



MOUNTAIN AREA REGIONAL TRANSIT AUTHORITY

MINUTES of BOARD MEETING

Wednesday, May 16, 2018

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

OPEN SESSSION 10:30 A.M.

Board Members Present:

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

Agency Personnel:

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

Members Excused:

None

Other:

None

1.0 CALL TO ORDER

Chairman Bonito called the meeting to order at 10:39 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

None

4.0 PUBLIC COMMENTS

None

5.0 CONSENT CALENDAR

Chairman Bonito called for discussion of the Consent Calendar. Member Jackowski requested to pull Item 5.1 and 5.2. Member Harris requested to pull item 5.2b. Motion to approve remaining Consent Calendar items made by Member Putz with second by Member Harris. Roll call vote was taken with motion passing unanimously. Member Jackowski noted that Item 5.1 section 7.3 stated that Ms. Hawksford was going to notify Board Members via email to see who is available to serve on the Finance Committee. Ms. Hawksford explained that she was still working on the FY18/19 Budget and that she would be notifying the Board when it was ready to review. Member Jackowski also suggested that the Item Header be added to the Minutes in the same manner as the other items in the agenda as it was hard to find them in the agenda. Member Jackowski

requested clarification of the variances reflected on the Ridership reports stating it was not clear as to how they were derived. Discussion followed. Member Harris commented on the decline in ridership and the incidents in Crestline involving BBs and marbles being shot at buses. Motion to approved pulled items made by Member Jackowski with second by Member Priest. Roll call vote was taken with motion passing unanimously.

6.0 CARRY OVER ITEMS

6.1 Nomination and Election of Officers

Member Harris inquired if anyone specifically wanted to serve as Chairman. Member Bonito stated that due to her schedule she had not been able to attend meetings on a regular basis and felt someone else should be nominated. Member Jackowski stated he would serve if no one else wanted to. Member Harris made a motion to nominate Member Putz for Chairman and Member Priest for Vice-Chairman. A roll call vote was taken with motion passing unanimously. Member Bonito nominated Ms. Merrill as Secretary to the Board with a second by Member Priest. Nomination was passed unanimously.

7.0 NEW BUSINESS

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

Member Bonito recused herself from this Agenda Item. Ms. Hawksford explained that annually Mountain Transit (MT) renews the \$250,000 Line of Credit with First Mountain Bank. MT has not had to utilize the Line of Credit in the past few years and noted that there is a \$500 documentation fee associated with the renewal. Currently the interest rate is 6%. Member Jackowski inquired if there would be additional fees incurred if MT did not renew at this time. It was mentioned that there would be a delay due to processing time for the Line of Credit should MT need funds for an emergency. Discussion followed regarding impact to MT if the renewal wasn't pursued. Member Jackowski inquired if the loan appeared as a liability on MT's Fiscal Year audit. Ms. Hawksford stated that the audit reflects the fact that MT has the loan available for use but it is not considered a liability. Member Putz made the motion to table this item until such time that Staff feels that there is a need for renewal. Member Priest stated that perhaps it should be tabled until after the FY 2018/2019 Budget is presented. Member Priest seconded Member Putz's motion with his amendment. Member Harris stated that the need for the loan based on the budget may not be wise as it may not be obvious whether or not there is a cash flow issue as cash flow is based on when the money arrives, not when money is budgeted. Member Priest agreed and rescinded his motion. Member Harris made the second to Member Putz's motion to table the item until needed. A roll call vote was taken with Member Bonito abstaining. Motion to table this item was passed unanimously.

7.2 Amendment to FY17-18 Operating Budget

Ms. Hawksford stated that adjustments are needed to the FY17-18 Operating Budget to allow for anticipated expenditures for the current fiscal year. She reviewed the line items affected and reasons for increase in expenditures. Motion to approve was made by Member Harris with second by Member Priest. A roll call vote was taken with motion passing unanimously.

8.0 GENERAL MANAGER'S REPORT

Ms. Hawksford reported on the following items:

- **Ford Fleet Care**

Staff identified a discount program offered by Ford Corporation that offers a 10% discount to companies that register their vehicles in their repair program. All MT vehicles have been registered in this program.

- **New Vehicles**

MT received 2 new gas powered F550 vehicles purchased with the re-allocated monies approved by the Board in March 2018. MT just received authorization from Caltrans for the purchase of the four replacement vehicles applied for in March 2016. These vehicles are expected to arrive in the next 6-8 months. The new Trolley purchased for the RIM service is scheduled to arrive late June or early July.

- **Resort Express Service**

MT transported 6,772 guests and employees on the Fixed Routes and Trolley and 14,216 employees on the seasonal Fixed Route 9. MT invoiced the resort for \$61,477.76 for providing this service. Resort employees were surveyed about their experience riding MT. At the end of last year, employees complained about timing of service and that buses were too crowded. MT worked on these issues and this year there were no complaints.

- **DOT Inspection**

At the conclusion of the Department of Transportation's inspection conducted April 26, 2018, MT received a satisfactory rating.

- **Corks & Hops**

MT will again provide service for the Corks & Hops event in Crestline. Service is paid for by the Crestline Chamber of Commerce who sponsors the event. The event runs the first Saturday of each month starting in June through September.

- **Wine Walk**

MT will be providing Dial-a-Ride (DAR) service for the June Wine Walk, which is sponsored by the the Big Bear Lake Village Business Association (VBA). VBA incorporated promotion of the DAR service in all their online and published promotion of the events.

- **Oktoberfest**

MT has met with sponsors of Oktoberfest to discuss the possibility of MT providing public transportation to/from the Convention Center during Oktoberfest weekends.

- **RIM Trolley**

RIM Trolley service, running Fridays, Saturdays and Sundays, begins Friday, May 18th continuing through October.

- **Take Transit Tuesdays**

"Take Transit Tuesdays" will take place all Tuesdays in July. A flyer, mailed to all mountain residents, provides the recipient a pass that can be used to ride MT five Tuesdays during the Month of July for free. The cost of the free rides and the advertising promotions of this service are being paid through a grant obtained by San Bernardino County Transportation Authority (SBCTA).

- **Route 13**

Service to Victorville started March 1st. Ms. Hawksford reported on her discovery of "Trail Angels". Trail Angels (an unofficial group) make efforts to assist hikers hiking the Pacific Crest Trail by providing information, and things like cold bottled water. After learning that the new Route 13 (BBL/Victorville) was picking up PTC hikers at the top of the grade on State Highway 18, she and Supervisor Steve Brouard went to investigate. It became apparent that MT needed to provide a stop location and information for hikers

letting them know that they can take the Route 13 into/from town at this location. Flyers were posted on the PTC message board on the trail and provided to other linked websites. Member Priest stated there is a similar situation in the RIM area where hikers are utilizing Route 4. Member Putz provided background on the PCT and said that takes almost an entire day to hike the distance between Onyx Summit and Gold Mountain. He said there are a number of bulletin boards about PCT on Google which mention Big Bear and suggested placing the information about Route 13 on them. He also said that next major town working backwards on the trail is Idyllwild and MT might consider posting flyers there also.

9.0 GENERAL COMMENTS AND ANNOUNCEMENTS

9.1 Administration

None

9.2 Board Members

Member Harris stated that there may be changes to her appointment depending on the outcome of the June election. Newly elected Supervisors will be sworn in December 3rd. Member Bonito also stated that she will be retiring from her employment at the bank in one year and this will affect her other activities as well. Member Putz stated he is up for re-election. Member Jackowski said that he and Member Putz attended a Southern California Association of Governments (SCAG) meeting and the new 12 cent gas hike was discussed and that \$1.3 billion has been set aside for Transportation projects under a two-year bill that will end next April. Efforts to renew are already underway.

10.0 ADJOURNMENT

Chairman Bonito adjourned the meeting at 11:39 a.m. and passed the gavel to Member Putz. The next regularly scheduled Board Meeting is to be determined due to scheduling issues.