

EASTERN SIERRA TRANSIT AUTHORITY

Minutes of Friday, September 18, 2009

The Board of Directors of the Eastern Sierra Transit Authority, State of California, met at 11:30 a.m. on Friday, September 18, 2009, at the Town of Mammoth Lakes Council Chambers, Mammoth Lakes, California. The following members were present: Skip Harvey, Susan Cash, Linda Arcularius, John Eastman and Byng Hunt. Directors Jeff Griffith, David Stottlemire and Vikki Bauer were absent. Director Cash led the pledge of allegiance.

Public Comment The Vice Chairperson opened the public comment period at 11:38 a.m. There was no one from the public wishing to address the Board. Public Comment was closed.

Consent Agenda The approval of the minutes of the June 19, 2009 and the August 21, 2009 meetings were deferred to the October meeting due to lack of a quorum.
Moved by Director Eastman and seconded by Director Cash to approve a modification of the policy for retention of tape recordings of meetings. Motion carried 5-0 with Directors Griffiths, Stottlemire and Bauer absent.

Treasurer's Report Treasurer, Auditor/Controller, Brad Koehn gave the Treasurer's Report for the month of August. As of August 31, there were not sufficient funds to meet the next 30 days of obligations. Since the close of the month ESTA has received revenue in the forms of; the line of credit from Mono County, fares from the Red's Meadow service, funds from the Inyo LTC for the 08/09 fiscal year, and the Town of Mammoth Lakes has made the payment for the July contract services. With the inclusion of these funds, ESTA has sufficient funds to allow it to meet its financial obligations for the next 30 days. The 2008/09 close out will be reported at the October meeting. ESTA is expected to have a positive balance at the end of the year.

Director Arcularius reported that Inyo County has passed a budget and the Financial Advisory Committee will move forward with the possibility of a line of credit.

FY 2007/08 Audited Financial Statements Executive Director, John Helm presented to the Board the fiscal year 2007/08 audited financial statements for information. These forms are also available on the ESTA website for review by the public.

Operations Report Mr. Helm gave the operations report for the month of August. Mr.

Helm reported that there was a slight increase in ridership in August. Almost all of the increase was on the Town of Mammoth Lakes fixed route services. The Red's Meadow Shuttle had almost 47,000 passenger trips in the month of August. The Red's Meadow season total ridership was 20% higher than projected. Revenues were higher and expenses were lower than projected.

Claims Handling
Assignment Resolution

Moved by Director Hunt and seconded by Director Eastman to approve Resolution 2009-04, which delegates to the California Joint Powers Insurance Authority claims handling responsibility for claims submitted to ESTA, and to authorize the Vice Chair to sign the Resolution on behalf of the Board. The Board requested a summary and cost of claims be presented to the Board at the end of the year. Motion carried 5-0 with Directors Griffiths, Stottlemire and Bauer absent.

CalPERS- Resolution
of Intention to Amend
Contract- Two Years
Additional Service
Credit

Mr. Helm reported to the Board that there are two fulltime administrative positions that qualify for the early retirement program; one of the individuals has expressed an interest in the program. Moved by Director Eastman and seconded by Director Hunt to approve the Resolution of Intention to approve an amendment to the contract between ESTA and CalPERS in order to provide two years additional service credit and to authorize the Vice Chair to sign the Resolution of Intention of behalf of the Board. The Board requested the Executive Director to work with the Treasurer, Auditor/Controller to create a statement on how the cost will be recouped and an estimated time frame. Motion carried 5-0 with Directors Griffiths, Stottlemire and Bauer absent.

Approval of Payment
for Legal Services

Moved by Director Eastman and seconded by Director Cash to approve the payment of \$1,000 per month to Mono County during fiscal year 2009/10 for the provision of routine legal services. Motion carried 5-0 with Directors Griffiths, Stottlemire and Bauer absent.

Clarification of
Procedures for
Approval of Service
Changes

Mr. Helm reported that it has recently come to the attention of staff that the procedures for adjustment of Transportation Development Act (TDA) funded services as defined in the JPA have not been followed consistently. The Board had a lengthy discussion and directed ESTA staff to work with Town staff to develop concepts to bring back to the Board at the October meeting regarding the JPA language relative to service changes. Until the JPA is amended, all service changes need to be approved by the ESTA Board.

Clarification of ESTA's
Mission

This item was deferred to the October meeting.

Reports

Mr. Helm reported that an employee appreciation picnic was held at the Shady Rest Park for the Mammoth area employees and a field trip is scheduled next Saturday for the Bishop area employees to Red's Meadow. A Safety Committee meeting was recently held. The Mammoth Express route changes have been put in place with the addition of the mid-day run to Mammoth and on-call service to the Round Valley area two days a week. Flyers were distributed to the Pine Creek Housing regarding the Rovana service. Flyers have been developed in coordination with ESCIL regarding the adopted door-to-door policy and helpful tips. Mr. Helm also gave an update on Directors Bauer's efforts in Washington DC regarding operating funding through the Transit in Parks Program (Section 5320).

Adjournment

The Vice Chairperson adjourned the meeting at 1:30 p.m. The next regular meeting of the Eastern Sierra Transit Authority Board of Directors is to be held on Friday October 16, 2009 in the City of Bishop.

Recorded & Prepared by:



Susan Rottner
Board Clerk
Eastern Sierra Transit Authority

Minutes approved: **October 16, 2009**