



Wednesday, September 28, 2011

12:00 Noon

(Lunch Provided for Board Members)

**Kelly Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276**

NOTE: IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT SUNLINE AT (760) 343-3456. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE SUNLINE TO MAKE REASONABLE ACCOMMODATION TO ENSURE ACCESSIBILITY TO THIS MEETING.

**THE CHAIR REQUESTS THAT ALL CELLULAR PHONES
AND PAGERS BE TURNED OFF OR SET ON SILENT
MODE FOR THE DURATION OF THE BOARD MEETING.**

AGENDA TOPICS

RECOMMENDATION

1. **Call to Order**
Chairman Eduardo Garcia
2. **Flag Salute**
3. **Roll Call**
4. **Presentations**
 - a) Fare Study Follow-up from July, 2011 Board Meeting (C. Mikel Oglesby)
5. **Finalization of Agenda**
6. **Correspondence**
None.

7. Public Comments**Receive Comments**

(NOTE: Those wishing to address the Board should complete a Public Comment Card and will be called upon to speak.)

NON AGENDA ITEMS

Anyone wishing to address the Board on items not on the agenda may do so at this time. Each presentation is limited to 3 minutes.

AGENDA ITEMS

Anyone wishing to address specific items on the agenda should notify the Chair at this time so those comments can be made at the appropriate time. Each presentation is limited to 3 minutes.

8. Board Member Comments**Receive Comments**

Any Board Member who wishes to speak may do so at this time.

----- **ACTION** -----

9. Consent Calendar**Approve**

All items on the Consent Calendar will be approved by one motion, and there will be no discussion of individual items unless a Boardmember requests a specific item be pulled from the calendar for separate discussion. The public may comment on any item.

- a) Minutes of the July 27, 2011 Board of Directors Meeting (Pages 1-7)
- b) Checks over \$1,000 for July, August 2011 (Pages 8-12)
- c) Credit card statement for July, August 2011 (Pages 13-18)
- d) Monthly Budget Report for July, 2011 (Page 19)
- e) Contract Report (Page 20)
- f) Ridership Report for July, August 2011 (Pages 21-24)
- g) SunDial Operational Notes for July, August 2011 (Pages 25-26)

10. Purchasing Manual Revision (C. Mikel Oglesby)**Approve**

Request to the Board to approve the Purchasing Manual revision, and all related policy, pertaining to the petty cash limit. (Pages 27-28)

----- **RECEIVE & FILE** -----

11. Investment Reports – FY 2011 - 2nd, 3rd, 4th Quarters (Ed Carson) **Receive & File**

Request to the Board to Receive & File Investment Reports for 2nd, 3rd, 4th quarters of FY 2011. (Pages 29-32)

12. General Manager's Report (C. Mikel Oglesby)

13. Next Meeting Date

October 26, 2011
12 o'clock Noon – Kelly Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276

14. Closed Session

a) Closed session to review the employee performance evaluation of Legal Counsel, pursuant to Government Code Section 54957 of the California Government Code.

15. Adjourn

MINUTES
SunLine Transit Agency
Board of Directors Meeting
July 27, 2011

A regular meeting of the SunLine Transit Agency Board of Directors was held at 12:00pm on Wednesday, July 27, 2011 in the Kelly Board Room at SunLine Transit Agency, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

1. **Call to Order**
The meeting was called to order at 12:00 p.m. by Chairman Eduardo Garcia.

2. **Flag Salute**
Director of Administration/EEO, Naomi Nightingale, led all in a salute to our flag.

3. **Roll Call**
Completed.

Members Present

Eduardo Garcia, Chairman, Mayor, City of Coachella
Bob Spiegel, Vice Chairman, Mayor Pro Tem, City of Palm Desert
Rick Hutcheson, Councilmember, City of Palm Springs
G. Dana Hobart, Mayor, City of Rancho Mirage
Bud England, Councilmember, City of Cathedral City
Bill Powers, Mayor Pro Tem, City of Indian Wells
Don Adolph, Mayor, City of La Quinta
Glenn Miller, Mayor Pro Tem, City of Indio
John J. Benoit, Supervisor, County of Riverside

Members Absent

Yvonne Parks, Mayor, City of Desert Hot Springs

Guests:

Bill Meyers-Yellow Cab of the Desert
Michael Brock –Yellow Cab of the Desert
Harry Incs-American Cab
Jose Pinela-American Cab
Lars Thane-American Cab
Donna Spilsbury-Airport Taxi
KD Labana-Airport Taxi
Victor Munoz-Airport Taxi
Arturo Diaz-Airport Taxi
Duncan Macleod-Airport Taxi
Erwin Baur-Airport Taxi
Norman Strickland-LFR Associates
Lydia Rodriguez-LFR Associates

Staff:

C. Mikel Oglesby, General Manager
Maria Aarvig, Legal Counsel

Carolyn Rude, Special Asst. to the General Manager/Clerk of the Board
Tommy Edwards, Director of Maintenance
Eunice Lovi, Director of Planning
Naomi Nightingale, Director of Administration & Human Resources/EEO/Taxi Administrator
Ed Carson, Interim Director of Finance
Michael Jones, Taxi Administration Supervisor
Mannie Thomas, Operations Manager
Mike Morrow, Maintenance Manager
Mannie Garcia, Senior Supervisor
Jack Stevens, Human Resources Manager
Francine DePalo, Administrative Assistant
Ivanna Samokish, Safety, Risk Assessment & Training Coordinator
Diann Chumney, Desktop Publisher
Connie Mitchell, Planning Services Coordinator
Jorge Cortez, Mechanic B
Amy Heilman, Coin Counter
Vivian Gonzales, Clerical Assistant
Vanessa Mora, Administrative Assistant

4. Presentations

Naomi Nightingale, Director of Administration & Human Resources/EEO, announced the "Employee of the Quarter" award winners for the 2nd quarter of 2011 for the period of April through June, 2011- Jairo Lopez of the Operations Dept., Jorge Cortez of the Maintenance Dept. and Vivian Gonzales of the Finance Department. Yolanda Smith of the Operations Department was presented with the "Supervisor of the Quarter" award. Chairman Garcia and General Manager Mikel Oglesby acknowledged the employee's hard work and dedication; the Board gave them a round of applause.

General Manager, Mikel Oglesby, addressed the Board. He stated that a Fare Study was completed per the request of the Board of Directors. Oglesby stated that he wanted to make it very clear that the Agency is not going to be increasing fares. He stated that the Fare Study was completed to make sure that the Agency is in a good financial situation should there be an issue that comes up with the recession. Oglesby stated that there has not been an increase in fares in nine years despite the decrease in State and local subsidies and the farebox recovery ratio not reaching the SRTP target. The objectives are to review the current Fare Study, review the fare policy and to make sure that the Agency is maintaining Title VI compliance, which is geared toward low-income individuals. Oglesby stated that the methodology that was used by Transportation Management & Design (TMD), who assisted in the study, was to analyze the current usage of the farebox data, look at the benchmarks for the fare pricing/policies, propose fare increase scenarios should we get to a point that a fare increase is necessary and identify a preferred scenario. The fare use analysis shows that 60% of customers use cash fare to board buses; customers use more of all passes with the exception of the 10-ride pass and Go pass. SunLine currently recovers 12% of its total operating cost (fixed-route, plus SunDial), which is below the targeted farebox recovery ratio, but 5% of fares are

unclassified. This means there is an issue with operators not pushing the correct button representing a pass. Oglesby stated that a bus operator has 20 seconds to push a button related to the pass given; if not pushed, it goes to unclassified, which throws off the numbers. He stated that training is being provided to address that issue. Oglesby stated that a peer review was conducted. The peer agencies looked at were Omnitrans, San Bernardino; RTA, Riverside; San Joaquin RTD, Stockton; Santa Barbara MTD, Santa Cruz. SunLine operates the lowest base fare, farebox recovery ratio and revenue per passenger mile. SunLine is one of three agencies that offer transfers. Oglesby stated that in the Fare Study there are three fare increase scenarios. He stated that in transit, when you raise the fare, it does not mean you will increase revenue due to the fact that you lose ridership the first year. Oglesby stated that currently SunLine charges \$1.

- **Scenario One:** Increase adult base fare to \$1.25 (25% increase from existing level)
 - Revenue Gain: \$350,000 after one year
 - Ridership Loss: 200,000 after one year
- **Scenario Two:** Increase adult base fare to \$1.35 (35% increase from existing level)
 - Revenue Gain: \$490,000 after one year
 - Ridership Loss: 300,000 after one year
- **Scenario Three:** Increase adult base fare to \$1.25 (25% increase from existing level) and increase adult base fare to \$1.50 two years after
 - Revenue Gain: \$810,000 after three years
 - Ridership Loss: 440,000 after three years

Oglesby stated that TMD recommends Scenario Three. He stated that TMD believes that ultimately \$1.50 is the right number, but it would be best to ease people into that increase. Oglesby stated that all fares would be increased, including senior fares, youth fares, and passes would increase as well. There is a trickle down effect. He stated that the Agency would make more revenue, but the fare increase should only be implemented when in financial distress.

Oglesby stated that in addition to looking at the fare increase, TMD looked at transfer elimination. This would simplify the fare structure and increase fare revenue and reduce occurrence of fare disputes. Riders using transfers will shift to another fare media. Riders shifting from transfer to day pass will see a fare increase. The fare policy recommendations are: eliminate transfers, eliminate the Go Pass, which was not doing well and is costing the Agency, replace the 10-ride pass with a 7-day pass, replace a 31-day pass with a 30-day pass, introduce a college pass, which is being discussed with College of the Desert, and monitor and train operators on the proper fare collection.

Supervisor Benoit asked about the methodology that was used to come up with the estimated loss. He asked when the figures were compiled. Oglesby stated that TMD did use a methodology which is taking a look at future projections

based on their experiences and comparing with the peer groups. The specifics are in the Fare Study. Oglesby stated that the study was provided to SunLine in June, 2011 and information in the Study was compiled over the course of the past fiscal year. Oglesby reminded the Board that the Fare Study was completed at their direction so that the Agency is prepared should there be a situation, such as projection of funds being short. If the time arises, the Fare Study would be looked at in a more serious light.

5. Finalization of Agenda

Chairman Garcia stated that a Closed Session item needs to be added to the Agenda. Legal Counsel, Maria Aarvig stated that the Closed Session item is concerning a request that was made on July 22, after the agenda was posted, and a response is due on August 5th. The request includes a threat to go to court and file a petition. The Closed Session item to be discussed is a question of whether attorney-client privilege should be waived with respect to documents that are being requested. Vice Chairman Spiegel moved to add item to the Agenda. Councilmember England seconded the motion and was approved by a unanimous vote. Item description is as follows and will be added as 16c:

16. c) Closed Session Conference with Legal Counsel regarding significant exposure to litigation pursuant to of Government Code Section 54956.9 (b) – one potential case, based upon a statement dated July 22, 2011 by Maricar Mendoza.

6. Correspondence

None.

7. Public Comments

NON AGENDA ITEMS:

None.

AGENDA ITEMS:

None.

8. Board Member Comments

Mayor Pro Tem Miller stated that he has been working with Greg Pettis on a special train to come in during the concert (Coachella Fest). He stated that Amtrak has agreed to bring in a train, coming in from Los Angeles, through Orange County, stopping in Riverside/Fullerton area, stopping in Palm Springs and Indio for both weekends of the concert. He stated that the committee will be coming back to SunLine and the cab companies to discuss providing transportation from the train stops. Mayor Pro Tem Miller stated that the train will then go back to L.A. after unloading concert attendees, hopefully transporting Coachella Valley residents. He stated that Greg Pettis and the Rail Committee has been working with Golden Voice and has agreed to help sponsor. CVA and CVEP may be involved as well. There will be one train, with six cars, which should hold 400 people both ways, for two weekends of the concert. In relation to the fare, they are looking at subsidizing for about \$20 each way. He stated

that because Golden Voice is for-profit, CVEP will be the main recognized party working with Amtrak.

Mikel Oglesby stated that there was a discussion in the past about service, but was cancelled. He stated that he was present at a meeting with Amtrak and is familiar with what is required. Oglesby stated that once it looks like the service is coming to fruition, he will bring it back to the Board.

9. Consent Calendar

Mayor Adolph moved for approval of the consent calendar. The motion was seconded by Vice Chairman Spiegel and approved by a unanimous vote.

10. Resolution Updating Signatures on Bank Accounts

Mikel Oglesby addressed the Board requesting approval of the attached Resolution to update Bank signature cards to add Vice Chairman Robert Spiegel, to change Eduardo Garcia from Vice Chairman to Chairman, to remove past Chairman, Steve Pougnet, to remove former Director of Finance, Christopher Mitchell and to add Director of Administration/EEO Naomi Nightingale. Mayor Pro Tem Powers moved for approval. The motion was seconded by Councilmember England and approved by unanimous vote.

11. Bargaining and Non-Bargaining Retirements Plan Amendments

Director of Administration/EEO, Naomi Nightingale addressed the Board requesting approval of the Amendment to the Bargain and Non-Bargaining Retirement Plans. The amendments address the issue of returning military personnel so that their time served, if they should become disabled or die, would be credited toward their pension plan. Vice Chairman Spiegel moved for approval. The motion was seconded by Mayor Pro Tem Powers and was approved by a unanimous vote.

12. Resolution for the Execution of the Certifications and Assurances To Obtain Prop. 1B Funding

Director of Planning, Eunice Lovi addressed the Board requesting approval of the attached Resolution that grants the General Manager authority to execute certifications and assurances necessary to obtain Prop. 1B capital transit funds. Mayor Adolph moved for approval. The motion was seconded by Mayor Pro Tem Miller and was approved by a unanimous vote.

13. Committee Appointments

Chairman Garcia addressed the Board advising of a few changes to the Agency's standing committees. Copies of Committee appointments were provided to each Board member. He advised Board members to contact him if they would like to make any changes to sit on a particular committee.

14. General Manager's Report

Mikel Oglesby addressed the Board. He stated that as all are aware, the former First Lady, Betty Ford passed away earlier this month. Once again SunLine was asked to provide transportation to the Church for the residents of our Valley to

pay their respects to the First Lady. SunLine again called upon sister agencies to assist. With the help of Los Angeles MTA, Orange County Transit Authority, Omnitrans and Riverside Transit Authority, the assistance to the community was provided. Oglesby thanked all of our dedicated staff who was involved, specifically Director of Operations, Polo Del Toro and Operations Manager, Mannie Thomas. He stated that since the passing of President Ford, a "Plan" was created on how to provide transportation to the public based on lessons learned. Oglesby stated that he received a letter from the Secret Service congratulating both Polo and Mannie. Oglesby stated that this letter demonstrated the importance of the transportation provided to the public to pay their respects to the former First Lady.

Oglesby informed the Board that the SunLine Team successfully completed the 2011 CHP vehicle, terminal, driver records, and drug and alcohol program inspection/audit with a satisfactory rating. Corky Stevens, CHP Motor Carrier Inspector Officer, once again made comments that SunLine should be the poster child for how a transportation agency should be operated. He only wished all of the other properties he inspects would have a program such as ours, as it makes his job much easier. Oglesby thanked staff for their hard work and dedication.

Oglesby stated that a few months ago staff came to the Board for approval of opening a bank account for the Employee Relief Fund (ERF) program. Staff was given approval to open an account with the direction to have a CPA assist. Lee Osborne, CPA, has been working with the employees involved in the program and has applied, on their behalf, for a 501(c)(3) status. He has filed a request for an Exempt Organization, a Voluntary Employee's Beneficiary Association. Oglesby stated that the ERF currently has a five person Board made up of SunLine Transit Agency employees that function separate from the Agency. The ERF will establish its own bank account, separate from the Agency and will be ruled by separate bylaws and guidelines. Oglesby stated that with the exception of the collection of a voluntary payroll deduction, the ERF does not rely on SunLine for assistance. Funding, collection of monies and distribution of same are controlled by the guidelines and the ERF Board.

15. Next Meeting Date

Chairman Garcia announced that the next regular meeting of the Board of Directors will be held on September 28, 2011 at 12 noon – Kelly Board Room, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

At 12:32pm Chairman Garcia announced that the Board would move into Closed Session.

16. Closed Session

- a) Closed Session - Conference on Labor Negotiations pursuant to Government Code Section 54957.6: C. Mikel Oglesby. Employee Organization: Amalgamated Transit Union, Local 1277 representing drivers, mechanics and other trades.

- b) Closed session to review the employee performance evaluation of the General Manager, pursuant to Government Code Section 54957 of the California Government Code.

Addition to the agenda:

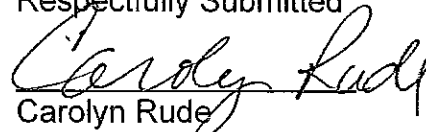
- c) Closed Session Conference with Legal Counsel regarding significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9 – one potential case.

At 1:20pm Chairman Garcia announced the return to open session. Legal Counsel, Maria Aarvig announced that there is no reportable action.

17. **Adjourn**

Chairman Garcia adjourned the meeting at 1:21p.m.

Respectfully Submitted


Carolyn Rude
Clerk of the Board

Approved By:


C. Mikel Oglesby
General Manager

Date: 8/25/11

SunLine Transit Agency
Checks \$1,000 and Over
For the month of July 2011

NOTE: 1). Bold check payments represent "pass through" payments that were, or will be reimbursed to SunLine under the provisions of specific grants or contracts. 2). Underlined check payments represent "shared" payments with SunLine and specific vendors/employees.

Vendor Name	Description	Check #	Check	Amount
BAE SYSTEMS CONTROLS, INC.	Fuel Cell Bus	651450	7/27/2011	\$633,857.00
AVAIL TECHNOLOGIES	ITS Implementation	651449	7/27/2011	\$411,547.00
<u>HEALTH NET</u>	Group Health Ins Prem	651412	7/14/2011	\$189,411.93
HAYWARD TILTON & ROLAPP	Auto Physical Damage	651339	7/11/2011	\$105,009.38
SOUTHERN CALIFORNIA GAS CO.	Gas CNG & Hydrogen	651430	7/14/2011	\$102,229.79
PERMA	Gnrl Liab / Wker Comp Prem	651369	7/11/2011	\$85,712.96
UNION BANK	Pension Deposits	651525	7/27/2011	\$79,708.73
<u>UNION BANK</u>	Pension Deposits	651391	7/11/2011	\$73,793.77
GOODYEAR TIRE & RUBBER	Bus Tire Lease	651336	7/11/2011	\$19,960.22
IMPERIAL IRRIGATION DIST	Electricity TP Area	651420	7/14/2011	\$15,681.97
ABC COMPANIES, INC.	Bus Parts	651442	7/27/2011	\$14,501.83
LEFLORE GROUP LLC, THE	Procurement Consultant	651351	7/11/2011	\$10,115.00
BLUWAYS USA, INC.	WIP-THOR/AT Bus	651294	7/11/2011	\$10,000.00
FLEET-NET CORPORATION	WIP-Trapeze Software Upgrade	651325	7/11/2011	\$10,000.00
CREASON & AARVIG, LLP	Legal Services	651402	7/14/2011	\$9,856.00
TRAPEZE GROUP	Sundial Software Mtce	651390	7/11/2011	\$9,590.59
IMPERIAL IRRIGATION DIST	Electricity TP Area	651493	7/27/2011	\$9,081.06
<u>COLONIAL LIFE & ACCIDENT</u>	Supplemental Insurance	651463	7/27/2011	\$6,437.82
REWARD STRATEGY GROUP, INC.	Consultant	651375	7/11/2011	\$5,600.00
G & K SERVICES	Uniform service	651332	7/11/2011	\$5,595.68
MOORE MAINTENANCE	Janitorial Services	651357	7/11/2011	\$4,633.00
<u>AMALGAMATED TRANSIT UNION</u>	Union Dues	651447	7/27/2011	\$4,460.80
SOUTHWEST NETWORKS, INC.	WIP-ITS Project-ARRA Project	651380	7/11/2011	\$4,459.54
NEW FLYER	Bus Parts	651363	7/11/2011	\$4,078.48
STRICKLAND, KENNY INC.	Lubricants & Oils	651503	7/27/2011	\$4,071.68
<u>AMALGAMATED TRANSIT UNION</u>	Union Dues	651288	7/11/2011	\$4,014.26
CARQUEST OF THE DESERT	Repair Parts	651304	7/11/2011	\$3,969.83
INDEPENDENT LIVING PARTNERSHIP	Grant Pass-Through	651422	7/14/2011	\$3,758.97
SAFETY-KLEEN CORPORATION	Solvent Tank Service	651429	7/14/2011	\$3,576.42
LOCAL AGENCY WORKERS' COMP.	Excess Workers' Comp	651352	7/11/2011	\$3,530.00
IMPERIAL IRRIGATION DIST	Electricity TP Area	651421	7/14/2011	\$3,529.45
ALLIED REFRIGERATION, INC	Bus A/C Parts	651445	7/27/2011	\$3,120.00
EPLER COMPANY, THE	Pension Consultant	651408	7/14/2011	\$3,069.28
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	651471	7/27/2011	\$3,006.21
CHAGALA JOY SMITH	General Consulting	651306	7/11/2011	\$3,000.00
<u>NATIONWIDE RETIREMENT</u>	Deferred Compensation	651360	7/11/2011	\$2,836.35
DESERT SUN PUBLISHING CO., THE	Public Notice	651319	7/11/2011	\$2,816.64
SOUTHWEST NETWORKS, INC.	Network Consultants	651379	7/11/2011	\$2,662.50
VERIZON WIRELESS	Wireless Cell Serv	651439	7/14/2011	\$2,609.06

**SunLine Transit Agency
Checks \$1,000 and Over
For the month of July 2011**

NOTE: 1). Bold check payments represent "pass through" payments that were, or will be reimbursed to SunLine under the provisions of specific grants or contracts. 2). Underlined check payments represent "shared" payments with SunLine and specific vendors/employees.

Vendor Name	Description	Check #	Check	Amount
<u>CALIFORNIA STATE DISBURSEMENT</u>	Employee Garnishment	651297	7/11/2011	\$2,411.35
CHARLES A. ASKIN	Labor Counsel	651397	7/14/2011	\$2,403.24
FIESTA FORD, INC.	Repair Parts/Support	651482	7/27/2011	\$2,384.76
<u>CALIFORNIA STATE DISBURSEMENT</u>	Employee Garnishment	651455	7/27/2011	\$2,301.86
<u>EYE MED</u>	Employee Benefits	651321	7/11/2011	\$2,220.20
THOMAS P HOCK & ASSOCIATES	Labor Negotiations	651434	7/14/2011	\$2,105.10
HOME DEPOT CRD SRVS	Facility Maintenance	651419	7/14/2011	\$2,056.72
OFFICETEAM	Temporary Help	651508	7/27/2011	\$2,052.81
FLEET-NET CORPORATION	Software & Licenses	651326	7/11/2011	\$2,040.00
BURRTEC WASTE & RECYCLING	Facility Trash Removal	651453	7/27/2011	\$1,966.24
DESERT ALARM, INC.	WIP-Maint Bldg Rehab	651406	7/14/2011	\$1,950.00
FULTON DISTRIBUTING	Cleaning Supplies	651330	7/11/2011	\$1,825.62
SAFETY-KLEEN CORPORATION	Solvent Tank Service	651514	7/27/2011	\$1,706.63
ALLIEDBARTON SECURITY SERVICES	Security Services	651393	7/14/2011	\$1,660.96
ALLIEDBARTON SECURITY SERVICES	Security Services	651287	7/11/2011	\$1,660.96
EYAL AND ASSOCIATES	Staff Development	651479	7/27/2011	\$1,659.16
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	651404	7/14/2011	\$1,559.29
DAIMLER BUSES NORTH AMERICA,	Bus Repair Parts	651472	7/27/2011	\$1,441.54
CARRIER TRANSICOLD	Bus Repair Parts	651305	7/11/2011	\$1,305.75
FIESTA FORD, INC.	Repair Parts/Support	651324	7/11/2011	\$1,291.40
TRANSPORTATION MANAGEMENT &	Bus Route Planning	651389	7/11/2011	\$1,250.00
CARQUEST AUTO PARTS - INDIO	Bus Repair Parts	651300	7/11/2011	\$1,243.77
SUNLINE TRANSIT-FSA	Flexible Spending Acct	651383	7/11/2011	\$1,236.46
CARRIER TRANSICOLD	Bus Repair Parts	651456	7/27/2011	\$1,211.50
ST. BOARD OF EQUALIZATION	Consumer Use Tax	651519	7/27/2011	\$1,130.00
<u>INTERNAL REVENUE SERVICE</u>	Employee Garnishment	651496	7/27/2011	\$1,126.80
EMC	Medical-Exams and Testing	651478	7/27/2011	\$1,080.00
TOXGUARD FLUID	Coolant Recycling	651387	7/11/2011	\$1,075.69
KENNY STRICKLAND, INC.	Lubricants & Oils	651423	7/14/2011	\$1,036.35
FRANKLIN TRUCK PARTS, INC	Bus Repair Parts	651329	7/11/2011	\$1,031.01
CAL-TEST, INC.	D&A Onsite Testing	651298	7/11/2011	\$1,009.70

Total of Checks Over \$1,000	\$1,925,328.07
Total of Checks Under \$1,000	\$52,273.87
Total of All Checks for the Month	\$1,977,601.94

Total Amount of Checks Prior Years Same Month

\$924,080.92

SunLine Transit Agency
Checks \$1,000 and Over
For the month of August 2011

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Vendor Name	Description	Check #	Check	Amount
<i>AVAIL TECHNOLOGIES</i>	<i>ITS Implementation</i>	<i>651575</i>	<i>8/8/2011</i>	<i>\$498,264.00</i>
<u>HEALTH NET</u>	Group Health Ins Prem	651768	8/26/2011	\$192,571.78
SOUTHERN CALIFORNIA GAS CO.	Gas CNG & Hydrogen	651718	8/17/2011	\$96,398.32
<u>UNION BANK</u>	Pension Deposits	651728	8/17/2011	\$80,371.02
<u>UNION BANK</u>	Pension Deposits	651658	8/8/2011	\$76,589.13
PERMA	Gnrl Liab / Wker Comp Prem	651640	8/8/2011	\$74,525.55
NAME WITHHELD	Insurance Losses	651771	8/26/2011	\$40,000.00
APTA	Annual Membership Dues	651665	8/17/2011	\$26,000.00
PEAVEY CORPORATION	Training Supplies	651639	8/8/2011	\$24,375.00
IMPERIAL IRRIGATION DIST	Electricity TP Area	651616	8/8/2011	\$19,534.38
GOODYEAR TIRE & RUBBER	Bus Tire Lease	651763	8/26/2011	\$19,484.55
<i>CDFA-Reimb. 050 - CTEP</i>	<i>Hydrogen Dispenser</i>	<i>651590</i>	<i>8/8/2011</i>	<i>\$12,735.00</i>
<i>CDW GOVERNMENT, INC</i>	<i>Software/Hardware</i>	<i>651591</i>	<i>8/8/2011</i>	<i>\$12,005.60</i>
<i>LEFLORE GROUP LLC, THE</i>	<i>Procurement Consultant</i>	<i>651624</i>	<i>8/8/2011</i>	<i>\$11,305.00</i>
<u>HARTFORD LIFE</u>	Employee Benefits	651766	8/26/2011	\$10,188.60
<u>HARTFORD LIFE</u>	Employee Benefits	651612	8/8/2011	\$10,091.30
<i>BLUWAYS USA, INC.</i>	<i>WIP-THOR/AT Bus</i>	<i>651578</i>	<i>8/8/2011</i>	<i>\$10,000.00</i>
WOODRUFF, SPRADLIN & SMART,	Legal Services	651567	8/1/2011	\$9,107.09
IMPERIAL IRRIGATION DIST	Electricity TP Area	651698	8/17/2011	\$8,941.37
<i>DESERT AIR CONDITIONING, INC.</i>	<i>A/C Unit Replacement Div 2</i>	<i>651597</i>	<i>8/8/2011</i>	<i>\$8,398.00</i>
SOUTHWEST NETWORKS, INC.	Network Consultants	651647	8/8/2011	\$7,992.21
KUSHNER, SMITH, JOANOU &	Pension Auditors	651623	8/8/2011	\$7,120.00
SOUTHWEST NETWORKS, INC.	Network Consultants	651556	8/1/2011	\$6,900.00
<u>COLONIAL LIFE & ACCIDENT</u>	Supplemental Insurance	651750	8/26/2011	\$6,437.82
<u>METLIFE SBC</u>	Dental Insurance	651546	8/1/2011	\$5,866.54
<u>METLIFE SBC</u>	Dental Insurance	651778	8/26/2011	\$5,773.75
KENNY STRICKLAND, INC.	Lubricants & Oils	651775	8/26/2011	\$5,768.20
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	651753	8/26/2011	\$5,669.96
KENNY STRICKLAND, INC.	Lubricants & Oils	651622	8/8/2011	\$5,669.43
CARQUEST OF THE DESERT	Repair Parts	651588	8/8/2011	\$5,602.91
G & K SERVICES	Uniform service	651609	8/8/2011	\$5,464.48
NEW FLYER	Bus Parts	651634	8/8/2011	\$5,397.83
MOORE MAINTENANCE	Janitorial Servs	651627	8/8/2011	\$4,633.00
<u>AMALGAMATED TRANSIT UNION</u>	Union Dues	651573	8/8/2011	\$4,268.12
<u>AMALGAMATED TRANSIT UNION</u>	Union Dues	651663	8/17/2011	\$4,225.44
INDEPENDENT LIVING PARTNERSHIP	Grant Pass-Through	651699	8/17/2011	\$4,176.24
NEW FLYER	Bus Parts	651782	8/26/2011	\$3,700.94
<i>SOUTHWEST NETWORKS, INC.</i>	<i>F/A Computer Equipt</i>	<i>651720</i>	<i>8/17/2011</i>	<i>\$3,581.25</i>

SunLine Transit Agency
Checks \$1,000 and Over
For the month of August 2011

NOTE: 1). Bold check payments represent "pass through" payments that were, or will be reimbursed to SunLine under the provisions of specific grants or contracts. 2). Underlined check payments represent "shared" payments with SunLine and specific vendors/employees.

Vendor Name	Description	Check #	Check	Amount
TELEPACIFIC COMMUNICATIONS	Telephone Service	651559	8/1/2011	\$3,275.68
TRANSIT PRODUCTS & SERVICES	Repair Parts	651655	8/8/2011	\$3,177.55
<i>TMAD, TAYLOR & GAINES</i>	<i>Engineer Services</i>	<i>651653</i>	<i>8/8/2011</i>	<i>\$2,665.00</i>
HOME DEPOT CRD SRVS	Facility Maintenance	651695	8/17/2011	\$2,591.07
ALLIEDBARTON SECURITY SERVICES	Security Services	651662	8/17/2011	\$2,491.44
<u>CALIFORNIA STATE DISBURSEMENT</u>	<u>Employee Garnishment</u>	<u>651581</u>	<u>8/8/2011</u>	<u>\$2,412.05</u>
<u>CALIFORNIA STATE DISBURSEMENT</u>	<u>Employee Garnishment</u>	<u>651669</u>	<u>8/17/2011</u>	<u>\$2,412.05</u>
FRANKLIN TRUCK PARTS, INC	Bus Repair Parts	651607	8/8/2011	\$2,268.41
<u>EYE MED</u>	<u>Employee Benefits</u>	<u>651598</u>	<u>8/8/2011</u>	<u>\$2,250.96</u>
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	651596	8/8/2011	\$2,146.81
FLEET-NET CORPORATION	Software & Licenses	651604	8/8/2011	\$2,040.00
BURRTEC WASTE & RECYCLING	Facility Trash Removal	651668	8/17/2011	\$2,035.03
KUSHNER, SMITH, JOANOU &	Pension Auditors	651703	8/17/2011	\$2,000.00
OFFICE DEPOT	Office Supplies	651637	8/8/2011	\$1,919.26
FACTORY MOTOR PARTS COMPANY	Repair Parts	651684	8/17/2011	\$1,899.26
WESTGATE CENTER FOR	Staff Development	651737	8/17/2011	\$1,770.00
CAL-TEST, INC.	D&A Onsite Testing	651582	8/8/2011	\$1,734.20
FIESTA FORD, INC.	Repair Parts/Support	651759	8/26/2011	\$1,616.33
<i>C & M BUILDING MATERIALS, INC.</i>	<i>WIP-Maint Bldg Rehab-ARRA</i>	<i>651744</i>	<i>8/26/2011</i>	<i>\$1,599.01</i>
KENNY STRICKLAND, INC.	Lubricants & Oils	651702	8/17/2011	\$1,575.58
NEW FLYER	Bus Parts	651707	8/17/2011	\$1,574.85
HAMPTON TEDDER TECHNICAL	Electrical Services	651688	8/17/2011	\$1,570.00
DESERT SUN PUBLISHING CO., THE	Public Notice	651679	8/17/2011	\$1,533.66
VERIZON	Communications	651732	8/17/2011	\$1,530.33
OFFICETEAM	Temporary Help	651710	8/17/2011	\$1,503.20
VERIZON	Communications	651565	8/1/2011	\$1,490.54
ACCOUNTEMPS	Temporary Help	651738	8/26/2011	\$1,478.70
OPENAPPS, INC.	Mat/Supplies-CNG TP	651785	8/26/2011	\$1,408.29
FIESTA FORD, INC.	Repair Parts/Support	651537	8/1/2011	\$1,389.90
VIVIAN GONZALEZ	Education Reimbursement	651733	8/17/2011	\$1,380.00
VALLEY OFFICE EQUIPMENT, INC.	Fax/Copier Supplies	651795	8/26/2011	\$1,286.19
NATIONAL SAFETY COUNCIL	Training Supplies	651631	8/8/2011	\$1,195.00
VALLEY OFFICE EQUIPMENT, INC.	Fax/Copier Supplies	651564	8/1/2011	\$1,163.72
CHAGALA JOY SMITH	General Consulting	651672	8/17/2011	\$1,125.00
TRANSPORTATION SAFETY	Staff Development	651563	8/1/2011	\$1,080.00
BASIN VALVE COMPANY-SIGNAL HILL	CNG/Hydrogen Station	651742	8/26/2011	\$1,077.94
COSTCO	Agency Supplies	651593	8/8/2011	\$1,076.94
ROMAINE ELECTRIC CORP.	Repair Parts	651643	8/8/2011	\$1,071.85
<i>CDW GOVERNMENT, INC</i>	<i>WIP-Sign in Terminal Proj</i>	<i>651671</i>	<i>8/17/2011</i>	<i>\$1,032.57</i>

**SunLine Transit Agency
Checks \$1,000 and Over
For the month of August 2011**

NOTE: 1). Bold check payments represent "pass through" payments that were, or will be reimbursed to SunLine under the provisions of specific grants or contracts. 2). Underlined check payments represent "shared" payments with SunLine and specific vendors/employees.

Vendor Name	Description	Check #	Check	Amount
C V WATER DISTRICT	Utilities Water Serv	651745	8/26/2011	\$1,009.96
DAIMLER BUSES NORTH AMERICA,	Repair Parts	651676	8/17/2011	\$1,005.22
COACHELLA VALLEY ECONOMIC	Ad in CVEP Program	651749	8/26/2011	\$1,000.00

Total of Checks Over \$1,000	\$1,410,997.36
Total of Checks Under \$1,000	\$53,232.10
Total of All Checks for the Month	\$1,464,229.46

Total Amount of Checks Prior Years Same Month	\$1,449,341.45
------------------------------------------------------	-----------------------



July Statement for activity from Jun. 22, 2011 through Jul. 21, 2011
 SUNLINE TRANSIT
 C MIKEL OGLESBY (CPN 000648533)

Inquiries: 1-866-552-8855
 BUS 6 13 Page 1 of 2

Your Visa® Business Card account at a glance ... Account

Activity Summary	
Previous Balance	\$1,826.49
Payments	\$1,826.49CR
Other Credits	\$0.00
Purchases	\$2,124.80
Balance Transfers	\$0.00
Advances	\$0.00
Other Debits	\$0.00
Past Due Amount	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$2,124.80
Credit Line	\$31,000.00
Available Credit	\$28,875.20
Statement Close Date	Jul. 21, 2011
Days in Billing Cycle	30

Payment Information	
New Balance	\$2,124.80
Minimum Payment Due (Current Month)	\$22.00
Minimum Payment Due (Past Due)	\$0.00
Total New Minimum Payment Due	\$22.00
Payment Due Date	Aug. 17, 2011
Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay up to a \$39.00 Late Fee and your APRs may be increased up to the Penalty APR of 28.99%.	

To reduce or avoid paying additional fees and interest charges on your purchase balance, pay the total new balance of \$2,124.80 by 08/17/11. Any cash balance or balance transfer balance will continue to accrue daily interest until the date your payment is received.

Transactions

Post Date	Trans Date	Ref. Nbr	Description of Transaction	Amount	Notation
Payments and Other Credits					
07/05			PAYMENT THANK YOU	\$1,826.49CR	-----
Purchases and Other Debits					
07/11	07/08	4696	LOEWS HOTELS PHILADELP PHILADELPHIA PA	\$950.40	-----
			07/08/11 FOR 01 NIGHTS FOLIO: 0010995607080		
07/14	07/13	6921	DELTA AIR0062354112010 DELTA.COM CA	\$304.40	-----
			SAMOKISH/IVANN 09/11/11		

Continued on Next Page
 No payment is required, however please use coupon when making additional payments. CPN 000648533

Automatic Payment

Your Account Number:
Your new full balance of \$2,124.80 will be automatically deducted from your account on 08/04/11.

To change your address or for Cardmember Service please call:
 1-866-552-8855 **Every Hour! Every Day!**

000029074 1 MB 0.390 106481176110922 P

SUNLINE TRANSIT
 C MIKEL OGLESBY
 32505 HARRY OLIVER TRL
 THOUSAND PLMS CA 92276-3501





July Statement for activity from Jun. 22, 2011 through Jul. 21, 2011
 SUNLINE TRANSIT
 C MIKEL OGLESBY

Inquiries: 1-866-552-8855
 Page 2 of 2

Transactions

Post Date	Trans Date	Ref. Nbr	Description of Transaction	Amount	Notation
			LOS ANGELES TO ATLANTA		
			ATLANTA TO LOS ANGELES		
07/20	07/19	8058	CALIFORNIA SOCIETY OF 800-9225272 CA.....	\$295.00	-----
07/21	07/20	8553	AMERICAN PUBLIC TRANS WASHINGTON DC.....	\$575.00	-----

2011 Totals Year-to-Date	
Total Fees Charged in 2011	\$0.00
Total Interest Charged in 2011	\$0.00

Company Approval *(This area for use by your company)*

Signature/Approval: _____ Accounting Code: _____

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

** APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest	Variable	Interest	Annual Percentage Rate	Expires with Statement	Interest Free Period
**BALANCE TRANSFER	\$0.00	\$0.00	YES	\$0.00	13.99%		NO
**PURCHASES	\$2,124.80	\$0.00	YES	\$0.00	13.99%		YES
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	20.99%		NO

Important Messages

Your payment of \$2124.80 will be automatically deducted from your bank account on 08/04/2011

Save time and money by consolidating all your debt into one monthly payment. Check your mail for a great offer or call Cardmember Service today for information on a great rate.

To contact us regarding your account..

By Telephone:
Every Hour! Every Day!
 Voice: 1-866-552-8855
 TDD: 1-888-352-6455
 Fax: 1-866-807-9053

Send Inquiries to:
 Cardmember Service
 P.O. Box 6353
 Fargo, ND 58125-6353

Send Payments to:
 Cardmember Service
 P.O. Box 790408
 St. Louis, MO 63179-0408

Online
 visit our website:
myaccountaccess.com

Pacific Western Bank
 SunLine Transit Agency Visa Credit Card Statement
 Closing Date: July 21, 2011

Detail:			
7/11/11	Loews Hotel – Philadelphia	COMTO Conference – hotel charges-Dir. of Admin.	\$ 950.40
7/14/11	Delta Airlines	Airfare – Security Staff – security training	\$ 304.40
7/20/11	California Society of CPA	Advertisement –Dir. of Finance	\$ 295.00
7/21/11	American Public Trans. Assn.	APTA Annual Mtg. registration – General Manager	\$ 575.00
Credit:			
7/05/11	Payment		\$ 1826.49CR



August Statement for activity from Jul. 22, 2011 through Aug. 22, 2011
 SUNLINE TRANSIT
 C MIKEL OGLESBY

Inquiries: 1-866-552-8855
 BUS 567 13 Page 1 of 3

Your Visa® Business Card account at a glance ... Account

Activity Summary	
Previous Balance	\$2,124.80
Payments	\$2,124.80CR
Other Credits	\$210.93CR
Purchases	\$8,370.66
Balance Transfers	\$0.00
Advances	\$0.00
Other Debits	\$0.00
Past Due Amount	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$8,159.73
Credit Line	\$34,000.00
Available Credit	\$25,840.27
Statement Close Date	Aug. 22, 2011
Days in Billing Cycle	32

Payment Information	
New Balance	\$8,159.73
Minimum Payment Due (Current Month)	\$82.00
Minimum Payment Due (Past Due)	\$0.00
Total New Minimum Payment Due	\$82.00
Payment Due Date	Sep. 17, 2011
Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay up to a \$39.00 Late Fee and your APRs may be increased up to the Penalty APR of 28.99%.	

To reduce or avoid paying additional fees and interest charges on your purchase balance, pay the total new balance of \$8,159.73 by 09/17/11. Any cash balance or balance transfer balance will continue to accrue daily interest until the date your payment is received.

Transactions

Post Date	Trans Date	Ref. Nbr	Description of Transaction	Amount	Notation
Payments and Other Credits					
08/04	08/03	0864	TSP*17204767480 800-219-4606 WA.....	\$210.93CR	-----
08/04			MERCHANDISE/SERVICE RETURN PAYMENT THANK YOU.....	\$2,124.80CR	-----
Purchases and Other Debits					
07/22	07/20	5341	LOEWS HOTELS PHILADELPHIA PA	\$994.68	-----
			07/15/11 FOR 05 NIGHTS FOLIO: 0010981907200		

Continued on Next Page

No payment is required, however please use coupon when making additional payments. CPN 000648533

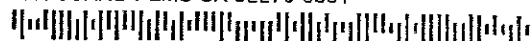
Automatic Payment

Your Account Number:
 Your new full balance of \$8,159.73 will be automatically deducted from your account on 09/06/11.

To change your address or for Cardmember Service please call: 1-866-552-8855 **Every Hour! Every Day!**

000029441 1 MB 0.390 106481219911465 P

SUNLINE TRANSIT
 C MIKEL OGLESBY
 32505 HARRY OLIVER TRL
 THOUSAND PLMS CA 92276-3501





August Statement for activity from Jul. 22, 2011 through Aug. 22, 2011
 SUNLINE TRANSIT
 C MIKEL OGLESBY

Inquiries: 1-866-552-8855
 Page 2 of 3

Transactions

Post Date	Trans Date	Ref. Nbr	Description of Transaction	Amount	Notation
07/22	07/20	6919	LOEWS HOTELS PHILADELP PHILADELPHIA PA	\$20.28	-----
08/01	07/30	1273	TSP*17204767480 800-219-4606 WA.....	\$1,614.08	-----
08/04	08/03	1195	AMERICAN PUBLIC TRANS WASHINGTON DC	\$575.00	-----
08/04	08/03	1203	AMERICAN PUBLIC TRANS WASHINGTON DC	\$575.00	-----
08/04	08/03	1229	AMERICAN PUBLIC TRANS WASHINGTON DC	\$575.00	-----
08/05	08/04	2035	AMERICAN PUBLIC TRANS WASHINGTON DC	\$475.00	-----
08/05	08/04	2316	AMERICAN PUBLIC TRANS 202-4964800 DC	\$875.00	-----
08/05	08/04	0169	APTA HOUSING OFFICE 866-7660910 VA	\$236.17	-----
08/05	08/04	0219	APTA HOUSING OFFICE 866-7660910 VA	\$236.17	-----
08/05	08/04	0227	APTA HOUSING OFFICE 866-7660910 VA	\$236.17	-----
08/05	08/04	0243	APTA HOUSING OFFICE 866-7660910 VA	\$236.17	-----
08/15	08/12	3994	AMERICAN 0001234420757 DALLAS TX.....	\$505.93	-----
			NIGHTINGALE/NA 09/30/11 PALMSPRINGS TO DALLAS DALLAS TO NEW ORLEANS NEW ORLEANS TO DALLAS DALLAS TO PALMSPRINGS		
08/18	08/16	0651	AMERICAN 0001234440475 DALLAS TX.....	\$509.73	-----
			EDWARDS/TOMMY 09/30/11 PALMSPRINGS TO DALLAS DALLAS TO NEW ORLEANS NEW ORLEANS TO DALLAS DALLAS TO PALMSPRINGS		
08/22	08/18	4153	AMERICAN 0001234451894 DALLAS TX.....	\$425.65	-----
			OGLESBY/CHARLE 10/01/11 PALMSPRINGS TO DALLAS DALLAS TO NEW ORLEANS NEW ORLEANS TO DALLAS DALLAS TO PALMSPRINGS		
08/22	08/19	6544	TSP*17204767480 800-219-4606 WA.....	\$280.63	-----

2011 Totals Year-to-Date	
Total Fees Charged in 2011	\$0.00
Total Interest Charged in 2011	\$0.00

Company Approval *(This area for use by your company)*

Signature/Approval: _____ Accounting Code: _____

Pacific Western Bank
 SunLine Transit Agency Visa Credit Card Statement
 Closing Date: August 22, 2011

Detail:			
7/22/11	Loews Hotel – Philadelphia	COMTO Conference – hotel charges-General Manager	\$ 994.68
7/22/11	Lows Hotel - Philadelphia	COMTO Conf. -hotel charges – General Manager	\$ 20.28
8/01/11	TSP-(Travel Now)	APTA Annual Mtg. hotel charges –prepaid- General Mgr.	\$ 1614.08
8/04/11	American Public Trans. Assn.	APTA Annual Mtg. registration – Dir. Administration	\$ 575.00
8/04/11	American Public Trans. Assn.	APTA Annual Mtg. registration – Dir. Operations	\$ 575.00
8/04/11	American Public Trans. Assn.	APTA Annual Mtg. registration – Dir. Safety/Security	\$ 575.00
8/05/11	American Public Trans. Assn.	APTA Maintenance Mtg. registration – Dir. Maintenance	\$ 475.00
8/05/11	American Public Trans. Assn.	APTA Annual Mtg. APTA President retirement –G.M. & Dirs.	\$ 875.00
8/05/11	APTA Housing Office	APTA Annual Mtg. hotel deposit – Dir. Administration	\$ 236.17
8/05/11	APTA Housing Office	APTA Annual Mtg. hotel deposit – Dir. Operations	\$ 236.17
8/05/11	APTA Housing Office	APTA Annual Mtg. hotel deposit – Dir. Safety/Security	\$ 236.17
8/05/11	APTA Housing Office	APTA Annual Mtg. hotel deposit – Dir. Maintenance	\$ 236.17
8/15/11	American Airlines	APTA Annual Mtg. airfare – Dir. Administration	\$ 505.93
8/15/11	American Airlines	APTA Annual Mtg. airfare – Dir. Maintenance	\$ 509.73
8/15/11	American Airlines	APTA Annual Mtg. airfare – General Manager	\$ 425.65
8/22/11	TSP (Travel Now)	APTA Annual Mtg. hotel charges – prepaid-General Mgr.	\$ 280.63
Credit:			
7/04/11	TSP (Travel Now)	Credit-hotel change APTA Annual – General Mgr.	\$ 210.93CR
7/05/11	Payment		\$ 2124.80CR

Note: All travel is currently funded in the Board approved FY 2012 budget.

Contracts Signed Under General Manager Authorization

August 2011

Vendor	Product/Service	Need	GM Authorization	Cost
Avail Technologies	Automatic Passenger Counters for ITS Project	Change Order to add APC's to entire fleet of Fixed Route Buses making reports more informative.	STA Purchasing Policies. Section 200 1.2.1a The General Manager is authorized to enter into contracts on behalf of SunLine in an amount not to exceed \$100,000 provided that the term is not greater than one (1) year, without obtaining prior authorization from the Finance Committee or SunLine's Board of Directors. The \$100,000 threshold applies to the purchase of items listed in a board approved plan or budget. Line item SL-12-09 of SRTP FY11/12.	\$96,655.00
Muncie Transit Supply	Portable Bus Wash System	Existing Portable Bus Wash System is beyond life cycle and parts are no longer available. Replace Portable Bus Wash System for Division II	STA Purchasing Policies. Section 200 1.2.1a The General Manager is authorized to enter into contracts on behalf of SunLine in an amount not to exceed \$100,000 provided that the term is not greater than one (1) year, without obtaining prior authorization from the Finance Committee or SunLine's Board of Directors. The \$100,000 threshold applies to the purchase of items listed in a board approved plan or budget. Line item SL-12-11 of SRTP FY11/12.	\$31,570.75

SunLine Transit Agency Monthly Ridership Report July - 2011

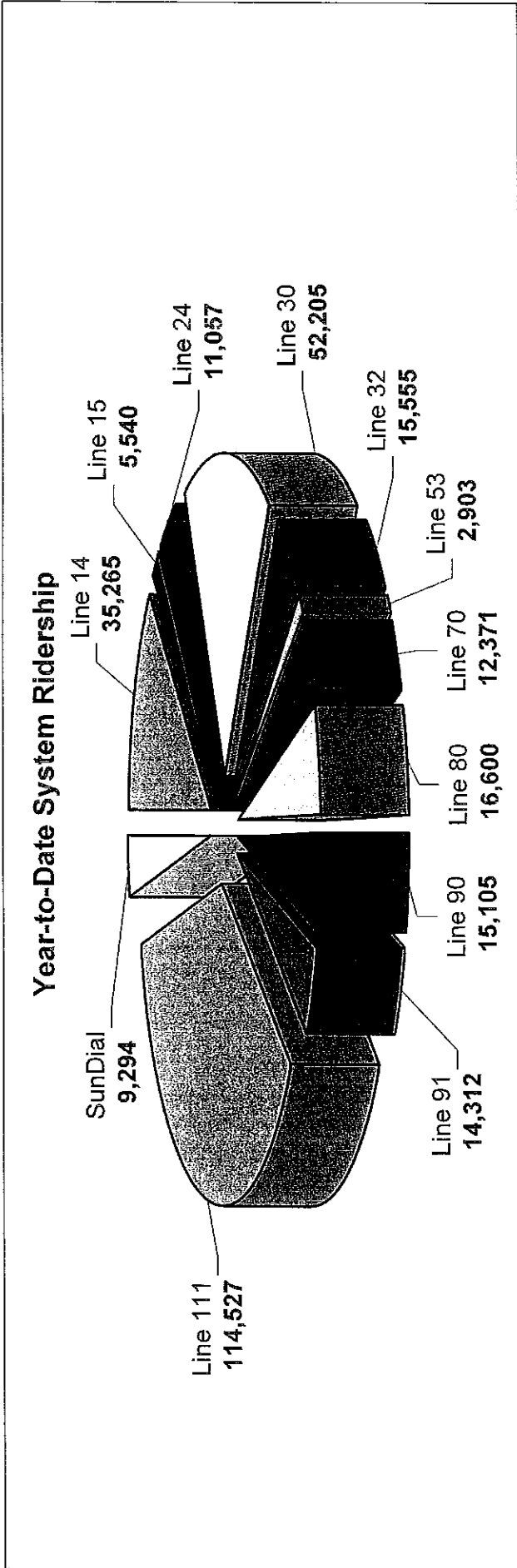
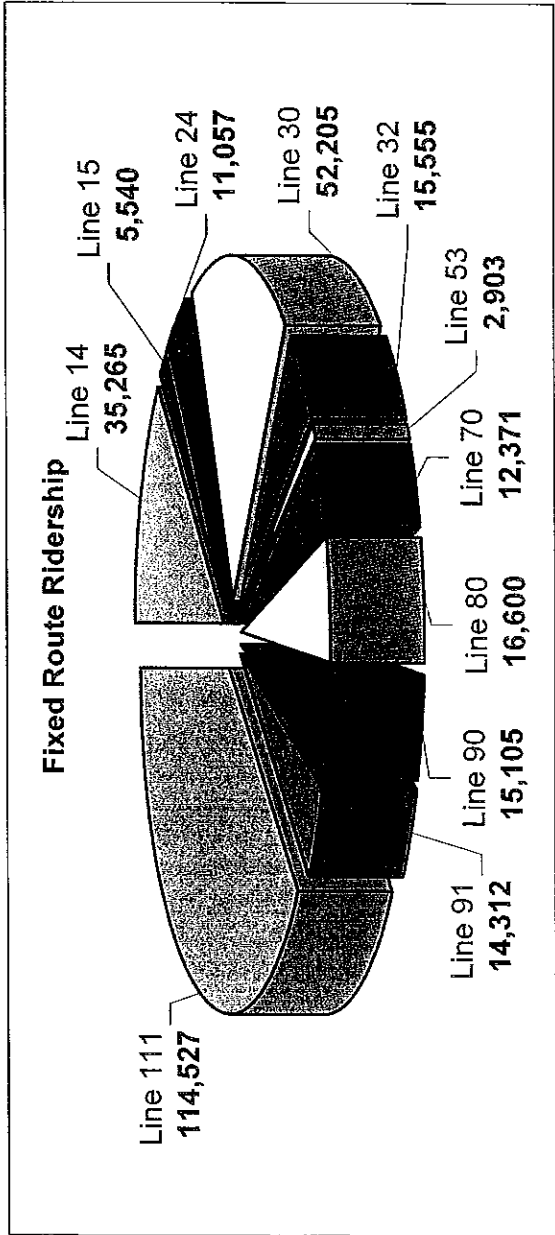
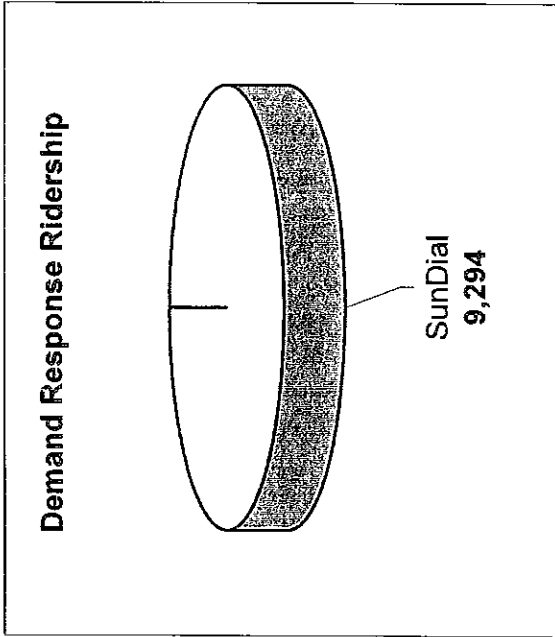
FY
2010 & 2011

	Jul	Jul	Jun	Month	%	FY 2012	FY 2011	YTD	YTD	%	Bikes	Wheelchairs
	2011	2010	2011	Var.	Var.	YTD	YTD	Var.	Var.	YTD		
Fixed Route												
Line 14 DHS/PS	35,265	38,103	38,687	(2,838)	-7.4%	35,265	38,103	(2,838)	(2,838)	-7.4%	1,230	453
Line 15 DHS	5,540		6,224	5,540	0.0%	5,540		5,540	5,540	0.0%	123	121
Line 24 PS/CC	11,057	10,208	12,747	849	8.3%	11,057	10,208	849	849	8.3%	267	95
Line 30 CC/PS	52,205	49,248	57,993	2,957	6.0%	52,205	49,248	2,957	2,957	6.0%	2,039	443
Line 32 PD/TP/PS	15,555	11,385	17,766	4,170	36.6%	15,555	11,385	4,170	4,170	36.6%	794	65
Line 53 PD/IW	2,903		3,389	2,903	0.0%	2,903		2,903	2,903	0.0%	77	13
Line 70 La Quinta	12,371	10,517	15,430	1,854	17.6%	12,371	10,517	1,854	1,854	17.6%	692	13
Line 80 Indio	16,600	15,295	17,881	1,305	8.5%	16,600	15,295	1,305	1,305	8.5%	239	204
Line 90 Coachella/Ind	15,105	14,232	16,835	873	6.1%	15,105	14,232	873	873	6.1%	455	102
Line 91 Cch/Th/Mecca	14,312	11,219	16,488	3,093	27.6%	14,312	11,219	3,093	3,093	27.6%	396	38
Line 111 PS/Indio	114,527	103,934	121,164	10,593	10.2%	114,527	103,934	10,593	10,593	10.2%	4,286	756
Fixed route total	295,440	* 268,721	324,604	26,719	9.9%	295,440	* 268,721	26,719	26,719	9.9%	10,598	2,303
Demand Response												
SunDial	9,294	8,967	10,255	327	3.6%	9,294	8,967	327	327	3.6%		
System total	304,734	277,688	334,859	27,046	9.7%	304,734	277,688	27,046	27,046	9.7%		

Please note:

* July 2010 and FY 2011 YTD total ridership includes data for Line 50 (4,580 passengers). Line 50 was discontinued on September 4, 2010; fixed route and system totals are accurate.

SunLine Transit Agency Monthly Ridership Report July - 2011



**SunLine Transit Agency
Monthly Ridership Report
August - 2011**

FY
2010 & 2011

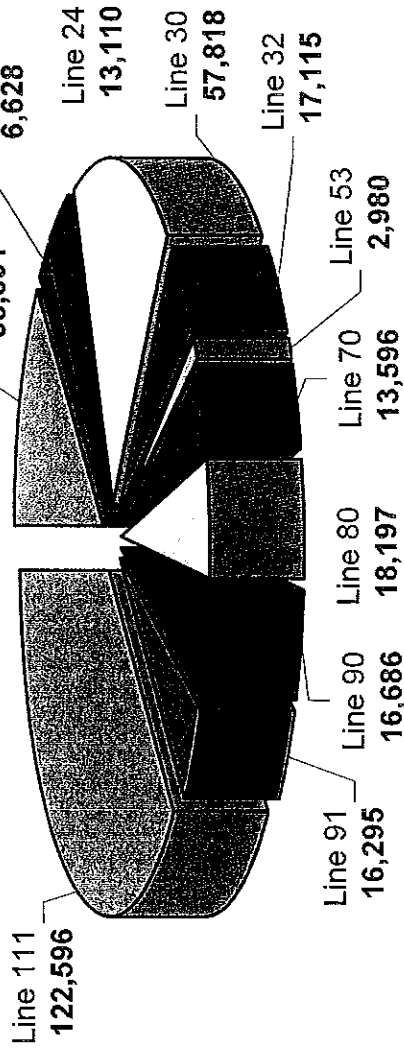
	Aug 2011	Aug 2010	Jul 2011	Month Var.	% Var.	FY 2012 YTD	FY 2011 YTD	YTD Var.	% Var.	Bikes		Wheelchairs	
										Monthly	YTD	Monthly	YTD
Fixed Route													
Line 14 DHS/PS	38,891	38,716	35,265	175	0.5%	74,156	76,819	(2,663)	-3.5%	1,381	2,611	456	909
Line 15 DHS	6,628		5,540	6,628	0.0%	12,168		12,168	0.0%	140	263	158	279
Line 24 PS/CC	13,110	10,950	11,057	2,160	19.7%	24,167	21,158	3,009	14.2%	277	544	137	232
Line 30 CC/PS	57,818	50,660	52,205	7,158	14.1%	110,023	99,908	10,115	10.1%	1,871	3,910	401	844
Line 32 PD/TP/PS	17,115	11,912	15,555	5,203	43.7%	32,670	23,297	9,373	40.2%	782	1,576	92	157
Line 53 PD/IW	2,980		2,903	2,980	0.0%	5,883		5,883	0.0%	93	170	6	19
Line 70 La Quinta	13,596	11,227	12,371	2,369	21.1%	25,967	21,744	4,223	19.4%	729	1,421	7	20
Line 80 Indio	18,197	16,844	16,600	1,353	8.0%	34,797	32,139	2,658	8.3%	309	548	205	409
Line 90 Coachella/Ind	16,686	14,636	15,105	2,050	14.0%	31,791	28,868	2,923	10.1%	471	926	160	262
Line 91 Cch/Th/Mecca	16,295	11,886	14,312	4,409	37.1%	30,607	23,105	7,502	32.5%	401	797	50	88
Line 111 PS/Indio	122,596	105,288	114,527	17,308	16.4%	237,123	209,222	27,901	13.3%	4,749	9,035	885	1,641
Fixed route total	323,912	* 277,286	295,440	46,626	16.8%	619,352	* 546,007	73,345	13.4%	11,203	21,801	2,557	4,860
Demand Response													
SunDial	9,962	8,940	9,294	1,022	11.4%	19,256	17,907	1,349	7.5%				
System total	333,874	286,226	304,734	47,648	16.6%	638,608	563,914	74,694	13.2%				

Please note:

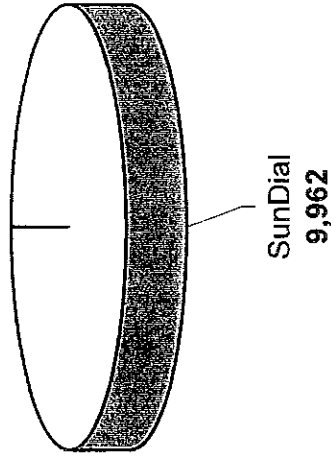
* Line 50 carried 5,167 riders in August 2010 and FY 2011 YTD total ridership includes data for Line 50 (9,747 passengers). Line 50 was discontinued on September 4, 2010; fixed route and system totals are accurate.

SunLine Transit Agency Monthly Ridership Report August - 2011

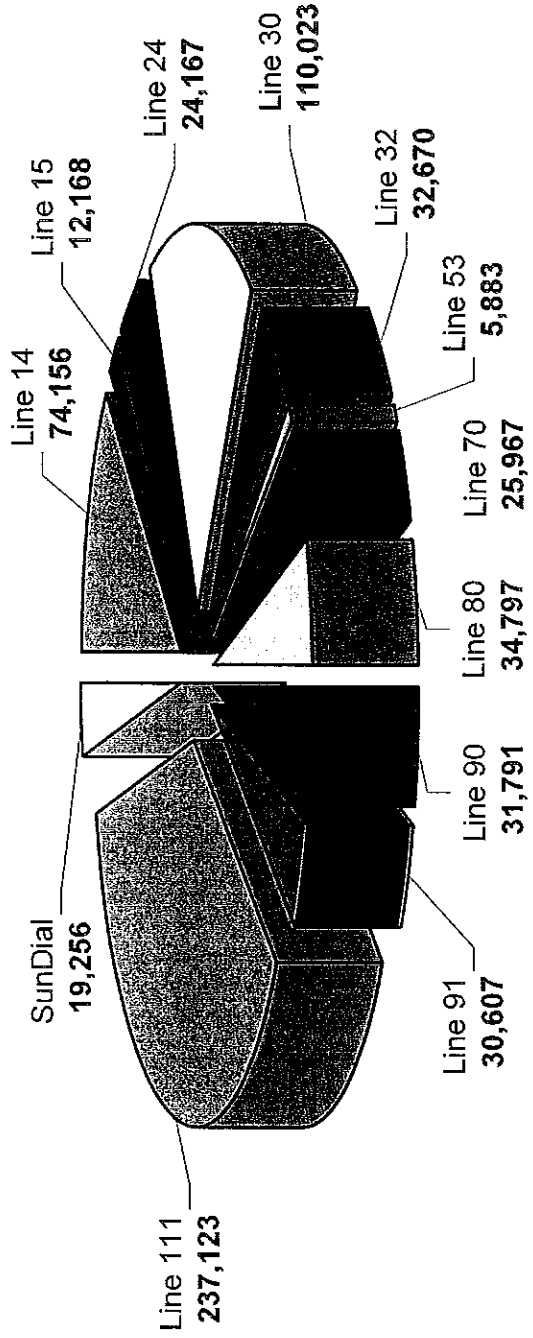
Fixed Route Ridership



Demand Response Ridership



Year-to-Date System Ridership





SunDial Operational Notes
July 2011

1. ON-TIME PERFORMANCE

<u>Last Year</u>	<u>This Year</u>	
93.2%	89.4%	Total trips carried in the on-time window
596	952	Total trips late during the month
8,808	8988	Total trips

2. RIDERSHIP and MILEAGE

<u>Last Year</u>	<u>This Year</u>	
8,967	9,294	Total passengers for the month
65,037	79923	Total miles traveled for the month

3. SAFETY

<u>Last Year</u>	<u>This Year</u>	
2	2	Total preventable accidents

4. RIDE-A-LONG & ONBOARD EVALUATIONS

<u>Last Year</u>	<u>This Year</u>	
0	0	Total Ride-a-Long Evaluations
1	1	Total Onboard Inspections
2	0	Total Safety Evaluations

5. DENIALS

<u>Last Year</u>	<u>This Year</u>	
0	0	Total Denied Trips

6. WHEELCHAIR BOARDINGS

<u>Last Year</u>	<u>This Year</u>	
1,287	1,448	Total Mobility Device Boarding's



Complimentary Paratransit Service
Serving Persons with Disabilities Throughout the Coachella Valley

SunDial Operational Notes
August 2011

1. ON-TIME PERFORMANCE

<u>Last Year</u>	<u>This Year</u>	
93.4	88.0	Total trips carried in the on-time window
584	1,153	Total trips late during the month
8,890	9,675	Total trips

2. RIDERSHIP and MILEAGE

<u>Last Year</u>	<u>This Year</u>	
8,940	9,962	Total passengers for the month
63,218	86,410	Total miles traveled for the month

3. SAFETY

<u>Last Year</u>	<u>This Year</u>	
1	0	Total preventable accidents

4. RIDE-A-LONG & ONBOARD EVALUATIONS

<u>Last Year</u>	<u>This Year</u>	
0	1	Total Ride-a-Long Evaluations
7	9	Total Onboard Inspections
1	2	Total Safety Evaluations

5. DENIALS

<u>Last Year</u>	<u>This Year</u>	
0	0	Total Denied Trips

6. WHEELCHAIR BOARDINGS

<u>Last Year</u>	<u>This Year</u>	
1,233	1,554	Total Mobility Device Boarding's

cc: Mikel Oglesby, Carolyn Rude, Polo Del Toro, Mannie Thomas, Jim Rayl, Diane Beebe

SunLine Transit Agency

DATE: September 28, 2011 **ACTION**
TO: Finance Committee
Board of Directors
FROM: SunLine's General Manager
RE: SunLine Purchasing Manual Change

Recommendation:

Staff recommends that the Board 1) approve the Purchasing Manual change attached hereto raising the Petty Cash limit to \$150.00 2) authorize adjustment of the Petty Cash limit to \$150.00 in any related policies and procedures.

Background

The Purchasing Manual incorporates the policies for the use of Petty Cash. The existing Petty Cash amount of \$75.00 has been in place for at least 10 years. The \$75.00 amounts were incorporated in the SunLine Board Approved Purchasing Manual in 2001. This amount has not changed since that time.

The Purpose for Petty Cash is for ancillary purchases required to support SunLine's Operations. The use of Petty Cash reduces the administrative burden of creating a purchase order for purchases that by their nature do not warrant the issuance of a formal contract or agreement. Examples of petty cash usage are for water and food for certain SunLine hosted events, employee gifts and awards, and miscellaneous printing items.

The attached language in "Exhibit A" represents the recommended increase in the Petty Cash amount to \$150.00. The only change is to the Petty Cash amount.

The recommended change represents consideration for inflation and the administrative cost of the production of a purchase order.

Fiscal Impact

There is no financial impact as a result of the Board of Directors' approval of this action.


C. Mikel Oglesby

Exhibit A

Old Language:

404 PETTY CASH POLICY

Purchases of up to \$75.00 for ancillary items may be made through petty cash. However, this is a privilege that should never be used to circumvent the procurement procedures. A petty cash voucher shall be obtained from the Finance Department and approved by the Department Director. All receipts, and any change received in the transaction, shall be returned to the Finance Department immediately upon return to the facility.

New Language:

404 PETTY CASH POLICY

Purchases of up to \$150.00 for ancillary items may be made through petty cash. However, this is a privilege that should never be used to circumvent the procurement procedures. A petty cash voucher shall be obtained from the Finance Department and approved by the Department Director. All receipts, and any change received in the transaction, shall be returned to the Finance Department immediately upon return to the facility.

SunLine Transit Agency

DATE: September 28, 2011 **RECEIVE AND FILE**
TO: Finance Committee
Board of Directors
FROM: Interim Director of Finance
RE: Investment Reports – 2nd, 3rd & 4th Quarters FY 2011

Recommendation

Recommend that the Board of Directors Receive and File the attached Investment Fund Reports for the 2nd, 3rd & 4th quarters of FY 2011, ending June 30, 2011.


Background

Available funds are invested in interest-bearing investments in accordance with the Agency's approved Investment Policy. Available funds usually consist of capital funds received from state and local sources, but not yet spent for capital improvements, and operating funds received for use in the immediate future months.

Earnings for the quarter were derived entirely from deposits in the State Treasurer's Local Agency Investment Fund (LAIF).

Fiscal Implications

Prudent investment of public agency funds provides an additional source of revenues available to offset budget over-runs and to pay for unanticipated expenditures.



Ed Carson

Bill Lockyer, State Treasurer



Inside the State Treasurer's Office

Local Agency Investment Fund (LAIF)

PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
12/29/2010	0.46	0.47	219
12/30/2010	0.46	0.47	221
12/31/2010	0.46	0.47	215
1/1/2011	0.46	0.46	214
1/2/2011	0.46	0.46	214
1/3/2011	0.46	0.46	222
1/4/2011	0.46	0.49	217
1/5/2011	0.46	0.49	218
1/6/2011	0.46	0.48	217
1/7/2011	0.46	0.48	222
1/8/2011	0.46	0.48	222
1/9/2011	0.46	0.48	222
1/10/2011	0.46	0.51	215
1/11/2011	0.46	0.51	212

*Daily yield does not reflect capital gains or losses

LAIF Performance Report

Quarter ending 12/31/2010

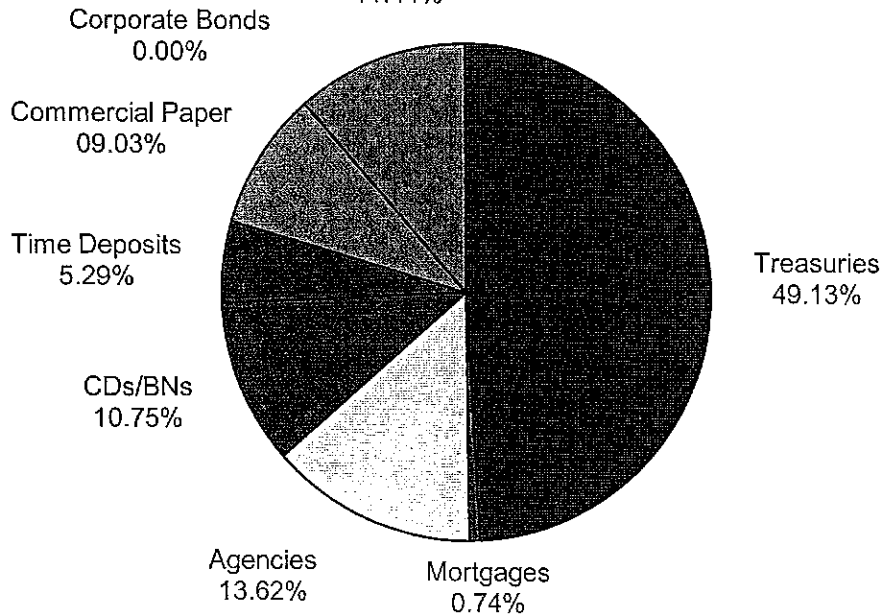
Apportionment Rate: 0.46%
 Earnings Ratio: .00001248725439840
 Fair Value Factor: 1.001461323
 Daily: 0.46%
 Quarter To Date: 0.47%
 Average Life: 215

PMIA Average Monthly Effective Yields

DEC 2010 0.462%
 NOV 2010 0.454%
 OCT 2010 0.480%

Pooled Money Investment Account Portfolio Composition

\$74.5Billion
 12/31/10
 Loans
 11.44%





Bill Lockyer, State Treasurer
Inside the State Treasurer's Office
Local Agency Investment Fund (LAIF)

PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
4/5/2011	0.46	0.46	196
4/6/2011	0.46	0.46	196
4/7/2011	0.46	0.46	205
4/8/2011	0.46	0.46	205
4/9/2011	0.46	0.46	205
4/10/2011	0.46	0.46	205
4/11/2011	0.46	0.46	199
4/12/2011	0.46	0.46	199
4/13/2011	0.46	0.46	198
4/14/2011	0.46	0.46	199
4/15/2011	0.45	0.46	197
4/16/2011	0.45	0.46	197
4/17/2011	0.45	0.46	197
4/18/2011	0.45	0.46	195

*Daily yield does not reflect capital gains or losses

LAIF Performance Report

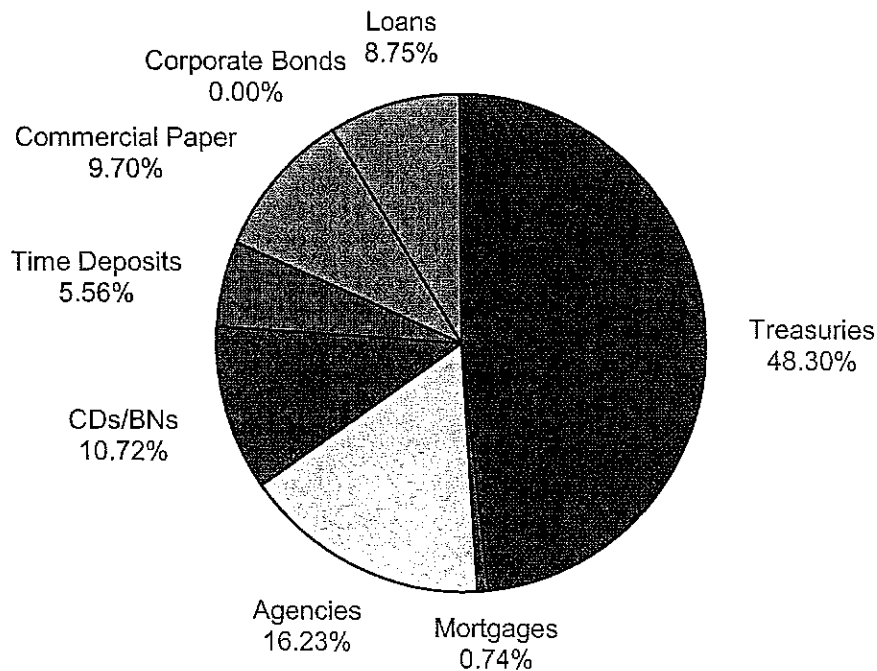
Quarter ending 03/31/2011

Apportionment Rate: 0.51%
 Earnings Ratio: .00001390282087521
 Fair Value Factor: 1.001262155
 Daily: 0.45%
 Quarter To Date: 0.52%
 Average Life: 193

PMIA Average Monthly Effective Yields

MAR 2011 0.500%
 FEB 2011 0.512%
 JAN 2011 0.538%

Pooled Money Investment Account
Portfolio Composition
\$68.4Billion
03/31/11



Bill Lockyer, State Treasurer

Inside the State Treasurer's Office

Local Agency Investment Fund (LAIF)



2011 LAIF CONFERENCE REGISTRATION

PMIA Performance Report

LAIF Performance Report

Quarter ending 06/30/2011

Apportionment Rate: 0.48%
 Earnings Ratio: .00001304422399226
 Fair Value Factor: 1.001576470
 Daily: 0.37%
 Quarter To Date: 0.48%
 Average Life: 237

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
8/25/2011	0.37	0.40	241
8/26/2011	0.37	0.40	240
8/27/2011	0.37	0.39	240
8/28/2011	0.37	0.39	240
8/29/2011	0.37	0.39	234
8/30/2011	0.37	0.39	235
8/31/2011	0.37	0.39	227
9/1/2011	0.38	0.39	233
9/2/2011	0.38	0.40	234
9/3/2011	0.38	0.40	234
9/4/2011	0.38	0.39	234
9/5/2011	0.38	0.39	234
9/6/2011	0.38	0.39	226
9/7/2011	0.38	0.40	229

PMIA Average Monthly Effective Yields

AUG 2011 0.408%
 JUL 2011 0.381%
 JUN 2011 0.448%

*Daily yield does not reflect capital gains or losses

Pooled Money Investment Account Portfolio Composition \$65 Billion 07/31/11

