



Wednesday, June 22, 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**
Vice Chairman Eduardo Garcia
2. **Flag Salute**
3. **Roll Call**
4. **Presentations**
None.
5. **Finalization of Agenda**
6. **Correspondence**
None.

7. Public Comments**Receive Comments**

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

NON AGENDA ITEMS

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

AGENDA ITEMS

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

8. Board Member Comments**Receive Comments**

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

----- DISCUSSION -----**9. SunLine Consultant Contracts (C. Mikel Oglesby) Discussion**

Discussion with Board concerning a review of consultant contracts in place at the Agency; staff to provide clarification regarding use of consultants. (Pages 1-3)

----- ACTION -----**10. 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 May 25, 2011 Board of Directors Meeting (Pages 4-8)
- b) Checks over \$1,000 for May, 2011 (Pages 9-11)
- c) Credit card statement for May, 2011 (Pages 12-14)
- d) Monthly Budget Report for May, 2011 (Pages 15-16)
- e) Contract Report – nothing to report
- f) Ridership Report for May, 2011 (Pages 17-18)
- g) SunDial Operational Notes for May, 2011 (Page 19)

11. **Project Management Consulting (C. Mikel Oglesby)** **Approve**
Request to the Board to authorize SunLine General Manager to issue a Request for Offer and award a three year contract for project management and complex contract administration support. (Page 20)
12. **Overview of the FY 2012 Budget (Christopher Mitchell/Edward Carson)**
Overview of the budget for fiscal year 2012.
13. **Public Hearing on the Budget** **Accept Public Comments**
Members of the public are encouraged to address the Board on issues concerning the budget. Each presentation is limited to 3 minutes.
- a) Open the public hearing
 - b) Accept public comment
 - c) Close the public hearing
14. **FY 2012 Operating & Capital Budget (Christopher Mitchell/Edward Carson)** **Approve**
Request to the Board to approve budget for fiscal year 2012. (Page 21) (Draft budget is separate attachment.)
15. **Approval of Short Range Transit Plan for FY 2012-2014 (Eunice Lovi)** **Approve**
Request to the Board to approve the final Short Range Transit Plan for FY 2012-2014 (Page 22) (Final SRTP is separate attachment.)
16. **Purchase of Replacement Paratransit Vehicles (Tommy Edwards)** **Approve**
Request to the Board to authorize SunLine General Manager to approve award of contract for purchase of replacement vehicles for SunDial service. (Page 23)
17. **Purchase of Supervisor Vehicles (Tommy Edwards)** **Approve**
Request to the Board to authorize SunLine General Manager to approve award of contract for purchase of replacement supervisor vehicles. (Page 24)

18. Resolutions to Obtain Grant Funding **Approve
(Eunice Lovi)**

Request to the Board to approve the attached Resolutions. Each year the governmental units that approve grants for SunLine require a Resolution from the Board of Directors authorizing the General Manager to apply and/or accept the funds. These Resolutions perform that necessary task. (Pages 25-41)

- a) 5307 Funds, Federal Transit Administration
- b) 5309 Funds, Federal Transit Administration
- c) 5310 Funds, Federal Transit Administration
- d) 5311 Funds, Federal Transit Administration
- e) 5316 Funds, Federal Transit Administration
- f) 5317 Funds, Federal Transit Administration
- g) CMAQ Funds
- h) Prop 1B Funds

19. Resolution Authorizing Access to FTA's **Approve
Transportation Electronic Award and Management
System [TEAM] (Eunice Lovi)**

Request to the Board to approve the attached Resolution enabling Agency staff access to FTA's TEAM system to complete legal, planning, financial and reporting activities. (Pages 42-43)

20. Election of Officers (Vice Chairman Garcia) **Approve
Board to elect officers for FY 2012.**

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

22. Next Meeting Date

July 27, 2011

12 o'clock Noon – Kelly Board Room

32-505 Harry Oliver Trail

Thousand Palms, CA 92276

23. Adjourn

SunLine Transit Agency

DATE: June 22, 2011 **DISCUSSION**

TO: Finance Committee
Board of Directors

FROM: General Manager

RE: SunLine Consultant Contracts

Background

As General Manager, I have completed a review of the consultant contracts in place at SunLine. After reviewing the Board reports for the consultants in place, staff wanted to give the Board some background on this practice and provide some clarification regarding the use of consultants.

Typically the FTA allows up to 10 percent of the project cost for administration. The current project backlog is estimated at \$24 million. SunLine is managing these projects utilizing a little over 3 percent of the costs, or \$700,000 over 5 years, mainly on consultants. The rest of the work is being completed by existing staff. It should be noted that as the project workload has increased, the actual administrative staffing has declined (See Exhibit A).

SunLine uses consultants partially because the FTA disfavors the use of an agency's own staff to perform project work. SunLine also uses consultants in part because of the limited talent pool in the Coachella Valley where SunLine has experienced some key vacancies for long periods of time.

The vast majority of project funding for SunLine Transit Agency is provided by the Federal Transit Administration.

One of the regulations that must be followed by recipients of grant funding is OMB Circular 5010. This regulation defines work performed by a grantees own labor force to accomplish a grant project as Force Account work.

Prior to incurring costs for Force Account work, the FTA requires SunLine to:

“Submit documentation equivalent to a sole source justification stating the basis for a determination that no private sector contractor has the expertise to perform the work. In addition, the required documentation must provide the basis for the grantee decision to use force account labor...”

If SunLine does not comply with these requirements, the FTA may disallow the costs for the project, which would create a financial hardship for SunLine. The FTA concern is that transit agencies would add staff and consequently add to the day-to-day cost of providing transit services after project completion. Project consultants do not add to overhead cost or operating expenses and are therefore more efficient when performing capital project work.

This strategy has paid off for SunLine. SunLine has saved substantial dollars by utilizing skilled consultants to handle difficult negotiations. SunLine has had major procurement files reviewed and commended by FTA Reviewers. More importantly, SunLine has kept these difficult projects within the project budgets and within the funding schedules while numbers of administrative staff has actually decreased.

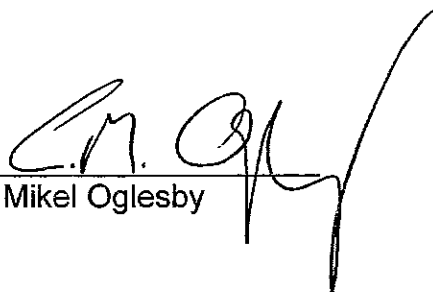
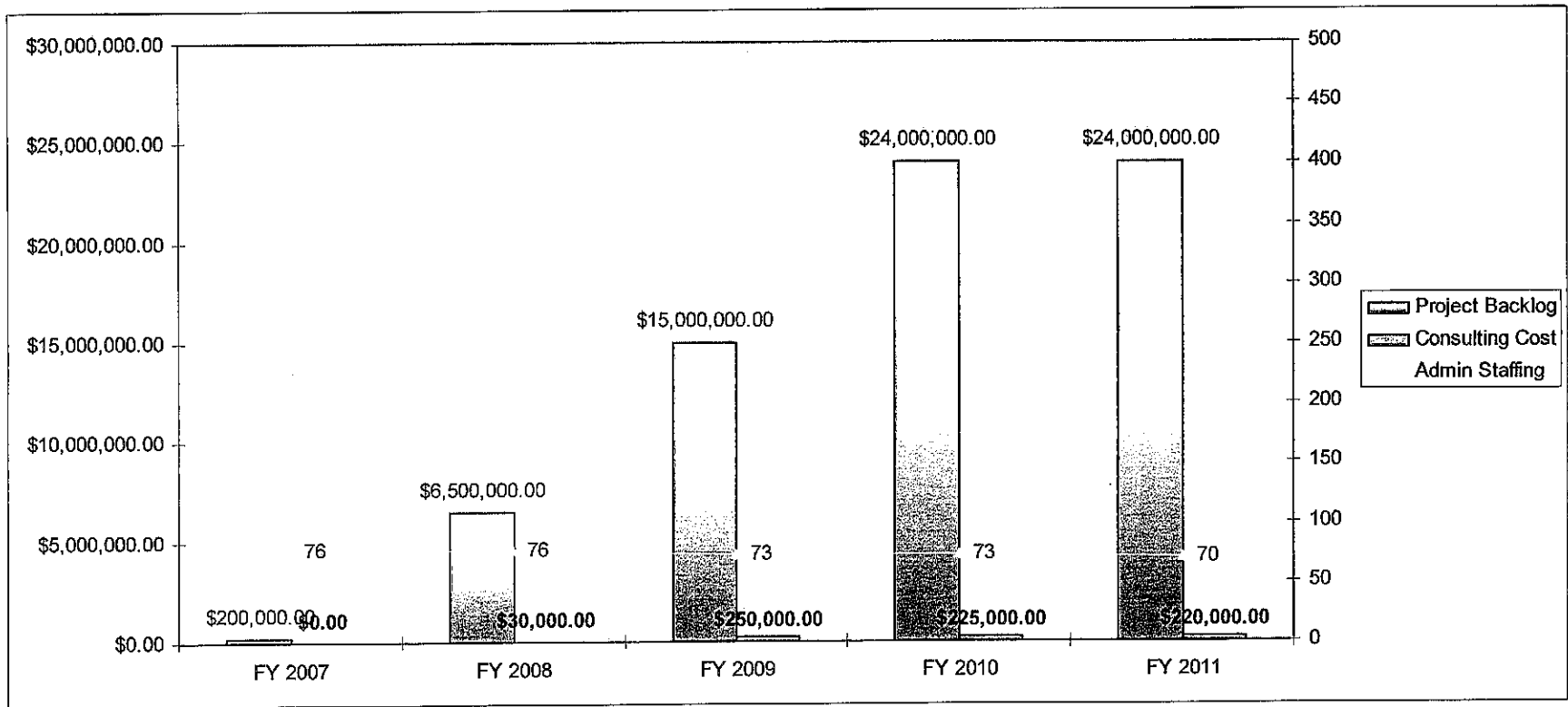

C. Mikel Oglesby

EXHIBIT A



MINUTES
SunLine Transit Agency
Board of Directors Meeting
May 25, 2011

A regular meeting of the SunLine Transit Agency Board of Directors was held at 12:00pm on Wednesday, May 25, 2011 in the Kelly Board Room at SunLine Transit Agency, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

1. Call to Order

The meeting was called to order at 12:00 p.m. by Chairman Steve Pougnet.

2. Flag Salute

Mayor Hobart led all in a salute to our flag.

3. Roll Call

Completed.

Members Present

Steve Pougnet, Chairman, Mayor, City of Palm Springs
Eduardo Garcia, Vice Chairman, Mayor, City of Coachella
Yvonne Parks, Mayor, City of Desert Hot Springs
G. Dana Hobart, Mayor, City of Rancho Mirage
Bob Spiegel, Mayor Pro Tem, City of Palm Desert
Bill Powers, Councilmember, City of Indian Wells
Mike Wilson, Councilmember, City of Indio
John J. Benoit, Supervisor, County of Riverside

Members Absent

Bud England, Councilmember, City of Cathedral City
Don Adolph, Mayor, City of La Quinta

Guests:

Robert Yates, RCTC
John Standiford, RCTC
Gadi Srulovitz –Yellow Cab of the Desert
Ricardo Diaz, Yellow Cab of the Desert
Harry Incs-American Cab
Mabu Hossan-Airport Taxi
Norman Strickland-LFR Associates
Lydia Rodriguez-LFR Associates
Debbie DeRoma, LFR Associates

Staff:

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

Tommy Green, Director of Safety & Security
Eunice Lovi, Director of Planning
Naomi Nightingale, Director of Administration & Human Resources/EEO/Taxi Administrator
Michael Jones, Taxi Administration Supervisor
Rudy Le Flore, Procurement Consultant
Rick Barone, Procurement Officer
Mannie Garcia, Senior Supervisor
Michael Morrow, Maintenance Manager
Francine DePalo, Administrative Assistant
Ed Carson, Accounting Manager
Diann Chumney, Desktop Publishing
Ivanna Samokish, Safety, Risk Assessment & Training Coordinator
Jim Rayl, Operations Coordinator
Blanca Flores, Accountant
Vanessa Mora, Administrative Assistant

4. Presentations

Naomi Nightingale, Director of Administration/EEO, on behalf of Mikel Oglesby, (present via phone), and staff, presented Chairman Steve Pougnet with an engraved gavel in appreciation for his service as Chairman of the Board the past fiscal year. Ms. Nightingale thanked the Chairman for his work.

5. Finalization of Agenda

No changes made.

6. Correspondence

None.

7. Public Comments

NON AGENDA ITEMS:

None.

AGENDA ITEMS:

None.

8. Board Member Comments

Chairman Pougnet welcomed Councilmember Michael Wilson representing the City of Indio.

9. 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.

10. Resolutions to Obtain Prop 1B Capital Transit (PTMISEA) and Prop 1B Transit Security Grant Funds

Director of Planning, Eunice Lovi, addressed the Board requesting approval of Resolutions authorizing the General Manager to apply for Prop 1B transit

security and capital transit funds. The approval will enable staff to submit applications due to the State next week. Councilmember Powers moved for approval. The motion was seconded by Vice Chairman Garcia and approved by a unanimous vote.

11. Construction Claim for Maintenance Expansion Project

Director of Maintenance, Tommy Edwards, addressed the Board requesting authorization for the General Manager to approve a construction claim in the amount of \$48,000 for USS Cal Builders for the Maintenance Expansion Project. Mr. Edwards stated that the project has been ongoing for the last several months and is coming toward completion; however, an issue came up during the process. The design firm that designed the expansion to the existing building, designed as a stand alone with a seismic joint. During the initial meetings with the County and the contractor, (SunLine was present) the contractor was lead to believe that nothing would have to be done to the existing building as it was built with a seismic joint. As the process progressed, the County and the architects decided there was a need for ADA upgrades. Staff is requesting the Board to approve a negotiated amount to complete the ADA upgrades to the existing building. Mr. Edwards stated that staff believes the contractor held some responsibility for making sure this was included in the project; staff became aware that this could be an issue after the initial permitting process. Staff negotiated with the contractor to reduce the costs to \$48,000. Chairman Pougnet stated that Finance Committee members discussed who is responsible during the Committee meeting and it was felt that the 50% negotiated amount is appropriate. Mayor Pro Tem Spiegel moved for approval. The motion was seconded by Councilmember Powers and approved by a unanimous vote.

12. Water Softener Tank Service Contract

Director of Maintenance, Tommy Edwards, addressed the Board requesting authorization be given to the General Manager to approve award of contract for water softener tank service, upon review as to form and legality by Legal Counsel. Mr. Edwards stated that the water softener is used in the bus washing process, as well as the hydrogen production process. He stated that new quotes were provided and there is a savings with the new contract. Mayor Parks moved for approval. The motion was seconded by Councilmember Wilson and approved by a unanimous vote.

13. Annual Riverside County Transportation Commission

Director of Planning, Eunice Lovi, addressed the Board stating that she has provided an information item to inform the Board of Directors of the annual unmet transit needs public hearing that is held by RCTC. She stated that ideally, the public hearing is held in conjunction with the Citizens Advisory Committee/Social Service Transportation Advisory Committee, of which SunLine is a member. Residents throughout the County are encouraged to attend the public hearing to provide comments on transit services provided throughout the County. This year the public hearing was held in Banning, and at the hearing, there were five or six residents from the Coachella Valley that provided comments to participants. Ms. Lovi stated that she has provided a summary of

the comments as part of staff report. There was a request for service from North Shore to connect to other parts of the Valley, specifically College of the Desert. There was a request to improve current service. Some passengers believe service takes too long for their trips. A comment was made that service to medical appointments are taking too long. There were requests for more amenities throughout the Valley, as well as increased service within the City of Coachella, specifically the Senior Center. Chairman Pougnet asked if we were provided with names and contact numbers of those who spoke at the public meetings. Robert Yates of RCTC stated that it was his group that conducted the public hearing and that each speaker did fill out a "Request to Speak" form and if all of the contact information was not provided, staff retrieved the information. Mr. Yates stated that the meeting was recorded and staff is in the process of transcribing the tape. He stated that staff will provide a report for each operator affected by the comments, as well as to the Commission.

Supervisor Benoit stated that the staff report states that there are no unmet needs based on the definition, but there were a number of folks commenting about service from North Shore to the Central Valley, which he hears frequently. Supervisor Benoit then asked for the definition of unmet needs so he can answer questions more effectively. Mr. Yates stated that the definition revolves around the amount of local transportation fund sources that are available. He stated that typically since all of the local transportation funds are being used for transit, we meet the definition that there are no unmet needs. He stated that there is not any more money available to fulfill these needs. Mr. Yates stated that in the past, the hearing was conducted in Blythe as they were using LTF funds to also do street and road work in Blythe. He stated that has not been the case for the past four years; Blythe is using all of their LTF funds for transit. Mr. Yates stated that he took the opportunity to move the location to a more central area so that input could be taken from other regions. Mr. Yates stated that strictly speaking, from the PUC, we meet the definition of not having any unmet needs based on the funding availability. Supervisor Benoit stated that, as clarification, it really means that we are not spending any of the money for transit on something other than transit, where we have a need for transit. He stated that there are people in North Shore that need to get someplace that does not have a way to get there.

Vice Chairman Garcia asked Mr. Yates if the location of the meetings can be alternated to bring the meetings closer to the Coachella Valley. Mr. Yates stated that for future meetings, the location will be alternated. He stated that there can be more public hearings if needed, but will be at the discretion of the Commission; there is only a requirement to hold one hearing a year under PUC regulations.

14. Quarterly Grant Activities Update

Director of Planning, Eunice Lovi, addressed the Board with an update on grant activity. She stated that there are currently 22 active grants estimated at over \$9 million and an estimated \$11 million for pending grants with the Federal, State and Regional funding partners. Ms. Lovi stated that she is pleased to inform the Board that two grants were closed during the last quarter, which ended in March

of 2011. Chairman Pougnet stated that the Finance Committee commended staff for the good work on aggressively pursuing grants and receiving funds.

15. Chairman to Appoint a Nominating Committee for Vice Chairman for FY 12

Chairman Pougnet announced the appointment of the Nominating Committee for Vice Chairman for FY 2012, as Mayor Garcia becomes Chairman, as follows: Chairman Pougnet, Vice Chairman Garcia and Mayor Parks. The Committee will meet immediately following the Board meeting.

16. General Manager's Report

Mikel Oglesby addressed the Board stating that he apologizes for not being at the meeting. He attempted to be at the meeting, but is instead at an airport in Memphis trying to return from the American Public Transportation Association's Bus & Paratransit Conference and International Roadeo. Oglesby stated that SunLine driver Raul Estrada, also known as "Thunder from the Desert" and was announced as such, competed in the American Public Transportation Association's International Roadeo. He stated that Mr. Estrada did a great job. Oglesby thanked Chairman Pougnet for serving as Chairman of our Board during some very tough times and looks forward to his continued service on our Board.

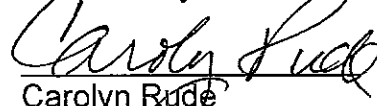
17. Next Meeting Date

Chairman Pougnet announced that the next regular meeting of the Board of Directors will be held on June 22, 2011 at 12 noon – Kelly Board Room, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

18. Adjourn

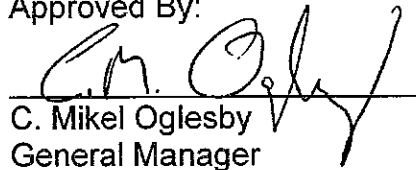
Chairman Pougnet adjourned the meeting at 12:19p.m.

Respectfully Submitted



Carolyn Rude
Clerk of the Board

Approved By:



C. Mikel Oglesby
General Manager

Date: 6/10/11

SunLine Transit Agency
Checks \$1,000 and Over
For the month of May 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
<i>USS CAL BUILDERS, INC.</i>	<i>Engineer Services</i>	<i>650869</i>	<i>5/19/2011</i>	<i>\$574,778.50</i>
<i>AVAIL TECHNOLOGIES</i>	<i>ITS Implementation</i>	<i>650654</i>	<i>5/4/2011</i>	<i>\$411,547.00</i>
<i>AVAIL TECHNOLOGIES</i>	<i>ITS Implementation</i>	<i>650653</i>	<i>5/4/2011</i>	<i>\$294,079.00</i>
<i>ELDORADO NATIONAL</i>	<i>Fuel Cell Bus</i>	<i>650722</i>	<i>5/11/2011</i>	<i>\$200,000.00</i>
<u>HEALTH NET</u>	<u>Group Health Ins Prem</u>	<u>650839</u>	<u>5/19/2011</u>	<u>\$192,491.50</u>
<i>CALSTART, INC.</i>	<i>ZWEIG Learning Center</i>	<i>650874</i>	<i>5/25/2011</i>	<i>\$95,484.00</i>
<i>WONDRIES CHEVROLET</i>	<i>Stop & Zones Vehicles</i>	<i>650875</i>	<i>5/25/2011</i>	<i>\$91,337.06</i>
<u>UNION BANK</u>	<u>Pension Deposits</u>	<u>650927</u>	<u>5/26/2011</u>	<u>\$84,339.41</u>
<u>UNION BANK</u>	<u>Pension Deposits</u>	<u>650809</u>	<u>5/13/2011</u>	<u>\$82,951.39</u>
<i>IBI GROUP</i>	<i>Engineer Services</i>	<i>650695</i>	<i>5/5/2011</i>	<i>\$82,938.66</i>
PERMA	Gnrl Liab / Wker Comp Prem	650786	5/13/2011	\$72,709.17
SOUTHERN CALIFORNIA GAS CO.	Gas CNG & Hydrogen	650861	5/19/2011	\$59,513.30
<i>COMMUNITY BANK</i>	<i>Project retention payment</i>	<i>650823</i>	<i>5/19/2011</i>	<i>\$30,251.50</i>
SOUTHERN CALIFORNIA GAS CO.	Gas CNG & Hydrogen	650917	5/26/2011	\$25,055.92
GOODYEAR TIRE & RUBBER	Bus Tire Lease	650759	5/13/2011	\$20,009.99
<i>TULSA GAS TECHNOLOGIES, INC.</i>	<i>TP Fuel Island Disp Replcmnt</i>	<i>650807</i>	<i>5/13/2011</i>	<i>\$18,563.00</i>
CREASON & AARVIG, LLP	Legal Services	650741	5/13/2011	\$17,881.40
IMPERIAL IRRIGATION DIST	Electricity TP	650696	5/5/2011	\$14,958.47
<u>LEFLORE GROUP LLC, THE</u>	<u>Consultant</u>	<u>650773</u>	<u>5/13/2011</u>	<u>\$12,639.22</u>
<i>NMOMENTUM CORP.</i>	<i>ITS Project-ARRA</i>	<i>650707</i>	<i>5/5/2011</i>	<i>\$12,400.00</i>
HANDBILL PRINTERS	Printing Fare Media	650837	5/19/2011	\$11,505.92
HARTFORD LIFE	Employee Benefits	650694	5/5/2011	\$10,323.73
SOUTHWEST NETWORKS, INC.	Network Consultants	650799	5/13/2011	\$9,450.00
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	650675	5/5/2011	\$9,282.79
REWARD STRATEGY GROUP, INC.	Consultant	650859	5/19/2011	\$6,950.00
<u>COLONIAL LIFE & ACCIDENT</u>	<u>Supplemental Insurance</u>	<u>650883</u>	<u>5/26/2011</u>	<u>\$6,513.88</u>
<i>GFI GENFARE</i>	<i>Farebox & Equipment</i>	<i>650894</i>	<i>5/26/2011</i>	<i>\$6,400.00</i>
SOUTHWEST NETWORKS, INC.	Network Consultants	650918	5/26/2011	\$5,925.00
G & K SERVICES	Uniform service	650757	5/13/2011	\$5,849.21
<u>METLIFE SBC</u>	<u>Dental Insurance</u>	<u>650933</u>	<u>5/31/2011</u>	<u>\$5,845.45</u>
<i>TEAM LABOR COMPLIANCE</i>	<i>Construction Managing</i>	<i>650922</i>	<i>5/26/2011</i>	<i>\$5,720.00</i>
TRANSPORTATION MANAGEMENT & NEW FLYER	Bus Route Planning Bus Parts	650926 650706	5/26/2011 5/5/2011	\$5,499.00 \$5,370.22
<i>PRESTIGE FLOORING CENTER INC.</i>	<i>Flooring Admin 2</i>	<i>650788</i>	<i>5/13/2011</i>	<i>\$5,184.16</i>
EPLER COMPANY, THE	Pension Consultant	650833	5/19/2011	\$4,604.03
VERIZON WIRELESS	Wireless Cell Serv	650873	5/19/2011	\$4,568.43
IMPERIAL IRRIGATION DIST	Electricity TP	650897	5/26/2011	\$4,564.15
UTC POWER CORPORATION	Fuel Cell Bus Parts	650929	5/26/2011	\$4,449.08
MOORE MAINTENANCE & CARQUEST OF THE DESERT	Janitorial Servs Repair Parts	650778 650669	5/13/2011 5/5/2011	\$4,347.00 \$4,266.52
<u>AMALGAMATED TRANSIT UNION</u>	<u>Union Dues</u>	<u>650877</u>	<u>5/26/2011</u>	<u>\$4,055.44</u>

SunLine Transit Agency
Checks \$1,000 and Over
For the month of May 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
INDEPENDENT LIVING PARTNERSHIP	Grant Pass-Through	650697	5/5/2011	\$3,974.65
<u>AMALGAMATED TRANSIT UNION</u>	<u>Union Dues</u>	<u>650726</u>	<u>5/13/2011</u>	<u>\$3,876.24</u>
FACTORY MOTOR PARTS COMPANY	Repair Parts	650683	5/5/2011	\$3,765.44
TRANSIT PRODUCTS & SERVICES	Repair Parts	650925	5/26/2011	\$3,607.44
BECK OIL, INC.	Facility Maintenance	650818	5/19/2011	\$3,480.00
TMAD, TAYLOR & GAINES	Engineer Services	650718	5/5/2011	\$3,410.00
ALLIEDBARTON SECURITY SERVICES	Security Services	650817	5/19/2011	\$3,321.92
ALLIEDBARTON SECURITY SERVICES	Security Services	650655	5/5/2011	\$3,321.92
TELEPACIFIC COMMUNICATIONS	Telephone Service	650717	5/5/2011	\$3,319.01
TELEPACIFIC COMMUNICATIONS	Telephone Service	650864	5/19/2011	\$3,267.84
SOUTHWEST NETWORKS, INC.	Network Consultants	650862	5/19/2011	\$3,075.00
<u>CALIFORNIA STATE DISBURSEMENT</u>	<u>Employee Garnishment</u>	<u>650735</u>	<u>5/13/2011</u>	<u>\$3,020.46</u>
<u>CALIFORNIA STATE DISBURSEMENT</u>	<u>Employee Garnishment</u>	<u>650882</u>	<u>5/26/2011</u>	<u>\$3,020.46</u>
IMPERIAL IRRIGATION DIST	Electricity TP Area	650848	5/19/2011	\$2,832.27
SAFETY-KLEEN CORPORATION	Solvent Tank Service	650912	5/26/2011	\$2,749.67
CDW GOVERNMENT, INC	Computer Equipment	650737	5/13/2011	\$2,546.30
NEW FLYER	Bus Parts	650854	5/19/2011	\$2,365.72
<u>EYE MED</u>	<u>Employee Benefits</u>	<u>650679</u>	<u>5/5/2011</u>	<u>\$2,236.84</u>
OFFICE DEPOT	Office Supplies	650855	5/19/2011	\$2,227.97
GATEWAY COMPRESSION, INC.	Sun Fuel Parts	650758	5/13/2011	\$2,149.39
NEW FLYER	Bus Parts	650906	5/26/2011	\$2,139.82
FIESTA FORD, INC.	Repair Parts/Support	650688	5/5/2011	\$2,098.04
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	650825	5/19/2011	\$2,060.52
CAL-TEST, INC.	D&A Onsite Testing	650936	5/31/2011	\$2,000.00
HI-TECH MACHINING	Repair Parts	650765	5/13/2011	\$1,999.51
BURRTEC WASTE & RECYCLING	Facility Trash Removal	650732	5/13/2011	\$1,989.82
FLEET-NET CORPORATION	Software & Licenses	650753	5/13/2011	\$1,980.00
HOME DEPOT CRD SRVS	Facility Maintenance	650846	5/19/2011	\$1,945.63
TURBO IMAGES	Bus Decals/Logos	650721	5/5/2011	\$1,853.68
TRANSIT PRODUCTS & SERVICES	Repair Parts	650719	5/5/2011	\$1,740.17
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	650745	5/13/2011	\$1,724.85
KENNY STRICKLAND, INC.	Lubricants & Oils	650903	5/26/2011	\$1,582.94
GRAINGER	Facility Maintenance	650836	5/19/2011	\$1,529.50
VERIZON	Communications	650872	5/19/2011	\$1,490.54
OFFICE DEPOT	Office Supplies	650783	5/13/2011	\$1,446.06
RESORT MARKETING	Public Relations Mgmt	650909	5/26/2011	\$1,425.00
COACHELLA VALLEY PRINTING	Printing	650822	5/19/2011	\$1,356.39
CARQUEST AUTO PARTS - INDIO	Repair Parts	650664	5/5/2011	\$1,326.62
VALLEY OFFICE EQUIPMENT, INC.	Fax/Copier Supplies	650871	5/19/2011	\$1,300.78
NEW FLYER	Bus Parts	650781	5/13/2011	\$1,266.05
DESERT SUN PUBLISHING CO., THE	Public Notice	650829	5/19/2011	\$1,249.98
CUMMINS-ALLISON CORP.	Coin Rm Machines Agreement	650826	5/19/2011	\$1,232.81

**SunLine Transit Agency
Checks \$1,000 and Over
For the month of May 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
CAL-TEST, INC.	D&A Onsite Testing	650736	5/13/2011	\$1,210.70
TRANSIT PRODUCTS & SERVICES	Repair Parts	650867	5/19/2011	\$1,205.58
ALEXANDER COHN, ESQ	Legal Services	650816	5/19/2011	\$1,197.00
DAIMLER BUSES NORTH AMERICA, EMC	Repair Parts	650887	5/26/2011	\$1,186.43
	Medical-Exams and Testing	650832	5/19/2011	\$1,110.00
ROMAINE ELECTRIC CORP.	Repair Parts	650791	5/13/2011	\$1,050.81
TRANSIT PRODUCTS & SERVICES	Repair Parts	650806	5/13/2011	\$1,028.75
DESERT FIRE EXTINGUISHER CO. INC.	Facility Maintenance	650676	5/5/2011	\$1,004.49

Total of Checks Over \$1,000 **\$2,631,903.51**

Total of Checks Under \$1,000 **\$46,368.88**

Total of All Checks for the Month **\$2,678,272.39**

Total Amount of Checks Prior Years Same Month **\$1,484,089.41**



May Statement for activity from Apr. 21, 2011 through May 20, 2011
 SUNLINE TRANSIT
 C MIKEL OGLESB'

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

Your Visa® Business Card account at a glance ... **Accr**

Activity Summary	
Previous Balance	\$1,691.90
Payments	\$1,691.90CR
Other Credits	\$0.00
Purchases	\$50.00
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	\$50.00
Credit Line	\$31,000.00
Available Credit	\$30,950.00
Statement Close Date	May 20, 2011
Days in Billing Cycle	30

Payment Information	
New Balance	\$50.00
Minimum Payment Due (Current Month)	\$10.00
Minimum Payment Due (Past Due)	\$0.00
Total New Minimum Payment Due	\$10.00
Payment Due Date	Jun. 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 \$50.00 by 06/17/11. 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					
05/04			PAYMENT THANK YOU	\$1,691.90CR	-----
Purchases and Other Debits					
05/12	05/11	7000	PALM SPRINGS VIDEO TV1 760-7784336 CA	\$50.00	-----

Continued on Next Page

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

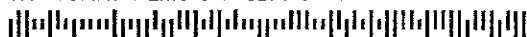
Automatic Payment

Your Account Number: _____
 Your new full balance of \$50.00 will be automatically deducted from your account on 06/06/11.

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

000028273 1 MB 0.390 106481091769668 P

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





May Statement for activity from Apr. 21, 2011 through May 20, 2011
 SUNLINE TRANSIT
 C MIKEL OGLESBY

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

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	\$50.00	\$0.00	YES	\$0.00	13.99%		YES
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	20.99%		NO

Important Messages


Your payment of \$50.00 will be automatically deducted from your bank account on 06/06/2011

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: May 20, 2011

Detail:

5/12/11	Palm Springs Video	Video of News Report	\$ 50.00
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Credit:

5/04/11	Payment		\$1,691.90CR
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**SunLine Transit Agency
Statement of Activities
May 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	246,048	242,238	3,810	2,654,209	2,710,219	(56,009)
Advertising revenue	34,726	75,000	5,384	6,272	(888)	26,124	75,000	(48,876)
Rebate for CNG production	338,447	-	64,835	-	64,835	967,299	-	967,299
Interest Revenue	25,049	50,000	411	4,117	(3,706)	8,110	44,731	(36,621)
Outside Fueling Revenue (SunFuels)	198,512	220,855	25,697	18,403	7,294	187,410	202,194	(14,784)
Pass-Through Operating revenue	-	-	4,234	-	4,234	61,607	-	61,607
Other revenue	134,910	120,000	8,000	7,667	333	99,880	111,658	(11,778)
Other revenue-Measure A supplement	-	185,000	-	15,326	(15,326)	-	169,674	(169,674)
Total local revenue	3,437,841	3,600,855	354,608	294,022	60,586	4,004,639	3,313,476	691,162
Expenses:								
SunFuels (10)	198,512	220,855	25,697	18,403	(7,294)	187,409	202,194	14,785
Operations-Fixed Route (11 & 12)	8,487,588	8,310,676	738,497	699,306	(39,191)	7,749,828	7,631,642	(118,186)
Operations-Dial-A-Ride (13 & 14)	2,219,210	2,348,875	200,343	198,737	(1,606)	2,046,728	2,155,382	108,654
Security (15)	481,210	427,985	42,201	35,165	(7,036)	473,284	391,733	(81,550)
Maintenance (21 & 22)	5,185,353	5,222,412	469,931	438,187	(31,744)	4,765,087	4,787,129	22,041
Facility Maintenance-T.P. (23)	557,685	572,329	44,856	47,896	3,040	513,537	525,438	11,901
Facility Maintenance-Indio (24)	73,287	87,010	5,982	7,251	1,269	74,783	79,759	4,976
Bus Stops/Shelters (25)	408,150	424,106	34,961	35,842	881	378,678	390,206	11,529
Marketing (31)	233,920	287,141	26,102	20,296	(5,806)	249,327	267,196	17,869
Human Resources (32)	523,529	553,333	40,726	46,108	5,382	406,580	506,171	99,590
General Administration (40)	1,186,265	1,309,939	92,488	108,528	16,040	893,544	1,199,921	306,377
Finance (41)	969,377	730,895	60,875	58,618	(2,257)	671,569	650,286	(21,283)
Information Technology (42)	164,574	413,549	23,157	34,610	11,453	266,080	378,882	112,801
Planning & Agency Development (49)	570,465	636,130	30,110	61,830	31,720	499,117	697,040	197,922
Total expenses	21,259,127	21,545,235	1,835,927	1,810,778	(25,149)	19,175,552	19,862,979	687,427

Minimum Farebox ratio = 17.97%

YTD Farebox ratio 20.88%

SunLine Transit Agency
Statement of Revenues and Departmental Expenditures
For Month ended May 31, 2011

Operating Revenues	<u>FY 2011</u>
Local Transportation Funds (LTF)	9,132,140
Measure A Funds	3,458,583
FTA Section 5307	2,518,981
FTA Section 5304	12,550
FTA Section 5311	-
FTA Section 5316	-
FTA Section 5317	-
CMAQ	-
Fare box Revenue	2,654,209
Other	1,337,482
Pass Through funds	<u>61,607</u>
 TOTAL OPERATING REVENUES	 <u>\$ 19,175,552</u>
 Operating Expenditures by Department	
SunFuels (10)	187,409
Operations-Fixed Route (11 & 12)	7,749,828
Operations-Dial-A-Ride (13 & 14)	2,046,728
Security (15)	473,284
Maintenance (21 & 22)	4,765,087
Facility Maintenance-T.P. (23)	513,537
Facility Maintenance-Indio (24)	74,783
Bus Stops/Shelters (25)	378,678
Marketing (31)	249,327
Human Resources (32)	406,580
General Administration (40)	893,544
Finance (41)	671,569
Information Technology (42)	266,080
Planning & Agency Development (49)	<u>499,117</u>
 TOTAL OPERATING EXPENDITURES BY DEPARTMENT	 <u>\$ 19,175,552</u>
 Operating Income/(Loss)	 <u><u>-</u></u>

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

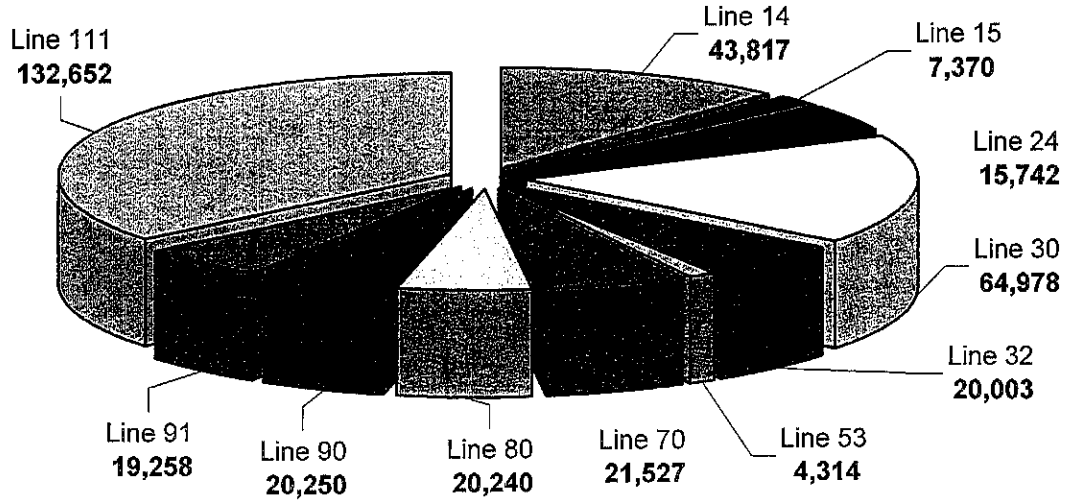
		FY 2010 & 2011												
		May 2011	May 2010	Apr 2011	Month Var.	% Var.	FY 2011 YTD	FY 2010 YTD	YTD Var.	% Var.	Bikes		Wheelchairs	
Fixed Route										Monthly	YTD	Monthly	YTD	
Line 14	DHS/PS	43,817	44,013	42,513	(196)	-0.4%	453,544	457,271	(3,727)	-0.8%	1,313	13,842	458	4,769
Line 15	DHS	7,370		7,087	7,370	0.0%	60,456		60,456	0.0%	134	955	76	525
Line 24	PS/CC	15,742	13,288	15,375	2,454	18.5%	154,861	130,709	24,152	18.5%	317	3,025	117	959
Line 30	CC/PS	64,978	60,816	65,826	4,162	6.8%	674,617	619,502	55,115	8.9%	1,645	18,358	397	3,614
Line 32	PD/TP/PS	20,003	13,492	18,515	6,511	48.3%	188,188	136,328	51,860	38.0%	815	7,931	74	816
Line 53	PD/IW	4,314		4,161	4,314	0.0%	35,770		35,770	0.0%	146	754	6	64
Line 70	La Quinta	21,527	14,727	20,132	6,800	46.2%	206,519	155,163	51,356	33.1%	1,015	8,349	47	262
Line 80	Indio	20,240	17,452	18,957	2,788	16.0%	206,409	188,777	17,632	9.3%	247	2,885	209	2,050
Line 90	Coachella/Ind	20,250	16,954	18,481	3,296	19.4%	192,657	185,327	7,330	4.0%	480	4,865	100	1,781
Line 91	Cch/Th/Mecca	19,258	14,635	18,085	4,623	31.6%	172,738	134,347	38,391	28.6%	394	4,015	29	389
Line 111	PS/Indio	132,652	116,414	132,610	16,238	13.9%	1,364,089	1,254,008	110,081	8.8%	4,666	48,994	793	7,917
Fixed route total		370,151*	317,305	361,742	52,846	16.7%	3,709,848*	3,321,409	388,439	11.7%	11,172	113,973	2,306	23,146
Demand Response														
SunDial		10,051	9,302	9,022	749	8.1%	100,239	96,728	3,511	3.6%				
System total		380,202	326,607	370,764	53,595	16.4%	3,810,087	3,418,137	391,950	11.5%				

Please note:

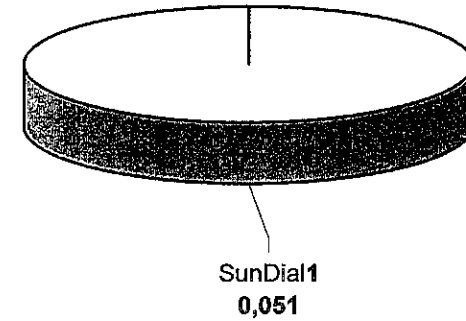
* May 2011 and FY 2010 YTD total ridership includes data for Line 50 (59,977 passengers). Line 50 was discontinued in September 2010; fixed route and system totals are accurate. Line 50 carried 5,514 riders in May 2010.

SunLine Transit Agency Monthly Ridership Report May - 2011

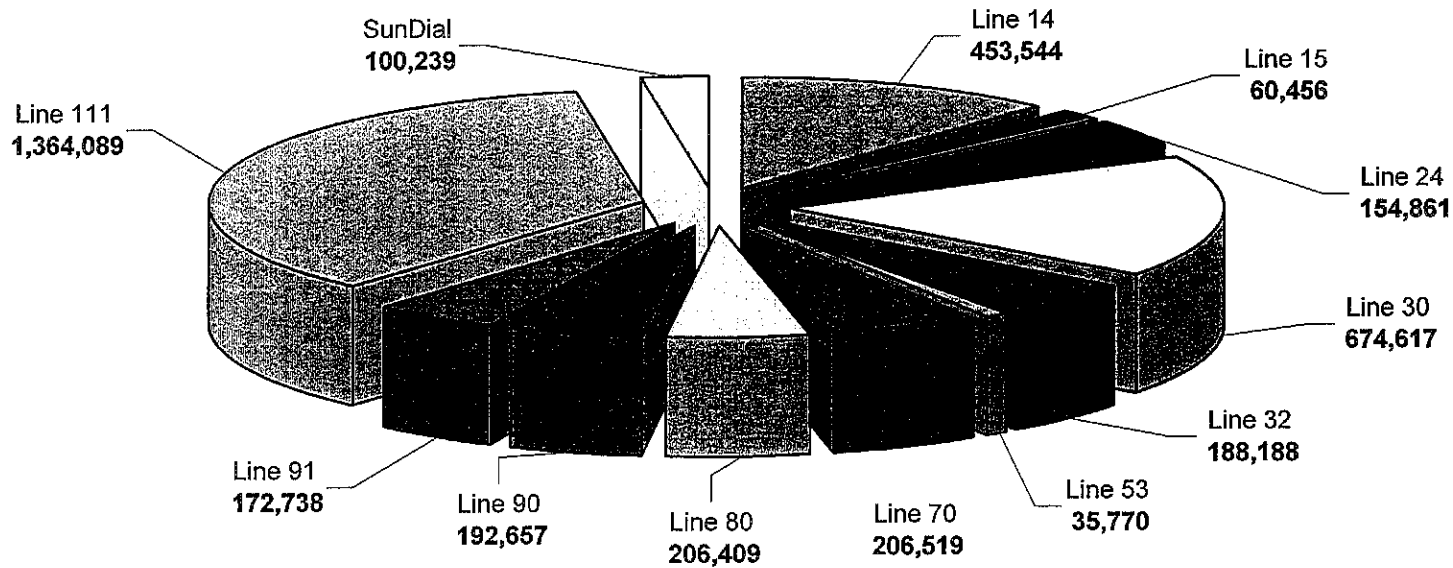
Fixed Route Ridership



Demand Response Ridership



Year-to-Date System Ridership





Complimentary Paratransit Service
Serving Persons with Disabilities Throughout the Coachella Valley

SunDial Operational Notes
May 2011

1. ON-TIME PERFORMANCE

<u>Last Year</u>	<u>This Year</u>	
90.8	90.7	Total trips carried in the on-time window
761	911	Total trips late during the month
7,801	9,851	Total trips

2. RIDERSHIP and MILEAGE

<u>Last Year</u>	<u>This Year</u>	
9,302	10,051	Total passengers for the month
73,357	85,023	Total miles traveled for the month

3. SAFETY

<u>Last Year</u>	<u>This Year</u>	
1	3	Total preventable accidents

4. RIDE-A-LONG & ONBOARD EVALUATIONS

<u>Last Year</u>	<u>This Year</u>	
1	0	Total Ride-a-Long Evaluations
6	5	Total Onboard Inspections
9	0	Total Safety Evaluations

5. DENIALS

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

6. WHEELCHAIR BOARDINGS

<u>Last Year</u>	<u>This Year</u>	
1,273	1,700	Total Mobility Device Boarding's

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

SunLine Transit Agency

DATE: June 22, 2011 **ACTION**

TO: Finance Committee
Board of Directors

FROM: General Manager

RE: Project Management Consulting

Recommendation

Authorize the General Manager to issue a Request for Offer and award a three year contract for project management and complex contract administration support. The final contract will be subject to review and approval as to form by SunLine Legal Counsel.

Background

SunLine has been extremely sensitive to controlling the cost of consulting support on its FTA funded projects. SunLine has undertaken several complex projects requiring skills in both project and contract management without increasing staff. Failure to manage these projects adequately can result in an unacceptable financial risk to SunLine.

In recognition of this need, SunLine has solicited several firms to provide this support. As an example, SunLine hired a consultant to help manage the ITS project. This consultant was paid \$95 per hour. SunLine was forced to terminate this contract because the level of support did not comport with SunLine's needs. SunLine then replaced the consultant with a company called nMomentum. This company charges a rate of \$155 per hour for project management support. In September 2010, SunLine received a proposal requesting \$96,000 for six months of project management support on this one project. This is roughly \$16,000 per month to support one project. The Le Flore Group charges less than that per month to provide this support on all seven of SunLine's major projects. These projects are 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.

SunLine proposes to issue a solicitation for continuation of this needed support utilizing the California Department of General Services Schedule Contracts to expedite the process. The LeFlores Group will be allowed to compete for this business.

Fiscal Impact

It is anticipated that support on these projects will not exceed \$150,000 per year, which is included in the operating and capital budgets for each project mentioned.


C. Mikel Oglesby

SunLine Transit Agency

DATE: June 22, 2011 **ACTION**

TO: Finance Committee
Board of Directors

FROM: Acting Director of Finance

RE: SunLine Transit Agency Operating and Capital Budget
Fiscal Year 2012

Recommendation

Recommend that The Board of Directors approve the draft Budget for Fiscal Year 2012.

Background

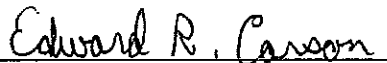
The capital budget reflects purchases that will improve the infrastructure of SunLine. Major projects include the new Administration Building, the ITS (Avail) Project and the replacement of paratransit vehicles.

The FY 2012 operating budget has been increased by 4.0% from the FY 2011 budget that was submitted to the Board in June of 2010. The increase is the result of expected increases in sales tax revenues, increased health care costs, rising crude oil prices which impact both freight and material costs, major systems additions which require an increase in consulting, and the expiration of the vehicle warranty program.

SunLine remains dedicated to its objective of providing clean, safe and efficient transportation to the Coachella Valley and to operate at maximum efficiency, while at the same time deferring operating expenditures whenever possible.

Financial Impact

All budgeted funds are available per RCTC staff.


Edward R. Carson
Edward R. Carson

SunLine Transit Agency

DATE: June 22, 2011 **ACTION**

TO: Finance Committee
Board of Directors

FROM: Director of Planning

RE: Approval of the SRTP for FY 2012- 2014

Recommended Action

Recommend that the Board of Directors approve the FY 2012 – 2014 final SRTP to enable staff to work with the Riverside County Transportation Commission (RCTC) to include the final draft in the Regional Transportation Improvement Program.

Background

The proposed SRTP includes operating and capital funds to operate transit services and complete recommended transit capital improvements for FY 2012. The budget also includes request for federal, state and local funds to purchase replacement paratransit buses, rehabilitation of existing buses, office furniture, maintenance equipment and tools, continuation of ITS project, implementation of transit security enhancement projects, improvements to existing facilities, and bus stops, and ticket vending machine. In addition, staff plans to begin construction of the Administrative building, conduct transit planning and feasibility study, as well as implement enterprise resource planning tool.

The SRTP also outlines plans for realigning an existing route and implementation of a new service route; in addition to implementing a Taxi Voucher Program for which funding has been secured. Staff intends to work with local jurisdictions before seeking approval from the Board to implement new service routes highlighted in the FY 11/12 SRTP. The estimated operating budget is \$22,117,354, including \$717,201 of carryover LTF and federal funds to supplement operating funds projected for the upcoming fiscal year. The budget for capital improvement projects is estimated at \$14,351,473. Please note that carryover New Freedom funds from the 2009 Call for projects is being reprogrammed for bus stop improvements. The combined operating and capital budget for FY 2012 is \$36,528,827.

Financial Impact

All budgeted funds are available and approved per prior discussions with RCTC staff.



Eunice Lovi

SunLine Transit Agency

DATE: June 22, 2011 **ACTION**
TO: Finance Committee
Board of Directors
FROM: Director of Maintenance
RE: Purchase of Replacement Paratransit Vehicles

Recommendation

Recommend that the Board of Directors authorize SunLine General Manager to approve award of contract for the purchase of up to 13 replacement CNG paratransit, ADA accessible, vehicles for SunLine's SunDial service, upon approval as to form and legality by Legal Counsel.

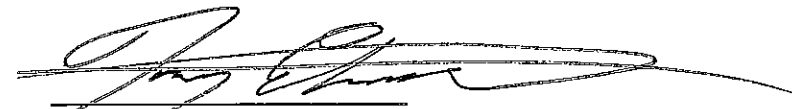
Background

SunLine's paratransit fleet currently consists of 31 El Dorado Aero-tech Ford Cut-A-Way CNG powered vehicles. With the increased demand for more paratransit service, and with some of the current buses reaching the end of their usual life cycle, staff has determined that there is a need to start replacing the older vehicles.

SunLine staff is asking for assignments from the existing CalAct-Morongo Basin Transit Authority Vehicle Purchasing Cooperative. The Co-op is a competitive bid process that SunLine and other Agencies throughout the State are allowed to piggyback on to take advantage of the very competitive pricing offered by several manufacturers. SunLine staff is requesting assignments for 30 vehicles from this Co-Op procurement to be spread over the next two years on an as-needed basis based on the manufacturing and delivery schedules.

Fiscal Impact

The total estimated cost per vehicle will be \$90,000, plus tax. This procurement will be paid for using a combination of federal and state funds totaling \$1,260,733.50, including tax. The funds are from approved federal transit grants and State Transit Assistance funding.


Tommy Edwards

SunLine Transit Agency

DATE: June 22, 2011 **ACTION**
TO: Finance Committee
Board of Directors
FROM: Director of Maintenance
RE: Purchase of Replacement Supervisor Vehicles

Recommendation

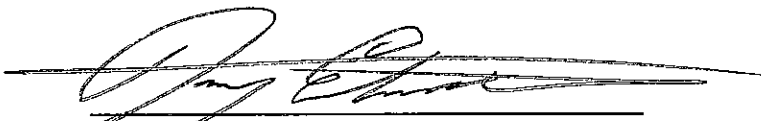
Recommend that the Board of Directors authorize SunLine General Manager to approve award of contract for replacement of Supervisor vehicles upon approval as to form and legality by Legal Counsel.

Background

SunLine currently has six (6) Ford E350 Vans equipped with wheelchair lifts. These vans are used by Operations Department Supervisors to do a variety of job duties including occasionally picking up wheelchair customers. The Ford Vans have passed the end of their life cycle and will no longer meet required federal guidelines. Staff is recommending purchasing new Mobility Vehicles [MV] -1 that uses CNG fuel, which have the ease of loading and unloading wheelchair passengers. The MV-1 vehicles are built to meet or exceed the Americans with Disabilities Act guidelines without any expensive aftermarket conversions or retrofits. The vehicles being purchased will be used by Operations Department Supervisors, as well as staff in the Safety/Security Department.

Financial Impact

All vehicles are properly equipped with an estimated cost of \$55,368.00 per vehicle and will be paid for using a combination of federal and state funds totaling \$357,970.73, including tax. The funding is from approved federal transit grants, State Transit Assistance and Prop1B Transit Security funds.


Tommy Edwards

SunLine Transit Agency

DATE: June 22, 2011 **ACTION**
TO: Board of Directors
FROM: Director of Planning
RE: Resolutions to Obtain Grant Funding

Recommendation

Recommend that the Board of Directors approve the attached Resolutions that grant authorization to the General Manager to direct the Planning staff to apply for grants and obtain revenues for the new fiscal year.

Background

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

Fiscal Implications

The Resolutions are necessary to obtain operating and capital funds to operate the Agency in Fiscal Year 2012.



Eunice Lovi



RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE FILING OF
AN APPLICATION WITH THE UNITED STATES
DEPARTMENT OF TRANSPORTATION, FOR A
GRANT UNDER SECTION 5307 OF THE URBAN
MASS TRANSPORTATION ACT OF 1964, AS
AMENDED FOR FISCAL YEAR 2011/2012**

WHEREAS, the Secretary of Transportation is authorized to make grants for a mass transportation program of projects, and

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

WHEREAS, it is required by the U.S. Department of Transportation in accord with the provision of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Urban Mass Transportation Act of 1964, as amended, the applicant gave an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder, and

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

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

- 1) The General Manager is authorized to execute and file an application on behalf of SunLine Transit Agency with the U.S. Department of Transportation to aid in the financing of planning, capital and/or operating assistance projects, pursuant to Section 5307 of the Urban Mass Transportation Act of 1964, as amended.
- 2) The General Manager is authorized to execute and file with such applications an assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964.
- 3) The General Manager is authorized to furnish such additional information as the U.S. Department of Transportation may require in connection with the application for the program of projects.

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

5) The General Manager is authorized to execute grant agreements on behalf of SunLine Transit Agency with the U.S. Department of Transportation for aid in the financing of the planning, capital and/or operating assistance program of projects.

ADOPTED THIS 22nd DAY OF JUNE, 2011.

AYES:

NOES:

ABSENT:

ABSTAIN:

By:

Eduardo Garcia
Vice Chairman of the Board

C. Mikel Oglesby
General Manager



RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE FILING OF
AN APPLICATION WITH THE UNITED STATES
DEPARTMENT OF TRANSPORTATION, FOR A
GRANT UNDER SECTION 5309 OF THE URBAN
MASS TRANSPORTATION ACT OF 1964, AS
AMENDED FOR FISCAL YEAR 2011/2012**

WHEREAS, the Secretary of Transportation is authorized to make grants for a mass transportation program of projects, and

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

WHEREAS, it is required by the U.S. Department of Transportation in accord with the provision of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Urban Mass Transportation Act of 1964, as amended, the applicant gave an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder, and

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

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

- 1) The General Manager is authorized to execute and file an application on behalf of SunLine Transit Agency with the U.S. Department of Transportation to aid in the financing of planning, capital and/or operating assistance projects, pursuant to Section 5309 of the Urban Mass Transportation Act of 1964, as amended.
- 2) The General Manager is authorized to execute and file with such applications an assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964.
- 3) The General Manager is authorized to furnish such additional information as the U.S. Department of Transportation may require in connection with the application for the program of projects.

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

5) The General Manager is authorized to execute grant agreements on behalf of SunLine Transit Agency with the U.S. Department of Transportation for aid in the financing of the planning, capital and/or operating assistance program of projects.

ADOPTED THIS 22nd DAY OF JUNE, 2011

AYES:

NOES:

ABSENT:

ABSTAIN:

By:

Eduardo Garcia
Vice Chairman of the Board

C. Mikel Oglesby
General Manager



RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE FILING OF
AN APPLICATION WITH THE UNITED STATES
DEPARTMENT OF TRANSPORTATION, FOR A
GRANT UNDER SECTION 5310 OF THE URBAN
MASS TRANSPORTATION ACT OF 1964, AS
AMENDED FOR FISCAL YEAR 2011/2012**

WHEREAS, the Secretary of Transportation is authorized to make grants for a mass transportation program of projects, and

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

WHEREAS, it is required by the U.S. Department of Transportation in accord with the provision of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Urban Mass Transportation Act of 1964, as amended, the applicant gave an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder, and

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

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

- 1) The General Manager is authorized to execute and file an application on behalf of SunLine Transit Agency with the U.S. Department of Transportation to aid in the financing of planning, capital and/or operating assistance projects, pursuant to Section 5310 of the Urban Mass Transportation Act of 1964, as amended.
- 2) The General Manager is authorized to execute and file with such applications an assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964.

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

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

5) The General Manager is authorized to execute grant agreements on behalf of SunLine Transit Agency with the U.S. Department of Transportation for aid in the financing of the planning, capital and/or operating assistance program of projects.

ADOPTED THIS 22nd DAY OF JUNE, 2011.

AYES:

NOES:

ABSENT:

ABSTAIN:

By:

Eduardo Garcia
Vice Chairman of the Board

C. Mikel Oglesby
General Manager



RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE FILING OF
AN APPLICATION WITH THE UNITED STATES
DEPARTMENT OF TRANSPORTATION, FOR A
GRANT UNDER SECTION 5311 OF THE URBAN
MASS TRANSPORTATION ACT OF 1964, AS
AMENDED FOR FISCAL YEAR 2011/2012.**

WHEREAS, the Secretary of Transportation is authorized to make grants for a mass transportation program of projects, and

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

WHEREAS, it is required by the U.S. Department of Transportation in accord with the provision of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Urban Mass Transportation Act of 1964, as amended, the applicant gave an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder, and

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

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

- 1) The General Manager is authorized to execute and file an application on behalf of SunLine Transit Agency with the U.S. Department of Transportation to aid in the financing of planning, capital and/or operating assistance projects, pursuant to Section 5311 of the Urban Mass Transportation Act of 1964, as amended.

- 2) The General Manager is authorized to execute and file with such applications an assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964.

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

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

5) The General Manager is authorized to execute grant agreements on behalf of SunLine Transit Agency with the U.S. Department of Transportation for aid in the financing of the planning, capital and/or operating assistance program of projects.

ADOPTED THIS 22nd DAY OF JUNE, 2011.

AYES:

NOES:

ABSENT:

ABSTAIN:

By:

Eduardo Garcia
Vice Chairman of the Board

C. Mikel Oglesby
General Manager



RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE FILING OF
AN APPLICATION WITH THE UNITED STATES
DEPARTMENT OF TRANSPORTATION, FOR A
GRANT UNDER SECTION 5316 OF THE URBAN
MASS TRANSPORTATION ACT OF 1964, AS
AMENDED FOR FISCAL YEAR 2011/2012.**

WHEREAS, the Secretary of Transportation is authorized to make grants for a mass transportation program of projects, and

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

WHEREAS, it is required by the U.S. Department of Transportation in accord with the provision of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Urban Mass Transportation Act of 1964, as amended, the applicant gave an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder, and

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

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

- 1) The General Manager is authorized to execute and file an application on behalf of SunLine Transit Agency with the U.S. Department of Transportation to aid in the financing of planning, capital and/or operating assistance projects, pursuant to Section 5311 of the Urban Mass Transportation Act of 1964, as amended.
- 2) The General Manager is authorized to execute and file with such applications an assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964.

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

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

5) The General Manager is authorized to execute grant agreements on behalf of SunLine Transit Agency with the U.S. Department of Transportation for aid in the financing of the planning, capital and/or operating assistance program of projects.

ADOPTED THIS 22nd DAY OF JUNE, 2011.

AYES:

NOES:

ABSENT:

ABSTAIN:

By:

Eduardo Garcia
Vice Chairman of the Board

C. Mikel Oglesby
General Manager



RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE FILING OF
AN APPLICATION WITH THE UNITED STATES
DEPARTMENT OF TRANSPORTATION, FOR A
GRANT UNDER SECTION 5317 OF THE URBAN
MASS TRANSPORTATION ACT OF 1964, AS
AMENDED FOR FISCAL YEAR 2011/2012.**

WHEREAS, the Secretary of Transportation is authorized to make grants for a mass transportation program of projects, and

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

WHEREAS, it is required by the U.S. Department of Transportation in accord with the provision of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Urban Mass Transportation Act of 1964, as amended, the applicant gave an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder, and

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

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

- 1) The General Manager is authorized to execute and file an application on behalf of SunLine Transit Agency with the U.S. Department of Transportation to aid in the financing of planning, capital and/or operating assistance projects, pursuant to Section 5311 of the Urban Mass Transportation Act of 1964, as amended.
- 2) The General Manager is authorized to execute and file with such applications an assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964.

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

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

5) The General Manager is authorized to execute grant agreements on behalf of SunLine Transit Agency with the U.S. Department of Transportation for aid in the financing of the planning, capital and/or operating assistance program of projects.

ADOPTED THIS 22nd DAY OF JUNE, 2011.

AYES:

NOES:

ABSENT:

ABSTAIN:

By:

Eduardo Garcia
Vice Chairman of the Board

C. Mikel Oglesby
General Manager



RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE FILING OF AN
APPLICATION WITH THE UNITED STATES
DEPARTMENT OF TRANSPORTATION, FOR A
GRANT UNDER THE CONGESTION MITIGATION
AIR QUALITY (CMAQ) OF THE URBAN MASS
TRANSPORTATION ACT OF 1964, AS AMENDED
FOR FISCAL YEAR 2011/2012.**

WHEREAS, the Secretary of Transportation is authorized to make grants for a mass transportation program of projects, and

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

WHEREAS, it is required by the U.S. Department of Transportation in accord with the provision of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Urban Mass Transportation Act of 1964, as amended, the applicant gave an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder, and

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

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

- 1) The General Manager is authorized to execute and file an application on behalf of SunLine Transit Agency with the U.S. Department of Transportation to aid in the financing of planning, capital and/or operating assistance projects, pursuant to Section 5311 of the Urban Mass Transportation Act of 1964, as amended.
- 2) The General Manager is authorized to execute and file with such applications an assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964.

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

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

5) The General Manager is authorized to execute grant agreements on behalf of SunLine Transit Agency with the U.S. Department of Transportation for aid in the financing of the planning, capital and/or operating assistance program of projects.

ADOPTED THIS 22nd DAY OF JUNE, 2011.

AYES:

NOES:

ABSENT:

ABSTAIN:

By:

Eduardo Garcia
Vice Chairman of the Board

C. Mikel Oglesby
General Manager



RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE FILING OF
AN APPLICATION WITH THE GOVERNOR'S
OFFICE OF HOMELAND FOR A GRANT UNDER
THE HIGHWAY SAFETY, TRAFFIC REDUCTION,
AIR QUALITY AND PORT SECURITY BOND ACT
OF 2011/12 (PROPOSITION 1B)**

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

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

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

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

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

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

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

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

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

ADOPTED THIS 22nd DAY OF JUNE, 2011

AYES:

NOES:

ABSENT:

ABSTAIN:

By:

Eduardo Garcia
Vice Chairman of the Board

C. Mikel Oglesby
General Manager

SunLine Transit Agency

DATE: June 22, 2011 **ACTION**
TO: Board of Directors
FROM: Director of Planning
RE: Resolution Authorizing Access to FTA's Transportation
Electronic Award and Management System [TEAM]

Recommendation


Recommend that the Board of Directors approve the attached Resolution to enable Agency staff to complete legal, planning, financial, and reporting for grant activities in TEAM.

Background

As a requirement by the Federal Transit Administration, SunLine's Board of Directors is required to approve a resolution authorizing employees to access the TEAM system to apply for federal funds, as well as for the management and administration of federal funds for SunLine Transit Agency. The Resolution authorizes the General Manager to act on behalf of the Agency in completing necessary activities to obtain operating and capital funds.

Fiscal Implications

This Resolution is necessary to outline designated and approved staff eligible to access the TEAM system to pin yearly Certification and Assurances, legal certification, develop, submit, execute, and amend grants, as well as submit quarterly reports in FY 11/12.



Eunice Lovi



SunLine Transit Agency

RESOLUTION No. ____

**RESOLUTION OF THE BOARD OF DIRECTORS OF
SUNLINE TRANSIT AGENCY TO AUTHORIZE ACCESS
TO FTA's TRANSPORTATION ELECTRONIC AWARD
AND MANAGEMENT SYSTEM**

WHEREAS, SunLine Transit is a recipient of Federal Transit Administration funding;
and

WHEREAS, FTA requires that recipients of FTA funding utilize the TEAM system to
access the funding and identify those individuals with authority to have access, including the
level of access; and

WHEREAS, The Board of Directors desires to authorize that General Counsel,
General Manager, Director of Planning and Assistant Transit Planner to have access to the
TEAM system relating to the administration of FTA funding for SunLine Transit Agency,
specifically as follows:

Maria Aarvig	Legal Certification (CAL)
C. Mikel Oglesby	Certify and Assure as the Designated Official (CAD)
Eunice Lovi	Pin Certification & Assurances, Submit Application (SA), Execute Award (EA)

NOW THEREFORE, BE IT RESOLVED that the individuals identified above are
authorized to have access to TEAM on behalf of SunLine Transit Agency at the levels
specified.

Approved and Adopted this 22nd day of June, 2011.

Ayes: Noes: Absent: Abstain:

BY

Eduardo Garcia
Vice Chairman of the Board

C. Mikel Oglesby
General Manager

SUNLINE SERVICES GROUP BOARD MEETING AGENDA

Wednesday, June 22, 2011
12:00 Noon
Kelly Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276

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

The Chair requests that all cellular phones and beepers be either turned off or set on silent mode for the duration of the Board Meeting.

AGENDA TOPICS

RECOMMENDATION

1. **Call to Order**
by Vice 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.

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

8. **Safety Review of Taxicab Franchise System** **Discussion**
Board discussion on the safety review of the SRA taxicab franchise system. (Pages 1-2)

----- **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 May 25, 2011 Board of Directors Meeting (Pages 3-11)
- b) SSG/SRA checks over \$1000 issued May, 2011 (Page 12)
- c) SSG/SRA Monthly Budget Report for May, 2011 (Pages 13-14)
- d) Taxi Vehicle/Rides Analysis (Pages 15-16)

10. **Taxicab Budget & Fee Schedule Resolution** **Approve**
Request to the Board to approve fiscal year 2012 taxicab budget and fee schedule resolution. (Pages 17-24)

11. **Approval of Taxi Regulation R.25 Amendment (Naomi Nightingale)** **Approve**
Request to the Board to approve Taxi Regulation R.25 Amendment, Interference with Driver Reporting. (Page 25)

12. **Resolution Adopting Fines Relating to Violations of Taxi Ordinance and Regulations (Naomi Nightingale)** **Approve**
Request to the Board to approve the attached Resolution adopting fines relating to violations of taxi Ordinance and Regulations. (Pages 26-32)
-

13. Next Meeting Date

July 27, 2011, or meet as needed.

12 o'clock Noon – Kelly Board Room

14. Adjourn

SunLine Services Group

DATE: June 22, 2011 **DISCUSSION**

TO: Taxi Committee
Board of Directors

FROM: Director of Taxi Administration

RE: Safety Review of Taxi Franchise System

Background

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

At the May 2011 meeting, staff presented concerns regarding the connection between high weekly leases and excessive hours being driven by the taxi operators. The SSG Board of Directors instructed staff to return with some examples of how each of the three proposed alternatives could be implemented and what the effect would be. Staff was also directed to consider additional alternatives such as seasonal rate restrictions. This report to the Board addresses those requests.

The three alternatives raised by SRA to alleviate these concerns were as follows:

1. Eliminate the ability of Franchises to contract out labor in order to avoid the prospect that drivers would earn less than a minimum wage and; therefore, work more hours to make up the difference.

This would be possible by SRA's modification of the Ordinance to remove the ability of the Franchises to subcontract for drivers. The action would be done in the public's interest in safe taxi operations. In this way the employer would be responsible for insuring that the taxicab drivers adhere to the vehicle code drive time in that the employer would be responsible to track actual hours worked and spot violations. It would also serve to ensure that the drivers are paid at least a minimum wage of \$8.00 per hour. Studies show a correlation between wages and taxicab accidents. SRA fees would fluctuate based on the number of taxis in operation.

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 increases in overhead for supervision. There would possibly be pressure on SRA to raise the ceiling on taxi rates. The overall effect on the industry is still under review.

2. Establish lease caps that would prohibit Franchises from charging more than a maximum amount to rent a taxi which would also deter a drivers' need to drive excessive hours to earn a living wage.

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. Seattle experienced several political challenges prior to final implementation of its lease caps. This change would be based on the interest in public's safety. Currently, each of the Franchises charges a different rate. The amount of the lease cap would 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 SRA. SRA would eliminate the Shared Revenue Fee and collect the 75 cent flag drop surcharge already in place.

There would be no increased cost to the public.

The Franchises would experience a possible decrease in revenue. The overall affect on the industry is still under review.

3. Require that drivers have an ownership interest in the vehicles substantial enough to eliminate the take-it-or-leave-it approach complained of by drivers with respect to the current franchises

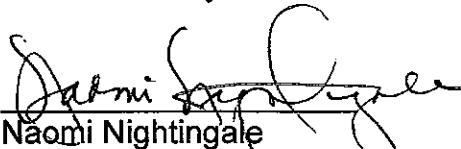
This structure would be modeled after the existing structure at Yellow Cab of The Desert. The Ordinance would be modified to require that each driver have an ownership interest in the taxicabs being driven. This structure is based on a share of the expenses and a share of the revenue. Though it is advertised as a 50/50 split, there is some indication that the actual split is more disproportionate against the drivers. Again, this structure implies the reduction of hours drivers are on the road in order to make a living wage. This option may be the most difficult to implement based on potential interference with free trade.

There would be no increased cost to the public.

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 prior to the transition to the franchise structure. The main difference would be the limit on the number of taxis.

The seasonal restriction option was considered based on its impact towards the overall objective of improving passenger safety. The restriction of rates would occur in the span of approximately three weeks and resemble a deterrent to price manipulation of the taxi market rather than a year round effort to improve passenger safety.

These options are being considered by SRA to promote safe driving practices in the Coachella Valley taxicab market.


Naomi Nightingale

MINUTES
SunLine Services Group
Board of Directors Meeting
May 25, 2011

A regular meeting of the SunLine Services Group Board of Directors was held on Wednesday, May 25, 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 12:19 p.m. by Chairman Steve Pougnet.

2. Roll Call

Completed.

Members Present

Steve Pougnet, Chairman, Mayor City of Palm Springs
Eduardo Garcia, Vice Chairman, Mayor, City of Coachella
Yvonne Parks, Mayor, City of Desert Hot Springs
G. Dana Hobart, Mayor Pro Tem, City of Rancho Mirage
Bob Spiegel, Mayor Pro Tem, City of Palm Desert
Bill Powers, Councilmember, City of Indian Wells
Mike Wilson, Councilmember, City of Indio
John J. Benoit, Supervisor, County of Riverside

Members Absent

Bud England, Councilmember, City of Cathedral City
Don Adolph, Mayor, City of La Quinta

Guests:

Robert Yates, RCTC
John Standiford, RCTC
Gadi Srulovitz –Yellow Cab of the Desert
Ricardo Diaz, Yellow Cab of the Desert
Harry Incs-American Cab
Mabu Hossan-Airport Taxi
Norman Strickland-LFR Associates
Lydia Rodriguez-LFR Associates
Debbie DeRoma, LFR Associates

Staff:

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

Michael Jones, Taxi Administration Supervisor
Rudy Le Flore, Procurement Consultant
Rick Barone, Procurement Officer
Mannie Garcia, Senior Supervisor
Michael Morrow, Maintenance Manager
Francine DePalo, Administrative Assistant
Ed Carson, Accounting Manager
Diann Chumney, Desktop Publishing
Ivanna Samokish, Safety, Risk Assessment & Training Coordinator
Jim Rayl, Operations Coordinator
Blanca Flores, Accountant
Vanessa Mora, Administrative Assistant

3. **Finalization of Agenda**

Chairman Pougnet moved agenda item# 10, Safety Review of Taxicab Franchise System, to review prior to agenda approval item# 9, Approval of Taxi Regulation – Interference with Driver Reporting.

4. **Presentations**

None.

5. **Correspondence**

None.

6. **Public Comments**

NON-AGENDA ITEMS

None.

AGENDA ITEMS

Kimberly Webb – Item# 10. Ms. Webb addressed the three recommendations within the staff report to alleviate safety concerns. She stated that item# 1 does not appear to be appropriate; she stated that the drivers are not independent contractors as they are dominated by the owners. She stated the owners threaten drivers over the radio if they do not go to a particular call. She stated that the costs would be passed on to the drivers. Ms. Webb stated that item# 2 would be best across the board for all the taxi drivers; having a cap would enable a driver to know their finances and what their requirements are, rather than a random lease rate. She stated that currently the lease rates are anywhere from \$1000 to \$1200 a week and drivers are working 16 hours, and other push that limit. She stated that she personally pushed the limit and there were some weeks she still can't pay her obligations. She stated that she has been released and is no longer working in the taxi business; she is representing the drivers who are under duress; if they come to a Board meeting and speak their mind, they are in threat of termination. She stated that item# 3 relating to ownership. She stated that the 50/50 number is not realistic; after expenses, they still are coming home with substantially less than a 50/50 split.

Kimberly Webb – Item# 9 – She stated that after she had addressed the Board in January, she was subjected to retaliation, harassment and termination of driving privileges as direct result of a vehicle malfunction. She took the vehicle to a third outside party mechanic who deemed the vehicle unsafe, dangerous and recommended that a tow truck be called to transport vehicle back to the shop. She stated that she elected to drive the vehicle back to the shop and was then harassed by front desk personnel accusing her of being a complainer. She stated that the van was taken away from her that night and the next day she was belittled by Mr. Incs stating that there was nothing wrong with the vehicle. She stated that both mechanics stated that there was an axle problem. Ms. Webb further stated that she then received a call to decide what days she wanted her 12 hour shift as she was no longer on a 24 hour shift. She then informed her counterparts of the situation and on a Saturday, mid-lease, she was contacted after working 15 hours that she was to bring in her keys as they were removing the vehicle from her for “badmouthing the company”. She stated that in reference to the amount of money on section 10, the \$900 lease went up on January 1st, and a statement made by Mr. Incs at the front desk in the presence of many was “I have to write SunLine a check for \$24,000 tomorrow and that’s why you are going to pay me more.”

7. **Board Member Comments**

None.

8. **Consent Calendar**

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

10. **Safety Review of Taxicab Franchise System**

Taxi Administrator, Naomi Nightingale, addressed the Board stating that on many occasions staff has come before the Board and the Board expressed concern regarding the safety of the general public in reference to taxicab operation. As a result, the concerns have been looked into by SRA staff to address issues of safety. Included in the staff report are three options presented to the Board for discussion; it is not a total list. Ms. Nightingale stated that staff met with the Franchise owners to let them know of the issues being brought before the Board for discussion. The owners of the Franchises were invited to present other options to consider; however, to date, there have been no responses from the Franchise owners. Ms. Nightingale stated that the first option is the elimination of 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. That essentially says that the drivers would become employees of the Franchise rather than independent contractors. The second option 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 operate excessive hours to earn a living. Ms. Nightingale stated that staff has completed an analysis of average cost per ride based on minimum rides per day, as mandated in the Ordinance, and looked at data that has been provided

by the Franchise companies as to what their average rides per day are. Staff has made some determination of the earning rate for the drivers as compared to the leasing rates charged by the Franchises. Item #3 is to require that drivers have an ownership interest in the vehicles substantial enough to eliminate the take-it-or-leave-it approach complained of by drivers with respect to the current Franchises. Ms. Nightingale stated that there currently is a Franchise that has a 50/50 split, 50% of the earnings to go the driver and 50% of the earnings go to the Franchise. This option is presented for discussion as well. Ms. Nightingale stated that the SRA would like the SSG Board of Directors to provide input on these options suggested by the preliminary data and the alternatives being considered by SRA to promote safe driving practices in the Coachella Valley taxicab market. Ms. Nightingale stated that staff believes that some measure of control and cap needs to be placed so that the safety of the drivers becomes the primary concern. She stated that what has been seen and what is being reported is that drivers are forced to work excessive hours in order to meet the demands of the weekly lease amounts, which can be up to and above \$1000 - \$1200 per week.

Mayor Hobart stated that a discussion took place in the Taxi Committee meeting earlier. He stated that in the staff report provided by Ms. Nightingale, it states "Safety Review of the Franchise System" due to the fact that the issues that are being discussed potentially tinker with the contractual relationship between the taxi drivers and the owners of the Franchises. Mayor Hobart stated that normally this would not be within the Board's jurisdiction; however when approached by the perspective of trying to reduce the issues that the drivers have had, such as driving excessive hours, with reduced sleep, accidents occur, and the incentive to work more than the law permits with respect to consecutive hours and the fact they are not making a living wage, there is concern. The consequence is that they are pushing themselves to work longer hours, thus, putting the public at greater risk. Mayor Hobart stated that the Board is trying to address and seek tools by which we can change some of the driving habits. He further stated that in the report to the Board, Ms. Nightingale lists three options as possible approaches to change the relationship between the driver and the Franchise in a manner that will take out much of the incentive of the drivers to work excessive hours. Mayor Hobart stated that during the Taxi Committee meeting the three subjects were examined and the Committee members came to the conclusion that each suggestion has potential and real merit. He stated that the Committee asked for staff to come back at the next meeting with some examples of how each item could be implemented and what the affect would be. Mayor Hobart stated that the Committee is hopeful that the Board, as well as staff, could come up with some additional thoughts as to what can be done to eliminate incentive of the drivers to work excessive hours. He stated one thought he has based on some discussion is the fact that leases are modified on a routine basis when a major function occurs in the Valley, such as the Coachella Fest. He stated that leases are increased from \$1050 a week to a significantly higher number. Mayor Hobart stated that this issue should be looked at to determine if that lease should change when traffic is the greatest, the cost of the vehicle is more and difficulty in

getting rides is compounded by everybody massing around the eastern Coachella Valley.

Mayor Parks stated that Harry Incs of American Cab indicated at the Taxi Committee meeting that his figures are different than staff figures as far as calculating revenue. She stated that Mr. Incs volunteered to open his books to staff to see how the figures differ. Mayor Parks stated that she also asked about the pass-through of the credit card; the drivers are charged 5% if a credit card is used. Mayor Parks stated that that cost should be burdened by the Franchise, not the driver. She stated we are looking at how much time a driver requires to work in order to simply meet the lease, which then affects the drivers' ability to drive safely.

Chairman Pougnet stated that there has been discussion on how big the margins are; if Mr. Incs is going to open up his books, it might give the Board and staff the ability to see how big those margins are. The Chairman asked Legal Counsel to comment. The Chairman stated that currently we have three five-year lease agreements and asked Counsel what ability the Board has legally to potentially alter a Franchise Agreement. Legal Counsel, Maria Aarvig, stated that the request for proposals and the Franchise Agreement makes it clear that SSG is free to change the Ordinance; it is still the governing body. She stated that is part of the terms of the Franchise Agreement; the terms can be altered by a change to the Ordinance. She stated that if the motivation for changing the Ordinance provides some sort of protection for the purpose of public safety and is generated on the basis of such a concern, it is within the power of this Agency. She stated that the only reason that SSG exists is to protect public safety by government code. Provided there is evidence that there is an issue, such as exceeding the limitations in the vehicle code in terms of the number of hours they are driving, taking measures to address that is within this body's jurisdiction. Chairman Pougnet asked if other Franchise operators are willing to come forward to discuss revenue. Ms. Nightingale stated that staff will continue to have meetings with the Franchise owners. Chairman Pougnet asked Ms. Nightingale to provide further information on item# 1; he stated that it would be difficult to dictate that drivers become employees of the company. Ms. Nightingale stated that it would be difficult. She stated that as of now, all three Franchises operate as corporate owners; that is in their Franchise Agreement at this time. She stated that it was left up to the Franchises as to whether they would have employees or independent contractors; that choice was not dictated. Ms. Nightingale stated that staff would need to look further into the impacts.

Supervisor Benoit stated that he would be interested in the revenue estimates, which he assumes is based on the rides per mile, the rates we allow and the number of rides. Ms. Nightingales stated that we have minimum rides per the Ordinance, which is eight rides a day and is tracked on a monthly basis. She stated that staff came up with an average of what a fare is for a ride, times the minimum, to come up with the take-home fare for a driver. Supervisor Benoit asked if the take-home fare included a tip. Ms. Nightingale stated that tips are not included; however a survey was sent out to the drivers. Two hundred surveys

were distributed and staff received 10% return of the surveys. Questions asked were how many hours driven, what are they paying for lease fees, as well as their take-home pay. Supervisor Benoit stated that response from the owners might be that there is an additional revenue source that is not included in the numbers and could be significant.

Ms. Nightingale further stated that in relation to why the leasing fees are increased during Coachella Fest and Stage Coach, an answer received from one Franchise owner is that the drivers drive many more miles and there is a toll on the vehicles during the festivals. In addition, the insurance goes up, more dispatchers are hired due to the high volume of calls received and attribute to the increase of costs.

Supervisor Benoit stated that he gets a little nervous when government is asked to write the rules of how commerce should be undertaken. He stated that experience has shown him is that when government has tried to take on that task, they have not done a very good job. He stated that the Board needs to be very careful in establishing lease caps under the heading of safety. He stated that we may not have the right numbers to figure out what is an appropriate lease cap and the connection to safety is questionable in his mind. Supervisor Benoit asked what the penalties are under SunLine Regulation R.6.11. He stated that we should be focused on making sure that we have a safety Ordinance that is enforceable and effective. Ms. Nightingale stated that the penalties are dictated by the government code; the fees are in today's agenda #9. She stated there was discussion at the Taxi Committee meeting this morning and the SRA's ability to increase the fees or have an accumulation of fees to the extent that the Franchise owners might be presented to the Board for suspension for continued or accumulated violations. Supervisor Benoit stated that it is very difficult to enforce; who is watching to make sure that the drivers are not driving excessive hours. He further asked about the consequence if a driver is found to be driving excessive hours and how is it enforced.

Councilmember Powers stated that it is a weak argument to charge more for a lease to the driver during the Coachella Fest or Stage Coach. He stated the owners are making more money. He further stated that if a Franchise is going to open their books, they should bring their tax returns as well. Ms. Nightingale stated that tax returns are required in the application process and staff can ask for them at any time. Councilmember Powers further stated that the Franchise owner should be asked to sign a disclosure, or a permission slip that we get a copy of the return from the IRS as there could be several sets of tax returns.

Mayor Parks stated that she understands Supervisor Benoit's concerns. She stated that truck drivers have logs as far as signing in, etc. She stated that we have a GPS and we are supposed to know exactly when the drivers are driving; however, the driver has the ability to disconnect the GPS. She stated that it is difficult to regulate something that is so easily manipulated.

Councilmember Wilson asked if we can require a log book to be signed off by the drivers. He further asked that in relation to Coachella Fest and Stage Coach, if the fares during the events are a free for all. Ms. Nightingale stated that taxicab drivers negotiate their fees. Councilmember Wilson asked about a plan that is in place at the airport for the Coachella Fest and Stage Coach; the driver drives into a stall and the next one in line takes the next fare. He asked if that criteria was established with the promoter, Coachella Fest and Stage Coach representatives, and if they would work with SunLine to establish the fare, would that help. Ms. Nightingale stated that staff has attempted to set up taxicab stands so that the process could be controlled; during all events, staff attempted to set up a taxi stand. She stated that staff did have some issues with Stage Coach and the Coachella Fest as there was not a coordinated effort between law enforcement, the City of Indio and Golden Voice (the promoter) in order to make it smoother. She stated that there are hundreds of thousands of people and there are only so many cabs. Councilmember Wilson stated that the City could include in the routing system to get cabs into a designated street to pick up and drop off rides if it would help the situation created by the events. Mr. Oglesby stated that steps are being taken to meet with the City Manager and law enforcement to work together. Councilmember Wilson stated that getting law enforcement involved, as they are the logistics arm, is key in working with the City Manager to get the issue worked out. Oglesby further stated that staff needs to talk to law enforcement so they can understand what SRA staff is trying to do.

Mayor Garcia stated that the events we are discussing include nine days out of the entire year and we need to keep focused on what the drivers are making, as well as consideration, from a policy standpoint, if the Board can put a cap on what independent drivers pay for their leases. He stated that he believes there is a connection with public safety issues; drivers are paying drastic rates for a lease, which causes them to put additional time into their work, ultimately jeopardizing the safety of their passengers. Mayor Garcia stated that maybe through a mutual understanding with the Franchises a cap can be put on the leases. He further stated that the question remains; can we enforce a cap, which needs to be answered by Legal Counsel.

Councilmember Powers stated that he saw a presentation this week on taxicab service at the airport, which included a glowing report by the Commissioner about the taxi drivers and how courteous they are; no complaints in a long time.

Mayor Pro Tem Spiegel asked if the item will be brought back to the Board next month. Ms. Nightingale stated yes, the Committee has asked staff to come back. Mayor Parks stated that she would like staff to come back with some examples of what will work.

Supervisor Benoit stated that a GPS could possibility be the solution to enforce the safety issue and should be explored first before trying to regulate the business side. He stated that if we go to the business side, we could possibly set a caveat that the rates cannot be changed during a special event.

Ms. Nightingale stated that staff will look at the options and come back next Board meeting with definitive choices.

9. Approval of Taxi Regulation – Interference with Driver Reporting

Taxi Administrator, Naomi Nightingale, stated that staff requests approval of Taxi Regulation R.25, Interference with Driver Reporting. She stated on many occasions drivers have reported to the SRA staff that they have been retaliated against, threatened or intimidated by the Franchise, for coming before the Board, making phone calls or appearances to SRA staff, or complaining about safety hazards with the taxicab or the administration of taxis. If unsafe tires, or other mechanical failures of the vehicles are reported, the driver would either have their leases taken from them for a while, or could be terminated. If they came before the Board, or brought a safety issue before the Board, they were terminated or disciplined in some way. Ms. Nightingale stated the item before the Board is to approve the addition of Taxi Regulation R.25 that would prohibit the taxicab Franchises from interfering with, or prohibiting, discouraging or retaliating against any taxicab driver who comes before the Board or who makes a report of a safety issue to the SRA, staff or the Board. Included in the staff report are four paragraphs iterating the particular violations and the fees attached to the violations. Ms. Nightingale stated that at the Taxi Committee meeting there was a suggestion to add a paragraph R25.5 that strengthens the language about retaliation and the consequences referring back to penalty procedures within the Ordinance itself.

Mayor Parks stated that the Committee members felt that section R25.1, R25.2, R25.3 and R25.4 are very necessary to allow and eliminate intimidation of the drivers by the Franchise owners. Drivers should be able to report and come before the Board without fear of retaliation; they should not be intimidated by the Franchise for reporting problems that are occurring when the vehicles become unsafe. She stated that the members of the committee would like to approve the section before the Board and come back with an amendment with stronger language.

Councilmember Wilson stated that the penalties may be a little low. Mayor Parks stated that the penalties are bound by government code. She further stated that in the staff report, it states “for a third violation in one calendar year”; she clarified it should be a rolling twelve months. Ms. Aarvig stated that the fines are limited by government code in terms of how much for the first, second and third fine; however, violations and regulations could also lead to termination of the Franchise. Each case should be judged on a case-by-case basis. Ms. Aarvig stated that hypothetically, if you have one Franchisee who is threatening all of its drivers, there would be a multitude of violations and could be grounds for immediate suspension of the Franchise; there are some teeth in this even though the fines are very small. Ms. Aarvig stated that this information is in the Ordinance; the amendment that is being made to the Regulation will make reference to emphasize that this is taken very seriously by SSG.

Mayor Pro Tem Spiegel stated that he agrees with R25.1; however, R25.2 could be a "he said, she said" situation. It would be difficult to judge the validity of either party. Ms. Aarvig stated that there are regulations that come down to a "he said, she said" and that is why we have a hearing process. She stated that there will be instances that are clear and others that are not clear. The hearing officer, the Taxi Cab Administrator or designee, would make that decision.

Ms. Aarvig stated that the request to the Board is that the Regulation be approved as is, with an amendment to be added next month to add language to R.25.4 that violation of the Regulation in Section R.25 may result in termination of the Franchise pursuant to Ordinance 2010-01 and to add R25.5. It shall be a separate violation for any Franchisee to attempt to pass through to the driver any fines issued under Section R.25. It would carry the same penalty as having retaliated in the first place; basically it is the second violation.

Mayor Parks made a motion, based on the comments and the recommendation by the Taxi Committee, to approve the staff recommendation R.25 as is, with future amendment to be brought back at a further date. Chairman Pougnet asked to approve Regulation R.25 as is, to provide the public an opportunity to speak on the amendment at the June meeting. The motion was seconded by Supervisor Benoit and approved by a unanimous vote.

11. Next Meeting Date

Chairman Pougnet announced that the next regular meeting of the Board of Directors will be held June 22, 2011 at 12 noon – Kelly Board Room, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

12. Adjourn

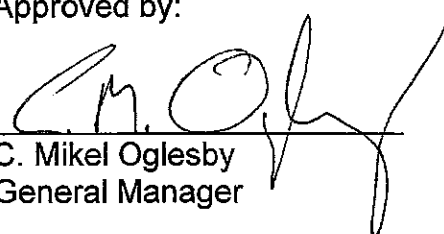
Chairman Pougnet adjourned meeting at 1:20p.m.

Respectfully Submitted,



Carolyn Rude
Clerk of the Board

Approved by:



C. Mikel Oglesby
General Manager

Date: 6-10-11

SunLine Regulatory Administration

Checks \$1,000 and Over

For the month of May 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	089335	5/13/2011	\$10,805.18
SUNLINE TRANSIT AGENCY	Operating Expense	089338	5/19/2011	\$8,721.94
SUNLINE TRANSIT AGENCY	Payroll Liabilities Expense	089341	5/26/2011	\$8,031.70
LEFLORE GROUP LLC, THE	Consultant	089332	5/13/2011	\$2,720.00

Total of Checks Over \$1,000	\$30,278.82
Total of Checks Under \$1,000	\$2,025.46
Total of All Checks for the Month	\$32,304.28

Total Amount of Checks Prior Years Same Month	\$31,209.61
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SRA--Taxi
Statement of Activities
May 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	28,768	20,812	7,956	73,845	90,622	-
Revenue Fines	5,900	15,000	10,867	2,083	8,784	95,494	12,915	82,579
Vehicle Inspections	18,300	19,000	1,100	1,583	(483)	14,253	17,417	(3,164)
New Driver Permits	9,840	5,500	150	458	(308)	3,750	5,042	(1,292)
Driver Transfers	10,010	6,000	150	500	(350)	4,700	5,500	(800)
Driver Renewals	10,390	7,250	650	604	46	6,700	6,646	54
Driver Permit Reinstatement/Replacement	165	200	5	17	(12)	125	183	(58)
Vehicle Transfers	65	130	-	-	-	(50)	130	(180)
Vehicle Permits	108,000	78,000	833	-	833	82,096	78,000	4,096
Operator Shared Revenue Fee	277,377	187,850	2,850	-	2,850	193,372	187,850	5,522
Operator Application Fee	12,000	-	-	-	-	-	-	-
Interest	192	-	17	-	17	137	-	137
Other	1,078	36,065	-	-	-	47	-	47
Total revenue	\$ 453,318	\$ 462,776	\$ 45,389	\$ 26,058	\$ 19,332	\$ 474,469	\$ 404,305	\$ 86,942
Expenses:								
Salaries and wages	189,590	184,661	14,409	15,385	976	170,944	168,736	(2,208)
Fringe benefits	145,448	131,315	11,040	10,651	(389)	126,284	120,462	(5,822)
Services	120,551	131,800	8,533	13,600	5,068	87,740	109,602	21,862
Supplies and materials	8,566	3,900	1,060	400	(660)	5,588	4,400	(1,188)
Miscellaneous	20,056	11,100	1,215	1,192	(23)	16,718	17,608	890
Total expenses	\$ 484,211	\$ 462,776	\$ 36,256	\$ 41,228	\$ 4,971	\$ 407,273	\$ 420,807	\$ 13,534
Total Operating Surplus/Deficit	\$ (30,894)	\$ -	\$ 9,133	\$ (15,170)	\$ 24,303	\$ 67,196	\$ (16,503)	\$ 100,476

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

	FY 2005 <u>6/30/2005</u>	FY 2006 <u>6/30/2006</u>	FY 2007 <u>6/30/2007</u>	FY 2008 <u>6/30/2008</u>	FY 2009 <u>6/30/2009</u>	FY 2010 <u>6/30/2010</u>	Current FY <u>5/31/2011</u>
Cash	\$ 93,979	\$ 49,228	\$ 54,854	\$ 225,745	\$ 281,247	\$ 270,226	\$ 294,997
A/R	\$ 17,230	\$ 12,690	\$ 48,111	\$ 48,485	\$ 68,792	\$ -	\$ -
Prepays	\$ -	\$ -	\$ -	\$ -	\$ 1,580	\$ 3,978	\$ -
Due from other Govt's	\$ 3,447	\$ 2,488	\$ -	\$ -	\$ -	\$ 223	\$ 200
Leases A/R	\$ 164,918	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Assets, less Accum Depr	\$ 4,351	\$ 695	\$ 6,327	\$ 29,210	\$ 30,804	\$ 43,448	\$ 49,533
Total Assets	\$ 283,925	\$ 65,101	\$ 109,292	\$ 303,440	\$ 382,423	\$ 317,875	\$ 344,730
Accounts Payable and Accruals	\$ 49,150	\$ 50,592	\$ 33,100	\$ 74,272	\$ 35,440	\$ 75,768	\$ 35,510
Due to Affiliate	\$ 266,203	\$ 27,517	\$ 23,352	\$ 55,464	\$ 26,503	\$ 7,354	\$ 7,226
Due to General	\$ 3,853	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -
Deposits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Deferred revenue	\$ 20,403	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -
Total Liabilities	\$ 339,609	\$ 138,109	\$ 56,452	\$ 129,736	\$ 101,943	\$ 83,122	\$ 42,736
Invested in Capital Assets	\$ 4,351	\$ 695	\$ 6,327	\$ 29,210	\$ 30,804	\$ 43,448	\$ 49,533
Unrestricted	\$ (60,035)	\$ (73,703)	\$ 46,243	\$ 44,494	\$ 149,676	\$ 91,305	\$ 152,462
Restricted - Reserve	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Total Net Assets	\$ (55,684)	\$ (73,008)	\$ 52,570	\$ 173,704	\$ 280,480	\$ 234,753	\$ 301,994
Liabilities & Net Assets	\$ 283,925	\$ 65,101	\$ 109,022	\$ 303,440	\$ 382,423	\$ 317,875	\$ 344,730
Net Income / (loss)	\$ (91,753)	\$ (17,324)	\$ 125,578	\$ 121,134	\$ 106,776	\$ (45,727)	\$ 67,196

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	CABS	TRIPS	TRIP/VEH	CABS	TRIPS	TRIP/VEH	CABS	TRIPS	TRIP/VEH	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												
TOTALS	1900	438,126	231	1506	450,434	299	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: June 22, 2011 **ACTION**
TO: Taxi Committee
Board of Directors
FROM: Taxi Administrator
RE: Taxicab Budget & Fee Schedule Resolution

Recommendation

Recommend that the Board of Directors: approve Option 1 of the attached fiscal year 2012 budget and fee schedule resolution for SunLine Regulatory Administration based on the Level Pay Plan; or approve Option 2 of the attached fiscal year 2012 budget and fee schedule resolution for SunLine Regulatory Administration based 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.

During fiscal 2011, the SSG Board approved a temporary surcharge to bridge the fiscal gap left by the departure of 50 taxis from the Coachella Valley. This surcharge will expire this month. The Level Pay Plan is budget Option 1.

Fiscal year 2011 also reflected a substantial increase in revenue by the three remaining franchises, based on total rides provided. American Cab experienced an increase in revenue of approximately \$1.9 million. Under Budget Option 1, Level Pay Plan, fees for American would increase \$16,000 for the year. The others would see less of an increase based on fewer taxicabs.

The franchises were consulted regarding the proposed budget options. Two of the franchises supported the option of a 75-cent deduction from the current flag drop fee presented as Budget Option 2. The two franchises also supported the rate caps being contemplated to address safety concerns. Staff is not currently prepared to make a final recommendation of lease cap amounts and as such, will be coming back to the Board in 60 days with a lease cap recommendation commensurate with this budget option.

SRA's overall budget was reduced by three percent though SRA anticipates a substantial amount of administrative effort relating to the vetting of American Cab as the newly constituted Franchise, the possible establishment of lease rate caps, and the possibility of adding another franchise through the RFP process. In addition, legal action to recover lost revenues is expected to proceed.

possibility of adding another franchise through the RFP process. In addition, legal action to recover lost revenues is expected to proceed.

Highlight of Fee Changes

Operator Shared Revenue Fee	Budget Option 1 - \$322.00 increase per taxicab
Operator Shared Revenue Fee	Budget Option 2 - \$.75 surcharge per ride replaces collection of level pay per taxicab

Fiscal Impact

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


Naomi Nightingale

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	-	-	3,000	3,000
964070301050	Operator Application Fee	-	-	10,500	10,500
964010102200	Other Revenue	57	-	-	-
964010102000	Interest Revenue	144	-	-	-
	Usage of Reserves	-	36,065	90,000	22,629
	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

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%

BUDGET OPTION 1

SunLine Services Group

RESOLUTION NO. _____

**RESOLUTION ADOPTING FEES RELATING TO
TAXICAB SERVICES WITHIN THE COACHELLA VALLEY
JULY 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 2012, 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 July 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 22nd day of June, 2011 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Date: _____

Eduardo Garcia
Vice 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
JULY 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 2012, 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 July 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	\$ 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 22nd day of June, 2011 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Date: _____

Eduardo Garcia
Vice Chairman of the Board of
Directors

Date: _____

C. Mikel Oglesby
General Manager

SunLine Services Group

DATE: June 22, 2011 ACTION
TO: Taxi Committee
Board of Directors
FROM: Taxi Administrator
RE: Approval of Taxi Regulation R.25 Amendment

Recommendation

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

Background

At the May 25, 2011 Board meeting, Board members approved the addition of Taxi Regulation R.25 (Interference with Driver Reporting), with the direction that staff bring back for Board approval, an amendment of the Regulation as follows:

R. 25 INTERFERENCE WITH DRIVER REPORTING

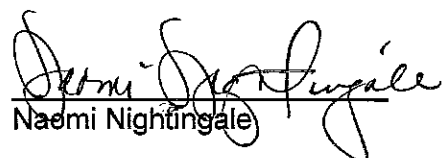
R.25.1 It shall be a violation of these Regulations for any employee, officer, manager, or owner of a Franchise to take any action to prohibit, discourage, retaliate against, or otherwise interfere with any Driver's attendance at a Board Meeting of SSG or any Committee thereof.

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

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

R.25.4 The penalty for violating the Regulations in Section 25 shall be as set forth in the Ordinance of SSG 1.255 and the penalties shall accumulate as set forth therein. *Violation of the Regulations in Section R.25 may result in termination of the franchise pursuant to Ordinance of SSG 1.110.*

R.25.5. 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.


Naomi Nightingale

SunLine Services Group

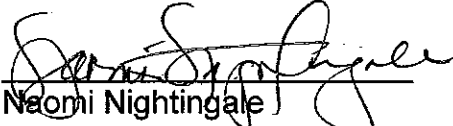
DATE: June 22, 2011 **ACTION**
TO: Taxi Committee
Board of Directors
FROM: Taxi Administrator
RE: Resolution Adopting Fines Relating to Violations of Taxi Ordinance
And Regulations

Recommendation

Recommend that the Board of Directors approve the attached Resolution adopting fines relating to violations of taxi Ordinance and Regulations.

Background

Taxicab Regulations have been amended to adopt additional provisions, necessitating an update of the previously adopted schedule of fines. The fines established within the Resolution are reasonable fines imposed to address violations of its Ordinance and Regulations by taxicab franchises and taxicab drivers within the Coachella Valley. The fines contained in the Resolution shall be levied for the first violation of Ordinance 2010-01, and any regulation adopted to implement it, within the Coachella Valley, on a per day per vehicle basis as applicable for violations of a continuing nature.



Naomi Nightingale

RESOLUTION NO. _____

**RESOLUTION ADOPTING FINES
RELATING TO VIOLATION OF TAXICAB
ORDINANCE AND REGULATIONS WITHIN
THE COACHELLA VALLEY**

WHEREAS, SunLine Services Group ("SSG") is a local agency and its Board of Directors is authorized pursuant to *Government Code* §53075.5 to levy by resolution fines for violations of Ordinance 2010-01, and any regulation adopted to implement it, within the Coachella Valley; and

WHEREAS, the Board of Directors is authorized pursuant to Ordinance 2010-01 §3.050 to set forth by resolution a schedule of fines, including increased fines for repeat violations and late charges; and

WHEREAS, the Regulations of SSG have been amended to adopt additional provisions, necessitating an update of the previously adopted schedule of fines; and

WHEREAS, the Board of Directors hereby finds that the fines established herein are reasonable fines imposed to address violations of its Ordinance and Regulations by taxicab franchises and taxicab drivers within the Coachella Valley;

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

Section 1 That the following fines shall be levied for the first violation of Ordinance 2010-01, and any regulation adopted to implement it, within the Coachella Valley, on a per day per vehicle basis as applicable for violations of a continuing nature, effective as of June 22, 2011:

Regs	Ordinance 2010-01	Offense	Fine
R.3.1/ R.3.6.1	1.030 A/ 1.125 A-G	Operating without Franchise Agreement/ Unauthorized taxicab services	\$5,000.00
R.3.6.3/ R.3.6.14	1.030 A	Failure to maintain Vehicle Identification List	\$100.00
R.3.6.9/ R.3.10	1.030 B	Failure to maintain Drivers List	\$100.00
R.3.10/ R.3.6.14		Failure to provide SRA with monthly current Drivers List	\$100.00
R.3.10	1.030 B	Failure to notify SRA verbally within 24 hours of termination of driver	\$100.00
R.3.10	1.030 B	Failure to notify SRA in writing within 5 days of termination of driver	\$100.00
R.23.1/ R.24.1.5	1.030 D/3.040 A	Franchise responsibility for driver violations	\$100.00

	1.030 E	Failure to revoke driver authority for violation of §1.110 (permit denial, revocation, suspension)	\$100.00
R.3.6.17 /R.22	1.030 F/2.040-2.070	Failure to comply with mandatory requirements for substance and alcohol testing and/or submission for testing	\$100.00
R.3.6.14 /R.22.2	2.035 E	Failure to submit monthly random drug and alcohol testing results to SRA	\$100.00
R.3.6.17 / R.22.1.1	2.035	Failure to maintain written required drug and alcohol abuse policy	\$100.00
R.3.6.17 / R.22.1.2	2.035	Failure to maintain proof of implementation of required drug and alcohol certification program	\$100.00
	2.060 A-H	Unlawful consumption of alcohol/controlled substance while operating Taxicab	\$100.00
	2.060 B	Unlawful possession of alcohol container in Taxicab	\$100.00
R.24.1.3	2.070D	Franchisee failure to immediately notify SSG of positive controlled substance/alcohol test	\$1,000.00
R.5.1/ R.5.5/ R.5.6/ R.6.1	1.030 G/1.095 A-K/1.110 E	Driving without driver permit or permission of Franchise; driving with expired, suspended or revoked permit; Franchisee allowing person without permit to drive	\$100.00
R.3.6.2/ R.24.1.2	1.050 A & B	Operating without required insurance	\$100.00
R.3.6.2		Failure to verbally notify SRA within 24 hours of change in insurance coverage	\$100.00
R.3.6.2		Failure to notify SRA in writing within 3 days of change in insurance coverage.	\$100.00
R.3.6.15 /R.9.15	1.060 A-C	Operating without SRA approved name, numbering system, telephone number, color, monogram, logo or insignia markings	\$100.00
R.9.3.2. a	1.065 B-E	Unlawful advertising	\$1,000.00
	1.065 E	Unlawful use of telephone number	\$1,000.00
R.8.2	1.070 A-G	Failure to present vehicle for cosmetic inspections required under §1.070 on or before inspections due date	\$100.00
R.8.2/ R.8.4/ R.8.9	1.070 A-G/ 1.255 B.1	Failure to present vehicle for safety inspections required under §1.070 on or before inspection due date	\$1,000.00
R.8.3		Failure to pay vehicle inspection fee	\$100.00

R.8.6		Failure to submit to road inspection when required	\$100.00
R.8.7/ R.8.8		Failure to make and report vehicle repairs required after road inspection	\$100.00
R.3.6.3 R.8.2/R. 9 - R.9.24	1.070 A-G	Operating vehicle in violation of vehicle safety inspection or cosmetic standards	\$100.00
R.3.3/ R.3.6.11	1.080 B. 1	Failure to maintain required year-round, computerized 24 hour dispatch system	\$100.00
R.3.2	1.080 B. 2	Failure to maintain minimum number of vehicles in service	\$100.00
R.3.3	1.080 B. 3 & 4	Failure to maintain proper principal place of business	\$100.00
R.3.4		Failure to maintain telephone or radio access to all on-duty drivers	\$100.00
R.3.1.1/ R.3.6.6/ R.3.6.8	1.080 B.6	Failure to maintain fictitious business name or business license	\$100.00
R.3.5/ R.3.6.12	1.080 B.7	Failure to maintain required GPS system	\$100.00
R.3.6.20	1.080 B.7	Failure to maintain electronic processing of credit cards	\$100.00
R.3.6.3. b	1.080 B.7	Failure to maintain required ADA compliant wheelchair accessible vehicles	\$100.00
R.3.6.10 / R.3.6.14		Failure to respond to customer complaints/maintain required customer complaint procedure/data/reports	\$100.00
R.13.6		Failure to carry/maintain SRA Comment Cards in plan view of passengers	\$100.00
R.9	1.080 C	Operating vehicles in excess of maximum model years of age	\$100.00
R.3.6.14	1.080 C	Failure to make required reports to SRA of dispatch data or other required periodic reports	\$100.00
	1.080 C	Failure to certify minimum trips per day per vehicle	\$100.00
R.3.6.13	1.080 D	Failure to maintain required electronic data records	\$100.00
R.3.6.16		Failure to maintain written vehicle safety program	\$100.00
R.3.6.18		Failure to maintain written discipline policy/training program for drivers	\$100.00
R.3.6.21		Failure to timely reimburse overcharges	\$100.00

R.3.7/ R.8.1/ R.8.5/ R.19	1.091 A	Operation of Taxicab without proper stickers	\$100.00
R.19.2/ R.19.4/ R.19.11	1.091A	Failure to pay vehicle permit fees	\$100.00
R.8.10	1.092 B	Failure to display "Out of Service" signs as required	\$100.00
R.19.5/ R.19.6/ R.19.8	1.092 A-D	Failure to follow permit transfer/out of service/suspension or revocation procedure	\$100.00
R.6.1		Failure to present/carry California Driver's License and/or Taxicab Driver Permit	\$100.00
R.6.4		Driving while afflicted with physical/mental incapacity/ailment	\$100.00
R.6.5		Failure to meet required driver appearance standards	\$100.00
R.3.6.19 /R.6.6		Smoking or use of profanity in taxicab	\$100.00
R.6.6	1.110 A	Acting in unprofessional, dangerous, discourteous, argumentative and/or threatening manner	\$100.00
R.6.7/ R.6.9		Failure to transport/assist with wheelchairs, packages, luggage or service animals	\$100.00
R.6.8		Failure to assist passenger in and out of taxicab	\$100.00
R.6.10		Failure to maintain minimum of \$20.00 in change	\$100.00
R.13.7		Failure to accept vouchers as payment	\$100.00
R.6.11		Driving in excess of mandatory rest/driving hours	\$100.00
R.6.12		Unlawful use of cellular telephone	\$100.00
R.6.14		Unsafe/illegal parking of taxicab	\$100.00
R.6.15		Improperly accepting pick-up appointment during designated events	\$100.00
R.6.16		Failure to complete SRA Collision/Injury Report	\$100.00
R.9.23/ R.10.1	1.140	Failure to use and maintain toplight	\$100.00
R.11/ R.12/ R.14.3	1.150 A-C	Failure to display required information/rate cards	\$100.00
R.14.2/ R.15.1	1.160/1.240 D	Improper or lack of outside signage/rate information/Franchise identification display	\$100.00

R.13.1	1.170 A	Failure to take most direct route	\$100.00
R.6.13/ R.13.1	1.170 A	Failure to accept dispatch/accept available passengers	\$100.00
R.13.2	1.170 B & C	Violation of exclusive use by passenger/solicitation of additional passengers	\$100.00
R.13.4/ R13.5	1.170 D & E	Violation of number of passenger limits/seat belt or constraint requirements	\$100.00
R.19.5		Unlawful transfer of vehicle permits	\$100.00
R.20.1	1.180 A	Inaccurate taximeter	\$100.00
R.20.2		Failure to maintain taximeter certification/produce for inspection	\$100.00
R.20.3		Failure to file taximeter certification	\$100.00
R.20.4		Failure to produce taximeter for inspection	\$100.00
R.4.3/ R.9.19.2	1.180 A/ 1.255 B.2	Tampering with any Riverside County Weights & Measures or SRA applied taximeter seal	\$1,000.00
R.4.4.1	1.180 B.1/ 1.255 B.3	Failure to present vehicle to SRA for taximeter trip counter inspection prior to taking vehicle out of service	\$1,000.00
R.4.4.2	1.180 B.4/ 1.255 B.4	Return to service of vehicle with uninspected taximeter/trip counter	\$1,000.00
R.21	1.180 B/1.255 B.5	Unlawful transfer of taximeter from one vehicle to another.	\$1,000.00
R.4/ R.9.19/ R.10	1.190 & 1.200	Unlawful use of taximeter/trip counter	\$100.00
R.4.3		Failure to present vehicle to SRA for monthly taximeter/trip counter inspection	\$100.00
R.3.3.8	1.210	Refusal to give passenger(s) receipt for fare	\$100.00
R.6.6/ R.13.1	1.220	Violation of street stand regulations	\$100.00
	1.225	Unlawful use of exclusive arrangements with venue	\$100.00
R.3.12/ R.6.1	1.230	Operation of Taxicab under a Franchise by other than employee or independent contractor	\$100.00
R.10.4/ R.12.4/ R.14.1	1.240	Violation of maximum/uniform/reported rate charges	\$100.00
R.4.4.1	1.245 F & G	Failure to pay surcharges	\$50.00

	1.260 B	Violation of Airport Rules and Regulations	Per Palm Springs Municipal Code
R.25		Unlawful interference with driver reporting	\$100.00 per driver
R.25.5		Unlawful attempt to pass through to driver any fine issued under Section R.25	\$100.00 per driver

Section 2 The monetary penalty for a second violation within the same year of any provision of Ordinance 2010-01 or any Regulation of SSG for which the first violation carries a fine of \$100.00 shall be \$200.00, and for a third violation in the same year shall be \$500.00. The monetary penalties for continuing violations shall apply on a per vehicle per day basis.

Section 3 A late payment charge of \$20.00 shall be due for any fine that is not paid within the timelines set forth in Ordinance 2010-01.

Section 4 Nothing contained in the foregoing schedule of penalties and late payment charges shall be construed to limit or restrict the authority of SRA to revoke or suspend any of the franchises and/or permits issued pursuant to Ordinance 2010-01.

PASSED, APPROVED AND ADOPTED by the Board of Directors of SunLine Services Group on this 22nd day of June, 2011, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Eduardo Garcia
Vice Chairman of the Board

C. Mikel Oglesby
General Manager

Attest:

Carolyn Rude
Clerk of the Board