

SUNLINE TRANSIT AGENCY BOARD MEETING AGENDA

Wednesday, January 25, 2017
12:00 p.m.
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**
Vice Chairperson Russell Betts
2. **Flag Salute**
3. **Roll Call**
4. **Presentations**
5. **Finalization of Agenda**
6. **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. A limitation of 3 minutes may be imposed upon each person so desiring to address the Board during the first Public Comments designation on the agenda.

AGENDA ITEMS

Anyone wishing to address specific items on the agenda should notify the Clerk at this time so those comments can be made at the appropriate time. A limitation of 3 minutes may be imposed upon each person so desiring to address the Board.

7. **Board Member Comments** **Receive Comments**
Any Board Member who wishes to speak may do so at this time.

----- **RECEIVE AND FILE** -----

8. **Consent Calendar** **Receive & File**
All items on the Consent Calendar will be approved by one motion, and there will be no discussion of individual items unless a Board Member requests a specific item be pulled from the calendar for separate discussion. The public may comment on any item.
- a) Checks over \$1,000 report for October 2016
 - b) Credit Card Statement for October 2016
 - c) Monthly Budget Variance Report for October 2016
 - d) Contracts Signed in Excess of \$25,000 October & November 2016
 - e) Ridership Report for November 2016
 - f) SunDial Operational Notes for November 2016
 - g) Metrics (On time Performance, Early Departures, Late Departures, Late Cancellations, Fleet Availability, Driver Absence, Advertising Revenue, Fixed Route Customer Comments, Paratransit Customer Comments)
 - h) Board Member Attendance

----- **INFORMATION** -----

9. **Request of \$3 million from LTF Reserves** **Information**
(Greg Pettis, Vice Chair of Finance/Audit Committee;
Staff: Luis Garcia)
The funding plan for SunLine, as described in the annual Short Range Transit Plan (SRTP) and budget, includes the programming of State, Local and Federal funds to support Agency activities. Staff must work with the Federal Transit Administration (FTA) to secure its federal appropriations outlined in the SRTP. SunLine has been working with the FTA to secure its FY16 5307 funds which provides both operational and capital support. However, the filing for these funds has been delayed.

----- ACTION -----

10. **Approval of Minutes** **Approve**
Request to the Board to approve the Minutes of the December 7, 2016 Board of Directors meeting.
11. **Option Year Two (2) Andrea Carter and Associates** **Approve**
(Greg Pettis, Vice-Chair of Finance/Audit Committee;
Staff: Joseph Friend)
Recommend that the Board of Directors delegate authority to the CEO/General Manager to execute option year two (2) of two (2) with Andrea Carter and Associates for Marketing services performed for SunLine Transit Agency (STA).
12. **Receipt of Grant Funding per Resolution No. 0760** **Approve**
(Greg Pettis, Vice-Chair of Finance/Audit Committee;
Staff: Rudy Le Flore)
Recommend that the Board of Directors authorize the CEO/General Manager to Negotiate and Execute an agreement with the California State Transportation Agency (CalSTA) per the attached resolution No. 0760 for the receipt of funding of approximately \$2,449,000.
13. **Technical Support for Hydrogen System Upgrade** **Approve**
(Greg Pettis, Vice-Chair of Finance/Audit Committee;
Staff: Rudy Le Flore)
Recommend that the Board of Directors delegate authority to the CEO/General Manager to negotiate and execute an agreement with EPC (Engineering, Procurement and Construction) in an amount Not to Exceed \$106,434 for As-Needed Project Support of SunLine's Hydrogen Fueling Infrastructure Upgrade.
14. **New CNG Station Project Additional Funding Approval** **Approve**
(Greg Pettis, Vice-Chair of Finance/Audit Committee;
Staff: Tommy Edwards)
Recommend that the Board of Directors approve additional funding in the amount of \$300,778.00 for the CNG Fueling Station Upgrade.
15. **Election of Interim Officer** **Approve**
(Vice Chairperson Russell Betts)
Recommend that the Board of Directors accept nominations and elect officers for SunLine Transit Agency; Interim Chairman of the Board.

16. CEO/General Manager's Report

17. Next Meeting Date

February 22, 2017

12 o'clock Noon – Board Room

32-505 Harry Oliver Trail

Thousand Palms, CA 92276

18. Adjourn