



Wednesday, September 24, 2014

12:00 Noon

Kelly Board Room

32-505 Harry Oliver Trail

Thousand Palms, CA 92276

**Chairman Greg Pettis participating via phone
from the following address:**

Hyatt Regency Minneapolis, 1300 Nicollet Mall, Minneapolis, MN 55403

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

- | | |
|---|--------------------------------|
| <p>1. <u>Call to Order</u>
Vice Chairman Douglas Hanson</p> <p>2. <u>Roll Call</u></p> <p>3. <u>Presentations</u>
a) Presentation to Walmart for participation in "Pack the Bus" Charity (Lauren Skiver)</p> <p>4. <u>Finalization of Agenda</u></p> <p>5. <u>Public Comments</u>
(NOTE: Those wishing to address the Board should complete a Public Comment Card and will be called upon to speak.)</p> | <p>Receive Comments</p> |
|---|--------------------------------|

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.

6. Board Member Comments**Receive Comments**

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

----- RECEIVE & FILE -----**7. Consent Calendar****Receive and File**

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

- a) Checks over \$1,000 report, and backup report, for July, August, 2014 (Pages 1-16)
- b) Monthly Budget Report for June, July 2014 (Pages 17-18)
- c) Credit card statement for July, 2014 (Pages 19-23)
- d) Contracts Signed in Excess of \$25,000 (Page 24)
- e) Ridership Report for July, 2014 (Pages 25-26)
- f) SunDial Operational Notes for July, August, 2014 (Pages 27-28)

----- ACTION -----**8. Approval of Minutes****Approve**

Request to the Board to approve the Minutes of the July 30, 2014 Board of Directors Meeting. (Pages 29-36)

9. Award of Contract for VoIP Phone System (Rick Barone)**Approve**

Recommend that the Board grant authorization to the General Manager to approve award of a contract for a Voice over Internet Protocol (VoIP) Phone System. (Pages 37-38)

10. Approval of Contract for Bus Stop Site Engineering Services (Rick Barone)**Approve**

Request to the Board of Directors authorize SunLine's General Manager to execute an agreement with Psomas in the amount of \$155,239.12 for Bus Stop Site Engineering services. (Pages 39-46)

11. **Execution of Option for Legal Services (Rick Barone)** **Approve**
Request to the Board to ratify and authorize the General Manager to exercise the second option year included in the contract for legal services with Rutan & Tucker. (Pages 47-48)
12. **Approval of Contract for Cable Television (Rudy Le Flore)** **Approve**
Request to the Board of Directors authorize SunLine's General Manager to execute an agreement with Time Warner Cable not to exceed \$6,099.95. (Pages 49-50)
13. **First Reading Conflict of Interest Code Policy Update (Carolyn Rude)** **Approve**
Review request to the Board to approved first reading of the update to the Conflict of Interest Code Policy. (Pages 51-73)
14. **Closure of Inactive Bank Accounts (Alton Hillis)** **Approve**
Request to the Board to approve Resolution to close two inactive bank accounts. (Pages 74-76)

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

15. **Administration Building Schedule (Rudy Le Flore)** **Information**
Update to the Board on the Administration Building and Transit Hub Project. (Page 77)
16. **Inventory Audit Report (Javier Flores)** **Information**
Report to the Board on the results of the inventory audit. (Pages 78-82)

17. **General Manager's Report**
18. **Next Meeting Date**
October 22, 2014
12 o'clock Noon – Kelly Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276
19. **Adjourn**



FINANCE COMMITTEE AGENDA

September 24, 2014

11:15 a.m.

**G.M. Conference Room
SunLine Transit Agency
Thousand Palms, CA**

1. **Call to Order**
2. **Roll Call**
3. **Public Comments**
4. **Committee Member Comments**

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

5. **Consent Calendar** **Receive and File**
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b) Monthly Budget Report for June, July, 2014 (Pages 17-18)
c) Credit card statement for July, 2014 (Pages 19-23)
d) Contracts Signed in Excess of \$25,000 (Page 24)

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

6. **Appoint a New Committee Chair and Vice Chair** **Approve**
(Current Committee Chairman, Doug Hanson)
Committee members to appoint a new Chair and Vice Chair for fiscal year 2015.
7. **Award of Contract for VoIP Phone System** **(Rick Barone)** **Approve**
Recommend that the Board grant authorization to the General Manager to approve award of a contract for a Voice over Internet Protocol (VoIP) Phone System. (Pages 25-26)
8. **Approval of Contract for Bus Stop Site Engineering Services** **Approve**
(Rick Barone)
Request to the Board of Directors authorize SunLine's General Manager to execute an agreement with Psomas in the amount of \$155,239.12 for Bus Stop Site Engineering services. (Pages 27-34)

9. **Execution of Option for Legal Services** (Rick Barone) **Approve**
Request to the Board to ratify and authorize the General Manager to exercise the second option year included in the contract for legal services with Rutan & Tucker. (Pages 35-36)
10. **Approval of Contract for Cable Television** (Rudy Le Flore) **Approve**
Request to the Board of Directors authorize SunLine's General Manager to execute an agreement with Time Warner Cable not to exceed \$14,175.83. (Pages 37-38)
11. **Closure of Inactive Bank Accounts** (Alton Hillis) **Approve**
Request to the Board to approve resolution to close two inactive bank accounts. (Pages 39-41)

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

12. **Administration Building Schedule** (Rudy Le Flore) **Information**
Update to the Board on the Administration Building and Transit Hub Project. (Page 42)
13. **Inventory Audit Report** (Javier Flores) **Information**
Report to the Board on the results of the inventory audit. (Pages 43-47)
14. **Adjourn**

SunLine Transit Agency
 Checks \$1,000 and Over
 For the month of July 2014

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
DOUG WALL CONSTRUCTION, INC.	Administration Building Fees	662031	7/29/2014	\$854,890.43
HEALTH NET	Group Health Ins Prem	661911	7/3/2014	\$249,150.95
PERMA - Insurance	Gen Lib/WC	661987	7/18/2014	\$188,877.98
C V WATER DISTRICT	Utilities	662013	7/29/2014	\$176,698.33
SO CAL GAS CO.	Utilities	661992	7/18/2014	\$129,662.59
Alliant Insurance Services, Inc.	Insurance Losses	661923	7/11/2014	\$120,199.12
U.S. BANK INSTITUTIONAL TRUST-	Pension Deposits	661921	7/3/2014	\$65,316.68
U.S. BANK INSTITUTIONAL TRUST-	Pension Deposits	661998	7/18/2014	\$64,680.41
COUNTY OF RIVERSIDE	Administration Building Fees	662092	7/30/2014	\$49,786.47
ARCADIS U.S., INC.	Construction Managing	662009	7/29/2014	\$40,126.91
IBI GROUP	Engineer Services	662043	7/29/2014	\$37,615.84
GOODYEAR TIRE & RUBBER COMPANY,	Bus Tire Lease	662040	7/29/2014	\$28,568.98
METLIFE SBC	Dental Insurance	661936	7/11/2014	\$26,728.73
IMPERIAL IRRIGATION DIST	Utilities	662045	7/29/2014	\$21,821.53
IBI GROUP	Engineer Services	662044	7/29/2014	\$20,045.07
KUSHNER, SMITH, JOANOU & GREGSON,	Pension Auditors	661977	7/18/2014	\$14,000.00
RUTAN & TUCKER, LLP	Legal fees	662070	7/29/2014	\$12,994.30
CUMMINS PACIFIC, LLC	Bus Repair Parts	662023	7/29/2014	\$9,031.95
SOUTHWEST NETWORKS, INC.	Network Consultants	661993	7/18/2014	\$7,068.75
AMERICAN CAB	Taxi Voucher Program	662007	7/29/2014	\$6,654.72
STRICKLAND KENNY INC.	Lubricants & Oils	662078	7/29/2014	\$6,409.41
G & K SERVICES	Uniform service	661964	7/18/2014	\$5,553.89
AMALGAMATED TRANSIT UNION	Union Dues	661941	7/18/2014	\$5,471.12
AMALGAMATED TRANSIT UNION	Union Dues	661903	7/3/2014	\$5,299.65
KBM FACILITY SOLUTIONS	Janitorial Servs	662048	7/29/2014	\$4,925.00
HOME DEPOT CRD SRVS	Facility Maintenance	661973	7/18/2014	\$4,393.09
YELLOW CAB OF THE DESERT	Taxi Voucher Program	662091	7/29/2014	\$4,348.98
TELEPHONE DOCTOR, INC.	Staff Development	662079	7/29/2014	\$4,024.00
HAYWARD TILTON & ROLAPP	Auto Physical Damage	661932	7/11/2014	\$3,688.37
CALIFORNIA STATE DISBURSEMENT	Employee Garnishment	661906	7/3/2014	\$3,612.92
CALIFORNIA STATE DISBURSEMENT	Employee Garnishment	661943	7/18/2014	\$3,612.92
EISENHOWER OCCUPATIONAL	Medical-Exams and Testing	661958	7/18/2014	\$3,500.00
RCTC	Federal JARC Funding	662066	7/29/2014	\$3,194.00
NEW FLYER	Bus Parts	661985	7/18/2014	\$3,143.67
NAPA AUTO PARTS	Vehicle Repair Parts	661983	7/18/2014	\$2,770.14
CREATIVE BUS SALES, INC.	Bus Repair Parts	661955	7/18/2014	\$2,646.84
TK SERVICES, INC.	Bus Repair Parts	662082	7/29/2014	\$2,572.79
CARQUEST OF THE DESERT	Repair Parts	661950	7/18/2014	\$2,520.11

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KIMCO STAFFING SERVICES, INC.	Temp. Emp Serv	662049	7/29/2014	\$2,520.00
DESERT CITY CAB	Taxi Voucher Program	662026	7/29/2014	\$2,500.49
TK SERVICES, INC.	Bus Repair Parts	661995	7/18/2014	\$2,358.90
MAGELLAN BEHAVIORAL HEALTH	Employee Assistance	661934	7/11/2014	\$2,314.95
ST. BOARD OF EQUALIZATION	Use Tax 99-246185	662075	7/29/2014	\$2,262.00
RUTAN & TUCKER, LLP	Legal fees	661990	7/18/2014	\$2,256.79
CAL-TEST, INC.	D&A Onsite Testing	662015	7/29/2014	\$2,254.90
TIME WARNER CABLE	Utilities	662081	7/29/2014	\$2,200.00
VERIZON WIRELESS	Wireless Cell Service	662001	7/18/2014	\$2,159.52
BURRTEC WASTE & RECYCLING	Facility Trash Removal	661942	7/18/2014	\$2,084.98
FLEET-NET CORPORATION	Software & Licenses	661927	7/11/2014	\$1,860.00
GENFARE	Farebox	662037	7/29/2014	\$1,773.68
VALLEY OFFICE EQUIPMENT, INC.	Fax/Copier Supplies	662088	7/29/2014	\$1,709.73
FRANKLIN TRUCK PARTS, INC	Bus Repair Parts	661931	7/11/2014	\$1,598.22
ALLIEDBARTON SECURITY SERVICES	Security Services	661940	7/18/2014	\$1,419.80
OPW FUELING COMPONENTS	CNG/Hydrogen Station Parts	662058	7/29/2014	\$1,408.09
PARKHOUSE TIRES, INC.	Revenue/Non-Rev Tires	662060	7/29/2014	\$1,399.68
DESERT AIR CONDITIONING, INC.	A/C REPAIR AND SALES	661957	7/18/2014	\$1,384.79
ROMAINE ELECTRIC CORP.	Repair Parts	662068	7/29/2014	\$1,359.15
CAPITAL ONE COMMERCIAL (COSTCO)	Boardroom Supplies	661946	7/18/2014	\$1,356.34
PLAZA TOWING, INC.	Towing Service	662062	7/29/2014	\$1,250.00
ALLIEDBARTON SECURITY SERVICES	Security Services	662006	7/29/2014	\$1,242.36
SMARTDRIVE SYSTEMS, INC.	Security Equipment	661938	7/11/2014	\$1,240.00
BALLARD POWER SYSTEMS	Repair Parts	662012	7/29/2014	\$1,200.00
KIMCO STAFFING SERVICES, INC.	Temp. Emp Serv	661976	7/18/2014	\$1,198.80
DESERT ALARM, INC.	Security Services Monthly	662025	7/29/2014	\$1,120.00
Alton Hillis	Recruiting Employees	661924	7/11/2014	\$1,062.66
PALM SPRINGS CITY OF	Bus Shelter Revenue	662059	7/29/2014	\$1,012.50
TOTAL FUNDS BY HASLER	Postage Supplies	661996	7/18/2014	\$1,000.00

Total of Checks Over \$1,000	\$2,241,114.97
Total of Checks Under \$1,000	\$29,416.17
Total of All Checks for the Month	\$2,273,531.14
Total Amount of Checks Prior Years Same Month	\$2,315,453.34

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SunLine Transit Agency
Checks \$1,000 and Over
For the month - July 2014

Vendor Name	Item Description	Check No.	Date	Amount	Budgeted (Y/N)	Contract (Y/N)	Remaining (estimated)	Funding Source
Section I - Check payments issued against the Operating Fund - (Costs related to General Administration)								
ABC COMPANIES	Insurance Claims/Losses	662093	08/05/14	\$22,690.10	Y	N		Operating
ALLIANT INSURANCE SERVICES	Cost for annual Auto Physical Damage				Y	N		Operating
ALTON HILLIS	Cost of Recruiting Employees				Y	N		Operating
AVAIL TECHNOLOGIES	Software Support - Yearly Agmt	662254	08/18/14	\$107,289.00	Y	N		Operating
BURRYTEC WASTE & RECYCLING	Trash Pickup and Recycle for Div 1 & 2 (June)	662255	08/18/14	\$2,439.68	Y	N		Operating
CAL-TEST, INC.	D&A Onsite Testing				Y	N		Operating
CAPITAL ONE COMMERCIAL (Costco)	Boardroom/Agency Supplies				Y	N		Operating
C & M TREE SERVICE	Cost for Facility Maintenance (palm tree trimming)	662256	08/18/14	\$1,710.00	Y	N		Operating
CVEP	Cost for annual membership	662111	08/05/14	\$10,000.00	Y	N		Operating
DESERT AIR CONDITIONING, INC.	A/C Repairs on Agency Bldgs.	662386	08/29/14	\$2,417.00	Y	N		Operating
DESERT AIR CONDITIONING, INC.	A/C Repairs on Agency Bldgs.	662118	08/05/14	\$2,285.00	Y	N		Operating
EISENHOWER OCCUPATIONAL	Medical-Exams and Testing	662331	08/22/14	\$1,995.00	Y	N		Operating
FLEET-NET CORPORATION	Software Support - Accounting System (July)	662134	08/05/14	\$1,860.00	Y	N		Operating
GENFARE	Cost of printing fare media	662139	08/05/14	\$8,263.10	Y	N		Operating
GEORGE BRAZ'L SERVICES	Cost to repair and service facility	662218	08/11/14	\$2,500.00	Y	N		Operating
GRAVES & KING LLP	Insurance Claims/Losses	662393	08/29/14	\$3,334.39	Y	N		Operating
HAYWARD TILTON & ROLAPP	Auto Physical Damage (Prior Fy new vehs)				Y	N		Operating
HOME DEPOT CRD SRVS	Cost to repair and service facility	662402	08/29/14	\$2,929.27	Y	N		Operating
KIMCO STAFFING SERVICES, INC.	Cost for temporary employment (HR)	662344	08/22/14	\$2,663.11	Y	N		Operating
KIMCO STAFFING SERVICES, INC.	Cost for temporary employment (HR)	662156	08/05/14	\$3,594.92	Y	N		Operating
LANCE, SOLL & LUNGHARD, LLP	Cost for Auditor Services	662285	08/18/14	\$4,900.00	Y	Y		Operating
LOCAL AGENCY WORKERS' COMP	Cost for Excess Workers' Comp	662157	08/05/14	\$4,155.00	Y	N		Operating
PALM SPRINGS CITY OF	Bus Shelter Revenue (Advertising)				Y	N		Operating
ST. BOARD OF EQUALIZATION	Qtr. Self assess' Sales Use Tax				Y	N		Operating
TELEPACIFIC COMMUNICATIONS	Agency Long Distance Service (June)	662436	08/29/14	\$3,643.49	Y	N		Operating
TELEPACIFIC COMMUNICATIONS	Agency Long Distance Service (June)	662188	08/05/14	\$3,613.70	Y	N		Operating
TIME WARNER CABLE	Wireless communication between Div 1 & 2 (T1&T2) (July)	662367	08/22/14	\$2,200.00	Y	N		Operating
TOTALFUNDS BY HASLER	Cost for postage				Y	N		Operating
VALLEY OFFICE EQUIPMENT, INC.	Cost for fax/copy supplies	662371	08/22/14	\$1,976.08	Y	N		Operating
VERIZON WIRELESS	Agency Cell Phones (June)	662309	08/18/14	\$3,276.44	Y	N		Operating
WESTGATE CENTER	Cost for staff development	662248	08/11/14	\$4,380.00	Y	N		Operating
	Sub-total			\$181,425.18				

Note: 1)

Section II - Check payments subject to the provisions of Grants, Contracts, Capital Projects or "Pass-through"								
ALLIEDBARTON SECURITY SERVICES	Onsite security services for facilities (June)	662096	08/05/14	\$2,573.40	Y	Y	\$45,627.00	Operating
ALLIEDBARTON SECURITY SERVICES	Onsite security services for facilities (July)	662250	08/18/14	\$2,484.72	Y	Y	\$44,385.00	Operating
AMERICAN CAB	Taxi voucher program - federal program	662200	08/11/14	\$7,787.81	Y	N		Capital
ARCADIS	Admin Building - Construction Management (June)				Y	Y	\$51,332.00	Capital
C V WATER DISTRICT	Admin Building & Park N Ride Fees-Permits				Y	N		Capital
CVAG	Federal JARC Funding	662105	08/05/14	\$24,028.09	Y	N		Capital
CVAG	Federal JARC Funding	662318	08/22/14	\$4,778.85	Y	N		Capital
COUNTY OF RIVERSIDE	Administration Building Fees-Permits	662114	08/05/14	\$1,612.78	Y	N		Capital
DESERT ALARM	Security monitoring services				Y	Y	\$0.00	Operating
DESERT CITY CAB	Taxi voucher program - federal program	662211	08/11/14	\$2,388.86	Y	N		Capital
DOUG WALL CONSTRUCTION	Admin Building Project - Construction (June)				Y	Y	\$3,585,266.00	Capital

SunLine Transit Agency
Checks \$1,000 and Over
For the month - July 2014

Vendor Name	Item Description	Check No.	Date	Amount	Budgeted (Y/N)	Contract (Y/N)	Remaining (estimated)	Funding Source
ELDORADO NATIONAL	Fuel Cell Bus Project (Tigger III)	662269	08/18/14	\$127,390.75	Y	Y		Capital
GEOCON WEST, INC.	Admin Building Project - Material Testing (2/24-3/23 & 6/16-7/13)	662373	08/27/14	\$22,680.00	Y	Y		Capital
GEOCON WEST, INC.	Admin Building Project - Material Testing (3/24-4/20)	662374	08/27/14	\$14,642.50	Y	Y		Capital
GEOCON WEST, INC.	Admin Building Project - Material Testing (4/21-5/18 & 5/19-6/15)	662372	08/26/14	\$13,745.00	Y	Y		Capital
G & K SERVICES	Cost to service uniforms (June)	662339	08/22/14	\$7,411.19	Y	Y	\$249,371.00	Operating
IBI GROUP	Admin Building Project - Architect (May)				Y	Y	\$526,111.00	Capital
IBI GROUP	Admin Building Project - Architect (June)				Y	Y	\$508,086.00	Capital
INDEPENDENT LIVING PARTNERSHIP	New Freedom Program	662151	08/05/14	\$3,209.58	Y	N		Capital
KBM (MOORE MAINTENANCE)	Cost for janitorial services (July)	662343	08/22/14	\$4,825.00	Y	Y	\$7,013.00	Operating
KIMCO STAFFING SERVICES, INC.	Admin Building Project - Cost for temporary employment	662407	08/29/14	\$3,993.98	Y	N		Capital
KIMCO STAFFING SERVICES, INC.	Admin Building Project - Cost for temporary employment	662284	08/18/14	\$2,294.25	Y	N		Capital
PATRICK M. BRASSIL	Hydrogen maintenance	662171	08/05/14	\$3,040.00	Y	Y	\$138,206.00	Operating
PATRICK M. BRASSIL	Hydrogen maintenance	662421	08/29/14	\$2,640.00	Y	Y		Operating
PERMA - WC	Passthrough LAWCX to PERMA	662172	08/05/14	\$56,847.84	Y	N		Operating
RCTC	Federal JARC Funding	662424	08/29/14	\$3,070.17	Y	N		Capital
RUTAN & TUCKER, LLP	Cost for legal general services (June)	662298	08/18/14	\$8,114.17	Y	Y	\$11,721.00	Operating
RUTAN & TUCKER, LLP	Cost for legal labor services (June)				Y	Y	\$24,030.00	Operating
SOUTHWEST NETWORKS	Cost for temporary help in IT	662300	08/18/14	\$5,496.52	Y	Y	\$22,019.00	Operating
STEPHEN A. CRANE (Crane Creek)	Cost for Marketing Consultant	662186	08/05/14	\$2,000.00	Y	Y	\$6,000.00	Operating
SUNLINE REGULATORY ADMINISTRATION	Due to SRA from STA Operating expenses	662244	08/11/14	\$7,483.94	Y	N		Operating
TOPS N BARRICADES	Cost for bus shelter enhancement	662191	08/05/14	\$1,950.00	Y	N		Capital
URBAN SOLAR CORP	Cost for bus shelter enhancement	662444	08/29/14	\$1,980.00	Y	Y		Capital
YELLOW CAB OF THE DESERT	Taxi voucher program - federal program	662249	08/11/14	\$4,792.94	Y	N		Capital
	Sub-total			\$143,362.34				

Note: 2)

Section III - Check payments related to payroll deductions, employee benefits, and other employee related liabilities

AMALGAMATED TRANSIT UNION	Union dues (paid per payroll)	662097	08/05/14	\$5,518.71	Y	N		Operating
AMALGAMATED TRANSIT UNION	Union dues (paid per payroll)	662251	08/18/14	\$5,484.48	Y	N		Operating
CALIFORNIA STATE DISBURSEMENT	Employee garnishment (paid per payroll)	662106	08/05/14	\$3,826.20	Y	N		Operating
CALIFORNIA STATE DISBURSEMENT	Employee garnishment (paid per payroll)	662257	08/18/14	\$3,788.80	Y	N		Operating
CALIFORNIA STATE DISBURSEMENT	Employee garnishment (paid per payroll)	662300	08/29/14	\$3,553.89	Y	N		Operating
EYE MED	Employee benefits (June)	662128	08/05/14	\$2,558.23	Y	N		Operating
EYE MED	Employee benefits (June)	662271	08/18/14	\$2,539.05	Y	N		Operating
HEALTH NET	Group Health insurance premium (July)	662147	08/05/14	\$249,220.17	Y	N		Operating
MAGELLAN BEHAVIORAL HEALTH	Qtr. Employee Assistance Program				Y	N		Operating
METLIFE SBC	Employee benefits (July)	662159	08/05/14	\$26,239.98	Y	N		Operating
NYHART COMPANY	Cost for pension administrator (May)	662290	08/18/14	\$6,081.79	Y	N		Operating
NYHART COMPANY	Cost for pension administrator (May)	662167	08/05/14	\$5,704.22	Y	N		Operating
PERMA - Insurance	W/C & General liabilities (Aug)	662294	08/18/14	\$98,028.37	Y	N		Operating
U.S. BANK INSTITUTIONAL TRUST-	Pension deposits (paid per payroll)	662193	08/05/14	\$64,785.77	Y	N		Operating
U.S. BANK INSTITUTIONAL TRUST-	Pension deposits (paid per payroll)	662305	08/18/14	\$63,910.78	Y	N		Operating
U.S. BANK INSTITUTIONAL TRUST-	Pension deposits (paid per payroll)	662441	08/29/14	\$63,578.10	Y	N		Operating
	Sub-total			\$604,818.54				

Note: Deductions are collected per payroll and the invoice is paid monthly, as indicated. Exceptions: Pensions, garnishments and union dues are paid per payroll.

SunLine Transit Agency
 Checks \$1,000 and Over
 For the month - July 2014

Vendor Name	Item Description	Check No.	Date	Amount	Budgeted (Y/N)	Contract (Y/N)	Remaining (estimated)	Funding Source
Total Checks Over \$1000				\$1,458,278.10				
Summary								
Total of Checks Over \$1,000				\$1,458,278.10				
Total of Checks Under \$1,000				\$29,416.17				
Total of All Checks for the Month				\$1,487,694.27				
Total Amount of Checks Prior Year - Same Month				\$2,315,453.34				

SunLine Transit Agency
 Checks \$1,000 and Over
 For the month of August 2014

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
HEALTH NET	Group Health Ins Prem	662147	8/5/2014	\$249,220.17
SO CAL GAS CO.	Utilities	662361	8/22/2014	\$141,397.86
ELDORADO NATIONAL (CALIFORNIA),	Fuel Cell Bus	662269	8/18/2014	\$127,390.75
AVAIL TECHNOLOGIES	Software Support Yr.	662254	8/18/2014	\$107,289.00
PERMA - Insurance	Gen Lib/WC	662294	8/18/2014	\$98,028.37
U.S. BANK INSTITUTIONAL TRUST-	Pension Deposits	662193	8/5/2014	\$64,785.77
U.S. BANK INSTITUTIONAL TRUST-	Pension Deposits	662305	8/18/2014	\$63,910.78
U.S. BANK INSTITUTIONAL TRUST-	Pension Deposits	662441	8/29/2014	\$63,578.10
PERMA - Insurance	LAWCX to PERMA	662172	8/5/2014	\$56,847.84
METLIFE SBC	Dental Insurance	662159	8/5/2014	\$26,239.98
GOODYEAR TIRE & RUBBER COMPANY,	Bus Tire Lease	662276	8/18/2014	\$25,952.54
C.V.A.G.	Federal JARC Funding	662105	8/5/2014	\$24,028.09
IMPERIAL IRRIGATION DIST	Utilities	662342	8/22/2014	\$22,976.20
ABC COMPANIES	Bus Parts	662093	8/5/2014	\$22,690.10
GEOCON WEST, INC.	Administration Building Fees	662373	8/27/2014	\$22,680.00
GEOCON WEST, INC.	Administration Building Fees	662374	8/27/2014	\$14,642.50
GEOCON WEST, INC.	Administration Building Fees	662372	8/26/2014	\$13,745.00
CUMMINS PACIFIC, LLC	Bus Repair Parts	662117	8/5/2014	\$11,268.74
COACHELLA VALLEY ECONOMIC	Membership & Subscriptions	662111	8/5/2014	\$10,000.00
CUMMINS PACIFIC, LLC	Bus Repair Parts	662328	8/22/2014	\$9,065.05
GENFARH	Printing of Fare media	662139	8/5/2014	\$8,263.10
NEW FLYER	Bus Parts	662233	8/11/2014	\$8,183.64
RUFAN & TUCKER, LLP	Legal fees	662298	8/18/2014	\$8,114.17
IMPERIAL IRRIGATION DIST	Utilities	662405	8/29/2014	\$7,909.23
AMERICAN CAD	Taxi Voucher Program	662200	8/11/2014	\$7,787.81
SUNLINE REGULATORY ADMINI	Due to SRA from STA	662244	8/11/2014	\$7,483.94
G & K SERVICES	Uniform service	662339	8/22/2014	\$7,411.19
IMPERIAL IRRIGATION DIST	Utilities	662150	8/5/2014	\$6,299.45
NYHART COMPANY	Pension Consultant	662290	8/18/2014	\$6,081.79
CUMMINS PACIFIC, LLC	Bus Repair Parts	662210	8/11/2014	\$5,996.87
NYHART COMPANY	Pension Consultant	662167	8/5/2014	\$5,704.22
AMALGAMATED TRANSIT UNION	Union Dues	662097	8/5/2014	\$5,518.71
SOUTHWEST NETWORKS, INC.	Network Consultants	662300	8/18/2014	\$5,496.52
NEW FLYER	Bus Parts	662415	8/29/2014	\$5,485.03
AMALGAMATED TRANSIT UNION	Union Dues	662251	8/18/2014	\$5,484.48
ROMAINE ELECTRIC CORP.	Repair Parts	662359	8/22/2014	\$5,301.97
PALM SPRINGS MOTORS, INC.	Non-Rev Repair Parts	662420	8/29/2014	\$5,181.31
KBM FACILITY SOLUTIONS	Janitorial Servs	662343	8/22/2014	\$4,925.00

SunLine Transit Agency
 Checks \$1,000 and Over
 For the month of August 2014

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Vendor Name	Description	Check #	Check	Amount
LANCE, SOLL & LUNGHARD, LLP.	Audit Services (SLT)	662285	8/18/2014	\$4,900.00
YELLOW CAB OF THE DESERT	Taxi Voucher Program	662249	8/11/2014	\$4,792.94
C.V.A.G.	Federal JARC Funding	662318	8/22/2014	\$4,778.85
NEW FLYER	Bus Parts	662289	8/18/2014	\$4,659.64
GATEWAY COMPRESSION, INC.	Sun Fitel Parts	662138	8/5/2014	\$4,637.78
SO CAL GAS CO.	Utilities	662432	8/29/2014	\$4,489.58
WESTGATE CENTER FOR	Staff Development	662248	8/11/2014	\$4,380.00
LOCAL AGENCY WORKERS' COMP.	Excess Workers' Comp	662157	8/5/2014	\$4,155.00
KIMCO STAFFING SERVICES, INC.	Temp. Emp Serv	662407	8/29/2014	\$3,993.98
CALIFORNIA STATE DISBURSEMENT	Employee Garnishment	662106	8/5/2014	\$3,826.20
CALIFORNIA STATE DISBURSEMENT	Employee Garnishment	662257	8/18/2014	\$3,788.80
TELEPACIFIC COMMUNICATIONS	Telephone Service	662436	8/29/2014	\$3,643.49
TELEPACIFIC COMMUNICATIONS	Telephone Service	662188	8/5/2014	\$3,613.70
KIMCO STAFFING SERVICES, INC.	Temp. Emp Serv	662156	8/5/2014	\$3,594.92
CALIFORNIA STATE DISBURSEMENT	Employee Garnishment	662380	8/29/2014	\$3,553.89
SAFETY-KLEEN CORPORATION	Solvent Tank Service	662428	8/29/2014	\$3,546.84
CREATIVE BUS SALES, INC.	Bus Repair Parts	662325	8/22/2014	\$3,541.48
ELLSWORTH TRUCK & AUTO	Repair Parts	662387	8/29/2014	\$3,503.22
CARQUEST OF THE DESERT	Repair Parts	662263	8/18/2014	\$3,429.60
GRAVIS & KING LLP	Insurance Losses	662393	8/29/2014	\$3,334.39
TK SERVICES, INC.	Bus Repair Parts	662190	8/5/2014	\$3,327.06
VERIZON WIRELESS	Wireless Cell Service	662309	8/18/2014	\$3,276.44
INDEPENDENT LIVING PARTNERSHIP	Grant Pass-Through	662151	8/5/2014	\$3,209.58
RCTC	Federal JARC Funding	662424	8/29/2014	\$3,070.17
PATRICK M. BRASSIL	Hydrogen Maintenance	662171	8/5/2014	\$3,040.00
HOME DEPOT CRD SRVS	Facility Maintenance	662402	8/29/2014	\$2,929.27
NAPA AUTO PARTS	Vehicle Repair Parts	662350	8/22/2014	\$2,894.37
STRICKLAND KENNY INC.	Lubricants & Oils	662187	8/5/2014	\$2,892.77
GRAINGER	Facility Maintenance	662143	8/5/2014	\$2,755.31
KIMCO STAFFING SERVICES, INC.	Temp. Emp Serv	662344	8/22/2014	\$2,663.11
PATRICK M. BRASSIL	Hydrogen Maintenance	662421	8/29/2014	\$2,640.00
ALLIEDBARTON SECURITY SERVICES	Security Services	662096	8/5/2014	\$2,573.40
EYE MED	Employee Benefits	662128	8/5/2014	\$2,558.23
EYE MED	Employee Benefits	662271	8/18/2014	\$2,539.05
GEORGE BRAZIL SERVICES	PLUMBING SERVICE	662218	8/11/2014	\$2,500.00
ROMAINE ELECTRIC CORP.	Repair Parts	662239	8/11/2014	\$2,494.80
ALLIEDBARTON SECURITY SERVICES	Security Services	662250	8/18/2014	\$2,484.72
STRICKLAND KENNY INC.	Lubricants & Oils	662364	8/22/2014	\$2,466.74

SunLine Transit Agency
 Checks \$1,000 and Over
 For the month of August 2014

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Vendor Name	Description	Check #	Check	Amount
BURRTEC WASTE & RECYCLING	Facility Trash Removal	662255	8/18/2014	\$2,439.68
DESERT AIR CONDITIONING, INC.	A/C REPAIR AND SALES	662386	8/29/2014	\$2,417.00
TK SERVICES, INC.	Bus Repair Parts	662368	8/22/2014	\$2,392.85
DESERT CITY CAB	Taxi Voucher Program	662211	8/11/2014	\$2,388.86
ELLSWORTH TRUCK & AUTO	Repair Parts	662125	8/5/2014	\$2,335.48
KIMCO STAFFING SERVICES, INC.	Temp. Emp Serv	662284	8/18/2014	\$2,294.25
DESERT AIR CONDITIONING, INC.	A/C REPAIR AND SALES	662118	8/5/2014	\$2,285.00
TIME WARNER CABLE	Utilities	662367	8/22/2014	\$2,200.00
STEPHEN A. CRANE	Advertisement	662186	8/5/2014	\$2,000.00
EISENHOWER OCCUPATIONAL	Medical-Fixams and Testing	662331	8/22/2014	\$1,995.00
URBAN SOLAR CORP.	Bus Stop Improvement	662444	8/29/2014	\$1,980.00
VALLEY OFFICE EQUIPMENT, INC.	Fax/Copier Supplies	662371	8/22/2014	\$1,976.08
CREATIVE BUS SALES, INC.	Bus Repair Parts	662208	8/11/2014	\$1,975.78
TOPS N BARRICADES, INC.	Bus Stops & Zones Supplies	662191	8/5/2014	\$1,950.00
STRICKLAND KENNY INC.	Lubricants & Oils	662435	8/29/2014	\$1,902.00
FLEET-NET CORPORATION	Software & Licenses	662134	8/5/2014	\$1,860.00
TRANSIT PRODUCTS & SERVICES	Repair Parts	662245	8/11/2014	\$1,827.56
OPW FUELING COMPONENTS	CNG/Hydrogen Station Parts	662169	8/5/2014	\$1,783.71
NEW FLYER	Bus Parts	662166	8/5/2014	\$1,754.59
C & M TREE SERVICE	Tree Trimming Service	662256	8/18/2014	\$1,710.00
FRANKLIN TRUCK PARTS, INC	Bus Repair Parts	662275	8/18/2014	\$1,679.85
FIESTA FORD, INC.	Repair Parts/Support	662337	8/22/2014	\$1,674.85
COUNTY OF RIVERSIDE	Administration Building Fees	662114	8/5/2014	\$1,612.78
CREATIVE BUS SALES, INC.	Bus Repair Parts	662115	8/5/2014	\$1,595.89
TRANSIT RESOURCES, INC.	Bus wheel chair parts	662246	8/11/2014	\$1,534.57
HARBOR DIESEL & EQUIPMENT INC.	Bus Repair parts	662146	8/5/2014	\$1,498.02
TURBO IMAGES INC.	Bus Decals/Logos	662440	8/29/2014	\$1,495.15
ROMAINE ELECTRIC CORP.	Repair Parts	662426	8/29/2014	\$1,458.00
PLAZA TOWING, INC.	Towing Service	662355	8/22/2014	\$1,400.00
STRICKLAND KENNY INC.	Lubricants & Oils	662301	8/18/2014	\$1,393.45
SMARTDRIVE SYSTEMS, INC.	Security Equipment	662241	8/11/2014	\$1,313.21
BATTERY SYSTEMS, INC.	Bus Batteries	662102	8/5/2014	\$1,308.79
ELLSWORTH TRUCK & AUTO	Repair Parts	662213	8/11/2014	\$1,292.74
ATLAS COPCO COMPRESSORS LLC	CNG/NGV/HYDRO Parts	662100	8/5/2014	\$1,265.00
SMART CHEMISTRY CORPORATION	Hydrogen Samples	662183	8/5/2014	\$1,250.00
ALLIEDBARTON SECURITY SERVICES	Security Services	662376	8/29/2014	\$1,242.36
ALLIEDBARTON SECURITY SERVICES	Security Services	662313	8/22/2014	\$1,242.36
TK SERVICES, INC.	Bus Repair Parts	662303	8/18/2014	\$1,233.93

**SunLine Transit Agency
Checks \$1,000 and Over
For the month of August 2014**

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Vendor Name	Description	Check #	Check	Amount
VISTELAR GROUP	Staff Development	662310	8/18/2014	\$1,206.95
KIMCO STAFFING SERVICES, INC.	Temp. Emp Serv	662224	8/11/2014	\$1,198.80
AIRGAS USA, LLC	Bus freon and coolant	662375	8/29/2014	\$1,150.64
DESERT ALARM, INC.	Security Services	662119	8/5/2014	\$1,120.00
PHOTOMATION PHOTO LAB	Fuel Cell Bus	662295	8/18/2014	\$1,088.64
OFFICE DEPOT	Office Supplies	662291	8/18/2014	\$1,049.37
ANALYSTS, INC.	Oil Sample Jars	662314	8/22/2014	\$1,026.75
TOTALFUNDS BY HASLER	Postage Supplies	662304	8/18/2014	\$1,000.00

Total of Checks Over \$1,000	\$1,498,644.53
Total of Checks Under \$1,000	\$62,567.22
Total of All Checks for the Month	\$1,561,211.75
Total Amount of Checks Prior Years Same Month	\$1,823,074.74

SunLine Transit Agency
Checks \$1,000 and Over
For the month - August 2014

Vendor Name	Item Description	Check No.	Date	Amount	Budgeted (Y/N)	Contract (Y/N)	Remaining (estimated)	Funding Source
Section Ia- Check payments issued against the Operating Fund - (Costs related to Transit Operations & Maintenance)								
SO CAL GAS CO.	CNG Div 1 & 2 (Jul)	662361	08/22/14	\$141,397.86	Y	N		Operating
GOODYEAR TIRE & RUBBER CO	Cost for the vehicle tire lease agreement (Jun)	662276	08/18/14	\$25,952.54	Y	N		Operating
IMPERIAL IRRIGATION DIST	CNG/Hydrogen Electricity-Div 1 (Jul)	662342	08/22/14	\$22,976.20	Y	N		Operating
CUMMINS PACIFIC	Cost to purchase vehicle parts	662117	08/05/14	\$11,268.74	Y	N		Operating
CUMMINS PACIFIC	Cost to purchase vehicle parts	662328	08/22/14	\$9,065.05	Y	N		Operating
GENFARE	Cost of printing fare media	662139	08/05/14	\$8,263.10	Y	N		Operating
NEW FLYER	Cost to purchase vehicle parts	662233	08/11/14	\$8,183.64	Y	N		Operating
IMPERIAL IRRIGATION DIST	CNG Div 2/Electricity-Div 1 (Jul)	662405	08/29/14	\$7,909.23	Y	N		Operating
IMPERIAL IRRIGATION DIST	CNG Div 2/Electricity-Div 1 (Jun)	662150	08/05/14	\$6,299.45	Y	N		Operating
CUMMINS PACIFIC	Cost to purchase vehicle parts	662210	08/11/14	\$5,996.87	Y	N		Operating
NEW FLYER	Cost to purchase vehicle parts	662415	08/29/14	\$5,485.03	Y	N		Operating
ROMAINE ELECTRIC CORP.	Cost to purchase vehicle parts	662359	08/22/14	\$5,301.97	Y	N		Operating
PALM SPRINGS MOTORS, INC	Cost to purchase vehicle parts	662420	08/29/14	\$5,181.31	Y	N		Operating
NEW FLYER	Cost to purchase vehicle parts	662289	08/18/14	\$4,659.64	Y	N		Operating
GATEWAY COMPRESSION	Cost to purchase Sunfuels parts	662138	08/05/14	\$4,637.78	Y	N		Operating
SO CAL GAS CO.	Hydrogen Div 1 (Jul)	662432	08/29/14	\$4,489.59	Y	N		Operating
SAFETY-KLEEN CORPORATION	Cost for removal of hazard waste	662428	08/29/14	\$3,546.84	Y	N		Operating
CREATIVE BUS SALES	Cost to purchase vehicle parts	662325	08/22/14	\$3,541.48	Y	N		Operating
ELLSWORTH TRUCK & AUTO	Cost to purchase vehicle parts	662387	08/29/14	\$3,503.22	Y	N		Operating
CARQUEST OF THE DESERT	Cost to purchase vehicle parts	662263	08/18/14	\$3,429.60	Y	N		Operating
TK SERVICES	Cost to purchase vehicle parts	662190	08/05/14	\$3,327.06	Y	N		Operating
NAPA AUTO PARTS	Cost to purchase vehicle parts	662350	08/22/14	\$2,894.37	Y	N		Operating
STRICKLAND KENNY INC.	Cost to purchase lubricants & oils	662187	08/05/14	\$2,892.77	Y	N		Operating
GRANGER	Cost to purchase vehicle parts	662143	08/05/14	\$2,755.31	Y	N		Operating
ROMAINE ELECTRIC CORP.	Cost to purchase vehicle parts	662239	08/11/14	\$2,494.80	Y	N		Operating
STRICKLAND KENNY INC.	Cost to purchase lubricants & oils	662364	08/22/14	\$2,466.74	Y	N		Operating
TK SERVICES	Cost to purchase vehicle parts	662368	08/22/14	\$2,392.85	Y	N		Operating
ELLSWORTH TRUCK & AUTO	Cost to purchase vehicle parts	662125	08/05/14	\$2,335.48	Y	N		Operating
CREATIVE BUS SALES	Cost to purchase vehicle parts	662208	08/11/14	\$1,975.78	Y	N		Operating
STRICKLAND KENNY INC.	Cost to purchase lubricants & oils	662435	08/29/14	\$1,902.00	Y	N		Operating
TRANSIT PRODUCTS & SERVICES	Cost to purchase vehicle parts	662245	08/11/14	\$1,827.56	Y	N		Operating
OPW FUELING COMPONENTS	CNG/Hydrogen Station Parts	662189	08/05/14	\$1,783.71	Y	N		Operating
NEW FLYER	Cost to purchase vehicle parts	662186	08/05/14	\$1,754.59	Y	N		Operating
FRANKLIN TRUCK PARTS	Cost to purchase vehicle parts	662275	08/18/14	\$1,679.85	Y	N		Operating
FIESTA FORD	Cost to purchase vehicle parts	662337	08/22/14	\$1,674.85	Y	N		Operating
CREATIVE BUS SALES	Cost to purchase vehicle parts	662115	08/05/14	\$1,595.89	Y	N		Operating
TRANSIT RESOURCES, INC	Cost to purchase vehicle parts	662246	08/11/14	\$1,534.57	Y	N		Operating
HARBOR DIESEL & EQUIPMENT	Cost to purchase vehicle parts	662146	08/05/14	\$1,498.02	Y	N		Operating
TURBO IMAGES	Cost to purchase vehicle parts	662440	08/29/14	\$1,495.15	Y	N		Operating
ROMAINE ELECTRIC CORP.	Cost to purchase vehicle parts	662426	08/29/14	\$1,459.00	Y	N		Operating
PLAZA TOWING, INC.	Cost for towing service	662355	08/22/14	\$1,400.00	Y	N		Operating
STRICKLAND KENNY INC.	Cost to purchase lubricants & oils	662301	08/18/14	\$1,393.45	Y	N		Operating
SMARTORIVE SYSTEMS	Security equipment maintenance (Aug)	662241	08/11/14	\$1,313.21	Y	N		Operating
BATTERY SYSTEMS, INC.	Cost to purchase vehicle parts	662102	08/05/14	\$1,308.79	Y	N		Operating
ELLSWORTH TRUCK & AUTO	Cost to purchase vehicle parts	662213	08/11/14	\$1,292.74	Y	N		Operating
ATLAS COPCO COMPRESSORS	Cost to purchase Sunfuels parts	662100	08/05/14	\$1,265.00	Y	N		Operating
SMART CHEMISTRY CORP	Cost for testing hydrogen samples	662183	08/05/14	\$1,250.00	Y	N		Operating
TK SERVICES	Cost to purchase vehicle parts	662303	08/18/14	\$1,233.93	Y	N		Operating

SunLine Transit Agency
Checks \$1,000 and Over
For the month - August 2014

Vendor Name	Item Description	Check No.	Date	Amount	Budgeted (Y/N)	Contract (Y/N)	Remaining (estimated)	Funding Source
AIRGAS USA	Cost to purchase Freon & coolant	662375	08/29/14	\$1,150.64	Y	N		Operating
ANALYSTS	Cost for sampling oil jars	662314	08/22/14	\$1,026.75	Y	N		Operating
	Sub-total			\$345,462.99				
Section Ib- Check payments issued against the Operating Fund - (Costs related to General Administration)								
AVAIL TECHNOLOGIES	Software Support - Yearly Agmt	662254	08/18/14	\$107,289.00	Y	N		Operating
ABC COMPANIES	Insurance claims/losses	662093	08/05/14	\$22,690.10	Y	N		Operating
CVEP	Cost for annual membership	662111	08/05/14	\$10,000.00	Y	N		Operating
LANCE, SOLL & LUNGHARD, LLP	Cost for auditor services	662285	08/18/14	\$4,900.00	Y	Y	\$11,000.00	Operating
WESTGATE CENTER	Cost for staff development	662248	08/11/14	\$4,380.00	Y	N		Operating
LOCAL AGENCY WORKERS' COMP	Cost for Excess Workers' Comp	662157	08/05/14	\$4,155.00	Y	N		Operating
TELEPACIFIC COMMUNICATIONS	Agency Long Distance Service (Aug)	662436	08/29/14	\$3,643.49	Y	N		Operating
TELEPACIFIC COMMUNICATIONS	Agency Long Distance Service (Jul)	662188	08/05/14	\$3,613.70	Y	N		Operating
KIMCO STAFFING SERVICES, INC.	Cost for temporary employment (HR)	662156	08/05/14	\$3,594.92	Y	N		Operating
GRAVES & KING LLP	Insurance Claims/Losses	662393	08/29/14	\$3,334.39	Y	N		Operating
VERIZON WIRELESS	Agency Cell Phones (Jul)	662309	08/18/14	\$3,276.44	Y	N		Operating
HOME DEPOT CRO SRVS	Cost to repair and service facility	662402	08/29/14	\$2,929.27	Y	N		Operating
KIMCO STAFFING SERVICES, INC.	Cost for temporary employment (HR)	662344	08/22/14	\$2,663.11	Y	N		Operating
GEORGE BRAZIL SERVICES	Cost to repair and service facility	662218	08/11/14	\$2,500.00	Y	N		Operating
BURRTEC WASTE & RECYCLING	Trash Pickup and Recycle for Div 1 & 2 (Jul)	662255	08/18/14	\$2,439.68	Y	N		Operating
DESERT AIR CONDITIONING, INC.	A/C Repairs on Agency Bldgs.	662366	08/29/14	\$2,417.00	Y	N		Operating
DESERT AIR CONDITIONING, INC.	A/C Repairs on Agency Bldgs.	662178	08/05/14	\$2,285.00	Y	N		Operating
TIME WARNER CABLE	Wireless communication between Div 1 & 2 (T1&T2) (Aug)	662367	08/22/14	\$2,200.00	Y	N		Operating
EISENHOWER OCCUPATIONAL	Medical-Exams and Testing	662331	08/22/14	\$1,995.00	Y	N		Operating
VALLEY OFFICE EQUIPMENT, INC.	Cost for fax/copy supplies	662371	08/22/14	\$1,976.08	Y	N		Operating
FLEET-NET CORPORATION	Software Support - Accounting System (Aug)	662134	08/05/14	\$1,860.00	Y	N		Operating
C & M TREE SERVICE	Cost for Facility Maintenance (palm tree trimming)	662256	08/18/14	\$1,710.00	Y	N		Operating
VISTELAR GROUP	Cost for staff development (Ops)	662310	08/18/14	\$1,206.95	Y	N		Operating
KIMCO STAFFING SERVICES, INC.	Cost for temporary employment (HR)	662224	08/11/14	\$1,198.80	Y	N		Operating
OFFICE DEPOT	Cost of office supplies	662291	08/18/14	\$1,049.37	Y	N		Operating
TOTAL FUNDS BY HASLER	Cost for postage	662304	08/18/14	\$1,000.00	Y	N		Operating
	Sub-total			\$200,307.30				

Note: 1)
Section II - Check payments subject to the provisions of Grants, Contracts, Capital Projects or "Pass-through"

ELDORADO NATIONAL	Fuel Cell Bus Project (Tigger III)	662269	08/18/14	\$127,390.75	Y	Y	\$894,667.00	Capital
PERMA -WC	Pass-through LAWGX to PERMA	662172	08/05/14	\$56,847.84	Y	N		Operating
CVAG	Federal JARC Funding	662105	08/05/14	\$24,028.09	Y	N		Capital
GEOCON WEST, INC.	Admin Building Project - Material Testing (2/24-3/23 & 8/16-7/13)	662373	08/27/14	\$22,680.00	Y	Y	\$64,372.00	Capital
GEOCON WEST, INC.	Admin Building Project - Material Testing (3/24-4/20)	662374	08/27/14	\$14,642.50	Y	Y	\$49,730.00	Capital
GEOCON WEST, INC.	Admin Building Project - Material Testing (4/21-5/18 & 5/19-8/15)	662372	08/26/14	\$13,745.00	Y	Y	\$87,052.00	Capital
RUTAN & TJCKER, LLP	Cost for legal general services (Jul)	662298	08/18/14	\$8,114.17	Y	Y		Operating
AMERICAN CAB	Taxi voucher program - federal program	662200	08/11/14	\$7,787.81	Y	N		Capital
SUNLINE REGULATORY ADMINISTRATION	Due to SRA from STA Operating expenses	662244	08/11/14	\$7,483.94	Y	N		Operating
G & K SERVICES	Cost to service uniforms (Jul)	662339	08/22/14	\$7,411.19	Y	Y	\$241,960.00	Operating
SOUTHWEST NETWORKS	Cost for temporary help in IT	652300	08/18/14	\$5,495.52	Y	Y	\$16,522.00	Operating
KSM (MOORE MAINTENANCE)	Cost for janitorial services (Aug)	662343	08/22/14	\$4,925.00	Y	Y	\$2,088.00	Operating

SunLine Transit Agency
Checks \$1,000 and Over
For the month - August 2014

Vendor Name	Item Description	Check No.	Date	Amount	Budgeted (Y/N)	Contract (Y/N)	Remaining (estimated)	Funding Source
YELLOW CAB OF THE DESERT	Taxi voucher program - federal program	662249	08/11/14	\$4,792.94	Y	N		Capital
CVAG	Federal JARC Funding	662318	08/22/14	\$4,778.85	Y	N		Capital
KIMCO STAFFING SERVICES, INC.	Admin Building Project - Cost for temporary employment	662407	08/28/14	\$3,993.98	Y	N		Capital
INDEPENDENT LIVING PARTNERSHIP	New Freedom Program	662151	08/05/14	\$3,209.58	Y	N		Capital
RCTC	Federal JARC Funding	662424	08/29/14	\$3,070.17	Y	N		Capital
PATRICK M. BRASSIL	Hydrogen maintenance	662171	08/05/14	\$3,040.00	Y	Y	\$135,166.00	Operating
PATRICK M. BRASSIL	Hydrogen maintenance	662421	08/29/14	\$2,640.00	Y	Y	\$132,526.00	Operating
ALLIEDBARTON SECURITY SERVICES	Onsite security services for facilities (July)	662096	08/05/14	\$2,573.40	Y	Y	\$41,812.00	Operating
ALLIEDBARTON SECURITY SERVICES	Onsite security services for facilities (July)	662250	08/18/14	\$2,484.72	Y	Y	\$39,327.00	Operating
DESERT CITY CAB	Taxi voucher program - federal program	662211	08/11/14	\$2,388.86	Y	N		Capital
KIMCO STAFFING SERVICES, INC.	Admin Building Project - Cost for temporary employment	662284	08/18/14	\$2,294.25	Y	N		Capital
STEPHEN A. CRANE (Crane Creek)	Cost for Marketing Consultant	662186	08/05/14	\$2,000.00	Y	Y	\$4,000.00	Operating
URBAN SOLAR CORP	Cost for bus shelter enhancement	662444	08/29/14	\$1,980.00	Y	N		Capital
TOPS N BARRICADES	Cost for bus shelter enhancement	662191	08/05/14	\$1,950.00	Y	N		Capital
COUNTY OF RIVERSIDE	Administration Building Fees-Permits	662114	08/05/14	\$1,612.78	Y	N		Capital
ALLIEDBARTON SECURITY SERVICES	Onsite security services for facilities (Aug)	662376	08/29/14	\$1,242.36	Y	Y	\$36,843.00	Operating
ALLIEDBARTON SECURITY SERVICES	Onsite security services for facilities (Aug)	662313	08/22/14	\$1,242.36	Y	Y	\$38,085.00	Operating
DESERT ALARM	Security monitoring services	662119	08/05/14	\$1,120.00	Y	Y	\$12,320.00	Operating
PHOTOMATION PHOTO LAB	Fuel Cell Bus Wrap	662295	08/18/14	\$1,088.84	Y	N		Capital
	Sub-total			\$348,055.70				

Note: 2)
Section III - Check payments related to payroll deductions, employee benefits, and other employee related liabilities

HEALTH NET	Group Health insurance premium (Aug)	662147	08/05/14	\$249,220.17	Y	N		Operating
PERMA - insurance	W/C & General liabilities (Aug)	662294	08/18/14	\$98,028.37	Y	N		Operating
J.S BANK INSTITUTIONAL TRUST-	Pension deposits (paid per payroll)	662193	08/05/14	\$64,785.77	Y	N		Operating
U.S. BANK INSTITUTIONAL TRUST-	Pension deposits (paid per payroll)	662305	08/18/14	\$63,910.78	Y	N		Operating
U.S. BANK INSTITUTIONAL TRUST-	Pension deposits (paid per payroll)	662441	08/29/14	\$63,578.10	Y	N		Operating
METLIFE SBC	Employee benefits (Aug)	662159	08/05/14	\$26,239.98	Y	N		Operating
NYHART COMPANY	Cost for pension administrator (Jul)	662290	08/18/14	\$6,081.79	Y	N		Operating
NYHART COMPANY	Cost for pension administrator (Jun)	662167	08/05/14	\$5,704.22	Y	N		Operating
AMALGAMATED TRANSIT UNION	Union dues (paid per payroll)	662097	08/05/14	\$5,518.71	Y	N		Operating
AMALGAMATED TRANSIT UNION	Union dues (paid per payroll)	662251	08/18/14	\$5,484.48	Y	N		Operating
CALIFORNIA STATE DISBURSEMENT	Employee garnishment (paid per payroll)	662106	08/05/14	\$3,826.20	Y	N		Operating
CALIFORNIA STATE DISBURSEMENT	Employee garnishment (paid per payroll)	662257	08/18/14	\$3,788.80	Y	N		Operating
CALIFORNIA STATE DISBURSEMENT	Employee garnishment (paid per payroll)	662380	08/29/14	\$3,553.89	Y	N		Operating
EYE MED	Employee benefits (Jul)	662128	08/05/14	\$2,558.23	Y	N		Operating
EYE MED	Employee benefits (Aug)	662271	08/18/14	\$2,539.05	Y	N		Operating
	Sub-total			\$604,818.54				

Note: Deductions are collected per payroll and the invoice is paid monthly, as indicated. Exceptions: Pensions, garnishments and union dues are paid per payroll.

Total Checks Over \$1000

\$1,498,644.53

Summary

Total of Checks Over \$1,000

\$1,498,644.53

Total of Checks Under \$1,000

\$62,567.22

SunLine Transit Agency
 Checks \$1,000 and Over
 For the month - August 2014

Vendor Name	Item Description	Check No.	Date	Amount	Budgeted (Y/N)	Contract (Y/N)	Remaining (estimated)	Funding Source
Total of All Checks for the Month				\$1,561,211.75				
Total Amount of Checks Prior Year - Same Month				\$1,823,074.74				

SunLine Transit Agency
Budget Variance Report
June 2014

Description	FY 14 Total Budget	Current Month			Year to Date		
		Actual	Budget	Favorable (Unfavorable)	YTD Actual	FY 14 YTD Budget	Favorable (Unfavorable)
Revenues:							
Local Transportation Funds (LTF)	11,768,614	1,410,285	980,718	429,567	11,768,614	11,768,614	0
Measure A	5,217,000	434,750	434,750	0	5,217,000	5,217,000	0
FTA Section 5307	2,802,268	2,724,804	233,522	2,491,282	2,724,805	2,802,268	(77,463)
FTA Section 5311	420,188	0	35,018	(35,018)	155,622	420,188	(264,566)
FTA Section 5316	208,665	108,200	17,389	90,811	177,886	208,665	(30,979)
FTA Section 5317	46,000	23,314	3,833	19,481	73,345	46,000	27,345
Sunfuels - Outside Sales Revenue	600,200	68,685	50,017	18,668	875,661	600,200	275,461
CNG Rebate	300,000	0	25,000	(25,000)	462,509	300,000	162,509
RTA Funds (Commuter Link 220)	60,000	5,007	5,000	7	57,812	60,000	(2,188)
Fare Box Revenue - Fixed Route	3,230,000	234,621	269,167	(34,546)	3,063,244	3,230,000	(166,756)
Fare Box Revenue - Paratransit	320,000	25,225	26,667	(1,442)	261,954	320,000	(58,046)
Taxi Vouchers	18,089	9,104	1,507	7,598	97,462	18,089	79,373
Bus Stop Maintenance Fees	60,000	8,828	5,000	3,828	107,862	60,000	47,862
Advertising Revenue	75,000	0	6,250	(6,250)	80,825	75,000	5,825
Interest and Other Revenue	0	115,674	0	115,674	128,269	0	128,269
Total Operating Revenue	25,126,024	5,168,496	2,093,835	3,074,660	25,252,670	25,126,024	126,646
Expenses:							
SunFuels - Outside (9)	322,203	41,812	26,850	(14,961)	438,964	322,203	(114,761)
SunFuels (10)	1,118,969	137,253	93,247	(44,006)	1,448,732	1,118,969	(329,763)
Fixed Route Operations - Admin (11)	1,595,832	139,025	132,968	(6,039)	1,710,641	1,595,832	(114,809)
Fixed Route Operations - Union (12)	8,098,787	652,282	674,889	22,616	7,889,895	8,098,787	408,892
Paratransit Operations (13)	533,374	48,258	44,448	(1,808)	576,373	533,374	(42,999)
Paratransit Operations - Maintenance (13)	87,900	6,876	7,325	449	91,097	87,900	(3,197)
Paratransit Operations - Union (14)	2,056,111	184,721	171,343	8,822	2,055,968	2,056,111	143
Risk Management (15)	374,826	34,412	31,235	(3,177)	354,480	374,826	20,346
Maintenance - Admin (21)	1,114,367	113,982	92,884	(21,128)	1,353,315	1,114,367	(238,948)
Maintenance - Mechanics (22)	3,152,504	255,820	262,709	6,888	2,891,420	3,152,504	261,084
Facility Maintenance-T.P. (23)	660,729	45,048	55,061	10,013	517,622	660,729	143,107
Facility Maintenance-Indio (24)	72,354	6,322	6,030	(292)	62,910	72,354	9,444
Stops & Zones Maintenance (25)	589,284	46,360	49,107	2,747	493,884	589,284	95,400
Marketing (31)	364,402	23,747	30,367	6,620	322,004	364,402	42,398
Human Resources (32)	471,331	43,099	39,278	(3,821)	573,142	471,331	(101,811)
General Administration (40)	1,106,912	10,457	92,243	81,786	874,469	1,106,912	232,443
Finance (41)	1,127,039	132,364	93,920	(38,444)	1,141,009	1,127,039	(13,970)
Information Technology (42)	389,134	24,006	32,428	8,422	326,972	389,134	62,162
Agency-wide (43)	1,325,852	555,580	110,488	(445,092)	2,012,860	1,325,852	(687,008)
Planning & Agency Development (49)	564,114	55,021	47,010	(8,012)	601,573	564,114	(37,459)
Total Expenses	25,126,024	2,534,451	2,093,835	(440,616)	25,535,331	25,126,024	(409,307)
Total Operating Surplus(Deficit)		\$2,634,044.59			\$ (282,661.23)		

Note: Although expenses for Division 9 are higher than budgeted, SunFuels revenue is also higher than projected due to increased fuel sales.

Sun Line Transit Agency
Budget Variance Report
July 2014

Description	FY 15 Total Budget	Current Month			Year to Date		
		Actual	Budget	Favorable (Unfavorable)	YTD Actual	FY 15 YTD Budget	Favorable (Unfavorable)
Revenues:							
Local Transportation Funds (LTF)	13,470,831	2,251,020	1,122,569	1,128,451	2,251,020	1,122,569	1,128,451
CMAQ	150,000	0	12,500	(12,500)	0	12,500	(12,500)
Emission Credits	175,000	0	14,583	(14,583)	0	14,583	(14,583)
Measure A	5,846,000	487,167	487,167	(0)	487,167	487,167	(0)
FTA Section 5307	3,000,000	0	250,000	(250,000)	0	250,000	(250,000)
FTA Section 5311	429,697	0	35,807	(35,807)	0	35,807	(35,807)
FTA Section 5316	32,928	0	2,744	(2,744)	0	2,744	(2,744)
FTA Section 5317	65,709	0	5,476	(5,476)	0	5,476	(5,476)
SunFuels - Outside Sales Revenue	800,000	78,962	66,667	12,296	78,962	66,667	12,296
RTA Funds (Commuter Link 220)	93,174	4,400	7,765	(3,365)	4,400	7,765	(3,365)
Fare Box Revenue - Fixed Route	3,384,283	199,089	282,024	(82,935)	199,089	282,024	(82,935)
Fare Box Revenue - Paratransit	266,352	22,820	22,196	624	22,820	22,196	624
Taxi Vouchers	95,670	7,852	7,973	(121)	7,852	7,973	(121)
Bus Stop Maintenance Fees	107,000	8,759	8,917	(158)	8,759	8,917	(158)
Advertising Revenue	75,000	11,100	6,250	4,850	11,100	6,250	4,850
Interest and Other Revenue	18,000	206	1,500	(1,294)	206	1,500	(1,294)
Total Operating Revenue	28,009,634	3,071,354	2,334,136	737,218	3,071,354	2,334,136	737,218
Expenses:							
SunFuels - Outside (9)	432,003	41,040	36,000	(5,039)	41,040	36,000	(5,039)
SunFuels (10)	25,823	0	2,235	2,235	0	2,235	2,235
Fixed Route Operations - Admin (11)	1,596,773	94,552	132,981	38,429	94,552	132,981	38,429
Fixed Route Operations - Union (12)	8,697,510	685,881	724,792	38,932	685,881	724,792	38,932
Paratransit Operations (13)	645,780	49,967	53,815	3,848	49,967	53,815	3,848
Paratransit Operations - Maintenance (13)	300,040	23,633	25,003	1,370	23,633	25,003	1,370
Paratransit Operations - Union (14)	2,108,747	185,654	175,729	(9,925)	185,654	175,729	(9,925)
Risk Management (15)	387,229	28,032	32,259	4,237	28,032	32,269	4,237
Maintenance - Admin (21)	2,512,661	196,357	209,390	13,033	196,357	209,390	13,033
Maintenance - Mechanics (22)	3,107,322	262,586	258,943	(3,643)	262,586	256,943	(3,643)
Facility Maintenance-T.P. (23)	706,226	77,026	58,852	(18,173)	77,026	58,852	(18,173)
Facility Maintenance-Indio (24)	75,597	5,628	6,308	680	5,628	6,308	680
Stops & Zones Maintenance (26)	533,892	44,679	44,491	(188)	44,679	44,491	(188)
Human Resources (32)	457,755	22,031	38,147	16,116	22,031	38,147	16,116
General Administration (40)	589,766	8,296	49,147	40,853	8,296	49,147	40,853
Finance (41)	1,222,313	87,493	101,859	14,366	87,493	101,859	14,366
Information Technology (42)	617,890	38,288	51,491	13,203	38,288	51,491	13,203
Agency-wide (43)	2,107,625	254,595	175,635	(78,959)	254,595	175,635	(78,959)
Performance Management Office (44)	576,389	74,336	48,032	(26,304)	74,336	48,032	(26,304)
Community & Customer Relations (45)	588,685	76,450	49,007	(27,443)	76,450	49,007	(27,443)
Planning & Agency Development (49)	720,684	43,851	60,007	16,156	43,851	60,007	16,156
Total Expenses	28,009,634	2,300,353	2,334,136	33,783	2,300,353	2,334,136	33,783
Total Operating Surplus(Deficit)		\$ 771,000.88			\$ 771,000.88		



July 2014 Statement



Open Date: 06/19/2014 Closing Date: 07/21/2014

Account:

5) Visa® Business Card
SUNLINE TRANSIT (CPN

Cardmember Service (1-866-552-8855
RUG 13

New Balance	\$2,599.91
Minimum Payment Due	\$26.00
Payment Due Date	08/17/2014
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%.	

Activity Summary		
Previous Balance	+	\$250.88
Payments	-	\$250.88CR
Other Credits		\$0.00
Purchases	+	\$2,599.91
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00
New Balance	=	\$2,599.91
Past Due		\$0.00
Minimum Payment Due		\$26.00
Credit Line		\$40,000.00
Available Credit		\$37,400.09
Days in Billing Period		33

Payment Options:



Mail payment coupon with a check



Pay online at myaccountaccess.com



Pay by phone 1-866-552-8855

No payment is required.

CPN 000640533



24-Hour Cardmember Service: 1-866-552-8855

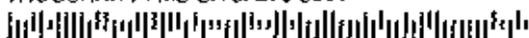
- to pay by phone
- to change your address

Automatic Payment

Account Number:

Your new full balance of \$2,599.91 will be automatically deducted from your account on 08/14/14.

SUNLINE TRANSIT
CENTRAL BILL
32505 HARTY OLIVER TRL
THOUSAND OAKS CA 92276-3501





Important Messages

Your payment of \$2599.91 will be automatically deducted from your bank account on 08/14/2014. Please refer to your AutoPay Terms and Conditions for further information regarding this account feature.

Transactions RUDE, CAROLYN Credit Limit \$40000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
06/26	06/25	9763	GRILL CONCEPTS - P PALM DESERT CA	\$211.68	_____
07/02	06/30	8143	ALASKA A10272150296117 SEATTLE WA DEL TORO/APOLO 07/21/14 PALMSPRINGS TO SEATTLE TACO SEATTLE TACO TO PALMSPRINGS	\$472.00	_____
07/18	07/17	0624	APTA HOUSING OFFICE FALLS CHURCH VA	\$232.83	_____
Total for Account				\$916.51	

Transactions SKIVER, LAURA L Credit Limit \$10000

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Purchases and Other Debits					
07/03	07/02	8141	AMERICAN PUBLIC TRANS WASHINGTON DC	\$100.00	_____
07/14	07/11	4435	AMERICAN 0017436809802 BELLEVUE WA SKIVER/LAURA S 08/04/14 LOS ANGELES TO BOSTON BOSTON TO LOS ANGELES	\$526.00	_____
07/16	07/15	0878	AMERICAN PUBLIC TRANS 202-4964800 DC	\$800.00	_____
07/18	07/17	0632	APTA HOUSING OFFICE FALLS CHURCH VA	\$257.40	_____
Total for Account				\$1,683.40	

Transactions BILLING ACCOUNT ACTIVITY

Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation
Payments and Other Credits					
07/14	07/14		PAYMENT THANK YOU	\$250.88cr	_____
Total for Account				\$250.88cr	

2014 Totals Year-to-Date	
Total Fees Charged in 2014	\$0.00
Total Interest Charged in 2014	\$0.00



Interest Charge Calculation

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

**APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00		\$0.00	0.00%	
**PURCHASES	\$2,599.91	\$0.00		\$0.00	0.00%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	20.99%	

Contact Us

Phone

Voice: 1-866-552-8855
TDD: 1-888-352-8455
Fax: 1-866-807-9053

Questions

Cardmember Service
P.O. Box 6353
Fargo, ND 58125-6353



Mail payment coupon with a check

Cardmember Service
P.O. Box 790408
St. Louis, MO 63179-0408



Online

myaccountaccess.com

Pacific Western Bank
 SunLine Transit Agency Visa Credit Card Statement
 Closing Date: July 21, 2014

Carolyn Rude

Detail:			
06/25/14	Grill Concepts	Board meeting lunch – June, 2014	\$ 211.68
06/30/14	Alaska Airlines	Airline charges for Chief Operations Officer, Apolonio Del Toro to attend Leadership APTA meeting in Seattle, WA. Included in FY 2015 budget.	\$ 472.00
07/17/14	APTA Housing	Hotel deposit for Chief Operations Officer, Apolonio Del Toro to attend APTA Annual meeting/Leadership APTA in Houston, TX - Oct. 11-15. Included in FY 2015 budget.	\$ 232.83
Total Amount			\$ 916.51

Lauren Skiver

Detail:			
07/02/14	APTA	Registration for APTA Expo – transaction error; to be credited August Statement.	\$ 100.00
07/11/14	American Airlines	Airlines charges for CEO/General Manager, Lauren Skiver, to attend Center for Transportation and the Environment ZEB Procurement Committee Meeting in Boston – expenses to be reimbursed. Approved by Board.	\$ 526.00
07/15/14	APTA	Registration for APTA Annual meeting in Houston TX, for CEO/General Manager; Oct. 11-15. Included in FY 2015 budget.	\$ 800.00
07/17/14	APTA Housing	Hotel deposit for CEO/General Manager, Lauren Skiver to attend APTA Annual meeting in Houston, TX; Oct. 11-15. Included in FY 2015 budget.	\$ 232.83
Total Amount			\$1683.40

Credit:

07/14/14 Payment

\$ 250.88CR

Contracts Signed in Excess of \$25,000

July -August
2014

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
AWQ Printers	Rider Guide Booklets	Informing the public of Schedule & Line changes	Approved as part of FY14-15 Annual Operating Budget	\$65,000	\$41,796.00	Executed Agreement
RBF Consulting	Solar Project Construction Management	CM for Solar Panel Replacement	Approved as part of FY14-15 Annual Operating Budget	\$69,964	\$69,134.00	Executed Agreement



SunLine Transit Agency Monthly Ridership Report July 2014

FY
2014 & 2015

Line	Fixed Route Description	Jul 2014	Jul 2013	Jun 2014	Month Var.	% Var.	FY 2015 YTD	FY 2014 YTD	YTD Var.	% Var.	Bikes		Wheelchairs	
											Monthly	YTD	Monthly	YTD
14	DHS/PS	49,423	39,377	52,960	10,046	25.5%	49,423	39,377	10,046	25.5%	1,828	1,828	570	570
15	DHS	6,706	6,796	8,044	(90)	-1.3%	6,706	6,796	(90)	-1.3%	192	192	21	21
24	PS	12,590	13,267	14,168	(677)	-5.1%	12,590	13,267	(677)	-5.1%	519	519	180	180
30	CC/PS	57,974	48,713	61,502	9,261	19.0%	57,974	48,713	9,261	19.0%	2,319	2,319	392	392
32	PD/RM/TP/CC/PS	20,865	19,426	22,232	1,439	7.4%	20,865	19,426	1,439	7.4%	1,077	1,077	214	214
53	PD/IW	3,706	4,205	3,902	(499)	-11.9%	3,706	4,205	(499)	-11.9%	145	145	25	25
54	Indio/LQ/IW/PS	4,553	-	4,562	4,553	0.0%	4,553	-	4,553	0.0%	289	289	8	8
70	LQ/BD	12,455	12,594	15,662	(139)	-1.1%	12,455	12,594	(139)	-1.1%	670	670	31	31
80	Indio	10,359	10,507	10,362	(148)	-1.4%	10,359	10,507	(148)	-1.4%	201	201	73	73
81	Indio	7,400	7,343	7,597	57	0.8%	7,400	7,343	57	0.8%	231	231	100	100
90	Coachella/Indio	15,991	16,352	16,991	(361)	-2.2%	15,991	16,352	(361)	-2.2%	576	576	71	71
91	I/Cch/Th/Mec/Oas	14,714	14,668	17,567	46	0.3%	14,714	14,668	46	0.3%	463	463	52	52
95	I/Cch/Th/Mec/NS	2,556	-	2,565	2,556	0.0%	2,556	-	2,556	0.0%	96	96	6	6
111	PS to Indio	116,235	116,550	119,026	(315)	-0.3%	116,235	116,550	(315)	-0.3%	4,598	4,598	826	826
220	PD to Riverside	1,048	1,365	1,004	(317)	-23.2%	1,048	1,365	(317)	-23.2%	66	66	12	12
Fixed route total		336,575	311,163	358,144	25,412	8.2%	336,575	311,163	25,412	8.2%	13,270	13,270	2,581	2,581
Demand Response														
SunDial		12,095	11,612	11,412	483	4.2%	12,095	11,612	483	4.2%				
System total		348,670	322,775	369,556	25,895	8.0%	348,670	322,775	25,895	8.0%				
		Jul-14	Jul-13	Jun-14										
Weekdays:		* 22	23	21										
Saturdays:		4	4	4										
Sundays:		* 5	4	5										
Total Days:		31	31	30										

Please note:

*Running the Saturday/Sunday service on July 4, 2014, Independence Day Holiday (effective May 2014). Weekday and Sunday total days reflect the change.

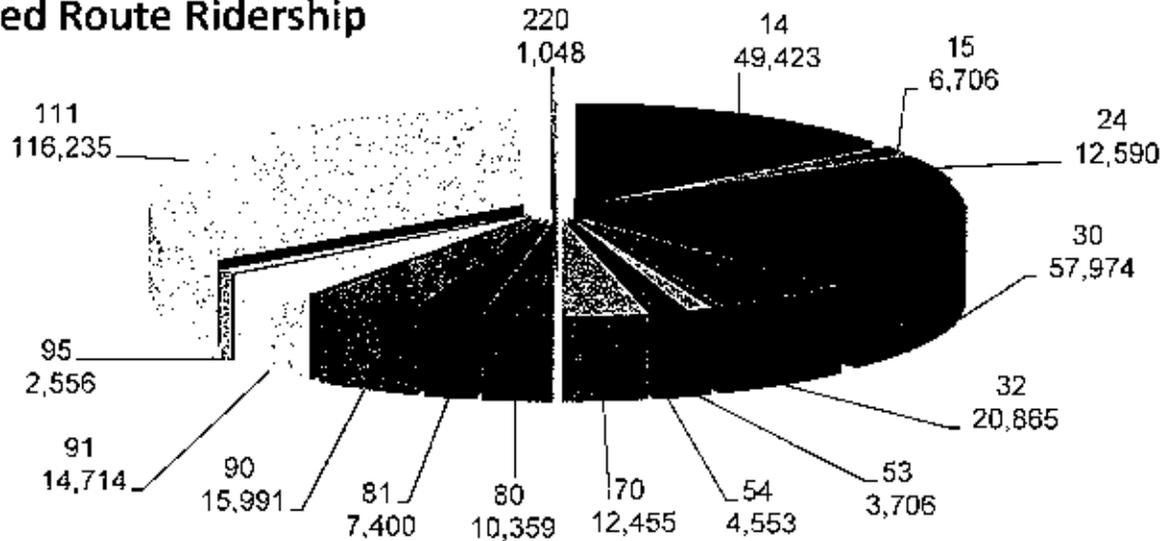
Line 54 implemented on January 6, 2014 - Weekday service only.

Line 95 implemented on September 1, 2013 - Weekday service only.

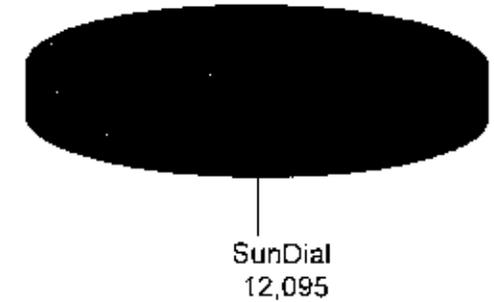
Issued: 8/20/14

SunLine Transit Agency Monthly Ridership Report July - 2014

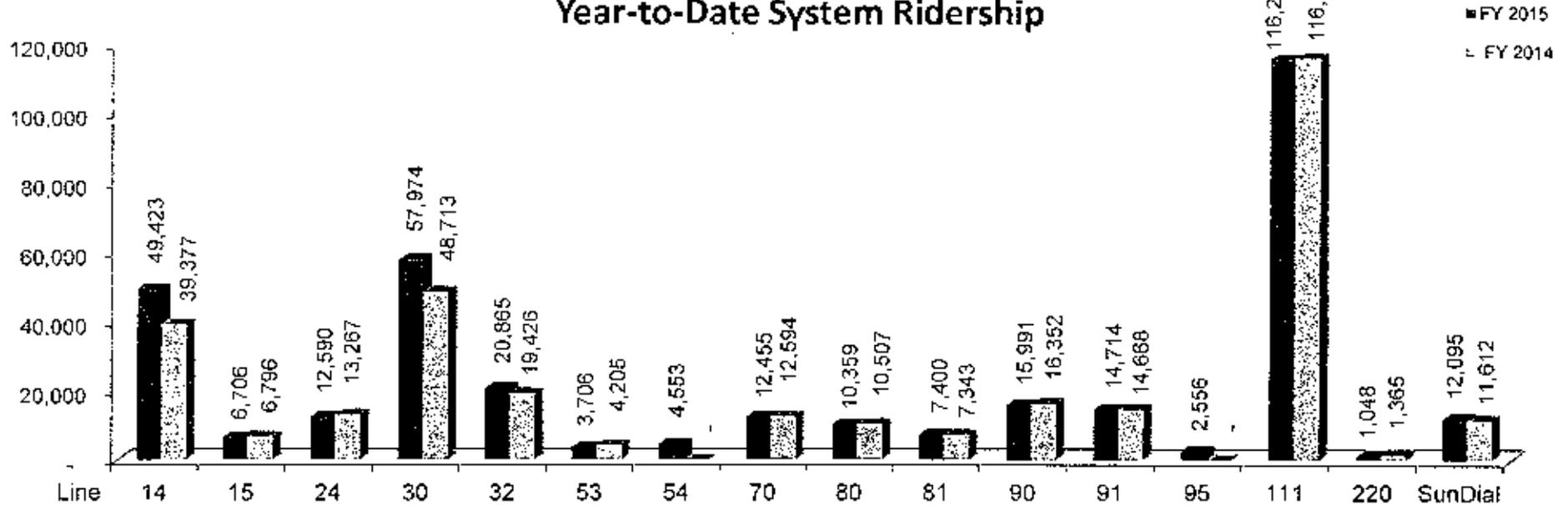
Fixed Route Ridership



Demand Response Ridership



Year-to-Date System Ridership



Submitted by: _____ Date: _____ Approved by: _____ Date: _____



Complimentary Paratransit Service
Serving Persons with Disabilities Throughout the Coachella Valley

SunDial Operational Notes
July 2014

1. ON-TIME PERFORMANCE

<u>Last Year</u>	<u>This Year</u>	
90.3%	94.0%	Total trips carried in the on-time window
963	699	Total trips late during the month
11,317	11,754	Total trips

2. RIDERSHIP and MILEAGE

<u>Last Year</u>	<u>This Year</u>	
11,612	12,095	Total passengers for the month
102,099	106,073	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
6	3	Total Onboard Inspections
1	2	Total Safety Evaluations

5. DENIALS

<u>Last Year</u>	<u>This Year</u>	
1	0	Total Denied Trips

6. WHEELCHAIR BOARDINGS

<u>Last Year</u>	<u>This Year</u>	
1,602	1,859	Total Mobility Device Boarding's

cc: Lauren Skiver, Carolyn Rude, Polo Del Toro, Mannie Thomas, Diane Beebe



Complimentary Paratransit Service
Serving Persons with Disabilities Throughout the Coachella Valley

SunDial Operational Notes
August 2014

1. **ON-TIME PERFORMANCE**

<u>Last Year</u>	<u>This Year</u>	
90.4	94.3	Total trips carried in the on-time window
1,056	653	Total trips late during the month
10,312	11,473	Total trips

2. **RIDERSHIP and MILEAGE**

<u>Last Year</u>	<u>This Year</u>	
11,396	11,975	Total passengers for the month
101,148	104,298	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
2	5	Total Onboard Inspections
0	0	Total Safety Evaluations

5. **DENIALS**

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

6. **WHEELCHAIR BOARDINGS**

<u>Last Year</u>	<u>This Year</u>	
1,524	1,790	Total Mobility Device Boarding's

cc: Lauren Skiver, Carolyn Rude, Polo Del Toro, Mannie Thomas, Diane Boebe

MINUTES
SunLine Transit Agency
Board of Directors Meeting
July 30, 2014

A regular meeting of the SunLine Transit Agency Board of Directors was held at 12:13 pm on Wednesday, July 30, 2014 in the Kelly Board Room at SunLine Transit Agency, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276.

1. **Call to Order**

The meeting of the SunLine Transit Agency Board was called to order at 12:30 p.m. by Chairman Greg Pettis.

2. **Roll Call**

Completed.

Members Present

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

Members Absent

Russell Belts, Mayor Pro Tem, City of Desert Hot Springs

3. **Presentations**

General Manager, Lauren Skiver, introduced Sarah Scheideman, Ian Cush and Rafael Lopez from the Coachella Valley Arts Scene. Ms. Skiver stated that she is bringing forth an idea that was presented by this group. The group will provide a presentation on the idea. Ms. Cush stated that he will present the idea that has been discussed with SunLine. The idea is that we connect all the cities of the Coachella Valley through the use of music, art and SunLine to promote ridership and public transit. Ms. Scheideman stated that during a visit to Portland there was a streetcar music festival taking place. Basically, you could hop on one of the streetcars that had a band performing. There were different types of music; one bus had a choir performing as passengers joined in. Ms. Scheideman stated that it was a memorable experience and she thought it would be a great event to hold in the Coachella Valley. Mr. Cush stated that the core of the idea is to promote the Valley's great transportation system. He stated that currently public transit is not the first choice of transportation of young people in the Valley. Mr. Cush felt that the event could create a positive, unique experience while using the SunBus. The Line 111 has been chosen as it expands through most of the cities. The idea is to provide a music venue on each bus on the Line 111 for four hours – approximately 4:00pm to 8:30pm. They anticipate 24 acts. The buses will run at the same rate and the same time. Ms. Skiver stated that this event will take a large amount of effort. SunLine will make sure there is a layer of

professionalism to understand how this would be executed successfully. Ms. Skiver stated that the reason the group brought this forward to the Board is that funds are needed to move forward; SunLine would not pay for this event. She stated that there are opportunities through arts and public places or maybe city funds. There are some private partners that could benefit by participating in this event; Golden voice, or others, as a sponsor of the event. Ms. Skiver stated that this is an exciting opportunity partnering with young people who want to see art and transit be a part of what we do. Ms. Skiver stated that there is a lot of work that will need to take place and we want to make sure that the Board is supportive of investigating this to see if we can raise the money and move forward with this exciting event. Ms. Skiver reiterated that the bus service on the Line 111 would not change. The difference would be that when a rider gets on the bus, there would be a performer playing jazz that day. This is not a special service. There are plans on how we would protect the service with trailer buses. Ms. Skiver stated that if the Board feels that this is something staff should continue to pursue and work with our partners, we would like to do that. We will continue to keep the Board updated.

Supervisor Benoit stated that he believes that this is huge in advertising SunLine and getting people on the bus that have never been on the bus. He stated that it is a very low cost for a very high visibility event. Supervisor Benoit stated that we should not totally fund it, we should get some outside input. He stated that each City and the County could come up with approximately \$500. Councilmember Miller stated that he believes it is an excellent idea and asked who would be taking the lead. He asked that someone come in and talk to the cities, and other possible sponsors, including Golden Voice. Mr. Cush stated that he has worked with Golden Voice and will talk to them.

Chairman Pettis stated that he will put the item on his City's agenda, but keep in mind that some cities go dark in August. Councilmember Spiegel stated that the City Managers can handle. Ms. Skiver stated that we will work with the cities for funding possibilities.

4. Finalization of Agenda

No changes.

5. Public Comments

Non-Agenda Items – None.

Agenda Items – None.

6. Board Member Comments

Mayor Adolph stated that the La Quinta City Clerk came to him regarding the 3rd Amendment to SunLine's Power Transportation Agency Agreement which was sent out to all of the Cities. To date, some cities have not signed. It has been a year and a half. A decision needs to be made to either cancel it out or go forward with it. He was not made aware of the cities. The issue was weighted voting. Board members will follow up with their City Managers.

7. Consent Calendar

- a) Checks over \$1,000 for June, 2014
- b) Credit card statement for June, 2014
- c) Monthly Budget Reports for May, 2014
- d) Ridership Report for June, 2014
- e) SunDial Operational Notes for June, 2014

Mayor Adolph moved to receive and file the consent calendar. The motion was seconded by Mayor Pro Tem Hutcheson. Chairman Pettis asked if there was opposition. Given none, the consent calendar was approved to receive and file by a unanimous vote.

8. Approval of Minutes

Councilmember Spiegel moved to approve the minutes of the June 25, 2014 Board meeting. The motion was seconded by Mayor Adolph. Chairman Pettis asked if there was opposition. Given none, the motion carried by a unanimous vote, with abstention from Councilmember Dana Hobart from the City of Rancho Mirage.

9. Committee and Appointments

Chairman Pettis addressed the Board concerning appointments to the subcommittees. He stated that he received a request from Mayor Garcia to be removed from the Bylaws, Policies and Procedures Committee. Councilmember Spiegel stated that he would fill the vacancy.

Supervisor Benoit made a motion to approve committee appointments as follows:

Finance Committee: Mayor Don Adolph, Councilmember Doug Hanson, Mayor Pro Tem Rick Hutcheson, Mayor Eduardo Garcia and Mayor Pro Tem Russell Betts.
Litigation Committee: Councilmember Glenn Miller, Mayor Pro Tem Rick Hutcheson, Councilmember Dana Hobart, Councilmember Doug Hanson, Mayor Don Adolph.
Bylaws, Policy and Procedures Committee: Councilmember Glenn Miller, Mayor Pro Tem Hutcheson, Councilmember G. Dana Hobart, Mayor Don Adolph and Councilmember Bob Spiegel.

The motion was seconded by Councilmember Spiegel. Chairman Pettis asked if there was opposition. Given none, the motion carried by a unanimous vote.

10. Administration Building Office Furniture Award

Chief Performance Officer, Rudy Le Flore addressed the Board requesting delegation of authority to the General Manager to negotiate and execute a contract with Desert Business Interiors for a value not to exceed \$592,000, subject to approval as to form and legality to purchase furniture for the new Administration Building and Transit Hub. Mr. Le Flore stated that this purchase will use 5307 funds, which requires the Agency to "buy America" in this solicitation. Furniture offers from bidders must comply with the provisions of "buy America". The furniture must be manufactured in the United States. There is also a requirement of certain types of material. The information was provided in the specifications developed by the architect of record. The solicitation was sent to three firms; we received one proposal. Staff asked the other two bidders why they did

not submit a proposal. One firm stated that the actual manufacturer was not going to compete against a dealer because of an agreement; the other firm inquired about the process and decided not to submit a proposal. The awarded firm is located in Rancho Mirage – Desert Business Interiors. They provided a responsive bid. Since the staff report was prepared, we have negotiated down \$70,000.

Ms. Skiver further stated that though there were three firms contacted, the availability of this contract was on the SunLine website. There were nine other firms that inquired. There were at least twelve firms aware of the bid.

Mayor Pro Tem Hutcheson stated that, as Ms. Skiver just stated, there were fifteen companies that were aware of the contract and had an opportunity to bid. The Finance Committee concluded that there were plenty of opportunities to participate.

Vice Chairman Hanson stated that there was a thorough discussion in the Finance Committee meeting and it is a concern of the members that we solicit as many possible bidders as possible so that there is not a situation where there is a single source. When you don't have companies that can respond to the bid specifications, there is no choice. Vice Chairman Hanson encouraged staff in the future to go the extra mile to reach out with telephone calls to do everything possible to get as many bidders as possible. The Finance Committee supports staff recommendation and to continue to negotiate and get the price down as much as possible; staff is already working in that direction.

Vice Chairman Hanson moved to approve staff recommendation and continue negotiation. The motion was seconded by Supervisor Benoit. Chairman Pettis asked if there was opposition. Given none, the motion carried by a unanimous vote.

11. Out of Service Bus Shelters

Chief Performance Officer, Rudy Le Flore, addressed the Board presenting a plan of action for the out of service bus shelters located throughout the Valley. The plan is as follows:

- City of Coachella: one shelter, currently in storage, will be installed at alternative site as soon as location improvements are completed in fall of 2014.
- City of La Quinta: four shelters approved by La Quinta City Council March 2014 for relocation to four sites on Highway 111. Three of these shelters have been completed as of July 10, 2014. The fourth shelter relocation is awaiting City staff consultation with an adjacent property owner, which should occur by August.
- City of Palm Desert: four shelters, all of which have been selected for alternative sites as part of the current bus stop improvement program. Two of the alternative sites are awaiting right-of-way approval; improvement engineering plans will soon be prepared for the other two sites. The plan is to have all four relocations completed by October 31, 2014.
- City of Palm Springs: one shelter; staff is planning for relocation to an alternate site in the City. Target completion is December 31, 2014.

The design of the seven City Developer shelters does not allow for their relocation. These will remain in place, with notices advising that they are not served by SunLine.

Mayor Pro Tem Hutcheson asked about the inactive shelter in Palm Springs. Anita Petke, Transit Infrastructure Technician, stated that in the case of the Palm Springs shelter, staff is looking at a proposed location. Staff is working with Desert Regional Medical Center due to the high boardings and lighting issue. Currently, there is no shade cover on the existing shelter. It was recommended to relocate the inactive shelter to this location. Mayor Pro Tem Hutcheson requested that staff work with the City Engineer at the City of Palm Springs.

12. Mid-Year Financial Audit

Chief Performance Officer, Rudy Le Flore, addressed the Board. Before the Board is a mid-year audit. The review was requested by the Finance Committee. The report has produced several pieces of valuable information, including staff's assignment and responsibility to some of the issues that surfaced in the report. Mr. Le Flore stated that this report will assist staff in getting through the next audit in a timely fashion. He stated that there was discussion in the Finance Committee about some of the findings in the audit report. This is not a formal audit. It is information only, not a receive and file document. This was an audit that we voluntarily requested.

Vice Chairman Hanson stated that this audit was reviewed in the Finance Committee. He encouraged each Board member to take a close look at the audit; it has a lot of information. Vice Chairman Hanson acknowledged the General Manager; she came up with the concept of having the mid-year review. There are a lot of good suggestions and ideas within in the audit. Vice Chairman Hanson stated that the Finance Committee recommends that as part of the annual audit, the new auditor look at the recommendations within this mid-year audit to ensure that staff has implemented the recommendations. Vice Chairman Hanson stated that the General Manager stated that she will insist that in future years the compliance of the recommendations are in order.

Mr. Le Flore stated that because the audit is going to cover fiscal year endings June 30th, there will probably be additional work and scope for that audit; they will have to draw a deadline as to which they will evaluate. Mr. Le Flore stated that the audit period will end June 30th; we have to make sure the scope works with the recommendation.

Chairman Pettis asked if staff has been in communications with our partners that have expressed concerns – RCTC, SCAG to alert them that we are addressing the issues and moving forward to correct them.

Ms. Skiver stated that she had a meeting with Anne Mayer to discuss the mid-year review. She said the intent was to bring to the Board before moving forward to discuss in depth with RCTC. Ms. Skiver stated that staff will have a follow up meeting. RCTC is very supportive of the audit and saw steps to fiscal transparency.

13. Travel – General Manager

General Manager, Lauren Skiver, addressed the Board. She stated that she wanted to bring before the Board opportunities of events that SunLine has been asked to participate in. Through the power of the FTA, it was recommended that SunLine be included in a committee of professionals, transit agencies and vendors. The focus is on the regulations of the Federal Government for spending on alternative fuels – buses, spare ratios and all the things that keep hydrogen fuel cell and other complex alternative fuels solutions from becoming production and being qualified for federal funds. Ms. Skiver stated that SunLine was asked at the last APTA meeting to be a participant on this committee. The meeting is next week; it is a reimbursable expense. The CTE is responsible for this committee and reimbursing agencies that are participating. In addition, APTA has asked that SunLine, the General Manager, participate in choosing their next Board of Directors. This is a powerful group of people who make legislative action happen for transit. They are very involved politically. To be asked as an Agency to participate in choosing that slate of officers is also an opportunity. SunLine will also be reimbursed for this travel. (This item was changed to an action item). Supervisor Benoit moved for approval of the travel expenses, which will be reimbursed. Councilmember Spiegel seconded the motion. Chairman Pettis asked if there was opposition. Given none, the motion carried by a unanimous vote.

14. Natural Gas Fuels Emissions Credit

Deputy Performance Officer, Tommy Edwards, addressed the Board. He stated that at the last Board meeting there was discussion on the ability to collect low carbon emission credits. He stated that the Board gave direction to staff to try and get a one year contract with energy service providers so that we could see if the program works for us. Mr. Edwards stated that when the Board report was written, GHI, which is the energy service provider that RTA and other transit agencies are using, did offer to give us a one year contract, but with very limited savings for that one year. The savings did not meet our proposed budget revenues that we projected for these credits. BP took a close look at this. It is their business model to go out and procure this green gas for several years in advance. Therefore, the one year contract did not meet their business model. Mr. Edwards stated that we originally came today to recommend that the Board discuss moving forward with a three year, rather than a one year contract. Since then, and this was discussed with the Finance Committee, GHI has come back to SunLine and they have made a counter offer stating that they would allow us to piggyback with the same terms as RTA and a couple of other transit agencies, which is a three year term, but after one year of service, they would give us a unilateral option that we could opt out. Or, we could continue on. They would provide us the same benefits, credits and prices they are currently giving RTA, and several others. Mr. Edwards stated that the good news is that we can work with a one year term, as a three year contract. Staff will have to work through it all with Legal Counsel. Mr. Edwards stated that this is a discussion item, but if the Board feels comfortable, staff could move forward. The Board will not meet again until the end of September. Mr. Edwards stated that the \$35,000 to \$70,000 worth of credits that we might be able to secure over that time would be beneficial. Legal Counsel, Bob Owen, stated that if the Board would like to delegate authority to staff and the General Manager in light of the fact there is not another meeting for almost two months, a lost opportunity to collect funds, that would be legal.

Councilmember Spiegel moved for approval of staff recommendation to move forward with a three year contract, with a one year term when SunLine would have a unilateral option to opt out. Mayor Adolph seconded the motion. Chairman Pettis asked if there was opposition. Given none, the motion carried by a unanimous vote.

15. General Manager's Report

General Manager, Lauren Skiver, thanked Rudy Le Flore, Polo Del Toro and the rest of SunLine staff who did an excellent job while she was out of town. She stated that the organization is fantastic and speaks to the level of professionalism and talent within the Agency. She also wanted to highlight that SunLine hosted an FTA Procurement class this week. The workshop was well attended by other transit agencies – North County Transit Agency, Omnitrans, Orange County Transit. SunLine has gotten very aggressive with getting involved in workshops such as these – hosting so that we can get training for our staff at no cost. By hosting, you can have a lot more seats within the workshop. There will be more workshops in the future, especially when we move into the new facilities. This is a great way to get training in here without having to pay the cost of travel and giving employees the opportunity to learn about something new. Rudy Le Flore was the instructor. He is well versed in procurement regulations. On August 9th, the Agency will be holding the first "Pack the Bus". It will take place at Walmart on Monterey. It is designed to collect backpacks and back to school supplies for kids here in the Coachella Valley. Staff is working with the Palm Desert Walmart. This is the first time in a long time that we can work on their soil. We are happy that we are able to work with Walmart as a lot of people shop there; it will be an enhancement for our "Fill the Bus" food drive in November. We will be working with the Salvation Army to help distribute what is collected; we are a collection point working with the nonprofit to ensure that the distribution is done fairly. Ms. Skiver stated that some team members have taken on this project and ran with it as they do here at SunLine. Ms. Skiver stated that FC-5 has been delivered. FC-4 is visible in Palm Springs frequently. BAE and El Dorado are working at implementing some corrective actions. When we get these fuel cell buses, there is a period of time that we have to work closely with BAE and El Dorado with issues that come up. Ms. Skiver stated that we are confident that we will work beyond the issues. She said to be on the lookout for the buses – you can't miss them with the art work. The art contest was another successful project. Ms. Skiver further stated that we are aggressively looking at a bike share program, bringing bike share to the Coachella Valley. Between the location of cities, tourism and destinations, and our buses connecting with bike racks, we think that bike share can be a real enhancement to the Coachella Valley. Ms. Skiver stated that we are the perfect contractor for such services as we already regulate service. It is a perfect fit to look at creating those synergies between the cities. Ms. Skiver stated that many of the cities may want to get into this themselves. If the cities are thinking about bike share, we can hold meetings so that we are all working together and not duplicating any effort. Ms. Skiver stated that we would be happy to work with city staff.

Supervisor Benoit stated that this has been a discussion with regard to the paths – CV Link. He stated that it would be in our best interest to coordinate with Tom Kirk at CVAG.

Ms. Skiver stated that there is a meeting scheduled with Mr. Kirk. Mike Jones, Taxi Administrator, has completed a good deal of work and has collected information on bike share. There are a lot of companies that do it. Vice Chairman Hanson stated that there was a study completed by CVAG on this issue of bike share. He suggested that Ms. Skiver get a copy of the bike share study.

Ms. Skiver stated that during the summer, it is a little quieter at SunLine, but we are doing a lot of work with the new fiscal year and service expansion. She stated that she wants to hold a visioning session with the Board. She stated that even if you have a strategic plan that goes five years, priorities change. Ms. Skiver stated that it is important to get together and talk about a service plan. She stated that it is very important to have a discussion about service performance – how we are bench marking performance and what services need to be reallocated into more productive service and frequencies. Ms. Skiver stated that she would like to get Board opinions and get plans of the cities. Ms. Skiver stated that the meeting will last about four hours to talk about transit.

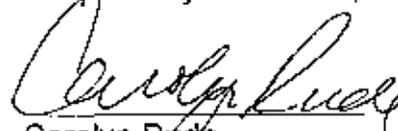
16. **Next Meeting Date**

September 24, 2014
12 o'clock Noon – Kelly Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276

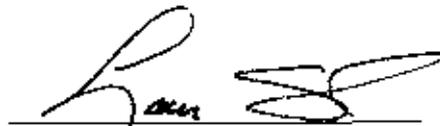
17. **Adjourn**

Chairman Pettis adjourned the meeting at 1:10p.m. in honor of Lauren Skiver's mother, Thuvia Freese.

Respectfully Submitted,



Carolyn Rude
Clerk of the Board



Lauren Skiver
General Manager/CEO

Date 9/18/14

SunLine Transit Agency

DATE: September 24, 2014 **ACTION**

TO: Finance Committee
Board of Directors

FROM: Purchasing Administrator

RE: Award of Contract for VoIP Phone System

Recommended Action

Recommend that the Board grant authorization to the General Manager to approve award of a contract to ShoreTel Communications, for a Voice over Internet Protocol (VoIP) Phone System at a price "Not To Exceed" of \$150,000, upon review as to form and legality by Legal Counsel.

Background

In December of 2013, staff issued a Request for Proposal (RFP) for a VoIP Phone System. Three (3) proposers responded to the solicitation with differing solutions that proved difficult to evaluate because of the unknowns of the technology.

Staff took a different approach by looking at the available technology from a needs assessment. SunLine's Project Manager and IT Administrator conducted a technical needs evaluation for a new VoIP phone system to accomplish all the communications needs of the Agency. As part of our evaluation of needs for the phone system we have included the following items that were not part of the first solicitation;

- Equipment for failover in case of a controller failure
- User training in a classroom settings for all SunLine Staff
- Increase training for IT staff to support the system
- Premium partner support from ShoreTel
- Enterprise Level Operator Station Licensing
- Automatic call recording that provides a better legal standing in case of an issue of dispute with the public or staff.

ShoreTel's system meets the needs of the Agency and is available via General Services Administration (GSA) contract that is available to FTA recipients.

State and local government grantees are authorized to purchase IT equipment directly from the vendors on GSA Schedule 70, without having to conduct a separate competitive procurement.

Selection of Contract Type

The contract type selected is Firm Fixed-Price. The contract contains a ceiling that represents a guaranteed maximum price that the contractor exceeds at their own expense. This type of contract places the maximum risk on the contractor.

Rational for Method of Procurement

GSA contracts are Pre-Competed, on demand contracts that increase the productivity of the Agency's acquisition resources by offering quick and easy access to the right industry partners. By using the GSA Schedule as a procurement method, it allows the Agency flexibility by customizing our needs to fit terms and conditions at the ordering level while saving time over traditional solicitations.

Reason for Contractor Selection or Rejection

After Technical evaluations conducted by SunLine IT Staff and Riverside Transit Agency IT Staff, it was determined that ShoreTel offers the system that would fit our needs and is available on the GSA schedule.

Basis for the Contract Price

GSA is a Federal Acquisition Regulations (FAR) compliant acquisition method that uses competitive market based pricing leveraging the buying power of the federal government. Prices are determined to be fair and reasonable based on competition.

Financial Impact

SunLine's cost for this phone system is Not to Exceed \$150,000. This will be paid using existing capital grant funding approved in the FY15 budget.



Rick Barone

SunLine Transit Agency

DATE: September 24, 2014 **ACTION**

TO: Finance Committee
Board of Directors

FROM: Purchasing Administrator

RE: Approval of Contract for Bus Stop Site Engineering Services

Recommendation

Recommend that the Board of Directors authorize SunLine's General Manager to execute an agreement with Psomas in the amount of \$155,239.12 for Bus Stop Site Engineering upon approval as to form and legality by Legal Counsel.

Background

SunLine has 76 bus stops that are in need of engineering services before shelters and other amenities can be added. The engineering services would provide site plans for each bus stop to assist with the permitting process as SunLine's planning staff works with each jurisdiction in the Coachella Valley. Additionally, the engineering services will help identify utility, water and sewer lines located close to existing bus stops or in areas recommended for new bus stops.

A Request for Qualifications (RFQ) for Bus Stop Site Engineering Services was issued and six (6) proposals were received and ranked based on qualifications of the firm. The Brook Act is a 1972 law that requires solicitations of Architect and Engineering services be based on qualifications and experiences rather than price. California Government Code 4525 (also known as the mini Brooks Act) also describes a Qualifications Based Selection (QBS).

Psomas Engineering from San Diego was ranked the highest qualified firm and a price was negotiated and agreed upon in accordance with the Brooks Act.

Selection of Contract Type

The contract type selected is Firm Fixed-Price. The contract contains a ceiling that represents a guaranteed maximum price that the contractor exceeds at their own expense. This type of contract places the maximum risk on the contractor.

Rational for Method of Procurement

SunLine Transit Agency requested formal Request for Qualifications from interested parties. A competitive, formal qualifications based procurement method in accordance with the Brooks Act as described in 49 U.S.C. Section 5325(b),

Reason for Contractor Selection or Rejection

On April 10, 2014, six (6) proposals were received. An evaluation was done to evaluate all proposals based on the established criteria listed in the Request for Qualifications. The criteria required ratings on past performance, qualifications of the firm, work plan; and four other sections.

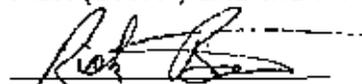
Upon completion of the evaluations, three (3) firms were selected as "qualified firms." To be considered a "qualified" firm, a firm had to have an average score of forty or above. Any firm scoring below that amount would not be listed as a qualified firm. Of all the firms selected as "qualified," they had several years of experience in their respective fields, the personnel had vast working experience; many in transit-related projects; and all submitted a work plan which detailed their methodology to successfully complete a project. Psomas was ranked the highest with an average score of 55 points.

Basis for the Contract Price

Negotiations were started with Psomas in accordance with the Brooks Act. At the same time an independent Estimate was performed by NAI Consultants of Cathedral City to give us a base for negotiating a fair and reasonable price. These negotiations resulted in a deduction of \$60,711 from the originally proposed price. This price was determined to be fair and reasonable by NAI Consulting.

Fiscal Impact

SunLine's Not to Exceed cost for this work will be \$155,239.12. This procurement will be paid for using existing combination of Federal Section 5307, State Transit assistance and Proposition 1B safety and Security funding as approved in the Short Range Transit Plan (SRTP) and the FY 2014 budget.


Rick Barone

RFQ 14-109 Bidders List

Name	Email	Company	Address	City	State	Zip code
Ileen Radtner	radtner@lgcorp.com	TTC Engineers	601 Via Poinciana Suite 400	Ontario	CA	91754
Angie Chang	achang@psomas.com	Psomas	3111 Camino del Rio North Suite 702	San Diego	CA	92108
Integrated Marketing Systems	ca3@ims-ia.com	IMS	946 Hornblow St. Ste. C	San Diego	CA	92109
Marika Bowden	mzrvet@irvine@nsm-s-asso.com	Harris & Associates	34 Executive Park Suite 150	Irvine	CA	92614
Gail Westmyer	gwestmyer@nycanmobile.com	Ninyo & Moore	475 Goddard Suite 200	Irvine	CA	92618
Brad Dennis	bdennis@hept7.com	Heptagon Seven Consulting Inc.	74800 Highway 111 Suite 111	Indian Wells	CA	92210
Source Management	sourcemgmt@onvia.net	Onvia	509 Olive Way	Seattle	WA	98101
Carole Lubero	clubero@keeneengineering.com	TKS Engineering Inc	2305 Chicago Avenue	Riverside	CA	92507
Anna Potts	asp@sepinc.com	Dev.S. Evans and Associates Inc.	4203 Coronado Suite 200	Carlsbad	CA	91754
Denise Scott	rd@lead@ul.com	RBF Consulting	14725 Alton Parkway	Irvine	CA	92618
Lance Bird	lancebird@edg.com	La Canada Design Group	630 N. Rosemead Blvd. Suite 400	Pasadena	CA	91107
Laura Franco	lfranco@owengroup.com	Owen Group Inc.	20 Morgan	Irvine	CA	92618
Greg Henley	ghenley@woodhedges.com	Wood Rodgers Inc	3331 O Street Bldg. 1000	Sacramento	CA	95816
Emma Sarte	esarte@koncorp.com	KDA Corporation	1100 Corporate Center Drive #201	Monterey Park	CA	91754
Cherly Gonzalez	cmgonzales@scglo.com	FKB Architects	533 West San Street 28th Floor	Los Angeles	CA	90071

Proposals received from BOLD



**SUNLINE BUS STOP IMPROVEMENT PROGRAM
ENGINEERING SERVICES**

Updated 9/11/14

Bus Stop #	On Street	Cross Street	Position	Location	Direction	Lines Served by	Existing Amenities	Proposed Shelter Type/Size	Non-AD & AD	Shelter Color	Comments
Cathedral City											
162	Ave. Maravilla	Risueno Rd.	Nearside	Northwest	Southbound	32	Signage/Pole	9FT.	Non-AD	Blue	Concrete pad improvements needed to support shelter installation.
255	Ramon Rd.	De Val Dr	Nearside	Southwest	Eastbound	32	Signage/Pole	9FT.	Non-AD	Blue	Concrete pad connection needed from sidewalk to curb and shelter staging.
326	Ave. Maravilla	Tachevah Dr	Nearside	Northwest	Southbound	32	Simms Seat & Waste Cont.	9FT.	Non-AD	Blue	Concrete pad improvements needed to support shelter installation.
328	Ave. Maravilla	Risueno Rd	Farside	Northeast	Northbound	32	Simms Seat & Waste Cont.	9FT.	Non-AD	Blue	Concrete pad improvements needed to support shelter installation.
425	Ramon Rd.	De Val Dr.	Farside	Northwest	Westbound	32	Simms Seat	9FT.	Non-AD	Blue	Concrete pad connection needed from sidewalk to curb and shelter staging.
522	Date Palm Dr.	Converse Rd	Nearside	Northwest	Southbound	30	Bench & Waste Cntr.	9FT.	Non-AD	Blue	Concrete pad improvements needed to support shelter installation.
639	E Palm Cyn. Dr	Perez Rd.	Farside	Southeast	Eastbound	111	Bench & Waste Cntr.	9FT.	AD	Blue	Shelter staging only.
864	30th Ave	Ave. Xicano	Nearside	Southwest	Eastbound	32	Signage/Pole	9FT.	Non-AD	Blue	Concrete pad improvements needed to support shelter installation.
875	Ave. Maravilla	Tachevah Dr.	Nearside	Southeast	Northbound	32	Signage/Pole	9FT.	Non-AD	Blue	Concrete pad improvements needed to support shelter installation.
New	Vista Chico	Lardau Blvd.	Farside	Southeast	Eastbound	32	None	9FT.	AD	Blue	Concrete pad improvements needed to support shelter installation. (Reoccur bus stop #760)
New	Ramon Rd.	Palm Blvd /Outdoor Resorts	Farside	Southeast	Eastbound	32	None				Concrete pad improvements needed to support future bus stop. (Note: bus stop will be added to north side of Ramon which does not need improvements.)

Total Number of Bus Stop Recommended for Engineering Services = 11
 Shelter Sizes: 9FT AD: 2, 9FT Non-AD: 8

Coachella											
219	Harrison St	6th St.	Farside	Southwest	Southbound	91 & 95	Signage/Pole	9FT.	Non-AD	Blue	Concrete pad improvements needed to support shelter installation.
358	Harrison St.	Ave. 50	Farside	Southwest	Southbound	90 & 91	Older Shelter	16FT.	AD	Blue	Concrete pad improvements needed to support larger shelter.
464	Ave 48	Jackson St	Mid-Block	Southeast	Eastbound	90	Signage/Pole	9FT.	Non-AD	Blue	Shelter staging only.
493	Ave 52	Enterprise Wy.	Nearside	Southwest	Eastbound	95	Signage/Pole				Concrete pad improvements needed to provide accessibility.

Total Number of Bus Stop Recommended for Engineering Services = 4
 Shelter Sizes: 9FT Non-AD: 2, 16FT: 1

Desert Hot Springs

454	Hacienda Ave.	Peak Dr.	Nearside	Southwest	Eastbound	15	Signage/Pole				Concrete pad improvements needed to provide accessibility.
323	Palm Dr.	4th St.	Farside	Northeast	Northbound	14	Bench & Waste Cntr.	9FT.	AD	Brown	Shelter staging only.
625	Palm Dr.	2th St.	Nearside	Southeast	Northbound	14	Signage/Pole				Concrete pad improvements needed to provide accessibility.
826	Mission Lakes Blvd.	E. Mirador Blvd.	Farside	Northwest	Westbound	14	Bench & Waste Cntr.	9FT.	Non-AD	Brown	Concrete pad improvements needed to support shelter installation.
830	Hacienda Ave.	Tamar Dr.	Farside	Southeast	Eastbound	15	Simme Seat	9FT.	Non-AD	Brown	Concrete pad improvements needed to support shelter installation.
New	Palm Dr.	Camino Companero	Farside	Northeast	Northbound	14	None	9FT.	Non-AD	Brown	Concrete pad improvements to support shelter installation. (Relocate existing bus stop #817 to farside of Camino)
New	Palm Dr.	Two Bunch Palms Tr.	Farside	Northeast	Northbound	14	None	15FT.	AD	Brown	Shelter staging only.

Total Number of Bus Stop Recommended for Engineering Services = 7
 Shelter Sizes: QTY:
 9FT Non-AD 3 18FT AD 1
 9FT AD 1

Bus Stop # (INDIC)	On Street	Cross Street	Position	Location	Direction	Line(s) Served by	Existing Amenities	Proposed Shelter Type/Size	NON-AD & AD	Shelter Color	Comments
335	Dr. Carreon Blvd.	Santa Rosa Villas	Farside	Southeast	Eastbound	51	Bench & Waste Cntr.	9FT.	Non-AD	Brown	Concrete pad improvements needed to support shelter installation.
368	Dr. Carreon Blvd	Van Buren St	Farside	Northwest	Westbound	80	Bench & Waste Cntr.	13FT.	Non-AD	Brown	Concrete pad improvements needed to support shelter installation.
391	Monroe St.	Santa Rosa St.	Nearside	Southeast	Northbound	80	Bench & Waste Cntr.	13FT.	Non-AD	Brown	Shelter staging only.
462	Ave. 48	Castoun St.	Farside	Northwest	Westbound	90	Signage/Pole	9FT.	Non-AD	Brown	Concrete pad improvements needed to support shelter installation.
463	Jackson St.	Ave. 48	Farside	Northeast	Northbound	90	Signage/Pole	9FT.	Non-AD	Brown	Concrete pad improvements needed to support shelter installation.
527	Ave. 42	Monroe St.	Mid-Block	Southeast	Eastbound	80	Signage/Pole	9FT	AD	Brown	Concrete pad improvements needed to support shelter installation.
629	Jackson St	Showcase Pkwy.	Farside	Southwest	Southbound	80	Signage/Pole	9FT	AD	Brown	Concrete pad improvements needed to support shelter installation.
631	Jackson St.	Ave. 44	Farside	Southwest	Southbound	80	Signage/Pole	9FT.	Non-AD	Brown	Concrete pad improvements needed to support shelter installation.
549	Hwy. 111	Shields Rd.	Farside	Southeast	Eastbound	111	Bench & Waste Cntr.	9FT.	Non-AD	Brown	Concrete pad improvements needed to support shelter installation.
550	Hwy. 111	Monroe St.	Farside	Southeast	Eastbound	111	Signage/Pole	13FT	AD	Brown	Concrete pad improvements needed to support shelter installation.
858	Dr. Carreon Blvd.	Bristo St.	Farside	Northwest	Westbound	80 & 90	Simme Seat	9FT.	Non-AD	Brown	Concrete pad improvements needed to support shelter installation.

Total Number of Bus Stop Recommended for Engineering Services = 11
 Shelter Sizes: QTY:
 9FT AD 2 13FT AD 1
 9FT Non-AD 6 13FT Non-AD 2

LA QUINTA

248	Fred Waring Dr.	Jefferson St.	Mid-Block	Northwest	Westbound	54	Signage/Pole	9FT	Non-AD	Brown	Concrete pad improvement plans needed to show connection from sidewalk to curb.
705	Calle Sinaloa	Avn. Mendoza	Farside	Southeast	Eastbound	70	Signage/Pole	9FT.	Non-AD	Brown	Shelter staging only.
706	Calle Sinaloa	Ave. Herrera	Nearside	Southwest	Eastbound	70	Signage/Pole	9FT	Non-AD	Brown	Concrete pad improvement plans needed and shelter staging
707	Calle Sinaloa	Avn. Villa	Nearside	Northeast	Westbound	70	Signage/Pole	9FT.	Non-AD	Brown	Shelter staging only.
783	Calle Madrid	Avn. Vallejo	Nearside	Northeast	Westbound	70	Signage/Pole	9FT	Non-AD	Brown	Concrete pad improvement plans needed and shelter staging.
787	Avn. Obragón	Calle Madrid	Farside	Northeast	Northbound	70	Signage/Pole				Concrete pad improvements needed to provide accessibility.

Total Number of Bus Stop Recommended for Engineering Services = 6
 Shelter Sizes: 9FT Non-AD
 Qty: 5

Palm Desert

175	Portola Ave.	Howley Ln. E.	Farside	Nearside	Northbound	53	Signage/Pole				Concrete pad improvement plans needed to show connection from sidewalk to curb.
193	Howley Ln. E.	Corporate Dr.	Farside	Northwest	Westbound	53	Signage/Pole				Concrete pad improvement plans needed to show connection from sidewalk to curb.
191	Fred Waring Dr.	Portola Ave.	Farside	Northwest	Westbound	54	Signage/Pole	9FT	Non-AD	Brown	Concrete pad improvements to show connection from sidewalk to curb and shelter staging.
198	Monterey Ave.	Fred Waring Dr.	Farside	Northeast	Northbound	32	Bench & Waste Cont.	16FT.	Non-AD	Brown	Concrete pad improvements needed to support shelter installation.
202	Fred Waring Dr.	Cook St	Farside	Northwest	Westbound	54	Signage/Pole	9FT	Non-AD	Brown	Concrete pad improvements to show connection from sidewalk to curb and shelter staging.
226	Washington St.	Berger Dr. W.	Nearside	Southeast	Northbound	53	Bench & Waste Cont.	9FT	Non-AD	Brown	Concrete pad improvements to show connection from sidewalk to curb and shelter staging.
223	Fred Waring Dr.	Washington St.	Farside	Northwest	Westbound	54	Signage/Pole	9FT	Non-AD	Brown	Concrete pad improvements to show connection from sidewalk to curb and shelter staging.
272	Fred Waring Dr.	Town Center Wy.	Farside	Southeast	Eastbound	32, 53 & 111	Signage/Pole	16FT.	Non-AD	Brown	Concrete pad improvements needed to support shelter installation.
341	Fred Waring Dr.	Hwy 111	Farside	Southeast	Eastbound	54	Signage/Pole	9FT	Non-AD	Brown	Shelter staging only.

Total Number of Bus Stop Recommended for Engineering Services = 9
 Shelter Sizes: 9FT Non-AD
 16FT Non-AD
 QTY: 5
 2

PALM SPRINGS

28	Indian Cyn Dr	Tachevah Dr.	Farside	Northwest	Northbound	24 & 111	Existing City/Dev. Shelter	16FT.	AD	Brown	Concrete pad improvements to show connection from sidewalk to curb and shelter staging.
131	Ramon Rd.	Carnegie Reel	Farside	Southeast	Eastbound	30	Bench & Waste Cntr.	9FT.	Non-AD	Brown	Shelter staging only.
142	Ramon Rd	Desert Wy.	Nearside	Southwest	Eastbound	30	Bench & Waste Cntr.	13FT.	Non-AD	Brown	Shelter staging only.
145	Ramon Rd	El Paseo Rd.	Farside	Southeast	Eastbound	30	Bench & Waste Cntr.	9FT.	Non-AD	Brown	Shelter staging only.
144	Ramon Rd	Paseo Doretea	Farside	Southeast	Eastbound	30	Bench & Waste Cntr.	13FT.	Non-AD	Brown	Shelter staging only.
145	Ramon Rd.	Vela Rd.	Nearside	Southwest	Eastbound	30	Bench & Waste Cntr.	9FT.	Non-AD	Brown	Shelter staging only.
151	Rosa Parks Rd.	Eastgate Rd.	Farside	Northwest	Westbound	24	Signage/Pole				Concrete pad improvement plans needed to show connection from sidewalk to curb.
152	Rosa Parks Rd.	Eastgate Rd.	Nearside	Southeast	Eastbound	24	Signage/Pole				Concrete pad improvement plans needed to show connection from sidewalk to curb.
176	San Luis Rey Rd.	Mission Dr.	Farside	Southwest	Southbound	32	Signage/Pole	9FT	Non-AD	Brown	Shelter staging only. (Relocate existing bus stop #176)
179	Ramon Rd.	Paseo Doretea	Farside	Northwest	Westbound	30	Bench & Waste Cntr.	13FT.	Non-AD	Brown	Shelter staging only
180	Ramon Rd	El Paseo Rd	Farside	Northwest	Westbound	30	Bench & Waste Cntr.	9FT.	Non-AD	Brown	Shelter staging only.
187	Ramon Rd.	Hermosa Dr.	Farside	Northwest	Westbound	30	Bench & Waste Cntr.	9FT.	Non-AD	Brown	Shelter staging only.
211	Gateway Dr.	N Palm Cyn. Dr	Farside	Southeast	Eastbound	24	Bench & Waste Cntr.	9FT.	Non-AD	Brown	Shelter staging only
227	San Rafael Dr.	Indian Cyn. Dr.	Farside	Southeast	Eastbound	24	Bench & Waste Cont.	9FT	Non-AD	Brown	Concrete pad improvements needed at rear of sidewalk and shelter staging.
631	S. Palm Cyn. Dr.	Mesquite Ave	Nearside	Northwest	Southbound	111	Bench & Waste Cntr.	9FT.	Non-AD	Brown	Shelter staging only.
675	S. Palm Cyn. Dr.	Mesquite Ave.	Nearside	Southeast	Northbound	111	Bench & Waste Cntr.	9FT.	Non-AD	Brown	Shelter staging only.
726	San Rafael Dr.	Sunrise Wy.	Farside	Northwest	Westbound	24	Bench & Waste Cont.	9FT	Non-AD	Brown	Concrete pad improvements needed at rear of sidewalk and shelter staging.
733	Sunrise Wy	Tahcutz Cyn. Wy.	Farside	Northeast	Northbound	24	Bench & Waste Cntr.	9FT.	Non-AD	Brown	Shelter staging only.
New	Sunrise Wy.	Racquet Club Rd.	Farside	Northeast	Northbound	24	None	9FT	Non-AD	Brown	Concrete pad improvements needed for future bus stop. (Relocate existing bus stop #721)

Total Number of Bus Stop Recommended for Engineering Services = 19

Shelter Sizes:
9FT Non-AD
13FT Non-AD

Qty:
13
3

16FT AD 1

Rancho Mirage

5*	Ramon Rd.	Ralter Rd.	Farside	Southeast	Eastbound	32	Signage/Pole	9FT.	Non-AD	Brown	Concrete pad improvements needed to support shelter installation.
547	Hwy 111	Indian Trail Rd.	Mid-Block	Southwest	Eastbound	111	Bench & Waste Cont.	9FT	Non-AD	Brown	Concrete pad improvement plans needed to show connection from sidewalk to curb.
663	Hwy. 111	Indian Trail Rd.	Farside	Northwest	Westbound	111	Bench & Waste Cntr.	9FT.	Non-AD	Brown	Concrete pad improvements needed to support shelter installation.

Total Number of Bus Stop Recommended for Engineering Services = 3 Shelter Sizes: 9FT Non-AD QTY: 3

Riverside County

24*	Monterey Ave.	Broadmoor Dr.	Nearside	Southwest	Southbound	32	Bench & Waste Cont.	9FT.	AD	Blue	Concrete pad improvements needed at rear of sidewalk.
242	Monterey Ave.	Broadmoor Dr.	Farside	Northeast	Northbound	32	Bench & Waste Cont.	9FT.	AD	Blue	Concrete pad improvements needed at rear of sidewalk.
472	Lincoln St.	64th Ave.	Farside	Northeast	Northbound	51 & 95	Signage/Pole	9FT.	AD	Blue	Concrete pad improvements needed to support shelter installation.

Total Number of Bus Stop Recommended for Engineering Services = 3 Shelter Sizes: 9FT AD QTY: 3

TOTAL NUMBER OF BUS STOPS NEEDING ENGINEERING PLANS: 73

SunLine Transit Agency

DATE: September 24, 2014 **ACTION**

TO: Finance Committee
Board of Directors

FROM: Purchasing Administrator

RE: Execution of Option for Legal Services

Recommendation

Recommend that the Board ratify and authorize the General Manager to exercise the second option year included in the contract for legal services with Rutan & Tucker in an amount Not To Exceed \$250,000.

Background

Upon the approval of the SunLine Board of Directors, the Agency entered into a contract for General Counsel Services with Rutan & Tucker LLP. The contract start date was September 17, 2012. The contract is for an initial term of one year with the option for SunLine to renew the contract for four (4) additional one-year renewals. Last year the SunLine Board approved the first one year option. This option year expired on September 16, 2014. July and August billing showed that the \$200,000 limit was exceeded by \$5,218.00 with September billing to still follow.

Selection of Contract Type

Using SunLine's Purchasing Policies and Procedures Manual, it was determined that a Formal Procurement and no other contract type is acceptable, considering prices for services were estimated to be greater than or equal to \$100,000.00 during a one year period with additional option years. A Fixed Price contract of labor hours was selected.

Rational for Method of Procurement

Based on the estimate cost for legal services a Request for Proposal (RFP) solicitation was selected as the procurement method in order to award the contract based on established criteria: expertise & experience; qualifications; relevant experience with regard to transit; and cost. This provided competition on quality and other factors, including cost.

Reason for Contractor Selection or Rejection

On March 7-8, 2012, a Request for Proposal for Legal Services was publically advertised in the local Newspaper and sent to at least nineteen different law firms. However, only six firms submitted proposals in response to the solicitation.

A three staff member Evaluation Committee reviewed the proposals utilizing the evaluation criteria in the RFP.

Based on the evaluation, Woodruff Spradlin & Smart, Wesierski & Zurek, and Rutan & Tucker were considered to be within the competitive range and were, thus, selected to proceed to the "Best and Final Offer" phase.

The Best and Final Offers were presented to the Ad Hoc Committee and, on the July 25, 2012 Board meeting, the top three firms were interviewed by the Committee during a closed session. During the Board meeting, The Board announced the selection of Rutan & Tucker as SunLine's General Counsel

Basis for the Contract Price

The contractor price was determined to be fair and reasonable based on a price analysis and adequate price competition.

Fiscal Impact

Amount of \$250,000 is included in the FY 14/15 Operating Budget.



Rick Barone

SunLine Transit Agency

DATE: September 24, 2014 **ACTION**
TO: Finance Committee
Board of Directors
FROM: Chief Performance Officer
RE: Approval of Contract for Cable Television

Recommendation

Recommend that the Board of Directors delegate authority to the General Manager to Negotiate and Execute a contract with Time Warner Cable for the Administration Building Project for a value Not To Exceed \$14,175.83, which includes 36 months of service.

Background

Time Warner Cable is the only cable provider in the area. This item is being brought to the Board of Directors for approval because the agreement extends for 36 months. Policy requires that any agreement in excess of one (1) year needs approval of the Board of Directors.

This item covers a one-time installation charge of \$6,099.95, and a monthly charge of \$224.33 for 36 months.

Time Warner is a nationally recognized provider of quality Cable Television Service. This service is providing news and communications options to SunLine Staff. Time Warner has provided a proposal for 36 month service. Staff has reviewed this proposal and agrees with the scope. Staff is still attempting to negotiate a discount with Time Warner.

The timing of this agreement is sensitive, because these services will ideally be available to staff when the new administrative building is occupied later this year.

Contract Type

SunLine is using the standard Time Warner utility and service agreement.

Procurement Method

These services are considered utility services. Time Warner is the only utility provider of cable service in the area and therefore this procurement action is not subject to competition.

Chosen Contractor

Cable Television services were considered technically advantageous to the Agency. This was based on foreseeable communications, operational, and training reasons. Time Warner is the only provider in the area of cable television, and therefore was selected to provide these services.

Pricing

SunLine is being charged market rates by the cable provider. SunLine Staff subjected the amount of the proposed agreement to negotiations.

Fiscal Impact

Funds for this service is included in the Capital and Operating Budget.


Rudy Le Flore

SunLine Transit Agency

DATE: September 24, 2014 **ACTION**
TO: Board of Directors
FROM: Clerk of the Board
RE: 1st Reading of New Conflict of Interest Code Ordinance

Recommendation

Recommend that the Board of Directors approve the attached Ordinance for the 1st reading, which updates SunLine Transit Agency's Conflict of Interest Code.

Background

Every two years local public agencies are required to review their Conflict of Interest Codes. The attached Ordinance has been updated to include titles that have changed due to the Agency reorganization. The list of covered positions has been updated to reflect those changes. There are no changes to the California Code.

Fiscal Impact

None.


Carolyn Rude

ORDINANCE NO. 14-1

AN ORDINANCE OF SUNLINE TRANSIT AGENCY AMENDING AND ADOPTING A
CONFLICT OF INTEREST CODE.

WHEREAS, the County of Riverside and the Coachella Valley cities comprising the joint powers agency known as SunLine Transit Agency ("SunLine") is a local government agency required by Government Code Section 87300 to promulgate a Conflict of Interest Code; and

WHEREAS, amendments to the Political Reform Act, Government Code sections 81000, et seq., have and foreseeably will require local agencies to amend their conflict of interest codes; and

WHEREAS, the Fair Political Practices Commission has adopted a provision at Title 2, section 18730 of the California Code of Regulations which sets forth the terms of a standard model conflict of interest code which may be incorporated by reference so as to constitute the adoption of a Conflict of Interest Code by SunLine; and

WHEREAS, the provisions of Title 2, section 18730 of the California Code of Regulations require the formulation of disclosure categories in addition to incorporation by reference of its terms.

NOW, THEREFORE, the Board of Directors of SunLine Transit Agency does hereby ordain as follows:

PART 1: That all previously adopted resolutions and ordinances approving various Conflict of Interest Codes for SunLine Transit Agency are hereby rescinded.

PART 2: That SunLine Transit Agency hereby adopts a Conflict of Interest Code as follows:

CONFLICT OF INTEREST CODE

A. Code Adopted. The terms of Title 2, section 18730 of the California Code of Regulations as presently constituted or amended by the FPPC are hereby incorporated by reference to operate, along with the balance of this Ordinance, as the Conflict of Interest Code for SunLine Transit Agency. A copy of said section 18730 effective as of the date of this ordinance is attached hereto as Appendix C. Appendix C along with the disclosure categories attached in Appendices A and B and the provisions of this Ordinance, constitute the Conflict of Interest Code of SunLine Transit Agency.

B. Filing. Pursuant to Title 2, section 18730(b)(4) of the California Code of Regulations, those employees designated in Appendix A shall file statements of economic interest with the Clerk of the Board to whom the Board of Directors of SunLine Transit Agency hereby delegates the authority to carry out the duties of filing officer.

C. Public Investments. Those persons who manage public investments and are covered by Title 2, section 18720 of the California Code of Regulations will file statements of economic

interests pursuant to Government Code section 87200 as required by the FPPC instead of being deemed to be designated by this Conflict of Interest Code.

D. Prohibition Concerning Prospective Employment. No SunLine employee shall make, participate in making, or otherwise use his or her official position to influence any governmental decision directly relating to any person with whom he or she is negotiating or has any arrangement concerning, prospective employment. For purposes of this Ordinance, the term "person" includes any natural person, corporation or other form of business entity and extends to any of its agents.

E. Federal Transit Administration Requirements. In addition to the Ethics Policy adopted by the Board of Directors, the following shall further apply as written standards of conduct applicable to SunLine's employees and Board of Directors:

1. No employee, officer, agent, immediate family member, or Board member of SunLine shall participate in the selection, award, or administration of a contract supported by FTA funds if a conflict of interest, real or apparent, would be involved.

2. Such a conflict would arise when any of the following has a financial or other interest in the firm selected for award:

- (a) The employee, officer, agent, or Board member,
- (b) Any member of his/her immediate family,
- (c) His or her partner, or
- (d) An organization that employs, or is about to employ, any of the above.

3. SunLine's officers, employees, agents, or Board members shall neither solicit nor accept gifts, gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to subagreements.

PART 3: SunLine shall certify to the passage and adoption of this ordinance and shall cause the same to be posted and published in the manner required by law.

PASSED, APPROVED AND ADOPTED by the Board of Directors of SunLine at a regular meeting held on the _____ day of _____, 2014.

Date: _____

~~Robert A. Spiegel~~ Greg Pettis
Chairman of the Board of
Directors of SunLine Transit Agency

Date: _____

~~C. Mikel Oglesby~~ Lauren Skiver
General Manager/CEO of SunLine Transit Agency

Date: _____

Carolyn Rude
Clerk of the Board

APPENDIX A

The following designated employees make or participate in the making of decisions, which may have a material effect on a financial interest:

<u>Designated Positions</u>	<u>Disclosure Category</u>
General Manager/ <u>CEO</u>	I, II, III
Director of Finance	I, II, III
Director of Administration and Human Resources /EEO Officer	I, II, III
Director of Operations	I, II, III
Director of Maintenance	I, II, III
Director of Planning	I, II, III
<u>Chief Financial Officer</u>	I, II, III
<u>Deputy Chief Financial Officer</u>	I, II, III
<u>Chief Performance Officer</u>	I, II, III
<u>Deputy Chief Performance Officer</u>	I, II, III
<u>Chief Administrative Officer</u>	I, II, III
<u>Deputy Chief Administrative Officer</u>	I, II, III
<u>Chief Operations Officer</u>	I, II, III
<u>Deputy Chief Operations Officer</u>	I, II, III
<u>Deputy Chief Operations Officer – Maintenance</u>	I, II, III
<u>Clerk of the Board</u>	I, II, III
<u>EEO Officer</u>	I, II, III
Alternative Fuels Manager	I, II, III
Purchasing Agent/Administrator	I, II, III
<u>Information Systems and Technology Specialist</u>	I, II, III
<u>Fuel Systems Specialist II</u>	I, II, III

Materials & Inventory Manager I, II, III

Materials Inventory Technician I, II, III

Procurement Officer I, II, III

Consultants¹ I, II, III

Any other employee at the
discretion of the General Manager/CEO

¹The General Manager may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

APPENDIX B

CATEGORY NO. I: INTERESTS IN REAL PROPERTY

Category I relates to real property which is located in part or in whole in the jurisdiction of SunLine. As used in this section "jurisdiction" includes: (1) within the jurisdictional boundaries of SunLine Transit Agency ("SunLine"), (2) within two miles of the jurisdictional boundaries of SunLine, or (3) within two miles of land located outside of the jurisdictional boundaries of SunLine Transit Agency which is owned or used by SunLine.

Category I, "interest in real property" includes any leasehold, beneficial or ownership interest or an option to acquire such an interest in real property located in the jurisdiction owned directly, indirectly or beneficially by the public official, or other filer, or his or her immediate family if the fair market value of the interest is two thousand dollars (\$2,000) or more. Interests in real property of an individual includes a pro rata share of interests in real property of any business entity or trust in which the individual or immediate family owns, directly, indirectly or beneficially, a 10-percent interest or greater. The \$2,000 threshold referenced in this category applies to the value of the interest, not to the value of the property itself.

The terms "interest in real property" and "leasehold interest" does not include the interest of a tenant in a periodic tenancy of one month or less.

CATEGORY NO II: PERSONAL INCOME

Category II relates to income. "Income" means, except as provided in subdivision (b), a payment received, including but not limited to any salary, wage, advance, dividend, interest, rent, proceeds from any sale, gift, including any gift of food or beverage, loan, forgiveness or payment of indebtedness received by the filer, reimbursement for expenses, per diem, or contribution to an insurance or pension program paid by any person other than an employer, and including any community property interest in the income of a spouse. Income also includes an outstanding loan. Income of an individual also includes a pro rata share of any income of any business entity or trust in which the individual or spouse owns, directly, indirectly or beneficially, a 10-percent interest or greater.

(a) "Income," other than a gift, does not include income received from any source outside the jurisdiction of SunLine, not doing business within the jurisdiction, not planning to do business within the jurisdiction, or not having done business within the jurisdiction during the two years prior to the time any statement or other action is required under this Code. For purposes of this category, "jurisdiction" is limited to the jurisdictional boundaries of SunLine and does not include any radius around it.

(b) "Income" also does not include:

(1) Campaign contributions required to be reported under Chapter 4 (commencing with Section 84100 of the Government Code).

(2) Salary and reimbursement for expenses or per diem received from a state, local, or federal government agency and reimbursement for travel expenses and per diem received from a bona fide nonprofit entity exempt from taxation under Section 501(c)(3) of the Internal Revenue Code.

(3) Any devise or inheritance.

(4) Interest, dividends, or premiums on a time or demand deposit in a financial institution, shares in a credit union or any insurance policy, payments received under any insurance policy, or any bond or other debt instrument issued by any government or government agency.

(5) Dividends, interest, or any other return on a security which is registered with the Securities and Exchange Commission of the United States government or a commodity future registered with the Commodity Futures Trading Commission of the United States government, except proceeds from the sale of these securities and commodities futures.

(6) Redemption of a mutual fund.

(7) Alimony or child support payments.

(8) Any loan or loans from a commercial lending institution which are made in the lender's regular course of business on terms available to members of the public without regard to official status if:

(A) The loan is secured by the principal residence of the employee, or

(B) The balance owed does not exceed ten thousand dollars (\$10,000).

(9) Any loan from or payments received on a loan made to an individual's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, uncle, aunt, or first cousin, or the spouse of any such person, provided that a loan or loan payment received from any such person shall be considered income if he or she is acting as an agent or intermediary for any person not covered by this paragraph.

(10) Any indebtedness created as part of a retail installment or credit card transaction if made in the lender's regular course of business on terms available to members of the public without regard to official status, so long as the balance owed to the creditor does not exceed ten thousand dollars (\$10,000).

(11) Payments received under a defined benefit pension plan qualified under Internal Revenue Code Section 401(a).

(12) Proceeds from the sale of securities registered with the Securities and Exchange Commission of the United States government or from the sale of commodities futures registered with the Commodity Futures Trading Commission of the United States government if the filer sells the securities or the commodities futures on a stock or commodities exchange and does not know or have reason to know the identity of the purchaser.

CATEGORY NO. III:

BUSINESS ENTITIES

Category III relates to business entities, including parents, subsidiaries or otherwise related business entities, which (1) have an interest in real property located in part or in whole within the jurisdictional boundaries of SunLine, within two miles thereof or within two miles of land owned or used by SunLine, (2) do business or plan to do business within the jurisdictional boundaries of SunLine or (3) have done business within the jurisdictional boundaries of SunLine at any time during the two years prior to the time that the disclosure statement of the relevant designated employee is filed. "Business entity" means any organization or enterprise operated for profit, including but not limited to a proprietorship, partnership, firm, business trust, joint venture, syndicate, corporation or association.

Category III includes any investment in a business entity. Investment means any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership or other ownership interest owned directly, indirectly or beneficially by the filer, or his or her immediate family, if the business entity or any parent, subsidiary or otherwise related business entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction, or has done business within the jurisdiction at any time during the two years prior to

the time any statement or other action is required under this title. No asset shall be deemed an investment unless its fair market value equals or exceeds two thousand dollars (\$2,000). The term "investment" does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, interest in a diversified mutual fund registered with the Securities and Exchange Commission under the Investment Company Act of 1940 or a common trust fund which is created pursuant to Section 1564 of the Financial Code, or any bond or other debt instrument issued by any government or government agency. Investments of an individual includes a pro rata share of investments of any business entity, mutual fund, or trust in which the individual or immediate family owns, directly, indirectly or beneficially a 10-percent interest or greater.

Category III includes the disclosure of any business position held by the filer. "Business position" means any business entity in which the filer is a director, officer, partner, trustee, employee, or holds any position of management, if the business entity or any parent, subsidiary, or otherwise related business entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction or has done business in the jurisdiction at any time during the two years prior to the date the statement is required to be filed.

(Regulations of the Fair Political Practices Commission, Title 2, Division 6, California Code of Regulations.)

§ 18730. Provisions of Conflict-of-Interest Codes.

(a) Incorporation by reference of the terms of this regulation along with the designation of employees and the formulation of disclosure categories in the Appendix referred to below constitute the adoption and promulgation of a conflict-of-interest code within the meaning of Section 87300 or the amendment of a conflict-of-interest code within the meaning of Section 87306 if the terms of this regulation are substituted for terms of a conflict-of-interest code already in effect. A code so amended or adopted and promulgated requires the reporting of reportable items in a manner substantially equivalent to the requirements of article 2 of chapter 7 of the Political Reform Act, Sections 81000, et seq. The requirements of a conflict-of-interest code are in addition to other requirements of the Political Reform Act, such as the general prohibition against conflicts of interest contained in Section 87100, and to other state or local laws pertaining to conflicts of interest.

(b) The terms of a conflict-of-interest code amended or adopted and promulgated pursuant to this regulation are as follows:

(1) Section 1. Definitions.

The definitions contained in the Political Reform Act of 1974, regulations of the Fair Political Practices Commission (Regulations 18110, et seq.), and any amendments to the Act or regulations, are incorporated by reference into this conflict-of-interest code.

(2) Section 2. Designated Employees.

The persons holding positions listed in the Appendix are designated employees. It has been determined that these persons make or participate in the making of decisions which may foreseeably have a material effect on economic interests.

(3) Section 3. Disclosure Categories.

This code does not establish any disclosure obligation for those designated employees who are also specified in Section 87200 if they are designated in this code in that same capacity or if the geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction in which those persons must report their economic interests pursuant to article 2 of chapter 7 of the Political Reform Act, Sections 87200, et seq.

In addition, this code does not establish any disclosure obligation for any designated employees who are designated in a conflict-of-interest code for another agency, if all of the following apply:

(A) The geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction of the other agency;

(B) The disclosure assigned in the code of the other agency is the same as that required under article 2 of chapter 7 of the Political Reform Act, Section 87200; and

(C) The filing officer is the same for both agencies.¹

Such persons are covered by this code for disqualification purposes only. With respect to all other designated employees, the disclosure categories set forth in the Appendix specify which kinds of economic interests are reportable. Such a designated employee shall disclose in his or her statement of economic interests those economic interests he or she has which are of the kind described in the disclosure categories to which he or she is assigned in the Appendix. It has been determined that the economic interests set forth in a designated employee's disclosure categories

are the kinds of economic interests which he or she foreseeably can affect materially through the conduct of his or her office.

(4) Section 4. Statements of Economic Interests: Place of Filing.

The code reviewing body shall instruct all designated employees within its code to file statements of economic interests with the agency or with the code reviewing body, as provided by the code reviewing body in the agency's conflict-of-interest code.²

(5) Section 5. Statements of Economic Interests: Time of Filing.

(A) Initial Statements. All designated employees employed by the agency on the effective date of this code, as originally adopted, promulgated and approved by the code reviewing body, shall file statements within 30 days after the effective date of this code. Thereafter, each person already in a position when it is designated by an amendment to this code shall file an initial statement within 30 days after the effective date of the amendment.

(B) Assuming Office Statements. All persons assuming designated positions after the effective date of this code shall file statements within 30 days after assuming the designated positions, or if subject to State Senate confirmation, 30 days after being nominated or appointed.

(C) Annual Statements. All designated employees shall file statements no later than April 1.

(D) Leaving Office Statements. All persons who leave designated positions shall file statements within 30 days after leaving office.

(5.5) Section 5.5. Statements for Persons Who Resign Prior to Assuming Office.

Any person who resigns within 12 months of initial appointment, or within 30 days of the date of notice provided by the filing officer to file an assuming office statement, is not deemed to have assumed office or left office, provided he or she did not make or participate in the making

of, or use his or her position to influence any decision and did not receive or become entitled to receive any form of payment as a result of his or her appointment. Such persons shall not file either an assuming or leaving office statement.

(A) Any person who resigns a position within 30 days of the date of a notice from the filing officer shall do both of the following:

(1) File a written resignation with the appointing power; and

(2) File a written statement with the filing officer declaring under penalty of perjury that during the period between appointment and resignation he or she did not make, participate in the making, or use the position to influence any decision of the agency or receive, or become entitled to receive, any form of payment by virtue of being appointed to the position.

(6) Section 6. Contents of and Period Covered by Statements of Economic Interests.

(A) Contents of Initial Statements.

Initial statements shall disclose any reportable investments, interests in real property and business positions held on the effective date of the code and income received during the 12 months prior to the effective date of the code.

(B) Contents of Assuming Office Statements.

Assuming office statements shall disclose any reportable investments, interests in real property and business positions held on the date of assuming office or, if subject to State Senate confirmation or appointment, on the date of nomination, and income received during the 12 months prior to the date of assuming office or the date of being appointed or nominated, respectively.

(C) Contents of Annual Statements. Annual statements shall disclose any reportable investments, interests in real property, income and business positions held or received during the

previous calendar year provided, however, that the period covered by an employee's first annual statement shall begin on the effective date of the code or the date of assuming office whichever is later, or for a board or commission member subject to Section 87302.6, the day after the closing date of the most recent statement filed by the member pursuant to Regulation 18754.

(D) Contents of Leaving Office Statements.

Leaving office statements shall disclose reportable investments, interests in real property, income and business positions held or received during the period between the closing date of the last statement filed and the date of leaving office.

(7) Section 7. Manner of Reporting.

Statements of economic interests shall be made on forms prescribed by the Fair Political Practices Commission and supplied by the agency, and shall contain the following information:

(A) Investment and Real Property Disclosure.

When an investment or an interest in real property³ is required to be reported,⁴ the statement shall contain the following:

1. A statement of the nature of the investment or interest;
2. The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged;
3. The address or other precise location of the real property;
4. A statement whether the fair market value of the investment or interest in real property equals or exceeds \$2,000, exceeds \$10,000, exceeds \$100,000, or exceeds \$1,000,000.

(B) Personal Income Disclosure. When personal income is required to be reported,⁵ the statement shall contain:

1. The name and address of each source of income aggregating \$500 or more in value, or \$50 or more in value if the income was a gift, and a general description of the business activity, if any, of each source;

2. A statement whether the aggregate value of income from each source, or in the case of a loan, the highest amount owed to each source, was \$1,000 or less, greater than \$1,000, greater than \$10,000, or greater than \$100,000;

3. A description of the consideration, if any, for which the income was received;

4. In the case of a gift, the name, address and business activity of the donor and any intermediary through which the gift was made; a description of the gift; the amount or value of the gift; and the date on which the gift was received;

5. In the case of a loan, the annual interest rate and the security, if any, given for the loan and the term of the loan.

(C) Business Entity Income Disclosure. When income of a business entity, including income of a sole proprietorship, is required to be reported,⁶ the statement shall contain:

1. The name, address, and a general description of the business activity of the business entity;

2. The name of every person from whom the business entity received payments if the filer's pro rata share of gross receipts from such person was equal to or greater than \$10,000.

(D) Business Position Disclosure. When business positions are required to be reported, a designated employee shall list the name and address of each business entity in which he or she is a director, officer, partner, trustee, employee, or in which he or she holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.

(E) Acquisition or Disposal During Reporting Period. In the case of an annual or leaving office statement, if an investment or an interest in real property was partially or wholly acquired or disposed of during the period covered by the statement, the statement shall contain the date of acquisition or disposal.

(8) Section 8. Prohibition on Receipt of Honoraria.

(A) No member of a state board or commission, and no designated employee of a state or local government agency, shall accept any honorarium from any source, if the member or employee would be required to report the receipt of income or gifts from that source on his or her statement of economic interests. This section shall not apply to any part-time member of the governing board of any public institution of higher education, unless the member is also an elected official.

Subdivisions (a), (b), and (c) of Section 89501 shall apply to the prohibitions in this section.

This section shall not limit or prohibit payments, advances, or reimbursements for travel and related lodging and subsistence authorized by Section 89506.

(8.1) Section 8.1. Prohibition on Receipt of Gifts in Excess of \$420.

(A) No member of a state board or commission, and no designated employee of a state or local government agency, shall accept gifts with a total value of more than \$420 in a calendar year from any single source, if the member or employee would be required to report the receipt of income or gifts from that source on his or her statement of economic interests. This section shall not apply to any part-time member of the governing board of any public institution of higher education, unless the member is also an elected official.

Subdivisions (e), (f), and (g) of Section 89503 shall apply to the prohibitions in this section.

(8.2) Section 8.2. Loans to Public Officials.

(A) No elected officer of a state or local government agency shall, from the date of his or her election to office through the date that he or she vacates office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the elected officer holds office or over which the elected officer's agency has direction and control.

(B) No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the public official holds office or over which the public official's agency has direction and control. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

(C) No elected officer of a state or local government agency shall, from the date of his or her election to office through the date that he or she vacates office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status.

(D) No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

(E) This section shall not apply to the following:

1. Loans made to the campaign committee of an elected officer or candidate for elective office.
2. Loans made by a public official's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such persons, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.
3. Loans from a person which, in the aggregate, do not exceed five hundred dollars (\$500) at any given time.
4. Loans made, or offered in writing, before January 1, 1998.

(8.3) Section 8.3. Loan Terms.

(A) Except as set forth in subdivision (B), no elected officer of a state or local government agency shall, from the date of his or her election to office through the date he or she

vacates office, receive a personal loan of \$500 or more, except when the loan is in writing and clearly states the terms of the loan, including the parties to the loan agreement, date of the loan, amount of the loan, term of the loan, date or dates when payments shall be due on the loan and the amount of the payments, and the rate of interest paid on the loan.

(B) This section shall not apply to the following types of loans:

1. Loans made to the campaign committee of the elected officer.
2. Loans made to the elected officer by his or her spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such person, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.
3. Loans made, or offered in writing, before January 1, 1998.

(C) Nothing in this section shall exempt any person from any other provision of Title 9 of the Government Code.

(8.4) Section 8.4. Personal Loans.

(A) Except as set forth in subdivision (B), a personal loan received by any designated employee shall become a gift to the designated employee for the purposes of this section in the following circumstances:

1. If the loan has a defined date or dates for repayment, when the statute of limitations for filing an action for default has expired.
2. If the loan has no defined date or dates for repayment, when one year has elapsed from the later of the following:
 - a. The date the loan was made.

b. The date the last payment of \$100 or more was made on the loan.

c. The date upon which the debtor has made payments on the loan aggregating to less than \$250 during the previous 12 months.

(B) This section shall not apply to the following types of loans:

1. A loan made to the campaign committee of an elected officer or a candidate for elective office.

2. A loan that would otherwise not be a gift as defined in this title.

3. A loan that would otherwise be a gift as set forth under subdivision (A), but on which the creditor has taken reasonable action to collect the balance due.

4. A loan that would otherwise be a gift as set forth under subdivision (A), but on which the creditor, based on reasonable business considerations, has not undertaken collection action.

Except in a criminal action, a creditor who claims that a loan is not a gift on the basis of this paragraph has the burden of proving that the decision for not taking collection action was based on reasonable business considerations.

5. A loan made to a debtor who has filed for bankruptcy and the loan is ultimately discharged in bankruptcy.

(C) Nothing in this section shall exempt any person from any other provisions of Title 9 of the Government Code.

(9) Section 9. Disqualification.

No designated employee shall make, participate in making, or in any way attempt to use his or her official position to influence the making of any governmental decision which he or she knows or has reason to know will have a reasonably foreseeable material financial effect,

distinguishable from its effect on the public generally, on the official or a member of his or her immediate family or on:

(A) Any business entity in which the designated employee has a direct or indirect investment worth \$2,000 or more;

(B) Any real property in which the designated employee has a direct or indirect interest worth \$2,000 or more;

(C) Any source of income, other than gifts and other than loans by a commercial lending institution in the regular course of business on terms available to the public without regard to official status, aggregating \$500 or more in value provided to, received by or promised to the designated employee within 12 months prior to the time when the decision is made;

(D) Any business entity in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management; or

(E) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating \$420 or more provided to, received by, or promised to the designated employee within 12 months prior to the time when the decision is made.

(9.3) Section 9.3. Legally Required Participation.

No designated employee shall be prevented from making or participating in the making of any decision to the extent his or her participation is legally required for the decision to be made. The fact that the vote of a designated employee who is on a voting body is needed to break a tie does not make his or her participation legally required for purposes of this section.

(9.5) Section 9.5. Disqualification of State Officers and Employees.

In addition to the general disqualification provisions of section 9, no state administrative official shall make, participate in making, or use his or her official position to influence any

governmental decision directly relating to any contract where the state administrative official knows or has reason to know that any party to the contract is a person with whom the state administrative official, or any member of his or her immediate family has, within 12 months prior to the time when the official action is to be taken:

(A) Engaged in a business transaction or transactions on terms not available to members of the public, regarding any investment or interest in real property; or

(B) Engaged in a business transaction or transactions on terms not available to members of the public regarding the rendering of goods or services totaling in value \$1,000 or more.

(10) Section 10. Disclosure of Disqualifying Interest.

When a designated employee determines that he or she should not make a governmental decision because he or she has a disqualifying interest in it, the determination not to act may be accompanied by disclosure of the disqualifying interest.

(11) Section 11. Assistance of the Commission and Counsel.

Any designated employee who is unsure of his or her duties under this code may request assistance from the Fair Political Practices Commission pursuant to Section 83114 and Regulations 18329 and 18329.5 or from the attorney for his or her agency, provided that nothing in this section requires the attorney for the agency to issue any formal or informal opinion.

(12) Section 12. Violations.

This code has the force and effect of law. Designated employees violating any provision of this code are subject to the administrative, criminal and civil sanctions provided in the Political Reform Act, Sections 81000-91014. In addition, a decision in relation to which a violation of the disqualification provisions of this code or of Section 87100 or 87450 has occurred may be set aside as void pursuant to Section 91003.

¹Designated employees who are required to file statements of economic interests under any other agency's conflict-of-interest code, or under article 2 for a different jurisdiction, may expand their statement of economic interests to cover reportable interests in both jurisdictions, and file copies of this expanded statement with both entities in lieu of filing separate and distinct statements, provided that each copy of such expanded statement filed in place of an original is signed and verified by the designated employee as if it were an original. See Section 81004.

²See Section 81010 and Regulation 18115 for the duties of filing officers and persons in agencies who make and retain copies of statements and forward the originals to the filing officer.

³For the purpose of disclosure only (not disqualification), an interest in real property does not include the principal residence of the filer.

⁴Investments and interests in real property which have a fair market value of less than \$2,000 are not investments and interests in real property within the meaning of the Political Reform Act. However, investments or interests in real property of an individual include those held by the individual's spouse and dependent children as well as a pro rata share of any investment or interest in real property of any business entity or trust in which the individual, spouse and dependent children own, in the aggregate, a direct, indirect or beneficial interest of 10 percent or greater.

⁵A designated employee's income includes his or her community property interest in the income of his or her spouse but does not include salary or reimbursement for expenses received from a state, local or federal government agency.

⁶Income of a business entity is reportable if the direct, indirect or beneficial interest of the filer and the filer's spouse in the business entity aggregates a 10 percent or greater interest. In

addition, the disclosure of persons who are clients or customers of a business entity is required only if the clients or customers are within one of the disclosure categories of the filer.

Note: Authority cited: Section 83112, Government Code. Reference: Sections 87103(c), 87300-87302, 89501, 89502 and 89503, Government Code.

SunLine Transit Agency

DATE: September 24, 2014 **ACTION**
TO: Finance Committee
Board of Directors
FROM: Chief Financial Officer
RE: Resolution Authorizing Closure of Inactive Bank Accounts

Recommendation

Recommend that the Board of Directors approve attached Resolution authorizing the closure of two inactive bank accounts.

Background

It has come to our attention that we have two inactive bank accounts.

1. **Pacific Western Bank – Employee Relief Fund, Account# 1000575496**
 - The *Coachella Valley Transit – Employee Relief Fund* is an organization that was started by the employees of SunLine to provide financial assistance to Sunline employees. The ERF bank account was opened on May 26, 2011 with Pacific Western Bank. The organization is not a part of SunLine and as of December 12, 2011, the organization withdrew all funds in account# 1000575496 and opened up their own bank account.
2. **Pacific Western Bank - (No account name) , Account#1001046265**
 - This account was opened on January 7, 2013 by previous Finance Director. The purpose of this account was for petty cash transactions. This account was opened, however, there has never been any transactions in this account.

Fiscal Impact

None.


Alton H. Hillis



SunLine Transit Agency

RESOLUTION No. ____

**RESOLUTION OF THE BOARD OF DIRECTORS
OF SUNLINE TRANSIT AGENCY TO CLOSE
TWO INACTIVE AGENCY BANK ACCOUNTS**

WHEREAS, SunLine Transit Agency has a number of existing bank accounts with Pacific Western Bank; and

WHEREAS, The Board of Directors desire to close the following inactive accounts:

Employee Relief Fund, Account# 1000575496; account has been inactive since December 12, 2011;

Account for Petty Cash, Account#1001046265; account was opened; however, no transactions were processed;

NOW THEREFORE, BE IT RESOLVED that the accounts referenced above be closed immediately.

Approved and Adopted this 24th day of September, 2014.

ATTEST:

Carolyn Rude
CLERK OF THE BOARD
SunLine Transit Agency

Douglas Hanson
VICE CHAIRMAN of the Board
SunLine Transit Agency

STATE OF CALIFORNIA)
) ss.
COUNTY OF RIVERSIDE)

I, CAROLYN RUDE, Clerk of the Board of Directors of the SunLine Transit Agency, do hereby certify that Resolution No. _____ was adopted at a regular meeting of the Board of Directors held on the _____ day of _____, 20__, by the following vote:

AYES:

NOES:

ABSENT:

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____, 20__.

Carolyn Rude
CLERK OF THE BOARD
SunLine Transit Agency

APPROVED AS TO FORM:

General Counsel
Robert Owen

SunLine Transit Agency

DATE: September 24, 2014 INFORMATION
TO: Finance Committee
Board of Directors
FROM: Chief Performance Officer
RE: Administration Building Schedule

Background

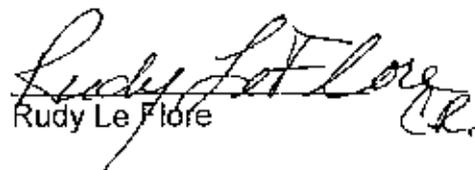
Staff has provided the Board of Directors with regular updates on the Administration Building and Transit Hub Project.

Given the recent flooding in the Coachella Valley, Staff would like to provide the Board of Directors with an update on the cost and schedule impacts of the flooding.

Staff will provide an up-to-date oral report at the Finance Committee meeting and the Board meeting.

Fiscal Impact

This is no fiscal impact associated this report.


Rudy Le Flore

SunLine Transit Agency

DATE: September 24, 2014 **INFORMATION**

TO: Finance Committee
Board of Directors

FROM: Materials & Inventory Manager

RE: Fiscal Year End Inventory

Background

On July 1st, SunLine conducted a fiscal year end count of all currently active vehicle parts in accordance with the Office of Management & Budget (OMB) Circular A-133. SunLine Finance and Maintenance Staff physically count (by using barcode scanners) each inventoried item using the Agency's automated inventory record keeping software called Fleet Net.

As part of the single audit requirement, this process was observed by the accounting firm of Lance, Soll & Lughard, LLP. A report of their observations is attached. SunLine inventoried over 2800 different items totaling \$422,000. The final inventory count showed a deviation of less than 1% for a total of \$211.00. This low deviation percentage can be attributed to SunLine's constant monitoring of inventory by use of min/max levels, cycle counts and Maintenance personnel adhering to utilization procedures.


Javier Flores

SUNLINE TRANSIT AGENCY

**Independent Accountant's Report on Agreed-Upon
Procedures on Inventory Observation**

For Fiscal Year Ended June 30, 2014

**INDEPENDENT ACCOUNTANTS' REPORT
ON APPLYING AGREED-UPON PROCEDURES**

Mr. Greg Pettis, Chairman
Board of Directors of
SunLine Transit Agency
Thousand Palms, California

We have performed the procedures enumerated below which were agreed to by the SunLine Transit Agency, solely to assist you with respect to the observation of inventory at June 30, 2014. This engagement to apply agreed-upon procedures was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below, either for the purpose for which this report has been requested, or for any other purpose.

The procedures performed and the results obtained from the performance thereof were as follows:

1. Procedure Performed: We obtained written procedures on inventory count and controls.

Results: No findings noted as a result of our testwork.

2. Procedure Performed: We interviewed personnel responsible for inventory and obtained an understanding of controls and responsibilities for the count.

Results: No findings noted as a result of our testwork.

3. Procedure Performed: We observed the counting procedures being performed and controls being implemented during the inventory count.

Results: No findings noted as a result of our testwork.

4. Procedure Performed: We performed a test sample of the inventory count that occurred on July 1, 2014 by selecting 20 items from the inventory listing and traced to the physical inventory while reconciling any differences.

Results: Noted one variance in which the quantity on hand is measured in length (feet) and the item was incorrectly measured resulting in an overstatement of inventory in the amount of \$18.16. (See attachment A)



Mr. Greg Pettis, Chairman
Board of Directors of SunLine Transit Agency
Thousand Palms, California

We were not engaged to, and did not conduct an audit, the objective of which would be the expression of an opinion on the accounting records. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of the SunLine Transit Agency and is not intended to be, and should not be, used by anyone other than this specified party.

Lumme, Soll & Luykhard, LLP

July 1, 2014
Brea, California

**SunLine Transit Agency
Inventory Sample Selections
Date of count: July 1, 2014**

	Description	Part #	Bin #	LSL Count	SunLine Count	Variance	Price Per Unit	\$ Variance
1	Relief Valve	01-0101000047	12C	3	3	-	\$27.86	-
2	TK Set Screw	01-0101000131	11F	6	6	-	\$7.71	-
3	A/Q Fitting	01-0101001221	48D	12	12	-	\$98.77	-
4	Plate Emer. Instr. Bi Lingual	01-0201000049	25G	5	5	-	\$4.57	-
5	Plexi Rubber Insert Blue 2080	01-0201000075	END6	30	32	2	\$9.08	\$18.16
6	Seat Bushing Kit	01-0201000201	23D	20	20	-	\$7.62	-
7	Dur. Seat LG Bushing	01-0201003611	23D	14	14	-	\$10.31	-
8	NF Glass Side Non-Emergency	01-0201080012	CONNEX 2	5	5	-	\$448.79	-
9	Wheel Seal Trailer	01-1301000006	41D	10	10	-	\$9.02	-
10	Orion Rear Brake Drum	01-1301000341	CONNEX 1	6	6	-	\$164.41	-
11	LT FRT Wheel Stud	01-1301002661	21C	14	14	-	\$5.64	-
12	Eldo Front Hub Seal	01-1301090023	36C	10	10	-	\$30.69	-
13	Ford Bushings	01-1601000007	41B	30	30	-	\$11.23	-
14	Column Stop Spacer	01-1601001481	18F	12	12	-	\$16.02	-
15	Brake Chamber Curbside New Flyer	01-1601080042	31F	6	6	-	\$242.47	-
16	Bill Validator	01-5601000005	38D	4	4	-	\$131.00	-
17	Front Brake Pads	01-1301000030	42A	4	4	-	\$49.63	-
18	Platinum Spark Plugs	01-4501000241	41C	7	7	-	\$1.89	-
19	Relay Fuel Pump	01-3401000045	40D	3	3	-	\$7.70	-
20	DAR Fuel Injector Oring Kit	01-4501000118	41F	3	3	-	\$4.32	-
								<u>\$ 18.16</u>

Note:

A Variance is due to the rubber insert inventory, which is measure in length (ft.), being incorrectly measured.

SUNLINE SERVICES GROUP BOARD MEETING AGENDA

Wednesday, September 24, 2014
12:00 pm
Kelly Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276

Chairman Greg Pettis participating via phone
from the following address:
Hyatt Regency Minneapolis
300 Nicollet Mall, Minneapolis, MN 55403

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

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

AGENDA TOPICS

RECOMMENDATION

1. **Call to Order**
Vice Chairman Douglas Hanson
2. **Flag Salute**
3. **Roll Call**
4. **Finalization of Agenda**
a) Presentation to Taxi Franchises for participation in the "Pack the Bus" Backpack and School Supplies Drive. (Lauren Skiver)
5. **Presentations**
6. **Correspondence**
None.
7. **Public Comments**
(NOTE: Those wishing to address the Board should complete a Public Comment Card and will be called upon to speak.)

Receive Comments

NON AGENDA ITEMS

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

AGENDA ITEMS

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

8. Board Member Comments**Receive Comments**

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

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

9. Consent Calendar**Receive and File**

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

- a) SSG/SRA checks over \$1000 report, and backup report, issued July, August, 2014. (Pages 1-4)
- b) SSG/SRA Monthly Budget Reports June, July, 2014. (Page 5-6)
- c) Taxi Vehicle/Rides Analysis July, 2014. (Pages 7-9)
- d) Fuel Price Report (Page 10)

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

10. Approval of Minutes**Approve**

Minutes of the July 30, 2014 Board of Directors Meeting. (Pages 11-18)

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

11. Special Taxi Committee Follow Up (Harman Singh)**Information**

Update to the Board on follow up request by the Taxi Committee Members at the Special Taxi Committee meeting concerning TNCs. (Pages 19-20) ([AB-612 separate attachment](#)) ([AB-2293 separate attachment](#))

12. Next Meeting Date

October 22, 2014
12 o'clock Noon – Kelly Board Room

13. Adjourn

SunLine Regulatory Administration

Checks \$1,000 and Over

For the month of July 2014

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

Vendor Name	Description	Check #	Check	Amount
SUNLINE TRANSIT AGENCY	Operating Expense Allocation	00089921	7/3/2014	\$11,063.96
Total of Checks Over \$1,000				\$11,063.96
Total of Checks Under \$1,000				\$1,861.79
Total of All Checks for the Month				\$12,925.75
Total Amount of Checks Prior Years Same Month				\$70,216.25

SunLine Regulatory Administration
 Checks \$1,000 and Over
 For the month - July 2014

Vendor Name	Item Description	Check No.	Date	Amount	Budgeted (Y/N)	Contract (Y/N)	Contract Amount Remaining (estimated)	Funding source
Section I - General operating expenses and payroll liability reimbursements to SunLine Transit Agency								
SUNLINE TRANSIT AGENCY	Payroll liability reimbursements - 7/3/14	89921	07/03/14	\$11,063.96	Y	N		Operating
	Sub-total			\$11,063.96				
Section II - Legal Fees for litigation, Retainer & Consultancy								
RUTAN & TUCKER	Legal fees			\$0.00	Y	Y	\$11,721.00	Operating
	Sub-total			\$0.00				
	Total Checks Over \$1,000			\$11,063.96				
Summary								
Total of Checks Over \$1,000				\$11,063.96				
Total of Checks Under \$1,000				\$1,861.79				
Total of All Checks for the Month				\$12,925.75				
Total Amount of Checks Prior Year - Same Month				\$70,216.25				

SunLine Regulatory Administration

Checks \$1,000 and Over

For the month of August 2014

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

Vendor Name	Description	Check #	Check	Amount
SUNLINE TRANSIT AGENCY	Operating Expense Allocation	089932	8/4/2014	\$11,063.96
SUNLINE TRANSIT AGENCY	Operating Expense Allocation	089938	8/18/2014	\$10,947.59
SUNLINE TRANSIT AGENCY	Operating Expense Allocation	089930	8/4/2014	\$10,947.59
SUNLINE TRANSIT AGENCY	Operating Expense Allocation	089941	8/29/2014	\$9,881.18
RUTAN & TUCKER, LLP	Legal fees	089929	8/4/2014	\$4,647.60
RUTAN & TUCKER, LLP	Legal fees	089936	8/11/2014	\$4,177.00
Total of Checks Over \$1,000				\$51,664.92
Total of Checks Under \$1,000				\$3,934.49
Total of All Checks for the Month				\$55,599.41
Total Amount of Checks Prior Years Same Month				\$19,950.15

SunLine Regulatory Administration
 Checks \$1,000 and Over
 For the month - August 2014

Vendor Name	Item Description	Check No.	Date	Amount	Budgeted (Y/N)	Contract (Y/N)	Contract Amount Remaining (estimated)	Funding source
Section I - General operating expenses and payroll liability reimbursements to SunLine Transit Agency								
SUNLINE TRANSIT AGENCY	Payroll liability reimbursements - 8/01/14	89932	08/04/14	\$11,063.96	Y	N		Operating
SUNLINE TRANSIT AGENCY	Payroll liability reimbursements - 8/15/14	89938	08/18/14	\$10,947.59	Y	N		Operating
SUNLINE TRANSIT AGENCY	Payroll liability reimbursements - 7/18/14	89930	08/04/14	\$10,947.59	Y	N		Operating
SUNLINE TRANSIT AGENCY	Payroll liability reimbursements - 8/29/14	89941	08/29/14	\$9,881.18	Y	N		Operating
	Sub-total			\$42,840.32				
Section II - Legal Fees for litigation, Retainer & Consultancy								
RUTAN & TUCKER	Legal fees (June)	89929	08/04/14	\$4,647.60	Y	Y	\$11,035.00	Operating
RUTAN & TUCKER	Legal fees (July)	89936	08/11/14	\$4,177.00	Y	Y		Operating
	Sub-total			\$8,824.60				
	Total Checks Over \$1,000			\$51,664.92				
Summary								
Total of Checks Over \$1,000				\$51,664.92				
Total of Checks Under \$1,000				\$3,934.49				
Total of All Checks for the Month				\$55,599.41				
Total Amount of Checks Prior Year - Same Month				\$19,950.15				

SunLine Regulatory Agency

Budget Variance Report

June 2014

Description	FY 14 Total Budget	Current Month			Year to Date		
		Actual	Budget	Favorable (Unfavorable)	YTD Actual	FY 14 YTD Budget	Favorable (Unfavorable)
Revenues:							
Meter Readings	332,346	17,565	27,896	(10,131)	318,645	332,346	(13,701)
Revenue Fines	5,000	500	417	83	3,800	5,000	(1,200)
Vehicle Inspection Revenue	17,000	2,550	1,417	1,133	18,200	17,000	1,200
Vehicle Reinspection Revenue	500	0	42	(42)	0	500	(500)
New Driver Permit Revenue	5,500	5,280	458	4,822	15,202	5,500	9,702
Driver Transfer Revenue	1,980	330	165	165	2,970	1,980	990
Driver Renewal Revenue	12,100	165	1,008	(843)	10,780	12,100	(1,320)
Driver Permit Reinstatement/Replacement	90	25	8	18	210	90	120
Vehicle Transfer Revenue	65	0	5	(5)	910	65	845
Vehicle Permit Revenue	102,000	800	8,500	(7,700)	119,550	102,000	17,550
Other Revenue	85,357	0	7,113	(7,113)	47,000	85,357	(38,357)
Interest Revenue	120	4	10	(6)	40	120	(80)
Other Income	29,000	0	2,417	(2,417)	29,000	29,000	0
Total revenue	591,058	27,218	49,255	(19,620)	566,307	591,058	(24,751)
Expenses:							
Salaries and Wages	237,766	20,004	19,814	(190)	211,397	237,766	26,369
Fringe Benefits	120,549	12,240	10,046	(2,194)	126,375	120,549	(5,826)
Services	118,400	7,106	9,867	2,761	77,046	118,400	41,354
Supplies and Materials	3,800	227	317	90	4,948	3,800	(1,148)
Miscellaneous	27,475	2,052	2,290	238	20,243	27,475	7,232
Technology Solutions	29,000	0	2,417	2,417	0	29,000	29,000
Total Expenses	536,990	41,629	44,749	704	440,009	536,990	96,981
Total Operating Surplus (Deficit)	54,068	\$ (14,410.11)			\$ 126,297.42		

SunLine Regulatory Agency

Budget Variance Report

July 2014

Description	FY 15 Total Budget	Current Month			Year to Date		
		Actual	Budget	Favorable (Unfavorable)	YTD Actual	FY 15 YTD Budget	Favorable (Unfavorable)
Revenues:							
Meter Readings	325,000	21,504	27,083	(5,580)	21,504	27,083	(5,580)
Revenue Fines	5,000	0	417	(417)	0	417	(417)
Vehicle Inspection Revenue	17,000	350	1,417	(1,067)	350	1,417	(1,067)
New Driver Permit Revenue	6,000	1,050	500	550	1,050	500	550
Driver Transfer Revenue	1,620	160	135	25	160	135	25
Driver Renewal Revenue	9,200	415	767	(352)	415	767	(352)
Driver Permit Reinstatement/Replacement	165	50	14	36	50	14	36
Vehicle Permit Revenue	102,000	750	8,500	(7,750)	750	8,500	(7,750)
Interest Revenue	110	3	9	(6)	3	9	(6)
Carryover Taxi Funds	8,950	0	746	(746)	0	746	(746)
Total revenue	475,045	24,282	39,587	(14,559)	24,282	39,587	(15,305)
Expenses:							
Salaries and Wages	246,918	19,647	20,577	930	19,647	20,577	930
Fringe Benefits	115,624	10,186	9,635	(550)	10,186	9,635	(550)
Services	75,028	5,816	6,252	436	5,816	6,252	436
Supplies and Materials	10,300	415	858	444	415	858	444
Miscellaneous	27,175	4,276	2,265	(2,012)	4,276	2,265	(2,012)
Total Expenses	475,045	40,339	39,587	(752)	40,339	39,587	(752)
Total Operating Surplus (Deficit)		\$ (16,056.93)			\$ (16,056.93)		

TRIP vs. VEHICLE ANALYSIS
TRIP vs. VEHICLE ANALYSIS

	FY 04/05			FY 05/06			FY 06/07			FY 07/08			FY 08/09		
	CABS	TRIPS	TRIP/VEH												
JUL	193	32,877	170	205	33,123	161	240	28,204	117	269	25,681	95	184	27,321	148
AUG	185	25,911	140	209	24,445	117	240	24,010	100	269	28,635	106	184	28,450	154
SEP	195	29,145	149	215	35,072	163	240	35,278	147	269	28,182	105	184	28,206	153
OCT	196	44,593	227	221	32,817	148	240	38,459	160	205	33,063	161	184	37,131	202
NOV	197	36,344	184	227	40,343	178	240	41,751	174	203	41,851	206	184	33,450	182
DEC	187	38,687	207	232	34,534	149	243	46,866	193	204	36,141	177	184	26,942	146
JAN	191	40,638	212	240	42,539	177	245	27,290	114	204	30,363	149	183	39,745	217
FEB	196	43,880	224	241	41,587	173	246	41,520	169	206	50,594	246	185	38,116	206
MAR	204	42,973	210	241	51,373	213	255	54,598	214	205	41,492	202	186	42,705	230
APR	205	53,980	262	241	50,791	211	269	46,823	174	205	44,697	218	186	59,997	323
MAY	204	38,698	190	240	42,916	179	271	43,593	161	205	49,071	239	186	41,175	221
JUN	203	33,348	164	240	34,427	143	271	35,711	132	183	26,819	147	186	38,696	208
TOTALS	2357	461,074	196	2752	463,967	169	3000	464,103	155	2627	436,589	166	2216	441,934	199

	FY 09/10			FY 10/11			FY 11/12			FY 12/13			FY 13/14		
	CABS	TRIPS	TRIP/VEH												
JUL	170	26,487	156	151	31,211	207	125	30,391	243	132	33,019	250	154	36,388	236
AUG	155	23,671	153	148	29,238	198	123	29,459	240	133	35,031	263	153	38,550	252
SEP	158	29,239	185	150	31,807	212	131	34,446	263	131	38,754	296	155	39,874	257
OCT	153	37,468	245	117	40,222	344	139	43,009	309	149	45,301	304	172	49,781	289
NOV	153	40,466	264	126	40,494	321	144	44,173	307	165	48,495	294	177	54,456	308
DEC	160	32,084	201	128	36,226	283	143	39,180	274	168	46,431	276	174	48,480	279
JAN	155	38,276	247	133	45,232	340	152	45,048	296	164	49,720	303	176	55,791	317
FEB	157	36,557	233	132	42,331	321	156	53,840	345	174	55,559	319	179	60,465	338
MAR	159	44,219	278	138	48,942	355	158	62,962	398	174	71,774	412	187	71,008	380
APR	167	57,645	345	141	60,821	431	170	71,576	421	184	77,798	423	200	85,522	428
MAY	157	42,074	268	142	43,910	309	156	49,091	315	179	56,251	314	168	57,726	344
JUN	156	29,940	192	120	31,088	259	140	39,190	280	166	42,216	254	157	39,715	253
TOTALS	1900	438,126	231	1626	481,522	296	1737	542,365	312	1919	600,349	313	2052	637,756	311

FY14/15

FY 12/11

	CABS	TRIPS	TRIP/VEH	CABS	TRIPS	TRIP/VEH	CABS	TRIPS	TRIP/VEH	CABS	TRIPS	TRIP/VEH	CABS	TRIPS	TRIP/VEH
JUL	140	36,397	260			#DIV/0!			#DIV/0!			#DIV/0!			#####
AUG	142	38,805	273			#DIV/0!			#DIV/0!			#DIV/0!			#####
SEP			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!			#####
OCT			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!
NOV			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!
DEC			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!
JAN			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!
FEB			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!
MAR			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!
APR			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!
MAY			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!
JUN			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!			#DIV/0!
TOTALS	282	75,202	267	0	0	#DIV/0!									

	FY 04/05		FY 05/06		FY 06/07		FY 07/08		FY 08/09	
HIGHEST TRIPS	Apr	53,980	Mar	51,373	Mar	54,598	Feb	50,594	APR	59,997
LOWEST TRIPS	Aug	25,911	Aug	24,445	Aug	24,010	Jul	25,681	DEC	26,942
MOST VEHICLES	Apr	206	Apr	269	May	271	Jul	269	M, A, M	186
LEAST VEHICLES	Aug	185	Jul	205	Jul	240	Jun	183	JAN	183
MOST TRIPS/VEH	Apr	262	Mar	213	Mar	214	Feb	246	MAY	323
LEAST TRIPS/VEH	Aug	140	Aug	117	Aug	100	Jul	95	JULY	148

	FY 09/10		FY 10/11		FY 11/12		FY 12/13		FY 13/14	
HIGHEST TRIPS	APR	57,645	APR	60,821	APR	71,576	APR	77,798	APR	85,522
LOWEST TRIPS	AUG	23,671	AUG	29,238	AUG	29,459	JUL	33,019	JUL	36,388
MOST VEHICLES	JUL	170	JUL	151	APR	170	APR	184	APR	200
LEAST VEHICLES	NOV	153	NOV	117	AUG	123	SEP	131	AUG	153
MOST TRIPS/VEH	APR	345	APR	431	APR	421	APR	423	APR	428
LEAST TRIPS/VEH	AUG	153	AUG	198	AUG	240	JUL	250	JUL	236

	FY 14/15							
HIGHEST TRIPS	AUG	38,805						
LOWEST TRIPS	JUL	36,397						

MOST VEHICLES	AUG	142							
LEAST VEHICLES	JUL	140							
MOST TRIPS/VEH	AUG	273							
LEAST TRIPS/VEH	JUL	269							

FUEL PRICES

U.S. Energy			
Apr 01, 2013	\$3.91		
May 01, 2013	\$4.01		
Jun 01, 2013	\$3.94		
Jul 01, 2013	\$4.00		
Aug 01, 2013	\$3.87		
Sep 01, 2013	\$3.93		
Oct 01, 2013	\$3.78		
Nov 01, 2013	\$3.60		
Dec 01, 2013	\$3.65	3 Month Trend	
Jan 01, 2014	\$3.62	Jan 01, 2014	\$3.62
Feb 01, 2014	\$3.78	Feb 01, 2014	\$3.78
Mar 01, 2014	\$4.00	Mar 01, 2014	\$4.00
Average	\$3.84	Average	\$3.79

http://www.eia.gov/dnav/pet/pet_pri_qnd_dcus_sca_w.htm

Meter calculation is 1/8 mile increments @ \$0.38 per 1/8 mile = \$3.12 per mile

Fuel Per Gallon	Average	Regular Grade	Fuel Cost Increases (Decreases)	
FY 2012	\$3.49		Per Mile Rate Increases (Decreases)	
FY 2013	\$4.05		\$0.00 to \$0.255 per gallon	
Difference	\$0.56	Rate Increase	\$0.00	
		0.08	\$0.256 to \$0.755 per gallon	
New Rate	2013/14	\$3.12	\$0.10	
			\$0.756 to \$1.255 per gallon	
			\$0.20	
			\$1.256 to \$1.755 per gallon	
			\$0.30	
			\$1.756 to \$2.255 per gallon	
			\$0.40	

U.S. Energy			
Apr 01, 2014	\$4.16		
May 01, 2014	\$4.17		
Jun 01, 2014	\$4.11		
Jul 01, 2014	\$4.06		
Aug 01, 2014	\$3.91		
Sep 01, 2014	\$3.84		
Oct 01, 2014			
Nov 01, 2014			
Dec 01, 2014		3 Month Trend	
Jan 01, 2015		Jan 01, 2015	\$0.00
Feb 01, 2015		Feb 01, 2015	\$0.00
Mar 01, 2015		Mar 01, 2015	\$0.00
Average	\$4.04	Average	\$0.00

Fuel Per Gallon	Average	Rate Increase	RPM
FY 2012	\$3.49	0.08	\$ 3.04
FY 2013	\$4.05	0.08	\$ 3.12
FY 2014	\$3.79	0	\$ 3.12
FY 2015			
Difference	\$3.78		

MINUTES
SunLine Services Group
Board of Directors Meeting
July 30, 2014

A regular meeting of the SunLine Services Group Board of Directors was held on Wednesday, July 30, 2014 at 12:05 p.m. 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 12:05 p.m. by Chairman Greg Pettis.
2. **Flag Salute**
Councilmember G. Dana Hobart led all in a salute to our flag.
3. **Roll Call**
Completed.

Members Present

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

Members Absent

Russell Betts, Mayor Pro Tem, City of Desert Hot Springs

4. **Finalization of Agenda**
No changes to agenda.
5. **Presentations**
No presentations.
6. **Correspondence**
None.
7. **Public Comments**
NON - AGENDA ITEMS:
Bill Meyers, Yellow Cab of the Desert, addressed the Board. He talked about the inability to regulate non-taxicab companies that are competed for taxicabs for rides on the street. He stated that SunLine has no power over these companies.

Mr. Meyers stated that if someone tells the drivers of the non-taxicab company that they are going to report them to SunLine, they say so what. He stated that the PUC promises everything. They have been promising a lot for a long time, but has not delivered. Mr. Meyers stated that in 1991, the taxicab situation in the Coachella Valley was total chaos. He stated that no Board member was on the Board at that time, but the answer was that all of the cities form a Joint Powers Authority to come together and take the power from the PUC and give it to the Board of Directors of SunLine Services Group as a taxicab regulator. This was done to protect the safety of the tourist and residents and to make sure there was no price gouging, as well as making sure the drivers were drug tested. Mr. Meyers stated that he thinks it is time now to get something done about TNCs. He stated that the franchises can't compete in a market where the non-taxi companies can completely disregard the fact that the reason franchises pay high taxicab insurance rates is for the ability to flag on the street. The non-taxi companies don't compare to the cost of operation and they are flagging on the street. Mr. Meyers stated that the PUC states that they must have a wave bill and a name of a customer they are picking up. He stated that they have nothing. There is nothing on their smart phone. They are sitting at all the high traffic areas soliciting business all the time. Mr. Meyers stated that the taxi franchises cannot get out and argue with them as they have no power. The non-taxi drivers tell them to go away and sometimes call the police. Mr. Meyers stated that someone from Sacramento needs to come out and take care of the taxi franchises and protect the money invested, as well as the franchise's compliance with all the rules and regulations required by the SRA since 2009. Mr. Meyers stated that the franchises cannot be left high and dry with the possibility of not being able to compete and earn the money needed to maintain a level of service and expense that the Board has set the standard for. Mr. Meyer stated that what is happening all over the place – such as a San Francisco cab company – they took all their lights off their vehicles and said they would do the same thing – with no regulation. Mr. Meyers stated that he hopes it does not get to that. He hopes the Board can see that the taxi franchises can't wait for the PUC to come protect the citizens. He stated that one of the safety issues that he has witnessed is that a group of eight people will ask a taxicab driver if they can all get in one cab. They are informed no, there needs to be two taxicabs. Mr. Meyers stated that Uber allows all eight people to get in. That is a big safety violation for all involved – the Uber driver and the riders. Mr. Meyers stated that the Board needs to be proactive and get this handled for the interests and safety of the taxi franchises, as well as the residents and tourists.

Supervisor Benoit suggested that an urgency item be added to the agenda to discuss today what the Board can do. He stated that this issue is very timely and worthy of a discussion. Legal Counsel, Bob Owen, stated that the legal standard is for the need to take action came up subsequent to the posting of the agenda and it takes a majority vote to add. Supervisor Benoit stated that he believes the Board needs to discuss solutions in terms of lobbying for some kind of change at

the state level. Councilmember Miller asked if we are prepared to discuss what to do. Supervisor Benoit stated that he would like to start the discussion.

Supervisor Benoit made a motion to add an urgency discussion item to discuss issues with TNCs operating in the Valley. Councilmember Hobart seconded the motion. Chairman Pettis asked if there was opposition. Given none, the motion carried by a unanimous vote. Chairman Pettis stated that the urgency item would be number 11b.

AGENDA ITEMS:

No public comments.

8. Board Member Comments

Chairman Pettis welcomed back General Manager, Lauren Skiver, who had to take a few days off. He stated that staff did a great job in her absence, keeping the buses moving. Vice Chairman Hanson asked that we adjourn today's meeting in honor of Lauren Skiver's mother.

9. Consent Calendar

- a) SSG/SRA checks over \$1000 issued June, 2014
- b) SSG/SRA Monthly Budget Reports May, 2014.
- c) Taxi Vehicle/Rides Analysis, June, 2014.

Councilmember Spiegel moved to receive and file the consent calendar. The motion was seconded by Mayor Adolph. Chairman Pettis asked if there was opposition. Given none, the consent calendar was approved by a unanimous vote.

10. Approval of Minutes

Councilmember Miller moved to approve the minutes of June 25, 2014 Board meeting. The motion was seconded by Mayor Adolph. Chairman Pettis asked if there was opposition. Given none, the motion was carried by a unanimous vote with an abstention by Councilmember Dana Hobart from the City of Rancho Mirage.

11. Committees and Appointments

Chairman Pettis addressed the Board. He stated that he did not receive any requests for changes to SSG Committees. Vice Chairman Hanson moved to nominate and approve the existing committee members to the SSG Board Committees, which are the Taxicab Committee and the Litigation Committee. Councilmember Miller seconded the motion. Chairman Pettis asked if there was opposition. Given none, the motion was carried by a unanimous vote.

The Committee assignments are as follows: **Taxicab Committee:** Councilmember Greg Pettis, Councilmember Dana Hobart, Councilmember Glenn Miller, and Councilmember Robert Spiegel. **Litigation Committee:**

Councilmember Glenn Miller, Mayor Pro Tem Rick Hutcheson, Councilmember Dana Hobart, Councilmember Doug Hanson, Mayor Don Adolph.

11a. Urgency Item – TNCs Operating in the Valley

General Manager, Lauren Skiver, addressed the Board. She stated this issue of TNCs has been discussed in many Board meetings. Partners in the taxi industry have come to us as we have tried to think of solutions and have engaged the PUC. Ms. Skiver stated that we move forward in discussing a strategy at the level of the Board members reaching far beyond the Agency. Ms. Skiver called on Mike Jones, Taxi Administrator, to update the Board on communication with the PUC and a reminder of what we got back from them on our ability to regulate. She stated that we did get an opinion from them and from Legal Counsel that we do not have the ability to assume the role of the PUC. That does not mean that there are no other options. There has been work done in the past to see if there was something we could do under the legality of the SSG and SRA. Working with the PUC is not an option at this point.

Taxi Administrator, Mike Jones, stated that several months ago Legal Counsel and SRA both approached the PUC via e-mail to see if there was an opportunity to look at delegation of authority. The response back was no. Mr. Jones stated that yesterday, July 29th, he had a conversation on the phone after he requested again via e-mail, with Bill Johnston who is the telecommunication advisor to Commissioner Catherine Sandoval. Mr. Jones stated that he approached the conversation in a very calm manner and made sure that they were aware that we didn't want to enter into this in an adversarial relationship, but there are some ongoing problems. Ms. Jones stated that they acknowledged this. There have been several articles online about the shortfalls, the lack of pulling resources together to help oversee this new type of technology that is out there. At this particular point, Mr. Johnston reiterated that the CPUC is not looking at delegating any type of authority, but he did say that he would be getting in contact with the local jurisdiction, Heidi Clark, to see if he could negotiate a conversation to see what we can do to work jointly and affect some positive changes in oversight.

Councilmember Hobart stated that he was speaking with Mayor Garcia who stated that there is legislation in Sacramento. Councilmember Hobart stated that it seems to him that Sacramento is the focus of where our attention should be directed. Change the law that applies to the PUC. Councilmember Hobart stated that he believes that the Board should be getting involved with whatever bills that are in the legislature. Councilmember Hobart asked Mayor Garcia if he could give some information and maybe take that on. Mayor Garcia stated that there is a discussion taking place in Sacramento. Susan Bonilla out of Concord has bill AB-2293 that focuses on consumer protection and is trying to get these forms of transportation to comply to the commercial liability insurances. That is the focus – bringing them up to the same standard as our taxi industry, or any other transportation authority. Mayor Garcia stated that he believes major players are

taking on the need and that is the insurance industries – Personal Insurance Federation, the California Association of Insurances. Mayor Garcia stated that the bill was stimulated by an accident that took place in San Francisco where they found that they couldn't cover the cost of the accident that took place. The city of San Francisco ultimately took the burden of responsibility of the economic impact, or losses from the young lady's injuries.

Vice Chairman Hanson stated that the bill only solves the insurance issue. The focus should be much broader. He stated that essentially, what will happen if it continues is that you are going to eliminate taxi service in California. An Uber company will be created. An Uber driver will go out there and get pickups and drop offs and do whatever he wants to do in an unregulated environment, other than the regulations that the PUC offers. Vice Chairman Hanson stated why have a taxi if your competition does not have to meet the same kind of requirements you do.

Mayor Garcia stated that his assumption would be that by attacking the issue of the commercial liability license is a way to kind of even the playing field, bringing them up to the standard that the taxi business are having to operate under. This no longer gives Uber that competitive advantage.

Councilmember Miller stated that we have to do our due diligence as well. What is our numbers? Or reasoning behind it? When you look at our overall numbers of taxicab rides, we are up 37,000 this year. We are up 200,000 over the last five years. Councilmember Miller stated that this will be thrown back at us – if it is really affecting taxicabs, how can you have 37,000 more rides this year, and 200,000 over five years? He asked what the angle is going to be and reason why it is going to hurt the cab industry and why it should be regulated differently than what we are doing now. How is it going to affect the consumers? Councilmember Miller stated that the Board needs facts before moving forward. They are going to go by numbers.

Chairman Pettis stated that we can look at other communities, not necessarily in California, - Denver, Minneapolis, and other place that have had Uber operating for over a year.

Councilmember Hobart stated that as we look at that data, what we can do, through staff and Legal Counsel, we can get a list of every bill that is in the legislature right now that affects this issue. He stated that we could then send a committee to do some study and get some statistics, as well as send a delegation from our Board to talk with those politicians who are behind that. Council Hobart stated that the taxicab people should be making some friends in Sacramento – it is a big industry. Find out the leaders up there that would support the recommendation that came from this Board, and that come out of taxicab organizations, and start dealing and influence Sacramento. Councilmember Hobart stated that if we don't start getting involved with

Sacramento, we are not going to accomplish anything. They are the ones who will change the PUC rules.

Mayor Garcia stated that there are two taxi associations that are currently involved in this issue. He stated that he is not sure if they are expanding on the discussion, but they are part of the dialogue in support of what is being pushed by the insurance industries – a level playing field for the industry. Councilmember Hobart stated that this may or may not be enough for us, but it is a good step; we can piggyback on that.

Councilmember Miller stated that our Agency can hook up with them and provide some of our information that affects us here and reasons behind it. He stated that the Valley is unique due to the fact that we are spread out. There are major resorts, hotels, the airport that is separate, as well as special events from tennis to concerts that makes us unique – it is seasonal, not year round as some other locations are.

Chairman Pettis asked how Los Angeles is keeping Uber out of the Airport there. Bob Owen, Legal Counsel stated that the Airport has contracts that gives them exclusive rights. Councilmember Hobart stated that it has to be pursuant to some regulation. Mr. Owen stated that it is a full airport authority – their regulation.

Supervisor Benoit stated that for 27 years to pool the authority that each city has to regulate taxi operations within the cities. That makes us a unique organization and perhaps one that has a voice that can help in this discussion. Supervisor Benoit stated that we pooled that very effectively and as a result, we have a safe operation that has been here for quite a while. He stated that we can resolve today as a Board to say that this is a serious concern. It undermines all the regulatory authority which is there for the protection of the consumer, and that we want to support efforts to check that problem. It does not take more than one or two accidents. Uber is here and is growing by the day and hour and will continue to do so. He stated that it is a neat concept. The internet facilitates and encourages it. We can't sit back and wait a few months to see how it works out. We can resolve that we are concerned about the undermining our authority, which undermines public safety and we authorize the Chair and appropriate staff to express that concern. Supervisor Benoit stated that if we can get through the association – resource to see what exactly is in the legislative. Someone can answer that question.

Chairman Pettis stated that Uber has six cars within proximately of the building in the middle of summer.

Supervisor Benoit stated that the Board needs to proactively agree to address this issue actively and immediately starting today with the resources the group has to protect the right regulate and thereby protect the interest of the citizens.

Ms. Skiver stated that the ideas of this body would be to produce some facts and description on our taxi operation to have as a basis so that in communications, you would have a basis of that. In addition, collect bills and legislative actions and leadership that are focused on this so that you have that as part of the package. Staff will start working on this right away to be circulated to this body so that when having discussions in other forums, those facts are available. Ms. Skiver stated that staff can compile a list of actions and different types of discussions that are being planned on the political level so that you have those. Ms. Skiver asked the Board if that is what they are looking for.

Supervisor Benoit stated that yes, we are in the last month of the legislative session and the likelihood is that this issue is one that they will try and wrestle with before August 31st. We cannot wait until the next meeting to advance that further. Supervisor Benoit recommended that the Board put together a subcommittee working with the Chairwoman who, based on her conversation, can convey the Board's support and feelings about whatever legislation might develop within the next three weeks. It could be that it is the time to react.

Mayor Adolph asked if it would be appropriate for the Taxi Committee to move forward with this. Vice Chairman Hanson asked if a letter could be written to the PUC as well. Supervisor Benoit stated, yes, absolutely.

Councilmember Miller asked Legal Counsel what makes the Airport as an authority any more regulatory than the SRA – where they cannot allow people in the Airport because they have contracts and we don't. Mr. Owen stated that they are a separate governmental entity and they have their own police force. Under their laws, the only pick-up and drop off may be done by a private citizen or for hire taxi companies that they have contracts with. Under their structure, they have the ability to say who gets to pick-up and drop off passengers for hire. SRA does not have that power. They have their own police there who are watching for the Uber sticker on the car.

Supervisor Benoit asked about the authority of La Quinta to regulate taxis in their cities. Mr. Owen stated that is a possibility. Vice Chairman Hanson stated that all cities are here and the cities could bring that authority into SunLine. Supervisor Benoit stated that we have done that through the creation of the JPA. Mr. Owen further stated that the PUC and the State of California says that the PUC has the regulatory over Uber and those types of services – the Transportation Network Companies. Councilmember Miller stated that the Board needs to ask for that authority – we are under special circumstances.

Chairman Pettis stated that the Taxi Committee will schedule a meeting. Ms. Skiver stated that she has a meeting with Tom Nolan tomorrow. Chairman Pettis stated that if need be, we can go speak with Speaker Atkins.

Supervisor Benoit made a motion to authorize the Chairman and the Taxi Committee to take appropriate action based on the conversation today. Vice Chairman Hanson seconded the motion. Chairman Pettis asked if there was any opposition. Given none, the motion carried by a unanimous vote.

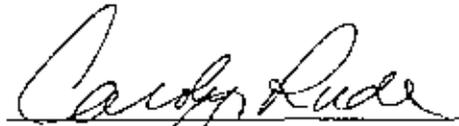
12. Next Meeting Date

Chairman Pettis announced that the next regular meeting of the Board of Directors will be held September 24, 2014 at 12 noon – Kelly Board Room, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276, if needed.

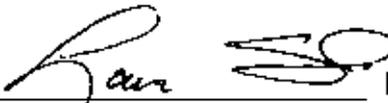
13. Adjourn

Chairman Pettis adjourned the meeting at 12:30 p.m. in honor of Lauren Skiver's mother, Thuvia Freese.

Respectfully Submitted,



Carolyn Rude
Clerk of the Board



Date 9/19/14

Lauren Skiver
CEO/General Manager

SunLine Services Group

DATE: September 24, 2014 INFORMATION
TO: Board of Directors
FROM: Taxi Enforcement Officer II
RE: Special Taxi Committee Meeting Follow Up

Background

August 21, 2014 a Special Taxi Committee Meeting was held at SunLine. The taxi committee provided direction of the below for staff follow up.

- CVB presentation at upcoming meeting: SSG was added to the CVB agenda and presented a PowerPoint on Transportation Network Companies "TNC" in our valley on Friday September 19.
- Palm Spring Airport Uber pick up: During a preschedule meeting with Palm Springs Airport Officials and SunLine, a clarification question of uber pick up and drop off was asked. Palm Springs Executive Director explained there are no restrictions for anyone dropping off, but no TNC has been authorized to pick up passengers at the Airport.
- SunLine request of Palm Springs Airport to be place on next Airport agenda to discuss TNCs: During a prescheduled meeting with Palm Springs Airport, SunLine Transit Agencies' General Manager asked to be added to next Palm Springs Airport agenda.
- Cities will discuss passing an ordinance regarding parking restrictions on amount of distance from an establishment such as hotels, bars, etc.: Staff And General Counsel are working on the draft template.
- Change letter to CPUC President to mention issue included in the L.A. Times article: The letter to CPUC President was revised to include verbiage related to the L.A. Times article and sent.
- Higher level of contact with the CPUC regarding the enforcement issues and possible partnership with us to regulate: SSG is awaiting a response from CPUC to establish upper leadership contact.

- Contact Senate Appropriations Committee of appropriation of bills and ask for signatures on AB 612 and AB 2293:

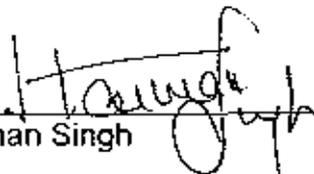
AB 612 8/25/14 sent back to Assembly were it failed passage. Reconsideration granted. Hearing canceled at the request of author.

AB 2293 Approved by the Governor September 17, 2014.

- Taxi Committee asked Staff for Rules and Regulations of the Public Utilities Commission for TNCs: Documents were sent as requested.

Financial Impact

None



Harman Singh