



**Wednesday, September 28, 2011**

**12:00 Noon**

*(Lunch Provided for Board Members)*

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

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

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

**AGENDA TOPICS**

**RECOMMENDATION**

1. **Call to Order**  
Chairman Eduardo Garcia
2. **Flag Salute**
3. **Roll Call**
4. **Presentations**
  - a) Fare Study Follow-up from July, 2011 Board Meeting (C. Mikel Oglesby)
5. **Finalization of Agenda**
6. **Correspondence**  
None.

**7. Public Comments****Receive Comments**

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

**NON AGENDA ITEMS**

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

**AGENDA ITEMS**

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

**8. Board Member Comments****Receive Comments**

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

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

**9. Consent Calendar****Approve**

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

- a) Minutes of the July 27, 2011 Board of Directors Meeting (Pages 1-7)
- b) Checks over \$1,000 for July, August 2011 (Pages 8-12)
- c) Credit card statement for July, August 2011 (Pages 13-18)
- d) Monthly Budget Report for July, 2011 (Page 19)
- e) Contract Report (Page 20)
- f) Ridership Report for July, August 2011 (Pages 21-24)
- g) SunDial Operational Notes for July, August 2011 (Pages 25-26)

**10. Purchasing Manual Revision (C. Mikel Oglesby)****Approve**

Request to the Board to approve the Purchasing Manual revision, and all related policy, pertaining to the petty cash limit. (Pages 27-28)

----- **RECEIVE & FILE** -----

**11. Investment Reports – FY 2011 - 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> Quarters (Ed Carson) **Receive & File****

Request to the Board to Receive & File Investment Reports for 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> quarters of FY 2011. (Pages 29-32)

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**12. General Manager's Report (C. Mikel Oglesby)**

**13. Next Meeting Date**

October 26, 2011

12 o'clock Noon – Kelly Board Room

32-505 Harry Oliver Trail

Thousand Palms, CA 92276

**14. Closed Session**

- a) Closed session to review the employee performance evaluation of Legal Counsel, pursuant to Government Code Section 54957 of the California Government Code.

**15. Adjourn**

**MINUTES**  
**SunLine Transit Agency**  
**Board of Directors Meeting**  
**July 27, 2011**

A regular meeting of the SunLine Transit Agency Board of Directors was held at 12:00pm on Wednesday, July 27, 2011 in the Kelly Board Room at SunLine Transit Agency, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

**1. Call to Order**

The meeting was called to order at 12:00 p.m. by Chairman Eduardo Garcia.

**2. Flag Salute**

Director of Administration/EEO, Naomi Nightingale, led all in a salute to our flag.

**3. Roll Call**

Completed.

**Members Present**

Eduardo Garcia, Chairman, Mayor, City of Coachella  
Bob Spiegel, Vice Chairman, Mayor Pro Tem, City of Palm Desert  
Rick Hutcheson, Councilmember, City of Palm Springs  
G. Dana Hobart, Mayor, City of Rancho Mirage  
Bud England, Councilmember, City of Cathedral City  
Bill Powers, Mayor Pro Tem, City of Indian Wells  
Don Adolph, Mayor, City of La Quinta  
Glenn Miller, Mayor Pro Tem, City of Indio  
John J. Benoit, Supervisor, County of Riverside

**Members Absent**

Yvonne Parks, Mayor, City of Desert Hot Springs

**Guests:**

Bill Meyers-Yellow Cab of the Desert  
Michael Brock –Yellow Cab of the Desert  
Harry Incs-American Cab  
Jose Pinela-American Cab  
Lars Thane-American Cab  
Donna Spilsbury-Airport Taxi  
KD Labana-Airport Taxi  
Victor Munoz-Airport Taxi  
Arturo Diaz-Airport Taxi  
Duncan Macleod-Airport Taxi  
Erwin Baur-Airport Taxi  
Norman Strickland-LFR Associates  
Lydia Rodriguez-LFR Associates

**Staff:**

C. Mikel Oglesby, General Manager  
Maria Aarvig, Legal Counsel

Carolyn Rude, Special Asst. to the General Manager/Clerk of the Board  
Tommy Edwards, Director of Maintenance  
Eunice Lovi, Director of Planning  
Naomi Nightingale, Director of Administration & Human Resources/EEO/Taxi Administrator  
Ed Carson, Interim Director of Finance  
Michael Jones, Taxi Administration Supervisor  
Mannie Thomas, Operations Manager  
Mike Morrow, Maintenance Manager  
Mannie Garcia, Senior Supervisor  
Jack Stevens, Human Resources Manager  
Francine DePalo, Administrative Assistant  
Ivanna Samokish, Safety, Risk Assessment & Training Coordinator  
Diann Chumney, Desktop Publisher  
Connie Mitchell, Planning Services Coordinator  
Jorge Cortez, Mechanic B  
Amy Heilman, Coin Counter  
Vivian Gonzales, Clerical Assistant  
Vanessa Mora, Administrative Assistant

#### **4. Presentations**

Naomi Nightingale, Director of Administration & Human Resources/EEO, announced the "Employee of the Quarter" award winners for the 2<sup>nd</sup> quarter of 2011 for the period of April through June, 2011- Jairo Lopez of the Operations Dept., Jorge Cortez of the Maintenance Dept. and Vivian Gonzales of the Finance Department. Yolanda Smith of the Operations Department was presented with the "Supervisor of the Quarter" award. Chairman Garcia and General Manager Mikel Oglesby acknowledged the employee's hard work and dedication; the Board gave them a round of applause.

General Manager, Mikel Oglesby, addressed the Board. He stated that a Fare Study was completed per the request of the Board of Directors. Oglesby stated that he wanted to make it very clear that the Agency is not going to be increasing fares. He stated that the Fare Study was completed to make sure that the Agency is in a good financial situation should there be an issue that comes up with the recession. Oglesby stated that there has not been an increase in fares in nine years despite the decrease in State and local subsidies and the farebox recovery ratio not reaching the SRTP target. The objectives are to review the current Fare Study, review the fare policy and to make sure that the Agency is maintaining Title VI compliance, which is geared toward low-income individuals. Oglesby stated that the methodology that was used by Transportation Management & Design (TMD), who assisted in the study, was to analyze the current usage of the farebox data, look at the benchmarks for the fare pricing/policies, propose fare increase scenarios should we get to a point that a fare increase is necessary and identify a preferred scenario. The fare use analysis shows that 60% of customers use cash fare to board buses; customers use more of all passes with the exception of the 10-ride pass and Go pass. SunLine currently recovers 12% of its total operating cost (fixed-route, plus SunDial), which is below the targeted farebox recovery ratio, but 5% of fares are

unclassified. This means there is an issue with operators not pushing the correct button representing a pass. Oglesby stated that a bus operator has 20 seconds to push a button related to the pass given; if not pushed, it goes to unclassified, which throws off the numbers. He stated that training is being provided to address that issue. Oglesby stated that a peer review was conducted. The peer agencies looked at were Omnitrans, San Bernardino; RTA, Riverside; San Joaquin RTD, Stockton; Santa Barbara MTD, Santa Cruz. SunLine operates the lowest base fare, farebox recovery ratio and revenue per passenger mile. SunLine is one of three agencies that offer transfers. Oglesby stated that in the Fare Study there are three fare increase scenarios. He stated that in transit, when you raise the fare, it does not mean you will increase revenue due to the fact that you lose ridership the first year. Oglesby stated that currently SunLine charges \$1.

- **Scenario One:** Increase adult base fare to \$1.25 (25% increase from existing level)
  - Revenue Gain: \$350,000 after one year
  - Ridership Loss: 200,000 after one year
- **Scenario Two:** Increase adult base fare to \$1.35 (35% increase from existing level)
  - Revenue Gain: \$490,000 after one year
  - Ridership Loss: 300,000 after one year
- **Scenario Three:** Increase adult base fare to \$1.25 (25% increase from existing level) and increase adult base fare to \$1.50 two years after
  - Revenue Gain: \$810,000 after three years
  - Ridership Loss: 440,000 after three years

Oglesby stated that TMD recommends Scenario Three. He stated that TMD believes that ultimately \$1.50 is the right number, but it would be best to ease people into that increase. Oglesby stated that all fares would be increased, including senior fares, youth fares, and passes would increase as well. There is a trickle down effect. He stated that the Agency would make more revenue, but the fare increase should only be implemented when in financial distress.

Oglesby stated that in addition to looking at the fare increase, TMD looked at transfer elimination. This would simplify the fare structure and increase fare revenue and reduce occurrence of fare disputes. Riders using transfers will shift to another fare media. Riders shifting from transfer to day pass will see a fare increase. The fare policy recommendations are: eliminate transfers, eliminate the Go Pass, which was not doing well and is costing the Agency, replace the 10-ride pass with a 7-day pass, replace a 31-day pass with a 30-day pass, introduce a college pass, which is being discussed with College of the Desert, and monitor and train operators on the proper fare collection.

Supervisor Benoit asked about the methodology that was used to come up with the estimated loss. He asked when the figures were compiled. Oglesby stated that TMD did use a methodology which is taking a look at future projections

based on their experiences and comparing with the peer groups. The specifics are in the Fare Study. Oglesby stated that the study was provided to SunLine in June, 2011 and information in the Study was compiled over the course of the past fiscal year. Oglesby reminded the Board that the Fare Study was completed at their direction so that the Agency is prepared should there be a situation, such as projection of funds being short. If the time arises, the Fare Study would be looked at in a more serious light.

**5. Finalization of Agenda**

Chairman Garcia stated that a Closed Session item needs to be added to the Agenda. Legal Counsel, Maria Aarvig stated that the Closed Session item is concerning a request that was made on July 22, after the agenda was posted, and a response is due on August 5<sup>th</sup>. The request includes a threat to go to court and file a petition. The Closed Session item to be discussed is a question of whether attorney-client privilege should be waived with respect to documents that are being requested. Vice Chairman Spiegel moved to add item to the Agenda. Councilmember England seconded the motion and was approved by a unanimous vote. Item description is as follows and will be added as 16c:

16. c) Closed Session Conference with Legal Counsel regarding significant exposure to litigation pursuant to of Government Code Section 54956.9 (b) – one potential case, based upon a statement dated July 22, 2011 by Maricar Mendoza.

**6. Correspondence**

None.

**7. Public Comments**

**NON AGENDA ITEMS:**

None.

**AGENDA ITEMS:**

None.

**8. Board Member Comments**

Mayor Pro Tem Miller stated that he has been working with Greg Pettis on a special train to come in during the concert (Coachella Fest). He stated that Amtrak has agreed to bring in a train, coming in from Los Angeles, through Orange County, stopping in Riverside/Fullerton area, stopping in Palm Springs and Indio for both weekends of the concert. He stated that the committee will be coming back to SunLine and the cab companies to discuss providing transportation from the train stops. Mayor Pro Tem Miller stated that the train will then go back to L.A. after unloading concert attendees, hopefully transporting Coachella Valley residents. He stated that Greg Pettis and the Rail Committee has been working with Golden Voice and has agreed to help sponsor. CVA and CVEP may be involved as well. There will be one train, with six cars, which should hold 400 people both ways, for two weekends of the concert. In relation to the fare, they are looking at subsidizing for about \$20 each way. He stated

that because Golden Voice is for-profit, CVEP will be the main recognized party working with Amtrak.

Mikel Oglesby stated that there was a discussion in the past about service, but was cancelled. He stated that he was present at a meeting with Amtrak and is familiar with what is required. Oglesby stated that once it looks like the service is coming to fruition, he will bring it back to the Board.

**9. Consent Calendar**

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

**10. Resolution Updating Signatures on Bank Accounts**

Mikel Oglesby addressed the Board requesting approval of the attached Resolution to update Bank signature cards to add Vice Chairman Robert Spiegel, to change Eduardo Garcia from Vice Chairman to Chairman, to remove past Chairman, Steve Pougnet, to remove former Director of Finance, Christopher Mitchell and to add Director of Administration/EEO Naomi Nightingale. Mayor Pro Tem Powers moved for approval. The motion was seconded by Councilmember England and approved by unanimous vote.

**11. Bargaining and Non-Bargaining Retirements Plan Amendments**

Director of Administration/EEO, Naomi Nightingale addressed the Board requesting approval of the Amendment to the Bargain and Non-Bargaining Retirement Plans. The amendments address the issue of returning military personnel so that their time served, if they should become disabled or die, would be credited toward their pension plan. Vice Chairman Spiegel moved for approval. The motion was seconded by Mayor Pro Tem Powers and was approved by a unanimous vote.

**12. Resolution for the Execution of the Certifications and Assurances To Obtain Prop. 1B Funding**

Director of Planning, Eunice Lovi addressed the Board requesting approval of the attached Resolution that grants the General Manager authority to execute certifications and assurances necessary to obtain Prop. 1B capital transit funds. Mayor Adolph moved for approval. The motion was seconded by Mayor Pro Tem Miller and was approved by a unanimous vote.

**13. Committee Appointments**

Chairman Garcia addressed the Board advising of a few changes to the Agency's standing committees. Copies of Committee appointments were provided to each Board member. He advised Board members to contact him if they would like to make any changes to sit on a particular committee.

**14. General Manager's Report**

Mikel Oglesby addressed the Board. He stated that as all are aware, the former First Lady, Betty Ford passed away earlier this month. Once again SunLine was asked to provide transportation to the Church for the residents of our Valley to



pay their respects to the First Lady. SunLine again called upon sister agencies to assist. With the help of Los Angeles MTA, Orange County Transit Authority, Omnitrans and Riverside Transit Authority, the assistance to the community was provided. Oglesby thanked all of our dedicated staff who was involved, specifically Director of Operations, Polo Del Toro and Operations Manager, Mannie Thomas. He stated that since the passing of President Ford, a "Plan" was created on how to provide transportation to the public based on lessons learned. Oglesby stated that he received a letter from the Secret Service congratulating both Polo and Mannie. Oglesby stated that this letter demonstrated the importance of the transportation provided to the public to pay their respects to the former First Lady.

Oglesby informed the Board that the SunLine Team successfully completed the 2011 CHP vehicle, terminal, driver records, and drug and alcohol program inspection/audit with a satisfactory rating. Corky Stevens, CHP Motor Carrier Inspector Officer, once again made comments that SunLine should be the poster child for how a transportation agency should be operated. He only wished all of the other properties he inspects would have a program such as ours, as it makes his job much easier. Oglesby thanked staff for their hard work and dedication.

Oglesby stated that a few months ago staff came to the Board for approval of opening a bank account for the Employee Relief Fund (ERF) program. Staff was given approval to open an account with the direction to have a CPA assist. Lee Osborne, CPA, has been working with the employees involved in the program and has applied, on their behalf, for a 501(c)(3) status. He has filed a request for an Exempt Organization, a Voluntary Employee's Beneficiary Association. Oglesby stated that the ERF currently has a five person Board made up of SunLine Transit Agency employees that function separate from the Agency. The ERF will establish its own bank account, separate from the Agency and will be ruled by separate bylaws and guidelines. Oglesby stated that with the exception of the collection of a voluntary payroll deduction, the ERF does not rely on SunLine for assistance. Funding, collection of monies and distribution of same are controlled by the guidelines and the ERF Board.

**15. Next Meeting Date**

Chairman Garcia announced that the next regular meeting of the Board of Directors will be held on September 28, 2011 at 12 noon – Kelly Board Room, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

At 12:32pm Chairman Garcia announced that the Board would move into Closed Session.

**16. Closed Session**

- a) Closed Session - Conference on Labor Negotiations pursuant to Government Code Section 54957.6: C. Mikel Oglesby. Employee Organization: Amalgamated Transit Union, Local 1277 representing drivers, mechanics and other trades.

- b) Closed session to review the employee performance evaluation of the General Manager, pursuant to Government Code Section 54957 of the California Government Code.

Addition to the agenda:

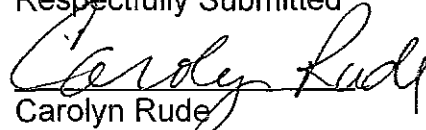
- c) Closed Session Conference with Legal Counsel regarding significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9 – one potential case.

At 1:20pm Chairman Garcia announced the return to open session. Legal Counsel, Maria Aarvig announced that there is no reportable action.

**17. Adjourn**

Chairman Garcia adjourned the meeting at 1:21p.m.

Respectfully Submitted

  
Carolyn Rude  
Clerk of the Board

Approved By:

  
C. Mikel Oglesby  
General Manager

Date: 8/25/11

**SunLine Transit Agency**  
**Checks \$1,000 and Over**  
**For the month of July 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.

<b>Vendor Name</b>	<b>Description</b>	<b>Check #</b>	<b>Check</b>	<b>Amount</b>
<b>BAE SYSTEMS CONTROLS, INC.</b>	<b>Fuel Cell Bus</b>	<b>651450</b>	<b>7/27/2011</b>	<b>\$633,857.00</b>
<b>AVAIL TECHNOLOGIES</b>	<b>ITS Implementation</b>	<b>651449</b>	<b>7/27/2011</b>	<b>\$411,547.00</b>
<b>HEALTH NET</b>	<b>Group Health Ins Prem</b>	<b>651412</b>	<b>7/14/2011</b>	<b>\$189,411.93</b>
HAYWARD TILTON & ROLAPP	Auto Physical Damage	651339	7/11/2011	\$105,009.38
SOUTHERN CALIFORNIA GAS CO.	Gas CNG & Hydrogen	651430	7/14/2011	\$102,229.79
PERMA	Gnrl Liab / Wker Comp Prem	651369	7/11/2011	\$85,712.96
UNION BANK	Pension Deposits	651525	7/27/2011	\$79,708.73
UNION BANK	Pension Deposits	651391	7/11/2011	\$73,793.77
GOODYEAR TIRE & RUBBER	Bus Tire Lease	651336	7/11/2011	\$19,960.22
IMPERIAL IRRIGATION DIST	Electricity TP Area	651420	7/14/2011	\$15,681.97
ABC COMPANIES, INC.	Bus Parts	651442	7/27/2011	\$14,501.83
<b>LEFLORE GROUP LLC, THE</b>	<b>Procurement Consultant</b>	<b>651351</b>	<b>7/11/2011</b>	<b>\$10,115.00</b>
<b>BLUWAYS USA, INC.</b>	<b>WIP-THOR/AT Bus</b>	<b>651294</b>	<b>7/11/2011</b>	<b>\$10,000.00</b>
<b>FLEET-NET CORPORATION</b>	<b>WIP-Trapeze Software Upgrade</b>	<b>651325</b>	<b>7/11/2011</b>	<b>\$10,000.00</b>
CREASON & AARVIG, LLP	Legal Services	651402	7/14/2011	\$9,856.00
<b>TRAPEZE GROUP</b>	<b>Sundial Software Mtce</b>	<b>651390</b>	<b>7/11/2011</b>	<b>\$9,590.59</b>
IMPERIAL IRRIGATION DIST	Electricity TP Area	651493	7/27/2011	\$9,081.06
<b>COLONIAL LIFE &amp; ACCIDENT</b>	<b>Supplemental Insurance</b>	<b>651463</b>	<b>7/27/2011</b>	<b>\$6,437.82</b>
REWARD STRATEGY GROUP, INC.	Consultant	651375	7/11/2011	\$5,600.00
G & K SERVICES	Uniform service	651332	7/11/2011	\$5,595.68
MOORE MAINTENANCE	Janitorial Services	651357	7/11/2011	\$4,633.00
<b>AMALGAMATED TRANSIT UNION</b>	<b>Union Dues</b>	<b>651447</b>	<b>7/27/2011</b>	<b>\$4,460.80</b>
<b>SOUTHWEST NETWORKS, INC.</b>	<b>WIP-ITS Project-ARRA Project</b>	<b>651380</b>	<b>7/11/2011</b>	<b>\$4,459.54</b>
NEW FLYER	Bus Parts	651363	7/11/2011	\$4,078.48
STRICKLAND, KENNY INC.	Lubricants & Oils	651503	7/27/2011	\$4,071.68
<b>AMALGAMATED TRANSIT UNION</b>	<b>Union Dues</b>	<b>651288</b>	<b>7/11/2011</b>	<b>\$4,014.26</b>
CARQUEST OF THE DESERT	Repair Parts	651304	7/11/2011	\$3,969.83
<b>INDEPENDENT LIVING PARTNERSHIP</b>	<b>Grant Pass-Through</b>	<b>651422</b>	<b>7/14/2011</b>	<b>\$3,758.97</b>
SAFETY-KLEEN CORPORATION	Solvent Tank Service	651429	7/14/2011	\$3,576.42
LOCAL AGENCY WORKERS' COMP.	Excess Workers' Comp	651352	7/11/2011	\$3,530.00
IMPERIAL IRRIGATION DIST	Electricity TP Area	651421	7/14/2011	\$3,529.45
ALLIED REFRIGERATION, INC	Bus A/C Parts	651445	7/27/2011	\$3,120.00
EPLER COMPANY, THE	Pension Consultant	651408	7/14/2011	\$3,069.28
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	651471	7/27/2011	\$3,006.21
CHAGALA JOY SMITH	General Consulting	651306	7/11/2011	\$3,000.00
<b>NATIONWIDE RETIREMENT</b>	<b>Deferred Compensation</b>	<b>651360</b>	<b>7/11/2011</b>	<b>\$2,836.35</b>
DESERT SUN PUBLISHING CO., THE	Public Notice	651319	7/11/2011	\$2,816.64
SOUTHWEST NETWORKS, INC.	Network Consultants	651379	7/11/2011	\$2,662.50
VERIZON WIRELESS	Wireless Cell Serv	651439	7/14/2011	\$2,609.06

**SunLine Transit Agency**  
**Checks \$1,000 and Over**  
**For the month of July 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.

<b>Vendor Name</b>	<b>Description</b>	<b>Check #</b>	<b>Check</b>	<b>Amount</b>
<u>CALIFORNIA STATE DISBURSEMENT</u>	Employee Garnishment	651297	7/11/2011	\$2,411.35
CHARLES A. ASKIN	Labor Counsel	651397	7/14/2011	\$2,403.24
FIESTA FORD, INC.	Repair Parts/Support	651482	7/27/2011	\$2,384.76
<u>CALIFORNIA STATE DISBURSEMENT</u>	Employee Garnishment	651455	7/27/2011	\$2,301.86
<u>EYE MED</u>	Employee Benefits	651321	7/11/2011	\$2,220.20
THOMAS P HOCK & ASSOCIATES	Labor Negotiations	651434	7/14/2011	\$2,105.10
HOME DEPOT CRD SRVS	Facility Maintenance	651419	7/14/2011	\$2,056.72
OFFICETEAM	Temporary Help	651508	7/27/2011	\$2,052.81
FLEET-NET CORPORATION	Software & Licenses	651326	7/11/2011	\$2,040.00
BURRTEC WASTE & RECYCLING	Facility Trash Removal	651453	7/27/2011	\$1,966.24
<b>DESERT ALARM, INC.</b>	<b>WIP-Maint Bldg Rehab</b>	<b>651406</b>	<b>7/14/2011</b>	<b>\$1,950.00</b>
FULTON DISTRIBUTING	Cleaning Supplies	651330	7/11/2011	\$1,825.62
SAFETY-KLEEN CORPORATION	Solvent Tank Service	651514	7/27/2011	\$1,706.63
ALLIEDBARTON SECURITY SERVICES	Security Services	651393	7/14/2011	\$1,660.96
ALLIEDBARTON SECURITY SERVICES	Security Services	651287	7/11/2011	\$1,660.96
EYAL AND ASSOCIATES	Staff Development	651479	7/27/2011	\$1,659.16
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	651404	7/14/2011	\$1,559.29
DAIMLER BUSES NORTH AMERICA,	Bus Repair Parts	651472	7/27/2011	\$1,441.54
CARRIER TRANSICOLD	Bus Repair Parts	651305	7/11/2011	\$1,305.75
FIESTA FORD, INC.	Repair Parts/Support	651324	7/11/2011	\$1,291.40
TRANSPORTATION MANAGEMENT &	Bus Route Planning	651389	7/11/2011	\$1,250.00
CARQUEST AUTO PARTS - INDIO	Bus Repair Parts	651300	7/11/2011	\$1,243.77
SUNLINE TRANSIT-FSA	Flexible Spending Acct	651383	7/11/2011	\$1,236.46
CARRIER TRANSICOLD	Bus Repair Parts	651456	7/27/2011	\$1,211.50
ST. BOARD OF EQUALIZATION	Consumer Use Tax	651519	7/27/2011	\$1,130.00
<u>INTERNAL REVENUE SERVICE</u>	Employee Garnishment	651496	7/27/2011	\$1,126.80
EMC	Medical-Exams and Testing	651478	7/27/2011	\$1,080.00
TOXGUARD FLUID	Coolant Recycling	651387	7/11/2011	\$1,075.69
KENNY STRICKLAND, INC.	Lubricants & Oils	651423	7/14/2011	\$1,036.35
FRANKLIN TRUCK PARTS, INC	Bus Repair Parts	651329	7/11/2011	\$1,031.01
CAL-TEST, INC.	D&A Onsite Testing	651298	7/11/2011	\$1,009.70

<b>Total of Checks Over \$1,000</b>	<b>\$1,925,328.07</b>
<b>Total of Checks Under \$1,000</b>	<b>\$52,273.87</b>
<b>Total of All Checks for the Month</b>	<b>\$1,977,601.94</b>

<b>Total Amount of Checks Prior Years Same Month</b>	<b>\$924,080.92</b>
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**SunLine Transit Agency**  
**Checks \$1,000 and Over**  
**For the month of August 2011**

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<b>Vendor Name</b>	<b>Description</b>	<b>Check #</b>	<b>Check</b>	<b>Amount</b>
<i>AVAIL TECHNOLOGIES</i>	<i>ITS Implementation</i>	<i>651575</i>	<i>8/8/2011</i>	<i>\$498,264.00</i>
<u>HEALTH NET</u>	<u>Group Health Ins Prem</u>	<u>651768</u>	<u>8/26/2011</u>	<u>\$192,571.78</u>
SOUTHERN CALIFORNIA GAS CO.	Gas CNG & Hydrogen	651718	8/17/2011	\$96,398.32
UNION BANK	Pension Deposits	651728	8/17/2011	\$80,371.02
<u>UNION BANK</u>	<u>Pension Deposits</u>	<u>651658</u>	<u>8/8/2011</u>	<u>\$76,589.13</u>
PERMA	Gnrl Liab / Wker Comp Prem	651640	8/8/2011	\$74,525.55
NAME WITHHELD	Insurance Losses	651771	8/26/2011	\$40,000.00
APTA	Annual Membership Dues	651665	8/17/2011	\$26,000.00
PEAVEY CORPORATION	Training Supplies	651639	8/8/2011	\$24,375.00
IMPERIAL IRRIGATION DIST	Electricity TP Area	651616	8/8/2011	\$19,534.38
GOODYEAR TIRE & RUBBER	Bus Tire Lease	651763	8/26/2011	\$19,484.55
<i><b>CDFA-Reimb. 050 - CTEP</b></i>	<i><b>Hydrogen Dispenser</b></i>	<i><b>651590</b></i>	<i><b>8/8/2011</b></i>	<i><b>\$12,735.00</b></i>
<i><b>CDW GOVERNMENT, INC</b></i>	<i><b>Software/Hardware</b></i>	<i><b>651591</b></i>	<i><b>8/8/2011</b></i>	<i><b>\$12,005.60</b></i>
<i><b>LEFLORE GROUP LLC, THE</b></i>	<i><b>Procurement Consultant</b></i>	<i><b>651624</b></i>	<i><b>8/8/2011</b></i>	<i><b>\$11,305.00</b></i>
HARTFORD LIFE	Employee Benefits	651766	8/26/2011	\$10,188.60
<u>HARTFORD LIFE</u>	<u>Employee Benefits</u>	<u>651612</u>	<u>8/8/2011</u>	<u>\$10,091.30</u>
<i><b>BLUWAYS USA, INC.</b></i>	<i><b>WIP-THOR/AT Bus</b></i>	<i><b>651578</b></i>	<i><b>8/8/2011</b></i>	<i><b>\$10,000.00</b></i>
WOODRUFF, SPRADLIN & SMART,	Legal Services	651567	8/1/2011	\$9,107.09
IMPERIAL IRRIGATION DIST	Electricity TP Area	651698	8/17/2011	\$8,941.37
<i><b>DESERT AIR CONDITIONING, INC.</b></i>	<i><b>A/C Unit Replacement Div 2</b></i>	<i><b>651597</b></i>	<i><b>8/8/2011</b></i>	<i><b>\$8,398.00</b></i>
SOUTHWEST NETWORKS, INC.	Network Consultants	651647	8/8/2011	\$7,992.21
KUSHNER, SMITH, JOANOU &	Pension Auditors	651623	8/8/2011	\$7,120.00
SOUTHWEST NETWORKS, INC.	Network Consultants	651556	8/1/2011	\$6,900.00
<u>COLONIAL LIFE &amp; ACCIDENT</u>	<u>Supplemental Insurance</u>	<u>651750</u>	<u>8/26/2011</u>	<u>\$6,437.82</u>
<u>METLIFE SBC</u>	<u>Dental Insurance</u>	<u>651546</u>	<u>8/1/2011</u>	<u>\$5,866.54</u>
<u>METLIFE SBC</u>	<u>Dental Insurance</u>	<u>651778</u>	<u>8/26/2011</u>	<u>\$5,773.75</u>
KENNY STRICKLAND, INC.	Lubricants & Oils	651775	8/26/2011	\$5,768.20
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	651753	8/26/2011	\$5,669.96
KENNY STRICKLAND, INC.	Lubricants & Oils	651622	8/8/2011	\$5,669.43
CARQUEST OF THE DESERT	Repair Parts	651588	8/8/2011	\$5,602.91
G & K SERVICES	Uniform service	651609	8/8/2011	\$5,464.48
NEW FLYER	Bus Parts	651634	8/8/2011	\$5,397.83
MOORE MAINTENANCE	Janitorial Servs	651627	8/8/2011	\$4,633.00
<u>AMALGAMATED TRANSIT UNION</u>	<u>Union Dues</u>	<u>651573</u>	<u>8/8/2011</u>	<u>\$4,268.12</u>
<u>AMALGAMATED TRANSIT UNION</u>	<u>Union Dues</u>	<u>651663</u>	<u>8/17/2011</u>	<u>\$4,225.44</u>
<b>INDEPENDENT LIVING PARTNERSHIP</b>	<b>Grant Pass-Through</b>	<b>651699</b>	<b>8/17/2011</b>	<b>\$4,176.24</b>
NEW FLYER	Bus Parts	651782	8/26/2011	\$3,700.94
<i><b>SOUTHWEST NETWORKS, INC.</b></i>	<i><b>F/A Computer Equipt</b></i>	<i><b>651720</b></i>	<i><b>8/17/2011</b></i>	<i><b>\$3,581.25</b></i>

**SunLine Transit Agency**  
**Checks \$1,000 and Over**  
**For the month of August 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.

<b>Vendor Name</b>	<b>Description</b>	<b>Check #</b>	<b>Check</b>	<b>Amount</b>
TELEPACIFIC COMMUNICATIONS	Telephone Service	651559	8/1/2011	\$3,275.68
TRANSIT PRODUCTS & SERVICES	Repair Parts	651655	8/8/2011	\$3,177.55
<b><i>TMAD, TAYLOR &amp; GAINES</i></b>	<b><i>Engineer Services</i></b>	<b><i>651653</i></b>	<b><i>8/8/2011</i></b>	<b><i>\$2,665.00</i></b>
HOME DEPOT CRD SRVS	Facility Maintenance	651695	8/17/2011	\$2,591.07
ALLIEDBARTON SECURITY SERVICES	Security Services	651662	8/17/2011	\$2,491.44
<u>CALIFORNIA STATE DISBURSEMENT</u>	<u>Employee Garnishment</u>	<u>651581</u>	<u>8/8/2011</u>	<u>\$2,412.05</u>
<u>CALIFORNIA STATE DISBURSEMENT</u>	<u>Employee Garnishment</u>	<u>651669</u>	<u>8/17/2011</u>	<u>\$2,412.05</u>
FRANKLIN TRUCK PARTS, INC	Bus Repair Parts	651607	8/8/2011	\$2,268.41
<u>EYE MED</u>	<u>Employee Benefits</u>	<u>651598</u>	<u>8/8/2011</u>	<u>\$2,250.96</u>
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	651596	8/8/2011	\$2,146.81
FLEET-NET CORPORATION	Software & Licenses	651604	8/8/2011	\$2,040.00
BURRTEC WASTE & RECYCLING	Facility Trash Removal	651668	8/17/2011	\$2,035.03
KUSHNER, SMITH, JOANOU &	Pension Auditors	651703	8/17/2011	\$2,000.00
OFFICE DEPOT	Office Supplies	651637	8/8/2011	\$1,919.26
FACTORY MOTOR PARTS COMPANY	Repair Parts	651684	8/17/2011	\$1,899.26
WESTGATE CENTER FOR	Staff Development	651737	8/17/2011	\$1,770.00
CAL-TEST, INC.	D&A Onsite Testing	651582	8/8/2011	\$1,734.20
FIESTA FORD, INC.	Repair Parts/Support	651759	8/26/2011	\$1,616.33
<b><i>C &amp; M BUILDING MATERIALS, INC.</i></b>	<b><i>WIP-Maint Bldg Rehab-ARRA</i></b>	<b><i>651744</i></b>	<b><i>8/26/2011</i></b>	<b><i>\$1,599.01</i></b>
KENNY STRICKLAND, INC.	Lubricants & Oils	651702	8/17/2011	\$1,575.58
NEW FLYER	Bus Parts	651707	8/17/2011	\$1,574.85
HAMPTON TEDDER TECHNICAL	Electrical Services	651688	8/17/2011	\$1,570.00
DESERT SUN PUBLISHING CO., THE	Public Notice	651679	8/17/2011	\$1,533.66
VERIZON	Communications	651732	8/17/2011	\$1,530.33
OFFICETEAM	Temporary Help	651710	8/17/2011	\$1,503.20
VERIZON	Communications	651565	8/1/2011	\$1,490.54
ACCONTEMPS	Temporary Help	651738	8/26/2011	\$1,478.70
OPENAPPS, INC.	Mat/Supplies-CNG TP	651785	8/26/2011	\$1,408.29
FIESTA FORD, INC.	Repair Parts/Support	651537	8/1/2011	\$1,389.90
VIVIAN GONZALEZ	Education Reimbursement	651733	8/17/2011	\$1,380.00
VALLEY OFFICE EQUIPMENT, INC.	Fax/Copier Supplies	651795	8/26/2011	\$1,286.19
NATIONAL SAFETY COUNCIL	Training Supplies	651631	8/8/2011	\$1,195.00
VALLEY OFFICE EQUIPMENT, INC.	Fax/Copier Supplies	651564	8/1/2011	\$1,163.72
CHAGALA JOY SMITH	General Consulting	651672	8/17/2011	\$1,125.00
TRANSPORTATION SAFETY	Staff Development	651563	8/1/2011	\$1,080.00
BASIN VALVE COMPANY-SIGNAL HILL	CNG/Hydrogen Station	651742	8/26/2011	\$1,077.94
COSTCO	Agency Supplies	651593	8/8/2011	\$1,076.94
ROMAINE ELECTRIC CORP.	Repair Parts	651643	8/8/2011	\$1,071.85
<b><i>CDW GOVERNMENT, INC</i></b>	<b><i>WIP-Sign in Terminal Proj</i></b>	<b><i>651671</i></b>	<b><i>8/17/2011</i></b>	<b><i>\$1,032.57</i></b>

**SunLine Transit Agency**  
**Checks \$1,000 and Over**  
**For the month of August 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.

<b>Vendor Name</b>	<b>Description</b>	<b>Check #</b>	<b>Check</b>	<b>Amount</b>
C V WATER DISTRICT	Utilities Water Serv	651745	8/26/2011	\$1,009.96
DAIMLER BUSES NORTH AMERICA,	Repair Parts	651676	8/17/2011	\$1,005.22
COACHELLA VALLEY ECONOMIC	Ad in CVEP Program	651749	8/26/2011	\$1,000.00

<b>Total of Checks Over \$1,000</b>	<b>\$1,410,997.36</b>
<b>Total of Checks Under \$1,000</b>	<b>\$53,232.10</b>
<b>Total of All Checks for the Month</b>	<b>\$1,464,229.46</b>

<b>Total Amount of Checks Prior Years Same Month</b>	<b>\$1,449,341.45</b>
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**July Statement** for activity from Jun. 22, 2011 through Jul. 21, 2011  
 SUNLINE TRANSIT  
 C MIKEL OGLESBY (CPN 000648533)

**Inquiries: 1-866-552-8855**  
 BUS 6 13 Page 1 of 2

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

**Account**

Activity Summary	
Previous Balance .....	\$1,826.49
Payments .....	\$1,826.49CR
Other Credits .....	\$0.00
Purchases .....	\$2,124.80
Balance Transfers .....	\$0.00
Advances .....	\$0.00
Other Debits .....	\$0.00
Past Due Amount .....	\$0.00
Fees Charged .....	\$0.00
Interest Charged .....	\$0.00
<b>New Balance .....</b>	<b>\$2,124.80</b>
Credit Line .....	\$31,000.00
Available Credit .....	\$28,875.20
Statement Close Date .....	Jul. 21, 2011
Days in Billing Cycle .....	30

Payment Information	
New Balance .....	\$2,124.80
Minimum Payment Due (Current Month)	\$22.00
Minimum Payment Due (Past Due)	\$0.00
<b>Total New Minimum Payment Due</b>	<b>\$22.00</b>
Payment Due Date .....	Aug. 17, 2011
<b>Late Payment Warning:</b> 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 \$2,124.80 by 08/17/11. 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
<b>Payments and Other Credits</b>					
07/05			PAYMENT THANK YOU .....	\$1,826.49CR	-----
<b>Purchases and Other Debits</b>					
07/11	07/08	4696	LOEWS HOTELS PHILADELP PHILADELPHIA PA .....	\$950.40	-----
			07/08/11 FOR 01 NIGHTS FOLIO: 0010995607080		
07/14	07/13	6921	DELTA AIR0062354112010 DELTA.COM CA .....	\$304.40	-----
			SAMOKISH/IVANN 09/11/11		

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 \$2,124.80 will be automatically deducted from your account on 08/04/11.

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

000029074 1 MB 0.390 106481176110922 P

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







July Statement for activity from Jun. 22, 2011 through Jul. 21, 2011  
 SUNLINE TRANSIT  
 C MIKEL OGLESBY

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

**Transactions**

Post Date	Trans Date	Ref. Nbr	Description of Transaction	Amount	Notation
			LOS ANGELES TO ATLANTA		
			ATLANTA TO LOS ANGELES		
07/20	07/19	8058	CALIFORNIA SOCIETY OF 800-9225272 CA.....	\$295.00	-----
07/21	07/20	8553	AMERICAN PUBLIC TRANS WASHINGTON DC.....	\$575.00	-----

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

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

Signature/Approval: \_\_\_\_\_ Accounting Code: \_\_\_\_\_

**Interest Charge Calculation**

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

\*\* APR for current and future transactions.

Balance Type	Balance By Type	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	\$2,124.80	\$0.00	YES	\$0.00	13.99%		YES
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	20.99%		NO

**Important Messages**

Your payment of \$2124.80 will be automatically deducted from your bank account on 08/04/2011

Save time and money by consolidating all your debt into one monthly payment. Check your mail for a great offer or call Cardmember Service today for information on a great rate.

**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](http://myaccountaccess.com)

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

Detail:

7/11/11	Loews Hotel – Philadelphia	COMTO Conference – hotel charges-Dir. of Admin.	\$ 950.40
7/14/11	Delta Airlines	Airfare – Security Staff – security training	\$ 304.40
7/20/11	California Society of CPA	Advertisement –Dir. of Finance	\$ 295.00
7/21/11	American Public Trans. Assn.	APTA Annual Mtg. registration – General Manager	\$ 575.00
Credit:			
7/05/11	Payment		\$ 1826.49CR



**August Statement** for activity from Jul. 22, 2011 through Aug. 22, 2011  
 SUNLINE TRANSIT  
 C MIKEL OGLESBY

**Inquiries: 1-866-552-8855**  
 BUS 567 13 Page 1 of 3

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

Activity Summary		Payment Information	
Previous Balance .....	\$2,124.80	New Balance .....	\$8,159.73
Payments .....	\$2,124.80CR	Minimum Payment Due (Current Month)	\$82.00
Other Credits .....	\$210.93CR	Minimum Payment Due (Past Due)	\$0.00
Purchases .....	\$8,370.66	<b>Total New Minimum Payment Due</b>	<b>\$82.00</b>
Balance Transfers .....	\$0.00	Payment Due Date.....	Sep. 17, 2011
Advances .....	\$0.00	<b>Late Payment Warning:</b> 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%.	
Other Debits .....	\$0.00		
Past Due Amount .....	\$0.00		
Fees Charged.....	\$0.00		
Interest Charged.....	\$0.00		
<b>New Balance .....</b>	<b>\$8,159.73</b>		
Credit Line .....	\$34,000.00		
Available Credit.....	\$25,840.27		
Statement Close Date.....	Aug. 22, 2011		
Days in Billing Cycle .....	32		

To reduce or avoid paying additional fees and interest charges on your purchase balance, pay the total new balance of \$8,159.73 by 09/17/11. 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
<b>Payments and Other Credits</b>					
08/04	08/03	0864	TSP*17204767480 800-219-4606 WA.....	\$210.93CR	-----
			MERCHANDISE/SERVICE RETURN		
08/04			PAYMENT THANK YOU.....	\$2,124.80CR	-----
<b>Purchases and Other Debits</b>					
07/22	07/20	5341	LOEWS HOTELS PHILADELP PHILADELPHIA PA .....	\$994.68	-----
			07/15/11 FOR 05 NIGHTS		
			FOLIO: 0010981907200		

Continued on Next Page

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

**Automatic Payment**

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

Your Account Number:  
 Your new full balance of \$8,159.73 will be automatically deducted from your account on 09/06/11.

000029441 1 MB 0.390 106481219911465 P

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





**August Statement** for activity from Jul. 22, 2011 through Aug. 22, 2011  
 SUNLINE TRANSIT  
 C MIKEL OGLESBY

**Inquiries: 1-866-552-8855**  
 Page 2 of 3

**Transactions**

Post Date	Trans Date	Ref. Nbr	Description of Transaction	Amount	Notation
07/22	07/20	6919	LOEWS HOTELS PHILADELP PHILADELPHIA PA .....	\$20.28	-----
08/01	07/30	1273	TSP*17204767480 800-219-4606 WA.....	\$1,614.08	-----
08/04	08/03	1195	AMERICAN PUBLIC TRANS WASHINGTON DC .....	\$575.00	-----
08/04	08/03	1203	AMERICAN PUBLIC TRANS WASHINGTON DC .....	\$575.00	-----
08/04	08/03	1229	AMERICAN PUBLIC TRANS WASHINGTON DC .....	\$575.00	-----
08/05	08/04	2035	AMERICAN PUBLIC TRANS WASHINGTON DC .....	\$475.00	-----
08/05	08/04	2316	AMERICAN PUBLIC TRANS 202-4964800 DC .....	\$875.00	-----
08/05	08/04	0169	APTA HOUSING OFFICE 866-7660910 VA.....	\$236.17	-----
08/05	08/04	0219	APTA HOUSING OFFICE 866-7660910 VA.....	\$236.17	-----
08/05	08/04	0227	APTA HOUSING OFFICE 866-7660910 VA.....	\$236.17	-----
08/05	08/04	0243	APTA HOUSING OFFICE 866-7660910 VA.....	\$236.17	-----
08/15	08/12	3994	AMERICAN 0001234420757 DALLAS TX.....	\$505.93	-----
			NIGHTINGALE/NA 09/30/11 PALMSPRINGS TO DALLAS DALLAS TO NEW ORLEANS NEW ORLEANS TO DALLAS DALLAS TO PALMSPRINGS		
08/18	08/16	0651	AMERICAN 0001234440475 DALLAS TX.....	\$509.73	-----
			EDWARDS/TOMMY 09/30/11 PALMSPRINGS TO DALLAS DALLAS TO NEW ORLEANS NEW ORLEANS TO DALLAS DALLAS TO PALMSPRINGS		
08/22	08/18	4153	AMERICAN 0001234451894 DALLAS TX.....	\$425.65	-----
			OGLESBY/CHARLE 10/01/11 PALMSPRINGS TO DALLAS DALLAS TO NEW ORLEANS NEW ORLEANS TO DALLAS DALLAS TO PALMSPRINGS		
08/22	08/19	6544	TSP*17204767480 800-219-4606 WA.....	\$280.63	-----

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: \_\_\_\_\_

Pacific Western Bank  
 SunLine Transit Agency Visa Credit Card Statement  
 Closing Date: August 22, 2011

Detail:

7/22/11	Loews Hotel – Philadelphia	COMTO Conference – hotel charges-General Manager	\$ 994.68
7/22/11	Lows Hotel - Philadelphia	COMTO Conf. -hotel charges – General Manager	\$ 20.28
8/01/11	TSP-(Travel Now)	APTA Annual Mtg. hotel charges –prepaid- General Mgr.	\$ 1614.08
8/04/11	American Public Trans. Assn.	APTA Annual Mtg. registration – Dir. Administration	\$ 575.00
8/04/11	American Public Trans. Assn.	APTA Annual Mtg. registration – Dir. Operations	\$ 575.00
8/04/11	American Public Trans. Assn.	APTA Annual Mtg. registration – Dir. Safety/Security	\$ 575.00
8/05/11	American Public Trans. Assn.	APTA Maintenance Mtg. registration – Dir. Maintenance	\$ 475.00
8/05/11	American Public Trans. Assn.	APTA Annual Mtg. APTA President retirement -G.M. & Dirs.	\$ 875.00
8/05/11	APTA Housing Office	APTA Annual Mtg. hotel deposit – Dir. Administration	\$ 236.17
8/05/11	APTA Housing Office	APTA Annual Mtg. hotel deposit – Dir. Operations	\$ 236.17
8/05/11	APTA Housing Office	APTA Annual Mtg. hotel deposit – Dir. Safety/Security	\$ 236.17
8/05/11	APTA Housing Office	APTA Annual Mtg. hotel deposit – Dir. Maintenance	\$ 236.17
8/15/11	American Airlines	APTA Annual Mtg. airfare – Dir. Administration	\$ 505.93
8/15/11	American Airlines	APTA Annual Mtg. airfare – Dir. Maintenance	\$ 509.73
8/15/11	American Airlines	APTA Annual Mtg. airfare – General Manager	\$ 425.65
8/22/11	TSP (Travel Now)	APTA Annual Mtg. hotel charges – prepaid-General Mgr.	\$ 280.63

Credit:

7/04/11	TSP (Travel Now)	Credit-hotel change APTA Annual – General Mgr.	\$ 210.93CR
7/05/11	Payment		\$ 2124.80CR

Note: All travel is currently funded in the Board approved FY 2012 budget.

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

	Unaudited FY 10/11	Total FY 11/12 Budget	Current Month			Year to Date		
			Actual	Budget	Favorable (Unfavorable)	YTD Actual	YTD Budget	Favorable (Unfavorable)
<b>Operating Revenue:</b>								
Passenger fares	2,893,849	2,950,000	212,749	245,833	(33,085)	212,749	245,833	(33,085)
Advertising revenue	27,024	25,000	600	2,083	(1,483)	600	2,083	(1,483)
Rebate for CNG production	1,035,857	375,000	67,068	62,500	4,568	67,068	62,500	4,568
Interest Revenue	8,573	10,000	398	833	(435)	398	833	(435)
Outside Fueling Revenue (SunFuels)	219,868	180,137	30,483	14,202	16,281	30,483	14,202	16,281
Pass-Through Operating revenue	69,777	258,800	3,759	21,567	(17,808)	3,759	21,567	(17,808)
Other revenue	107,833	120,000	7,571	10,000	(2,429)	7,571	10,000	(2,429)
Other revenue-Measure A supplement	0	223,137	0	18,595	(18,595)	0	18,595	(18,595)
<b>Total local revenue</b>	<b>4,362,782</b>	<b>4,142,074</b>	<b>322,628</b>	<b>375,613</b>	<b>(52,985)</b>	<b>322,628</b>	<b>375,613</b>	<b>(52,985)</b>
<b>Expenses:</b>								
SunFuels (10)	219,868	180,137	30,483	14,202	(16,281)	30,483	14,202	(16,281)
Operations-Fixed Route (11 & 12)	8,453,305	8,670,062	704,106	721,901	17,795	704,106	721,901	17,795
Operations-Dial-A-Ride (13 & 14)	2,232,339	2,450,562	186,847	188,035	1,188	186,847	188,035	1,188
Security (15)	514,549	458,833	34,342	37,010	2,668	34,342	37,010	2,668
Maintenance (21 & 22)	5,212,682	5,517,967	439,981	457,449	17,468	439,981	457,449	17,468
Facility Maintenance-T.P. (23)	567,807	573,218	49,888	47,832	(2,055)	49,888	47,832	(2,055)
Facility Maintenance-Indio (24)	81,905	83,472	8,197	6,956	(1,241)	8,197	6,956	(1,241)
Bus Stops/Shelters (25)	416,057	459,965	38,955	38,277	(679)	38,955	38,277	(679)
Marketing (31)	261,442	356,354	11,561	28,901	17,339	11,561	28,901	17,339
Human Resources (32)	451,763	407,998	21,464	33,021	11,557	21,464	33,021	11,557
General Administration (40)	1,032,497	1,483,415	108,281	121,312	13,031	108,281	121,312	13,031
Finance (41)	755,754	753,377	46,267	51,796	5,529	46,267	51,796	5,529
Information Technology (42)	289,135	367,125	25,024	30,582	5,558	25,024	30,582	5,558
Planning & Agency Development (49)	599,879	851,833	35,458	53,644	18,186	35,458	53,644	18,186
<b>Total expenses</b>	<b>21,088,982</b>	<b>22,614,318</b>	<b>1,740,855</b>	<b>1,830,918</b>	<b>90,063</b>	<b>1,740,855</b>	<b>1,830,918</b>	<b>90,063</b>

Minimum Farebox ratio = 17.80%

YTD Farebox ratio 18.53%

Preliminary Statement Prior To Audit Field Work

**Contracts Signed Under General Manager Authorization**

August 2011

Vendor	Product/Service	Need	GM Authorization	Cost
Avail Technologies	Automatic Passenger Counters for ITS Project	Change Order to add APC's to entire fleet of Fixed Route Buses making reports more informative.	STA Purchasing Policies. Section 200 1.2.1a The General Manager is authorized to enter into contracts on behalf of SunLine in an amount not to exceed \$100,000 provided that the term is not greater than one (1) year, without obtaining prior authorization from the Finance Committee or SunLine's Board of Directors. The \$100,000 threshold applies to the purchase of items listed in a board approved plan or budget. Line item SL-12-09 of SRTP FY11/12.	\$96,655.00
Muncie Transit Supply	Portable Bus Wash System	Existing Portable Bus Wash System is beyond life cycle and parts are no longer available. Replace Portable Bus Wash System for Division II	STA Purchasing Policies. Section 200 1.2.1a The General Manager is authorized to enter into contracts on behalf of SunLine in an amount not to exceed \$100,000 provided that the term is not greater than one (1) year, without obtaining prior authorization from the Finance Committee or SunLine's Board of Directors. The \$100,000 threshold applies to the purchase of items listed in a board approved plan or budget. Line item SL-12-11 of SRTP FY11/12.	\$31,570.75

## SunLine Transit Agency Monthly Ridership Report July - 2011

FY  
2010 & 2011

	Jul	Jul	Jun	Month	%	FY 2012	FY 2011	YTD	%	Bikes		Wheelchairs	
	2011	2010	2011	Var.	Var.	YTD	YTD	Var.	Var.	Monthly	YTD	Monthly	YTD
<b>Fixed Route</b>													
Line 14 DHS/PS	35,265	38,103	38,687	(2,838)	-7.4%	35,265	38,103	(2,838)	-7.4%	1,230	1,230	453	453
Line 15 DHS	5,540		6,224	5,540	0.0%	5,540		5,540	0.0%	123	123	121	121
Line 24 PS/CC	11,057	10,208	12,747	849	8.3%	11,057	10,208	849	8.3%	267	267	95	95
Line 30 CC/PS	52,205	49,248	57,993	2,957	6.0%	52,205	49,248	2,957	6.0%	2,039	2,039	443	443
Line 32 PD/TP/PS	15,555	11,385	17,766	4,170	36.6%	15,555	11,385	4,170	36.6%	794	794	65	65
Line 53 PD/IW	2,903		3,389	2,903	0.0%	2,903		2,903	0.0%	77	77	13	13
Line 70 La Quinta	12,371	10,517	15,430	1,854	17.6%	12,371	10,517	1,854	17.6%	692	692	13	13
Line 80 Indio	16,600	15,295	17,881	1,305	8.5%	16,600	15,295	1,305	8.5%	239	239	204	204
Line 90 Coachella/Ind	15,105	14,232	16,835	873	6.1%	15,105	14,232	873	6.1%	455	455	102	102
Line 91 Cch/Th/Mecca	14,312	11,219	16,488	3,093	27.6%	14,312	11,219	3,093	27.6%	396	396	38	38
Line 111 PS/Indio	114,527	103,934	121,164	10,593	10.2%	114,527	103,934	10,593	10.2%	4,286	4,286	756	756
<b>Fixed route total</b>	<b>295,440</b>	<b>* 268,721</b>	<b>324,604</b>	<b>26,719</b>	<b>9.9%</b>	<b>295,440</b>	<b>* 268,721</b>	<b>26,719</b>	<b>9.9%</b>	<b>10,598</b>	<b>10,598</b>	<b>2,303</b>	<b>2,303</b>
<b>Demand Response</b>													
SunDial	9,294	8,967	10,255	327	3.6%	9,294	8,967	327	3.6%				
<b>System total</b>	<b>304,734</b>	<b>277,688</b>	<b>334,859</b>	<b>27,046</b>	<b>9.7%</b>	<b>304,734</b>	<b>277,688</b>	<b>27,046</b>	<b>9.7%</b>				

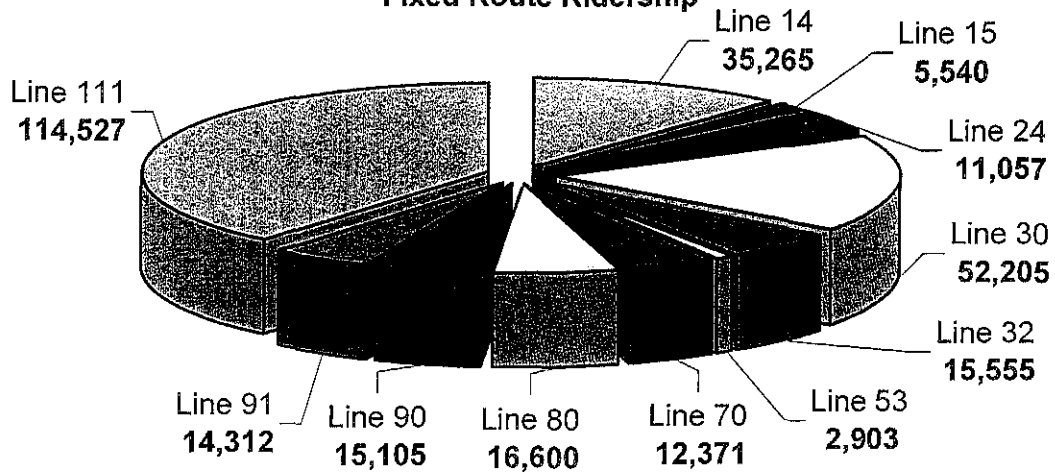
**Please note:**

\* July 2010 and FY 2011 YTD total ridership includes data for Line 50 (4,580 passengers). Line 50 was discontinued on September 4, 2010; fixed route and system totals are accurate.

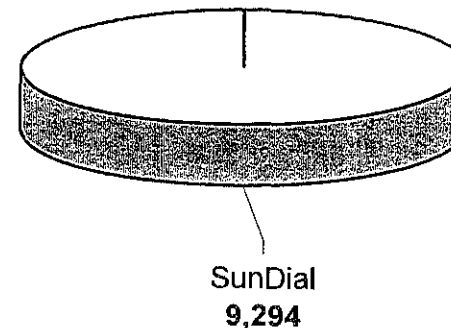


## SunLine Transit Agency Monthly Ridership Report July - 2011

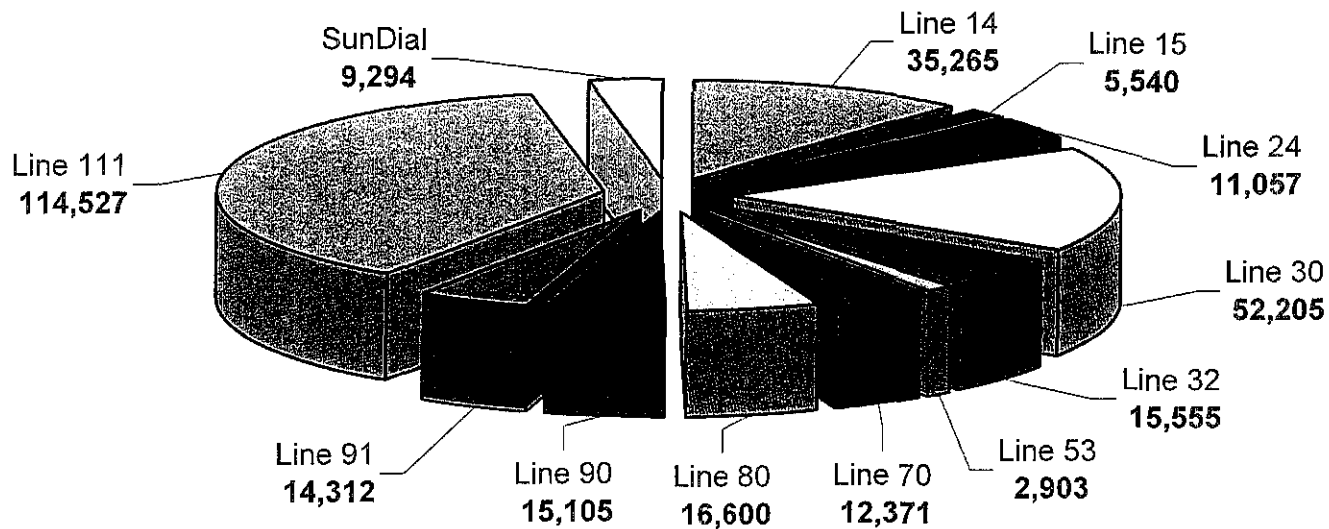
### Fixed Route Ridership



### Demand Response Ridership



### Year-to-Date System Ridership



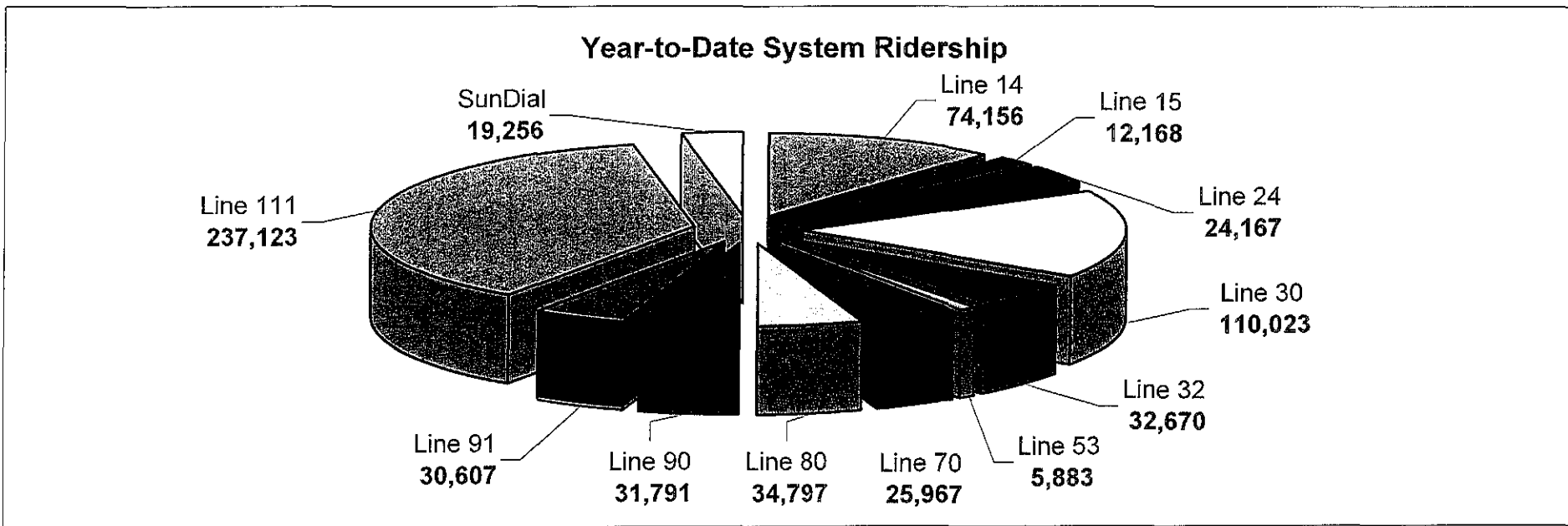
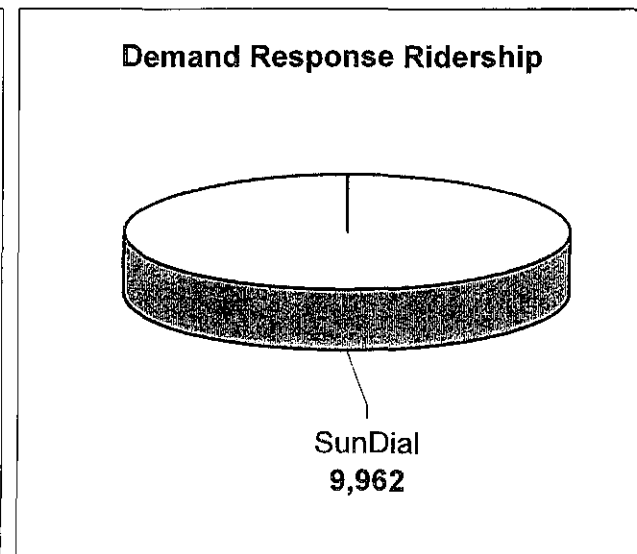
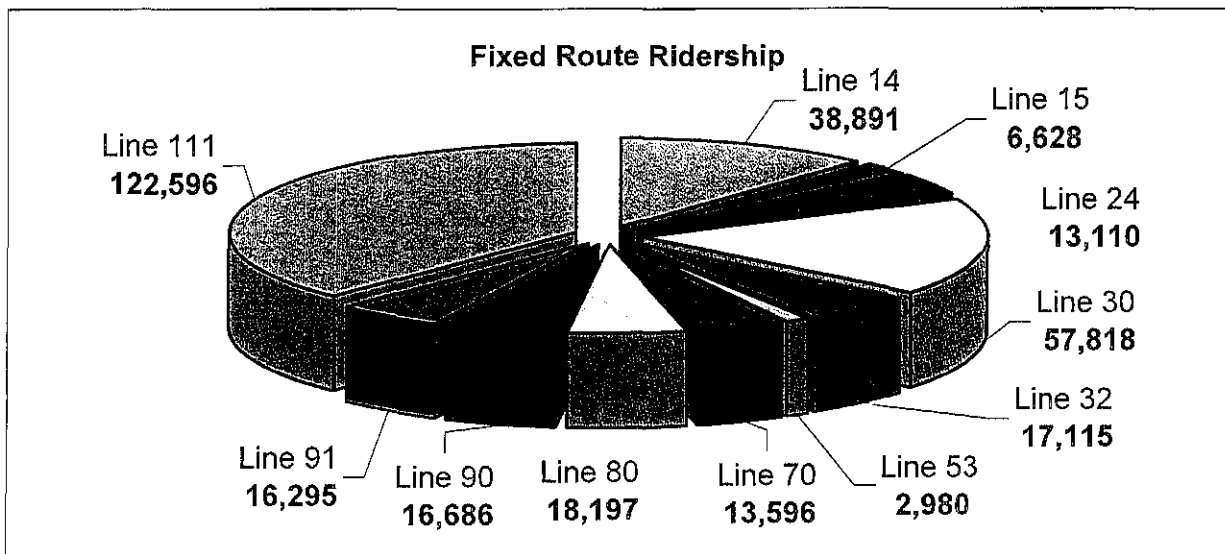
**SunLine Transit Agency  
Monthly Ridership Report  
August - 2011**

		FY 2010 & 2011													
		Aug 2011	Aug 2010	Jul 2011	Month Var.	% Var.	FY 2012 YTD	FY 2011 YTD	YTD Var.	% Var.	Bikes		Wheelchairs		
												Monthly	YTD	Monthly	YTD
<b>Fixed Route</b>															
Line 14	DHS/PS	38,891	38,716	35,265	175	0.5%	74,156	76,819	(2,663)	-3.5%	1,381	2,611	456	909	
Line 15	DHS	6,628		5,540	6,628	0.0%	12,168		12,168	0.0%	140	263	158	279	
Line 24	PS/CC	13,110	10,950	11,057	2,160	19.7%	24,167	21,158	3,009	14.2%	277	544	137	232	
Line 30	CC/PS	57,818	50,660	52,205	7,158	14.1%	110,023	99,908	10,115	10.1%	1,871	3,910	401	844	
Line 32	PD/TP/PS	17,115	11,912	15,555	5,203	43.7%	32,670	23,297	9,373	40.2%	782	1,576	92	157	
Line 53	PD/IW	2,980		2,903	2,980	0.0%	5,883		5,883	0.0%	93	170	6	19	
Line 70	La Quinta	13,596	11,227	12,371	2,369	21.1%	25,967	21,744	4,223	19.4%	729	1,421	7	20	
Line 80	Indio	18,197	16,844	16,600	1,353	8.0%	34,797	32,139	2,658	8.3%	309	548	205	409	
Line 90	Coachella/Ind	16,686	14,636	15,105	2,050	14.0%	31,791	28,868	2,923	10.1%	471	926	160	262	
Line 91	Cch/Th/Mecca	16,295	11,886	14,312	4,409	37.1%	30,607	23,105	7,502	32.5%	401	797	50	88	
Line 111	PS/Indio	122,596	105,288	114,527	17,308	16.4%	237,123	209,222	27,901	13.3%	4,749	9,035	885	1,641	
<b>Fixed route total</b>		<b>323,912</b>	<b>* 277,286</b>	<b>295,440</b>	<b>46,626</b>	<b>16.8%</b>	<b>619,352</b>	<b>* 546,007</b>	<b>73,345</b>	<b>13.4%</b>	<b>11,203</b>	<b>21,801</b>	<b>2,557</b>	<b>4,860</b>	
<b>Demand Response</b>															
SunDial		9,962	8,940	9,294	1,022	11.4%	19,256	17,907	1,349	7.5%					
<b>System total</b>		<b>333,874</b>	<b>286,226</b>	<b>304,734</b>	<b>47,648</b>	<b>16.6%</b>	<b>638,608</b>	<b>563,914</b>	<b>74,694</b>	<b>13.2%</b>					

**Please note:**

\* Line 50 carried 5,167 riders in August 2010 and FY 2011 YTD total ridership includes data for Line 50 (9,747 passengers). Line 50 was discontinued on September 4, 2010; fixed route and system totals are accurate.

## SunLine Transit Agency Monthly Ridership Report August - 2011





**SunDial Operational Notes**  
**July 2011**

1. ON-TIME PERFORMANCE

	<u>Last Year</u>	<u>This Year</u>	
	93.2%	89.4%	Total trips carried in the on-time window
	596	952	Total trips late during the month
	8,808	8988	Total trips

2. RIDERSHIP and MILEAGE

	<u>Last Year</u>	<u>This Year</u>	
	8,967	9,294	Total passengers for the month
	65,037	79923	Total miles traveled for the month

3. SAFETY

	<u>Last Year</u>	<u>This Year</u>	
	2	2	Total preventable accidents

4. RIDE-A-LONG & ONBOARD EVALUATIONS

	<u>Last Year</u>	<u>This Year</u>	
	0	0	Total Ride-a-Long Evaluations
	1	1	Total Onboard Inspections
	2	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>	
	1,287	1,448	Total Mobility Device Boarding's



**Complimentary Paratransit Service**  
*Serving Persons with Disabilities Throughout the Coachella Valley*

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**SunDial Operational Notes**  
**August 2011**

1. ON-TIME PERFORMANCE

<u>Last Year</u>	<u>This Year</u>	
93.4	88.0	Total trips carried in the on-time window
584	1,153	Total trips late during the month
8,890	9,675	Total trips

2. RIDERSHIP and MILEAGE

<u>Last Year</u>	<u>This Year</u>	
8,940	9,962	Total passengers for the month
63,218	86,410	Total miles traveled for the month

3. SAFETY

<u>Last Year</u>	<u>This Year</u>	
1	0	Total preventable accidents

4. RIDE-A-LONG & ONBOARD EVALUATIONS

<u>Last Year</u>	<u>This Year</u>	
0	1	Total Ride-a-Long Evaluations
7	9	Total Onboard Inspections
1	2	Total Safety Evaluations

5. DENIALS

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

6. WHEELCHAIR BOARDINGS

<u>Last Year</u>	<u>This Year</u>	
1,233	1,554	Total Mobility Device Boarding's

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

**SunLine Transit Agency**

**DATE:** September 28, 2011 **ACTION**  
**TO:** Finance Committee  
Board of Directors  
**FROM:** SunLine's General Manager  
**RE:** SunLine Purchasing Manual Change

---

**Recommendation:**

Staff recommends that the Board 1) approve the Purchasing Manual change attached hereto raising the Petty Cash limit to \$150.00 2) authorize adjustment of the Petty Cash limit to \$150.00 in any related policies and procedures.

**Background**

The Purchasing Manual incorporates the policies for the use of Petty Cash. The existing Petty Cash amount of \$75.00 has been in place for at least 10 years. The \$75.00 amounts were incorporated in the SunLine Board Approved Purchasing Manual in 2001. This amount has not changed since that time.

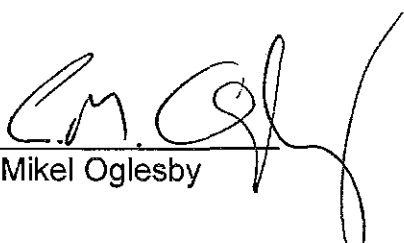
The Purpose for Petty Cash is for ancillary purchases required to support SunLine's Operations. The use of Petty Cash reduces the administrative burden of creating a purchase order for purchases that by their nature do not warrant the issuance of a formal contract or agreement. Examples of petty cash usage are for water and food for certain SunLine hosted events, employee gifts and awards, and miscellaneous printing items.

The attached language in "Exhibit A" represents the recommended increase in the Petty Cash amount to \$150.00. The only change is to the Petty Cash amount.

The recommended change represents consideration for inflation and the administrative cost of the production of a purchase order.

**Fiscal Impact**

There is no financial impact as a result of the Board of Directors' approval of this action.

  
C. Mikel Oglesby

## **Exhibit A**

### **Old Language:**

#### **404 PETTY CASH POLICY**

Purchases of up to \$75.00 for ancillary items may be made through petty cash. However, this is a privilege that should never be used to circumvent the procurement procedures. A petty cash voucher shall be obtained from the Finance Department and approved by the Department Director. All receipts, and any change received in the transaction, shall be returned to the Finance Department immediately upon return to the facility.

### **New Language:**

#### **404 PETTY CASH POLICY**

Purchases of up to \$150.00 for ancillary items may be made through petty cash. However, this is a privilege that should never be used to circumvent the procurement procedures. A petty cash voucher shall be obtained from the Finance Department and approved by the Department Director. All receipts, and any change received in the transaction, shall be returned to the Finance Department immediately upon return to the facility.

**SunLine Transit Agency**

**DATE:** September 28, 2011 **RECEIVE AND FILE**  
**TO:** Finance Committee  
Board of Directors  
**FROM:** Interim Director of Finance  
**RE:** Investment Reports – 2<sup>nd</sup>, 3<sup>rd</sup> & 4<sup>th</sup> Quarters FY 2011

---

**Recommendation**

Recommend that the Board of Directors Receive and File the attached Investment Fund Reports for the 2<sup>nd</sup>, 3<sup>rd</sup> & 4<sup>th</sup> quarters of FY 2011, ending June 30, 2011.


**Background**

Available funds are invested in interest-bearing investments in accordance with the Agency's approved Investment Policy. Available funds usually consist of capital funds received from state and local sources, but not yet spent for capital improvements, and operating funds received for use in the immediate future months.

Earnings for the quarter were derived entirely from deposits in the State Treasurer's Local Agency Investment Fund (LAIF).

**Fiscal Implications**

Prudent investment of public agency funds provides an additional source of revenues available to offset budget over-runs and to pay for unanticipated expenditures.

  
\_\_\_\_\_  
Ed Carson





# Bill Lockyer, State Treasurer

Inside the State Treasurer's Office

## Local Agency Investment Fund (LAIF)

### PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
12/29/2010	0.46	0.47	219
12/30/2010	0.46	0.47	221
12/31/2010	0.46	0.47	215
1/1/2011	0.46	0.46	214
1/2/2011	0.46	0.46	214
1/3/2011	0.46	0.46	222
1/4/2011	0.46	0.49	217
1/5/2011	0.46	0.49	218
1/6/2011	0.46	0.48	217
1/7/2011	0.46	0.48	222
1/8/2011	0.46	0.48	222
1/9/2011	0.46	0.48	222
1/10/2011	0.46	0.51	215
1/11/2011	0.46	0.51	212

\*Daily yield does not reflect capital gains or losses

### LAIF Performance Report

Quarter ending 12/31/2010

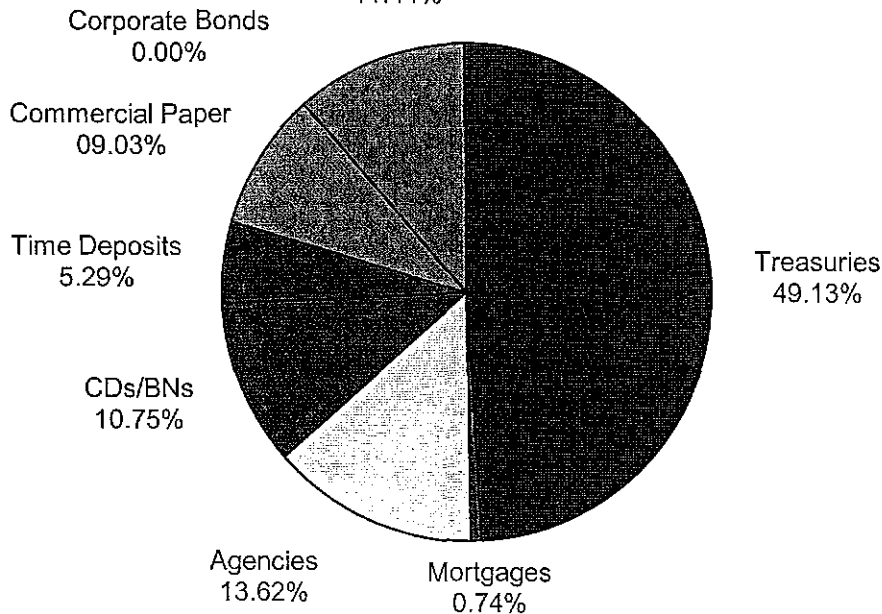
Apportionment Rate: 0.46%  
 Earnings Ratio: .00001248725439840  
 Fair Value Factor: 1.001461323  
 Daily: 0.46%  
 Quarter To Date: 0.47%  
 Average Life: 215

### PMIA Average Monthly Effective Yields

DEC 2010 0.462%  
 NOV 2010 0.454%  
 OCT 2010 0.480%

### Pooled Money Investment Account Portfolio Composition

\$74.5Billion  
 12/31/10  
 Loans  
 11.44%





# Bill Lockyer, State Treasurer

Inside the State Treasurer's Office

Local Agency Investment Fund (LAIF)

## PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
4/5/2011	0.46	0.46	196
4/6/2011	0.46	0.46	196
4/7/2011	0.46	0.46	205
4/8/2011	0.46	0.46	205
4/9/2011	0.46	0.46	205
4/10/2011	0.46	0.46	205
4/11/2011	0.46	0.46	199
4/12/2011	0.46	0.46	199
4/13/2011	0.46	0.46	198
4/14/2011	0.46	0.46	199
4/15/2011	0.45	0.46	197
4/16/2011	0.45	0.46	197
4/17/2011	0.45	0.46	197
4/18/2011	0.45	0.46	195

\*Daily yield does not reflect capital gains or losses

## LAIF Performance Report

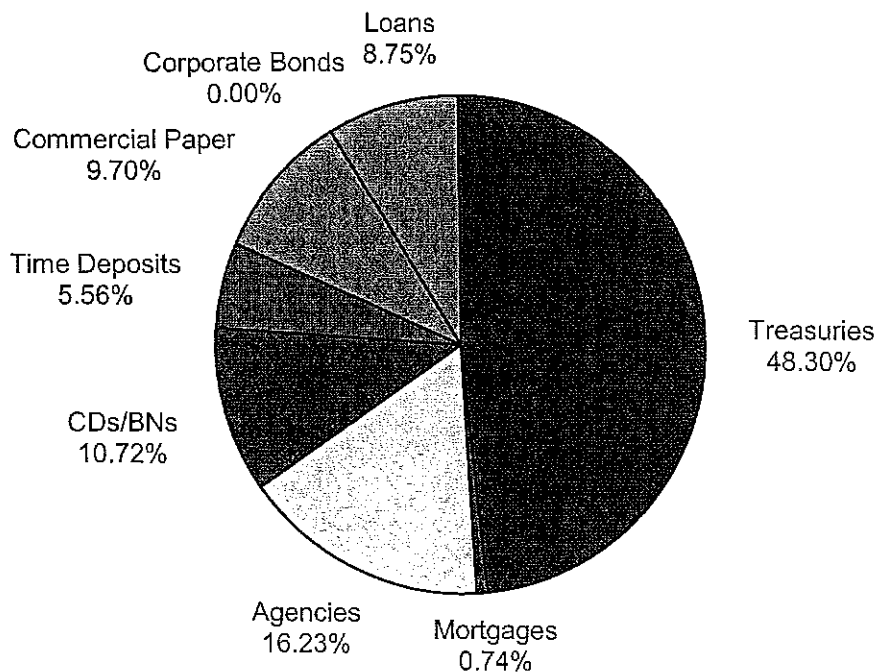
Quarter ending 03/31/2011

Apportionment Rate: 0.51%  
 Earnings Ratio: .00001390282087521  
 Fair Value Factor: 1.001262155  
 Daily: 0.45%  
 Quarter To Date: 0.52%  
 Average Life: 193

## PMIA Average Monthly Effective Yields

MAR 2011 0.500%  
 FEB 2011 0.512%  
 JAN 2011 0.538%

Pooled Money Investment Account  
 Portfolio Composition  
 \$68.4Billion  
 03/31/11



# Bill Lockyer, State Treasurer

Inside the State Treasurer's Office

Local Agency Investment Fund (LAIF)



## 2011 LAIF CONFERENCE REGISTRATION

### PMIA Performance Report

### LAIF Performance Report

Quarter ending 06/30/2011

Apportionment Rate: 0.48%  
 Earnings Ratio: .00001304422399226  
 Fair Value Factor: 1.001576470  
 Daily: 0.37%  
 Quarter To Date: 0.48%  
 Average Life: 237

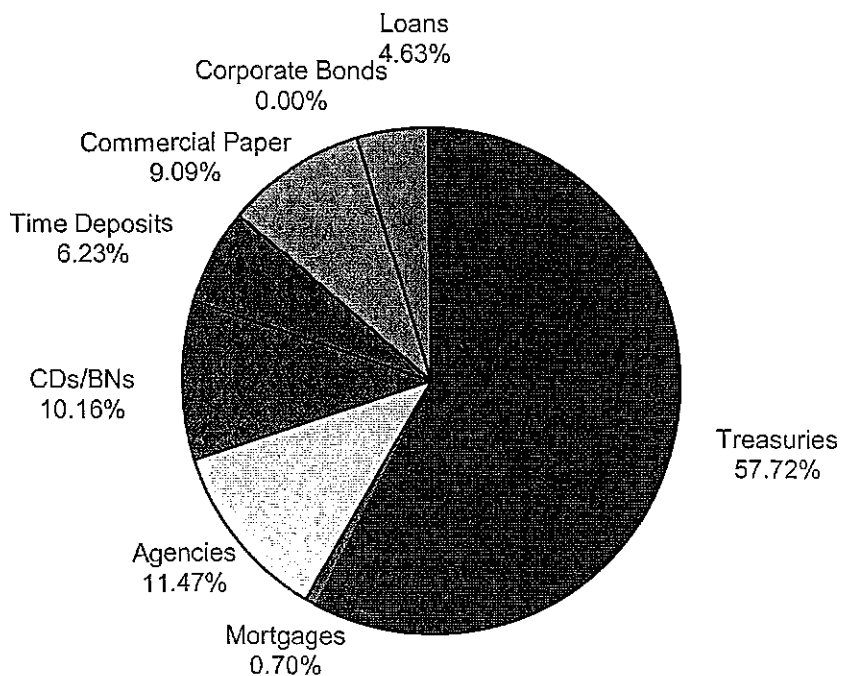
### PMIA Average Monthly Effective Yields

AUG 2011 0.408%  
 JUL 2011 0.381%  
 JUN 2011 0.448%

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
8/25/2011	0.37	0.40	241
8/26/2011	0.37	0.40	240
8/27/2011	0.37	0.39	240
8/28/2011	0.37	0.39	240
8/29/2011	0.37	0.39	234
8/30/2011	0.37	0.39	235
8/31/2011	0.37	0.39	227
9/1/2011	0.38	0.39	233
9/2/2011	0.38	0.40	234
9/3/2011	0.38	0.40	234
9/4/2011	0.38	0.39	234
9/5/2011	0.38	0.39	234
9/6/2011	0.38	0.39	226
9/7/2011	0.38	0.40	229

\*Daily yield does not reflect capital gains or losses

### Pooled Money Investment Account Portfolio Composition \$65 Billion 07/31/11



# SUNLINE SERVICES GROUP BOARD MEETING AGENDA

Wednesday, September 28, 2011  
12:00 Noon  
Kelly Board Room  
32-505 Harry Oliver Trail  
Thousand Palms, CA 92276

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

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

## AGENDA TOPICS

## RECOMMENDATION

1. Call to Order  
Chairman Eduardo Garcia
2. Roll Call
3. Finalization of Agenda
4. Closed Session
  - a) Closed Session Conference with Legal Counsel regarding significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9 – one potential case.
  - b) Closed Session Conference with Legal Counsel regarding initiation of litigation pursuant to subdivision (c) of Section 54956.9 of the Government Code: two potential cases.
5. Presentations
6. Correspondence  
None.

**7. Public Comments****Receive Comments**

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

**NON AGENDA ITEMS**

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

**AGENDA ITEMS**

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

**8. Board Member Comments****Receive Comments**

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

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

**9. Consent Calendar****Approve**

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

- a) Minutes of the July 27, 2011 Board of Directors Meeting (Pages 1-7)
- b) SSG/SRA checks over \$1000 issued July, August 2011 (Pages 8-9)
- c) SSG/SRA Monthly Budget Report for July, 2011 (Pages 10-11)
- d) Taxi Vehicle/Rides Analysis (Pages 12-13)

**10. Application for Change in Ownership of Franchise (Naomi Nightingale)****Approve**

Discuss request of American Cab, LLC for approval of a proposal to provide taxicab services. (Page 14)

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**11. Next Meeting Date**

October 26, 2011, or meet as needed.  
12 o'clock Noon – Kelly Board Room

**12. Adjourn**

**MINUTES**  
**SunLine Services Group**  
**Board of Directors Meeting**  
**July 27, 2011**

A regular meeting of the SunLine Services Group Board of Directors was held on Wednesday, July 27, 2011 in the Kelly Board Room at SunLine Transit Agency, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

**1. Call to Order**

The meeting was called to order at 1:21 p.m. by Chairman Eduardo Garcia.

**2. Roll Call**

Completed.

**Members Present**

Eduardo Garcia, Chairman, Mayor, City of Coachella  
Bob Spiegel, Vice Chairman, Mayor Pro Tem, City of Palm Desert  
Bud England, Councilmember, City of Cathedral City  
G. Dana Hobart, Mayor, City of Rancho Mirage  
Bill Powers, Councilmember, City of Indian Wells  
Don Adolph, Mayor, City of La Quinta  
Glenn Miller, Mayor Pro Tem, City of Indio  
John J. Benoit, Supervisor, County of Riverside

**Members Absent**

Yvonne Parks, Mayor, City of Desert Hot Springs  
Rick Hutcheson, Councilmember, City of Palm Springs (needed to leave as meeting began)

**Guests:**

Bill Meyers-Yellow Cab of the Desert  
Michael Brock –Yellow Cab of the Desert  
Harry Incs-American Cab  
Jose Pinela-American Cab  
Lars Thane-American Cab  
Donna Spilsbury-Airport Taxi  
KD Labana-Airport Taxi  
Victor Munoz-Airport Taxi  
Arturo Diaz-Airport Taxi  
Duncan Macleod-Airport Taxi  
Erwin Baur-Airport Taxi  
Norman Strickland-LFR Associates  
Lydia Rodriguez-LFR Associates

**Staff:**

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

Eunice Lovi, Director of Planning  
Naomi Nightingale, Director of Administration & Human Resources/EEO/Taxi Administrator  
Ed Carson, Interim Director of Finance  
Michael Jones, Taxi Administration Supervisor  
Mannie Thomas, Operations Manager  
Mike Morrow, Maintenance Manager  
Mannie Garcia, Senior Supervisor  
Jack Stevens, Human Resources Manager  
Francine DePalo, Administrative Assistant  
Ivanna Samokish, Safety, Risk Assessment & Training Coordinator  
Diann Chumney, Desktop Publisher  
Connie Mitchell, Planning Services Coordinator  
Jorge Cortez, Mechanic B  
Amy Heilman, Coin Counter  
Vivian Gonzales, Clerical Assistant  
Vanessa Mora, Administrative Assistant

3. **Finalization of Agenda**

No changes.

4. **Presentations**

None.

5. **Correspondence**

None.

6. **Public Comments**

**NON-AGENDA ITEMS**

**AGENDA ITEMS**

Lars Thane – American Cab. Mr. Thane addressed the Board concerning agenda item# 9, specifically the proposed additional \$.75 surcharge fee. He stated that he is disturbed about the additional financial burden upon drivers who are already struggling to make ends meet. He stated that based on the 70 and 150 rides per week, that would add an addition \$300 - \$500 extra expense per month for the driver. Mr. Thane asked the Board to please consider carefully the two options on the table. He also noted that one franchise has almost 50% of the market share as far as dispatch rides and it would not be fair that the drivers of one franchise will have to pay.

Bill Meyers – Yellow Cab of the Desert, addressed the Board concerning #9. He stated that we are dipping into the reserves on both proposals, extending the budget problem to next year. He stated that with the \$.75 surcharge, there is an opportunity to save the \$25,000. Mr. Meyers then addressed the Board on agenda item# 10. He stated that Yellow Cab of the Desert and Airport Taxi has

requested a credit on upcoming fees for the fiscal year to recover the loss of income suffered with the illegal operation of the phone number, and participate and share in some of the fines paid by American Cab.

Erwin Baur – Airport Taxi. He stated that he is, or probably was after today, with Airport Taxi. He addressed the Board concerning locked meters. He stated that the issue is inflating erroneous income by the taxi cab drivers to satisfy SunLine's report to reflect earnings of \$40,000 per year stipulated in the June minutes. He stated that he had a concern about filing of income tax by drivers. Mr. Baur asked how the SRA has entitlement to taxi cab driver's individual tax filings. He believes that the SRA is in violation of the taxi cab driver's privacy. He stated that he is asking for SunLine's consideration to allow him a franchise application.

7. **Board Member Comments**

None.

8. **Consent Calendar**

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

(1:45pm – Supervisor Benoit needed to leave meeting)

9. **Taxicab Budget & Fee Schedule Resolution**

Taxi Administrator, Naomi Nightingale addressed the Board concerning the report and recommendation brought before them to approve one of the two options of the taxicab budget and fees and the corresponding Resolution. Option 1 is to continue with a \$.75 per ride charge. She stated that from staff's perspective, the \$.75 fee is not an additional charge; currently the meter is \$2.50, plus a \$.75 surcharge. Ms. Nightingale stated that the perception that the \$.75 goes to the drivers is due to the fact that the driver collects the surcharge when the passenger pays. She stated that the issue is whether the driver pays for the \$.75 through a higher charge that is incorporated into the leasing fees by the franchise owner or is it is paid by the franchise owner through some other method. She asked the Board to refer to the Trip vs. Vehicle Analysis report included in the agenda packet. The report shows that the trips per vehicle has increased monthly and yearly over the course of the year, which means that drivers have increased rides over the previous year, thus, collecting more money.

Ms. Nightingale stated that on the level pay plan, the franchise pays an exact amount per vehicle, and in this case, it is \$1,776 per vehicle on an annual basis. She further stated that the \$93,000 in the usage of reserves is supplementing the level pay plan this year, which brings the amount per vehicle down to \$1,776. She stated that without using the \$93,000 from reserves, the level pay plan fee would be approximately \$2,100 per vehicle, per year. Staff wanted to reduce that amount so that the franchises and the drivers are paying less. She stated that next year, in order to avoid going back to the franchises for additional money, we would have to find a way to supplement next year's budget.



Ms. Nightingale stated that at a previous Taxi Committee meeting there was a discussion about a payment plan for the \$.75 surcharge, which would be on a monthly basis for a ten month period. She stated that last year staff presented to the Board a payment plan for the level pay plan for four months. Staff came back to the Board with a six month payment plan, which was approved. She stated that there was consideration and discussion, as well as support from the Taxi Committee, that we change the payment plan to ten months to allow the taxi franchises a longer period of time to pay the larger amount of money.

Ms. Nightingale reiterated the Options before the Board which is Option 1, a level pay plan of \$1,776 per cab, per year over a ten month period, using \$93,000 of the reserves, to bring us to the budget of \$449,152; or Option 2, collect the \$.75 per ride surcharge that is currently in the meter.

Councilmember England stated that as he understands it now, if we go to a level pay plan with \$93,000 used from reserves, we would have to supplement another \$93,000 next year.

Mayor Pro Tem Miller stated that the reserves were discussed with the Finance Committee. He asked where the \$93,000 in reserves came from. Ms. Nightingale stated that we received \$92,000 from the litigation with American Cab which went directly into reserves. The total reserves, including year-end surplus of \$30,000, are approximately \$193,000. Mayor Pro Tem Powers asked for clarification of the \$.75 surcharge as to who pays. Ms. Nightingale stated that the passenger pays the surcharge; it is in the meter drop.

Vice Chairman Spiegel asked what option the taxi franchises prefer. Ms. Nightingale stated that one franchise would like the level pay and the other two franchises prefer the \$.75 surcharge.

Oglesby stated that as he understands from the driver's perspective, they charge \$42 for a ride and the passenger gives them \$50 and is told to keep the change; the \$.75 surcharge comes out of their pocket. He stated that in reality it does not, but that is the mindset. Ms. Nightingale stated that from what she understands from the meetings with the franchise owners, the \$.75 is built into the lease fees; therefore the drivers do pay. Chairman Garcia stated that there is a philosophical difference depending if you are a driver or a representative of the franchise as to who is paying.

Mayor Pro Tem Hobart stated that he was under the impression that the \$93,000 came back to the SRA. He stated that there were many topics discussed at the Taxi Committee meeting. Councilmember England stated that as the Chairman of the Taxi Committee due to his lack of understanding as there were many topics before the Taxi Committee, he does not feel he can make a recommendation to the Board.

Mayor Pro Tem Miller stated that he feels that more information is needed and he does not think the Taxi Committee came up with what they thought they were

getting. He said that taking \$93,000 out of the reserves is a limited option and after it is gone, there could be litigation. He stated that a decision needs to be made as far as going back out to bid for extra cabs as well as other things that need to be looked at. He does not feel comfortable taking \$93,000 out of the reserves. He believes the Taxi Committee should go back and relook at the budget and go with the current budget for now.

Councilmember England stated that due to the economy, we are forced to deal with the situation where we do not have a clear projection of which way to go. He stated that there are cash flow issues with the SRA and class flow of money going into the driver's pockets. Councilmember England stated that we do not want to raise the amount of taxicabs on the street as that would make things worse. He stated that we need to pass a budget today. He feels that after the discussion taking place now, he would change the recommendation from a level pay plan to Option 1, the \$.75 surcharge. He asked why we deviated from the \$.75 to begin with. Oglesby stated the reason for the change was that when we were collecting the \$.75, we collected more than it took to regulate; we then reduced other fees. He stated that when the SRA changed to the franchise system, we implemented what fit best. Ms. Nightingale stated that prior to that, the taxicab owners came to staff and asked for a level pay plan because some taxi companies were paying more than others.

Oglesby stated that one of the reasons for the usage of \$93,000 from reserves is an attempt to satisfy the Board's request to help the industry, which was to absorb a portion of the costs. Oglesby stated that the thought was to keep a reserve of \$100,000, putting in the additional reserve of \$93,000 to help the industry, and move forward.

Mayor Pro Tem Hobart stated that the level pay plan works on the assumption of \$1776 per taxi cab, per year. He asked what would be the correct number without the supplementation. Ms. Nightingale stated that it would be approximately \$2100. Oglesby stated that staff had looked at the figures without the supplementation, but then came up with supplementing the \$93,000 to satisfy the request to provide help to the industry.

Mayor Pro Tem Spiegel stated that as he sees it, we have \$93,000 that we want to give back to the taxi franchises; we are going to do that this year. If we don't have it next year, that is another budget. Ms. Nightingale stated that what we don't know is the unintended consequences if something happens before the year is complete in terms of not meeting the budget. She stated that staff has a higher level of confidence in terms of meeting the budget with the \$.75 surcharge. The \$.75 is based on projections of trends of what the vehicle usage has been. The meter reading revenue is \$297,123. She stated that on the level pay plan, it is \$229,752. Mayor Pro Tem Powers stated that he does not feel comfortable in dealing with it next year. He feels we need to fix it now.

Mayor Pro Tem Miller stated that this is a no-win situation. He is not pleased with taking down the reserve as it is there for a reason, but he wants to help the cab drivers more than what we are now because they should be making a living.

Councilmember England asked if we go back to collecting the \$.75 surcharge, at some point in time could we come back to review and reduce the surcharge so that we have a zero net gain. Ms. Nightingale stated that SRA could collect the \$.75 and at a point when we meet our budget amount of \$449,152, the SRA could discontinue collecting the \$.75. The \$.75 would stay in the meter, but the SRA would not collect it; the franchise would get it. Oglesby stated that there will be an issue; when the franchise begins to collect the \$.75, does the \$.75 get passed on directly to the driver. Oglesby stated that the SRA cannot control that, which is the issue the Board was concerned about in the first place.

Councilmember England made a motion to approve Option one, the \$.75 surcharge, with the knowledge that at some point in time, we can reduce it to zero when we collect the budget amount. Mayor Pro Tem Powers seconded the motion and were approved by a unanimous vote.

**10. Request for Compensation by Yellow Cab of the Desert & Airport Taxi**

Legal Counsel, Maria Aarvig, addressed the Board stating that at the last Board meeting a request was made by Bill Meyers, Yellow Cab of the Desert, with respect to whether there was an opportunity for the two taxi franchises not involved in the regulatory struggles of last Fall to gain some benefit from the fact that fines were collected from American Cab. She stated that it is her recommendation to the Board that legally the SRA is not in a position to do that. Ms. Aarvig provided some history stating that in September of last year, when Classic Yellow Cab pulled out, they stated their intention for American Cab to use Classic Yellow Cab's telephone numbers. Both American Cab and Classic Yellow Cab were notified the day before it took place that they were in violation of the taxi Ordinance; they moved forward anyway and were both cited. They were vigorously pursued by SRA to the point that a hearing was set. There was a legal challenge to the SRA process; the court rejected the legal challenge. Ms. Aarvig stated that it was not just the telephone number that was an issue, there were questions about the GPS system, as well as questions about a change in ownership of that franchise (American Cab). Ms. Aarvig stated that in the end, all of the issues were resolved by a settlement agreement and fines, which have been paid in full by American Cab. She stated that the question is whether that money can be redistributed in some way to the two cab companies that were adversely affected by part of the violations that were pursued. Ms. Aarvig stated that the answer is no. The taxi franchises do not have a valid legal claim against SunLine Service Group. They do not have a contract that requires us to pay that money; we don't owe them that debt. Ms. Aarvig stated that they do not have a valid legal claim because the government code protects SSG as a public agency from any litigation where they are being accused of not adequately enforcing their own Ordinance or not passing ordinances that benefit the person who seeks the benefits. She stated that for those reasons, the only way to give them anything directly would be a gift of public funds. The only legal way to provide a

benefit to the two franchises has been done as the fines that were paid by American Cab were put back into the SRA and served to reduce the fees across the Board for all of the entities. Ms. Aarvig stated that the bottom line is that to provide a portion of the fines violates the California Constitutional restriction to redistribute this money.

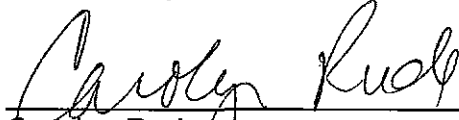
**11. Next Meeting Date**

Chairman Garcia announced that the next regular meeting of the Board of Directors will be held September 28, 2011 at 12 noon – Kelly Board Room, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

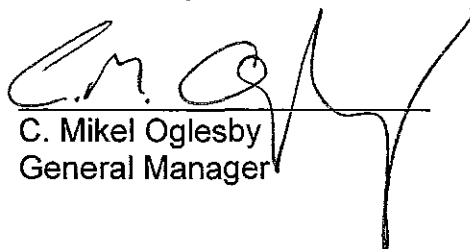
**12. Adjourn**

Chairman Garcia adjourned meeting at 2:00p.m.

Respectfully Submitted,

  
\_\_\_\_\_  
Carolyn Rude  
Clerk of the Board

Approved by:

  
\_\_\_\_\_  
C. Mikel Oglesby  
General Manager

Date: 8/25/11

**SunLine Regulatory Administration**

**Checks \$1,000 and Over**

**For the month of July 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.

<b>Vendor Name</b>	<b>Description</b>	<b>Check #</b>	<b>Check</b>	<b>Amount</b>
SUNLINE TRANSIT AGENCY	Payroll Liabilities Expense	089374	7/26/2011	\$13,300.40
SUNLINE TRANSIT AGENCY	Payroll Liabilities Expense	089365	7/11/2011	\$8,216.87
CREASON & AARVIG, LLP	Legal Services	089366	7/14/2011	\$3,990.00
LEFLORE GROUP LLC, THE	Consultant	089361	7/11/2011	\$2,380.00

<b>Total of Checks Over \$1,000</b>	<b>\$27,887.27</b>
<b>Total of Checks Under \$1,000</b>	<b>\$2,221.26</b>
<b>Total of All Checks for the Month</b>	<b>\$30,108.53</b>

<b>Total Amount of Checks Prior Years Same Month</b>	<b>\$34,705.29</b>
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**SunLine Regulatory Administration**

**Checks \$1,000 and Over**

**For the month of August 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.

<b>Vendor Name</b>	<b>Description</b>	<b>Check #</b>	<b>Check</b>	<b>Amount</b>
SUNLINE TRANSIT AGENCY	Payroll Liabilities Expense	089387	8/4/2011	\$8,337.41
SUNLINE TRANSIT AGENCY	Payroll Liabilities Expense	089390	8/17/2011	\$7,023.88
LEFLORE GROUP LLC, THE	Consultant	089381	8/4/2011	\$2,210.00
IATR	Membership/ Staff Development	089380	8/4/2011	\$1,923.00
SHERATON HOTEL	Travel/Meetings	089385	8/4/2011	\$1,798.96
CREASON & AARVIG, LLP	Legal Services	089392	8/26/2011	\$1,358.00
MORRIS MURDOCK TRAVEL	Travel/Meetings	089383	8/4/2011	\$1,238.40
<b>Total of Checks Over \$1,000</b>				<b>\$23,889.65</b>
<b>Total of Checks Under \$1,000</b>				<b>\$2,183.60</b>
<b>Total of All Checks for the Month</b>				<b>\$26,073.25</b>
 <b>Total Amount of Checks Prior Years Same Month</b>				 <b>\$31,369.93</b>

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

	Audited FY 10/11	Total FY 11/12 Budget	Current Month			Year to Date		
			Actual	Budget	Favorable (Unfavorable)	Actual	Budget	Favorable (Unfavorable)
<b>Revenue:</b>								
Meter Readings	95,800.00	297,123	13,290	-	13,290	13,290	-	13,290
Revenue Fines	106,661	5,000	-	417	(417)	-	417	(417)
Vehicle Inspections	15,703	14,300	500	1,192	(692)	500	1,192	(692)
New Driver Permits	4,150	5,000	400	417	(17)	400	417	(17)
Driver Transfers	4,800	5,800	100	483	(383)	100	483	(383)
Driver Renewals	7,050	6,100	300	508	(208)	300	508	(208)
Driver Permit Reinstatement/Replacement	135	200	-	17	(17)	-	17	(17)
Vehicle Transfers	(50)	1,500	-	125	(125)	-	125	(125)
Vehicle Permits	82,828	78,000	1,000	6,500	(5,500)	1,000	6,500	(5,500)
Operator Shared Revenue Fee	195,135	-	3,492	-	3,492	3,492	-	3,492
Operator Application Fee	-	10,500	3,000	875	2,125.00	3,000	875	2,125
Interest	152	-	15	-	15	15	-	15
Other	47	25,629	-	-	-	-	-	-
<b>Total revenue</b>	<b>\$ 512,411</b>	<b>\$ 449,152</b>	<b>\$ 22,097</b>	<b>\$ 10,533</b>	<b>\$ 11,564</b>	<b>\$ 22,097</b>	<b>\$ 10,533</b>	<b>\$ 11,564</b>
<b>Expenses:</b>								
Salaries and wages	183,112	197,422	12,502	15,796	3,294	12,502	15,796	3,294
Fringe benefits	136,280	134,281	9,588	10,642	1,054	9,588	10,642	1,054
Services	91,182	100,800	478	7,683	7,206	478	7,683	7,206
Supplies and materials	5,793	4,500	1,186	475	(711)	1,186	475	(711)
Miscellaneous	17,903	12,150	1,217	1,629	412	1,217	1,629	412
<b>Total expenses</b>	<b>\$ 434,270</b>	<b>\$ 449,153</b>	<b>\$ 24,970</b>	<b>\$ 36,226</b>	<b>\$ 11,256</b>	<b>\$ 24,970</b>	<b>\$ 36,226</b>	<b>\$ 11,256</b>
<b>Total Operating Surplus/Deficit</b>	<b>\$ 78,141</b>	<b>\$ (1)</b>	<b>\$ (2,873)</b>	<b>\$ (25,692)</b>	<b>\$ 308</b>	<b>\$ (2,873)</b>	<b>\$ (25,692)</b>	<b>\$ 308</b>

Preliminary Statement Prior To Audit Field Work

SunLine Regulatory Admin  
Comparison of Balance Sheets  
June 30, 2006 through July 31, 2011

	FY 2006 6/30/2006	FY 2007 6/30/2007	FY 2008 6/30/2008	FY 2009 6/30/2009	FY 2010 6/30/2010	FY 2011 6/30/2011	Current FY 7/31/2011
Cash	\$ 49,228	\$ 54,854	\$ 225,745	\$ 281,247	\$ 270,226	\$ 301,144	\$ 293,533
A/R	\$ 12,690	\$ 48,111	\$ 48,485	\$ 68,792	\$ -	\$ -	\$ -
Prepays	\$ -	\$ -	\$ -	\$ 1,580	\$ 3,978	\$ -	\$ -
Due from other Govt's	\$ 2,488	\$ -	\$ -	\$ -	\$ 223	\$ 150	\$ 150
Leases A/R	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Assets, less Accum Depr	\$ 695	\$ 6,327	\$ 29,210	\$ 30,804	\$ 43,448	\$ 49,364	\$ 49,364
<b>Total Assets</b>	<b>\$ 65,101</b>	<b>\$ 109,292</b>	<b>\$ 303,440</b>	<b>\$ 382,423</b>	<b>\$ 317,875</b>	<b>\$ 350,658</b>	<b>\$ 343,046</b>
Accounts Payable and Accruals	\$ 50,592	\$ 33,100	\$ 74,272	\$ 35,440	\$ 75,768	\$ 30,642	\$ 25,629
Due to Affiliate	\$ 27,517	\$ 23,352	\$ 55,464	\$ 26,503	\$ 7,354	\$ 7,302	\$ 7,577
Due to General	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Deposits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Deferred revenue	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -
<b>Total Liabilities</b>	<b>\$ 138,109</b>	<b>\$ 56,452</b>	<b>\$ 129,736</b>	<b>\$ 101,943</b>	<b>\$ 83,122</b>	<b>\$ 37,944</b>	<b>\$ 33,206</b>
Invested in Capital Assets	\$ 695	\$ 6,327	\$ 29,210	\$ 30,804	\$ 43,448	\$ 49,533	\$ 49,533
Unrestricted	\$ (73,703)	\$ 46,243	\$ 44,494	\$ 149,676	\$ 91,305	\$ 163,181	\$ 160,308
Restricted - Reserve	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
<b>Total Net Assets</b>	<b>\$ (73,008)</b>	<b>\$ 52,570</b>	<b>\$ 173,704</b>	<b>\$ 280,480</b>	<b>\$ 234,753</b>	<b>\$ 312,713</b>	<b>\$ 309,841</b>
<b>Liabilities &amp; Net Assets</b>	<b>\$ 65,101</b>	<b>\$ 109,022</b>	<b>\$ 303,440</b>	<b>\$ 382,423</b>	<b>\$ 317,875</b>	<b>\$ 350,657</b>	<b>\$ 343,046</b>
Net Income / (loss)	\$ (17,324)	\$ 125,578	\$ 121,134	\$ 106,776	\$ (45,727)	\$ 78,141	\$ (2,873)



**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
<b>TOTALS</b>	<b>2357</b>	<b>461,074</b>	<b>196</b>	<b>2752</b>	<b>463,967</b>	<b>169</b>	<b>3000</b>	<b>464,103</b>	<b>155</b>	<b>2627</b>	<b>436,589</b>	<b>166</b>	<b>2216</b>	<b>441,934</b>	<b>199</b>

	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	125	30,391	243						
AUG	155	23,671	153	148	29,238	198	123	29,459	240						
SEP	158	29,239	185	150	31,807	212									
OCT	153	37,468	245	117	40,222	344									
NOV	153	40,466	264	126	40,494	321									
DEC	160	32,084	201	128	36,226	283									
JAN	155	38,276	247	133	45,232	340									
FEB	157	36,557	233	132	42,331	321									
MAR	159	44,219	278	138	48,942	355									
APR	167	57,645	345	141	60,821	431									
MAY	157	42,074	268	142	43,910	309									
JUN	156	29,940	192	120	31,088	259									
<b>TOTALS</b>	<b>1900</b>	<b>438,126</b>	<b>231</b>	<b>1626</b>	<b>481,522</b>	<b>296</b>	<b>248</b>	<b>59,850</b>	<b>241</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

	FY 04/05		FY 05/06		FY 06/07		FY 07/08		FY 08/09	
HIGHEST TRIPS	Apr	53,980	Mar	51,373	Mar	54,598	Feb	50,594	APR	59,997
LOWEST TRIPS	Aug	25,911	Aug	24,445	Aug	24,010	Jul	25,681	DEC	26,942
MOST VEHICLES	Apr	206	Apr	269	May	271	Jul	269	M, A, M	186
LEAST VEHICLES	Aug	185	Jul	205	Jul	240	Jun	183	JAN	183
MOST TRIPS/VEH	Apr	262	Mar	213	Mar	214	Feb	246	MAY	323
LEAST TRIPS/VEH	Aug	140	Aug	117	Aug	100	Jul	95	JULY	148
	FY 09/10		FY 10/11		FY 11/12		FY 12/13		FY 13/14	
HIGHEST TRIPS	APR	57,645	APR	60,821	JUL	30,391				
LOWEST TRIPS	AUG	23,671	AUG	29,238	AUG	29,459				
MOST VEHICLES	JUL	170	JULY	151	JUL	125				
LEAST VEHICLES	NOV	153	OCT	117	AUG	123				
MOST TRIPS/VEH	APR	345	APR	1004	JUL	578				
LEAST TRIPS/VEH	AUG	153	AUG	198	JUL	31				

**SunLine Services Group**

**DATE:** September 28, 2011 **ACTION**  
**TO:** Taxi Committee  
Board of Directors  
**FROM:** Taxi Administrator  
**RE:** Application for Change in Ownership of Franchise

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**Recommendation**

Recommend that the Board of Directors discuss and vote upon the Application for Change in Ownership of American Cab, LLC, a franchise holder of SunLine Services Group.

**Background**

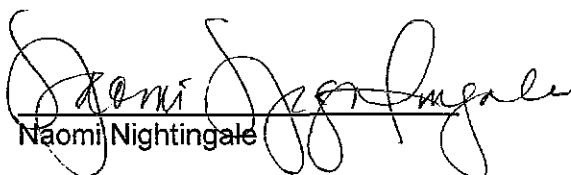
Pursuant to Ordinance of SSG 1.030(H), the franchise agreements awarded by SSG shall not be sold, leased, transferred, assigned or otherwise disposed of without the consent of SSG. Ordinance of SSG 1.080(B)(5) requires that each individual or entity holding any interest in the use of the Franchise name or otherwise participating in the Franchise system is required to truthfully complete a Proposal for Providing Franchise Taxicab Services, successfully complete a local and Department of Justice criminal background check and provide such information as is required to evaluate the legitimacy of the Franchisee's business structure, qualifications, corporate stability, financial stability and capability.

American Cab, LLC asserts a change in ownership, and has submitted a proposal for the Board's consideration and approval. The original proposal was deemed to be insufficient, and failed to demonstrate that the applicant was responsive or a responsible candidate. The applicant was asked to provide supplemental information for the Board to consider and was notified that that the information must be received prior to this Board meeting. The further documentation and information has not been received as of the date that this report was prepared, but is expected.

Approval of the application is within the purview and sound discretion of the Board of Directors. Should a determination be made by the Staff and concurrence be obtained by the Taxi Committee that the application is complete prior to the Board Meeting, staff will provide the Board with a recommendation.

**Fiscal Impact**

There is no financial impact associated with this action.

  
Naomi Nightingale