

**MOUNT SAN JACINTO WINTER PARK AUTHORITY
and the
MOUNT SAN JACINTO WINTER PARK CORPORATION**

Minutes of the joint meeting of the Mount San Jacinto Winter Park Authority and the Mount San Jacinto Winter Park Corporation held January 15, 2020 at the Palm Springs Aerial Tramway, Palm Springs, CA.

Authority Members:

Brian Conley
Bary Freet
Sandra Magana-Cuellar
Brian Nestande
Jeff Ohlfs
Nancy Stuart – Via Teleconference

Staff:

Nancy Nichols, General Manager
Jim Whitmore, Executive VP
Marjorie De La Cruz, VP HR & Risk Mgmt.
Tara Meinke, VP Finance
Gary Aberg, VP Technology
Greg Purdy, VP Marketing & Public Affairs
Cara Youngman, Public Relations Manager

Absent:

Jerry Ogburn

Guests:

Steven Erickson, Maryanov, Madsen, Gordon
& Campbell
John Fritch, Elevated Experiences
Kyle Radke, The Jones Agency
Brian Petty, Geosyntec Consultants
Xiaofei Cui Geosyntec Consultants

Legal Counsel:

Robert Hargreaves

CALL TO ORDER – NESTANDE

Meeting called to order at 9:30 a.m.

ROLL CALL – PURDY

PLEDGE OF ALLEGIANCE – CONLEY

WELCOME OF GUESTS – NESTANDE

APPROVAL OF AGENDA – NESTANDE

Upon Motion by Magana-Cuellar, seconded by Conley and carried, to accept today's agenda. Conley-Aye; Freet-Aye; Magana-Cuellar-Aye; Nestande-Aye; Ohlfs-Aye; Stuart-Aye. Motion approved.

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES – NESTANDE

Upon Motion by Conley, seconded by Freet and carried, to approve meeting minutes dated October 16, 2019. Conley–Aye; Freet–Aye; Magana-Cuellar–Aye; Nestande–Aye; Ohlfs–Aye; Stuart–Aye. Motion approved.

ADMINISTRATIVE REPORTS

GENERAL MANAGER REPORT

Nichols introduced Brian Petty and Xiaofei Cui from Geosyntec who gave a presentation about the proposed Valley Station wastewater treatment plant due to be completed by September 30, 2020. In a few months, a proposal will be brought to the board for the Mountain Station wastewater treatment plant due to be completed by December 2020.

Upon motion by Freet, seconded by Ohlfs and carried, Minute Order 2020-1 authorizing an amount not to exceed \$1,996,000 to construct, install, train Tram personnel and write the operations manual for a Sequencing Batch Reactor for the waste water treatment facility at the Valley Station, to be paid out of this year’s capital budget. Conley–Aye; Freet–Aye; Magana-Cuellar–Aye; Nestande–Aye; Ohlfs–Aye; Stuart–Aye. Motion approved.

BUDGET AND FINANCE REPORT

Meinke asked if the Authority had received and reviewed the financial reports and narrative for October, November and December 2019, and asked if there were any questions? Year-to-date ridership was 20,141 more than budgeted and 15,009 less than last year.

Financial Statements - Erickson reported the financial statements for the fiscal year 2018/2019 were distributed. Journal entries this year were primarily because of how we needed to report insurance proceeds. Insurance more than covered losses from the flood. There are additional insurance proceeds expected, but stated the Tram cannot yet book it as a receivable.

Erickson reviewed the statements of net assets, statement of revenues, expenses and changes in net assets, statements of cash flows, and notes to financial statements, which included concessions, for the period ending 6/30/19 along with comparisons to 2017/18. He stated that it was a strong operation and a clean audit.

Concessions – Fritch reported that Elevated Experiences revenue was down \$79,000 in December. He also discussed the rearrangement of food and beverage outlets due to construction. He complimented Tram staff on their assistance with the various moves.

MARKETING REPORT

Sales & Public Relations - Purdy reported on December tram attendance including within the context of Greater Palm Springs, which was a down month overall for the destination. Tram groups were up even without meeting space thanks to several Peaks groups, additional Asian groups and new non-tour operator groups. He reported the next special event is Sunrise Service on April 12.

Advertising – Radke reported on the winter holiday advertising push and are now readying the snow campaign for when/if measurable snow arrives. She stated they have been making print adjustments to promote Forest View Room. Running core ads only until Easter promotion begins.

GENERAL MANAGER REPORT

Nichols referred to De La Cruz who reviewed Resolution 2020-1 regarding Cal OES resolution and recommended its approval. Due to an employment relationship with FEMA, Ohls recused himself from discussion and left the room.

Upon motion by Freet, seconded by Magana-Cuellar and carried, to approve Resolution 2020-1 authorizing Tram staff to execute for and on behalf of MSJWPA with the California Governor’s Office of Emergency Services. Conley–Aye; Freet–Aye; Magana-Cuellar–Aye; Nestande–Aye; Stuart–Aye. Resolution approved.

De La Cruz reminded Authority members that Form 700 was due by April 1.

Nichols stated that every four or five years, a study session is scheduled so Authority members can give staff direction on items they would like to work on in the next five years and once current projects are completed. It was determined to have the study session immediately following the February 19, 2020 board meeting.

Nichols stated the Chino Cone Committee Report will be rescheduled for the study session.

Projects Report – Whitmore stated that Phase 1 of the mountain remodel project experienced some delays because of weather and the extended shutdown. Phase 2 has commenced on schedule. New fiber optic cable has been run to the rangers’ station. Heaters on Mountain Station docks have been replaced both for passenger comfort and to ensure better operation of the Tram door mechanism when it is cold.

Whitmore discussed the following minute orders and recommended their approval:

Upon motion by Freet, seconded by Conley and carried, Minute Order 2020-2 Ratifying the expenditure of \$4,067.53 for the purchase of a cooler for the bar at the Mountain Station out of FF&E funds; Minute Order 2020-3 Ratifying the expenditure of \$14,213.03 to purchase UPS System for Server Room; and Minute Order 2020-4 Ratifying the expenditure of \$13,883.33 for the purchase and installation of the Mountain Station hydraulic rupture and over-speed valve. Conley–Aye; Freet–Aye; Magana-Cuellar–Aye; Nestande–Aye; Ohlfs–Aye; Stuart–Aye. Motions approved.

CALIFORNIA STATE PARK REPORT

No report.

ELECTION OF OFFICERS

Upon Motion by Ohlfs, seconded by Magana-Cuellar and carried, Brian Nestande, Chair; Bary Freet, Vice Chair; Jerry Ogburn, Secretary; and Brian Conley, Treasurer, were elected unanimously for the Mt. San Jacinto Winter Park Authority and, to the degree where it is consistent with the Authority to provide those positions in, the Corporation as well. Conley-Aye; Freet-Aye; Magana-Cuellar-Aye; Nestande-Aye; Ohlfs-Aye; Stuart-Aye. Motion approved.

AUTHORITY MEMBER COMMENTS

Ohlfs commented that tram operators' down tramcar music was very entertaining.

Nestande recommended that for the February meeting a discussion about hiring a lobbying firm to represent the Tramway in Sacramento be placed on the agenda, there was no objection.

ADJOURNMENT

Hearing no further business, Acting Chair adjourned the meeting at 10:34 a.m.



(Attest: Secretary)