

## **MOUNT SAN JACINTO WINTER PARK AUTHORITY**

Minutes of the special meeting of the Mount San Jacinto Winter Park Authority held April 6, 2020 via teleconference at the Palm Springs Aerial Tramway, Palm Springs, CA.

### **Authority Members:**

Brian Conley – Via Teleconference  
Bary Freet – Via Teleconference  
Jerry Ogburn – Via Teleconference  
Jeff Ohlfs – Via Teleconference  
Brian Nestande – Via Teleconference  
Nancy Stuart – Via Teleconference

### **Staff: All Via Teleconference**

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

### **Absent:**

Sandra Magana-Cuellar

### **Guests:**

Kyle Radke, The Jones Agency – Via Teleconference

### **Legal Counsel:**

Robert Hargreaves – Via Teleconference

### **CALL TO ORDER – NESTANDE**

Meeting called to order at 10:00 a.m.

### **ROLL CALL – PURDY**

### **APPROVAL OF AGENDA**

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

### **PUBLIC COMMENTS**

There were no public comments submitted to the Authority Clerk by 9:30 a.m. to be read into the record.

### **ADMINISTRATIVE REPORTS**

#### **GENERAL MANAGER REPORT**

Nichols stated that per Authority Member Freet's recommendation that the Mt. San Jacinto Winter Park Authority should proclaim the existence of a local emergency due to COVID-19 Resolution 2020-2 was drafted by Authority counsel.

**Upon motion by Stuart, seconded by Conley and carried, to approve Resolution 2020-2 adopting a state of emergency for the Mount San Jacinto Winter Park Authority. Conley-Aye; Freet-Aye; Nestande-Aye; Ogburn-Aye; Ohlfs-Aye; Stuart-Aye. Resolution approved.**

Nichols explained should we use any FEMA funds during this emergency, Resolution 2020-3 was recommended by Authority counsel in following Federal protocols. Ohlfs said he would abstain from voting or discussion due to a (previously-explained) potential conflict.

**Upon motion by Freet, seconded by Conley and carried, to approve Resolution 2020-3 for the Mount San Jacinto Winter Park Authority to adopt Federal emergency and Federal grant procurement procedures. Conley-Aye; Freet-Aye; Nestande-Aye; Ogburn-Aye; Ohlfs-Abstain; Stuart-Aye. Resolution approved.**

De La Cruz stated that she has filed a communicable disease claim that has up to \$500,000 of business interruption coverage subject to a \$10 million aggregate. Since other public agencies have also filed claims she stated the \$500,000 will be prorated and we would know more in 30-60 days.

She reported had submitted the first filing to FEMA for a request for public assistance. The eligible reimbursements are limited, but could include PPE, security and essential staff payroll and extra janitorial for disinfection, etc. She would know more in the next 30-60 days.

De La Cruz stated also looked into an SBA loan, but public agencies are not eligible. Some provisions of the CARE Act, though, may be applicable.

Nestande asked about other available funds and De La Cruz, explained that—other than the aforementioned—there is not much public agency guidance existing at this time. Nestande also asked if the Tram has had any submissions for extended sick leave or FMLA, and De La Cruz said that, at this time, there have been no submissions related to COVID-19.

Meinke stated had sent out February financials and, as of that time, we were on par with last year's attendance. Meinke reviewed Tram cash and investments as of March 31, 2020 including explanation of reserves.

Nichols asked for ratification of wages and benefits through April 30, 2020 and approval for extension of wages through May 2020 or any part thereof. Ohlfs asked that "in addition" be added after the word "and."

**Upon motion by Ohlfs as amended, seconded by Stuart and carried, Minute Order 2020-7 ratifying the expenditure of \$1,000,000 in wages and benefits due to closure of Tramway due to COVID-19 virus from March 13, 2020 through April 30, 2020, and in addition to approve the extension of wages and benefits through May 2020 or any part thereof that the Tramway remains closed. Conley-Aye; Freet-Aye; Nestande-Aye; Ogburn-Aye; Ohlfs-Aye; Stuart-Aye. Resolution approved.**

Nichols expressed her appreciation to the board on behalf of the staff for this extension of wages. Nestande replied that careful financial management by Tram staff over the years has allowed them to approve such an extension.

Nichols asked if the April meeting could be moved to either April 22 or April 29? Consensus was that April 29 at 9:30 a.m. would be best. Per Authority counsel, because meeting dates are set by resolution, the April 15 meeting should be adjourned until April 29.

#### AUTHORITY COMMENTS

Nestande asked about tramcar capacity and how this might be addressed when we re-open in regards to social distancing? Nichols explained the history of how this is calculated and the new guidelines being considered.

Stuart expressed her thanks to the staff who are keeping things running and for being so well prepared, especially in this particular situation.

Nestande asked if cars are still being run and Whitmore explained that routine maintenance is still being performed daily.

#### ADJOURNMENT

Hearing no further business, Chair Nestande adjourned the meeting at 10:35 a.m.



(Attest: Secretary)