

FINANCE/AUDIT COMMITTEE AGENDA

January 25, 2017

11:30 a.m. – 12:00 a.m.
Conference Room 2

SunLine Transit Agency
Thousand Palms, CA

- 1. Call to Order
- 2. Roll Call
- 3. Public Comments
- 4. Committee Member Comments
- 5. Appoint Interim Committee Chair

----- RECEIVE AND FILE ------

6. Consent Calendar

Receive & File

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

- a) Checks over \$1,000 report for October 2016
- b) Credit Card Statement for October 2016
- c) Monthly Budget Variance Report for October 2016
- d) Contracts Signed in Excess of \$25,000 October & November 2016
- e) Ridership Report for November 2016
- f) SunDial Operational Notes for November 2016
- g) Metrics (On time Performance, Early Departures, Late Departures, Late Cancellations, Fleet Availability, Driver Absence, Advertising Revenue, Fixed Route Customer Comments, Paratransit Customer Comments)
- h) Board Member Attendance

7. Request of \$3 million from LTF Reserves

Information

(Greg Pettis, Vice Chair of Finance/Audit Committee;

Staff: Luis Garcia)

The funding plan for SunLine, as described in the annual Short Range Transit Plan (SRTP) and budget, includes the programming of State, Local and Federal funds to support Agency activities. Staff must work with the Federal Transit Administration (FTA) to secure its federal appropriations outlined in the SRTP. SunLine has been working with the FTA to secure its FY16 5307 funds which provides both operational and capital support. In December 2016, SunLine was made aware that the process would be delayed further due to the new federal fiscal year.

8. Option Year Two (2) Andrea Carter and Associates

Approve

(Greg Pettis, Vice-Chair of Finance/Audit Committee;

Staff: Joseph Friend)

Recommend that the Board of Directors delegate authority to the CEO/General Manager to execute option year two (2) of two (2) with Andrea Carter and Associates for Marketing services performed for SunLine Transit Agency (STA).

9. Receipt of Grant Funding per Resolution No. 0760

Approve

(Greg Pettis, Vice-Chair of Finance/Audit Committee;

Staff: Rudy Le Flore)

Recommend that the Board of Directors authorize the CEO/General Manager to Negotiate and Execute an agreement with the California State Transportation Agency (CalSTA) per the attached resolution No. 0760 for the receipt of funding of approximately \$2,449,000.

10. <u>Technical Support for Hydrogen System Upgrade</u>

Approve

(Greg Pettis, Vice-Chair of Finance/Audit Committee;

Staff: Rudy Le Flore)

Recommend that the Board of Directors delegate authority to the CEO/General Manager to negotiate and execute an agreement with EPC (Engineering, Procurement and Construction) in an amount Not to Exceed \$106,434 for As-Needed Project Support of SunLine's Hydrogen Fueling Infrastructure Upgrade.

11. New CNG Station Project Additional Funding Approval

Approve

(Greg Pettis, Vice-Chair of Finance/Audit Committee;

Staff: Tommy Edwards)

Recommend that the Board of Directors approve the additional funding in the amount of \$300,778.00 for the CNG Fueling Station Upgrade.

12. Adjourn