



Wednesday, April 27, 2011

12:00 Noon

(Lunch Provided for Board Members)

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

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

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

AGENDA TOPICS

RECOMMENDATION

1. **Call to Order**
Chairman Steve Pougnet
2. **Flag Salute**
3. **Roll Call**
4. **Presentations**
 - a) Employees of the Quarter (Naomi Nightingale)
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 March 23, 2011 Board of Directors Meeting (Pages 1-5)
 - b) Checks over \$1,000 for March 2011 (Pages 6-8)
 - c) Credit card statement for March 2011 (Pages 9-11)
 - d) Monthly Budget Report for March 2011 (Pages 12-13)
 - e) Contract Report – nothing to report
 - f) Ridership Report for March 2011 (Pages 14-15)
 - g) SunDial Operational Notes for March 2011 (Page 16)
- 10. Purchasing Manual Policy #B-160501 Revision** **Approve**
(Christopher Mitchell)
Request to the Board to approve the proposed revisions to the Purchasing Manual Policy to allow digital signatures on purchase orders. (Pages 17-18)

11. **Approval to Open New Bank Account** **Approve**
(Christopher Mitchell)
Request to the Board to approve the opening of a bank account as part of the new Employee Relief Fund (ERF) program. (Page 19)

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

12. **FY 2011/2012 Draft Short Range Transit Plan** **Information**
(Eunice Lovi)
Report to the Board on the progress of the draft FY 2011/2012 Short Range Transit Plan (SRTP separate attachment.) (Pages 20-21)
13. **Taxi Voucher Program** **Information**
(Eunice Lovi, Naomi Nightingale)
Report to the Board on the implementation of a new Taxi Voucher Program offered to seniors (60+) and persons with disabilities in the Coachella Valley. (Pages 22-23)

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14. **General Manager's Report** (C. Mikel Oglesby)
15. **Next Meeting Date**
May 25, 2011
12 o'clock Noon – Kelly Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276
16. **Adjourn**

MINUTES
SunLine Transit Agency
Board of Directors Meeting
March 23, 2011

A regular meeting of the SunLine Transit Agency Board of Directors was held at 12:00pm on Wednesday, March 23, 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 12:03 p.m. by Chairman Steve Pougnet.

2. Flag Salute

Mayor Yvonne Parks led all in a salute to our flag.

3. Roll Call

Completed.

Members Present

Steve Pougnet, Chairman, Mayor, City of Palm Springs
Yvonne Parks, Mayor, City of Desert Hot Springs
Bud England, Councilmember, City of Cathedral City
G. Dana Hobart, Mayor Pro Tem, 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

Eduardo Garcia, Vice Chairman, Mayor, City of Coachella
Bob Spiegel, Mayor Pro Tem, City of Palm Desert

Guests:

Joseph Pradetto, Supervisor John J. Benoit's Office
Gadi Srulovitz –Yellow Cab of the Desert
Harry Incs-American Cab
Lydia Rodriguez-LFR Associates
Mabu Hossan-Airport Taxi
Michael Shepherd-The Shepherd Group
Norman Strickland-LFR Associates

Staff:

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

Eunice Lovi, Director of Planning
Naomi Nightingale, Director of Administration & Human Resources/EEO/Taxi Administrator
Michael Jones, Taxi Administration Supervisor
Rudy Le Flore, Procurement Consultant
Rick Barone, Procurement Officer
Mannie Thomas, Operations Manager
Mannie Garcia, Senior Supervisor
Blanca Flores, Accountant
Francine DePalo, Administrative Assistant
Brenda Ramirez, Assistant Transit Planner
Anita Petke, Transit Planning Assistant
Ed Carson, Accounting Manager
Vivian Gonzalez, Clerical Assistant
Maribel Gagnon, Clerical Assistant

4. **Presentations**

None.

5. **Finalization of Agenda**

No changes made.

6. **Correspondence**

None.

7. **Public Comments**

NON AGENDA ITEMS:

None.

AGENDA ITEMS:

None.

8. **Board Member Comments**

Councilmember Bud England thanked the Board for their support in honor of the loss of one of Cathedral City's police officers. A moment of silence took place in honor of the officer.

9. **Consent Calendar**

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

10. **Change Orders for Maintenance Building Expansion Project**

Director of Maintenance, Tommy Edwards, addressed the Board stating that the Maintenance Expansion project is close to finalization. During the process staff

anticipated some equipment that would be needed. Mr. Edwards stated that staff would like to move forward with ordering the equipment. Staff requests that authorization be given to the General Manager to negotiate and execute a change order to amend contract with USS Cal Builders for maintenance equipment and fixtures in an amount not to exceed \$60,000 and to execute an additional change order in the amount of \$27,140 for security conduit and trenching. Mayor Adolph stated that the Finance Committee supports staff recommendation. Councilmember Powers moved for approval of staff recommendation. The motion was seconded by Mayor Pro Tem Miller and approved by a unanimous vote.

11. Award of Contract for Uniform Rental Service

Director of Finance, Christopher Mitchell, addressed the Board. He introduced Rick Barone, Procurement Officer, to provide details of request. Mr. Barone addressed the Board stating that the Agency has been under contract with G&K Corporation for the last five years and the contract expires June 30th of this year; staff will be going out for competitive bidding. Mr. Barone stated that the procurement timeline was a little behind and the Request for Proposal had not been released. He stated that it should be ready to go out next week, the week of March 28th. Mayor Adolph stated that as discussed in the Finance Committee, the figure of \$90,000 per year could come in a little lower as there is a very competitive market. Councilmember England moved for approval of staff recommendation. The motion was seconded by Councilmember Powers and approved by a unanimous vote.

12. Purchasing Manual Policy #B-160501 Revision

General Manager, C. Mikel Oglesby, addressed the Board requesting approval of the proposed changes to the Purchasing Policy Manual Policy B-160501. He stated that the request before the Board is to authorize the General Manger to execute construction change orders in an amount not to exceed \$200,000. He stated that at the last meeting there was a timing issue concerning a required fence. Many of the proposed changes are time sensitive and waiting to bring the request to the Board could create a savings issue or cause delay in project. Mayor Pro Tem Miller stated that the item was discussed at the Finance Committee meeting and it was felt that \$200,000 was a little excessive; the Committee recommends, as a group, to extend the current amount of \$25,000 to \$100,000 with the signed approval of the Chairman or Vice Chairman. Action will then be brought back to the Board advising of action taken. Mayor Pro Tem Miller stated that the Board is the governing body overseeing the Agency money, and for Mr. Oglesby's safety, as well as the Board's safety, it is important for the Chairman or the Vice Chairman to sign off on requests. Supervisor Benoit moved for approval. The motion was seconded by Councilmember Powers and approved by a unanimous vote.

13. ACCESS Advisory Committee Member Approval

Mikel Oglesby addressed the Board requesting approval of a new member of the ACCESS Advisory Committee, Mr. Edward Bank. Mayor Pro Tem Hobart moved

for approval. The motion was seconded by Mayor Adolph and approved by a unanimous vote.

14. Quarterly Grant Activities Update

Director of Planning, Eunice Lovi, addressed the Board providing them an update on grant activities for the last quarter, ending December 31, 2010. She stated that there was a total of \$13 million for the different funding sources; there is \$6 million of pending grants, which are in the approval stages. There were no grants closed during the last quarter. Mayor Adolph stated that staff is optimistic that there is grant funding available.

15. General Manager's Report

Mikel Oglesby addressed the Board stating that Thursday, February 10, 2011, SunLine hosted its 4th Annual "State of Public Transit" Luncheon. We were fortunate to welcome back the President of the American Public Transportation Association, Bill Millar, as our keynote speaker, as well as a featured speaker, Dr. John Wu, Director of Leonard Transportation Center and Professor at CSUSB. Both Mr. Millar and Dr. Wu shared their wisdom in transit with the leaders of our Valley. Oglesby stated that the event was a big success; he thanked Chairman Pougnet for his participation, as well as all Board members who were able to attend.

Oglesby stated that earlier this month he attended the American Public Transportation Association's Legislative Conference in Washington meeting with key staff representing Senator Boxer, Senator Feinstein, Congresswoman Bono Mack and Congressman Lewis, as well as with the FTA Administrator, Peter Rogoff, and his staff to update them on the progress of the American Fuel Cell Bus project. He stated that the FTA Administrator and staff are very excited about the project. Oglesby stated that back in October of 2006, a \$49 million initiative was announced at SunLine. The American Fuel Cell bus project was what they used to jump start the nation wide FTA appropriations.

Oglesby stated that Carolyn Rude will be contacting the Finance Committee to set up a special meeting to take place at the end of April, or early May, to discuss the draft FY 2012 budget. The purpose is to present some of the detailed sections to the Committee prior to presenting to the entire budget to the Board.

Oglesby asked the Board to refer to the letter from the FTA Regional Administrator that was distributed. He stated that he is very proud to announce that the three corrective actions that FTA brought to staff's attention during the triennial review that took place in March of 2010 have met full compliance. Oglesby congratulated the Directors of Operations, Planning and Maintenance for their hard work.

Oglesby advised the Board that after sharing staff concerns on the delays with the County in relation to the Administration Building construction project, Supervisor Benoit held a productive meeting with staff and County

representatives which resulted in the following: the project process has been expedited; the County has been working with staff in fast-tracking the review process by County departments. Oglesby publicly thanked Supervisor Benoit for his assistance.

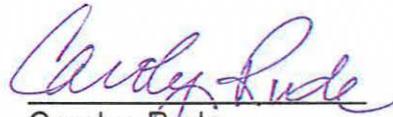
16. **Next Meeting Date**

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

17. **Adjourn**

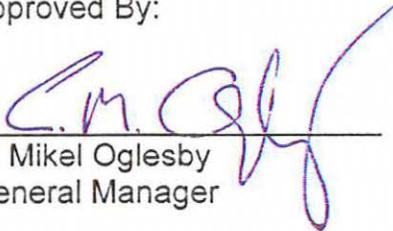
Chairman Pougnet adjourned the meeting at 12:20p.m.

Respectfully Submitted



Carolyn Rude
Clerk of the Board

Approved By:



C. Mikel Oglesby
General Manager

Date: 4/14/11

**SunLine Transit Agency
Checks \$1,000 and Over
For the month of March 2011**

NOTE: 1). Bold check payments represent "pass through" payments that were, or will be reimbursed to SunLine under the provisions of specific grants or contracts. 2). Underlined check payments represent "shared" payments with SunLine and specific vendors/employees.

Vendor Name	Description	Check #	Check	Amount
USS CAL BUILDERS, INC.	Engineer Services	650170	3/3/2011	\$439,992.50
<u>HEALTH NET</u>	<u>Group Health Ins Prem</u>	<u>650125</u>	<u>3/3/2011</u>	<u>\$199,689.55</u>
<u>HEALTH NET</u>	<u>Group Health Ins Prem</u>	<u>650237</u>	<u>3/18/2011</u>	<u>\$197,946.27</u>
<u>UNION BANK</u>	<u>Pension Deposits</u>	<u>650167</u>	<u>3/3/2011</u>	<u>\$83,432.67</u>
<u>UNION BANK</u>	<u>Pension Deposits</u>	<u>650272</u>	<u>3/18/2011</u>	<u>\$83,297.83</u>
<u>UNION BANK</u>	<u>Pension Deposits</u>	<u>650394</u>	<u>3/31/2011</u>	<u>\$82,690.90</u>
SOUTHERN CALIFORNIA GAS CO.	Natural Gas Purchase	650265	3/18/2011	\$73,274.66
PERMA	Gnrl Liab / Wker Comp Prem	650376	3/31/2011	\$72,771.23
PERMA	Gnrl Liab / Wker Comp Prem	650149	3/3/2011	\$72,740.67
NMOMENTUM CORP.	General Consulting	650201	3/9/2011	\$27,769.76
COMMUNITY BANK	Project retention paymt	650097	3/3/2011	\$23,157.50
CREASON & AARVIG, LLP	Legal Services (Nov.,Dec.)	650099	3/3/2011	\$20,260.80
GOODYEAR TIRE & RUBBER	Bus Tire Lease	650196	3/9/2011	\$19,515.24
GOODYEAR TIRE & RUBBER	Bus Tire Lease	650302	3/24/2011	\$18,806.99
<u>METROPOLITAN LIFE INSURANCE</u>	<u>Dental Insurance</u>	<u>650138</u>	<u>3/3/2011</u>	<u>\$17,647.96</u>
IMPERIAL IRRIGATION DIST	Electricity TP Area	650245	3/18/2011	\$16,845.21
ANNETTE O'BANNON	Contribution Rollover	650216	3/18/2011	\$13,589.43
LEFLORE GROUP LLC, THE	Procurement Consultant	650251	3/18/2011	\$12,868.79
PDC MACHINES, INC	Sun Fuel Parts	650148	3/3/2011	\$12,550.60
PERMA	Gnrl Liab / Wker Comp Prem	650315	3/24/2011	\$12,389.64
CREASON & AARVIG, LLP	Legal Services (Jan.)	650344	3/31/2011	\$11,819.40
<u>HARTFORD LIFE</u>	<u>Employee Benefits</u>	<u>650304</u>	<u>3/24/2011</u>	<u>\$10,421.92</u>
<u>HARTFORD LIFE</u>	<u>Employee Benefits</u>	<u>650197</u>	<u>3/9/2011</u>	<u>\$10,396.68</u>
SOUTHWEST NETWORKS, INC.	Network Consultants	650266	3/18/2011	\$6,742.57
TRANSPORTATION MANAGEMENT &	Bus Route Planning	650165	3/3/2011	\$6,672.00
COLONIAL LIFE & ACCIDENT	Supplemental Insurance	650096	3/3/2011	\$6,658.36
GFI GENFARE	Farebox	650121	3/3/2011	\$6,602.22
COLONIAL LIFE & ACCIDENT	Supplemental Insurance	650289	3/24/2011	\$6,580.81
IMPERIAL IRRIGATION DIST	Electricity TP Area	650361	3/31/2011	\$6,365.14
G & K SERVICES	Uniform service	650120	3/3/2011	\$6,274.32
SOUTHWEST NETWORKS, INC.	Network Consultants	650385	3/31/2011	\$6,243.75
EPLER COMPANY, THE	Pension Consultant	650186	3/9/2011	\$5,321.42
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	650228	3/18/2011	\$5,197.35
NEW FLYER	Bus Parts	650370	3/31/2011	\$4,979.68
INDEPENDENT LIVING PARTNERSHIP	Grant Pass-Through	650128	3/3/2011	\$4,467.89
STANLEY CONVERGENT SECURITY	Security Equipment	650318	3/24/2011	\$4,200.00
<u>AMALGAMATED TRANSIT UNION</u>	<u>Union Dues</u>	<u>650076</u>	<u>3/3/2011</u>	<u>\$4,026.26</u>

SunLine Transit Agency
Checks \$1,000 and Over
For the month of March 2011

NOTE: 1). Bold check payments represent "pass through" payments that were, or will be reimbursed to SunLine under the provisions of specific grants or contracts. 2). Underlined check payments represent "shared" payments with SunLine and specific vendors/employees.

Vendor Name	Description	Check #	Check	Amount
ELLSWORTH TRUCK & AUTO	Repair Parts	650231	3/18/2011	\$4,014.57
<u>AMALGAMATED TRANSIT UNION</u>	Union Dues	650214	3/18/2011	<u>\$4,013.76</u>
<u>AMALGAMATED TRANSIT UNION</u>	Union Dues	650334	3/31/2011	<u>\$4,013.76</u>
FIESTA FORD, INC.	Repair Parts/Support	650355	3/31/2011	\$3,977.28
FACTORY MOTOR PARTS COMPANY	Repair Parts	650191	3/9/2011	\$3,952.03
BURNETT & BURNETTE	Engineer Services	650340	3/31/2011	\$3,910.00
TRANSIT PRODUCTS & SERVICES	Repair Parts	650207	3/9/2011	\$3,876.02
MOORE MAINTENANCE &	Janitorial Servs	650140	3/3/2011	\$3,846.00
SOUTHWEST NETWORKS, INC.	Network Consultants	650154	3/3/2011	\$3,731.25
<i>INDEPENDENT LIVING PARTNERSHIP</i>	<i>Grant Pass-Through</i>	<i>650246</i>	<i>3/18/2011</i>	<i>\$3,702.49</i>
ROADONE	Towing Service	650205	3/9/2011	\$3,600.00
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	650348	3/31/2011	\$3,411.06
<u>CALIFORNIA STATE DISBURSEMENT</u>	Employee Garnishment	650085	3/3/2011	<u>\$3,329.88</u>
SOUTHERN CALIFORNIA GAS CO	Utilities	650384	3/31/2011	\$3,322.70
ALLIEDBARTON SECURITY SERVICES	Security Services	650333	3/31/2011	\$3,321.92
TELEPACIFIC COMMUNICATIONS	Telephone Service	650389	3/31/2011	\$3,213.22
TELEPACIFIC COMMUNICATIONS	Telephone Service	650160	3/3/2011	\$3,184.51
SHEPHERD GROUP INC., THE	Advertising Agency	650206	3/9/2011	\$3,101.40
<u>CALIFORNIA STATE DISBURSEMENT</u>	Employee Garnishment	650222	3/18/2011	<u>\$2,926.88</u>
<u>CALIFORNIA STATE DISBURSEMENT</u>	Employee Garnishment	650341	3/31/2011	<u>\$2,926.88</u>
CARQUEST OF THE DESERT	Repair Parts	650093	3/3/2011	\$2,863.35
FERRELLGAS	Propane Service	650193	3/9/2011	\$2,854.05
CUMMINS CAL PACIFIC, LLC	Bus Repair Parts	650103	3/3/2011	\$2,774.78
TMAD, TAYLOR & GAINES	Engineer Services	650161	3/3/2011	\$2,710.00
FRANKLIN TRUCK PARTS, INC	Bus Repair Parts	650117	3/3/2011	\$2,686.05
SAFETY-KLEEN CORPORATION	Solvent Tank Service	650381	3/31/2011	\$2,503.16
EYE MED	Employee Benefits	650108	3/3/2011	\$2,290.00
HAYWARD TILTON & ROLAPP	Auto Physical Damage	650124	3/3/2011	\$2,248.88
BURRTEC WASTE & RECYCLING	Facility Trash Removal	650220	3/18/2011	\$2,104.28
BLAIR-MARTIN COMPANY, INC.	CNG/Hydrogen Station	650339	3/31/2011	\$2,018.96
FARWEST CORROSION CONTROL	Sun Fuel Parts	650109	3/3/2011	\$1,998.30
FLEET-NET CORPORATION	Software & Licenses	650194	3/9/2011	\$1,980.00
NSC INTERNATIONAL	Laminating Supplies	650371	3/31/2011	\$1,947.71
FULTON DISTRIBUTING	Cleaning Supplies	650118	3/3/2011	\$1,865.08
KENNY STRICKLAND, INC.	Lubricants & Oils	650200	3/9/2011	\$1,853.06
DAIMLER BUSES NORTH AMERICA,	Repair Parts	650294	3/24/2011	\$1,697.34

**SunLine Transit Agency
Checks \$1,000 and Over
For the month of March 2011**

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Vendor Name	Description	Check #	Check	Amount
ALLIEDBARTON SECURITY SERVICES	Security Services	650075	3/3/2011	\$1,660.96
ALLIEDBARTON SECURITY SERVICES	Security Services	650176	3/9/2011	\$1,660.96
ALLIEDBARTON SECURITY SERVICES	Security Services	650213	3/18/2011	\$1,660.96
VALLEY POWER SYSTEMS, INC	Bus Repair Parts	650397	3/31/2011	\$1,633.95
ROSEMOUNT ANALYTICAL, INC.	Sun Fuel Maintenance	650260	3/18/2011	\$1,600.00
VERIZON	Communications	650276	3/18/2011	\$1,499.70
HOME DEPOT CRD SRVS	Facility Maintenance	650243	3/18/2011	\$1,467.38
NEW FLYER	Bus Parts	650256	3/18/2011	\$1,367.44
FIESTA FORD, INC.	Repair Parts/Support	650113	3/3/2011	\$1,283.58
OPENAPPS, INC.	Sun Fuels	650374	3/31/2011	\$1,266.28
SMART CHEMISTRY CORPORATION	Hydrogen Samples	650153	3/3/2011	\$1,250.00
JOE MCMILLIN	Defense Attorney	650248	3/18/2011	\$1,242.00
TMAD, TAYLOR & GAINES	Engineer Services	650323	3/24/2011	\$1,230.00
KENNY STRICKLAND, INC.	Lubricants & Oils	650310	3/24/2011	\$1,167.84
CARQUEST AUTO PARTS - INDIO	Repair Parts	650089	3/3/2011	\$1,130.69
SPRINT	Wireless Cell Service	650386	3/31/2011	\$1,124.11
SPRINT	Wireless Cell Service	650155	3/3/2011	\$1,123.36
ELLSWORTH TRUCK & AUTO	Repair Parts	650106	3/3/2011	\$1,111.06
NEW FLYER	Bus Parts	650144	3/3/2011	\$1,100.49
TURBO IMAGES	Bus Decals/Logos	650325	3/24/2011	\$1,094.62
DAIMLER BUSES NORTH AMERICA,	Repair Parts	650104	3/3/2011	\$1,094.03
TRANSIT PRODUCTS & SERVICES	Repair Parts	650163	3/3/2011	\$1,087.50
TURBO IMAGES	Bus Decals/Logos	650166	3/3/2011	\$1,085.60
HIRERIGHT SOLUTIONS, INC.	HR Background checks	650305	3/24/2011	\$1,082.00
PURCHASE POWER	Postage for Meter	650150	3/3/2011	\$1,065.05
VALLEY OFFICE EQUIPMENT, INC.	Fax/Copier Supplies	650275	3/18/2011	\$1,012.54
PURCHASE POWER	Postage for Meter	650379	3/31/2011	\$1,000.00

Total of Checks Over \$1,000	\$1,756,080.68
Total of Checks Under \$1,000	\$57,997.14
Total of All Checks for the Month	\$1,814,077.82
Total Amount of Checks Prior Years Same Month	\$1,477,653.01



March Statement for activity from Feb. 19, 2011 through Mar. 21, 2011
 SUNLINE TRANSIT
 C MIKEL OGLESBY ()

Inquiries: 1-866-552-8855
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Your Visa® Business Card account at a glance ... Account.

Activity Summary	
Previous Balance	\$1,044.91
Payments	\$1,044.91CR
Other Credits	\$26.76CR
Purchases	\$4,390.26
Balance Transfers	\$0.00
Advances	\$0.00
Other Debits	\$0.00
Past Due Amount	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$4,363.50
Credit Line	\$31,000.00
Available Credit	\$26,636.50
Statement Close Date	Mar. 21, 2011
Days in Billing Cycle	31

Payment Information	
New Balance	\$4,363.50
Minimum Payment Due (Current Month)	\$44.00
Minimum Payment Due (Past Due)	\$0.00
Total New Minimum Payment Due	\$44.00
Payment Due Date	Apr. 17, 2011
Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay up to a \$39.00 Late Fee and your APRs may be increased up to the Penalty APR of 28.99%.	

To reduce or avoid paying additional fees and interest charges on your purchase balance, pay the total new balance of \$4,363.50 by 04/17/11. Any cash balance or balance transfer balance will continue to accrue daily interest until the date your payment is received.

Transactions

Post Date	Trans Date	Ref. Nbr	Description of Transaction	Amount	Notation
Payments and Other Credits					
03/04			PAYMENT THANK YOU	\$1,044.91CR	-----
03/21	03/18	9395	MARRIOTT 33769 JW DC WASHINGTON DC	\$26.76CR	-----
			MERCHANDISE/SERVICE RETURN		
Purchases and Other Debits					
02/22	02/21	0110	ORB* AP110101MBOV33 888-922-8849 IL	\$30.00	-----
02/25	02/23	7998	AMERICAN 0012334250546 AA.COM/AA RES TX	\$592.80	-----
			OGLESBY/CHARLE 03/11/11		

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 \$4,363.50 will be automatically deducted from your account on 04/04/11.

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





March Statement for activity from Feb. 19, 2011 through Mar. 21, 2011
 SUNLINE TRANSIT
 C MIKEL OGLESBY

Inquiries: 1-866-552-8855
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Transactions

Post Date	Trans Date	Ref. Nbr	Description of Transaction	Amount	Notation
			PALMSPRINGS TO DALLAS DALLAS TO WASHINGTON WASHINGTON TO DALLAS DALLAS TO PALMSPRINGS		
03/04	02/21	3905	UNITED AI0168626209028 MANKATO MN..... EDWARDS/TOMMY. 02/25/11	\$10.30	-----
03/15	03/14	8428	SAN FRANCISCO TO PALMSPRINGS TRAVELOCITY.COM 800-256-9089 TX.....	\$19.95	-----
03/16	03/14	0954	AMERICAN 0017964858879 SAN ANTONIO TX..... EDWARDS/TOMMY 03/28/11 PALMSPRINGS TO DALLAS DALLAS TO PHILADELPHIA PHILADELPHIA TO BINGHAMTON BINGHAMTON TO PHILADELPHIA	\$667.20	-----
03/18	03/17	9300	AMERICAN PUBLIC TRANS 202-4964800 DC.....	\$650.00	-----
03/18	03/17	0085	APTA HOUSING OFFICE 866-7660910 VA.....	\$178.56	-----
03/18	03/17	5781	MARRIOTT 33769 JW DC WASHINGTON DC..... 03/11/11 FOR 06 NIGHTS FOLIO: 0090010660003	\$1,700.15	-----
03/21	03/17	3568	AMERICAN 0012335733599 AA.COM/AA RES TX..... OGLESBY/CHARLE 05/20/11 PALMSPRINGS TO DALLAS DALLAS TO MEMPHIS TEN MEMPHIS TEN TO DALLAS DALLAS TO PALMSPRINGS	\$541.30	-----

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	Bal. Subject to Interest	Variable	Interest	APR	***APR*** Exp. Date	Interest Free Period
**BALANCE TRANSFER	\$0.00	\$0.00	YES	\$0.00	13.99%		NO
**PURCHASES	\$4,363.50	\$0.00	YES	\$0.00	13.99%		YES
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	20.99%		NO

Important Messages

Your payment of \$4363.50 will be automatically deducted from your bank account on 04/04/2011

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.

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

Detail:

2/22/11	Orbitz	Airfare fee- FTA Fuel Cell Workshop – Dir. of Maintenance	\$ 30.00
2/25/11	American Airlines	Airfare – APTA Legislative Conf.– General Manager	\$ 592.80
3/04/11	United Airlines	Airline fee – FTA Fuel Cell Workshop – Dir. of Maintenance	\$ 10.30
3/15/11	Travelocity	Airline fee – BAE meeting, paid by grant-Dir. of Maintenance	\$ 19.95
3/15/11	American Airlines	Airline fee - BAE meeting, paid by grant-Dir. of Maintenance	\$ 667.20
3/18/11	APTA	Registration for APTA Bus & Paratransit Conf.-General Manager	\$ 650.00
3/18/11	APTA Housing	Hotel deposit APTA Bus & Paratransit Conf.-General Manager	\$ 178.56
3/18/11	Marriott, D.C.	Hotel Charges APTA Legislative Conf.-General Manager	\$1700.15
3/21/11	American Airlines	Airline fee - APTA Bus & Paratransit Conf.-General Manager	\$ 541.30

Credit:

3/04/11	Payment		\$1,044.91CR
2/25/11	Marriott – DC	Credit for overcharge.	\$ 26.76CR

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

	Audited FY 09/10	Total FY 10/11 Budget	Current Month			Year to Date		
			Actual	Budget	Favorable (Unfavorable)	YTD Actual	YTD Budget	Favorable (Unfavorable)
Operating Revenue:								
Passenger fares	2,706,198	2,950,000	271,943	280,399	(8,456)	2,155,301	2,211,726	(56,425)
Advertising revenue	34,726	75,000	-	2,227	(2,227)	18,458	57,300	(38,842)
Rebate for CNG production	338,447	-	54,237		54,237	836,731		836,731
Interest Revenue	25,049	50,000	601	3,449	(2,848)	7,486	36,840	(29,353)
Outside Fueling Revenue (SunFuels)	198,512	220,855	19,493	18,970	523	139,537	165,387	(25,851)
Pass-Through Operating revenue	-	-	8,170	-	8,170	35,660		35,660
Other revenue	134,910	120,000	7,203	9,597	(2,394)	83,679	177,880	(94,201)
Other revenue-Measure A supplement	-	185,000	-	15,326	(15,326)	-	96,438	(96,438)
Total local revenue	3,437,841	3,600,855	361,647	329,967	31,680	3,276,852	2,745,570	531,282
Expenses:								
SunFuels (10)	198,512	220,855	19,493	18,970	(523)	139,536	165,387	25,851
Operations-Fixed Route (11 & 12)	8,487,588	8,310,676	699,986	711,259	11,273	6,301,563	6,264,962	(36,601)
Operations-Dial-A-Ride (13 & 14)	2,219,210	2,348,875	190,183	200,090	9,907	1,663,287	1,764,654	101,366
Security (15)	481,210	427,985	41,342	37,554	(3,788)	389,327	321,403	(67,924)
Maintenance (21 & 22)	5,185,353	5,222,412	449,598	444,118	(5,480)	3,834,188	3,918,066	83,878
Facility Maintenance-T.P. (23)	557,685	572,329	49,382	47,614	(1,768)	427,377	430,648	3,271
Facility Maintenance-Indio (24)	73,287	87,010	5,212	7,251	2,039	63,729	65,257	1,528
Bus Stops/Shelters (25)	408,150	424,106	38,179	36,030	(2,149)	304,589	319,528	14,939
Marketing (31)	233,920	287,141	43,692	33,961	(9,731)	210,827	226,604	15,777
Human Resources (32)	523,529	553,333	44,332	48,438	4,106	325,674	413,955	88,280
General Administration (40)	1,186,265	1,309,939	118,037	111,727	(6,310)	840,423	982,865	142,442
Finance (41)	969,377	730,895	62,907	63,261	354	548,795	533,050	(15,745)
Information Technology (42)	164,574	413,549	27,648	34,964	7,317	226,655	309,661	83,006
Planning & Agency Development (49)	570,465	636,130	53,124	66,361	13,237	412,558	570,193	157,636
Total expenses	21,259,127	21,545,235	1,843,115	1,861,599	18,483	15,688,530	16,286,234	597,704

Minimum Farebox ratio = 17.97%

YTD Farebox ratio 20.89%

SunLine Transit Agency

Statement of Revenues and Departmental Expenditures For Month ended March 31, 2011

Operating Revenues	<u>FY 2011</u>
Local Transportation Funds (LTF)	7,197,806
Measure A Funds	2,829,749
FTA Section 5307	2,332,035
FTA Section 5304	12,275
FTA Section 5311	-
FTA Section 5316	-
FTA Section 5317	-
CMAQ	-
Fare box Revenue	2,155,301
Other	1,125,703
Pass Through funds	<u>35,660</u>
TOTAL OPERATING REVENUES	<u>\$ 15,688,530</u>

Operating Expenditures by Department

SunFuels (10)	139,536
Operations-Fixed Route (11 & 12)	6,301,563
Operations-Dial-A-Ride (13 & 14)	1,663,287
Security (15)	389,327
Maintenance (21 & 22)	3,834,188
Facility Maintenance-T.P. (23)	427,377
Facility Maintenance-Indio (24)	63,729
Bus Stops/Shelters (25)	304,589
Marketing (31)	210,827
Human Resources (32)	325,674
General Administration (40)	840,423
Finance (41)	548,795
Information Technology (42)	226,655
Planning & Agency Development (49)	<u>412,558</u>
TOTAL OPERATING EXPENDITURES BY DEPARTMENT	<u>\$ 15,688,530</u>

Operating Income/(Loss)	<u><u>-</u></u>
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**SunLine Transit Agency
Monthly Ridership Report
March - 2011**

FY
2010 & 2011

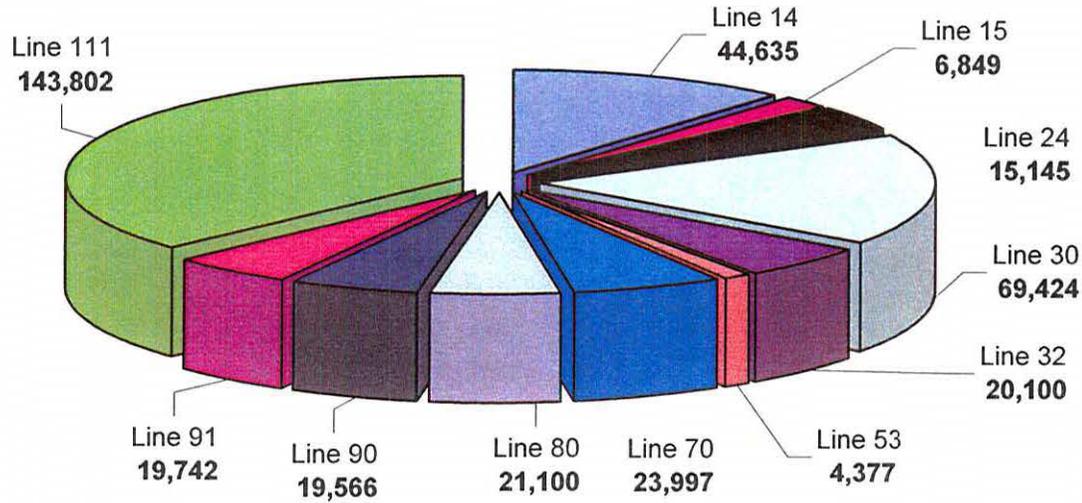
	Mar	Mar	Feb	Month	%	FY 2011	FY 2010	YTD	%	Bikes		Wheelchairs	
	2011	2010	2011	Var.	Var.	YTD	YTD	Var.	Var.	Monthly	YTD	Monthly	YTD
Fixed Route													
Line 14 DHS/PS	44,635	45,771	40,315	(1,136)	-2.5%	367,214	369,219	(2,005)	-0.5%	1,438	11,312	506	3,832
Line 15 DHS	6,849		6,678	6,849	0.0%	45,999		45,999	0.0%	116	686	44	396
Line 24 PS/CC	15,145	14,263	13,471	882	6.2%	123,744	103,103	20,641	20.0%	279	2,409	130	751
Line 30 CC/PS	69,424	62,184	61,468	7,240	11.6%	543,813	498,034	45,779	9.2%	1,655	14,993	455	2,809
Line 32 PD/TP/PS	20,100	14,459	17,675	5,641	39.0%	149,670	109,229	40,441	37.0%	762	6,435	62	682
Line 53 PD/IW	4,377		3,786	4,377	0.0%	27,295		27,295	0.0%	106	537	7	58
Line 70 La Quinta	23,997	16,914	19,903	7,083	41.9%	164,860	125,859	39,001	31.0%	766	6,574	30	152
Line 80 Indio	21,100	18,847	17,454	2,253	12.0%	167,212	154,050	13,162	8.5%	233	2,387	216	1,627
Line 90 Coachella/Ind	19,566	17,196	17,917	2,370	13.8%	153,926	151,895	2,031	1.3%	479	3,921	139	1,560
Line 91 Cch/Th/Mecca	19,742	15,073	16,539	4,669	31.0%	135,395	106,168	29,227	27.5%	394	3,259	43	317
Line 111 PS/Indio	143,802	130,386	125,741	13,416	10.3%	1,098,827	1,016,084	82,743	8.1%	4,890	40,105	881	6,310
Fixed route total	388,737	341,276	340,947	* 47,461	13.9%	2,977,955	* 2,682,580	295,375	11.0%	11,118	92,618	2,513	18,494
Demand Response													
SunDial	9,999	9,734	8,501	265	2.7%	81,166	78,337	2,829	3.6%				
System total	398,736	351,010	349,448	47,726	13.6%	3,059,121	2,760,917	298,204	10.8%				

Please note:

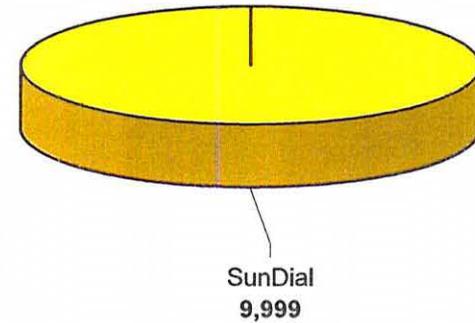
March 2011 and FY 2010 YTD total ridership includes data for Line 50 (48,939 passengers). Line 50 was discontinued in September 2010; fixed route and system totals are accurate. Line 50 carried 6,183 riders in February 2010.

SunLine Transit Agency Monthly Ridership Report March - 2011

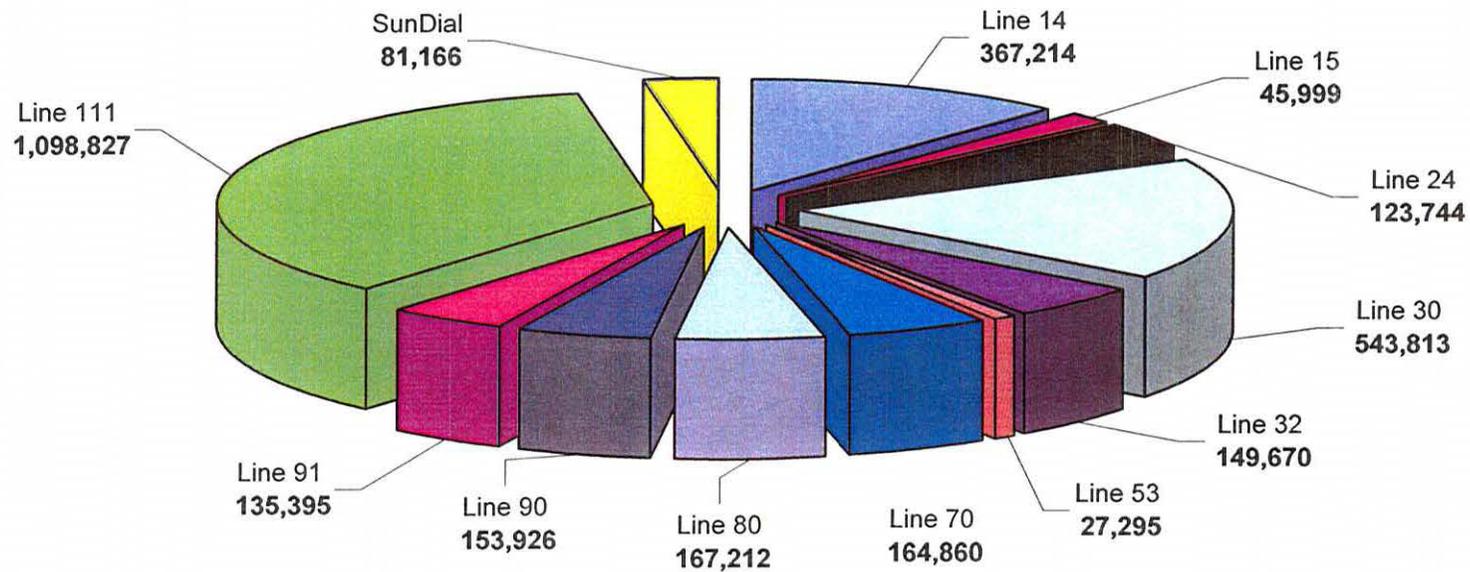
Fixed Route Ridership



Demand Response Ridership



Year-to-Date System Ridership





SunDial Operational Notes
March 2011

1. ON-TIME PERFORMANCE

<u>Last Year</u>	<u>This Year</u>	
88.7	90.3	Total trips carried in the on-time window
1,081	947	Total trips late during the month
9,595	9,116	Total trips

2. RIDERSHIP and MILEAGE

<u>Last Year</u>	<u>This Year</u>	
9,734	9,999	Total passengers for the month
77,046	83,163	Total miles traveled for the month

3. SAFETY

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

4. RIDE-A-LONG & ONBOARD EVALUATIONS

<u>Last Year</u>	<u>This Year</u>	
0	0	Total Ride-a-Long Evaluations
5	2	Total Onboard Inspections
8	1	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>	
1,319	1,692	Total Mobility Device Boarding's

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

SunLine Transit Agency

DATE: April 27, 2011 **ACTION**
TO: Finance Committee
Board of Directors
FROM: Director of Finance
RE: Approval of Purchasing Manual Policy Change

Recommendation

Recommend that the Board of Directors approve a change to the Purchasing Manual Policy allowing digital signatures on purchase orders.

Background

The SunLine Transit Agency Board of Directors has established a Purchasing Manual Policy. In the Purchasing Manual there are requirements for signatures on all contracts. A purchase order is defined as a contract.

SunLine utilizes a financial accounting system capable of providing digital signatures on purchase orders in the form of the Fleetnet "Pinning" System.

California Government Code §16.5 allows public entities to use such a digital signature system as long as:

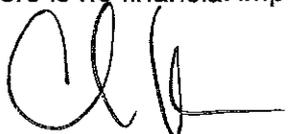
1. It is unique to the person using it.
2. It is capable of validation.
3. It is under the sole control of the person using it.
4. It is linked to data in such a manner that, if the data are changed, the digital signature is invalidated.

The code defines a digital signature as an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature.

SunLine uses such a system for approval of its purchase orders. This system is under the control of the Finance Director. SunLine processes approximately 25-50 purchase orders per week. SunLine is requesting that the Board approve this clarification in the Purchasing Manual reflected in Exhibit A.

Fiscal Impact

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



Christopher Mitchell

EXHIBIT A

- a) No event shall the aggregate value of amendments or modifications to an existing contract exceed the \$100,000 threshold without Board approval.
- b) However, the General Manager is authorized to execute construction change orders to an amount not to exceed \$100,000 for any one transaction. The Chairman or Vice-Chairman of the Board of Directors shall approve the changes in advance of execution by the General Manager. For construction change orders authorized under this section, the General Manager shall present these changes as an Information Item at the first Board Meeting following approval of the change order.

1.3 Procedures

- a) Once approval is obtained for a given transaction, all contracts shall be executed by the General Manager, with the power of re-delegation. The use of a digital signature as defined in Government Code §16.5 is allowed on purchase orders.
- b) SunLine staff shall provide the Contracts & Compliance Administrator with the original of every signed contract or agreement, amendment or modification thereof, for SunLine's records.

201 SUNLINE CONTROLS AND LIMITATIONS

Final authority for purchasing actions and decisions are to be made by the Board of Directors except as delegated to the General Manager. The General Manger may delegate Contracting Officer authority and authorize the re-delegation of Contracting Officer authority.

Notwithstanding the contracting authorities delegated to the General Manager, the Board of Directors retains review and approval authority for procurement contracts exceeding \$100,000 and modifications / amendments, exceeding an aggregate of \$100,000 over the life of the contract.

The General Manager is delegated authority to approve contracts of \$100,000 or less as long as the item is included and itemized in the approved annual budget.

Items not specifically itemized in an approved budget or plan requires the Board of Directors approval for procurement actions in excess of \$25,000.

SunLine Transit Agency

DATE: April 27, 2011 **ACTION**
TO: Finance Committee
Board of Directors
FROM: Director of Finance
RE: Approval of New Bank Account at Pacific Western Bank

Recommendation

Recommend that the Board of Directors approve the opening of a bank account as part of the new Employee Relief Fund (ERF) program.

Background

SunLine employees have formed an employee support fund to provide financial assistance to fellow employees who experience some type of hardship or crises such as bereavement, loss of property, illness, etc. This account will be used to collect and disburse cash from the Employee Relief Fund (ERF). Per the SunLine Bank Account Policy (Number B-020503), Board approval is needed to open a new bank account.

With advisory assistance from SunLine management, the Employee Relief Fund Committee has established bylaws and guidelines and will be administered by that committee of employees from a cross section of the Agency. This program is by employees, for employees.

Fiscal Impact

None.



Christopher Mitchell

SunLine Transit Agency

DATE: April 27, 2011 **Information**

TO: Finance Committee
Board of Directors

FROM: Director of Planning

RE: Draft FY 2011/12 Short Range Transit Plan (SRTP)

Background

At the beginning of each year, staff works on the Short Range Transit Plan [SRTP] which is a three year plan for operating assistance and implementation of capital projects approved by the Board of Directors and the Riverside County Transportation Commission [RCTC]. Before the SRTP is finalized, staff presents the draft Plan with the estimated funding levels for the Agency's operating and capital improvement projects. This report is intended to update the Finance Committee and the Board of Directors on on-going planning activities to develop the SRTP for Fiscal Year 2011/12. The following are planned activities to be undertaken in FY 2011/12.

Operating Assistance:

In fiscal year 2011/12, staff plans to implement the following service changes:

- A new commuter route, Line 200 for residents in the Valley interested in commuting to other segments of the County. The new commuter route will link with transit services offered in the Western part of the County, especially to commuter service provided by the Riverside Transit Agency from the City of Banning to the MetroLink station in downtown Riverside. Staff applied for and has secured JARC and New Freedom to implement the route.
- Realign the existing Line 80 in the City of Indio based on recommended improvements in the approved 2006 Comprehensive Operational Analysis [COA] and 2009 Updated COA, approved by the Board in February 2006.
- Implement a new route, Line 81 to serve north Indio where a number of retail and commercial stores have been developed over the last three years.
- Examine the feasibility of adding more trips on Line 15 which was implemented in September 2010. The additional trips will only be added if ridership data indicates the need for addition service.

Taxi Voucher Program:

- As a result of receiving New Freedom funds from RCTC's Call for Projects issued in 2010, SunLine was awarded funding to implement a taxi voucher program. The new program supports the Agency's mission by providing mobility options for residents of the Valley. This program was developed to offer alternate specialized transit service for seniors 60+ years old as well as persons with disabilities. The program is intended to be a cooperative effort between SunLine and taxi franchises in the Coachella Valley, and will only offer service within SunLine's service area.

Proposed Capital Improvement Projects:

Staff plans to implement the following capital projects in FY 2011/12:

- Purchase seven replacement paratransit buses
- Implement transit amenities and security enhancement projects
- Implement facility improvement
- Purchase maintenance tools and equipments, as well as office equipments
- Conduct a feasibility study to determine the best use of the facility in Indio as well as undertake the Alternative Analysis for BRT service.
- Finalize the environmental assessment, engineering and the Master Plan for the Administrative Building and begin construction.
- Purchase office equipment
- Install a new Ticket Vending Machine at select location
- Continuation of ITS Implementation
- Purchase maintenance equipment and tools

Staff is currently working on the budget and when completed, Table 4 in the SRTP will reflect the approved budget levels for FY 20/11.

Financial Impact

All funds to be budgeted funds are available and was provided by RCTC staff during the SRTP kick-off meeting held in February 2011.



Eunice Lovi

SunLine Transit Agency

DATE: April 27, 2011 **Information**

TO: Taxi Committee
Finance Committee
Board of Directors

FROM: Director of Planning
Taxi Administrator

RE: Taxi Voucher Program

Background

As a result of New Freedom grant funds received from RCTC's Call for Projects issued in 2010, staff will implement a new Taxi Voucher Program that will be offered to senior persons who are 60+ years and persons with disabilities in the Coachella Valley to augment the Agency's existing Paratransit services program. The Program is intended to offer additional transportation options to further meet the demand for alternate and specialized transit service for this group, especially those with low income. The Taxi Voucher Program supports the Agency's mission to provide mobility options for residents of the Valley and will be a cooperative effort between SunLine, SunLine Services Group (SSG) and taxi franchises in the Coachella Valley.

Eligible participants will be required to complete an application and provide basic contact information such as proof of age, income and disability, as well as a signed physicians' disability verification form. Staff is proposing to issue two separate books of vouchers; one valued at \$10 and the other at \$20. The books will be discounted by 50 percent for use as payment of taxi fare. For example, a \$10 book of vouchers would cost eligible participants only \$5 and a \$20 book of vouchers would cost participants \$10. Vouchers can only be used for travels between cities and the unincorporated communities, as well as within cities and unincorporated communities.

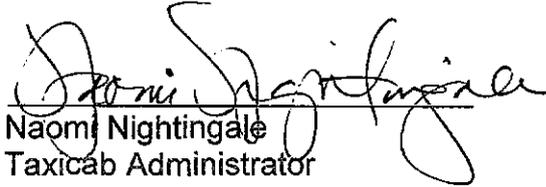
The new program is consistent with New Freedom grant goals and objectives outlined in the Federal Transit Administration [FTA] Circular 9045.1 which lists voucher programs as eligible activities that qualify for New Freedom funding. Additionally, the program is consistent with the Coordinated Transportation Plan [CTP] prepared and approved by the Riverside County Transportation Commission [RCTC] and underscores FTA's program goals and objectives of providing additional transportation options for individuals with disabilities that have mobility barriers to access not only work but medical, social, and non-emergency appointments.

Financial Impact

A total of \$161,067 was awarded to SunLine for a two-year period for the program which will be incorporated into the FY 2011/12 Budget and SRTP. Of the total amount awarded to SunLine, \$86,475 will be used for the first year of the program, with the remaining \$74,592 to be used for the last year of the pilot project.



Eunice Lovi
Director of Planning



Naomi Nightingale
Taxicab Administrator



FY 2011/12 – FY 2013/14
SHORT RANGE TRANSIT PLAN
DRAFT

INTRODUCTION

The Fiscal Year (FY) 2012-2014 Short Range Transit Plan (SRTP) sets the objectives for FY 2011/12 for SunLine Transit Agency (SunLine) transit services and capital improvement plan for the Coachella Valley. The SRTP is developed within the context of the regional planning process aimed at implementing SunLine's participation in the Regional Transportation Improvement Plan.

The development of the SRTP is essential in that it enables staff to fulfill directions from SunLine's Board of Directors and the agency's mission. The FY 2012-2014 SRTP presents strategic plan for service improvements and capital projects to achieve the objective of the mission statement. The SRTP will be submitted to the Riverside County Transportation Commission (RCTC) for approval which will set the framework for request for federal funds as required by the Federal Transit Administration (FTA).

MISSION STATEMENT

To provide safe and environmentally conscious public transportation services and alternate fuel solutions to meet the mobility needs of the Coachella Valley.

The FY 2012-2014 SRTP includes recommendations from the 2009 Comprehensive Operational Analysis (COA) Update, given increased growth in Coachella Valley, since completion of 2005/06 necessitated COA. The 2009 COA Update analyzed transit services currently offered in Coachella Valley with a recommended a Preferred Service Plan presented to the Board of Directors in June 2009.

The SRTP is a three-year capital and operating plan which is approved by SunLine's Board of Directors and RCTC. RCTC is responsible for oversight, funding and coordination of all public transportation services in Riverside County. Although the SRTP is a three-year plan, only the first year plan is funded with the remaining two years provided for planning purposes. The SRTP consists of information on SunLine's services and operating characteristics and the annual budget, which is incorporated in the Regional Transportation Improvement Plan (RTIP), State Transportation Improvement Plan (STIP), and Federal Transportation Improvement Plan (FTIP).

For the FY 2012-2014 SRTP, SunLine is considering implementing two new routes, as well as realigning an existing route in FY 2011/2012. Based on the most recent population projection, there are 449,441 permanent residents that reside in the Coachella Valley. The latest population figures are based on estimates from the State Department of Finance. Furthermore, projections by the Southern California Association of Governments (SCAG) indicates the population of the Valley will increase to more than one million residents by 2035 and with employment estimates for the Valley also doubling by the same year.

CHAPTER 1 – SYSTEM OVERVIEW

1.1 Description of Service Area

SunLine Transit Agency (SunLine) is a Joint Powers Authority created in 1977 to provide public transit service to its member cities and unincorporated communities in the Coachella Valley. Member cities include Desert Hot Springs, Palm Springs, Cathedral City, Rancho Mirage, Palm Desert, Indian Wells, La Quinta, Indio, Coachella, and the unincorporated communities of Thermal, Mecca, Oasis, Bermuda Dunes, and Thousand Palms. SunLine's Board of Directors consists of elected officials from member cities and Riverside County who provide policy direction to the General Manager and staff. The Board meets monthly and if necessary, may meet more than once to address pressing operational and budgeting issues.

SunLine's service area is 1,120 square miles with transit service offered throughout the Coachella Valley. The Agency is located approximately 120 miles east of the Los Angeles Basin, 60 miles east of the Riverside/San Bernardino Inland Empire, between the San Gorgonio Pass on the west and the Salton Sea on the southeast. The System Map is shown on page 3.

SunLine's fixed route service, SunBus, consists of 11 routes connecting the Valley from Desert Hot Springs to Mecca. Buses operate 363 days a year, with no service on Thanksgiving and Christmas. The span of service starts from 4:50 a.m. and ends at 11:30 p.m. seven days a week. Buses operate every 20 to 90 minutes, depending on the route and day of the week. Line 111 is the major trunk line that extends from Indio to Palm Springs, with all routes feeding into that route. Service information on each route is discussed on the next several pages beginning on page 6.

A survey undertaken in FY 2007/08 denotes four categories of fixed route riders: workers, students, seniors and visitors, of which seventy-one percent are employed or students. Seventy-nine percent are low income, transit dependent, and use SunBus five days or more. The survey results shows that the typical SunLine rider speaks English and Spanish, have an average income of \$20,000 and are between the ages of 23 to 65. School and work are the overriding trip generators, followed by shopping, medical care and recreation.

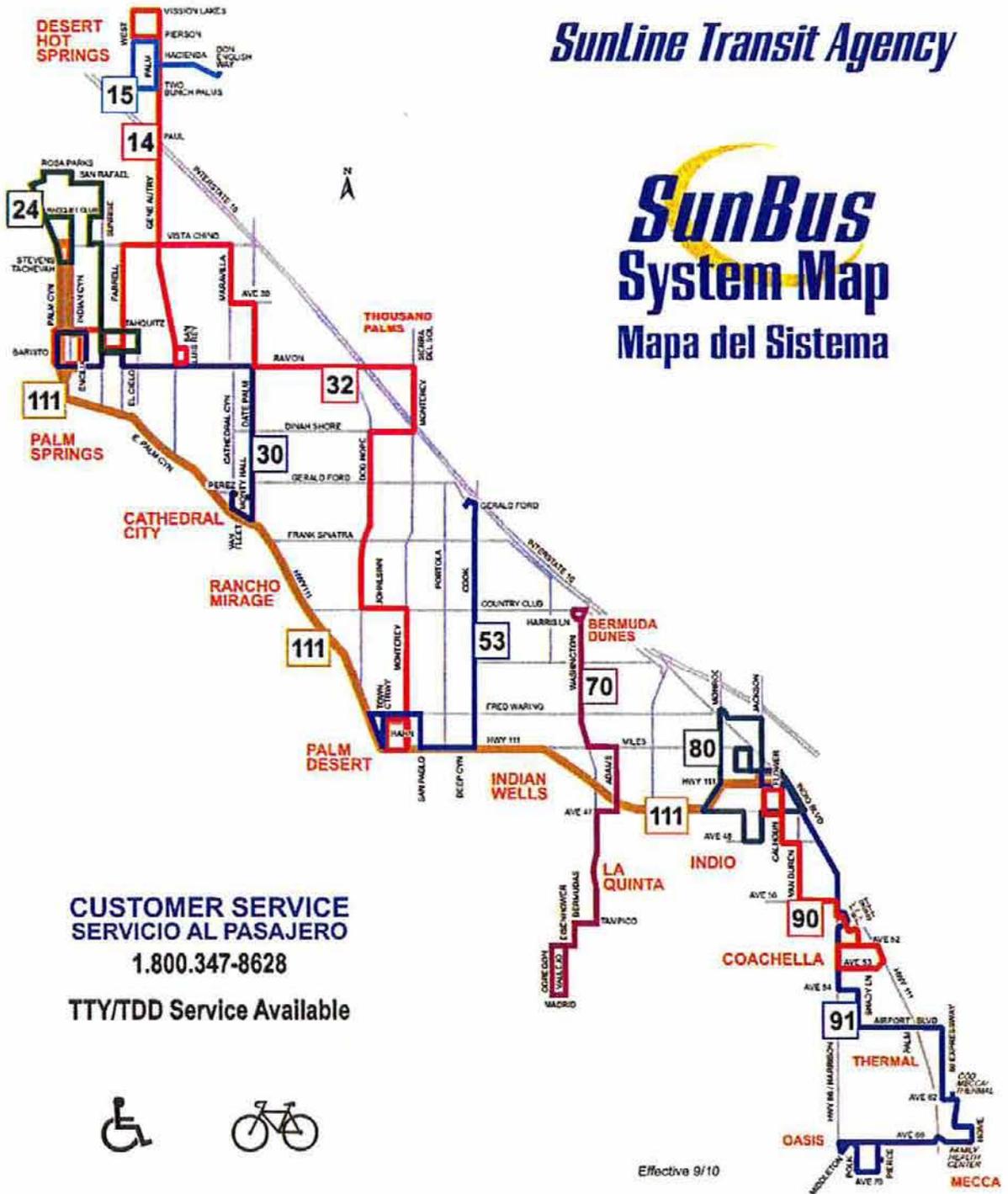
Most commuter trips within Coachella Valley are concentrated in the City of Palm Desert, with twenty-three percent of all work trips ending in Palm Desert. Data compiled for trip purposes in the COA also indicates that the commuting patterns are focused in Palm Desert with most passengers traveling from the cities Cathedral City, Indio, La Quinta and Palm Springs to Palm Desert. There are also strong commuting patterns between La Quinta and Indio, and also from Coachella to Indio. Most commute trips on the system occur along Highway 111, with nearly all destinations served directly by Line 111.

Effective January 2, 2011

SunLine Transit Agency

SunBus System Map

Mapa del Sistema



CUSTOMER SERVICE
SERVICIO AL PASAJERO
1.800.347-8628

TTY/TDD Service Available



Effective 9/10

1.2 Population Profile and Demographic Projection

A review of cities with the most increase in their population from April 200 through April 2010 to January 1, 2010 show the City of Coachella grew by 79.1% followed by the cities of La Quinta, Indio, Desert Hot Springs, Rancho Mirage and Indian Wells. According to the State Department of Finance data sources, the number of people moving to the aforementioned cities was 73,140, with the cities of Indio and Coachella gaining the most. Overall, the population in Coachella Valley continues to grow.

1.3 Fixed Route Transit Services and Paratransit Service

Fixed Route Service

- **Regional Services** - These are highly traveled corridors service a variety of trip purposes and connect a variety of regional destinations. These routes also comprise the backbone of the network and may utilize the freeway to travel between communities. An example is the Line 111 which travels from Palm Springs to Indio. Typically, the frequency of this type of service is 15 minutes or better with consistent service provided throughout the day, and has wider bus stop spacing
- **Sub-regional Services** – These routes operate on well traveled corridors linking two cities together. Examples include Lines 14, 30, 32, 50, 70, 90, and 91. Ideally, this type of service meets a wide range of travel needs and is geared toward between two or more cities. Frequency for this kind of service is 30 minutes or better all day with a minimum of all day weekday service throughout the service area. Sub-regional service is convenient and provides connections to regional bus service.
- **Community-Based Services** – These routes are established to provide benefits for local communities and offers an all-day circulation as well as connects to regional or sub-regional routes. Lines 24 and 80 are examples of this type of service. Community-based service are also referred to as local service that have consistent service through the day, have frequencies of 60 minutes or better, and have frequent stops for passengers to access as many destinations as possible.
- **Market-Based Services** – These types of services are tailored to serve specific segments at specific times of the day, including supplemental service such as school trippers. These routes have flexible routing and schedule, may vary throughout the day and week, and are tailored to specific market targets and defined market needs.

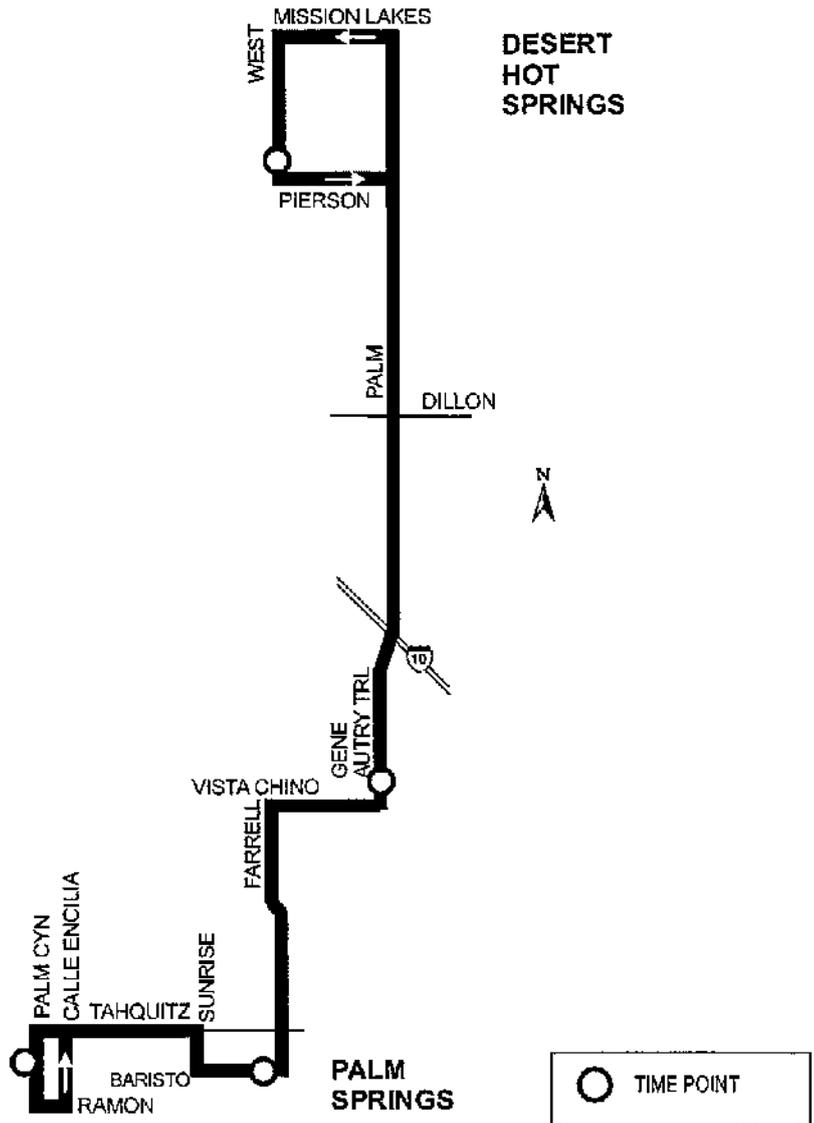
Information about SunLine's fixed route service, including a combination of regional, sub-regional and community-based services are provided on the next several pages.

Fixed Route Information

LINE 14: WEST & PIERSON TO PALM CANYON & BARISTO

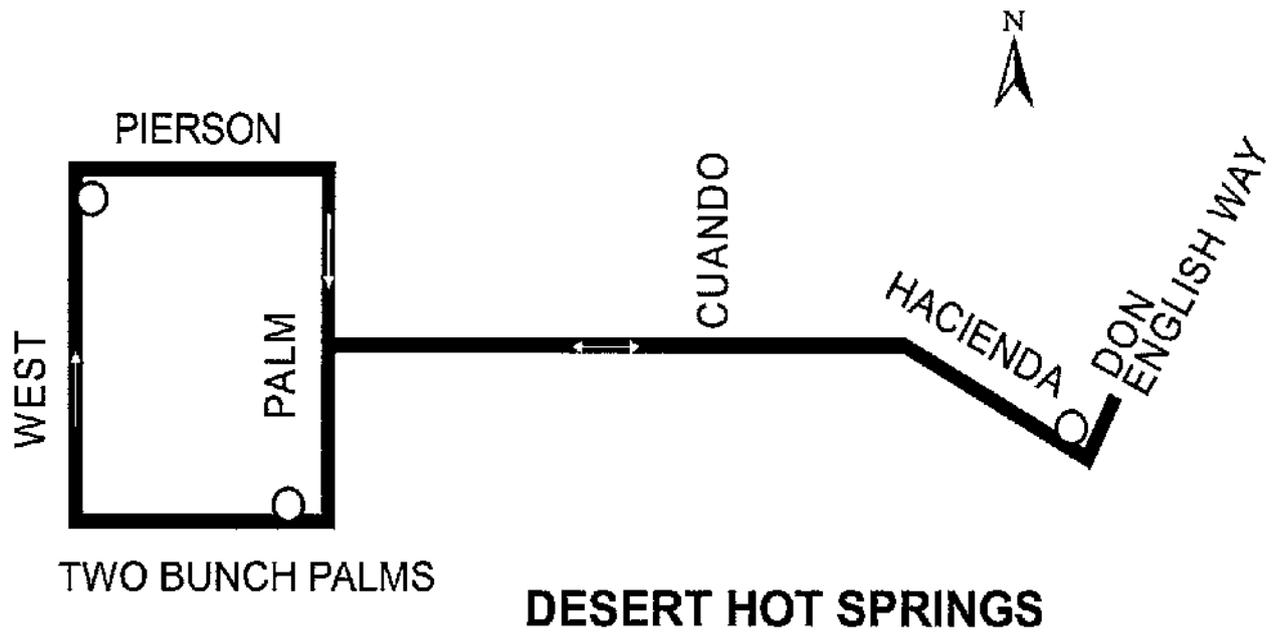
Line 14 serves the cities of Desert Hot Springs and Palm Springs. The route connects to Line 24 (Palm Springs), Line 30 (Cathedral City/Palm Springs), Line 32 (Thousand Palms/Rancho Mirage/Palm Desert/Cathedral City/Palm Springs), and Line 111 (Highway 111). The route links riders with local shopping centers, middle and high schools, and other services within the community of Desert Hot Springs and Palm Springs. The route offers service to the Department of Motor Vehicles, the Employment Development Department, and a number of the retail centers along the route.

Line 14 operates 28 roundtrips weekdays on 35-minute headways, and 21 roundtrips during weekends on 45-minute headways.



LINE 15: BI-DIRECTIONAL LOOP TWO BUNCH PALMS & PALM DRIVE

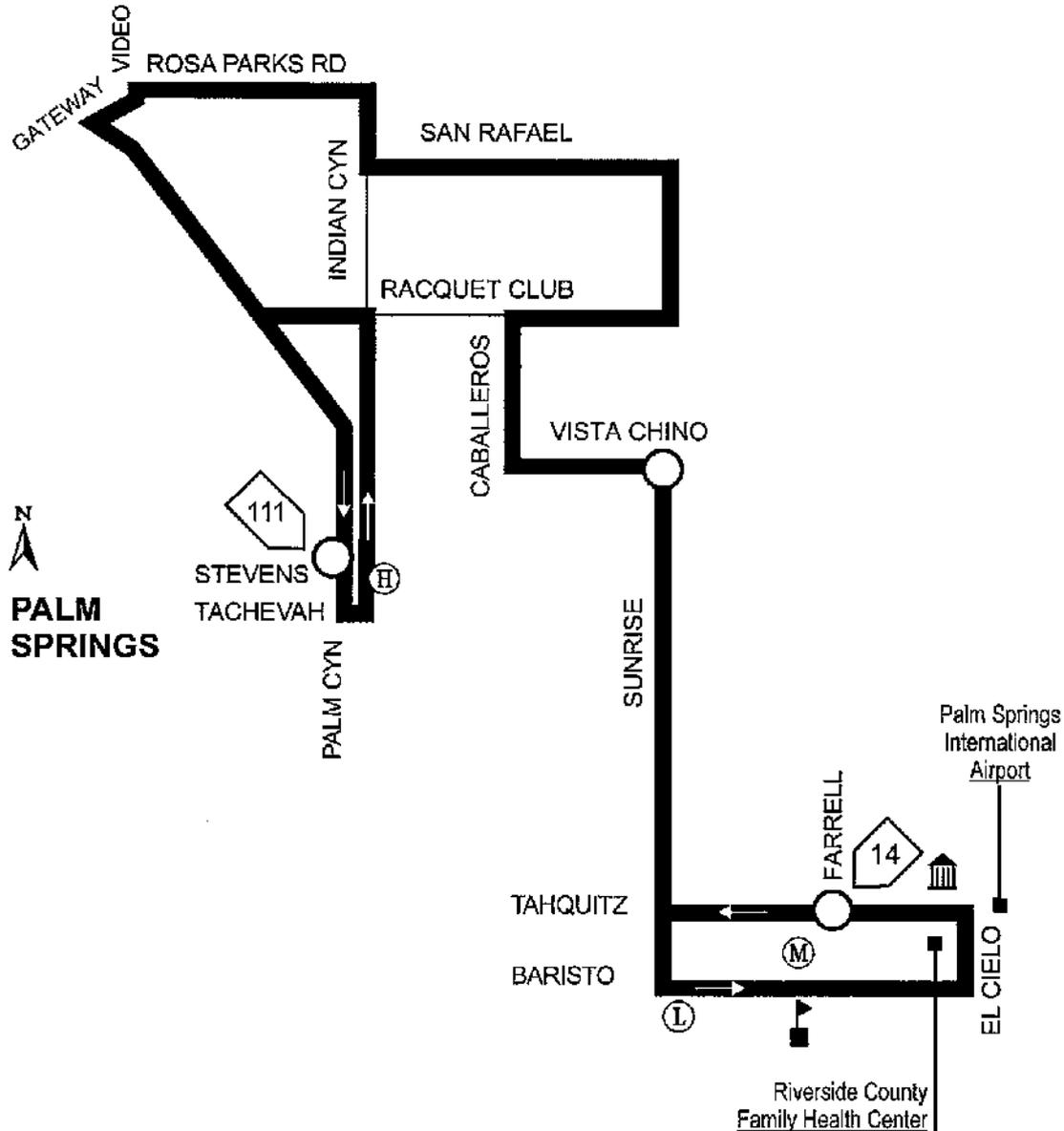
Line 15 serves the community of Desert Hot Springs, which connects to Line 14 (Palm Springs/Desert Hot Springs) and links riders with local shopping centers, middle and high schools, and other services provided within the City of Desert Hot Springs. Line 15 offers service to the community center, K-Mart and the Stater Brothers stores. The route operates 21 trips on weekdays and 18 trips on weekends.



LINE 24: TAHQUITZ & FARRELL TO PALM CANYON & STEVENS

Line 24 offers service in Palm Springs with passengers connecting to Line 14 (Desert Hot Springs/Cathedral City/Palm Springs), Line 30 (Cathedral City/Palm Springs), Line 32 (Thousand Palms/Rancho Mirage/Palm Desert/Cathedral City/Palm Springs) and Line 111 (Highway 111). This route links riders to destinations such as the Desert Regional Hospital, Palm Springs International Airport, Palm Springs City Hall, Desert Highland Community Center, middle and high schools, and a number of retail outlets.

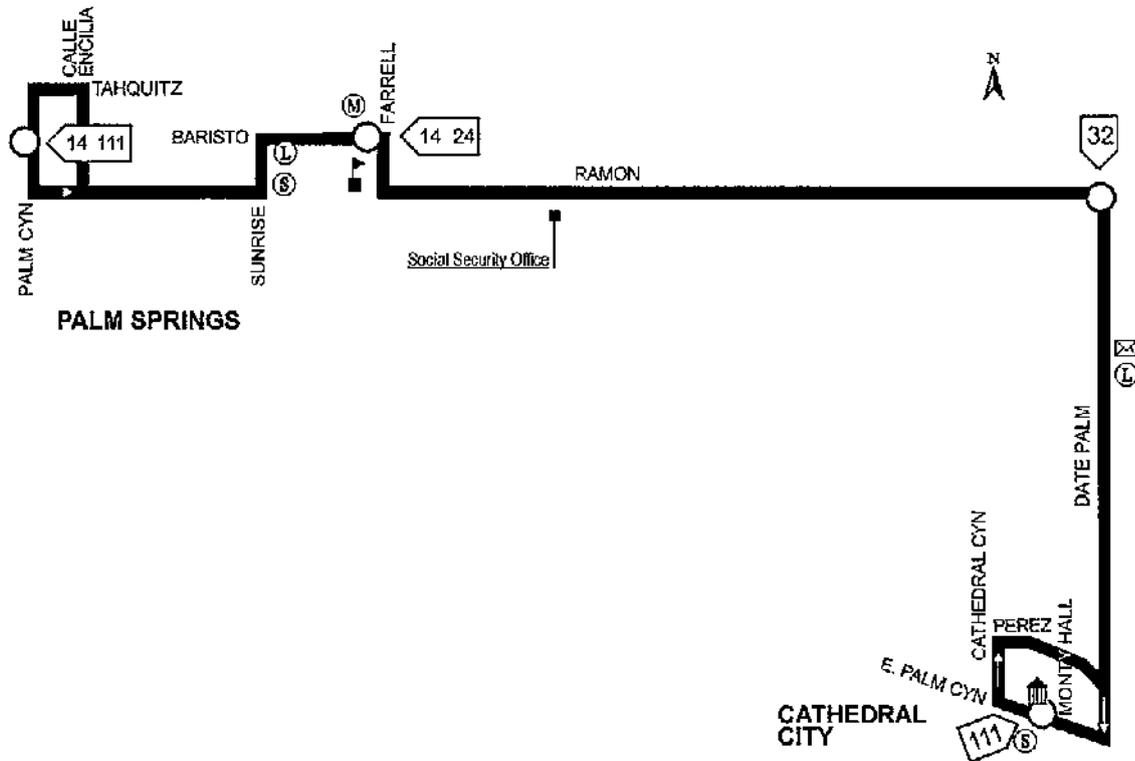
Line 24 operates 19 roundtrips on weekdays and 17 roundtrips during weekends on 45-minute headways.



LINE 30: PALM CANYON & BARISTO TO E PALM CANYON & MONTY HALL

Line 30 is the system's most productive route, with service to the cities of Cathedral City and Palm Springs. Within these communities, riders are able to access the city libraries, city halls, senior centers, the Palm Springs and Cathedral City high schools, and various commercial and industrial centers. Line 30 connects to Line 14 (Desert Hot Springs/Palm Springs), Line 24 (Palm Springs), Line 32 (Thousand Palms/Rancho Mirage/Palm Desert/Cathedral City/Palm Springs) and Line 111 (Highway 111).

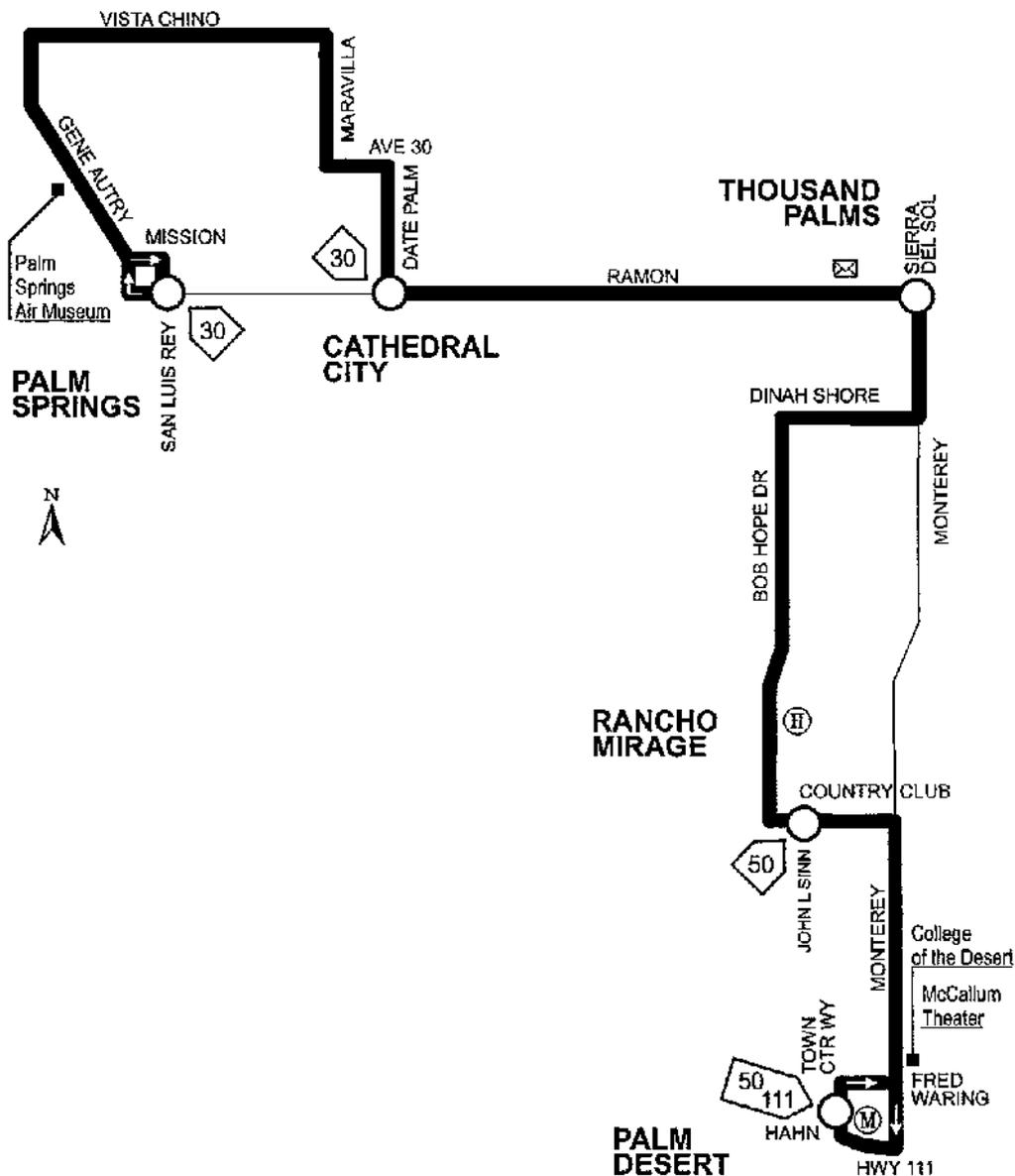
Line 30 operates 30 roundtrips during weekdays on 30-minute headways, and 21 roundtrips during weekends on 40-minute headways.



LINE 32: TOWN CENTER & HAHN TO SAN LUIS REY & RAMON

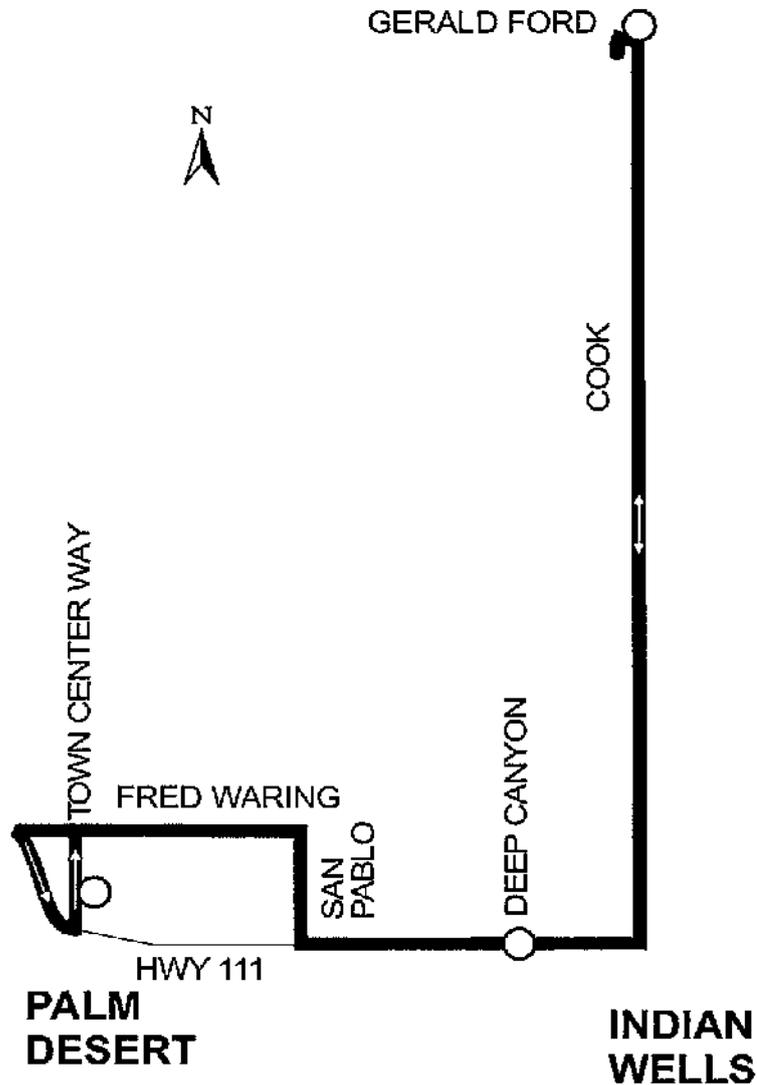
Line 32 serves the communities of Palm Springs, Thousand Palms, Cathedral City, Palm Desert and a portion along the City of Rancho Mirage boundary with connections to SunBus Line 14 (Desert Hot Springs/Palm Springs), Line 111, Line 30 (Cathedral City/Palm Springs), and Line 50 (Palm Desert/Rancho Mirage). Riders can access the Palm Springs Air Museum, middle and elementary schools, and various retail centers along Ramon Road. Routing over the Monterey/I-10 Interchange ensures access to Costco, Home Depot, Regal Cinemas 16 theater complex and service to the Agua Caliente Casino on Ramon Road at Bob Hope Drive. This route also provides service to the Agua Caliente Casino on Ramon Road at Bob Hope Drive. This route also provides service to Eisenhower Medical Center, College of the Desert, Westfield and the McCallum Theater.

Line 32 operates 15 roundtrips daily on 70-minute headways.



LINE 53: TOWN CENTER WAY & HAHN TO GERALD FORD & COOK

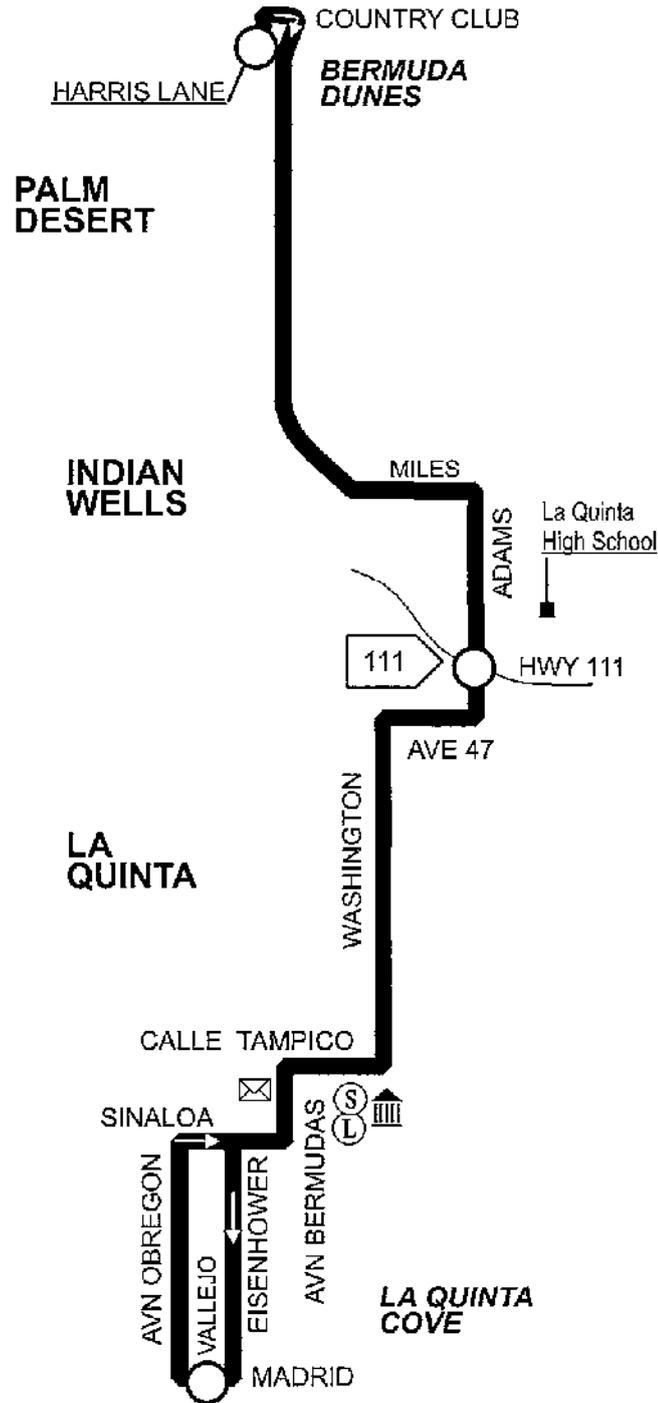
Line 53 provides service within the city of Palm Desert, which enables riders on the route to access Eisenhower Medical Center, the College of the Desert, the McCallum Theater, Palm Desert City Hall, Kaiser Permanente, California State University San Bernardino, University of California Riverside, Palm Desert High School, Palm Desert library, and major shopping centers, including Westfield Palm Desert. Line 53 connects with Line 111 at two locations; at Westfield Palm Desert and on Highway 111 at Deep Canyon, as well as connects with Line 32 at Westfield. Line 53 operates 12 roundtrips on weekdays and 11 roundtrips during weekends on 80-minute headways.



LINE 70: MADRID & VALLEJO TO HARRIS LANE & WASHINGTON

Line 70 offers bus service to the communities of La Quinta, Palm Desert, Indian Wells, and Bermuda Dunes. Riders are able to access the City Hall and senior center in La Quinta, local schools, and various retail shopping centers along Adams Street and Avenue 47, and connect with Line 111 on Highway 111 at Adams Street.

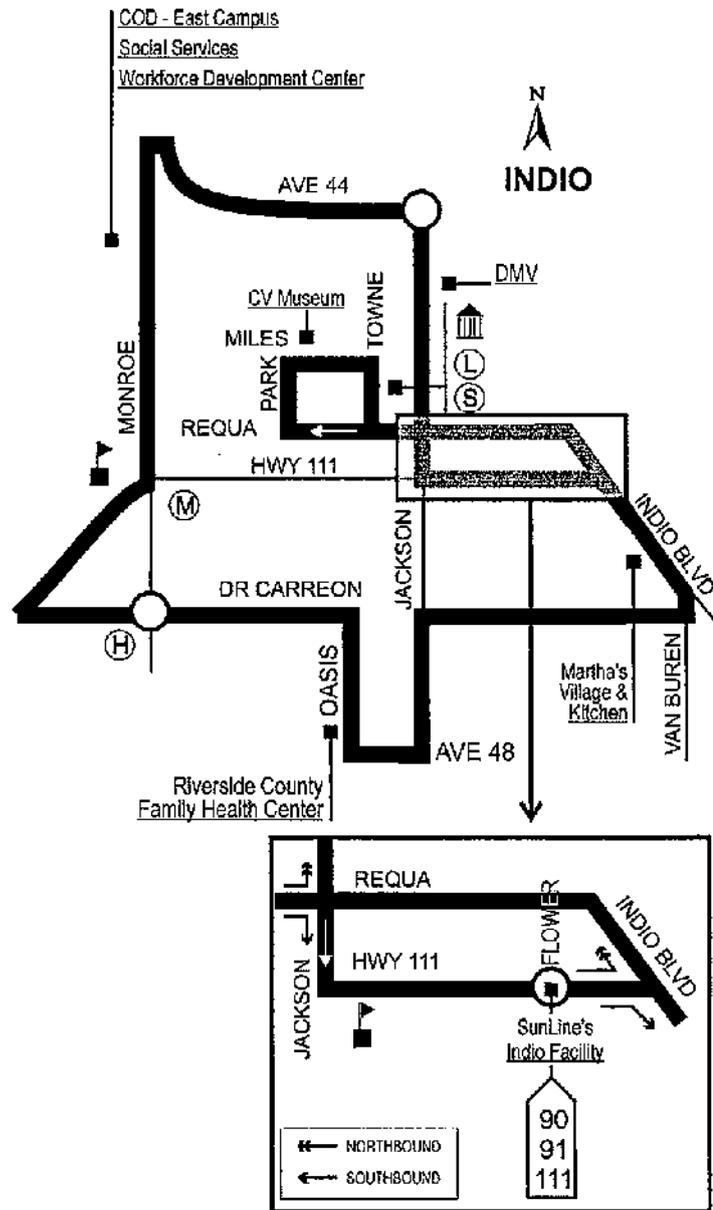
Line 70 operates 20 roundtrips on 45-minute headways during weekdays and 11 roundtrips on 90-minute headways during weekends.



LINE 80: BI-DIRECTIONAL LOOP – HWY 111 & FLOWER

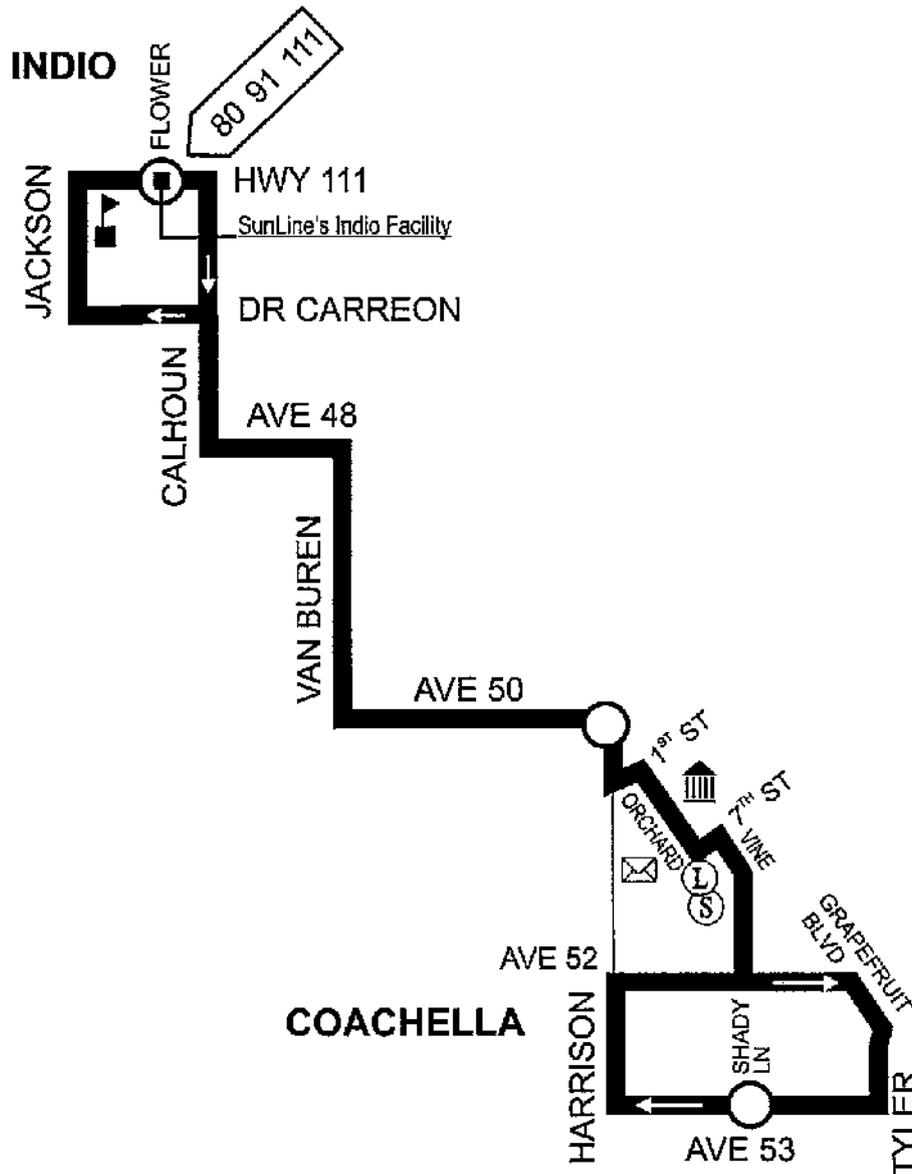
Line 80 provides transit service to residents of the City of Indio and enable them to access civic, educational, county offices, as well as public and social service offices. This includes John F. Kennedy Memorial Hospital, Riverside County Fair & National Date Festival, Employment Development Department, East Valley College of the Desert campus, Riverside County social services offices, Department of Motor Vehicles, Martha's Village & Kitchen, Coachella Valley Cultural Museum, Indio Senior Center and library, local schools, and a variety of retail shopping centers within the community. Line 80 connects to Line 90 (Coachella/Indio), Line 91 (Indio/Coachella/Thermal/Mecca/Oasis) and Line 111 at the transfer location on Highway 111 and Flower Street in the City of Indio.

The route operates 15 roundtrips daily on 60-minute headways.



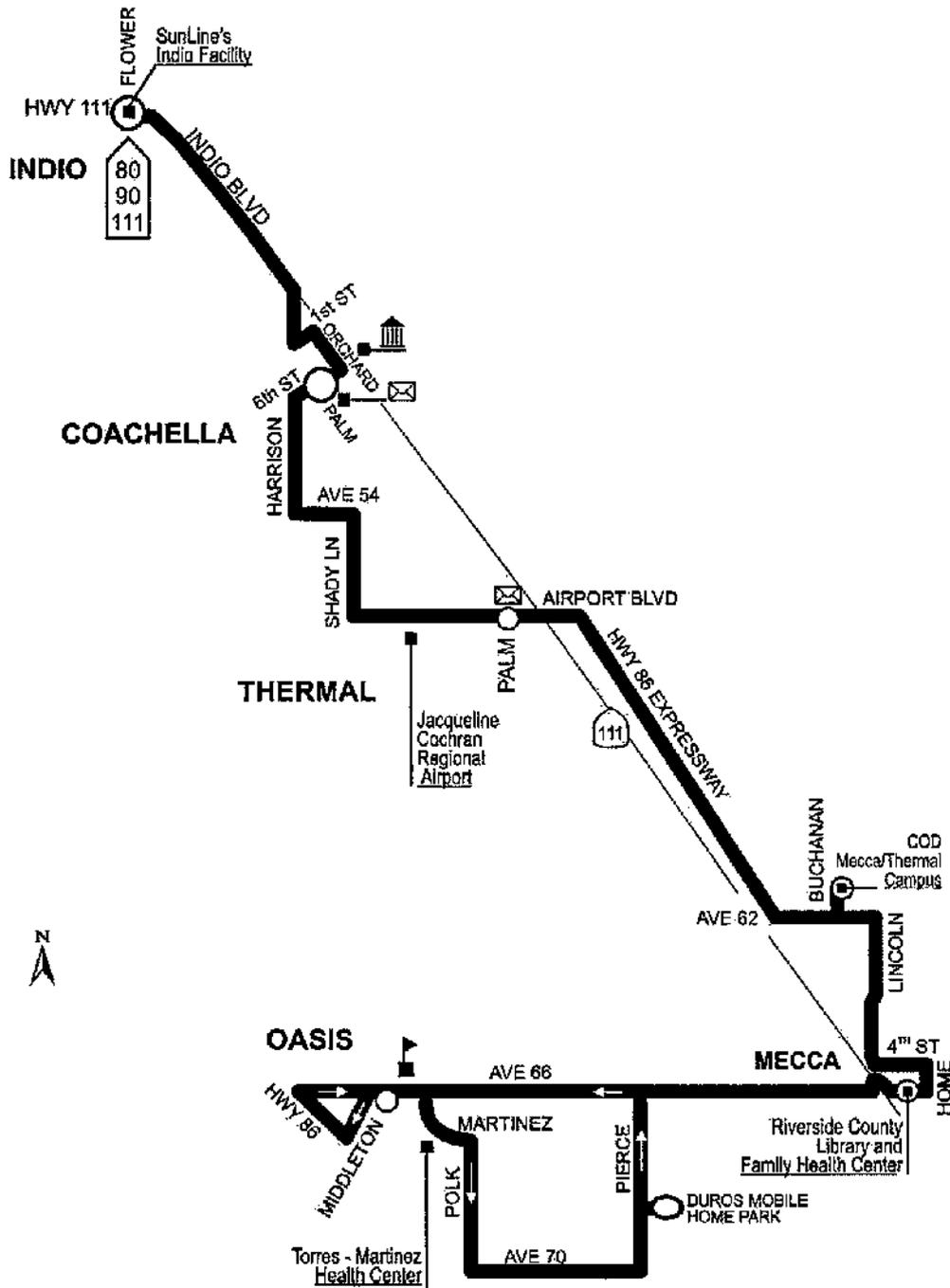
LINE 90: HWY 111 & FLOWER TO AVENUE 53 & SHADY LANE

Line 90 serves the cities of Coachella and Indio allowing passengers to access the Employment Development Department, City Hall in the City of Coachella, library, Police Department, the senior center, Boys & Girls Club, local schools and shopping centers. Connections to Line 80 (Indio), Line 91 (Indio/Coachella/Thermal/Mecca/Oasis) and Line 111 (Highway 111 Corridor) occur at the transfer location on Highway 111 at Flower Street in Indio. Line 90 operates 29 roundtrips during weekdays and 27 during the weekends on 35-minute headways.



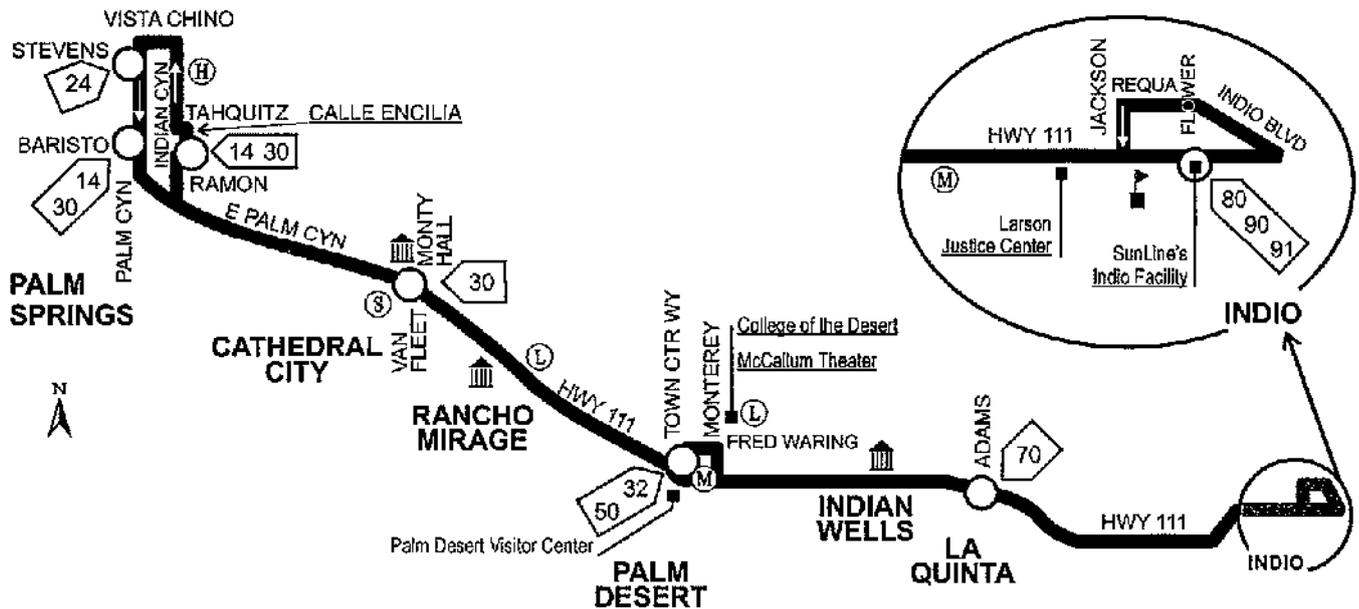
LINE 91: HWY 111 & FLOWER TO AVENUE 66 & MIDDLETON

The Line 91 links the cities of Indio and Coachella, as well as the unincorporated communities of Thermal, Mecca, and Oasis. Riders on Line 91 are able to connect to Lines 80, 90, and 111 at the transfer location on Highway 111 and Flower Street in Indio. This allows passengers to access employment sites, medical and shopping facilities. Line 91 also provides direct service to College of the Desert's East Valley Campus on school days. Line 91 operates 16 trips on 60-minute headways during weekdays and 12 trips during weekends on 80-minute headways.



LINE 111: HWY 111 & FLOWER TO PALM CANYON STEVENS

Line 111 offers service along Highway 111 from Palm Springs to Indio, with service also provided to the cities of Cathedral City, Rancho Mirage, Palm Desert, Indian Wells, and La Quinta. Line 111 enables riders to travel to destinations along the Highway 111 corridor and connects to all routes in the system except for Line 15. Connecting routes include Line 14 (Desert Hot Springs/Palm Springs), Line 24 (Palm Springs), Line 30 (Palm Springs/ Cathedral City), Line 32 (Palm Desert/Palm Springs/Thousand Palms/Rancho Mirage/Cathedral City), Line 50 (Rancho Mirage/Palm Desert), Line 70 (La Quinta/Indian Wells/Bermuda Dunes/Palm Desert), Line 80 (Indio), Line 90 (Coachella/Indio), and Line 91 (Indio/Coachella/Thermal/Mecca/Oasis). This route links riders with major retail and commercial centers, recreational attractions, museums, educational and medical institutions, municipal and county services. Line 111 operates 44 roundtrips during weekdays on 20-minute headways and 22 roundtrips during weekends on 40-minute headways.



PARATRANSIT INFORMATION

SunLine's paratransit service, SunDial, offers curb-to-curb service designed to meet requirements of the Americans with Disabilities Act (ADA) and offers next day complementary demand-response service to Coachella Valley residents unable to use fixed route service. All applicants must complete an application, describing in detail the nature of their mental or physical disability that would prevent a person from using regular fixed route service. Applicants must obtain a physician's (or approved health care professional's) statement and signature verifying their disability. Each applicant is notified in writing within twenty-one days upon review of their applications.

Certified riders that have ADA Certification Identification Card are eligible to use SunDial for their transportation needs, including medical appointments, shopping, and other social activities. SunDial service is available within $\frac{3}{4}$ miles on either side of the existing SunBus system and is available by advanced reservation. Reservation is based on fixed route service hours serving passengers' origin and destination. SunDial is provided 7 days a week, 363 days a year and is closed on Thanksgiving and Christmas.



Consolidated Transportation Services Agency [CTSA]

As the designated CTSA, SunLine coordinates public transportation services throughout its service area, including providing mobility training and assisting with grant applications. Staff participates in meetings with social and human service agencies, bus riders, and other advocates through forums such as the Riverside County Transportation Commission [RCTC] Citizens Advisory Committee/Social Service Transportation Advisory Committee, SunLine's Access Committee, T-NOW, and neighboring transit operators. As part of the most recent Call for Projects issued in FY 2009, SunLine acts a pass-through for funding received from the Section 5316 (JARC) and Section 5317 (New Freedom) through the Federal Transit Administration awarded to RCTC, the Coachella Valley Association of Governments [CVAG], Independent Living Partners, and Desert Samaritans to offer transportation service options to Coachella Valley residents.

1.4 Current Fare Structure and Proposed Fare Structure

SunLine's current fare structure consists of four fare categories: adult, youth, Senior (60+)/Disabled, and persons with disabilities who use SunDial. SunLine fixed route passengers pay the adult fare unless eligible for discounted fares which are available only to seniors, the disabled and youth. There are two fare payment options: cash and passes; with children 4 years and under riding free with an adult fare. In FY 2010/11, staff completed the fare study which examined if current fares should be increased. Figures 3 and 4 shown below highlights the current fare structure.

FIGURE 3: SunBus Fare Structure

TYPE OF FARE	FARE CATEGORY		
	ADULT (18 YRS – 59 YRS)	YOUTH (5 YRS – 17 YRS)	SENIOR 60+/ DISABLED/MEDICAID
Cash/Base Fare	\$1.00	\$.85	\$.50
Transfers	\$.25	\$.25	\$.25
Day Pass	\$3.00	\$2.00	\$1.50
31-Day Pass	\$34.00	\$24.00	\$17.00
10-Ride Pass	\$10.00	\$8.50	\$5.00
GO Pass (Only sold in Summer for Youths)	--	\$30.00	--
Coachella Valley Employer Pass	\$24.00	--	--

FIGURE 4: SunDial Fare Structure

TYPE OF FARE (Only for ADA Certified Clients)	SINGLE RIDE	MULTIPLE RIDES (10-RIDE)
Cash Fare - Same City	\$1.50	--
Cash Fare - City to City	\$2.00	--
10-Ride Pass - Same City	--	\$15.00
10-Ride Pass – City to City	--	\$20.00

1.5 Revenue Fleet

SunLine currently has 96 buses in its fleet, including 68 fixed route and 31 demand response vehicles. Additionally, there are 39 support vehicles used for various activities in support of transit services provided in the Coachella Valley. SunLine continues to replace old buses in the fleet, especially those that have met their useful life to ensure compliance with FTA regulations. Replaced fixed route buses had mileage in excess of 500,000 and/or were over 12 years old while paratransit buses that were replaced had over 50,000 miles and 5 years old.

1.6 Existing Facility/Planned Facilities

Operational Facilities

SunLine's head office is located in Thousand Palms and houses the Administration, Operations and Maintenance Departments. SunLine staff is currently housed in a number of mobile homes that have passed their usual life. SunLine continues to work with the Riverside County Departments of Planning and Transportation to obtain necessary permits for construction of the Administrative Offices. In conjunction with the Administrative building, SunLine plans to build a transit hub close for use by commuters traveling from the Coachella Valley to the Pass Area, as well as connect to services provided by the Riverside Transit Agency to MetroLink stations. SunLine received American Recovery and Reinvestment Act [ARRA] funds in FY 2009 to expand the maintenance facility in Thousand Palms. The planned improvements will add capacity to enable the Agency work on more than two buses at a time. SunLine is also examining the feasibility of rehabilitating the Indio facility which is utilized for dispatching, transfer point for passengers transferring among routes, and by operators for their breaks.

1.7 Taxi Administration

The SunLine Regulatory Administration (SRA), which is charged with licensing and regulating taxicab franchises and drivers in the Coachella Valley, also ensures residents and visitors are charged fair and reasonable price. In addition, SRA is responsible for establishing and enforcing ethical standards maintained by the Franchising Board.

Fleet Franchises



CHAPTER 2 – EXISTING SERVICE and ROUTE PERFORMANCE

2.1 Fixed Route Service - Route by Route Evaluation and Analysis

Over the last couple of years, SunLine has made improvements to all fixed routes, including realigning existing routes and improving frequency to increase ridership. A review of the FY 2009/10 data indicates a slight increase over the same period for FY 08/09. Ridership on Line 32 has more than doubled showing a 33% increase in usage since its inception in September 2008.

Service Efficiency and Effectiveness

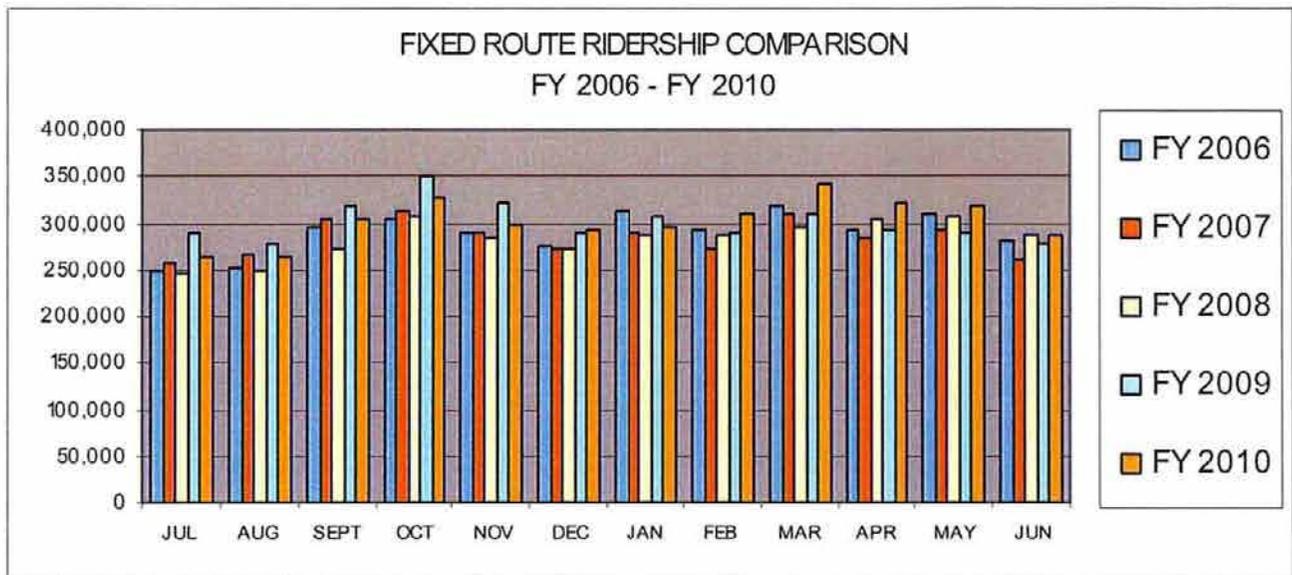
To determine the efficiency effectiveness of all routes, staff reviewed the year-to-date performance statistics for FY 09/10 and with data from TransTrack below that shows the most and least efficient routes. Factors used include passenger boarding, passenger per revenue hour, cost per passenger, passenger revenue per revenue hour, and the farebox recovery ratio.

FIGURE 8: ANALYSIS OF FY 2009/10 PERFORMANCE STATISTICS

LINES	PASSENGER COUNT	PASSENGER PER REVENUE HOUR	COST PER PASSENGER	PASSENGER REVENUE PER HOUR	FAREBOX RECOVERY RATIO
14	498,054	21.7	\$4.42	\$20.74	21.57%
24	141,682	13.3	\$7.23	\$12.71	13.21%
30	674,048	33.3	\$2.88	\$31.83	33.18%
32	147,881	10.9	\$8.78	\$10.42	10.88%
50	65,243	6.0	\$16.02	\$5.73	5.95%
70	167,860	17.8	\$5.41	\$16.91	17.58%
80	205,060	19.1	\$5.02	\$26.21	19.01%
90	200,567	17.4	\$5.52	\$16.64	17.32%
91	147,060	9.8	\$9.80	\$9.38	9.75%
111	1,360,278	24.4	\$3.94	\$23.31	24.28%

As shown in above table, Lines 50 and 91 were the least productive routes while Lines 30, 111, 14, and 80 were the most productive routes. Due to low productivity, Line 50 was realigned and renamed as Line 53, and implemented as part of the September 2010 service improvements.

Figure 9 below presents graph of fixed route ridership comparison from FY 2006 through FY 2010.



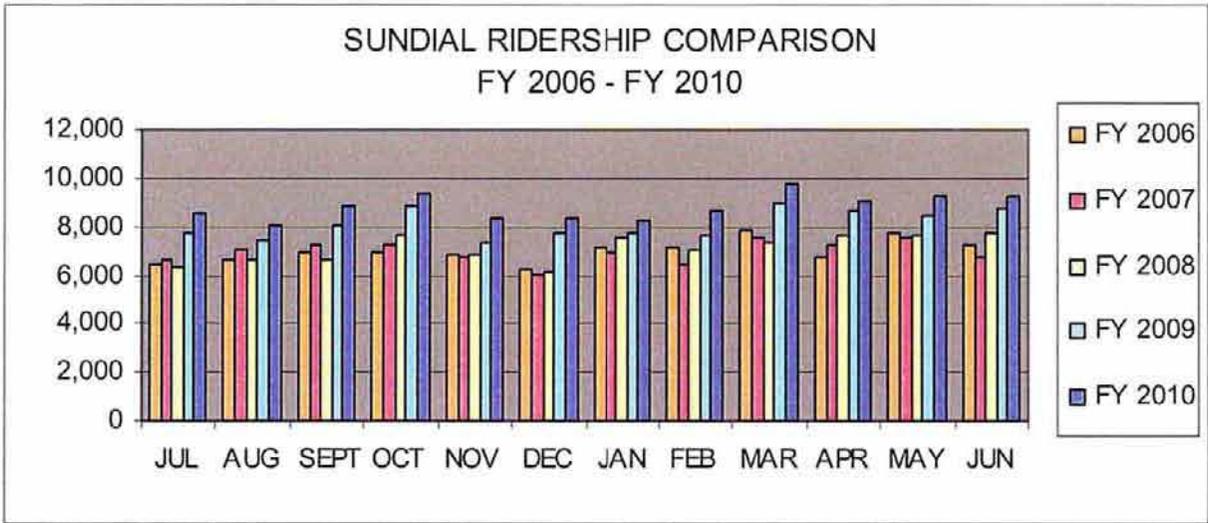
2.2 Paratransit Service – System Performance

Paratransit and the subscription services offered in the Coachella Valley continues to do well and shows that over 80,000 residents used SunDial service for day to day activities, such as medical appointment, shopping, or for work. A total of 106,019 residents compared to 97,414 users were served in FY 09/10. Overall, ridership for the demand response and subscription continues to grow.

FIGURE 11: COMPARISON OF SUNDIAL FY 08/09 & FY 09/10 RIDERSHIP

SERVICE TYPE	FY 08/09	FY 09/10	PERCENT CHANGE
SunDial	72,827	80,340	10.3%
Subscription	24,587	25,679	4.4%
Total	97,414	106,019	8.8%

FIGURE 12 below highlights usage of demand response and subscription services from FY 2005/06 through FY 09/10. r paratransit and subscription services.



Specialized Transit Service

To offer residents in the Valley more transportation choices, SunLine partnered with the Independent Living partners who manage the TRIP Program in Riverside County to provide specialized transportation services for residents in Coachella Valley. TRIP is a renowned innovative transportation program that offers transportation service to persons who are physically or mentally unable to use fixed route and paratransit services for their mobility needs, especially medical appointments. As part of the RCTC's call for projects issued and approved for FY 08/09 and FY 09/10, federal funds were awarded and programmed to agencies in Riverside and the Valley to provide additional specialized transit services to residents in Coachella Valley.

2.3 Key Performance Indicators

To ensure adherence to the Productivity Improvement Program [PIP], SunLine continues to monitor and evaluate routes to assure compliance with key performance indicators. The performance indicators are tracked through a management performance tool called TransTrack implemented by RCTC for all transit operators. Over the last four years, SunLine has consistently met all key performance indicators approved in the SRTP, including the mandatory target of meeting the farebox recovery ratio.

2.4 Productivity Improvement Efforts

Staff continues working in coordination and cooperation with local jurisdictions on service related issues that affects transit services provided in the Coachella Valley. Staff will continue monitoring service routes using service warrants to further evaluate routes. In addition to concentrating on modifying and adjusting service routes, further analysis will be undertaken to review unproductive routes to determine if segments or trips of existing routes should be discontinued due to low productivity.

2.5 Service Standards and Warrants

The following are factors listed below are considered when analyzing new service proposals and requests, as well as evaluating existing service:

Area Coverage: While most of the SunLine service area is adequately covered according to these standards, there are some areas which are served more intensely than others. When service is proposed, the new route should be evaluated based on its proximity to others, and the necessity of its implementation based on area coverage standards. Currently unserved or underserved markets provide potential for new transit ridership; however, there is an additional cost for providing ADA paratransit service if fixed route new service is proposed.

Market Area Characteristics: Staff also considers the density and demographic characteristics of a given service area as an important determinant for providing successful transit success. In tying area coverage standards to population and employment densities, SunLine recognizes the need to provide more service within more intensely developed areas, and often considers this factor as part of the service development process.

Transit-Dependent Populations: SunLine considers the effects of service changes on transit-dependent riders during service planning processes. While SunLine's current network serves most transit-dependent populations and their destinations effectively, we continue to examine transit-dependency when evaluating new service proposals.

Special Market Needs: Staff often receives request for new service when existing routes do not adequately address unique market opportunities. Short routes such as shuttles, for example, may often and potentially connect two or more destinations with strong relationships; for instance, a transit center and an employment center, a senior center and a shopping complex; student housing and a university campus. They also provide local circulation between destinations in a single community with the service span and frequency tailored to these unique markets.

Recommended Standards of Evaluating New Services

Once a route is implemented, performance monitoring begins immediately to determine if the route is reaching its desired potential and to meet the performance standards. New service routes that do not meet minimum standards are subject to the same remedial actions as existing services and may consider evaluation points at both 6 months and one year, in order to evaluate new services' progress over time.

2.6 Major Trip Generators and Projected Growth Markets over Next Two Years

SunLine continues to evaluate, monitor and adjust transit service serving residents in Coachella Valley. Given the on-going economic condition, SunLine is proposing limited service changes in FY 2011/12 and will continue tracking new developments to ensure service is offered to the new areas. Through the Agency's development review program, staff works in cooperation and concert with local jurisdictions to determine whether new developments require transit service. SunLine also consults with staff from local jurisdiction regularly to analyze existing and proposed developments for the need for additional transit service. As the Valley grows, SunLine continues to assess areas to which additional transit could be provided. Staff plans to realign the existing community-based service in the city of Indio to offer service north of the city. The proposed service improvements to transit service in the city of Indio entails realigning the existing Line 80, in addition to implementing a new route Line 81 in FY 2011/12.

Staff submitted a grant application in response to RCTC's Call for projects in FY 2010/11 and if awarded funds from the Section 5317 funding program, SunLine plans to implement a commuter service from the Coachella Valley to the Pass Area. This will enable residents from the Valley to connect to commuter service provided by the Riverside Transit Agency from the Pass Area to the MetroLink station in downtown Riverside. Additionally, given the lack of funding to provide school transportation service by school districts in the Valley, SunLine will continue to work with school districts to improve access to public transit and will continue coordinating school bell times for routing and scheduling purposes.

2.7 Equipment, Passenger Amenities and Facility Needs

Passengers Amenities and Bus Stop Improvement Program

SunLine has over 500 bus stops located throughout its service area which are cleaned and maintained on a regular basis. Since completion of the 2006 COA and 2009 COA Update, SunLine has made significant improvements to bus stops in the Coachella Valley. A number of the improvements were made beginning from FY 2007/8 that included installation of amenities to ensure the safety of passengers waiting at bus stops. Most recently in FY 2008/09 and FY 09/10, SunLine installed 151 bus shelters at selected bus stops using funding received from the American Reinvestment Recovery Act in 2009. In FY 2011/12, the Agency plans on installation more amenities at bus stops in the service area.

Revenue Collection Equipment

With approved funding in FY 08/09 and FY 09/10, SunLine installed electronic registering fareboxes on all fixed route buses to increase the ability to collect more accurate revenue, decrease staff's time in reconciling revenue collected, improve ridership counts, and improve passengers' experience riding the bus by issuing passes on-board for more convenience. In addition to new fareboxes, one ticket vending machine [TVM] was installed at the transfer location in Indio. Staff is planning on installing additional ticket vending machine at select locations in the Valley.

On-Board Security Cameras

SunLine installed interior and exterior video cameras on current fixed route buses to improve the Agency's ability to monitor and record activities inside and outside the buses that will enhance the safety and security of passengers. With these cameras, SunLine is able to investigate criminal and suspicious activities that may occur at bus stops, transfer locations and while the buses travel on the road. Furthermore, to enhance the safety of passengers on demand response buses, staff installed Smart Drive technology which enables us to monitor, track and provide real-time data on activities in the buses. In FY 2011/12, staff is planning on installing smart drive technology on fixed route buses, as well as install camera on demand response buses.

Intelligent Transportation System [ITS]

By the end of FY 2011/12, staff hopes to complete installation of ITS equipment on all fixed route and paratransit buses, as well as select support vehicles. The equipment included Automatic Passenger Counters, Automatic Voice Annunciators, Automated Vehicle Locaters, and Global Positioning Systems. Additionally, staff implemented scheduling software for fixed route planning. SunLine plans on installing Advanced Passengers Transportation Systems at selected transfer locations for passengers to get real-time arrival information on bus service, and will incorporate Google Transit for trip planning purposes.

Bus Replacement Program

Over the last several years, SunLine replaced most of the aging fixed route and demand response buses in the fleet. These buses are powered with compressed natural gas and have various technologies that improve reliability of service, enhance safety of passengers, provide better fuel efficiency, and decrease maintenance costs thereby reducing vehicle breakdowns and frequent repairs. In FY 2011/12, staff plans to purchase replacement paratransit buses to replace aging buses in addition to replacing aging support vehicles, as well as purchase expansion support vehicles.

Facility Needs

Staff continues to work on the environmental assessment, preliminary and final engineering, and Master Plan for the new Administrative Building. SunLine is also planning on conducting a feasibility study to determine the best use for the satellite facility in Indio.

CHAPTER 3 – PLANNED SERVICE CHANGES and IMPLEMENTATION

3.1 Recent Service Changes

SunLine currently operates 11 fixed routes serving various segments of the Valley, from the unincorporated communities of Mecca, Thermal and Oasis in the eastern part of the Valley to Palm Springs and Desert Hot Springs. Line 111 connects with all routes at strategic points along the Highway 111 corridor. SunLine serviced over 3.7 million passengers system-wide, with service offered to 3,607,733 riders on fixed route buses, 106,019 rides to paratransit clients and 19,403 uses for the TRIP program.

A. Fiscal Year 2010

Improvements were made on all routes beginning September 2009 through May 2010 as part of the planned service changes. For the service changes implemented in September 2009, additional trips were to Lines 14, 30, 70, and 111 to increase and enhance service provided to middle and high schools in the Valley. Additionally, the frequency on Line 70 was improved from 50 to 45 minutes; thereby, improving service offered to residents in La Quinta, especially in the Cove. Trips were also added to service offered on Line 91, with direct service to the College of the Desert East Valley Campus in Mecca/Thermal. Lines 90 and 91 were realigned within the City of Coachella.

B. Fiscal Year 2011

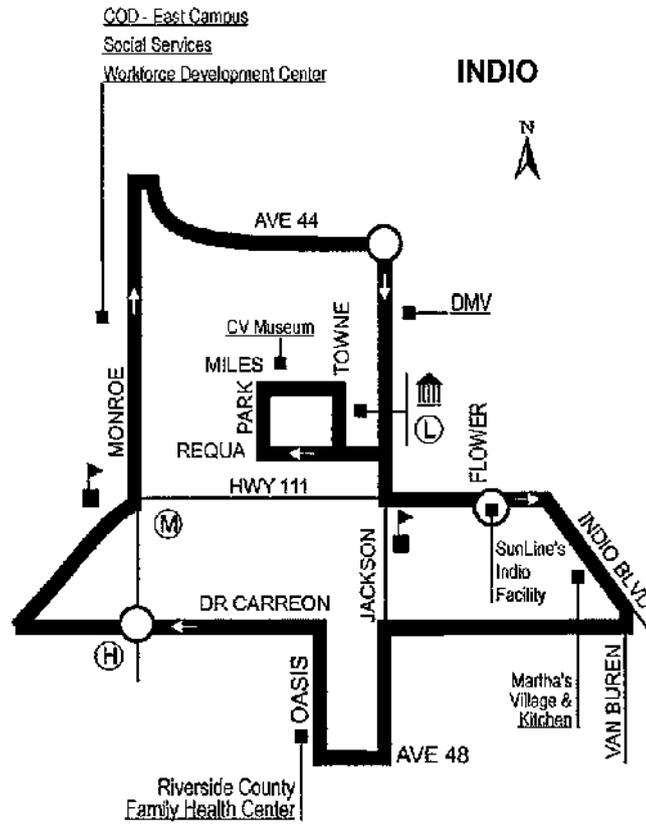
Service improvements in FY 2010/11 entailed realigning Line 14 in Desert Hot Spring due to implementation of Line 15. As a result, service previously offered along Hacienda on Line 14 is now part of the community-based service provided on Line 15. Additional buses were added to Lines 32 and 111 to improve service adherence. Also, given the decreased ridership and low productivity on Line 50, the route was realigned and renamed Line 53 to offer a community-based service within the City of Palm Desert.

3.2 Recommended New Local and Commuter Routes

For FY 2011/12, the Agency plans to realign the existing community-based route, Line 80 to provide service north of Interstate 10. The current Line 80 will remain the same with minor changes to how the route is operated. With the changes to the existing route, a new route Line 81 will be implemented to offer service to the retail and commercial stores on the north end of the City and potentially provide service to the newly constructed transportation center in the City along Indio Boulevard. In addition, staff is considering another community-based route to serve residents of the City of Indio. SunLine also plans to implement a commuter bus route to Banning to connect with transit service provided from the Pass Area to the MetroLink station in downtown Riverside by the Riverside Transit Agency. Preliminary route maps are provided on the following pages.

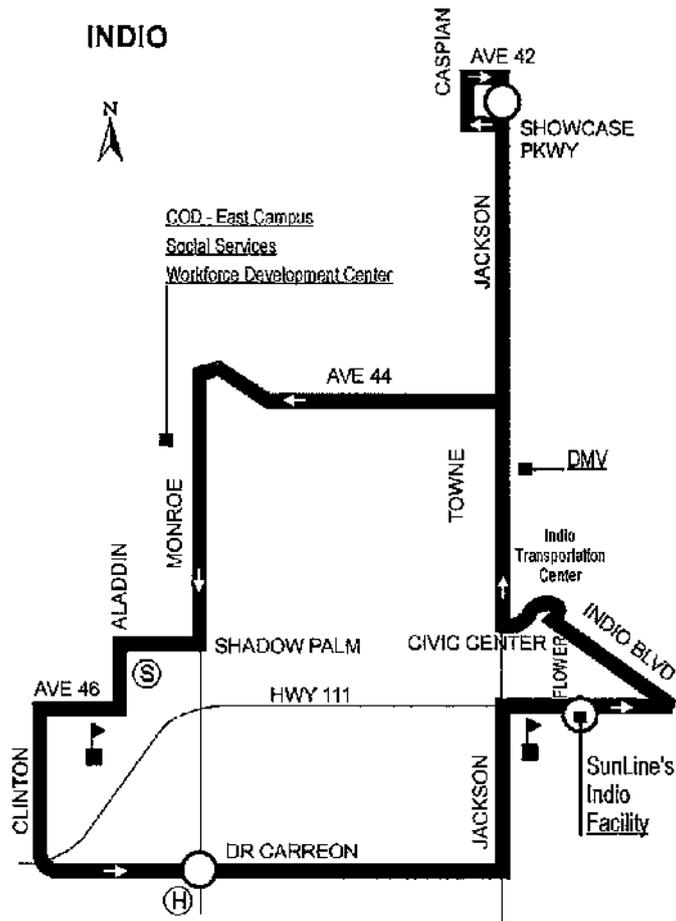
A. Proposed Line 80 Route Map - Preliminary

LINE 80

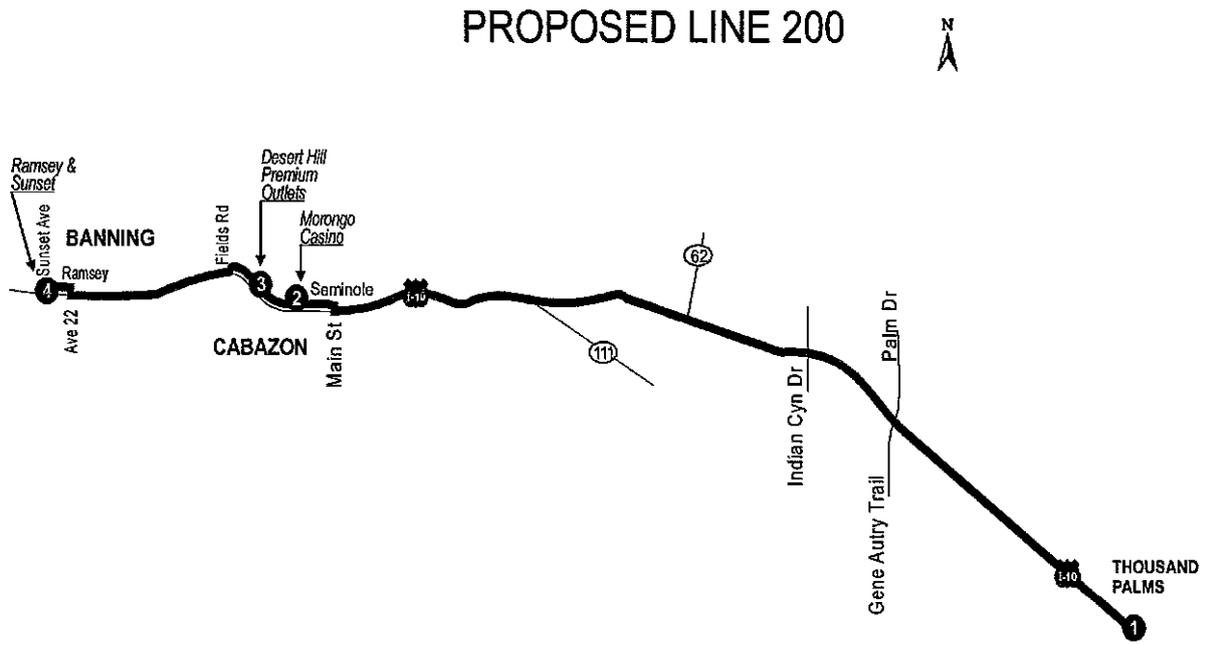


B. Proposed Line 81 Route Map - Preliminary

LINE 81A



C. Proposed Line 200 Route Map – Preliminary



3.3 Service Modifications and Adjustments

In light of on-going challenges with reduced funding and declining revenues, staff plans to continue evaluating existing services for reductions, modifications and/or discontinuation for approval by the Board of Directors. SunLine will also continue to use the PIP measurements and the service warrants as guidelines to reduce trip inefficient service, decrease duplicative service, and discontinue unproductive routes. Staff will concentrate on several areas, including evaluating early morning and late evening trips on most routes. In September 2011, SunLine plans to realign Line 80 to offer service north of I-10 in the city of Indio as recommended in the 2009 COA Update. In addition to realigning Line 80, a new route will also be implemented to serve the new transportation center in the city of Indio as well.

3.4 Marketing Plans and Promotion

SunLine plans to promote and market existing service and new service routes implemented in FY 2011/12. The marketing plan will entail conducting more public outreach to businesses and schools along most routes as well as advertise service in bus shelters, on the buses and on our website. Furthermore, staff intends to work with businesses in the Coachella Valley to promote ridership, especially employees that use the Coachella Valley Employer Pass for their commuting needs.

3.5 Budget Impacts on Proposed Change

In FY 2011/12, SunLine plans to realign Line 80 and introduce two new routes, Lines 81 and 200. Line 81 is a reconfiguration of some segments of the existing Line 80 to provide service to the transportation center in the city of Indio. For Line 201, SunLine plans to use funding awarded by RCTC from the second call for projects to operate a commuter route linking Coachella Valley residents to commuter service offered by RTA from the Pass Area to the MetroLink station in downtown Riverside.

TABLE 3A- INDIVIDUAL ROUTE DESCRIPTION

TABLE 3A- INDIVIDUAL ROUTE DESCRIPTION	
Line #	Existing Routes
Line 14	Serves the Cities of Desert Hot Springs and Palm Springs
Line 15	Serves residents of Desert Hot Springs
Line 24	Serves the City of Palm Springs and Cathedral City
Line 30	Serves the cities of Palm Springs and Cathedral City
Line 32	Provides service to the Cities of Palm Springs, Cathedral City, Rancho Mirage and Thousand Palms
Line 53	Service is provided to the City of Palm Desert
Line 70	Service is offered to the Cities of La Quinta, Bermuda Dunes, Palm Desert, and Indian Wells
Line 90	Offers service to the Cities of Indio and Coachella
Line 91	Serves the Cities of Coachella and Indio, and the unincorporated areas of Mecca, Thermal and Oasis
Line 111	Service is provided to the Cities of Indio, La Quinta, Indian Wells, Palm Desert, Rancho Mirage, Cathedral City and Palm Springs
Line #	Planned New Routes
Line 80	Realign existing route to serve new commercial and retail stores north of Interstate 10.
Line 81	Realign and rename clockwise segment of existing route to improve service provided to residents of the City of Indio.
Line 200	Implement new commuter route to provide service between the Coachella Valley and the Pass Area that will enable Valley residents to connect to commuter service offered by the Riverside Transit Agency to the MetroLink station in downtown Riverside.

TABLE 3B- FY 2010/11 NEW ROUTE EXEMPTION SHEET

ROUTE #	MODE	SERVICE TYPE	ROUTE DESCRIPTION	DATE OF IMPLEMENTATION	SERVICE END DATE
Line 80	FR	Directly operated	City of Indio	September 2011	N/A
Line 81	FR	Directly Operated	City of Indio	September 2011	N/A
Line 200	FR	Directly Operated	Coachella Valley to Pass Area [City of Banning]	January 2011	N/A

CHAPTER 4 – FINANCIAL AND CAPITAL PLANS

4.1 Operating and Capital Budget

For FY 2011/12, SunLine plans to use funding from various sources to operate its fixed route and paratransit services, including using Section 5307 funds apportioned by the Federal Transit Administration (FTA) for operating assistance and transit capital projects. Other funding sources will include Proposition 1B capital transit and transit security funds, carryover State Transit Assistance funds, Local Transportation Funds, Measure A, and operating assistance from the Section 5311 program. Other potential funding source may consist of SunLine's Bus Advertising program revenues and rebates from the Alternate Fuel program.

4.2 Funding Plans to Support Proposed Operating and Capital Program

For fiscal year 2010/2011, the funding plan to support proposed operating and capital program will entail combining funding requested for the fiscal year and carryover funds from prior years. The funding plan for operating assistance will be funded using new and carryover LTF funding, Measure A, Section 5307 carryover and new funds, Section 5311, Section 5316, Section 5317, and revenue generated from the farebox. LTF and Section 5307 funds will be used for preventative maintenance. The funding plan for the capital improvement projects will comprise of funding from Proposition 1B for transit capital and transit security projects, carryover and new Section 5307 funds, and carryover funds from State Transit Assistance. The funding plans to support the proposed operating and capital program are outlined below.

4.2.1: Operating Budget:

The estimated operating budget plan, outlined in Table 4, consist of funds from the following funding sources:

- Estimated Local Transportation funds [LTF] totaling over \$10 million
- Estimated Measure A funds totaling over \$4 million
- A total of \$264,083 from the Section 5311 funding program
- Section 5307 funds for operating and Preventive Maintenance.
- Revenues from the Bus Shelter Advertising Program
- Recommended JARC funds for implementing proposed commuter service to the Pass Area in the amount of \$119,057 and New Freedom funds in the amount of \$15,000
- Recommended New Freedom funds to implement taxi voucher program in the Coachella Valley in the amount of \$86,475

4.2.2: Capital Improvement Project budget:

The estimated capital improvement program budget shown in Table 4 includes funding from the following sources:

- Over \$2.9 million State Transit Assistance funds for FY 2009/10
- Carryover and new Section 5307 funds,

- Estimated funds of \$394,927 in Transit Security funding to be used in funding transit safety and security enhancement projects.
- New Freedom carryover funds in the amount of \$16,957 from the first Call for Project in 2009.

4.3 Regulatory and Compliance Requirements

Americans with Disability Act (ADA)

SunLine complies with ADA Regulations with accessible vehicles used for transit services.. Most supervisors' vans are also equipped with wheelchair lifts and we continue to work with local jurisdictions to improve bus stops to ensure adherence to ADA guidelines.

Disadvantaged Business Enterprises (DBE)

In FY 2008/09, staff submitted its bi-annual DBE report to Federal Transit Administration (FTA), which has been approved by FTA. Staff is working on gathering information to develop and submit its DBE report to the Federal Transit Administration in FY 2010/11.

Equal Employment Opportunity (EEO)

SunLine complies with federal regulations pertaining to employment and submits its EEO Report every other year to the Federal Transit Administration.

Title VI

SunLine's Title VI Report was updated and submitted to the FTA for the required mandate of updating the reports every three years. The approved FY2010/11 Update Report has been submitted to FTA.

Transportation Development Act (TDA) Triennial Audit

In FY 2009/10, RCTC commissioned Mayer, Hoffman and McCann PC to conduct the Triennial Performance Audit as required by TDA, and there were no findings from audit the completed in FY 2009/10.

Federal Transit Administration Triennial Audit

Staff completed the FTA Triennial Audit in June 2010 and is currently working FTA staff to complete the final report.

National Transit Database (NTD) Report and Sampling

Staff is currently working on the FY 2010/11 NTD Sampling which will be completed in June 2011.

Alternative Fueled Vehicles

SunLine conforms to RCTC Alternative Fuel Policy with all vehicles in the fleet using CNG fuels. The current fleet consists of 68 40-foot CNG buses, ten 32-foot CNG buses, 31 22-foot paratransit buses plus and 39 non-revenue CNG vehicles. The fleet composition includes 1 new flyer H2 hybrid, 1 Van Hool H2 fuel Cell hybrid and 1 non-revenue hybrid.

TABLE 4A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 12-01

PROJECT NAME

Bus Rehabilitation

PROJECT DESCRIPTION

Funding would enable SunLine to rehabilitate old buses in its fleet due to fading of the painting and color scheme on the buses, as well as purchase other equipment to repair or rehabilitate buses.

PROJECT JUSTIFICATION

Currently, there are a number of buses in the fleet with paint and colors on the exterior and interior that has faded. Rehabilitating the buses would restore the colors in the interior and on the exterior.

PROJECT FUNDING SOURCES (REQUESTED)

FTA	\$ 120,000
STA	\$ 40,000
TOTAL	\$ 160,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

<i>FTA Grant #</i>	<i>RCTC Grant #</i>	<i>Description</i>	<i>Unexpended balance</i>

SunLine will be using carryover STA funds that was previously programmed but has been deferred.

TABLE 4A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 12-02

PROJECT NAME

Purchase seven (7) replacement support vehicles

PROJECT DESCRIPTION

Support vehicles are used primarily as relief vehicles for drivers beginning or ending their shifts in mid-route. SunLine's procedures for replacing support vehicles comply with FTA regulations. SunLine uses alternate fueled vehicles (CNG) and will purchase regular cars and pick-ups manufactured by either the Ford Motor, Honda or Toyota Companies based on the scope of services developed to acquire the vehicles.

PROJECT JUSTIFICATION

The support vehicles are needed to replace current vehicles that have met their useful lives as required by federal guidelines.

PROJECT FUNDING SOURCES (REQUESTED)

FTA	\$100,000
STA	<u>\$565,000</u>
TOTAL	\$665,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

TABLE 4A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL12-03

PROJECT NAME

Transit Enhancements

PROJECT DESCRIPTION

Enhance existing bus stops as recommended in the COA. Funding requested for transit enhancements will address FTA requirement to utilize 1% of the Section 5307 apportionment on Safety and Security. Transit amenities requested will also utilize 1% of Section 5307 apportionment as required by FTA.

Purchase 100 kiosk lexan	\$ 11,175.50
Purchase lexan schedules	\$ 11,175.50
Purchase solar batteries	\$ 11,175.50
Purchase miscellaneous. supplies	\$ 11,175.50

Total \$ 44,470

PROJECT JUSTIFICATION

Continued improvements to bus stops for the safety and comfort of passengers as recommended in the Comprehensive Operational Analysis.

PROJECT FUNDING SOURCES (REQUESTED)

FTA	\$ 35,586 (Section 5307)
STA	\$ 13,135 (STA)
New Freedom	\$16,957 (NF)
TOTAL	\$65,678

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC’S CAPITAL GRANT NUMBER.

<i>FTA Grant #</i>	<i>RCTC Grant #</i>	<i>Description</i>	<i>Unexpended balance</i>

TABLE 4A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 12-04

PROJECT NAME

Transit Security Enhancement Project

PROJECT DESCRIPTION

SunLine plans to use these funds for a variety of transit security related projects, including purchasing replacement vehicles for staff in the Safety/Security Department and to enhance bus stops throughout the Valley.

PROJECT JUSTIFICATION

The projects are needed to ensure the safety and security of SunLine employees and passengers.

PROJECT FUNDING SOURCES (REQUESTED)

PROP 1B \$394,927 (Transit Security)

TOTAL \$394,927

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

<i>FTA Grant #</i>	<i>RCTC Grant #</i>	<i>Description</i>	<i>Unexpended balance</i>

TABLE 4A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 12-05

PROJECT NAME

Facility Improvements

PROJECT DESCRIPTION

Funds requested in this fiscal year will enable SunLine to improve existing facilities, including roof repair, building roof, replacement of carpeting and blinds, and repair of parking facilities for staff use.

PROJECT JUSTIFICATION

Project is necessary for facilities and ground improvements at Thousand Palms and Indio.

PROJECT FUNDING SOURCES

FTA \$400,000 (Section 5307)
STA \$100,000 (STA)
TOTAL \$500,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR
PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND
RCTC'S CAPITAL GRANT NUMBER.

TABLE 4A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 12-06

PROJECT NAME

Administrative building

PROJECT DESCRIPTION

Funds requested in this fiscal year will enable SunLine to improve begin construction on the new Administrative offices. Staff is currently working on the environmental assessment, final engineering and the Master Plan.

PROJECT JUSTIFICATION

SunLine staff is currently housed in temporary mobile home trailers that are in various stages of disrepair. SunLine is located in Thousand Palms, California, with an average temperature of 103°. The useful life of these temporary fixtures is 20 years; however, the average age of the trailers used for agency businesses are 24 years; 4 years past their useful life. These facilities have a high repair and maintenance cost, with little possibility of any appreciation in value. These temporary facilities house staff from the Operations Department, including transit operators, planning staff, other Administrative staff, and the senior leadership team among others. SunLine currently employs approximately 284 Full Time Equivalent employees. These trailers are in a state of disrepair, including having a septic tank based plumbing systems, and have created a potentially unsafe environment that attracts various insects and rodents.

PROJECT FUNDING SOURCES

FTA	\$ 400,000
STA	\$1,500,000
TOTAL	\$1,900,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

TABLE 4A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 12-07

PROJECT NAME

Office furniture

PROJECT DESCRIPTION

Purchase new furniture to replace existing furniture for staff in various departments.

PROJECT JUSTIFICATION

Continuation of office furniture program to replace and add furniture as they reach the end of their cycle life.

PROJECT FUNDING SOURCES (REQUESTED)

FTA \$100,000 (Section 5307)
STA \$ 20,000 (STA)
TOTAL \$120,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

<i>FTA Grant #</i>	<i>RCTC Grant #</i>	<i>Description</i>	<i>Unexpended balance</i>

TABLE 4A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 12-08

PROJECT NAME

Purchase Ticket Vending Machine [TVM] for installation at a selected bus transfer location.

PROJECT DESCRIPTION

This is continuation of the project begun in FY 2007/08; whereby, staff purchased new Odyssey to replace existing CENTSaBill fareboxes installed on the buses as well as installed a TVM at the Indio transfer location. The TVM has been well received and staff plans to install another TVM for passengers' convenience.

PROJECT JUSTIFICATION

The additional TVM will make it easier for passengers to get their passes without going to Pass Outlets to buy their passes and will facilitate faster boarding.

PROJECT FUNDING SOURCES (REQUESTED)

STA	<u>\$75,000</u>
TOTAL	\$75,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

<i>FTA Grant #</i>	<i>RCTC Grant #</i>	<i>Description</i>	<i>Unexpended balance</i>

TABLE 4A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 12-09

PROJECT NAME

Implement Intelligent Transportation System (ITS) Project

PROJECT DESCRIPTION

Purchase various ITS equipment, software and hardware existing and expansion service, as well as for planning related activities for service improvement and schedule adherence.

PROJECT JUSTIFICATION

Use of ITS equipment will be beneficial in the daily functions staff performs and will help to streamline both operations and reporting of SunLine service operations.

PROJECT FUNDING SOURCES (REQUESTED)

FTA \$200,000
STA \$300,000
TOTAL \$500,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER

<i>FTA Grant #</i>	<i>RCTC Grant #</i>	<i>Description</i>	<i>Unexpended balance</i>

TABLE 4A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 12-10

PROJECT NAME

Technical Transit Planning and Facility Feasibility Studies

PROJECT DESCRIPTION

Conduct a transit planning study to determine the feasibility of implementing Bus Rapid Transit [BRT] as well as select the most viable corridor for BRT service. The Preferred Service Plan proposed as part of the findings in the 2005/06 Comprehensive Operational Analysis [COA] and 2009 COA Update recommends operating BRT service along the Highway 111 corridor; however, there is a need complete an Alternate Analysis to define and select the most viable corridor in the Valley for BRT service implementation.

Furthermore, there is a need to evaluate the existing satellite facility in the City of Indio to determine and define the most cost effective use of the existing facility. Currently, the facility is used for maintenance, limited operations and administrative functions, and also used as a transfer location for four routes service various segments of the Coachella Valley. SunLine is requesting funding to conduct both studies to select the most viable corridor and determine the best use for the satellite facility in Indio.

PROJECT JUSTIFICATION

The requested funding will enable SunLine to work with selected consultants to conduct studies that will help staff in selecting a corridor for BRT service implementation and determining what might be the best use for the existing satellite facility in Indio.

PROJECT FUNDING SOURCES (REQUESTED)

FTA	\$150,000 (Section 5307)
LTF	\$50,000 (FY 2010/11)
LTF	<u>\$250,000</u> (Carryover LTF Funding)
TOTAL	\$450,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

FTA Grant #	RCTC Grant #	Description	Unexpended balance

TABLE 4A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 12-11

PROJECT NAME

Miscellaneous Maintenance Tools & Equipment

PROJECT DESCRIPTION

Purchase major replacement tools, equipment and parts used in routine vehicle maintenance. The items to be purchased include multi meters, torque wrenches, impact sockets, software updates, service jacks, miscellaneous air and hand tools, and drill bits.

PROJECT JUSTIFICATION

Equipment must be replaced to ensure proper maintenance of revenue service vehicles.

PROJECT FUNDING SOURCES (REQUESTED)

FTA	\$80,000 (Section 5307)
STA	<u>\$20,000</u>
TOTAL	\$100,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

<i>FTA Grant #</i>	<i>RCTC Grant #</i>	<i>Description</i>	<i>Unexpended balance</i>

TABLE 5A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 13-01

PROJECT NAME

Bus Rehabilitation

PROJECT DESCRIPTION

Funding would enable SunLine to rehabilitate old buses in its fleet due to fading of the painting and color scheme on the buses, as well as purchase other equipment to repair or rehabilitate buses.

PROJECT JUSTIFICATION

Currently, there are a number of buses in the fleet with paint and colors on the exterior and interior that has faded. Rehabilitating the buses would restore the colors in the interior and on the exterior.

PROJECT FUNDING SOURCES (REQUESTED)

FTA \$ 120,000 (FY 5307)
STA \$ 40,000 (STA)
TOTAL \$ 160,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

<i>FTA Grant #</i>	<i>RCTC Grant #</i>	<i>Description</i>	<i>Unexpended balance</i>

SunLine will be using carryover STA funds that was previously programmed but has been deferred.

TABLE 5A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 13-02

PROJECT NAME

Purchase seven (7) replacement support vehicles

PROJECT DESCRIPTION

Support vehicles are used primarily as relief vehicles for drivers beginning or ending their shifts in mid-route. SunLine's procedures for replacing support vehicles comply with FTA regulations. SunLine uses alternate fueled vehicles (CNG) and will purchase regular cars and pick-ups manufactured by either the Ford Motor, Honda or Toyota Companies based on the scope of services developed to acquire the vehicles.

PROJECT JUSTIFICATION

The support vehicles are needed to replace current vehicles that have met their useful lives as required by federal guidelines.

PROJECT FUNDING SOURCES (REQUESTED)

FTA	\$100,000
STA	<u>\$565,000</u>
TOTAL	\$665,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

TABLE 5A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL13-03

PROJECT NAME

Transit Enhancements

PROJECT DESCRIPTION

Enhance existing bus stops as recommended in the COA. Funding requested for transit enhancements will address FTA requirement to utilize 1% of the Section 5307 apportionment on Safety and Security. Transit amenities requested will also utilize 1% of Section 5307 apportionment as required by FTA.

Purchase 100 kiosk lexan	\$ 11,175.50
Purchase lexan schedules	\$ 11,175.50
Purchase solar batteries	\$ 11,175.50
Purchase miscellaneous. supplies	\$ 11,175.50

Total \$ 44,470

PROJECT JUSTIFICATION

Continued improvements to bus stops for the safety and comfort of passengers as recommended in the Comprehensive Operational Analysis.

PROJECT FUNDING SOURCES (REQUESTED)

FTA \$ 35,586 (Section 5307)
 STA \$ 8,884 (STA)

TOTAL \$ 44,470

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

<i>FTA Grant #</i>	<i>RCTC Grant #</i>	<i>Description</i>	<i>Unexpended balance</i>

TABLE 5A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 13-04

PROJECT NAME

Transit Security Enhancement Project

PROJECT DESCRIPTION

SunLine plans to use these funds for a variety of transit security related projects, including purchasing replacement vehicles for staff in the Safety/Security Department and to enhance bus stops throughout the Valley.

PROJECT JUSTIFICATION

The projects are needed to ensure the safety and security of SunLine employees and passengers.

PROJECT FUNDING SOURCES (REQUESTED)

PROP 1B \$394,927 (Transit Security)

TOTAL \$394,927

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

<i>FTA Grant #</i>	<i>RCTC Grant #</i>	<i>Description</i>	<i>Unexpended balance</i>

TABLE 5A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 13-05

PROJECT NAME

Facility Improvements

PROJECT DESCRIPTION

Funds requested in this fiscal year will enable SunLine to improve existing facilities, including roof repair, building roof, replacement of carpeting and blinds, and repair of parking facilities for staff use.

PROJECT JUSTIFICATION

Project is necessary for facilities and ground improvements at Thousand Palms and Indio.

PROJECT FUNDING SOURCES

FTA \$320,000 (Section 5307)
STA \$ 80,000 (STA)
TOTAL \$400,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

TABLE 5A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 13-06

PROJECT NAME

Administrative building

PROJECT DESCRIPTION

Funds requested in this fiscal year will enable SunLine to improve begin construction on the new Administrative offices. Staff is currently working on the environmental assessment, final engineering and the Master Plan.

PROJECT JUSTIFICATION

SunLine staff is currently housed in temporary mobile home trailers that are in various stages of disrepair. SunLine is located in Thousand Palms, California, with an average temperature of 103°. The useful life of these temporary fixtures is 20 years; however, the average age of the trailers used for agency businesses are 24 years; 4 years past their useful life. These facilities have a high repair and maintenance cost, with little possibility of any appreciation in value. These temporary facilities house staff from the Operations Department, including transit operators, planning staff, other Administrative staff, and the senior leadership team among others. SunLine currently employs approximately 284 Full Time Equivalent employees. These trailers are in a state of disrepair, including having a septic tank based plumbing systems, and have created a potentially unsafe environment that attracts various insects and rodents.

PROJECT FUNDING SOURCES

FTA	\$1,600,000
STA	\$ 400,000
TOTAL	\$2,000,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

TABLE 5A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 13-07

PROJECT NAME

Office furniture

PROJECT DESCRIPTION

Purchase new furniture to replace existing furniture for staff in various departments.

PROJECT JUSTIFICATION

Continuation of office furniture program to replace and add furniture as they reach the end of their cycle life.

PROJECT FUNDING SOURCES (REQUESTED)

FTA	\$80,000 (Section 5307)
STA	<u>\$20,000</u> (STA)
TOTAL	\$100,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

<i>FTA Grant #</i>	<i>RCTC Grant #</i>	<i>Description</i>	<i>Unexpended balance</i>

TABLE 5A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 13-08

PROJECT NAME

Implement Intelligent Transportation System (ITS) Project

PROJECT DESCRIPTION

Purchase various ITS equipment, software and hardware existing and expansion service, as well as for planning related activities for service improvement and schedule adherence.

PROJECT JUSTIFICATION

Use of ITS equipment will be beneficial in the daily functions staff performs and will help to streamline both operations and reporting of SunLine service operations.

PROJECT FUNDING SOURCES (REQUESTED)

FTA \$400,000
STA \$100,000
TOTAL \$500,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER

<i>FTA Grant #</i>	<i>RCTC Grant #</i>	<i>Description</i>	<i>Unexpended balance</i>

TABLE 5A – CAPITAL PROJECT JUSTIFICATION

PROJECT NUMBER

SL 13-09

PROJECT NAME

Maintenance Tools & Equipment

PROJECT DESCRIPTION

Purchase major replacement tools, equipment and parts used in routine vehicle maintenance. The items to be purchased include multi meters, torque wrenches, impact sockets, software updates, service jacks, miscellaneous air and hand tools, and drill bits.

PROJECT JUSTIFICATION

Equipment must be replaced to ensure proper maintenance of revenue service vehicles.

PROJECT FUNDING SOURCES (REQUESTED)

FTA	\$80,000 (Section 5307)
STA	<u>\$20,000</u>
TOTAL	\$100,000

PRIOR YEAR PROJECTS OF A SIMILAR NATURE WITH UNEXPENDED BALANCE – OR PROJECTS APPROVED BUT NOT YET ORDERED – INCLUDE FTA GRANT NUMBER AND RCTC'S CAPITAL GRANT NUMBER.

<i>FTA Grant #</i>	<i>RCTC Grant #</i>	<i>Description</i>	<i>Unexpended balance</i>

TABLE 6 FY 2010 TRIENNIAL PERFORMANCE AUDIT

The FY2010 State Triennial Review completed by Mayer, Hoffman and McCann, PC did not have any findings. SunLine's Federal Triennial Review for FY 2010 was also conducted during the same period and staff has addressed recommendations provided the Federal Reviewers. The corrective action approved by FTA addressed the areas of Technical, Satisfactory Continuing Control, and Maintenance deficiencies.

SunLine Transit Agency
 FY 2011/12
 Summary of Funds Requested
 Short Range Transit Plan

Table 4 - Summary of Funding Request for FY 2011/12 - DRAFT

Revised April 19, 2011

Project Description	Capital Project Number (1)	Total Amount of Funds	Total Carryover Amount	LTF	* LTF Carryover FUNDS	STA	Prop 13 Transit Security	Prop 13 PTM/ISEA	Measure A	Section 5307 Indian/Cathedral City Palm Springs	5307 Indian/Cathedral City Palm Springs	Section 5311	Section 5316	Section 5317	Other Revenue	* Farebox
OPERATING																
Operating Assistance		\$20,210,153	\$0	\$10,760,032	\$0				\$4,256,881	\$924,804	\$0	\$264,566	\$119,057	\$101,475	\$500,000	\$3,283,338
Preventive Maintenance		\$1,250,000	\$717,984	\$0	\$467,201					\$1,250,000	\$250,783					
Subtotal: Operating		\$21,460,153	\$717,984	\$10,760,032	\$467,201		\$0	\$0	\$4,256,881	\$2,174,804	\$250,783	\$264,566	\$119,057	\$101,475	\$500,000	\$3,283,338
CAPITAL																
Bus Rehabilitation	SL-12-01	\$160,000				\$40,000				\$120,000						
7 Replacement Paratransit Buses	SL-12-02	\$665,000				\$665,000				\$100,000						
Transit Enhancement	SL-12-03	\$65,678				\$13,155				\$35,566			\$16,957			
Transit Security Project (FY10/11)	SL-12-04	\$394,927				\$0	\$394,927			\$0						
Facility Improvement	SL-12-05	\$400,000				\$300,000				\$100,000						
Administrative Building	SL-12-06	\$1,900,000				\$1,500,000				\$400,000						
Office Furniture	SL-12-07	\$120,000				\$20,000				\$100,000						
Ticket Vending Machine	SL-12-08	\$75,000				\$75,000				\$0						
ITS Project	SL-12-09	\$500,000				\$500,000				\$200,000						
Transit Planning and Feasibility Studies	SL-12-10	\$450,000		\$50,000	\$250,000	\$0				\$150,000						
Maintenance Tools & Equipment	SL-12-11	\$100,000				\$20,000				\$80,000						
Subtotal: Capital		\$4,830,605	\$0	\$50,000	\$250,000	\$2,833,155	\$394,927	\$0	\$0	\$1,285,566			\$16,957			
Total: Operating & Capital		\$26,290,758	\$717,984	\$10,810,032	\$717,201	\$2,833,155	\$394,927	\$0	\$4,256,881	\$3,460,390	\$250,783	\$264,566	\$136,014	\$101,475	\$500,000	\$3,283,338

Proposed Funding Details

Projected FY 11/12/ LTF	\$	10,760,032	
Projected FY 11/12 Preventive Maintenance	\$	1,250,000	
Projected FY 11/12 Farebox Ratio	\$	3,283,338	[This number is from last FY 10/11 and will change to reflect the new projected figures for FY 11/12]
Projected Other Funds	\$	500,000	
Projected FY 11/12 Measure A funds	\$	4,256,881	
Projected FY 11/12 Section 5307 Operating Funds	\$	924,804	
Projected FY 11/12 Section 5311 Operating Funds	\$	264,566	
Recommended FY 2011/12 NF Funds	\$	101,475	[This includes 586,475 for the Tax Voucher Program and 423,000 for the commuter service to Denning]
Recommended FY 2011/12 JARC Funds	\$	119,057	[This is for the proposed commuter service to Denning]
Programmed LTF Carryover Funds	\$	21,460,153	
	\$	467,201	[SunLine is proposing to use and reprogram carryover funds from FY 08 for operating as well as for capital. This is from SL-08-5 (farebox installation project) and SL-08-17 (purchase ITS Equipment) totaling \$717,984; however, \$250,000 will be used in funding the feasibility study and the remaining for operating]
Programmed FTA Carryover Funds (Preventive Maintenance)	\$	250,783	[SunLine is proposing to use carryover funds from FY 08 Section 5307 funding]
Estimated Total Operating Funds	\$	22,178,137	

*For Line Item SL-12-05, note that the \$16,957 for JARC (2009 Call for Projects) is for bus stop improvements

Table 5 - Summary of Funding Request for FY 2012/13

Revised April 19, 2011

Project Description	Project Number (C)	Total Amount of Funds	Total Carryover Amount	LTF	LTF Carryover Funds	STA	** STA Carryover FUNDS	*** Prop 13 Transit Security	Prop 1B PTMISEA	Measure A	Section 5307		Section 5311	Section 5316	Section 5317	Other Revenue	Fairbox
											Indo/Cathedral City Palm Springs	Indo/Cathedral City Palm Springs					
OPERATING																	
Operating Assistance		\$22,107,578	\$0	\$12,629,436	\$0					\$4,520,200	\$924,804	\$0	\$270,000	\$0	\$0	\$500,000	\$3,283,338
Preventive Maintenance		\$1,875,000	\$0	\$375,000	\$0						\$1,500,000	\$0					
CAPITAL																	
Bus Rehabilitation	SL-13-01	\$150,000	\$150,000			\$40,000					\$120,000						
Replacement Parametash Buses	SL-13-02	\$665,000	\$665,000			\$515,000					\$150,000						
Transit Reprofitment	SL-13-03	\$80,000	\$80,000			\$80,000					\$0						
Transit Security Project (FY12/13)	SL-13-04	\$394,927	\$394,927			\$394,927		\$394,927			\$0						
Facility Improvement	SL-13-05	\$400,000	\$400,000			\$80,000					\$320,000						
Administrative Building	SL-13-06	\$2,000,000	\$2,000,000			\$400,000					\$1,600,000						
Office Furniture	SL-13-07	\$100,000	\$100,000			\$20,000					\$80,000						
LTS Project	SL-13-08	\$800,000	\$800,000			\$100,000					\$700,000						
Maintenance Tools & Equipment	SL-13-09	\$100,000	\$100,000			\$20,000					\$80,000						
Subtotal: Capital		\$4,599,927	\$4,599,927	\$0	\$0	\$1,195,000	\$0	\$394,927	\$0	\$0	\$2,810,000	\$0	\$0	\$0	\$0	\$0	\$0
Total: Operating & Capital		\$28,332,505	\$0	\$13,004,436	\$0	\$1,195,000	\$0	\$394,927	\$0	\$4,500,000	\$5,234,804	\$0	\$0	\$0	\$0	\$500,000	\$3,283,338