

**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, 2017 at the Palm Springs Aerial Tramway, Palm Springs, CA.

Authority Members

Bary Freet
Brian Nestande
Jerry Ogburn
Jon Sheinberg
Nancy Stuart

Staff

Rob W. Parkins, President
Nancy Nichols, VP Sales & Marketing
Marjorie De La Cruz, VP HR & Risk Mgmt.
Tara Meinke, VP Finance
Greg Purdy, Public Affairs Manager

Absent:

Jan Oliphant

Guests:

Skip Descant, Desert Sun
Mike Fontana, Guest
John Fritch, Elevated Experiences
Mark Hudgens, MSJSP
Vincent Llacer, NHA
Corey Long, Maryanov, Madsen, Gordon & Campbell
Mike McCulloch, Former MSJWPA Member
Chris Mills, Architect
Lyle Pierceall, Maryanov, Madsen, Gordon & Campbell
Kyle Radke, The Jones Agency
Robert Rotman, Guest

Legal Counsel:

Robert Hargreaves

CALL TO ORDER – FREET

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

ROLL CALL – NICHOLS

PLEDGE OF ALLEGIANCE - STUART

WELCOME OF GUESTS – FREET

APPROVAL OF AGENDA – FREET

Upon Motion by Sheinberg, seconded by Nestande and carried, to accept today's agenda, was unanimously approved.

PUBLIC COMMENTS

McCulloch introduced himself as a former Authority Member who served for 6 ½ years. He stated the Tram staff did a great job. He stated he snowshoes in Long Valley and as a Ham operator always took his radio with him and would like to recommend that Ham operators were made aware of the repeater on the Mountain Station.

APPROVAL OF MINUTES – FREET

Upon Motion by Sheinberg, seconded by Nestande and carried, the meeting minutes dated October 19, 2015, were unanimously approved.

MOUNTAIN STATION IMPROVEMENTS

Whitmore introduced Mike Fontana the project manager. Fontana reported on the unique challenges when doing projects at the Tramway's Mountain Station. He recommended preselecting a general contractor who can assist in the design process which would allow more accurate cost estimates. He stated legal had been consulted when drafting the RFP.

Whitmore stated the first phase of the improvements would be the infrastructure, plumbing and electrical and then the restrooms bringing them up to ADA requirements.

Discussion ensued on the timeline which Mills stated is unknown at this time, possibly 8 more weeks before ready to go out to bid and 4 months to bring back to the Authority.

9:50 a.m. – Mills and Fontana left meeting.

ADMINISTRATION REPORTS

BUDGET & FINANCE

Meinke asked if the Authority had received and reviewed the financial reports and narrative for October 2016 –December 2016 and asked if there were any questions. There were none.

Financial Statements - Pierceall reported that the financial statements for the fiscal year 2015/2016 were in compliance with general accounting practices and procedures.

Pierceall reviewed the statement 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 6/30/16 along with comparisons to 2015.

Discussion followed on the short term and long term pension unfunded liability with Nestande recommending reviewing further funding.

Discussion followed on parking equipment depreciation and providing the net figure for the parking fees.

10:15 a.m. - Pierceall and Long left the meeting.

Parkins reviewed Minute Order 2017-1 and recommended its approval.

Upon Motion by Ogburn, seconded by Stuart and carried, Minute Order 2017-1 authorizing the expenditure of \$12,857.38 to replace the Range, Salamander with Oven for the Mountain Station Kitchen, was unanimously approved.

Parkins reviewed Resolution 2017-1 and recommended its approval.

Upon Motion by Ogburn, seconded by Nestande and carried, Resolution 2017-1, approving the First Amendment to the Palm Springs Aerial Tramway Public Agency Retirement System (PARS), was unanimously approved

Concessions – Fritch reported that December 2016 sales were strong. He had two groups buy out the entire restaurant, installed a new point of sale system and raised \$4000+ for the Palm Springs Police Officers Memorial Fund.

MARKETING REPORT

Nichols stated the Sales, Marketing and Public Relations reports had been sent to the Authority and asked if there were any questions. Hearing none she continued with her report.

Nichols reported visitor attendance for December 2016 was 60,128 compared to 57,266 in 2015. December 2016 year-to-date visitor attendance was 4% more than December 2015 year-to-date. Nichols reported group sales for December 2016 year-to-date was 7% more than December 2015 year-to-date.

Nichols reported that Fritch along with Chef Decker made an appearance during the holidays on a local radio show.

Advertising - Radke reviewed October, November and December advertising. She stated snow ads had been created and were currently running throughout Southern California. It was a very busy holiday season and the remaining focus through June 2017 would include Valentine's Day and Easter.

GENERAL MANAGER REPORT

Form 700 – De La Cruz stated Form 700's were required again and needed to be completed and returned to her by April 1, 2017. Electronic copies would be sent today to the Authority Members.

Projects Reports – Whitmore reported the Treehouse Company was currently reviewing the contract requirements. He reported had received one proposal on the septic system but was expecting one more.

CALIFORNIA STATE PARKS

Hudgens thanked Tram staff for assisting in the Long Valley Ranger Station improvements during the Tram's September shutdown. He also wanted to thank Tram staff for assisting in picking up trash left by the winter visitors. Hudgens stated NHA had their annual holiday banquet at the Mountain Station and it was enjoyed by all members. An electronic visitor counter was installed at the bottom of the concrete trail into Long Valley and approximately 241,369 visitors went past the counter.

Hudgens reported the Hidden Lake Preserve Blue Curl flower was delisted as an endangered species. Trail crews were still working in the area. The Willow Creek trail damaged in the fire, needs \$250,000 worth of trail work, will survey area in March or April to assess when it can open.

Discussion followed on expected timeline of opening Willow Creek Trail and how much of the trail was on forest service land.

ELECTION OF OFFICERS

Upon Motion by Sheinberg, seconded by Stuart and carried, Jerry Ogburn, Chair; Nancy Stuart, Vice Chair; Jon Sheinberg, Secretary; and Brian Nestande, 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.

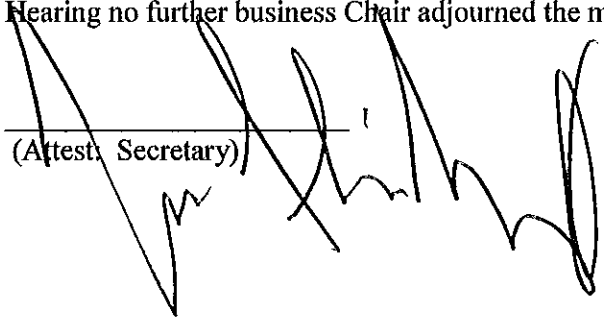
AUTHORITY MEMBER COMMENTS

Ogburn stated as incoming Chairman would like to thank Freet for well-run meetings. He stated that it was a pleasure coming to the meetings and staff was doing a great job and to keep up the good work; Sheinberg seconded everything Ogburn said and stated how tight everything was run and should find ways to ease wait times for visitors; Nestande stated he agrees with Sheinberg; Stuart stated should let people know we have Ham radio repeater at the Mountain Station.

ADJOURNMENT

Hearing no further business Chair adjourned the meeting at 10:55 a.m.

(Attest: Secretary)

A large, stylized handwritten signature in black ink, written over a horizontal line. The signature is cursive and appears to be the name of the Secretary.