

**SUNLINE TRANSIT AGENCY  
BOARD MEETING AGENDA  
AMENDED**

**Wednesday, February 22, 2017  
12:00 p.m.  
Board Room  
32-505 Harry Oliver Trail  
Thousand Palms, CA 92276**

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

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

**AGENDA TOPICS**

**RECOMMENDATION**

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| <p>1. <b><u>Call to Order</u></b><br/>Vice Chairperson Russell Betts</p> <p>2. <b><u>Flag Salute</u></b></p> <p>3. <b><u>Roll Call</u></b></p> <p>4. <b><u>Presentations</u></b><br/><b>None</b></p> <p>5. <b><u>Finalization of Agenda</u></b></p> <p>6. <b><u>Public Comments</u></b></p> | <p><b>Receive Comments</b></p> <p>(NOTE: Those wishing to address the Board should complete a Public Comment Card and will be called upon to speak.)</p> |
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**NON AGENDA ITEMS**

Anyone wishing to address the Board on items not on the agenda may do so at this time. A limitation of 3 minutes may be imposed upon each person so desiring to address the Board during the first Public Comments designation on the agenda.

**AGENDA ITEMS**

Anyone wishing to address specific items on the agenda should notify the Clerk at this time so those comments can be made at the appropriate time. A limitation of 3 minutes may be imposed upon each person so desiring to address the Board.

**7. Board Member Comments **Receive Comments****

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

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

**8. Consent Calendar **Receive & File****

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

- a) Checks over \$1,000 report for November/December 2016 (Pages 1-7)
- b) Credit Card Statement for November 2016 (Pages 8-10)
- c) Monthly Budget Variance Report for November/December 2016 (Pages 11-18)
- d) Contracts Signed in Excess of \$25,000 December 2016 (Page 19)
- e) Ridership Report for December 2016 (Pages 20-21)
- f) SunDial Operational Notes for December 2016 (Page 22)
- g) Metrics (On time Performance, Early Departures, Late Departures, Late Cancellations, Fleet Availability, Driver Absence, Advertising Revenue, Fixed Route Customer Comments, Paratransit Customer Comments) (Pages 23-31)
- h) Board Member Attendance (Page 32)

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

**9. Approval of Minutes **Approve****

Request to the Board to approve the Minutes of the January 25, 2017 Board of Directors meeting. (Pages 33-39)

**10. Contract for Phase 6 Bus Stop Concrete Improvements **Approve****

**(Greg Pettis, Chair of Finance/Audit Committee;  
Staff: Dean Holm)**

Recommend that the Board of Directors grant authority to the CEO/General Manager to execute a contract with ND Construction Co., Inc. in the amount of \$59,907 for the Bus Stop Concrete Improvements, upon approval as to form by legal counsel. (Pages 40-45)

11. **Contract for Installation of Perimeter Fencing** **Approve**  
**(Greg Pettis, Chair of Finance/Audit Committee;**  
**Staff: Dean Holm)**  
Recommend that the Board of Directors grant authority to the CEO/General Manager to execute a contract with NR Development, Inc. in the amount of \$420,500 for the Installation of Perimeter Fencing upon approval as to form by legal counsel. (Pages 46-50)

12. **OTA Broadcasting Barter Contract** **Approve**  
**(Greg Pettis, Chair of Finance/Audit Committee;**  
**Staff: Joseph Friend)**  
Recommend that the Board of Directors grant authority to the CEO/General Manager to execute a barter contract with OTA Broadcasting (PSP) LLC. to provide bus wrap advertising services in exchange for commercial airtime and production services with a not-to-exceed value of \$156,000 by each party therefore, a total agreement value of not-to-exceed \$312,000. (Page 51)

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13. **CEO/General Manager's Report**

14. **Closed Session**

a) **Conference with Labor Negotiator**

Pursuant to Government Code 54957.6

Agency Designated Representative: Russell Betts, Chair of the Board, Eric Vail, Legal Counsel

Unrepresented Employees, Position – CEO/General Manager

b) **Conference with Labor Negotiator**

Pursuant to Government Code 54957.6

Agency Designated Representative: Lauren Skiver, CEO/General Manager, Eric Vail, Legal Counsel

Represented Employees, Position – ATU

Unrepresented Employees: All unrepresented positions

15. **Next Meeting Date**

March 22, 2017

12 o'clock Noon – Board Room

32-505 Harry Oliver Trail

Thousand Palms, CA 92276

16. **Adjourn**