

July 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.

These minutes are provided as a supplement to the audio recording that is posted online at:
<https://www.goldengate.org/district/board-of-directors/meeting-documents/>

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

Honorable Members:

A meeting of the Finance-Auditing Committee/Committee of the Whole (Committee) of the Golden Gate Bridge, Highway and Transportation District (District) was held via audio conference, on Thursday, July 23, 2020, at 10:22 a.m., Chair Sobel presiding.

- (1) **Call to Order:** 10:22 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 Hill, Mastin, Rabbitt and Theriault.

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

Committee of the Whole Members Absent (7): Directors Arnold, Belforte, Fewer, Garbarino, 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; Attorney Madeline Chun; Deputy General Manager/Administration and Development Kellee Hopper; Deputy General Manager/Bridge Steve Miller; Deputy General Manager/Bus Transit Mona Babauta;

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Deputy General Manager/Ferry James Swindler; Executive Administrator to the General Manager Justine Bock; Senior Board Analyst Elizabeth Eells.

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

Copies of all reports are available on the District's web site at <https://www.goldengate.org/district/board-of-directors/meeting-documents> or upon request from the Office of the District Secretary.

(3) Ratification of Previous Actions by the Auditor-Controller [2:22 Minutes Mark on the Audio Recording]

PFM Senior Managing Consultant Lesley Murphy presented the Investment Report.

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

(a) 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 that the Board of Directors approve the following actions:

- (i) Ratify commitments and/or expenditures totaling \$12,414.00 for the period of June 1, 2020 through June 30, 2020.
- (ii) Ratify investments made during the period June 16, 2020 through July 13, 2020.
- (iii) Authorize the reinvestment, within the established policy of the Board, of any investments maturing between July 14, 2020 and August 17, 2020, as well as the investment of all other funds not required to cover expenditures which may become available.
- (iv) Accept the Investment Report for June 2020.

**Action by the Board at its meeting of July 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)**

- (a) **Budget Increase Relative to Professional Services Agreement No. 2017-D-30, San Rafael Transportation Center Relocation Analysis Environmental Clearance, and Preliminary Design** [11:33 Minutes Mark on the Audio Recording]

Deputy General Manager/Administration and Development Kellee Hopper presented the staff report.

(i) **Action by the Committee**

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

RECOMMENDATION

The Finance and Auditing Committee recommends, in concurrence with the Building and Operating Committee at its meeting on July 23, 2020, that the Board of Directors authorize a budget increase in the amount of \$841,684 in the FY 20/21 District Division Capital Budget for Project #1717, to be funded with 82% federal and 18% District funds, for a revised total project budget of \$2,906,893 relative to Professional Services Agreement No. 2017-D-30, *San Rafael Transportation Center Relocation Analysis, Environmental Clearance, and Preliminary Design*.

Carried
(Refer to the Building and Operating Committee Meeting of July 23, 2020)

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

NOES (0): None.

ABSENT (2): Directors Grosboll and Yee.

(5) **Authorize Actions Related to Grant Programs**

- (a) **Authorize Filing an Application with the Metropolitan Transportation Commission for FY 20/21 Transportation Development Act, State Transit Assistance and Regional Measure 2 Operating Funds to Support Bus, Ferry and Paratransit Services** [15:00 Minutes Mark on the Audio Recording]

Auditor-Controller Joseph Wire presented the staff report.

Director Mastin inquired about the staff report.

Mr. Wire and Mr. Mulligan responded to the Director's inquiry.

(i) **Action by the Committee**

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

RECOMMENDATION

The Finance-Auditing Committee recommends that the Board of Directors authorize the General Manager to file an application with the Metropolitan Transportation Commission for FY 20/21 Transportation Development Act, State Transit Assistance, and Regional Measure 2 funds to support bus, ferry, and paratransit services in the amount of \$17,988,391; with the understanding that approval of this action also authorizes the General Manager to file revisions to this application if projected funding amounts change during FY 20/21.

Action by the Board at its meeting of July 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.

(6) **Authorize Execution of the Fourth Amendment to Contract No. 2011-MD-1, *Armored Carrier Collection Services*, with Brink's, Inc. [21:12 Minutes Mark on the Audio Recording]**

Auditor-Controller Joseph Wire presented the staff report.

(a) **Action by the Committee**

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

RECOMMENDATION

The Finance-Auditing Committee recommends that the Board of Directors authorize the General Manager to execute the Fourth Amendment to the agreement with Brink's, Inc., Coppell, TX, relative to Contract No. 2011-MD-1, *Armored Carrier Collection Services*, to extend the agreement for one year, with up to 12 month-to-month option terms, and modify the rate and service schedule, in the amount not-to-exceed \$100,506 for the one year base term as well as all option terms; with the understanding that there are sufficient funds in the FY 20/21 Bridge, Bus and Ferry Divisions' Operating Budget and future years will be budgeted accordingly.

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

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

NOES (0): None.

ABSENT (2): Directors Grosboll and Yee.

(7) Status Report on the FY 20/21 Budget [24:07 Minutes Mark on the Audio Recording]

Auditor-Controller Joseph Wire presented the staff report, which was for informational purposes only and no action was taken.

Chair Sobel commented and inquired about the staff report.

Mr. Wire and Mr. Mulligan responded to the Director's comments and inquiry.

(8) Monthly Review of Golden Gate Bridge Traffic/Tolls and Bus and Ferry Transit Patronage/Fares (for Twelve Months Ending June 2020) [37:54 Minutes Mark on the Audio Recording]

Auditor-Controller Joseph Wire presented the staff report, which was for informational purposes only and no action was taken.

Director Mastin inquired about the staff report.

Mr. Mulligan and Mr. Wire responded to the Director's inquiry.

(9) Monthly Review of Financial Statements (for Twelve Months Ending June 2020)

(a) Statement of Revenue and Expenses

(b) Statement of Capital Programs and Expenditures

[42:47 and 47:44 Minutes Mark on the Audio Recording]

Auditor-Controller Joseph Wire presented the staff reports, which were for informational purposes only and no action were taken. He explained revenue included the Coronavirus Aid, Relief, and Economic Security (CARES) Act funding. He said staff would roll over part of the revenue to the next fiscal year.

Director Mastin inquired about Statement of Revenue and Expenses.

Mr. Wire responded to the Director's inquiries.

(10) Review of the District's FY 19/20 Fourth Quarterly Report of Judgments or Settled Claims [50:10 Minutes Mark on the Audio Recording]

Attorney Madeline Chun presented the staff report, which was for informational purposes only and no action was taken.

(11) Review of the Auditor-Controller's FY 19/20 Fourth Quarterly Report on Authorized Budget Adjustments and Budget Transfers Under the General Manager's Authority [52:29 Minutes Mark on the Audio Recording]

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Auditor-Controller Joseph Wire presented the staff report, which was for informational purposes only and no action was taken.

- (12) **Review of the Auditor-Controller's FY 19/20 Fourth Quarterly Report on Procurement Actions Under the General Manager's Authority [54:05 Minutes Mark on the Audio Recording]**

Auditor-Controller Joseph Wire presented the staff report, which was for informational purposes only and no action was taken.

- (13) **Closed Session [56:13 Minutes Mark on the Audio Recording]**

Attorney Madeline Chun at the request of Chair Sobel, stated that the Committee would convene in Closed Session, as permitted by the Brown Act, to discuss the following matter, listed on the Agenda as Item No 13(a):

- (a) Conference with Legal Counsel – Existing Litigation
Pursuant to Government Code Section 54956.9(a)
Report of Athens Administrators, Inc.
- (i) Edward Gormley v. Golden Gate Bridge, Highway and Transportation District.
 - (ii) Tilman Hanson v. Golden Gate Bridge, Highway and Transportation District.

[Chair Sobel departed.]

[56:42 Minutes Mark on the Audio Recording]

After Closed Session, Vice Chair Fredericks called the meeting to order in Open Session with a quorum present. Attorney Chun stated that the Committee had met in Closed Session, as permitted by the Brown Act, to discuss the matter listed under Closed Session, outlined above. She reported that the Committee was briefed and gave appropriate guidance for this matter.

- (14) **Public Comment [57:02 Hour Mark on the Audio Recording]**

There was no public comment.

- (15) **Adjournment [57:22 Hour Mark on the Audio Recording]**

All business having been concluded the meeting was adjourned at 11:26 a.m.

Respectfully submitted,


Brian Sobel, Chair
Finance-Auditing Committee