



Wednesday, May 25, 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 Steve Pougnet
2. **Flag Salute**
3. **Roll Call**
4. **Presentations**
None.
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 April 27, 2011 Board of Directors Meeting (Pages 1-6)
- b) Checks over \$1,000 for April, 2011 (Pages 7-8)
- c) Credit card statement for April, 2011 (Pages 9-11)
- d) Monthly Budget Report for April, 2011 (Pages 12-13)
- e) Contract Report – nothing to report
- f) Ridership Report for April, 2011 (Pages 14-15)
- g) SunDial Operational Notes for April, 2011 (Page 16)

10. Resolutions to Obtain Prop 1B Capital Transit [PTMISEA] and Prop 1B Transit Security Grant Funds (Eunice Lovi)**Approve**

Request to the Board to approve attached Resolutions allowing SunLine to apply for Prop 1B grant funds. (Pages 17-21)

11. Construction Claim for Maintenance Expansion Project (Tommy Edwards) **Approve**

Request to the Board to authorize SunLine General Manager to approve a construction claim for USS Cal Builders. (Page 22)

12. Water Softener Tank Service Contract (Tommy Edwards) **Approve**

Request to the Board to authorize SunLine General Manager to approve award of contract for water softener tank service. (Page 23)

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

13. Annual Riverside County Transportation Commission Unmet Transit Needs Public Hearing (Eunice Lovi) **Information**

Report to the Board on status of RCTC's unmet transit needs public hearing. (Pages 24-25)

14. Quarterly Grant Activities Update (Eunice Lovi) **Information**

Report to the Board providing an update on grant activities. (Page 26)

15. Chairman to Appoint a Nominating Committee for Vice Chairman for FY12 (Chairman Steve Pougnet)

The Chairman is appointing the following Board Members to serve on the Nominating Committee: Chairman Steve Pougnet, Vice Chairman Eduardo Garcia, Mayor Yvonne Parks.

The Nominating Committee will meet immediately following the SunLine Services Group Board Meeting. This serves as public notice for Committee Meeting.

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

17. Next Meeting Date

June 22, 2011
12 o'clock Noon – Kelly Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276

18. Adjourn

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

A regular meeting of the SunLine Transit Agency Board of Directors was held at 12:00pm on Wednesday, April 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 Steve Pougnet.

2. Flag Salute

Mayor Pro Tem Bob Spiegel led all in a salute to our flag.

3. Roll Call

Completed.

Members Present

Steve Pougnet, Chairman, Mayor, City of Palm Springs
Eduardo Garcia, Vice Chairman, Mayor, City of Coachella
Yvonne Parks, Mayor, City of Desert Hot Springs
Bud England, Councilmember, City of Cathedral City
Don Adolph, Mayor, City of La Quinta
Bob Spiegel, Mayor Pro Tem, City of Palm Desert
Glenn Miller, Mayor Pro Tem, City of Indio
John J. Benoit, Supervisor, County of Riverside

Members Absent

Bill Powers, Councilmember, City of Indian Wells
G. Dana Hobart, Mayor, City of Rancho Mirage

Guests:

Joseph Pradetto, Supervisor John J. Benoit's Office
Lydia Rodriguez-LFR Associates
Norman Strickland-LFR Associates
Duncan Macleod – Airport Taxi
Eric Seldeumann – Airport Taxi
James Fonte – Airport Taxi
Jose Pinela – American Cab

Staff:

C. Mikel Oglesby, General Manager
Maria Aarvig, Legal Counsel
Carolyn Rude, Special Asst. to the General Manager/Clerk of the Board
Christopher Mitchell, Director of Finance
Tommy Edwards, Director of Maintenance

Tommy Green, Director of Safety & Security
Eunice Lovi, Director of Planning
Naomi Nightingale, Director of Administration & Human Resources/EEO/Taxi Administrator
Michael Jones, Taxi Administration Supervisor
Rudy Le Flore, Procurement Consultant
Rick Barone, Procurement Officer
Mannie Thomas, Operations Manager
Mannie Garcia, Senior Supervisor
Blanca Flores, Accountant
Francine DePalo, Administrative Assistant
Ed Carson, Accounting Manager
Connie Mitchell, Planning Services Coordinator
David Manriquez, Safety Specialist
Diann Chumney, Desktop Publishing
Ivanna Samokish, Safety, Risk Assessment & Training Coordinator
Jack Stevens, Human Resources Manager
Joe Gomez, Safety Officer
Leroy Ochoa, Maintenance Utility
Michael Morrow, Maintenance Manager
Bea Duffy, Fixed Route Operator
Armando Ozuna, Operations Supervisor/Dispatcher
Vanessa Mora, Administrative Assistant

4. **Presentations**

Naomi Nightingale, Director of Administration & Human Resources/EEO, announced the "Employee of the Quarter" award winners for the 1st quarter of 2011 for the period of January through March, 2011 are Bea Duffy of the Operations Department, Leroy Ochoa of the Maintenance Department and Joe Gomez of the Safety Department. The Supervisor of the Quarter was awarded to Armando Ozuna of the Operations Department. Chairman Pougnet and General Manager Mikel Oglesby acknowledged the employee's hard work and dedication; the Board gave them a round of applause.

5. **Finalization of Agenda**

No changes made.

6. **Correspondence**

None.

7. **Public Comments**

NON AGENDA ITEMS:

Duncan McCloud, driver for Airport Taxi, addressed the Board concerning the change to a franchise system. He stated that he has seen no improvement in customer service; the franchise system is not beneficial to the driver. He stated the drivers are forced to pay high lease payments when business is not doing well; business has dropped off to nothing. Mr. McCloud stated that the drivers were forced to take on a lease in which they knew there would be no profit.

AGENDA ITEMS:

None.

8. Board Member Comments

Mayor Parks thanked SunLine employees for bringing the hydrogen fuel cell bus to the City's Earth Day celebration on April 23rd. Mayor Adolph invited the Board to attend the City of La Quinta's 29th birthday celebration Saturday, April 30th.

9. Consent Calendar

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

10. Purchasing Manual Policy #B-160501 Revision

Director of Finance, Christopher Mitchell, addressed the Board requesting approval of revision to the Purchasing Manual Policy, #B-160501 to allow digital signatures on purchase orders. He stated that California Government Code §16.5 allows public entities to use such a digital signature as long as the signature is unique to the person using it, capable of validation, under the sole control of the person using it and is linked to data in such a manner that if the data is changed, the digital signature is invalidated. Mr. Mitchell stated that SunLine meets the qualifications. Mayor Adolph further stated that staff has assured the Board that there are checks and balances in place to prevent hackers from abusing the system. Mayor Pro Tem Spiegel moved to approve staff recommendation. Mayor Pro Tem Miller seconded the motion and was approved by a unanimous vote.

11. Approval to Open New Bank Account

Director of Finance, Christopher Mitchell, addressed the Board requesting approval to open a new bank account at Pacific Western Bank for an Employee Relief Fund program. Director of Administration/EEO, Naomi Nightingale, addressed the Board stating that employees wanted to start a fund that would assist fellow employees who encounter catastrophic illness or crisis situations. This program is a result of an employee's wife who had terminal cancer. The employee used sick time and vacation time to care for his spouse. When his wife passed away, there were funeral expenses, etc., and the employees collected funds on their own to assist financially. Due to this incident, the employees have been working for eight months to bring the program to fruition. Management is not involved in the program except to provide advice. The program is run by a committee of employees, both union and non-union. Supervisor Benoit stated that when he was with the Highway Patrol, they had a similar program and ran into some issues. He asked if the program has been appropriately handled. Ms. Nightingale stated that it has been considered as to whether or not the organization should move forward as a non-profit organization. She stated that at this point, there has not been a decision made. She stated there are by-laws and guidelines by which they will operate. Mayor Pro Tem Miller asked who is guiding the organization. Ms. Nightingale stated that at this point, the guidance comes from Administration, herself and Christopher Mitchell, Director of Finance, in terms of requirements as far as auditing, collecting and distribution of funds. Ms.

Nightingale stated that the committee has information from the Secretary of the State as to how to go about creating a non-profit program that would be required once a certain amount of funds have been collected. Mr. Mitchell stated that if it was decided to go to a non-profit, donations could be collected that are tax deductible [to the donator]. At this point, any amount that is issued to an employee is taxable as W-2 wages; this needs to be taken into account as well.

Councilmember England asked what provision is in place under this program that keeps SunLine Transit Agency at arms length. He asked if something happens within the organization, is there something written into the program that protects the Agency. Ms. Nightingale stated that the program stands on its own, with the exception of the Finance Dept. who will be receiving money, and disbursement of checks at the request of the committee that has the responsibility. Legal Counsel, Maria Aarvig, stated that a "Hold Harmless" agreement would be a simple solution. In consideration of opening an account and issuing checks at the committee's direction, they hold the Agency harmless. Supervisor Benoit suggested that the committee should consult with a CPA.

A motion was made by Mayor Parks to approve the opening up a bank account for the Employee Relief Fund program, contingent upon staff moving forward with consulting a certified public accountant to look at the program at the Agency expense, not to exceed \$1,000. Mayor Garcia seconded the motion and was approved by a unanimous vote.

12. FY 2011/2012 Draft Short Range Transit Plan

Director of Planning, Eunice Lovi, addressed the Board stating that staff is currently working on the Short Range Transit Plan for FY2011-2012. She stated that staff has been working with RCTC staff in terms of funding availability. She stated that there are some new routes on the horizon. The routes include a potential commuter route to Banning/Beaumont; the Agency has received some JARC funding. Ms. Lovi stated that staff is looking to realign the Line 80 in the City of Indio, as well as implement a new route to serve North Indio. Also under consideration is adding trips to the Line 15 based on ridership data; staff is looking to see if there are available funds to do so. Ms. Lovi stated that staff is looking at implements the Taxi Voucher Program. Capital projects under consideration are as follows: purchase seven replacement paratransit buses; implement transit amenities and security enhancement projects; implement facility improvement; purchase maintenance tools and equipments, as well as office equipments; conduct a feasibility study to determine the best use of the facility in Indio as well as undertake the Alternative Analysis for BRT service; finalize the environmental assessment, engineering and the Master Plan for the Administrative Building and begin construction; purchase office equipment; install a new Ticket Vending Machine at select location; continuation of ITS implementation; purchase maintenance equipment and tools.

Mayor Pro Tem Miller stated that the routes in Indio are very much needed; many of the residents on the north side of the freeway are not able to utilize the shopping center. He stated that transit is also needed to run by the new Senior

Center and Teen Center. Mayor Pro Tem Miller stated that the new route will be very well received by residents. He thanked staff.

Supervisor Benoit stated that the Banning connection was underfunded by one of the sources; he asked Mr. Oglesby if there is a plan in moving forward. Mr. Oglesby stated that he is talking to RCTC. Oglesby stated that what was presented in the grant application was a bare bone scenario; the Agency cannot provide half of a route. He stated that he plans to talk to RCTC as to how they came to their decision. Normally when you apply for funding, you either get all or nothing. He stated that if you provide half of a route, it won't be successful. Mr. Oglesby stated that the route is to go from the Coachella Valley into Banning/Beaumont, connecting to Riverside, getting to L.A. and back; it's a big project. Supervisor Benoit stated that he knows there are shortfalls everywhere. He asked if there is an opportunity to do a Monday, Wednesday, Friday service. Oglesby stated that all options are being considered. To do the route successfully with the type of ridership that is needed; ultimately people want rail, this could be an opportunity to set it up properly to show that there is ridership in need. Most likely, it looks like SunLine would need to put more money into the project. He stated he would prefer to spend money on current requests for additional routes. Oglesby stated that he has some creative ideas he would like to move forward with Western Riverside; he talked to RTA and is working on the ideas.

Mayor Garcia stated that he would like to see more transit in the east Valley. The residents in that area see the prospect of expanding west outside of the Valley, but do not understand the short fall that exists in their area. Mr. Oglesby stated that the New Freedom and JARC money is for the job access and regional development program. He stated that if we cannot provide the service that was set up for the grant, we cannot use it for something else. The funds would have to be returned. He stated that the SunLine funds used for a match, if not used, could come into play to provide service in areas needed in the Valley.

13. Taxi Voucher Program

Director of Planning, Eunice Lovi, addressed the Board stating that as part of the grant received from the New Freedom Funding Program, staff is looking at implementing a taxi voucher program, potentially in October of this year. She stated that ideally, the program is intended to offer additional transportation options to meet the demand for specialized transit service for residents in the Valley. Basically, the program is for persons with disabilities, as well as seniors 60 years and over, especially those with low income. Ms. Lovi stated that it is consistent with the Coordinated Transportation Plan developed by RCTC staff, which was approved by the Commissioners a few years ago. She stated that the program requirements include applicants to complete an application to provide age, income, disability, as well as a signed verification from their physician. The service would be used for work, medical appointments, personal activities, and non emergency appointments. Staff is looking at creating two separate books of vouchers; one valued at \$10, discounted for \$5; the 2nd book is valued at \$20, discounted for \$10. Both vouchers would be used throughout the Coachella

Valley; Mecca, Thermal, Oasis, out to Desert Hot Springs. Ms. Lovi stated that the estimated amount awarded is \$161,000 for a two year period. Taxi Administrator, Naomi Nightingale stated that staff is working out the details of the procedures and eligibility of the program, such as the denomination of the vouchers and how to best track the program.

14. General Manager's Report

Mikel Oglesby addressed the Board and introduced Michael Morrow, the new Maintenance Manager. He then stated that CalACT, a non-profit organization that represents the interests of small, rural, and specialized transportation providers, held its annual conference last week in Indian Wells. As the host agency, SunLine provided administrative support at the conference and a tour of SunLine was offered to all attendees. Oglesby provided a welcome to the Valley on behalf of the Board and the Agency. CalACT staff and conference attendees enjoyed the beautiful weather and the many attractions the Valley has to offer. SunLine was presented with a plaque in appreciation of the hard work by SunLine staff. Oglesby thanked staff that represented SunLine at the conference. He further stated that the California Transportation Association has selected SunLine as the host Agency for their conference to take place in the Valley in 2012. Oglesby informed the Board that a special Finance Committee meeting has been scheduled to take place to discuss the FY 2012 budget. Detailed sections of the draft budget will be presented to the Finance Committee prior to presenting the entire budget to the Board. He stated that it looks like the presentation of the full budget will take place in June.

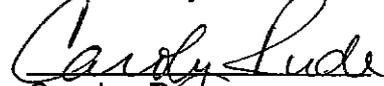
15. Next Meeting Date

Chairman Pougnet announced that the next regular meeting of the Board of Directors will be held on May 25, 2011 at 12 noon – Kelly Board Room, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

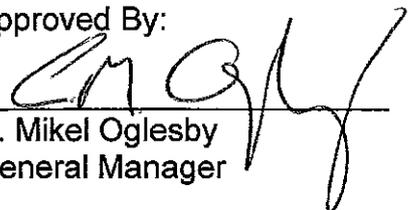
16. Adjourn

Chairman Pougnet adjourned the meeting at 12:46p.m.

Respectfully Submitted


Carolyn Rude
Clerk of the Board

Approved By:


C. Mikel Oglesby
General Manager

Date: 5/17/11

SunLine Transit Agency
Checks \$1,000 and Over
For the month of April 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 | 650404 | 4/11/2011 | \$734,512.00 |
| USS CAL BUILDERS, INC. | Engineer Services | 650480 | 4/11/2011 | \$395,893.50 |
| <u>HEALTH NET</u> | <u>Group Health Ins Prem</u> | <u>650515</u> | <u>4/14/2011</u> | <u>\$190,213.47</u> |
| ELDORADO NATIONAL | Fuel Cell Bus | 650614 | 4/28/2011 | \$132,736.27 |
| BALLARD POWER SYSTEMS | Fuel Cell Bus | 650405 | 4/11/2011 | \$120,812.50 |
| <u>UNION BANK</u> | <u>Pension Deposits</u> | <u>650650</u> | <u>4/29/2011</u> | <u>\$83,696.96</u> |
| <u>UNION BANK</u> | <u>Pension Deposits</u> | <u>650548</u> | <u>4/14/2011</u> | <u>\$82,463.50</u> |
| TRAPEZE GROUP | Fixed Rte Scheduling | 650478 | 4/11/2011 | \$80,042.47 |
| PERMA | Gnrl Liab / Wker Comp Prems | 650641 | 4/29/2011 | \$72,739.46 |
| SOUTHERN CALIFORNIA GAS CO. | CNG-Thousand Palms | 650539 | 4/14/2011 | \$54,428.18 |
| SOUTHERN CALIFORNIA GAS CO. | CNG-Indio | 650647 | 4/29/2011 | \$25,020.30 |
| COMMUNITY BANK | Project Retention payment | 650417 | 4/11/2011 | \$20,836.50 |
| IMPERIAL IRRIGATION DIST | Electricity TP Area | 650454 | 4/11/2011 | \$14,965.65 |
| <u>LEFLORE GROUP LLC, THE</u> | <u>Procurement Consultant</u> | <u>650524</u> | <u>4/14/2011</u> | <u>\$13,042.85</u> |
| T M D | Bus Route Planning | 650477 | 4/11/2011 | \$12,838.00 |
| RCTC | JARC pass-through | 650612 | 4/25/2011 | \$11,501.72 |
| RCTC | JARC pass-through | 650597 | 4/25/2011 | \$10,210.68 |
| AMTEK CONSTRUCTION | Sun Fuel Parts | 650488 | 4/14/2011 | \$9,525.00 |
| GFI GENFARE | Fare box Equipment | 650510 | 4/14/2011 | \$8,386.83 |
| G & K SERVICES | Uniform service | 650442 | 4/11/2011 | \$7,328.08 |
| <u>COLONIAL LIFE & ACCIDENT</u> | <u>Supplemental Insurance</u> | <u>650624</u> | <u>4/29/2011</u> | <u>\$6,531.64</u> |
| COMSERCO, INC. | ITS Project – radio work | 650418 | 4/11/2011 | \$5,954.91 |
| ABC COMPANIES, INC. | Bus Parts | 650482 | 4/14/2011 | \$5,683.87 |
| C V WATER DISTRICT | Admin Building permits | 650555 | 4/15/2011 | \$5,500.00 |
| CUMMINS CAL PACIFIC, LLC | Bus Repair Parts | 650572 | 4/25/2011 | \$4,682.58 |
| TRANSIT PRODUCTS & SERVICES | Repair Parts | 650545 | 4/14/2011 | \$4,646.41 |
| IMPERIAL IRRIGATION DIST | Electricity TP Area | 650635 | 4/29/2011 | \$4,638.85 |
| FACTORY MOTOR PARTS COMPANY | Repair Parts | 650434 | 4/11/2011 | \$4,544.01 |
| CUMMINS CAL PACIFIC, LLC | Bus Repair Parts | 650423 | 4/11/2011 | \$4,433.62 |
| NEW FLYER | Bus Parts | 650530 | 4/14/2011 | \$4,378.13 |
| MOORE MAINTENANCE & | Janitorial Servs | 650462 | 4/11/2011 | \$4,347.00 |
| EPLER COMPANY, THE | Pension Consultant | 650428 | 4/11/2011 | \$4,227.73 |
| ELLSWORTH TRUCK & AUTO | Repair Parts | 650427 | 4/11/2011 | \$4,014.57 |
| <u>AMALGAMATED TRANSIT UNION</u> | <u>Union Dues</u> | <u>650487</u> | <u>4/14/2011</u> | <u>\$4,013.76</u> |
| FERRELLGAS | Propane Service | 650436 | 4/11/2011 | \$3,633.79 |
| HOME DEPOT CRD SRVS | Facility Maintenance | 650452 | 4/11/2011 | \$3,416.04 |
| KENNY STRICKLAND, INC. | Lubricants & Oils | 650523 | 4/14/2011 | \$3,322.30 |
| CARQUEST OF THE DESERT | Repair Parts | 650416 | 4/11/2011 | \$3,126.41 |
| <u>CALIFORNIA STATE DISBURSEMENT</u> | <u>Employee Garnishment</u> | <u>650495</u> | <u>4/14/2011</u> | <u>\$3,125.80</u> |
| SOUTHWEST NETWORKS, INC. | Network Consultants | 650648 | 4/29/2011 | \$3,037.50 |

SunLine Transit Agency
Checks \$1,000 and Over
For the month of April 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 |
|--------------------------------------|------------------------------|----------------|------------------|-------------------|
| SOUTHWEST NETWORKS, INC. | Network Consultants | 650540 | 4/14/2011 | \$2,943.75 |
| MARRIOT MEMPHIS DOWNTOWN | APTA Rodeo Accommodations | 650590 | 4/25/2011 | \$2,856.96 |
| IMPERIAL IRRIGATION DIST | Electricity TP Area | 650583 | 4/25/2011 | \$2,484.08 |
| COUNTY OF RIVERSIDE-TLMA-GIS | Publications | 650569 | 4/25/2011 | \$2,389.50 |
| TRANSIT PRODUCTS & SERVICES | Repair Parts | 650605 | 4/25/2011 | \$2,302.19 |
| KAMINSKY PRODUCTIONS, INC | Marketing Consultants | 650640 | 4/29/2011 | \$2,300.00 |
| <u>EYE MED</u> | <u>Employee Benefits</u> | <u>650429</u> | <u>4/11/2011</u> | <u>\$2,299.12</u> |
| BURRTEC WASTE & RECYCLING | Facility Trash Removal | 650564 | 4/25/2011 | \$2,242.21 |
| CHARLES A. ASKIN | Labor Counsel | 650566 | 4/25/2011 | \$2,165.10 |
| <u>CALIFORNIA STATE DISBURSEMENT</u> | <u>Employee Garnishment</u> | <u>650620</u> | <u>4/29/2011</u> | <u>\$2,095.46</u> |
| VERIZON WIRELESS | Wireless Cell Service | 650609 | 4/25/2011 | \$2,083.84 |
| FLEET-NET CORPORATION | Software & Licenses | 650439 | 4/11/2011 | \$1,980.00 |
| APTA | National Rodeo Registration | 650403 | 4/11/2011 | \$1,950.00 |
| KENNY STRICKLAND, INC. | Lubricants & Oils | 650588 | 4/25/2011 | \$1,912.83 |
| HEALTH NET | Group Health Ins Prem | 650633 | 4/29/2011 | \$1,901.96 |
| FIESTA FORD, INC. | Repair Parts/Support | 650438 | 4/11/2011 | \$1,894.57 |
| ALLIEDBARTON SECURITY SERVICES | Security Services | 650486 | 4/14/2011 | \$1,660.96 |
| ALLIEDBARTON SECURITY SERVICES | Security Services | 650560 | 4/25/2011 | \$1,660.96 |
| ALLIEDBARTON SECURITY SERVICES | Security Services | 650400 | 4/11/2011 | \$1,660.96 |
| VALLEY OFFICE EQUIPMENT, INC. | Fax/Copier Supplies | 650607 | 4/25/2011 | \$1,548.40 |
| VERIZON | T-1 Line to Division Two | 650551 | 4/14/2011 | \$1,498.30 |
| TURBO IMAGES | Bus Decals/Logos | 650546 | 4/14/2011 | \$1,489.95 |
| ROMAINE ELECTRIC CORP. | Repair Parts | 650598 | 4/25/2011 | \$1,489.36 |
| MICHAEL MORROW | Employee reimbursement | 650557 | 4/15/2011 | \$1,458.67 |
| CUMMINS CAL PACIFIC, LLC | Bus Repair Parts | 650500 | 4/14/2011 | \$1,359.71 |
| CARQUEST AUTO PARTS - INDIO | Repair Parts | 650412 | 4/11/2011 | \$1,272.47 |
| CAL-TEST, INC. | D&A Onsite Testing | 650409 | 4/11/2011 | \$1,168.65 |
| <u>HEALTH NET</u> | <u>Group Health Ins Prem</u> | <u>650445</u> | <u>4/11/2011</u> | <u>\$1,138.22</u> |
| HI-TECH MACHINING | Repair Parts | 650516 | 4/14/2011 | \$1,110.18 |
| NEW FLYER | Bus Parts | 650466 | 4/11/2011 | \$1,061.53 |
| PLAZA TOWING, INC. | Towing Service | 650469 | 4/11/2011 | \$1,050.00 |
| PURCHASE POWER | Postage for Meter | 650642 | 4/29/2011 | \$1,000.00 |

| | |
|--|-----------------------|
| Total of Checks Over \$1,000 | \$2,225,882.73 |
| Total of Checks Under \$1,000 | \$44,385.34 |
| Total of All Checks for the Month | \$2,270,268.07 |

| | |
|--|-----------------------------------|
| Total Amount of Checks Prior Years Same Month | \$1,561,437.12⁸ |
|--|-----------------------------------|



April Statement for activity from Mar. 22, 2011 through Apr. 20, 2011
 SUNLINE TRANSIT
 C MIKEL OGLESBY

Inquiries: 1-866-552-8855
 BUS 67 13 Page 1 of 2

Your Visa® Business Card account at a glance

Account

| Activity Summary | |
|-----------------------------|-------------------|
| Previous Balance | \$4,363.50 |
| Payments | \$4,363.50CR |
| Other Credits | \$0.00 |
| Purchases | \$1,691.90 |
| 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 | \$1,691.90 |
| Credit Line | \$31,000.00 |
| Available Credit | \$29,308.10 |
| Statement Close Date | Apr. 20, 2011 |
| Days in Billing Cycle | 30 |

| Payment Information | |
|---|----------------|
| New Balance | \$1,691.90 |
| Minimum Payment Due (Current Month) | \$17.00 |
| Minimum Payment Due (Past Due) | \$0.00 |
| Total New Minimum Payment Due | \$17.00 |
| Payment Due Date | May 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 \$1,691.90 by 05/17/11. 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 | | | | | |
| 04/04 | | | PAYMENT THANK YOU | \$4,363.50CR | ----- |
| Purchases and Other Debits | | | | | |
| 03/28 | 03/26 | 3398 | PAYPAL *COACHELLAVA 402-935-7733 CA | \$70.00 | ----- |
| 04/01 | 03/31 | 0287 | DRI*CCNOW.COM*ATCOPROD 877-226-6977 MN | \$47.00 | ----- |
| 04/08 | 04/06 | 0318 | AMERICAN 0012336938548 AA.COM/AA RES TX | \$413.30 | ----- |
| | | | THOMAS/MANNIE 05/18/11 PALMSPRINGS TO DALLAS | | |

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 \$1,691.90 will be automatically deducted from your account on 05/04/11.

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

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





April Statement for activity from Mar. 22, 2011 through Apr. 20, 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 |
|---------------------|------------|----------|---|----------|----------|
| 04/08 | 04/06 | 0326 | DALLAS TO MEMPHIS TEN MEMPHIS TEN TO DALLAS DALLAS TO PALMSPRINGS AMERICAN 0012336938549 AA.COM/AA RES TX..... ESTRADA/RAUL 05/18/11 PALMSPRINGS TO DALLAS | \$413.30 | ----- |
| 04/08 | 04/06 | 5481 | DALLAS TO MEMPHIS TEN MEMPHIS TEN TO DALLAS DALLAS TO PALMSPRINGS AMERICAN 0012336943274 AA.COM/AA RES TX..... DELTORO/APOLON 05/20/11 PALMSPRINGS TO DALLAS | \$583.30 | ----- |
| 04/14 | 04/14 | 2595 | DALLAS TO MEMPHIS TEN MEMPHIS TEN TO DALLAS DALLAS TO PALMSPRINGS ACT*MAC EVENT MANAGEME 877-551-5560 CA..... | \$165.00 | ----- |
| Fees Charged | | | | | |
| 04/20 | | | ANNUAL MEMBERSHIP FEE..... | \$0.00 | ----- |
| | | | TOTAL FEES FOR THIS PERIOD..... | \$0.00 | |

| 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 | Bal. Subject to Interest | Variable | Interest | APR | ***APR*** Exp. Date | Interest Free Period |
|--------------------|-----------------|--------------------------|----------|----------|--------|---------------------|----------------------|
| **BALANCE TRANSFER | \$0.00 | \$0.00 | YES | \$0.00 | 13.99% | | NO |
| **PURCHASES | \$1,691.90 | \$0.00 | YES | \$0.00 | 13.99% | | YES |
| **ADVANCES | \$0.00 | \$0.00 | YES | \$0.00 | 20.99% | | NO |

Important Messages

Your payment of \$1691.90 will be automatically deducted from your bank account on 05/04/2011

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.

Pacific Western Bank
 SunLine Transit Agency Visa Credit Card Statement
 Closing Date: April 20, 2011

| | | | |
|---------|-------------------|---|--------------|
| Detail: | | | |
| 3/28/11 | COACHELLAVA | CVEP Legislative Breakfast-G.M., Dir. of Admin. | \$ 70.00 |
| 4/01/11 | CCNOW.com | Emergency part – tool - maintenance | \$ 47.00 |
| 4/08/11 | American Airlines | Airline charges – APTA Nat'l Roadeo- Operations Mgr. | \$ 413.30 |
| 4/08/11 | American Airlines | Airline charges – APTA Nat'l Roadeo- Bus Operator | \$ 413.30 |
| 4/08/11 | American Airlines | Airline charges – APTA Nat'l Roadeo- Dir. of Operations | \$ 583.30 |
| 4/14/11 | Event Manageme | Registration/Leonard Transp.Ctr.Annual Forum- Dir. Operations Dir. Maintenance, H.R. Manager | \$ 165.00 |
| Credit: | | | |
| 4/04/11 | Payment | | \$4,363.50CR |

SunLine Transit Agency
Statement of Activities
April 2011

| | Audited | | Total | | Current Month | | | Year to Date | | |
|------------------------------------|------------|-----------------|-------|--|---------------|-----------|-------------------------|--------------|------------|-------------------------|
| | FY 09/10 | FY 10/11 Budget | | | Actual | Budget | Favorable (Unfavorable) | YTD Actual | YTD Budget | Favorable (Unfavorable) |
| Operating Revenue: | | | | | | | | | | |
| Passenger fares | 2,706,198 | 2,950,000 | | | 252,861 | 256,254 | (3,394) | 2,408,162 | 2,467,980 | (59,819) |
| Advertising revenue | 34,726 | 75,000 | | | 2,283 | 11,428 | (9,145) | 20,741 | 68,728 | (47,988) |
| Rebate for CNG production | 338,447 | - | | | 65,733 | - | 65,733 | 902,464 | - | 902,464 |
| Interest Revenue | 25,049 | 50,000 | | | 213 | 3,775 | (3,562) | 7,699 | 40,615 | (32,915) |
| Outside Fueling Revenue (SunFuels) | 198,512 | 220,855 | | | 22,176 | 18,403 | 3,772 | 161,712 | 183,791 | (22,078) |
| Pass-Through Operating revenue | - | - | | | 21,712 | - | 21,712 | 57,373 | - | 57,373 |
| Other revenue | 134,910 | 120,000 | | | 8,202 | 7,554 | 648 | 91,880 | 103,992 | (12,111) |
| Other revenue-Measure A supplement | - | 185,000 | | | - | 15,326 | (15,326) | - | 154,349 | (154,349) |
| Total local revenue | 3,437,841 | 3,600,855 | | | 373,178 | 312,740 | 60,438 | 3,650,031 | 3,019,454 | 630,577 |
| Expenses: | | | | | | | | | | |
| SunFuels (10) | 198,512 | 220,855 | | | 22,176 | 18,403 | (3,772) | 161,712 | 183,791 | 22,079 |
| Operations-Fixed Route (11 & 12) | 8,487,588 | 8,310,676 | | | 709,767 | 672,374 | (37,393) | 7,011,330 | 6,937,336 | (73,995) |
| Operations-Dial-A-Ride (13 & 14) | 2,219,210 | 2,348,875 | | | 183,097 | 191,991 | 8,894 | 1,846,384 | 1,956,645 | 110,260 |
| Security (15) | 481,210 | 427,985 | | | 41,755 | 35,165 | (6,591) | 431,083 | 356,568 | (74,514) |
| Maintenance (21 & 22) | 5,185,353 | 5,222,412 | | | 460,968 | 430,875 | (30,093) | 4,295,156 | 4,348,942 | 53,785 |
| Facility Maintenance-T.P. (23) | 557,685 | 572,329 | | | 41,305 | 46,895 | 5,590 | 468,681 | 477,543 | 8,861 |
| Facility Maintenance-Indio (24) | 73,287 | 87,010 | | | 5,072 | 7,251 | 2,179 | 68,801 | 72,508 | 3,707 |
| Bus Stops/Shelters (25) | 408,150 | 424,106 | | | 39,128 | 34,837 | (4,292) | 343,717 | 354,365 | 10,648 |
| Marketing (31) | 233,920 | 287,141 | | | 12,398 | 20,296 | 7,898 | 223,225 | 246,900 | 23,675 |
| Human Resources (32) | 523,529 | 553,333 | | | 40,180 | 46,108 | 5,928 | 365,854 | 460,063 | 94,208 |
| General Administration (40) | 1,186,265 | 1,309,939 | | | (39,368) | 108,528 | 147,896 | 801,056 | 1,091,393 | 290,338 |
| Finance (41) | 969,377 | 730,895 | | | 61,899 | 58,618 | (3,281) | 610,694 | 591,668 | (19,026) |
| Information Technology (42) | 164,574 | 413,549 | | | 16,268 | 34,610 | 18,342 | 242,923 | 344,271 | 101,348 |
| Planning & Agency Development (49) | 570,465 | 636,130 | | | 56,449 | 65,016 | 8,566 | 469,007 | 635,209 | 166,202 |
| Total expenses | 21,259,127 | 21,545,235 | | | 1,651,095 | 1,770,967 | 119,872 | 17,339,625 | 18,057,201 | 717,576 |

Minimum Farebox ratio = 17.97%

YTD Farebox ratio

21.05%

SunLine Transit Agency
Statement of Revenues and Departmental Expenditures
For Month ended April 30, 2011

| Operating Revenues | <u>FY 2011</u> |
|---|---------------------------------|
| Local Transportation Funds (LTF) | 7,903,473 |
| Measure A Funds | 3,144,166 |
| FTA Section 5307 | 2,585,444 |
| FTA Section 5304 | 12,275 |
| FTA Section 5311 | - |
| FTA Section 5316 | - |
| FTA Section 5317 | - |
| CMAQ | - |
| Fare box Revenue | 2,408,162 |
| Other | 1,228,732 |
| Pass Through funds | <u>57,373</u> |
| TOTAL OPERATING REVENUES | <u>\$ 17,339,625</u> |
| Operating Expenditures by Department | |
| SunFuels (10) | 161,712 |
| Operations-Fixed Route (11 & 12) | 7,011,330 |
| Operations-Dial-A-Ride (13 & 14) | 1,846,384 |
| Security (15) | 431,083 |
| Maintenance (21 & 22) | 4,295,156 |
| Facility Maintenance-T.P. (23) | 468,681 |
| Facility Maintenance-Indio (24) | 68,801 |
| Bus Stops/Shelters (25) | 343,717 |
| Marketing (31) | 223,225 |
| Human Resources (32) | 365,854 |
| General Administration (40) | 801,056 |
| Finance (41) | 610,694 |
| Information Technology (42) | 242,923 |
| Planning & Agency Development (49) | <u>469,007</u> |
| TOTAL OPERATING EXPENDITURES BY DEPARTMENT | <u>\$ 17,339,625</u> |
| Operating Income/(Loss) | <u><u>-</u></u> |

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

FY
2010 & 2011

| Fixed Route | Apr 2011 | Apr 2010 | Mar 2011 | Month | % | FY 2011 | % | FY 2010 | YTD | YTD | % | Bikes | | Wheelchairs | |
|--------------------------|----------------|----------------|----------------|---------------|--------------|------------------|------------------|------------------|----------------|--------------|---------------|----------------|--------------|---------------|-----|
| | | | | Var. | Var. | YTD | Var. | YTD | Var. | Var. | Monthly | Monthly | YTD | YTD | YTD |
| Line 14 DHS/PS | 42,513 | 44,039 | 44,635 | (1,526) | -3.5% | 409,727 | (3,531) | 413,258 | (3,531) | -0.9% | 1,217 | 12,529 | 479 | 4,311 | |
| Line 15 DHS | 7,087 | | 6,849 | 7,087 | 0.0% | 53,086 | 53,086 | | 53,086 | 0.0% | 135 | 821 | 53 | 449 | |
| Line 24 PS/CC | 15,375 | 14,318 | 15,145 | 1,057 | 7.4% | 139,119 | 117,421 | 117,421 | 21,698 | 18.5% | 299 | 2,708 | 91 | 842 | |
| Line 30 CC/PS | 65,826 | 60,652 | 69,424 | 5,174 | 8.5% | 609,639 | 558,686 | 558,686 | 50,953 | 9.1% | 1,720 | 16,713 | 408 | 3,217 | |
| Line 32 PD/TP/PS | 18,515 | 13,607 | 20,100 | 4,908 | 36.1% | 168,185 | 122,836 | 122,836 | 45,349 | 36.9% | 681 | 7,116 | 60 | 742 | |
| Line 53 PD/IW | 4,161 | | 4,377 | 4,161 | 0.0% | 31,456 | 31,456 | | 31,456 | 0.0% | 71 | 608 | - | 58 | |
| Line 70 La Quinta | 20,132 | 14,577 | 23,997 | 5,555 | 38.1% | 184,992 | 140,436 | 140,436 | 44,556 | 31.7% | 760 | 7,334 | 63 | 215 | |
| Line 80 Indio | 18,957 | 17,275 | 21,100 | 1,682 | 9.7% | 186,169 | 171,325 | 171,325 | 14,844 | 8.7% | 251 | 2,638 | 214 | 1,841 | |
| Line 90 Coachella/Ind | 18,481 | 16,478 | 19,566 | 2,003 | 12.2% | 172,407 | 168,373 | 168,373 | 4,034 | 2.4% | 464 | 4,385 | 121 | 1,681 | |
| Line 91 Cch/Th/Mecca | 18,085 | 13,544 | 19,742 | 4,541 | 33.5% | 153,480 | 119,712 | 119,712 | 33,768 | 28.2% | 362 | 3,621 | 43 | 360 | |
| Line 111 PS/Indio | 132,610 | 121,510 | 143,802 | 11,100 | 9.1% | 1,231,437 | 1,137,594 | 1,137,594 | 93,843 | 8.2% | 4,223 | 44,328 | 814 | 7,124 | |
| Fixed route total | 361,742 | 321,524 | 388,737 | 40,218 | 12.5% | 3,339,697 | 3,004,104 | 3,004,104 | 335,593 | 11.2% | 10,183 | 102,801 | 2,346 | 20,840 | |

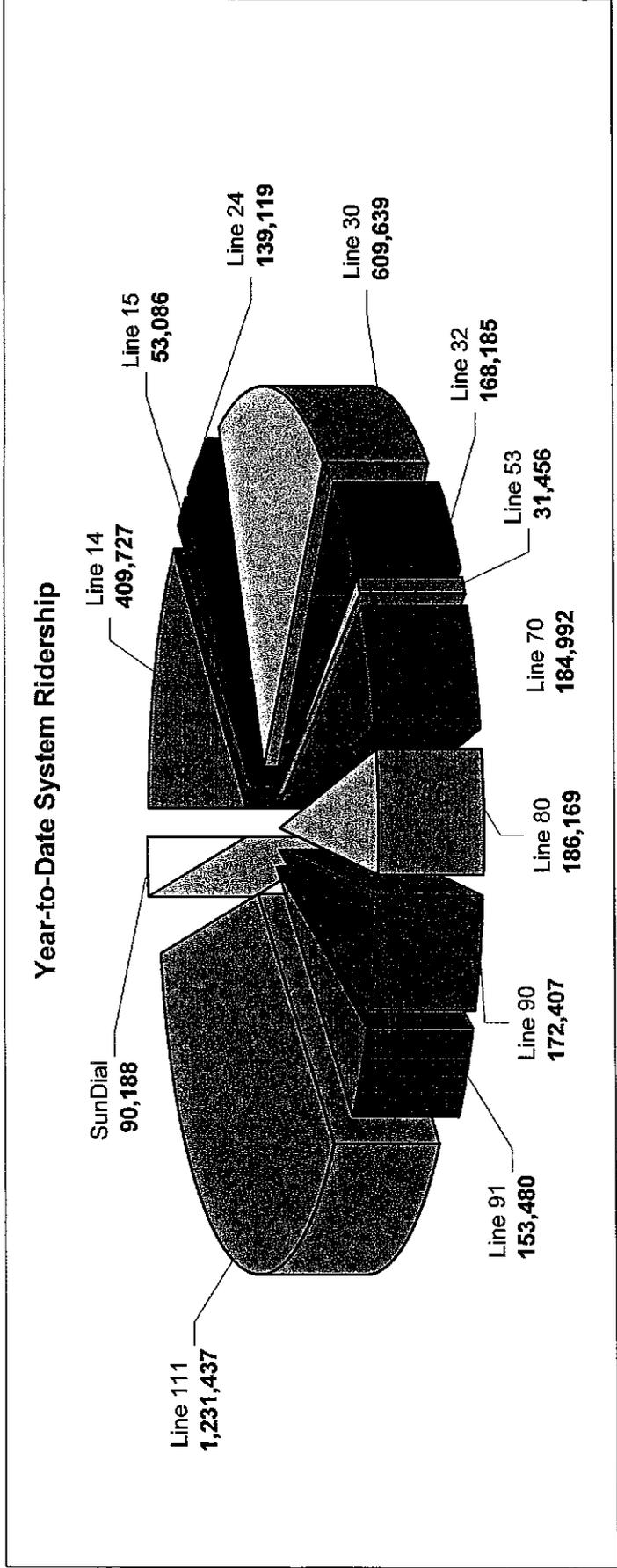
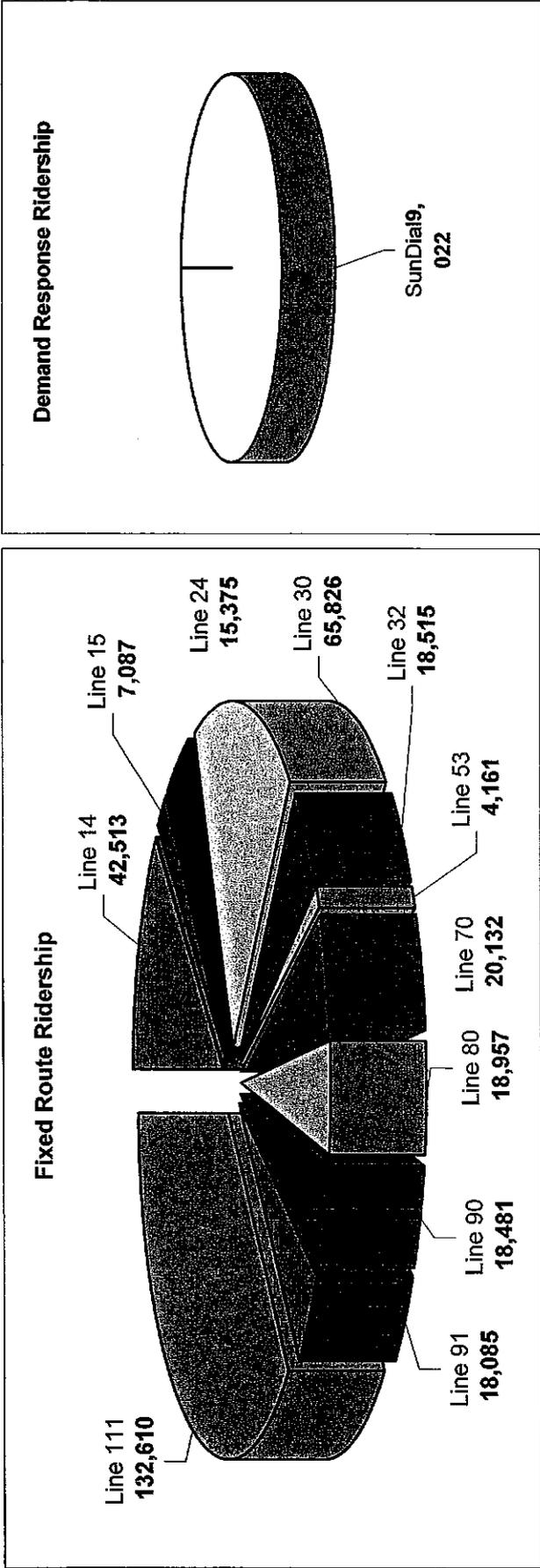
Demand Response

| | | | | | | | | | | | | | | | |
|---------------------|----------------|----------------|----------------|---------------|--------------|------------------|------------------|------------------|----------------|--------------|--|--|--|--|--|
| SunDial | 9,022 | 9,089 | 9,999 | (67) | -0.7% | 90,188 | 2,762 | 87,426 | 2,762 | 3.2% | | | | | |
| System total | 370,764 | 330,613 | 398,736 | 40,151 | 12.1% | 3,429,885 | 3,091,530 | 3,091,530 | 338,355 | 10.9% | | | | | |

Please note:

April 2011 and FY 2010 YTD total ridership includes data for Line 50 (54,463 passengers). Line 50 was discontinued in September 2010; fixed route and system totals are accurate. Line 50 carried 5,524 riders in April 2010.

SunLine Transit Agency Monthly Ridership Report April - 2011





Complimentary Paratransit Service
Serving Persons with Disabilities Throughout the Coachella Valley

SunDial Operational Notes
April 2011

1. ON-TIME PERFORMANCE

| <u>Last Year</u> | <u>This Year</u> | |
|------------------|------------------|---|
| 91.1 | 93.2 | Total trips carried in the on-time window |
| 720 | 604 | Total trips late during the month |
| 8,274 | 8,298 | Total trips |

2. RIDERSHIP and MILEAGE

| <u>Last Year</u> | <u>This Year</u> | |
|------------------|------------------|------------------------------------|
| 9,089 | 9,022 | Total passengers for the month |
| 71,608 | 78,146 | 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 | 0 | Total Ride-a-Long Evaluations |
| 11 | 9 | Total Onboard Inspections |
| 1 | 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> | |
|------------------|------------------|----------------------------------|
| 1,252 | 1,521 | Total Mobility Device Boarding's |

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

SunLine Transit Agency

DATE: May 25, 2011 **ACTION**
TO: Board of Directors
FROM: Director of Planning
RE: Resolutions to Obtain Prop 1B Capital Transit [PTMISEA] and
Prop 1B Transit Security Grant Funds

Recommendation

Recommend that the Board of Directors approve attached Resolutions that will allow SunLine to apply for Prop 1B grant funds to obtain revenues for the current fiscal year.

Background

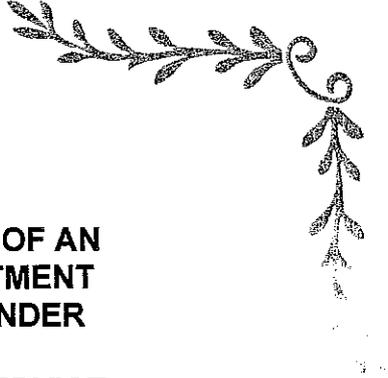
Each year the various funding agencies to whom we apply for either grants or formula funding require a Resolution from the Board of Directors authorizing the General Manager to act on behalf of the Agency in completing the necessary paperwork to obtain operating or capital funds.

Fiscal Implications

The Resolutions are necessary to obtain transit capital and transit security funds allocated to the Agency for Fiscal Year 2011, as well as estimated allocations in FY 11/12 and FY 12/13.



Eunice Lovi



RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE FILING OF AN
APPLICATION WITH THE STATE DEPARTMENT
OF TRANSPORTATION FOR A GRANT UNDER
THE PUBLIC TRANSPORTATION
MODERNIZATION, IMPROVEMENT, and SERVICE
ENHANCEMENT PROGRAM (PTMISEA)**

WHEREAS, the Governor is authorized to make grants for the California Public Transportation Modernization, Improvement, and Service Enhancement Program (PTMISEA) Grant under the State Department of Transportation, and

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicants, including the provision by it of the local share of the project costs in the program, and

WHEREAS, it is required by the State Department of Transportation in accord with the provision of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the California Public Transportation Modernization, Improvement, and Service Enhancement Program (PTMISEA) of 2006, as amended, the applicant gave an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and CALTRANS thereunder, and

WHEREAS, it is the goal of the applicant that minority business enterprises be utilized to the fullest extent possible in connection with this project, and that definite procedures shall be established and administered to ensure that minority business shall have the maximum construction contracts, supplies, equipment contracts, or consultant and other services,

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SUNLINE TRANSIT AGENCY, THAT

- 1) The General Manager is authorized to execute and file an application on behalf of SunLine Transit Agency with CALTRANS to aid in the financing of planning and implementing capital transit projects, pursuant to Public Transportation Modernization, Improvement, and Service Enhancement Program (PTMISEA) Account of 2006, as amended.
- 2) The General Manager is authorized to execute and file with such applications an assurance or any other document required by CALTRANS effectuating the purposes of Title VI of the Civil Rights Act of 1964.

3) The General Manager is authorized to furnish such additional information as CALTRANS may require in connection with the application for the program of projects.

4) The General Manager is authorized to set forth and execute affirmative minority business policies in connection with the program of projects procurement needs.

5) The General Manager is authorized to execute grant agreements on behalf of SunLine Transit Agency with CALTRANS for aid in the financing of planning and implementing capital transit projects, pursuant to Public Transportation Modernization, Improvement, and Service Enhancement Program (PTMISEA) Account of 2006 for construction of SunLine's Administrative Building for the estimated amount indicated below.

- a. FY 10/11, FY 11/12, and FY 12/13 Prop 1B PTMISEA funds in the amount of \$9,870,868

ADOPTED THIS 25th DAY OF MAY, 2011

AYES:

NOES:

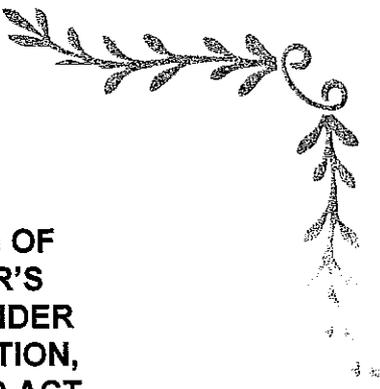
ABSENT:

ABSTAIN:

By:

Steve Pougnet
Chairman of the Board

C. Mikel Oglesby
General Manager



RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE FILING OF
AN APPLICATION WITH THE GOVERNOR'S
OFFICE OF HOMELAND FOR A GRANT UNDER
THE HIGHWAY SAFETY, TRAFFIC REDUCTION,
AIR QUALITY AND PORT SECURITY BOND ACT
OF 2010/11 (PROPOSITION 1B)**

WHEREAS, the Governor is authorized to make grants for the California Transit Security Grant Program under the Transit System Safety, Security and Disaster Response Account, and

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicants, including the provision by it of the local share of the project costs in the program, and

WHEREAS, it is required by the Governor's Office of Homeland Security in accord with the provision of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the California Transit Security Grant Program-California Transit Assistance Fund of 2006, as amended, the applicant gave an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the Governor's Office of Homeland Security requirements thereunder, and

WHEREAS, it is the goal of the applicant that minority business enterprises be utilized to the fullest extent possible in connection with this project, and that definite procedures shall be established and administered to ensure that minority business shall have the maximum construction contracts, supplies, equipment contracts, or consultant and other services,

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SUNLINE TRANSIT AGENCY, THAT

- 1) The General Manager is authorized to execute and file an application on behalf of SunLine Transit Agency with the Governor's Office of Homeland Security to aid in the financing of planning and implementing transit security and safety capital projects, pursuant to Transit System Safety, Security and Disaster Response Account of 2006, as amended.
- 2) The General Manager is authorized to execute and file with such applications an assurance or any other document required by the Governor's Office of homeland Security effectuating the purposes of Title VI of the Civil Rights Act of 1964.

3) The General Manager is authorized to furnish such additional information as the Governor's Office of Homeland Security may require in connection with the application for the program of projects.

4) The General Manager is authorized to set forth and execute affirmative minority business policies in connection with the program of projects procurement needs.

5) The General Manager is authorized to execute grant agreements on behalf of SunLine Transit Agency with the Governor's Office of Homeland Security for aid in the financing of planning and implementing transit security and safety capital projects, pursuant to the Transit System Safety, Security and Disaster Response Account of 2006 in the amount of \$394,927.

ADOPTED THIS 25th DAY OF MAY, 2011

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Steve Pougnet
Chairman of the Board

C. Mikel Oglesby
General Manager

SunLine Transit Agency

DATE: May 25, 2011 **ACTION**

TO: Finance Committee
Board of Directors

FROM: Director of Maintenance

RE: Construction Claim for Maintenance Expansion Project

Recommended Action

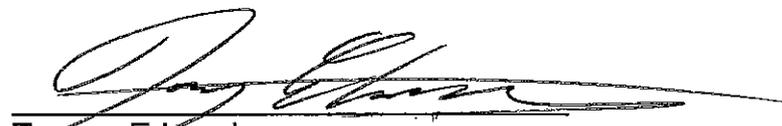
Recommend that the Board of Directors authorize SunLine General Manager to approve a construction claim in the amount of \$48,000 for USS Cal Builders.

Background

USS Cal Builders (USS) submitted a construction claim to SunLine for \$96,784 on February 21, 2011. This claim was for ADA upgrades to the existing maintenance building facilities as a part of the Maintenance Building Expansion project. This additional work was required by the Riverside County Planning Department. USS assumed that such upgrades would not be required as the construction method used did not modify the existing structure. SunLine recognized that there were some differing opinions among Riverside County Planning staff initially on this requirement. However, SunLine insisted that USS take responsibility for its lack of due diligence in this area. USS conceded on this point and agreed to absorb roughly half of the additional expenditures in this area.

Financial Impact

The cost shall not to exceed \$48,000.00. This is within the original approved project budget and will be paid for with ARRA funds.



Tommy Edwards

SunLine Transit Agency

DATE: May 25, 2011 **INFORMATION**
TO: Board of Directors
FROM: Director of Planning
RE: Annual Riverside County Transportation Commission Unmet Transit Needs Public Hearing

Background

Each year, the Riverside County Transportation Commission [RCTC], which is a State mandated County Transportation Commission, as well as the Regional Transportation Planning Agency [RTPA] in Riverside County, holds a public hearing to receive input from the public concerning unmet transit needs in the County. As the fiduciary oversight for Transportation Development Act (TDA), funding which includes Local Transportation Funds [LTF] and State Transit Assistance [STA], RCTC is responsible for holding public hearings to gather input from residents on unmet transit needs in the County. By definition, unmet transit needs are:

“Those public transportation services which have not been funded or implemented, but have been identified through public input, including the annual unmet transit needs public hearing, transit needs studies and other approved methods. Unmet transit needs specifically include:

- Public transit services not currently provided for persons who rely on public transit to reach employment, medical assistance, shop for food or clothing, to obtain social services such as health care, welfare and educational programs.
- Trips requested by the transit dependent or transit disadvantaged persons for which there is no other available means of transportation. Transit dependent or transit disadvantaged shall include seniors, the disabled and low income residents.

The annual public hearings for unmet transit needs are undertaken in conjunction with the Citizens Advisory Committee [CAC]/Social Service Transportation Advisory Committee [SSTAC] meetings held in May of each year. This year's public hearing was held at the Senior Center in the City of Banning on Thursday, May 13, 2011. Comments received from Coachella Valley residents at this year's public hearing are briefly summarized below as follows:

- Need for transit service from North Shore to connect with other parts of the Coachella Valley; particularly, alternate mode of transportation from

North Shore to the College of the Desert campus in the City of Palm Desert.

- Current transit service takes too long as passengers have to wait for more than two hours for their trips.
- Service takes a whole day for medical appointments.
- Request for bus shelter at the bus stop at the Duros mobile home park.
- There is not enough transit service to the Senior Center in the City of Coachella.

Members of the CAC/SSTAC of which SunLine Transit Agency participates, acts in an advisory capacity in assisting RCTC staff to evaluate comments received during the public hearing for unmet transit needs. Based on TDA required definition and criteria, as well as the Commission's Policy on unmet transit needs that are reasonable to meet, RCTC staff and the CAC/SSTAC may determine based on comments received if:

- There are no unmet transit needs.
- There are no unmet transit needs that are reasonable to meet.
- There are unmet transit needs that are reasonable to meet.

At the present time, all TDA funds apportioned to the Coachella Valley are used for transit purposes; however, if it is determined that there are unmet transit needs in the Coachella Valley, consideration must be given to the current funding environment. Furthermore, further thought as to whether SunLine can accommodate the needs identified and reasonably maintain the farebox ratio as required by TDA should be considered.

Staff is waiting for the draft report being compiled by RCTC staff from the public hearing and when received, the Planning Department will respond to the comments and will consider these comments as part of the service planning and development process. Staff plans to report back to the Board of Directors at a future date on the action taken



Eunice Lovi

SunLine Transit Agency

DATE: May 25, 2011 **INFORMATION**

TO: Finance Committee
Board of Directors

FROM: Director of Planning

RE: Quarterly Grant Activities Update Report

Background

This report is an informational item to update the Finance Committee and the Board of Directors on grant activities for operating assistance and capital transit projects for the quarter ending March 31, 2011. The summary includes information on current active, pending and closed grants.

- **Active Grants:**

The Agency has 22 active grants approved by the funding agencies for operating and capital assistance; of this, thirteen (13) are federal grants, six (6) are State grants, and the remaining three (3) are from regional entities. Total funds remaining in all active grants is \$9,450,646.

- **Pending Grants:**

Staff is currently working on four grants pending review and approval by the Federal Transit Administration and the State. The estimated amount is approximately \$11,015,795.

- **Closed Grants:**

Two FTA grants were closed during the quarter.



Eunice Lovi



**Wednesday, May 25, 2011
12:00 Noon
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 beepers be either turned off or set on silent mode for the duration of the Board Meeting.

AGENDA TOPICS

RECOMMENDATION

1. **Call to Order**
by Chairman Steve Pougnet
2. **Roll Call**
3. **Finalization of Agenda**
4. **Presentations**
None.
5. **Correspondence**
None.

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

Receive Comments

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.

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

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

8. **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 March 23, 2011 Board of Directors Meeting (Pages 1-5)
 - b) SSG/SRA checks over \$1000 issued March, April 2011 (Pages 6-7)
 - c) SSG/SRA Monthly Budget Report for March, April 2011 (Pages 8-11)
 - d) Taxi Vehicle/Rides Analysis (Pages 12-13)

9. **Approval of Taxi Regulation – Interference with Driver Reporting (Naomi Nightingale)** **Action**
Request to the Board to approve taxi Regulation R.25, Interference with Driver Reporting. (Pages 14-15)

----- **DISCUSSION** -----

10. **Safety Review of Taxicab Franchise System (Naomi Nightingale)** **Discussion**
Report to the Board on the safety review of the SRA taxicab franchise system. (Pages 16-17)

11. **Next Meeting Date**
June 22, 2011
12 o'clock Noon – Kelly Board Room

12. **Adjourn**

MINUTES
SunLine Services Group
Board of Directors Meeting
March 23, 2011

A regular meeting of the SunLine Services Group Board of Directors was held on Wednesday, March 23, 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 12:20 p.m. by Chairman Steve Pougnet.

2. Roll Call

Completed.

Members Present

Steve Pougnet, Chairman, Mayor City of Palm Springs
Yvonne Parks, Mayor, City of Desert Hot Springs
Bud England, Councilmember, City of Cathedral City
G. Dana Hobart, Mayor Pro Tem, City of Rancho Mirage
Bill Powers, Councilmember, 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

Eduardo Garcia, Vice Chairman, Mayor, City of Coachella
Bob Spiegel, Mayor Pro Tem, City of Palm Desert

Guests:

Joseph Pradetto, Supervisor John J. Benoit's Office
Gadi Srulovitz –Yellow Cab of the Desert
Harry Incs-American Cab
Lydia Rodriguez-LFR Associates
Mabu Hossan-Airport Taxi
Michael Shepherd-The Shepherd Group
Norman Strickland-LFR Associates

Staff:

C. Mikel Oglesby, General Manager
Maria Aarvig, Legal Counsel
Carolyn Rude, Special Asst. to the General Manager/Clerk of the Board
Christopher Mitchell, Director of Finance
Tommy Edwards, Director of Maintenance
Tommy Green, Director of Safety & Security
Eunice Lovi, Director of Planning
Naomi Nightingale, Director of Administration & Human Resources/EEO/Taxi Administrator
Michael Jones, Taxi Administration Supervisor
Rudy Le Flore, Procurement Consultant

Rick Barone, Procurement Officer
Mannie Thomas, Operations Manager
Mannie Garcia, Senior Supervisor
Blanca Flores, Accountant
Francine DePalo, Administrative Assistant
Brenda Ramirez, Assistant Transit Planner
Anita Petke, Transit Planning Assistant
Ed Carson, Accounting Manager
Vivian Gonzalez, Clerical Assistant
Maribel Gagnon, Clerical Assistant

3. Finalization of Agenda

No changes to the agenda.

At 12:20p.m. Chairman Pougnet moved into Closed Session.

4. Closed Session

Closed Session – Conference with Legal Counsel to discuss existing litigation pursuant to Subdivision (a) of Section 54956.9 of the Government Code, Case Number INC 10011155.

At 1:00pm Chairman Pougnet announced that the Board returned to Open Session. Legal Counsel provided the following statement: "I would like to report for the record that case number referred to in the agenda, #INC 10011155, has been submitted to the court for decision. The case involved a challenge to the administrative hearing process of SSG with respect to enforcement of citations and termination of franchises. The court's decision was to sustain the demurrer without leave to amend. In English, that means that the court rejected the claim that our process violates due process. That was the decision on Monday."

5. Presentations

None.

6. Correspondence

None.

7. Public Comments

NON-AGENDA ITEMS

None.

AGENDA ITEMS

None.

8. Board Member Comments

None.

9. Consent Calendar

Mayor Adolph moved for approval of the consent calendar. The motion was seconded by Councilmember Powers and was approved by a unanimous vote, with the exception of Mayor Pro Tem Hobart abstaining from 9a, the January, 2011 Board meeting minutes.

10. Approval of Resolution for Maximum Taxi Rates

Taxi Administrator, Naomi Nightingale, addressed the Board stating that staff, on an annual basis, presents to the Board any recommended adjustments and approval of rates by a Resolution. Staff is recommending that the per-mile rate adjustment, which is based on a formula included in the franchise agreements, results in an increase in the per mile rate from \$2.80 per mile to \$2.96 per mile, a sixteen cent increase. Ms. Nightingale stated that fuel costs have risen dramatically in the past few months. She stated that the increased rate will offset some of the costs being incurred by the actual taxi drivers who purchase the gas.

Chairman Pougnet stated that the Board has had many discussions that included the large amount of income the owners make, which is somewhere in the millions. He stated that as we increase the per mile rate sixteen cents, there is no accountability by the owners who are making a good deal of money. He asked if there is a way to pass the costs to the owners. Ms. Nightingale stated that there was an extensive conversation in the Taxi Committee meeting on the possibilities. She stated that there could be a change in the franchise agreements; the SRA is currently under contract for five years. Ms. Nightingale stated that staff has committed to searching for various solutions, such as looking at other taxi agencies; some agencies have a cap put on lease rates. She stated that some suggestions impact free enterprise. The SRA's current structure is a business enterprise; it was left up to the franchises to determine how to operate. Ms. Nightingale stated that if the Board decides to go out for an RFP for either one or two spaces that may be available for the maximum four franchises, the franchise agreement and the Ordinance can be changed and would be applicable to any new franchise, but would not have any immediate affect on the current franchises.

Mayor Pro Tem Miller stated that when we have the opportunity, we should form a taxi subcommittee to take a close look at the charges, the leases, rates, etc. Councilmember England stated that there was a very lengthy discussion in the Taxi Committee meeting concerning the issue of doing something good for the drivers. He stated that SunLine may or may not give a sixteen cent increase, but there are other options that will save drivers fuel costs, such as fuel efficient cars and driving techniques. He stated that SunLine does not have the opportunity to provide input; that discussion has not taken place.

Mayor Pro Tem Miller asked if the price of gas goes down, would we lower the fees. Ms. Nightingale stated yes; currently we are at \$2.80, but prior to that, we were at \$2.64 and the year prior we were at \$2.92. A review of fees takes place once a year.

Mayor Parks stated that there is a great disparity in the lease rates charged by the franchise owners. She stated that we should think about the balance between the driver and the owner and maybe put a cap on the lease charge and who is going to be responsible for an increase. Mayor Parks stated that she gets many letters and e-mails from the drivers stating that they are not comfortable coming to the Board for fear of losing their job if they speak out. She stated something must be included in the franchise agreements that provide some rights for the drivers and well as the owners.

Ms. Nightingale stated that what is being experienced in the taxi industry is that there is a long line of individuals who are waiting for driver jobs; franchise owners do not have any problem at all in filling vacancies of people who speak out, protest or ask questions.

Councilmember England stated that many of the issues being discussed are derived from one particular franchise. He stated there are many different ways that drivers have the responsibility and the opportunity to save on their gas mileage. He stated that there are opportunities for owners to put fuel efficient vehicles into their fleet. Councilmember England stated that the franchises need to be held responsible; it appears that the issues are put back to the Board of Directors and SunLine. He stated that he is tired of being beat up as having the highest taxi rates in the nation; we do not. He stated that as a consumer, he does not want to pay for the mismanagement of other organizations or businesses. Councilmember England stated that the vote in the Taxi Committee meeting on this item came down to two Committee members in favor of staff recommendation and one Committee member against the recommendation. He stated he is against moving forward as he believes there are better opportunities to engage the franchise owners as to what they are doing to help mitigate the situation.

Mayor Pro Tem Hobart stated that as one of the votes in favor of staff recommendation on this issue, he believes it is impermissible that the taxi drivers are going to pay the increase in gas prices. He stated that he agrees with Councilmember England in addressing the broader problem that the drivers are incurring the expense every day.

Supervisor Benoit stated that while in Washington, DC, he took taxis that were a Prius model. He asked how we can create an incentive in the next revision, as well as make sure compensation to the company is appropriate and that the competition allows for that to happen.

Mayor Parks moved to approve staff recommendation. The motion was seconded by Mayor Pro Tem Hobart. The vote was as follows: Yes: Chairman Pougnet, Mayor Parks, Mayor Pro Tem Hobart, Councilmember Powers, Mayor Adolph, Supervisor Benoit; No: Mayor Pro Tem Miller, Councilmember England. motion passed.

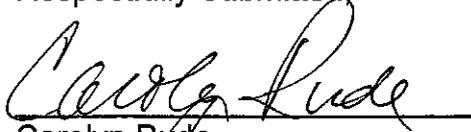
11. Next Meeting Date

Chairman Pougnet announced that the next regular meeting of the Board of Directors will be held April 27, 2011 at 12 noon – Kelly Board Room, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

12. Adjourn

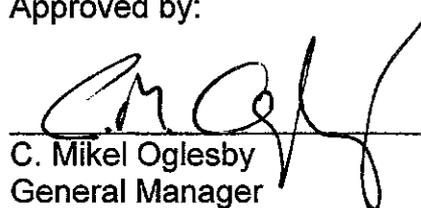
Chairman Pougnet adjourned meeting at 1:20p.m.

Respectfully Submitted,



Carolyn Rude
Clerk of the Board

Approved by:



C. Mikel Oglesby
General Manager

Date: 4/8/11

SunLine Regulatory Administration

Checks \$1,000 and Over
For the month of March 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.

| VendorName | Description | Check # | Check | Amount |
|--|------------------------------|----------------|--------------|---------------|
| CREASON & AARVIG, LLP | Legal Services | 00089306 | 3/9/2011 | \$18,058.00 |
| SUNLINE TRANSIT AGENCY | Operating Expense Allocation | 00089305 | 3/3/2011 | \$11,511.37 |
| SUNLINE TRANSIT AGENCY | Operating Expense Allocation | 00089317 | 3/31/2011 | \$10,805.18 |
| SUNLINE TRANSIT AGENCY | Operating Expense Allocation | 00089310 | 3/18/2011 | \$8,034.85 |
| SUNLINE TRANSIT AGENCY | Operating Expense Allocation | 00089309 | 3/18/2011 | \$6,840.44 |
| LEFLORE GROUP LLC, THE | Consultant | 00089315 | 3/31/2011 | \$1,530.00 |
| Total of Checks Over \$1,000 | | | | \$56,779.84 |
| Total of Checks Under \$1,000 | | | | \$1,244.63 |
| Total of All Checks for the Month | | | | \$58,024.47 |
| Total Amount of Checks Prior Years Same Month | | | | \$37,347.36 |

SunLine Regulatory Administration

Checks \$1,000 and Over

For the month of April 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 |
|---------------------------|-----------------------------|----------------|--------------|---------------|
| SUNLINE TRANSIT AGENCY | Payroll Liabilities Expense | 089329 | 4/29/2011 | \$8,057.60 |
| SUNLINE TRANSIT AGENCY | Payroll Liabilities Expense | 089322 | 4/14/2011 | \$8,031.67 |
| CREASON & AARVIG, LLP | Legal Services | 089327 | 4/29/2011 | \$4,774.00 |
| MAYER HOFFMAN MCCANN P.C. | Audit Services (SSG) | 089324 | 4/25/2011 | \$2,900.00 |
| SUNLINE TRANSIT AGENCY | Operating Expense | 089325 | 4/25/2011 | \$2,550.02 |
| LEFLORE GROUP LLC, THE | SRA Consultant | 089321 | 4/14/2011 | \$2,550.00 |
| CREASON & AARVIG, LLP | Legal Services | 089318 | 4/11/2011 | \$1,694.00 |

Total of Checks Over \$1,000 \$30,557.29

Total of Checks Under \$1,000 \$2,795.42

Total of All Checks for the Month \$33,352.71

Total Amount of Checks Prior Years Same Month \$44,123.95

**SRA--Taxi
Statement of Activities
March 2011**

| | Audited FY 09/10 | Total FY 10/11 Budget | Current Month | | | Year to Date | | |
|---|---------------------|-----------------------------|------------------|-------------------|----------------------------|-------------------|-------------------|----------------------------|
| | | | Actual | Budget | Favorable (Unfavorable) | Actual | Budget | Favorable (Unfavorable) |
| Revenue: | | | | | | | | |
| Meter Readings | - | 107,781 | 19,954 | 21,731 | (1,777) | 19,954 | 40,399 | - |
| Revenue Fines | 5,900 | 15,000 | 60,590 | 2,083 | 58,507 | 73,560 | 8,749 | 64,811 |
| Vehicle Inspections | 18,300 | 19,000 | 1,900 | 1,583 | 317 | 10,850 | 14,250 | (3,400) |
| New Driver Permits | 9,840 | 5,500 | 550 | 458 | 92 | 3,000 | 4,125 | (1,125) |
| Driver Transfers | 10,010 | 6,000 | 100 | 500 | (400) | 4,400 | 4,500 | (100) |
| Driver Renewals | 10,390 | 7,250 | 850 | 604 | 246 | 5,300 | 5,438 | (138) |
| Driver Permit Reinstatement/Replacement | 165 | 200 | 20 | 17 | 3 | 105 | 150 | (45) |
| Vehicle Transfers | 65 | 130 | - | - | - | (50) | 130 | (180) |
| Vehicle Permits | 108,000 | 78,000 | 13,513 | 13,000 | 513 | 80,000 | 78,000 | 2,000 |
| Operator Shared Revenue Fee | 277,377 | 187,850 | 848 | - | 848 | 190,068 | 187,850 | 2,218 |
| Operator Application Fee | 12,000 | - | - | - | - | - | - | - |
| Interest | 192 | - | 13 | - | 13 | 106 | - | 106 |
| Other | 1,078 | 36,065 | - | - | - | 47 | - | 47 |
| Total revenue | \$ 453,318 | \$ 462,776 | \$ 98,338 | \$ 39,977 | \$ 58,362 | \$ 387,340 | \$ 343,591 | \$ 64,194 |
| Expenses: | | | | | | | | |
| Salaries and wages | 189,590 | 184,661 | 17,248 | 16,466 | (782) | 139,753 | 137,967 | (1,787) |
| Fringe benefits | 145,448 | 131,315 | 11,216 | 11,261 | 45 | 102,667 | 99,159 | (3,508) |
| Services | 120,551 | 131,800 | (7,929) | 13,600 | 21,529 | 68,647 | 82,401 | 13,754 |
| Supplies and materials | 8,566 | 3,900 | 410 | 400 | (10) | 4,362 | 3,600 | (762) |
| Miscellaneous | 20,056 | 11,100 | 1,047 | 1,192 | 145 | 14,674 | 15,225 | 551 |
| Total expenses | \$ 484,211 | \$ 462,776 | \$ 21,992 | \$ 42,919 | \$ 20,927 | \$ 330,103 | \$ 338,351 | \$ 8,248 |
| Total Operating Surplus/Deficit | \$ (30,894) | \$ - | \$ 76,346 | \$ (2,942) | \$ 79,289 | \$ 57,237 | \$ 5,239 | \$ 72,443 |

SunLine Regulatory Admin
 Comparison of Balance Sheets
 June 30, 2005 through March 31, 2011

| | FY 2005 6/30/2005 | FY 2006 6/30/2006 | FY 2007 6/30/2007 | FY 2008 6/30/2008 | FY 2009 6/30/2009 | FY 2010 6/30/2010 | Current FY 3/31/2011 |
|-------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|-------------------------|
| Cash | \$ 93,979 | \$ 49,228 | \$ 54,854 | \$ 225,745 | \$ 281,247 | \$ 270,226 | \$ 271,228 |
| A/R | \$ 17,230 | \$ 12,690 | \$ 48,111 | \$ 48,485 | \$ 68,792 | \$ - | \$ - |
| Prepays | \$ - | \$ - | \$ - | \$ - | \$ 1,580 | \$ 3,978 | \$ - |
| Due from other Govt's | \$ 3,447 | \$ 2,488 | \$ - | \$ - | \$ - | \$ 223 | \$ 5,015 |
| Leases A/R | \$ 164,918 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Capital Assets, less Accum Depr | \$ 4,351 | \$ 695 | \$ 6,327 | \$ 29,210 | \$ 30,804 | \$ 43,448 | \$ 49,533 |
| Total Assets | \$ 283,925 | \$ 65,101 | \$ 109,292 | \$ 303,440 | \$ 382,423 | \$ 317,875 | \$ 325,775 |
| Accounts Payable and Accruals | \$ 49,150 | \$ 50,592 | \$ 33,100 | \$ 74,272 | \$ 35,440 | \$ 75,768 | \$ 30,884 |
| Due to Affiliate | \$ 266,203 | \$ 27,517 | \$ 23,352 | \$ 55,464 | \$ 26,503 | \$ 7,354 | \$ 2,896 |
| Due to General | \$ 3,853 | \$ 60,000 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Deposits | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Deferred revenue | \$ 20,403 | \$ - | \$ - | \$ - | \$ 40,000 | \$ - | \$ - |
| Total Liabilities | \$ 339,609 | \$ 138,109 | \$ 56,452 | \$ 129,736 | \$ 101,943 | \$ 83,122 | \$ 33,780 |
| Invested in Capital Assets | \$ 4,351 | \$ 695 | \$ 6,327 | \$ 29,210 | \$ 30,804 | \$ 43,448 | \$ 49,533 |
| Unrestricted | \$ (60,035) | \$ (73,703) | \$ 46,243 | \$ 44,494 | \$ 149,676 | \$ 91,305 | \$ 142,462 |
| Restricted - Reserve | \$ - | \$ - | \$ - | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 |
| Total Net Assets | \$ (55,684) | \$ (73,008) | \$ 52,570 | \$ 173,704 | \$ 280,480 | \$ 234,753 | \$ 291,996 |
| Liabilities & Net Assets | \$ 283,925 | \$ 65,101 | \$ 109,022 | \$ 303,440 | \$ 382,423 | \$ 317,875 | \$ 325,776 |
| Net Income / (loss) | \$ (91,753) | \$ (17,324) | \$ 125,578 | \$ 121,134 | \$ 106,776 | \$ (45,727) | \$ 57,237 |

**SRA--Taxi
Statement of Activities
April 2011**

| | Audited FY 09/10 | Total FY 10/11 Budget | Current Month | | | Year to Date | | |
|---|---------------------|-----------------------------|------------------|-------------------|----------------------------|-------------------|-------------------|----------------------------|
| | | | Actual | Budget | Favorable (Unfavorable) | Actual | Budget | Favorable (Unfavorable) |
| Revenue: | | | | | | | | |
| Meter Readings | - | 107,781 | 25,123 | 29,411 | (4,288) | 45,077 | 69,810 | - |
| Revenue Fines | 5,900 | 15,000 | 11,067 | 2,083 | 8,984 | 84,627 | 10,832 | 73,795 |
| Vehicle Inspections | 18,300 | 19,000 | 2,303 | 1,583 | 720 | 13,153 | 15,833 | (2,680) |
| New Driver Permits | 9,840 | 5,500 | 600 | 458 | 142 | 3,600 | 4,583 | (983) |
| Driver Transfers | 10,010 | 6,000 | 150 | 500 | (350) | 4,550 | 5,000 | (450) |
| Driver Renewals | 10,390 | 7,250 | 750 | 604 | 146 | 6,050 | 6,042 | 8 |
| Driver Permit Reinstatement/Replacement | 165 | 200 | 15 | 17 | (2) | 120 | 167 | (47) |
| Vehicle Transfers | 65 | 130 | - | - | - | (50) | 130 | (180) |
| Vehicle Permits | 108,000 | 78,000 | 1,263 | - | 1,263 | 81,263 | 78,000 | 3,263 |
| Operator Shared Revenue Fee | 277,377 | 187,850 | 454 | - | 454 | 190,522 | 187,850 | 2,672 |
| Operator Application Fee | 12,000 | - | - | - | - | - | - | - |
| Interest | 192 | - | 15 | - | 15 | 120 | - | 120 |
| Other | 1,078 | 36,065 | - | - | - | 47 | - | 47 |
| Total revenue | \$ 453,318 | \$ 462,776 | \$ 41,740 | \$ 34,657 | \$ 7,083 | \$ 429,080 | \$ 378,247 | \$ 75,566 |
| Expenses: | | | | | | | | |
| Salaries and wages | 189,590 | 184,661 | 16,782 | 15,385 | (1,397) | 156,535 | 153,351 | (3,184) |
| Fringe benefits | 145,448 | 131,315 | 12,576 | 10,651 | (1,925) | 115,243 | 109,810 | (5,433) |
| Services | 120,551 | 131,800 | 10,560 | 13,600 | 3,041 | 79,207 | 96,001 | 16,794 |
| Supplies and materials | 8,566 | 3,900 | 166 | 400 | 234 | 4,528 | 4,000 | (528) |
| Miscellaneous | 20,056 | 11,100 | 829 | 1,192 | 362 | 15,503 | 16,417 | 913 |
| Total expenses | \$ 484,211 | \$ 462,776 | \$ 40,913 | \$ 41,228 | \$ 315 | \$ 371,017 | \$ 379,579 | \$ 8,563 |
| Total Operating Surplus/Deficit | \$ (30,894) | \$ - | \$ 827 | \$ (6,571) | \$ 7,398 | \$ 58,063 | \$ (1,332) | \$ 84,128 |

SunLine Regulatory Admin
Comparison of Balance Sheets
June 30, 2005 through April 30, 2011

| | FY 2005 6/30/2005 | FY 2006 6/30/2006 | FY 2007 6/30/2007 | FY 2008 6/30/2008 | FY 2009 6/30/2009 | FY 2010 6/30/2010 | Current FY 4/30/2011 |
|-------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|-------------------------|
| Cash | \$ 93,979 | \$ 49,228 | \$ 54,854 | \$ 225,745 | \$ 281,247 | \$ 270,226 | \$ 281,407 |
| A/R | \$ 17,230 | \$ 12,690 | \$ 48,111 | \$ 48,485 | \$ 68,792 | \$ - | \$ - |
| Prepays | \$ - | \$ - | \$ - | \$ - | \$ 1,580 | \$ 3,978 | \$ - |
| Due from other Govt's | \$ 3,447 | \$ 2,488 | \$ - | \$ - | \$ - | \$ 223 | \$ 300 |
| Leases A/R | \$ 164,918 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Capital Assets, less Accum Depr | \$ 4,351 | \$ 695 | \$ 6,327 | \$ 29,210 | \$ 30,804 | \$ 43,448 | \$ 49,533 |
| Total Assets | \$ 283,925 | \$ 65,101 | \$ 109,292 | \$ 303,440 | \$ 382,423 | \$ 317,875 | \$ 331,240 |
| Accounts Payable and Accruals | \$ 49,150 | \$ 50,592 | \$ 33,100 | \$ 74,272 | \$ 35,440 | \$ 75,768 | \$ 29,265 |
| Due to Affiliate | \$ 266,203 | \$ 27,517 | \$ 23,352 | \$ 55,464 | \$ 26,503 | \$ 7,354 | \$ 9,153 |
| Due to General | \$ 3,853 | \$ 60,000 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Deposits | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Deferred revenue | \$ 20,403 | \$ - | \$ - | \$ - | \$ 40,000 | \$ - | \$ - |
| Total Liabilities | \$ 339,609 | \$ 138,109 | \$ 56,452 | \$ 129,736 | \$ 101,943 | \$ 83,122 | \$ 38,418 |
| Invested in Capital Assets | \$ 4,351 | \$ 695 | \$ 6,327 | \$ 29,210 | \$ 30,804 | \$ 43,448 | \$ 49,533 |
| Unrestricted | \$ (60,035) | \$ (73,703) | \$ 46,243 | \$ 44,494 | \$ 149,676 | \$ 91,305 | \$ 143,289 |
| Restricted - Reserve | \$ - | \$ - | \$ - | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 |
| Total Net Assets | \$ (55,684) | \$ (73,008) | \$ 52,570 | \$ 173,704 | \$ 280,480 | \$ 234,753 | \$ 292,822 |
| Liabilities & Net Assets | \$ 283,925 | \$ 65,101 | \$ 109,022 | \$ 303,440 | \$ 382,423 | \$ 317,875 | \$ 331,240 |
| Net Income / (loss) | \$ (91,753) | \$ (17,324) | \$ 125,578 | \$ 121,134 | \$ 106,776 | \$ (45,727) | \$ 58,063 |

SunLine Services Group

DATE: May 25, 2011 **ACTION**
TO: Taxi Committee
Board of Directors
FROM: Taxi Administrator
RE: Approval of Taxi Regulation R.25, Interference with Driver Reporting

Recommendation

Recommend that the Board of Directors approve Regulation R.25 (Interference with Driver Reporting) establishing a penalty for discouraging SunLine permitted taxicab drivers from attending or speaking before SunLine Regulatory Administration (SRA) Board or Committee Meetings or from taking retaliatory actions against permitted taxicab drivers who exercise this privilege or who report safety concerns.

Background

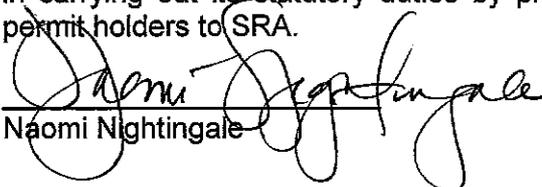
It has been reported to SRA that taxicab permit holders are subject to threats of retaliation and other forms of discouragement for engaging in activities involving the report of safety concerns to SRA. It has been reported that taxicab permit holders have been informed by franchise management that they are not to attend or participate in SSG Board Meeting or Committee Meetings.

Currently, the Regulations do not specifically call out conduct on the part of a franchise holder to discourage participation in public meetings or to discourage reporting of safety concerns in explicit terms.

It is recommended that the Regulations be amended to include a specific penalty for engaging in such conduct. Regulation R.25 would carry a penalty of \$100.00 for a first violation, \$250.00 for a second violation, and \$500.00 for a third violation within one calendar year. Conduct constituting a violation would be counted as a separate violation for each individual driver affected.

SSG has empowered the Taxicab Administrator to promulgate Regulations to carry out the Ordinance of SSG, subject to the approval of the Board. (Ordinance of SSG 3.140). This Regulation falls within the purview of the power of SSG to regulate the taxicab business under *Government Code §53075.5*.

It is recommended that Regulation R.25 be approved by the Board to further the interest of SSG in carrying out its statutory duties by promoting the report of safety concerns directly by the permit holders to SRA.


Naomi Nightingale

R. 25 INTERFERENCE WITH DRIVER REPORTING

R.25.1 It shall be a violation of these Regulations for any employee, officer, manager, or owner of a Franchise to take any action to prohibit, discourage, retaliate against, or otherwise interfere with any Driver's attendance at a Board Meeting of SSG or any Committee thereof.

R.25.2 It shall be a violation of these Regulations for any employee, officer, manager, or owner of a Franchise to take any action to prohibit, discourage, retaliate against, or otherwise interfere with any Driver's attempt to report a safety concern to SRA or any of its agents or employees, the SSG Board, the Taxicab Administrator or any other governmental agency.

R.25.3 Conduct constituting a violation of R.25.1 or R.25.2 shall be counted as a separate violation for each individual Driver affected.

R.25.4 The penalty for violating the Regulations in Section 25 shall be as set forth in the Ordinance of SSG 1.255 and the penalties shall accumulate as set forth therein.

SunLine Services Group

DATE: May 25, 2011 **DISCUSSION**

TO: Taxi Committee
Board of Directors

FROM: Taxi Administrator

RE: Safety Review of Taxicab Franchise System

Background

SunLine Services Group is required by Government Code section 53075.5 to protect the public health, safety, and welfare by adopting ordinance or resolution regarding taxicabs operated within its jurisdiction.

With the approval of the SunLine Services Group Board of Directors (SSG), SunLine Regulatory Administration (SRA) started administering the franchise taxicab system in October 2009. The rules governing the franchise relationships are prescribed in the SunLine Services Group Ordinance and Regulations.

In 2010, the Desert Sun newspaper produced a series of articles focused on taxicab driver safety. There was a June 27, 2010 article that reported on a driver that had been killed while apparently falling asleep after driving too many hours. There have also been several studies in Los Angeles and Chicago that consider the effects that franchise systems have on the operations of taxicab services and the numbers of hours put in by drivers.

SunLine Regulatory Administration (SRA) is conducting studies to address safety concerns associated with the Coachella Valley franchise system.

SRA's preliminary studies indicate that \$9 million per year of taxi revenue is generated by taxicab operations in the Coachella Valley. Documents also show that some franchises charge weekly lease rates to the drivers that go as high as \$1,075 per week.

In order to generate enough fares to pay a weekly lease rate that high, a driver would be required to put in at least 10 hours per day, seven days per week, and this is assuming minimal wait time between fares. Even at that, after paying lease and fuel charges the driver's net wages would only be approximately \$5.36 per hour, which is well below the California minimum wage. Based on a 40-hour workweek, the driver's income would fall only slightly above the U.S. poverty level.

SRA is concerned that excessive weekly lease rates may have the effect of promoting unsafe and illegal driving practices for the drivers.

California Vehicle Code 21702 States in relevant part that:

No person shall drive upon any highway any vehicle designed or used for transporting persons for compensation for more than 10 consecutive hours nor for more than 10 hours spread over a total of 15 consecutive hours. Thereafter, such person shall not drive any such vehicle until eight consecutive hours have elapsed.

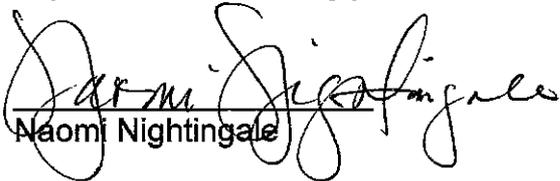
The Regulations of SunLine Regulatory Agency provide as follows:

R.6.11 All drivers shall be adequately rested, and shall not operate a taxicab for more than 10 consecutive hours nor for more than 10 hours spread over a total of 15 consecutive hours. Thereafter, no driver shall drive a taxicab until eight consecutive hours have elapsed.

Three alternatives being considered by SRA to alleviate these concerns are as follows:

1. Eliminate the ability of franchises to contract out labor in order to avoid the prospect that drivers would earn less than a minimum wage and therefore work more hours to make up the difference.
2. Establish lease caps that would prohibit franchises from charging more than a maximum amount to lease a taxi which would also deter a driver's need to operate excessive hours to earn a living.
3. Require that drivers have an ownership interest in the vehicles substantial enough to eliminate the take-it-or-leave-it approach complained of by drivers with respect to the current franchises.

SRA would like the SSG Board of Directors to provide input on these options suggested by the preliminary data and the alternatives being considered by SRA to promote safe driving practices in the Coachella Valley taxicab market.


Naomi Nightingale