



SunLine Transit Agency
May 22, 2024
9:45 a.m. – 10:25 a.m.

AGENDA

FINANCE/AUDIT COMMITTEE

Wellness Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276

NOTICE TO THE PUBLIC

SunLine has discontinued its COVID-19 Emergency Declaration and has returned its Board and Board Committee meetings to live and in-person attendance at the location noted above. These meetings are no longer available for viewing, attendance, or comment by two-way audiovisual platform, two-way telephonic service, webcasting, or streaming video broadcast. SunLine may prepare audio or video recordings of Board meetings. In accordance with the Brown Act and California Public Records Act, these recordings are subject to public inspection for a period of thirty (30) days after the meeting.

In compliance with the Brown Act, agenda materials distributed 72 hours or less prior to the meeting, which are public records relating to open-session agenda items, will be available for inspection by members of the public prior to or at the meeting at SunLine Transit Agency's Administration Building, 32505 Harry Oliver Trail, Thousand Palms, CA 92276 and on the Agency's website, www.sunline.org.

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (760) 343-3456 if special assistance is needed to participate in a Board meeting, including accessibility and translation services. Notification of at least 72 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.

ITEM

RECOMMENDATION

1. CALL TO ORDER
2. FLAG SALUTE
3. ROLL CALL
4. PRESENTATIONS

ITEM

RECOMMENDATION

5. FINALIZATION OF AGENDA

6. PUBLIC COMMENTS

RECEIVE COMMENTS

NON AGENDA ITEMS

Members of the public may address the Committee regarding any item within the subject matter jurisdiction of the Committee; however, no action may be taken on off-agenda items unless authorized. Comments shall be limited to matters not listed on the agenda. Members of the public may comment on any matter listed on the agenda at the time that the Board considers that matter. Comments may be limited to 3 minutes in length.

7. COMMITTEE MEMBER COMMENTS

RECEIVE COMMENTS

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.

8a) Checks \$1,000 and Over Report for March 2024

(PAGE 4-8)

8b) Credit Card Statement for March 2024

(PAGE 9-22)

8c) Monthly Budget Variance Report for March 2024

(PAGE 23-27)

8d) Contracts Signed in Excess of \$25,000 for April 2024

(PAGE 28-29)

8e) Union & Non-Union Pension Investment Asset Summary March 2024

(PAGE 30-41)

8f) Ridership Report for April 2024

(PAGE 42-45)

8g) SunDial Operational Notes for April 2024

(PAGE 46-48)

8h) Metrics for April 2024

(PAGE 49-72)

8i) Board Member Attendance for April 2024

(PAGE 73-74)

9. AMEND CONTRACT FOR SUNRIDE SERVICE

(Staff: Tina Hamel, Chief Administrative Officer)

APPROVE

(PAGE 75-76)

10. REVIEW AND DISCUSSION OF SUNLINE FUNDING AND THE DRAFT FY25 OPERATING AND CAPITAL BUDGET

(Staff: Luis Garcia, Chief Financial Officer)

DISCUSSION

(PAGE 77-138)

ITEM

RECOMMENDATION

11. **INCREASE TO BOARD STIPENDS**
(Staff: Edith Hernandez, Clerk of the Board)
12. **ADJOURN**

DISCUSSION
(PAGE 139)

SunLine Transit Agency**CONSENT CALENDAR**

DATE: May 22, 2024

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Checks \$1,000 and Over Report March 2024

Summary:

The Checks \$1,000 and Over Report lists all of the checks processed at the Agency with a value of over \$1,000 for a given month.

- The table below identifies the checks \$50,000 and over in the month of March which required signature from the Chair or Vice Chair.

Vendor	Check #	Amount
<i>Integrated Cryogenic Solutions LLC</i>	695672	\$3,636,340.70
<i>Three Peaks Corp.</i>	695706	\$258,327.80
<i>Riverside Transit Agency</i>	695694	\$120,000.00
<i>Three Peaks Corp.</i>	695617	\$106,871.68
<i>Red Hawk Services Inc.</i>	695722	\$59,986.83
<i>Mutual Of Omaha Insurance Co.</i>	695594	\$51,090.48

Recommendation:

Receive and file.

**SunLine Transit Agency
Checks \$1,000 and Over
March 2024**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
INTEGRATED CRYOGENIC SOLUTIONS LLC	WIP-Liquid Hydrogen Refueling -Project Acct#2211-01	695672	03/20/2024	3,636,340.70
PERMA - INSURANCE	Apr-Jun 2024 General Liab/Workers Comp/Liab Trust Premium	695533	03/06/2024	508,588.59
CALPERS	Group Health Premiums	695638	03/20/2024	402,755.21
THREE PEAKS CORP	WIP- Coachella Transit Hub- Project Acct#2212-00	695706	03/20/2024	258,327.80
RIVERSIDE TRANSIT AGENCY	WIP-Bus Purchase- Project Acct#2415-00	695694	03/20/2024	120,000.00
THREE PEAKS CORP	WIP- Coachella Transit Hub- Project Acct#2212-00	695617	03/13/2024	106,871.68
IMPERIAL IRRIGATION DIST	Utilities	695670	03/20/2024	93,475.95
ANEW RNG, LLC	Utilities	695632	03/20/2024	80,356.01
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	695555	03/06/2024	76,411.57
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	695710	03/20/2024	75,625.08
SO CAL GAS CO.	Utilities	695611	03/13/2024	70,552.54
RED HAWK SERVICES INC	WIP-Haskell Permanent Fencing-Project Acct#1912-08	695722	03/26/2024	59,986.83
MUTUAL OF OMAHA INSURANCE COMPANY	Supplement Benefits LTD/STD/LIFE Ins Prem	695594	03/13/2024	51,090.48
SHUTTLE BUS LEASING	Vehicle/Bus Leasing	695546	03/06/2024	49,600.00
SHUTTLE BUS LEASING	Vehicle/Bus Leasing	695610	03/13/2024	49,600.00
ALL AMERICAN BUILDING SERVICES INC	WIP-Enclose Glass Showroom for Div II- Project Acct#1913-05	695724	03/27/2024	49,156.00
MUTUAL OF OMAHA INSURANCE COMPANY	Supplement Benefits LTD/STD/LIFE Ins Prem	695754	03/27/2024	44,129.69
TRUGUARD SECURITY SERVICES, INC	Security Guard Services	695554	03/06/2024	40,933.75
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	695719	03/20/2024	39,707.75
EAM SOLUTIONS, LLC	WIP-TAM Software Implementation- Project Acct#1512-00	695652	03/20/2024	36,736.00
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	695753	03/27/2024	26,760.09
BURKE, WILLIAMS & SORENSEN, LLP	Legal Services	695732	03/27/2024	25,455.03
HANSON BRIDGETT LLP	Legal Services	695519	03/06/2024	21,922.10
GALLAGHER BENEFIT SERVICES, INC	Consulting	695663	03/20/2024	19,950.00
EAM SOLUTIONS, LLC	WIP-TAM Software Implementation- Project Acct#1512-00	695580	03/13/2024	18,368.00
NFI PARTS	Inventory Repair Parts	695560	03/13/2024	17,841.88
AVAIL TECHNOLOGIES	Inventory Repair Parts	695499	03/06/2024	17,724.60
ARCADIS, A CALIFORNIA PARTNERSHIP	WIP-Radio System Replacement-Project Acct#1905	695497	03/06/2024	17,484.50
NAPA AUTO PARTS	Inventory Repair Parts	695595	03/13/2024	16,383.58
BALLARD POWER SYSTEMS	Inventory Repair Parts	695567	03/13/2024	15,808.01
THE LEFLORE GROUP LLC	WIP-Liquid Hydrogen Refueling -Project Acct#2211-02	695542	03/06/2024	15,621.85
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	695559	03/06/2024	13,519.06
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	695776	03/27/2024	13,466.23
VERIZON WIRELESS	Wireless Telephone Service	695622	03/13/2024	12,401.29
ROBERT BACH	Consulting-General	695539	03/06/2024	11,289.46
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	695665	03/20/2024	10,241.93
PLANETBIDS, INC.	Computer/Network Software Agreement	695758	03/27/2024	9,999.00
ROBERT BACH	Consulting-General	695695	03/20/2024	9,902.36
TOWNSEND PUBLIC AFFAIRS, INC	Consulting-General	695707	03/20/2024	9,500.00

**SunLine Transit Agency
Checks \$1,000 and Over
March 2024**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	695651	03/20/2024	9,410.00
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	695583	03/13/2024	9,178.64
TEC EQUIPMENT, INC.	Inventory Repair Parts	695614	03/13/2024	9,151.68
SEFAC USA, INC.	Equipment Repairs-Shoe Equipment	695764	03/27/2024	9,070.21
TOWNSEND PUBLIC AFFAIRS, INC	Consulting-General	695618	03/13/2024	9,000.00
COMPLETE COACH WORKS	Repair Parts-Fixed Route	695508	03/06/2024	8,404.50
PRUDENTIAL OVERALL SUPPLY	Uniforms	695536	03/06/2024	8,126.37
BAE SYSTEMS CONTROLS, INC.	Outside Repair-Fixed Route	695566	03/13/2024	8,022.60
DESERT AIR CONDITIONING, INC.	Contract Services-A/C	695511	03/06/2024	7,986.00
SC FUELS	Lubricants- Oil	695545	03/06/2024	7,281.69
RIDE COACH AND BUS LLC	Inventory Repair Parts	695572	03/13/2024	7,132.65
GAMEROOM GALLERY OF DESERT	WIP-Office Furniture & Equipment-Project Acct#2418-06	695752	03/27/2024	6,675.51
AMALGAMATED TRANSIT UNION	Union Dues	695629	03/20/2024	6,249.50
AMALGAMATED TRANSIT UNION	Union Dues	695495	03/06/2024	6,249.50
JESSE FRESCAS JR.	WIP- Coachella Transit Hub- Project Acct#2212-00	695673	03/20/2024	6,240.00
BEST BEST & KRIEGER LLP	Legal Services	695731	03/27/2024	5,828.60
HD INDUSTRIES	Inventory Repair Parts	695520	03/06/2024	5,734.84
PRUDENTIAL OVERALL SUPPLY	Uniforms	695760	03/27/2024	5,354.31
RIDECO US INC	SunRide Ride Share Expenses	695692	03/20/2024	5,077.50
SOCALGAS	Utilities	695612	03/13/2024	4,890.20
CARQUEST AUTO PARTS STORES	Inventory Repair Parts	695575	03/13/2024	4,652.96
IMPERIAL IRRIGATION DIST	Utilities	695745	03/27/2024	4,569.75
CALIFORNIA DENTAL NETWORK, INC.	Dental Benefits	695573	03/13/2024	4,545.83
PETE'S AUTOMOTIVE SERVICES, INC.	Repair Parts-Support Vehicle	695686	03/20/2024	4,334.33
JESSUP AUTO PLAZA	Repair Parts-Support Vehicle	695534	03/06/2024	4,218.17
TPX COMMUNICATIONS	Communication Service	695708	03/20/2024	4,180.48
TINA MARIE HAMEL	Reimbursement Expense	695551	03/06/2024	4,089.39
US BANK VOYAGER FLEET SYSTEMS	Unleaded/Diesel Fuel	695620	03/13/2024	4,088.51
PRUDENTIAL OVERALL SUPPLY	Uniforms	695606	03/13/2024	4,052.08
IVYS ADSORPTION INC.	Inventory Repair Parts	695590	03/13/2024	3,887.84
ALPHA MEDIA LLC	Advertising	695725	03/27/2024	3,630.00
NFI PARTS	Inventory Repair Parts	695723	03/27/2024	3,598.60
JIM'S DESERT RADIATOR AND A/C SERVICE	Inventory Repair Parts	695512	03/06/2024	3,554.81
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	695601	03/13/2024	3,546.64
GRAINGER	Materials & Supplies	695744	03/27/2024	3,456.43
EARL E KNOX COMPANY	Inventory Repair Parts	695653	03/20/2024	3,389.83
CHARTER COMMUNICATIONS	Utilities	695704	03/20/2024	3,296.08
ADT COMMERCIAL LLC	WIP-Access Control Replacement-Project Acct#2113-00	695550	03/06/2024	3,170.29
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	695505	03/06/2024	3,071.44

**SunLine Transit Agency
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March 2024**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
HARTFORD FIRE INSURANCE COMPANY	Annual Flood Insurance Premium	695521	03/06/2024	3,015.00
DECALS BY DESIGN, INC.	SunRide Ride Share Expenses	695735	03/27/2024	2,954.35
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	695639	03/20/2024	2,934.25
ENTERPRISE HOLDINGS, LLC	TDM & Vanpool Program	695513	03/06/2024	2,925.00
SECTRAN SECURITY INC.	Bank Adjustment Fees	695699	03/20/2024	2,856.52
HOME DEPOT CREDIT SERVICES	Facility Maintenance	695588	03/13/2024	2,605.08
AMAZON CAPITAL SERVICES, INC	Computer Supplies	695563	03/13/2024	2,506.27
SC FUELS	Lubricants- Oil	695698	03/20/2024	2,428.68
JOSEPH LYNN FRIEND	Contracted Services	695675	03/20/2024	2,415.00
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	695660	03/20/2024	2,397.25
JACKSON LEWIS P.C.	Insurance Loss	695591	03/13/2024	2,346.00
DESERT AIR CONDITIONING, INC.	A/C Expenses	695736	03/27/2024	2,304.22
ENTERPRISE HOLDINGS, LLC	TDM & Vanpool Program	695742	03/27/2024	2,250.00
SONSRAY FLEET SERVICES	Repair Parts-Fixed Route	695766	03/27/2024	2,239.46
NFI PARTS	Inventory Repair Parts	695491	03/06/2024	2,224.37
HD INDUSTRIES	Repair Parts-Fixed Route	695669	03/20/2024	2,221.48
HEPTAGON SEVEN CONSULTING, INC.	WIP-Haskell Permanent Fencing-Project Acct#1912-08	695587	03/13/2024	2,182.54
VERONICA MANZO STUMPF	WIP-Consultant TAM Software -Project Acct #1512-01	695623	03/13/2024	2,125.00
ANDERSON COMMUNICATIONS	Radio Repeater Hill Top Rental	695500	03/06/2024	2,100.00
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	695569	03/13/2024	2,089.88
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	695570	03/13/2024	2,089.64
SONSRAY FLEET SERVICES	Inventory Repair Parts	695552	03/06/2024	2,056.38
YELLOW CAB OF THE DESERT	Taxi Voucher Program	695775	03/27/2024	2,024.55
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	695631	03/20/2024	2,000.00
YELLOW CAB OF THE DESERT	Taxi Voucher Program	695772	03/27/2024	1,980.10
YELLOW CAB OF THE DESERT	Taxi Voucher Program	695778	03/27/2024	1,828.60
OMNITRACS, LLC	General Services	695680	03/20/2024	1,820.00
YELLOW CAB OF THE DESERT	Taxi Voucher Program	695777	03/27/2024	1,809.50
YELLOW CAB OF THE DESERT	Taxi Voucher Program	695771	03/27/2024	1,786.90
GILLIG LLC	Inventory Repair Parts	695585	03/13/2024	1,786.12
YELLOW CAB OF THE DESERT	Taxi Voucher Program	695773	03/27/2024	1,770.80
TOTAL CARE WORK INJURY CLINIC	Medical Exam & Testing	695769	03/27/2024	1,710.00
GRAINGER	Inventory Repair Parts	695518	03/06/2024	1,701.65
C V WATER DISTRICT	Utilities	695734	03/27/2024	1,697.64
PAUL MATTERN	Reimbursement Expense	695603	03/13/2024	1,667.23
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	695715	03/20/2024	1,663.31
LUMINATOR TECHNOLOGY GROUP	Inventory Repair Parts	695676	03/20/2024	1,653.59
ROBERT HALF	Temporary Help	695608	03/13/2024	1,619.20
ROBERT HALF	Temporary Help	695761	03/27/2024	1,619.20

**SunLine Transit Agency
Checks \$1,000 and Over
March 2024**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
ROBERT HALF	Temporary Help	695696	03/20/2024	1,619.20
YELLOW CAB OF THE DESERT	Taxi Voucher Program	695774	03/27/2024	1,616.10
YELLOW CAB OF THE DESERT	Taxi Voucher Program	695770	03/27/2024	1,592.40
EDITH HERNANDEZ	Reimbursement Expense	695740	03/27/2024	1,538.23
FRONTIER COMMUNICATIONS	Utilities- OPS Bldg	695662	03/20/2024	1,525.00
DESERT FIRE EXTINGUISHER CO. INC.	Facility Maintenance	695648	03/20/2024	1,525.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	695683	03/20/2024	1,524.10
YELLOW CAB OF THE DESERT	Taxi Voucher Program	695720	03/20/2024	1,518.05
AMAZON CAPITAL SERVICES, INC	Computer Supplies	695630	03/20/2024	1,487.87
BROADLUX, INC.	Contract Services-General	695636	03/20/2024	1,480.00
MILE3 WEB DEVELOPMENT	Website Maintenance	695677	03/20/2024	1,470.00
JE STRATEGUES LLC	Consulting	695748	03/27/2024	1,362.50
ROBERT HALF	Temporary Help	695540	03/06/2024	1,295.36
RIVERSIDE COUNTY SHERIFF'S OFFICE	Garnishment	695538	03/06/2024	1,263.55
CITY CAB	Taxi Voucher Program	695544	03/06/2024	1,218.50
XENIA RACING WRAPS	Decals-Fixed Route	695718	03/20/2024	1,210.00
SCAG	Travel Meetings/Seminars	695702	03/20/2024	1,200.00
SMART CHEMISTRY CORPORATION	WIP-H2 Testing for SoCalGas/Hydrogen- Project Acct#2107-02	695765	03/27/2024	1,200.00
ON THE FLY TERMITE AND PEST CONTROL	Pest Control Services	695756	03/27/2024	1,192.00
FEDEX	Shipping Service	695658	03/20/2024	1,110.49
KUNA FM	Advertising	695592	03/13/2024	1,070.00
WORLD OIL ENVIRONMENTAL SERVICES	Lubricants- Oil	695633	03/20/2024	1,002.09
JOSE LOAIZA	Reimbursement Expense	695747	03/27/2024	1,000.00
Total Checks Over \$1,000	\$6,486,707.56			
Total Checks Under \$1,000	\$43,469.40			
Total Checks	\$6,530,176.96			

SunLine Transit Agency
CONSENT CALENDAR

DATE: May 22, 2024

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Credit Card Statement for March 2024

Summary:

The attached report summarizes the Agency's credit card expenses for February 2024. The report summarizes transactions for the credit cards utilized for Procurement and the CEO/General Manager which align with the statement closing date of March 29, 2024.

Recommendation:

Receive and file.

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 04/01/2024

Name on Card: Mona Babauta

Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1 3/27/2024	3/29/2024	United Airlines	United Airlines Roundtrip Flight from Palm Springs, CA to Portland, OR for Travel to APTA Mobility Conference in Portland, OR; Mona Babauta, CEO/General Manager		\$804.47
Credits and Charges:				\$0.00	\$804.47



Reporting Period : 3/1/2024 - 3/29/2024

Statement Summary

Name	Mona Babauta	Company	Sunline Transit Agency
Account #	XXXX-XXXX-XXXX [REDACTED]	Currency	US Dollar
Reporting Period	3/1/2024 - 3/29/2024		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 3/27/2024	3/29/2024	United United.Com, TX					804.47
Purchase United			General Ledger Code: 5090200000				

Transaction Count: 1
Total: 804.47

Employee Signature **Date**

Authorized Approver Signature **Date**

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 3/29/2024

Name on Card: Walter Watcher (Procurement Card)

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1	02/29/24	3/1/2024	Jotform Inc.	Jotform 1 year Subscription for High School Haul Pass Program 2/16/24-2/16/25		\$ 294.00
2	03/04/24	3/5/2024	Grasshopper.Com	SolVan Toll Free Number & Web Traffic		\$ 23.82
3	03/05/24	3/6/2024	Magid Glove and Safety Manufacturing	Electrical Glove Testing - Maintenance Department		\$ 75.75
4	03/07/24	3/8/2024	California Public Employment Relations Board	Arbitration List from PERB - Service Fee		\$ 1.15
5	03/07/24	3/8/2024	California Public Employment Relations Board	Arbitration List from PERB		\$ 50.00
6	03/08/24	3/11/2024	Bambora PSP	Conference Registration Fees for California Hydrogen Convention in Los Angeles - Mona B.		\$ 1,695.00
7	03/08/24	3/11/2024	Bambora PSP	Conversion Fees for California Hydrogen Convention in Los Angeles - Mona B.		\$ 16.95
8	03/08/24	3/11/2024	Bambora PSP	Conversion Fees for California Hydrogen Convention in Los Angeles - Luis G.		\$ 16.95
9	03/08/24	3/11/2024	Bambora PSP	Conference Registration Fees for California Hydrogen Convention in Los Angeles - Luis G.		\$ 1,695.00
10	03/08/24	3/11/2024	Bambora PSP	Conversion Fees for California Hydrogen Convention in Los Angeles - Ray A.		\$ 16.95
11	03/08/24	3/11/2024	Bambora PSP	Conference Registration Fees for California Hydrogen Convention in Los Angeles - Ray A.		\$ 1,695.00
12	03/08/24	3/11/2024	Bambora PSP	Conversion Fees for California Hydrogen Convention in Los Angeles - Shawn C.		\$ 16.95
13	03/08/24	3/11/2024	Bambora PSP	Conference Registration Fees for California Hydrogen Convention in Los Angeles - Shawn C.		\$ 1,695.00
14	03/08/24	3/11/2024	Bambora PSP	Conference Registration Fees for California Hydrogen Convention in Los Angeles - Walter W.		\$ 1,695.00
15	03/08/24	3/11/2024	Bambora PSP	Conversion Fees for California Hydrogen Convention in Los Angeles - Walter W.		\$ 16.95
16	03/09/24	3/11/2024	Moxy Downtown Los Angeles	Lodging for California Hydrogen Convention in Los Angeles - Mona B., Luis G., Ray A., Shawn C., Walter W.		\$ 2,199.90
17	03/12/24	3/13/2024	Eventbrite	Riverside Co. State of the Fourth District - General Admission for Luis G., Edith H., Tina H.		\$ 277.65
18	03/21/24	3/25/2024	Alaska Air	Flight for American Public Transportation Association International Bus Roadeo & Mobility Conference 2024 - Dioselyn M.		\$ 551.20

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
19	03/21/24	3/26/2024	APTA	Registration for American Public Transportation Association International Bus Roadeo & Mobility Conference 2024 - Dioselyn M.		\$ 1,100.00
20	03/21/24	3/26/2024	APTA	Registration for American Public Transportation Association International Bus Roadeo & Mobility Conference 2024 - Mona B.		\$ 1,100.00
21	03/22/24	3/25/2024	Expedia	Registration for California Association for Coordinated Transportation 2024 Conference - Dylan N.		\$ 875.00
22	03/22/24	3/25/2024	Desert Redi-Mix	Concrete for Bus Shelter in Coachella		\$ 444.13
23	03/22/24	3/25/2024	Ikea	Driver Lounge Storage Shelving		\$ 232.16
24	03/22/24	3/25/2024	Expedia, Inc.	Lodging for California Association for Coordinated Transportation 2024 Conference - Dylan N.		\$ 847.47
25	03/25/24	3/26/2024	Sams Club	Beverages for Boardroom		\$ 190.59
26	03/25/24	3/26/2024	Expedia, Inc.	Registration for California Association for Coordinated Transportation 2024 Conference - Bryan V.		\$ 875.00
27	03/26/24	3/27/2024	Marriott	Registration for ZEB Con Conference - Ray A.		\$ 620.00
28	03/26/24	3/27/2024	Marriott	Registration for ZEB Con Conference - Shawn C.		\$ 620.00
29	03/26/24	3/28/2024	United	Flight for ZEB Con Conference - Ray A.		\$ 568.62
30	03/26/24	3/28/2024	United	Flight for ZEB Con Conference - Shawn C.		\$ 568.62
31	03/26/24	3/28/2024	United	Bag & Seat Charge for Flight to ZEB Con Conference - Ray A.		\$ 90.00
32	03/26/24	3/28/2024	United	Bag & Seat Charge for Flight to ZEB Con Conference - Ray A.		\$ 86.00
33	03/26/24	3/28/2024	United	Bag & Seat Charge for Flight to ZEB Con Conference - Shawn C.		\$ 90.00
34	03/26/24	3/28/2024	United	Bag & Seat Charge for Flight to ZEB Con Conference - Shawn C.		\$ 86.00
35	03/27/24	3/28/2024	Reviewstudio.com	Online Proofing and Workflow Software		\$ 195.00
36	03/27/24	3/28/2024	Reviewstudio.com	Online Proofing and Workflow Software - Conversion Fee		\$ 1.95

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
37	03/27/24	3/29/2024	APTA	Registration for American Public Transportation Association International Bus Roadeo & Mobility Conference 2024 - Ray A.		\$ 1,100.00
38	03/27/24	3/29/2024	Alaska Air	Flight for American Public Transportation Association International Bus Roadeo & Mobility Conference 2024 - Ray A.		\$ 551.20
39	03/28/24	3/29/2024	Survey Monkey, Inc.	Web-based Forms for SolVan		\$ 19.00
40	03/29/24	3/29/2024	Priceline.com	Lodging for Consolidated Transportation Services Agency ("CTSA") Transit Networks Course - Ryan K.		\$ 296.98
					\$ -	\$ 22,590.94



Reporting Period : 3/1/2024 - 3/29/2024

Statement Summary

Name	Walter Watcher	Company	Sunline Transit Agency
Account #	XXXX-XXXX-XXXX	Currency	US Dollar
Reporting Period	3/1/2024 - 3/29/2024		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount	
1 2/29/2024	3/1/2024	Jotform Inc San Francisco, CA					294.00	
		Purchase Jotform Inc	General Ledger Code: 5030300011 Fund: 00					
		PR 20681 - Jotform Subscription for High School Haul Pass - IT Department						
2 3/4/2024	3/5/2024	Grasshopper.Com Logmein.Com, MA					23.82	
		Purchase Grasshopper.Com	General Ledger Code: 5099900002 Fund: 00					
		PR 19508 - Grasshopper - SolVan Toll Free Number & Web Traffic - Safety Department						
3 3/5/2024	3/6/2024	Magid Glove 773-384-2070, IL					75.75	
		Purchase Magid Glove	General Ledger Code: 5099900002 Fund: 00					
		PR 20581 - Electrical Glove Testing - Maintenance Department						
4 3/7/2024	3/8/2024	Elavon Srv Fee Arbitratio 678-7315974, GA					1.15	
		Purchase Elavon Srv Fee Arbitratio	General Ledger Code: 5099900002 Fund: 00					
		PR 20790 California Public Employment Relations Board - A. Martinez - Executive Department						

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
5 3/7/2024	3/8/2024	Perb Arb Full List 916-3272275, CA					50.00
		Purchase Perb Arb Full List	General Ledger Code: 5099900002 Fund: 00				
PR 20790 California Public Employment Relations Board Arbitration - A. Martinez - Executive Department							
6 3/8/2024	3/11/2024	Bambora Psp Usd 7399 Victoria, BC					1,695.00
		Purchase Bambora Psp Usd 7399	General Ledger Code: 5039903800 Fund: 00				
Approved Travel for Luis Garcia - California Hydrogen Convention - Registration Fee - Finance Department							
7 3/8/2024	3/11/2024						16.95
		Other Debits Currency Conversion Fee	Fund: 00				
Approved Travel for Luis Garcia - California Hydrogen Convention - Currency Conversion Fee - Finance Department							
8 3/8/2024	3/11/2024						16.95
		Other Debits Currency Conversion Fee	Fund: 00				
Travel for Mona Babauta - California Hydrogen Convention - Currency Conversion Fee - Executive Department							
9 3/8/2024	3/11/2024	Bambora Psp Usd 7399 Victoria, BC					1,695.00
		Purchase Bambora Psp Usd 7399	General Ledger Code: 5039903800 Fund: 00				
Travel for Mona Babauta - California Hydrogen Convention - Registration Fee - Executive Department							
10 3/8/2024	3/11/2024						16.95
		Other Debits Currency Conversion Fee	Fund: 00				
Approved Travel for Ray Allen - California Hydrogen Convention - Currency Conversion Fee - Maintenance Department							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount	
11 3/8/2024	3/11/2024	Bambora Psp Usd 7399 Victoria, BC					1,695.00	
		Purchase Bambora Psp Usd 7399	General Ledger Code: 5039903800 Fund: 00					
		Approved Travel For Ray Allen - California Hydrogen Convention - Registration Fee - Maintenance Department						
<hr/>								
12 3/8/2024	3/11/2024						16.95	
		Other Debits Currency Conversion Fee	Fund: 00					
		Approved Travel for Shawn Craycraft - California Hydrogen Convention - Currency Conversion Free - SunFuels Department						
<hr/>								
13 3/8/2024	3/11/2024	Bambora Psp Usd 7399 Victoria, BC					1,695.00	
		Purchase Bambora Psp Usd 7399	General Ledger Code: 5039903800 Fund: 00					
		Approved Travel for Sawn Craycraft - California Hydrogen Convention - Registration Fee - SunFuels Department						
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14 3/8/2024	3/11/2024	Bambora Psp Usd 7399 Victoria, BC					1,695.00	
		Purchase Bambora Psp Usd 7399	General Ledger Code: 5039903800 Fund: 00					
		Approved Travel for Walter Watcher - California Hydrogen Convention - Registration Fee - Planing and Development Department						
<hr/>								
15 3/8/2024	3/11/2024						16.95	
		Other Debits Currency Conversion Fee	Fund: 00					
		Approved Travel for Walter Watcher - California Hydrogen Convention - Currency Conversion Fee - Planing and Development Department						
<hr/>								
16 3/9/2024	3/11/2024	Travel Reservation 877-283-5585, WA					2,199.90	
		Purchase Travel Reservation	General Ledger Code: 5090200000 Fund: 00					
		California Hydrogen Convention - Lodging - Approved Travel for Luis Garcia, Mona Babauta, Ray Allen, Shawn Craycraft, and Walter Watcher						
<hr/>								

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
17 3/12/2024	3/13/2024	Eb Riverside County S 801-413-7200, CA					277.65
		Purchase Eb Riverside County S	General Ledger Code: 5039903800 Fund: 00				
PR 20828 Riverside County State of the 4th District Event - Registration for Edith Hernandez, Tina Hamel, and Luis Garcia							
18 3/21/2024	3/25/2024	Alaska Air Seattle, WA					551.20
		Purchase Alaska Air	General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Dioselyn Ayala Moreno - American Public Transportation Association Conference 2024 - Lodging Charge - Planning and Development Department							
19 3/21/2024	3/26/2024	Apta 202-4964800, DC					1,100.00
		Purchase Apta	General Ledger Code: 5090100000 Fund: 00				
Approved Travel for Dioselyn Ayala Moreno - American Public Transportation Association Conference 2024 - Conference Registration - Planning and Development Department							
20 3/21/2024	3/26/2024	Apta 202-4964800, DC					1,100.00
		Purchase Apta	General Ledger Code: 5090100000 Fund: 00				
Mona Babauta - American Public Transportation Association - Conference Registration - Executive Department							
21 3/22/2024	3/25/2024	Sq *california Associatio Gosq.Com, CA					875.00
		Purchase Sq *california Associatio	General Ledger Code: 5090100000 Fund: 00				
Approved Travel for Dylan Narz - California Association for Coordinated Transportation 2024 Spring Conference and Expo - Registration Fee - Operations Department							
22 3/22/2024	3/25/2024	Desert Redi Mix 760-3422966, CA					444.13
		Purchase Desert Redi Mix	General Ledger Code: 5030500010 Fund: 00				
PR 20863 Concrete for Bus Shelter in Coachella - Stops & Zones Department							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
23 3/22/2024	3/25/2024	Ikea 453426653 888-434-4532, MD					232.16
Purchase Ikea 453426653			General Ledger Code: 5099900002 Fund: 00				
PR 20901 - Driver Lounge Storage Shelving - Operations Department							
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24 3/22/2024	3/25/2024	Expedia 72787973860281 Expedia.Com, WA					847.47
Purchase Expedia 72787973860281			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Dylan Narz - California Association for Coordinated Transportation 2024 Spring Conference and Expo - Lodging Charge - Operations Department							
<hr/>							
25 3/25/2024	3/26/2024	Sams Club #6609 Palm Desert, CA					190.59
Purchase Sams Club #6609			General Ledger Code: 5099900002 Fund: 00				
PR 20895 - Water & Sodas for Boardroom - Facilities Department							
<hr/>							
26 3/25/2024	3/26/2024	Sq *california Associatio Gosq.Com, CA					875.00
Purchase Sq *california Associatio			General Ledger Code: 5090100000 Fund: 00				
Approved Travel for Bryan Valenzuela - California Association for Coordinated Transportation 2024 Spring Conference and Expo - Registration Fee - Safety Department							
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27 3/26/2024	3/27/2024	Cvent, Inc* Cte Www.Cvent.Com, VA					620.00
Purchase Cvent, Inc* Cte			General Ledger Code: 5090100000 Fund: 00				
Approved Travel for Ray Allen - ZEB Conference - Registration Fee - Maintenance Department							
<hr/>							
28 3/26/2024	3/27/2024	Cvent, Inc* Cte Www.Cvent.Com, VA					620.00
Purchase Cvent, Inc* Cte			General Ledger Code: 5090100000 Fund: 00				
Approved Travel for Ray Allen - ZEB Conference - Registration Fee - Maintenance Department							
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Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
29 3/26/2024	3/28/2024	United United.Com, TX					568.62
		Purchase United	General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Ray Allen -ZEB Conference - Flight Charge - Maintenance Department							
30 3/26/2024	3/28/2024	United United.Com, TX					568.62
		Purchase United	General Ledger Code: 5090200000 Fund: 00				
Approve Travel for Shawn Craycraft - ZEB Conference - Registration Fee - SunFuels Department							
31 3/26/2024	3/28/2024	United United.Com, TX					90.00
		Purchase United	General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Ray Allen -ZEB Conference - Bag Charge and Seat Charge from Ontario to Philadelphia - Maintenance Department							
32 3/26/2024	3/28/2024	United United.Com, TX					86.00
		Purchase United	General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Ray Allen -ZEB Conference - Bag Charge and Seat Charge from Philadelphia to Ontario - Maintenance Department							
33 3/26/2024	3/28/2024	United United.Com, TX					90.00
		Purchase United	General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Shawn Craycraft -ZEB Conference - Bag Charge and Seat Charge from Ontario to Philadelphia - SunFuels Department							
34 3/26/2024	3/28/2024	United United.Com, TX					86.00
		Purchase United	General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Shawn Craycraft -ZEB Conference - Bag Charge and Seat Charge from Philadelphia to Ontario - SunFuels Department							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
35 3/27/2024	3/28/2024	Reviewstudio.Com Westmount, QC					195.00
Purchase Reviewstudio.Com			General Ledger Code: 5030300011 Fund: 00				
PR 20917 Review Studio - Software for Rider's Guide - Marketing Department							
<hr/>							
36 3/27/2024	3/28/2024						1.95
Other Debits Currency Conversion Fee			Fund: 00				
PR 20917 Review Studio - Software for Rider's Guide - Currency Charge							
<hr/>							
37 3/27/2024	3/29/2024	Apta 202-4964800, DC					1,100.00
Purchase Apta			General Ledger Code: 5090100000 Fund: 00				
Approved Travel for Ray Allen - American Transportation Association - Registration Fee - Maintenance Department							
<hr/>							
38 3/27/2024	3/29/2024	Alaska Air Seattle, WA					551.20
Purchase Alaska Air			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Ray Allen - American Transportation Association - Flight Charge - Maintenance Department							
<hr/>							
39 3/28/2024	3/29/2024	Smk 813-4213676, CA					19.00
Purchase Smk			General Ledger Code: 5099900002 Fund: 00				
PR19576 - Wufoo -Pop-up ox Web-based Forms for SolVan - SolVan Web forms - Safety Department							
<hr/>							
40 3/29/2024	3/29/2024	Priceln*holiday Inn EI 203-299-8000, CT					296.98
Purchase Priceln*holiday Inn EI			General Ledger Code: 5090200000 Fund: 00				
Approved Travel for Ryan Kuruppu - CTSA Learning & Development Program - Planning Department							
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Transaction Count: 40

Total: 22,590.94

Employee Signature

Date

Authorized Approver Signature

Date

SunLine Transit Agency
CONSENT CALENDAR

DATE: May 22, 2024

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Monthly Budget Variance Report for March 2024

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12th of the annual budget. The FYTD budget values for the month of March 2024 are equal to 9/12^{ths} of the yearly budget.

Year to Date Summary

- As of March 31, 2024, the Agency's FYTD revenues are \$330,759 or 18.31% above the FYTD budget.
- As of March 31, 2024, the Agency's FYTD expenditures are \$2,139,997 or 6.01% below the FYTD budget.

Monthly Spotlight:

- The negative variance in operator and mechanic wages is primarily due to unexpected arbitration awards in the maintenance department.

Recommendation:

Receive and file.

SunLine Transit Agency
Budget Variance Report
March 2024

Description	FY24 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY24 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Revenues:								
Passenger Revenue	1,550,964	149,475	129,247	20,228	1,276,249	1,163,223	113,026	17.7%
Other Revenue	857,170	83,167	71,431	11,736	860,611	642,878	217,733	-0.4%
Total Operating Revenue	2,408,134	232,643	200,678	31,965	2,136,860	1,806,101	330,759	11.3%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	9,642,603	909,321	803,550	(105,771)	7,872,540	7,231,952	(640,588)	18.4%
Operator & Mechanic Overtime	1,226,000	114,806	102,167	(12,640)	1,074,887	919,500	(155,387)	12.3%
Administration Salaries & Wages	7,325,230	589,064	610,436	21,372	5,111,146	5,493,923	382,777	30.2%
Administration Overtime	109,250	18,015	9,104	(8,911)	140,564	81,938	(58,627)	-28.7%
Fringe Benefits	11,591,219	872,867	965,935	93,068	7,491,252	8,693,414	1,202,162	35.4%
Communications	230,400	20,864	19,200	(1,664)	212,719	172,800	(39,919)	7.7%
Legal Services	400,000	31,548	33,333	1,786	503,354	300,000	(203,354)	-25.8%
Computer/Network Software Agreement	861,455	81,700	71,788	(9,912)	499,511	646,091	146,581	42.0%
Uniforms	129,360	15,133	10,780	(4,353)	60,761	97,020	36,259	53.0%
Contracted Services	855,022	70,415	71,252	837	503,779	641,267	137,487	41.1%
Equipment Repairs	14,000	10,111	1,167	(8,944)	21,465	10,500	(10,965)	-53.3%
Security Services	295,000	12,266	24,583	12,317	324,572	221,250	(103,322)	-10.0%
Fuel - CNG	2,530,920	186,332	210,910	24,578	1,546,543	1,898,190	351,647	38.9%
Fuel - Hydrogen	1,418,612	66,697	118,218	51,521	629,686	1,063,959	434,273	55.6%
Tires	259,155	19,153	21,596	2,444	162,657	194,366	31,709	37.2%
Office Supplies	72,285	5,679	6,024	345	40,106	54,214	14,108	44.5%
Travel/Training	163,720	29,731	13,643	(16,088)	91,549	122,790	31,241	44.1%
Repair Parts	1,809,339	96,631	150,778	54,147	1,385,170	1,357,004	(28,165)	23.4%
Facility Maintenance	51,450	3,609	4,288	679	48,031	38,588	(9,444)	6.6%
Electricity - CNG & Hydrogen	1,530,000	79,979	127,500	47,521	732,018	1,147,500	415,482	52.2%
Natural Gas	2,610,000	168,644	217,500	48,856	1,402,302	1,957,500	555,198	46.3%
Water and Gas	19,001	1,287	1,583	296	9,430	14,251	4,820	50.4%
Insurance Losses	1,079,253	(6,945)	89,938	96,883	809,462	809,440	(22)	25.0%
Insurance Premium - Property	125,000	19,039	10,417	(8,622)	147,413	93,750	(53,663)	-17.9%
Repair Claims	85,000	9,851	7,083	(2,767)	67,613	63,750	(3,863)	20.5%
Fuel Taxes	114,400	2,756	9,533	6,778	76,754	85,800	9,046	32.9%
Other Expenses	6,911,896	617,167	575,991	(41,176)	4,671,480	5,183,922	512,442	32.4%
Self Consumed Fuel	(3,992,196)	(253,029)	(332,683)	(79,654)	(2,176,229)	(2,994,147)	(817,918)	45.5%
Total Operating Expenses (Before Depreciation)	47,467,374	3,792,691	3,955,615	162,923	33,460,533	35,600,531	2,139,997	29.5%
Operating Expenses in Excess of Operating Revenue		\$ (3,560,049)			\$ (31,323,674)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	8,456,000	668,093	704,667	36,573	5,878,328	6,342,000	463,672	30.5%
State - LTF, LCTOP	26,808,875	2,118,121	2,234,073	115,952	18,636,631	20,106,656	1,470,025	30.5%
Federal	9,794,365	773,835	816,197	42,362	6,808,714	7,345,774	537,059	30.5%
Total Subsidies	45,059,240	3,560,049	3,754,937	194,888	31,323,674	33,794,430	2,470,756	30.5%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

SunLine Transit Agency
Budget Variance Report
March 2024

Description	FY24 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY24 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Expenses:								
Wages & Benefits	29,894,302	2,504,074	2,491,192	(12,882)	21,690,389	22,420,727	730,337	27.4%
Services	5,560,654	476,135	463,388	(12,747)	3,878,267	4,170,491	292,224	30.3%
Fuels & Lubricants	4,115,207	268,516	342,934	74,418	2,330,363	3,086,405	756,042	43.4%
Tires	259,155	19,153	21,596	2,444	162,657	194,366	31,709	37.2%
Materials and Supplies	2,313,768	139,670	192,814	53,144	1,703,699	1,735,326	31,627	26.4%
Utilities	4,504,781	281,892	375,398	93,506	2,431,407	3,378,586	947,179	46.0%
Casualty & Liability	3,309,926	237,948	275,827	37,879	2,643,383	2,482,445	(160,938)	20.1%
Taxes and Fees	114,400	2,756	9,533	6,778	76,754	85,800	9,046	32.9%
Miscellaneous Expenses	1,387,377	115,576	115,615	38	719,843	1,040,533	320,689	48.1%
Self Consumed Fuel	(3,992,196)	(253,029)	(332,683)	(79,654)	(2,176,229)	(2,994,147)	(817,918)	45.5%
Total Operating Expenses (Before Depreciation)	47,467,374	3,792,691	3,955,615	162,923	33,460,533	35,600,531	2,139,997	29.5%
Revenues:								
Passenger Revenue	1,550,964	149,475	129,247	20,228	1,276,249	1,163,223	113,026	17.7%
Other Revenue	857,170	83,167	71,431	11,736	860,611	642,878	217,733	-0.4%
Total Operating Revenue	2,408,134	232,643	200,678	31,965	2,136,860	1,806,101	330,759	11.3%
Net Operating Gain (Loss)		\$ (3,560,049)			\$ (31,323,674)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	8,456,000	668,093	704,667	36,573	5,878,328	6,342,000	463,672	30.5%
State - LTF, LCTOP	26,808,875	2,118,121	2,234,073	115,952	18,636,631	20,106,656	1,470,025	30.5%
Federal - CMAQ,5307,5309,5310,5311,5311(f),5312	9,794,365	773,835	816,197	42,362	6,808,714	7,345,774	537,059	30.5%
Total Subsidies	45,059,240	3,560,049	3,754,937	194,888	31,323,674	33,794,430	2,470,756	30.5%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

Budget Variance Analysis - SunLine Transit Agency

Passenger Revenue

- The favorable variance in passenger revenue is due to higher than anticipated ridership for FY24.
- As of March, ridership was at 2.2% above FY23 FYTD totals.
- Total system ridership was 43,251 trips above FY23 FYTD amounts.

Ridership

	FY23-March	FY24-March	Variance	%Δ
Fixed Route	234,896	238,704	3,808	1.6%
Paratransit	9,809	10,220	411	4.2%
SolVan	1,817	2,018	201	11.1%
SunRide	1,045	1,984	939	89.9%
System Total	247,567	252,926	5,359	2.2%

Ridership

	FYTD-FY23	FYTD-FY24	Variance	%Δ
Fixed Route	1,901,052	1,920,975	19,923	1.0%
Paratransit	80,080	90,104	10,024	12.5%
SolVan	14,652	17,187	2,535	17.3%
SunRide	5,682	16,451	10,769	189.5%
System Total	2,001,466	2,044,717	43,251	2.2%

Other Revenue

- The positive variance in other revenue is primarily due to outside fuel sales of CNG.

Operator & Mechanic Salaries & Wages

- The unfavorable variance in wages is primarily due to unexpected arbitration awards.

Operator & Mechanic Overtime

- The unfavorable variance is primarily attributed to overtime due to the vehicle maintenance as needed.

Administration Salaries & Wages

- The favorable variance in administrative salaries and wages is primarily attributed to vacancies.

Administration Overtime

- The unfavorable variance is primarily attributed to overtime in the Operations and Maintenance departments.

Fringe Benefits

- Savings in fringe benefit expenditures are associated with vacancies across the Agency.

Communications

- Communication expenses are trending over budget due to the temporary increase in fixed route fleet size due to H2 fuel availability.

Legal Services

- Legal services have had higher expenses due to legal representation for labor issues.

Computer/Network Software Agreement

- Software agreement expenditures are dependent on annual renewals of software agreements.

Uniforms

- Savings in uniform expenditures are related to fewer employees utilizing the entire uniform allowance.

Contracted Services

- Savings in contract services costs are primarily attributed to marketing and towing services.

Equipment Repairs

- The unfavorable balance in equipment repair costs are primarily associated with unexpected vehicle lift repairs conducted in March.

Security Services

- Security service are unfavorable primarily due to costs associated with increased service hours. Services were reduced in February 2024.

Fuel - CNG

- The positive variance is primarily attributed to fewer actual miles over budgeted estimates for FY24.

Fuel - Hydrogen

- The savings in hydrogen fuel is primarily attributed to lower usage of hydrogen fixed route vehicles as the agency is not utilizing the full fleet due to fueling issues.

Tires

- Tire expenses are less than anticipated due to fewer miles driven in FY24.

Office Supplies

- Office supply expenses are within an acceptable range of the budget.

Travel/Training

- The favorable variance for travel & training savings can be attributed to different times at which training sessions are attended.

Repair Parts

- The unfavorable variance is due to higher than usual repairs for fixed route vehicles in the month of December, January and February.

Facility Maintenance

- The unfavorable balance in facility maintenance expenses is primarily attributed to tree cleanup on Agency property in October.

Electricity - CNG & Hydrogen

- Electricity - CNG & Hydrogen expenses are less than anticipated due to fewer miles driven in FY24.

Natural Gas

- The positive variance is primarily attributed to lower usage of CNG fixed route vehicles over budgeted estimates for FY24.

Water and Gas

- Water and gas expenses are within an acceptable range of the budget.

Insurance Losses

- The negative variance is primarily due FYTD a reconciliation of insurance losses with the risk pool.

Insurance Premium - Property

- Insurance premiums for property increased exceeding budgeted amount.

Repair Claims

- Repair claim expenses are within an acceptable range of the budget.

Fuel Taxes

- Fuel tax expenses increased due to an increase in outside fuel sales.

Other Expenses

- The favorable variance is primarily due to YTD savings in contracted services.

Self-Consumed Fuel

- The variance in primarily due to less than anticipated fuel utilized by the Agency.

SunLine Transit Agency
CONSENT CALENDAR

DATE: May 22, 2024

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Contracts Signed between \$25,000 and \$250,000 for April 2024

Summary:

In accordance with Chapter 2, Section 1.2 of the Procurement Policy, the attached report summarizes SunLine's contracts, purchase orders and amendments signed in excess of \$25,000 and less than \$250,000. This ensures the Board is aware of the obligations entered into under the CEO/General Manager's authority.

There were three (3) agreements, one (1) purchase order and two (2) amendments executed in April 2024 between \$25,000 and \$250,000:

Vendor	Purpose	Amount
Insight Strategies	Leadership Consulting	\$249,999.00
Entech Oil	Bulk Lubricants	\$59,392.00
CTE	LH2 Project Management	\$86,777.00
Dahl, Taylor & Associates	Electric Generator Study	\$151,399.00
TotalCare Work Clinic	Occupational Health Services	\$39,225.00
CPAC Inc.	Software Renewal	\$35,328.99

Recommendation:

Receive and file.

Contracts Signed Between \$25,000 and \$250,000
April 2024

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
Insight Strategies	Strategy Planning	Leadership Strategic Planning	FY24 FY25	\$249,999.00	\$249,999.00	Agreement
Entech Oil	Bulk Lubricants	Bus Maintenance	FY24 FY25	\$59,392.00	\$59,392.00	Agreement
CTE	Technical Support	LH2 Project Management	FY24	\$86,777.00	\$86,777.00	Agreement
Dahl, Taylor & Associates	Technical Support	Electric Generator Study	FY24 FY25	\$187,000.00	\$151,399.00	Amendment
TotalCare Work Clinic	Employee Health Services	Occupational Health Services	FY24 FY25	\$39,225.00	\$39,225.00	Amendment
CPAC Inc	Software	Veeam Software Renewal	FY24 FY25	\$35,328.99	\$35,328.99	Purchase Order

SunLine Transit Agency
CONSENT CALENDAR

DATE: May 22, 2024

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Union & Non-Union Pension Investment Asset Summary for March 2024

Summary:

The pension asset summary demonstrates the market value of all assets as well as the total asset allocation for SunLine's union and non-union retirement plans. The following table states the target and range values for asset allocations based on the current investment policy:

Asset Class		Target	Range
Growth Assets			
	Domestic Equity	36.0%	16% – 56%
	International Equity	19.0%	0% - 39%
	Other		0% – 20%
Income Assets			
	Fixed Income	45.0%	25% - 65%
	Other	0.0%	0% – 20%
Real Return Assets		0.0%	0% – 20%
Cash Equivalents		0.0%	0% – 20%

For the month of March, SunLine's investments fell within the approved range of investment type for the union and non-union assets.

Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	35.4%	16% – 56%
	International Equity	17.9%	0% - 39%
	Other	4.3%	0% – 20%
Income Assets			
	Fixed Income	36.9%	25% - 65%
	Other	5.0%	0% – 20%
Real Return Assets		0.0%	0% – 20%
Cash Equivalents		0.6%	0% – 20%

Non-Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	35.3%	16% – 56%
	International Equity	17.8%	0% - 39%
	Other	4.3%	0% – 20%
Income Assets			
	Fixed Income	36.8%	25% - 65%
	Other	5.0%	0% – 20%
Real Return Assets		0.0%	0% – 20%
Cash Equivalents		0.7%	0% – 20%

Components may not sum to 100.0% due to rounding.

For the month of March, the market value of assets decreased and increased by \$852,730 and \$831,310 for the union and non-union plans, respectively.

Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
February 2024	\$40,616,617	\$40,581,968
March 2024	\$41,469,347	\$41,413,278
Increase (Decrease)	\$852,730	\$831,310

Recommendation:

Receive and file.

Detail of Securities Held & Market Analytics

For the Month Ending **March 31, 2024**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond									
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,322.00	99.13	329,309.86	97.94	325,356.68	(3,953.18)	0.78
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,307.00	96.41	318,827.87	97.94	323,887.58	5,059.71	0.78
ISHARES CORE U.S. AGGREGATE	464287226	AGG	17,918.00	98.65	1,767,610.70	97.94	1,754,888.92	(12,721.78)	4.23
ISHARES CORE U.S. AGGREGATE	464287226	AGG	6,446.00	92.77	597,994.78	97.94	631,321.24	33,326.46	1.52
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,389.00	60.31	144,080.59	51.60	123,272.40	(20,808.19)	0.30
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	631.00	56.69	35,771.39	51.60	32,559.60	(3,211.79)	0.08
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	633.00	56.99	36,074.67	51.60	32,662.80	(3,411.87)	0.08
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,776.00	57.68	102,441.46	51.60	91,641.60	(10,799.86)	0.22
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,146.00	61.13	70,054.98	51.60	59,133.60	(10,921.38)	0.14
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	965.00	61.01	58,874.65	51.60	49,794.00	(9,080.65)	0.12
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	7,097.00	50.33	357,192.01	51.60	366,205.20	9,013.19	0.88
Security Type Sub-Total			45,630.00		3,818,232.96	752.96	3,790,723.62	(27,509.34)	9.13
Exchange-Traded Fund - Equity									
ISHARES MSCI EMERGING MKTS EX CHINA ETF	46434G764	EMXC	3,139.00	52.15	163,698.85	57.57	180,712.23	17,013.38	0.44
ISHARES MSCI EMERGING MKTS EX CHINA ETF	46434G764	EMXC	3,140.00	52.57	165,069.49	57.57	180,769.80	15,700.31	0.44
VANGUARD FTSE ALL-WLD EX-US SMCP ETF	922042718	VSS	1,464.00	112.48	164,670.72	116.84	171,053.76	6,383.04	0.41
VANGUARD FTSE ALL-WLD EX-US SMCP ETF	922042718	VSS	1,464.00	111.96	163,909.44	116.84	171,053.76	7,144.32	0.41
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,614.00	37.17	97,162.38	50.17	131,144.38	33,982.00	0.31
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,193.00	42.18	92,500.74	50.17	110,022.81	17,522.07	0.27
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	6,816.00	38.86	264,869.76	50.17	341,958.72	77,088.96	0.82
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,629.00	39.68	104,318.72	50.17	131,896.93	27,578.21	0.32
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,586.00	56.53	146,186.58	60.30	155,935.80	9,749.22	0.38
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,834.00	54.46	99,879.64	60.30	110,590.20	10,710.56	0.27
VANGUARD TOTAL INTL STOCK	921909768	VXUS	3,480.00	52.07	181,203.60	60.30	209,844.00	28,640.40	0.51
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,979.00	65.37	456,217.23	60.30	420,833.70	(35,383.53)	1.01
VANGUARD TOTAL INTL STOCK	921909768	VXUS	553.00	64.35	35,585.55	60.30	33,345.90	(2,239.65)	0.08
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,875.00	51.82	148,982.21	60.30	173,362.50	24,380.29	0.42

Detail of Securities Held & Market Analytics

For the Month Ending March 31, 2024

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Equity									
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,244.00	52.51	432,892.44	60.30	497,113.20	64,220.76	1.20
VANGUARD TOTAL INTL STOCK	921909768	VXUS	17,752.00	52.12	925,234.24	60.30	1,070,445.60	145,211.36	2.58
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,932.00	53.54	103,439.28	60.30	116,499.60	13,060.32	0.28
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,586.00	56.20	145,333.20	60.30	155,935.80	10,602.60	0.38
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,820.00	47.87	900,909.64	60.30	1,134,846.00	233,936.36	2.74
VANGUARD TOTAL INTL STOCK	921909768	VXUS	593.00	56.01	33,213.93	60.30	35,757.90	2,543.97	0.09
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	276.00	216.58	59,776.08	259.90	71,732.40	11,956.32	0.17
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	20,572.00	204.04	4,197,510.88	259.90	5,346,662.80	1,149,151.92	12.89
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	764.00	191.49	146,298.36	259.90	198,563.60	52,265.24	0.48
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	624.00	198.24	123,701.76	259.90	162,177.60	38,475.84	0.39
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	2,772.00	225.33	624,614.76	259.90	720,442.80	95,828.04	1.74
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	4,809.00	195.76	941,409.84	259.90	1,249,859.10	308,449.26	3.01
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	21,761.00	169.04	3,678,479.44	259.90	5,655,683.90	1,977,204.46	13.64
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	625.00	199.58	124,737.50	259.90	162,437.50	37,700.00	0.39
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	259.90	112,536.70	11,249.34	0.27
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,546.00	226.21	349,720.35	259.90	401,805.40	52,085.05	0.97
Security Type Sub-Total			145,875.00		15,172,813.97	3,872.10	19,615,024.39	4,442,210.42	47.31
Money Market Mutual Fund									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	289,229.22	1.00	289,229.22	1.00	289,229.22	0.00	0.70
Security Type Sub-Total			289,229.22		289,229.22	1.00	289,229.22	0.00	0.70
Mutual Fund - Bond									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	390,649.00	11.10	4,336,349.20	10.06	3,929,928.90	(406,420.30)	9.48
BBH LIMITED DURATION I	05528X851	BBBIX	0.03	10.29	0.35	10.31	0.35	0.00	0.00
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	189,586.56	10.50	1,990,477.02	9.20	1,744,196.35	(246,280.67)	4.21
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	129,656.87	5.19	672,313.67	5.15	667,732.87	(4,580.80)	1.61
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	270,949.17	13.89	3,764,721.54	11.93	3,232,423.61	(532,297.93)	7.79
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	202,713.93	10.07	2,041,526.01	8.68	1,759,556.91	(281,969.10)	4.24

Detail of Securities Held & Market Analytics

For the Month Ending **March 31, 2024**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]									
Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Security Type Sub-Total			1,183,555.56		12,805,387.79	55.33	11,333,838.99	(1,471,548.80)	27.33
Mutual Fund - Equity									
GOLDMAN SACHS GQG PTNRS INTL OPPS INSTL	38147N293	GSIMX	26,584.21	18.32	487,118.99	22.51	598,410.59	111,291.60	1.44
HARDING LOEVNER INTERNATIONAL EQUITY POR	412295107	HLMIX	18,363.09	28.95	531,566.14	26.37	484,234.58	(47,331.56)	1.17
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	SEMTX	20,199.83	15.19	306,926.65	16.18	326,833.31	19,906.66	0.79
JENSEN QUALITY GROWTH-Y	476313408	JENYX	11,200.63	54.47	610,107.54	61.47	688,502.56	78,395.02	1.66
JOHCM INTERNATIONAL SELECT I	46653M849	JOHIX	21,077.91	26.06	549,380.76	25.06	528,212.41	(21,168.35)	1.27
Security Type Sub-Total			97,425.67		2,485,100.08	151.59	2,626,193.45	141,093.37	6.33
Separate Account									
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	21,070.00	1.00	21,070.00	105.41	22,208.86	1,138.86	0.05
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	45,325.00	1.00	45,325.00	105.41	47,774.87	2,449.87	0.12
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	45,325.00	1.00	45,325.00	105.41	47,774.87	2,449.87	0.12
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	45,325.00	1.00	45,325.00	105.41	47,774.88	2,449.88	0.12
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	49,000.00	1.00	49,000.00	105.41	51,648.51	2,648.51	0.12
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	49,980.00	1.00	49,980.00	105.41	52,681.48	2,701.48	0.13
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	24,500.00	1.00	24,500.00	105.41	25,824.26	1,324.26	0.06
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	49,000.00	1.00	49,000.00	105.41	51,648.51	2,648.51	0.12
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	45,325.00	1.00	45,325.00	105.41	47,774.88	2,449.88	0.12
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	45,325.00	1.00	45,325.00	105.41	47,774.88	2,449.88	0.12
ATEL PRIVATE DEBT PARTNERS II	ATEL00019	SA406	20,682.89	1.00	20,682.89	105.41	21,800.83	1,117.94	0.05
GOLUB CAPITAL PARTNERS INT'L XIV	GOLUB0090	SA467	1,290,943.00	1.00	1,290,943.00	110.13	1,421,759.82	130,816.82	3.43
GOLUB CAPITAL PARTNERS INT'L XIV	GOLUB0090	SA467	180,000.00	1.00	180,000.00	110.13	198,240.18	18,240.18	0.48
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	309,750.00	1.00	309,750.00	129.97	402,593.90	92,843.90	0.97
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	180,319.43	1.00	180,319.43	129.97	234,368.04	54,048.61	0.57
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	130,837.59	1.00	130,837.59	129.97	170,054.61	39,217.02	0.41

Detail of Securities Held & Market Analytics

For the Month Ending **March 31, 2024**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]									
Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Separate Account									
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	127,930.57	1.00	127,930.57	129.97	166,276.25	38,345.68	0.40
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	191,676.07	1.00	191,676.07	129.97	249,128.71	57,452.64	0.60
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	105,000.00	1.00	105,000.00	129.97	136,472.51	31,472.51	0.33
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	252,000.00	1.00	252,000.00	129.97	327,534.02	75,534.02	0.79
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	33,254.60	1.00	33,254.60	129.97	43,222.27	9,967.67	0.10
Security Type Sub-Total			3,242,569.15		3,242,569.15	2,419.51	3,814,337.14	571,767.99	9.21
Managed Account Sub-Total			5,004,284.60		37,813,333.17	7,252.49	41,469,346.81	3,656,013.64	100.01
Securities Sub-Total			\$5,004,284.60		\$37,813,333.17	\$7,252.49	\$41,469,346.81	\$3,656,013.64	100.01%
Accrued Interest							\$0.00		
Total Investments							\$41,469,346.81		

Detail of Securities Held & Market Analytics

For the Month Ending **March 31, 2024**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond									
ISHARES CORE U.S. AGGREGATE	464287226	AGG	6,272.00	92.77	581,852.81	97.94	614,279.68	32,426.87	1.48
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,372.00	99.13	334,266.36	97.94	330,253.68	(4,012.68)	0.80
ISHARES CORE U.S. AGGREGATE	464287226	AGG	3,317.00	96.41	319,791.97	97.94	324,866.98	5,075.01	0.78
ISHARES CORE U.S. AGGREGATE	464287226	AGG	17,957.00	98.65	1,771,458.05	97.94	1,758,708.58	(12,749.47)	4.25
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	7,130.00	50.33	358,852.90	51.60	367,908.00	9,055.10	0.89
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	982.00	61.01	59,911.82	51.60	50,671.20	(9,240.62)	0.12
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,113.00	61.13	68,037.69	51.60	57,430.80	(10,606.89)	0.14
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	2,405.00	60.31	145,045.55	51.60	124,098.00	(20,947.55)	0.30
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	631.00	56.69	35,771.39	51.60	32,559.60	(3,211.79)	0.08
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	633.00	56.99	36,074.67	51.60	32,662.80	(3,411.87)	0.08
ISHARES INTERMEDIATE-TERM CO	464288638	IGIB	1,779.00	57.68	102,614.50	51.60	91,796.40	(10,818.10)	0.22
Security Type Sub-Total			45,591.00		3,813,677.71	752.96	3,785,235.72	(28,441.99)	9.14
Exchange-Traded Fund - Equity									
ISHARES MSCI EMERGING MKTS EX CHINA ETF	46434G764	EMXC	3,133.00	52.15	163,385.95	57.57	180,366.81	16,980.86	0.44
ISHARES MSCI EMERGING MKTS EX CHINA ETF	46434G764	EMXC	3,134.00	52.57	164,754.07	57.57	180,424.38	15,670.31	0.44
VANGUARD FTSE ALL-WLD EX-US SMCP ETF	922042718	VSS	1,461.00	111.96	163,573.56	116.84	170,703.24	7,129.68	0.41
VANGUARD FTSE ALL-WLD EX-US SMCP ETF	922042718	VSS	1,462.00	112.48	164,445.76	116.84	170,820.08	6,374.32	0.41
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,614.00	37.17	97,162.38	50.17	131,144.38	33,982.00	0.32
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,484.00	39.68	98,565.12	50.17	124,622.28	26,057.16	0.30
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,211.00	42.18	93,259.98	50.17	110,925.87	17,665.89	0.27
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	6,915.00	38.86	268,716.90	50.17	346,925.55	78,208.65	0.84
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,714.00	53.54	91,767.56	60.30	103,354.20	11,586.64	0.25
VANGUARD TOTAL INTL STOCK	921909768	VXUS	580.00	56.01	32,485.80	60.30	34,974.00	2,488.20	0.08
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,570.00	52.51	450,010.70	60.30	516,771.00	66,760.30	1.25
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,875.00	51.82	148,982.21	60.30	173,362.50	24,380.29	0.42
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,469.00	56.20	138,757.80	60.30	148,880.70	10,122.90	0.36
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,375.00	54.46	74,882.50	60.30	82,912.50	8,030.00	0.20

Detail of Securities Held & Market Analytics

For the Month Ending March 31, 2024

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Equity									
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,935.00	47.87	906,414.66	60.30	1,141,780.50	235,365.84	2.76
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,883.00	65.37	449,941.71	60.30	415,044.90	(34,896.81)	1.00
VANGUARD TOTAL INTL STOCK	921909768	VXUS	3,770.00	52.07	196,303.90	60.30	227,331.00	31,027.10	0.55
VANGUARD TOTAL INTL STOCK	921909768	VXUS	17,679.00	52.12	921,429.48	60.30	1,066,043.70	144,614.22	2.57
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,470.00	56.53	139,629.10	60.30	148,941.00	9,311.90	0.36
VANGUARD TOTAL INTL STOCK	921909768	VXUS	632.00	64.35	40,669.20	60.30	38,109.60	(2,559.60)	0.09
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	2,790.00	225.33	628,670.70	259.90	725,121.00	96,450.30	1.75
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,551.00	226.21	350,851.40	259.90	403,104.90	52,253.50	0.97
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	138.00	216.58	29,888.04	259.90	35,866.20	5,978.16	0.09
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	983.00	191.49	188,234.67	259.90	255,481.70	67,247.03	0.62
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	259.90	112,536.70	11,249.34	0.27
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	21,691.00	169.04	3,666,646.64	259.90	5,637,490.90	1,970,844.26	13.61
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	4,931.00	195.76	965,292.56	259.90	1,281,566.90	316,274.34	3.09
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	500.00	199.58	99,790.00	259.90	129,950.00	30,160.00	0.31
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	20,562.00	204.04	4,195,470.48	259.90	5,344,063.80	1,148,593.32	12.90
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	499.00	198.24	98,921.76	259.90	129,690.10	30,768.34	0.31
Security Type Sub-Total			145,444.00		15,130,191.95	3,872.10	19,568,310.39	4,438,118.44	47.24
Money Market Mutual Fund									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	318,070.56	1.00	318,070.56	1.00	318,070.56	0.00	0.77
Security Type Sub-Total			318,070.56		318,070.56	1.00	318,070.56	0.00	0.77
Mutual Fund - Bond									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	389,726.56	11.10	4,325,649.03	10.06	3,920,649.15	(404,999.88)	9.47
BBH LIMITED DURATION I	05528X851	BBBIX	0.03	10.29	0.35	10.31	0.35	0.00	0.00
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	189,123.26	10.50	1,985,740.36	9.20	1,739,933.99	(245,806.37)	4.20
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	129,313.88	5.18	670,370.18	5.15	665,966.51	(4,403.67)	1.61
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	270,325.39	13.89	3,754,304.46	11.93	3,224,981.92	(529,322.54)	7.79
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	202,203.03	10.07	2,036,085.72	8.68	1,755,122.28	(280,963.44)	4.24

Detail of Securities Held & Market Analytics

For the Month Ending **March 31, 2024**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]									
Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Security Type Sub-Total			1,180,692.15		12,772,150.10	55.33	11,306,654.20	(1,465,495.90)	27.31
Mutual Fund - Equity									
GOLDMAN SACHS GQG PTNRS INTL OPPS INSTL	38147N293	GSIMX	26,528.24	18.32	486,093.48	22.51	597,150.77	111,057.29	1.44
HARDING LOEVNER INTERNATIONAL EQUITY POR	412295107	HLMIX	18,332.57	28.93	530,449.56	26.37	483,429.76	(47,019.80)	1.17
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	SEMTX	20,162.83	15.19	306,364.44	16.18	326,234.62	19,870.18	0.79
JENSEN QUALITY GROWTH-Y	476313408	JENYX	11,177.09	54.47	608,826.42	61.47	687,055.57	78,229.15	1.66
JOHCM INTERNATIONAL SELECT I	46653M849	JOHIX	21,021.51	26.08	548,223.76	25.06	526,799.00	(21,424.76)	1.27
Security Type Sub-Total			97,222.24		2,479,957.66	151.59	2,620,669.72	140,712.06	6.33
Separate Account									
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	21,070.00	1.00	21,070.00	105.41	22,208.86	1,138.86	0.05
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	45,325.00	1.00	45,325.00	105.41	47,774.87	2,449.87	0.12
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	24,500.00	1.00	24,500.00	105.41	25,824.26	1,324.26	0.06
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	45,325.00	1.00	45,325.00	105.41	47,774.87	2,449.87	0.12
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	20,682.89	1.00	20,682.89	105.41	21,800.83	1,117.94	0.05
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	45,325.00	1.00	45,325.00	105.41	47,774.88	2,449.88	0.12
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	45,325.00	1.00	45,325.00	105.41	47,774.88	2,449.88	0.12
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	45,325.00	1.00	45,325.00	105.41	47,774.88	2,449.88	0.12
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	49,980.00	1.00	49,980.00	105.41	52,681.48	2,701.48	0.13
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	49,000.00	1.00	49,000.00	105.41	51,648.51	2,648.51	0.12
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	49,000.00	1.00	49,000.00	105.41	51,648.51	2,648.51	0.12
GOLUB CAPITAL PARTNERS INT'L XIV	GOLUB0091	SA468	180,000.00	1.00	180,000.00	110.13	198,240.18	18,240.18	0.48
GOLUB CAPITAL PARTNERS INT'L XIV	GOLUB0091	SA468	1,290,943.00	1.00	1,290,943.00	110.13	1,421,759.82	130,816.82	3.43
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV008	SA426	33,254.60	1.00	33,254.60	129.97	43,222.27	9,967.67	0.10
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV008	SA426	105,000.00	1.00	105,000.00	129.97	136,472.51	31,472.51	0.33
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV008	SA426	127,930.57	1.00	127,930.57	129.97	166,276.25	38,345.68	0.40

Detail of Securities Held & Market Analytics

For the Month Ending **March 31, 2024**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]										
Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Separate Account										
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	130,837.59	1.00	130,837.59	129.97	170,054.61	39,217.02	0.41
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	252,000.00	1.00	252,000.00	129.97	327,534.02	75,534.02	0.79
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	180,319.43	1.00	180,319.43	129.97	234,368.04	54,048.61	0.57
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	309,750.00	1.00	309,750.00	129.97	402,593.90	92,843.90	0.97
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	191,676.07	1.00	191,676.07	129.97	249,128.71	57,452.64	0.60
Security Type Sub-Total				3,242,569.15		3,242,569.15	2,419.51	3,814,337.14	571,767.99	9.21
Managed Account Sub-Total				5,029,589.10		37,756,617.13	7,252.49	41,413,277.73	3,656,660.60	100.00
Securities Sub-Total				\$5,029,589.10		\$37,756,617.13	\$7,252.49	\$41,413,277.73	\$3,656,660.60	100.00%
Accrued Interest								\$0.00		
Total Investments								\$41,413,277.73		

SunLine Transit Agency
CONSENT CALENDAR

DATE: May 22, 2024

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Ridership Report for April 2024

Summary:

	Monthly Ridership		Monthly Variance	
	Apr 24	Apr 23	Net	Percent
Fixed Route	229,198	214,292	14,906	7.0%
SolVan	2,057	1,690	367	21.7%
SunRide	2,045	964	1,081	112.1%
Taxi Voucher*	95	230	(135)	(58.7)%
SunDial	10,009	9,383	626	6.7%
Total	243,404	226,559	16,845	7.4%

*Taxi Voucher rides are included for the system total; however, they are not NTD reportable.

Yearly Ridership	
Fiscal Year 2024	2,289,763
Fiscal Year 2023	2,230,191
Ridership Increase	59,572

Fiscal year to date system ridership increased by 59,572 rides or 2.6% compared to the previous fiscal year. The baseline of the attached COVID-19 Recovery chart is calendar year 2020, this allows a comparison of three (3) years.

Recommendation:

Receive and file.



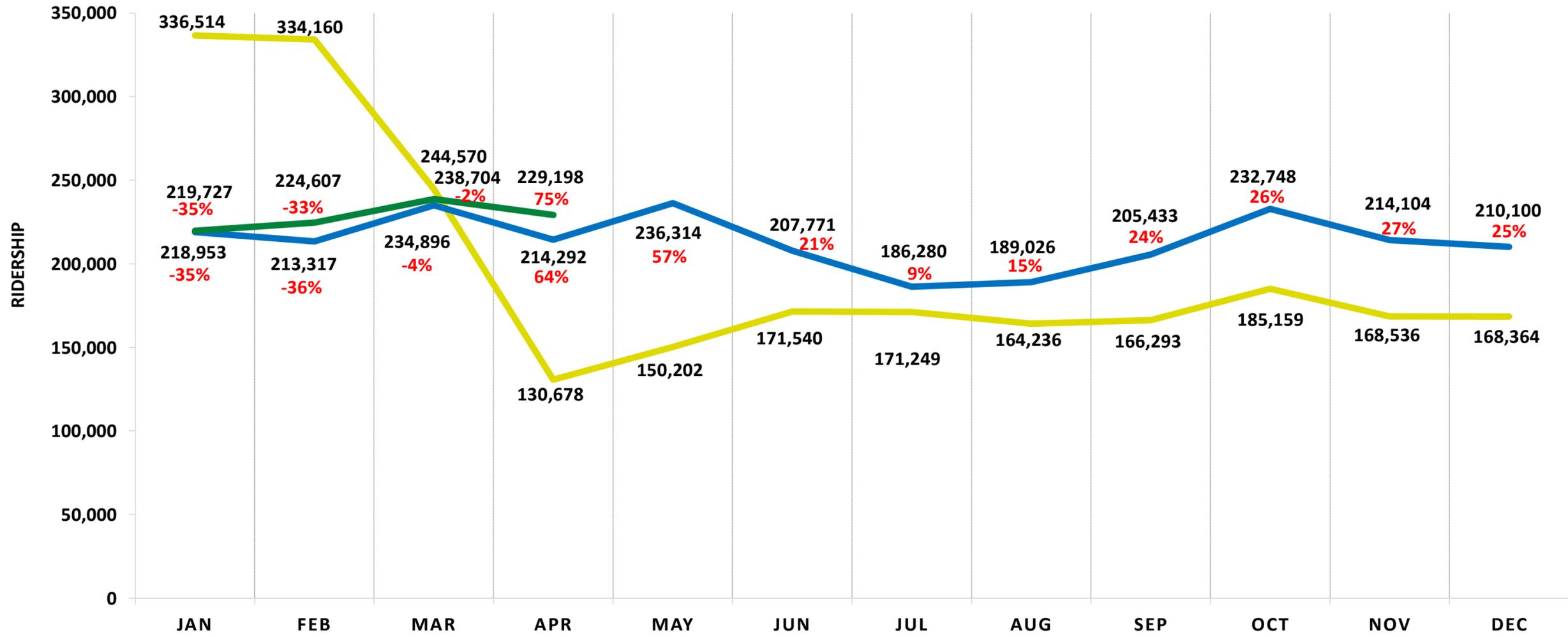
SunLine Transit Agency Monthly Ridership Report April 2024

Fixed Route	FY 2024		FY 2023		Monthly KPI		Bikes		Wheelchairs		
	Apr 2024	Apr 2023	YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD	
Route 1EV	Coachella - Hwy 111 - Palm Desert Mall	50,557	-	493,485	-	17.3	1.4	2,277	23,176	302	3,046
Route 1WV	Palm Springs - Hwy 111 - Palm Desert Mall	39,089	84,563	373,179	866,392	14.3	1.2	1,397	15,442	323	3,418
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	62,006	58,268	600,264	562,103	17.6	1.3	2,122	20,501	815	6,112
Route 3	Desert Hot Springs - Desert Edge	8,294	5,042	70,858	57,598	12.1	0.8	159	2,153	108	739
Route 4	Westfield Palm Desert - Palm Springs	20,441	18,353	185,742	175,150	11.1	0.8	736	8,149	127	1,060
Route 5	Desert Hot Springs - CSUSB - Palm Desert	2,626	2,048	17,694	18,626	6.2	0.3	74	558	11	57
Route 6	Coachella - Fred Waring - Westfield Palm Desert	4,931	9,104	31,799	83,755	8.6	0.6	154	1,010	26	148
Route 7	Bermuda Dunes - Indian Wells - La Quinta	7,944	6,746	76,593	59,830	12.6	0.9	368	3,200	5	121
Route 8	North Indio - Coachella -Thermal/Mecca	17,809	15,165	154,163	140,369	10.3	0.7	471	4,553	57	804
Route 9	North Shore - Mecca - Oasis	4,788	6,988	46,188	65,234	8.0	0.4	50	511	8	59
Route 10	Indio - CSUSB - San Bernardino - Metrolink	3,605	2,752	30,317	23,282	18.1	0.2	37	309	12	103
Route 200 SB	Palm Springs High School AM Tripper	79	67	1,643	2,343	15.4	1	-	11	-	6
Route 400 SB	Raymond Cree / Palm Springs HS Tripper	-	29	-	848	-	-	-	-	-	-
Route 401 SB	Palm Canyon / Stevens AM Tripper	-	-	-	-	-	-	-	-	-	-
Route 402 NB	Palm Canyon / Stevens AM Tripper	-	-	-	203	-	-	-	-	-	-
Route 403 NB	Vista Chino /Sunrise PM Tripper	-	-	-	481	-	-	-	-	-	-
Route 500 SB	Westfield Palm Desert PM Tripper	378	174	2,962	2,205	47.9	3.1	0	3	-	1
Route 501 NB	Palm Desert High School AM Tripper	-	-	-	-	-	-	-	-	-	-
Route 700 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	214	212	3,008	2,746	19.3	1.2	1	27	-	3
Route 701 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	646	321	7,369	5,719	49.6	3.3	5	70	-	5
Route 800 NB	Shadow Hills High School AM Tripper	2,360	1,135	17,693	10,048	114.1	5.6	-	42	-	1
Route 801 SB	Jackson / 44th PM Tripper	2,454	1,813	21,289	18,054	137.3	8.1	-	3	1	54
Route 802 SB	Hwy 111 / Golf Center Pkwy PM Tripper	231	389	4,130	5,244	26.6	1.4	-	-	-	38
Route 803 NB	Shadow Hills High School AM Tripper	745	1,123	11,796	15,114	91.7	4.5	-	117.0	-	8.0
Fixed Route Total		229,198	214,292	2,150,172	2,115,344	14.3	1.0	7,851	79,835	1,795	15,783
SoIVan		2,057	1,690	19,244	16,342	4.8	0.1				
SunRide		2,045	964	18,496	6,646	1.0	0.2				
Taxi Voucher		95	230	1,738	2,396						
SunDial		10,009	9,383	100,113	89,463	1.8	0.1				
System Total		243,404	226,559	2,289,763	2,230,191	10.4	0.7				
		Apr-24	Apr-23								
	Weekdays:	22	20								
	Saturdays:	4	5								
	Sundays:	4	5								
	Total Days:	30	30								

Haul Pass COD contributed with 7,825 rides, CSUSB with 2,255 rides.
Mobile Ticketing contributed with 34,471 rides, the total for April 2024 includes 198 paratransit mobile tickets.

Fixed Route Ridership COVID-19 Recovery

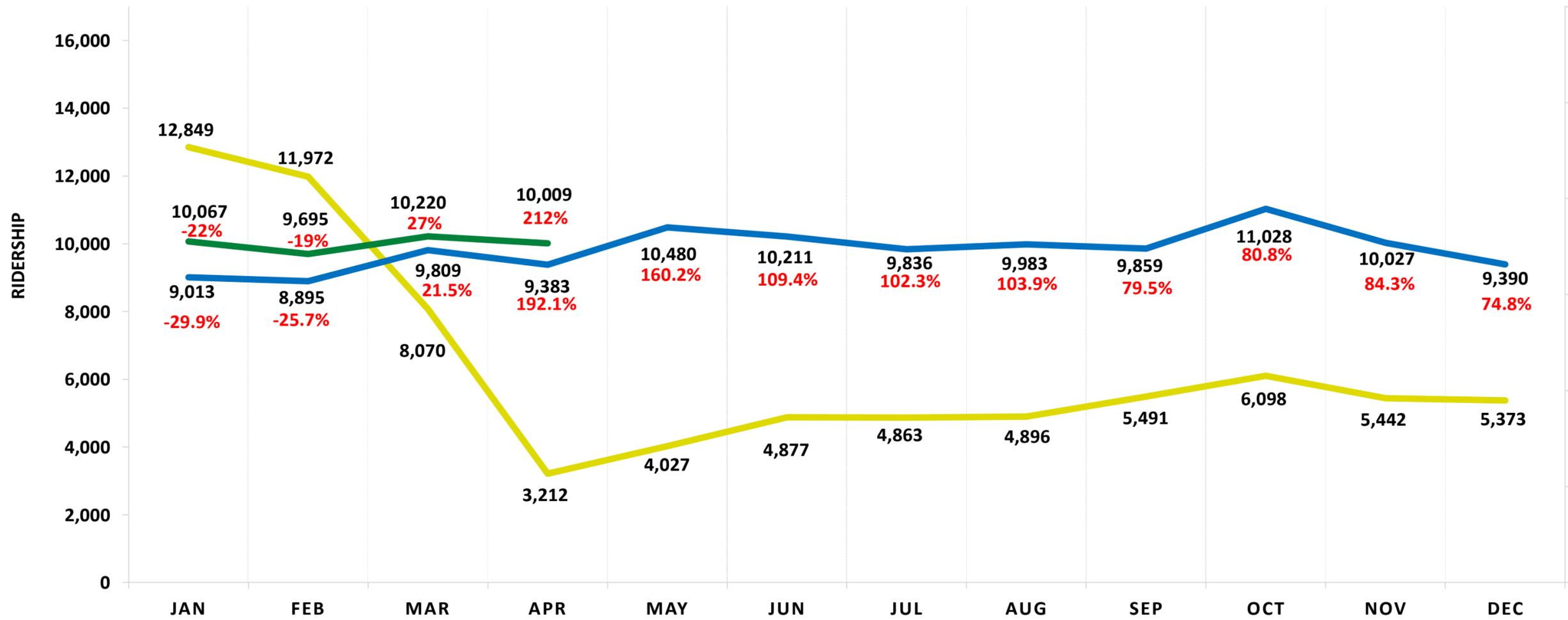
— CY 2020
 — CY 2023
 — CY 2024
 %VAR. 2020 vs 2023
 %VAR. 2020 vs 2024



The COVID-19 pandemic caused a major national and global disruption with closures of businesses, schools and entertainment venues due to the implementation of national and statewide public health policies. Variances are in red close to their corresponding ridership number. 2023 and 2024 are referring to the baseline of 2020. CY 2020 will remain on the chart since it is the baseline needed to compare ridership recovery for CY 2023 & CY 2024. CY 2021/2022 have been removed to reflect the two (2) most recent years in recovery.

Paratransit Ridership COVID-19 Recovery

— CY 2020
 — CY 2023
 — CY 2024
 %VAR. 2020 vs 2023
 %VAR. 2020 vs 2024



The COVID-19 pandemic caused a major national and global disruption with closures of businesses, schools and entertainment venues due to the implementation of national and statewide public health policies. Variances are in red close to their corresponding ridership number. 2023 and 2024 are referring to the baseline of 2020.

CY 2020 will remain on the chart since it is the baseline needed to compare ridership recovery for CY 2023 & CY 2024. CY 2021/2022 have been removed to reflect the two (2) most recent years in recovery.

SunLine Transit Agency
CONSENT CALENDAR

DATE: May 22, 2024

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: SunDial Operational Notes for April 2024

Summary:

The attached report summarizes SunDial's operation for the month of April 2024. This report identifies that for the month of April, the on-time performance for SunDial did meet the internal service goal of 85% which is comparable to the fixed route service goal. The on-time performance for the month of April was 85.2%.

Fiscal-year-to-date, SunDial has maintained an on-time performance of 88.5%. Total vehicle miles for April 2024 increased by 3,767 compared to April 2023. Total trips for the month of April were 9,506. When compared to April 2023, this is an increase of 615 trips or 6.9%.

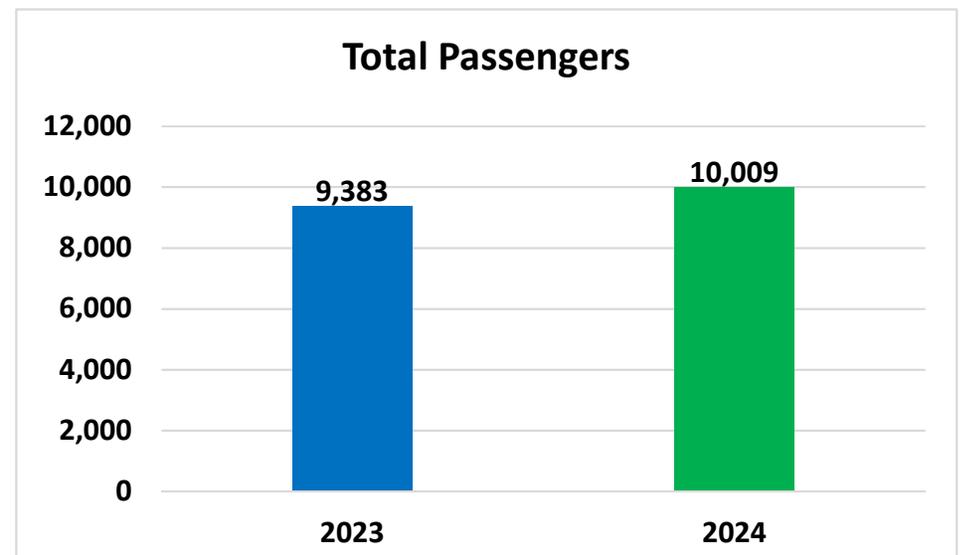
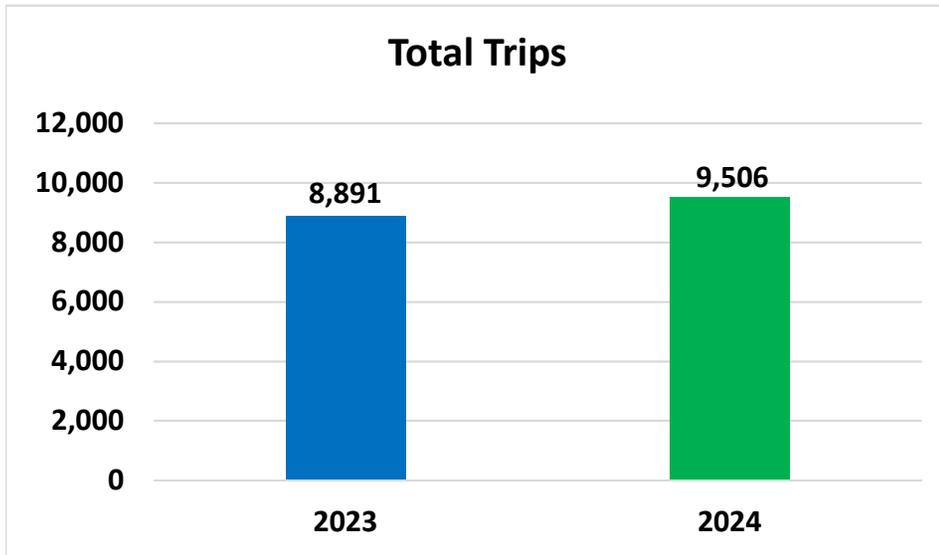
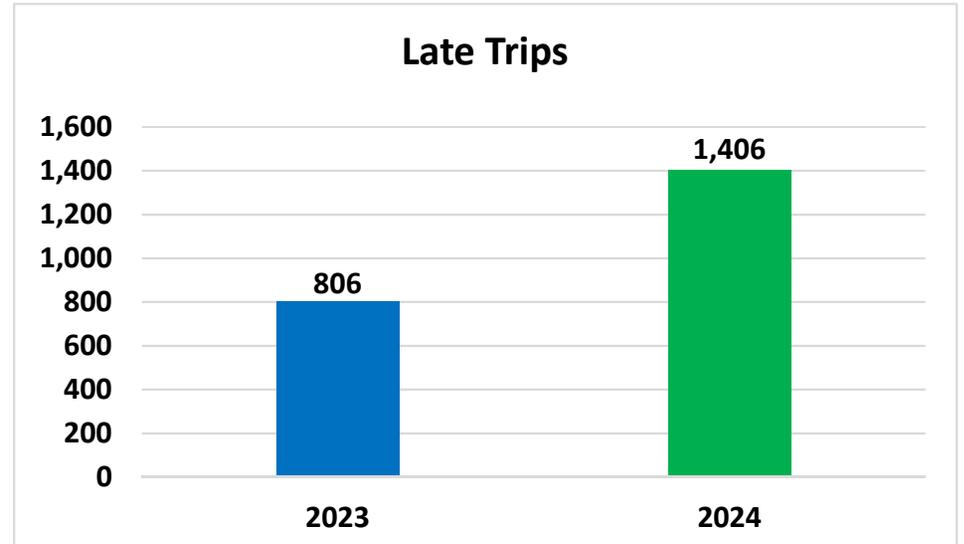
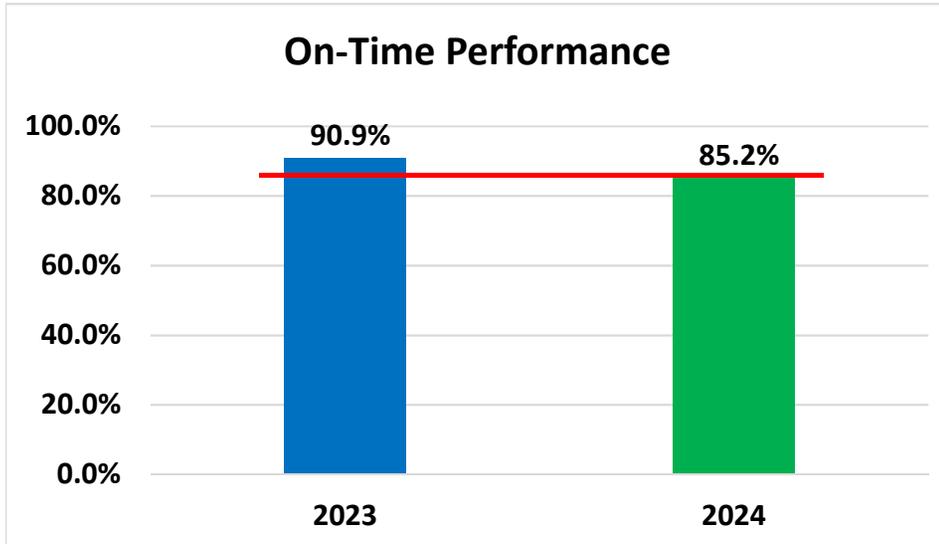
The total number of passengers for the month of April 2024 was 10,009, which indicates an increase of 626 passengers or 6.7% when compared to April 2023. However, mobility device boardings for April 2024 decreased by 166 or 11% as compared to April 2023. During this month, the field supervisors conducted a total of 88 onboard inspections and 87 safety evaluations, which included pre-trip inspections and trailing evaluations. The supervisors have exceeded their monthly on-board evaluation goal of 60 by 28, indicating an increase of 54% when compared to August 2023. Similarly, they have also exceeded their safety evaluation goal of 60 by 27, indicating an increase of 28% when compared to April 2023.

Recommendation:

Receive and file.

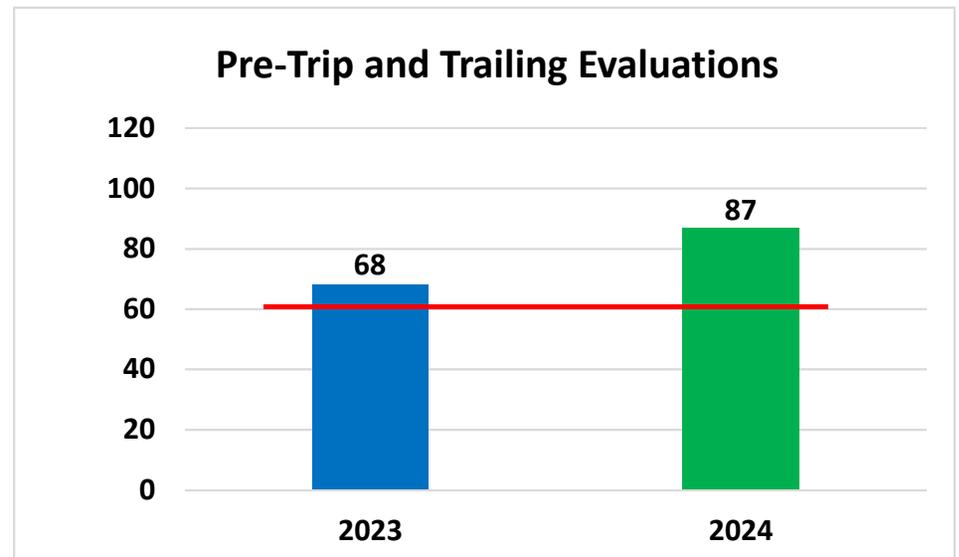
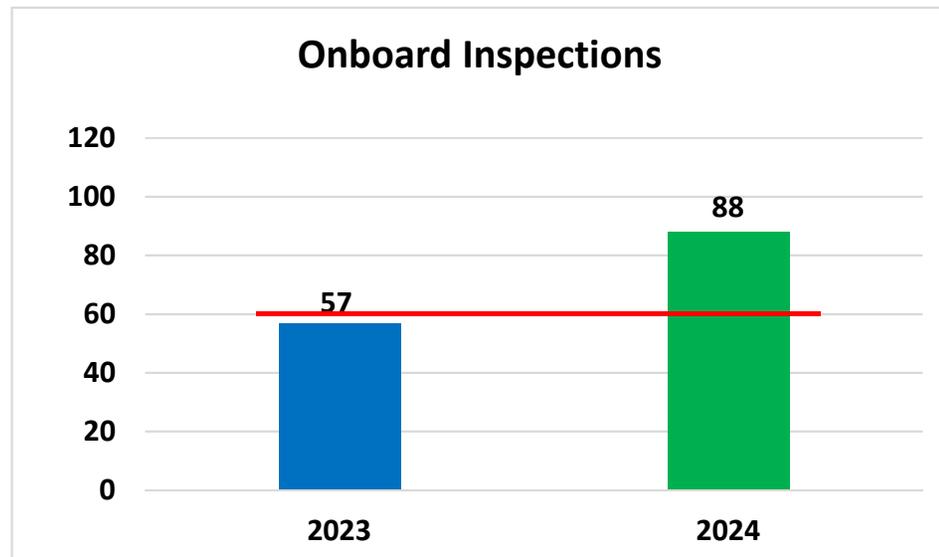
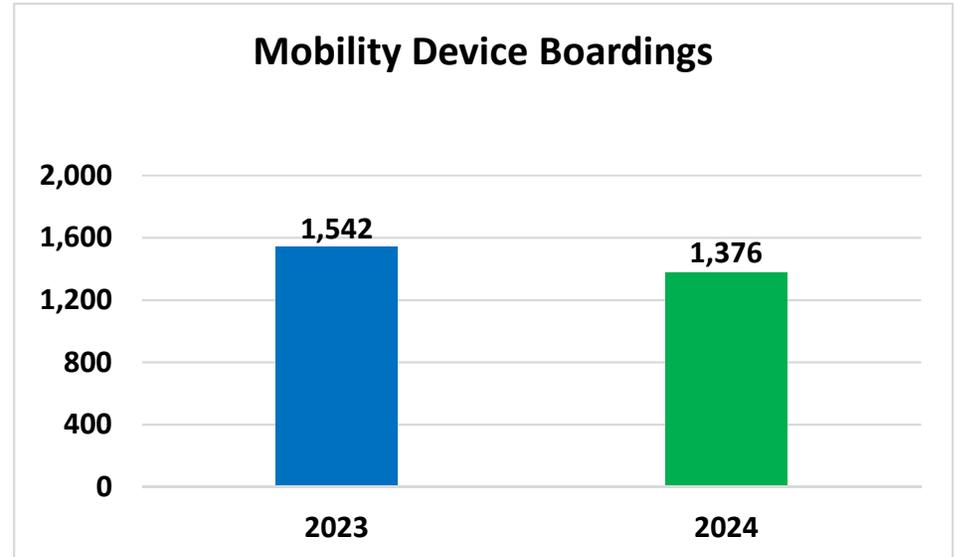
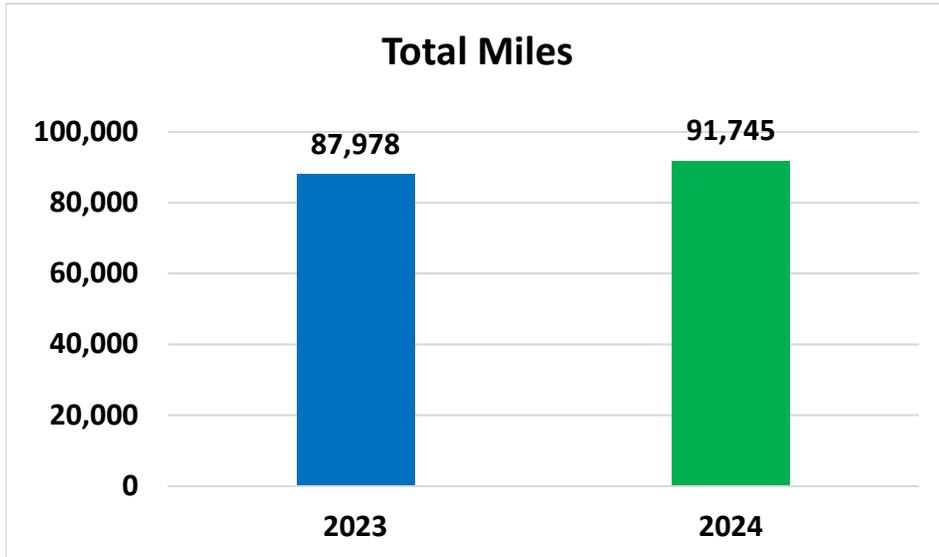
Paratransit Operational Charts

April 2023 vs. April 2024



Paratransit Operational Charts

April 2023 vs. April 2024



SunLine Transit Agency
CONSENT CALENDAR

DATE: May 22, 2024

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Metrics for April 2024

Summary:

The metrics packet includes data highlighting on-time performance, early departures, late departures, late cancellations, operator absences, fixed route customer complaints, paratransit customer complaints, advertising revenue, and system performance. SunRide performance includes system-wide metrics, trip booking method and geo-fence metrics for Desert Hot Springs/Desert Edge, Palm Desert, Coachella, Mecca/North Shore, Indio, Cathedral City, La Quinta and Palm Springs. Included in this packet is ridership data for the mobile ticketing usage of the Token Transit application and the Haul Pass programs with the various High Schools in the Coachella Valley, College of the Desert (COD) and California State University San Bernardino (CSUSB) Palm Desert Campus.

SunRide

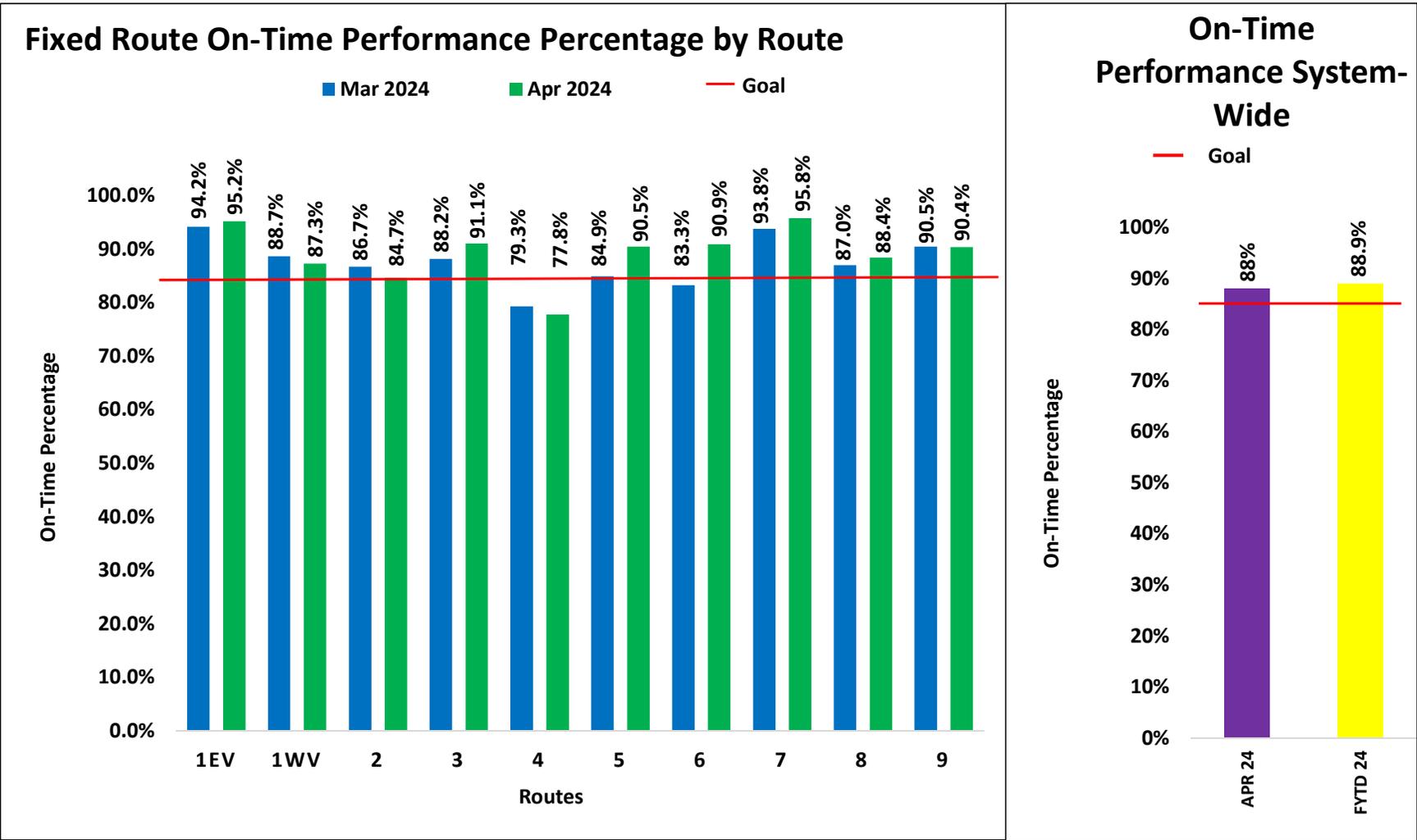
- SunRide system-wide was up 2% in April when compared to March 2024, and an increase of 107% when compared to April 2023.
- Indio saw an increase of 17% in April when compared to March 2024.
- La Quinta continues to struggle to gain momentum. April saw a decrease of 41% when compared to March 2024.
- Palm Desert had its second highest month to date in completed trips and its highest month in passengers with 659 trips (up 8% over March) by 703 passengers (up of 11% over March). Additionally, this zone had an increase of 89% when compared to April 2023.
- Palm Springs had its second best month to date in April with 276 completed trips by 304 passengers, an increase of 13% in April 2024 over March 2024 and an increase of 99% over April 2024.

Fixed Route

- Fixed route's on-time performance had an increase of 0.2% from March 2024 at 87.8% to April 2024 at 88%. For April, the Agency exceeded the service standard goal of 85%.
 - Routes 2 and 4 did not meet their service standard goal due to road closures at Gene Autry Trl. and Vista Chino wash.
 - Staff has observed running times for Route 4 which will be adjusted in the September service change.
- Late departures had an increase of 0.3% in April 2024, when compared to the previous month.
- Early departures remained the same when compared to the previous month at 0.4%. However, Route 6 had an increase due to operator error, which management has addressed with corrective actions.
- For April 2024, 23% of SunLine's fixed route operator workforce was absent when compared to April 2023 at 22%.
- For April 2024, the workforce was at a total of 147 operators when compared to April 2023 at 134 operators.

Recommendation:

Receive and file.



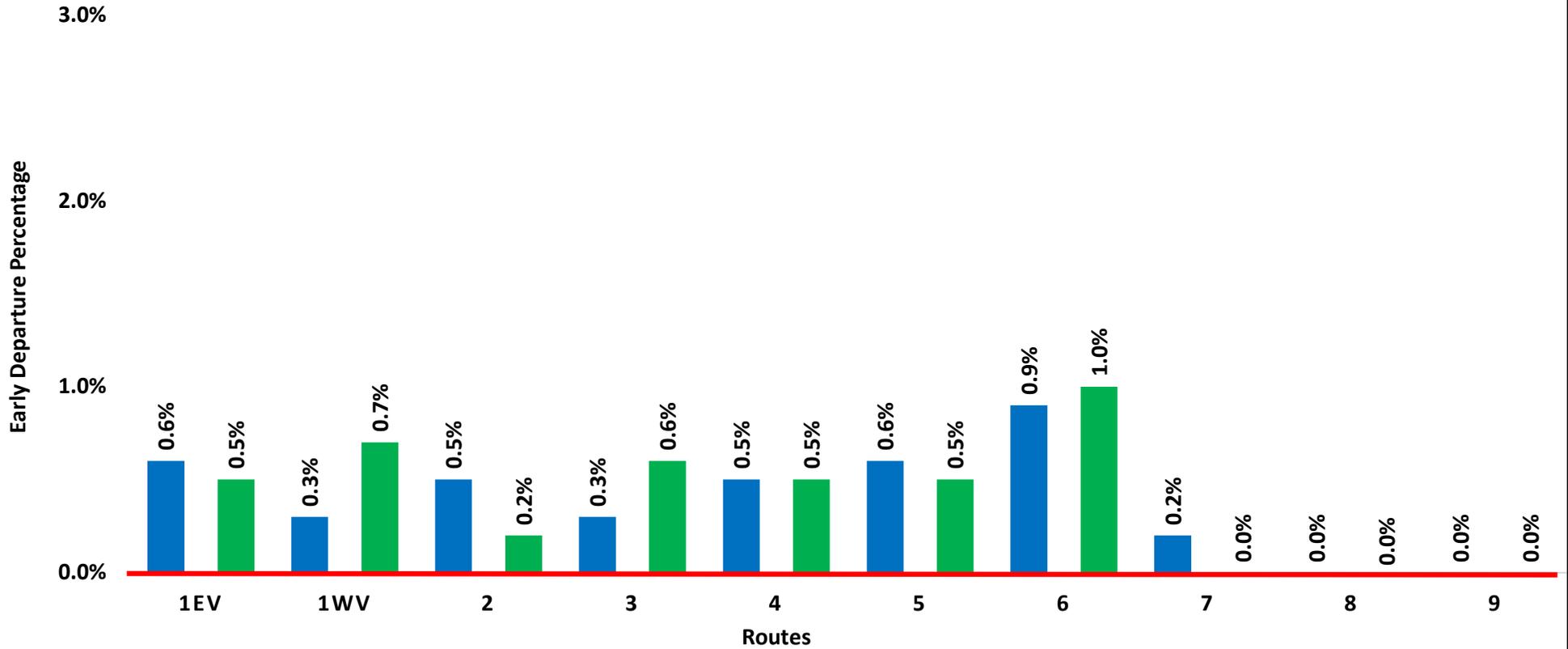
On-Time: When a trip departs a time point within a range of zero (0) minutes early to five (5) minutes late.

Goal: Minimum target for On-Time Performance is 85%.

Note: For the month of April 2024, the Agency's on-time performance was at 88% when compared to April 2023 at 77.4%. This is an increase of 10.6%.

Fixed Route Early Departure Percentage by Route

■ Mar 2024 ■ Apr 2024

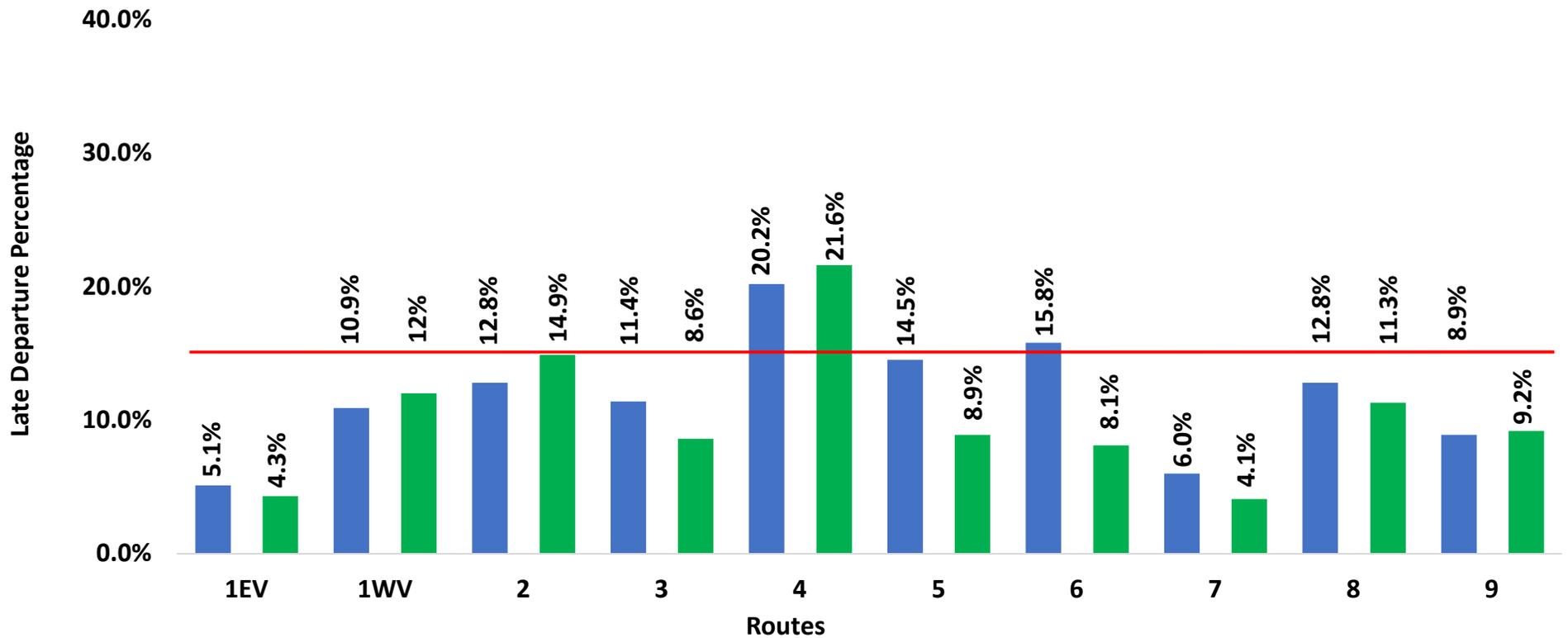


Early Departure: When a bus leaves a time point ahead of the scheduled departure time.

Goal: To reduce early departures to 0%.

Fixed Route Late Departure Percentage by Route

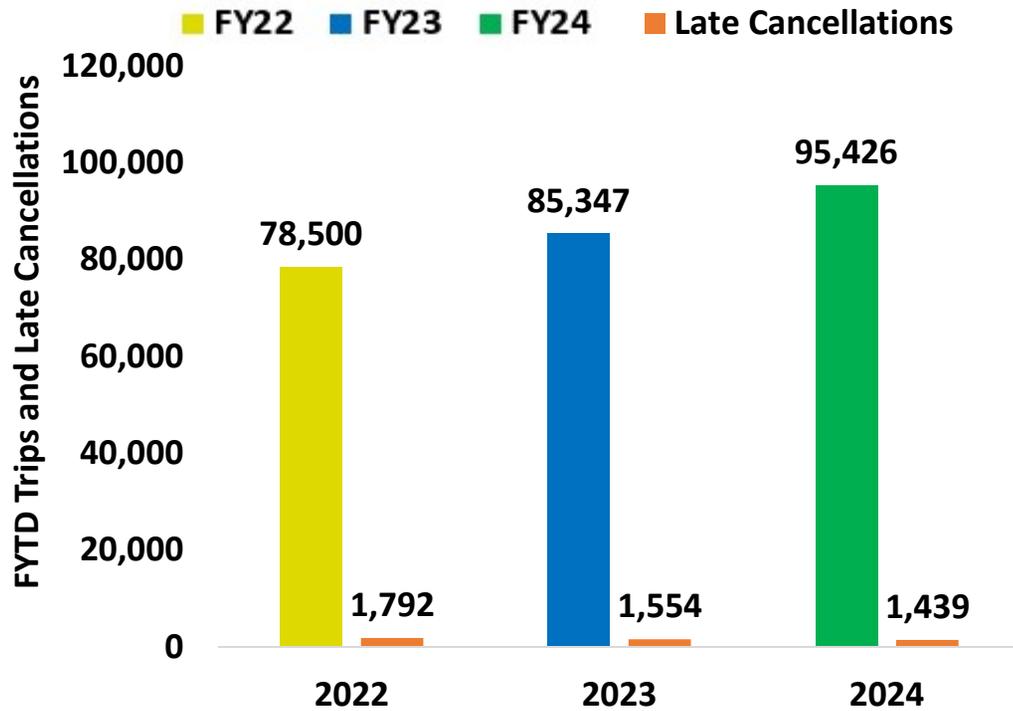
■ Mar 2024
 ■ Apr 2024
 — Goal



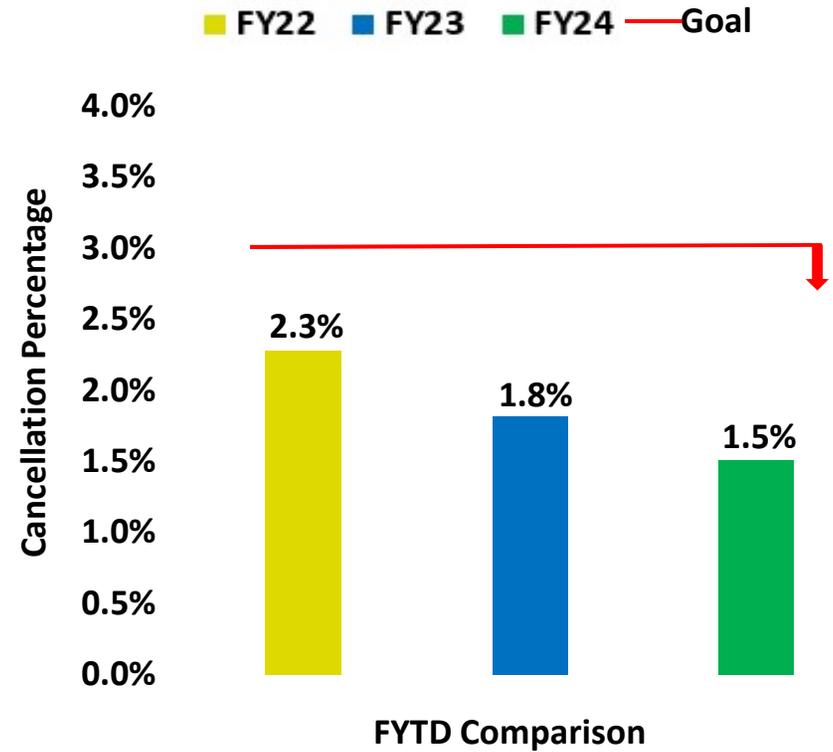
Late Departure: When a bus leaves a time point after the scheduled departure time and the route is running late with a departure greater than five (5) minutes.

Goal: To ensure late departures remain below 15%.

Paratransit Total Trips vs. Late Cancellations FYTD Through April



Late Cancellation Percentage FYTD



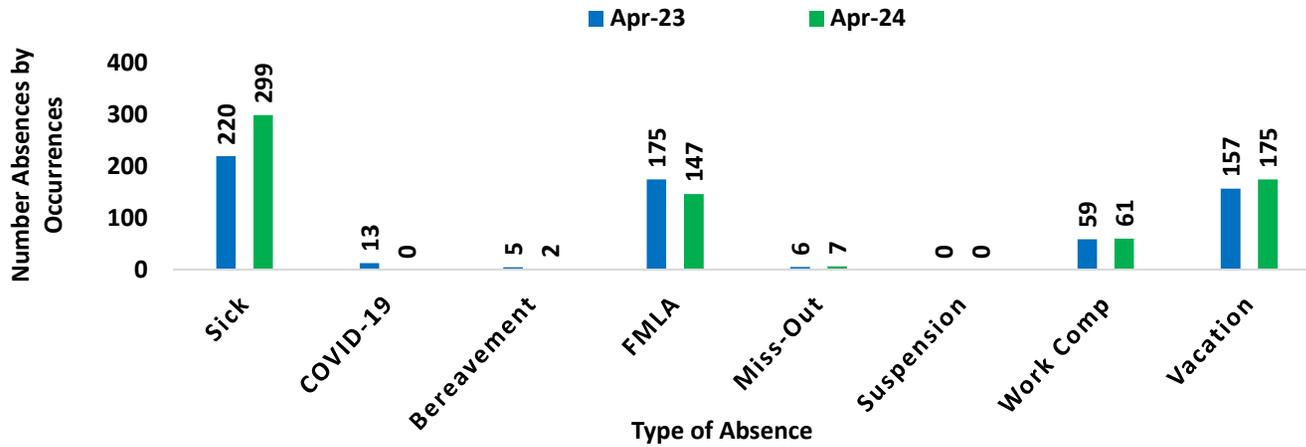
Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

Late Cancellation: A trip for which a rider does not cancel within two (2) hours before the scheduled pick-up time.

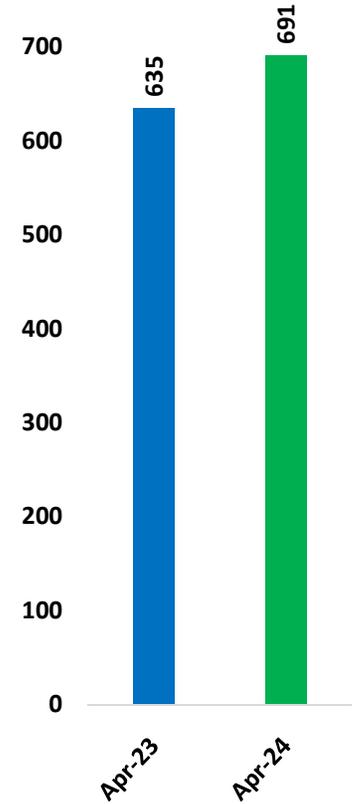
Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.

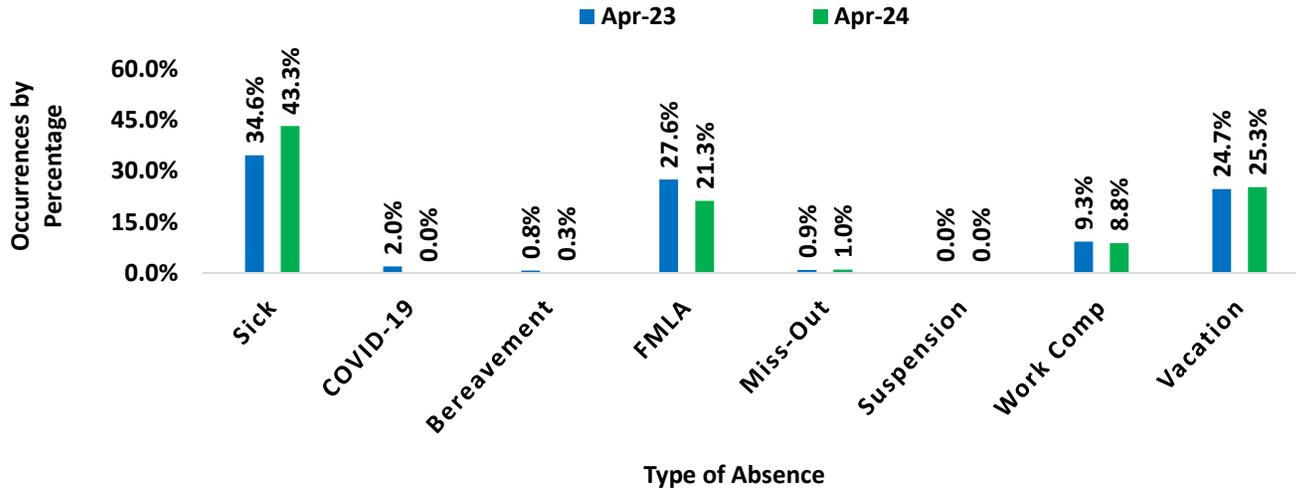
Fixed Route Operator Absence by Type



Fixed Route Total Absence Occurrences

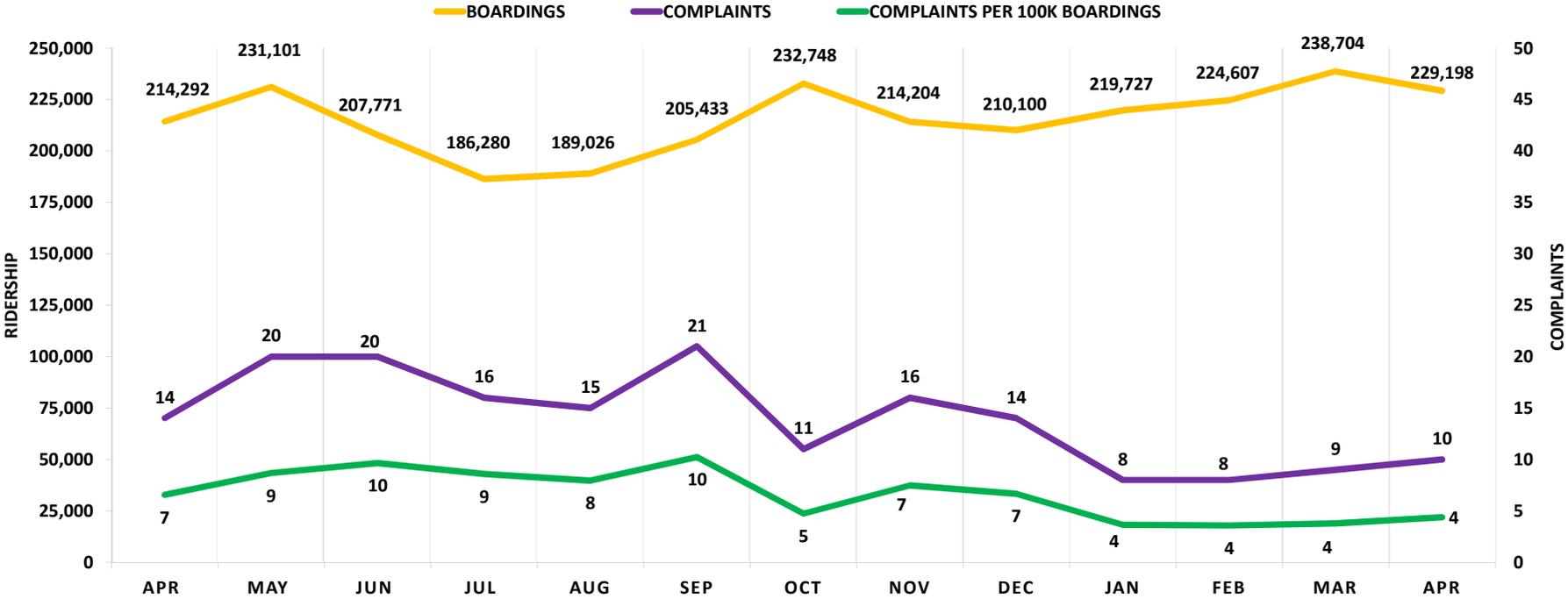


Fixed Route Operator Absence Type by Percentage



This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers. For the month of April 2024, 23% of SunLine's fixed route operator workforce was absent when compared to April 2023 at 22%. For the month of April 2024, workforce was at a total of 147 operators when compared to April 2023 at 134 operators.

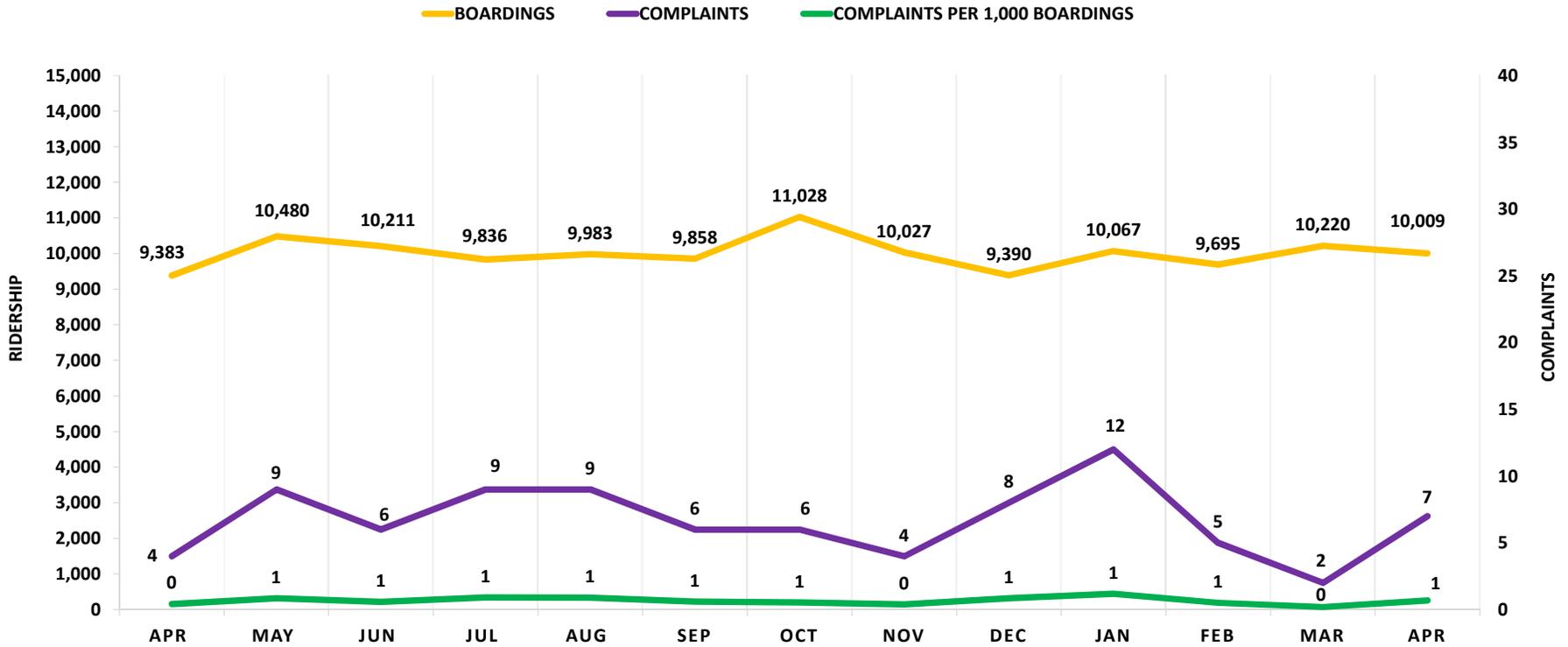
Fixed Route Customer Complaints April 2023 to April 2024



This chart represents the number of boardings and total valid complaints, as well as the number of valid complaints per 100,000 boardings for the fixed route system.

For the month of April, 99.99% of our total boardings did not receive a complaint.

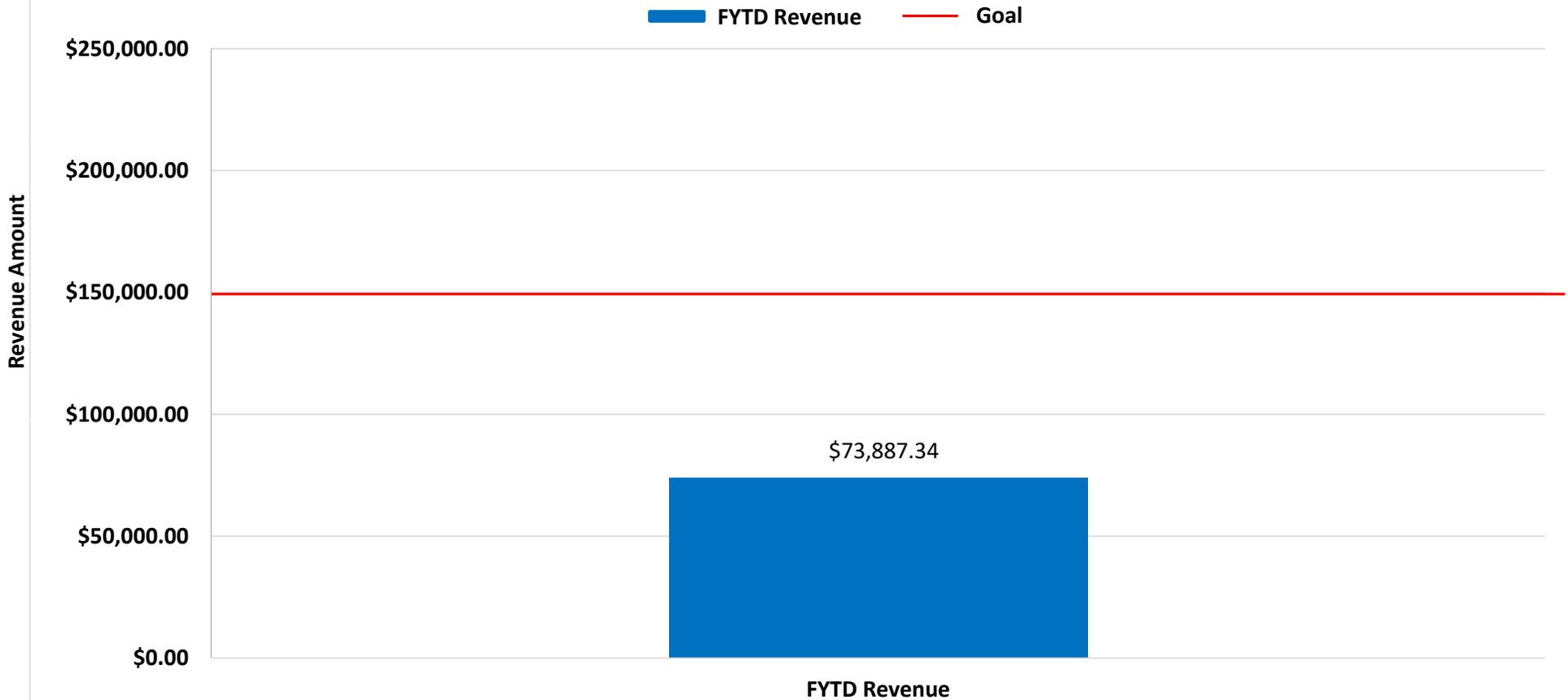
Paratransit Customer Complaints April 2023 to April 2024



This chart represents the total number of boardings and valid complaints, as well as the number of valid complaints per 1,000 boardings for the paratransit service.

For the month of April, 99.93% of our total boardings did not receive a complaint.

Advertising Revenue FYTD Revenue vs. Yearly Goal March 2024

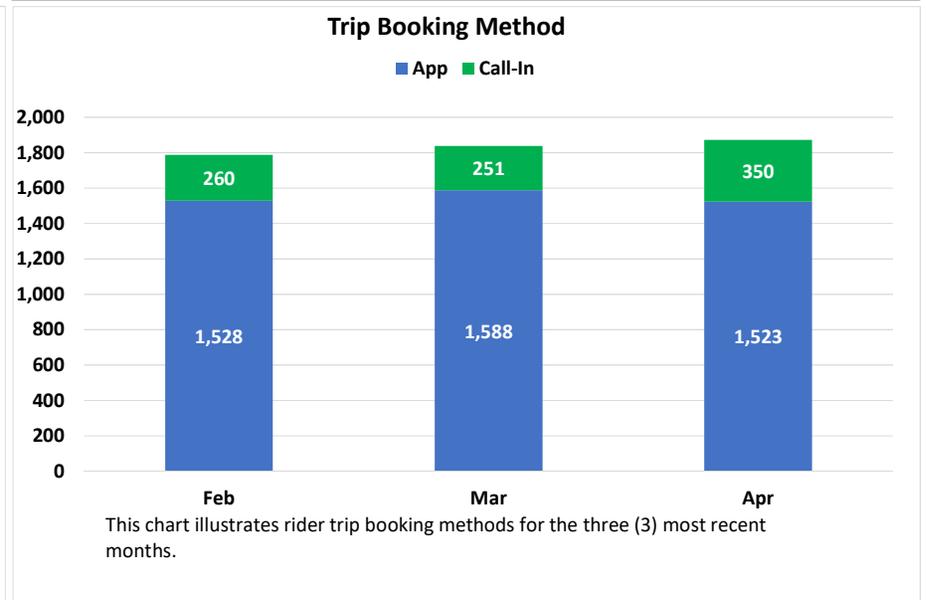
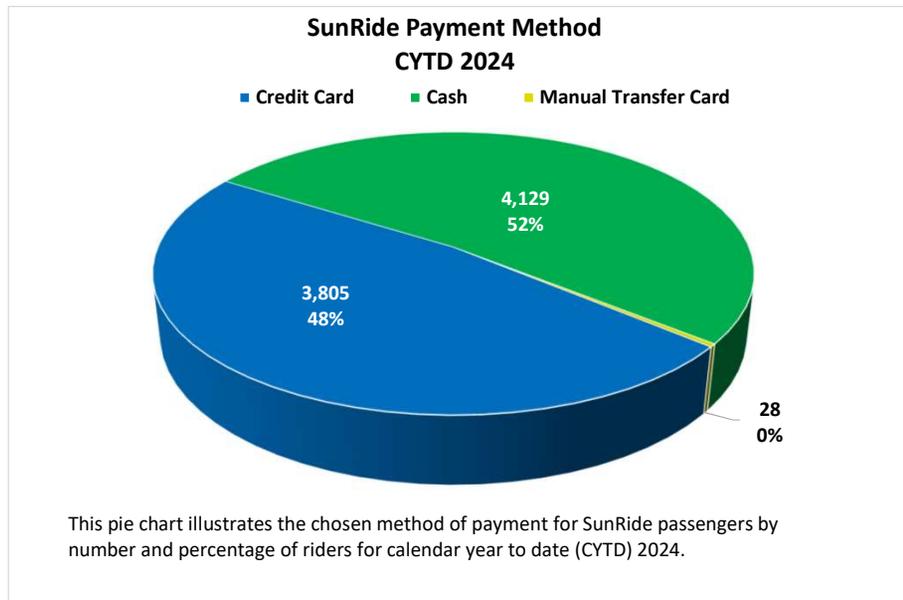
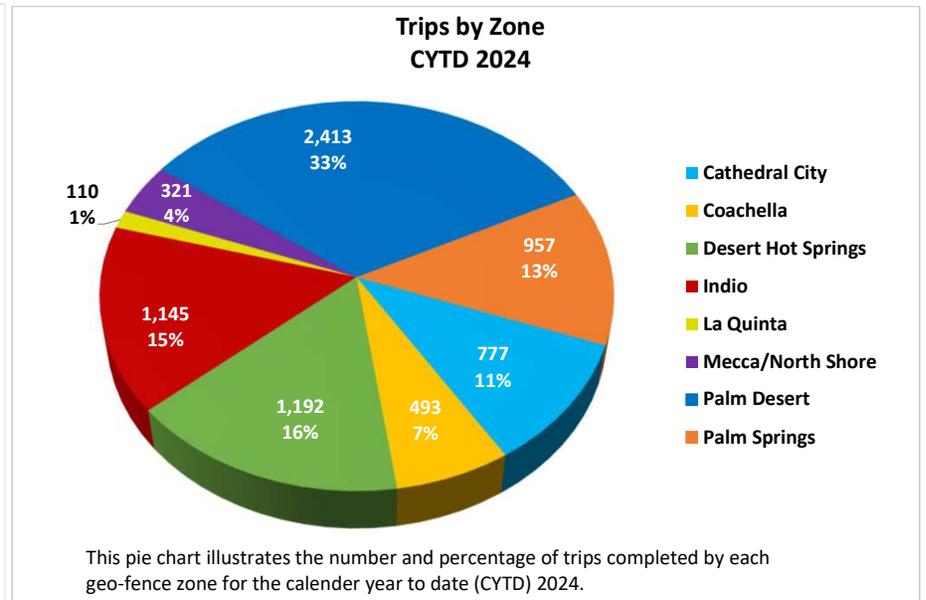
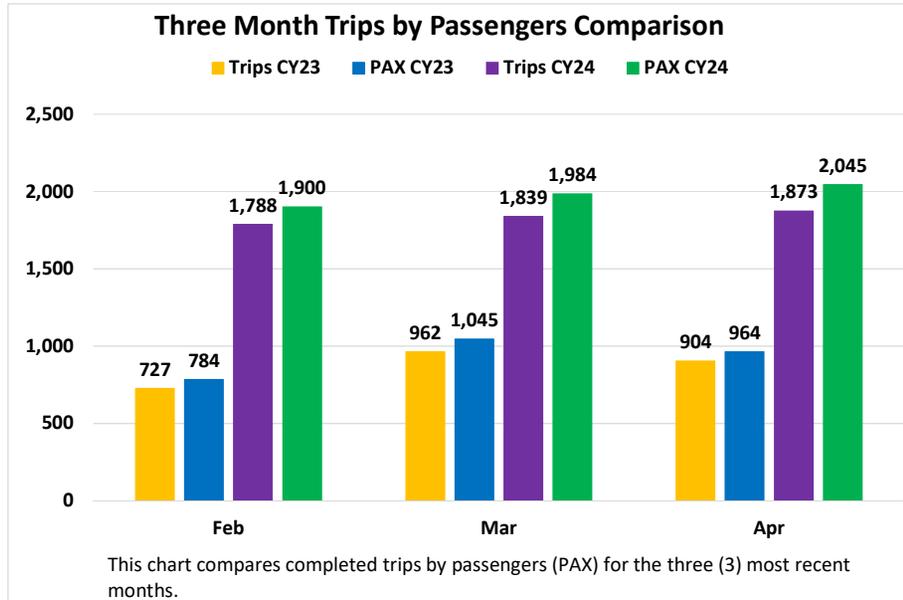


Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue versus our yearly goal. The yearly goal for FY24 is \$150,000 (*advertising revenues follow Finance Department reporting from the previous two (2) months*).

SunRide System-Wide Metrics CYTD 2024

Total Completed Trips: 7,408

Total Number of Passengers: 7,962

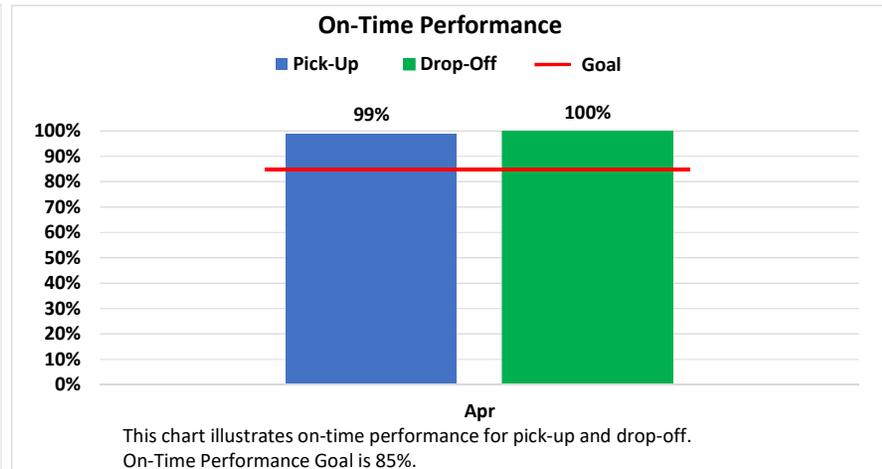
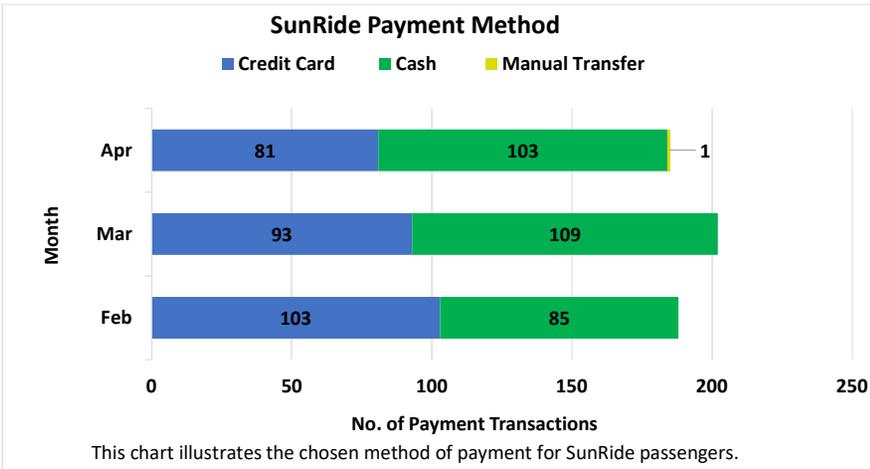
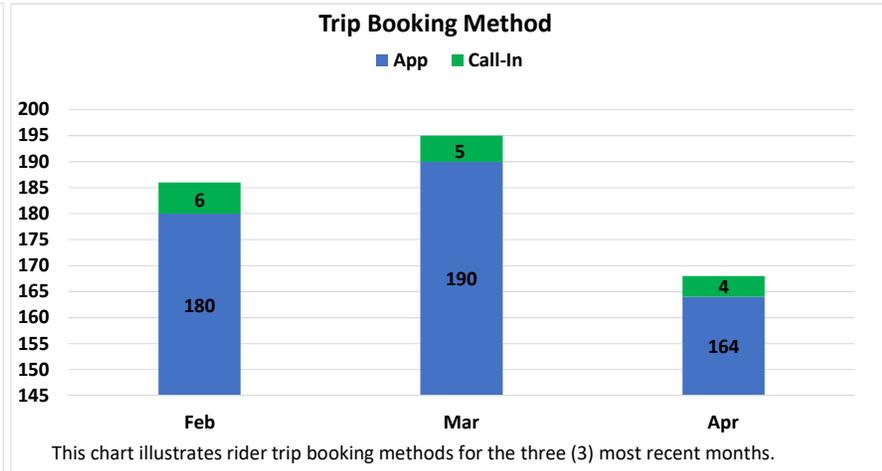
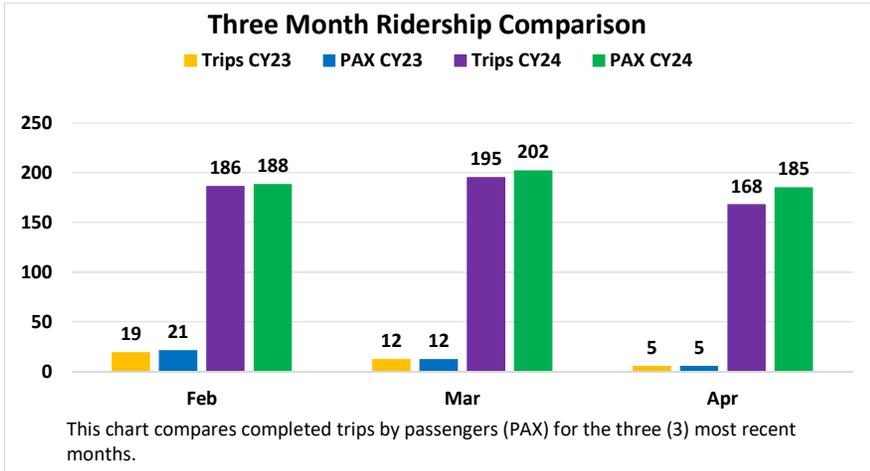


Percentage of Trips System-wide as Ridesharing: 25%.
 [Based on No. of Shared Rides for the month (465) divided by Total Trips Completed (1,873)].

Cathedral City Geo-Fence Metrics CYTD 2024

Total Completed Trips: 777

Total Number of Passengers: 808



Percentage of Trips as Ridesharing: Four (4) percent.
 [Based on No. of Shared Rides for the month (6) divided by Total Trips Completed (168).]

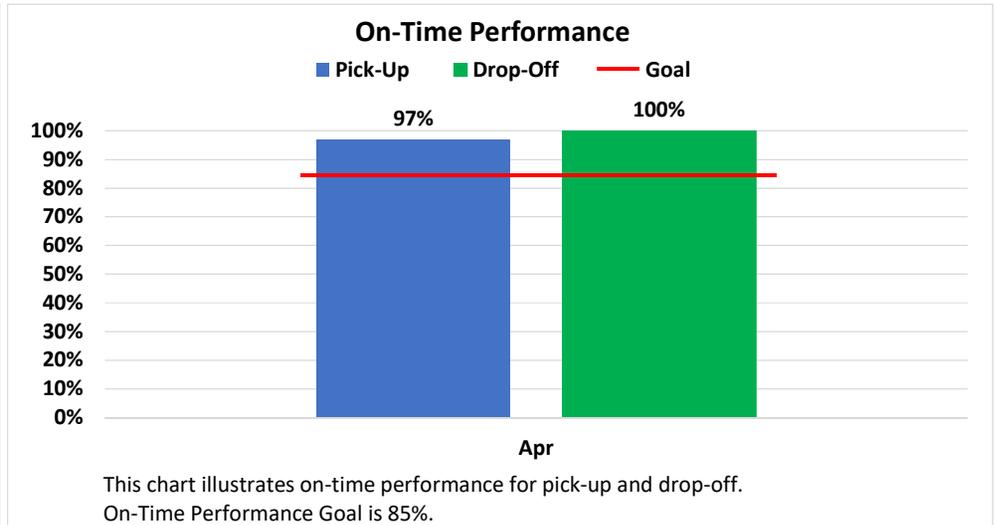
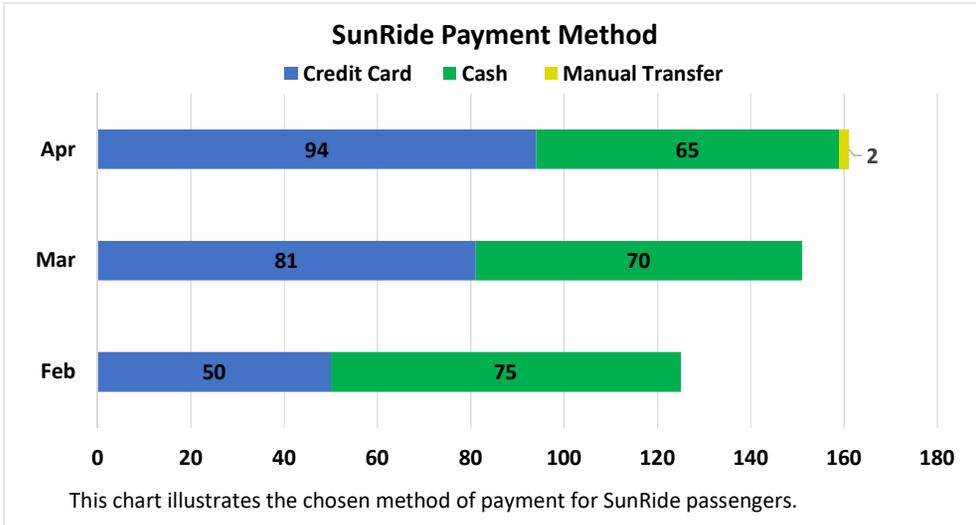
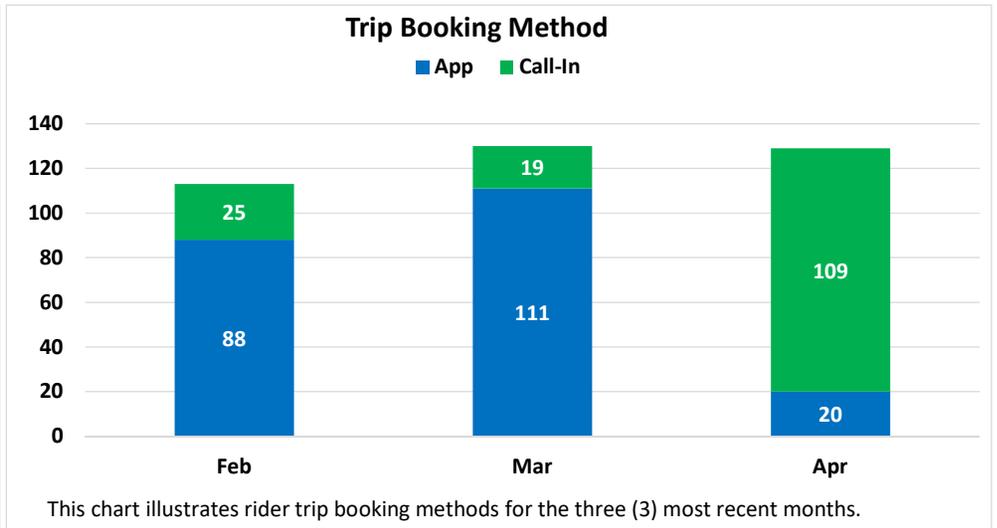
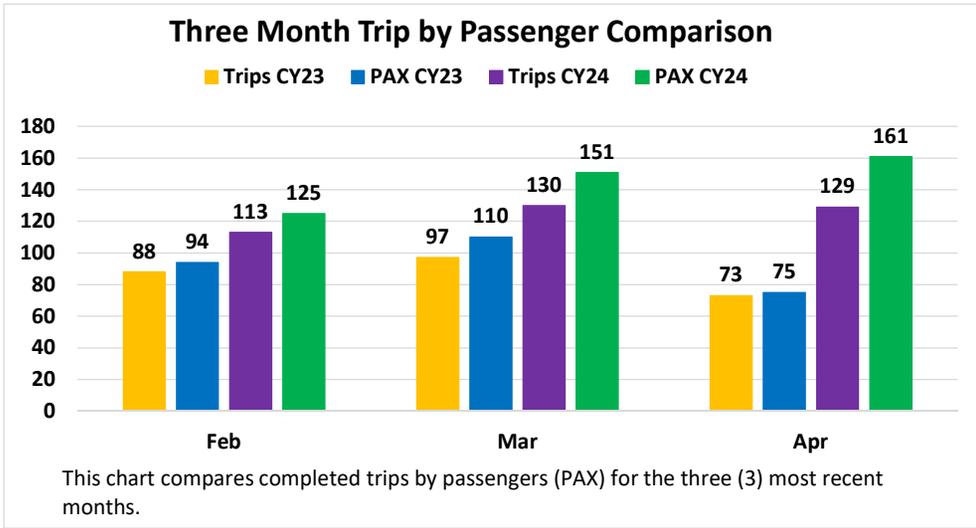
Customer Satisfaction Rating
 Avg. rider trip rating 5.0
 Goal: 4.5

EXCEEDS GOAL

Coachella Geo-Fence Metrics CYTD 2024

Total Completed Trips: 493

Total Number of Passengers: 566



Combined Zone: Coachella-Indio-LaQuinta
Percentage of Trips as Ridesharing: 11%.
 [Based on No. of Shared Rides for the month (47) divided by Total Trips Completed (425).]

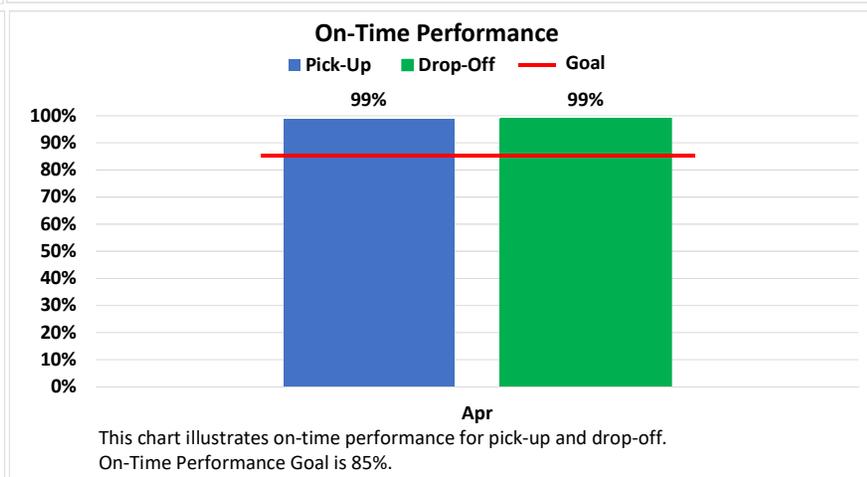
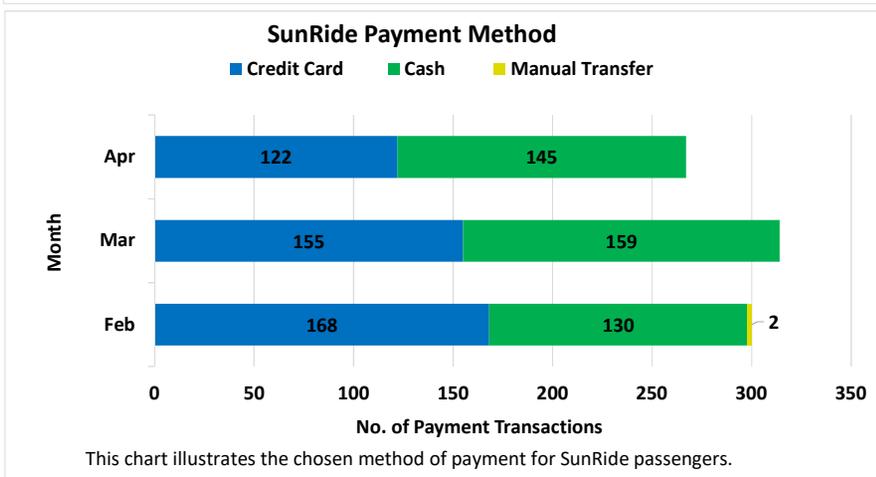
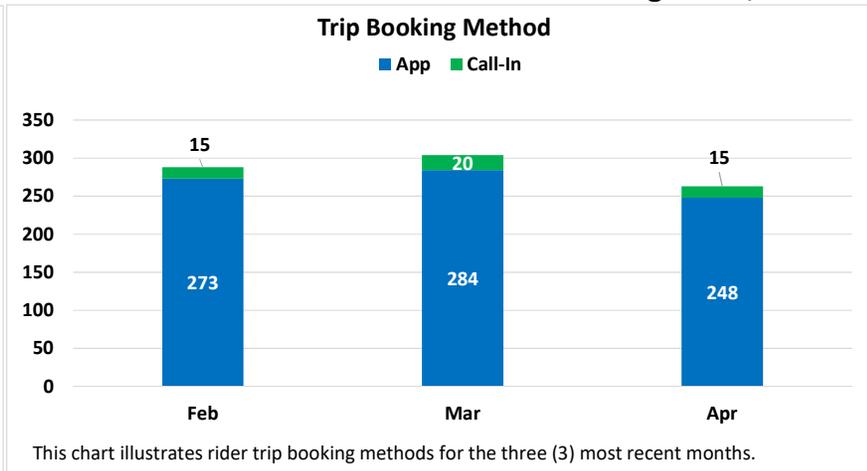
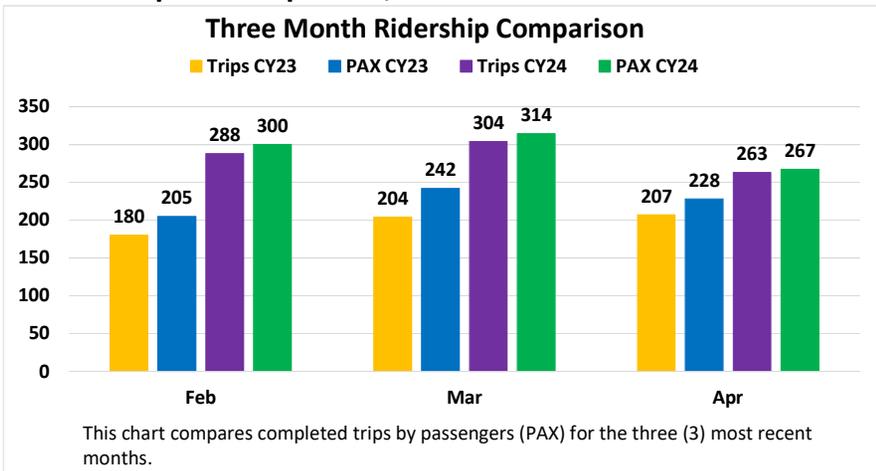
Customer Satisfaction Rating
 Avg. rider trip rating: 4.8
 Goal: 4.5


EXCEEDS GOAL!

Desert Hot Springs/Desert Edge Geo-Fence Metrics CYTD 2024

Total Completed Trips: 1,192

Total Number of Passengers: 1,245



Percentage of Trips as Ridesharing: 30%.
 [Based on No. of Shared Rides for the month (80) divided by Total Trips Completed (263).]

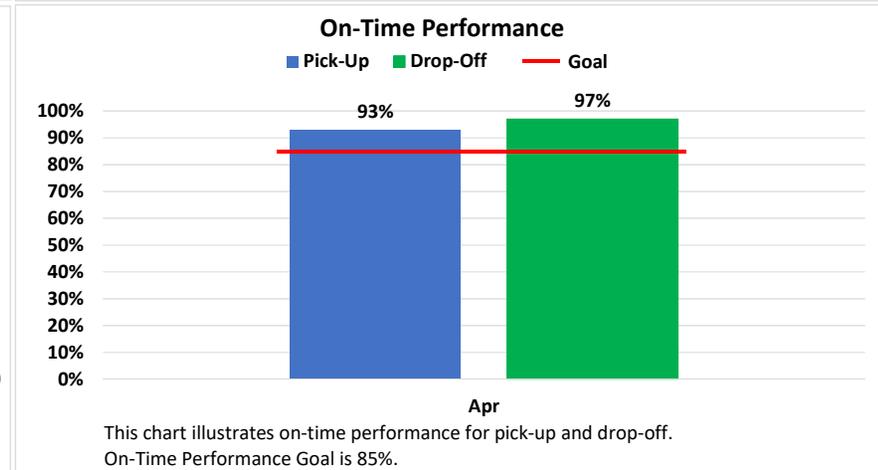
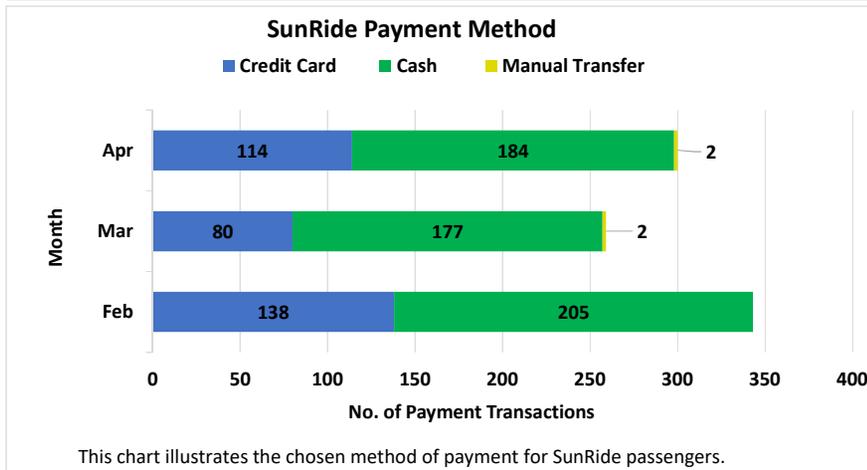
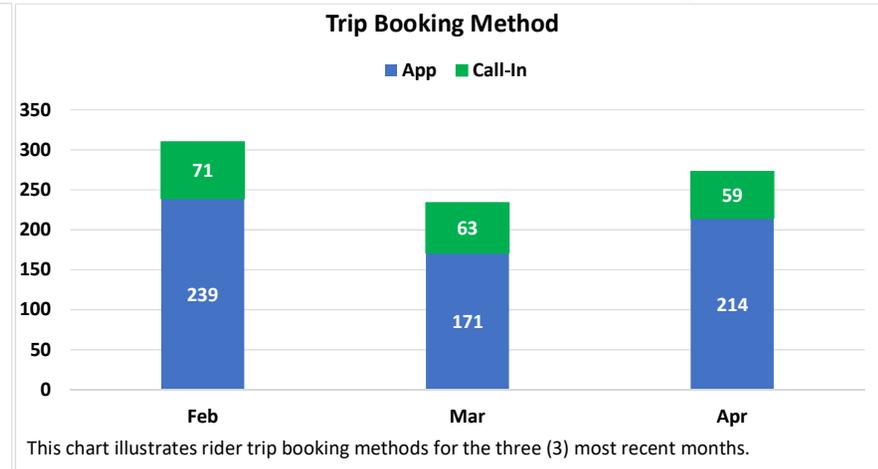
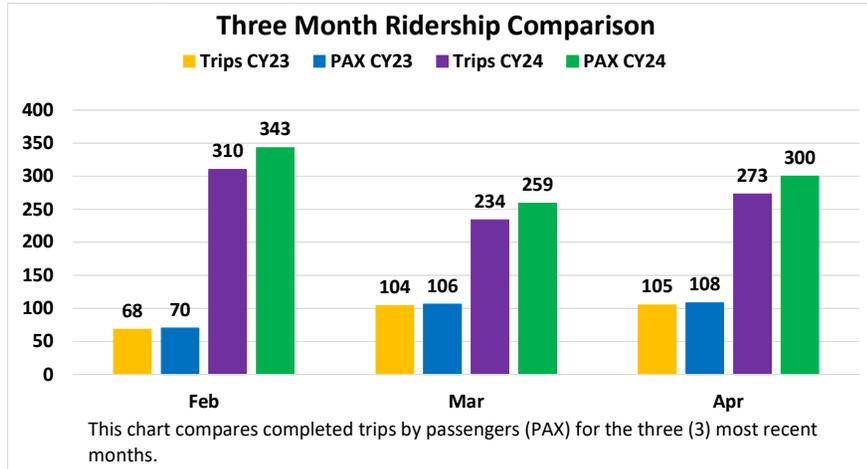
Customer Satisfaction Rating
 Avg. rider trip rating 4.9
 Goal: 4.5



Indio Geo-Fence Metrics CYTD 2024

Total Completed Trips: 1,145

Total Number of Passengers: 1,258



Combined Zone: Coachella-Indio-LaQuinta
Percentage of Trips as Ridesharing: 11%.
 [Based on No. of Shared Rides for the month (47) divided by Total Trips Completed (425).]

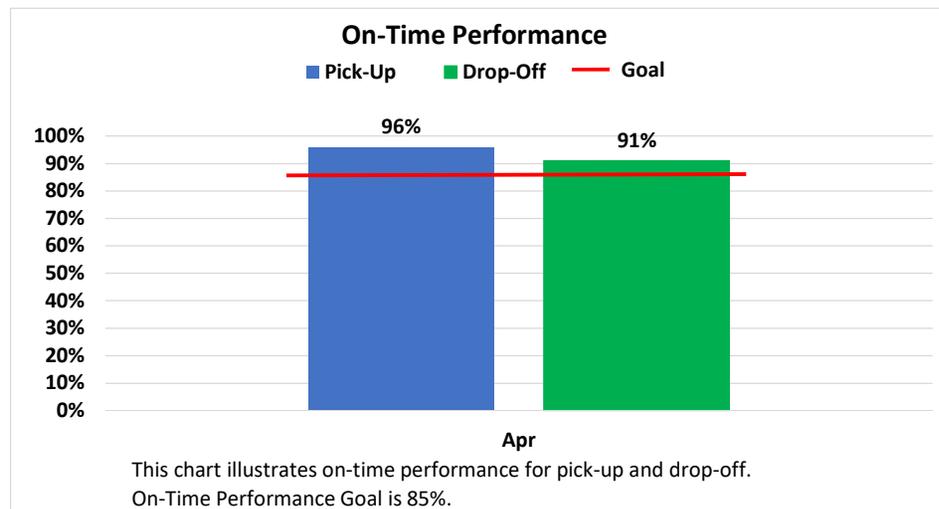
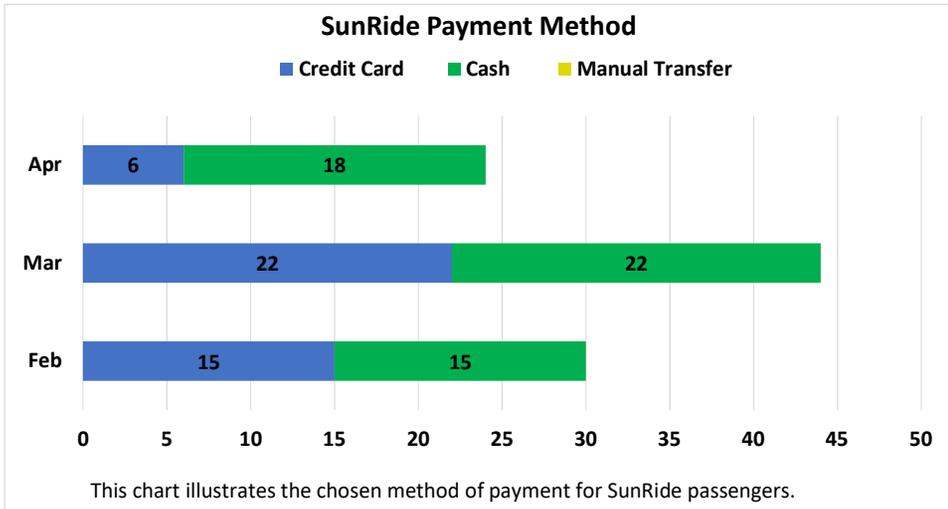
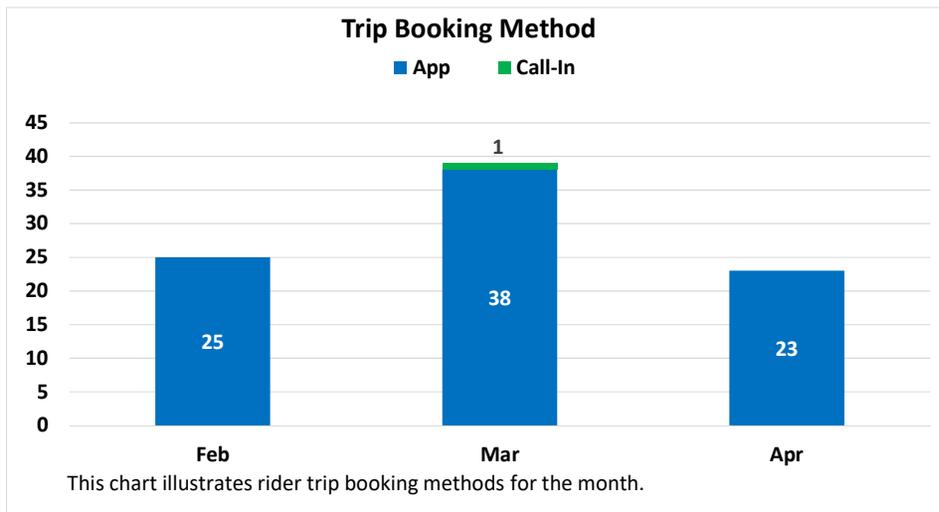
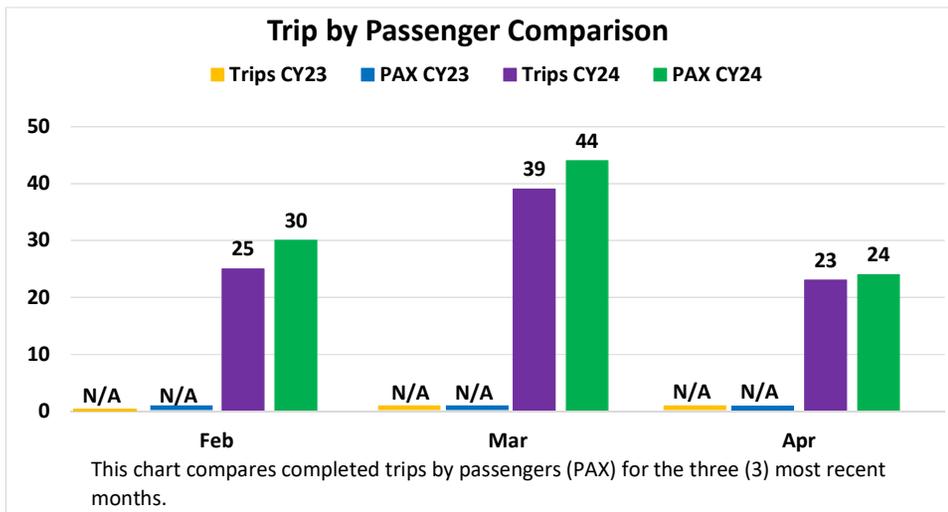
Customer Satisfaction Rating
 Avg. rider trip rating 4.7
 Goal: 4.5



La Quinta Geo-Fence Metrics CYTD 2024

Total Completed Trips: 110

Total Number of Passengers: 122



Combined Zone: Coachella-Indio-LaQuinta
Percentage of Trips as Ridesharing: 11%.
 [Based on No. of Shared Rides for the month (47) divided by Total Trips Completed (425).]

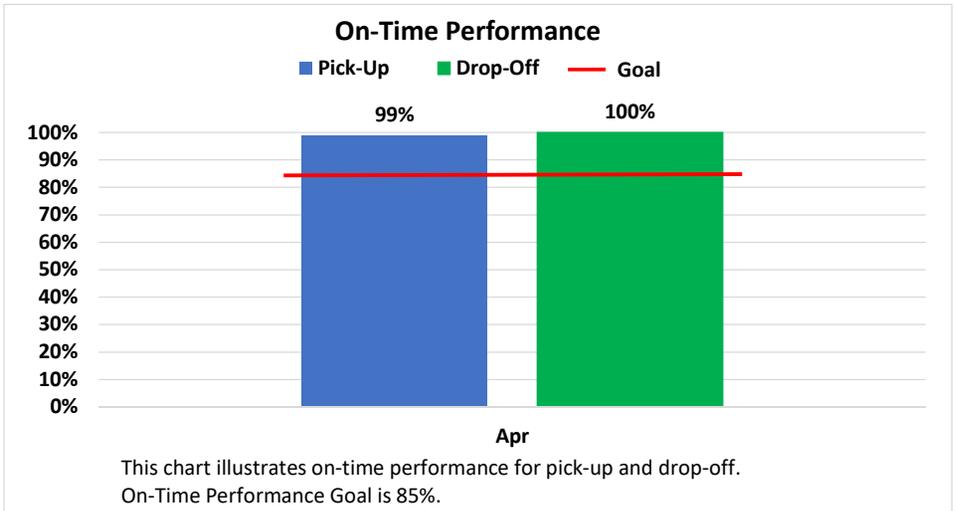
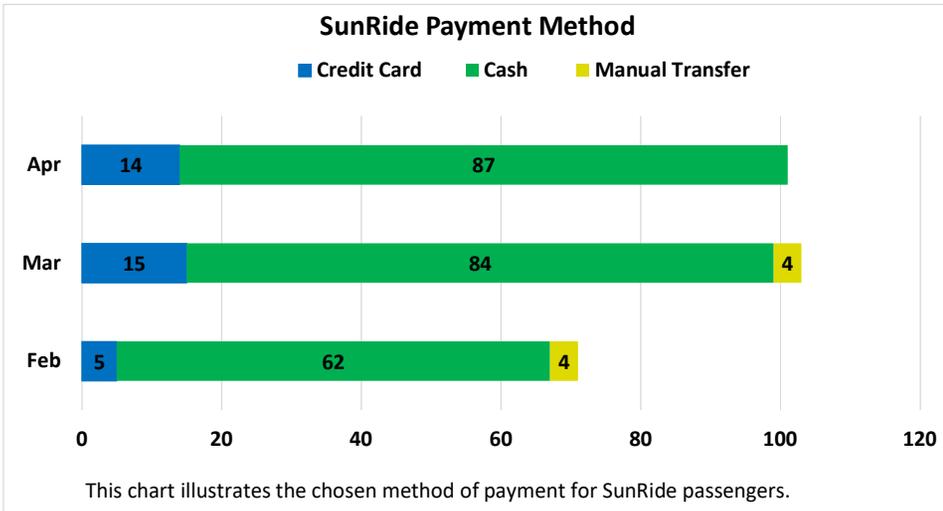
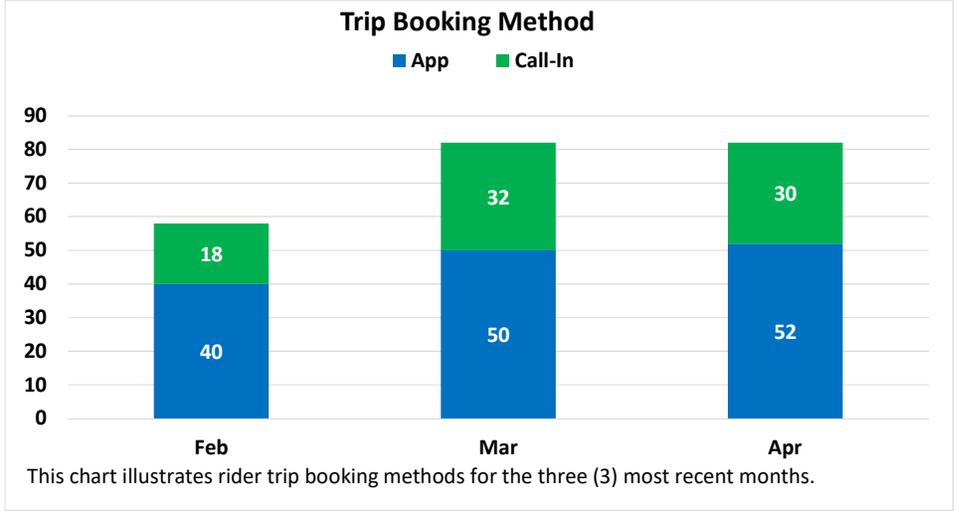
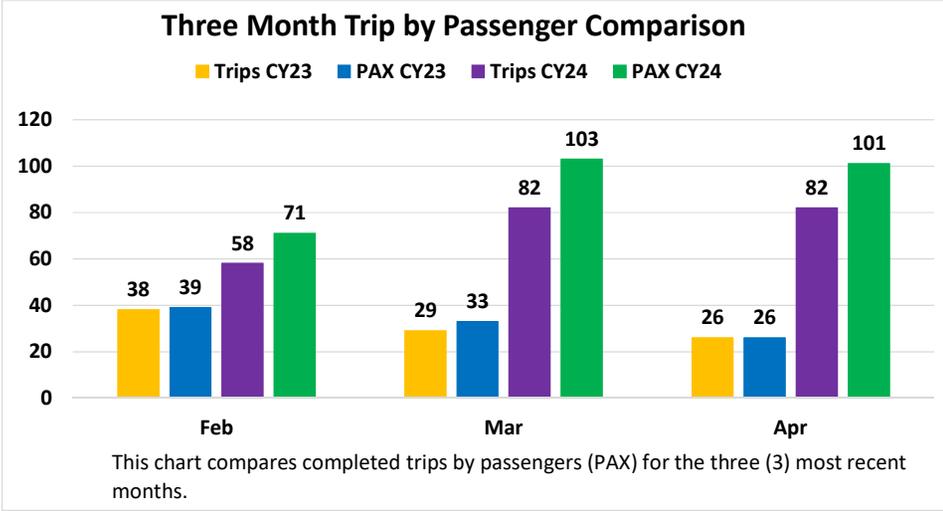
Customer Satisfaction Rating
 Avg. rider trip rating: 4.7
 Goal: 4.5



Mecca/North Shore Geo-Fence Metrics CYTD 2024

Total Completed Trips: 321

Total Number of Passengers: 394



Percentage of Trips as Ridesharing: 13%.
[Based on No. of Shared Rides for the month (11) divided by Total Trips Completed (82).]

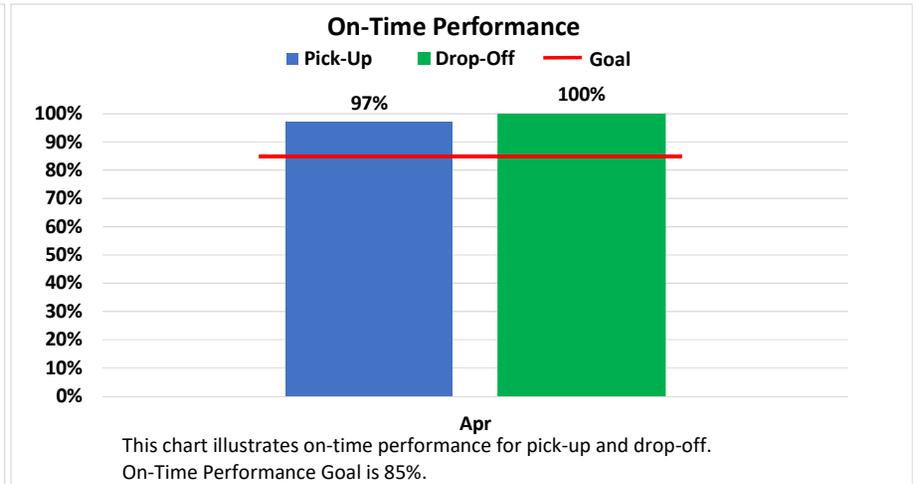
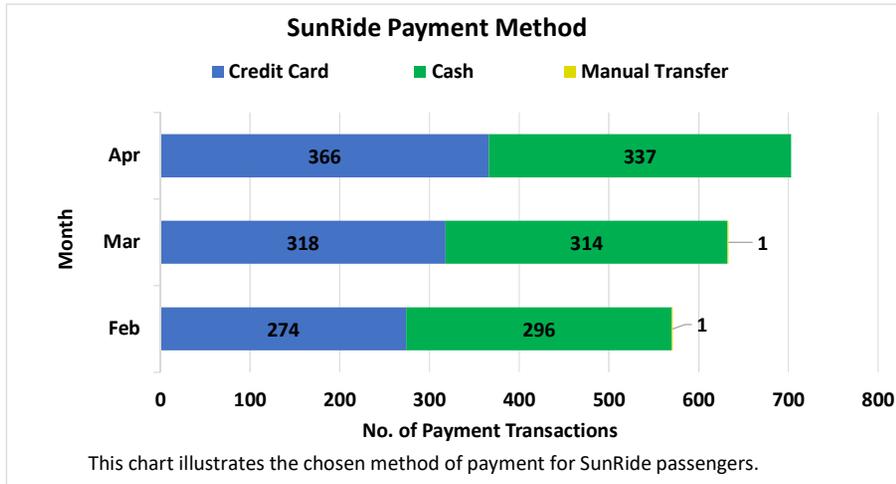
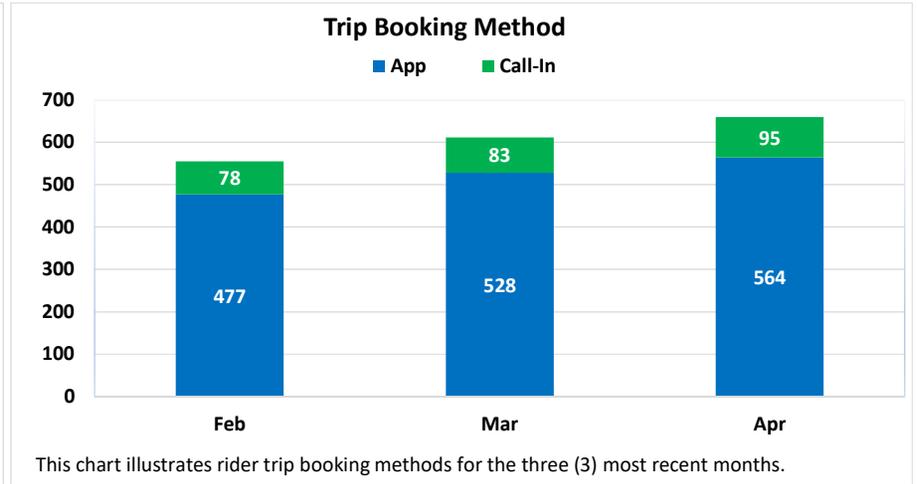
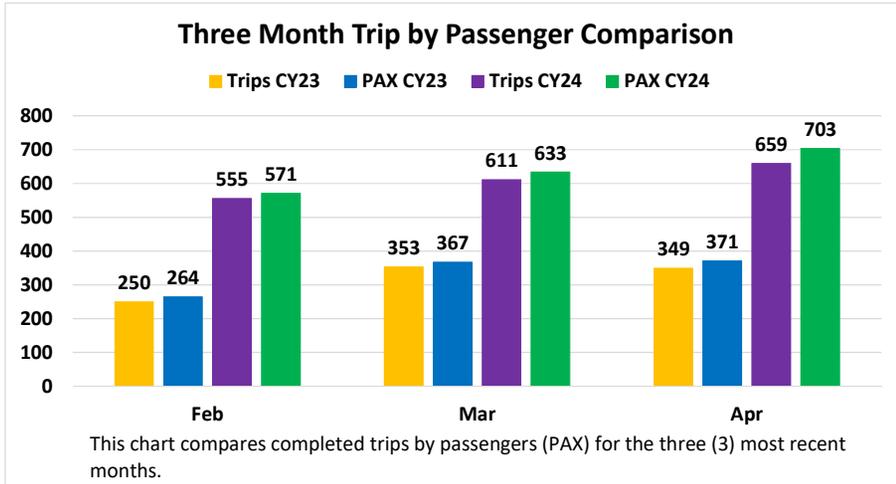
Customer Satisfaction Rating
Avg. rider trip rating: 5.0
Goal: 4.5



Palm Desert Geo-Fence Metrics CYTD 2024

Total Completed Trips: 2,413

Total Number of Passengers: 2,518



Percentage of Trips as Ridesharing: 40%.
 [Based on No. of Shared Rides for the month (262) divided by Total Trips Completed (659).]

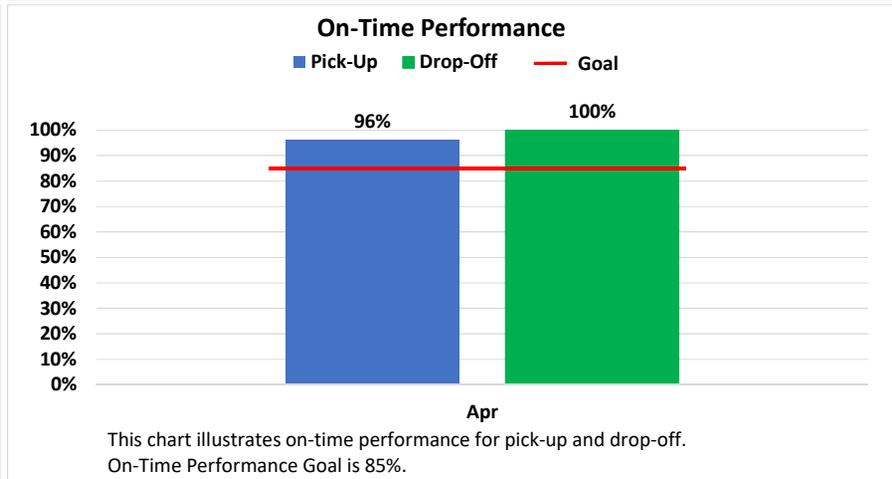
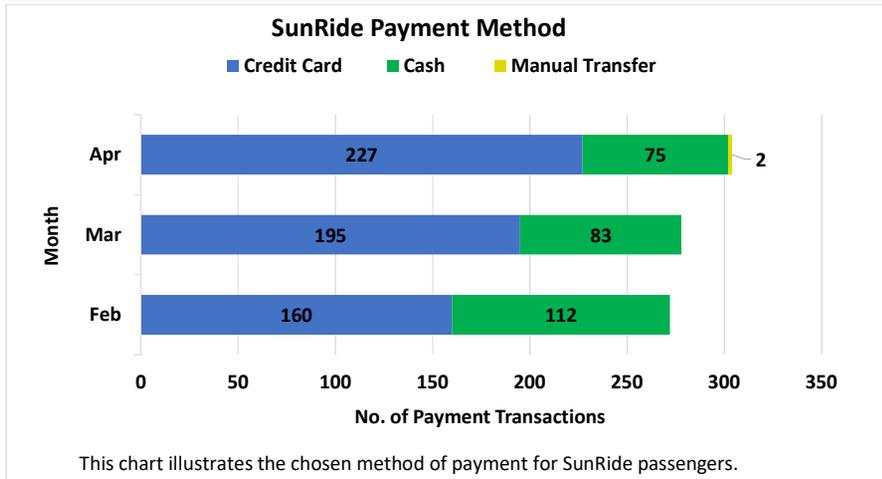
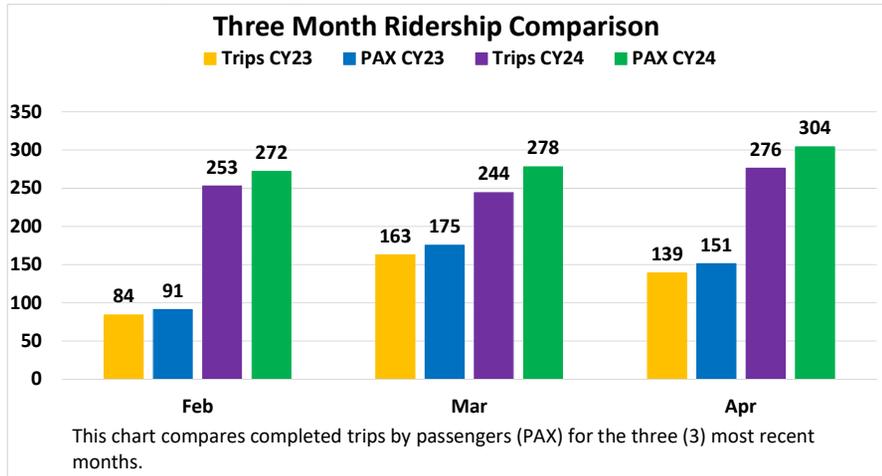
Customer Satisfaction Rating
 Avg. rider trip rating: 5.0
 Goal: 4.5

★ ★ ★ ★ ★
EXCEEDS GOAL!

Palm Springs Geo-Fence Metrics CYTD 2024

Total Completed Trips: 957

Total Number of Passengers: 1,051

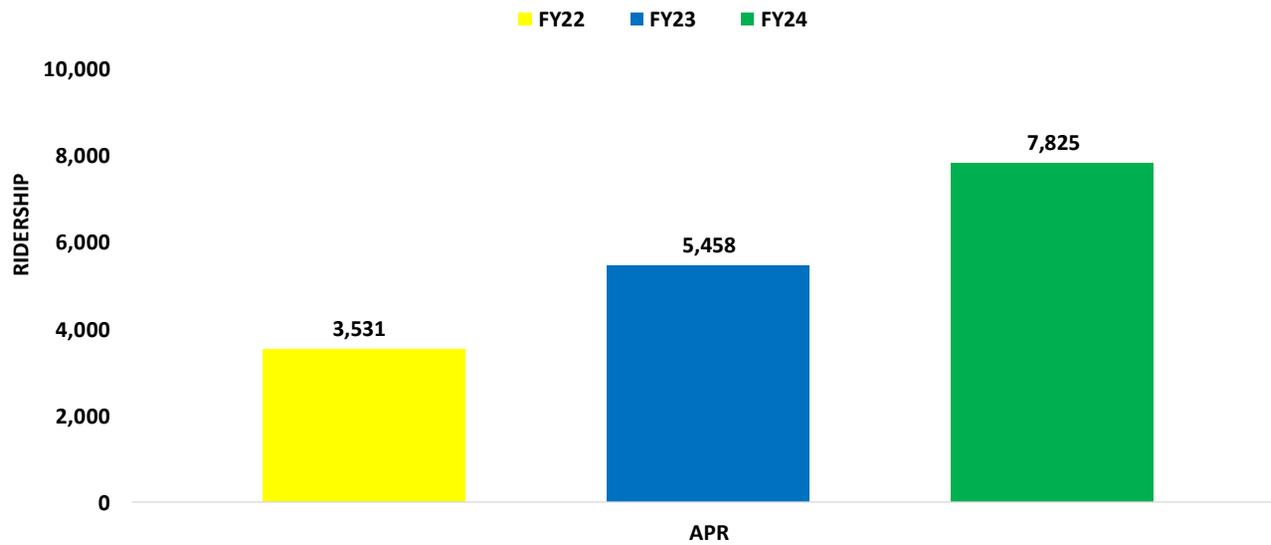


Percentage of Trips as Ridesharing: 21%.
 [Based on No. of Shared Rides for the month (59) divided by Total Trips Completed (276).]

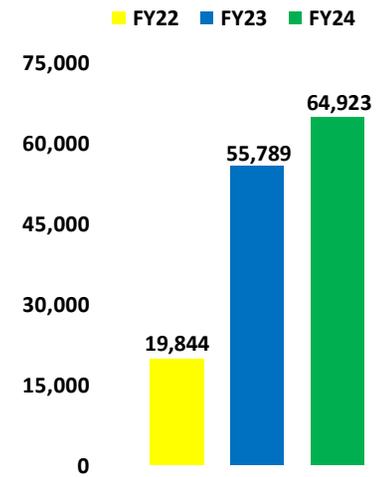
Customer Satisfaction Rating
 Avg. rider trip rating 5.0
 Goal: 4.5



Haul Pass COD Ridership - April 2024

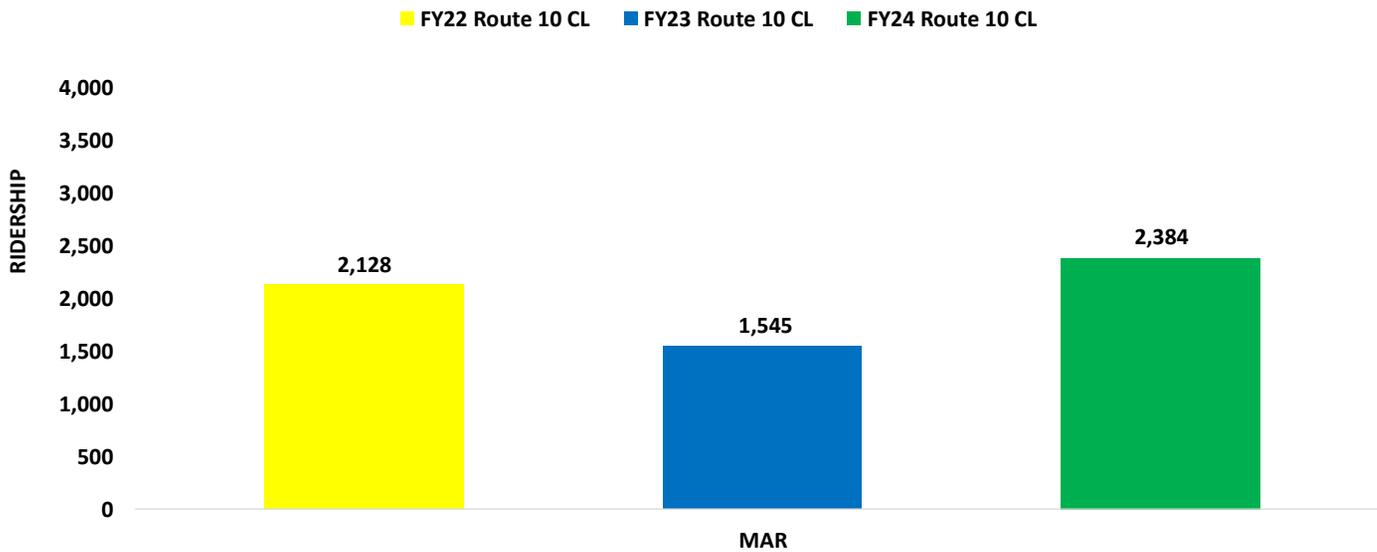


COD Fixed Route Ridership Year to Date

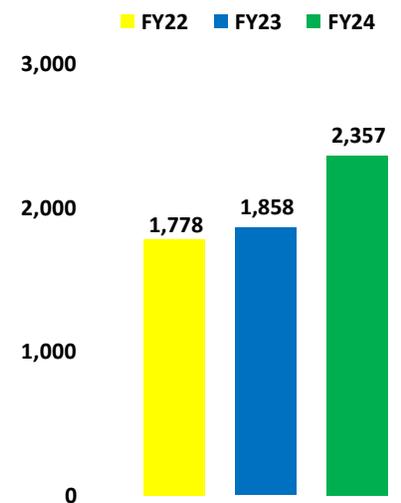


The Haul Pass program was introduced in August 2018.
This chart represents monthly ridership on the Haul Pass COD.
For the month of April 2024, Haul Pass COD contributed with 7,825 rides from 481 unique riders.

Haul Pass CSUSB Ridership - April 2024



CSUSB Fixed Route Ridership Total



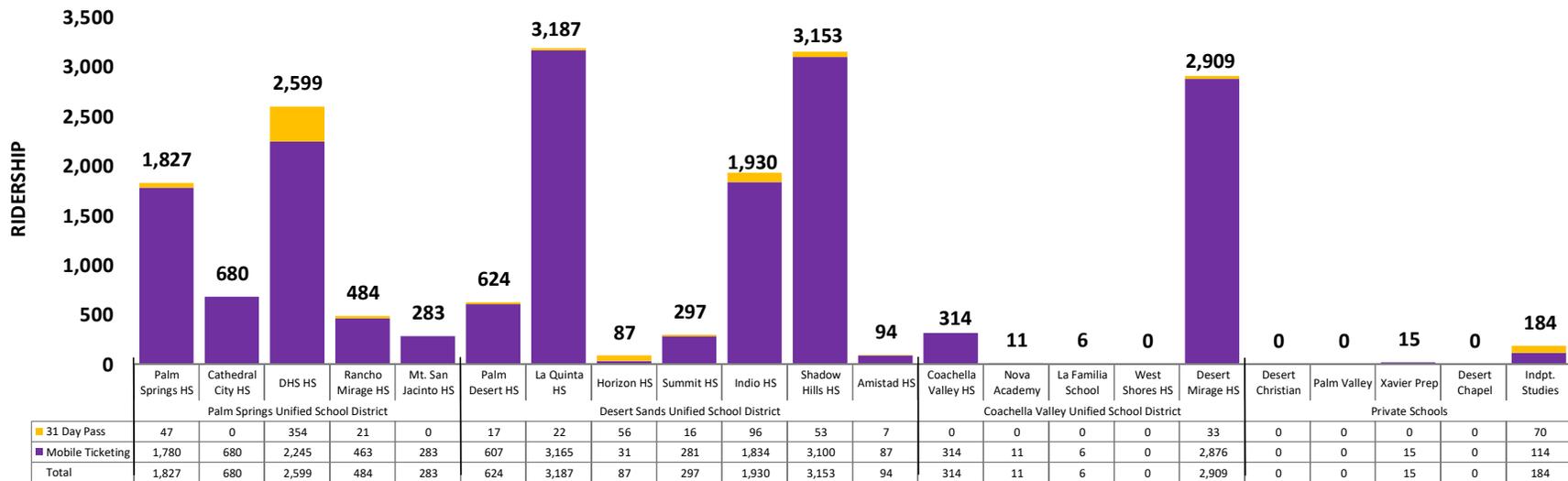
The Haul Pass CSUSB program was introduced in September 2019.

This chart represents monthly ridership on the Haul Pass CSUSB.

For the month of April 2024, CSUSB contributed 2,255 rides from 243 unique users. From that total, 1,979 rides were used on Route 10 and 276 rides on the fixed route system.

High School Haul Pass - April 2024

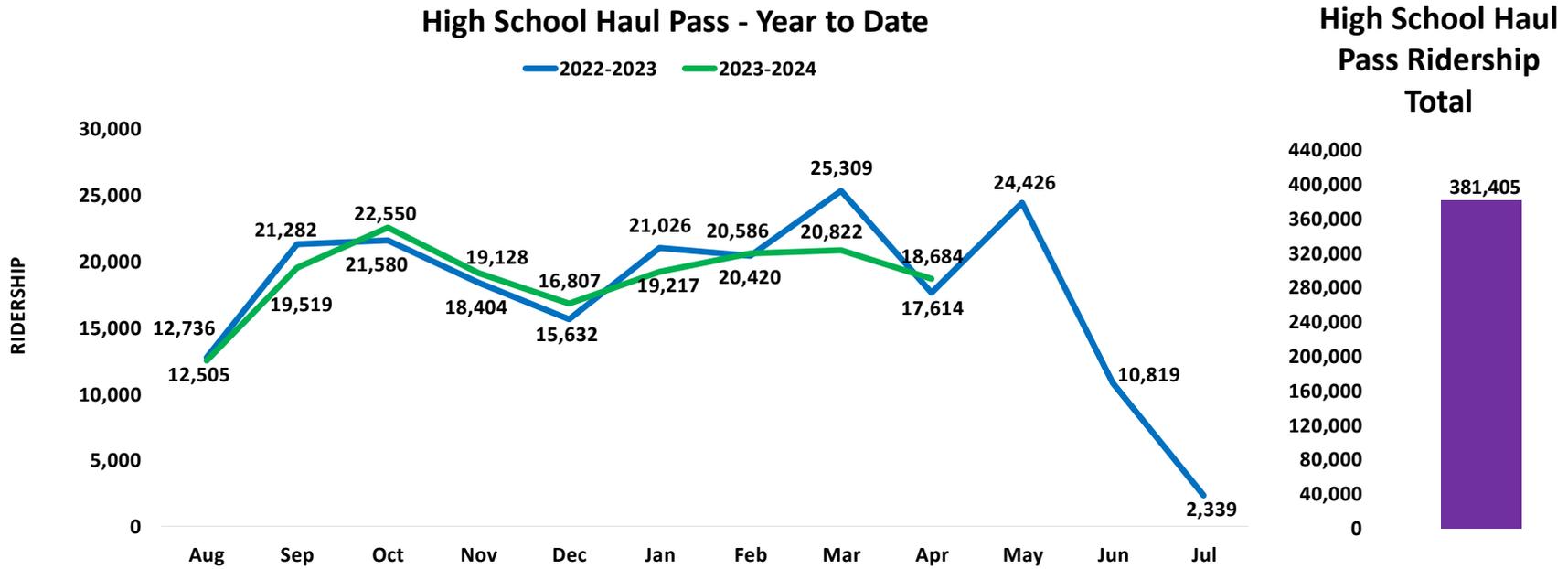
■ Mobile Ticketing ■ 31 Day Pass



The High School Haul Pass program was introduced in August 2021.

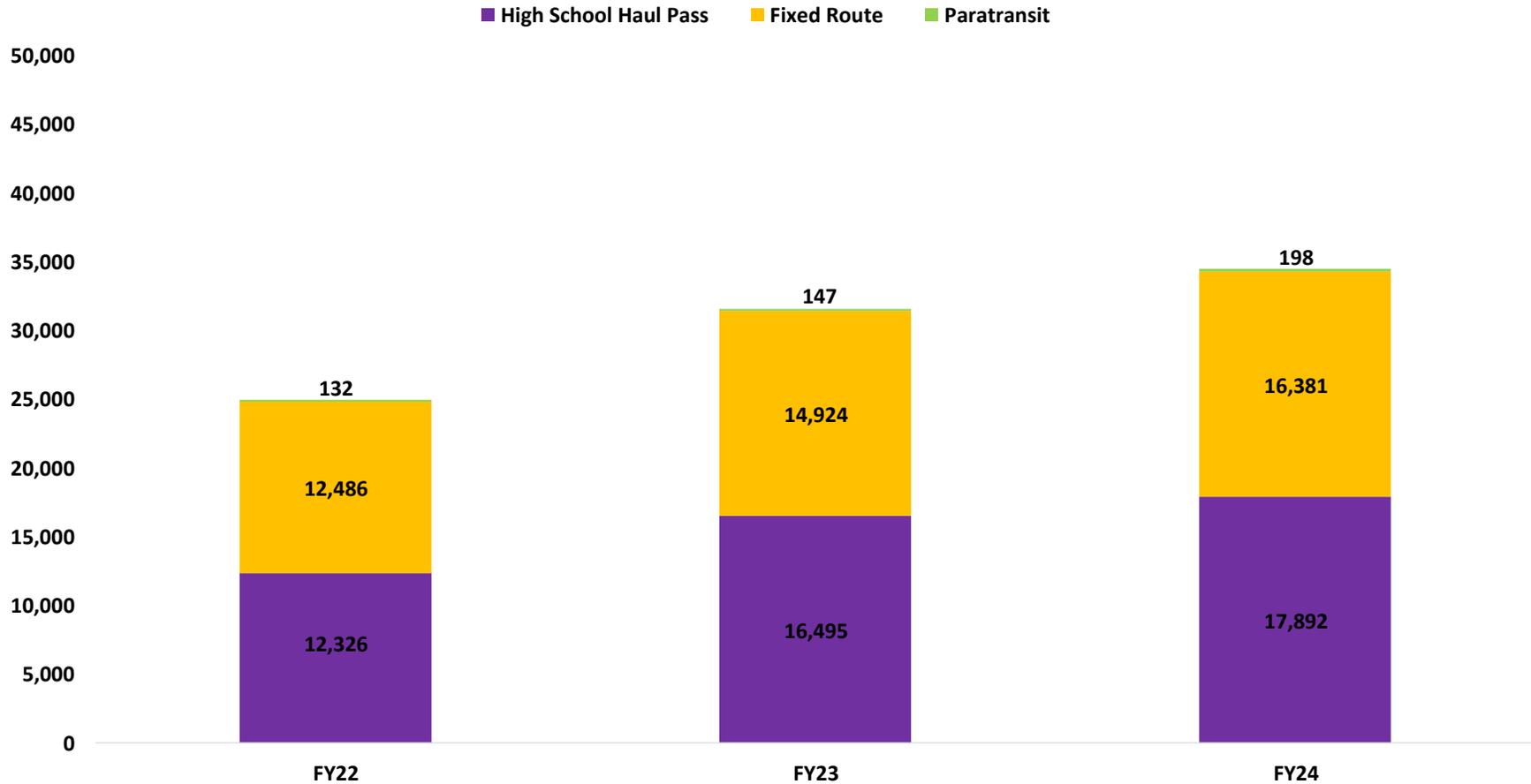
This chart represents a monthly combination of Mobile Ticketing and 31 Day Pass ridership by school for the High School Haul Pass.

The total active users as of April 2024 are 4,066 using the High School Haul Pass.



The High School Haul Pass program was introduced in August 2021.
 This chart represents monthly ridership comparison for the High School Haul Pass.
 Decrease in ridership is due to DSUSD's spring break had one more day versus last year in April.

Mobile Ticketing Usage - April 2024



This chart represents all monthly mobile ticketing usage by category based on the Token Transit app data. The total for April 2024 includes the following passes used through Token Transit: High School Haul Pass, Fixed Route, Paratransit. A total of 2,296 unique users used mobile ticketing. Unique users made a total of 34,471 rides. Decrease in High School mobile ticking is due to Spring Break vacation for PSUSD (03/26/24-04/05/24) AND DSUSD (03/29/24-04/08/24)

SunLine Transit Agency

CONSENT CALENDAR

DATE: May 22, 2024

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Board Member Attendance for April 2024

Summary:

The attached report summarizes the Board of Directors' attendance for fiscal year to date April 2024.

Recommendation:

Receive and file.

FY 23/24	Board Member Matrix Attendance													Total Meetings	Total Attended
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
Desert Hot Springs	X		X	X		X	X	X	X	X			10	8	
Palm Desert	X		X	X		X		X	X	X			10	7	
Palm Springs	X		X	X		X	X		X	X			10	7	
Cathedral City	X		X	X		X	X	X	X	X			10	8	
Rancho Mirage	X		X	X		X	X	X	X	X			10	8	
Indian Wells	X		X	X		X	X		X	X			10	7	
La Quinta	X		X	X		X	X	X		X			10	7	
Indio	X		X	X		X	X		X	X			10	7	
Coachella	X		X	X			X	X	X				10	6	
County of Riverside	X		X	X		X	X	X	X	X			10	8	

X - ATTENDED (Primary/Alternate)

DARK –

SunLine Transit Agency

DATE: May 22, 2024 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Tina Hamel, Chief Administrative Officer

RE: Amend Contract for SunRide Service

Recommendation

Staff recommends that the Board of Directors delegate authority to the CEO/General Manager to negotiate and execute an amendment with Yellow Cab of the Desert (Yellow Cab) in a new total amount not-to-exceed \$1,812,355 to enable Yellow Cab to continue providing SunRide services, subject to review and approval by SunLine's General Counsel. The proposed amendment would add \$30,000.69 in compensation due to unanticipated changes in the law and would extend the contract to March 31, 2025.

Background

On October 27, 2021, the Board delegated authority to the CEO/General Manager to negotiate and execute two (2) 15-month contracts, with two (2) one-year option periods to provide transportation services for SunLine's SunRide Microtransit Pilot Program. The aggregate contract amount, not-to-exceed \$2,225,280, was distributed between Coachella Valley Taxi (CV Taxi) and Yellow Cab based on the assigned geo-fence zone(s) throughout the life of the contracts. The amount paid to Yellow Cab from the start of the SunRide program to June 30, 2024 is \$1,054,158.82.

The SunRide Microtransit Pilot Program operates in eight (8) zones within the Coachella Valley, and its primary goals are to serve as a first and/or last-mile option for public transit riders, as well as reduce greenhouse gas emissions and total vehicle miles traveled (VMT) in the Coachella Valley. SunRide groups multiple riders in a vehicle and connects them to a fixed route bus connection or to a mutually shared, single point of interest along the fixed route network within a designated zone. As a result, the service reduces greenhouse gases and VMT in Valley communities thereby improving quality of life through cleaner air and less traffic congestion. The service also maximizes systemwide ridership.

Since the program started in 2021, SunLine has contracted with Yellow Cab to provide on-demand SunRide services. As a taxi provider in the Coachella Valley, Yellow Cab is traditionally structured to contract with independent drivers to deliver its services. As a

result, it appears that when SunLine awarded the SunRide contract to Yellow Cab, the company continued to use its independent contractors to meet the service requirements dictated in the contract. These drivers, who operated SunLine-issued vehicles, were then required to carry their own insurance and meet state and federal regulations governing their status as independent contractors.

In February 2024, Yellow Cab informed SunLine that it will now treat SunRide drivers as direct employees of its company due to the United States Department of Labor's recently implemented Final Rule for determining when a worker is an employee or an independent contractor under the Fair Labor Standards Act. The drivers' new designation as employees has resulted in Yellow Cab incurring additional costs in wages, insurance, and benefits, which were not previously budgeted, rendering the existing contract between SunLine and Yellow Cab economically infeasible. As a result, Yellow Cab requested, out of necessity, to renegotiate its contract with SunLine.

Under option year one, which ended March 31, 2024, Yellow Cab was paid an hourly rate of \$26.95 for the operation of each of the 10 SunRide vehicles in service. Upon the initiation of the second option year of the contract, Yellow Cab requested an increase in the hourly rate to \$36.95 per vehicle. According to Yellow Cab, a \$10 increase in the hourly rate per vehicle would finance increased costs such as workers' compensation insurance, payroll taxes, and other expenses related to the absorption of new employees.

On March 29, 2024, SunLine initiated option year two and entered into a ninety day contract with Yellow Cab, at the increased rate of \$36.95, to continue providing SunRide service under the original Board approved budget. Given that the budget was based on the previous rate of \$26.95 per hour per vehicle, paying the higher rate of \$36.95 will result in a budget shortfall of \$25,874.04 before the end of option year two. Although the proposed amendment is within the CEO/General Manager's authority, staff is seeking Board authorization to enter into the amendment due to the underlying contract value and significant change in compensation.

Financial Impact

SunRide Expense Summary	
\$ 2,225,280.00	Total Board Approved Value for SunRide (Co-award to Yellow Cab/CV Taxi)
\$ (442,925.69)	Total CV Taxi Expenses
\$ (802,832.31)	Actual Yellow Cab Expenses - Years 1 & 2 (1/3/22 - 3/31/24)
\$ (251,326.51)	Estimated Yellow Cab Expenses - Current Agreement (4/1/24 - 6/30/24)
\$ 728,195.49	Estimated Remaining Value as of 6/30/24
\$ (753,979.53)	Estimated Expenses through Option Year 2 (7/1/24 - 3/31/25)
\$ (25,784.04)	Projected Shortfall*
*Projection using current zones and hours of operation.	

SunLine Transit Agency

DATE: May 22, 2024 **DISCUSSION**

TO: Finance/Audit Committee
Board of Directors

FROM: Luis Garcia, Chief Financial Officer

RE: Review and Discussion of SunLine Funding and the Draft FY25
Operating and Capital Budget

Background

In accordance with the SunLine Transit Agency Joint Powers Agreement, the Board of Directors must approve an annual budget. The action for approval and adoption of the annual budget is completed at the June Board meeting. In preparation for the upcoming June Board meeting, staff has provided a draft budget for the Finance/Audit Committee's discussion and review.

The proposed operating and capital budgets for the Fiscal Year 2025 are \$49,417,378 and \$21,826,973, respectively. The proposed operating budget for FY25 represents a sustainable 4.1% increase over the FY24 budget. The proposed FY25 operating budget includes cost increases related to the two Memorandum of Understandings with the unions, maintaining current levels of service, and implementation of a compensation study.

The capital budget incorporates key projects to help further advance the Agency's capital improvement program. The capital improvement program for FY25 focuses on improving rider experience through the initiation of various plans which will help guide service and capital replacement of aging facilities and equipment. This discussion item allows the Board to either move forward with this budget for approval at the June Board meeting or hold special Finance/Audit Committee meetings during the upcoming weeks to continue discussion and allow for any modifications.

Attachments:

- Item 10a – Proposed FY25 Operating and Capital Budget Presentation
- [Item 10b](#) – Draft Proposed FY25 Operating and Capital Budget Book



ANNUAL BUDGET

FY2025



SUNLINE TRANSIT AGENCY THOUSAND PALMS, CA

ANNUAL BUDGET FISCAL YEAR 2025

BOARD OF DIRECTORS

Palm Springs: Lisa Middleton, Chair

Coachella: Denise Delgado, Vice Chair

Cathedral City: Nancy Ross

Desert Hot Springs: Russell Betts

Indian Wells: Ty Peabody

Indio: Glenn Miller

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Riverside County: V. Manuel Perez

CHIEF EXECUTIVE OFFICER/GENERAL MANAGER

Mona Babauta

SERVICE & RIDERSHIP

SunLine has experienced a continual increase in ridership for FY24. SunLine anticipates that ridership will continue to grow. Ridership has experienced slow growth nationwide, however, SunLine appears to have recovered ridership quicker than some of its peers.

The Agency's newest service, SunRide, has been a contributor to the overall increase in ridership. In FY24, SunLine introduced new microtransit zones and closely monitored existing SunRide resources to ensure they were efficient and effective.

REVENUES & SUBSIDIES

SunLine is required to meet a performance standard known as a farebox recovery ratio in order to avoid funding issues with state funding. Although farebox revenue has decreased compared to revenues prior to COVID-19, SunLine's budget is still compliant with the farebox requirement.

The proposed revenues for FY25 consist of a mix of passenger fares, federal, state, local funding, and other revenues with the main assumptions being as follows:

- The utilization of Local Transportation Funding (LTF) has an increased for FY25 due to an overall increase in available LTF funding throughout the state which is driven by sales taxes.
- Following a significant downturn in ridership in March 2020 related to the COVID-19 pandemic, SunLine has experienced an increase in passenger revenue which aligns with projected ridership increases.
- In August 2018, SunLine launched its Haul Pass Program to improve student access to Coachella Valley's colleges and university. Both the College of the Desert (COD) and the California State University, San Bernardino (CSUSB) Palm Desert Campus are partners. COD and CSUSB underwrite the cost of the passes for their students. In FY22, Sunline expanded the program to include high school students. The Haul Pass program for high school students is funded through a grant from the Low Carbon Transit Operations Program (LCTOP).

CAPITAL PROJECTS

The capital budget incorporates key projects to help further advance the Agency’s Capital Improvement Program (CIP). The CIP for FY25 focuses on riders, replacing employee equipment and facilities and continuing SunLine’s investment in alternative fuel technology for vehicles and infrastructure.

New Projects

There are 14 capital projects being requested in FY25 for total amount of \$21.8M which include new projects and additional funding for existing projects. These projects represent an emphasis on innovation while aligning with the Agency’s Board approved Innovative Clean Transit (ICT) plan. The requests in FY25 will be in addition to the existing CIP. These projects cover the replacement of aging facilities and equipment. They support replacement and rehabilitation of existing assets as well as continue the advancement of alternative fuel technology. The most notable new projects for FY25 include studies, planning and engineering required to properly replace the Agency’s aging facilities and equipment.

Project Description	Capital Project Number	Total Amount of Funds
Microgrid	SL-25-01	625,000
Facility Maintenance Upgrade & Equipment	SL-25-02	400,000
IT Projects	SL-25-03	100,000
Bus Stop Improvement	SL-25-04	300,000
Safety Enhancements	SL-25-05	50,000
Project Management and Administration	SL-25-06	100,000
Bus Rehabilitation	SL-25-07	200,000
Purchase of Specialized Tools and Fueling Equipment	SL-25-08	50,000
Office Furniture and Equipment	SL-25-09	50,000
Construction of New Maintenance Facility	SL-25-10	16,000,000
A&E of New Maintenance Facility	SL-25-11	2,978,027
Purchase of One (1) Fuel Cell Hydrogen Electric Bus	SL-25-12	1,100,000
Radio System Replacement Phase III	SL-25-13	2,361,500
Branding & Marketing Study	SL-25-14	500,000
IT Projects	SL-24-10	(320,000)
Purchase of Paratransit Vehicles (15)	SL-24-09	(2,667,554)
Sub-total Capital		21,826,973

Existing Projects

The following table represents the Agency's existing capital program. The new capital projects proposed for FY25 would be in addition to the funding identified below.

Project	Project Description	Project Status	Total Project Funding Balance
Vehicles & Vehicle Improvements			\$ 34,996,139
Purchase of Hydrogen Fuel Cell Bus (7)	Purchase of replacement fixed route vehicles to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Project for eight (8) total buses approved by the Board of Directors at the June 2023 board meeting. Project split by into two line items to differentiate between AQMD funding and other funding.	\$ 9,742,374
Purchase of Battery Electric Buses (6)	Purchase of replacement fixed route vehicles to replace buses that have exceeded their useful life of 12 years of 500,000 miles. The competitive funding for the buses and included electrical chargers were awarded to the agency as part of a competitive Low Now funding application.	Project not started. Staff will be working with FTA for a potential change from battery to fuel cell bus types.	7,064,109
Purchase of Hydrogen Fuel Cell Bus (1)	Purchase of replacement fixed route vehicles to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Project for eight (8) total buses approved by the Board of Directors at the June 2023 board meeting. Project split by into two line items to differentiate between AQMD funding and other funding.	1,391,356

Purchase of Fuel Cell Bus (1)	Purchase of replacement fixed route vehicle to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Project not started. Staff is planning to purchase buses from Riverside Transit Agency but will review the active fleet at that point to determine how many new replacement buses can be purchased with available funding.	768,000
Purchase of Fuel Cell Bus (1)	Purchase of replacement fixed route vehicle to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Project not started. Staff is planning to purchase buses from Riverside Transit Agency but will review the active fleet at that point to determine how many new replacement buses can be purchased with available funding.	649,088
Replacement of Fixed Route Bus (CNG)	Purchase of replacement fixed route vehicle to replace buses that have exceeded their useful life of 12 years of 500,000 miles.	Project not started. Staff is planning to purchase buses from Riverside Transit Agency but will review the active fleet at that point to determine how many new replacement buses can be purchased with available funding.	450,304
Expansion Fixed Route Bus (Fuel Cell)	Purchase of expansion fixed route vehicle.	Project not started. Staff is planning to purchase buses from Riverside Transit Agency but will review the active fleet at that point to determine how many new replacement buses can be purchased with available funding.	382,147

Expansion Fixed Route Bus (Motor Coach)	This project will allow the purchase of one (1) additional MCI bus to meet the needs of the Agency.	The vehicle has been delivered. However, there have been issues that the manufacturer needs to address before the vehicles are placed into revenue service. The project team will begin the process to close this project once the vehicle is repaired and officially placed into service.	45,857
Sub-total Fixed Route Vehicles			20,493,236
Purchase of Paratransit Vehicles (15)	This project will allow the replacement of fifteen paratransit vehicles that have met their useful life.	Project not started.	3,600,000
Purchase of Paratransit Vehicles (10)	This project will allow the replacement of ten (10) paratransit vehicles that have met their useful life.	Board approved the purchase at the July 2023 and the vehicles are expected in May 2024.	2,322,092
Sub-total Demand Response Vehicles			5,922,092
Micro Transit Expansion (4)	This project will allow the procurement of two (2) micro transit Chrysler Voyager vehicles that are ADA accessible.	Both vehicles have been received and the project will be closed out.	170,576
H2 Vehicle Demonstration	This project will support the make ready costs for the demonstration of four (4) 22-foot hydrogen fuel cell vehicles. Vehicles to be demonstrated in Agency service including the ability to assign to microtransit.	All four (4) vehicles have been delivered but are not yet ready to be placed into service.	36,178
Sub-total Micro Transit Vehicles			206,753

Purchase of Stops & Zones CNG Trucks (3)	Purchase of three (3) support trucks to replace the current vehicles that have met their useful life.	The vehicles have been manufactured but are waiting CARB certification for the CNG conversion before the vehicles are completed and delivered to SunLine.	209,661
Purchase of Shop Service CNG Vehicle (1)	This project is for the purchase of a shop service vehicle to support the Maintenance and Transportation departments.	The vehicles have been manufactured but are waiting CARB certification for the CNG conversion before the vehicles are completed and delivered to SunLine.	159,400
Purchase of Administrative Vehicles (2)	This project is for the purchase of two (2) support vehicles.	A revised project initiation has been completed and procurement will begin in the second quarter of calendar year 2024.	119,971
Sub-total Support Vehicles			489,032
CNG Bus Refurbishments (12)	Refurbishment of 12 CNG buses to extend their useful life. This will allow time to obtain zero emission replacement buses.	Staff is working with the vendor and FTA to change the scope of the project to have different buses refurbished.	3,400,000
Bus Rehabilitation	This project allocates funding to ensure that the Agency's vehicles remain in a state of good repair.	Project not started.	505,853
Sub-total Bus Rehabilitation			3,905,853
Radio Replacements & ITS Phase 2	This project will allow the replacement of the current radio system and includes funding for a replacement ITS system for the fleet.	Project not started. This project will be initiated once the first phase of the radio project has been awarded and a determination of the estimated costs are finalized.	2,798,000

Radio Replacements Phase 1	This project will allow the replacement of the current radio system from analog to cellular services that will improve the day-to-day operational communications of SunLine's Transportation department.	Board approved agreement with Clever Devices at the February 2024 meeting. Project with vendor will begin in the second quarter of CY2024.	1,012,221
Sub-total Radio Replacements			3,810,221
Fare Collection Modernization (Study)	This project will allow the Agency to conduct a study of its fare collection mechanism and provide recommendations on new technology to replace the existing fareboxes.	Project not started.	100,000
H1 Vehicle Demonstration	This project will support the make ready costs for the demonstration of one (1) hydrogen fuel cell vehicle.	Vehicle has been delivered but it is not yet ready to be placed into service.	68,952
Sub-total Others			168,952
Facilities & Stations			\$ 40,229,455
Public Hydrogen Station Expansion	This project will allow the Agency to provide hydrogen to the public through 700 bar dispensers.	Project not started.	9,725,000
Liquid Hydrogen Refueling Infrastructure	The new liquid hydrogen station will include liquid storage, compression equipment, gaseous storage and dispensing, providing both additional capacity and resiliency for the existing fueling infrastructure. The new station will be capable of dispensing fuel at 350 and 700 bar.	Project is anticipated to be commissioned in June 2024.	8,954,923

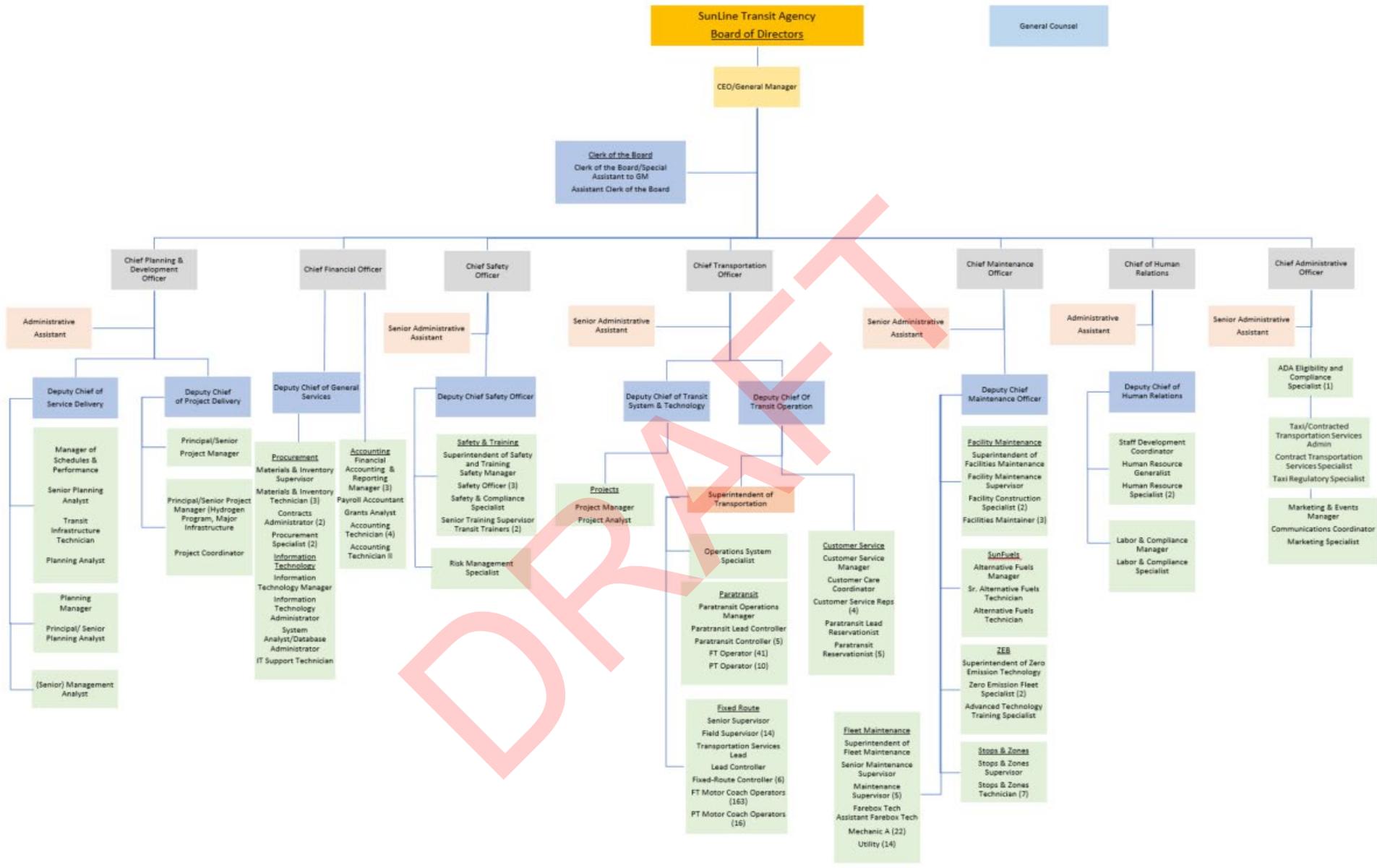
Liquid Hydrogen Trailer	The new liquid hydrogen station in Indio would allow the Agency to fuel hydrogen fuel cell buses on the East end of the Valley and provide an opportunity for the public to access hydrogen.	Utility upgrades are currently being planned and discussed with IID to support power requirements of new station and backup generator.	3,523,000
Center of Excellence	This project is for the construction of a facility to serve as a training center and maintenance bay for zero-emission vehicles.	Bids received were higher than what was originally anticipated by the project team. Staff is currently reviewing the scope and will look to allocate additional funding.	3,498,926
Microgrid to Hydrogen	The microgrid will utilize power generated through solar panels to stored onsite in batteries. The project will reduce operating costs and provide for additional resiliency from green power.	Land has been purchased. The next step is the planning phase for the solar panels.	2,888,789
Coachella Transit Hub	This project is in conjunction with a grant awarded to SunLine as part of the Affordable Housing Sustainability Community Grant. SunLine, along with the City of Coachella, will construct sustainable transportation infrastructure to provide transportation related amenities.	The vendor has initiated construction and is anticipated to be completed in the Q3 of CY24.	1,886,224
Indio CNG Station Upgrade	The project will upgrade the existing equipment and CNG station in Indio.	Project not started.	2,277,000
Electrolyzer	This project deployed five (5) new 40-foot fuel cell electric buses along with the upgrade of SunLine's existing hydrogen refueling station with a new electrolyzer.	Contractor failed to meet site acceptance test by the December 2023 deadline. Staff is actively working on the next steps of the project.	784,359

Bus Stop Improvements	Bus stop improvements funds are utilized to replace and install new amenities in locations that meet the Agency's ridership and equity standards.	Project ongoing.	969,444
Operator's Training Ground	The project will allow the Agency to begin the initial stages of the plan to utilize its existing land to develop an area where operators can be trained on how to maneuver buses in a safe location.	Project not started.	1,000,000
Asphalt & Concrete Upgrade	The project will allow the Agency to maintain the asphalt and concrete at its Thousand Palms division in a state of good repair.	Project not started.	1,000,000
Design & Construction of New Storage Building	This project would allow the Agency to construct a new pre-fabricated building for the Facility Maintenance staff.	Project not started.	800,000
Facility Maintenance Upgrade	This project will support the purchase of equipment and facility improvements.	Ongoing.	573,429
SoCal Gas Demonstration Project	SunLine, in partnership with the Southern California Gas Company, will install, test, monitor, and demonstrate a Steam Methane Reformer (SMR) in various operating conditions at SunLine's Thousand Palms facility.	Commissioning phase and equipment integration is anticipated to be completed in the second quarter of calendar year 2024.	494,200
Automatic Transfer Switch (ATS) T-1 & T-2	This project will upgrade the existing connection to the maintenance building by converting it to an automatic transfer switch and will connect the operations building to the backup generator.	Project being revised to replace existing generator with a new generator capable of supporting the new liquid hydrogen station as well as the operations and maintenance buildings.	362,382
Upgrade Gate and Guard Shack	This project will make upgrades to the existing entrance and guard shack	Project not started.	277,150

	at the main entrance to the Thousand Palms facility.		
Facility Improvements	This project will support the purchase of facility improvements.	Ongoing.	324,000
Maintenance Facility Modernization (Study)	The project would assist the Agency conduct a study for future plans for the maintenance facility.	Project has been initiated.	200,000
Repair of Division 1 Maintenance Roof	The project will allow the Agency to make repairs to the roof in the maintenance shop at its Thousand Palms division.	Project not started.	200,000
Indio Facilities Improvements	The project would allow the Agency to make improvement and repairs to the Indio division property.	Ongoing.	153,923
Thousand Palms Facilities Improvements	This project will support the purchase of facility improvements.	Ongoing.	32,942
Upgrade Division 1 Fence	This project will allow the Agency to make upgrades to the fence surround the property at the Thousand Palms division.	Project not started.	100,000
Replace Vehicle Lift Equipment	This project will allow the Agency to repair existing lifts by replacing vital components.	Project is expected to be completed by the end of the second quarter of calendar year 2024.	98,000
Perimeter Lighting Division 1	Installation of perimeter lighting to enhance the safety and security of the Thousand Palms facility.	Project not started.	80,000
Operations Facility Replacement	Build and construction of an operations facility.	Project completed.	25,764
Equipment			\$ 17,282,731

Bus Chargers	Purchase of bus chargers to support the purchase for six (6) new electric buses. The competitive funding for the buses and included electrical chargers were awarded to the agency as part of a competitive Low Now funding application.	Project not started.	16,679,854
Tools & Equipment	This project will support the purchase of equipment needed in the maintenance department.	Project not started.	322,000
Miscellaneous Equipment	The project will allow the replacement of existing assets once they have met their useful life.	Project not started.	280,877
Systems			\$ 2,649,184
Project Management & Administration	This project allows the Agency to capitalize project management costs from third party contractors. Funding will be used when individual project costs do not allow for project management or do not have the budget to support project management.	Project is ongoing.	584,600
Software Expansion	This project would facilitate the Agency's need for software upgrades across its operations.	Project not started.	600,000
Information & Technology	The project focuses on the purchase of information technology equipment such as servers, switches and battery backup systems, desktop replacements.	Project is ongoing.	694,789
Transit Asset Management	This project will allow the purchase of an asset management tool for the Maintenance Department.	Team is actively working with vendor to launch the software. Training is being conducted in April and initial go-live is scheduled for May 2024.	230,963

Access Control Surveillance	This project will allow the procurement and installation of new access control systems around the Agency.	Work has begun and the project is anticipated to be closed by the end of the second quarter of calendar year 2024.	106,458
Safety Projects	This project will be allow the Agency to improve overall safety of its facilities by enhancing the perimeter fence, gates and surveillance.	Project not started.	200,000
Real Time Surveillance System	This project is to add real time video surveillance to all Agency support vehicles.	Project not started.	90,000
Timekeeping Software Integration	This project is to replace an existing timekeeping interface between two software systems within the Agency.	Project has been completed.	82,374
Safety Enhancements	This project will be allow the Agency to improve overall safety of its facilities by enhancing the perimeter fence, gates and surveillance.	Project not started.	60,000
Grand Total			\$ 112,655,579



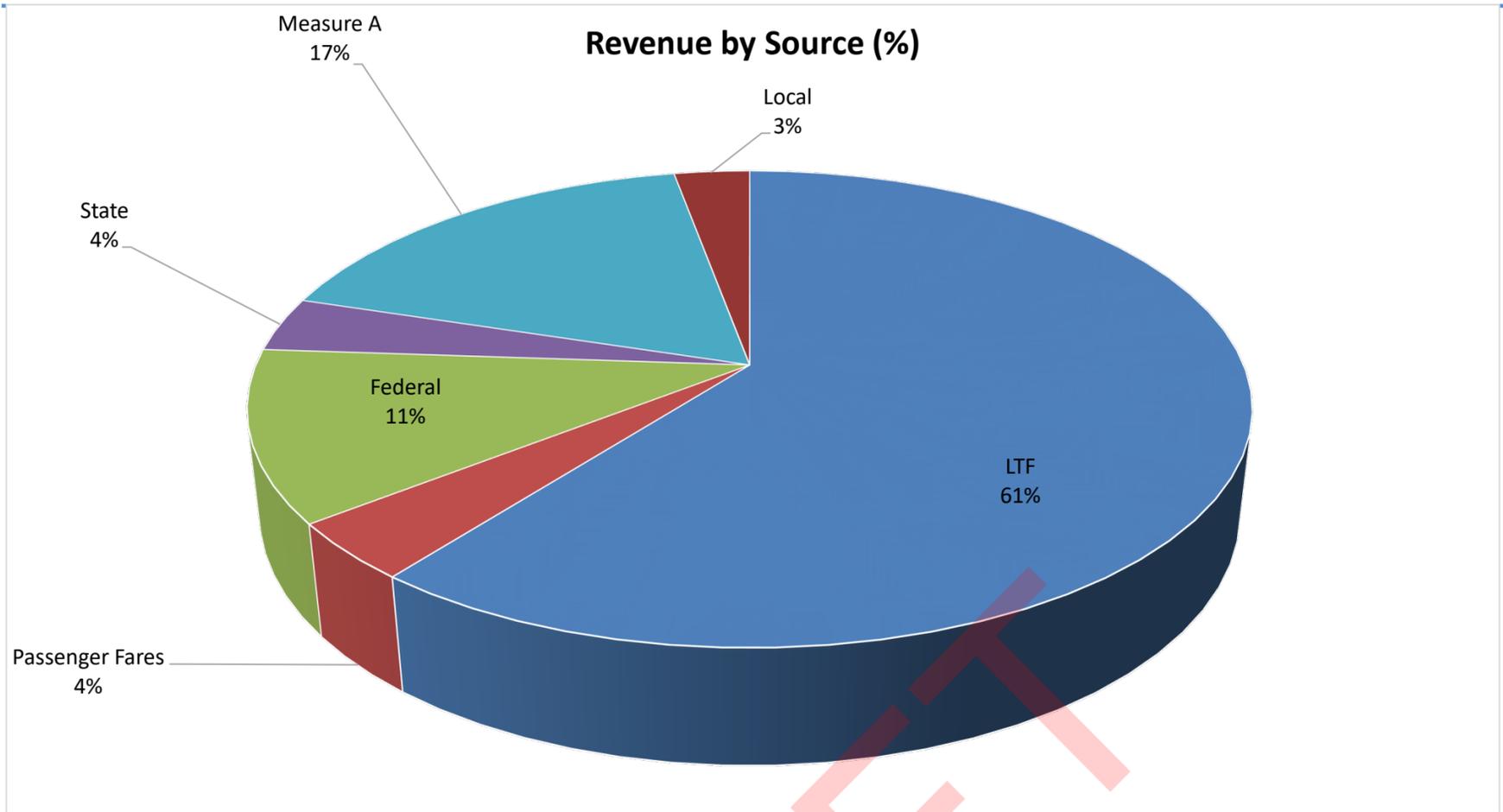
AGENCY PERSONNEL SUMMARY

Department	FY24 Approved FTE's	FY25 Proposed Base FTE's	Variance
EXECUTIVE OFFICE			
Executive Office (40)	8.00	3.00	(5.00)
HUMAN RESOURCES OFFICE			
Human Resources (32)	6.00	9.00	3.00
CAPITAL PROJECT DELIVERY OFFICE			
Capital Project Delivery (44)	12.00	4.00	(8.00)
ADMINISTRATIVE OFFICE			
Marketing (31)	4.00	6.00	2.00
Customer Service (45)	12.00	6.00	(6.00)
SAFETY AND SECURITY OFFICE			
Safety and Security (15)	13.75	12.00	(1.75)
TRANSPORTATION OFFICE			
Operations - Fixed Route (11,12)	204.00	178.00	(26.00)
Operations - Paratransit (13, 14)	55.50	59.00	3.50
PLANNING OFFICE			
Planning (49)	4.00	8.00	4.00
FINANCE OFFICE			
Finance (41)	22.00	22.00	-
Information Technology (42)	4.00	2.00	(2.00)
MAINTENANCE OFFICE			
Maintenance (21, 22)	52.00	53.00	1.00
SunFuels (10)	3.00	3.00	-
Facilities Maintenance (23, 24)	8.00	8.00	-
Stops & Zones (25)	8.00	8.00	-
Total FTEs	416.25	381.00	(35.25)

Notes:

- Full-time employees (FTEs) may be less than one (1) due to salaries being allocated to capital grants, or for part time employees.

REVENUE SUMMARY



Sources of Funding (Operating)	FY24 Approved Budget	FY24 Estimates	FY24 Variance	FY25 Proposed Budget	FY25 Variance	Type
Emission Credit Revenue	-	100,000	100,000	1,840,663	1,840,663	Local
CARES Act FTA Section 5311(f)	208,681	208,681	-		(208,681)	Federal
ARPA FTA Section 5311	410,551	410,551	-		(410,551)	Federal
ARPA FTA Section 5307	325,000	325,000	-	120,000	(205,000)	Federal
CMAQ	680,000	680,000	-	380,000	(300,000)	Federal
Clean Cities	50,000	-	(50,000)		(50,000)	State
California Energy Commission	200,000	10,000	(190,000)	100,000	(100,000)	State
Haul Pass & Commuterlink	181,000	181,000	-	181,000	-	Local
Farebox - Fixed Route	1,332,606	1,400,000	67,394	1,491,935	159,329	Sales
Farebox - Paratransit	197,937	190,000	(7,937)	299,958	102,021	Sales
SunRide Revenue	20,421	50,000	29,579	25,000	4,579	Sales
FTA Section 5307	7,452,669	7,452,669	-	4,285,218	(3,167,451)	Federal
California Air Resource Board	200,000	-	(200,000)	200,000	-	State
FTA Section 5311	417,464	417,464	-	429,768	12,304	Federal
FTA Section 5311(f)	300,000	300,000	-	300,000	-	Federal
Local Transportation Funds (LTF)	25,925,542	25,925,542	-	28,829,900	2,904,358	State
Low-Carbon Transit Operations Program	433,333	433,333	-	1,458,436	1,025,103	State
Measure A	8,275,000	8,275,000	-	8,238,000	(37,000)	Local
SunFuels - Outside Sales	819,670	1,100,000	280,330	1,200,000	380,330	Sales
Taxi Voucher (Passenger Sales)	37,500	37,500	-	37,500	-	Sales
Total Operating Revenue	47,467,374	47,496,740	\$ 29,366	49,417,378	1,950,004	

Notes:

- The FY24 variance reflects the difference between FY24 estimates and FY24 approved budget. The FY25 variance indicates the difference between FY25 proposed budget and FY24 approved budget.

REVENUE & FUNDING SOURCES

In addition to passenger and other revenues, the Agency receives a mix of funding from federal, state, and local funding sources. These are utilized to fund the operation of nine (9) routes, connecting the Coachella Valley from Desert Hot Springs and Palm Springs in the northwest to Mecca, Oasis, and North Shore in the east, one (1) express line on hwy 111 and one (1) regional Commuter route operating between Indio and San Bernardino. The Agency's service includes complementary paratransit service to locations within 3/4 miles of the local fixed route network. An overview of each funding source is outlined below.

CARES ACT & ARPA FTA SECTION 5311 & 5311(f)

The CARES Act & ARPA funding includes provisions for new transit funding to assist transit providers during the COVID-19 pandemic. Eligible expenses include Projects for preventing, preparing for, and responding to the COVID-19 disease such as: operating costs to maintain service, lost revenue due to COVID-19 public health emergency, purchase of personal protective equipment associated with response to the pandemic, administrative leave salaries for operations personnel.

HAUL PASS

In August 2018, SunLine launched its Haul Pass Program to improve student access to Coachella Valley's colleges and university. Both the College of the Desert (COD) and the California State University, San Bernardino (CSUSB) Palm Desert Campus are partners. COD and CSUSB underwrite the cost of the passes for their students. In FY22 SunLine expanded the program to include high school students. The Haul Pass program for high school students is funded through a grant from the Low Carbon Transit Operations Program (LCTOP).

CONGESTION MITIGATION & AIR QUALITY (CMAQ)

CMAQ funds are used to support the SunRide and the proposed Route 1X.

EMISSIONS CREDITS (SALES OF FUEL CREDITS)

Included within AB 32 is the Low Carbon Fuel Standards (LCFS) program which regulates the carbon content of transportation fuels through the designation of regulated parties for various types of fuels. CNG is considered a low carbon fuel and is exempt from all LCFS regulation unless the Regulated Party wishes to earn and trade their LCFS credits. Under California Air Resources Board (CARB) regulations, the Agency, as the owner of the CNG fueling stations, can earn LCFS credits for CNG Therm usage. Those credits may then be sold to other entities that have difficulty attaining the legislated standards for their carbon cap limits. These entities will be able to purchase carbon credits to offset their carbon deficits.

FAREBOX

Farebox revenues are generated from the collection of passenger fares and ticket sales. This revenue is projected based on historical data and planned service levels.

FTA SECTION 5307

REVENUE & FUNDING SOURCES

Section 5307 is a Federal Urbanized Area Formula Fund authorized under MAP 21 legislation which apportions federal funding on factors such as urbanized area population and ridership.

CALIFORNIA ENERGY COMMISSION AND CALIFORNIA AIR RESOURCES BOARD

The California Energy Commission (CEC) and California Air Resources Board (CARB) are two State agencies that focus on reducing green house gas emissions. Funding for FY24 will be utilized for training and curriculum for the Center of Excellence.

FTA SECTION 5311/5311(f)

Section 5311 is a Federal Rural Area Formula Fund authorized under MAP 21 legislation which apportions federal funding in support of transportation services in rural areas (< 50,000 population). Section 5311(f) is funding allocated for intercity bus operations.

CLEAN CITIES

In 2021, SunLine became a member of the Clean Cities Program. Under this Program, SunLine was designated as Clean Cities Coordinator for the Coachella Valley. The Program was formed in 1993 by the U.S. Department of Energy in coordination with the Environmental Protection Agency. SunLine has leveraged its designation as Coordinator to receive funding to support various data tracking and reporting activities related to our existing use, and production of alternative fuels.

LOCAL TRANSPORTATION FUND (LTF)

This funding is derived from a 1/4 cent of the general sales tax collected statewide.

LOW-CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)

LCTOP funding was created from the Transit, Affordable Housing, and Sustainable Communities Program in 2014. The program provides operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility with a priority on disadvantaged communities.

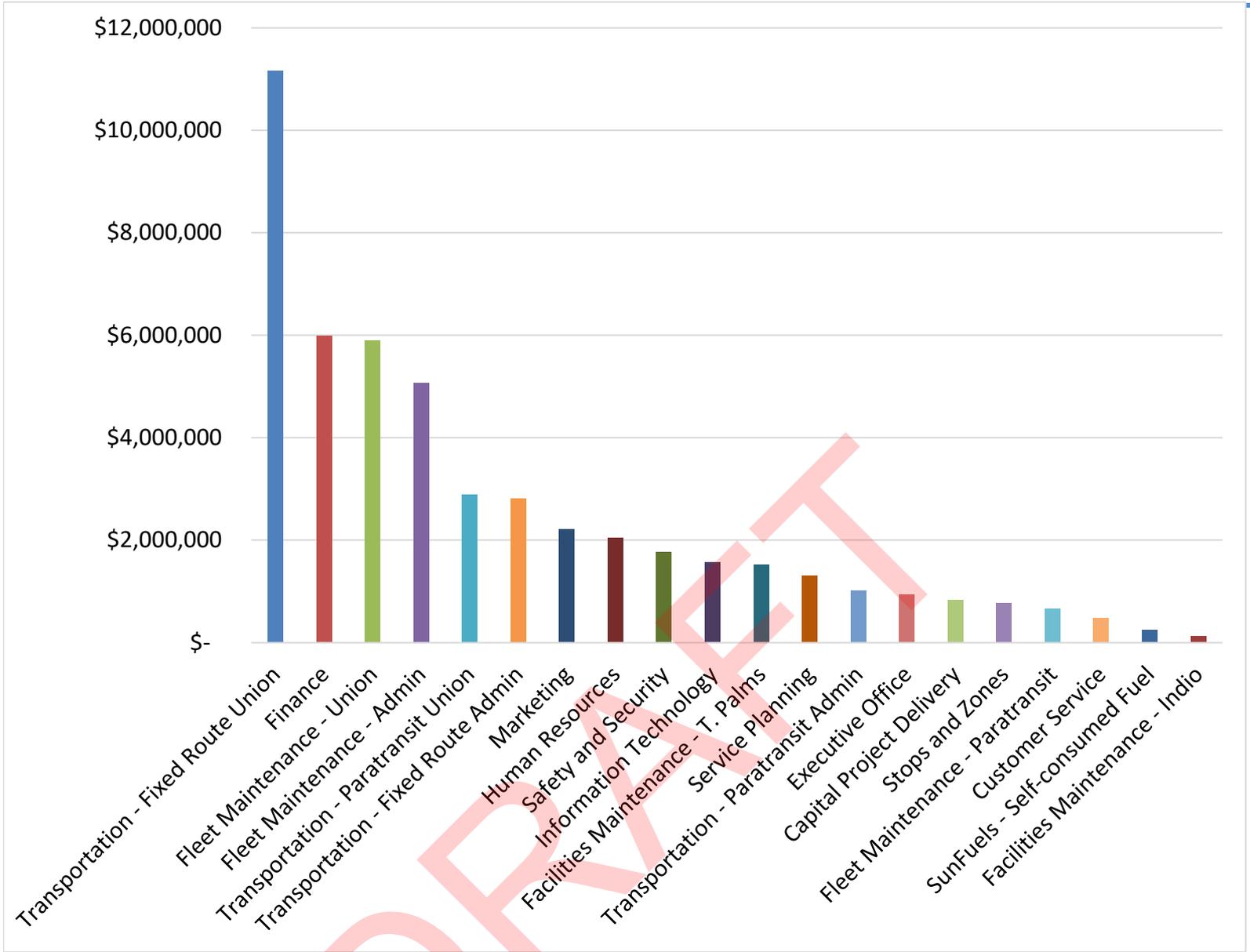
MEASURE A

Measure A is local funding for specialized transportation projects approved by voters in 1988. This funding is a half-cent sales tax for Riverside County and was re-approved by voters in 2002. This funding will continue until 2039.

TAXI VOUCHER PROGRAM (Passenger Sales)

This revenue is generated from customers purchasing taxi vouchers from SunLine as part of our Taxi Voucher Program. The customer receives a match from SunLine for the amount paid (\$1 for \$1). Customers are limited to a programmed limit per month and can reload their cards during a specific time frame.

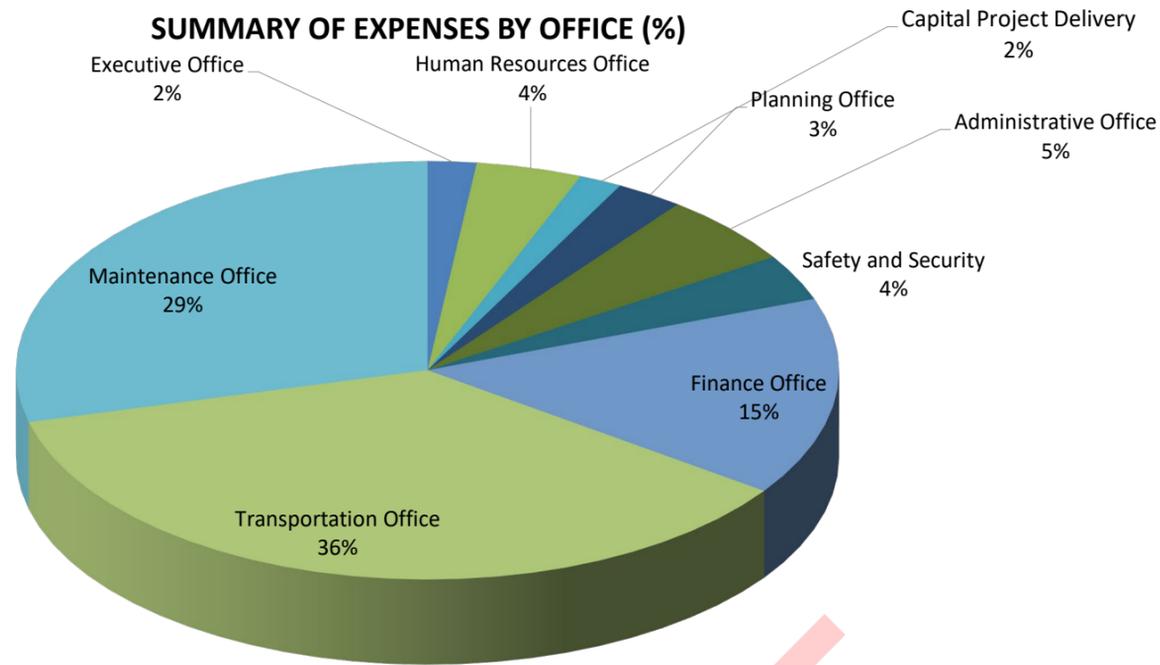
EXPENSE SUMMARY



EXPENSE SUMMARY

Division	Division Name	FY24 Approved Budget	FY25 Proposed Budget	Variance
EXECUTIVE OFFICE				
40	Executive Office	2,090,657	946,981	(1,143,676)
ADMINISTRATIVE OFFICE				
31	Marketing	729,046	2,219,209	1,490,163
45	Customer Service	798,838	487,878	(310,960)
HUMAN RESOURCES OFFICE				
32	Human Resources	793,435	2,054,730	1,261,295
CAPITAL PROJECT DELIVERY OFFICE				
44	Capital Project Delivery	1,545,181	835,509	(709,672)
SAFETY AND SECURITY OFFICE				
15	Safety and Security	2,716,819	1,769,513	(947,306)
FINANCE OFFICE				
41	Finance	5,460,039	5,986,703	526,664
42	Information Technology	1,711,571	1,579,094	(132,477)
TRANSPORTATION OFFICE				
11	Transportation - Fixed Route Admin	2,431,209	2,817,622	386,413
12	Transportation - Fixed Route Union	10,608,196	11,167,500	559,304
13	Transportation - Paratransit Admin	724,898	1,024,557	299,659
14	Transportation - Paratransit Union	2,769,620	2,890,155	120,535
PLANNING OFFICE				
49	Service Planning	550,393	1,308,073	757,680
MAINTENANCE OFFICE				
10	SunFuels	819,669	254,919	(564,750)
13	Fleet Maintenance - Paratransit	714,591	670,551	(44,040)
21	Fleet Maintenance - Admin	5,742,244	5,073,699	(668,545)
22	Fleet Maintenance - Union	5,021,865	5,906,781	884,916
23	Facilities Maintenance - T. Palms	1,349,549	1,524,971	175,422
24	Facilities Maintenance - Indio	125,095	123,250	(1,845)
25	Stops and Zones	764,459	775,684	11,225
Total		47,467,374	49,417,378	1,950,004

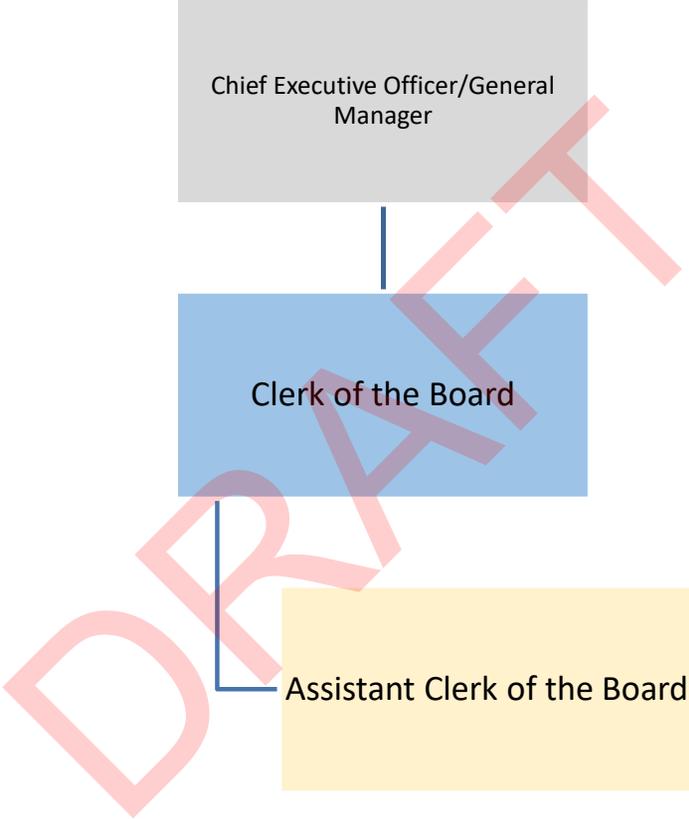
EXPENSE SUMMARY BY OFFICE



Office	FY24 Approved Budget	FY25 Proposed Budget	% of Budget
EXECUTIVE OFFICE			
Executive Office	2,090,657	946,981	2%
Executive Office	2,090,657	946,981	2%
ADMINISTRATIVE OFFICE			
Marketing	729,046	2,219,209	4%
Customer Service	798,838	487,878	1%
Administrative Office	1,527,884	2,707,087	5%
HUMAN RESOURCES OFFICE			
Human Resources	793,435	2,054,730	4%
Human Resources Office	793,435	2,054,730	4%
CAPITAL PROJECT DELIVERY OFFICE			
Capital Project Delivery	1,545,181	835,509	2%
Performance Office	1,545,181	835,509	2%
SAFETY AND SECURITY OFFICE			
Safety and Security	2,716,819	1,769,513	4%
Safety and Security Office	2,716,819	1,769,513	4%
FINANCE OFFICE			
Finance	5,460,039	5,986,703	12%
Information Technology	1,711,571	1,579,094	3%
Finance Office	7,171,610	7,565,798	15%
PLANNING OFFICE			
Service Planning	550,393	1,308,073	3%
Planning Office	550,393	1,308,073	3%
TRANSPORTATION OFFICE			
Transportation - Fixed Route Admin	2,431,209	2,817,622	6%
Transportation - Fixed Route Operators	10,608,196	11,167,500	23%
Transportation - Paratransit Admin	724,898	1,024,557	2%
Transportation - Paratransit Operators	2,769,620	2,890,155	6%
Transportation Office	16,533,923	17,899,834	36%
MAINTENANCE OFFICE			
SunFuels	819,669	254,919	1%
Fleet Maintenance - Paratransit	714,591	670,551	1%
Fleet Maintenance - Admin	5,742,244	5,073,699	10%
Fleet Maintenance - Mechanics	5,021,865	5,906,781	12%
Facilities Maintenance - T. Palms	1,349,549	1,524,971	3%
Facilities Maintenance - Indio	125,095	123,250	0.2%
Stops & Zones	764,459	775,684	2%
Maintenance Office	14,537,472	14,329,855	29%
Total Expenses	47,467,374	49,417,378	100%

EXECUTIVE OFFICE

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EXECUTIVE OFFICE

Division 40

FUNCTIONS & RESPONSIBILITIES

The Executive Office is responsible for the overall administration and operation of the Agency. The Executive Office provides support to the Agency Board of Directors and maintains all records of the Agency's business.

EXPENSE BUDGET SUMMARY - EXECUTIVE OFFICE (DIV 40)

General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimated Actuals	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010200500 ADMIN SALARIES	534,576	670,067	710,036	600,023	389,698	(210,325)
5010201610 ADMIN SALARIES-OT	199	919	822	1,750	-	(1,750)
5010700000 ALLOCATED SALARIES	(4,049)	(5,081)	(5,406)	(4,825)	(6,217)	(1,392)
5029999999 TOTAL FRINGE BENEFITS	366,927	308,891	292,695	431,499	256,500	(174,999)
5030200000 PUBLIC NOTICES	153	-	-	1,000	-	(1,000)
5030300002 LEGAL SERVICES - LABOR COUNSEL	445,767	563,451	540,407	300,000	-	(300,000)
5030300005 LEGAL SVCS- GENERAL	108,858	82,340	167,302	100,000	-	(100,000)
5030300006 LEGAL SVCS-SPECIAL	-	-	126,435	-	-	-
5030303250 CONSULTING	-	-	52,200	100,000	100,000	-
5030303290 ORGANIZATIONAL SERVICES	-	-	-	350,000	-	(350,000)
5049900000 PRINTING ADMINISTRATION	2,916	4,723	1,032	6,500	2,500	(4,000)
5049900001 OFFICE SUPPLIES-GENERAL	2,301	2,138	2,125	3,000	3,000	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	70,505	72,001	76,067	91,810	80,000	(11,810)
5090200000 TRAVEL-MEETINGS/SEMINARS	42,356	29,336	23,622	50,000	65,000	15,000
5090200001 TRAINING/ WORKSHOP	7,500	4,478	66	18,000	-	(18,000)
5090200002 BOARD MEETING EXPENSES	3,748	4,085	3,593	10,000	8,500	(1,500)
5090200003 BOARD MEMBER COMPENSATION	8,500	7,504	6,225	10,000	18,000	8,000
5090200004 EMPLOYEE DEVELOPMENT PROGRAM	-	23,802	-	3,000	-	(3,000)
5099900002 MISCELLANEOUS EXPENSE	-	2,305	32,597	18,900	30,000	11,100
5099900004 CONSULTING-GENERAL	428,769	342,468	-	-	-	-
Total Expenses	2,019,026	2,113,428	2,029,818	2,090,657	946,981	(1,143,676)

PERSONNEL SUMMARY

FY25 Proposed FTE's	Classification
1	Chief Executive Officer/General Manager
1	Clerk of the Board/Special Assistant to CEO/GM
1	Assistant Clerk of the Board
3	Total FTE's

ADMINISTRATIVE OFFICE

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EXECUTIVE OFFICE

Division 31

FUNCTIONS & RESPONSIBILITIES

SunLine's Marketing Department implements community outreach programs, organizes events, coordinates internal volunteers, writes and releases publicity material such as press releases, and develops public relations strategies that promote the Agency's mission.

EXPENSE BUDGET SUMMARY - MARKETING (DIV 31)

General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010200500 ADMIN SALARIES	128,574	104,562	187,839	207,331	407,490	200,159
5010201610 ADMIN SALARIES-OT	1,064	1,964	2,348	3,000	5,000	2,000
5029999999 TOTAL FRINGE BENEFITS	88,763	63,554	174,180	172,565	286,219	113,654
5030303240 CONTRACTED SERVICES	111,145	155,233	145,737	180,000	220,000	40,000
5030303260 ADVERTISING	86,524	61,564	81,095	95,010	115,500	20,490
5030303270 SUNLINE EVENTS EXPENSE	20,772	16,360	5,056	21,000	30,000	9,000
5030303273 ANTI-HUMAN TRAFFICKING CAMPAIGN	39,377	7,020	-	-	-	-
5030400000 TEMPORARY HELP SERVICES	11,986	2,046	-	5,000	5,000	-
5039900003 PRINTING EXPENSE	21,949	23,868	44,744	30,140	55,000	24,860
5039900014 SUNRIDE RIDE SHARE EXPENSES	-	-	-	-	1,000,000	1,000,000
5049900000 TRAINING	-	-	-	-	5,000	5,000
5049900001 OFFICE SUPPLIES-GENERAL	3,877	5,236	472	5,000	6,000	1,000
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	2,454	1,740	773	4,000	4,000	-
5090200000 TRAVEL MEETINGS/SEMINARS	4,260	4,888	5,693	6,000	25,000	19,000
5090201000 EMPLOYEE EVENT EXPENSE	-	-	-	-	50,000	50,000
5090800100 EMPLOYEE RECOGNITION	-	-	-	-	5,000	5,000
Total Expenses	520,745	448,034	647,936	729,046	2,219,209	1,490,163

PERSONNEL SUMMARY

FY25 Proposed FTE's	Classification
1	Chief Administrative Officer
1	Marketing & Events Manager
1	Taxi/Contracted Transportation Services
1	Contracted Transportation Services Specialist
1	Communications Coordinator
1	Marketing Specialist
6	Total FTE's

TRANSPORTATION OFFICE

Division 45

FUNCTIONS & RESPONSIBILITIES

The Community and Customer relations department is responsible for greeting and checking-in all customers that come to SunLine. They also process personalized transit requests, distribute transit information material throughout the Agency's service area and take, record and answer customers suggestions, requests, and complaints. Additionally, the department is also responsible for directing calls to appropriate departments within the Agency and follow up to confirm resolution.

EXPENSE BUDGET SUMMARY - COSTUMER SERVICE (45)

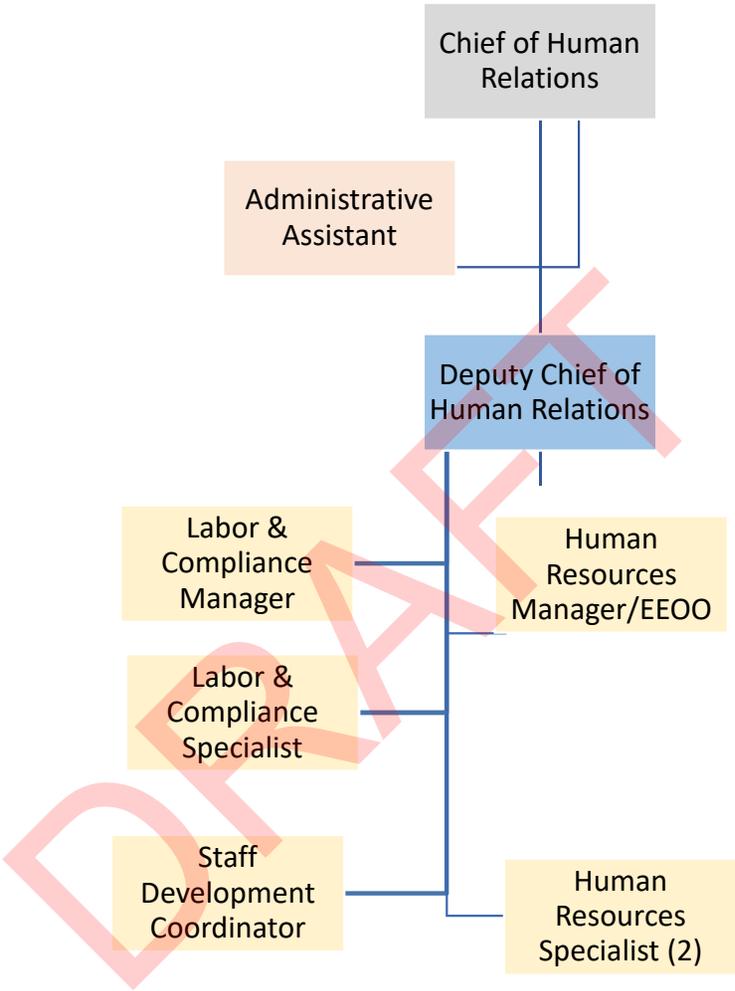
General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010200500 ADMIN SALARIES	355,255	407,050	416,950	406,547	239,031	(167,516)
5010201510 BARGAINING SALARIES-OT	-	-	2,600	-	-	-
5010201610 ADMIN SALARIES-OT	4,252	5,189	2,984	8,500	8,500	-
5029999999 TOTAL FRINGE BENEFITS	240,934	267,779	267,269	315,091	166,807	(148,284)
5030303240 CONTRACTED SERVICES	2,453	2,500	4,500	2,500	3,540	1,040
5030400000 TEMPORARY HELP SERVICES	5,257	-	-	5,000	5,000	-
5039900003 PRINTING EXPENSE	20,970	21,980	-	30,000	30,000	-
5049900001 OFFICE SUPPLIES	3,952	3,527	883	4,000	4,000	-
5049900002 OFFICE SUPPLIES - POSTAGE	24,395	21,886	16,424	25,000	27,000	2,000
5090200000 TRAVEL MEETINGS/SEMINARS	-	-	624	1,300	2,500	1,200
5090800100 EMPLOYEE RECOGNITION	821	677	96	900	1,500	600
Total Expenses	658,290	730,589	712,328	798,838	487,878	(310,960)

PERSONNEL SUMMARY

FY25 Proposed FTE's	Classification
1	Customer Experience/Community Engagement Specialist
1	Customer Care Coordinator
4	Customer Service Representative
6	Total FTEs

HUMAN RESOURCES OFFICE

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Human Resources Office

Division 32

FUNCTIONS & RESPONSIBILITIES

The Human Resources department handles a range of different functions within the organization. The department is responsible for hiring, recruiting, employee benefits and employee relations. The department works diligently behind the scenes to ensure the organization runs efficiently.

EXPENSE BUDGET SUMMARY - HUMAN RESOURCES (DIV 32)

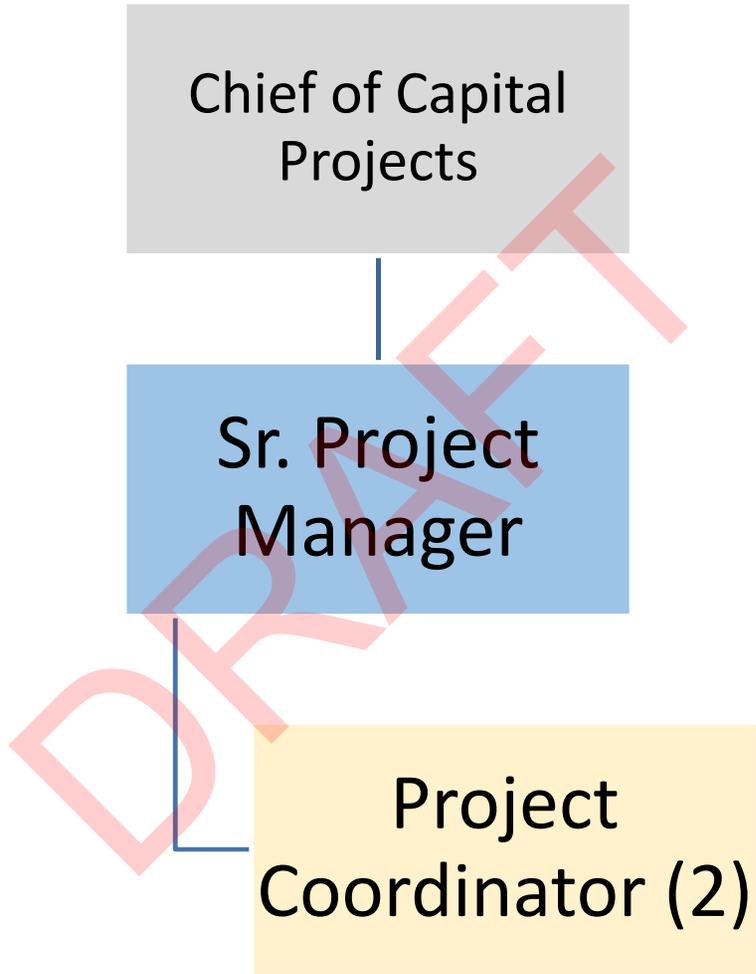
General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24	FY25	Variance
				Approved Budget	Proposed Budget	
5010200500 ADMIN SALARIES	259,420	327,531	408,578	314,352	553,577	239,225
5010201610 ADMIN SALARIES-OT	1,294	1,186	1,397	3,000	2,000	(1,000)
5010700000 ALLOCATED SALARIES	(1,975)	(2,490)	(3,093)	(2,654)	(3,557)	(903)
5029999999 TOTAL FRINGE BENEFITS	157,356	211,214	281,389	231,043	355,322	124,279
5030300001 BENEFIT MANAGEMENT EXPENSES	20,450	24,263	29,885	25,396	25,396	-
5030300002 LEGAL SERVICES - LABOR COUNSEL	-	-	-	-	487,176	487,176
5030300003 MEDICAL-EXAMS AND TESTING	29,321	19,923	19,952	35,000	35,000	-
5030300005 LEGAL SVCS- GENERAL	-	-	-	-	100,000	100,000
5030300006 LEGAL SVCS-SPECIAL	-	-	-	-	100,000	100,000
5030303250 CONSULTING	-	-	8,775	12,000	200,000	188,000
5030400000 TEMPORARY HELP SERVICES	55,589	-	-	5,000	5,000	-
5039900003 PRINTING EXPENSE	1,412	2,560	1,730	3,868	2,500	(1,368)
5049900000 HR TRAINING	726	687	1,251	1,500	1,500	-
5049900001 OFFICE SUPPLIES	1,694	2,948	2,837	4,000	4,000	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	5,438	5,886	9,682	8,185	9,000	815
5090200000 TRAVEL MEETINGS/SEMINARS	1,625	426	10,632	5,280	10,000	4,720
5090201000 EMPLOYEE EXPENSE	2,785	4,112	44,332	46,000	40,000	(6,000)
5090201001 EMPLOYEE WELLNESS PLAN EXPENSE	1,173	1,562	1,337	1,500	3,000	1,500
5090800000 RECRUITING EMPLOYEES	30,904	39,842	4,746	82,365	50,000	(32,365)
5090800100 EMPLOYEE RECOGNITION	4,739	422	400	10,600	10,600	-
5090800125 TUITION REIMBURSEMENT	3,900	8,367	15,644	7,000	20,000	13,000
5099900001 STAFF DEVELOPMENT	-	-	-	-	44,215	44,215
Total Expenses	575,849	648,436	839,474	793,435	2,054,730	1,261,295

PERSONNEL SUMMARY

FY25 Proposed FTE's	Classification
1	Chief of Human Relations
1	Administrative Assistant
2	Human Resources Specialist
1	Labor & Compliance Manager
1	Labor & Compliance Specialist
1	Staff Development Coordinator
1	Deputy Chief of Human Relations
1	Human Resources Manager/EEOO
9	Total FTE's

CAPITAL PROJECT DELIVERY OFFICE

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CAPITAL PROJECT DELIVERY OFFICE**Division 44****FUNCTIONS & RESPONSIBILITIES**

The Capital Project Delivery Office is responsible for supporting SunLine's daily operations by managing and delivering significant capital projects.

EXPENSE BUDGET SUMMARY - CAPITAL PROJECT DELIVERY (DIV 44)

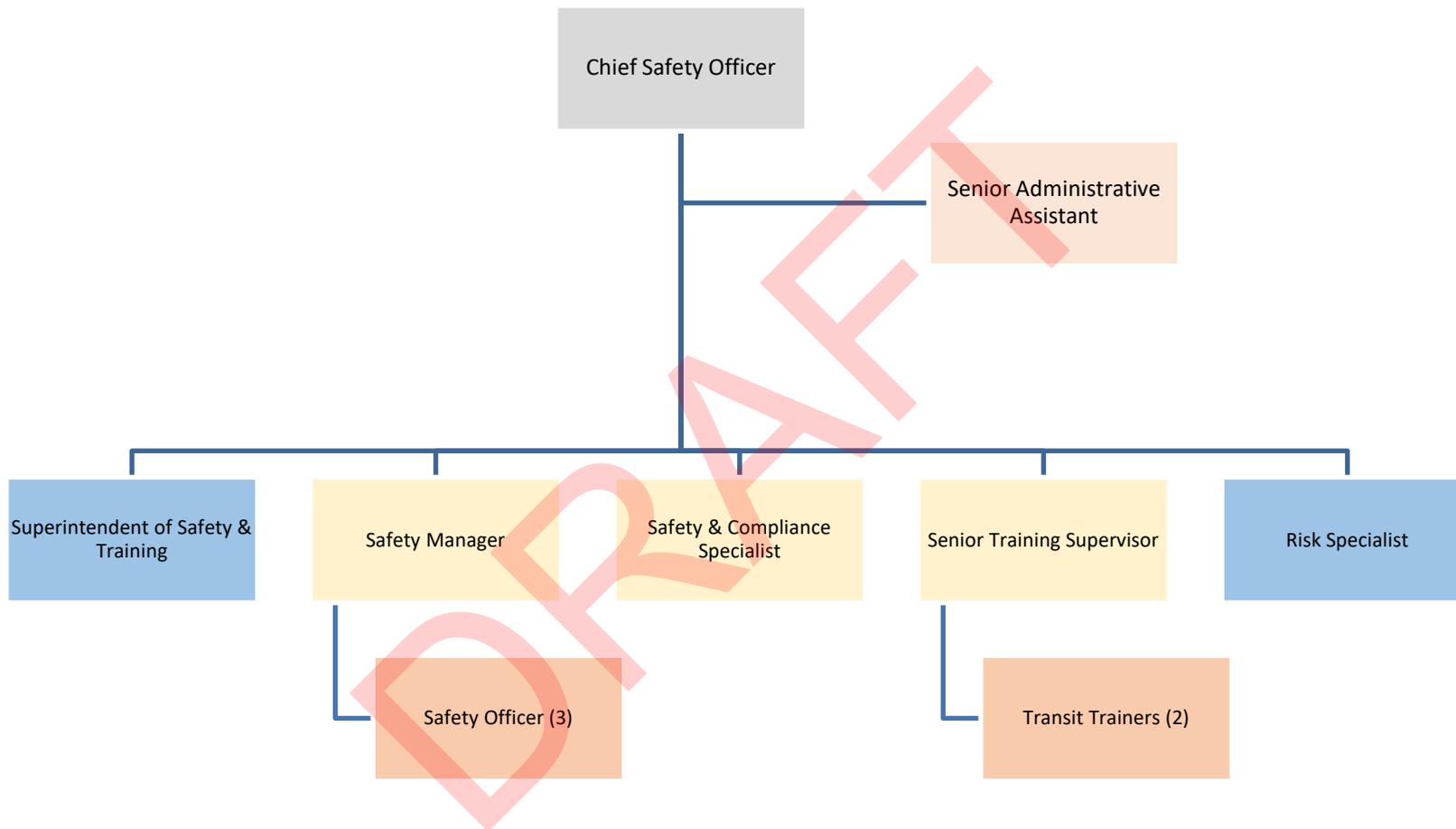
General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010200500 ADMIN SALARIES	502,528	475,585	216,334	557,463	315,683	(241,780)
5010201610 ADMIN SALARIES-OT	-	199	-	500	-	(500)
5010700000 ALLOCATED SALARIES	(3,807)	(3,607)	(1,616)	(4,250)	-	4,250
5029999999 TOTAL FRINGE BENEFITS	348,485	258,240	167,869	392,918	171,026	(221,892)
5030303250 CONSULTING	-	-	87,477	100,000	20,000	(80,000)
5039900012 VAN POOL EXPENSES	242,301	-	-	-	-	-
5039900013 CENTER OF EXCELLENCE - CARB	-	25,324	20,946	200,000	200,000	-
5039900015 CLEAN CITIES COALITION	384	8,122	-	50,000	-	(50,000)
5039900016 CENTER OF EXCELLENCE - CEC	-	-	1,847	200,000	100,000	(100,000)
5049900000 PRINTING ADMINISTRATION	454	324	-	750	400	(350)
5049900001 OFFICE SUPPLIES-GENERAL	1,173	713	516	900	1,500	600
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	1,587	1,613	2,414	4,000	4,000	-
5090200000 TRAVEL-MEETINGS/SEMINARS	9,436	7,213	7,544	15,000	15,000	-
5090200001 TRAINING/ WORKSHOP	999	-	6,750	7,200	7,200	-
5090200004 EMPLOYEE DEVELOPMENT PROGRAM	13,623	19,683	13,966	20,000	-	(20,000)
5090201000 EMPLOYEE EXPENSES	482	384	-	700	700	-
5099900004 CONSULTING-GENERAL	374,055	340,447	-	-	-	-
5120001000 RENTAL OF TRAILER	6,012	-	-	-	-	-
Total Expenses	1,497,713	1,134,242	524,049	1,545,181	835,509	(709,672)

PERSONNEL SUMMARY

FY25 Proposed FTE's	Classification
1	Chief of Capital Projects
2	Project Coordinator
1	Sr. Project Manager
4	Total FTEs

SAFETY AND SECURITY OFFICE

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SAFETY AND SECURITY OFFICE

Division 15

FUNCTIONS & RESPONSIBILITIES

The Safety department is responsible for designing, delivering and administering programs and services designed to meet the Agency’s legal requirements for safety conscious operators and staff. The Safety department is also responsible for providing a safe work environment that is free of safety environmental hazards. It is the responsibility of the Safety department to implement the Agency’s Safety and Security programs, Operator safety training programs, and evaluating Operator safety performance. In addition, the Safety department is responsible for updating the Public Transportation Safety Program to be in compliance with the new Bipartisan Infrastructure Law requirements.

EXPENSE BUDGET SUMMARY - Safety and Security (DIV 15)

General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010200500 ADMIN SALARIES	515,324	647,309	675,080	711,120	757,594	46,474
5010201510 BARGAINING SALARIES-OT	-	-	608	-	1,500	1,500
5010201610 STAFF OT	920	4,292	7,804	6,000	9,200	3,200
5010700000 ALLOCATED SALARIES	40,324	-	-	(49,965)	-	49,965
5029999999 TOTAL FRINGE BENEFITS	396,228	463,472	454,176	543,080	504,919	(38,161)
5030300001 ID BADGE SUPPLIES	1,832	3,484	3,469	3,000	6,000	3,000
5030300003 MEDICAL-EXAMS AND TESTING	28,007	33,175	32,001	32,000	32,000	-
5030300010 CONTRACTED SERVICES	-	-	1,425	10,000	15,000	5,000
5030300013 UNIFORMS	3,134	239	-	1,160	-	(1,160)
5030300050 EMPLOYEE INCENTIVE SERVICES	2,208	9,650	3,223	8,000	20,000	12,000
5030303250 CONSULTING	-	-	-	-	15,000	15,000
5030700000 SECURITY SERVICES	145,753	324,599	468,458	370,947	168,000	(202,947)
5030700001 SUSBTANCE ABUSE PROGRAM AUDITS	-	-	-	-	-	-
5030700005 CAMERA MAINTENANCE AGREEMENT	8,598	1,152	-	7,000	-	(7,000)
5039900012 VANPOOL EXPENSES	-	186,899	68,193	55,000	-	(55,000)
5039900014 SUNRIDE RIDE SHARE EXPENSES	379,366	717,449	865,279	850,000	-	(850,000)
5049900001 OFFICE SUPPLIES	2,178	2,687	3,420	3,000	3,000	-
5049900009 MATERIALS & SUPPLIES	15,308	14,213	12,050	20,000	20,000	-
5049900010 TRAINING SUPPLIES	-	154	3,122	4,000	10,000	6,000
5049901000 EMERGENCY PREPARDNESS SUPPLIES	79,183	19,996	19,019	19,577	40,000	20,423
5060300100 REPAIR CLAIMS	98,599	176,332	86,643	85,000	100,000	15,000
5060400000 INSURANCE LOSSES	-	-	-	-	-	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	794	594	920	2,300	5,300	3,000
5090200000 TRAVEL MEETINGS/SEMINARS	8,988	18,063	28,775	25,000	52,000	27,000
5090200001 TRAINING	-	-	-	-	-	-
5090201000 EMPLOYEE EXPENSES	-	3,153	31,614	100	-	(100)
5090800000 RECRUITING EMPLOYEES	5,753	7,275	5,598	10,000	10,000	-
5099900002 MISCELLANEOUS EXPENSE	-	483	339	500	-	(500)
Total Expenses	1,732,495	2,634,668	2,771,215	2,716,819	1,769,513	(947,306)

PERSONNEL SUMMARY

FY25 Proposed FTE's	Classification
1	Chief Safety Officer
1	Risk Specialist
3	Safety Officer
1	Senior Administrative Assistant
1	Safety Manager
1	Senior Training Supervisor
1	Safety and Compliance Specialist

SAFETY AND SECURITY OFFICE

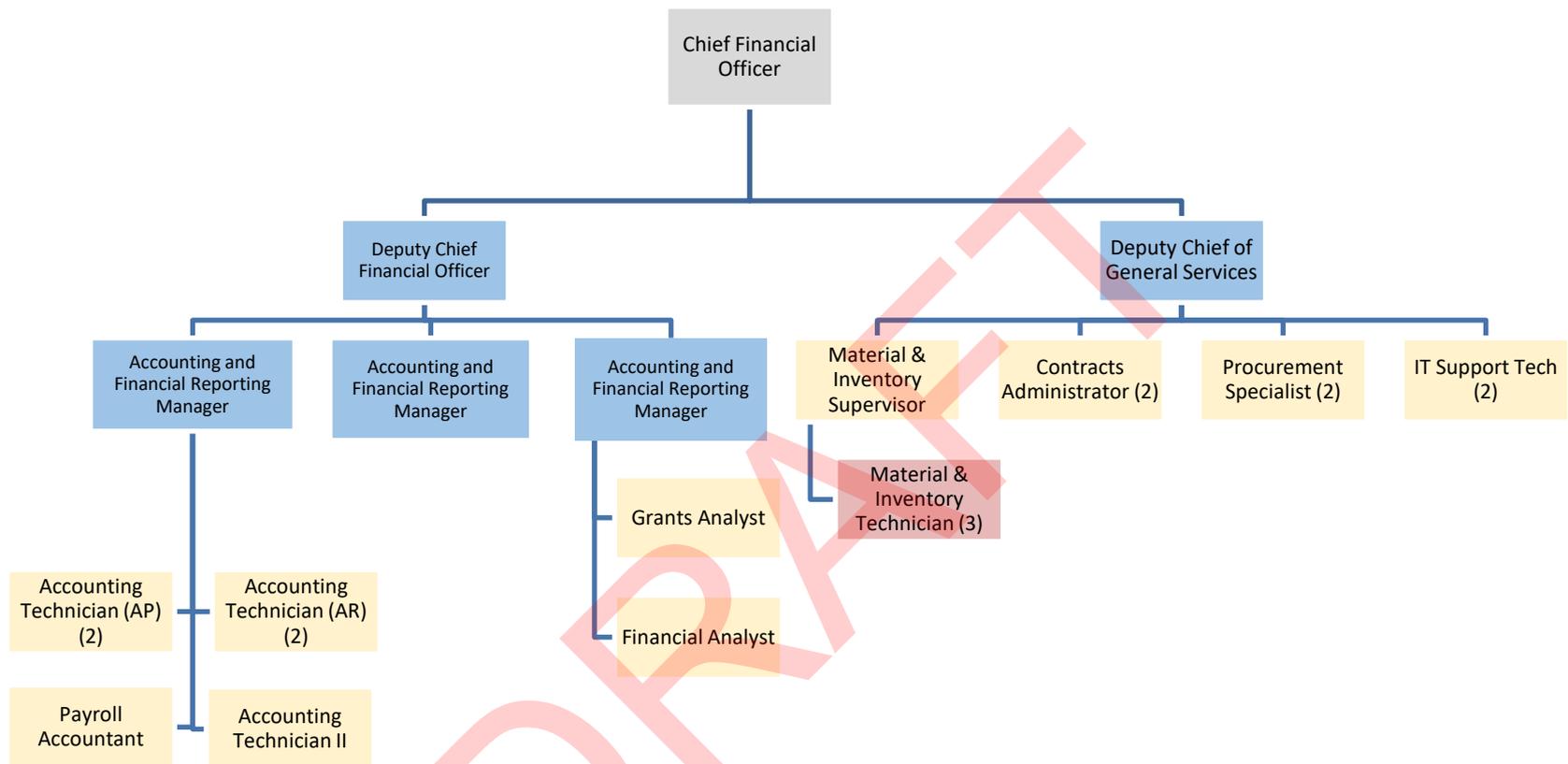
Division 15

2	Transit Trainer
1	Superintendent of Safety and Training
12	Total FTEs

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FINANCE OFFICE

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FINANCE OFFICE

Division 41

FUNCTIONS & RESPONSIBILITIES

The Finance department is responsible for the budget, grant administration, accounting, sales, contracts/procurement, materials management and inventory control, cash management, investment portfolio and payroll for the Agency. The Finance department is also responsible for the development of all financial statements, coordination of financial audits and development of documents and specialized reports for SunFuels.

EXPENSE BUDGET SUMMARY - FINANCE (DIV 41)

General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010200500 ADMIN SALARIES	807,945	785,063	922,255	1,054,280	1,200,000	145,720
5010201610 ADMIN SALARIES-OT	2,275	6,643	8,373	6,500	10,000	3,500
5010700000 ALLOCATED SALARIES	(6,184)	(5,998)	(7,133)	(8,500)	(8,203)	297
5029999999 TOTAL FRINGE BENEFITS	559,599	528,723	570,114	765,848	730,615	(35,233)
5030200000 PUBLIC NOTICES	2,438	5,119	7,896	4,000	10,000	6,000
5030300009 CONTRACTED SERVICES	6,636	5,029	45	95,000	173,000	78,000
5030300010 ORGANIZATIONAL SERVICES		(2,025)	-	-	-	-
5030300015 AUDIT SERVICES	41,693	51,200	124,676	63,000	87,000	24,000
5030303240 MANAGEMENT CONSULTING	-	54,000	-	-	-	-
5030303250 CONSULTING	-	-	58,288	77,085	15,000	(62,085)
5030400000 TEMPORARY HELP SERVICES	532,271	282,783	20,198	10,000	-	(10,000)
5039900004 TAXI VOUCHER - NEW FREEDOM PROGRAM	65,425	72,729	65,717	69,000	69,000	-
5049900001 OFFICE SUPPLIES	11,128	11,757	13,361	12,000	12,500	500
5060100000 INSURANCE - AUTO PHYSICAL DAMAGE	392,924	267,773	306,802	305,673	323,000	17,327
5060100100 INSURANCE PREMIUM - PROPERTY	79,706	135,417	192,561	125,000	200,000	75,000
5060300000 INSURANCE - GENERAL LIABILITY	791,013	1,297,314	1,602,541	1,500,000	1,610,540	110,540
5060400000 INSURANCE LOSSES	1,255,339	2,305,122	746,624	639,253	750,000	110,747
5060401000 INSURANCE PREMIUM - WC	388,405	616,105	477,986	440,000	485,000	45,000
5060800000 INSURANCE - ADMIN	187,906	197,085	194,994	215,000	210,000	(5,000)
5079900000 PROPERTY & OTHER TAXES	116	87	689	400	500	100
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	460	538	-	1,500	1,000	(500)
5090200000 TRAVEL MEETINGS/SEMINARS	2,400	4,344	1,947	13,000	15,000	2,000
5090200002 MILEAGE REIMBURSEMENT	-	-	490	500	500	-
5090201000 EMPLOYEE EXPENSES	1,092	1,432	1,821	3,000	3,000	-
5090801000 BANK SERVICE FEES	11,017	21,161	35,721	15,000	38,452	23,452
5090801030 PR PENALTY/INTEREST EXPENSE	-	-	-	1,000	1,000	-
5090801040 PASS OUTLET COMMISSION	4,868	6,644	4,345	8,000	7,300	(700)
5090801050 MOBILE TICKETING COMMISSION	14,728	18,888	16,809	19,000	40,000	21,000
5090801060 BAD DEBT EXPENSE	1,643	1,617	1,042	500	2,500	2,000
5110101050 INTEREST EXPENSE	456	14,209	125,840	25,000	-	(25,000)
Total Expenses	5,155,298	6,682,757	5,494,001	5,460,039	5,986,703	526,664

PERSONNEL SUMMARY

FY25 Proposed FTE's	Classification
1	Financial Analyst
3	Accounting and Financial Reporting Manager
1	Deputy Chief Financial Officer

FINANCE OFFICE

Division 41

4	Accounting Technician
1	Accounting Technician II
1	Chief Financial Officer
2	Contracts Administrator
1	Grants Analyst
1	Materials & Inventory Supervisor
3	Materials & Inventory Technician
1	Payroll Accountant
1	Deputy Chief of General Services
2	Procurement Specialist
22	Total FTEs

DRAFT

SAFETY AND SECURITY OFFICE - INFORMATION TECHNOLOGY

Division 42

FUNCTIONS & RESPONSIBILITIES

The Information Technology (IT) department is responsible for the management of the network, computer systems and electronic data. IT provides support for users and applications, communication systems and facilitates user training for various systems. Additionally, IT interfaces with vendors for application improvements and issue resolution. IT is also responsible for data integrity management and planning for the future needs of the Agency.

EXPENSE BUDGET SUMMARY - INFORMATION TECHNOLOGY (DIV 42)

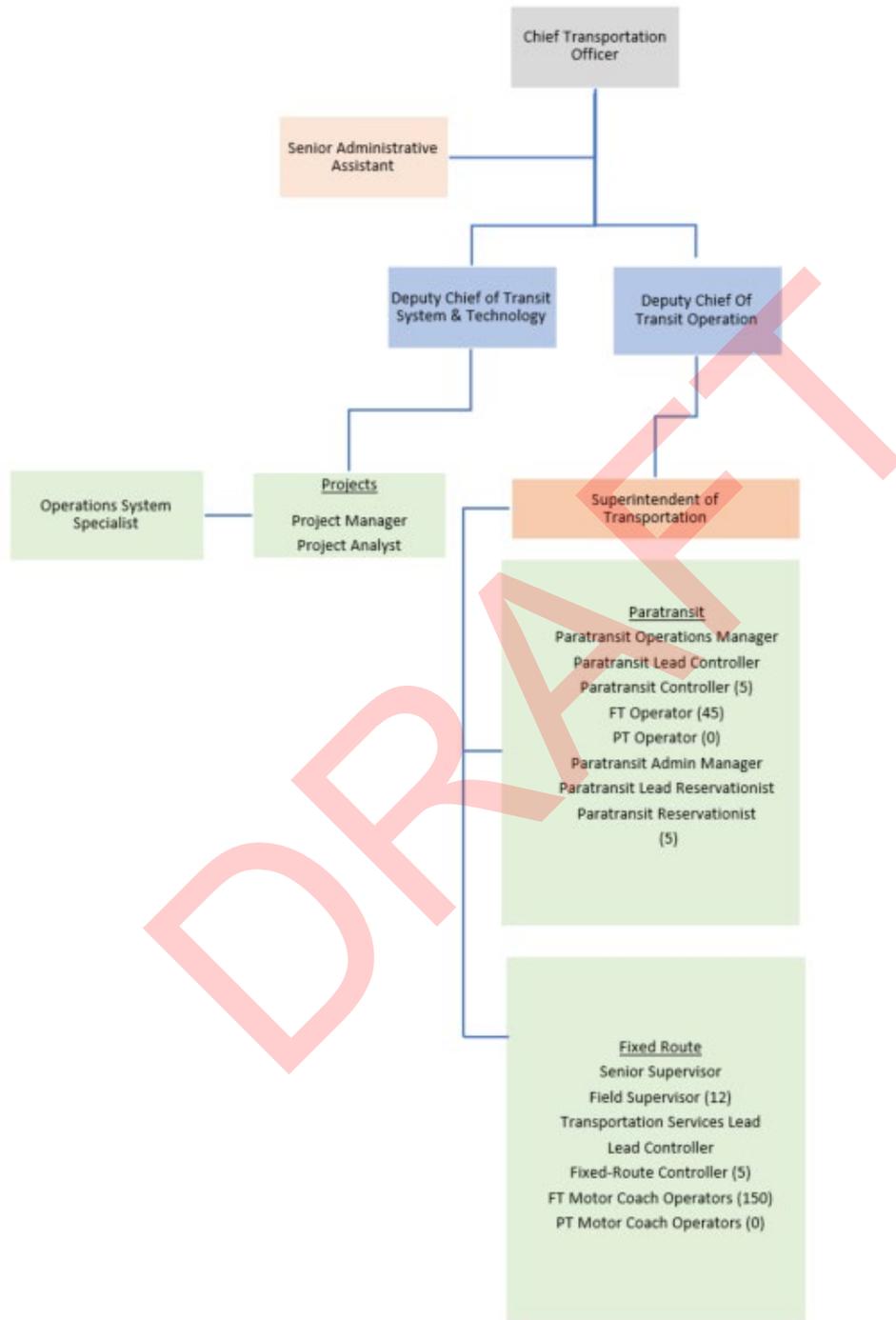
General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010200500 ADMIN SALARIES	123,587	93,053	49,354	244,611	107,652	(136,959)
5010201610 ADMIN SALARIES-OT	161	266	904	2,000	2,200	200
5010700000 ALLOCATED SALARIES	(938)	(707)	(390)	(2,200)	(2,200)	-
5029999999 TOTAL FRINGE BENEFITS	78,030	59,794	28,515	182,422	74,278	(108,144)
5030200006 COMMUNICATIONS	245,264	247,851	287,783	230,400	287,782	57,382
5030300009 CONTRACTED SERVICES	16,410	25,341	37,603	100,000	250,000	150,000
5030300011 COMPUTER/NETWORK SOFTWARE AGMT	666,149	755,825	626,716	861,455	796,582	(64,873)
5030400000 TEMPORARY HELP SERVICES	-	10,980	-	25,000	-	(25,000)
5030500000 OFFICE EQUIPMENT MAINTENANCE	30,576	34,144	27,684	25,083	29,000	3,917
5049900001 OFFICE SUPPLIES	5,515	6,715	6,743	7,800	7,800	-
5049900010 COMPUTER SUPPLIES	5,471	20,453	17,559	25,000	21,000	(4,000)
5090200000 TRAVEL MEETINGS/SEMINARS	692	29	-	10,000	5,000	(5,000)
Total Expenses	1,170,918	1,253,743	1,082,470	1,711,571	1,579,094	(132,477)

PERSONNEL SUMMARY

FY25 Proposed FTE's	Classification
2	IT Support Technician
2	Total FTEs

TRANSPORTATION OFFICE

DRAFT



TRANSPORTATION OFFICE

Division 11, 12, 13 (Ops Only Portion), 14, 45 & 49

FUNCTIONS & RESPONSIBILITIES

The Transportation Office is responsible for the daily transit services provided to the public by SunBus and SunDial services. The daily service for both fixed route and paratransit encompasses over 1,120 square miles.

SunDial is a Coachella Valley curb-to-curb paratransit service designed to meet the requirements of the Americans with Disability Act (ADA). Reservations can be scheduled up to 14 days in advance. SunDial service mirrors SunBus hours of operations and is available within 3/4 of a mile on either side of a local SunBus route.

EXPENSE BUDGET SUMMARY - FIXED ROUTE ADMIN (DIV 11)

General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010200500 ADMIN SALARIES	1,111,176	1,127,839	1,375,604	1,293,505	1,581,944	288,439
5010201500 CUSTOMER SERVICE SALARIES	-	-	46,232	-	-	-
5010201510 BARGAINING SALARIES-OT	-	-	4,154	-	-	-
5010201610 ADMIN SALARIES-OT	35,118	42,067	61,183	52,500	63,172	10,672
5029999999 TOTAL FRINGE BENEFITS	775,634	837,728	981,150	996,326	1,082,522	86,196
5030300013 UNIFORMS	43,792	22,840	35,225	67,368	45,224	(22,144)
5030400000 TEMPORARY HELP SERVICES	20,277	-	-	-	-	-
5039900003 PRINTING EXPENSE	1,962	2,450	2,377	9,500	9,500	-
5049900001 OFFICE SUPPLIES	1,212	1,168	2,217	1,260	1,260	-
5049900011 MATERIALS & SUPPLIES	1,144	1,273	695	1,250	2,000	750
5090200000 TRAVEL MEETINGS/SEMINARS	9,604	2,850	18,935	8,000	19,000	11,000
5090201000 EMPLOYEE EXPENSE	1,202	1,291	1,361	1,500	3,000	1,500
5099900004 BUS RODEO EXPENDITURES	-	-	-	-	10,000	10,000
5140001000 VEHICLE OPERATING LEASES	96,975	-	-	-	-	-
Total Expenses	2,098,095	2,039,506	2,529,133	2,431,209	2,817,622	386,413

EXPENSE BUDGET SUMMARY - FIXED ROUTE UNION (DIV 12)

General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010101010 OPERATOR WAGES - FT	5,954,646	5,536,725	6,457,446	6,075,035	6,844,892	769,857
5010101020 OPERATOR WAGES OVERTIME - FT	653,411	898,234	825,671	775,000	775,000	-
5029999999 TOTAL FRINGE BENEFITS	3,484,181	3,224,839	3,454,154	3,758,161	3,547,608	(210,553)
Total Expenses	10,092,237	9,659,799	10,737,271	10,608,196	11,167,500	559,304

EXPENSE BUDGET SUMMARY - PARATRANSIT ADMIN (DIV 13 OPS ONLY PORTION)

General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010200500 ADMIN SALARIES	357,550	395,190	362,811	362,511	510,534	148,023
5010201500 BARGAINING SALARIES	-	-	648	-	-	-
5010201510 BARGAINING SALARIES-OT	-	-	1,378	-	-	-
5010201610 ADMIN SALARIES-OT	13,851	14,770	9,966	19,000	18,239	(761)
5029999999 TOTAL FRINGE BENEFITS	275,855	301,539	284,272	314,155	468,784	154,629
5030300013 PARATRANSIT UNIFORMS	5,087	5,171	8,350	28,032	25,800	(2,232)
5049900001 OFFICE SUPPLIES	922	11	570	1,200	1,200	-
5049900011 PARATRANSIT SUPPLIES	628	-	29	-	-	-
Total Expenses	653,893	716,681	668,024	724,898	1,024,557	299,659

EXPENSE BUDGET SUMMARY - PARATRANSIT UNION (DIV 14)

General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010101010 PARATRANSIT OPERATOR WAGES	1,317,262	1,363,306	1,596,076	1,555,611	1,761,840	206,229
5010101020 PARATRANSIT OPER WAGES OT	225,741	282,779.00	271,790	250,000	250,000	-

TRANSPORTATION OFFICE

Division 11, 12, 13 (Ops Only Portion), 14, 45 & 49

5029999999 TOTAL FRINGE BENEFITS	752,512	738,569	837,180	964,009	878,315	(85,694)
Total Expenses	2,295,515	2,384,654	2,705,046	2,769,620	2,890,155	120,535

PERSONNEL SUMMARY

FY25 Proposed FTE's	Classification
1	Chief Transportation Officer
1	Deputy Chief of Transit Operations
1	Deputy Chief of Transit System & Technology
12	Field Supervisor
5	Fixed Route Controller
1	Lead Controller
150	Motor Coach Operator - Full Time
1	Operations System Specialist
1	Senior Administrative Assistant
1	Project Manager
1	Project Analyst
1	Senior Supervisor
1	Superintendent of Transportation
1	Transportation Services Lead
5	Paratransit Controller
1	Paratransit Lead Controller
1	Paratransit Operations Manager
1	Paratransit Admin Manager
5	Paratransit Reservationist
1	Paratransit Lead Reservationst
45	Paratransit Operators - Full Time
237	Total FTEs

PLANNING OFFICE

DRAFT

Chief Planning Officer

Manager of Schedules & Performance
Senior Planning Analyst
Transit Infrastructure Technician
Planning Analyst

Planning Manager
Principal/ Senior Planning Analyst

ADA Eligibility and Compliance Specialist (1)

TRANSPORTATION OFFICE

Division 49

FUNCTIONS & RESPONSIBILITIES

The Planning department is responsible for developing short and long range plans, programs, policies, managing detours, administering the bus stop improvements program, fulfilling reporting requirements, planning and scheduling fixed route bus service to support operations, funding/grants, land use and regional mobility planning in coordination with member agencies and various public and private entities to accomplish Sunline's operational and capital mission and vision.

EXPENSE BUDGET SUMMARY - PLANNING (49)

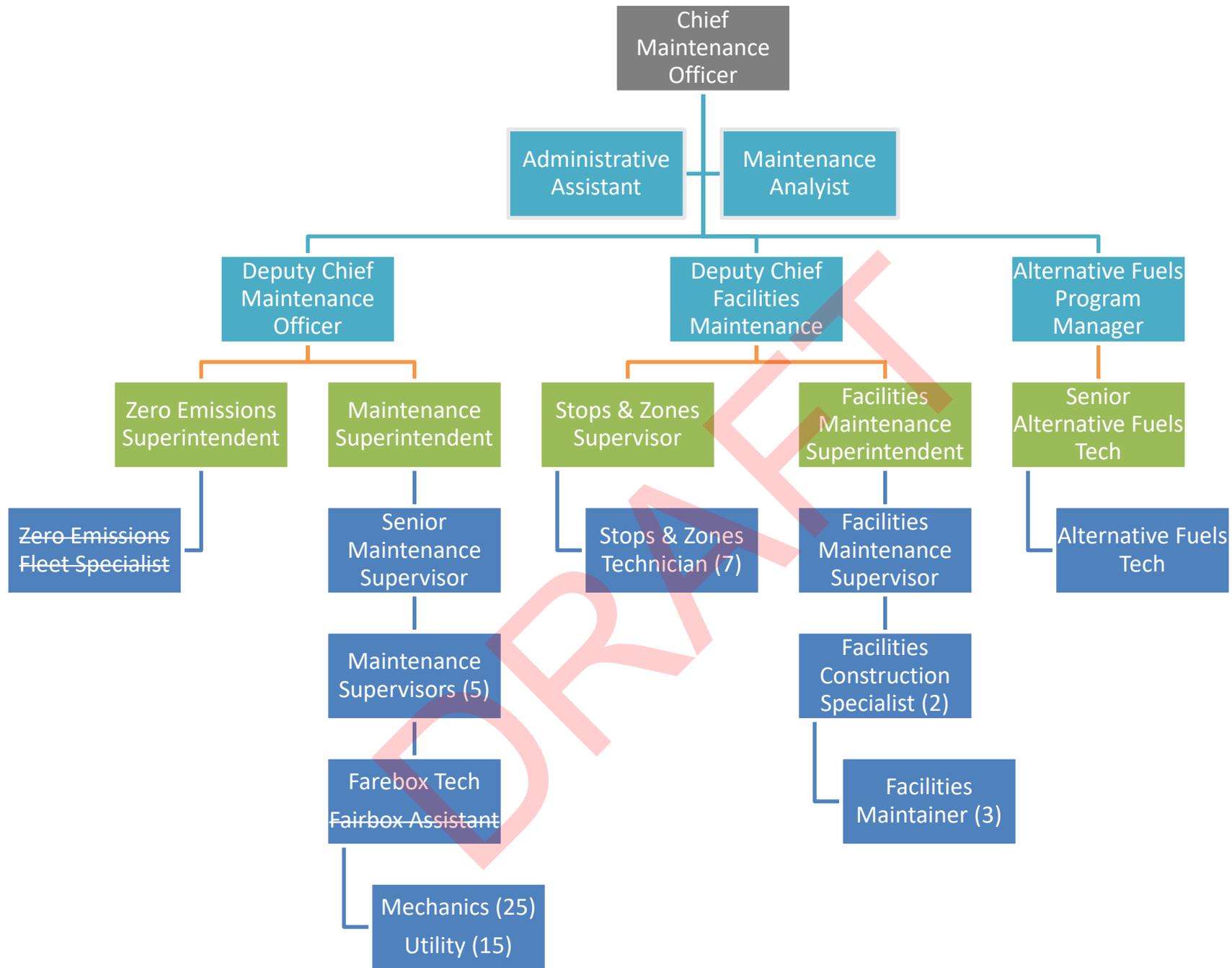
General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24	FY25	Variance
				Approved Budget	Proposed Budget	
5010200500 ADMIN SALARIES	162,874	187,108	209,430	203,556	400,620	197,064
5010201610 ADMIN SALARIES-OT	1,950	2,092	1,558	3,250	3,250	-
5029999999 TOTAL FRINGE BENEFITS	93,528	108,580	115,530	118,460	235,003	116,543
5030200010 CONSULTING	242,666	147,726	1,575	-	-	-
5030303250 CONSULTING	-	-	151,538	205,487	600,000	394,513
5030400000 TEMPORARY HELP SERVICES	11,383	4,865	-	5,000	-	(5,000)
5049900001 OFFICE SUPPLIES	1,176	1,048	162	1,200	1,200	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS	-	-	-	-	30,000	30,000
5090200000 TRAVEL-MEETINGS/SEMINARS	9,280	6,481	3,027	13,440	28,000	14,560
5099900002 MISCELLANEOUS EXPENSE	-	-	-	-	10,000	10,000
Total Expenses	522,857	457,901	482,820	550,393	1,308,073	757,680

PERSONNEL SUMMARY

FY25 Proposed FTE's	Classification
1	Chief Planning Office
1	Manager of Schedules & Performance
1	Senior Planning Analyst
1	Transit Infrastructure Technician
1	Planning Analyst
1	Planning Manager
1	Principal/Senior Planning Analyst
1	ADA Eligibility & Compliance Specialist
8	Total FTEs

MAINTENANCE OFFICE

DRAFT



PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

FUNCTIONS & RESPONSIBILITIES

SunFuels is responsible for the operation and maintenance of SunLine Transit Agency's CNG and hydrogen fuel infrastructure.

EXPENSE BUDGET SUMMARY - SUNFUELS (DIV 10)

General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010200500 ADMIN SALARIES	118,940	108,149	198,852	172,751	223,042	50,291
5010201610 ADMIN SALARIES-OT	1,684	1,049	2,513	-	3,500	3,500
5010700000 ALLOCATED SALARIES	18,779	20,826	20,070	23,200	25,000	1,800
5029999999 TOTAL FRINGE BENEFITS	114,337	115,049	138,601	155,254	155,723	469
5030500009 CONTRACT SVC- O&M	-	-	-	-	373,000	373,000
5030500010 CONTRACT SVC-GENERAL	29,086	25,884	20,917	35,000	35,000	-
5030500011 CONTRACT SVC-H2	3,231	1,337	10,493	22,500	-	(22,500)
5030500012 UNIFORMS	1,541	1,392	1,653	3,000	2,000	(1,000)
5030600900 ANSWERING SERVICES	359	368	382	420	400	(20)
5039900005 SHIPPING/FREIGHT	770	225	240	1,000	1,000	-
5039900007 INVENTORY-SALES TAX	2,675	4,918	8,468	13,000	17,500	4,500
5039900008 INVENTORY-FREIGHT CHARGES	828	1,628	2,137	4,500	4,500	-
5049900001 OFFICE SUPPLIES	132	278	232	500	500	-
5049900010 MAT/SUPPLIES--CNG TPALMS	685	1,510	410	5,040	8,000	2,960
5049900011 MAT/SUPPLIES--HYDROGEN	596	189	2,151	3,000	7,000	4,000
5049900012 MAT/SUPPLIES--CNG INDIO	682	160	532	2,500	4,000	1,500
5049900300 REPAIR PARTS-HYDROGEN	5,360	17,338	21,897	27,000	30,000	3,000
5049900400 REPAIR PARTS-CNG - TPALMS	19,364	25,656	72,298	80,000	80,000	-
5049900450 REPAIR PARTS-CNG - INDIO	10,751	9,711	25,501	20,000	2,500	(17,500)
5050200001 ELECTRICITY-CNG THOUSAND PALMS	125,827	131,151	147,770	140,000	150,000	10,000
5050200002 ELECTRICITY-CNG INDIO	45,922	33,829	32,951	40,000	40,000	-
5050200003 ELECTRICITY-HYDROGEN	1,056,541	1,331,241	797,338	1,350,000	900,000	(450,000)
5050200004 UTILITIES WATER/SEWER	6,068	8,415	8,069	12,000	12,000	-
5050200020 GAS-CNG THOUSAND PALMS	1,653,368	2,764,172	1,760,424	2,025,000	1,850,000	(175,000)
5050200021 GAS-CNG INDIO	185,208	199,894	89,857	495,000	175,000	(320,000)
5050200022 GAS-HYDROGEN	183	182	207	15,000	5,000	(10,000)
5070500000 FUEL TAXES	75,293	110,208	99,032	100,000	110,000	10,000
5090200000 TRAVEL MEETINGS/SEMINARS	-	100	-	5,000	25,000	20,000
5090801000 BANK ADJUSTMENTS/FEES	16,577	23,490	23,010	25,000	25,000	-
5099900004 PERMITS & LICENSES	651	434	3,576	1,200	7,500	6,300
5099909000 ALLOCATED INDIRECT EXPENSES	24,355	31,586	37,202	35,000	45,000	10,000
5100200000 SELF CONSUMED FUEL	(2,937,570)	(4,009,829)	(2,895,860)	(3,992,196)	(4,062,246)	(70,050)
Total Expenses	582,224	960,542	630,922	819,669	254,919	(564,750)

PERSONNEL SUMMARY

FY25 Proposed FTE's	Classification
1	Alternative Fuels Program Manager

PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

1	Sr. Alternative Fuels Technician
1	Alternative Fuels Technician
3	Total FTEs

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MAINTENANCE OFFICE - FLEET MAINTENANCE

Division 21, 22, 13 (Fleet Maintenance Portion Only)

FUNCTIONS & RESPONSIBILITIES

Fleet Maintenance is responsible for performing vehicle maintenance, inspections, mid-life overhauls and rehabilitation of all vehicles within the fixed route and paratransit fleet. Fleet Maintenance also ensures that safe and reliable vehicles are available to support the daily transit services provided to the public by SunBus and SunDial services.

EXPENSE BUDGET SUMMARY - FLEET MAINTENANCE ADMIN (DIV 21)

General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010200500 ADMIN SALARIES	612,397	572,978	601,458	794,089	734,058	(60,031)
5010201510 BARGAINING SALARIES-OT	-	-	1,285	-	-	
5010201610 ADMIN SALARIES-OT	368	12,352	72,963	3,250	-	(3,250)
5029999999 TOTAL FRINGE BENEFITS	350,879	426,971	384,782	559,163	477,834	(81,329)
5030303250 CONSULTING	-	-	68,517	50,000	150,000	100,000
5030400000 TEMPORARY HELP SERVICES	12,806	7,834	-	1,500	2,500	1,000
5039900006 OUTSIDE REPAIR-FIXED ROUTE	58,767	82,571	42,175	74,000	50,000	(24,000)
5039900007 OUTSIDE REPAIR-SUPPORT VEHICLE	4,145	2,226	5,480	4,000	4,000	-
5039900008 AT BUS WARRANTY	-	-	-	-	-	-
5040100101 LUBRICANTS-OIL	77,709	88,381	93,965	96,500	96,500	-
5040100102 FREON & COOLANT	37,071	37,416	48,483	40,000	50,000	10,000
5040101000 FUEL-CNG SUPPORT VEHICLES	37,242	61,026	32,292	51,834	35,000	(16,834)
5040101001 FUEL-CNG FIXED ROUTE	1,507,315	2,103,134	1,630,561	2,049,894	1,486,455	(563,439)
5040102000 FUEL-UNLEADED	12,637	16,726	8,628	26,000	17,600	(8,400)
5040102100 FUEL-DIESEL	45,228	45,668	54,539	-	50,000	50,000
5040102200 FUEL-HYDROGEN	1,134,635	1,377,506	844,483	1,418,612	659,356	(759,256)
5040102300 FUEL- LIQUID HYDROGEN	-	-	-	-	784,471	784,471
5040103000 FUEL-FUEL CELL	-	-	-	-	-	-
5040200001 TIRES-FIXED ROUTE	149,749	153,784	152,930	178,950	165,000	(13,950)
5040200002 TIRES-SUPPORT VEHICLES	4,906	7,381	10,160	10,000	13,000	3,000
5040200003 TIRES-TOOLS & SERVICE SUPPLIES	-	-	-	205	-	(205)
5040200004 TIRES-FUEL CELL	-	-	-	-	-	-
5049900001 OFFICE SUPPLIES	2,161	5,002	1,627	3,000	2,500	(500)
5049900025 GLASS REPLACEMENT-SUPPORT VEH.	745	1,150	375	1,500	1,500	-
5090200000 TRAVEL MEETINGS/SEMINARS	8,683	13,334	12,634	10,000	15,000	5,000
5090200001 TRAINING	-	-	-	-	10,000	10,000
5090201000 EMPLOYEE EXPENSES	637	933	1,334	1,000	2,500	1,500
5090400100 DISCOUNTS TAKEN	-	(12)	-	-	-	-
5120001000 RENTAL OF TRAILER	-	6,012	6,313	8,000	6,025	(1,975)
5140001000 VEHICLE OPERATING LEASES	-	24,244	263,500	360,747	260,400	(100,347)
Total Expenses	4,058,080	5,046,616	4,338,483	5,742,244	5,073,699	(668,545)

EXPENSE BUDGET SUMMARY - FLEET MAINTENANCE UNION (DIV 22)

General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010201200 MECHANIC WAGES	1,505,548	1,580,036	2,102,092	1,678,986	2,228,217	549,231
5010201210 MECHANIC OVERTIME	103,980	195,052	320,639	185,000	200,000	15,000
5029999999 TOTAL FRINGE BENEFITS	854,768	884,049	1,020,879	1,059,652	1,126,564	66,912
5030300014 UNIFORMS	16,278	15,870	17,398	20,000	20,000	-
5030500001 FIRE EXTINGUISHERS	950	1,306	-	2,728	1,500	(1,228)
5030500002 RADIO MAINTENANCE	870	2,144	-	4,331	4,000	(331)
5030500003 EQUIPT REPAIRS-SHOP EQUIPMENT	8,090	8,447	15,470	10,000	25,000	15,000
5030500004 EQUIPT REPAIRS-VAULT & FAREBOX	788	1,208	1,561	4,000	1,500	(2,500)
5039900004 CONTRACT SVC-MAINT	101,100	126,823	128,100	130,000	135,000	5,000
5039900005 CONTRACT SVC-FREIGHT	1,260	4,279	1,084	4,500	4,500	-
5039900006 CONTRACT SVC - TOWING	38,961	52,421	51,652	45,000	75,000	30,000
5039900007 INVENTORY-SALES TAX	97,249	123,550	124,760	122,000	125,000	3,000
5039900008 INVENTORY-FREIGHT CHARGES	19,921	20,233	19,210	20,897	20,000	(897)
5049900015 COSMETIC MAINTENANCE EXTERIOR	420	3,388	1,379	4,771	4,000	(771)
5049900016 CLEANING SUPPLIES-VEHICLES	15,216	13,169	21,923	19,000	25,000	6,000
5049900017 SHOP SUPPLIES MISC	40,489	39,324	51,036	40,000	60,000	20,000
5049900018 MECHANIC TOOLS/SHOES	27,019	24,239	33,494	37,000	47,500	10,500
5049900019 SMALL TOOLS & EQUIPMENT	15,224	26,423	28,222	20,000	35,000	15,000
5049900020 DECALS-FIXED ROUTE	1,429	40,371	2,183	15,000	15,000	-

MAINTENANCE OFFICE - FLEET MAINTENANCE

Division 21, 22, 13 (Fleet Maintenance Portion Only)

5049900021 REPAIR PARTS- FIXED ROUTE	1,144,576	1,457,768	1,544,301	1,400,000	1,550,000	150,000
5049900022 REPAIR PARTS-SUPPORT VEHICLES	38,192	63,503	72,596	70,000	70,000	-
5049900023 VANDALISM/SEAT REPAIRS	-	-	31	1,000	-	(1,000)
5049900024 REPAIR PARTS-FUEL CELL	15,818	12,775	16,586	100,000	100,000	-
5070500000 FUEL TAXES	10,656	10,795	11,275	14,000	14,000	-
5099900004 PERMITS & LICENSES	6,627	11,876	13,446	14,000	20,000	6,000
Total Expenses	4,065,429	4,719,049	5,599,318	5,021,865	5,906,781	884,916

EXPENSE BUDGET SUMMARY - MAINTENANCE PARATRANSIT (DIV 13 FLEET MAINTENANCE ONLY PORTION)

General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5039900001 PARATRANSIT CONTRACT SVC-TOWING	3,140	1,800	5,064	4,500	6,500	2,000
5039900002 PARATRANSIT OUTSIDE VEHICLE REPAIR	1,019	484	1,649	2,500	2,500	-
5039900003 GENERAL SERVICES	16,560	16,560	21,420	24,560	24,000	(560)
5040101001 PARATRANSIT FUEL-CNG	317,553	468,136	388,524	429,192	398,551	(30,641)
5040200005 PARATRANSIT TIRES	40,782	42,141	52,166	70,000	56,000	(14,000)
5049900006 PARATRANSIT REPAIR PARTS	161,543	145,541	179,597	176,339	176,000	(339)
5049900007 PARATRANSIT GLASS REPLACEMENT	405	920	188	1,500	1,000	(500)
5049900200 DECALS	-	-	-	6,000	6,000	-
Total Expenses	541,002	675,582	648,608	714,591	670,551	(44,040)

PERSONNEL SUMMARY

FY25 Proposed FTE's	Classification
1	Administrative Assistant
1	Chief Maintenance officer
1	Deputy Chief Maintenance Officer
1	Superintendent of Zero Emission Technology
1	Maintenance Analyst
1	Farebox Technician
0	Maintenance Advanced Tech Supervisor
5	Maintenance Supervisor
25	Mechanic
1	Senior Maintenance Supervisor
1	Superintendent of Maintenance
15	Utility
53	Total FTEs

MAINTENANCE OFFICE - FACILITY MAINTENANCE

Division 23 & 24

FUNCTIONS & RESPONSIBILITIES

Facility Maintenance is responsible for maintenance, inspections, repairs and rehabilitation of facilities and buildings for administration and operations located in Thousand Palms, Indio, and Coachella. Facility Maintenance ensures facilities are safe and sanitary for employees and customers.

EXPENSE BUDGET SUMMARY - FACILITY MAINTENANCE THOUSAND PALMS (TP) (DIV 23)

General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010200500 ADMIN SALARIES	89,301	202,993	69,145	253,811	127,685	(126,126)
5010201210 GROUNDSKEEPER WAGES	145,607	177,542	235,263	134,373	311,239	176,866
5010201610 ADMIN SALARIES-OT	-	225	985	-	-	-
5010201710 GROUNDSKEEPER OVERTIME	6,144	7,724	12,224	8,500	16,785	8,285
5010700000 ALLOCATED SALARIES	(1,826)	(2,943)	(2,431)	(3,542)	(2,796)	746
5029999999 TOTAL FRINGE BENEFITS	199,519	220,487	205,821	334,831	307,358	(27,473)
5030500005 CONTRACT SVC-HAZ WASTE REMOVE	15,174	20,890	49,287	35,234	50,000	14,766
5030500010 CONTRACT SVC-GENERAL	29,926	49,346	55,391	50,319	65,200	14,881
5030600000 CONTRACT SVC-CUSTODIAL	72,048	80,919	82,280	83,500	90,000	6,500
5030600100 AIR CONDITIONING EXPENDITURES	8,825	15,873	14,958	20,000	20,000	-
5030600200 UNIFORMS SERVICE EXPENDITURES	1,425	1,450	2,034	2,300	2,300	-
5030600300 RENTAL EQUIPMENT EXPENSES	4,746	3,930	6,391	6,000	7,500	1,500
5030600500 PEST CONTROL SERVICE	2,781	3,260	3,716	3,746	4,500	754
5030600600 CONTRACT SERVICES-A/C	10,606	9,572	24,439	13,956	21,500	7,544
5030600700 FIRE EXTINGUISHERS	823	1,160	529	1,435	1,200	(235)
5030600800 FLOOR MAT RENTAL	6,258	6,231	6,347	9,500	7,500	(2,000)
5030600975 RADIO REPEATER HILLTOP RENTAL	14,472	28,866	32,460	24,000	18,000	(6,000)
5040300100 PLUMBING RELATED EXPENDITURES	6,518	5,902	12,980	8,932	12,000	3,068
5040300200 ELECTRICAL RELATED EXPENDITURE	10,370	15,454	14,373	18,924	20,000	1,076
5040300600 SHOE ALLOWANCE	842	1,091	778	1,500	2,500	1,000
5049900001 OFFICE SUPPLIES	-	151	51	300	500	200
5049900002 BOARD ROOM AND ZWEIG SUPPLIES	3,986	6,254	2,658	8,700	7,000	(1,700)
5049900026 FACILITY MAINTENANCE-MAIN FAC	29,044	37,920	56,266	40,150	72,500	32,350
5049900030 CLEANING SUPPLIES-MAIN FAC	2,368	1,627	1,134	2,300	2,500	200
5050200001 UTILITIES MAIN FACILITY	255,807	271,570	305,111	267,954	330,000	62,046
5050200003 TRASH PICKUP- MAIN FACILITY	20,189	25,692	28,676	22,826	30,000	7,174
Total Expenses	934,951	1,193,185	1,220,868	1,349,549	1,524,971	175,422

EXPENSE BUDGET SUMMARY - FACILITY MAINTENANCE INDIO/COACHELLA (DIV 24)

General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5030500010 CONTRACT SVC-GENERAL	770	2,209	402	2,433	2,400	(33)
5030600000 CONTRACT SVC-CUSTODIAL	34,827	25,105	30,012	40,000	35,000	(5,000)
5030600100 AIR CONDITIONING EXPENDITURES	1,246	1,203	673	1,932	2,000	68
5030600300 RENTAL EQUIPMENT EXPENSES	-	-	-	-	-	-

MAINTENANCE OFFICE - FACILITY MAINTENANCE

Division 23 & 24

5030600500 PEST CONTROL SERVICE	1,178	1,395	1,534	1,595	1,700	105
5030600600 CONTRACT SERVICES-AC	580	575	1,616	580	2,000	1,420
5030600700 FIRE EXTINGUISHERS	252	289	-	386	350	(36)
5030600800 FLOOR MAT RENTAL	636	41	-	2,318	500	(1,818)
5040300100 PLUMBING RELATED EXP	1,028	503	2,631	2,050	2,500	
5040300200 ELECTRICAL RELATED EXPENDITURE	993	4,685	2,375	2,500	2,500	-
5049900027 FACILITY MAINT-INDIO FAC	8,393	8,659	9,234	9,000	12,000	3,000
5049900031 CLEANING SUPPLIES-INDIO FACILI	185	279	-	300	300	-
5050200002 UTILITIES INDIO/COACHELLA	25,496	24,234	29,502	37,000	37,000	-
5050200004 TRASH PICKUP-INDIO/COACHELLA	16,671	17,597	20,222	18,000	21,000	3,000
5050202000 UTILITIES GAS & WATER	4,545	3,274	4,145	7,001	4,000	(3,001)
Total Expenses	96,800	90,050	102,345	125,095	123,250	(2,295)

PERSONNEL SUMMARY

FY25 Proposed FTE's	Classification
2	Facility Construction Specialist
1	Facility Maintenance Supervisor
3	Facility Maintainer
1	Deputy Chief of Facilities
1	Superintendent of Facilities
8	Total FTEs

MAINTENANCE OFFICE - STOPS & ZONES

Division 25

FUNCTIONS & RESPONSIBILITIES

Stops & Zones is responsible for maintaining clean, safe, and sanitary bus stop facilities. Stops & Zones also coordinates with the Planning department for the relocation, installation and removal of bus stops.

EXPENSE BUDGET SUMMARY - STOPS & ZONES (DIV 25)

General Ledger Code	FY22 Actuals	FY23 Actuals	FY24 Estimates	FY24 Approved Budget	FY25 Proposed Budget	Variance
5010200500 ADMIN SALARIES	53,886	66,356	97,903	60,643	-	(60,643)
5010201500 BARGAINING SALARIES	302,627	312,140	288,567	332,971	404,276	71,305
5010201510 BARGAINING OVERTIME	4,052	5,370	9,796	7,500	-	(7,500)
5029999999 TOTAL FRINGE BENEFITS	236,221	223,492	269,001	271,795	279,908	8,113
5030600200 UNIFORMS	3,709	3,674	3,783	5,500	4,500	(1,000)
5030600250 EQUIPMENT RENTAL	3,517	2,070	3,708	4,500	4,500	-
5040102000 UNLEADED GASOLINE	2,353	2,692	2,323	3,000	3,000	-
5040102001 DIESEL FUEL	-	63	34	175	200	25
5040300600 SHOE ALLOWANCE	881	2,139	1,780	2,500	2,500	-
5049900001 OFFICE SUPPLIES	107	64	-	125	300	175
5049900029 BUS STOP SUPPLIES	55,808	76,201	60,738	75,400	75,000	(400)
5090201000 EMPLOYEE EXPENSES	146	248	-	350	1,500	1,150
Total Expenses	663,306	694,510	737,632	764,459	775,684	11,225

PERSONNEL SUMMARY

FY25 Proposed FTE's	Classification
1	Stops & Zones Supervisor
7	Stops & Zones Technician
8	Total FTEs

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SunLine Transit Agency

DATE: May 22, 2024 **DISCUSSION**

TO: Finance/Audit Committee
Board Operations Committee

FROM: Edith Hernandez, Clerk of the Board

RE: Increase to Board Stipends

Background

SunLine Transit Agency currently pays each member of the Board of Directors \$50 for each Board meeting attended, and \$25 for each committee meeting attended. The stipend may be increased under state law and in accordance with SunLine's Joint Powers Agreement. Considering the evolving landscape of the organization and the increasing demands placed on schedules, it may be prudent to reassess whether the existing stipends align with the level of commitment required.

With direction from the Board, staff can conduct thorough research into the stipend structures of neighboring agencies. This research will provide SunLine with valuable insights into current practices and help assess whether any adjustments are necessary to better align the stipends with industry standards. Any proposed adjustments could be presented to the Board before the end of the calendar year.