



MOUNTAIN AREA REGIONAL TRANSIT AUTHORITY

MINUTES of BOARD MEETING

Wednesday, June 27, 2018

Sky Park at Santa's Village
28950 California 18
Skyforest, CA

OPEN SESSSION 9:00 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
Bob Jackowski, City of Big Bear Lake

Agency Personnel:

Kathy Hawksford, GM/CEO
Sandy Benson, AGM
Steve Brouard, Operations Supervisor
BettyAnn Merrill, Administrative Assistant/Board Secretary
Jesse Smith, Outreach/Marketing Coordinator

Members Excused:

None

Other:

None

1.0 CALL TO ORDER

Chairman Putz called the meeting to order at 9:03 a.m.

1.1 Pledge of Allegiance

Member Priest led the Pledge of Allegiance.

1.2 Roll Call

Roll call was taken noting all members were present.

2.0 STAFF PRESENTATIONS

None

3.0 COMMITTEE REPORTS

Member Jackowski reported that he had represented the Budget Committee and met with Ms. Hawksford to review the proposed FY18/19 Operating Budget. He stated that they had reviewed each line item and that he recommended that the Board approve the Agenda Item when a vote is called for.

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

6.1 Resolution 2018-004: Renewal of Line of Credit with First Mountain Bank

Ms. Hawksford informed the Board that at the last meeting, the Board had discussed the renewal and recommended that the Line of Credit not be renewed until needed. When staff informed the bank staff of the decision and that it was decided to wait until the Line of Credit was needed rather than pay the documentation fee and then not need it, the bank offered to waive the fee if MT would renew. Ms. Hawksford stated that she contacted Chairman Putz and it was decided to go ahead with the renewal and bring the item back to the Board for approval at this meeting. Motion to approve Resolution 2018-004 for renewal with no fees was made by Member Jackowski with second by Member Priest. No discussion. A roll call vote was taken with the motion passing unanimously and Member Bonito abstaining.

7.0 NEW BUSINESS

7.1 Resolution 2018-005: FY 18-19 Operating & Capital Budgets

Ms. Hawksford presented the proposed Operating & Capital Budgets that Member Jackowski, representing the Budget Committee, had reviewed with her. She reviewed the income sources and Member Putz inquired about how the LTF funding is allocated since it appeared that the portion from the City of Big Bear Lake was lower. Discussion followed of how the funding is allocated. Motion to adopt the proposed FY18-19 Operating and Capital Budgets was made by Member Bonito with second by Member Jackowski. A roll call vote was taken with motion passing unanimously.

7.2 Declaration of Surplus and Disposal of Equipment

Ms. Hawksford stated that bus #19 had met its useful life expectancy and that MT would like to dispose of it. MT is required to follow FTA guidelines for this process and is allowed to retain proceeds of the sale to include in operating funds. Motion to approve 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:

- Seatbelt Law Implementation at MT
New seatbelt law went into effect on July 1st which requires passengers to use seatbelts if provided. Driver will not be cited if passenger fails to wear the seatbelt; the passenger will be cited. MT will continue to purchase vehicles with seatbelts as it is safer for passengers especially those in wheelchairs.
- Ford Fleet Repair Program
It was reported at the last meeting that MT had joined the Ford Fleet Repair Program and since then has saved over \$2,000 in the cost of vehicle repairs done at Ford shops.
- Outreach Coordinator
Ms. Hawksford introduced Jesse Smith, who is MT's new Outreach Coordinator and works out of the Crestline office. Jesse has an extensive background in marketing and social media and has already proven to be an asset to MT.
- Promoting Mountain Transit
Ms. Hawksford reported that San Bernardino County Transportation Authority had acquired a grant to promote ridership on MT's Fixed Route by providing five free rides during the month of June. Preliminary numbers indicate that ridership increased by more than 3,500 riders compared to the previous two years' numbers. Promotion was valid through June 24th and final numbers will be reported at July meeting. The second phase of the promotion provides free rides on all Tuesdays in July and is being promoted as "Take Transit Tuesdays."

- Inspection by California Highway Patrol (CHP)
The Crestline facility passed the CHP inspection on June 18th and the Big Bear facility will be inspected sometime in the fall.
- New Facility Search – update
Ms. Hawksford met with employees of the City of Big Bear Lake who have offered to assist with the search for property to accommodate MT's needs in Big Bear. No new prospects have been found for the Crestline facility. SBCTA has assigned Andres Ramirez to assist with the project as well. Another meeting is scheduled for July 3rd. Discussion of needs and prospects and issues followed.
- Service for Corks & Hops
MT started providing service for the Crestline "Corks and Hops" which is similar to Big Bear's Wine Walk. MT transported 285 passengers at the June 2nd kick-off. Service is provided the first Saturday of each month through October.
- Commendation for Mick
Ms. Hawksford reported that one of MT's drivers, Mick King, had received kudos from a passenger and read the note received. Member Harris suggested posting on our website and social media to promote the great service MT drivers provide.
- Wine Walk
Ms. Benson stated that MT had taken 150 passengers to the Wine Walk and transported over 200 passengers home. Member Harris reported on the plans for future event registration and coordination with MT's services. She stated the over 1300 people attended the event.
- County City Conference
Ms. Benson stated that MT had been invited to attend the conference but due to the late notification was unable to participate. It was felt that MT had been invited because they are a public entity. She passed the information onto the local Chambers. Member Bonito stated that the late notification made it difficult for them to participate as well.
- TRIP Program
Ms. Benson reported that Jesse Smith had attended a meeting with Victor Valley Transit Authority who administers the TRIP program on MT's behalf. This program assists seniors with transportation needs that MT is unable to provide. MT has budgeted funding for this project for the past several years and this is the first year that the entire allocation has been expended on the project. MT has quite a number of people signed up for the program and has reached the maximum number of people they can accommodate this year. The majority of people are from the RIM area. She reviewed the criteria for qualification for the program and what the program provides.

9.0 GENERAL COMMENTS AND ANNOUNCEMENTS

9.1 Administration

None

9.2 Board Members

Member Putz reported that on Monday night, City staff presented the latest vision of the Moonridge Corridor and mentioned bus stops during the presentation. He encouraged them to coordinate with MT in this portion of the project.

10.0 ADJOURNMENT

Chairman Putz adjourned the meeting at 9:47 a.m. The next regularly scheduled Board Meeting will be held Wednesday, July 18, 2018, 10:30 a.m. at Mountain Transit, 621 Forest Shade Rd., Crestline, CA.