



MOUNTAIN AREA REGIONAL TRANSIT AUTHORITY

MINUTES of BOARD MEETING

Wednesday, August 15, 2018

City of Big Bear Lake
Training Room
39707 Big Bear Lake Blvd.
Big Bear Lake, CA

OPEN SESSSION 10:30 A.M.

Board Members Present:

Randy Putz, Chairman, City of Big Bear Lake
Bill Priest, Vice-Chairman, San Bernardino County,
2nd Supervisorial District
Terisa Bonito, Member-at-Large
Liz Harris, San Bernardino County, 3rd Supervisorial District

Agency Personnel:

Kathy Hawksford, GM/CEO
Sandy Benson, AGM
Steve Brouard, Operations Supervisor
BettyAnn Merrill, Administrative Assistant/Board Secretary

Members Excused:

Bob Jackowski, City of Big Bear Lake

Other:

None

1.0 CALL TO ORDER

Chairman Putz called the meeting to order at 10:37 a.m.

1.1 Pledge of Allegiance

Member Bonito led the Pledge of Allegiance.

1.2 Roll Call

Roll call was taken noting Member Jackowski was excused.

2.0 STAFF PRESENTATIONS

None

3.0 COMMITTEE REPORTS

None

4.0 PUBLIC COMMENTS

None

5.0 CONSENT CALENDAR

Chairman Putz called for discussion of the Consent Calendar. Motion to approve was made by Member Harris with second by Member Bonito. No discussion. A roll call vote was taken with motion passing unanimously.

6.0 CARRY OVER ITEMS

None

7.0 NEW BUSINESS

7.1 Selection of Member-at-Large

Item was pulled as applicant withdrew. Member Bonito stated she would serve until position is filled. Member Harris offered to serve after December when she will no longer be the designee for Supervisor

Ramos. Member Bonito requested a deadline of 05-31-19 for her term if no one is found before then. Ad will be sent to Chamber of Commerce in Lake Arrowhead and Running Springs. Discussion of other venues followed. Motion to approve extension of Member Bonito's term as Member-at-Large as discussed made by Member Harris with second by Member Bonito. A roll call vote was taken with motion passing unanimously.

7.2 Conflict of Interest Code

Ms. Hawksford stated that the Political Reform Act of 1974 required local government agencies to adopt and review biennially a Conflict of Interest Code and submit to the County of San Bernardino. MT's Conflict of Interest code was last reviewed and approved 08/15/2016. Motion to approve was made by Member Bonito with second by Member Priest. A roll call vote was taken with motion passing unanimously.

7.3 Resolution 2018-006: Section 5311 Funding

Ms. Hawksford stated that in accordance with Section 5311 of the Federal Transit Act of 1964, Mountain Transit is required to approve and adopt by resolution every three (3) years, the authorization of the General Manager/CEO to execute and file on its behalf all applications, assurances and other documentation, and provide additional information as required by the Department of Transportation in order to obtain funding for Section 5311 projects. Motion to approve was made by Member Harris with second by Member Bonito. A roll call vote was taken with motion passing unanimously.

8.0 GENERAL MANAGER'S REPORT

Ms. Hawksford reported on the following items:

- **Free Ride Day**

MT received funding from a Low Carbon Transportation Operations Program (LCTOP) grant to provide a Free Ride Day, which is being planned for November. It is planned to promote this service by having those that ride that day contribute a food item which will in turn be donated to the local Food Bank.

- **New Home Search -- update**

MT met with the City of Big Bear Lake and MT's relator to discuss alternative options for property in the Big Bear Lake area. Future meetings are planned with SBCTA for future steps and funding. RIM prospects are even more limited. Member Priest suggested contacting the Lake Arrowhead Dam Commission regarding property that is reverting back to the County of San Bernardino.

- **Service for Corks & Hops**

Ms. Hawksford informed the Board that MT is again providing service for the Crestline "Corks and Hops" which started June 2nd and will continue the first Saturday of every month through October. Ridership for the past three months has been: June 417, July 508, and August (to-date) 435.

- **Easter Seals**

MT provided service for 32 Easter Seal campers at the YMCA's Camp Oaks on August 8th and received a very nice "Thank You" note from them.

- **Accessibility – Americans with Disabilities (ADA) Self-Evaluation and Transition Plan**

The California Joint Powers Insurance Authority engaged the Disability Access Consultants on MT's behalf to conduct an evaluation of MT's bus stops. Field work has been completed and a Transition Plan and Report will be provided.

- **2015-2017 Triennial Performance Audit**

MT's Triennial Performance audit was conducted and a draft report received with final to be presented to the Board at next month's meeting.

- **Oktoberfest Service**

MT will be providing service for the Oktoberfest starting in September. Ms. Hawksford stated that discussion of the possibility of advertisement on the buses during the hours of service in the form of "Don't Drink & Drive" had been held with the owner of the Convention Center. These ads would be paid for the

Beer Distributors. Member Putz suggested contacting Legal Counsel regarding any issues with this promotion and Ms. Hawksford stated that if needed, she would call a "Special Session" for approval before any commitments were made.

- **Union – JANUS Act**

Ms. Hawksford discussed the recent changes in state law regarding union members not having to pay union dues. MT has three (3) employees covered by the union opt out of paying dues. Discussion of potential impact to MT in the future followed.

- **Payroll Clerk – Accounts Payable/Receivable Clerk**

Ms. Hawksford reported that recruitment for the Accounts Payable/Receivable Clerk has begun and applications are slowing coming in. Applications will be reviewed and interviews scheduled.

- **Career Fair**

Ms. Hawksford reported that Steve Brouard, Jesse Smith, and John Velarde had attended the Career Fair and said that the turnout this year was better to the change in location and that several individuals had requested job applications.

- **Advertising Policy**

Ms. Hawksford stated that the advertising policy that had been previously presented to the Board was being revised to bring to the Board for approval. Funding received from advertising boosts MT's farebox return ratio.

9.0 GENERAL COMMENTS AND ANNOUNCEMENTS

9.1 Administration

None

9.2 Board Members

Member Bonito will be absent from next Board meeting as she will be on vacation.

10.0 ADJOURNMENT

Chairman Putz adjourned the meeting at 11:13 a.m. The next regularly scheduled Board Meeting will be held Wednesday, September 19, 2018, 10:30 a.m. at the Sky Park at Santa's Village, 28950 California 18, Skyforest, CA.