



**VIRTUAL MEETING OF THE  
BOARD OF DIRECTORS  
May 28, 2020 at 4:00 pm  
Electronic ZOOM Call**

**MINUTES**

**Directors Present:**

Chair Diana Taylor  
Alyssa Cobb  
Douglas Durst  
Pamela Frederick  
Lawrence Goldberg  
Jeffrey Kaplan  
Michael Kuh  
Purnima Kapur  
Erik Kulleseid  
Basil Seggos

**Appearances:**

Hudson River Park Trust  
Madelyn Wils, CEO and President  
Daniel Kurtz, CFO and Executive Vice President, Finance & Real Estate  
Noreen Doyle, Executive Vice President  
Christine Fazio, General Counsel

Also present:

Connie Fishman, Hudson River Park Friends  
Jeffrey LeFrancois, Advisory Council Chair

Chair Diana Taylor asked if everyone could hear her clearly as she began speaking during the commencement of the virtual Board meeting. Chair Taylor then asked for confirmation that all Directors had joined the virtual call. President Wils informed Chair Taylor that Christine Fazio, General Counsel would do a role call for record keeping purposes and for the stenographer. Ms. Fazio then confirmed attendance of Directors present and kept a list of who joined the call.

With a quorum being present Chair Diana Taylor formally called the meeting to order at 4:00 p.m. and asked anyone who was not speaking to mute their microphone. Chair Taylor noted that all the members of the Board of Directors (the “Directors” or the “Board”) of the Hudson River Park Trust (the “Trust”) had received the Board meeting materials in advance and may ask questions or give comments in reference to the items on the agenda. Chair Taylor informed the audience that questions or comments from the audience would not be entertained.

Next, Chair Taylor stated there were a few items on the consent agenda for approval: Approval of Minutes and Ratification of the Actions Taken at the March 30, 2020 Meeting of the Hudson River Park Trust Board of Directors; Authorization to Extend Term of Contract with U. Arias, Corp. for Route 9A Landscape Maintenance Services; Authorization to Extend Term of Contract with Russell Reid Waste Hauling & Disposal Service Co., Inc.; Authorization to Amend Contract with Reicon Group, LLC for Marine Repairs; Authorization to Amend Contract with SP Plus for Pier 40 Parking Garage Operation; Ratification of Contract with Structural Preservation Systems, LLC for Pier 40 Roof Reconstruction Project Phase 4; Ratification of Executing SBA Paycheck Protection Program Application; and Ratification and Adoption of 2020 Investment Guidelines.

Chair Taylor asked if there were any questions or comments. There being no questions or comments, upon a properly called motion, the following resolutions on the Consent Agenda passed unanimously.

**HUDSON RIVER PARK TRUST - Approval of Minutes of and Ratification of the Actions Taken at the March 30, 2020 Meeting of the Hudson River Park Trust Board of Directors**

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**RESOLVED**, that the Minutes of the Meeting of the Hudson River Park Trust Board of Directors held on March 30, 2020 are hereby approved by the Board of Directors, and all actions taken by the Directors present at such meeting, as set forth in the Minutes, are hereby in all respects, approved and ratified as actions of the Hudson River Park Trust, and a copy of such approved Minutes are hereby ordered filed with the records of Hudson River Park Trust.

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**HUDSON RIVER PARK TRUST – Authorization to Extend Contract Term with U. Arias, Corp. for Route 9A Landscape Maintenance Services**

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**RESOLVED**, based upon the materials presented to the Board of Directors at its meeting on May 28, 2020, a copy of which is ordered filed with the records of the Hudson River Park Trust, the Board of Directors hereby authorizes the Hudson River Park Trust to extend the contract term with U. Arias, Corp. for Route 9A Landscape Maintenance Services to December 31, 2020; and be it further

**RESOLVED**, that the President or her designee(s) be, and each of them is hereby authorized to take such actions as the President or her designee(s) may deem necessary or appropriate in order to implement the forgoing resolution.

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**HUDSON RIVER PARK TRUST – Ratification of and Authorization to Extend Contract Term with Russell Reid Waste Hauling & Disposal Service Co., Inc. d/b/a Mr. John, Inc. for Parkwide Portable/Temporary Restrooms**

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**RESOLVED**, based upon the materials presented to the Board of Directors at its meeting on May 28, 2020, a copy of which is ordered filed with the records of the Hudson River Park Trust, the Directors hereby authorize the Hudson River Park Trust to extend the contract term with Russell Reid Waste Hauling & Disposal Service Co., Inc. d/b/a Mr. John, Inc. for Parkwide Portable/Temporary Restrooms by nine months, through December 31, 2020, and ratify the existing contract amount of up to \$25,000; and be it further

**RESOLVED**, that the President or her designee(s) be, and each of them is hereby authorized to take such actions as the President or her designee(s) may deem necessary or appropriate in order to implement the foregoing resolution.

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**HUDSON RIVER PARK TRUST - Authorization for Hudson River Park Trust to Amend Contract with Reicon Group, LLC for Segments 3, 4, 6 and 7 Pier and other Marine Repairs in the amount of \$250,000 for a Total Board Authorization Amount of up to \$3,689,700.**

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**RESOLVED**, based upon the materials presented to the Board of Directors at its meeting of January 31, 2019, a copy of which is ordered filed with the records of Hudson River Park Trust, the Board of Directors hereby authorizes Hudson River Park Trust to amend its contract with

Reicon Group, LLC for Segments 3, 4, 6 and 7 Pier and other Marine Repairs in the amount of \$250,000 for a Total Board Authorization Amount of up to \$3,689,700; and be it further

**RESOLVED**, that the President or her designee(s) be, and each of them is hereby authorized to take such actions as the President or her designee(s) may deem necessary or appropriate in order to implement the forgoing resolution.

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**HUDSON RIVER PARK TRUST – Ratification of and Authorization to Amend Agreement with SP Plus Corporation for Pier 40 Parking Garage--Maintenance and Operations for a Total Board Authorization Amount of up to \$ 9,086,746**

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**RESOLVED**, based on the materials presented to the Board of Directors at its meeting on May 28, 2020, a copy of which is ordered filed with the records of the Hudson River Park Trust, the Board hereby ratifies and authorizes the Hudson River Park Trust to amend the Agreement with SP Plus Corporation for Pier 40 Parking Garage--Maintenance and Operations for an additional nine-month term through December 31, 2020 for an additional amount of \$2,639,002 for a Total Board Authorization Amount of up to \$9,086,746; and it be further

**RESOLVED**, that the President or her designee(s) be, and each of them is hereby authorized to take such actions as the President or her designee(s) may deem necessary or appropriate in order to implement the foregoing resolution.

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**HUDSON RIVER PARK TRUST – Ratification of the Contract with Structural Preservation Systems, LLC for the Pier 40 Roof Reconstruction Phase 4 for an Amount Not To Exceed \$11,635,000 plus 10% contingency for a Total Board Authorization Amount of up to \$12,798,500.**

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**RESOLVED**, based upon the materials presented to the Board of Directors at its meeting on May 28, 2020, a copy of which is ordered filed with the records of the Hudson River Park Trust, the Board hereby ratifies the Hudson River Park Trust contract with Structural Preservation Systems, LLC for the Pier 40 Roof Reconstruction Phase 4 project for an amount not to exceed \$11,635,000 plus 10% contingency for a Total Board Authorization Amount of up to \$12,798,500; and be it further

**RESOLVED**, that the President or her designee(s) be, and each of them is hereby, authorized to take such actions as the President or her designee(s) may deem necessary or appropriate in order to implement the forgoing resolution.

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**HUDSON RIVER PARK TRUST – Ratification of Hudson River Park Trust’s Execution of a Paycheck Protection Program Loan/Grant Agreement**

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**RESOLVED**, based upon the materials presented to the Board of Directors at its meeting on May 28, 2020, a copy of which is ordered filed with the records of Hudson River Park Trust, the Board

hereby ratifies the Hudson River Park Trust's execution of a Paycheck Protection Program loan agreement subject to (i) the Trust's complying with the requirements of the Small Business Administration under the CARES Act for the Paycheck Protection Program and (ii) that the monies be used only for eligible payroll costs and eligible utility costs so that the loan is entirely forgiven and therefore converts into a grant; and be it further

**RESOLVED**, that the President or her designee(s) be, and each of them is hereby authorized to take such actions as the President or her designee(s) may deem necessary or appropriate in order to implement the foregoing resolution.

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**HUDSON RIVER PARK TRUST – Ratification and Adoption of 2020 Investment Guidelines for Hudson River Park Trust pursuant to New York State Public Authority Law Section 2925 and the New York State Comptroller's Investment Guidelines for Public Authorities**

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**RESOLVED**, based upon the materials presented to the Board of Directors at its meeting on May 28, 2020, a copy of which is ordered filed with the records of Hudson River Park Trust, the Board hereby ratifies and adopts the Hudson River Park Trust 2020 Investment Guidelines; and be it further

**RESOLVED**, that the President or her designee(s) be, and each of them is hereby authorized to take such actions as the President or her designee(s) may deem necessary or appropriate in order to implement the foregoing resolution.

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Chair Taylor then proceeded with the corporate action items on the agenda, introducing the next item of business, which was Authorization to Contract for Pier 40 Façade Restoration. President Wils began by explaining it was discussed with the Directors at past meetings, restoration of the façade of the Pier 40 building was urgently required to ensure public safety. Planned work includes masonry replacement, repair and repointing, repair of enamel façade panels, lead abatement and other miscellaneous repairs.

President Wils detailed that in accordance with the Trust's Procurement Guidelines, an advertisement for a Request for Proposals for the Pier 40 Facade Restoration was published in the New York State Contract Reporter and on the Trust's website for the period of May 1, 2020 through May 22, 2020. The Trust received 16 proposals on the submission deadline. A selection committee comprised of the Trust's Design/Construction staff is reviewing the submissions and evaluating each company according to the selection criteria in the RFP. Director Goldberg asked president Wils how many proposals were received. President Wils responded with 16 proposals.

President Wils continued stating review was ongoing, thus Trust staff seeks approval by the Board to enter into a contract with a contractor to be selected for a contract amount of up to \$2.5 million with a 10% contingency. The Trust will advise the Board of the selected contractor and seek ratification of the contract at the Board's July meeting.

President Wils reminded the Board that Funding for this contract is available from the Trust's capital maintenance budget from the air rights sale to the St. Johns. Terminal Building.

President Wils then requested authorization by the Board of Directors to contract for the Pier 40 Façade Restoration Work in an amount not to exceed \$2.5 million plus 10% contingency for a Total Board Authorized Amount of \$2.75 million.

Chair Taylor thanked President Wils and asked the Board if there were any questions or comments. Director Goldberg asked if the Trust was looking at a repair that would hold for five or ten years? President Wils replied it would be 10 to 15 years.

Director Goldberg asked how much money would be saved if a five to ten-year repair was done instead. President Wils replied there really wasn't a cheaper repair and that Trust staff was trying to make it safe so there wouldn't be pieces of the ceiling falling on people. Director Goldberg asked if there were other alternatives being looked at. President Wils replied yes, it's for public safety.

President Wils reminded Director Goldberg it was discussed with the Board previously. Only the pieces of the potential project that were of an emergency nature were taken and picked out and then re-bid. So it was all for safety reasons, to keep the public safe and not have pieces of the building falling. Director Goldberg replied that he recognized that this money probably will be just wasteful money as other similar money spent on Pier 40. President Wils responded that the Trust went out for a bid several months ago. The bids came in much higher than anticipated and which was discussed at the last board meeting. The Trust went back, carved out only the necessary items and then re-bid the reduced scope of work.

Chair Taylor asked if there were any other questions. Director Goldberg asked how other Board member feel about this, including whether this amount of money should be spent. Dan Kurtz then interjected the Trust took the engineer's report and turned it into a unit price contract,

they bid a dollar value for linear foot of brick re-pointing, or square-foot of brick replacement. So all of those quantities were identified, put it in the bid, and put out to the public.

Mr. Kurtz continued stating as Madelyn said, the Trust included painting and some aesthetic work items also. Those bids came in much higher, around \$5 million. Everything that was aesthetic related was stripped out and this is strictly to prevent loose bits of the building from falling on pedestrians below. People can walk around all four sides of the building so it's pretty critical the work gets done. The low bid by an unqualified person was \$1,150,000 and the highest bid was D'Onofrio at \$5.2 million, they generally bid high. The median is right about \$2.4 million. So the Trust is confident that it can get the work done for the \$2.5 million. Director Frederick agreed and commented she knows what Director Goldberg was getting at. It's been a decade where the Directors first threatened to never spend another dime on Pier 40 until there was a long term plan for Pier 40. Director Frederick continued that she has finally come to terms with the fact that maybe everyone's been living with this structure for a long time now. Obviously it can't crumble in front of their eyes, but every time we spend \$2 million here, \$5 million on a corner of the roof, it's painful. Director Frederick further stated she had faith that the staff was being as cheap as possible and whittling things down to only what's necessary.

Chair Taylor added it's going to cost significantly more money if a brick was to fall on someone. Chair Taylor also noted she agreed with Director Goldberg, but it had to be done. Director Kaplan added at a point in time the idea was to close the Pier, but over time everyone realized it was more complicated than that. A slight discussion ensued.

Chair Taylor asked if there were any other questions or comments. Director Goldberg stated he had one more comment which was, it is incumbent on the Directors to have a full understanding of what's being voted on and the reasons for it. Chair Taylor Agreed.

President Wils added she could have Kevin Quinn send him and all the directors a copy of the engineering report. Director Goldberg thanked President Wils and said it would be great to review the report.

Chair Taylor thanked President Wils and asked the Board if there were any other questions or comments. There being none, upon a properly called motion, the following resolution passed unanimously.

**HUDSON RIVER PARK TRUST – Authorization for Hudson River Park Trust to Contract for the Pier 40 Facade Restoration Work in an Amount Not To Exceed \$2,500,000 Plus 10% Contingency for a Total Board Authorized Amount of \$2,750,000.**

**RESOLVED**, based upon the materials presented to the Board of Directors at its meeting on May 28, 2020, a copy of which is ordered filed with the records of the Hudson River Park Trust, the Board hereby authorizes the Hudson River Park Trust to contract for the Pier 40 Facade Restoration Work in an amount not to exceed \$2,500,000 plus a 10% contingency for a Total Board Authorized Amount of \$2,750,000; and be it further

**RESOLVED**, that the President or her designee(s) be, and each of them is hereby, authorized to take such actions as the President or her designee(s) may deem necessary or appropriate in order to implement the forgoing resolution.

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Chair Taylor then directed attention to the next item of business on the agenda, which was Annual Confirmation of the Hudson River Park Mission Statement and Performance Measures.

President Wils began discussing that in accordance with the Public Authorities Reform Act of 2008, State and local public authorities are required to develop and adopt a mission statement and related performance measures to assist the authority in determining how well it is carrying out its mission. In 2010, the Trust adopted its mission statement. The Trust’s Board of Directors must annually review the Mission Statement and performance results to ensure that its mission has not changed and that the Trust’s performance goals continue to support its mission.

President Wils stated Trust staff has prepared the Performance Measurement Report for FY 2019-20, which has been shared with all Directors. As noted in the report, the Trust had a very good year last year in progressing construction, capital maintenance repairs, and designing of new sections of park throughout Hudson River Park. The Trust also had large turn-outs at its educational and public free events throughout 2019. The Trust continued to expand its environmental stewardship programs including the Trust’s Community Compost Program and established a new initiative Park Over Plastic to reduce plastic pollution in the Park and beyond.

As noted in the report, the Trust faces much uncertainty for FY20-21 given the Coronavirus pandemic that will impact the availability of capital funds from the State and City to proceed with construction of new park sections, and the availability of operating revenue due to currently closed operations in the entertainment, tourism and restaurant industries that have historically served the Park. Due to budget and social distancing, the Trust’s free programming



will be online for this season. President Wils explained she would speak more to the budgetary issues in the President's report.

President Wils then said the Trust welcomes comments or input from the Directors on the Trust's existing Mission Statement and also requests approval of the resolution seeking confirmation of the Trust's Mission Statement and the 2020 performance measures.

Chair Taylor thanked President Wils and asked the Board if there were any other questions or comments. There were none.

### **HUDSON RIVER PARK TRUST – Confirmation of Hudson River Park Trust Mission Statement and 2020 Performance Measures**

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**RESOLVED**, based on the materials presented to the Board of Directors at its meeting on May 28, 2020, a copy of which is ordered filed with the records of the Hudson River Park Trust, the Directors hereby confirm the Hudson River Park Trust Mission Statement and 2020 Performance Measures; and be it further

**RESOLVED**, that the President or her designee(s) be, and each of them is hereby authorized to take such actions as the President or her designee(s) may deem necessary or appropriate in order to implement the foregoing resolution.

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Chair Taylor then stated the Board items for approval had been completed. Chair Taylor asked President Wils to present the President's Report. President Wils thanked Chair Taylor and began with her presentation.

President Wils began her report by briefly discussing the financial and budget situation. Dan, Sikander and President Wils were scheduling calls with the Finance Committee every two weeks to keep that Committee informed of the economic situation related to the Coronavirus pandemic. First, the operating revenue has taken quite a hit in these first two months since New York went on PAUSE. Many of the Trust's tenants and occupants have not paid their full rent these past few months, the parking revenue is down, most of the concessions were unable to commence as of April 1, and the events that generate revenue such as walk-a-thons, races, NYC Pride and AVP were all canceled. Given the need to continue the practice of social distancing, the Trust does not expect third party recreation and entertainment events will occur this summer and likely the fall. As a result, Trust staff envision that the total revenue received this year will be significantly less than originally budgeted. To reduce the operating expenses, the Trust has put in

place a hiring freeze and is also carefully monitoring all service contracts to limit services to those that are most essential to carrying out Park services. The capital maintenance projects have been canceled most of which were to be paid by funds provided by the City Council and Borough President, unless there is a safety issue.

In the case of safety, the few projects that are continuing will be paid out of the Trust's reserves. In terms of continuing projects to complete the park, the City has frozen capital for new projects and we are still waiting to hear about whether the State will provide funding for Pier 97 this year. President Wils then turned this part of the discussion over to Dan to provide an update on the Trust's finances.

Dan Kurtz began his report by pointing out President Wils had touched on the basis of many of the topics to be discussed. The Trust is running at an operating loss of about \$700,000 per month. With regards to revenue billings for May and April, the Trust is a little over \$3 million. Mr. Kurtz stated he and Trust staff were hoping things improve. Unfortunately, the operating revenue may be as low as half of what was budgeted for at the end of March, which was a reduction from the preliminary plans that the Board all saw in January. Expenses are being cut where they can be. Right now review of personnel costs are being conducted, which again, are already lower than what was initially anticipated. About a five to ten percent reduction in personnel costs is expected.

The Trust asked the union to defer its scheduled pay increase for this year and is waiting for them to get back on that. Other expenses such as insurance, doesn't have a lot of leeway to cut down. With regards to janitorial, sanitation, the Trust has been tasked for maintaining the Park, keeping it clean and disinfected for people to utilize in the current crisis, so there isn't any maneuvering room there. The same goes for light and power.

The Trust is also maintaining security through PEP, which are some of the large, fixed cost items. There are not a lot of savings in those areas. Mr. Kurtz continued stating with regard to OTPS related to Park programs, Park activities, Madelyn had directed to look at each individual line with regard to the expenses there. Some savings are self actualizing because events are being canceled, things that the Trust pays for. The Trust is looking to do an overall reduction of OTPS cost of about 20 percent.

Mr. Kurtz continued that capital maintenance, with the exception of things that must be done, will be deferred to next year. So the larger capital maintenance projects that were anticipated for this year, may possibly be deferred to next year. This may result in a slightly greater cost next year but, it should be known around August or September. Mr. Kurtz concluded his report and Chair Taylor directed attention to President Wils to continue her update to the Board. President Wils stated the Trust would continue to update the Finance Committee and if any other Directors have any questions, she or Dan were available to discuss by phone.

Next President Wils gave an update on current projects in the Park. Despite COVID-19 related challenges, Pier 26 Construction was deemed essential and thus work has continued. Trevcon construction's work at the ecological get down is complete. Steven Dubner Landscaping and E.J. Electric continue to install wood decking, lighting, paving, railings, site furnishings, and landscaping. Despite various supplier shutdowns and other logistical issues related to the pandemic, the contractor is still on track to complete construction by late summer 2020 so that Pier 26 can then be open to the public.

James Corner Field Operations is working on construction documents for Gansevoort Peninsula. The Trust continues to coordinate with various utilities, agencies, and regulatory authorities as needed. The Trust anticipates starting construction on the south end of Gansevoort Peninsula by the beginning of 2021, using restricted funds available for this project.

!melk Landscape Architecture and Urban Design completed the 100% Design Development submission for Pier 97 on April 16. Toshiko Mori Architects submitted a pricing set for the Comfort Station as well. The estimates are being analyzed by Trust staff and Gilbane.

Toshiko Mori Architects presented the Comfort Station design to the Trust Design Committee on March 31st and Community Board 4 on May 14th via video conference. The design was well received by both groups and feedback received will be addressed as the design progresses. In addition, the Public Design Commission granted conditional Preliminary approval for the Comfort Station design on April 14th.

While temporarily suspended when New York State initially went on PAUSE, both Pier55, Inc. and the Whitney Museum had requested to continue their construction activities with the understanding that they would meet all of the New York State Department of Health and Labor construction guidelines related to COVID-19. Thus those construction projects are proceeding as well with the *Day's End* art installation expected to be completed late fall on the south side of the

Gansevoort Peninsula and Pier55 expected to be complete and open to the public in the spring or summer of 2021.

Pursuant to an initiative announced by Governor Cuomo last year to expand oyster research stations in the Hudson River, Trust staff are coordinating with staff at NYSDEC and Chambers to add live oyster larvae and gabions in the Tribeca portion of the Park. President Wils stated that she hoped to have more information about this for the Directors at the July meeting.

As President Wils discussed at past Board meetings, the Trust had released a number of request for proposals for revenue contracts to continue operating a number of concessions in the Park. The Trust recently selected the respondents for the remaining two: the Pier 25 Marine Facility and Pier 45 Seasonal Outdoor Café. On October 24, 2019, the Trust released the Pier 25 Marine Facility RFP and received two proposals on the due date December 12th. The Trust had sought one or two concessionaires to operate at two separate premises on the south side of Pier 25: first, the Pier 25 marina including the public town dock, sailing school and mooring field that provides up to 32 vessel moorings and second, an historic vessel to provide a food and beverage concession along with educational and cultural programming. The Trust has selected the existing concessionaire for both premises. The marina will continue to be managed and operated by the Pincus brothers, under the name the Pier 25 Marina as well as the historic vessel food and beverage concession, known as Grand Banks, under two separate concession agreements. The Pier 25 Marine Facility concession agreements are each for a five year term with two two-year extensions available at the Trust's option. The base fee for the marina in 2021 is about \$51,500 and escalates three percent each year and is now in operation. There are additional percentage fees when gross sales exceed \$250,000. The base fee for Grand Banks in 2022 is about \$139,300 and escalates three percent each year. There are additional percentage fees when gross sales exceed \$1,875,000. The fees for this summer and 2021 will be a smaller base rent with a higher percentage fee.

On November 15, the Trust released an RFP for Pier 45 Seasonal Outdoor Café that includes the Pier 45 kiosk building located between 10th and Christopher Streets and outdoor seating on its north and south sides. The Trust received seven proposals on January 7, 2020. Based on the criteria established in that RFP, the Trust selected a new LLC established by the Pincus Brothers called Pier 45 LLC, which will operate under the name Drift In. The Trust expects the seasonal café to partially open this summer for take out once they finish remodeling. The concession agreement is for a five year term with two two-year extensions available at the Trust's

option. The base fee in 2022 is about \$106,000 and escalates three percent each year. Additional percentage fees are also collected when gross sales exceed \$750,000. The Trust has agreed to mostly percentage rent for this year and 2021.

President Wils explained, despite Trust concessions not opening on April 1, other than City Vineyard which is open year round, there are a few more that are now open for take out to serve Park patrons. Both City Vineyard and The Frying Pan at Pier 66 and Grand Banks are operating for take-out services at this time. The Trust is also working with Drift In at Pier 45 and Hooked at Pier 84 to provide similar take out service. The Trust is also working with these outdoor restaurants to provide seating that provide for adequate social distancing so that won't be overcrowding in front of these establishments. This will also help with the increase in garbage seen in the park and allow for more sanitary conditions.

Next President Wils updated the Board on the Estuary Lab staff, which was conducting calls and online surveys with teachers, summer camps, tenants and community groups to inform the development of dynamic virtual programming that showcases estuary wildlife, giving those at home a unique opportunity to stay connected to the Park. Park Educators have also been sharing online educational resources to teachers and families, including a series of virtual lesson plans called "STEM Activity of the Week," which is currently one of the top most visited pages on the Hudson River Park website. Our Public Programs department is putting together an array of virtual programming which will commence during the next month. We are planning to have many of our series back virtually, including Sunset Salsa, Sunset on The Hudson and our Jazz series, to name a few.

The Trust has used public relations firms within the last 10 years to assist in managing its communications, in lieu of hiring a staff person. In recent years, the Trust has been a beneficiary of sharing a public relations firm which was RFP'ed and paid for by Hudson River Park Friends. In an effort to save money in the Post Covid world, Friends terminated their contract. Since parks have been proven to be crucial assets especially at this time, press inquiries have been robust and Trust staff has been unable to spend the time to adequately address these questions, therefore the Trust now now finds itself in need of a communications firm. Although the Trust is being exceptionally careful with its budget, the Trust has set aside funds for this important function. Therefore, the Trust issued an RFP for Strategic Public Relations and Communications Services on April 24, 2020. The Trust received 27 proposals in response on May 15. Staff is still reviewing

the proposals submitted and will be ready to have this as an action item for the July Board meeting. However, as we may need to have some public relation services before the Board meeting, the Trust may retain the staff recommended firm for a one month period before the July Board meeting.

President Wils reminded the Board that the Trust had to cancel the very last Piers 40/76 Task Force meeting, although the presentation was shared with all of the members. The Trust continues to discuss and share information with the Governor's office that resulted from the Task Force meetings that were held earlier this year and are waiting to hear about next steps as any re-development of these piers will likely need a change in the Hudson River Park Act. Meanwhile, as part of the FY 21 Budget, the State amended the Act to require that New York City transfer Pier 76 to New York State Parks on or before July 1, 2020 and that the NYPD tow pound vacate by December 31, 2020, with the potential for the City to pay occupancy fees to the Trust if the City does not show good faith efforts to find a new tow pound location. Trust staff has no update on this but will continue to coordinate with the State and City regarding both piers.

The Trust is also working on a Phased Return to Work plan per the protocols established by New York State. As mentioned at the March Board meeting, when New York pressed PAUSE, the Trust maintained a skeleton staff of essential workers to be in the Park to address essential Park operations and maintenance.

President Wils was pleased to report that the Trust was able to bring back its full Operations, Facilities and Public Safety staff in mid May. There are PPP materials, including face masks and gloves for all staff, and the Trust put in place a plan to ensure the safety of its staff and Park patrons while working in the Park, including having personnel work six feet apart whenever possible and increased cleaning of equipment and vehicles. Trust staff are monitoring the health of all staff as they return to work and have provided training to everyone that reports back to duty. To date, most of our administrative and program staff have been able to carryout their work assignments successfully working at home remotely. The Trust will have those staff members that can perform their work remotely to continue to do so as it awaits the reopening of Phases 1 and 2 in the New York City region. Some administrative staff are already back in the office part time and the Trust expects to have a phased approach to bring more personnel back to Pier 40 office with key staff coming in different days during the week or different weeks, so that the Trust can ensure social distancing. The Trust is also rearranging office space so that everyone will be at least

six feet from another employee and have added considerable signage throughout the Pier 40 office space, including limiting the numbers that enter common spaces such as the kitchen, restroom and locker room areas. President Wils stated that she had shared with the Directors the initial plan that was filed with the Governor's office using the template provided by Chambers.

President Wils expressed she was pleased with the work in educating the public about social distancing and the use of face masks that has been provided by the PEP officers and the NYPD. We are grateful to the Mayor for NYPD's assistance in the Park handing out face masks and encouraging groups of people to social distance. Trust staff have also been very diligent in monitoring the situation and continuing to put up more signs and unique messaging to encourage these safe practices.

The Trust provided the Directors with the financials for the first month of FY 20/21. Total operating revenues on an accrual basis were \$2,616,792 and operating expenses including capital maintenance and equipment were \$1,876,656. The Trust has also provided the Directors with the PEP statistics, and a list of contracts between \$100,000-\$200,000. President Wils asked if there were any questions or comments. There being none, President Wils concluded her report and Chair Taylor called attention to Jeffrey LeFrancois for the Advisory Council report.

Mr. LeFrancois informed the Board that the Executive Committee of the Advisory Council had convened. He stated he felt it was important to take some steps and then do some advising as it related to the Park and COVID. This was prior to the Governor's very formal executive order took effect.

Mr. LeFrancois informed the Board they each had copies of two letters that were sent earlier in April; one to the Trust requesting that if they could do more with regards to education, masks, distribution, which as Madelyn pointed out, the Park was doing and NYPD also stepped up their game as well. Second, as the Trust was notified, the Advisory Council would be asking the Governor and the relevant State Commissioners to expand the greenway to make more space, more Park space and more space for cyclists and pedestrians to practice proper social distancing.

As a part of that, the Advisory Council also sent that formal letter to the Governor making that request and since that time, the Community Boards that abut the Park or are adjacent to the Park, have followed through endorsing that request to take a lane of the West Side Highway and expand the greenway to make more space for pedestrians, cyclists in advance of what is expected

to be a considerable surge in folks using the greenway to get to and from work as the City hopefully gets further and further from PAUSE.

Most recently the Advisory Council met on Tuesday, May 19th. They ratified those letters that were sent by the Executive Committee of the Advisory Council. And another letter came out that was sent to the Mayor requesting that if and when the time comes that social distance ambassadors are employed throughout the City, that we would request that Hudson River Park be provided some of those ambassadors to help with education efforts, mask distribution and continued awareness around what's the right thing to do when it comes to COVID at this time. Mr. LeFrancois concluded the Advisory report and thanked the Board. Chair Taylor asked if there were any questions. There were none. Chair Taylor then called attention to Ms. Connie Fishman to give the Hudson River Park Friends report.

Ms. Fishman began by informing the Board Friends received a Payroll Protection Program grant back when the applications first went in and has also since received a small SBA loan through the federal program for small businesses. They continue to apply for additional grants and loans as they become available. Friends had a grant that was applied to for the Trust for \$100,000 from the Green Relief and Recovery Fund to pay for five, full-time seasonal gardeners and a half-time seasonal gardener. Ms. Fishman stated they were hoping to get an answer back about whether the funds would be approved by mid-June.

Ms. Fishman further noted two Friends Board members had donated funds to hire two more seasonal gardeners. Friends is cutting back the work week beginning June 1st to a four-day week and reducing staff salaries from between 15 and 40 percent, depending on the position with higher paid workers taking the bigger cuts. In addition, Friends is eliminating any discretionary contracts as well. The spring membership campaign just began, which will continue through the end of June and so people's membership solicitations are arriving in mailboxes now.

Friends is also exploring options for future office use. Friends lease runs out this summer. Ms. Fishman stated the building Friends operated in was located in the garment district without any particular niceties about it. It has very crowded elevators, lobbies, unpleasant bathrooms and is not a building in particular that they would continue in other than that they don't have another space identified.



Ms. Fishman explained Friends is looking at the option of moving into storage when the lease ends and seeing what the fallout in the commercial real estate market is like post pandemic. Since other than events, most staff can function fairly well at home. Since events are not happening right now, that means they don't think a whole lot will be lost in terms of productivity until those come back.

Friends was talking to their board via Zoom working in the real estate business about properties they may manage which might have some temporary arrangements they could access where current tenants are not going to be continuing leases and they're looking for immediate occupancy in some of these spaces. That will be further discussed over the next 60 days or so to figure out what they're going to do. The Park horticulture staff is working with the volunteer program staff to figure out what's needed to get volunteers out into the Park to help pick the weeds and maintain the flowers as soon as it's allowed. They're working on how to do this in terms of personal protective equipment, liability, cordoning people off from the general public and all of the safety measures that will be necessary. There are a lot of volunteers who are dying to get back and actually be out there now if we allowed them to.

Lastly, Ms. Fishman said Friends was talking to their board about the possibility of holding a small outdoor gala in October in the Park and getting opinions now from people about what their perspective is on willingness of people to want to actually come do that. Friends was advised by one of their Board members, that regardless of whether they're actually having it, there's really no other option for raising that kind of money unless you start talking to people about being willing to donate to it. If it can happen essentially acknowledging that if it can't, their annual donation will still be going in. Ms. Fishman concluded her report.

Chair Taylor thanked President Wils, the Board and all of the speakers for their dedication and support of the park during tough times. Chair Taylor asked the Directors if there was any other business to discuss. There was no response. There being no other business, Chair Taylor called for a motion to adjourn and the meeting was adjourned at 4:40 p.m.