



Wednesday, July 27, 2011

12:00 Noon

(Lunch Provided for Board Members)

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

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

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

AGENDA TOPICS

RECOMMENDATION

1. **Call to Order**
Chairman Eduardo Garcia
2. **Flag Salute**
3. **Roll Call**
4. **Presentations**
 - a) Employees of the Quarter (Naomi Nightingale)
 - b) Presentation of Fare Study (C. Mikel Oglesby)
5. **Finalization of Agenda**
6. **Correspondence**
None.

7. Public Comments**Receive Comments**

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

NON AGENDA ITEMS

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

AGENDA ITEMS

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

8. Board Member Comments**Receive Comments**

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

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

9. Consent Calendar**Approve**

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

- a) Minutes of the June 22, 2011 Board of Directors Meeting (Pages 1-6)
- b) Checks over \$1,000 for June, 2011 (Pages 7-9)
- c) Credit card statement for June, 2011 (Pages 10-12)
- d) Monthly Budget Report for June, 2011 (Pages 13)
- e) Contract Report – nothing to report
- f) Ridership Report for June, 2011 (Pages 14-15)
- g) SunDial Operational Notes for June, 2011 (Page 16)

**10. Resolution Updating Signatures on Bank Accounts
(C. Mikel Oglesby)****Approve**

Request to the Board to approve the attached Resolution updating Bank signature cards to reflect newly elected Agency officers for FY 2012, removal of Director of Finance and addition of Naomi Nightingale, Director of Administration/EEO. (Pages 17-18)

11. **Bargaining and Non-Bargaining Retirement Plan Amendments (Naomi Nightingale)** **Approve**
Request to the Board to approve attached Amendments to the Employee Bargaining and Non-Bargaining Retirement Plan. (Pages 19-23)
12. **Resolution for the Execution of the Certifications and Assurances to Obtain Prop 1B Funding (Eunice Lovi)** **Approve**
Request to the Board to approve the attached Resolution that will allow SunLine to execute the Certifications and Assurances to obtain Prop 1B funding. (Pages 24-26)
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13. **Committee Appointments (Chairman Eduardo Garcia)**
Chairman to appoint Committee assignments.
14. **General Manager's Report (C. Mikel Oglesby)**
15. **Next Meeting Date**
September 28, 2011
12 o'clock Noon – Kelly Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276
16. **Closed Session**
- a) Closed Session - Conference on Labor Negotiations pursuant to Government Code Section 54957.6: C. Mikel Oglesby. Employee Organization: Amalgamated Transit Union, Local 1277 representing drivers, mechanics and other trades.
 - b) Closed session to review the employee performance evaluation of the General Manager, pursuant to Government Code Section 54957 of the California Government Code.
17. **Adjourn**

MINUTES
SunLine Transit Agency
Board of Directors Meeting
June 22, 2011

A regular meeting of the SunLine Transit Agency Board of Directors was held at 12:00pm on Wednesday, June 22, 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 Vice Chairman Eduardo Garcia.
2. **Flag Salute**
Mayor Pro Tem Glenn Miller led all in a salute to our flag.
3. **Roll Call**
Completed.

Members Present

Eduardo Garcia, Vice Chairman, Mayor, City of Coachella
Rick Hutcheson, Councilmember, City of Palm Springs
Yvonne Parks, Mayor, City of Desert Hot Springs
G. Dana Hobart, Mayor, City of Rancho Mirage
Bud England, Councilmember, City of Cathedral City
Bob Spiegel, Mayor Pro Tem, City of Palm Desert
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

None.

Guests:

Britt Wilson-City of Rancho Mirage
Dan Beckwith-Desert Pass Education Center
Steve Records-White Water Facility Education Program
Bill Meyers-Yellow Cab of the Desert
Gadi Srulovitz –Yellow Cab of the Desert
Ricardo Diaz, Yellow Cab of the Desert
Harry Incs-American Cab
Peter Kurzon-American Cab
Mabu Hossain-Airport Taxi
Mohammed Hossain-Airport Taxi
KD Labana-Airport Taxi
Norman Strickland-LFR Associates
Lydia Rodriguez-LFR Associates
Debbie DeRoma, LFR Associates
Esther Mantadama-Citizen
Terry Tatt-Citizen

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
Mannie Thomas, Operations Manager
Rudy Le Flore, Procurement Consultant
Rick Barone, Procurement Officer
Mannie Garcia, Senior Supervisor
Jack Stevens, Human Resources Manager
Francine DePalo, Administrative Assistant
Ed Carson, Accounting Manager
Connie Mitchell, Planning Services Coordinator
Ivanna Samokish, Safety, Risk Assessment & Training Coordinator
David Manriquez, Safety Specialist
Blanca Flores, Accountant
Stephanie Buriel, Administrative Assistant
Vanessa Mora, Administrative Assistant

4. Presentations

None.

5. Finalization of Agenda

No changes made.

6. Correspondence

None.

7. Public Comments**NON AGENDA ITEMS:**

Dan Beckwith, Facility Director, Desert Pass Education & Training Center; he addressed the Board about the transportation concerns to and from Whitewater. He stated that there are approximately 70 residents currently in the area and he believes it will expand to approximately 150 at some point. He stated that current residents are successful at gaining employment and transportation is needed in that area.

AGENDA ITEMS:

None.

8. Board Member Comments

None.

9. SunLine Consultant Contracts

General Manager, Mikel Oglesby, addressed the Board as an informational item. He directed the Board to Exhibit A, a chart that shows what the Agency has accomplished using consultants. He pointed out that in 2007, there were \$200,000 in projects and today there are \$24 million in projects. Mr. Oglesby stated that there were 76 Administration staff members in 2007 and currently there are 70 staff members. He stated that we are able to do a lot more with less due to the fact that various consultants were used at a minimal cost. Mr. Oglesby stated that unlike the cities, the FTA supports the use of consultants as listed in the report's Force Account section. He stated that some of the projects were used with ARRA funds, which supported local vendors and created jobs. Mr. Oglesby stated that this is good news and staff will continue to save where possible, moving forward with some major projects.

10. Consent Calendar

Mayor Pro Tem Spiegel moved for approval of the consent calendar. The motion was seconded by Councilmember Powers and approved by a unanimous vote the exception of Mayor Adolph, Mayor Pro Tem Miller and Councilmember Hutcheson abstaining from 10a, the May, 2011 Board meeting minutes.

11. Project Management Consultant

General Manager, Mikel Oglesby, addressed the Board stating that staff is requesting the Board to authorize the General Manager to issue a Request for Offer and award a three year contract for project management and complex contract administration support. He stated that SunLine is undertaking several complex projects requiring skills in both project and contract management, without increasing staff. He stated that currently we have seven major projects – the Advanced Technology Bus Project, the Administrative Building Project, the American Fuel Cell Bus Project, the Maintenance Building Expansion Project, the Franchise Taxi System, and the Zweig Building Upgrade, as well as the Avail project. He stated that currently he is offsetting this with consultants, but he would like to propose a solicitation for the continuation of this needed support utilizing the California Department of General Services Schedule Contracts to expedite the process. He stated that the current consultant, the LeFlore Group, will be able to compete for the business, and see what else is out there. Councilmember Powers moved for approval of. The motion was seconded by Mayor Pro Tem Spiegel and approved by a unanimous vote

12. Overview of the FY 2012 Budget

Ed Carson, Accounting Manager, addressed the Board presenting the operating and capital budget for SunLine for fiscal year 2012. He stated that the operating budget is slightly over \$22.1 million and capital budget is approximately \$14.3 million. He stated that the budget represents an increase of 4% over FY 2011 budget. The increase is due largely to budgeting several positions in FY 2011 that were unfilled due to budget constraints; there is also a 15% increase in health care costs; the vehicle warranty expiration will result in increased

maintenance costs; increase in material and freight costs due to an expected increase in oil prices. He stated that tax revenues are expected to increase, which will have a good impact on both LTF and Measure A funding. Mr. Carson stated that SunLine has secured Prop 1B and FTA carryover funds to help with the capital budget. He stated that the funds used in the capital budget have been programmed into the SRTP. Notable projects are the Administration building, replacement of paratransit vehicles, upgrade of the Zweig building, the American Fuel Cell bus and the ITS Avail Intelligent Transportation System.

Mikel Oglesby introduced Ed Carson and stated that he has been working under Christopher Mitchell for the past year. He stated that Mr. Mitchell has announced that he is moving on and has another job. Mr. Carson is now interim Director and has worked hard on the budget.

13. Public Hearing on the Budget

No comments.

14. FY 2012 Operating & Capital Budget

Vice Chairman Garcia asked for a motion to approve the budget. Mayor Pro Tem Miller acknowledged Mikel Oglesby for doing an excellent job, as well as staff, but he would like to look at the uncertainty of the economy, as well as the State and Federal government, and asked that staff try and utilize as much savings to continue to build the reserves. Oglesby stated that he would like to add to the great point brought up by Mayor Pro Tem Miller; even though staff has a budget before the Board that staff feels comfortable with, staff will continue to push to squeeze costs and to be conservative as we are not out of the woods yet; however, transit needs to be provided. Mayor Adolph moved for approval. The motion was seconded by Mayor Pro Tem Miller and approved by a unanimous vote.

15. Approval of the Short Range Transit Plan for FY 2012-2014

Eunice Lovi, Director of Planning, addressed the budget requesting approval of the FY 2012-2014 SRTP, which enables staff to work with RCTC to include the document in the Regional Transportation Improvement Program. She stated that the proposed SRTP includes request for operating and capital funding that consists of federal, local and state funds. She stated that for operating, staff will use the requested funding to implement fixed route services, as well as the operation of paratransit services and the implementation of a new taxi voucher program. She stated that the capital budget includes replacement of paratransit vehicles, office and maintenance tools and equipment, facility improvement, continuation of the ITS project, installation of an additional Ticket Vending Machine, as well as construction of the new administrative building. She then brought the Board's attention to the attached memo that shows the revised Table 4, which is a document in the SRTP. The Table is consistent with the information in the budget. Mayor Pro Tem Spiegel moved for approval. The motion was seconded by Mayor Pro Tem Miller and approved by a unanimous vote.

16. Purchase of Replacement Paratransit Vehicles

Director of Maintenance, Tommy Edwards, addressed the Board requesting authorization of the General Manager to approve award of contract for the purchase of up to 13 replacement paratransit vehicles. He stated that currently we have 31 El Dorado Aero-tech Cut-A-Way vehicles. He stated that 27 of these vehicles are coming close to the end of their useful life. He stated that we currently have funding available, federal and state funds. He stated that staff would like to move forward through a purchasing co-op that would save some funds. Councilmember England asked about the useful lifespan of the vehicles. Mr. Edwards stated that FTA says the useful lifespan is 150,000 miles, or three years. He stated that we have got the vehicles up to 200,000 miles, but after that point, it is very costly to maintain. Mayor Pro Tem Spiegel moved for approval. The motion was seconded by Mayor Pro Tem Miller and approved by a unanimous vote.

17. Purchase of Supervisor Vehicles

Director of Maintenance, Tommy Edwards, addressed the Board requesting authorization of General Manager to award contract to purchase six supervisor vehicles. He stated that currently SunLine has six full size Ford wheelchair equipped vans that are well past their useful life. He stated that there is a vehicle that is available through another co-op; the vehicles are specifically designed to meet or exceed the Americans with Disabilities Act guidelines. The vehicles can load at least one to two wheelchairs and are more accessible; there is a ramp rather than a lift. Mr. Edwards stated that funding is available using state and federal funds, as well as Prop 1B funds. Mayor Adolph moved for approval. The motion was seconded by Mayor Pro Tem Spiegel and approved by a unanimous vote.

18. Resolutions to Obtain Grant Funding

Director of Planning, Eunice Lovi, addressed the Board requesting approval of the attached Resolutions that grants authorization to the General Manager to direct staff to apply for grants. The Resolution authorizes the General Manager to act on the Agency's behalf to complete the necessary paperwork to obtain operating and capital funds. Mayor Adolph moved for approval. The motion was seconded by Mayor Pro Tem Spiegel and approved by a unanimous vote.

19. Resolution Authorizing Access to FTA's Transportation Electronic Award and Management System (TEAM)

Director of Planning, Eunice Lovi, addressed the Board requesting approval of the attached Resolution to enable staff to complete the necessary legal, planning, financial and reporting functions for grant activities. She stated that the Resolution is a requirement of the FTA and the Board's approval is required to grant staff access to the electronic system that allows staff to apply for grants. It also authorizes the General Manager to direct staff to complete some of the necessary paperwork in the electronic system and to submit the quarterly report. Supervisor Benoit moved for approval. The motion was seconded by Mayor Pro Tem Miller and approved by a unanimous vote.

20. Election of Officers

Vice Chairman Garcia announced that on behalf of the Nominating Committee, Chairman Pougnet, Vice Chairman Garcia and Mayor Parks, he nominates Mayor Pro Tem Bob Spiegel for Vice Chairman for fiscal year 2012. The motion was seconded by Councilmember Powers and approved by a unanimous vote.

21. General Manager's Report

Mikel Oglesby addressed the Board stating that he and Tommy Edwards joined Walt Kulyk, the Director of the Office of Mobility Innovation for the FTA, and staff from BAE and CalStart, for a tour of the El Dorado National California facilities in Riverside. El Dorado is the company that is manufacturing the Agency's seventh generation hydrogen fueled vehicle, the American Fuel Cell Bus. Mr. Oglesby stated that the enthusiasm of all partners involved in the project was evident during the meetings and tour. The manufacturing of the bus is on schedule; the bus will be added to the Agency fleet in the fall of this year. Mr. Oglesby stated that he will keep the Board posted on a planned "welcome celebration" as it gets closer. He stated that it was a treat to have people who are in charge of the funding come down from Washington to see the progress. Mr. Kulyk was very excited and is looking to have a high level person come to the unveiling of the bus. Mr. Oglesby informed the Board that the Maintenance expansion is in its final stages and a ribbon cutting ceremony is being planned to celebrate the completion of this project. He stated that invitations will be sent out in the next few weeks and he would appreciate the Board's participation. In closing, Mr. Oglesby stated that he looks forward to working with the new Chairman, Eduardo Garcia, and Vice Chairman, Bob Spiegel this year.

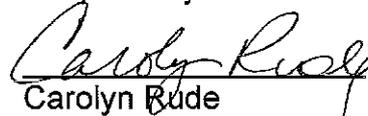
22. Next Meeting Date

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

23. Adjourn

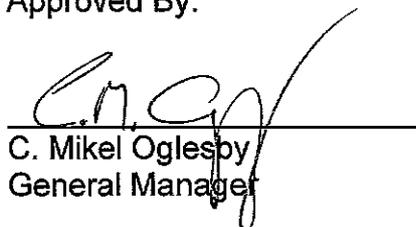
Vice Chairman Garcia adjourned the meeting at 12:30p.m.

Respectfully Submitted



Carolyn Rude
Clerk of the Board

Approved By:



C. Mikel Oglesby
General Manager

Date: 7/14/11

SunLine Transit Agency
Checks \$1,000 and Over
For the month of June 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
HEALTH NET	Group Health Ins Prem	651125	6/17/2011	\$192,913.40
BALLARD POWER SYSTEMS	Fuel Cell Bus	651155	6/24/2011	\$144,250.00
TRAPEZE GROUP	WIP-Software Upgrade	651143	6/17/2011	\$110,747.02
SOUTHERN CALIFORNIA GAS CO.	Gas CNG & Hydrogen	651100	6/10/2011	\$94,130.01
UNION BANK	Pension Deposits	651109	6/10/2011	\$83,681.33
UNION BANK	Pension Deposits	651224	6/24/2011	\$82,249.22
USS CAL BUILDERS, INC.	Engineer Services	651146	6/21/2011	\$43,712.35
TW CABLE AD SALES/LA	Advertisement	651281	6/30/2011	\$24,552.00
CREATIVE BUS SALES, INC.	WIP-Security New Vehicles	651123	6/17/2011	\$24,352.26
GOODYEAR TIRE & RUBBER	Bus Tire Lease	651063	6/10/2011	\$19,222.83
IMPERIAL IRRIGATION DIST	Electricity TP Area	650993	6/6/2011	\$17,052.00
BLUWAYS USA, INC.	WIP-THOR/AT Bus	651036	6/10/2011	\$16,000.00
KUSHNER, SMITH, JOANOU &	Pension Auditors	651198	6/24/2011	\$11,715.00
EPLER COMPANY, THE	Pension Consultant	651175	6/24/2011	\$10,732.11
BIG TEX TRAILERS WORLD, INC.	WIP-Stops & Zones Trailers	651157	6/24/2011	\$10,436.88
HARTFORD LIFE	Employee Benefits	650990	6/6/2011	\$10,170.22
HARTFORD LIFE	Employee Benefits	651257	6/30/2011	\$10,083.20
LEFLORE GROUP LLC, THE	Procurement Consultant	651082	6/10/2011	\$9,647.50
CREASON & AARVIG, LLP	Legal Services	651048	6/10/2011	\$9,355.46
INDEPENDENT LIVING PARTNERSHIP	Grant Pass-Through	651191	6/24/2011	\$8,170.71
IMAGE MARKETING CONCEPTS, INC.	Management Consultant	651074	6/10/2011	\$8,000.00
REWARD STRATEGY GROUP, INC.	Consultant	651211	6/24/2011	\$7,450.00
G & K SERVICES	Uniform service	650985	6/6/2011	\$7,336.13
COLONIAL LIFE & ACCIDENT	Supplemental Insurance	651164	6/24/2011	\$6,437.82
METLIFE SBC	Dental Insurance	650999	6/6/2011	\$6,043.31
SOUTHWEST NETWORKS, INC.	Computer Equipt	651272	6/30/2011	\$5,804.08
METLIFE SBC	Dental Insurance	651261	6/30/2011	\$5,705.27
TMAD, TAYLOR & GAINES	Engineer Services	651223	6/24/2011	\$5,617.50
NEW FLYER	Bus Parts	651134	6/17/2011	\$5,483.91
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	651051	6/10/2011	\$5,325.75
C V WATER DISTRICT	WIP-Administrative Bldg	650954	6/6/2011	\$5,000.00
PERMA	Gnrl Liab / Wker Comp Prem	651209	6/24/2011	\$4,727.23
IMPERIAL IRRIGATION DIST	Electricity TP Area	651189	6/24/2011	\$4,548.32
MOORE MAINTENANCE	Janitorial Servs	651000	6/6/2011	\$4,347.00
AMALGAMATED TRANSIT UNION	Union Dues	651029	6/10/2011	\$4,013.76
AMALGAMATED TRANSIT UNION	Union Dues	651151	6/24/2011	\$3,959.58
ALLIEDBARTON SECURITY SERVICES	Security Services	651232	6/30/2011	\$3,321.92
ALLIEDBARTON SECURITY SERVICES	Security Services	650946	6/6/2011	\$3,321.92
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	651168	6/24/2011	\$3,212.43
TELEPACIFIC COMMUNICATIONS	Telephone Service	651276	6/30/2011	\$3,195.98

SunLine Transit Agency
Checks \$1,000 and Over
For the month of June 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
NEW FLYER	Bus Parts	651204	6/24/2011	\$3,121.87
VERIZON WIRELESS	Wireless Cell Serv	651227	6/24/2011	\$3,031.69
CARQUEST OF THE DESERT	Repair Parts	650965	6/6/2011	\$3,023.92
<u>CALIFORNIA STATE DISBURSEMENT</u>	<u>Employee Garnishment</u>	<u>651041</u>	<u>6/10/2011</u>	<u>\$3,020.46</u>
<u>CALIFORNIA STATE DISBURSEMENT</u>	<u>Employee Garnishment</u>	<u>651161</u>	<u>6/24/2011</u>	<u>\$3,020.46</u>
<i>TEAM LABOR COMPLIANCE</i>	<i>Construction Managing</i>	<i>651275</i>	<i>6/30/2011</i>	<i>\$2,990.00</i>
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	650973	6/6/2011	\$2,924.95
NAME WITHHELD	Insurance Losses	651200	6/24/2011	\$2,860.00
IMPERIAL IRRIGATION DIST	Electricity TP Area	651126	6/17/2011	\$2,825.81
DESERT SUN PUBLISHING CO., THE	Advertising	651053	6/10/2011	\$2,816.64
SOUTHWEST NETWORKS, INC.	Network Consultants	651218	6/24/2011	\$2,756.25
SOUTHWEST NETWORKS, INC.	Network Consultants	651138	6/17/2011	\$2,737.50
HOME DEPOT CRD SRVS	Facility Maintenance	651071	6/10/2011	\$2,538.24
PERMA	Gnrl Liab / Wker Comp Prem	651012	6/6/2011	\$2,464.60
NEW FLYER	Bus Parts	651004	6/6/2011	\$2,369.16
<i>COMMUNITY BANK</i>	<i>Project Retention payment</i>	<i>651165</i>	<i>6/24/2011</i>	<i>\$2,300.65</i>
<u>EYE MED</u>	<u>Employee Benefits</u>	<u>650975</u>	<u>6/6/2011</u>	<u>\$2,298.00</u>
SOUTHWEST NETWORKS, INC.	Network Consultants	651019	6/6/2011	\$2,287.50
<i>MAGIK GLASS AND DOOR</i>	<i>WIP-Reception Remodel</i>	<i>651201</i>	<i>6/24/2011</i>	<i>\$2,195.00</i>
CNTY OF RIVERSIDE DEPARTMENT	Hazardous Mat. Permit	650968	6/6/2011	\$2,150.00
<i>TOPS N BARRICADES, INC.</i>	<i>WIP-Stops & Zones Trucks</i>	<i>651107</i>	<i>6/10/2011</i>	<i>\$2,127.87</i>
<i>COUNTY OF RIVERSIDE-PLANNING</i>	<i>WIP-Administrative Bldg</i>	<i>651114</i>	<i>6/14/2011</i>	<i>\$2,044.00</i>
FACTORY MOTOR PARTS COMPANY	Repair Parts	651247	6/30/2011	\$1,982.73
FLEET-NET CORPORATION	Software & Licenses	650980	6/6/2011	\$1,980.00
BURRTEC WASTE & RECYCLING	Facility Trash Removal	651118	6/17/2011	\$1,972.46
KENNY STRICKLAND, INC.	Lubricants & Oils	651081	6/10/2011	\$1,971.61
ALLIEDBARTON SECURITY SERVICES	Security Services	651115	6/17/2011	\$1,822.66
DESERT AIR CONDITIONING, INC.	Contract Services-A/C	651171	6/24/2011	\$1,783.18
FACTORY MOTOR PARTS COMPANY	Repair Parts	651057	6/10/2011	\$1,775.21
ALEXANDER COHN, ESQ	Legal Services	651149	6/24/2011	\$1,750.45
CNTY OF RIVERSIDE DEPARTMENT	Hazardous Mat. Permit	651120	6/17/2011	\$1,739.00
NEW FLYER	Bus Parts	651087	6/10/2011	\$1,734.78
TRANSIT PRODUCTS & SERVICES	Repair Parts	651279	6/30/2011	\$1,681.25
ALLIEDBARTON SECURITY SERVICES	Security Services	651028	6/10/2011	\$1,660.96
OFFICE DEPOT	Office Supplies	651267	6/30/2011	\$1,616.00
AMERICAN SEATING COMPANY	Seats and Inserts	651152	6/24/2011	\$1,566.00
HYDRO TEK SYSTEMS INC.	Repair Parts/Support	650992	6/6/2011	\$1,554.96
PARKHOUSE TIRES INC	Revenue/Non-Rev Tires	651010	6/6/2011	\$1,551.25
VERIZON	Communications	651111	6/10/2011	\$1,490.54
GREENFIELD	Mat/Supplies--CNG TP	651256	6/30/2011	\$1,489.08
<i>TMAD, TAYLOR & GAINES</i>	<i>Engineer Services</i>	<i>651021</i>	<i>6/6/2011</i>	<i>\$1,435.00</i>

**SunLine Transit Agency
Checks \$1,000 and Over
For the month of June 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
GOODYEAR TIRE & RUBBER	Bus Tire Lease	651254	6/30/2011	\$1,428.61
TRANSIT PRODUCTS & SERVICES	Repair Parts	651141	6/17/2011	\$1,354.67
LARGER THAN LIFE PRODUCTIONS, OFFICETEAM	Advertisement	650995	6/6/2011	\$1,350.00
CAL-TEST, INC.	Temporary Services	651207	6/24/2011	\$1,343.49
FRANKLIN TRUCK PARTS, INC	D&A Onsite Testing	650956	6/6/2011	\$1,334.70
HAYWARD TILTON & ROLAPP	Bus Repair Parts	650983	6/6/2011	\$1,309.53
OFFICE DEPOT	Auto Physical Damage	651186	6/24/2011	\$1,292.18
VALLEY OFFICE EQUIPMENT, INC.	Office Supplies	651206	6/24/2011	\$1,281.45
SMART CHEMISTRY CORPORATION	Fax/Copier Supplies	651283	6/30/2011	\$1,259.12
FIESTA FORD, INC.	Hydrogen Samples	651098	6/10/2011	\$1,250.00
RESORT MARKETING	Repair Parts/Support	650979	6/6/2011	\$1,238.25
NEW FLYER	Public Relations Mgmt	651270	6/30/2011	\$1,200.00
UPS	Bus Parts	651264	6/30/2011	\$1,172.37
<u>HEALTH NET</u>	Freight	651024	6/6/2011	\$1,128.98
CUMMINS CAL PACIFIC, LLC	Group Health Ins Prem	650991	6/6/2011	<u>\$1,118.82</u>
DEPT OF TOXIC SUBSTANCES CONTROL	Bus Repair Parts	651240	6/30/2011	\$1,088.98
CARRIER TRANSICOLD	Annual EPA Fees	651170	6/24/2011	\$1,082.50
PURCHASE POWER	Repair Parts	650966	6/6/2011	\$1,070.04
KENNY STRICKLAND, INC.	Postage for Meter	651210	6/24/2011	\$1,058.30
PURCHASE POWER	Lubricants & Oils	651130	6/17/2011	\$1,026.42
	Postage for Meter	651014	6/6/2011	\$1,000.00

Total of Checks Over \$1,000	\$1,151,875.51
Total of Checks Under \$1,000	\$63,640.80
Total of All Checks for the Month	\$1,215,516.31

Total Amount of Checks Prior Years Same Month	\$1,131,269.13
--	-----------------------



June Statement for activity from May 21, 2011 through Jun. 21, 2011
 SUNLINE TRANSIT
 C MIKEL OGLESBY

Inquiries: 1-866-552-8855
 BUS 7 13 Page 1 of 2

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

Activity Summary	
Previous Balance	\$50.00
Payments	\$50.00CR
Other Credits	\$0.00
Purchases	\$1,826.49
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	\$1,826.49
Credit Line	\$31,000.00
Available Credit	\$29,173.51
Statement Close Date	Jun. 21, 2011
Days in Billing Cycle	32

Payment Information	
New Balance	\$1,826.49
Minimum Payment Due (Current Month)	\$19.00
Minimum Payment Due (Past Due)	\$0.00
Total New Minimum Payment Due	\$19.00
Payment Due Date	Jul. 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 \$1,826.49 by 07/17/11. 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					
06/06			PAYMENT THANK YOU	\$50.00CR	-----
Purchases and Other Debits					
05/23	05/19	5836	COMTO 202-367-2437 DC	\$35.00	-----
05/27	05/26	3007	MARRIOTT 337U3 MEMPHIS MEMPHIS TN	\$702.29	-----
			05/20/11 FOR 06 NIGHTS FOLIO: 7450007400004		
06/06	06/03	6000	AMERICAN PUBLIC TRANS 202-4964800 DC	\$85.00	-----

Continued on Next Page

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

Automatic Payment

Your Account Number: _____
 Your new full balance of \$1,826.49 will be automatically deducted from your account on 07/05/11.

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





June Statement for activity from May 21, 2011 through Jun. 21, 2011
 SUNLINE TRANSIT
 C MIKEL OGLESBY

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

Transactions

Post Date	Trans Date	Ref. Nbr	Description of Transaction	Amount	Notation
06/10	06/08	8603	USAIRWAYS0372433690514 800-428-4322 AZ..... NIGHTINGALE/NA 07/15/11 LOS ANGELES TO PHILADELPHIA	\$437.40	-----
06/10	06/08	9335	USAIRWAYS0372433697357 800-428-4322 AZ..... OGLESBY/CHARLE 07/15/11 PALMSPRINGS TO PHOENIX ARIZ PHOENIX ARIZ TO PHILADELPHIA PHILADELPHIA TO PHOENIX ARIZ PHOENIX ARIZ TO PALMSPRINGS	\$566.80	-----

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

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

Signature/Approval: _____ Accounting Code: _____

Interest Charge Calculation

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

** APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest	Variable	Interest	Annual Percentage Rate	Expires with Statement	Interest Free Period
**BALANCE TRANSFER	\$0.00	\$0.00	YES	\$0.00	13.99%		NO
**PURCHASES	\$1,826.49	\$0.00	YES	\$0.00	13.99%		YES
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	20.99%		NO

Important Messages

Your payment of \$1826.49 will be automatically deducted from your bank account on 07/05/2011

To contact us regarding your account..

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

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

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

Online
 visit our website:
myaccountaccess.com

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

Detail:

5/23/11	COMTO	COMTO Conference Event Registration – Dir.of Admin.	\$ 35.00
5/27/11	Marriott Memphis	APTA Bus & Paratransit Conf. hotel charges – General Manager	\$ 702.29
6/06/11	APTA	APTA Conference Event – General Manager	\$ 85.00
6/10/11	US Airways	COMTO Conference airfare – Dir. of Admin.	\$ 437.40
6/10/11	US Airways	COMTO Conference airfare – General Manager	\$ 566.80

Credit:

6/06/11	Payment		\$ 50.50CR
---------	---------	--	------------

**SunLine Transit Agency
Statement of Activities
June 2011**

	Audited FY 09/10	Total FY 10/11 Budget	Current Month			Year to Date		
			Actual	Budget	Favorable (Unfavorable)	YTD Actual	YTD Budget	Favorable (Unfavorable)
Operating Revenue:								
Passenger fares	2,706,198	2,950,000	239,639	239,781	(142)	2,893,849	2,950,000	(56,151)
Advertising revenue	34,726	75,000	900	-	900	27,024	75,000	(47,976)
Rebate for CNG production	338,447	-	68,558	-	68,558	1,035,857	-	1,035,857
Interest Revenue	25,049	50,000	463	5,269	(4,806)	8,573	50,000	(41,427)
Outside Fueling Revenue (SunFuels)	198,512	220,855	32,459	18,661	13,798	219,868	220,855	(987)
Pass-Through Operating revenue	-	124,307	8,171	-	8,171	69,777	124,308	(54,531)
Other revenue	134,910	120,000	7,953	8,342	(389)	107,833	120,000	(12,167)
Other revenue-Measure A supplement	-	185,000	-	15,326	(15,326)	-	185,000	(185,000)
Total local revenue	3,437,841	3,725,162	358,143	287,379	70,764	4,362,782	3,725,163	637,619
Expenses:								
SunFuels (10)	198,512	220,855	32,459	18,661	(13,798)	219,868	220,855	987
Operations-Fixed Route (11 & 12)	8,487,588	8,310,676	703,477	679,036	(24,441)	8,453,305	8,310,678	(142,627)
Operations-Dial-A-Ride (13 & 14)	2,219,210	2,348,875	185,612	193,491	7,880	2,232,339	2,348,873	116,534
Security (15)	481,210	427,985	41,265	36,251	(5,014)	514,549	427,984	(86,565)
Maintenance (21 & 22)	5,185,353	5,222,412	447,595	434,283	(13,312)	5,212,682	5,221,412	8,730
Facility Maintenance-T.P. (23)	557,685	572,329	54,270	46,890	(7,380)	567,807	572,328	4,521
Facility Maintenance-Indio (24)	73,287	87,010	7,122	7,251	129	81,905	87,010	5,105
Bus Stops/Shelters (25)	408,150	424,106	37,379	34,899	(2,480)	416,057	425,105	9,048
Marketing (31)	233,920	287,141	12,115	19,945	7,830	261,442	287,141	25,699
Human Resources (32)	523,529	553,333	45,183	47,162	1,979	451,763	553,333	101,570
General Administration (40)	1,186,265	1,309,939	138,953	110,018	(28,935)	1,032,497	1,309,939	277,443
Finance (41)	969,377	730,895	84,185	80,609	(3,576)	755,754	730,895	(24,859)
Information Technology (42)	164,574	413,549	23,054	34,668	11,614	289,135	413,550	124,415
Planning & Agency Development (49)	570,465	760,437	100,762	63,398	(37,363)	599,879	760,438	160,559
Total expenses	21,259,127	21,669,542	1,913,430	1,806,562	(106,868)	21,088,982	21,669,541	580,559

Minimum Farebox ratio = 17.97%

YTD Farebox ratio 20.69%

Preliminary Statement Prior To Audit Field Work

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

		FY 2010 & 2011													
		Jun 2011	Jun 2010	May 2011	Month Var.	% Var.	FY 2011 YTD	FY 2010 YTD	YTD Var.	% Var.	Bikes		Wheelchairs		
Fixed Route												Monthly	YTD	Monthly	YTD
Line 14	DHS/PS	38,687	40,783	43,817	(2,096)	-5.1%	492,231	498,054	(5,823)	-1.2%	1,346	15,188	478	5,247	
Line 15	DHS	6,224		7,370	6,224	0.0%	66,680		66,680	0.0%	118	1,073	107	632	
Line 24	PS/CC	12,747	10,973	15,742	1,774	16.2%	167,608	141,682	25,926	18.3%	290	3,315	98	1,057	
Line 30	CC/PS	57,993	54,546	64,978	3,447	6.3%	732,610	674,048	58,562	8.7%	2,036	20,394	373	3,987	
Line 32	PD/TP/PS	17,766	11,553	20,003	6,213	53.8%	205,954	147,881	58,073	39.3%	934	8,865	44	860	
Line 53	PD/IW	3,389		4,314	3,389	0.0%	39,159		39,159	0.0%	137	891	7	71	
Line 70	La Quinta	15,430	12,697	21,527	2,733	21.5%	221,949	167,860	54,089	32.2%	801	9,150	36	298	
Line 80	Indio	17,881	16,283	20,240	1,598	9.8%	224,290	205,060	19,230	9.4%	246	3,131	187	2,237	
Line 90	Coachella/Ind	16,835	15,240	20,250	1,595	10.5%	209,492	200,567	8,925	4.4%	491	5,356	89	1,870	
Line 91	Cch/Th/Mecca	16,488	12,713	19,258	3,775	29.7%	189,226	147,060	42,166	28.7%	405	4,420	57	446	
Line 111	PS/Indio	121,164	106,270	132,652	14,894	14.0%	1,485,253	1,360,278	124,975	9.2%	4,270	53,264	707	8,624	
Fixed route total		324,604 *	286,324	370,151	38,280	13.4%	4,045,018 **	3,607,733 *	437,285	12.1%	11,074	125,047	2,183	25,329	
Demand Response															
SunDial		10,255	9,291	10,051	964	10.4%	110,494	106,019	4,475	4.2%					
System total		334,859	295,615	380,202	39,244	13.3%	4,155,512	3,713,752	441,760	11.9%					

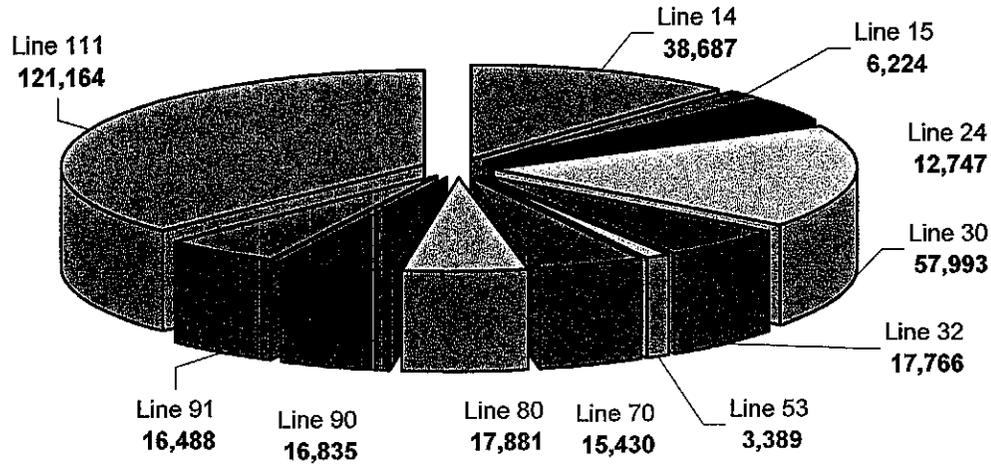
Please note:

* June 2010 and FY 2010 YTD total ridership includes data for Line 50 (65,243 passengers). Line 50 was discontinued in September 2010; fixed route and system totals are accurate. Line 50 carried 5,266 riders in June 2010.

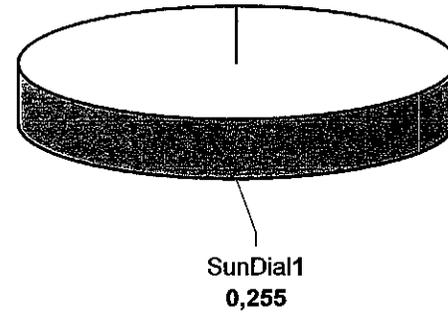
**FY2011 YTD total ridership includes data for Line 50 (10,566 riders) from July 1, 2010 to September 4, 2010.

SunLine Transit Agency Monthly Ridership Report June - 2011

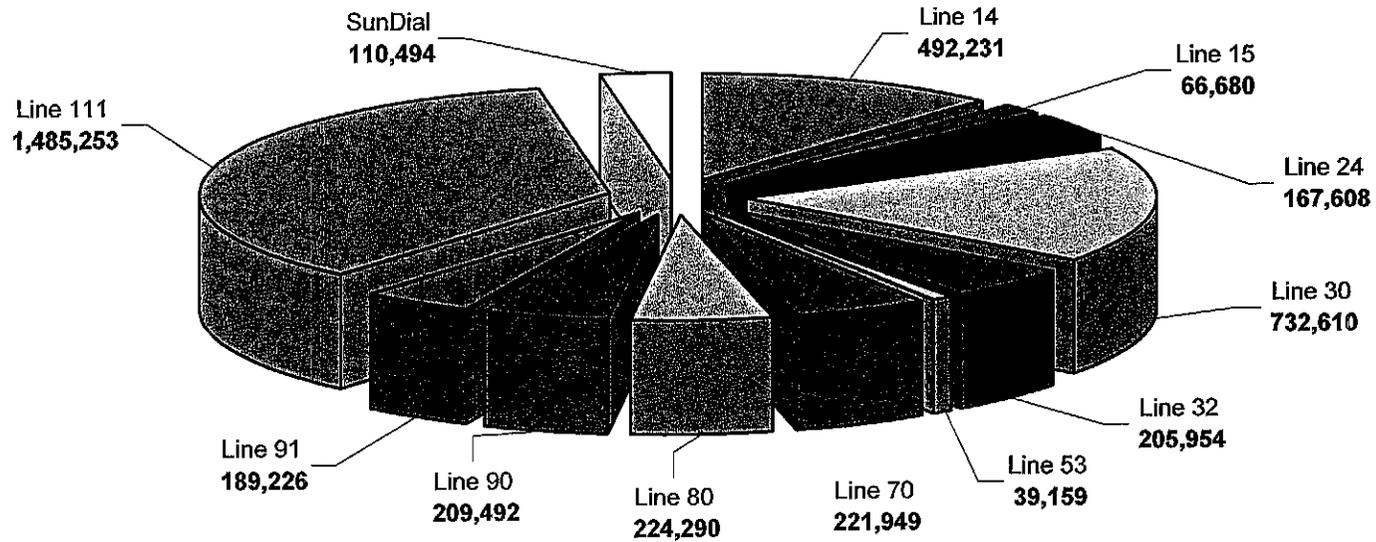
Fixed Route Ridership



Demand Response Ridership



Year-to-Date System Ridership





Complimentary Paratransit Service
Serving Persons with Disabilities Throughout the Coachella Valley

SunDial Operational Notes
June 2011

1. ON-TIME PERFORMANCE

<u>Last Year</u>	<u>This Year</u>	
94.3	91.5	Total trips carried in the on-time window
516	836	Total trips late during the month
8,498	9,909	Total trips

2. RIDERSHIP and MILEAGE

<u>Last Year</u>	<u>This Year</u>	
9,291	10,255	Total passengers for the month
72,237	84,413	Total miles traveled for the month

3. SAFETY

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

4. RIDE-A-LONG & ONBOARD EVALUATIONS

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

5. DENIALS

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

6. WHEELCHAIR BOARDINGS

<u>Last Year</u>	<u>This Year</u>	
1,333	1,611	Total Mobility Device Boarding's

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

SunLine Transit Agency

DATE: July 27, 2011 **Action**
TO: Finance Committee
Board of Directors
FROM: C. Mikel Oglesby
RE: Resolution Updating Signatories on Bank Accounts

Recommendation

Recommend that the Board of Directors approve the attached Resolution updating signatories on bank accounts as follows: add new Vice Chairman of the Board, Robert A. Spiegel; change title of Eduardo Garcia from Vice Chairman to Chairman; remove Steve Pougnet as Chairman; add Director of Administration/EEO, Naomi Nightingale; remove former Director of Finance, Christopher Mitchell.

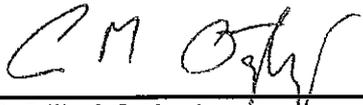
Background

It is necessary for SunLine Transit Agency to update bank signature cards with the change in SunLine officers for FY 2012 to include new Vice Chairman of the Board, Robert A. Spiegel, remove former Chairman Steve Pougnet and to change title of Eduardo Garcia from Vice Chairman to Chairman. This Resolution allows Mayor Garcia and Mayor Pro Tem Spiegel to sign all Agency bank accounts.

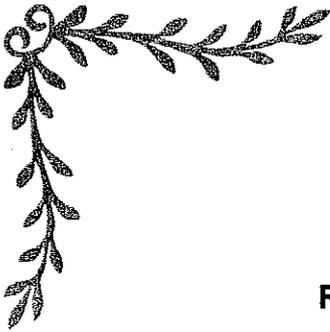
It is also necessary for SunLine Transit Agency to update bank signature cards to include Director of Administration/EEO, Naomi Nightingale to sign all Agency checks and to remove Christopher Mitchell, former Director of Finance.

Fiscal Implications

None.



C. Mikel Oglesby



SunLine Transit Agency

RESOLUTION No. ____

**RESOLUTION OF THE BOARD OF DIRECTORS
OF SUNLINE TRANSIT AGENCY TO CHANGE
AUTHORIZED SIGNATURES ON ALL SUNLINE
TRANSIT AGENCY BANK ACCOUNTS**

WHEREAS, SunLine Transit Agency has a number of existing bank accounts with Pacific Western Bank; and

WHEREAS, The Board of Directors desires to add to the designated signatories of the accounts, Vice Chairman of the Board, Robert A. Spiegel, change title of Eduardo Garcia from Vice Chairman to Chairman , remove former Chairman, Steve Pougnet, add Director of Administration/EEO, Naomi Nightingale and remove former Director of Finance, Christopher Mitchell.

NOW THEREFORE, BE IT RESOLVED that any two of the signatories are required for any check issued over \$25,000, with the exception of items listed in SunLine Checks Policy.

Approved and Adopted this 27th day of July, 2011.

Ayes:

Noes:

Absent:

Abstain:

BY

Eduardo Garcia
Chairman of the Board

C. Mikel Oglesby
General Manager

SunLine Transit Agency

DATE: July 27, 2011 **ACTION**
TO: Finance Committee
Board of Directors
FROM: Director of Administration/EEO
RE: Bargaining & Non-Bargaining Retirement System Plan
Amendments

Recommendation

Recommend that the Board of Directors approve the attached amendments to the SunLine Transit Agency Employees Bargaining and Non-Bargaining Retirement System Plans.

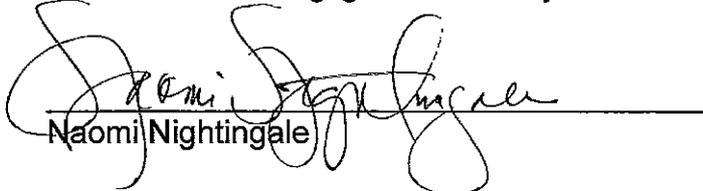
Background

Legislation, known as HEART, was enacted which dealt with the rights of veterans under any employer sponsored retirement plan. The legislation preserves the rights of veterans returning to an employer after their service or who are disabled or killed in action.

The attached amendments, one for the Bargaining Plan and one for the Non-Bargaining Plan, conform to the HEART legislation. The amendments state that if a former employee who is in qualified military service becomes disabled or dies during their military service, it is assumed that they returned to service of the employer and became disabled or died the day after they were assumed to return.

Fiscal Impact

The increase is negligible. Currently we have no employee who would be eligible.


Naomi Nightingale

AMENDMENT NO. 2

SUNLINE TRANSIT RESTATED RETIREMENT INCOME PLAN FOR BARGAINING UNIT PERSONNEL

WHEREAS, effective February 1, 1980, SunLine Transit Agency ("Employer"), a political subdivision of the State of California, established the SunLine Transit Retirement Income Plan for Bargaining Unit Personnel ("Plan") for the exclusive benefit of eligible employees; and

WHEREAS, in accordance with section 11.06 of the Restated Plan, the Employer retains the right to amend the Plan; and

WHEREAS, the Employer wishes to amend the Plan to conform to the recently enacted HEART legislation.

NOW, THEREFORE, BE IT RESOLVED that the Plan is amended as follows:

1. The following Section 8.05 will be added at the end of Article VIII:

Section 8.05. Death While on Active Military Duty Effective January 1, 2007, in the event of death of a Participant while performing qualified military service (as defined in Code Section 414(u), the survivors of the Participant shall be entitled to any benefits (other than benefit accruals relating to the period of qualified military service) provided by the Plan had the Participant returned to the service of the Employer and terminated employment on account of death.

2. Effective on or after January 1, 2012, Article VII Section 7.05 is amended by the addition of the following at the end thereof:

If a Participant becomes permanently disabled while on leave of absence due to qualified military service (as defined in Code Section 414(u), his disability benefit will be determined as if the Participant returned to employment the day before his permanent disability occurred. Any benefits due, excluding benefits relating to the period of qualified military service, will be provided in accordance with this Article VII and section 414(u) of the Code.

3. With respect to Plan Years beginning after December 31, 2009, Section 13.02(a) is amended by the addition of the following at the end thereof:

"The term 'eligible rollover distribution' shall include any distribution to a designated beneficiary which would be treated as an eligible rollover distribution by reason of Section 402(c)(11), 403(a)(4)(B), 403(b)(8)(B), or 457(e)(16)(B) of the Code, if the requirements of Code Section 402(c)(11) were satisfied."

4. With respect to Plan Years beginning after December 31, 2008, Article I Section 1.25, the definition of 415 Compensation, is amended to include differential pay due to qualified military service.

IN WITNESS WHEREOF, the Employer has executed this Amendment No. 2 on this

_____ day of _____, 20 ____.

SUNLINE TRANSIT AGENCY

APPROVED AS TO FORM THIS _____
DAY OF _____, 20 _____

Attorney at Law

AMENDMENT NO. 6

SUNLINE TRANSIT AGENCY

NON-UNION RESTATED EMPLOYEES RETIREMENT SYSTEM

WHEREAS, effective February 1, 1980, SunLine Transit Agency ("Employer"), a political subdivision of the State of California. Established the SunLine Transit Retirement Income Plan for bargaining Unit Personnel ("Plan") for the exclusive benefit of eligible employees; and

WHEREAS, the Plan has, from time to time, been amended and restated with the most recent restatement being effective January 1, 2007; and

WHEREAS, in accordance with section 11.05 of the Restated Plan, the Employer retains the right to amend the Plan; and

WHEREAS, the Employer wishes to amend the Plan to conform to the recently enacted HEART legislation.

NOW, THEREFORE, BE IT RESOLVED that the Plan is amended as follows:

1. The following Section 8.05 will be added at the end of Article VIII:

Section 8.05. Death While on Active Military Duty Effective January 1, 2007, in the event of death of a Participant while performing qualified military service (as defined in Code Section 414(u), the survivors of the Participant shall be entitled to any benefits (other than benefit accruals relating to the period of qualified military service) provided by the Plan had the Participant returned to the service of the Employer and terminated employment on account of death.

2. Effective on or after January 1, 2012, Article VII Section 7.05 is amended by the addition of the following at the end thereof:

If a Participant becomes permanently disabled while on leave of absence due to qualified military service (as defined in Code Section 414(u), his disability benefit will be determined as if the Participant returned to employment the day before his permanent disability occurred. Any benefits due, excluding benefits relating to the period of qualified military service, will be provided in accordance with this Article VII and section 414(u) of the Code.

3. With respect to Plan Years beginning after December 31, 2009, Section 13.02(a) is amended by the addition of the following at the end thereof:

"The term 'eligible rollover distribution' shall include any distribution to a designated beneficiary which would be treated as an eligible rollover distribution by reason of Section 402(c)(11), 403(a)(4)(B), 403(b)(8)(B), or 457(e)(16)(B) of the Code, if the requirements of Code Section 402(c)(11) were satisfied."

4. With respect to Plan Years beginning after December 31, 2008, Article I Section 1.25, the definition of 415 Compensation, is amended to include differential pay due to qualified military service.

IN WITNESS WHEREOF, the Employer has executed this Amendment No. 6 on this

_____ day of _____, 20 ____.

SUNLINE TRANSIT AGENCY

APPROVED AS TO FORM THIS _____
DAY OF _____, 20 _____

Attorney at Law

SunLine Transit Agency

DATE: July 27, 2011 **ACTION**

TO: Finance Committee
Board of Directors

FROM: Director of Planning

RE: Resolution for the Execution of the Certifications and Assurances to Obtain Prop 1B Funding.

Recommendation

Recommend that the Board of Directors approve the attached Resolution that will allow SunLine to execute the Certifications and Assurances for the Public Transportation Modernization, Improvement, and Service Enhancement Account Bond Program [PTMISEA] to obtain Prop 1B funds allocated for FY 10/11 through FY 12/13.

Background

Caltrans is requiring that the attached Resolution be approved by the Board of Directors authorizing the General Manager to execute Certifications and Assurances necessary to obtain Prop 1B capital transit funds.

Fiscal Implications

This Resolution is needed to enable staff obtain transit capital funds allocated to the Agency for Fiscal Year 2011, as well as allocations for FY 11/12 and FY 12/13.



Eunice Lovi



RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE EXECUTION
OF CERTIFICATION AND ASSURANCES FOR
THE PUBLIC TRANSPORTATION
MODERNIZATION, IMPROVEMENT, and
SERVICE ENHANCEMENT ACCOUNT BOND
PROGRAM (PTMISEA)**

WHEREAS, the SunLine Transit Agency is an eligible project sponsor and may receive state funding from the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 88 (2007) named the Department of Transportation (Department) as the administrative agency for the PTMISEA; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing PTMISEA funds to eligible project sponsors (local agencies); and

WHEREAS, the SunLine Transit Agency wishes to delegate authorization to execute these documents and any amendments thereto to the General Manager.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the SunLine Transit Agency that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all PTMISEA funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that the General Manager be authorized to execute all required documents of the PTMISEA program and any Amendments thereto with the California Department of Transportation.

ADOPTED THIS 27th DAY OF JULY, 2011

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____
Eduardo Garcia
Chairman of the Board

C. Mikel Oglesby
General Manager

SUNLINE SERVICES GROUP BOARD MEETING AGENDA

Wednesday, July 27, 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**
Chairman Eduardo Garcia

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 June 22, 2011 Board of Directors Meeting (Pages 1-7)
 - b) SSG/SRA checks over \$1000 issued June, 2011 (Page 8)
 - c) SSG/SRA Monthly Budget Report for June, 2011 (Page 9)
 - d) Taxi Vehicle/Rides Analysis (Pages 10-11)
9. **Taxicab Budget & Fee Schedule Resolution** **Approve**
Request to the Board to approve fiscal year 2012 taxicab budget and fee schedule resolution. (Pages 12-20)

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

10. **Request for Compensation by Yellow Cab of the Desert & Airport Taxi (Naomi Nightingale)** **Information**
Verbal report to the Board on request for compensation by Yellow Cab of the Desert & Airport Taxi for revenue lost due to Ordinance violation by American Cab.

11. **Next Meeting Date**
September 28, 2011, or meet as needed.
12 o'clock Noon – Kelly Board Room

12. **Adjourn**

MINUTES
SunLine Services Group
Board of Directors Meeting
June 22, 2011

A regular meeting of the SunLine Services Group Board of Directors was held on Wednesday, June 22, 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 12:30 p.m. by Vice Chairman Eduardo Garcia.

2. Roll Call

Completed.

Members Present

Eduardo Garcia, Vice Chairman, Mayor, City of Coachella
Rick Hutcheson, Councilmember, City of Palm Springs
Yvonne Parks, Mayor, City of Desert Hot Springs
Bud England, Councilmember, City of Cathedral City
G. Dana Hobart, Mayor, City of Rancho Mirage
Bob Spiegel, Mayor Pro Tem, City of Palm Desert
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

None.

Guests:

Britt Wilson-City of Rancho Mirage
Dan Beckwith-Desert Pass Education Center
Steve Records-White Water Facility Education Program
Bill Meyers-Yellow Cab of the Desert
Gadi Srulovitz –Yellow Cab of the Desert
Ricardo Diaz, Yellow Cab of the Desert
Harry Incs-American Cab
Peter Kurzon-American Cab
Mabu Hossain-Airport Taxi
Mohammed Hossain-Airport Taxi
KD Labana-Airport Taxi
Norman Strickland-LFR Associates
Lydia Rodriguez-LFR Associates
Debbie DeRoma, LFR Associates
Esther Mantadama-Citizen
Terry Tatt-Citizen

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
Mannie Thomas, Operations Manager
Rudy Le Flore, Procurement Consultant
Rick Barone, Procurement Officer
Mannie Garcia, Senior Supervisor
Jack Stevens, Human Resources Manager
Francine DePalo, Administrative Assistant
Ed Carson, Accounting Manager
Connie Mitchell, Planning Services Coordinator
Ivanna Samokish, Safety, Risk Assessment & Training Coordinator
David Manriquez, Safety Specialist
Blanca Flores, Accountant
Stephanie Buriel, Administrative Assistant
Vanessa Mora, Administrative Assistant

3. Finalization of Agenda

No changes.

4. Presentations

None.

5. Correspondence

None.

6. Public Comments**NON-AGENDA ITEMS**

Bill Meyers – Yellow Cab of the Desert, addressed the Board stating that Yellow Cab and Airport Taxicab would like a remedy to the problem of their loss of income due to the violation of the Ordinance by American Cab in relation to the Classic Yellow Cab phone number. He stated that the six month window of operation gave American Cab an unfair advantage in the open market; Classic Yellow Cab previously operated 27% of the industry and neither Yellow Cab nor Airport Taxi had an opportunity to compete for the fair share of the new market. Mr. Meyers stated that with the payment of the fines by American Cab and the money put into the SRA reserve presented an avenue for them to recuperate some damages. He asked the Board if this is a viable solution to rectify the

problem of the unfair advantage gained by American Cab operating in direct violation of the Ordinance.

AGENDA ITEMS

Peter Kurzon, American Cab, stated that he felt the Board should adopt the budget as presented in the Board agenda. He asks that the option with the shared revenue fee be used. He stated that there has been unnecessary dialogue concerning safety issues. Vice Chairman Garcia asked Mr. Kurzon if he felt safety was important. Mr. Kurzon stated that yes, but he feels that the record in the industry is good in comparison to other jurisdictions throughout the state.

7. Board Member Comments

None.

8. Safety Review of Taxicab Franchise System

Taxi Administrator, Naomi Nightingale addressed the Board. She stated that at the last Board meeting Board members asked staff to come back for further discussion on several options that were before the Board for consideration concerning the connection between high weekly lease rates and excessive hours being driven by taxi operators. Staff has further investigated, as stated in the report; however, staff is not prepared at this time to make a final recommendation. Ms. Nightingale stated that there are three alternatives that were raised at the last Board meeting. The first alternative is to 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. Ms. Nightingale stated that this would essentially make the taxicab drivers employees instead of independent contractors. She stated that this is a possible alternative by SRA's modification of the Ordinance to remove the ability of the Franchises to subcontract drivers. The action would be taken in the interest of the public's safety. In this way, the employer would be responsible for ensuring that the taxicab drivers adhere to the drive time that is regulated by the Department of Motor Vehicles. She stated that this alternative would serve to ensure that the drivers are paid a minimum wage of \$8.00 per hour. Studies show that there is a direct correlation between wages and hours worked. Ms. Nightingale stated that the staff report indicates that there is no increase cost to the public; the regulatory fees would not change in this scenario and there would be no increased cost to the public. The Franchises would experience an increase in costs due to the payment of workers compensation, unemployment taxes, and other costs associated with the administration of the Franchises. The overall affect on the industry is still under review. Ms. Nightingale stated that the second alternative is to 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 drive excessive hours to earn a living wage. She stated that this would be possible by SRA's modification of the Ordinance and a Resolution to provide for a specified cap amount on leases charged by the Franchises. Ms. Nightingale stated that staff looked at the Seattle model and will continue to study that model and actions associated with it by the legislature, the city and comments of protest that came from the Franchises.

Currently, there is continued discussion at the city level as to how they will respond to Seattle lease caps. The amount of the lease caps could be based on data audited from the books and records of each Franchise. All Franchises would be subject to a maximum rate. Compliance with this requirement would be verified by the SRA through audits. SRA would eliminate the shared revenue fee and collect the 75 cent flag drop surcharge. In 2008, the SRA stopped collecting the 75 cent surcharge to implement the level pay plan. If the Board should choose the 75 cent surcharge, inherent in this discussion would be a lease cap amount. Ms. Nightingale stated that staff does not know yet what that lease cap amount would be or even how to arrive at the amount. More research would be required. She stated that this scenario would have no direct increase of cost to the public; however, the Franchises would experience a possible decrease in revenue. The overall affect on the industry is still under review. Ms. Nightingale stated that the third scenario is to require the drivers to have an ownership interest in the vehicles substantial enough to eliminate the take-it-or-leave-it approach. She stated that staff looked at this alternative modeled after the existing structure of Yellow Cab of the Desert. She stated that there have been comments by drivers that it is really not a true 50/50 split. The structure is based on a share of the expenses and a share of the revenue. The structure implies the reduction of hours drivers are on the road in order to make a living wage. Ms. Nightingale stated that this option may be the most difficult to implement based on potential interference with free trade. The Franchises would experience a possible change in their business structure and possibly a fairly complex operating structure similar to the owner/operator structure in place. Keeping records and documentation and being able to audit records ensuring the 50/50 or lease agreement under this alternative presents a particular challenge for the SRA. Ms. Nightingale stated that these options are being considered by SRA to promote safe driving practices in the Coachella Valley taxi market and is being presented for further discussion. She stated that a lengthy discussion took place at the Taxi Committee meeting held earlier. In considering each of the alternatives and proposals presented to the Taxi Committee and the full Board, she again wanted to reiterate that staff does not have a final recommendation at this time. Ms. Nightingale stated that staff looked at safety for the general public, as well as for the drivers. She stated that they looked at how the drivers might be able to make a fair wage with each scenario. Staff looked at the business structure of each of the Franchises with the realization that they are looking to make a profit and conduct business from that manner. Staff did some projections based on actual data received from each of the Franchises' records provided on the number of trips that each taxi driver makes. Using an average of \$22 an hour (one of the Franchises said that the average is closer to \$20 per hour), looking at the numbers from 2009, 2010 and 2011, the revenue has increased. The profits were down in 2010, but are up to \$10,600,000 as an industry in terms of the potential earning revenue power of the Franchises. Ms. Nightingale stated that there was a significant increase in revenue for all three Franchises after American Cab's issue with maintaining the phone numbers of Classic Yellow Cab was settled. Ms. Nightingale stated that the Franchises are making profits, and therefore the recommendation for a 75 cent per trip fee increases the revenue even more; theoretically, the Franchises would have the money to reduce their

lease rates. Inherent in that decision is that the Board would have to impose lease caps in some manner for that to be effective, which leads to the question of how to go about doing it. Ms. Nightingale stated that when staff initially calculated the level pay plan, it came out to be a little over \$2,000 in order to meet the administration needs of SRA. She stated that staff used reserve money to reduce the cost to the \$1771 that is in the level pay plan budget. She stated that the collection of the 50 cent surcharge that was implemented was about \$20,000 lower than anticipated. The amount collected and the reserves were used for a total of \$90,000 to reduce the level pay plan across the Board for all Franchises, on a per cab basis, to get the \$1771.

Mayor Hobart asked Ms. Nightingale the amount of American Cab's fine for the unauthorized use of the telephone numbers. Ms. Nightingale stated that the SRA settled on an amount of \$92,000. Mayor Hobart stated that the reason he raises the concern is that a public comment was made at the Taxi Committee meeting and earlier in the Board meeting and he wondered if some of the amount collected could be directed to the two Franchises that lost business during that period of time and try to balance the scale. Ms. Nightingale stated that there is an administrative and a legal issue. She stated that it is true that the other two Franchises did not have the business advantage due to the telephone calls directed to American Cab; approximately 17 phone numbers. She stated that after those calls were discontinued, the two Franchises experienced increased calls and increased revenues. Legal Counsel, Maria Aarvig, stated that bearing in mind that SSG is a public entity she did not know how the Agency could write checks to the other two Franchises. She stated that if it was in settlement of a claim, we could do it. She stated that the Franchises have no viable claim against SSG. She stated that as a public entity, SSG is immune from any claim for failing to enforce, or pass laws to enforce the use of the telephone. Ms. Aarvig stated that she was not sure how we could settle with the two Franchises as it would be a gift of public funds. Mikel Oglesby stated that staff could go back and take a look at the situation in more detail and report back to the Board at the July Board meeting with an answer that would cover all bases. He stated that there is background and reasoning behind the collection of the fees that may affect the issue. Mayor Hobart asked that we come back with a report at the July meeting. Councilmember England stated that the phone number was only one component; there was a loss of income for the SRA, which is part of that dollar amount of the fines. Ms. Aarvig stated that there were other violations that had nothing to do with the phone number; the settlement was a global resolution of many issues that had nothing to do with the other Franchises.

Councilmember England stated that the Taxi Committee requested that staff come back with further discoverable on this agenda item. He stated there were pros and cons for each scenario. Councilmember England stated that Mayor Hobart had made some recommendations and that staff and the Board should take a look at the pros, cons and the legal ramifications. He stated that much of the information is coming from Seattle with potential claims. Councilmember England stated that if we are to choose one of the three options, or modify an

option, it is important to understand the complete picture so that we don't misstep.

9. Consent Calendar

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

10. Taxicab Budget & Fee Schedule Resolution

Taxi Administrator, Naomi Nightingale stated that the Taxi Committee voted to continue this item to the July Board meeting when further discussion and information can be brought forth to move forward with the 75 cent per ride or the level pay plan, or an alternative plan. She stated that continuing this item does not present a problem for the SRA as fees will not be collected until September or October of this year. (See below for Board action.)

11. Approval of Taxi Regulation R.25 Amendment

Taxi Administrator, Naomi Nightingale stated that the amendment to the taxi regulations was approved by the Board with direction to staff to bring back for approval with changes. R.25.4 adds the following verbiage: "*Violation of the Regulations in Section R.25 may result in termination of the Franchise pursuant to Ordinance of SSG 1.110.*" In addition, R.25.5 was added: "*It shall be a separate violation of these Regulations for any Franchise to attempt to pass through to the Driver any fine issued under Section R.25.*" Ms. Nightingale stated that at the Taxi Committee meeting Mayor Hobart asked that another friendly amendment be added to the Regulations of R.25.1 in the third sentence to insert: "*the right to freely speak at a Board Meeting of SSG or any Committee thereof*". Councilmember England moved for approval. The motion was seconded by Mayor Hobart and was approved by a unanimous vote.

12. Resolution Adopting Fines Relating to Violations of Taxi Ordinance And Regulations

Taxi Administrator, Naomi Nightingale requested that the Board approve the attached Resolution adopting fees relating to the violation of the SSG Ordinance and Regulations. The Regulations have been amended to adopt additional provisions, necessitating an update of the previously adopted Schedule of Fines. Councilmember Powers moved for approval of the consent calendar. The motion was seconded by Mayor Parks and was approved by a unanimous vote.

13. Next Meeting Date

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

14. Adjourn

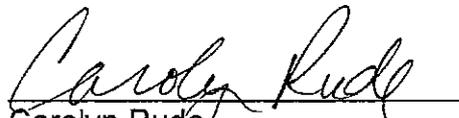
Vice Chairman Garcia adjourned meeting at 12:55p.m.

**** Reconvene SSG Meeting - Approval to Continue Item # 10 and Approval of Continuance of Current SSG Budget and Fee Schedule Resolution**

Vice Chairman Eduardo Garcia reconvened the SSG meeting at 1:05pm. Members present: Vice Chairman Eduardo Garcia, Supervisor John J. Benoit, Mayor Pro Tem Glenn Miller, Mayor Don Adolph, Councilmember Bud England and Councilmember Bill Powers. Councilmember England made a motion to continue Item #10 of this Agenda to the July 27, 2011 Board meeting and to approve the continuance of the current SSG budget for one month when a new budget and fee schedule will be brought to the Board for approval. The motion was seconded by Councilmember Powers and was approved by a unanimous vote.

Vice Chairman Garcia adjourned the meeting at 1:10pm.

Respectfully Submitted,


Carolyn Rude
Clerk of the Board

Approved by:


C. Mikel Oglesby
General Manager

Date: 7/14/11

SunLine Regulatory Administration

**Checks \$1,000 and Over
For the month of June 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	089352	6/10/2011	\$13,730.14
SUNLINE TRANSIT AGENCY	Operating Expense	089360	6/30/2011	\$7,025.94
SUNLINE TRANSIT AGENCY	Payroll Liabilities Expense	089357	6/24/2011	\$6,794.86
LEFLORE GROUP LLC, THE	Consultant	089348	6/10/2011	\$2,040.00
CREASON & AARVIG, LLP	Legal Services	089346	6/10/2011	\$1,092.00

Total of Checks Over \$1,000 \$30,682.94

Total of Checks Under \$1,000 \$3,023.93

Total of All Checks for the Month **\$33,706.87**

Total Amount of Checks Prior Years Same Month \$29,436.87

SRA--Taxi
Statement of Activities
June 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	21,955	17,159	4,796	95,800	107,781	-
Revenue Fines	5,900	15,000	11,167	2,085	9,082	106,661	15,000	91,661
Vehicle Inspections	18,300	19,000	1,450	1,583	(133)	15,703	19,000	(3,297)
New Driver Permits	9,840	5,500	400	458	(58)	4,150	5,500	(1,350)
Driver Transfers	10,010	6,000	100	500	(400)	4,800	6,000	(1,200)
Driver Renewals	10,390	7,250	350	604	(254)	7,050	7,250	(200)
Driver Permit Reinstatement/Replacement	165	200	10	17	(7)	135	200	(65)
Vehicle Transfers	65	130	-	-	-	(50)	130	(180)
Vehicle Permits	108,000	78,000	732	-	732	82,828	78,000	4,828
Operator Shared Revenue Fee	277,377	187,850	1,763	-	1,763	195,135	187,850	7,285
Operator Application Fee	12,000	-	-	-	-	-	-	-
Interest	192	-	16	-	16	152	-	152
Other	1,078	36,065	-	-	-	47	36,065	(36,018)
Total revenue	\$ 453,318	\$ 462,776	\$ 37,942	\$ 22,406	\$ 15,536	\$ 512,411	\$ 462,776	\$ 61,616
Expenses:								
Salaries and wages	189,590	184,661	12,168	15,926	3,757	183,112	184,661	1,549
Fringe benefits	145,448	131,315	9,996	10,851	855	136,280	131,313	(4,967)
Services	120,551	131,800	3,443	13,598	10,156	91,182	123,200	32,018
Supplies and materials	8,566	3,900	205	400	195	5,793	4,800	(993)
Miscellaneous	20,056	11,100	1,185	1,192	7	17,903	18,800	897
Total expenses	\$ 484,211	\$ 462,776	\$ 26,997	\$ 41,967	\$ 14,970	\$ 434,270	\$ 462,774	\$ 28,504
Total Operating Surplus/Deficit	\$ (30,894)	\$ -	\$ 10,945	\$ (19,560)	\$ 566	\$ 78,141	\$ 2	\$ 33,113

Preliminary Statement Prior To Audit Field Work

TRIP vs. VEHICLE ANALYSIS

TRIP vs. VEHICLE ANALYSIS

	FY 04/05			FY 05/06			FY 06/07			FY 07/08			FY 08/09		
	CABS	TRIPS	TRIP/VEH												
JUL	193	32,877	170	205	33,123	161	240	28,204	117	269	25,681	95	184	27,321	148
AUG	185	25,911	140	209	24,445	117	240	24,010	100	269	28,635	106	184	28,450	154
SEP	195	29,145	149	215	35,072	163	240	35,278	147	269	28,182	105	184	28,206	153
OCT	196	44,593	227	221	32,817	148	240	38,459	160	205	33,063	161	184	37,131	202
NOV	197	36,344	184	227	40,343	178	240	41,751	174	203	41,851	206	184	33,450	182
DEC	187	38,687	207	232	34,534	149	243	46,866	193	204	36,141	177	184	26,942	146
JAN	191	40,638	212	240	42,539	177	245	27,290	114	204	30,363	149	183	39,745	217
FEB	196	43,880	224	241	41,587	173	246	41,520	169	206	50,594	246	185	38,116	206
MAR	204	42,973	210	241	51,373	213	255	54,598	214	205	41,492	202	186	42,705	230
APR	206	53,980	262	241	50,791	211	269	46,823	174	205	44,697	218	186	59,997	323
MAY	204	38,698	190	240	42,916	179	271	43,593	161	205	49,071	239	186	41,175	221
JUN	203	33,348	164	240	34,427	143	271	35,711	132	183	26,819	147	186	38,696	208
TOTALS	2357	461,074	196	2752	463,967	169	3000	464,103	155	2627	436,589	166	2216	441,934	199

	FY 09/10			FY 10/11			FY			FY			FY		
	CABS	TRIPS	TRIP/VEH	CABS	TRIPS	TRIP/VEH	CABS	TRIPS	TRIP/VEH	CABS	TRIPS	TRIP/VEH	CABS	TRIPS	TRIP/VEH
JUL	170	26,487	156	151	31,211	207									
AUG	155	23,671	153	148	29,238	198									
SEP	158	29,239	185	150	31,807	212									
OCT	153	37,468	245	117	40,222	344									
NOV	153	40,466	264	126	40,494	321									
DEC	160	32,084	201	128	36,226	283									
JAN	155	38,276	247	133	45,232	340									
FEB	157	36,557	233	132	42,331	321									
MAR	159	44,219	278	138	48,942	355									
APR	167	57,645	345	141	60,821	431									
MAY	157	42,074	268	142	43,910	309									
JUN	156	29,940	192	120	31,088	259									
TOTALS	1900	438,126	231	1626	481,522	296	0	0	#DIV/0!	0	0	#DIV/0!	0	0	#DIV/0!

	FY 04/05		FY 05/06		FY 06/07		FY 07/08	
HIGHEST TRIPS	Apr	53,980	Mar	51,373	Mar	54,598	Feb	50,594
LOWEST TRIPS	Aug	25,911	Aug	24,445	Aug	24,010	Jul	25,681
MOST VEHICLES	Apr	206	Apr	269	May	271	Jul	269
LEAST VEHICLES	Aug	185	Jul	205	Jul	240	Jun	183
MOST TRIPS/VEH	Apr	262	Mar	213	Mar	214	Feb	246
LEAST TRIPS/VEH	Aug	140	Aug	117	Aug	100	Jul	95
	FY 08/09		FY 09/10		FY 10/11			
HIGHEST TRIPS	APR	59,997	APR	57,645	APR	60,821		
LOWEST TRIPS	DEC	26,942	AUG	23,671	AUG	29,238		
MOST VEHICLES	M, A, M	186	JUL	170	JULY	151		
LEAST VEHICLES	JAN	183	NOV	153	OCT	117		
MOST TRIPS/VEH	MAY	323	APR	345	APR	1004		
LEAST TRIPS/VEH	JULY	148	AUG	153	AUG	198		

SunLine Services Group

DATE: July 27, 2011 **ACTION**
TO: Taxi Committee
Board of Directors
FROM: Director of Administration & Human Resources/EEO
Taxi Administrator
RE: Taxicab Budget & Fees

Recommendation

Recommend that the Board of Directors: approve Option 1 of the attached fiscal year 2012 budget and fee schedule for SunLine Regulatory Administration based on the Level Pay Plan; or approve Option 2 of the attached fiscal year 2012 budget and fee schedule for SunLine Regulatory Administration based on the deduction of 75 cents from the existing flag drop fee.

Background

In accordance with the SunLine Services Group (SSG) Joint Powers Agreement, the SSG Board of Directors must approve an annual budget. In addition to the annual budget approval process, the Board approves the fees that serve as a basis for the Fiscal Year Budget. Complicating the process this year was the reduction of the SRA fee base from 180 taxicabs to 130 taxicabs. As such, the Board of Directors is presented with two alternative budgets and fee structures.

Staff met with the Taxi Committee on July 13, 2011. At this meeting staff presented the research materials and analytical data requested at the June 2011 SSG Board Meeting to enable the Committee to recommend an option to the full SSG Board.

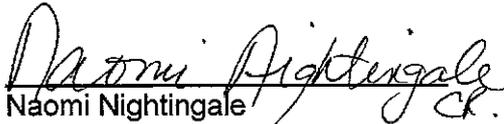
SRA's overall budget was reduced by three percent.

Highlight of Fee Changes

Operator Shared Revenue Fee	\$322.00 increase per taxicab (Budget Option 1)
Operator Shared Revenue Fee	\$1,445 reduction per taxicab (Budget Option 2)

Fiscal Impact

This proposal is designed to generate sufficient revenue to sustain SRA's regulatory mandate provide by the SSG Ordinance. Staff will revisit the budget estimates after six months to determine if the fee charges are meeting anticipated goals.


Naomi Nightingale *ck.*

Taxi-Admin

Option 1 Option 2

Acct. No.	Line Item	Projected Final Expenses for 2010/11	Annual Budget YR 2010/11	Annual Budget YR 2011/12	Annual Budget YR 2011/12
Labor:	Management Sch. Work Days				
	Operating Days				
Revenue:					
964010101100	Meter Reading Revenue	115,277	107,781	297,123	-
964010101200	Revenue Fines	101,552	15,000	5,000	5,000
964010101300	Vehicle Inspection Revenue	15,244	17,200	13,000	13,000
964010101400	Vehicle Reinsertion Revenue	540	1,800	1,300	1,300
964010101500	New Driver Permit Revenue	4,320	5,500	5,000	5,000
964010101600	Driver Transfer Revenue	5,460	6,000	5,800	5,800
964010101700	Driver Renewal Revenue	7,260	7,250	6,100	6,100
964010101750	Driver Permit Reinstatement/replacement	144	200	200	200
964010101800	Vehicle Transfer Revenue	(60)	130	1,500	1,500
964010101900	Vehicle Permit Revenue	81,263	78,000	78,000	78,000
964010101950	Operator Shared Revenue Fee	190,522	187,850	-	229,752
964070301000	Rental of Property Revenue	-	-	-	-
964070301050	Operator Application Fee	-	-	10,500	10,500
964010102200	Other Revenue	57	-	-	-
964010102000	Interest Revenue	144	-	-	-
	Usage of Reserves	-	36,065	25,629	93,000
	Total Revenue:	521,724	462,776	449,152	449,152
Labor:					
965010201600	Staff/Clerical Salaries	139,393	136,211	151,449	151,449
965010201610	Admin Salaries-OT	-	-	-	-
965010700000	Allocated Salaries	48,449	48,450	45,973	45,973
Total Labor Expense		187,842	184,661	197,422	197,422
				6.91%	6.91%
Benefits:					
965020100010	Medicare Tax	2,429	2,340	2,551	2,551
964010101000	Pension	45,621	46,918	49,632	49,632
965020300000	Group Health Insurance	29,035	29,737	30,645	30,645
965020400000	Dental Insurance	827	849	793	793
965020400001	Vision Insurance	348	348	348	348
965020500000	Group Life Insurance	590	624	684	684
965020600000	Group Disability Insurance	1,187	1,605	1,187	1,187
965020600100	Employer Assistance Program	124	137	137	137
965020700010	Unemployment Taxes	1,781	1,092	1,484	1,484
965020800000	Workers Compensation	765	743	689	689
965020900000	Sick Pay	1,199	3,548	2,398	2,398
965020900001	Sick Pay Sell Backs	5,188	2,600	2,600	2,600
965021100000	Vacation Pay	20,754	17,266	18,335	18,335
965021100001	Vacation Pay Sellbacks	-	1,501	1,501	1,501
965021600000	Allocated Payroll Factors	28,445	22,007	21,297	21,297
Total Fringe Benefits Exp.		138,292	131,315	134,280	134,280
				2.26%	2.26%
Services:					
965030103120	Lab & Drug Services	-	-	-	-
965030103240	Background Check Svcs	2,209	5,000	4,000	4,000
965030300005	Legal Services-General	56,326	85,000	50,000	50,000
965030303240	Other Professional Svcs	24,195	20,000	25,000	25,000
965030303310	Audit Services-External	7,080	6,000	6,000	6,000
965030500000	Maintenance Contracts	4,548	6,000	6,000	6,000
965039903800	Other Services	690	1,200	1,200	1,200
965050200001	Utilities	5,899	5,000	5,000	5,000
965050200003	Trash Pick-up	416	600	600	600
965050200006	Communications	2,518	3,000	3,000	3,000
Total Services Expense		103,881	131,800	100,800	100,800
Materials and Supplies:					
965040404300	Office Supplies	3,273	3,000	3,500	3,500

Taxi-Admin

Option 1 Option 2

Acct. No.	Line Item	Projected Final Expenses for 2010/11	Annual Budget YR 2010/11	Annual Budget YR 2011/12	Annual Budget YR 2011/12
965040404340	Allocated Overhead	600	-	-	-
965049900002	Postage	544	500	500	500
965049900026	Facility Maintenance	-	100	200	200
965049900032	Repair Parts-Taxi Vehicle	270	300	300	300
Total Materials/ Supplies		4,687	3,900	4,500	4,500
Miscellaneous Expenses:					
965040101000	Fuel CNG	747	900	1,200	1,200
965060100000	Ins.-Gen Liab/Phy. Damage	4,046	4,000	4,000	4,000
965079900000	Fuel Taxes	10	-	-	-
965090100000	Dues, Memberships & Sub	315	600	750	750
965090200000	Travel & Training	4,167	4,500	5,000	5,000
965090200002	Mileage Reimbursement	-	100	200	200
965099905990	Miscellaneous Expense	399	1,000	1,000	1,000
965099906000	Rent to Transit	-	-	-	-
992010000000	Reserve	-	-	-	-
Total Misc. Expenses		9,684	11,100	12,150	12,150
Total Dept. Operating Expenses		444,387	462,776	449,152	449,152
Operating Income (Expense)		77,338	-	0	0

-2.94% -2.94%

Reserve	\$100,000	\$100,000
Fines Collected in FYE 2011	\$93,000	\$93,000
Adjustment for Increase in Legal Fees & Other Services	(\$10,000)	(\$10,000)
Fine Reserves Redistributed for Shared Revenue	(\$43,000)	(\$43,000)
Legal Defense Fund	\$40,000	\$40,000

100,000 100,000

Operating income due to Fines collected	77,338	505
Increase in Other professional service & staffing costs	(25,629)	(93,000)
Fine Reserves Redistributed for Shared Revenue	(43,000)	(43,000)
Legal Defense Fund	8,709	(135,495)

Taxi-Admin

Acct. No.	Line Item	Annual Budget YR 2010/11	Annual Budget YR 2011/12	Increased or Reduced over previous FY	Line Item Details
Labor:	Management Sch. Work Days				
	Operating Days				
Revenue:					
964010101100	Meter Reading Revenue	107,781	297,122	I	Meter reading revenue from 2010/2011 was collected at a .50 cent surcharge as a result of CYC's breach of contract leaving a \$107,781 deficit to balance the budget. 2011/2012 is pending approval to collect SRA FEES on a surcharge basis per ride.
964010101200	Revenue Fines	15,000	5,000	R	Stabel fine revenue is based on a five year history. 2010/2011 had a substantial increase due to a long term franchise violation.
964010101300	Vehicle Inspection Revenue	17,200	13,000	R	Board approved at \$50.00 bi-annually, reduction is due to fleet reduction from previous year.
964010101400	Vehicle Reinsertion Revenue	1,800	1,300	R	Board approved fee, reduction due to fleet reduction from previous year.
964010101500	New Driver Permit Revenue	5,500	5,000	R	Board approved at \$50.00 for a new taxicab driver permit, reduction is due to efficiency improvements.
964010101600	Driver Transfer Revenue	6,000	5,800	R	Board approved at \$50.00 per transfer request, the trend is downward due to drivers remaining at franchises for a longer period of time.
964010101700	Driver Renewal Revenue	7,250	6,100	R	Board approved at \$50.00 yearly, reduction is due to less taxicabs therefore less drivers.
964010101750	Driver Permit Reinstatement/replacement	200	200		Board approved fee, numbers remain stable over a 5 year history.
964010101800	Vehicle Transfer Revenue	130	1,500	I	In anticipation of a franchise award for American Cab.
964010101900	Vehicle Permit Revenue	78,000	78,000		Board approved fee \$800.00 per year, per taxi, based on 130 taxicab awards, stable over the past 5 year history.
964010101950	Operator Shared Revenue Fee	187,850	-	R	Shared revenue is expected to be replaced by a .75 cent surcharge should the board approve staff recommendation.
964070301000	Rental of Property Revenue	0	-		
964070301050	Operator Application Fee	0	10,500	I	One time charges for franchise operator change.
964010102200	Other Revenue	0	-		
964010102000	Interest Revenue	0	-		
	Usage of Reserves	36,065	25,629		Amount to utilize revenues in excess of board approved reserves of \$100,000.
	Total Revenue:	462,776	449,151		
Labor:					
965010201600	Staff/Clerical Salaries	136,211	151,449	I	Based on staff classification changes recommended by Reward Strategy Group consultants.
965010201610	Admin Salaries-OT		-		
965010700000	Allocated Salaries	48,450	49,973	R	Reduction due to agency charges due to SRA efficiency implementations.
Total Labor Expense		184,661	197,422		
			6.91%		
Benefits:					Board approved allocation of charges based on cost to SunLine Transit Agency.
965020100010	Medicare Tax	2,340	2,551	I	Board approved allocation of charges based on cost to SunLine Transit Agency.
964010101000	Pension	46,916	49,632	I	Board approved allocation of charges based on cost to SunLine Transit Agency.
965020300000	Group Health Insurance	29,737	30,645	I	Board approved allocation of charges based on cost to SunLine Transit Agency.
965020400000	Dental Insurance	849	793	R	Board approved allocation of charges based on cost to SunLine Transit Agency.
965020400001	Vision Insurance	348	348		Board approved allocation of charges based on cost to SunLine Transit Agency.
965020500000	Group Life Insurance	624	684	I	Board approved allocation of charges based on cost to SunLine Transit Agency.
965020600000	Group Disability Insurance	1,605	1,187	R	Board approved allocation of charges based on cost to SunLine Transit Agency.
965020600100	Employer Assistance Program	137	137		Board approved allocation of charges based on cost to SunLine Transit Agency.
965020700010	Unemployment Taxes	1,092	1,484	I	Board approved allocation of charges based on cost to SunLine Transit Agency.
965020800000	Workers Compensation	743	689	R	Board approved allocation of charges based on cost to SunLine Transit Agency.
965020900000	Sick Pay	3,548	2,398	R	Board approved allocation of charges based on cost to SunLine Transit Agency.
965020900001	Sick Pay Sell Backs	2,600	2,600		Board approved allocation of charges based on cost to SunLine Transit Agency.
965021100000	Vacation Pay	17,266	18,335	I	Board approved allocation of charges based on cost to SunLine Transit Agency.
965021100001	Vacation Pay Sellbacks	1,501	1,501		Board approved allocation of charges based on cost to SunLine Transit Agency.
965021600000	Allocated Payroll Factors	22,007	21,297	R	Board approved allocation of charges based on cost to SunLine Transit Agency.
Total Fringe Benefits Exp.		131,315	134,281		
			2.26%		
Services:					
965030103120	Lab & Drug Services	0			
965030103240	Background Check Svcs	5,000	4,000	R	Cost to SRA has reduced due to reduction of new taxicab driver applicants.

Taxi-Admin

Acct. No.	Line Item	Annual Budget YR 2010/11	Annual Budget YR 2011/12	Increased or Reduced over previous FY	Line Item Details
965030300005	Legal Services-General	85,000	50,000	R	Previous year legal services include costs of development of a new board approved ordinance, regulations and legal challenges.
965030303240	Other Professional Svcs	20,000	25,000	I	An increase of \$5000 to produce a taxicab brochure for improved passenger education of the role of the regulator.
965030303310	Audit Services-External	6,000	6,000		
965030500000	Maintenance Contracts	6,000	6,000		
965030300010	Computer/Network Support	0	-		
965039903800	Other Services	1,200	1,200		
965050200001	Utilities	5,000	5,000		
965050200003	Trash Pick-up	600	600		
965050200006	Communications	3,000	3,000		
Total Services Expense		131,800	100,800		
Materials and Supplies:					
965040404300	Office Supplies	3,000	3,500	I	Slight increase required to offset increased cost of regulatory required supplies.
965040404340	Allocated Overhead	0	-		
965049900002	Postage	500	500		
965049900026	Facility Maintenance	100	200	I	Increase due to maintenance requirements of aging building.
965049900032	Repair Parts-Taxi Vehicle	300	300		
Total Materials/ Supplies		3,900	4,500		
Miscellaneous Expenses:					
965040101000	Fuel CNG	900	1,200	I	Increase to cover increased fuel charges.
965060100000	Ins.-Gen Liab/Phy. Damage	4,000	4,000		
965079900000	Fuel Taxes	0	-		
965090100000	Dues, Memberships & Sub	600	750	I	IATR membership increased at national level.
965090200000	Travel & Training	4,500	5,000	I	Travel for SRA to stay current on all regulatory administration functions and requirements through the Internation Association of Transportation Regulators.
965090200002	Mileage Reimbursement	100	200	I	Direct result of increased fuel cost.
965099905990	Miscellaneous Expense	1,000	1,000		
965099906000	Rent to Transit	0	-		
992010000000	Reserve	0	-		
Total Misc. Expenses		11,100	12,150		
Total Dept. Operating Expenses		462,776	449,152		
Operating Income (Expense)		0	-		

-2.94%

Reserve	\$100,000
Fines Collected in FYE 2011	\$93,000
Adjustment for Increase in Legal Fees & Other Services	(\$10,000)
Fine Reserves Redistributed for Shared Revenue	(\$43,000)
Legal Defense Fund	\$40,000

Reserve of funds for unexpected legal challenges to be approved beforehand by the board.

BUDGET OPTION 1

SunLine Services Group

RESOLUTION NO. ____

**RESOLUTION ADOPTING FEES RELATING TO
TAXICAB SERVICES WITHIN THE COACHELLA VALLEY
AUGUST 1, 2011 THROUGH JUNE 30, 2012**

WHEREAS, SunLine Services Group is a local agency and its Board of Directors is authorized pursuant to Government Code Section 53075.5 to levy by resolution, fees in an amount sufficient to pay for the costs of regulating taxicab services within the Coachella Valley; and

WHEREAS, the staff of SunLine Regulatory Administration presents a budget for Fiscal Year 2011, which may be approved by the Board; and

WHEREAS, the Board of Directors hereby finds that the fees established herein are reasonable fees imposed solely to recover the actual costs of regulating taxicabs within the Coachella Valley;

NOW, THEREFORE, be it resolved by the Board of Directors of SunLine Services Group:

Section 1. That the following fees shall be charged for the administration and regulation of taxicab services within the Coachella Valley:

The following fees are effective August 1, 2011:

Driver Permit	\$ 50.00
Driver Permit Renewal	\$ 50.00
Driver Transfer Fee	\$ 50.00
Driver Permit Reinstatement Fee	\$ 25.00
Driver Permit Replacement	\$ 5.00
Vehicle Inspection Per Vehicle	\$ 50.00
Operator Shared Revenue Fee Per Vehicle	\$1767.00
Vehicle Permit, new	\$ 600.00
Vehicle Permit, renewal	\$ 600.00
Vehicle Re-Inspection	\$ 50.00
Vehicle Permit Transfer	\$ 65.00
Appeal Fee	\$ 100.00

PASSED, APPROVED AND ADOPTED by the Board of Directors of SunLine Services Group on this 27th day of July, 2011 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Date: _____

Eduardo Garcia
Chairman of the Board of
Directors

Date: _____

C. Mikel Oglesby
General Manager

BUDGET OPTION 2

SunLine Services Group

RESOLUTION NO. ____

**RESOLUTION ADOPTING FEES RELATING TO
TAXICAB SERVICES WITHIN THE COACHELLA VALLEY
AUGUST 1, 2011 THROUGH JUNE 30, 2012**

WHEREAS, SunLine Services Group is a local agency and its Board of Directors is authorized pursuant to Government Code Section 53075.5 to levy by resolution, fees in an amount sufficient to pay for the costs of regulating taxicab services within the Coachella Valley; and

WHEREAS, the staff of SunLine Regulatory Administration presents a budget for Fiscal Year 2011, which may be approved by the Board; and

WHEREAS, the Board of Directors hereby finds that the fees established herein are reasonable fees imposed solely to recover the actual costs of regulating taxicabs within the Coachella Valley;

NOW, THEREFORE, be it resolved by the Board of Directors of SunLine Services Group:

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Driver Permit Reinstatement Fee	\$ 25.00
Driver Permit Replacement	\$ 5.00
Vehicle Inspection Per Vehicle	\$ 50.00
Operator Shared Revenue Fee Per Vehicle	\$ 0
Vehicle Permit, new	\$ 600.00
Vehicle Permit, renewal	\$ 600.00
Vehicle Re-Inspection	\$ 50.00
Vehicle Permit Transfer	\$ 65.00
Appeal Fee	\$ 100.00

PASSED, APPROVED AND ADOPTED by the Board of Directors of SunLine Services Group on this 27th day of July, 2011 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Date: _____

Eduardo Garcia
Chairman of the Board of
Directors

Date: _____

C. Mikel Oglesby
General Manager