

**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 18, 2023 via teleconference at the Palm Springs Aerial Tramway, Palm Springs, CA.

Authority Members:

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

Staff: All Via Teleconference

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

Absent:

Brian Nestande

Guests: All Via Teleconference

John Fritch, Elevated Experiences
Frank Jones, The Jones Agency
Martin Foster, The Jones Agency
Maryanne Coury, The Jones Agency
Vaughn Stevens, The Jones Agency
Kelly Elliott, MSJSP
Mike Dippel, MSJSP
Brady Her, MSJSP
Donnell Norwood, MSJSP
Nick Garduno, MSJSP
Teresa Pope, MSJSP

Legal Counsel:

Robert Hargreaves - Via Teleconference

CALL TO ORDER – OGBURN

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

ROLL CALL – PURDY

PLEDGE OF ALLEGIANCE

WELCOME OF GUESTS - OGBURN

Inland Empire District Superintendent Kelly Elliott introduced new MSJSP staff members Donnell Norwood (Operational Liaison), Nick Garduno (State Park Interpreter) and Teresa Pope (District Interpreter Chief). Elliott reviewed the roles of each. Norwood then gave a brief bio.

APPROVAL OF AGENDA – OGBURN

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

PUBLIC COMMENTS

There were no public comments submitted to the Authority clerk by 9:00 a.m. to be read into the record.

APPROVAL OF MINUTES – OGBURN

Upon Motion by Conley, seconded by Ohlfs and carried, to approve meeting minutes dated October 19, 2022. Conley-Aye; Freet-Aye; Magana-Cuellar-Aye; Ogburn-Aye; Ohlfs-Aye; Stuart-Aye. Motion approved.

ADMINISTRATIVE REPORTS

BUDGET AND FINANCE REPORT

Meinke asked if the Authority had received and reviewed the financial reports and narrative for October 2022 and November 2022, and asked if there were any questions.

Concessions – Fritch reported that Elevated Experiences sales in December 2022 totaled \$775,816. The outlet that performed the best was Peaks Restaurant with total sales of \$272,610.

MARKETING REPORT

Sales & Public Relations – Purdy reviewed individual and group numbers for December 2022. Individual attendance was 5.2% more than budget and 17.3% more than 2021. Groups reported \$79,400 in sales compared to \$26,046 in 2021. Recent special events were reviewed and the Tram's new public relations manager, Madison Morgan, was introduced.

Advertising – Jones reported that they have executed 112 iterations of the new campaign to date. A few samples of the print and digital ads were shown, but video clips will hold until the February in-person meeting. Core, holiday, restaurant and snow campaign ads were shown.

60th Anniversary Committee – Stuart reported that the 60th Anniversary Committee, comprised of Brian Conley, Bary Freet and herself, met on December 6 to discuss initial plans for the celebration. Items covered included the month of the celebration (September); pre-event publicity; the invitation-only luncheon; save-the-date postcards and board invitation lists; décor theme; speaker program on the Desert View Terrace; Jones Agency proposal; budget; splash page for the app and website; unified look for all materials; and commemorative gifts. This event would be less extensive than the 50th, but still impressive. We will work with Townsend Public Affairs to help secure attendance by elected officials and with the Palm Springs Historical Society.

GENERAL MANAGER REPORT

Nichols reported on the Records Retention & Destruction Policy and, in accordance with that policy, recommended approval on Minute Order 2023-01.

Upon motion by Conley, seconded by Stuart and carried, to approve Minute Order 2023-1 authorizing the destruction of video and audio recordings of Authority meetings from April 2020 through October 2022, all of which have been approved, signed and are a part of the written record, per the Records Retention and Destruction Policy. Conley-Aye; Freet-Aye; Magana-Cuellar-Aye; Ogburn-Aye; Ohlfs-Aye; Stuart-Aye. Motion approved.

De La Cruz advised that she will be sending the Form 700 pamphlets and documents to Authority members with an April 1 deadline for return. A wet signature would be required and she is available to answer any questions.

Projects Report – Whitmore reviewed and recommended approval of the following minute orders:

- Minute Order 2023-2 retroactively authorizing the expenditure of \$79,461.81 for the repair of two three-phase 480 transformers for the Mountain Station. The cost of the repair to be added to this fiscal year Capital Budget.
- Minute Order 2023-3 retroactively authorizing the expenditure of \$8,461.57 for repairing the Valley Station dumb waiter. The cost of the repair to be added to this fiscal year Capital Budget.
- Minute Order 2023-4 authorizing the expenditure of not to exceed \$11,000.00 to purchase and program two new ABB Modules. The cost to be added to this fiscal year Capital Budget.
- Minute Order 2023-5 authorizing the expenditure of not to exceed \$55,000.00 to purchase a security vehicle to be charged to this fiscal year Capital Budget.

Upon motion by Freet, seconded by Conley and carried, to approve Minute Order 2023-2, Minute Order 2023-3, Minute Order 2023-4 and Minute Order 2023-5. Conley-Aye; Freet-Aye; Magana-Cuellar-Aye; Ogburn-Aye; Ohlfs-Aye; Stuart-Aye. Motion approved.

Whitmore reported on the sequence events related to the Tramway closure during the previous days due to power outages and a subsequent circuit board component failure. Repairs were made to the circuit board and system testing ensued. Concurrently, the Chino Creek had left its banks due to heavy rains. The breach in the streambed was closed, but the water flow caused damage to the access road to Tower 1. This is now being repaired.

The wastewater plant at the Mountain Station is now complete and is being fine-tuned. Employees are being trained on requirements for new plants at both the Valley and Mountain Stations. Operation manuals are being written for submittal to the Colorado Regional River Basin Water Quality Control Board. Two of the three electrical transformers at the Mountain Station were rebuilt and reinstalled. A slack carrier for the tram system was replaced, the charging rail at the Mountain Station was rewired and a generator was rebuilt. The dumb waiter at the Valley Station had to have a cable replaced. We have a power outage at the Adventure Center due to a faulty conduit from the Ranger Station. With State Park approval, we will locate the underground connection and repair. The trail counter to the pedestrian pathway is now in-house and Maintenance plans to install after holiday crowds subside.

CALIFORNIA STATE PARK REPORT

Elliott offered State Park Staff assistance with the 60th Anniversary celebration, as well as from the volunteers, the visitor center and any potential tours. Also, they will be happy to share the anniversary information through the State Park's social media channels.

ELECTION OF OFFICERS

Upon Motion by Magana-Cuellar, seconded by Conley and carried, Brian Conley, Chair; Jeff Ohlfs, Vice Chair; Sandra Magana-Cuellar, Secretary; and Nancy Stuart, 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; Ogburn-Aye; Ohlfs-Aye; Stuart-Aye. Motion approved.

AUTHORITY MEMBER COMMENTS

Conley thanked colleagues for their support and he looks forward to serving, adding that it is a great honor. He recently spoke with the Governor's office and he (Conley) is under the impression they will be addressing reappointments in February. Conley also complimented staff about the service received when he and his family dined at Peaks Restaurant on Christmas Day. They had a great time. Ogburn expressed his thanks to staff for the wonderful hospitality shown his recent guests. Stuart thanked staff for keeping the board informed of both the good items occurring at the Tram, as well as the challenges. It is very much appreciated. Magana-Cuellar echoed her appreciation for being kept informed about Tram events and unexpected occurrences. The Tram has a great team and she appreciates all they do.

CLOSED SESSION

Chair adjourned regular meeting at 10:10 a.m. to reconvene in Closed Session, Item 11.A Conference with Legal Counsel – Anticipated Litigation under GC 54956.9 (d) (4) Number of potential cases: 1.

CLOSED SESSION ACTION ITEMS

Chair reconvened regular meeting at 10:16 a.m.

The board approved a \$15,000 settlement with Arper Manufacturing for the Pines Café chairs. The settlement agreement will be available for public viewing once it's been finalized.

ADJOURNMENT

Hearing no further business, Chair adjourned the meeting at 10:18 a.m.

M. Jeff Ohlfs
(Attest: Secretary)