



May 22, 2020

BOARD OF DIRECTORS MEETING
FRIDAY, MAY 29, 2020

(5) CONSENT CALENDAR:

(A) Approve the Minutes of the following Meetings:

- (1) Board of Directors of March 27, 2020;
- (2) Building and Operating Committee of April 23, 2020;
- (3) Finance-Auditing Committee of April 23, 2020; and
- (4) Board of Directors of April 24, 2020.

Motion

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

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

Resolution

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2020-03

GOLDEN GATE BRIDGE, HIGHWAY AND TRANSPORTATION DISTRICT

MEMORANDUM OF MINUTES

BOARD OF DIRECTORS MEETING

MARCH 27, 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, March 27, 2020, at 10:05 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 (15): Directors Arnold, Belforte, Fewer, Fredericks, Garbarino, Grosboll, Hernández, Hill, Mastin, Moylan, Sears and Sobel; Second Vice President Cochran; First Vice President Theriault; President Pahre.

Directors Absent (2): Directors Rabbitt and Yee.

[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; Attorney Molly Kaban; Deputy General Manager/Administration and Development Kellee Hopper; Deputy General Manager/Bridge Steve Miller; Division Deputy General Manager/Bus Transit Mona Babauta; Deputy General Manager/Ferry James Swindler; Executive Assistant to the General Manager Justine Bock; Senior Board Analyst Elizabeth Eells.

Visitors Present: Manuel Gamboa, Sacramento County Resident.

- (3) **PLEDGE OF ALLEGIANCE:** Director Patricia Garbarino
- (4) **PUBLIC COMMENT:**

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(A) Public Comment

Manuel Gamboa, Sacramento County Resident, thanked the District for its support of the Suicide Deterrent System (SDS) construction project. He said his son jumped off the Golden Gate Bridge in September 2013, and the barrier will save lives. He expressed his appreciation for the District's efforts. He wished everyone good health and well-being.

(5) CONSENT CALENDAR:

Directors THERIAULT/COCHRAN moved and seconded to approve the Consent Calendar. All items were approved by the following vote of the Board of Directors:

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

NOES (0): None.

ABSENT (2): Directors Rabbitt and Yee.

(A) Approve the Minutes of the following Meetings

- (1) Building and Operating Committee of February 27, 2020
- (2) Finance-Auditing Committee of February 27, 2020;
- (3) Rules, Policy and Industrial Relations Committee of February 28, 2020; and,
- (4) Board of Directors of February 28, 2020. **Carried**

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

Resolution No. 2020-012 (as detailed in the March 27, 2020 Finance-Auditing Committee meeting)

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

Adopted

(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 that staff has postponed the in-person employee recognitions and *What We Do* videos to future Board meetings but the written recognitions will continue to be included in his written report. He stated he would review the effects of COVID-19 on the District under Special Order of Business, Item No. 10.A.

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Mr. Mulligan thanked all the Directors for participating in the tele-conference meeting and facilitating a new approach to a public meeting. He expressed his appreciation for the contributions of Secretary of the District Amorette Ko-Wong, Executive Assistant to the General Manager Justine Bock and Information Systems staff Joseph Leong and Edward Fong for helping to make the meeting more effective.

(B) Attorney

(1) Report of the Attorney

Attorney Kimon Manolius stated that all items contained in the written Attorney's Report are informational. 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.

(2) Closed Session

Attorney Manolius reported that a Closed Session will take place just prior to the conclusion of this meeting to discuss the following matters, listed on the Board Agenda as Item No. 6.B.2.a and 6.B.2.b:

(a) Conference with Legal Counsel – Existing Litigation

Pursuant to Government Code Section 54956.9(a)

Report of Athens Administrators, Inc.

- (i) Tony Trujillo v. Golden Gate Bridge, Highway and Transportation District.

(b) Conference with Labor Negotiator

Pursuant to Government Code Section 54957.6

Report of Hanson Bridgett, LLP

- (i) Negotiations with the Amalgamated Transit Union, Local No. 1575
- (ii) Negotiations with various Labor Coalition Unions

(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.

Ms. Bauer-Furbush provided a status report on the Suicide Deterrent System (SDS) construction. She noted that under Governor Newsom's Order, construction is exempt, and as a result, the SDS contractor is continuing with its work.

Ms. Bauer-Furbush added that staff is in close contact with the contractor who has expressed some concern about the lack of supplies and materials in the supply chain.

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She said that the painting subcontractor may also have difficulties obtaining sufficient supplies, and would have to stop work if the supplies are delayed beyond a short time frame.

Ms. Bauer-Furbush reviewed the current status of the SDS construction work. She noted that staff has given contractors two extra hours in which to work at night because of the low traffic on the Bridge. She added that staff may also allow construction work on the Bridge during the day depending on traffic, and the additional work hours will speed up the work. She said the contractor is installing work platforms on north approach viaduct, and has installed 214 of 260 net supports. She added there is a delay with the net fabrication. The net fabricators have had to suspend fabrication due to restrictions related to COVID-19 and dense working quarters. She stated that staff anticipates that the delay of the net fabrication will not affect the work progress because the contractor is not hanging the net yet. She said staff will keep the Board informed.

(7) OTHER REPORTS:

There were no "Other Reports" to discuss.

(8) REPORT OF COMMITTEES:

**(A) Meeting of the Finance-Auditing Committee/Committee of the Whole
March 27, 2020
Chair Brian Sobel**

(1) Budget Increase in FY19/20 Bus Division Capital Budget for Zero Emission Bus (Zeb) Fleet/Infrastructure Analysis, Project # 1932

Directors SOBEL/FREDERICKS

Resolution No. 2020-013 authorizes a budget increase in the amount of \$110,082.54 to the FY 19/20 Bus Division Capital Budget for Project #1932, *Zero Emission Bus (ZEB) Fleet/Infrastructure Analysis* in order to fully fund Contract No. 2019-BT-079, ZEB Transition Rollout Plan and Analysis Services for a total project budget of \$235,082.54.

Adopted

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

NOES (0): None.

ABSENT (2): Directors Rabbitt and Yee.

(2) Authorize Execution of the Second Amendment to Contract No. 2017-B-4, Replacement Toll Collection System, With Kapsch TrafficCom USA Inc. and Actions Relative to Capital Project #1525, Toll System Upgrade

Directors SOBEL/FREDERICKS

Resolution No. 2020-014 authorizes the General Manager, or his designee, to take actions relative to Contract No. 2017-B-04, *Replacement Toll Collection System* with Kapsch TrafficCom IVHS, Inc., and actions relative to Contract No. 2018-B-05, *Consultants to Provide Technical Support for Toll Operations* and Capital Project 1525, Toll System Upgrade as follows:

- (i) Amends Contract No. 2017-B-04 to add system design services, hardware, software, and implementation services for interim toll collection system in the existing toll plaza at a cost of \$1,734,673;
- (ii) Amends Contract No. 2017-B-04 to add maintenance and operation services for the interim toll collection system, beginning November 2020, at a rate of \$36,881 per month, for 24 months;
- (iii) Amends Contract No. 2017-B-04 to allow for a ten percent contingency of \$17,347 for hardware and \$3,688 per month for maintenance and operation services (\$88,512 in total for a 24-month period);
- (iv) Amends Contract No. 2018-B-05 to increase the not-to-exceed contract amount by \$300,000 to the new amount of \$3,300,000 to allow for continued and additional consultant support for the interim toll collection system implementation; and,
- (v) Authorizes a budget increase of \$2,538,848 in the FY 19/20 Bridge Division Capital Budget for Project #1525, to be funded with 100% District funds, for a revised total project budget of \$8,480,848.

Adopted

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

NOES (0): None.

ABSENT (2): Directors Rabbitt and Yee.

(3) Approve Actions Relative to IFAS Financial Management System Upgrade

Directors SOBEL/FREDERICKS

Resolution No. 2020-015 approves actions relative to IFAS Financial Management System upgrade as follows:

- (i) Authorizes the General Manager to execute the Tenth Amendment to the Professional Services Agreement with Superior, LLC (Superior), Lake Mary, FL, relative to Contract No. 2003-D-1, *Financial Management System and Other Related Items*, in the amount of \$531,040, and to establish a contract contingency in the amount of \$41,208, for the migration of the District's Financial, Human Resources, and Payroll system, IFAS version 7.9, to Superior's cloud-based solution, Finance Enterprise;

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- (ii) Finds and determines that it is in the Golden Gate Bridge, Highway and Transportation District (District's) best interest to waive the competitive solicitation requirements, and authorizes the General Manager to execute a Professional Services Agreement with Koa Hills Consulting LLC of Reno, NV, relative to Contract No. 2020-D-019, *IFAS Upgrade Consulting Services*, for the provision of technical and project management support for the migration of IFAS to Finance Enterprise for a one-year term in the amount of \$348,528, and to establish a contract contingency in the amount of \$69,706; and,
- (iii) Establishes a new capital project, *Financial Management System Upgrade* (Project #2018), for the upgrade of IFAS, with a budget total of \$700,000, which amount comprises the professional services component, contingency amounts, and 5% for general project expenditures.

Adopted

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

NOES (0): None.

ABSENT (2): Directors Rabbitt and Yee.

- (4) **Receive the Independent Auditor's Engagement Letter for the Annual Financial Audit for the Year Ending June 30, 2020, as Submitted by Eide Bailly, LLP, Formerly Known as Vavrinek, Trine, Day & Co., LLP**

Directors SOBEL/MOYLAN

Resolution No. 2020-016 receives the independent auditor's engagement letter for services related to the annual financial audit for the year ending June 30, 2020, as submitted by Eide Bailly, LLP, formerly known as Vavrinek, Trine, Day & Co., LLP.

Adopted

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

NOES (0): None.

ABSENT (2): Directors Rabbitt and Yee.

- (9) **ADDRESSES TO BOARD:**

There were no "Addresses to Board" to discuss.

- (10) **SPECIAL ORDER OF BUSINESS:**

- (A) **Authorize Actions to Address the Impacts of COVID-19 on District Operations, Including Ratification of Temporary Actions**

- (1) **Presentation of the Staff Report**

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Mr. Mulligan spoke about the District's activities in response to COVID-19, how it and the Shelter-in-Place (SIP) Orders have affected the District's operations, reviewed some positive news, and outlined next steps. He reported that on March 3, staff activated the District's Emergency Operations Center (EOC) and since then, staff has kept in close contact with other EOCs in the region including county emergency services and public health officials. He noted that staff is deferring to the experts including the counties and the Centers for Disease Control and Prevention (CDC) on how to respond.

Mr. Mulligan reviewed the information the District is disseminating about COVID-19 and stated staff has sent out a number of communications to employees, customers, and the Board.

Mr. Mulligan said that pursuant to the Department of Homeland Security and state guidance, organizations and workers engaged in mass transit and supporting critical infrastructure such as Bridges are considered to be providing essential services. On March 16, when the SIP Orders were issued, District staff had already anticipated the Orders and planned for decreased ridership. Management identified those workers who would be involved in providing essential services and the next morning, reduced transit service, and took steps to facilitate social distancing.

Mr. Mulligan reviewed the changes in the District's operations including:

- No shifts to the Moveable Medium Barrier and leaving the Bridge in a three northbound and southbound configuration;
- Suspension of all expressive activities on the Bridge's sidewalks; and,
- Modifications to enhance worker safety by making available N-95 masks and gloves available to staff upon request, and deployment of a large supply of hand sanitizer and cleaners, staggering breaks and posting signs to promote social distancing, sanitizing patrol vehicles after members of the public have been transported in them.
- Significantly reduced bus and ferry service.

Mr. Mulligan noted that Bus Operators have six-feet of safe space around them, and have the seats behind them roped off, and the riders are encouraged to practice safe distancing techniques.

Mr. Mulligan said that staff believes the buses and ferries must continue to operate in the event they are required for emergency evacuations and so that essential services workers can reach their jobs. He stated that the Larkspur ferry route has three morning, two mid-day and three afternoon trips back to Larkspur. He also stated the Sausalito and Tiburon ferry routes have been combined and have two morning and two afternoon trips. The route begins in Tiburon, stops in Sausalito and ends in San Francisco with a return trip that reverses the route. He noted staff has cancelled the weekend and Chase Center ferry service.

Mr. Mulligan reviewed the effects of COVID-19 on employees. He said 45 out of 830 employees are not at work due to COVID-19. He noted that some employees are out because they are self-isolating while others are out as a result of a household member who has been exposed. He said management is grateful to employees for coming to work or working remotely. He stated the EOC staff are performing extensive scenario planning on how to respond in the event many employees become ill.

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Mr. Mulligan spoke about the effects of the SIP Orders on the District's finances. He said the District has experienced a decline in bus ridership of 90%, decline in ferry ridership of 95%, and a decline in southbound vehicle traffic on the Bridge of 70%. As a result, the District is collecting \$3 million per week less in revenue, which represents an 84% decline. He pointed out the District's Adopted Budget shows the District Reserves in Appendix A. He stated the District has \$25.4 million in reserves for emergencies. He noted the District does have other reserves, but if staff uses the reserves, there could be a negative effect on District projects in the future.

Mr. Mulligan highlighted that Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act, that will provide \$25 billion for public transit. He said the CARES Act is good news and will help the District recover some of its lost revenue. However, the aid will not backfill the District's lost tolls, nor solve the District's revenue issues. Within seven days, the CARES Act aid will be appropriated and distributed to the State and local metropolitan planning organizations, which in the Bay Area is the Metropolitan Transportation Commission. He said that there have been numerous discussions about how the funds are distributed, and staff is advocating the CARES relief should be allocated proportionate to an agency's losses. He emphasized that an agency should not receive more than it has lost. He reported that last week, staff sent information to the press about how the SIP was affecting its financial position and how staff will continue its advocacy efforts for assistance with state and federal officials.

Mr. Mulligan reported that he will continue to send COVID-19 updates to staff and the Board.

(2) Discussion by the Board

Director Arnold encouraged staff to keep up the good work.

Director Belforte asked how the SIP was affecting the businesses of the District's vendors. Mr. Mulligan responded that the SIP is affecting many of the District's partners and vendors. He said the Golden Gate National Parks Conservancy has closed its visitor services, and pointed out that Ms. Bauer-Furbush outlined some of the effects on the SDS construction project. He said the District is still procuring goods, and as a result, Procurement and Accounting staff are still working, and paying bills to help keep money in the economy.

Director Fewer asked if the District is enforcing social distancing on the Bridge. Mr. Mulligan responded that staff has posted signage about social distancing. He said so far staff has not seen any social distancing issues, but staff is ready to enforce the social distancing if necessary.

Director Fewer stated she would like to verify that people are remaining safe. She inquired about any additional possible suicide threats and increased Bridge patrols. Mr. Mulligan responded that staff are being vigilant and continuing with their intervention efforts. He noted there are fewer people on the sidewalks, and the people on the sidewalks are getting a lot of scrutiny. He emphasized that staff would close the sidewalks if too many people are on the sidewalks making social distancing for the staff and public too difficult, or if employees become ill as a result of COVID-19, and are unable to patrol the sidewalks.

**BOARD OF DIRECTORS MEETING
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Director Fredericks asked if staff would be ramping down shorter term operations and projects, lose workers and then, have difficulties recruiting eligible workers. Mr. Mulligan responded that the District has not laid anyone off. He said the management team is focused on maintaining the workforce. He said the District cannot stop its operations, lay people off for eight weeks, and then, restart operations. He said people could leave the area or find another job. He pointed out that the Water Emergency Transportation Authority (WETA) contracts for its ferry service with the Blue & Gold Fleet, and the Blue & Gold Fleet laid off 100 ferry employees on March 17. He said management does not want to lay staff off because the layoffs create issues in the community, and make it more difficult to resume all operations. In addition, management wants to have transit service in order to have the vehicles, vessels and staff ready in the event they are required for an emergency. He said that staff have reduced their use of casual workers. However, they want to retain the District's regular work force so they are ready for the time after the SIP has ended.

Director Garbarino agreed the SIP will end. She expressed her appreciation for Mr. Mulligan's and other staff communications regarding the District's response to COVID-19, and stress reduction. She noted that they have not had to lay off anyone at Marin Sanitary Service; however, they have had six employees stay home. She noted she shared some of the information from Mr. Mulligan's communications tips with her own staff.

Director Hernández extended her thanks to all staff for rising to the challenge of responding to COVID-19 in a sensitive and deliberate way.

Director Hill commented that the SIP requirements are scheduled to end on April 7, but could continue through June 2020. He asked if staff is prepared for a SIP that could extend past April 7. Mr. Mulligan responded that staff is prepared for the SIP to extend past April 7 and pointed out the schools may have a SIP until May. He articulated that when the SIP is lifted, staff anticipates there will be some residual effects, and traffic and ridership may not return to normal right away. He said that in their advocacy efforts, staff is sharing the District's reduced ridership numbers, and pointing out that revenues could continue to decline for a while. He also said that staff is outlining how COVID-19 could affect employees and services the District provides.

Director Mastin expressed appreciation for staff's efforts and the information staff provided to date. He agreed the SIP would end at some point.

Director Moylan expressed appreciation to management for all that they were doing. He expressed his hope that the pandemic would end soon.

Director Sears expressed appreciation for management's focus on employees and keeping staff working. She also expressed her appreciation for staff's collaboration with other EOCs. She noted planning is a challenge, and the District may be affected by the SIP for some time. She suggested staff maintain its focus on how to manage the effects of the SIP, and she thanked staff for their contributions.

Director Sobel requested more information about the transit service changes. He asked if the bus and ferry rotations are based on seniority, and if the staff who are not working on buses or ferries, are waiting for a role.

**BOARD OF DIRECTORS MEETING
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Mr. Mulligan responded that management is keeping staff busy. He said on the bus side, staff has organized some Bus Operator vehicle transit training (VTT), which is required by the California Department of Motor Vehicles. However, management does not have as much latitude on how it handles the Bus Operator shift changes because of the District's Memorandum of Understanding (MOU) with the Amalgamated Transit Union (ATU). The Bus Operators bid for their shifts and they are paid for those shifts. On the ferry side, Deckhands are performing vessel maintenance including painting the vessels.

Director Sobel asked how COVID-19 was affecting people who might come to the Bridge to commit suicide. Mr. Mulligan responded that staff has not seen a change in the number of people who attempt to commit suicide off the Bridge. He noted there are fewer people on the Bridge sidewalks, and as a result, staff's prevention efforts are assisted by the reduced numbers.

Director Cochran commended the Executive Team for keeping the Board informed.

Director Theriault inquired about the staff recommendation and proposed resolution. Mr. Mulligan responded that the staff recommendation is for the Board to ratify all the actions he has taken and authorizes him to temporarily take actions that are outside of the *Rules of the Board*. He reviewed some of the actions he had already taken including:

1. Closure of the Administration Building main doors which are supposed to be open from 8:30 a.m. to 4:30 p.m.
2. Implementation of bus and ferry service changes, which usually requires a public hearing before service changes are made.

He noted that he thought both these actions and others were necessary because otherwise, employee health could have been at risk, and the District would have been operating unused transit for a few months. He said this item is meant to ratify what he has done, and authorize him to take any and all appropriate actions. He noted that he would report out on actions he has taken at each subsequent and regularly scheduled Board meeting.

Director Theriault expressed his appreciation for keeping the Board well-informed about its response to COVID-19 and management's support of employees. He commented that delegating to staff is appropriate. However, he noted the time frame is open-ended. He recommended that the delegation be related to the SIP Order, and asked if staff could include an agenda item to terminate the delegation at each Board meeting. He said he would look to Mr. Mulligan and Attorney Manolius for guidance on when to conclude the suspension of the *Rules of the Board*. Mr. Mulligan responded that staff's intent is to have the delegation occur as long as the pandemic is in effect. He noted the sunset date could be related to the state and county officials lift the SIP Orders, or staff could include an item on each Board agenda to undo the suspension of the *Rules of the Board*.

Director Theriault stated that he would prefer that staff include an item on each Board agenda to undo the suspension of the *Rules of the Board*. He commented that the agenda item would be a regular check-in with the Board to continue the delegation to the General Manager, and in addition, Mr. Mulligan could give a report about his actions each month. Mr. Mulligan responded that staff supports Director Theriault's addition.

**BOARD OF DIRECTORS MEETING
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President Pahre commented that she agreed with the amendment. She said she appreciates staff's willingness to share with the Board and management's support of employees. She added that she would guess that Mr. Mulligan was contacting elected officials and requesting support for the District within three hours of the SIP Orders being issued. She expressed her gratitude for staff's proactive approach and actions. She expressed her appreciation for the work done by the Board and staff creating relationships with public officials.

Director Fewer requested clarification on the amendment to the staff recommendation. She asked if the amendment would require the Board to reapprove today's staff recommendation or would it be for the Board to terminate the authority granted the General Manager. Director Theriault commented the amendment would require an agenda item at each regularly Board meeting to terminate the authority granted the General Manager.

Attorney Manolius commented that the amendment works well.

Director Hill requested that the recommendation to cease the delegation to staff be ready for any Board meeting which is held. He expressed appreciation for how much staff has kept the Board informed, and he requested staff continue to keep the Board informed.

President Pahre asked if Director Theriault concurred with the alteration to his proposed amendment. Director Theriault responded that he would like staff to have the recommendation to terminate the delegation to staff ready for any regular Board meeting. He noted the recommendation would not be required for special meetings such as the one to approve the District's MOU with ATU. He said that if it were the pleasure of the body, he would not object to the elimination of the term regular before Board meetings.

Director Hill stated that he was satisfied with Director Theriault's response.

(3) Motion by the Committee to Amend the Staff Recommendation

Directors THERIAULT/ARNOLD moved that the staff recommendation be amended to approve the suspension of Board procedural rules and policies with a report by the General Manager, and a separate agenda item for the Board to consider terminating the suspension of the Board procedural rules and policies at each subsequent regularly scheduled Board of Directors meeting.

Carried

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

NOES (0): None.

ABSENT (2): Directors Rabbitt and Yee.

(4) Action by the Board

RECOMMENDATION

**BOARD OF DIRECTORS MEETING
MARCH 27, 2020/PAGE 12**

Directors HERNANDEZ/ARNOLD

Resolution No. 2020-017 approves actions to address the impacts of COVID-19 on District operations, as follows:

- (i) Ratifies the necessary, immediate actions taken by the General Manager in response to the impacts of COVID-19 on District operations as outlined in the attached resolution;
- (ii) Approves the suspension of Board procedural rules and policies to allow timely execution of emergency actions during the COVID-19 pandemic, consistent with federal, state, regional and local public health mandates, and requires an agenda item to terminate the suspension of the Board procedural rules and policies at each subsequent regularly scheduled meeting;
- (iii) Authorizes the General Manager to take all necessary and appropriate actions in response to the COVID-19 pandemic;
- (iv) Authorizes the General Manager, or his designee, to prepare and submit applications on the District's behalf to federal, state, and local government entities for funding and/or reimbursement related to the fiscal impacts of the COVID-19 pandemic on the District's operations; and,
- (v) Requires the General Manager to provide reports to the Board of Directors, at each regularly scheduled Board meeting, regarding the impacts on District operations and the actions taken by the District in response to the COVID-19 pandemic and for the Board to consider terminating the suspension of the Board procedural rules and policies at each of those meetings.

Adopted

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

NOES (0): None.

ABSENT (2): Directors Rabbitt and Yee.

At the conclusion of the item, Mr. Mulligan expressed his appreciation for the Board's support. He pledged to not overuse his authority during the COVID-19 pandemic.

(11) UNFINISHED BUSINESS:

(A) Closed Session

Attorney Kimon Manolius, at the request of President Pahre, stated that the Board would convene in Closed Session, as permitted by the Brown Act, to discuss the matters listed on the Board Agenda as Closed Session, Item Nos. 6.B.2.a., and 6.B.2.b.

(B) Open Session

**BOARD OF DIRECTORS MEETING
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After Closed Session, President Pahre called the meeting to order in Open Session with a quorum present. Attorney Manolius reported that the Board had met in Closed Session, as permitted by the Brown Act, regarding the items outlined above. He reported that the Board provided its litigator with guidance regarding Agenda Item No. 6.B.2.a., and he noted that there was nothing to report regarding Agenda Item No. 6.B.2.b.

(12) NEW BUSINESS:

(A) Report on Meetings/Conferences Attended by Director(s)

President Pahre stated that Directors Theriault and Cochran had written a summary of their legislative meetings in Sacramento on March 9, 2020, and the summary was included in the Board packet. She commented that the legislative meetings are very valuable.

A copy of Board Agenda Item No. 12.A., "Report on Meetings/Conferences Attended by Director(s)", is available on the District's web site or upon request from the Office of the District Secretary.

(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.

President Pahre thanked everyone who attended the meeting. She also thanked staff for their efforts to run a smooth Board meeting under the new conditions imposed by the SIP Orders.

(14) ADJOURNMENT:

All business having been concluded the meeting was adjourned at 11:36 a.m. in honor of Neil W. Currie.

Respectfully submitted,

Amorette M. Ko-Wong
Secretary of the District

AMK:EIE:mjl

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April 23, 2020



**MINUTES OF THE BUILDING AND OPERATING COMMITTEE/
COMMITTEE OF THE WHOLE**

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.

Honorable Board of Directors
Golden Gate Bridge, Highway
and Transportation District

Honorable Members:

A meeting of the Building and Operating Committee/Committee of the Whole (Committee) of the Golden Gate Bridge, Highway and Transportation District (District) was held via audio conferencing on Thursday, April 23, 2020, at 9:00 a.m., Chair Theriault presiding.

- (1) **Call to Order:** 9:00 a.m.
- (2) **Roll Call:** Secretary of the District Amorette M. Ko-Wong.

Committee Members Present (8): Chair Theriault; Vice Chair Moylan; Directors Belforte, Cochran, Fredericks, Garbarino and Rabbitt; President Pahre.

Committee Members Absent (0): None.

Other Directors Present (4): Directors Grosboll, Hill, Mastin and Sobel.

Committee of the Whole Members Present (12): Directors Belforte, Fredericks, Garbarino, Grosboll, Hill, Mastin, Moylan, Rabbitt and Sobel; Second Vice President Cochran; First Vice President Theriault; President Pahre.

Committee of the Whole Members Absent (5): Directors Arnold, Fewer, Hernández, Sears, and Yee.

[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; Deputy General Manager/Bus Transit Division Mona Babauta; Deputy General Manager/Ferry Division James Swindler; Executive Assistant to the General Manager Justine Bock; Senior Board Analyst Elizabeth Eells.

Visitors Present: None

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

(a) Staff Report

In a memorandum to the Committee, Deputy District Engineer John Eberle, District Engineer Ewa Bauer-Furbush and General Manager Denis Mulligan reported on staff's recommendation to approve Contract Change Order (CCO) No. 20 to Contract No. 2016-B-1, *Golden Gate Bridge Suicide Deterrent System and Wind Retrofit Project*, for modifications to the North Approach Viaduct Floor Beam Strengthening details. A copy of the staff report is available on the District's web site or upon request from the Office of the District Secretary.

(b) Presentation of Staff Report

At the meeting, Ms. Bauer-Furbush reviewed the staff report. She spoke about the background of the item, and reviewed the reasons why a CCO is required. She said that strengthening the existing steel floor beams on the North Approach Viaduct is necessary to ensure they can carry the added load of the Suicide Deterrent System (SDS). She also said the contractor performed field measurements and reverification of the existing conditions of the Bridge structures as required by the contract. She highlighted that the contractor found conflicts between the design details and the existing Bridge dimensions, and as a result, the design consultant revised the plans to mitigate the conflicts.

Ms. Bauer-Furbush stated that the contractor submitted a proposed CCO cost in excess of \$3 million. She also stated that in contrast to the contractor, the Engineering staff and consultant estimate the cost changes to be \$478,847. Because of the large difference between the contractor's cost proposal and the staff estimate of the reasonable and fair compensation for the changes, staff recommends CCO No. 20 be issued in the amount of \$428,332 for the labor, equipment, and material costs associated with the changes as allowed under the contract.

(c) Discussion by Committee

Director Cochran thanked Deputy District Engineer John Eberle for sending him a copy of design changes. He said the information was very helpful to him.

Director Mastin asked what will be the contractor's recourse for resolving the dispute between their estimate and the District's estimate, which is approximately one-eighth of the contractor's proposed price. Ms. Bauer-Furbush responded that staff advised the contractor that it can submit a notice of compensable charges and notice of potential claim. She said the notice must state the reasons why the contractor disagrees with District's cost estimate, and prove its demanded price is fair. She said staff believes the contractor is not following the cost estimating procedure especially in the area of overhead markups. She noted that through this process, the contractor has the right to file a claim, but the contractor's work on the Suicide Deterrent System will not be delayed under the contract.

(d) Action by the Committee

Staff recommended and the Committee concurred by motion made and seconded by **Directors COCHRAN/RABBITT** to forward the following recommendation to the Board of Directors for its consideration:

RECOMMENDATION

The Building and Operating Committee/Committee of the Whole recommends that the Board of Directors approve 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.

Action by the Board at its meeting of April 24, 2020 – Resolution

AYES (11): Directors Belforte, Fredericks, Garbarino, Hill, Mastin, Moylan, Rabbitt and Sobel; Second Vice President Cochran; First Vice President Theriault; President Pahre.
NOES (0): None.
ABSENT (6): Directors Arnold, Fewer, Grosboll, Hernández, Sears, and Yee.

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

(a) Staff Report

In a memorandum to the Committee, Manager of Real Estate Services and Property Development Norma Jellison, Director of Planning Ron Downing, Deputy General Manager/Administration and Development Kellee Hopper and General Manager Denis Mulligan reported on staff's recommendation to authorize execution of a new five-year lease, with Marin Airporter for continued operation of the Marin Airporter terminal and customer parking associated with Marin Airporter service to the San Francisco Airport. A copy of the staff report is available on the District's web site or upon request from the Office of the District Secretary.

(b) Presentation of Staff Report

At the meeting, Ms. Hopper reviewed the staff report.

(c) Discussion by the Committee

Director Sobel asked about whether or not Marin Airporter management has asked for relief in light of the COVID-19 related transit and airline service reductions. Ms. Hopper stated and Mr. Mulligan confirmed that Marin Airporter management has not asked for relief.

(d) Action by the Committee

BUILDING AND OPERATING COMMITTEE/COMMITTEE OF THE WHOLE
APRIL 23, 2020/PAGE 4

Staff recommended and the Committee concurred by motion made and seconded by **Directors COCHRAN/BELFORTE** to forward the following recommendation to the Board of Directors for its consideration:

RECOMMENDATION

The Building and Operating Committee/Committee of the Whole recommends that the Board of Directors authorize 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.

Action by the Board at its meeting of April 24, 2020 - Resolution

AYES (12): Directors Belforte, Fredericks, Garbarino, Grosboll, Hill, Mastin, Moylan, Rabbitt and Sobel; Second Vice President Cochran; First Vice President Theriault; President Pahre.

NOES (0): None.

ABSENT (5): Directors Arnold, Fewer, Hernández, Sears, and Yee.

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

(a) Staff Report

In a memorandum to the Committee, Information Systems Manager Joseph Leong, Chief Technology Director Fang Lu, Deputy General Manager/Administration and Development Kellee Hopper and General Manager Denis Mulligan reported on staff's recommendation to authorize execution of four Professional Services Agreements relative to Request for Proposals (RFP) No. 2019-D-085, *Citrix and Microsoft Professional Services*, for on-call professional services. A copy of the staff report is available on the District's web site or upon request from the Office of the District Secretary.

(b) Presentation of Staff Report

At the meeting, Ms. Hopper reviewed the staff report. She noted this item is for on-call services. She said the on-call aspect of these arrangements allows the District to be more flexible with its support engagements.

(c) Discussion by the Committee

Director Mastin asked if the District requires that the consultants respond in a specific timeframe and if this response time meets the District's requirements. Ms. Hopper responded that the consultants respond within a 24 hour window and she confirmed the consultant's response time does meet the District's requirements.

(d) Action by the Committee

Staff recommended and the Committee concurred by motion made and seconded by **Directors MOYLAN/FREDERICKS** to forward the following recommendation to the Board of Directors for its consideration:

RECOMMENDATION

The Building and Operating Committee/Committee of the Whole recommends that the Board of Directors 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-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.

Action by the Board at its meeting of April 24, 2020 - Resolution

AYES (12): Directors Belforte, Fredericks, Garbarino, Grosboll, Hill, Mastin, Moylan, Rabbitt and Sobel; Second Vice President Cochran; First Vice President Theriault; President Pahre.

NOES (0): None.

ABSENT (5): Directors Arnold, Fewer, Hernández, Sears, and Yee.

(6) 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

(a) Staff Report

In a memorandum to the Committee, Director of Engineering and Maintenance/Ferry Division Damon Brewer, Deputy General Manager/Ferry Division James Swindler, and General Manager Denis Mulligan reported on staff's recommendation to authorize 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, increasing the not-to-exceed limit by \$39,295 to the total not-to-exceed amount of \$285,295. A copy of the staff report is available on the District's web site or upon request from the Office of the District Secretary.

(b) Presentation of Staff Report

At the meeting, Mr. Swindler reviewed the staff report.

(c) Action by the Committee

Staff recommended and the Committee concurred by motion made and seconded by **Directors MOYLAN/GARBARINO** to forward the following recommendation to the Board of Directors for its consideration:

RECOMMENDATION

The Building and Operating Committee/Committee of the Whole recommends that the Board of Directors authorize 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.

Action by the Board at its meeting of April 24, 2020 - Resolution

AYES (12): Directors Belforte, Fredericks, Garbarino, Grosboll, Hill, Mastin, Moylan, Rabbitt and Sobel; Second Vice President Cochran; First Vice President Theriault; President Pahre.

NOES (0): None.

ABSENT (5): Directors Arnold, Fewer, Hernández, Sears, and Yee.

(7) Status Report from Board Appointee(s) on Sonoma-Marin Area Rail Transit Board

The Committee received a verbal update on matters relating to the Sonoma-Marin Area Rail Transit (SMART). The verbal update is provided for informational purposes only and no action is required. A copy of the written report is available on the District's web site or upon request from the Office of the District Secretary.

Director Garbarino reported on SMART ridership. She said that for the work week prior to the Bay Area counties issuing COVID-19 Shelter-in-Place Orders, SMART had ridership of 4,165. She said that for the past work week, SMART had ridership of 986. Director Garbarino further reported that the SMART Board reviewed the results of the Measure I, the initiative on the March ballot. She said that the Board and staff are still very optimistic about getting voters to approve a sales tax initiative, and agreed to proceed on four actions items:

- Take public comments to review the election outcome and improve future success;
- Invite organizations to attend Board meetings and seek their input;
- Utilize Citizen's Oversight Committee to reach out to other stakeholders and seek their input and ideas; and,
- Direct staff to develop public outreach and communication strategies to share these findings and future implementation plans.

(8) Status Report on Engineering Projects

BUILDING AND OPERATING COMMITTEE/COMMITTEE OF THE WHOLE
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In a memorandum to the Committee, Deputy District Engineer John Eberle, District Engineer Ewa Bauer-Furbush, and General Manager Denis Mulligan reported on current engineering projects. The report is provided for informational purposes only and no action is required. A copy of the report is available on the District's web site or upon request from the Office of the District Secretary.

(9) Public Comment

There were no Public Comments.

(10) Adjournment

All business having been concluded, **Directors RABBITT/MOYLAN** moved and seconded that the meeting be adjourned at 9:31 a.m.

Carried

AYES (12): Directors Belforte, Fredericks, Garbarino, Grosboll, Hill, Mastin, Moylan, Rabbitt and Sobel; Second Vice President Cochran; First Vice President Theriault; President Pahre.

NOES (0): None.

ABSENT (5): Directors Arnold, Fewer, Hernández, Sears, and Yee.

Respectfully submitted,

Michael Theriault, Chair
Building and Operating Committee

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April 23, 2020



**MINUTES OF THE FINANCE-AUDITING COMMITTEE/
COMMITTEE OF THE WHOLE**

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.

Honorable Board of Directors
Golden Gate Bridge, Highway
and Transportation District

Honorable Members:

A meeting of the Finance-Auditing Committee (Committee) of the Golden Gate Bridge, Highway and Transportation District (District) was held via audio conference, on Friday, April 23, 2020, at 10:00 a.m., Chair Sobel presiding.

- (1) **Call to Order:** 10:00 a.m.
- (2) **Roll Call:** Secretary of the District Amorette M. Ko-Wong.

Committee Members Present (6): Chair Sobel; Vice Chair Fredericks; Directors Cochran, Grosboll and Moylan; President Pahre.

Committee Members Absent (1): Director Yee.

Other Directors Present (4): Directors Belforte, Hill, Mastin and Theriault.

Committee of the Whole Members Present (10): Directors Belforte, Fredericks, Grosboll, Hill, Mastin, Moylan and Sobel; Second Vice President Cochran; First Vice President Theriault; President Pahre.

Committee of the Whole Members Absent (7): Directors Arnold, Fewer, Garbarino, Hernández, Rabbitt, Sears and Yee.

[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; Attorney Madeline Chun, Deputy General Manager/Administration and Development Kellee Hopper; Deputy General Manager/Bridge Steve Miller; Deputy General Manager/Bus Transit Mona Babauta; Deputy General Manager/Ferry James Swindler; Executive Assistant to the General Manager Justine Bock; Senior Board Analyst Elizabeth Eells

Visitors Present: Lesley Murphy, PFM Asset Management, LLC.

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

(a) Staff Report

In a memorandum to the Committee, Auditor-Controller Joseph Wire and General Manager Denis Mulligan reported on the commitments, disbursements and investments made on behalf of the District. The report included a copy of the District's "Investment Report" for March 2020 from PFM Asset Management, LLC (PFM). A copy of the staff report is available on the District's web site or upon request from the Office of the District Secretary.

At the meeting, PFM Senior Managing Consultant Lesley Murphy reviewed the Investment Report. She stated that U.S. Treasury yields dropped in March as the COVID-19 coronavirus spread across the world, and this decline was exacerbated by the Federal Reserve cutting the interest rate down to 0 to .25%. She said the yield on a two-year U.S. Treasury Note was 22 basis points. She noted the U.S. has the distinction of having the most confirmed coronavirus cases and related deaths.

Ms. Murphy said that Moody's Analytics did a study, which looked at economic exposures to the coronavirus by state. The Moody's Analytics study predicted that Nevada Washington, Florida, New York, Washington D.C. and Hawaii would be hard hit, and California would be affected to a lesser degree.

Ms. Murphy reviewed large financial institutions predictions about how Gross Domestic Product (GDP) would be affected by the coronavirus. She noted the projections have a range with some economists projecting a contraction and then, a quick rebound, and other economists see a contraction and then, a slow rebound. She noted some of the results will be driven by the spread of the virus, how long it takes to get a vaccine, and when and how the U.S. returns to "normal."

Ms. Murphy highlighted that the Federal Reserve and lawmakers are doing what they can to support the financial markets. She reviewed a chart which shows how the Coronavirus Aid, Relief, and Economic Security (CARES) Act would be allocated. She noted other additional legislation is being developed.

Ms. Murphy said the corporate bond market has responded well to the Federal Reserve and lawmakers support of the financial markets, and have regained half the value they lost since mid-March. She noted the equities market is complicated by volatility in the oil market.

Ms. Murphy confirmed PFM staff are focused on maintaining the safety and liquidity of the District's portfolio. She said PFM staff has halted the purchase of new securities, and is placing anything maturing into liquidity vehicles. She noted the District has \$40 million in liquidity vehicles such as LAIF (Local Agency Investment Fund) and CAMP (California Asset Management Program), and will likely realize higher yields. She also said that PFM staff will scrutinize the District's investment for credit worthiness.

Ms. Murphy confirmed the District's portfolio is in compliance with Board policy and the law, and is well-diversified. She said that PFM puts a priority on maintaining the safety and credit worthiness of the District's portfolio.

(b) Discussion by the Committee

Director Belforte thanked Ms. Murphy for her report. She asked how the duration of the Shelter-in-Place (SIP) Orders could affect the United States' ability to emerge from economic disruption, and how inflation could be affected. Ms. Murphy responded that it is difficult to predict how the SIP will affect the United States' ability to emerge from economic disruption. She said that about half of the economists believe that SIP should be lifted sooner, and other half of economists believe SIP should stay in place for longer. They believe that if the SIP is lifted too soon, more people will become ill, and people's illnesses will further stifle economic recovery. She said she does not have a personal viewpoint on how long the SIP should stay in place. She stated that the coronavirus and SIP will affect economic growth, and the economy may not recover until the second half of the year. She stated she has not heard any projections about inflation moving in one direction or another. She said that people may not spend as much money and the reduced spending could keep inflation down. She noted the U.S. Treasury may have to issue bonds to pay off programs it is funding, and the issuance of bonds could push inflation up.

Director Hill asked how the organizations that are invested in fossil fuels and oil activity will be affected by the activity in these markets. Ms. Murphy commented that economists expect that when the economy is reopened, people's reliance on oil will continue to abate, and demand will continue to decline. She said she believes that fossil fuel companies are going to have to look harder at using alternative sources of energy.

Chair Sobel observed Chevron stock had a 52 week high of \$127 and now, is trading at \$87.52. He commented that the U.S. efforts to stimulate the economy is adding to the U.S. debt. He asked how much debt the U.S. could absorb. Ms. Murphy responded that is a good question. She noted that the District's Chevron note did mature as expected. She said the Federal Balance Sheet is at \$6 trillion and economists expect it will reach \$10 trillion. She said the U.S. Treasury will have to borrow significant amounts of money to pay it off. She said if we look at history, the same thing happened in 2008, and people were concerned. However, other people kept buying U.S. Treasuries. She said the expectation is the U.S. will issue the debt and the U.S. Treasury will be viewed as a risk free investment.

Chair Sobel thanked Ms. Murphy for her report, and wished her well.

[Director Grosboll departed, and the Committee was no longer a Committee of the Whole.]

(c) Action by the Committee

Staff recommended and the Committee concurred by motion made and seconded by **Directors FREDERICKS/COCHRAN** to forward the following recommendation to the Board of Directors for its consideration:

RECOMMENDATION

FINANCE-AUDITING COMMITTEE/COMMITTEE OF THE WHOLE
APRIL 23, 2020/PAGE 4

The Finance-Auditing Committee/Committee of the Whole recommends that the Board of Directors approve the following actions:

- (i) There are no commitments and/or expenditures to ratify for the period of March 1, 2020 through March 31, 2020;
- (ii) Ratifies investments made during the period March 18, 2020 through April 14, 2020;
- (iii) Authorizes the reinvestment, within the established policy of the Board, of any investments maturing between April 15, 2020 and May 19, 2020, as well as the investment of all other funds not required to cover expenditures which may become available; and,
- (iv) Accept the Investment Report for March 2020.

Action by the Board at its meeting of April 24, 2020 – Resolution
CONSENT CALENDAR

AYES (5): Chair Sobel; Vice Chair Fredericks; Directors Cochran and Moylan; President Pahre.

NOES (0): None.

ABSENT (2): Directors Grosboll and Yee.

(4) Authorize Budget Adjustment(s) and/or Transfer(s)

No actions required authorization.

(5) Authorize Actions Related to Grant Programs

No actions required authorization.

(6) Approve Actions Relative to the Renewal of the Health and Benefits Insurance Plans

(a) Staff Report

In a memorandum to the Committee, Human Resources Manager Stephanie LaRue, Deputy General Manager/Administration and Development Kellee Hopper and General Manager Denis Mulligan reported on staff's recommendation to approve 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. A copy of the staff report is available on the District's web site or upon request from the Office of the District Secretary.

(b) Presentation by Staff

At the meeting, Ms. Hopper summarized the staff report. She noted this is an annual renewal. She said that after the staff report was issued, Blue Shield offered some savings which will result in relief of over \$300,000. She said that as part of the District's new Memorandum of Understanding with the Amalgamated Transit Union (ATU), ATU members will be converting to CalPERS health insurance on January 1, 2021. She noted the prices in the renewal are for the District's current costs.

(c) **Discussion by the Committee**

Director Moylan asked for an explanation about the Kaiser health insurance costs per person. Ms. Hopper said the cost difference could be the difference between the traditional and high deductible plans. Chair Sobel suggested that Ms. Hopper talk to Director Moylan separately. Ms. Hopper said she would call Director Moylan directly to review health insurance costs.

Chair Sobel requested the District send Blue Shield a letter of appreciation on behalf of the Board and the staff. Ms. Hopper agreed to send a letter of appreciation to Blue Shield.

(d) **Action by the Committee**

Staff recommended and the Committee concurred by motion made and seconded by **Directors FREDERICKS/COCHRAN** to forward the following recommendation to the Board of Directors for its consideration:

RECOMMENDATION

The Finance-Auditing Committee recommends the Board of Directors approve 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; with the understanding that requisite funding will be included in the FY 20/21 Operating Budget.

Action by the Board at its meeting of April 24, 2020 – Resolution
NON-CONSENT CALENDAR

AYES (5): Chair Sobel; Vice Chair Fredericks; Directors Cochran and Moylan; President Pahre.

NOES (0): None.

ABSENT (2): Directors Grosboll and Yee.

(7) **Monthly Review of Golden Gate Bridge Traffic/Tolls and Bus and Ferry Transit Patronage/Fares (for Nine Months Ending March 2020)**

(a) **Staff Report**

In a memorandum to Committee, Auditor-Controller Joseph Wire, and General Manager Denis Mulligan provided schedules and charts for informational purposes only and no action was recommended. A copy of the staff report is available on the District's web site or upon request from the Office of the District Secretary.

Mr. Wire reviewed the staff report. He said that the past month has been one of the most unusual months in the District's recent history. He pointed out that in March, Bridge traffic was down 42%. He noted the decline occurred primarily in the last two weeks of March. He said the District has reached a steady state of a traffic decrease of 71%. He pointed out the decline in revenue of \$4.6 million. He noted that as of today, the cumulative reduction in toll revenue is between \$10 and \$11 million. He said the SIP has had a tremendous effect

on traffic. He pointed out that the SIP has also really affected bus ridership, which was down about 53% and revenue was down about 58%. He noted as of today, bus ridership is down about 92% below normal. The cumulative reduction in bus revenue is about \$1.6 million. He said that Ferry ridership is down 66% and revenue is down \$900,000. He noted as of today, ferry ridership is down about 99% below normal. The cumulative reduction in ferry revenue is \$2.1 million. He said the SIP Orders have been very successful with the District's customer base, and as a result, the District's business is seeing the effects.

(8) Monthly Review of Financial Statements (for Nine Months Ending March 2020)

(a) Statement of Revenue and Expenses

In a memorandum to Committee, Auditor-Controller Joseph Wire, and General Manager Denis Mulligan provided financial statements for informational purposes only and no action was recommended.

Mr. Wire reviewed the Statement of Revenue and Expenses. He said revenue is down about \$3 million and expenses are under budget about \$9 million. He said these declines are not unexpected, and expenses are under budget because of the District's conservative budget policies. He pointed out the District's consolidated revenues over expenses is about \$7 million. He noted expenses will likely be over revenue from May through July.

(b) Statement of Capital Programs and Expenditures

In a memorandum to Committee, Analyst of Capital and Grant Programs Clifford Duong, Director of Capital and Grant Programs Amy Frye, Auditor-Controller Joseph Wire and General Manager Denis Mulligan provided financial statements for informational purposes only and no action was recommended.

Mr. Wire reviewed the Capital Programs and Expenditures. He noted the District's Capital Program expenditures have not been very affected by the COVID-19 SIP Orders. He said the District's major contractors are providing essential services and are working. He also said that the same is true for the District's other expenses even though Procurement staff have purchased a few items related to COVID-19 safety precautions.

Copies of the reports for Item Nos. 10.a. and 10.b. are available on the District's web site or upon request from the Office of the District Secretary.

(c) Discussion by Committee

Director Cochran asked for more specifics about the decreases in bus and ferry ridership. He asked why Bridge traffic is not down as much as transit ridership. Mr. Wire said that Bridge traffic has plateaued at about 29% whereas bus ridership is about 8% and ferry ridership is about 1%. He said staff does not have data to support that more people are driving rather than taking transit, but noted staff believes more people are driving than taking transit.

Director Cochran asked if people are thinking they may want to drive because there is reduced traffic and parking. Mr. Mulligan added that people may be more concerned about the spread of the novel coronavirus, and may feel more comfortable in their own vehicles.

Director Hill asked about how much money the District will get from the Coronavirus Aid, Relief and Economic Security (CARES) Act. Mr. Wire responded that the Metropolitan Transportation Commission (MTC) met yesterday and allocated about 60% of the CARES Act funding for the Bay Area. He said the District was allocated about \$30 million for transit. He added that the District will apply this money to its transit services and staff back to January 20, and believes the funding will last until about May to the beginning of June. He added that staff will have more precise projections next month.

Chair Sobel stated that the CARES Act funding will help offset the transit revenue losses. He asked how staff are occupied during the timeframe in which transit services are reduced. Mr. Mulligan responded that staff are being occupied in different ways depending on their division. He said that in the Ferry Division, Deckhands are doing maintenance work such as painting during mid-day, and receiving some training. He said Bus Operators are receiving training. He also noted there are more absences throughout the District due to COVID-19 such as eligibility for leaves because they have school age children at home, have a spouse who tested positive or are over 65 years old. He said that staff is still operating about 75% of its bus services. He noted the District is serving essential services workers, and also maintaining safe distancing. He said the District staff has cut ferry service at about 75%, and bus service at about 25%.

Chair Sobel said people are asking him how the District staff are being kept occupied. He suggested the District consider how to respond. Mr. Mulligan noted that some agencies are sending people home and paying them, and in contrast, the District is keeping people working.

Chair Sobel asked if the Board would hear more about the CARES Act funding at a later time. Mr. Mulligan confirmed staff would keep the Board informed about how the CARES Act funding is allocated.

Director Hill commented that he understands the new bills have relaxed the requirement for matching District funds. Mr. Mulligan explained the match Director Hill is referring to is normally an agency has to have a match for Federal Transit Administration funding of 50%. He said that the CARES Act funding the District receives will not require a match. He said the District can use it for funding transit net of any fares collected.

(9) Review of the District's FY 19/20 Third Quarterly Report of Judgments or Settled Claims

In a memorandum to the Committee, Director Risk Management and Safety Kelli Vitale, Deputy General Manager/Administration and Development Kellee Hopper, Auditor-Controller Joseph Wire and General Manager Denis Mulligan provided the Third Quarterly Report of Judgments or Settled Claims covering the period of January 1, 2020 through March 31, 2020. Mr. Manolius briefly reviewed the staff report.

The report is for informational purposes only and no action is recommended. A copy is available on the District's web site or upon request from the Office of the District Secretary.

(10) Review of the Auditor-Controller's FY 19/20 Third Quarterly Report on Authorized Budget Adjustments and Budget Transfers Under the General Manager's Authority

In a memorandum to the Committee, Analyst of Capital and Grant Programs Clifford Duong, Director of Capital and Grant Programs Amy Frye, Auditor-Controller Joseph Wire and General Manager Denis Mulligan provided a review of the Auditor-Controller's FY 19/20 Third Quarterly Report on Authorized Budget Adjustments and Budget Transfers under the General Manager's Authority, covering the period of January 1, 2020 through March 31, 2020. Mr. Wire briefly reviewed the staff report.

The report is for informational purposes only and no action is recommended. A copy is available on the District's web site or upon request from the Office of the District Secretary.

(11) Review of the Auditor-Controller's FY 19/20 Third Quarterly Report on Procurement Actions Under the General Manager's Authority

(a) Staff Report

In a memorandum to the Committee, Auditor-Controller Joseph Wire and General Manager Denis Mulligan provided a Review of the Auditor-Controller's FY 19/20 Third Quarterly Report on Procurement Actions under the General Manager's Authority for informational purposes only and no action is recommended. Mr. Wire briefly reviewed the staff report.

A copy is available on the District's web site or upon request from the Office of the District Secretary.

(12) Public Comment

There was no public comment.

Chair Sobel commended staff for their hard work under difficult circumstances. He noted it is appreciated by the Board.

(13) Adjournment

All business having been concluded, the meeting was adjourned at 10:51 a.m.

Respectfully submitted,

Brian Sobel, Chair
Finance-Auditing Committee

BS:AMK:EIE:mjl



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:**

**BOARD OF DIRECTORS MEETING
APRIL 24, 2020/PAGE 2**

(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 March 27, 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,

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 agendize 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.

**BOARD OF DIRECTORS MEETING
APRIL 24, 2020/PAGE 4**

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.

**BOARD OF DIRECTORS MEETING
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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.

**BOARD OF DIRECTORS MEETING
APRIL 24, 2020/PAGE 6**

- (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;

BOARD OF DIRECTORS MEETING
APRIL 24, 2020/PAGE 7

- 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

**BOARD OF DIRECTORS MEETING
APRIL 24, 2020/PAGE 8**

- 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 Professional 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-

**BOARD OF DIRECTORS MEETING
APRIL 24, 2020/PAGE 10**

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;

**BOARD OF DIRECTORS MEETING
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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

AMK:EIE:mjl

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

(1) Staff Report

The previous actions by the Auditor-Controller were presented to the Finance-Auditing Committee for approval at the meeting of May 28, 2020. The staff report can be found on the District's web site at <https://www.goldengate.org/district/board-of-directors/meeting-documents>.

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