):** Directors Arnold, Fewer, Fredericks, Garbarino, Hernández, Hill, Mastin, Moylan, Rabbitt, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault; President Pahre.
- NOES (0):** None.
- ABSENT (2):** Directors Belforte and Grosboll.

- (3) Authorize Execution of Professional Services Agreements Relative to Request for Proposals No. 2019-D-085, Citrix and Microsoft Profession Services**

Directors THERIAULT/RABBITT

Resolution No. 2020-023 authorizes authorize execution of four Professional Services Agreements with the following firms: 1) BlueChipTek, Santa Clara, CA; 2) Cornerstone Technologies (SonaSoft), San Jose, CA; 3) InterVision Systems, Santa Clara, CA; and, 4) Presidio Networked Solutions, Pleasanton, CA, pursuant to Request for Proposals (RFP) No. 2019-D-085, *Citrix and Microsoft Professional Services*, for on-call technology project services, for a three-year term, in a total aggregate not-to-

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exceed amount of \$2,250,000 for all four contracts, with two one-year option terms, exercisable at the General Manager's sole discretion, in the aggregate not-to-exceed amount of \$750,000 for Option Year 1 and \$750,000 for Option Year 2; with the understanding that the total annual spending across all four contracts will not exceed \$750,000 in any one year, and with the further understanding that requisite funds for these services are available in the FY 19/20 District Division Operating and/or Capital Budgets and future years will be budgeted accordingly.

Adopted

AYES (15): Directors Arnold, Fewer, Fredericks, Garbarino, Hernández, Hill, Mastin, Moylan, Rabbitt, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault; President Pahre.

NOES (0): None.

ABSENT (2): Directors Belforte and Grosboll.

- (4) **Approve an Amendment to Contract No. 2019-F-045, Engineering Support for M.S. Marin and M.S. San Francisco Shipyard Maintenance and Improvements, with BMT Designers & Planners**

Directors THERIAULT/ARNOLD

Resolution No. 2020-024 authorizes the General Manager to approve an amendment to Contract No. 2019-F-045, *Engineering Support for M.S. Marin and M.S. San Francisco Shipyard Maintenance & Improvements*, with BMT Designers & Planners, for work that has exceeded the expected scope and level of BMT's effort in regard to additional submittals to the United States Coast Guard (USCG), increasing the not-to-exceed limit by \$39,295 to the total not-to-exceed amount of \$285,295; with the understanding that there are sufficient funds in the project budget to support this proposed Board actions.

Adopted

AYES (15): Directors Arnold, Fewer, Fredericks, Garbarino, Hernández, Hill, Mastin, Moylan, Rabbitt, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault; President Pahre.

NOES (0): None.

ABSENT (2): Directors Belforte and Grosboll.

- (B) **Meeting of the Finance-Auditing Committee**
April 23, 2020
Chair Brian Sobel

- (1) **Approve Actions Relative to the Renewal of the Health and Benefits Insurance Plans**

Directors SOBEL/SEARS

Resolution No. 2020-025 approves the policy year 2020-2021 premium rates for the Golden Gate Bridge, Highway and Transportation District's Health and Benefits Insurance Plans at an overall estimated renewal cost of \$33,579,681 representing an overall 1.5% decrease;

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with the understanding that requisite funding will be included in the FY 20/21 Operating Budget.

Adopted

AYES (15): Directors Arnold, Fewer, Fredericks, Garbarino, Hernández, Hill, Mastin, Moylan, Rabbitt, Sears, Sobel and Yee; Second Vice President Cochran; First Vice President Theriault; President Pahre.

NOES (0): None.

ABSENT (2): Directors Belforte and Grosboll.

(9) ADDRESSES TO BOARD:

There were no "Addresses to Board" to discuss.

(10) SPECIAL ORDER OF BUSINESS:

There was no "Special Order of Business" to discuss.

(11) UNFINISHED BUSINESS:

There was no "Unfinished Business" to discuss.

(12) NEW BUSINESS:

There was no "New Business" to discuss.

(13) COMMUNICATIONS:

A copy of Board Agenda Item No. 13, "Communications", is available on the District's web site or upon request from the Office of the District Secretary.

Director Fredericks acknowledged the Golden Gate Transit bus with the quote "Earth Day is Every Day," which is inspirational and its accompanying theme on the outside. She thanked the District for the reminder that all our successes lie in our everyday decisions to act softly.

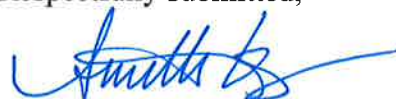
President Pahre commented the Earth Day is Every Day bus is beautiful. Mr. Mulligan responded that the artist, George Sumner, who painted the Earth Day is Every Day Bus also painted the Whale Bus.

President Pahre thanked everyone who attended the meeting. She noted there are pros and cons to meeting by telephone. She stated the pro side is the meeting attendees do not have to drive. The con side is the attendees miss seeing each other. She thanked staff for their efforts to run an effective meeting under the new conditions.

(14) ADJOURNMENT:

All business having been concluded the meeting was adjourned at 11:03 a.m.

Respectfully submitted,



Amorette M. Ko-Wong
Secretary of the District