



MOUNTAIN AREA REGIONAL TRANSIT AUTHORITY

MINUTES of BOARD MEETING Wednesday, February 21, 2018

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

CLOSED SESSION

In accordance with Government Code Section 54957.6a
Labor Negotiations with unrepresented employees
Conference with Agency Labor Negotiator Kathy Hawksford

OPEN SESSSION

10:30 A.M.

Board Members Present:

Liz Harris, San Bernardino County, 3rd Supervisorial District
Bob Jackowski, City of Big Bear Lake
Randy Putz, Vice-Chairman, City of Big Bear Lake

Agency Personnel:

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

Members Excused:

Terisa Bonito, Chairman, Member-at-Large
Bill Priest, San Bernardino County, 2nd Supervisorial District

Other:

1.0 CALL TO ORDER

Vice Chairman Putz called the meeting to order at 10:38 a.m.

1.1 Pledge of Allegiance

Member Harris led the Pledge of Allegiance.

1.2 Roll Call

Roll call was taken noting Members Bonito and Priest were excused.

1.3 Convene to Closed Session

Vice Chairman Putz convened the Open Session to Closed Session at 10:39.

1.4 Reconvened to Open Session

1.4a Report on Closed Session

Vice Chairman Putz reconvened to Open Session at 11:42. Ms. Hawksford reported that a recommendation was made to increase the AGM's annual salary to \$101,619 and provide her the use of a company vehicle. Action to be discussed under Agenda Item 7.5.

2.0 STAFF PRESENTATIONS

Ms. Benson's presentation addressed alternate fuel mandates developed by the California Air Resources Board (CARB) that Mountain Transit will have to comply with by 2026. She reported that to meet the mandate, some agencies are converting to electric vehicles. Before adopting an electric powering system considerations such as type and number of charging stations/locations needed, length of time to charge a

vehicle, cost of electric vehicles, and whether electric powered buses have enough torque for Off-the-Mountain service, etc. Discussion of options and funding sources followed.

3.0 COMMITTEE REPORTS

None

4.0 PUBLIC COMMENTS

None

5.0 CONSENT CALENDAR

Vice Chairman Putz called for discussion of the Consent Calendar. No discussion was offered. Motion to approve consent calendar was made by Member Harris with second by Member Jackowski. A roll call vote was taken with the motion passing unanimously. Member Jackowski abstained from the vote on January minutes.

6.0 CARRY OVER ITEMS

None

7.0 NEW BUSINESS

7.1 Nomination and Election of Officers

Member Harris suggested that, due to the absence of Members Bonito and Priest, this item be tabled until the March meeting. Motion to approve was made by Member Harris with second by Member Jackowski. A roll call vote was taken with the motion passing unanimously.

7.2 Real Estate Contract Award

MT is interested in contracting with Mike Dolan of Keller-Williams to assist WSP in efforts to identify and negotiate the procurement property in Rim and Big Bear areas. Mr. Dolan is very experienced in the acquisition of commercial properties in the mountain areas. Ms. Hawksford mentioned that Mr. Dolan was the realtor who previously assisted MT in acquiring the property where the Big Bear facility is currently located. Legal counsel has reviewed the contract and recommended changes are indicated on the contract. Member Putz inquired as to when the ad hoc committee was going to meet and how would they get in sync with any acquisition efforts. Ms. Hawksford stated the committee will be kept informed and any recommended action must be taken to the Board for approval. Member Harris inquired what the repercussions would be if this item was tabled until after the ad hoc committee had met. Discussion followed. Motion to approve was made by Member Harris with second by Member Jackowski. A roll call vote was taken with motion passing unanimously.

7.3 Reasonable Accommodation

Ms. Hawksford stated that this policy provides general requirements for Reasonable Accommodation as required by Title I of the Americans' with Disabilities Act of 1990. This policy applies to all agencies with five (5) or more employees. It was recommended by California Joint Powers Insurance Authority (CJPIA) that MT add this policy to their Personnel Policies. Motion to approve was made by Member Jackowski with second by Member Harris. A roll call vote was taken with motion passing unanimously.

7.4 Reallocation of Local Transit Funds

Ms. Hawksford informed the Board that Congestion Mitigation and Air Quality (CMAQ) grant for the purchase of four replacement vehicles has by significantly delayed. MT has waited for Caltrans to issue an executed Standard Agreement, which is required before MT can submit a purchase order for the replacement vehicles. The delay has meant that vehicles which would have been replaced

some time ago are now requiring expensive repairs in order to keep them on the road. Newly implemented service to Victor Valley and the Resort Service on weekends has also created a reason for getting the older vehicles replaced. Staff recommended reallocating Local Transportation Funds (LTF) in order to more expediently acquire the replacement vehicles. Although \$75,000 of the initial reallocation of the \$679,452 was indicated for the purchase of a new trolley, Ms. Hawksford withdrew this amount from the reallocation proposal. Discussion followed regarding the funding process and the effect on other projects covered by this funding source. Motion to approve reallocation was made by Member Harris with second by Member Jackowski. A roll call vote was taken with motion passing unanimously.

7.5 Employee Award

Ms. Hawksford reported on the Closed Session. Recommendation was made to increase the Assistant General Manager's salary to \$101,619 and provide her with the use of a company vehicle. Motion to approve Closed Session recommendations was made by Member Harris with second by Member Jackowski. A roll call vote was taken with motion passing unanimously.

8.0 GENERAL MANAGER'S REPORT

Ms. Hawksford reported on the following items:

- Off-the-Mountain service to Victor Valley will commence on March 1, 2018, with service three times daily, Monday through Friday, and twice each weekend day. The new service travels from Von's in Big Bear Lake to the Victor Valley Transit Center. Victor Valley Transit Authority is promoting the service in conjunction with MT's promotional efforts. The route's running time and costs are the same as the Big Bear OTM to the San Bernardino Transit Center. Supervisor Brouard provided information regarding the stops along the route.
- Ms. Benson and Ms. Merrill attended the CJPIA sponsored three-day Risk Management training in Carlsbad. Ms. Benson is also attending transit management training, which is held at Orange County Transit Authority on alternate Fridays through the month of May.
- MT's fixed route service transported 3,178 employees and 926 Resort guests and 13,497 Big Bear Mountain employees on the Resort Express shuttle. Service started in December and will continue until ~~to run~~ the mountain closes.
- Crestline yard was vandalized on February 13, 2018 when someone broke into one of the Dial-a-Ride vans stealing the hardwire for the tablet and all of the radio and video surveillance equipment. A police report was filed. Recently rocks were thrown at a van in the Crestline yard resulting in a broken window. While the yard is equipped with surveillance cameras the cameras did not show video on the incident because the vehicle was parked in the camera's blind spot, therefore, vehicles are no longer parked in this area.
- Using funding from a Low Cost Transit Operating Program (LCTOP) grant, San Bernardino County Transit Authority (SBCTA) is assisting rural agencies in the county by augmenting their marketing efforts. Meetings have been held with the marketing team to develop brochures. The grant also includes covering the costs to market and provide five (5) Free Ride days in the campaign.
- Staff reported that the Interlaken Shopping Center is planning to make improvements to the center. MT is hopeful that the improvements could include plans to complete the long awaited bus turn out.
- California Office of Emergency Services (COES) made a site visit to review MT's grants and documentation. MT received a letter stating that everything was in compliance and records maintained according to requirements.

9.0 GENERAL COMMENTS AND ANNOUNCEMENTS

9.1 Administration

None

9.2 Board Members

None

10.0 ADJOURNMENT

Chairman Bonito adjourned the meeting at 12:46 p.m. The next regularly scheduled Board Meeting is scheduled to be held Wednesday, March 21, 2018 at 10:30 a.m. at Sky Park at Santa's Village, 28950 California 18, Skyforest, CA.