

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
BOARD OF DIRECTORS MEETING - MINUTES
MARCH 25, 2020**

MINUTES

**Joint SunLine Transit Agency/SunLine Services Group
Board of Directors Meeting
March 25, 2020**

A joint regular meeting of the SunLine Transit Agency and SunLine Services Group Board of Directors was held at 12:04 p.m. on Wednesday, March 25, 2020 via telephone, pursuant to paragraph 3 of Executive Order N-20-29.

1. CALL TO ORDER

The meeting was called to order at 12:05 p.m. by Chairperson Kathleen Kelly

2. ROLL CALL

Members Present:

Kathleen Kelly, Chair, SunLine Agency Board Member, City of Palm Desert
Robert Radi, Vice-Chair, SunLine Agency Board Member, City of La Quinta
Raymond Gregory, SunLine Agency Board Member, City of Cathedral City
Megan Beaman Jacinto, SunLine Agency Board Member, City of Coachella
Russell Betts, SunLine Agency Board Member, City of Desert Hot Springs
Ty Peabody, SunLine Agency Board Member, City of Indian Wells
Glenn Miller, SunLine Agency Board Member, City of Indio
Lisa Middleton, SunLine Agency Board Member, City of Palm Springs
G. Dana Hobart, SunLine Agency Board Member, City of Rancho Mirage
Pat Cooper, SunLine Agency Board Member (Alternate), County of Riverside

3. PRESENTATIONS

None.

4. FINALIZATION OF AGENDA

No changes.

5. APPROVAL OF MINUTES FOR STA – FEBRUARY 26, 2020 BOARD MEETING

Board Member Betts moved to approve the minutes of the February 26, 2020 Board meeting. The motion was seconded by Board Member Miller. The motion was approved by a vote of 10 yes; 0 no; 0 abstain

6. APPROVAL OF MINUTES FOR SSG – FEBRUARY 26, 2020 BOARD MEETING

Board Member Peabody moved to approve the minutes of the February 26, 2020 Board meeting. The motion was seconded by Board Member Radi. The motion was approved by a vote of 10 yes; 0 no; 0 abstain

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7. PUBLIC COMMENTS

Bill Meyers, Yellow Cab of the Desert provided written comments for the record. The comments were distributed via email to Board Members and are listed below for reference:

Bill Meyers, Yellow Cab of the Desert

"I am speaking on behalf of Yellow Cab and not the local industry as a whole. Last year at this time March 9-March 24 2019 we were operating at full capacity with 56 cabs in service, with a ride count of 7,284. Since the COVID-19 pandemic we have seen a 67.5% decrease in ridership with a current ride count of 2441, that is 4,843 rides less and we have 17 cabs.

In an attempt to survive this Pandemic we have made drastic changes to the structure of our daily operations by taking 27 cabs off the road, laying off 2 office staff members and 2 shop staff members reducing remaining office staff hours to 80 per week divided between 3 people. We have also had to fully outsource our dispatch department and reduce office operating hours.

Community is everything in our industry and we rely on the people of our community to lean on us for their transportation needs, delivery needs and medical transportation needs.

In an effort to keep drivers working we have implemented extreme cuts to our lease rates. Last year a 24/7 lease was \$850.00, today it is \$310.00. We are doing everything we can to keep people working and servicing our communities. We survived 9/11 and we intend to survive COVID-19 pandemic."

8. BOARD MEMBER COMMENTS

Board Member comments were made by:

Kathleen Kelly, City of Palm Desert
Robert Radi, City of La Quinta

9. CEO/GENERAL MANAGER COVID-19 RESPONSE AND SERVICE REPORT

For this information only item, CEO/General Manager provided the Board with a brief update as a follow-up to the report provided in the packet.

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10. RESOLUTION NO. 0775 PROCLAIMING THE EXISTENCE OF AN EMERGENCY SITUATION DUE TO THE WORLDWIDE SPREAD OF COVID-19

General counsel, Eric Vail, explained the need for the emergency resolution. Comments were made by Board Member Ty Peabody and Board Member Raymond Gregory. Board Member Peabody asked that the Agency's Finance Department come back with estimated losses for the next 6 months compared to the budget and actuals. CEO/General Manager Skiver notified the Board that this information is being developed for RCTC and will be available to share with the Board, as requested. Board Member Gregory asked for clarification regarding contracting authority for the CEO/General Manager under this resolution, mentioned by general counsel. General Counsel Vail clarified that the resolution proclaims an emergency that also enacts provisions within the Board's approved procurement policy to provide authority to the CEO/General Manager. Board Member Beaman Jacinto moved to approve Resolution No. 0775 Proclaiming the Existence of an Emergency Situation due to the Worldwide Spread of COVID-19. The motion was seconded by Board Member Cooper. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

11. ASSIGNMENT OF DESIGN BUILD AGREEMENT

Finance/Audit Committee Chair Robert Radi notified the Board that the Committee did not meet on the item, but as Committee Chair he conferred with staff and moved approval of items 11 through 17. Item 12 was pulled from the single vote from Board Member Betts and Item 13 was pulled from the single vote from Board Member Hobart. Board Vice-Chair Radi moved to approve items 11, 14, 15, 16 and 17. The motion was seconded by Board Member Miller. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

12. REPLACEMENT OPERATIONS FACILITY – CONSTRUCTION QUALITY ASSURANCE SERVICES

Board Member Betts had asked for Item 12 to be pulled from the single vote to request for more information on the item since it didn't go to Committee and has a high dollar amount associated with it. CEO/General Manager Skiver explained that the Agency has already started grading for the land and the importance of the Operations Facility as a project and its need to move forward, even during these uncertain times. Board Member Betts moved to approve the Replacement Operations Facility – Construction Quality Assurance Services. The motion was seconded by Board Vice-Chair Radi. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

13. SOLAR CARPORTS CHANGE ORDER

Board Member Hobart asked for Item 13 to be pulled for discussion, but then rescinded his request. Board Member Hobart moved to approve the Solar Carports Change Order. The motion was seconded by Board Vice-Chair Radi. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

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14. FACILITY IMPROVEMENTS DIVISION II

Finance/Audit Committee Chair Robert Radi notified the Board that the Committee did not meet on the item, but as Committee Chair he conferred with staff and moved approval of items 11 through 17. Item 12 was pulled from the single vote from Board Member Betts and Item 13 was pulled from the single vote from Board Member Hobart. Board Vice-Chair Radi moved to approve items 11, 14, 15, 16 and 17. The motion was seconded by Board Member Miller. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

15. FIRST AMENDMENT TO ZEN AGREEMENT

Finance/Audit Committee Chair Robert Radi notified the Board that the Committee did not meet on the item, but as Committee Chair he conferred with staff and moved approval of items 11 through 17. Item 12 was pulled from the single vote from Board Member Betts and Item 13 was pulled from the single vote from Board Member Hobart. Board Vice-Chair Radi moved to approve items 11, 14, 15, 16 and 17. The motion was seconded by Board Member Miller. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

16. RESOLUTION NO. 0776 TO OBTAIN LOW CARBON TRANSIT OPERATIONS PROGRAM FUNDING

Finance/Audit Committee Chair Robert Radi notified the Board that the Committee did not meet on the item, but as Committee Chair he conferred with staff and moved approval of items 11 through 17. Item 12 was pulled from the single vote from Board Member Betts and Item 13 was pulled from the single vote from Board Member Hobart. Board Vice-Chair Radi moved to approve items 11, 14, 15, 16 and 17. The motion was seconded by Board Member Miller. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

17. ROUTE 10 COMMUTER LINK SERVICE AGREEMENTS

Finance/Audit Committee Chair Robert Radi notified the Board that the Committee did not meet on the item, but as Committee Chair he conferred with staff and moved approval of items 11 through 17. Item 12 was pulled from the single vote from Board Member Betts and Item 13 was pulled from the single vote from Board Member Hobart. Board Vice-Chair Radi moved to approve items 11, 14, 15, 16 and 17. The motion was seconded by Board Member Miller. The motion was approved by a unanimous vote of 10 yes; 0 no; 0 abstain

18. GENERAL COUNSEL

General counsel had no updates to report.

19. CEO/GENERAL MANAGER'S REPORT

CEO/General Manager, Lauren Skiver, had no further updates to report.

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20. CLOSED SESSION

No scheduled closed session items.

21. NEXT MEETING DATE

April 22, 2020
12 p.m. – Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276

22. ADJOURN

The SunLine Services Group and SunLine Transit Agency meeting concurrently adjourned at 12:39 p.m.

Respectfully Submitted,

Brittney B. Sowell
Clerk of the Board

***PLEASE NOTE THESE MINUTES ARE BEING POSTED IN
DRAFT FORMAT ON 03/25/20 AT 4:50 PM ON
WWW.SUNLINE.ORG, DUE TO TECHNICAL DIFFICULTIES
SOME MEMBERS OF THE PUBLIC HAD IN LISTENING TO
THE BOARD PROCEEDINGS.***