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**MOUNTAIN AREA REGIONAL TRANSIT AUTHORITY**  
**AGENDA – Meeting of the Board of Directors**

Wednesday, June 19, 2019  
Sky Park, 28950 CA Highway 18  
Sky Forest, CA 92385

**Board Members**

Randy Putz, Chair, City of Big Bear Lake  
Bill Priest, Vice-Chair, 2<sup>nd</sup> Supervisorial District  
David Caretto, City of Big Bear Lake  
Jim Miller, 3<sup>rd</sup> Supervisorial District

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**OPEN SESSSION 10:30 A.M.**

**1.0 CALL TO ORDER**

- 1.1 Pledge of Allegiance
- 1.2 Roll Call

**2.0 STAFF PRESENTATIONS**

- 2.1 FTA Charter Bus Service Regulations - Sandy Benson

**3.0 COMMITTEE REPORTS**

None

**4.0 PUBLIC COMMENTS**

*Members of the public may address the Board on any item **not** on the posted agenda by completing a "Request to Speak" form. There is a **three** (3) minute time limit for addressing the board. The Brown Act prohibits Board members from taking action on items not listed on the agenda.*

**5.0 CONSENT CALENDAR: RECEIVE & FILE**

*All matters listed under the Consent Calendar are to be considered routine by the MARTA Board and will be enacted upon by one motion in the form listed. There will be no separate discussion of items unless, before the MARTA Board votes on the motion to adopt, members of the Board request specific items to be removed from the Consent Calendar for separate action*

- 5.1 Approval of Minutes of the May 15, 2019 Board Meeting
- 5.2 Operational Reports for May 2019
  - 5.2a System Monthly Performance Report
  - 5.2b Monthly Performance Statistics Report
  - 5.2c Budget Report
- 6.0 CARRY OVER
  - 6.1 Selection/Election of Member-At-Large
- 7.0 NEW BUSINESS
  - 7.1 Resolution 2019-004: Renew line of credit w/First Mountain Bank
  - 7.2 Resolution 2019-005: Pending Adoption of Budget FY2019/2020
  - 7.3 Appointment of Chief Labor Negotiator
  - 7.4 Disposal of Equipment
- 8.0 GENERAL MANAGER'S REPORT
- 8.0 GENERAL COMMENTS AND ANNOUNCEMENTS
  - 9.1 Administration
  - 9.2 Board Members
- 9.0 ADJOURNMENT

Next regularly scheduled Board Meeting will be held Wednesday, July 17, 2019, 10:30 a.m. at Mountain Transit, 621 Forest Shade Road, Crestline, CA 92325



## *MINUTES of Board Meeting*

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### **MOUNTAIN AREA REGIONAL TRANSIT AUTHORITY**

Wednesday, May 15, 2019

City of Big Bear Lake Training Room

39707 Big Bear Boulevard, Big Bear Lake, CA 92315

#### **Board Members**

Randy Putz, Chair, City of Big Bear Lake  
Terisa Bonito, Member-at-Large  
David Caretto, City of Big Bear Lake  
Jim Miller, 3<sup>rd</sup> Supervisorial District

#### **Agency Personnel**

Kathy Hawksford, General Manager/CEO  
Elizabeth Cate, Finance Specialist  
Tiffany Millburn, Marketing and Community Relations Administrator  
Karen Wentworth, Administrative Assistant

#### **Members Excused**

Bill Priest, Vice-Chair, 2<sup>nd</sup> Supervisorial District

#### **Guest(s)**

Carole Greene, General Counsel  
Bob Jackowski, Past board member

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### **OPEN SESSSION 10:30 A.M.**

#### **1.0 CALL TO ORDER**

Chairman Putz called the meting to order at 10:33a.m.

##### **1.1 Pledge of Allegiance**

Member Miller led the Pledge of Allegiance

##### **1.2 Roll Call**

Roll call was taken noting Mr. Priest 's excused absence

##### **1.3 Adjourn to Closed Session**

Chairman Putz requested the Closed Session be moved to the end of the agenda.

All members agreed

#### **2.0 STAFF INTRODUCTIIONS**

Ms. Hawksford introduced staff in attendance.

#### **3.0 Past Board members Bob Jackowski and Terisa Bonito were recognized for their service.**

### **3.0 COMMITTEE REPORTS**

None

### **4.0 PUBLIC COMMENTS**

Chairman Putz called for any public in attendance

None

### **5.0 CONSENT CALENDAR**

Chairman Putz called for any items to be pulled/extensions. Motion to approve by Member Miller, second by Member Caretto. No discussion. Roll Call: The motion passed unanimously

### **6.0 CARRY OVER**

None

### **7.0 NEW BUSINESS**

Ms. Hawksford presented a resume from Rodney Shepard, candidate for vacant member at large position on MT's Board. Mr. Shepherd was not in attendance at the meeting. Ms. Greene noted that there may be a conflict of interest due to Mr. Shepherd's professional role with MT. Chairman Putz requested to postpone the member at large item to next month's Board meeting. Ms. Greene will reach out to discuss any conflict of interest with Mr. Shepherd and report to Ms. Hawksford. Motion by Member Caretto to postpone item to June's meeting, second by Member Miller. No discussion. Roll Call was taken with the motion passing unanimously

Member Caretto made a motion to approve Administrative Assistant, Karen Wentworth as Secretary to the Board. Seconded by Ms. Bonito. No discussion. Roll Call was taken with the notion passing unanimously.

### **8.0 GENERAL MANAGER'S REPORT**

**8.0** Ms. Hawksford discussed the Election of Officers as the Joint Powers Agreement references the process. The agreement between the City of Big Bear Lake and the County of San Bernardino was signed in 1993 and it was noted that it may be time for it to be reviewed. The current agreement will be sent to Board members for their review and input. Board members may send their questions to Ms. Greene.

Ms. Hawksford presented the information regarding properties of interest that have been sold. With Ms. Harris no longer on MT's Board and ad hoc committee, Ms. Hawksford asked Chairman Putz for his suggestion of a new member to join the ad hoc committee. Member Miller indicated his interest and willingness to serve on the ad hoc Committee. Ms. Hawksford presented a copy of a property listing on Sandalwood. Discussion ensued about the history of the property and alternate properties.

Ms. Hawksford provided an update on the bus turn out on Big Bear Boulevard next to the Interlaken Shopping Center and said an Encroachment Permit is being pursued with the County.

Ms. Hawksford noted to the Board that two grants applications for bus stop improvements in the amounts of \$105,550 and \$75,000 have been submitted. Additionally, an application for 5311f in the amount of \$428,772 has been submitted. The 5311f is a discretionary grant which would provide a portion of the operating funds for MT's off the mountain services.

**9.0 Adjourn to Closed Session**

Chairman Putz excuses all staff for closed session at 11:10a.m.

**10.0** Reconvene to Open Session at 12:01p.m. Staff returned.

**10.0 GENERAL COMMENTS AND ANNOUNCEMENTS**

Chairman Putz called for additional board comments.

None

**11.0 ADJOURNMENT**

Chairman Putz adjourned the meeting at 12:03p.m.



**Ridership Statistics by Month**  
 FY 2019 - Total  
 System - System-Wide

	July	August	September	October	November	December	January	February	March	April	May	June	Total YTD
<b>Key Indicators</b>													
Daily Average Passengers	361	360	387	364	319	444	528	473	446	355	296	0	395
Farebox Recovery Ratio (%)	9.91	14.98	14.95	11.21	10.23	13.18	6.99	6.85	6.77	10.56	32.56	0.00	13.05
Passenger Revenue Per Passenger (Avg Fare) (\$)	2.13	2.45	2.60	1.90	2.67	1.51	1.14	1.06	0.87	1.69	10.06	0.00	2.30
<b>Base Statistics</b>													
Operating Costs (\$)	318,156	235,645	262,261	246,575	324,875	228,002	370,307	272,100	229,515	221,563	374,462	0	3,083,462
Passengers	14,817	14,383	15,101	14,579	12,446	19,967	22,694	17,516	17,822	13,840	12,121	0	175,286
Revenue Hours	3,273	3,471	3,367	3,594	3,050	3,480	3,484	2,929	3,386	3,055	3,116	0	36,206
Revenue Miles	58,543	61,670	58,629	63,239	50,828	54,719	53,436	43,836	67,485	51,054	52,904	0	616,343



**FY 2019 -- Monthly Performance Statistics**  
**Systemwide Summary**  
**All Routes**

**Performance Statistics for May**

Level Item	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passengers Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Farebox Recovery Ratio
<b>Reporting Route #:</b>										
BB DAR	529	431.0	\$53,877	\$8,370	1.2	\$101.85	\$125.00	\$15.82	\$19.42	15.54%
RIM DAR	550	326.6	\$41,726	\$6,949	1.7	\$75.87	\$127.78	\$12.63	\$21.28	16.65%
Route 01	2,639	424.7	\$45,761	\$16,993	6.2	\$17.34	\$107.74	\$6.44	\$40.01	37.13%
Route 02	1,749	386.9	\$42,316	\$12,841	4.5	\$24.19	\$109.37	\$7.34	\$33.19	30.35%
Route 03	1,039	217.0	\$24,322	\$5,972	4.8	\$23.41	\$112.07	\$5.75	\$27.52	24.55%
Route 04	226	185.6	\$22,971	\$1,299	1.2	\$101.64	\$123.79	\$5.75	\$7.00	5.65%
Route 05	813	302.9	\$40,902	\$28,221	2.7	\$50.31	\$135.06	\$34.71	\$93.18	69.00%
Route 06	914	275.6	\$36,345	\$17,103	3.3	\$39.76	\$131.90	\$18.71	\$62.07	47.06%
Route 07	85	73.8	\$7,654	\$1,579	1.2	\$90.04	\$103.66	\$18.57	\$21.38	20.63%
Route 08	43	61.8	\$6,803	\$733	0.7	\$158.21	\$110.02	\$17.04	\$11.85	10.77%
Route 11	3,534	429.7	\$51,787	\$21,871	8.2	\$14.65	\$120.52	\$6.19	\$50.90	42.23%
<b>Program:</b>										
Big Bear Dial-a-Ride	529	431.0	\$53,877	\$8,370	1.2	\$101.85	\$125.00	\$15.82	\$19.42	15.54%
Big Bear Fixed Route	8,110	1,448.1	\$170,425	\$74,634	5.6	\$21.01	\$117.69	\$9.20	\$51.54	43.79%
RIM Dial-a-Ride	550	326.6	\$41,726	\$6,949	1.7	\$75.87	\$127.78	\$12.63	\$21.28	16.65%
RIM Fixed Route	2,932	909.9	\$108,434	\$31,975	3.2	\$36.98	\$119.18	\$10.91	\$35.14	29.49%
<b>Mode:</b>										
Bus (Motorbus)	11,042	2,358.0	\$278,859	\$106,610	4.7	\$25.25	\$118.26	\$9.65	\$45.21	38.23%
Demand Response	1,079	757.6	\$95,603	\$15,319	1.4	\$88.60	\$126.20	\$14.20	\$20.22	16.02%
<b>System Total:</b>	<b>12,121</b>	<b>3,115.6</b>	<b>\$374,462</b>	<b>\$121,929</b>	<b>3.9</b>	<b>\$30.89</b>	<b>\$120.19</b>	<b>\$10.06</b>	<b>\$39.14</b>	<b>32.56%</b>

Mountain Area Regional Transit Authority

May 2019 Budget Report

	Current	Previous Fiscal Year		Fiscal Year-to-Date		
	Month	Comparison				
	May 2019	May 2018	Variance	July 2018 - May 2019	Annual Budget	% of Budget Remaining
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>Fare Revenue</b>						
30025 · Fare Revenue	112,012.36	25,052.81	347.11%	380,464.48	324,675.00	-17%
30030 · Pass & Token Sales	9,916.25	3,294.75	200.97%	39,862.75	22,303.00	-79%
<b>Total Fare Revenue</b>	<u>121,928.61</u>	<u>28,347.56</u>	<u>330.12%</u>	<u>420,327.23</u>	<u>346,978.00</u>	<u>-21%</u>
<b>Government Assistance</b>						
<b>FTA 5311</b>						
30040 · FTA 5311- Operating	0.00	0.00	0.0%	271,420.00	281,774.00	4%
<b>Total FTA 5311</b>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>	<u>271,420.00</u>	<u>281,774.00</u>	<u>4%</u>
<b>Local Trans. Funds (LTF)</b>						
30045 · City of Big Bear Lake	0.00	0.00	0.0%	99,539.50	199,079.00	50%
30055 · LTF Valley	0.00	0.00	0.0%	120,126.50	240,453.00	50%
30060 · San Bernardino County	0.00	0.00	0.0%	765,089.00	1,530,178.00	50%
<b>Total Local Trans. Funds (LTF)</b>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>	<u>984,755.00</u>	<u>1,969,710.00</u>	<u>50%</u>
<b>Measure I Funds</b>						
30065 · San Bernardino County	0.00	5,349.48	-100.0%	50,322.55	99,501.00	49%
<b>Total Measure I Funds</b>	<u>0.00</u>	<u>5,349.48</u>	<u>-100.0%</u>	<u>50,322.55</u>	<u>99,501.00</u>	<u>49%</u>
<b>Total Government Assistance</b>	<u>0.00</u>	<u>5,349.48</u>	<u>-100.0%</u>	<u>1,306,497.55</u>	<u>2,500,229.00</u>	<u>48%</u>
30015 · Advertising Revenue	671.20	768.20	-12.63%	7,534.99	7,923.00	5%
30070 · Interest Income	0.00	11.22	-100.0%	418.45	0.00	
30075 · Reimbursements	0.00	0.00	0.0%	26,888.37	0.00	
30080 · Gain (Loss) on Disposal	78,211.12	0.00	100.0%	81,936.83	0.00	
<b>Total Income</b>	<u>200,810.93</u>	<u>34,476.46</u>	<u>482.46%</u>	<u>1,843,603.42</u>	<u>2,855,130.00</u>	<u>35%</u>
<b>Gross Profit</b>	<u>200,810.93</u>	<u>34,476.46</u>	<u>482.46%</u>	<u>1,843,603.42</u>	<u>2,855,130.00</u>	<u>35%</u>
<b>Expense</b>						
<b>Administrative</b>						
<b>Admin</b>						
<b>Training &amp; Travel</b>						
40110 · Ops Mgt/Staff Training & Travel	0.00	1,095.00	-100.0%	1,750.00		
60035 · Admin Travel & Training	5,953.14	636.80	834.85%	14,150.04	24,750.00	43%
<b>Total Training &amp; Travel</b>	<u>5,953.14</u>	<u>1,731.80</u>	<u>243.75%</u>	<u>15,900.04</u>	<u>24,750.00</u>	<u>36%</u>
60010 · Admin Holiday	0.00	0.00	0.0%	8,712.12	10,376.00	16%
60015 · Admin Mileage & Reimbursements	60.90	33.30	82.88%	261.56	2,000.00	87%
60020 · Admin Overtime	45.69	0.00	100.0%	45.69	0.00	
60025 · Admin Salaries/Wages	37,803.29	18,886.39	100.16%	247,161.17	235,112.00	-5%
60030 · Admin Sick Leave	915.50	1,387.36	-34.01%	10,069.98	8,826.00	-14%
60040 · Admin Vacation	344.00	786.00	-56.23%	17,326.99	26,379.00	34%
<b>Total Admin</b>	<u>45,122.52</u>	<u>22,824.85</u>	<u>97.69%</u>	<u>299,477.55</u>	<u>307,443.00</u>	<u>3%</u>
<b>Advertising</b>						
60110 · Classifieds	0.00	674.50	-100.0%	358.77	575.00	38%
60115 · Public Notices	0.00	0.00	0.0%	807.95	425.00	-90%
<b>Total Advertising</b>	<u>0.00</u>	<u>674.50</u>	<u>-100.0%</u>	<u>1,166.72</u>	<u>1,000.00</u>	<u>-17%</u>
<b>Banking/Payroll Fees</b>						
60210 · Bank Service Charges	0.00	0.00	0.0%	259.38	100.00	-159%
60215 · Interest Expense	0.00	39.00	-100.0%	1,446.22		
60220 · QBs Payroll Processing Fee	531.50	511.25	3.96%	4,946.00	5,201.00	5%
60225 · Credit Card Discounts	7.99	23.63	-66.19%	544.71	310.00	-76%
<b>Total Banking/Payroll Fees</b>	<u>539.49</u>	<u>573.88</u>	<u>-5.99%</u>	<u>7,196.31</u>	<u>5,611.00</u>	<u>-28%</u>
<b>Board</b>						
60310 · Board Stipend	0.00	240.00	-100.0%	1,560.00	2,000.00	22%
60315 · Board Travel	0.00	50.14	-100.0%	337.23	500.00	33%
<b>Total Board</b>	<u>0.00</u>	<u>290.14</u>	<u>-100.0%</u>	<u>1,897.23</u>	<u>2,500.00</u>	<u>24%</u>
<b>Insurance/Benefits</b>						
60410 · General Liability Insurance	0.00	0.00	0.0%	68,170.00	68,253.00	0%
60415 · Health & Welfare	12,935.95	7,176.62	80.25%	124,170.69	251,975.00	51%
60420 · Health & Welfare Union	26,085.00	10,772.64	142.14%	150,786.32	0.00	
60425 · Payroll Taxes	15,248.19	10,552.61	44.5%	132,430.34	140,675.00	6%
60430 · Property Insurance	0.00	0.00	0.0%	17,962.00	19,814.00	9%
60435 · Retirement 401a	4,421.32	2,535.44	74.38%	33,994.30	39,161.00	13%
60440 · Union Pension	1,865.40	1,362.30	36.93%	15,875.80	16,800.00	6%
60445 · Workers' Comp	0.00	0.00	0.0%	55,517.00	59,692.00	7%
<b>Total Insurance/Benefits</b>	<u>60,555.86</u>	<u>32,399.61</u>	<u>86.9%</u>	<u>598,906.45</u>	<u>596,370.00</u>	<u>0%</u>



Mountain Area Regional Transit Authority

May 2019 Budget Report

	Current	Previous Fiscal Year		Fiscal Year-to-Date		
	Month	Comparison		July 2018 -	Annual	% of
	May 2019	May 2018	Variance	May 2019	Budget	Budget Remaining
<b>Office Equipment</b>						
60455 · Office Equipment Lease	1,086.21	725.72	49.67%	10,041.49	9,619.00	-4%
60460 · Office Equipment Maint	2,770.50	4,167.50	-33.52%	29,694.41	30,000.00	1%
60465 · Software License & Fees	7,500.00	94.95	7,798.89%	24,428.31	15,980.00	-53%
<b>Total Office Equipment</b>	<b>11,356.71</b>	<b>4,988.17</b>	<b>127.67%</b>	<b>64,164.21</b>	<b>55,599.00</b>	<b>-15%</b>
<b>Professional Services</b>						
60500 · Consultant Svcs.	1,387.50	1,960.00	-29.21%	21,114.57	50,000.00	58%
60505 · Legal	0.00	255.00	-100.0%	4,280.07	15,000.00	71%
<b>Total Professional Services</b>	<b>1,387.50</b>	<b>2,215.00</b>	<b>-37.36%</b>	<b>25,394.64</b>	<b>65,000.00</b>	<b>61%</b>
<b>Utilities</b>						
60515 · Gas/Water/Electric/Trash	2,786.71	1,832.22	52.1%	30,822.60	31,403.00	2%
60520 · Internet Services	449.96	359.96	25.0%	5,562.85	6,533.00	15%
60525 · Telephone	812.77	2,355.76	-65.5%	26,512.87	28,200.00	6%
<b>Total Utilities</b>	<b>4,049.44</b>	<b>4,547.94</b>	<b>-10.96%</b>	<b>62,898.32</b>	<b>66,136.00</b>	<b>5%</b>
60320 · Dues & Subscriptions	14.99	14.00	7.07%	2,616.84	2,700.00	3%
60450 · Marketing/Promotions	3,176.00	1,212.00	162.05%	45,295.13	33,000.00	-37%
60470 · Office Supplies	1,008.89	642.98	56.91%	13,429.34	12,200.00	-10%
60480 · Postage & Delivery	0.00	36.83	-100.0%	1,068.26	950.00	-12%
60490 · Printing & Reproduction	3,717.92	5,278.70	-29.57%	15,799.26	20,000.00	21%
60510 · TREP	0.00	5,094.59	-100.0%	17,985.22	15,000.00	-20%
<b>Total Administrative</b>	<b>130,929.32</b>	<b>80,793.19</b>	<b>62.06%</b>	<b>1,157,295.48</b>	<b>1,183,509.00</b>	<b>2%</b>
<b>Maintenance</b>						
<b>Maint</b>						
50110 · Maint Holiday	0.00	0.00	0.0%	4,820.28	5,969.00	19%
50120 · Maint Overtime	78.56	201.30	-60.97%	1,179.40	2,000.00	41%
50125 · Maint Salaries/Wages	21,230.13	7,082.48	199.76%	154,991.30	174,847.00	11%
50130 · Maint Sick	351.98	2,216.24	-84.12%	2,525.38	5,795.00	56%
50140 · Maint Vacation	1,108.00	5,040.68	-78.02%	671.58	5,969.00	89%
Maint - Other	0.00	0.00	0.0%	7.42		
<b>Total Maint</b>	<b>22,768.67</b>	<b>14,540.70</b>	<b>56.59%</b>	<b>164,195.36</b>	<b>194,580.00</b>	<b>16%</b>
<b>Maint Outside Services</b>						
50150 · Accident Repairs	3,406.48	0.00	100.0%	10,733.23	10,000.00	-7%
50155 · Haz. Mat. Disposal	1,609.04	160.40	903.14%	6,440.57	3,454.00	-86%
50160 · Other - Testing, Towing, etc.	0.00	2,500.75	-100.0%	21,391.15	7,512.00	-185%
<b>Total Maint Outside Services</b>	<b>5,015.52</b>	<b>2,661.15</b>	<b>88.47%</b>	<b>38,564.95</b>	<b>20,966.00</b>	<b>-84%</b>
50015 · Facilities Maintenance & Repair	3,858.42	2,934.37	31.49%	32,305.17	30,000.00	-8%
50145 · Maint Inspections & Lic. Fees	0.00	0.00	0.0%	1,698.50	2,000.00	15%
50165 · Maint Uniform Rental/Purchase	626.44	541.92	15.6%	6,105.39	6,500.00	6%
<b>Total Maintenance</b>	<b>32,269.05</b>	<b>20,678.14</b>	<b>56.05%</b>	<b>242,869.37</b>	<b>254,046.00</b>	<b>4%</b>
<b>Operations</b>						
<b>Driver/Dispatch</b>						
40010 · Dispatch Holiday	136.40	128.32	6.3%	2,815.45	3,045.00	8%
40020 · Dispatch Overtime	4.27	102.59	-95.84%	2,025.60	3,697.00	45%
40025 · Dispatch Sick	0.00	0.00	0.0%	1,625.84	1,500.00	-8%
40035 · Dispatch Vacation	287.20	0.00	100.0%	3,583.65	3,497.00	-2%
40040 · Dispatch Wage	11,642.78	7,575.92	53.68%	93,296.04	95,752.00	3%
40045 · Driver Holiday	792.43	0.00	100.0%	23,581.05	24,063.00	2%
40055 · Driver Overtime	1,129.64	2,743.48	-58.83%	21,969.16	25,212.00	13%
40060 · Driver Sick	802.50	252.58	217.72%	9,165.92	17,469.00	48%
40065 · D&D Training & Travel	457.42	3,336.38	-86.29%	16,739.63	24,500.00	32%
40070 · Driver Vacation	5,400.45	5,811.75	-7.08%	-6,991.51	46,513.00	115%
40075 · Driver Wages	85,143.15	60,711.30	40.24%	714,639.90	743,844.00	4%
<b>Total Driver/Dispatch</b>	<b>105,796.24</b>	<b>80,662.32</b>	<b>31.16%</b>	<b>882,450.73</b>	<b>989,092.00</b>	<b>11%</b>
<b>Driver/Dispatch Testing</b>						
40080 · DMV Pull Notices	1.00	13.00	-92.31%	89.00	130.00	32%
40085 · Exams/Drug Screens/Licenses	146.00	40.00	265.0%	6,180.50	5,498.00	-12%
<b>Total Driver/Dispatch Testing</b>	<b>147.00</b>	<b>53.00</b>	<b>177.36%</b>	<b>6,269.50</b>	<b>5,628.00</b>	<b>-11%</b>
<b>Maint Consumables</b>						
40120 · Fuel	25,421.81	27,228.73	-6.64%	285,123.87	283,762.00	0%
40125 · Oil & Fluids	205.32	148.15	38.59%	5,214.25	3,100.00	-68%
40130 · Parts & Supplies	4,638.24	5,531.59	-16.15%	62,932.72	35,671.00	-76%
40135 · Tires	7,583.90	115.00	6,494.7%	79,730.04	90,476.00	12%
<b>Total Maint Consumables</b>	<b>37,849.27</b>	<b>33,023.47</b>	<b>14.61%</b>	<b>433,000.88</b>	<b>413,009.00</b>	<b>-5%</b>
<b>Ops Mgt/Staff</b>						

## May 2019 Budget Report

	Current	Previous Fiscal Year		Fiscal Year-to-Date		
	Month	Comparison				
	May 2019	May 2018	Variance	July 2018 - May 2019	Annual Budget	% of Budget Remaining
40090 · Ops Mgt/Staff Holiday	0.00	0.00	0.0%	7,225.76	8,245.00	12%
40100 · Ops Mgt/Staff Salaries	24,272.16	15,035.60	61.43%	176,448.21	185,233.00	5%
40105 · Ops Mgt/Staff Sick	473.92	1,409.36	-66.37%	7,510.50	8,244.00	9%
40115 · Ops Mgt/Staff Vacation	1,184.80	0.00	100.0%	-4,300.10	12,640.00	134%
<b>Total Ops Mgt/Staff</b>	<b>25,930.88</b>	<b>16,444.96</b>	<b>57.68%</b>	<b>186,884.37</b>	<b>214,362.00</b>	<b>13%</b>
40210 · Radio Fees	245.83	245.95	-0.05%	3,343.89	9,280.00	64%
40215 · Uniform Replacement	453.38	385.07	17.74%	3,715.18	4,855.00	23%
<b>Total Operations</b>	<b>170,422.60</b>	<b>130,814.77</b>	<b>30.28%</b>	<b>1,515,664.55</b>	<b>1,636,226.00</b>	<b>7%</b>
<b>Total Expense</b>	<b>333,620.97</b>	<b>232,286.10</b>	<b>43.63%</b>	<b>2,915,829.40</b>	<b>3,073,781.00</b>	<b>5%</b>
<b>Net Ordinary Income</b>	<b>-132,810.04</b>	<b>-197,809.64</b>	<b>32.86%</b>	<b>-1,072,225.98</b>	<b>-218,651.00</b>	<b>-390%</b>

**MEMO TO:** BOARD OF DIRECTORS  
**FROM:** KATHY HAWKSFORD, GM/CEO  
**SUBJECT:** LINE OF CREDIT RENEWAL

**Issue**

Shall the MT Board of Directors approve the renewal of the existing Line of Credit with First Foundation Bank?

**Background**

Over the years, MT has maintained a \$250,000 Line of Credit with First Foundation Bank that, in the event of a cash flow shortage or a capital expenditure that falls due before the reimbursement of funding, would provide a means in which to cover the shortage of funds. The interest rate for any used Line of Credit is Prime listed in the Wall Street Journal, which is currently 5.5%

**Financial Impact**

None

**Action Requested**

Recommend the Board of Directors approve by Resolution 2019-004 the renewal of the Line of Credit with First Foundation Bank and authorize the General Manager/CEO to sign to contract with First Foundation Bank.

Mountain Area Regional Transit Authority  
 Board of Directors

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Witnessed: \_\_\_\_\_

Member	Aye	Nay	Abstained	Absent
R Putz				
W Priest				
J Miller				
D Caretto				

**MOUNTAIN AREA REGIONAL TRANSIT AUTHORITY RESOLUTION**  
**RESOLUTION 2019-004**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MOUNTAIN AREA REGIONAL TRANSIT AUTHORITY OF SAN BERNARDINO COUNTY APPROVING AND AUTHORIZING THE GENERAL MANAGER/CEO TO RENEW THE LINE OF CREDIT WITH FIRST FOUNDATION BANK.

**WHEREAS**, the Mountain Area Regional Transit Authority desires to renew the Line of Credit established with First Foundation Bank; and

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Directors of the Mountain Area Transit Authority as follows:

1. That board approves the renewal of the Line of Credit with First Foundation Bank not to exceed \$250,000 and accepts the terms and conditions of this loan as stated in the contract; and,
2. That the board does hereby authorize the General Manager/CEO to file the application for renewal on behalf of MARTA with First Mountain Bank and execute the agreement.
3. The Board authorizes, Kathy Hawksford, General Manage/CEO as signer.

**PASSED AND ADOPTED** by the Board of Directors of the Mountain Area Regional Transit Authority in San Bernardino County, State of California, on this 19<sup>th</sup> day of June, 2019.

\_\_\_\_\_  
Chairman of the Board, Randal Putz

Witnessed: \_\_\_\_\_

Karen Wentworth, Secretary to the Board

**MEMO TO:** BOARD OF DIRECTORS  
**FROM:** KATHY HAWKSFORD, GM/CEO  
**SUBJECT:** FISCAL YEAR 2019/20 OPERATING BUDGET RESOLUTUION

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**Issue**

Shall the Board of Directors adopt Resolution 2019-005 to allow the continue operation of MT pending adoption of the 2019/20 Fiscal Year Budget?

**Background**

MT's Joint Powers Agreement (JPA) provides for the adoption of an annual budget. In addition, a thirty-day period for review and comment is to be provided to the City of Big Bear Lake and San Bernardino County. This Resolution addresses the continued operation of MT pending the adoption of the 2019/20 Fiscal Year Operating Budget.

**Financial Impact**

No financial impact.

**Action Requested**

Recommend the Board of Directors adopt Resolution 2019-005 allowing the continued operation of MT pending the adoption of the 2019/20 Fiscal Year Operating Budget.

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Mountain Area Regional Transit Authority  
 Board of Directors

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Witnessed. \_\_\_\_\_

Member	Aye	Nay	Abstained	Absent
R Putz				
W Priest				
J Miller				
D Caretto				

**MOUNTAIN AREA REGIONAL TRANSIT AUTHORITY**

**RESOLUTION NO. 2019-005**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE MOUNTAIN AREA REGIONAL TRANSIT AUTHORITY AUTHORIZING THE GENERAL MANAGER/CEO TO CONTINUE OPERATIONS AND EXPEND FUNDS AFTER JULY 1, 2015 PENDING ADOPTION OF A BUDGET FOR THE FISCAL YEAR 2019/2020.**

**WHEREAS**, Mountain Area Regional Transit Authority (MARTA) has been formed pursuant to a certain Joint Powers Agreement; and

**WHEREAS**, The Joint Powers Agreement provides for the adoption of an annual budget; and

**IN ORDER FOR**, MARTA to finalize and adopt a budget for the upcoming fiscal year after a review period; and

**WHEREAS**, public interest requires the continuation of operations of MARTA without interruption;

**NOW THEREFORE, BE IT RESOLVED**, determined and ordered by MARTA as follows: The General Manager/CEO of MARTA is authorized and directed to continue the normal operations of MARTA after July 1, 2019, pending the adoption of a budget for the new fiscal year and is authorized to expend funds to do so.

**PASSED, APPROVED AND ADOPTED** this 19<sup>th</sup> day of June 2019.

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Randal Putz, MARTA Board Chairman

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Carol Greene, General Counsel

Witnessed: \_\_\_\_\_

Karen Wentworth, Secretary to the Board

MEMO TO: BOARD OF DIRECTORS  
 FROM: KATHY HAWKSFORD, GM/CEO  
 SUBJECT: APPOINTMENT OF CHIEF LABOR NEGOTIATOR

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**Issue:** Shall the Board of Directors appoint a Chief Labor Negotiator?

**Background**

Mountain Transit’s drivers and dispatchers are represented by the International Brotherhood of Teamsters Local 572. The current Memorandum of Understanding (MOU) that Mountain Transit has with Teamsters expires at midnight on June 30, 2016. The Board of Directors is to appoint a Chief Labor Negotiator to negotiate on Mountain Transit’s behalf.

**Financial Impact**

None.

**Recommendation**

Recommend that the Board of Directors appoint Kathy Hawksford, General Manager/CEO to serve as Chief Labor Negotiator for MT.

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Mountain Area Regional Transit Authority  
 Board of Directors  
 Motion: \_\_\_\_\_  
 Second: \_\_\_\_\_  
 Witnessed: \_\_\_\_\_

Member	Aye	Nay	Abstained	Absent
R Putz				
W Priest				
J Miller				
D Caretto				

**MEMO TO:** BOARD OF DIRECTORS  
**FROM:** KATHY HAWKSFORD, GM/CEO  
**SUBJECT:** DECLARATION OF SURPLUS AND DISPOSAL OF EQUIPMENT

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**Issue**

Shall the Mountain Transit Board of Directors approve the disposal of vehicle #22?

**Background**

In 2013 Mountain Transit purchased a 2014 Ford El Dorado-Aerolite 210 E350 (Bus #22), Vin#1FDEE3FLXDDDB0641 with 5311 Federal Transit Administration (FTA) Congestion Mitigation Air Quality (CMAQ) funds; Standard Agreement #643202 As defined by FTA regulations, this vehicle has met its useful life expectancy of five (5) years and/or mileage greater than 150,000 miles. This vehicle will be offered for sale at USA Auctions.

In accordance with FTA regulations, the vehicle must be sold to the general public, Mountain Transit may retain up to \$5,000 from the sale of this vehicle which may be included in the Operating Budget.

**Financial Impact**

Mountain Transit may retain up to \$5,000 from the sale of this vehicle. If the net sale value exceeds \$5,000, Mountain Transit must return the difference to CalTrans.

**Action Requested**

Declare vehicle #22 as surplus and direct the General Manager to dispose of the vehicle in accordance with CalTrans guidelines.

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Mountain Area Regional Transit Authority  
 Board of Directors

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Witnessed: \_\_\_\_\_

Member	Aye	Nay	Abstained	Absent
R Putz				
W Priest				
D Caretto				
J Miller				