



SunLine Transit Agency  
May 24, 2023  
9:40 a.m. – 10:30 a.m.

## AGENDA

### FINANCE/AUDIT COMMITTEE

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

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#### 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 for 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](http://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.

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#### 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 2023

(PAGE 4-8)

8b) Credit Card Statement for March 2023

(PAGE 9-12)

8c) Monthly Budget Variance Report for March 2023

(PAGE 13-17)

8d) Contracts Signed in Excess of \$25,000 for April 2023

(PAGE 18-19)

8e) Union & Non-Union Pension Investment Asset Summary March 2023

(PAGE 20-36)

8f) Quarterly Performance Summary for Q1 of Calendar Year 2023

(PAGE 37-41)

8g) Ridership Report for April 2023

(PAGE 42-45)

8h) SunDial Operational Notes for April 2023

(PAGE 46-48)

8i) Metrics for April 2023

(PAGE 49-71)

8j) Board Member Attendance for April 2023

(PAGE 72-73)

**9. PROJECT MANAGEMENT SUPPORT**

(Staff: Walter Watcher, Procurement Officer)

**ACTION**

(PAGE 74-75)

**10. LEGAL SERVICES REQUEST FOR PROPOSALS**

(Staff: Luis Garcia, Controller/Assistant Chief Financial Officer)

**ACTION**

(PAGE 76)

**ITEM**

**RECOMMENDATION**

11. **REVIEW AND DISCUSSION OF SUNLINE FUNDING  
AND THE DRAFT FY24 OPERATING AND  
CAPITAL BUDGET**

(Staff: Luis Garcia, Controller/Assistant Chief  
Financial Officer)

**DISCUSSION**  
(PAGE 77-202)

12. **HYDROGEN CONSULTING CONTRACT  
TERMINATION**

(Staff: Rudy Le Flore, Chief Project Consultant)

**INFORMATION**  
(PAGE 203)

13. **ADJOURN**

**SunLine Transit Agency****CONSENT CALENDAR**

DATE: May 24, 2023

**RECEIVE & FILE**TO: Finance/Audit Committee  
Board of Directors

RE: Checks \$1,000 and Over Report March 2023

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.

| <b>Vendor</b>                      | <b>Check #</b> | <b>Amount</b> |
|------------------------------------|----------------|---------------|
| <i>Motor Coach Industries, Inc</i> | 692281         | \$896,469.63  |

Recommendation:

Receive and file.

**SunLine Transit Agency  
Checks \$1,000 and Over  
March 2023**

| <b>Vendor Filed As Name</b>            | <b>Description</b>  | <b>Check #</b> | <b>Payment Date</b> | <b>Payment Amount</b> |
|--|---|----------------|---------------------|-----------------------|
| MOTOR COACH INDUSTRIES, INC.           | WIP-Expansion (1) MCI BUS CNG D4500- Project Acct#2201-00 | 692281         | 03/16/2023          | 896,469.63            |
| ANEW RNG, LLC                          | Utilities   | 692311         | 03/24/2023          | 813,303.88            |
| CALPERS                                | Group Health Premiums                                     | 692314         | 03/24/2023          | 342,763.45            |
| CALPERS                                | Group Health Premium                                      | 692127         | 03/02/2023          | 341,072.75            |
| ANEW RNG, LLC                          | Utilities   | 692386         | 03/31/2023          | 155,755.67            |
| U.S. BANK INSTITUTIONAL TRUST-WESTERN  | Pension Deposit   | 692248         | 03/09/2023          | 117,656.45            |
| U.S. BANK INSTITUTIONAL TRUST-WESTERN  | Pension Deposit   | 692379         | 03/24/2023          | 117,238.55            |
| IMPERIAL IRRIGATION DIST               | Utilities   | 692275         | 03/16/2023          | 98,117.78             |
| SO CAL GAS CO.                         | Utilities   | 692291         | 03/16/2023          | 56,043.26             |
| VASQUEZ AND COMPANY LLP                | Audit Services  | 692252         | 03/09/2023          | 36,562.50             |
| MUTUAL OF OMAHA INSURANCE COMPANY      | Supplement Benefits LTD/STD/LIFE Ins Prem                 | 692159         | 03/02/2023          | 34,861.55             |
| MUTUAL OF OMAHA INSURANCE COMPANY      | Supplement Benefits LTD/STD/LIFE Ins Prem                 | 692409         | 03/31/2023          | 33,062.18             |
| ATKINSON, ANDELSON, LOYA RUUD AND ROMO | Legal Service   | 692388         | 03/31/2023          | 31,630.10             |
| BURKE, WILLIAMS & SORENSEN, LLP        | Legal Service   | 692389         | 03/31/2023          | 30,212.00             |
| KRAUTHAMER & ASSOCIATES LLC            | Consulting-General  | 692403         | 03/31/2023          | 27,778.00             |
| MICHELIN NORTH AMERICA, INC.           | Lease Tires Services                                      | 692407         | 03/31/2023          | 25,036.58             |
| RUSH TRUCK CENTERS OF CALIFORNIA, INC. | Inventory Repair Parts                                    | 692364         | 03/24/2023          | 20,994.36             |
| YELLOW CAB OF THE DESERT               | SunRide Ride Share Expenses                               | 692420         | 03/31/2023          | 19,593.32             |
| RUSH TRUCK CENTERS OF CALIFORNIA, INC. | Inventory Repair Parts                                    | 692167         | 03/02/2023          | 18,116.55             |
| NFI PARTS                              | Inventory Repair Parts                                    | 692118         | 03/02/2023          | 18,063.09             |
| MAKAI SOLUTIONS                        | WIP-Facility Improvement -Project Acct#1508               | 692345         | 03/24/2023          | 17,832.32             |
| MICHELIN NORTH AMERICA, INC.           | Lease Tires Services                                      | 692215         | 03/09/2023          | 17,539.35             |
| THE LEFLORE GROUP LLC                  | Projects Consultant                                       | 692238         | 03/09/2023          | 17,175.43             |
| TRUGUARD SECURITY SERVICES, INC        | Security Guard Services                                   | 692247         | 03/09/2023          | 16,622.24             |
| NAPA AUTO PARTS                        | Inventory Repair Parts                                    | 692216         | 03/09/2023          | 15,988.15             |
| A AND A FLEET PAINTING INC             | Repair Claims   | 692116         | 03/02/2023          | 15,910.92             |
| RUSH TRUCK CENTERS OF CALIFORNIA, INC. | Inventory Repair Parts                                    | 692412         | 03/31/2023          | 14,939.19             |
| SEFAC USA, INC.                        | WIP-Facility Improvement -Project Acct#2115-00            | 692290         | 03/16/2023          | 14,500.70             |
| OLD GREEN HOUSE LLC                    | Projects Consultant                                       | 692361         | 03/24/2023          | 14,355.00             |
| YELLOW CAB OF THE DESERT               | SunRide Ride Share Expenses                               | 692181         | 03/02/2023          | 13,107.32             |
| PASTION INDUSTRIES, INC                | WIP-Fire System Repairs Indio- Project Acct#1913-01       | 692227         | 03/09/2023          | 12,730.00             |
| IBI GROUP, A CALIFORNIA PARTNERSHIP    | WIP-Radio System Replacement-Project Acct#1905            | 692146         | 03/02/2023          | 12,479.00             |
| NFI PARTS                              | Inventory Repair Parts                                    | 692254         | 03/16/2023          | 12,080.56             |
| VERIZON WIRELESS                       | Wireless Telephone Service                                | 692253         | 03/09/2023          | 11,247.43             |
| UNUM                                   | Group Dental & Vision Premiums                            | 692295         | 03/16/2023          | 10,877.22             |
| TEC EQUIPMENT, INC.                    | Inventory Repair Parts                                    | 692245         | 03/09/2023          | 10,648.28             |
| GLORIA G. SALAZAR                      | Consulting  | 692269         | 03/16/2023          | 10,282.80             |
| COACHELLA VALLEY TAXI                  | SunRide Ride Share Expenses                               | 692156         | 03/02/2023          | 10,188.30             |
| PALM SPRINGS MOTORS, INC.              | Inventory Repair Parts                                    | 692161         | 03/02/2023          | 10,158.66             |

**SunLine Transit Agency  
Checks \$1,000 and Over  
March 2023**

| <b>Vendor Filed As Name</b>              | <b>Description</b>                  | <b>Check #</b> | <b>Payment Date</b> | <b>Payment Amount</b> |
|--|-------------------------------------|----------------|---------------------|-----------------------|
| COACHELLA VALLEY TAXI                    | SunRide Ride Share Expenses         | 692404         | 03/31/2023          | 10,142.75             |
| TRANSIT PRODUCTS & SERVICES              | Inventory Repair Parts              | 692376         | 03/24/2023          | 9,747.50              |
| HTEC HYDROGEN TECHNOLOGY & ENERGY        | Consulting-General                  | 692272         | 03/16/2023          | 9,337.50              |
| TOWNSEND PUBLIC AFFAIRS, INC             | Consulting-General                  | 692374         | 03/24/2023          | 9,000.00              |
| NFI PARTS                                | Inventory Repair Parts              | 692303         | 03/24/2023          | 8,603.91              |
| DYNAMIC BUILDING MAINTENANCE INC         | Janitorial Services                 | 692262         | 03/16/2023          | 7,899.00              |
| CDW GOVERNMENT, INC                      | Computer/Network Software Agreement | 692260         | 03/16/2023          | 7,459.20              |
| MOTOR VEHICLE NETWORK                    | Advertising                         | 692165         | 03/02/2023          | 7,410.00              |
| BATTERY RUSH                             | Bus Stop Supplies                   | 692126         | 03/02/2023          | 6,827.12              |
| YELLOW CAB OF THE DESERT                 | SunRide Ride Share Expenses         | 692302         | 03/16/2023          | 6,545.11              |
| SOCALGAS                                 | Utilities                           | 692292         | 03/16/2023          | 6,505.02              |
| DESERT SUN PUBLISHING LLC                | Advertising                         | 692334         | 03/24/2023          | 6,000.00              |
| GALLAGHER BENEFIT SERVICES, INC          | Consulting-General                  | 692396         | 03/31/2023          | 5,993.75              |
| AMETZA ARIZONA, LLC.                     | Lubricants- Oil                     | 692123         | 03/02/2023          | 5,941.66              |
| SPECIALTY FIELD SERVICE, INC.            | Outside Repair-Fixed Route          | 692370         | 03/24/2023          | 5,940.00              |
| AMALGAMATED TRANSIT UNION                | Union Dues                          | 692185         | 03/09/2023          | 5,774.84              |
| AMALGAMATED TRANSIT UNION                | Union Dues                          | 692309         | 03/24/2023          | 5,711.00              |
| COMPLETE COACH WORKS                     | Repair Parts-Fixed Route            | 692196         | 03/09/2023          | 5,656.88              |
| BAE SYSTEMS CONTROLS, INC.               | Inventory Repair Parts              | 692257         | 03/16/2023          | 5,567.72              |
| GARON WYATT INVESTIGATIVE SERVICES, LLC. | Insurance Loss                      | 692141         | 03/02/2023          | 5,540.15              |
| JESSE FRESCAS JR.                        | Consulting-General                  | 692151         | 03/02/2023          | 5,520.00              |
| US BANK VOYAGER FLEET SYSTEMS            | Unleaded/Diesel Fuel                | 692250         | 03/09/2023          | 5,326.54              |
| COMPLETE COACH WORKS                     | Repair Parts-Fixed Route            | 692321         | 03/24/2023          | 5,314.04              |
| ROMAINE ELECTRIC CORP.                   | Inventory Repair Parts              | 692289         | 03/16/2023          | 5,118.13              |
| COACHELLA VALLEY TAXI                    | SunRide Ride Share Expenses         | 692278         | 03/16/2023          | 5,070.15              |
| TYLER TECHNOLOGIES, INC.                 | Contracted Services                 | 692378         | 03/24/2023          | 5,029.00              |
| PLAZA TOWING, INC.                       | Towing Services                     | 692164         | 03/02/2023          | 4,887.50              |
| SC FUELS                                 | Lubricants- Oil                     | 692170         | 03/02/2023          | 4,856.51              |
| IMPERIAL IRRIGATION DIST                 | Utilities                           | 692147         | 03/02/2023          | 4,675.76              |
| SC FUELS                                 | Lubricants- Oil                     | 692239         | 03/09/2023          | 4,659.47              |
| PROMELI MEDIA, LLC                       | Contracted Services                 | 692131         | 03/02/2023          | 4,402.82              |
| FRANKLIN TRUCK PARTS, INC                | Inventory Repair Parts              | 692205         | 03/09/2023          | 4,311.52              |
| XEBEC ADSORPTION INC.                    | Inventory Repair Parts              | 692301         | 03/16/2023          | 4,282.00              |
| NFI PARTS                                | Inventory Repair Parts              | 692183         | 03/09/2023          | 4,232.58              |
| TPX COMMUNICATIONS                       | Communication Service               | 692375         | 03/24/2023          | 4,149.06              |
| ANDERSON COMMUNICATIONS                  | Radio Repeater Hill Top Rental      | 692312         | 03/24/2023          | 4,000.00              |
| PDC MACHINES, INC                        | Inventory Repair Parts              | 692354         | 03/24/2023          | 3,943.66              |
| PDC MACHINES, INC                        | Inventory Repair Parts              | 692162         | 03/02/2023          | 3,857.45              |
| SC FUELS                                 | Lubricants- Oil                     | 692414         | 03/31/2023          | 3,636.58              |

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March 2023**

| <b>Vendor Filed As Name</b>              | <b>Description</b>  | <b>Check #</b> | <b>Payment Date</b> | <b>Payment Amount</b> |
|--|---|----------------|---------------------|-----------------------|
| CARQUEST AUTO PARTS STORES               | Inventory Repair Parts                                      | 692129         | 03/02/2023          | 3,466.84              |
| ROBERT BACH                              | Consulting-General  | 692235         | 03/09/2023          | 3,108.23              |
| SOUTHERN CALIFORNIA GAS COMPANY          | Contracted Services-General                                 | 692293         | 03/16/2023          | 3,057.19              |
| CHARTER COMMUNICATIONS                   | Utilities   | 692294         | 03/16/2023          | 2,974.98              |
| MRO ELECTRIC AND SUPPLY                  | WIP-Fixed Assets Facility Improvements-Project Acct#1912-05 | 692385         | 03/31/2023          | 2,858.00              |
| PALM SPRINGS MOTORS, INC.                | Inventory Repair Parts                                      | 692351         | 03/24/2023          | 2,660.36              |
| HTEC HYDROGEN TECHNOLOGY & ENERGY        | Consulting-General  | 692271         | 03/16/2023          | 2,587.50              |
| TRANSIT RESOURCES, INC.                  | Inventory Repair Parts                                      | 692296         | 03/16/2023          | 2,549.42              |
| GILLIG LLC                               | Inventory Repair Parts                                      | 692335         | 03/24/2023          | 2,524.32              |
| ALPHA MEDIA LLC                          | Advertising   | 692308         | 03/24/2023          | 2,500.00              |
| CALIFORNIA STATE DISBURSEMENT UNIT       | Garnishment   | 692192         | 03/09/2023          | 2,498.35              |
| CALIFORNIA STATE DISBURSEMENT UNIT       | Garnishment   | 692315         | 03/24/2023          | 2,498.35              |
| VERONICA MANZO STUMPF                    | WIP-Consultant TAM Software- Project Acct #1512-01          | 692417         | 03/31/2023          | 2,454.46              |
| MILE3 WEB DEVELOPMENT                    | Website Maintenance   | 692347         | 03/24/2023          | 2,450.00              |
| TRAPEZE SOFTWARE GROUP INC.              | WIP-Timekeeping Software Integration – Project #2213        | 692297         | 03/16/2023          | 2,431.26              |
| BURRTEC WASTE & RECYCLING SERVICES       | Trash Service   | 692190         | 03/09/2023          | 2,430.00              |
| JACKSON LEWIS P.C.                       | Insurance Loss  | 692213         | 03/09/2023          | 2,340.00              |
| PRUDENTIAL OVERALL SUPPLY                | Uniforms  | 692357         | 03/24/2023          | 2,299.00              |
| JOSEPH LYNN FRIEND                       | Contracted Services   | 692277         | 03/16/2023          | 2,090.00              |
| BALLARD POWER SYSTEMS                    | Inventory Repair Parts                                      | 692188         | 03/09/2023          | 2,046.18              |
| KUNA FM                                  | Advertising   | 692155         | 03/02/2023          | 2,000.00              |
| COACHELLA VALLEY TRANSIT EMPLOYEE RELIEF | Employee Relief Fund  | 692319         | 03/24/2023          | 1,972.50              |
| AMERICAN MOVING PARTS                    | Inventory Repair Parts                                      | 692310         | 03/24/2023          | 1,936.98              |
| ROMAINE ELECTRIC CORP.                   | Inventory Repair Parts                                      | 692166         | 03/02/2023          | 1,912.80              |
| TRANSIT RESOURCES, INC.                  | Inventory Repair Parts                                      | 692377         | 03/24/2023          | 1,849.85              |
| HARTFORD FIRE INSURANCE COMPANY          | Annual Flood Insurance Premium                              | 692210         | 03/09/2023          | 1,796.00              |
| DEAN HOLM                                | Consulting-General  | 692322         | 03/24/2023          | 1,791.90              |
| A AND A FLEET PAINTING INC               | Repair Claims   | 692182         | 03/09/2023          | 1,700.00              |
| BURRTEC WASTE & RECYCLING SERVICES       | Trash Service   | 692189         | 03/09/2023          | 1,679.03              |
| GRAINGER                                 | Inventory Repair Parts                                      | 692208         | 03/09/2023          | 1,660.44              |
| ELDORADO NATIONAL (CALIFORNIA), INC.     | Inventory Repair Parts                                      | 692200         | 03/09/2023          | 1,658.88              |
| HOME DEPOT CREDIT SERVICES               | Bus Stop Supplies   | 692338         | 03/24/2023          | 1,633.53              |
| GRAINGER                                 | Facility Maintenance  | 692144         | 03/02/2023          | 1,618.01              |
| CITY CAB                                 | Taxi Voucher Program  | 692367         | 03/24/2023          | 1,605.24              |
| AIR & LUBE SYSTEMS INC                   | Contracted Services-General                                 | 692184         | 03/09/2023          | 1,543.33              |
| RAVE MOBILE SAFETY                       | Computer/Network Software Agreement                         | 692233         | 03/09/2023          | 1,535.00              |
| FRONTIER COMMUNICATIONS                  | Utilities- OPS Bldg   | 692267         | 03/16/2023          | 1,525.00              |
| VALLEY OFFICE EQUIPMENT, INC.            | Copier Service  | 692298         | 03/16/2023          | 1,522.95              |
| C V WATER DISTRICT                       | Utilities   | 692320         | 03/24/2023          | 1,476.45              |

**SunLine Transit Agency  
Checks \$1,000 and Over  
March 2023**

| <b>Vendor Filed As Name</b>       | <b>Description</b>                                   | <b>Check #</b> | <b>Payment Date</b> | <b>Payment Amount</b> |
|-----------------------------------|--|----------------|---------------------|-----------------------|
| PDC MACHINES, INC                 | Inventory Repair Parts                               | 692287         | 03/16/2023          | 1,476.18              |
| MILE3 WEB DEVELOPMENT             | Website Maintenance                                  | 692280         | 03/16/2023          | 1,470.00              |
| SERVEXO                           | Security Services                                    | 692172         | 03/02/2023          | 1,423.50              |
| SERVEXO                           | Security Services                                    | 692368         | 03/24/2023          | 1,423.50              |
| OMNITRACS, LLC                    | General Services                                     | 692223         | 03/09/2023          | 1,380.00              |
| ALPHA MEDIA LLC                   | Advertising  | 692256         | 03/16/2023          | 1,333.00              |
| AIRWAVE COMMUNICATIONS            | WIP-Radio Install MCI BUS CNG- Project Acct#2201-00  | 692120         | 03/02/2023          | 1,250.19              |
| TOTAL CARE WORK INJURY CLINIC     | Medical Exam & Testing                               | 692383         | 03/24/2023          | 1,230.00              |
| HTEC HYDROGEN TECHNOLOGY & ENERGY | Consulting-General                                   | 692212         | 03/09/2023          | 1,204.71              |
| CARQUEST AUTO PARTS STORES        | Inventory Repair Parts                               | 692316         | 03/24/2023          | 1,197.44              |
| DESERT HOSE & SUPPLY CORP.        | Inventory Repair Parts                               | 692261         | 03/16/2023          | 1,185.70              |
| MOWERS PLUS, INC.                 | Bus Stop Supplies                                    | 692348         | 03/24/2023          | 1,105.66              |
| AMERICAN SEATING COMPANY          | Contract Service Freight                             | 692122         | 03/02/2023          | 1,102.30              |
| PASTION INDUSTRIES, INC           | WIP-Facility Improvement TP -Project Acct#1912-02    | 692228         | 03/09/2023          | 1,045.00              |
| PASTION INDUSTRIES, INC           | WIP-Facility Improvement Indio -Project Acct#1913-01 | 692229         | 03/09/2023          | 1,045.00              |
| PLAZA TOWING, INC.                | Towing Services                                      | 692231         | 03/09/2023          | 1,037.50              |
| BAE SYSTEMS CONTROLS, INC.        | Outside Repair-Fixed Route                           | 692125         | 03/02/2023          | 1,017.40              |
| GRAINGER                          | Facility Maintenance                                 | 692337         | 03/24/2023          | 1,014.51              |
| OCTAVIO MENDOZA                   | Reimbursement Expense                                | 692284         | 03/16/2023          | 1,000.00              |
| QUADIENT FINANCE USA, INC.        | Postage  | 692358         | 03/24/2023          | 1,000.00              |
| CUMMINS SALES AND SERVICE         | Repair Parts-Fixed Route                             | 692198         | 03/09/2023          | 1,000.00              |
| <b>Total Checks Over \$1,000</b>  | \$3,831,054.32                                       |                |                     |                       |
| <b>Total Checks Under \$1,000</b> | \$38,209.15  |                |                     |                       |
| <b>Total Checks</b>               | \$3,869,263.47                                       |                |                     |                       |

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: May 24, 2023

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Credit Card Statements for March 2023

Summary:

The attached report summarizes the Agency's credit card expenses for March 2023. Credit card transactions through the CEO/General Manager credit card align with the statement closing date of April 3, 2023. The report also summarizes transactions for the credit card utilized for Procurement which aligns with the statement closing date of March 31, 2023.

Recommendation:

Receive and file.

**SunLine Transit Agency Visa Credit Card Statement**

**Closing Date: 04/03/2023**

**Name on Card: Lauren Skiver**

| Trans. Date                 | Post Date | Reference    | Detail - Description  | Credits  | Charges    |
|-----------------------------|-----------|--------------|---|----------|------------|
| 1 3/7/2023                  | 3/8/2023  | PSP          | PTAANZ ZEB Symposium in Sydney Australia - Parking at Palm Springs Airport; Lauren Skiver, CEO/General Manager<br><br><i>*Receipt pending*</i>                                  |          | \$202.00   |
| 2 3/9/2023                  | 3/12/2023 | Classic Club | Meeting at the Classic Club; Executive Team and Lauren Skiver, CEO/General Manager  |          | \$311.68   |
| 3 3/14/2023                 | 3/29/2023 | Grand Hyatt  | 2023 APTA Legislative Conference in Washington, D.C. - Lodging for 3 Nights; Lauren Skiver, CEO/General Manager   |          | \$1,220.76 |
| 4 3/14/2023                 | 3/29/2023 | APTA         | 2023 APTA Legislative Conference March 10-14, 2023 - Registration; Brittney Sowell, Chief of Staff<br><br><i>*Registration canceled; reimbursement from previous statement*</i> | \$780.00 |            |
| <b>Credits and Charges:</b> |           |              |   | \$780.00 | \$1,734.44 |



SUB ACCOUNT MEMO STATEMENT

|                        |                                 |
|------------------------|---------------------------------|
| Prepared For           | SUNLINE TRANSIT<br>LAURA SKIVER |
| Sub Account Number     | [REDACTED]                      |
| Statement Closing Date | 04/03/23                        |
| Next Statement Date    | 05/03/23                        |

For Customer Service Call:  
800-231-5511

Inquiries or Questions:  
Wells Fargo SBL PO Box 29482  
Phoenix, AZ 85038-8650

|                         |          |
|-------------------------|----------|
| Monthly Spending Limit* | \$40,000 |
|-------------------------|----------|

\*Available funds are subject to the monthly spending limit and the available credit on the control account.

Sub Account Summary

|                             |   |            |
|-----------------------------|---|------------|
| Purchases and Other Charges | + | \$1,734.44 |
| Cash Advances               | + | \$0.00     |
| Credits                     | - | \$780.00   |
| Statement Total             |   | \$954.44   |

This Account is closed to future transactions. The transactions detailed reflect activity on this card number only. The company control account has been billed for all transactions. Please refer payment inquiries to your company card administrator or owner.

Sub Account Transactions

| Trans | Post  | Reference Number  | Description                          | Credits    | Charges  |
|-------|-------|-------------------|--------------------------------------|------------|----------|
| 03/07 | 03/08 | 244310622BM7DK9DH | PALM SPRINGS AIRPORT PALM SPRINGS CA |            | 202.00   |
| 03/09 | 03/12 | 240009725FRN2RBHA | CLASSIC CLUB - F&B 760-6013601 CA    |            | 311.68   |
| 03/14 | 03/16 | 24943002AM0EH6EK2 | GRAND HYATT WASHINGTON WASHINGTON DC |            | 1,220.76 |
| 03/24 | 03/29 | 74639232PS66FQ77F | APTA WASHINGTON DC                   | 780.00     |          |
| 04/03 | 04/03 | 000000000000COMPC | TOTAL PURCHASES                      | \$1,734.44 |          |
|       |       |                   | TOTAL RETURNS                        | \$780.00   |          |
|       |       |                   | TOTAL                                | \$954.44   |          |

All transactions detailed above have been billed to the company control account.

See reverse side for important information.

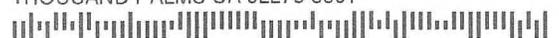


The transactions detailed on this statement are for informational use only.

|                                       |            |
|---------------------------------------|------------|
| Sub Account Number                    | [REDACTED] |
| No Payment is due on this Sub Account |            |



  
 ELITE CARD PAYMENT CENTER YTG  
 PO BOX 77066 29  
 MINNEAPOLIS MN 55480-7766

SUNLINE TRANSIT  
 LAURA SKIVER  
 32505 HARRY OLIVER TRL  
 THOUSAND PALMS CA 92276-3501  


3905  
S303

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 03/31/2023

Name on Card: Walter Watcher (Procurement Card)

| Trans. Date  | Post. Date | Name                     | Detail-Description   | Credits   | Charges      |
|--------------|------------|--------------------------|--|-----------|--------------|
| 1 2/28/2023  | 3/1/2023   | Amazon                   | 7/16 Unistrut Channel Nuts   |           | \$ 74.08     |
| 2 3/1/2023   | 3/2/2023   | Dropbox                  | Software Subscription  |           | \$ 103.84    |
| 3 3/1/2023   | 3/2/2023   | Newark Corpoartion       | ARCOL Resistors HS Series H50150RF   |           | \$ 135.85    |
| 4 3/3/2023   | 3/3/2023   | Amazon                   | Alexa for Business Subscription  |           | \$ 6.40      |
| 5 3/3/2023   | 3/6/2023   | Quicksign                | InfoBoard Quicksign  |           | \$ 199.00    |
| 6 3/7/2023   | 3/8/2023   | Ihire, LLC               | Job Posting and Recruiting on Ihire's Website                                |           | \$ 1,215.00  |
| 7 3/8/2023   | 3/9/2023   | Smartsign                | California No Trespassing Shield Sign, Penal Code Sec.602                    |           | \$ 96.03     |
| 8 3/8/2023   | 3/9/2023   | Sp Sweepsclub.com        | Suction Hose   |           | \$ 25.30     |
| 9 3/9/2023   | 3/10/2023  | Amazon                   | Relay for New Flyer (636)  |           | \$ 103.38    |
| 10 3/9/2023  | 3/10/2023  | Sp Elite Gates           | Gate parts, Elite Q003 Chain Bolt  |           | \$ 218.48    |
| 11 3/9/2023  | 3/10/2023  | Amazon                   | LeYi Compatible for iPhone 8 Case. iPhone 7 case                             |           | \$ 75.04     |
| 12 3/9/2023  | 3/10/2023  | Amazon                   | QIEGL Bird Spikes for Pigeons Small Birds                                    |           | \$ 36.17     |
| 13 3/9/2023  | 3/10/2023  | Amazon                   | UPS Battery replacement for Learning Center                                  |           | \$ 258.59    |
| 14 3/9/2023  | 3/10/2023  | Amazon                   | Yellow Fire Hydrant Cover (Out of Service)                                   |           | \$ 90.47     |
| 15 3/9/2023  | 3/10/2023  | Amazon                   | 6" Sliding Gate Guide Roller Hard Rubber Roller                              |           | \$ 32.33     |
| 16 3/14/2023 | 3/15/2023  | Branom Instrument Co.    | CNG Compressor Station Oil Drain Valves                                      |           | \$ 29.32     |
| 17 3/16/2023 | 3/16/2023  | Amazon                   | Parts Room Supplies - Pallet Wrap  |           | \$ 55.42     |
| 18 3/20/2023 | 3/21/2023  | Sq Unique Bite Eatery    | Board Meeting Catering Order- uniQue   |           | \$ 534.51    |
| 19 3/20/2023 | 3/21/2023  | Amazon                   | Silicone Spray   |           | \$ 114.12    |
| 20 3/20/2023 | 3/21/2023  | Amazon                   | Silicone Spray- Taxes for order  |           | \$ 8.84      |
| 21 3/21/2023 | 3/22/2023  | Amazon                   | Parts Room Supplies - Stretch Film Small Rolls (4)                           |           | \$ 32.30     |
| 22 3/22/2023 | 3/23/2023  | Reviewstudio             | Review Studio Year Subscription  |           | \$ 195.00    |
| 23 3/22/2023 | 3/23/2023  | Reviewstudio             | Review Studio Fee  |           | \$ 1.95      |
| 24 3/23/2023 | 3/24/2023  | Sams Club                | Boardroom/Meeting Supplies   |           | \$ 169.86    |
| 25 3/24/2023 | 3/27/2023  | United                   | Flight to Think Transit Training, Planning Manager, Manuel Acala             |           | \$ 513.20    |
| 26 3/24/2023 | 3/27/2023  | United                   | Flight to Think Transit Training, Planning Manager, Manuel Acala             |           | \$ 405.20    |
| 27 3/24/2023 | 3/27/2023  | Trapezegrp               | Think Transit Training 2023 Fee, Planning Manager, Manuel Acala              |           | \$ 1,500.00  |
| 28 3/24/2023 | 3/27/2023  | Omni Nashville           | Hotel stay for Think Transit Training, Planning Manager, Manuel Acala        |           | \$ 2,278.13  |
| 29 3/25/2023 | 3/27/2023  | Priceline United Airline | Seat Cost for Flight- Think Transit Training, Planning Manager, Manuel Acala |           | \$ 24.00     |
| 30 3/25/2023 | 3/27/2023  | Priceline United Airline | Airline Reimbursement for seat, Planning Manager, Manuel Acala               | \$ 9.50   | \$ -         |
| 31 3/25/2023 | 3/27/2023  | Priceline United Airline | Airline Reimbursement for seat, Planning Manager, Manuel Acala               | \$ 5.00   | \$ -         |
| 32 3/29/2023 | 3/30/2023  | FiveMotors               | Credit Memo for returning Fuel Injectors(11)                                 | \$ 676.70 | \$ -         |
| 33 3/29/2023 | 3/30/2023  | FiveMotors               | Purchase Fuel Injectors(11)  |           | \$ 676.70    |
| 34 3/29/2023 | 3/31/2023  | FiveMotorsport, Inc.     | Trolley/DAR Injectors  |           | \$ 2,024.33  |
| 35 3/30/2023 | 3/31/2023  | Latinos In Transit       | Latinos In Transit Training Fee  |           | \$ 250.00    |
|              |            |                          |  | \$ 691.20 | \$ 11,482.84 |

**SunLine Transit Agency**  
**CONSENT CALENDAR**

DATE: May 24, 2023

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Monthly Budget Variance Report for March 2023

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 1/12<sup>th</sup> of the annual budget. The FYTD budget values for the month of March 2023 are equal to 9/12<sup>ths</sup> of the yearly budget.

Year to Date Summary:

- As of March 31, 2023, the Agency's FYTD revenues are \$134,000 or 11.41% above the FYTD budget due to an increase in ridership over FY22.
- As of March 31, 2023, the Agency's FYTD expenditures are \$2,372,632 or 6.86% below the FYTD budget.

Monthly Spotlight:

- The negative variance in CNG fuel is primarily attributed to increased usage of CNG fixed route vehicles over budgeted estimates and an increase in the cost of natural gas.

Recommendation:

Receive and file.

SunLine Transit Agency  
Budget Variance Report  
March 2023

| Description  | FY23<br>Total Budget | Current Month         |                  |                        | Fiscal Year to Date    |                     |                        |                         |
|--|----------------------|-----------------------|------------------|------------------------|------------------------|---------------------|------------------------|-------------------------|
|  |                      | Actual                | Budget           | Positive<br>(Negative) | FYTD Actual            | FY23<br>FYTD Budget | Positive<br>(Negative) | Percentage<br>Remaining |
| <b>Operating Revenues:</b>                               |                      |                       |                  |                        |                        |                     |                        |                         |
| Passenger Revenue  | 1,529,001            | 148,801               | 127,417          | 21,385                 | 1,278,258              | 1,146,751           | 131,507                | 16.4%                   |
| Other Revenue  | 37,500               | 4,390                 | 3,125            | 1,265                  | 30,617                 | 28,125              | 2,492                  | 18.4%                   |
| <b>Total Operating Revenue</b>                           | <b>1,566,501</b>     | <b>153,191</b>        | <b>130,542</b>   | <b>22,649</b>          | <b>1,308,875</b>       | <b>1,174,876</b>    | <b>134,000</b>         | <b>16.4%</b>            |
| <b>Operating Expenses:</b>                               |                      |                       |                  |                        |                        |                     |                        |                         |
| Operator & Mechanic Salaries & Wages                     | 9,851,638            | 723,296               | 820,970          | 97,674                 | 6,254,146              | 7,388,728           | 1,134,583              | 36.5%                   |
| Operator & Mechanic Overtime                             | 1,067,000            | 118,546               | 88,917           | (29,629)               | 1,067,885              | 800,250             | (267,635)              | -0.1%                   |
| Administration Salaries & Wages                          | 6,986,398            | 545,218               | 582,200          | 36,982                 | 4,627,143              | 5,239,799           | 612,656                | 33.8%                   |
| Administration Overtime                                  | 105,449              | 7,576                 | 8,787            | 1,211                  | 69,039                 | 79,087              | 10,049                 | 34.5%                   |
| Fringe Benefits  | 10,874,750           | 744,215               | 906,229          | 162,014                | 7,054,586              | 8,156,063           | 1,101,477              | 35.1%                   |
| Communications   | 277,879              | 20,402                | 23,157           | 2,755                  | 185,772                | 208,409             | 22,638                 | 33.1%                   |
| Legal Services   | 398,485              | 53,816                | 33,207           | (20,609)               | 412,304                | 298,864             | (113,440)              | -3.5%                   |
| Computer/Network Software Agreement                      | 750,000              | 57,195                | 62,500           | 5,305                  | 534,124                | 562,500             | 28,376                 | 28.8%                   |
| Uniforms   | 132,610              | 2,421                 | 11,051           | 8,630                  | 38,297                 | 99,458              | 61,160                 | 71.1%                   |
| Contracted Services                                      | 704,809              | 63,069                | 58,734           | (4,335)                | 478,344                | 528,607             | 50,262                 | 32.1%                   |
| Equipment Repairs  | 34,000               | 0                     | 2,833            | 2,833                  | 2,899                  | 25,500              | 22,601                 | 91.5%                   |
| Security Services  | 200,000              | 20,339                | 16,667           | (3,673)                | 173,879                | 150,000             | (23,879)               | 13.1%                   |
| Fuel - CNG   | 1,599,327            | 140,058               | 133,277          | (6,781)                | 2,228,307              | 1,199,495           | (1,028,812)            | -39.3%                  |
| Fuel - Hydrogen  | 1,250,000            | 124,551               | 104,167          | (20,384)               | 1,057,544              | 937,500             | (120,044)              | 15.4%                   |
| Tires  | 237,165              | 16,704                | 19,764           | 3,060                  | 150,525                | 177,874             | 27,349                 | 36.5%                   |
| Office Supplies  | 71,085               | 6,859                 | 5,924            | (935)                  | 45,821                 | 53,314              | 7,493                  | 35.5%                   |
| Travel/Training  | 136,980              | 5,934                 | 11,415           | 5,481                  | 56,265                 | 102,735             | 46,470                 | 58.9%                   |
| Repair Parts   | 1,627,700            | 116,660               | 135,642          | 18,981                 | 1,226,367              | 1,220,775           | (5,592)                | 24.7%                   |
| Facility Maintenance                                     | 49,300               | 1,145                 | 4,108            | 2,964                  | 44,660                 | 36,975              | (7,685)                | 9.4%                    |
| Electricity - CNG & Hydrogen                             | 1,345,000            | 133,580               | 112,083          | (21,497)               | 1,148,448              | 1,008,750           | (139,698)              | 14.6%                   |
| Natural Gas  | 2,325,000            | 160,188               | 193,750          | 33,562                 | 2,535,860              | 1,743,750           | (792,110)              | -9.1%                   |
| Water and Gas  | 13,500               | 981                   | 1,125            | 144                    | 8,979                  | 10,125              | 1,146                  | 33.5%                   |
| Insurance Losses   | 1,650,000            | 221,084               | 137,500          | (83,584)               | 1,185,412              | 1,237,500           | 52,088                 | 28.2%                   |
| Insurance Premium - Property                             | 79,394               | 13,885                | 6,616            | (7,269)                | 102,706                | 59,546              | (43,161)               | -29.4%                  |
| Repair Claims  | 200,000              | 0                     | 16,667           | 16,667                 | 132,685                | 150,000             | 17,315                 | 33.7%                   |
| Fuel Taxes   | 70,998               | 12,493                | 5,916            | (6,577)                | 96,086                 | 53,248              | (42,838)               | -35.3%                  |
| Other Expenses   | 7,014,340            | 560,622               | 584,528          | 23,907                 | 4,574,097              | 5,260,755           | 686,658                | 34.8%                   |
| Self Consumed Fuel                                       | (2,967,162)          | (264,609)             | (247,264)        | 17,346                 | (3,300,577)            | (2,225,372)         | 1,075,206              | -11.2%                  |
| <b>Total Operating Expenses (Before Depreciation)</b>    | <b>46,085,646</b>    | <b>3,606,227</b>      | <b>3,840,471</b> | <b>234,243</b>         | <b>32,191,602</b>      | <b>34,564,235</b>   | <b>2,372,632</b>       | <b>30.1%</b>            |
| <b>Operating Expenses in Excess of Operating Revenue</b> |                      | <b>\$ (3,453,036)</b> |                  |                        | <b>\$ (30,882,727)</b> |                     |                        |                         |
| <b>Subsidies:</b>  |                      |                       |                  |                        |                        |                     |                        |                         |
| Local - Measure A, Commuter 10, Haul Pass                | 11,231,000           | 871,110               | 935,917          | 64,807                 | 7,790,893              | 8,423,250           | 632,357                | 30.6%                   |
| State - LTF, LCTOP                                       | 24,349,683           | 1,888,633             | 2,029,140        | 140,507                | 16,891,264             | 18,262,262          | 1,370,999              | 30.6%                   |
| Federal  | 8,938,462            | 693,293               | 744,872          | 51,578                 | 6,200,570              | 6,703,847           | 503,276                | 30.6%                   |
| <b>Total Subsidies</b>                                   | <b>44,519,145</b>    | <b>3,453,036</b>      | <b>3,709,929</b> | <b>256,892</b>         | <b>30,882,727</b>      | <b>33,389,359</b>   | <b>2,506,632</b>       | <b>30.6%</b>            |
| <b>Net Operating Gain (Loss) After Subsidies</b>         | <b>\$ -</b>          | <b>\$ -</b>           |                  |                        | <b>\$ -</b>            |                     |                        |                         |

SunLine Transit Agency  
Budget Variance Report  
March 2023

| Description   | FY23<br>Total Budget | Current Month         |                  |                        | Fiscal Year to Date    |                     |                        |                         |
|---|----------------------|-----------------------|------------------|------------------------|------------------------|---------------------|------------------------|-------------------------|
|   |                      | Actual                | Budget           | Positive<br>(Negative) | FYTD Actual            | FY22<br>FYTD Budget | Positive<br>(Negative) | Percentage<br>Remaining |
| <b>Operating Expenses:</b>                            |                      |                       |                  |                        |                        |                     |                        |                         |
| Wages & Benefits                                      | 28,885,236           | 2,138,851             | 2,407,103        | 268,252                | 19,072,798             | 21,663,927          | 2,591,129              | 34.0%                   |
| Services  | 5,284,960            | 392,954               | 440,413          | 47,459                 | 3,542,315              | 3,963,720           | 421,405                | 33.0%                   |
| Fuels & Lubricants                                    | 3,064,617            | 281,140               | 255,385          | (25,755)               | 3,437,711              | 2,298,463           | (1,139,249)            | -12.2%                  |
| Tires   | 237,165              | 16,704                | 19,764           | 3,060                  | 150,525                | 177,874             | 27,349                 | 36.5%                   |
| Materials and Supplies                                | 2,265,936            | 140,956               | 188,828          | 47,872                 | 1,526,472              | 1,699,452           | 172,980                | 32.6%                   |
| Utilities   | 4,029,280            | 322,561               | 335,773          | 13,212                 | 3,969,189              | 3,021,960           | (947,229)              | 1.5%                    |
| Casualty & Liability                                  | 3,561,934            | 454,079               | 296,828          | (157,251)              | 2,846,053              | 2,671,451           | (174,603)              | 20.1%                   |
| Taxes and Fees  | 70,998               | 12,493                | 5,916            | (6,577)                | 96,086                 | 53,248              | (42,838)               | -35.3%                  |
| Miscellaneous Expenses                                | 1,652,682            | 111,098               | 137,724          | 26,625                 | 851,030                | 1,239,512           | 388,482                | 48.5%                   |
| Self Consumed Fuel                                    | (2,967,162)          | (264,609)             | (247,264)        | 17,346                 | (3,300,577)            | (2,225,372)         | 1,075,206              | -11.2%                  |
| <b>Total Operating Expenses (Before Depreciation)</b> | <b>46,085,646</b>    | <b>3,606,227</b>      | <b>3,840,471</b> | <b>234,243</b>         | <b>32,191,602</b>      | <b>34,564,235</b>   | <b>2,372,632</b>       | <b>30.1%</b>            |
| <b>Revenues:</b>                                      |                      |                       |                  |                        |                        |                     |                        |                         |
| Passenger Revenue                                     | 1,529,001            | 148,801               | 127,417          | 21,385                 | 1,278,258              | 1,146,751           | 131,507                | 16.4%                   |
| Other Revenue   | 37,500               | 4,390                 | 3,125            | 1,265                  | 30,617                 | 28,125              | 2,492                  | 18.4%                   |
| <b>Total Operating Revenue</b>                        | <b>1,566,501</b>     | <b>153,191</b>        | <b>130,542</b>   | <b>22,649</b>          | <b>1,308,875</b>       | <b>1,174,876</b>    | <b>134,000</b>         | <b>16.4%</b>            |
| <b>Net Operating Gain (Loss)</b>                      |                      | <b>\$ (3,453,036)</b> |                  |                        | <b>\$ (30,882,727)</b> |                     |                        |                         |
| <b>Subsidies:</b>                                     |                      |                       |                  |                        |                        |                     |                        |                         |
| Local - Measure A, Commuter 10, Haul Pass             | 11,231,000           | 871,110               | 935,917          | 64,807                 | 7,790,893              | 8,423,250           | 632,357                | 30.6%                   |
| State - LTF, LCTOP                                    | 24,349,683           | 1,888,633             | 2,029,140        | 140,507                | 16,891,264             | 18,262,262          | 1,370,999              | 30.6%                   |
| Federal - CMAQ,5307,5309,5310,5311,5311(f),5312       | 8,938,462            | 693,293               | 744,872          | 51,578                 | 6,200,570              | 6,703,847           | 503,276                | 30.6%                   |
| <b>Total Subsidies</b>                                | <b>44,519,145</b>    | <b>3,453,036</b>      | <b>3,709,929</b> | <b>256,892</b>         | <b>30,882,727</b>      | <b>33,389,359</b>   | <b>2,506,632</b>       | <b>30.6%</b>            |
| <b>Net Operating Gain (Loss) After Subsidies</b>      | <b>\$ -</b>          | <b>\$ -</b>           |                  |                        | <b>\$ -</b>            |                     |                        |                         |

**Budget Variance Analysis - SunLine Transit Agency**

**Passenger Revenue**

- The positive variance in passenger revenue is due to an 19.1% increase in ridership over FY22.
- As of March, ridership was at 19.1% above FY22 FYTD totals.
- Total system ridership was 321,418 trips above FY22 FYTD amounts.

**Ridership**

|                     | FY22-March     | FY23-March     | Variance      | %Δ          |
|---------------------|----------------|----------------|---------------|-------------|
| Fixed Route         | 213,938        | 234,896        | 20,958        | 9.8%        |
| Paratransit         | 9,349          | 9,809          | 460           | 4.9%        |
| SolVan              | 1,621          | 1,817          | 196           | 12.1%       |
| SunRide             | 419            | 1,045          | 626           | 149.4%      |
| <b>System Total</b> | <b>225,327</b> | <b>247,567</b> | <b>22,240</b> | <b>9.9%</b> |

**Ridership**

|                     | FYTD-FY22        | FYTD-FY23        | Variance       | %Δ           |
|---------------------|------------------|------------------|----------------|--------------|
| Fixed Route         | 1,589,218        | 1,901,052        | 311,834        | 19.6%        |
| Paratransit         | 74,738           | 80,080           | 5,342          | 7.1%         |
| SolVan              | 12,356           | 14,652           | 2,296          | 18.6%        |
| SunRide             | 3,741            | 5,687            | 1,946          | 52.0%        |
| <b>System Total</b> | <b>1,680,053</b> | <b>2,001,471</b> | <b>321,418</b> | <b>19.1%</b> |

**Other Revenue**

- Other revenue is within an accepted range of the budget amount.

**Operator & Mechanic Salaries & Wages**

- The positive variance in operator and mechanic wage expenditures is attributed to absences and vacant positions.

**Operator & Mechanic Overtime**

- The negative variance is primarily attributed to required overtime for operators and mechanics to cover absences.

**Administration Salaries & Wages**

- The positive variance in administrative salaries and wages is attributed to vacant positions across the Agency.

**Administration Overtime**

- Administrative overtime expenses are within an accepted range of the budget amount.

**Fringe Benefits**

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

**Communications**

- Savings in communications are primarily attributed to fewer YTD cellular expenditures.

**Legal Services**

- Legal service fees are a variable cost that change depending on usage; expenditures vary from month-to-month.
- Legal services have had higher expenses due to negotiations and labor legal counsel.

**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**

- The positive variance in contracted services is attributed to multiple expense line items which have not yet been incurred.

**Equipment Repairs**

- The positive variance in equipment repair is attributed to fewer YTD repairs than budgeted.

**Security Services**

- Security service costs have increased due to an increase in scope and services of the security guards.

**Fuel - CNG**

- The negative variance is primarily attributed to increased usage of CNG fixed route vehicles over budgeted estimates for FY23.
- The negative variance is also attributed to an increase in the cost of natural gas.

**Fuel - Hydrogen**

- The negative variance is attributed to an increase cost of hydrogen production.

**Tires**

- The lower tire expenditures are attributed to fewer miles than the budgeted amount.

**Office Supplies**

- Office Supplies expenditures are within an acceptable range of the budgeted amount.

**Travel/Training**

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

**Repair Parts**

- The negative variance is primarily attributed to higher FYTD expenses for fixed route vehicles in the months of September through November.

**Facility Maintenance**

- The negative variance primarily due to bus vacuum repairs in the month of January.

**Electricity - CNG & Hydrogen**

- The unfavorable variance is due to the increased kilowatt usage in production of hydrogen.

**Natural Gas**

- The negative variance is attributed to increased natural gas usage due to an increase in outside fuel sales and cost of natural gas used to produce CNG.

**Water and Gas**

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

**Insurance Losses**

- Insurance loss experience has not exceeded budgeted expectations as of March.

**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**

- The negative variance in fuel taxes is due to larger fleet fuel sales.

**Other Expenses**

- Costs vary from month to month depending on the needs of the Agency or when programs are active.

**Self-Consumed Fuel**

- The positive variance in self-consumed fuel is due to higher fuel cost.

**SunLine Transit Agency**  
**CONSENT CALENDAR**

DATE: May 24, 2023 **RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Contracts Signed between \$25,000 and \$250,000 for April 2023

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 was three (3) agreements and two (2) purchase orders executed between \$25,000 and \$250,000:

| <b>Vendor</b>                                  | <b>Purpose</b>                | <b>Amount</b> |
|--|-------------------------------|---------------|
| eScribe Software                               | Boardroom Management Software | \$42,216.00   |
| Gallagher Benefit Services (Koff & Associates) | Compensation Study            | \$55,350.00   |
| Hypertec USA, Inc.                             | Software Renewal              | \$28,570.20   |
| Trapeze Software Group                         | Software Renewal              | \$25,388.00   |
| David Rzepinski                                | Consulting                    | \$49,300.00   |

Recommendation:

Receive and file.

**Contracts Signed Between \$25,000 and \$250,000**

April 2023

| <b>Vendor</b>                                  | <b>Product/Service</b> | <b>Need</b>               | <b>Budgeted</b>      | <b>Budgeted Amount</b> | <b>Cost</b> | <b>Type</b>    |
|--|------------------------|---------------------------|----------------------|------------------------|-------------|----------------|
| eScribe Software Ltd                           | Software               | Boardroom Management      | FY23<br>FY24<br>FY25 | \$46,740.00            | \$42,416.00 | Agreement      |
| Gallagher Benefit Services (Koff & Associates) | Consultant             | Compensation Study        | FY23                 | \$55,350.00            | \$55,350.00 | Agreement      |
| Hypertec USA                                   | Software Renewal       | Company Data Back-Ups     | FY23                 | \$29,322.00            | \$28,570.20 | Purchase Order |
| Trapeze Software Group                         | Software Renewal       | Operations Time Keeping   | FY23                 | \$25,388.00            | \$25,388.00 | Purchase Order |
| David Rzepinski                                | Consultant             | CAD/AVL Radio Replacement | FY23                 | \$49,300.00            | \$49,300.00 | Agreement      |

**SunLine Transit Agency**  
**CONSENT CALENDAR**

DATE: May 24, 2023

**RECEIVE & FILE**TO: Finance/Audit Committee  
Board of Directors

RE: Union &amp; Non-Union Pension Investment Asset Summary for March 2023

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     |
|---------------------------|----------------------|--------|-----------|
| <b>Growth Assets</b>      |                      |        |           |
|                           | Domestic Equity      | 36.0%  | 16% – 56% |
|                           | International Equity | 19.0%  | 0% - 39%  |
|                           | Other                |        | 0% – 20%  |
| <b>Income Assets</b>      |                      |        |           |
|                           | Fixed Income         | 45.0%  | 25% - 65% |
|                           | Other                | 0.0%   | 0% – 20%  |
| <b>Real Return Assets</b> |                      | 0.0%   | 0% – 20%  |
| <b>Cash Equivalents</b>   |                      | 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     |
|---------------------------|----------------------|--------|-----------|
| <b>Growth Assets</b>      |                      |        |           |
|                           | Domestic Equity      | 34.8%  | 16% – 56% |
|                           | International Equity | 18.7%  | 0% - 39%  |
|                           | Other                | 2.3%   | 0% – 20%  |
| <b>Income Assets</b>      |                      |        |           |
|                           | Fixed Income         | 42.7%  | 25% - 65% |
|                           | Other                | 1.1%   | 0% – 20%  |
| <b>Real Return Assets</b> |                      | 0.0%   | 0% – 20%  |
| <b>Cash Equivalents</b>   |                      | 0.5%   | 0% – 20%  |

## Non-Union

| Asset Class               |                      | Actual | Range     |
|---------------------------|----------------------|--------|-----------|
| <b>Growth Assets</b>      |                      |        |           |
|                           | Domestic Equity      | 34.6%  | 16% – 56% |
|                           | International Equity | 18.7%  | 0% - 39%  |
|                           | Other                | 2.3%   | 0% – 20%  |
| <b>Income Assets</b>      |                      |        |           |
|                           | Fixed Income         | 42.7%  | 25% - 65% |
|                           | Other                | 1.1%   | 0% – 20%  |
| <b>Real Return Assets</b> |                      | 0.0%   | 0% – 20%  |
| <b>Cash Equivalents</b>   |                      | 0.6%   | 0% – 20%  |

*Components may not sum to 100.0% due to rounding.*

For the month of March, the market value of assets increased by \$577,662 and \$570,403 for the union and non-union plans, respectively.

## Month to Month Asset Comparison

| Month               | Market Value - Union | Market Value - Non-Union |
|---------------------|----------------------|--------------------------|
| February 2023       | \$35,731,146         | \$35,816,892             |
| March 2023          | \$36,313,422         | \$36,391,908             |
| Increase (Decrease) | \$577,662            | \$570,403                |

Recommendation:

Receive and file.



**Detail of Securities Held & Market Analytics**

For the Month Ending **March 31, 2023**

**SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]**

| <b>Security Type/Description</b>   | <b>Dated Date/Coupon/Maturity</b> | <b>CUSIP</b> | <b>Ticker</b> | <b>Shares</b> | <b>Average Cost/Share</b> | <b>Original Cost</b> | <b>Market Price</b> | <b>Market Value</b> | <b>Unreal G/L on Cost</b> | <b>Percentage</b> |
|------------------------------------|-----------------------------------|--------------|---------------|---------------|---------------------------|----------------------|---------------------|---------------------|---------------------------|-------------------|
| <b>Exchange-Traded Fund - Bond</b> |                                   |              |               |               |                           |                      |                     |                     |                           |                   |
| ISHARES CORE U.S. AGGREGATE        |                                   | 464287226    | AGG           | 19,342.00     | 98.65                     | 1,908,088.30         | 99.64               | 1,927,236.88        | 19,148.58                 | 5.31              |
| ISHARES INTERMEDIATE-TERM CO       |                                   | 464288638    | IGIB          | 965.00        | 61.01                     | 58,874.65            | 51.28               | 49,485.20           | (9,389.45)                | 0.14              |
| ISHARES INTERMEDIATE-TERM CO       |                                   | 464288638    | IGIB          | 1,146.00      | 61.13                     | 70,054.98            | 51.28               | 58,766.88           | (11,288.10)               | 0.16              |
| ISHARES INTERMEDIATE-TERM CO       |                                   | 464288638    | IGIB          | 633.00        | 56.99                     | 36,074.67            | 51.28               | 32,460.24           | (3,614.43)                | 0.09              |
| ISHARES INTERMEDIATE-TERM CO       |                                   | 464288638    | IGIB          | 7,097.00      | 50.33                     | 357,192.01           | 51.28               | 363,934.16          | 6,742.15                  | 1.00              |
| ISHARES INTERMEDIATE-TERM CO       |                                   | 464288638    | IGIB          | 631.00        | 56.69                     | 35,771.39            | 51.28               | 32,357.68           | (3,413.71)                | 0.09              |
| ISHARES INTERMEDIATE-TERM CO       |                                   | 464288638    | IGIB          | 2,389.00      | 60.31                     | 144,080.59           | 51.28               | 122,507.92          | (21,572.67)               | 0.34              |
| ISHARES INTERMEDIATE-TERM CO       |                                   | 464288638    | IGIB          | 2,720.00      | 57.68                     | 156,892.32           | 51.28               | 139,481.60          | (17,410.72)               | 0.38              |

|                                |  |  |  |                  |  |                     |               |                     |                    |             |
|--------------------------------|--|--|--|------------------|--|---------------------|---------------|---------------------|--------------------|-------------|
| <b>Security Type Sub-Total</b> |  |  |  | <b>34,923.00</b> |  | <b>2,767,028.91</b> | <b>458.60</b> | <b>2,726,230.56</b> | <b>(40,798.35)</b> | <b>7.51</b> |
|--------------------------------|--|--|--|------------------|--|---------------------|---------------|---------------------|--------------------|-------------|

|                                      |  |           |     |           |        |            |        |            |             |      |
|--------------------------------------|--|-----------|-----|-----------|--------|------------|--------|------------|-------------|------|
| <b>Exchange-Traded Fund - Equity</b> |  |           |     |           |        |            |        |            |             |      |
| INVESCO S&P 500 EQUAL WEIGHT ETF     |  | 46137V357 | RSP | 2,500.00  | 138.29 | 345,724.75 | 144.62 | 361,550.00 | 15,825.25   | 1.00 |
| INVESCO S&P 500 EQUAL WEIGHT ETF     |  | 46137V357 | RSP | 161.00    | 143.44 | 23,093.84  | 144.62 | 23,283.82  | 189.98      | 0.06 |
| INVESCO S&P 500 EQUAL WEIGHT ETF     |  | 46137V357 | RSP | 268.00    | 156.88 | 42,043.81  | 144.62 | 38,758.16  | (3,285.65)  | 0.11 |
| INVESCO S&P 500 EQUAL WEIGHT ETF     |  | 46137V357 | RSP | 4,594.00  | 140.55 | 645,686.70 | 144.62 | 664,384.28 | 18,697.58   | 1.83 |
| ISHARES CORE S&P MIDCAP ETF          |  | 464287507 | IJH | 960.00    | 260.71 | 250,280.64 | 250.16 | 240,153.60 | (10,127.04) | 0.66 |
| ISHARES CORE S&P MIDCAP ETF          |  | 464287507 | IJH | 610.00    | 239.53 | 146,112.45 | 250.16 | 152,597.60 | 6,485.15    | 0.42 |
| ISHARES CORE S&P MIDCAP ETF          |  | 464287507 | IJH | 751.00    | 234.30 | 175,958.55 | 250.16 | 187,870.16 | 11,911.61   | 0.52 |
| ISHARES CORE S&P MIDCAP ETF          |  | 464287507 | IJH | 959.00    | 258.94 | 248,322.60 | 250.16 | 239,903.44 | (8,419.16)  | 0.66 |
| ISHARES CORE S&P MIDCAP ETF          |  | 464287507 | IJH | 2,656.00  | 276.40 | 734,118.40 | 250.16 | 664,424.96 | (69,693.44) | 1.83 |
| ISHARES CORE S&P SMALL-CAP E         |  | 464287804 | IJR | 884.00    | 106.82 | 94,428.35  | 96.70  | 85,482.80  | (8,945.55)  | 0.24 |
| ISHARES CORE S&P SMALL-CAP E         |  | 464287804 | IJR | 3,251.00  | 117.36 | 381,537.03 | 96.70  | 314,371.70 | (67,165.33) | 0.87 |
| ISHARES CORE S&P SMALL-CAP E         |  | 464287804 | IJR | 2,432.00  | 102.11 | 248,331.03 | 96.70  | 235,174.40 | (13,156.63) | 0.65 |
| ISHARES CORE S&P SMALL-CAP E         |  | 464287804 | IJR | 2,433.00  | 102.83 | 250,184.90 | 96.70  | 235,271.10 | (14,913.80) | 0.65 |
| ISHARES CORE S&P SMALL-CAP E         |  | 464287804 | IJR | 1,784.00  | 95.51  | 170,388.77 | 96.70  | 172,512.80 | 2,124.03    | 0.48 |
| ISHARES CORE S&P SMALL-CAP E         |  | 464287804 | IJR | 1,234.00  | 106.97 | 132,000.86 | 96.70  | 119,327.80 | (12,673.06) | 0.33 |
| ISHARES CORE S&P SMALL-CAP E         |  | 464287804 | IJR | 1,257.00  | 107.25 | 134,813.12 | 96.70  | 121,551.90 | (13,261.22) | 0.33 |
| ISHARES CORE S&P SMALL-CAP E         |  | 464287804 | IJR | 1,818.00  | 94.10  | 171,073.44 | 96.70  | 175,800.60 | 4,727.16    | 0.48 |
| VANGUARD FTSE DEVELOPED MARKETS ETF  |  | 921943858 | VEA | 15,565.00 | 42.95  | 668,507.41 | 45.17  | 703,071.05 | 34,563.64   | 1.94 |
| VANGUARD FTSE DEVELOPED MARKETS ETF  |  | 921943858 | VEA | 6,816.00  | 38.86  | 264,869.76 | 45.17  | 307,878.72 | 43,008.96   | 0.85 |

Detail of Securities Held & Market Analytics

For the Month Ending March 31, 2023

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

| Security Type/Description<br>Dated Date/Coupon/Maturity | CUSIP     | Ticker | Shares            | Average<br>Cost/Share | Original<br>Cost     | Market<br>Price | Market<br>Value      | Unreal G/L<br>on Cost | Percentage   |
|---|-----------|--------|-------------------|-----------------------|----------------------|-----------------|----------------------|-----------------------|--------------|
| <b>Exchange-Traded Fund - Equity</b>                    |           |        |                   |                       |                      |                 |                      |                       |              |
| VANGUARD FTSE DEVELOPED MARKETS ETF                     | 921943858 | VEA    | 2,614.00          | 37.17                 | 97,162.38            | 45.17           | 118,074.38           | 20,912.00             | 0.33         |
| VANGUARD FTSE DEVELOPED MARKETS ETF                     | 921943858 | VEA    | 9,194.00          | 39.68                 | 364,817.92           | 45.17           | 415,292.98           | 50,475.06             | 1.13         |
| VANGUARD FTSE DEVELOPED MARKETS ETF                     | 921943858 | VEA    | 1,584.00          | 49.91                 | 79,056.49            | 45.17           | 71,549.28            | (7,507.21)            | 0.20         |
| VANGUARD FTSE DEVELOPED MARKETS ETF                     | 921943858 | VEA    | 2,193.00          | 42.18                 | 92,500.74            | 45.17           | 99,057.81            | 6,557.07              | 0.27         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 1,932.00          | 53.54                 | 103,439.28           | 55.21           | 106,665.72           | 3,226.44              | 0.29         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 6,979.00          | 65.37                 | 456,217.23           | 55.21           | 385,310.59           | (70,906.64)           | 1.06         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 21,430.00         | 52.12                 | 1,116,931.60         | 55.21           | 1,183,150.30         | 66,218.70             | 3.26         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 8,244.00          | 52.51                 | 432,892.44           | 55.21           | 455,151.24           | 22,258.80             | 1.25         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 553.00            | 64.35                 | 35,585.55            | 55.21           | 30,531.13            | (5,054.42)            | 0.08         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 18,820.00         | 47.87                 | 900,909.64           | 55.21           | 1,039,052.20         | 138,142.56            | 2.86         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 2,875.00          | 51.82                 | 148,982.21           | 55.21           | 158,728.75           | 9,746.54              | 0.44         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 593.00            | 56.01                 | 33,213.93            | 55.21           | 32,739.53            | (474.40)              | 0.09         |
| VANGUARD TOTAL STOCK MKT ETF                            | 922908769 | VTI    | 764.00            | 191.49                | 146,298.36           | 204.10          | 155,932.40           | 9,634.04              | 0.43         |
| VANGUARD TOTAL STOCK MKT ETF                            | 922908769 | VTI    | 4,809.00          | 195.76                | 941,409.84           | 204.10          | 981,516.90           | 40,107.06             | 2.70         |
| VANGUARD TOTAL STOCK MKT ETF                            | 922908769 | VTI    | 27,008.00         | 169.04                | 4,565,432.32         | 204.10          | 5,512,332.80         | 946,900.48            | 15.18        |
| VANGUARD TOTAL STOCK MKT ETF                            | 922908769 | VTI    | 625.00            | 199.58                | 124,737.50           | 204.10          | 127,562.50           | 2,825.00              | 0.35         |
| VANGUARD TOTAL STOCK MKT ETF                            | 922908769 | VTI    | 1,546.00          | 226.21                | 349,720.35           | 204.10          | 315,538.60           | (34,181.75)           | 0.87         |
| VANGUARD TOTAL STOCK MKT ETF                            | 922908769 | VTI    | 624.00            | 198.24                | 123,701.76           | 204.10          | 127,358.40           | 3,656.64              | 0.35         |
| VANGUARD TOTAL STOCK MKT ETF                            | 922908769 | VTI    | 433.00            | 233.92                | 101,287.36           | 204.10          | 88,375.30            | (12,912.06)           | 0.24         |
| <b>Security Type Sub-Total</b>                          |           |        | <b>163,753.00</b> |                       | <b>15,341,773.31</b> | <b>4,744.28</b> | <b>16,447,289.70</b> | <b>1,105,516.39</b>   | <b>45.29</b> |
| <b>Money Market Mutual Fund</b>                         |           |        |                   |                       |                      |                 |                      |                       |              |
| FIRST AMERICAN GOVERNMENT OBLIGATION<br>- Z             | 31846V567 | FGZXX  | 171,469.43        | 1.00                  | 171,469.43           | 1.00            | 171,469.43           | 0.00                  | 0.47         |
| <b>Security Type Sub-Total</b>                          |           |        | <b>171,469.43</b> |                       | <b>171,469.43</b>    | <b>1.00</b>     | <b>171,469.43</b>    | <b>0.00</b>           | <b>0.47</b>  |
| <b>Mutual Fund - Bond</b>                               |           |        |                   |                       |                      |                 |                      |                       |              |
| BAIRD CORE PLUS BOND - INST                             | 057071870 | BCOIX  | 419,478.68        | 11.13                 | 4,669,572.25         | 10.09           | 4,232,539.83         | (437,032.42)          | 11.66        |
| BBH LIMITED DURATION I                                  | 05528X851 | BBBIX  | 68,781.04         | 10.00                 | 687,841.04           | 10.03           | 689,873.88           | 2,032.84              | 1.90         |
| DOUBLELINE CORE FIXED INCOME I                          | 258620301 | DBLFX  | 198,792.06        | 10.59                 | 2,104,907.20         | 9.41            | 1,870,633.25         | (234,273.95)          | 5.15         |

Detail of Securities Held & Market Analytics

For the Month Ending March 31, 2023

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

| Security Type/Description<br>Dated Date/Coupon/Maturity | CUSIP     | Ticker | Shares              | Average<br>Cost/Share | Original<br>Cost     | Market<br>Price | Market<br>Value      | Unreal G/L<br>on Cost | Percentage   |
|---|-----------|--------|---------------------|-----------------------|----------------------|-----------------|----------------------|-----------------------|--------------|
| <b>Mutual Fund - Bond</b>                               |           |        |                     |                       |                      |                 |                      |                       |              |
| MAINSTAY MACKAY HIGH YIELD CORP BD R6                   | 56063N881 | MHYSX  | 138,180.56          | 5.25                  | 725,478.18           | 5.01            | 692,284.61           | (33,193.57)           | 1.91         |
| PACIFIC FUNDS FLOATING RATE INCOME FUND                 | 69447T771 | PLFRX  | 1.57                | 9.29                  | 14.57                | 9.29            | 14.57                | 0.00                  | 0.00         |
| PRUDENTIAL TOTAL RETRN BND-Q                            | 74440B884 | PTRQX  | 285,192.76          | 14.10                 | 4,020,265.43         | 11.98           | 3,416,609.32         | (603,656.11)          | 9.41         |
| VOYA INTERMEDIATE BOND R6                               | 92913L569 | IIBZX  | 213,235.73          | 10.20                 | 2,174,748.83         | 8.75            | 1,865,812.60         | (308,936.23)          | 5.14         |
| <b>Security Type Sub-Total</b>                          |           |        | <b>1,323,662.40</b> |                       | <b>14,382,827.50</b> | <b>64.56</b>    | <b>12,767,768.06</b> | <b>(1,615,059.44)</b> | <b>35.17</b> |
| <b>Mutual Fund - Equity</b>                             |           |        |                     |                       |                      |                 |                      |                       |              |
| HARDING LOEVNER INTERNATIONAL EQUITY POR                | 412295107 | HL MIX | 27,166.56           | 27.62                 | 750,346.39           | 25.24           | 685,683.98           | (64,662.41)           | 1.89         |
| HRTFRD SCHR EM MRKT EQ-SDR                              | 41665H789 | SEMTX  | 43,458.78           | 17.24                 | 749,204.67           | 15.32           | 665,788.49           | (83,416.18)           | 1.83         |
| JENSEN QUALITY GROWTH-Y                                 | 476313408 | JENYX  | 22,640.24           | 52.88                 | 1,197,160.33         | 57.01           | 1,290,720.16         | 93,559.83             | 3.55         |
| JOHCM INTERNATIONAL SELECT I                            | 46653M849 | JOHIX  | 15,699.95           | 27.19                 | 426,844.20           | 21.68           | 340,374.95           | (86,469.25)           | 0.94         |
| MFS EMERGING MARKETS DEBT R6                            | 552746364 | MEDHX  | 0.01                | 11.25                 | 0.09                 | 11.53           | 0.09                 | 0.00                  | 0.00         |
| VANGUARD TOT INST ST IDX - ADM                          | 921909818 | VTIAX  | 0.00                | 33.33                 | 0.03                 | 29.65           | 0.03                 | 0.00                  | 0.00         |
| <b>Security Type Sub-Total</b>                          |           |        | <b>108,965.54</b>   |                       | <b>3,123,555.71</b>  | <b>160.43</b>   | <b>2,982,567.70</b>  | <b>(140,988.01)</b>   | <b>8.21</b>  |
| <b>Separate Account</b>                                 |           |        |                     |                       |                      |                 |                      |                       |              |
| ATEL PRIVATE DEBT PARTNERS II                           | ATEL00019 | SA406  | 30,625.00           | 1.00                  | 30,625.00            | 102.67          | 31,442.76            | 817.76                | 0.09         |
| ATEL PRIVATE DEBT PARTNERS II                           | ATEL00019 | SA406  | 49,000.00           | 1.00                  | 49,000.00            | 102.67          | 50,308.41            | 1,308.41              | 0.14         |
| ATEL PRIVATE DEBT PARTNERS II                           | ATEL00019 | SA406  | 21,070.00           | 1.00                  | 21,070.00            | 102.67          | 21,632.62            | 562.62                | 0.06         |
| ATEL PRIVATE DEBT PARTNERS II                           | ATEL00019 | SA406  | 22,050.00           | 1.00                  | 22,050.00            | 102.67          | 22,638.78            | 588.78                | 0.06         |
| ATEL PRIVATE DEBT PARTNERS II                           | ATEL00019 | SA406  | 24,500.00           | 1.00                  | 24,500.00            | 102.67          | 25,154.20            | 654.20                | 0.07         |
| ATEL PRIVATE DEBT PARTNERS II                           | ATEL00019 | SA406  | 49,000.00           | 1.00                  | 49,000.00            | 102.67          | 50,308.41            | 1,308.41              | 0.14         |
| ATEL PRIVATE DEBT PARTNERS II                           | ATEL00019 | SA406  | 45,325.00           | 1.00                  | 45,325.00            | 102.67          | 46,535.28            | 1,210.28              | 0.13         |
| ATEL PRIVATE DEBT PARTNERS II                           | ATEL00019 | SA406  | 12,074.46           | 1.00                  | 12,074.46            | 102.67          | 12,396.87            | 322.41                | 0.03         |
| ATEL PRIVATE DEBT PARTNERS II                           | ATEL00019 | SA406  | 45,325.00           | 1.00                  | 45,325.00            | 102.67          | 46,535.27            | 1,210.27              | 0.13         |
| ATEL PRIVATE DEBT PARTNERS II                           | ATEL00019 | SA406  | 49,980.00           | 1.00                  | 49,980.00            | 102.67          | 51,314.58            | 1,334.58              | 0.14         |
| ATEL PRIVATE DEBT PARTNERS II                           | ATEL00019 | SA406  | 34,300.00           | 1.00                  | 34,300.00            | 102.67          | 35,215.89            | 915.89                | 0.10         |

**Detail of Securities Held & Market Analytics**

For the Month Ending **March 31, 2023**

**SUNLINE EMPLOYEES RETIREMENT BARGAINING**

| <b>Security Type/Description<br/>Dated Date/Coupon/Maturity</b> | <b>CUSIP</b> | <b>Ticker</b> | <b>Shares</b>         | <b>Average<br/>Cost/Share</b> | <b>Original<br/>Cost</b> | <b>Market<br/>Price</b> | <b>Market<br/>Value</b> | <b>Unreal G/L<br/>on Cost</b> | <b>Percentage</b> |
|---|--------------|---------------|-----------------------|-------------------------------|--------------------------|-------------------------|-------------------------|-------------------------------|-------------------|
| <b>Separate Account</b>   |              |               |                       |                               |                          |                         |                         |                               |                   |
| NB SECONDARY OPPORTUNITIES V<br>OFFSHORE                        | NBSOFV007    | SA425         | 68,756.25             | 1.00                          | 68,756.25                | 117.63                  | 80,878.36               | 12,122.11                     | 0.22              |
| NB SECONDARY OPPORTUNITIES V<br>OFFSHORE                        | NBSOFV007    | SA425         | 191,676.07            | 1.00                          | 191,676.07               | 117.63                  | 225,469.62              | 33,793.55                     | 0.62              |
| NB SECONDARY OPPORTUNITIES V<br>OFFSHORE                        | NBSOFV007    | SA425         | 309,750.00            | 1.00                          | 309,750.00               | 117.63                  | 364,360.63              | 54,610.63                     | 1.00              |
| NB SECONDARY OPPORTUNITIES V<br>OFFSHORE                        | NBSOFV007    | SA425         | 130,837.59            | 1.00                          | 130,837.59               | 117.63                  | 153,904.98              | 23,067.39                     | 0.42              |
| <b>Security Type Sub-Total</b>                                  |              |               | <b>1,084,269.37</b>   |                               | <b>1,084,269.37</b>      | <b>1,599.89</b>         | <b>1,218,096.66</b>     | <b>133,827.29</b>             | <b>3.35</b>       |
| <b>Managed Account Sub-Total</b>                                |              |               | <b>2,887,042.74</b>   |                               | <b>36,870,924.23</b>     | <b>7,028.76</b>         | <b>36,313,422.11</b>    | <b>(557,502.12)</b>           | <b>100.00</b>     |
| <b>Securities Sub-Total</b>                                     |              |               | <b>\$2,887,042.74</b> |                               | <b>\$36,870,924.23</b>   | <b>\$7,028.76</b>       | <b>\$36,313,422.11</b>  | <b>(\$557,502.12)</b>         | <b>100.00%</b>    |
| <b>Accrued Interest</b>   |              |               |                       |                               |                          |                         | <b>\$0.00</b>           |                               |                   |
| <b>Total Investments</b>  |              |               |                       |                               |                          |                         | <b>\$36,313,422.11</b>  |                               |                   |



**Detail of Securities Held & Market Analytics**

For the Month Ending **March 31, 2023**

**SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]**

| Security Type/Description<br>Dated Date/Coupon/Maturity | CUSIP     | Ticker | Shares    | Average<br>Cost/Share | Original<br>Cost | Market<br>Price | Market<br>Value | Unreal G/L<br>on Cost | Percentage |
|---|-----------|--------|-----------|-----------------------|------------------|-----------------|-----------------|-----------------------|------------|
| <b>Exchange-Traded Fund - Bond</b>                      |           |        |           |                       |                  |                 |                 |                       |            |
| ISHARES CORE U.S. AGGREGATE                             | 464287226 | AGG    | 19,401.00 | 98.65                 | 1,913,908.65     | 99.64           | 1,933,115.64    | 19,206.99             | 5.31       |
| ISHARES INTERMEDIATE-TERM CO                            | 464288638 | IGIB   | 633.00    | 56.99                 | 36,074.67        | 51.28           | 32,460.24       | (3,614.43)            | 0.09       |
| ISHARES INTERMEDIATE-TERM CO                            | 464288638 | IGIB   | 631.00    | 56.69                 | 35,771.39        | 51.28           | 32,357.68       | (3,413.71)            | 0.09       |
| ISHARES INTERMEDIATE-TERM CO                            | 464288638 | IGIB   | 7,130.00  | 50.33                 | 358,852.90       | 51.28           | 365,626.40      | 6,773.50              | 1.00       |
| ISHARES INTERMEDIATE-TERM CO                            | 464288638 | IGIB   | 2,734.00  | 57.68                 | 157,699.85       | 51.28           | 140,199.52      | (17,500.33)           | 0.39       |
| ISHARES INTERMEDIATE-TERM CO                            | 464288638 | IGIB   | 982.00    | 61.01                 | 59,911.82        | 51.28           | 50,356.96       | (9,554.86)            | 0.14       |
| ISHARES INTERMEDIATE-TERM CO                            | 464288638 | IGIB   | 1,113.00  | 61.13                 | 68,037.69        | 51.28           | 57,074.64       | (10,963.05)           | 0.16       |
| ISHARES INTERMEDIATE-TERM CO                            | 464288638 | IGIB   | 2,405.00  | 60.31                 | 145,045.55       | 51.28           | 123,328.40      | (21,717.15)           | 0.34       |

**Security Type Sub-Total** **35,029.00** **2,775,302.52** **458.60** **2,734,519.48** **(40,783.04)** **7.52**

|                                      |           |     |           |        |            |        |            |             |      |
|--------------------------------------|-----------|-----|-----------|--------|------------|--------|------------|-------------|------|
| <b>Exchange-Traded Fund - Equity</b> |           |     |           |        |            |        |            |             |      |
| INVESCO S&P 500 EQUAL WEIGHT ETF     | 46137V357 | RSP | 4,620.00  | 140.55 | 649,341.00 | 144.62 | 668,144.40 | 18,803.40   | 1.84 |
| INVESCO S&P 500 EQUAL WEIGHT ETF     | 46137V357 | RSP | 2,442.00  | 138.29 | 337,703.94 | 144.62 | 353,162.04 | 15,458.10   | 0.97 |
| ISHARES CORE S&P MIDCAP ETF          | 464287507 | IJH | 751.00    | 234.30 | 175,958.55 | 250.16 | 187,870.16 | 11,911.61   | 0.52 |
| ISHARES CORE S&P MIDCAP ETF          | 464287507 | IJH | 616.00    | 239.53 | 147,549.62 | 250.16 | 154,098.56 | 6,548.94    | 0.42 |
| ISHARES CORE S&P MIDCAP ETF          | 464287507 | IJH | 959.00    | 258.94 | 248,322.60 | 250.16 | 239,903.44 | (8,419.16)  | 0.66 |
| ISHARES CORE S&P MIDCAP ETF          | 464287507 | IJH | 2,662.00  | 276.40 | 735,776.80 | 250.16 | 665,925.92 | (69,850.88) | 1.83 |
| ISHARES CORE S&P MIDCAP ETF          | 464287507 | IJH | 960.00    | 260.71 | 250,280.64 | 250.16 | 240,153.60 | (10,127.04) | 0.66 |
| ISHARES CORE S&P SMALL-CAP E         | 464287804 | IJR | 1,798.00  | 95.51  | 171,725.90 | 96.70  | 173,866.60 | 2,140.70    | 0.48 |
| ISHARES CORE S&P SMALL-CAP E         | 464287804 | IJR | 2,432.00  | 102.11 | 248,331.03 | 96.70  | 235,174.40 | (13,156.63) | 0.65 |
| ISHARES CORE S&P SMALL-CAP E         | 464287804 | IJR | 1,836.00  | 94.10  | 172,767.23 | 96.70  | 177,541.20 | 4,773.97    | 0.49 |
| ISHARES CORE S&P SMALL-CAP E         | 464287804 | IJR | 2,433.00  | 102.83 | 250,184.90 | 96.70  | 235,271.10 | (14,913.80) | 0.65 |
| ISHARES CORE S&P SMALL-CAP E         | 464287804 | IJR | 1,233.00  | 106.97 | 131,893.89 | 96.70  | 119,231.10 | (12,662.79) | 0.33 |
| ISHARES CORE S&P SMALL-CAP E         | 464287804 | IJR | 1,256.00  | 107.25 | 134,705.87 | 96.70  | 121,455.20 | (13,250.67) | 0.33 |
| ISHARES CORE S&P SMALL-CAP E         | 464287804 | IJR | 3,250.00  | 117.36 | 381,419.68 | 96.70  | 314,275.00 | (67,144.68) | 0.86 |
| ISHARES CORE S&P SMALL-CAP E         | 464287804 | IJR | 886.00    | 106.82 | 94,641.99  | 96.70  | 85,676.20  | (8,965.79)  | 0.24 |
| VANGUARD FTSE DEVELOPED MARKETS ETF  | 921943858 | VEA | 2,614.00  | 37.17  | 97,162.38  | 45.17  | 118,074.38 | 20,912.00   | 0.32 |
| VANGUARD FTSE DEVELOPED MARKETS ETF  | 921943858 | VEA | 6,915.00  | 38.86  | 268,716.90 | 45.17  | 312,350.55 | 43,633.65   | 0.86 |
| VANGUARD FTSE DEVELOPED MARKETS ETF  | 921943858 | VEA | 1,422.00  | 49.91  | 70,971.17  | 45.17  | 64,231.74  | (6,739.43)  | 0.18 |
| VANGUARD FTSE DEVELOPED MARKETS ETF  | 921943858 | VEA | 15,623.00 | 42.95  | 670,998.48 | 45.17  | 705,690.91 | 34,692.43   | 1.94 |

Detail of Securities Held & Market Analytics

For the Month Ending March 31, 2023

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

| Security Type/Description<br>Dated Date/Coupon/Maturity | CUSIP     | Ticker | Shares            | Average<br>Cost/Share | Original<br>Cost     | Market<br>Price | Market<br>Value      | Unreal G/L<br>on Cost | Percentage   |
|---|-----------|--------|-------------------|-----------------------|----------------------|-----------------|----------------------|-----------------------|--------------|
| <b>Exchange-Traded Fund - Equity</b>                    |           |        |                   |                       |                      |                 |                      |                       |              |
| VANGUARD FTSE DEVELOPED MARKETS ETF                     | 921943858 | VEA    | 9,189.00          | 39.68                 | 364,619.52           | 45.17           | 415,067.13           | 50,447.61             | 1.14         |
| VANGUARD FTSE DEVELOPED MARKETS ETF                     | 921943858 | VEA    | 2,211.00          | 42.18                 | 93,259.98            | 45.17           | 99,870.87            | 6,610.89              | 0.27         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 1,714.00          | 53.54                 | 91,767.56            | 55.21           | 94,629.94            | 2,862.38              | 0.26         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 2,875.00          | 51.82                 | 148,982.21           | 55.21           | 158,728.75           | 9,746.54              | 0.44         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 580.00            | 56.01                 | 32,485.80            | 55.21           | 32,021.80            | (464.00)              | 0.09         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 21,287.00         | 52.12                 | 1,109,478.44         | 55.21           | 1,175,255.27         | 65,776.83             | 3.23         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 632.00            | 64.35                 | 40,669.20            | 55.21           | 34,892.72            | (5,776.48)            | 0.10         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 18,935.00         | 47.87                 | 906,414.66           | 55.21           | 1,045,401.35         | 138,986.69            | 2.87         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 8,570.00          | 52.51                 | 450,010.70           | 55.21           | 473,149.70           | 23,139.00             | 1.30         |
| VANGUARD TOTAL INTL STOCK                               | 921909768 | VXUS   | 6,883.00          | 65.37                 | 449,941.71           | 55.21           | 380,010.43           | (69,931.28)           | 1.04         |
| VANGUARD TOTAL STOCK MKT ETF                            | 922908769 | VTI    | 499.00            | 198.24                | 98,921.76            | 204.10          | 101,845.90           | 2,924.14              | 0.28         |
| VANGUARD TOTAL STOCK MKT ETF                            | 922908769 | VTI    | 500.00            | 199.58                | 99,790.00            | 204.10          | 102,050.00           | 2,260.00              | 0.28         |
| VANGUARD TOTAL STOCK MKT ETF                            | 922908769 | VTI    | 1,551.00          | 226.21                | 350,851.40           | 204.10          | 316,559.10           | (34,292.30)           | 0.87         |
| VANGUARD TOTAL STOCK MKT ETF                            | 922908769 | VTI    | 983.00            | 191.49                | 188,234.67           | 204.10          | 200,630.30           | 12,395.63             | 0.55         |
| VANGUARD TOTAL STOCK MKT ETF                            | 922908769 | VTI    | 433.00            | 233.92                | 101,287.36           | 204.10          | 88,375.30            | (12,912.06)           | 0.24         |
| VANGUARD TOTAL STOCK MKT ETF                            | 922908769 | VTI    | 26,984.00         | 169.04                | 4,561,375.36         | 204.10          | 5,507,434.40         | 946,059.04            | 15.13        |
| VANGUARD TOTAL STOCK MKT ETF                            | 922908769 | VTI    | 4,931.00          | 195.76                | 965,292.56           | 204.10          | 1,006,417.10         | 41,124.54             | 2.77         |
| <b>Security Type Sub-Total</b>                          |           |        | <b>163,465.00</b> |                       | <b>15,291,835.46</b> | <b>4,455.04</b> | <b>16,404,436.56</b> | <b>1,112,601.10</b>   | <b>45.09</b> |
| <b>Money Market Mutual Fund</b>                         |           |        |                   |                       |                      |                 |                      |                       |              |
| FIRST AMERICAN GOVERNMENT OBLIGATION<br>- Z             | 31846V567 | FGZXX  | 233,207.71        | 1.00                  | 233,207.71           | 1.00            | 233,207.71           | 0.00                  | 0.64         |
| <b>Security Type Sub-Total</b>                          |           |        | <b>233,207.71</b> |                       | <b>233,207.71</b>    | <b>1.00</b>     | <b>233,207.71</b>    | <b>0.00</b>           | <b>0.64</b>  |
| <b>Mutual Fund - Bond</b>                               |           |        |                   |                       |                      |                 |                      |                       |              |
| BAIRD CORE PLUS BOND - INST                             | 057071870 | BCOIX  | 420,456.90        | 11.13                 | 4,679,812.80         | 10.09           | 4,242,410.09         | (437,402.71)          | 11.66        |
| BBH LIMITED DURATION I                                  | 05528X851 | BBBIX  | 69,033.25         | 10.00                 | 690,363.20           | 10.03           | 692,403.54           | 2,040.34              | 1.90         |
| DOUBLELINE CORE FIXED INCOME I                          | 258620301 | DBLFX  | 199,259.29        | 10.59                 | 2,110,197.86         | 9.41            | 1,875,029.93         | (235,167.93)          | 5.15         |
| MAINSTAY MACKAY HIGH YIELD CORP BD R6                   | 56063N881 | MHYSX  | 138,483.74        | 5.25                  | 727,182.07           | 5.01            | 693,803.53           | (33,378.54)           | 1.91         |

**Detail of Securities Held & Market Analytics**

For the Month Ending **March 31, 2023**

**SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]**

| Security Type/Description<br>Dated Date/Coupon/Maturity | CUSIP     | Ticker | Shares     | Average<br>Cost/Share | Original<br>Cost | Market<br>Price | Market<br>Value | Unreal G/L<br>on Cost | Percentage |
|---|-----------|--------|------------|-----------------------|------------------|-----------------|-----------------|-----------------------|------------|
| <b>Mutual Fund - Bond</b>                               |           |        |            |                       |                  |                 |                 |                       |            |
| PACIFIC FUNDS FLOATING RATE INCOME FUND                 | 69447T771 | PLFRX  | 1.58       | 9.29                  | 14.66            | 9.29            | 14.66           | 0.00                  | 0.00       |
| PRUDENTIAL TOTAL RETRN BND-Q                            | 74440B884 | PTRQX  | 285,863.48 | 14.09                 | 4,029,231.60     | 11.98           | 3,424,644.48    | (604,587.12)          | 9.41       |
| VOYA INTERMEDIATE BOND R6                               | 92913L569 | IIBZX  | 213,735.51 | 10.20                 | 2,180,235.85     | 8.75            | 1,870,185.67    | (310,050.18)          | 5.14       |

|                                |  |  |                     |  |                      |              |                      |                       |              |
|--------------------------------|--|--|---------------------|--|----------------------|--------------|----------------------|-----------------------|--------------|
| <b>Security Type Sub-Total</b> |  |  | <b>1,326,833.74</b> |  | <b>14,417,038.04</b> | <b>64.56</b> | <b>12,798,491.90</b> | <b>(1,618,546.14)</b> | <b>35.17</b> |
|--------------------------------|--|--|---------------------|--|----------------------|--------------|----------------------|-----------------------|--------------|

|  |           |       |           |       |              |       |              |             |      |
|--|-----------|-------|-----------|-------|--------------|-------|--------------|-------------|------|
| <b>Mutual Fund - Equity</b>              |           |       |           |       |              |       |              |             |      |
| HARDING LOEVNER INTERNATIONAL EQUITY POR | 412295107 | HLMIX | 27,260.23 | 27.58 | 751,954.90   | 25.24 | 688,048.18   | (63,906.72) | 1.89 |
| HRTFRD SCHR EM MRKT EQ-SDR               | 41665H789 | SEMTX | 44,189.92 | 17.21 | 760,684.42   | 15.32 | 676,989.64   | (83,694.78) | 1.86 |
| JENSEN QUALITY GROWTH-Y                  | 476313408 | JENYX | 22,741.95 | 52.89 | 1,202,795.81 | 57.01 | 1,296,518.55 | 93,722.74   | 3.56 |
| JOHCM INTERNATIONAL SELECT I             | 46653M849 | JOHIX | 15,756.43 | 27.17 | 428,171.05   | 21.68 | 341,599.41   | (86,571.64) | 0.94 |
| MFS EMERGING MARKETS DEBT R6             | 552746364 | MEDHX | 0.01      | 11.25 | 0.09         | 11.53 | 0.09         | 0.00        | 0.00 |
| VANGUARD TOTAL STOCK MARKET INDEX        | 922908801 | VITXS | 0.00      | 75.00 | 0.03         | 99.38 | 0.04         | 0.01        | 0.00 |

|                                |  |  |                   |  |                     |               |                     |                     |             |
|--------------------------------|--|--|-------------------|--|---------------------|---------------|---------------------|---------------------|-------------|
| <b>Security Type Sub-Total</b> |  |  | <b>109,948.54</b> |  | <b>3,143,606.30</b> | <b>230.16</b> | <b>3,003,155.91</b> | <b>(140,450.39)</b> | <b>8.25</b> |
|--------------------------------|--|--|-------------------|--|---------------------|---------------|---------------------|---------------------|-------------|

|                                       |           |       |            |      |            |        |            |           |      |
|---------------------------------------|-----------|-------|------------|------|------------|--------|------------|-----------|------|
| <b>Separate Account</b>               |           |       |            |      |            |        |            |           |      |
| ATEL PRIVATE DEBT PARTNERS II         | ATEL00020 | SA407 | 24,500.00  | 1.00 | 24,500.00  | 102.67 | 25,154.20  | 654.20    | 0.07 |
| ATEL PRIVATE DEBT PARTNERS II         | ATEL00020 | SA407 | 22,050.00  | 1.00 | 22,050.00  | 102.67 | 22,638.78  | 588.78    | 0.06 |
| ATEL PRIVATE DEBT PARTNERS II         | ATEL00020 | SA407 | 45,325.00  | 1.00 | 45,325.00  | 102.67 | 46,535.28  | 1,210.28  | 0.13 |
| ATEL PRIVATE DEBT PARTNERS II         | ATEL00020 | SA407 | 21,070.00  | 1.00 | 21,070.00  | 102.67 | 21,632.62  | 562.62    | 0.06 |
| ATEL PRIVATE DEBT PARTNERS II         | ATEL00020 | SA407 | 49,000.00  | 1.00 | 49,000.00  | 102.67 | 50,308.41  | 1,308.41  | 0.14 |
| ATEL PRIVATE DEBT PARTNERS II         | ATEL00020 | SA407 | 12,074.46  | 1.00 | 12,074.46  | 102.67 | 12,396.87  | 322.41    | 0.03 |
| ATEL PRIVATE DEBT PARTNERS II         | ATEL00020 | SA407 | 49,000.00  | 1.00 | 49,000.00  | 102.67 | 50,308.41  | 1,308.41  | 0.14 |
| ATEL PRIVATE DEBT PARTNERS II         | ATEL00020 | SA407 | 30,625.00  | 1.00 | 30,625.00  | 102.67 | 31,442.76  | 817.76    | 0.09 |
| ATEL PRIVATE DEBT PARTNERS II         | ATEL00020 | SA407 | 49,980.00  | 1.00 | 49,980.00  | 102.67 | 51,314.58  | 1,334.58  | 0.14 |
| ATEL PRIVATE DEBT PARTNERS II         | ATEL00020 | SA407 | 45,325.00  | 1.00 | 45,325.00  | 102.67 | 46,535.27  | 1,210.27  | 0.13 |
| ATEL PRIVATE DEBT PARTNERS II         | ATEL00020 | SA407 | 34,300.00  | 1.00 | 34,300.00  | 102.67 | 35,215.89  | 915.89    | 0.10 |
| NB SECONDARY OPPORTUNITIES V OFFSHORE | NBSOFV008 | SA426 | 191,676.07 | 1.00 | 191,676.07 | 117.63 | 225,469.62 | 33,793.55 | 0.61 |

**Detail of Securities Held & Market Analytics**

For the Month Ending **March 31, 2023**

| SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]   |           |        |                       |                       |                        |                   |                        |                       |                |  |
|---|-----------|--------|-----------------------|-----------------------|------------------------|-------------------|------------------------|-----------------------|----------------|--|
| Security Type/Description<br>Dated Date/Coupon/Maturity | CUSIP     | Ticker | Shares                | Average<br>Cost/Share | Original<br>Cost       | Market<br>Price   | Market<br>Value        | Unreal G/L<br>on Cost | Percentage     |  |
| <b>Separate Account</b>                                 |           |        |                       |                       |                        |                   |                        |                       |                |  |
| NB SECONDARY OPPORTUNITIES V<br>OFFSHORE                | NBSOFV008 | SA426  | 68,756.25             | 1.00                  | 68,756.25              | 117.63            | 80,878.36              | 12,122.11             | 0.22           |  |
| NB SECONDARY OPPORTUNITIES V<br>OFFSHORE                | NBSOFV008 | SA426  | 130,837.59            | 1.00                  | 130,837.59             | 117.63            | 153,904.98             | 23,067.39             | 0.42           |  |
| NB SECONDARY OPPORTUNITIES V<br>OFFSHORE                | NBSOFV008 | SA426  | 309,750.00            | 1.00                  | 309,750.00             | 117.63            | 364,360.63             | 54,610.63             | 1.00           |  |
| <b>Security Type Sub-Total</b>                          |           |        | <b>1,084,269.37</b>   |                       | <b>1,084,269.37</b>    | <b>1,599.89</b>   | <b>1,218,096.66</b>    | <b>133,827.29</b>     | <b>3.34</b>    |  |
| <b>Managed Account Sub-Total</b>                        |           |        | <b>2,952,753.37</b>   |                       | <b>36,945,259.40</b>   | <b>6,809.25</b>   | <b>36,391,908.22</b>   | <b>(553,351.18)</b>   | <b>100.01</b>  |  |
| <b>Securities Sub-Total</b>                             |           |        | <b>\$2,952,753.37</b> |                       | <b>\$36,945,259.40</b> | <b>\$6,809.25</b> | <b>\$36,391,908.22</b> | <b>(\$553,351.18)</b> | <b>100.01%</b> |  |
| <b>Accrued Interest</b>                                 |           |        |                       |                       |                        |                   | <b>\$0.00</b>          |                       |                |  |
| <b>Total Investments</b>                                |           |        |                       |                       |                        |                   | <b>\$36,391,908.22</b> |                       |                |  |

**Security Transactions & Dividends**

For the Month Ending **March 31, 2023**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

| Transaction Type |          |  |           |        |            |        |                    |                    |                   |             |
|------------------|----------|--|-----------|--------|------------|--------|--------------------|--------------------|-------------------|-------------|
| Trade            | Settle   | Security Description                     | CUSIP     | Ticker | Shares     | Price  | Transaction Amount | Interest/ Dividend | Realized G/L Cost | Sale Method |
| <b>BUY</b>       |          |  |           |        |            |        |                    |                    |                   |             |
| 03/01/23         | 03/02/23 | HRTFRD SCHR EM MRKT EQ-SDR               | 41665H789 | SEMTX  | 22.383.15  | 15.19  | (340.000.00)       | 0.00               |                   |             |
| 03/01/23         | 03/03/23 | VANGUARD TOTAL STOCK MKT ETF             | 922908769 | VTI    | 500.00     | 199.57 | (99.790.00)        | 0.00               |                   |             |
| 03/01/23         | 03/03/23 | ISHARES CORE S&P SMALL-CAP E             | 464287804 | IJR    | 2.433.00   | 102.82 | (250.184.90)       | 0.00               |                   |             |
| 03/01/23         | 03/03/23 | ISHARES CORE S&P MIDCAP ETF              | 464287507 | IJH    | 960.00     | 260.70 | (250.280.64)       | 0.00               |                   |             |
| 03/02/23         | 03/02/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 600.000.00 | 1.00   | (600.000.00)       | 0.00               |                   |             |
| 03/02/23         | 03/06/23 | VANGUARD TOTAL STOCK MKT ETF             | 922908769 | VTI    | 499.00     | 198.23 | (98.921.76)        | 0.00               |                   |             |
| 03/02/23         | 03/06/23 | ISHARES CORE S&P MIDCAP ETF              | 464287507 | IJH    | 959.00     | 258.93 | (248.322.60)       | 0.00               |                   |             |
| 03/02/23         | 03/06/23 | ISHARES CORE S&P SMALL-CAP E             | 464287804 | IJR    | 2.432.00   | 102.10 | (248.331.03)       | 0.00               |                   |             |
| 03/06/23         | 03/07/23 | MAINSTAY MACKAY HIGH YIELD CORP BD R6    | 56063N881 | MHYSX  | 77.464.79  | 4.97   | (384.999.99)       | 0.00               |                   |             |
| 03/07/23         | 03/07/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 6,945.76   | 1.00   | (6,945.76)         | 0.00               |                   |             |
| 03/08/23         | 03/08/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 254.315.77 | 1.00   | (254.315.77)       | 0.00               |                   |             |
| 03/09/23         | 03/09/23 | NB SECONDARY OPPORTUNITIES V OFFSHORE    | NBSOFV008 | SA426  | 309,750.00 | 100.00 | (309,750.00)       | 0.00               |                   |             |
| 03/10/23         | 03/10/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 25.00      | 1.00   | (25.00)            | 0.00               |                   |             |
| 03/14/23         | 03/14/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 63.310.68  | 1.00   | (63.310.68)        | 0.00               |                   |             |
| 03/15/23         | 03/15/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 45.60      | 1.00   | (45.60)            | 0.00               |                   |             |
| 03/17/23         | 03/17/23 | JENSEN QUALITY GROWTH-Y                  | 476313408 | JENYX  | 69.90      | 54.79  | (3,830.04)         | 0.00               |                   |             |
| 03/23/23         | 03/23/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 13.472.31  | 1.00   | (13,472.31)        | 0.00               |                   |             |
| 03/24/23         | 03/24/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 4,882.60   | 1.00   | (4,882.60)         | 0.00               |                   |             |
| 03/28/23         | 03/28/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 28.209.64  | 1.00   | (28,209.64)        | 0.00               |                   |             |
| 03/28/23         | 03/28/23 | BAIRD CORE PLUS BOND - INST              | 057071870 | BCOIX  | 1,224.62   | 10.03  | (12,282.93)        | 0.00               |                   |             |
| 03/29/23         | 03/29/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 10.611.19  | 1.00   | (10,611.19)        | 0.00               |                   |             |

**Security Transactions & Dividends**

For the Month Ending **March 31, 2023**

**SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]**

| Transaction Type                  |          |  |           |        |                     |       | Transaction           | Interest/ Dividend | Realized G/L | Sale   |
|-----------------------------------|----------|--|-----------|--------|---------------------|-------|-----------------------|--------------------|--------------|--------|
| Trade                             | Settle   | Security Description                     | CUSIP     | Ticker | Shares              | Price | Amount                |                    | Cost         | Method |
| <b>BUY</b>                        |          |  |           |        |                     |       |                       |                    |              |        |
| 03/30/23                          | 03/30/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 11.589.98           | 1.00  | (11.589.98)           |                    | 0.00         |        |
| 03/31/23                          | 03/31/23 | PRUDENTIAL TOTAL RETRN BND-Q             | 74440B884 | PTROX  | 1.048.85            | 11.98 | (12.565.27)           |                    | 0.00         |        |
| 03/31/23                          | 03/31/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 765.22              | 1.00  | (765.22)              |                    | 0.00         |        |
| 03/31/23                          | 03/31/23 | VOYA INTERMEDIATE BOND R6                | 92913L569 | IIBZX  | 658.27              | 8.75  | (5,759.88)            |                    | 0.00         |        |
| 03/31/23                          | 03/31/23 | PACIFIC FUNDS FLOATING RATE INCOME FUND  | 69447T771 | PLFRX  | 1.58                | 9.29  | (14.66)               |                    | 0.00         |        |
| 03/31/23                          | 03/31/23 | DOUBLELINE CORE FIXED INCOME I           | 258620301 | DBLFX  | 778.85              | 9.41  | (7,328.98)            |                    | 0.00         |        |
| 03/31/23                          | 03/31/23 | MAINSTAY MACKAY HIGH YIELD CORP BD R6    | 56063N881 | MHYSX  | 630.11              | 5.01  | (3,156.85)            |                    | 0.00         |        |
| 03/31/23                          | 03/31/23 | BBH LIMITED DURATION I                   | 05528X851 | BBBIX  | 269.77              | 10.02 | (2,703.05)            |                    | 0.00         |        |
| <b>Transaction Type Sub-Total</b> |          |  |           |        | <b>1,416,236.64</b> |       | <b>(3,272,396.33)</b> |                    | <b>0.00</b>  |        |

| <b>INTEREST, DIVIDENDS &amp; CAPITAL GAINS DISTRIBUTIONS</b> |          |   |           |       |      |  |      |  |           |  |
|--|----------|---|-----------|-------|------|--|------|--|-----------|--|
| 03/07/23   | 03/07/23 | ISHARES INTERMEDIATE-TERM CO            | 464288638 | IGIB  | 0.00 |  | 0.00 |  | 2,410.43  |  |
| 03/07/23   | 03/07/23 | ISHARES CORE U.S. AGGREGATE             | 464287226 | AGG   | 0.00 |  | 0.00 |  | 4,535.33  |  |
| 03/17/23   | 03/17/23 | JENSEN QUALITY GROWTH-Y                 | 476313408 | JENYX | 0.00 |  | 0.00 |  | 3,830.04  |  |
| 03/23/23   | 03/23/23 | VANGUARD FTSE DEVELOPED MARKETS ETF     | 921943858 | VEA   | 0.00 |  | 0.00 |  | 6,064.45  |  |
| 03/23/23   | 03/23/23 | VANGUARD TOTAL INTL STOCK               | 921909768 | VXUS  | 0.00 |  | 0.00 |  | 7,407.86  |  |
| 03/24/23   | 03/24/23 | INVESCO S&P 500 EQUAL WEIGHT ETF        | 46137V357 | RSP   | 0.00 |  | 0.00 |  | 4,882.60  |  |
| 03/28/23   | 03/28/23 | VANGUARD TOTAL STOCK MKT ETF            | 922908769 | VTI   | 0.00 |  | 0.00 |  | 28,209.64 |  |
| 03/28/23   | 03/28/23 | BAIRD CORE PLUS BOND - INST             | 057071870 | BCOIX | 0.00 |  | 0.00 |  | 12,282.93 |  |
| 03/29/23   | 03/29/23 | ISHARES CORE S&P MIDCAP ETF             | 464287507 | IJH   | 0.00 |  | 0.00 |  | 5,631.13  |  |
| 03/29/23   | 03/29/23 | ISHARES CORE S&P SMALL-CAP E            | 464287804 | IJR   | 0.00 |  | 0.00 |  | 4,980.06  |  |
| 03/31/23   | 03/31/23 | BBH LIMITED DURATION I                  | 05528X851 | BBBIX | 0.00 |  | 0.00 |  | 2,703.05  |  |
| 03/31/23   | 03/31/23 | DOUBLELINE CORE FIXED INCOME I          | 258620301 | DBLFX | 0.00 |  | 0.00 |  | 7,328.98  |  |
| 03/31/23   | 03/31/23 | PACIFIC FUNDS FLOATING RATE INCOME FUND | 69447T771 | PLFRX | 0.00 |  | 0.00 |  | 14.66     |  |
| 03/31/23   | 03/31/23 | MAINSTAY MACKAY HIGH YIELD CORP BD R6   | 56063N881 | MHYSX | 0.00 |  | 0.00 |  | 3,156.85  |  |

Security Transactions & Dividends

For the Month Ending March 31, 2023

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

| Transaction Type   |          |  |           |        |             |        |                    |                    |                   |             |
|--|----------|--|-----------|--------|-------------|--------|--------------------|--------------------|-------------------|-------------|
| Trade  | Settle   | Security Description                     | CUSIP     | Ticker | Shares      | Price  | Transaction Amount | Interest/ Dividend | Realized G/L Cost | Sale Method |
| <b>INTEREST, DIVIDENDS &amp; CAPITAL GAINS DISTRIBUTIONS</b> |          |  |           |        |             |        |                    |                    |                   |             |
| 03/31/23   | 03/31/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 0.00        |        | 0.00               | 761.51             |                   |             |
| 03/31/23   | 03/31/23 | PRUDENTIAL TOTAL RETRN BND-Q             | 74440B884 | PTROX  | 0.00        |        | 0.00               | 12.565.27          |                   |             |
| 03/31/23   | 03/31/23 | VOYA INTERMEDIATE BOND R6                | 92913L569 | IIBZX  | 0.00        |        | 0.00               | 5.759.88           |                   |             |
| <b>Transaction Type Sub-Total</b>                            |          |  |           |        | <b>0.00</b> |        | <b>0.00</b>        | <b>112,524.67</b>  |                   |             |
| <b>SELL</b>  |          |  |           |        |             |        |                    |                    |                   |             |
| 03/01/23   | 03/01/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 13,099.69   | 1.00   | 13,099.69          | 0.00               | 0.00              | FIFO        |
| 03/01/23   | 03/01/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 340.48      | 1.00   | 340.48             | 0.00               | 0.00              | FIFO        |
| 03/01/23   | 03/01/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 2,461.83    | 1.00   | 2,461.83           | 0.00               | 0.00              | FIFO        |
| 03/01/23   | 03/01/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 64,257.82   | 1.00   | 64,257.82          | 0.00               | 0.00              | FIFO        |
| 03/01/23   | 03/01/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 23,242.99   | 1.00   | 23,242.99          | 0.00               | 0.00              | FIFO        |
| 03/01/23   | 03/01/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 10,678.91   | 1.00   | 10,678.91          | 0.00               | 0.00              | FIFO        |
| 03/01/23   | 03/01/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 386.08      | 1.00   | 386.08             | 0.00               | 0.00              | FIFO        |
| 03/01/23   | 03/02/23 | JENSEN QUALITY GROWTH-Y                  | 476313408 | JENYX  | 11,183.60   | 53.65  | 599,999.95         | 0.00               | 58,378.38         | FIFO        |
| 03/01/23   | 03/03/23 | INVESCO S&P 500 EQUAL WEIGHT ETF         | 46137V357 | RSP    | 2,040.00    | 146.67 | 299,184.21         | 0.00               | (18,830.99)       | FIFO        |
| 03/01/23   | 03/03/23 | VANGUARD FTSE DEVELOPED MARKETS ETF      | 921943858 | VEA    | 723.00      | 44.53  | 32,187.70          | 0.00               | (3,896.80)        | FIFO        |
| 03/01/23   | 03/03/23 | VANGUARD FTSE DEVELOPED MARKETS ETF      | 921943858 | VEA    | 3,112.00    | 44.53  | 138,545.13         | 0.00               | (14,967.96)       | FIFO        |
| 03/02/23   | 03/02/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 3.44        | 1.00   | 3.44               | 0.00               | 0.00              | FIFO        |
| 03/02/23   | 03/02/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 62,717.37   | 1.00   | 62,717.37          | 0.00               | 0.00              | FIFO        |
| 03/02/23   | 03/02/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 175,905.08  | 1.00   | 175,905.08         | 0.00               | 0.00              | FIFO        |

**Security Transactions & Dividends**

For the Month Ending **March 31, 2023**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN

| Transaction Type |          |  |           |        |            |        |                    |                    |                   |             |
|------------------|----------|--|-----------|--------|------------|--------|--------------------|--------------------|-------------------|-------------|
| Trade            | Settle   | Security Description                     | CUSIP     | Ticker | Shares     | Price  | Transaction Amount | Interest/ Dividend | Realized G/L Cost | Sale Method |
| <b>SELL</b>      |          |  |           |        |            |        |                    |                    |                   |             |
| 03/02/23         | 03/02/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 7,052.46   | 1.00   | 7,052.46           | 0.00               | 0.00              | FIFO        |
| 03/02/23         | 03/02/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 62,677.81  | 1.00   | 62,677.81          | 0.00               | 0.00              | FIFO        |
| 03/02/23         | 03/02/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 31,033.58  | 1.00   | 31,033.58          | 0.00               | 0.00              | FIFO        |
| 03/02/23         | 03/02/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 610.26     | 1.00   | 610.26             | 0.00               | 0.00              | FIFO        |
| 03/02/23         | 03/06/23 | INVESCO S&P 500 EQUAL WEIGHT ETF         | 46137V357 | RSP    | 1,642.00   | 145.68 | 239,188.38         | 0.00               | (18,408.41)       | FIFO        |
| 03/02/23         | 03/06/23 | INVESCO S&P 500 EQUAL WEIGHT ETF         | 46137V357 | RSP    | 397.00     | 145.68 | 57,830.57          | 0.00               | (4,057.68)        | FIFO        |
| 03/02/23         | 03/06/23 | VANGUARD FTSE DEVELOPED MARKETS ETF      | 921943858 | VEA    | 3,835.00   | 44.24  | 169,620.69         | 0.00               | (21,781.85)       | FIFO        |
| 03/03/23         | 03/03/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 130,338.50 | 1.00   | 130,338.50         | 0.00               | 0.00              | FIFO        |
| 03/06/23         | 03/06/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 128,935.75 | 1.00   | 128,935.75         | 0.00               | 0.00              | FIFO        |
| 03/06/23         | 03/07/23 | BBH LIMITED DURATION I                   | 05528X851 | BBBIX  | 38,346.61  | 10.04  | 384,999.99         | 0.00               | 1,533.87          | FIFO        |
| 03/06/23         | 03/08/23 | INVESCO S&P 500 EQUAL WEIGHT ETF         | 46137V357 | RSP    | 1,622.00   | 150.05 | 243,362.94         | 0.00               | (11,096.26)       | FIFO        |
| 03/06/23         | 03/08/23 | INVESCO S&P 500 EQUAL WEIGHT ETF         | 46137V357 | RSP    | 73.00      | 150.05 | 10,952.83          | 0.00               | 857.67            | FIFO        |
| 03/09/23         | 03/09/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 6,945.76   | 1.00   | 6,945.76           | 0.00               | 0.00              | FIFO        |
| 03/09/23         | 03/09/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 137,186.01 | 1.00   | 137,186.01         | 0.00               | 0.00              | FIFO        |
| 03/09/23         | 03/09/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 164,820.67 | 1.00   | 164,820.67         | 0.00               | 0.00              | FIFO        |
| 03/20/23         | 03/20/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 8,322.41   | 1.00   | 8,322.41           | 0.00               | 0.00              | FIFO        |
| 03/29/23         | 03/30/23 | PACIFIC FUNDS FLOATING RATE INCOME FUND  | 69447T771 | PLFRX  | 1.46       | 9.26   | 13.52              | 0.00               | (0.10)            | FIFO        |
| 03/29/23         | 03/30/23 | PACIFIC FUNDS FLOATING RATE INCOME FUND  | 69447T771 | PLFRX  | 216.23     | 9.26   | 2,002.31           | 0.00               | (17.30)           | FIFO        |
| 03/31/23         | 03/31/23 | FIRST AMERICAN GOVERNMENT OBLIGATION - Z | 31846V567 | FGZXX  | 8,511.86   | 1.00   | 8,511.86           | 0.00               | 0.00              | FIFO        |

**Security Transactions & Dividends**

For the Month Ending **March 31, 2023**

| SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED] |        |                      |       |        |                     |       |                      |                     |                      |             |
|---|--------|----------------------|-------|--------|---------------------|-------|----------------------|---------------------|----------------------|-------------|
| Transaction Type                                      |        |                      |       |        |                     |       |                      |                     |                      |             |
| Trade   | Settle | Security Description | CUSIP | Ticker | Shares              | Price | Transaction Amount   | Interest/ Dividend  | Realized G/L Cost    | Sale Method |
| <b>Transaction Type Sub-Total</b>                     |        |                      |       |        | <b>1,102,720.66</b> |       | <b>3,217,416.98</b>  | <b>0.00</b>         | <b>(32,287.43)</b>   |             |
| <b>Managed Account Sub-Total</b>                      |        |                      |       |        |                     |       | <b>(54,979.35)</b>   | <b>112,524.67</b>   | <b>(32,287.43)</b>   |             |
| <b>Total Security Transactions</b>                    |        |                      |       |        |                     |       | <b>(\$54,979.35)</b> | <b>\$112,524.67</b> | <b>(\$32,287.43)</b> |             |

**SunLine Transit Agency**  
**CONSENT CALENDAR**

DATE: May 24, 2023 **RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Quarterly Performance Summary for the First Quarter of Calendar Year  
2023

Summary:

The following quarterly reports demonstrate the performance of the bargaining and non-bargaining pension plans for the first quarter of calendar year 2023. The report shows market value, asset allocation percentage and performance compared to benchmarks. The bargaining and non-bargaining pension assets posted positive returns of 4.42% and 4.43% in the first quarter of calendar year 2023, respectively. The pension plans utilize a conservative 6% return assumption. Expected returns for pension plans typically focus on long term performance. Over a 30-year timeframe, asset returns are expected to exceed and fall below the 6% assumption.

Recommendation:

Receive and file.

## Asset Allocation &amp; Performance

|  | Allocation        |               | Performance(%) |              |               |             |             |                 |                   |
|--|-------------------|---------------|----------------|--------------|---------------|-------------|-------------|-----------------|-------------------|
|  | Market Value (\$) | %             | 1 Quarter      | Year To Date | 1 Year        | 3 Years     | 5 Years     | Since Inception | Inception Date    |
| <b>Total Fund</b>                              | <b>36,313,422</b> | <b>100.00</b> | <b>4.42</b>    | <b>4.42</b>  | <b>-6.90</b>  | <b>9.26</b> | <b>5.65</b> | <b>6.12</b>     | <b>07/01/2017</b> |
| <i>PFM Blended Benchmark</i>                   |                   |               | 5.23           | 5.23         | -5.88         | 8.37        | 5.19        | 5.58            | 07/01/2017        |
| <b>Domestic Equity</b>                         | <b>12,631,756</b> | <b>34.79</b>  | <b>5.00</b>    | <b>5.00</b>  | <b>-9.12</b>  | <b>N/A</b>  | <b>N/A</b>  | <b>0.46</b>     | <b>04/01/2021</b> |
| <i>Russell 3000 Index</i>                      |                   |               | 7.18           | 7.18         | -8.58         | 18.48       | 10.45       | 1.15            | 04/01/2021        |
| Vanguard Total Stock Market ETF                | 7,308,617         | 20.13         | 7.15           | 7.15         | -8.77         | 18.36       | 10.36       | 18.36           | 04/01/2020        |
| <i>Russell 3000 Index</i>                      |                   |               | 7.18           | 7.18         | -8.58         | 18.48       | 10.45       | 18.48           | 04/01/2020        |
| Invesco S&P 500 Equal Weight ETF               | 1,087,976         | 3.00          | 2.89           | 2.89         | -6.47         | 21.82       | 9.78        | -3.77           | 03/01/2022        |
| <i>S&amp;P 500</i>                             |                   |               | 7.50           | 7.50         | -7.73         | 18.60       | 11.19       | -3.98           | 03/01/2022        |
| Jensen Quality Growth Fund                     | 1,290,720         | 3.55          | 4.60           | 4.60         | -5.35         | 17.79       | 12.40       | 11.19           | 04/01/2019        |
| <i>S&amp;P 500</i>                             |                   |               | 7.50           | 7.50         | -7.73         | 18.60       | 11.19       | 11.61           | 04/01/2019        |
| iShares Core S&P Mid-Cap ETF                   | 1,484,950         | 4.09          | 3.81           | 3.81         | -5.13         | 22.05       | 7.62        | -1.72           | 10/01/2021        |
| <i>S&amp;P MidCap 400</i>                      |                   |               | 3.81           | 3.81         | -5.12         | 22.10       | 7.67        | -1.70           | 10/01/2021        |
| iShares Core S&P Small-Cap ETF                 | 1,459,493         | 4.02          | 2.57           | 2.57         | -8.90         | 21.61       | 6.24        | -6.29           | 02/01/2022        |
| <i>S&amp;P SmallCap 600</i>                    |                   |               | 2.57           | 2.57         | -8.82         | 21.71       | 6.30        | -6.21           | 02/01/2022        |
| <b>International Equity</b>                    | <b>6,798,101</b>  | <b>18.72</b>  | <b>7.27</b>    | <b>7.27</b>  | <b>-8.58</b>  | <b>N/A</b>  | <b>N/A</b>  | <b>-7.52</b>    | <b>04/01/2021</b> |
| <i>MSCI AC World ex USA (Net)</i>              |                   |               | 6.87           | 6.87         | -5.07         | 11.80       | 2.47        | -3.29           | 04/01/2021        |
| Vanguard Total International Stock ETF         | 3,391,329         | 9.34          | 6.65           | 6.65         | -4.61         | 12.72       | 2.53        | 12.72           | 04/01/2020        |
| <i>MSCI AC World ex USA (Net)</i>              |                   |               | 6.87           | 6.87         | -5.07         | 11.80       | 2.47        | 11.80           | 04/01/2020        |
| J. O. Hambro International Select              | 340,375           | 0.94          | 8.35           | 8.35         | -14.51        | 7.07        | 1.84        | 3.91            | 07/01/2017        |
| <i>MSCI AC World ex USA (Net)</i>              |                   |               | 6.87           | 6.87         | -5.07         | 11.80       | 2.47        | 3.88            | 07/01/2017        |
| Harding Loevner International Equity           | 685,684           | 1.89          | 7.77           | 7.77         | -3.43         | 11.66       | 3.69        | 6.10            | 07/01/2020        |
| <i>MSCI AC World ex USA (Net)</i>              |                   |               | 6.87           | 6.87         | -5.07         | 11.80       | 2.47        | 6.96            | 07/01/2020        |
| Vanguard FTSE Developed Markets ETF            | 1,714,924         | 4.72          | 7.77           | 7.77         | -2.91         | 13.86       | 3.45        | -2.38           | 03/01/2022        |
| <i>MSCI EAFE (net)</i>                         |                   |               | 8.47           | 8.47         | -1.38         | 12.99       | 3.52        | -0.69           | 03/01/2022        |
| Hartford Schroders Emerging Markets Equity     | 665,788           | 1.83          | 5.15           | 5.15         | -10.24        | 7.85        | -0.55       | -0.64           | 03/01/2018        |
| <i>MSCI EM (net)</i>                           |                   |               | 3.96           | 3.96         | -10.70        | 7.83        | -0.91       | -1.26           | 03/01/2018        |
| <b>Other Growth</b>                            | <b>824,614</b>    | <b>2.27</b>   | <b>0.00</b>    | <b>0.00</b>  | <b>-16.06</b> | <b>N/A</b>  | <b>N/A</b>  | <b>0.10</b>     | <b>04/01/2021</b> |
| <i>CA US Private Equity Index</i>              |                   |               | 0.00           | 0.00         | -5.21         | 22.08       | 14.89       | 9.57            | 04/01/2021        |
| NB Secondary Opportunities Fund V Offshore[CE] | 824,614           | 2.27          | 0.00           | 0.00         | 14.56         | N/A         | N/A         | 60.37           | 03/01/2022        |
| <i>CA US Private Equity Index</i>              |                   |               | 0.00           | 0.00         | -5.21         | 22.08       | 14.89       | -5.12           | 03/01/2022        |

Returns are net of mutual fund fees.

Returns are expressed as percentages.

\*Asset class level returns may vary from individual underlying manager returns due to cash flows.

## Asset Allocation &amp; Performance

|  | Allocation        |              | Performance(%) |              |               |              |             |                 |                   |
|--|-------------------|--------------|----------------|--------------|---------------|--------------|-------------|-----------------|-------------------|
|  | Market Value (\$) | %            | 1 Quarter      | Year To Date | 1 Year        | 3 Years      | 5 Years     | Since Inception | Inception Date    |
| <b>Fixed Income</b>                            | <b>15,493,999</b> | <b>42.67</b> | <b>3.12</b>    | <b>3.12</b>  | <b>-4.83</b>  | <b>-0.76</b> | <b>1.09</b> | <b>0.97</b>     | <b>07/01/2017</b> |
| <i>Blmbg. U.S. Aggregate</i>                   |                   |              | 2.96           | 2.96         | -4.78         | -2.77        | 0.90        | 0.74            | 07/01/2017        |
| Baird Core Plus                                | 4,232,540         | 11.66        | 3.04           | 3.04         | -4.34         | -1.13        | 1.44        | 1.29            | 07/01/2017        |
| <i>Blmbg. U.S. Aggregate</i>                   |                   |              | 2.96           | 2.96         | -4.78         | -2.77        | 0.90        | 0.74            | 07/01/2017        |
| DoubleLine Core Fixed Income                   | 1,870,633         | 5.15         | 3.56           | 3.56         | -5.03         | -0.56        | 0.68        | 0.49            | 09/01/2017        |
| PGIM Total Return Bond Fund                    | 3,416,609         | 9.41         | 3.17           | 3.17         | -6.05         | -1.14        | 1.00        | 0.78            | 09/01/2017        |
| <i>Blmbg. U.S. Aggregate</i>                   |                   |              | 2.96           | 2.96         | -4.78         | -2.77        | 0.90        | 0.53            | 09/01/2017        |
| Voya Intermediate Bond                         | 1,865,813         | 5.14         | 3.23           | 3.23         | -5.46         | -1.21        | 1.10        | -1.58           | 01/01/2020        |
| <i>Blmbg. U.S. Aggregate</i>                   |                   |              | 2.96           | 2.96         | -4.78         | -2.77        | 0.90        | -1.63           | 01/01/2020        |
| iShares Core US Aggregate Bond ETF             | 1,927,237         | 5.31         | 3.13           | 3.13         | -4.75         | -2.77        | 0.88        | -0.11           | 02/01/2023        |
| <i>Blmbg. U.S. Aggregate</i>                   |                   |              | 2.96           | 2.96         | -4.78         | -2.77        | 0.90        | -0.11           | 02/01/2023        |
| iShares Intermediate-Term Corporate Bond ETF   | 798,994           | 2.20         | 3.94           | 3.94         | -3.93         | 0.36         | 2.14        | -0.70           | 10/01/2019        |
| <i>ICE BofA U.S. Corporate 5-10 Year Index</i> |                   |              | 3.65           | 3.65         | -4.04         | 0.42         | 2.11        | -0.65           | 10/01/2019        |
| BBH Limited Duration                           | 689,874           | 1.90         | 1.68           | 1.68         | 1.97          | 2.78         | 2.19        | 0.35            | 02/01/2023        |
| <i>Blmbg. U.S. Treasury: 1-3 Year</i>          |                   |              | 1.59           | 1.59         | 0.23          | -0.84        | 1.09        | 0.85            | 02/01/2023        |
| MainStay MacKay High Yield Corp Bond Fund      | 692,285           | 1.91         | 3.92           | 3.92         | -1.03         | 6.71         | 3.51        | -1.01           | 06/01/2021        |
| <i>ICE BofA High Yield Master II</i>           |                   |              | 3.72           | 3.72         | -3.60         | 5.82         | 3.04        | -2.88           | 06/01/2021        |
| <b>Other Income</b>                            | <b>393,483</b>    | <b>1.08</b>  | <b>0.00</b>    | <b>0.00</b>  | <b>-12.41</b> | <b>N/A</b>   | <b>N/A</b>  | <b>-11.09</b>   | <b>09/01/2021</b> |
| <i>Cliffwater Direct Lending Index</i>         |                   |              | 0.00           | 0.00         | 4.45          | 9.93         | 7.82        | 7.23            | 09/01/2021        |
| A TEL Private Debt Partners II[CE]             | 393,483           | 1.08         | 0.00           | 0.00         | 5.01          | N/A          | N/A         | 5.55            | 10/01/2021        |
| <i>Cliffwater Direct Lending Index</i>         |                   |              | 0.00           | 0.00         | 4.45          | 9.93         | 7.82        | 5.77            | 10/01/2021        |
| <b>Cash Equivalent</b>                         | <b>171,469</b>    | <b>0.47</b>  | <b>1.05</b>    | <b>1.05</b>  | <b>2.55</b>   | <b>0.87</b>  | <b>1.28</b> | <b>1.25</b>     | <b>07/01/2017</b> |
| First American Prime Obligation - Z            | 171,469           | 0.47         | 1.10           | 1.10         | 2.73          | 0.99         | 1.43        | 1.41            | 07/01/2017        |

\*[Current Estimate] At any point in time the valuation for private equity and other illiquid asset classes may be different from market prices due to an inherent lag effect in the industry. The reporting lag inherent in this process means that there can be a valuation lag of a quarter or, in some cases, even longer. For such illiquid asset classes shown herein, performance is calculated for the relevant period(s) using a roll-forward valuation approach whereby the last reported valuation is adjusted for cash flows to provide an initial estimated valuation, typically resulting in a zero return for the lagging period. Performance is adjusted and finalized when the updated valuation is reported. Returns are gross of management fees. The roll-forward valuation methodology described is consistent with guidance provided within the CFA Institute's Global Investment Performance Standards (GIPS). Performance is calculated using the Modified-Dietz time weighted methodology to maintain consistency with the other returns in this exhibit. For since inception IRR performance, please refer to the fund-specific overview page.

Returns are net of mutual fund fees.

Returns are expressed as percentages.

\*Asset class level returns may vary from individual underlying manager returns due to cash flows.

## Asset Allocation &amp; Performance

|  | Allocation        |               | Performance(%) |              |               |             |             |                 |                   |
|--|-------------------|---------------|----------------|--------------|---------------|-------------|-------------|-----------------|-------------------|
|  | Market Value (\$) | %             | 1 Quarter      | Year To Date | 1 Year        | 3 Years     | 5 Years     | Since Inception | Inception Date    |
| <b>Total Fund - Non-Bargaining</b>             | <b>36,391,908</b> | <b>100.00</b> | <b>4.43</b>    | <b>4.43</b>  | <b>-6.87</b>  | <b>9.28</b> | <b>5.66</b> | <b>6.12</b>     | <b>07/01/2017</b> |
| <i>PFM Blended Benchmark</i>                   |                   |               | 5.23           | 5.23         | -5.88         | 8.37        | 5.19        | 5.58            | 07/01/2017        |
| <b>Domestic Equity</b>                         | <b>12,591,580</b> | <b>34.60</b>  | <b>5.03</b>    | <b>5.03</b>  | <b>-9.10</b>  | <b>N/A</b>  | <b>N/A</b>  | <b>0.47</b>     | <b>04/01/2021</b> |
| <i>Russell 3000 Index</i>                      |                   |               | 7.18           | 7.18         | -8.58         | 18.48       | 10.45       | 1.15            | 04/01/2021        |
| Vanguard Total Stock Market ETF                | 7,323,312         | 20.12         | 7.15           | 7.15         | -8.77         | 18.36       | 10.36       | 18.36           | 04/01/2020        |
| <i>Russell 3000 Index</i>                      |                   |               | 7.18           | 7.18         | -8.58         | 18.48       | 10.45       | 18.48           | 04/01/2020        |
| Invesco S&P 500 Equal Weight ETF               | 1,021,306         | 2.81          | 2.89           | 2.89         | -6.47         | 21.82       | 9.78        | -3.77           | 03/01/2022        |
| <i>S&amp;P 500</i>                             |                   |               | 7.50           | 7.50         | -7.73         | 18.60       | 11.19       | -3.98           | 03/01/2022        |
| Jensen Quality Growth Fund                     | 1,296,519         | 3.56          | 4.60           | 4.60         | -5.35         | 17.79       | 12.40       | 11.19           | 04/01/2019        |
| <i>S&amp;P 500</i>                             |                   |               | 7.50           | 7.50         | -7.73         | 18.60       | 11.19       | 11.61           | 04/01/2019        |
| iShares Core S&P Mid-Cap ETF                   | 1,487,952         | 4.09          | 3.81           | 3.81         | -5.13         | 22.05       | 7.62        | -1.72           | 10/01/2021        |
| <i>S&amp;P MidCap 400</i>                      |                   |               | 3.81           | 3.81         | -5.12         | 22.10       | 7.67        | -1.70           | 10/01/2021        |
| iShares Core S&P Small-Cap ETF                 | 1,462,491         | 4.02          | 2.57           | 2.57         | -8.90         | 21.61       | 6.24        | -6.29           | 02/01/2022        |
| <i>S&amp;P SmallCap 600</i>                    |                   |               | 2.57           | 2.57         | -8.82         | 21.71       | 6.30        | -6.21           | 02/01/2022        |
| <b>International Equity</b>                    | <b>6,816,013</b>  | <b>18.73</b>  | <b>7.26</b>    | <b>7.26</b>  | <b>-8.57</b>  | <b>N/A</b>  | <b>N/A</b>  | <b>-7.51</b>    | <b>04/01/2021</b> |
| <i>MSCI AC World ex USA (Net)</i>              |                   |               | 6.87           | 6.87         | -5.07         | 11.80       | 2.47        | -3.29           | 04/01/2021        |
| Vanguard Total International Stock ETF         | 3,394,090         | 9.33          | 6.65           | 6.65         | -4.61         | 12.72       | 2.53        | 12.72           | 04/01/2020        |
| <i>MSCI AC World ex USA (Net)</i>              |                   |               | 6.87           | 6.87         | -5.07         | 11.80       | 2.47        | 11.80           | 04/01/2020        |
| J. O. Hambro International Select              | 341,599           | 0.94          | 8.35           | 8.35         | -14.51        | 7.07        | 1.84        | 3.91            | 07/01/2017        |
| <i>MSCI AC World ex USA (Net)</i>              |                   |               | 6.87           | 6.87         | -5.07         | 11.80       | 2.47        | 3.88            | 07/01/2017        |
| Harding Loevner International Equity           | 688,048           | 1.89          | 7.77           | 7.77         | -3.43         | 11.66       | 3.69        | 6.10            | 07/01/2020        |
| <i>MSCI AC World ex USA (Net)</i>              |                   |               | 6.87           | 6.87         | -5.07         | 11.80       | 2.47        | 6.96            | 07/01/2020        |
| Vanguard FTSE Developed Markets ETF            | 1,715,286         | 4.71          | 7.77           | 7.77         | -2.91         | 13.86       | 3.45        | -2.38           | 03/01/2022        |
| <i>MSCI EAFE (net)</i>                         |                   |               | 8.47           | 8.47         | -1.38         | 12.99       | 3.52        | -0.69           | 03/01/2022        |
| Hartford Schroders Emerging Markets Equity     | 676,990           | 1.86          | 5.15           | 5.15         | -10.24        | 7.85        | -0.55       | -0.64           | 03/01/2018        |
| <i>MSCI EM (net)</i>                           |                   |               | 3.96           | 3.96         | -10.70        | 7.83        | -0.91       | -1.26           | 03/01/2018        |
| <b>Other Growth</b>                            | <b>824,614</b>    | <b>2.27</b>   | <b>0.00</b>    | <b>0.00</b>  | <b>-16.06</b> | <b>N/A</b>  | <b>N/A</b>  | <b>0.11</b>     | <b>04/01/2021</b> |
| <i>CA US Private Equity Index</i>              |                   |               | 0.00           | 0.00         | -5.21         | 22.08       | 14.89       | 9.57            | 04/01/2021        |
| NB Secondary Opportunities Fund V Offshore[CE] | 824,614           | 2.27          | 0.00           | 0.00         | 14.56         | N/A         | N/A         | 60.37           | 03/01/2022        |
| <i>CA US Private Equity Index</i>              |                   |               | 0.00           | 0.00         | -5.21         | 22.08       | 14.89       | -5.12           | 03/01/2022        |

Returns are net of mutual fund fees.

Returns are expressed as percentages.

\*Asset class level returns may vary from individual underlying manager returns due to cash flows.

## Asset Allocation &amp; Performance

|  | Allocation        |              | Performance(%) |              |               |              |             |                 |                   |
|--|-------------------|--------------|----------------|--------------|---------------|--------------|-------------|-----------------|-------------------|
|  | Market Value (\$) | %            | 1 Quarter      | Year To Date | 1 Year        | 3 Years      | 5 Years     | Since Inception | Inception Date    |
| <b>Fixed Income</b>                            | <b>15,533,011</b> | <b>42.68</b> | <b>3.12</b>    | <b>3.12</b>  | <b>-4.83</b>  | <b>-0.76</b> | <b>1.09</b> | <b>0.97</b>     | <b>07/01/2017</b> |
| <i>Blmbg. U.S. Aggregate</i>                   |                   |              | 2.96           | 2.96         | -4.78         | -2.77        | 0.90        | 0.74            | 07/01/2017        |
| Baird Core Plus                                | 4,242,410         | 11.66        | 3.04           | 3.04         | -4.34         | -1.13        | 1.44        | 1.29            | 07/01/2017        |
| <i>Blmbg. U.S. Aggregate</i>                   |                   |              | 2.96           | 2.96         | -4.78         | -2.77        | 0.90        | 0.74            | 07/01/2017        |
| DoubleLine Core Fixed Income                   | 1,875,030         | 5.15         | 3.56           | 3.56         | -5.03         | -0.56        | 0.68        | 0.49            | 09/01/2017        |
| PGIM Total Return Bond Fund                    | 3,424,644         | 9.41         | 3.17           | 3.17         | -6.05         | -1.14        | 1.00        | 0.78            | 09/01/2017        |
| <i>Blmbg. U.S. Aggregate</i>                   |                   |              | 2.96           | 2.96         | -4.78         | -2.77        | 0.90        | 0.53            | 09/01/2017        |
| Voya Intermediate Bond                         | 1,870,186         | 5.14         | 3.23           | 3.23         | -5.46         | -1.21        | 1.10        | -1.58           | 01/01/2020        |
| <i>Blmbg. U.S. Aggregate</i>                   |                   |              | 2.96           | 2.96         | -4.78         | -2.77        | 0.90        | -1.63           | 01/01/2020        |
| iShares Core US Aggregate Bond ETF             | 1,933,116         | 5.31         | 3.13           | 3.13         | -4.75         | -2.77        | 0.88        | -0.11           | 02/01/2023        |
| <i>Blmbg. U.S. Aggregate</i>                   |                   |              | 2.96           | 2.96         | -4.78         | -2.77        | 0.90        | -0.11           | 02/01/2023        |
| iShares Intermediate-Term Corporate Bond ETF   | 801,404           | 2.20         | 3.94           | 3.94         | -3.93         | 0.36         | 2.14        | -0.70           | 10/01/2019        |
| <i>ICE BofA U.S. Corporate 5-10 Year Index</i> |                   |              | 3.65           | 3.65         | -4.04         | 0.42         | 2.11        | -0.65           | 10/01/2019        |
| BBH Limited Duration                           | 692,404           | 1.90         | 1.75           | 1.75         | 2.25          | 3.05         | 2.47        | 0.39            | 02/01/2023        |
| <i>Blmbg. U.S. Treasury: 1-3 Year</i>          |                   |              | 1.59           | 1.59         | 0.23          | -0.84        | 1.09        | 0.85            | 02/01/2023        |
| MainStay MacKay High Yield Corp Bond Fund      | 693,804           | 1.91         | 3.92           | 3.92         | -1.03         | 6.71         | 3.51        | -1.01           | 06/01/2021        |
| <i>ICE BofA High Yield Master II</i>           |                   |              | 3.72           | 3.72         | -3.60         | 5.82         | 3.04        | -2.88           | 06/01/2021        |
| <b>Other Income</b>                            | <b>393,483</b>    | <b>1.08</b>  | <b>0.00</b>    | <b>0.00</b>  | <b>-12.55</b> | <b>N/A</b>   | <b>N/A</b>  | <b>-11.17</b>   | <b>09/01/2021</b> |
| <i>Cliffwater Direct Lending Index</i>         |                   |              | 0.00           | 0.00         | 4.45          | 9.93         | 7.82        | 7.23            | 09/01/2021        |
| A TEL Private Debt Partners II[CE]             | 393,483           | 1.08         | 0.00           | 0.00         | 5.06          | N/A          | N/A         | 5.58            | 10/01/2021        |
| <i>Cliffwater Direct Lending Index</i>         |                   |              | 0.00           | 0.00         | 4.45          | 9.93         | 7.82        | 5.77            | 10/01/2021        |
| <b>Cash Equivalent</b>                         | <b>233,208</b>    | <b>0.64</b>  | <b>1.05</b>    | <b>1.05</b>  | <b>2.55</b>   | <b>0.87</b>  | <b>1.28</b> | <b>1.25</b>     | <b>07/01/2017</b> |
| First American Prime Obligation - Z            | 233,208           | 0.64         | 1.10           | 1.10         | 2.73          | 0.99         | 1.43        | 1.41            | 07/01/2017        |

\*[Current Estimate] At any point in time the valuation for private equity and other illiquid asset classes may be different from market prices due to an inherent lag effect in the industry. The reporting lag inherent in this process means that there can be a valuation lag of a quarter or, in some cases, even longer. For such illiquid asset classes shown herein, performance is calculated for the relevant period(s) using a roll-forward valuation approach whereby the last reported valuation is adjusted for cash flows to provide an initial estimated valuation, typically resulting in a zero return for the lagging period. Performance is adjusted and finalized when the updated valuation is reported. Returns are gross of management fees. The roll-forward valuation methodology described is consistent with guidance provided within the CFA Institute's Global Investment Performance Standards (GIPS). Performance is calculated using the Modified-Dietz time weighted methodology to maintain consistency with the other returns in this exhibit. For since inception IRR performance, please refer to the fund-specific overview page.

Returns are net of mutual fund fees.

Returns are expressed as percentages.

\*Asset class level returns may vary from individual underlying manager returns due to cash flows.

**SunLine Transit Agency**  
**CONSENT CALENDAR**

DATE: May 24, 2023

**RECEIVE & FILE**TO: Finance/Audit Committee  
Board of Directors

RE: Ridership Report for April 2023

Summary:

|               | Monthly Ridership |                | Monthly Variance |             |
|---------------|-------------------|----------------|------------------|-------------|
|               | Apr-23            | Apr-22         | Net              | Percent     |
| Fixed Route   | 214,292           | 196,568        | 17,724           | 9.0%        |
| SolVan        | 1,690             | 1,498          | 192              | 12.8%       |
| SunRide       | 964               | 383            | 581              | 60.3%       |
| Taxi Voucher* | 230               | 233            | (3)              | (1.3)%      |
| SunDial       | 9,383             | 8,784          | 599              | 6.8%        |
| <b>Total</b>  | <b>226,559</b>    | <b>207,466</b> | <b>19,093</b>    | <b>9.2%</b> |

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

| Yearly Ridership          |                |
|---------------------------|----------------|
| <b>Fiscal Year 2023</b>   | 2,230,214      |
| <b>Fiscal Year 2022</b>   | 1,889,949      |
| <b>Ridership Increase</b> | <b>340,262</b> |

Fiscal year to date system ridership is up by 340,262 rides or 18% increase 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.



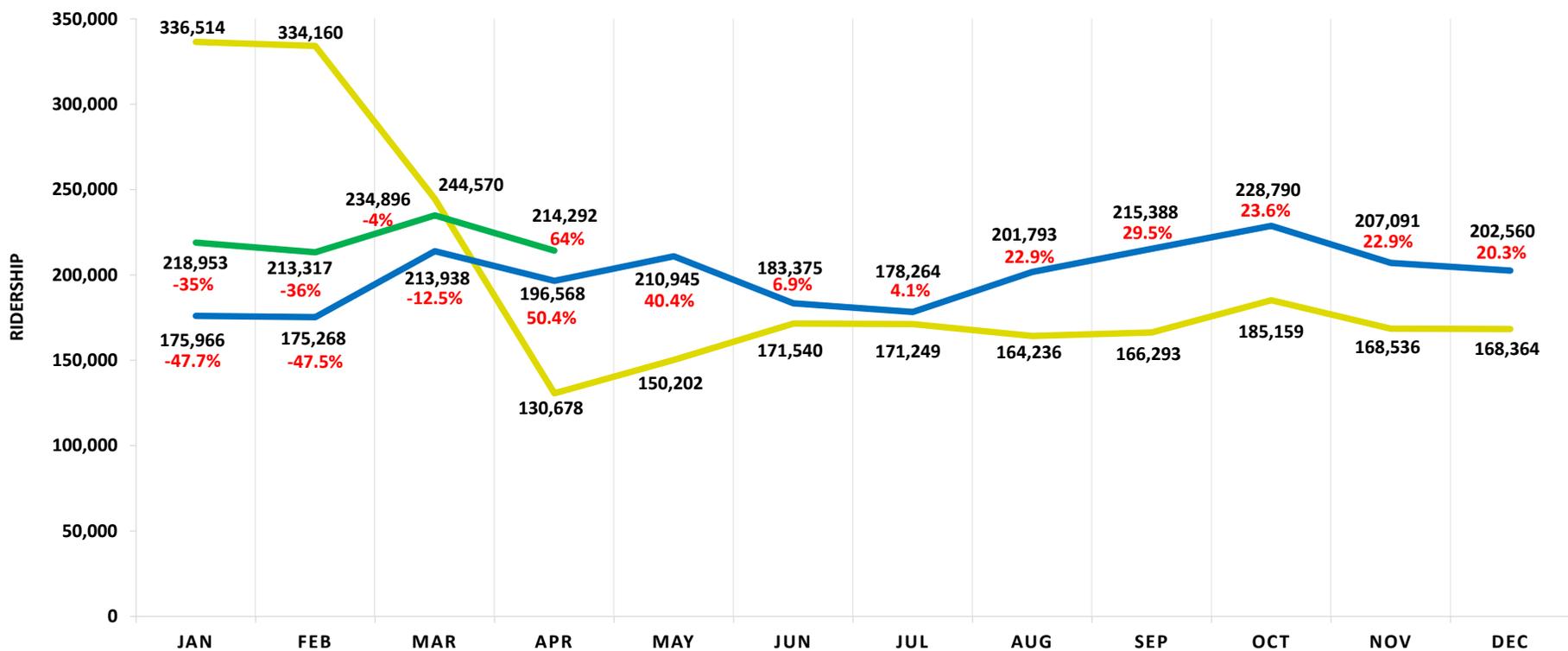
## SunLine Transit Agency Monthly Ridership Report April 2023

| Fixed Route  | Apr 2023       | Apr 2022       | FY 2023          | FY 2022          | Monthly KPI               |                           | Bikes        |               | Wheelchairs  |               |
|--|----------------|----------------|------------------|------------------|---------------------------|---------------------------|--------------|---------------|--------------|---------------|
|  |                |                | YTD              | YTD              | Passengers/<br>Rev. Hours | Passengers/<br>Rev. Miles | Monthly      | FYTD          | Monthly      | FYTD          |
| Route 1<br>Coachella - Hwy 111 - Palm Springs                                  | 84,563         | 82,305         | 866,392          | 733,392          | 16.1                      | 1.0                       | 3,670        | 37,597        | 718          | 7,308         |
| Route 2<br>Desert Hot Springs - Palm Springs - Cathedral City                  | 58,268         | 49,630         | 562,103          | 481,411          | 19.6                      | 1.5                       | 2,151        | 19,265        | 527          | 5,382         |
| Route 3<br>Desert Hot Springs - Desert Edge                                    | 5,042          | 4,860          | 57,598           | 48,988           | 13.8                      | 0.8                       | 164          | 1,213         | 52           | 761           |
| Route 4<br>Westfield Palm Desert - Palm Springs                                | 18,353         | 16,773         | 175,150          | 155,052          | 10.2                      | 0.7                       | 900          | 6,335         | 104          | 1,025         |
| Route 5<br>Desert Hot Springs - CSUSB - Palm Desert                            | 2,048          | 1,484          | 18,626           | 9,984            | 8.0                       | 0.3                       | 89           | 545           | 7            | 57            |
| Route 6<br>Coachella - Fred Waring - Westfield Palm Desert                     | 9,104          | 7,711          | 83,755           | 63,886           | 7.8                       | 0.5                       | 289          | 2,566         | 75           | 492           |
| Route 7<br>Bermuda Dunes - Indian Wells - La Quinta                            | 6,746          | 5,651          | 59,830           | 53,721           | 12.3                      | 0.8                       | 256          | 1,993         | 17           | 345           |
| Route 8<br>North Indio - Coachella -Thermal/Mecca                              | 15,165         | 12,413         | 140,369          | 106,480          | 9.6                       | 0.6                       | 402          | 3,678         | 72           | 630           |
| Route 9<br>North Shore - Mecca - Oasis   | 6,988          | 6,406          | 65,234           | 54,856           | 7.0                       | 0.3                       | 75           | 490           | 19           | 202           |
| Route 10<br>Indio - CSUSB - San Bernardino - Metrolink                         | 2,752          | 2,799          | 23,282           | 17,025           | 13.7                      | 0.2                       | 44           | 223           | 11           | 62            |
| Route 200 SB<br>Palm Springs High School AM Tripper                            | 67             | 279            | 2,343            | 2,831            | 27.5                      | 1.6                       | -            | 12            | -            | 1             |
| Route 400 SB<br>Raymond Cree / Palm Springs HS Tripper                         | 29             | 80             | 848              | 1,434            | 9.8                       | 0.5                       | -            | -             | -            | 1             |
| Route 401 SB<br>Palm Canyon / Stevens AM Tripper                               | -              | -              | -                | 206              | -                         | -                         | -            | -             | -            | -             |
| Route 402 NB<br>Palm Canyon / Stevens AM Tripper                               | -              | 43             | 203              | 425              | 3.3                       | 0.2                       | -            | -             | -            | 2             |
| Route 403 NB<br>Vista Chino /Sunrise PM Tripper                                | -              | 130            | 481              | 1,114            | 14.2                      | 0.5                       | -            | 8             | -            | -             |
| Route 500 SB<br>Westfield Palm Desert PM Tripper                               | 174            | 305            | 2,205            | 2,296            | 38.1                      | 2.4                       | -            | 11            | -            | 3             |
| Route 501 NB<br>Palm Desert High School AM Tripper                             | -              | -              | -                | 95               | -                         | -                         | -            | 5             | -            | -             |
| Route 700 SB/NB<br>Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper | 212            | 456            | 2,746            | 3,418            | 19.3                      | 1.5                       | -            | 71            | -            | 1             |
| Route 701 SB/NB<br>Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper | 321            | 763            | 5,719            | 7,830            | 40.1                      | 3.2                       | 6            | 32            | -            | 3             |
| Route 800 NB<br>Shadow Hills High School AM Tripper                            | 1,135          | 764            | 10,048           | 15,000           | 64.4                      | 3.7                       | -            | 3             | -            | -             |
| Route 801 SB<br>Jackson / 44th PM Tripper                                      | 1,813          | 1,705          | 18,054           | 18,286           | 115.4                     | 7.9                       | 2            | 124           | -            | 4             |
| Route 802 SB<br>Hwy 111 / Golf Center Pkwy PM Tripper                          | 389            | 707            | 5,244            | 3,602            | 34.3                      | 2.1                       | -            | 25            | -            | 8             |
| Route 803 NB<br>Shadow Hills High School AM Tripper                            | 1,123          | 1,304          | 15,114           | 4,454            | 116                       | 7                         | -            | 1             | -            | -             |
| <b>Fixed Route Total</b>   | <b>214,292</b> | <b>196,568</b> | <b>2,115,344</b> | <b>1,785,786</b> | <b>14.0</b>               | <b>0.9</b>                | <b>8,048</b> | <b>74,197</b> | <b>1,602</b> | <b>16,287</b> |
| <b>SoIvan</b>  | 1,690          | 1,498          | 16,342           | 13,854           |                           |                           |              |               |              |               |
| <b>SunRide</b>   | 964            | 383            | 6,651            | 4,124            |                           |                           |              |               |              |               |
| <b>Taxi Voucher</b>  | 230            | 233            | 2,414            | 2,663            |                           |                           |              |               |              |               |
| <b>SunDial</b>   | 9,383          | 8,784          | 89,463           | 83,522           | 1.9                       | 0.1                       |              |               |              |               |
| <b>System Total</b>  | <b>226,559</b> | <b>207,466</b> | <b>2,230,214</b> | <b>1,889,949</b> | <b>10.7</b>               | <b>0.7</b>                |              |               |              |               |
|  | <b>Apr-23</b>  | <b>Apr-22</b>  |                  |                  |                           |                           |              |               |              |               |
| Weekdays:  | 20             | 21             |                  |                  |                           |                           |              |               |              |               |
| Saturdays:   | 5              | 5              |                  |                  |                           |                           |              |               |              |               |
| Sundays:   | 5              | 4              |                  |                  |                           |                           |              |               |              |               |
| Total Days:  | 30             | 30             |                  |                  |                           |                           |              |               |              |               |

On Sunday, May 2, 2021, SunLine resumed fare collection. Haul Pass Programs returned, Haul Pass COD contributed with 5,458 rides, CSUSB with 1,496 rides. Mobile Ticketing contributed with 31,566 rides, the total for April 2023 includes 147 paratransit mobile tickets.

## Fixed Route Ridership COVID-19 Recovery

— CY 2020   
 — CY 2022   
 — CY 2023   
 %VAR. 2020 vs 2022   
 %VAR. 2020 vs 2023



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. 2022 and 2023 are referring to the baseline of 2020.

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

**Ridership:**

FY 2022 Actual = 2,303,785

FY 2023 SRTP Predicted = 2,506,993

## Paratransit Ridership COVID-19 Recovery

— CY 2020   
 — CY 2022   
 — CY 2023   
 %VAR. 2020 vs 2022   
 %VAR. 2020 vs 2023



Beginning January 2022, instead of comparing the ridership to the 2019 pre COVID levels, we will be moving forward with comparing from 2020 and 2022. Variances are in red close to their corresponding ridership number. 2022 and 2023 are referring to the baseline of 2020. January 2020 and February 2020 show pre-pandemic COVID-19 ridership numbers.

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

**SunLine Transit Agency**  
**CONSENT CALENDAR**

DATE: May 24, 2023

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: SunDial Operational Notes for April 2023

Summary:

The attached report summarizes SunDial's operation for the month of April 2023. 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 90.9%.

Fiscal-year-to-date, SunDial has maintained an on-time performance of 87.9%. Total vehicle miles for April 2023 increased by 3,013 compared to April 2022. Total trips for the month of April were 8,351. When compared to April 2022, this is an increase of 541 trips or 6.5%.

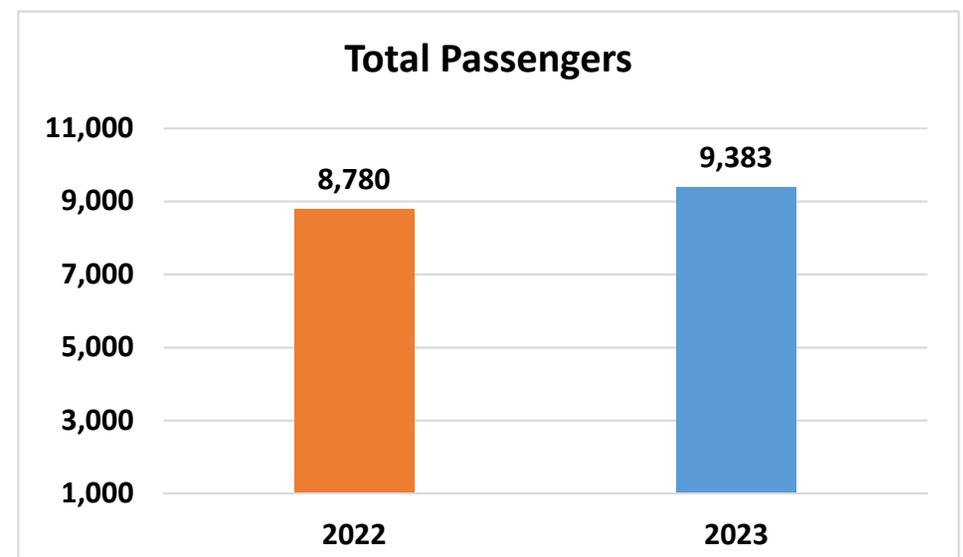
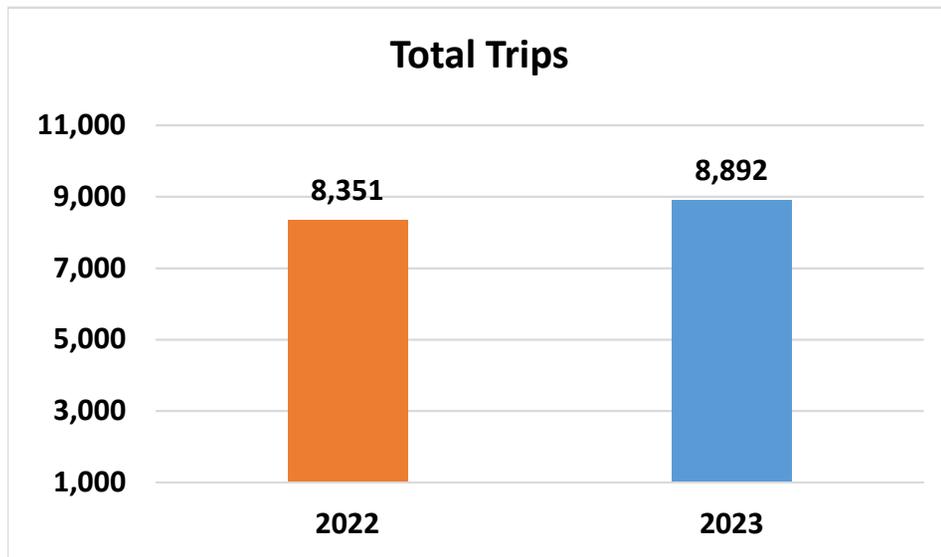
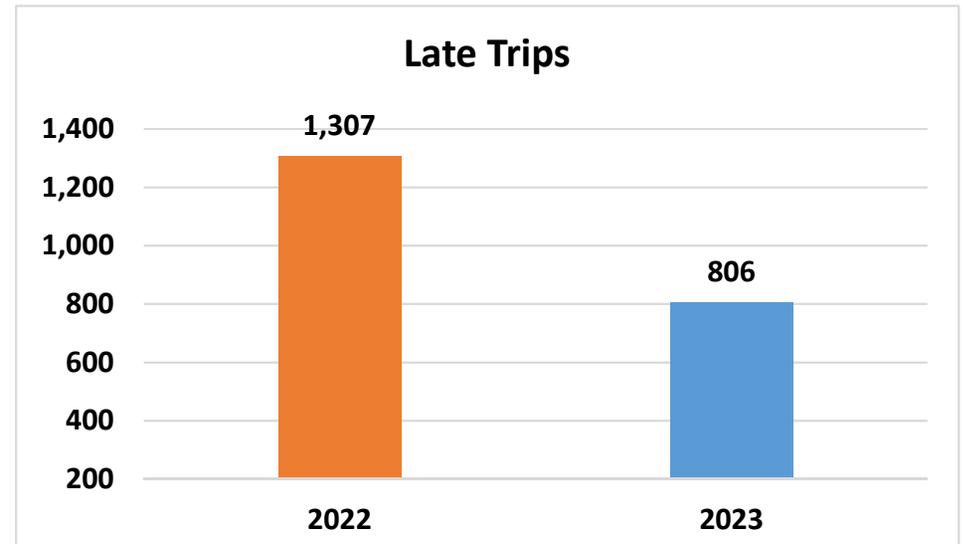
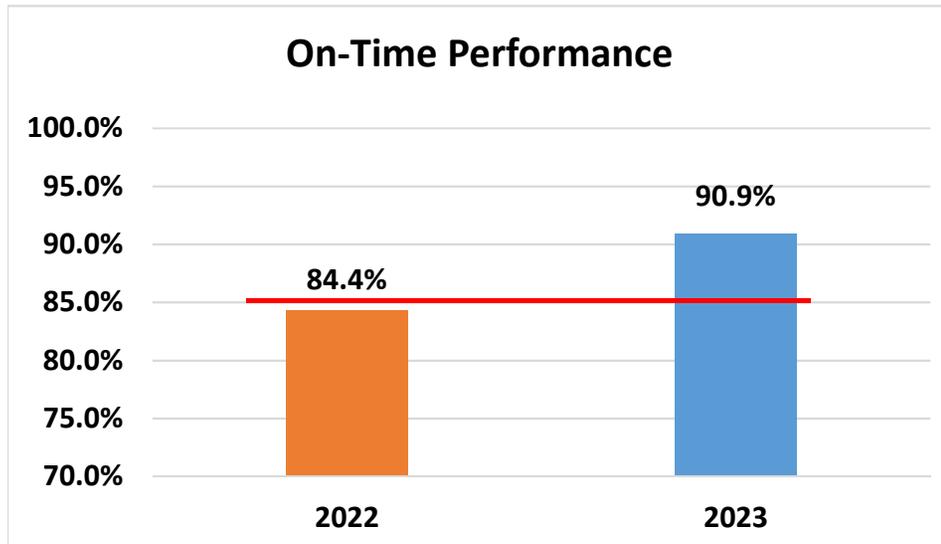
Total passengers for the month of April were 9,383. When compared to April 2022, this is a increase of 603 passengers or 6.9%. Mobility device boardings for April 2023 increased by 291 or 23% compared to April 2022. Field supervisors performed 57 onboard inspections and 59 safety evaluations which included pre-trip inspections and trailing evaluations. With the goal of 60 on board inspections and 60 safety evaluations, the workforce shortage of two field supervisors in the month of April effected the departments onboard inspections and safety evaluation goals by 3%.

Recommendation:

Receive and file.

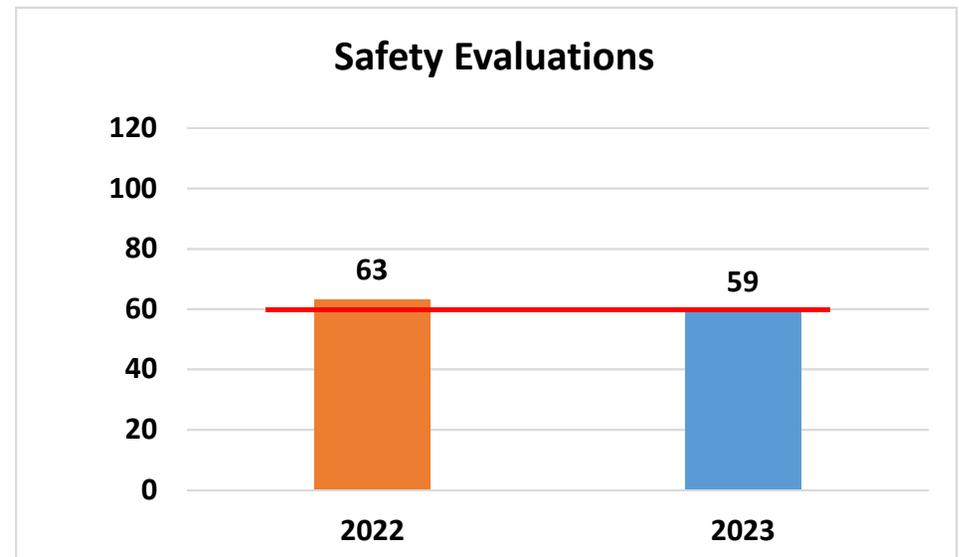
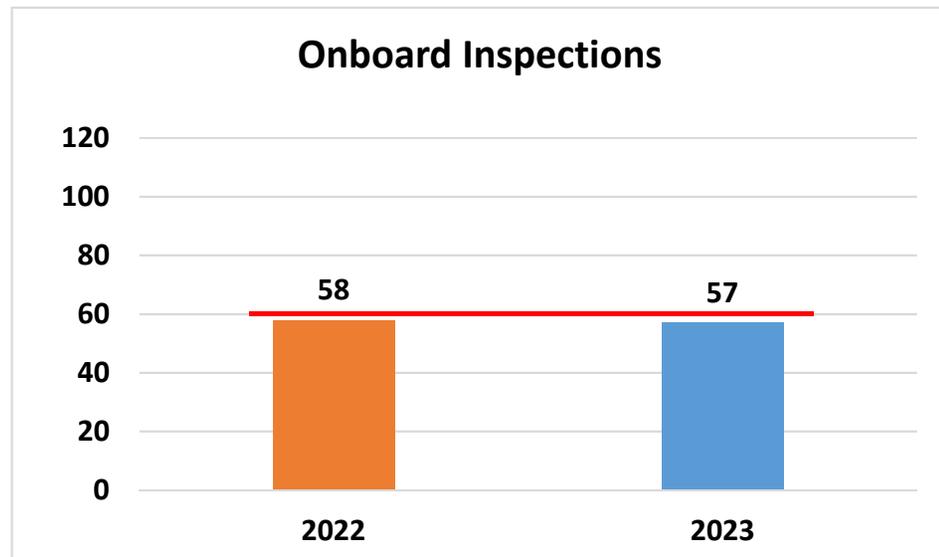
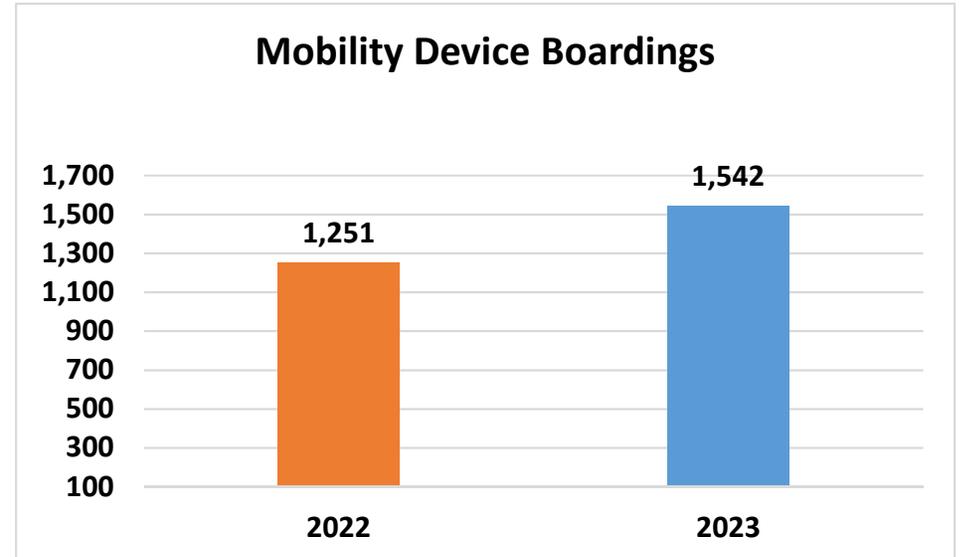
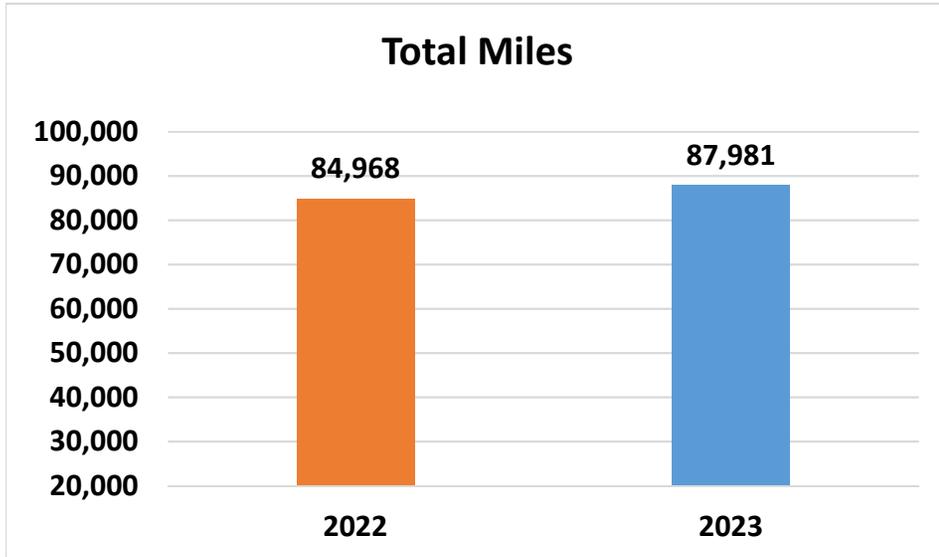
# SunDial Operational Charts

## April 2022 vs. April 2023



# SunDial Operational Charts

## April 2022 vs. April 2023



**SunLine Transit Agency**  
**CONSENT CALENDAR**

DATE: May 24, 2023 **RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Metrics for April 2023

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 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

- Desert Hot Springs had its best month to date with 207 rides by 228 passengers.
- Palm Desert remains strong with 349 rides by 371 passengers.
- Indio had its best month with 105 rides by 108 passengers.
- Coachella had 100% of trips booked using the app. This is the first time for 100% app usage for ride booking.
- Cathedral City launched the expanded geo-fence on the afternoon of Thursday, April 27<sup>th</sup>.

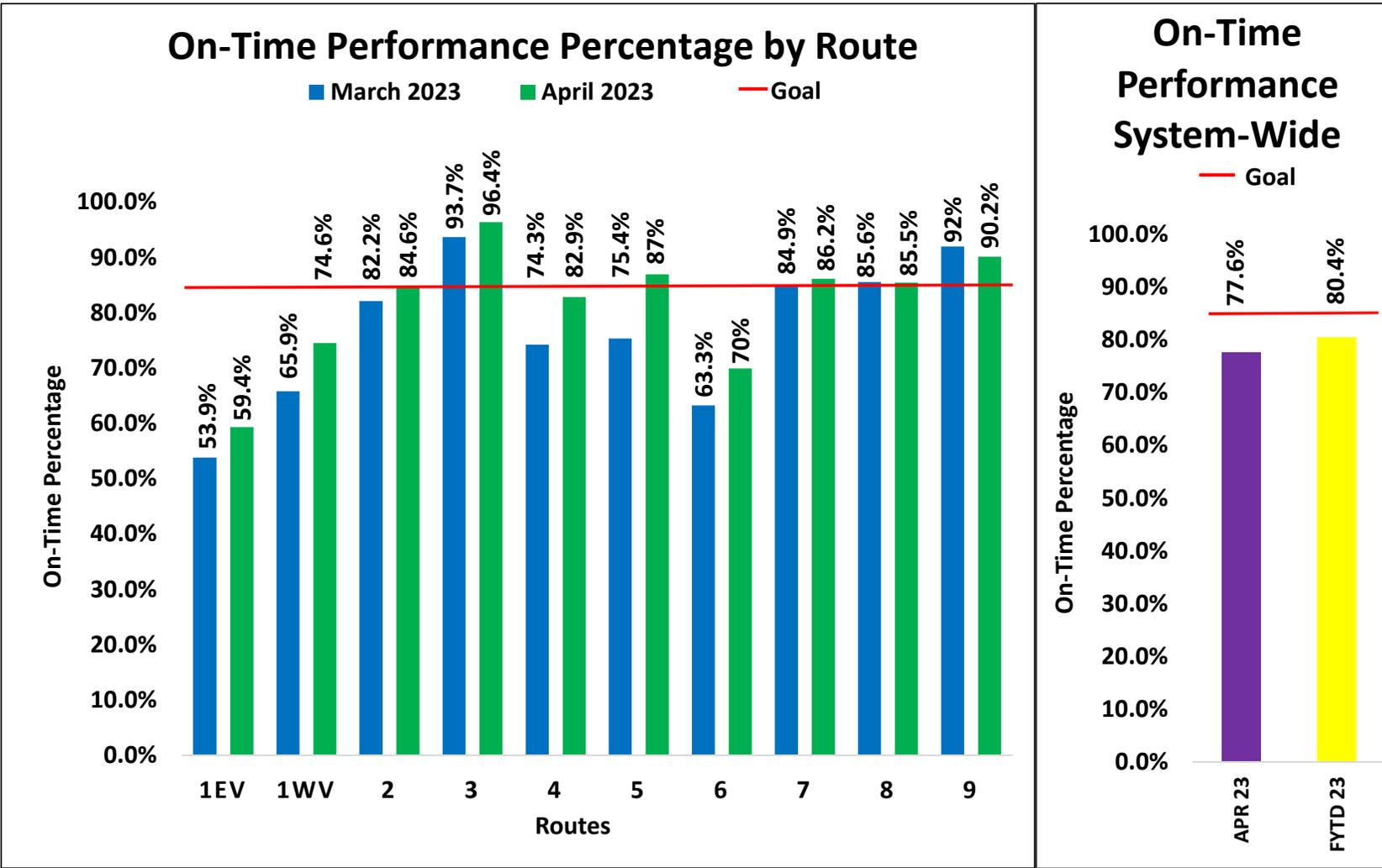
Fixed Route

- Fixed route's on-time performance had an increase of 4.8% from March 2023 to April 2023. Multiple routes experienced heavy delays due to weather conditions and road closures.
- For the month of April 2023, the Agency did not meet its service standard goal of 85%. Routes 1EV, 1WV, 2, 4 and 6 did not meet their on-time

- performance for the month. All routes were impacted due to weather conditions, traffic, and shortage of operators.
- Routes 1EV, 1WV, & 6 - Staff have observed running times for the route and will adjust with the upcoming May service change.
  - Routes 2 & 4 - Wash closures at Gene Autry Trail and Vista Chino due to heavy winds.
  - Early departures had an increase of 0.9% when compared to the previous month. This is due to operators leaving early from specific timepoints. We have supervisors collaborating with operators to improve early pulls, corrective measures have been taken.
  - Late departures for April 2023 had an increase of 3% when compared to the previous month.
  - For the month of April 2022, 19% of SunLine's fixed route operator workforce was absent when compared to April 2023 at 21%.
  - Workforce for April 2022 was at a total of 149 operators when compared to April 2023 at 133 operators.
  - Ridership for CSUSB Haul Pass has decreased due to the following reasons:
    - There was one (1) less weekday in the month of April 2023 (20 days) compared to April 2022 (21 days) which accounts for a daily average of 136 riders. Additionally, the Route 10 Commuter Link had 377 rides that were categorized as "Free" which could be a result from CSUSB ID's not properly swiped. We are working with CSUSB on troubleshooting possible issues with IDs.
    - Reports indicate that every Friday for the month of April ridership ranges from as low as 58 riders to as high as 78 riders.
    - The last trip of the day shows the lowest ridership with a daily average of 17 riders. We are currently working with CSUSB's request for a later trip departing from the campus to accommodate evening classes.
    - Continuously working with Marketing to advertise Haul Pass CSUSB.
    - Public hearings to revise the Commuter Link off-peak/season fare are slated for the 30th and 31st of May 2023.

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.

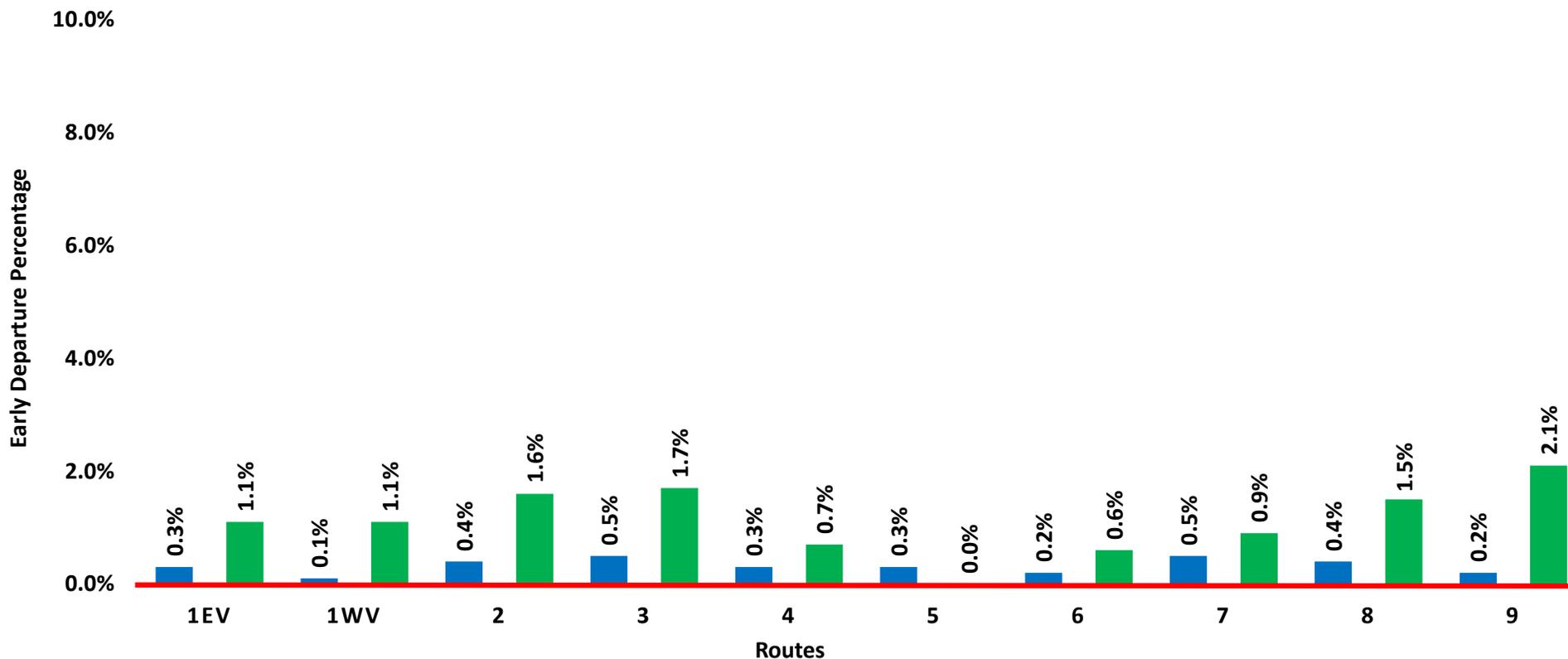
Goal: Minimum target for On-Time Performance is 85%.

Note: For the month of April 2023, the Agency's on-time performance was at 77.4% when compared to April 2022 at 82.9%. This is a decrease of 5.5%.

Multiple routes experienced delays due to weather conditions and road closures. Staff has observed running times for the routes and will adjust with the upcoming May service change.

## Early Departure Percentage by Route

■ March 2023      ■ April 2023

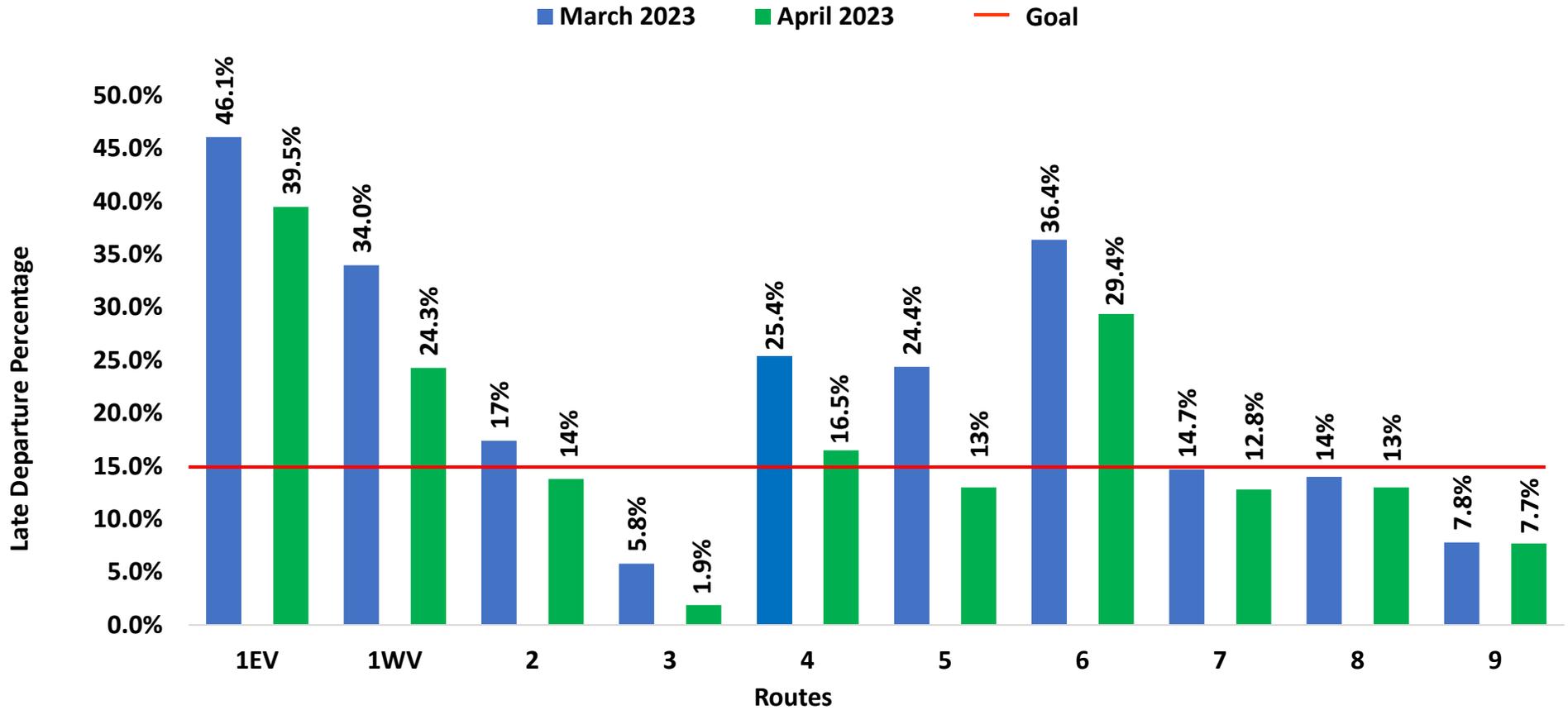


Early Departure: When a bus leaves a time point ahead of the scheduled departure time.

Goal: To reduce early departures to 0%.

Note: Early departures had an increase of 0.9% when compared to the previous month. This is due to operators leaving early from specific timepoints. We have supervisors collaborating with operators to improve early pulls, corrective measures have been taken.

## Late Departure Percentage by Route



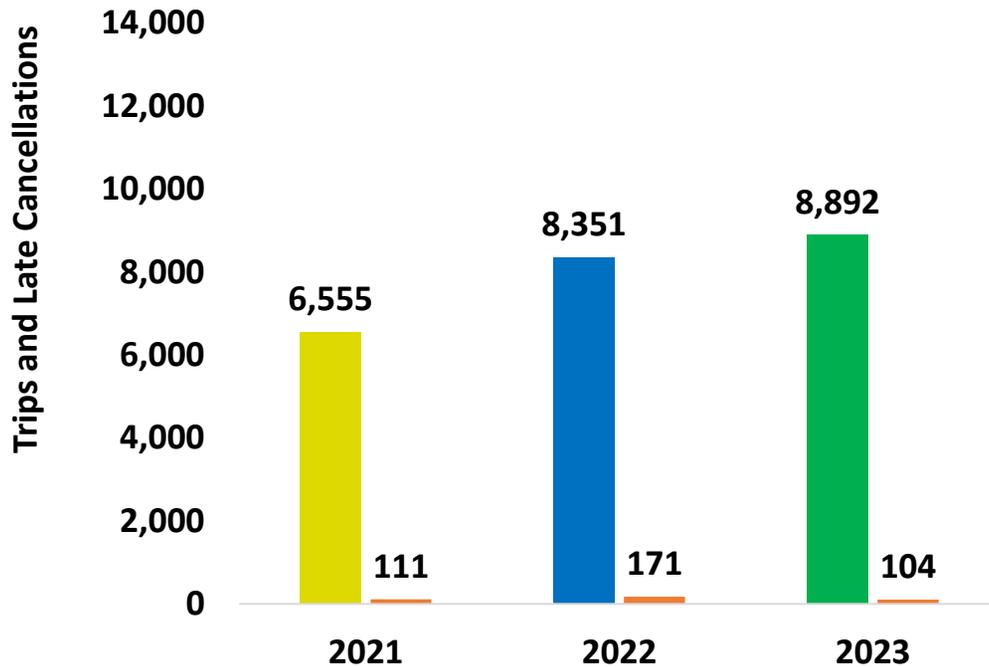
Late Departure: When a bus leaves a time point after the scheduled departure time and the route is running late with a departure greater than five (5) minutes.

Goal: To ensure late departures remain below 15%.

Note: For the month of April 2023, we did not meet the Agency's overall goal of 85% due to road closures/detours caused by weather conditions, traffic, and shortage of operators.

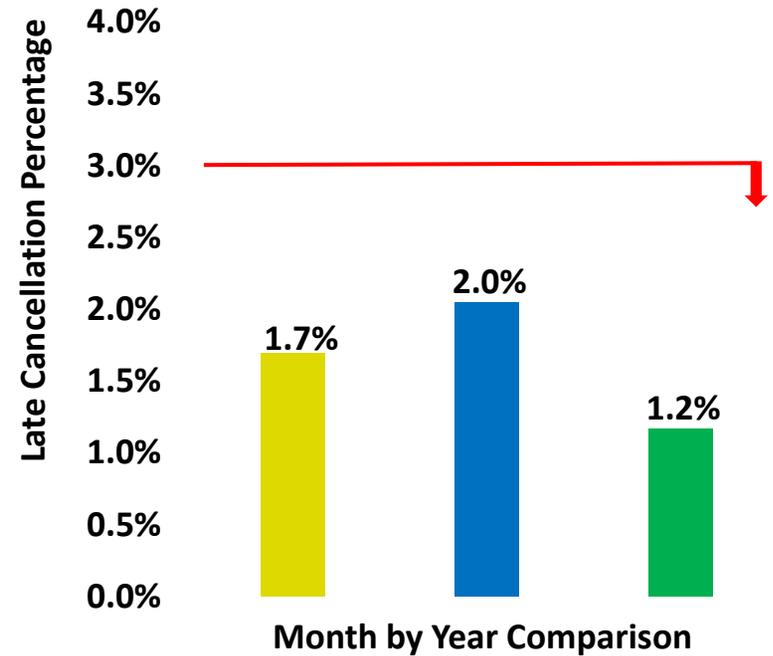
## Total Trips vs. Late Cancellations April

FY21 FY22 FY23 Late Cancellations



## Late Cancellations by Percentage

FY21 FY22 FY23 Goal



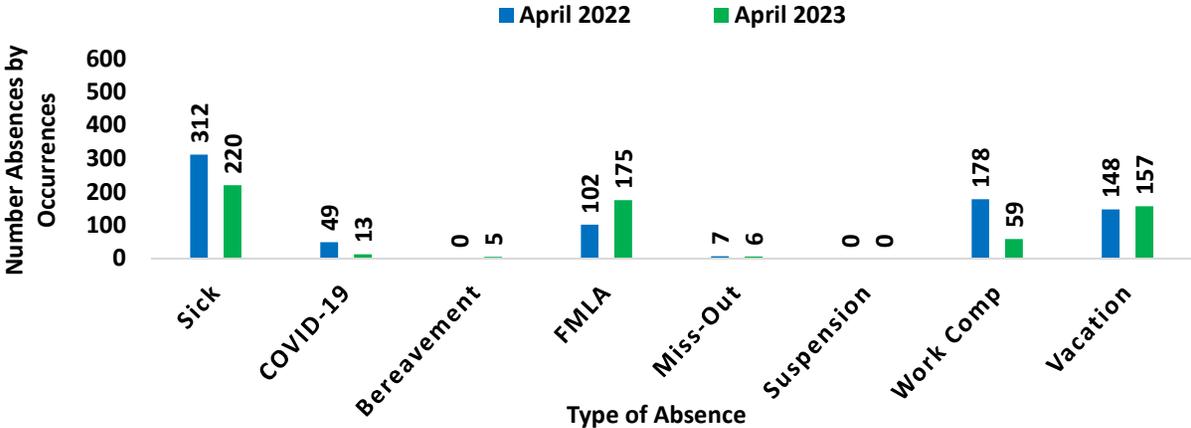
Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

Late Cancellation: A trip for which a rider cancels two (2) hours or less before the scheduled pick-up time.

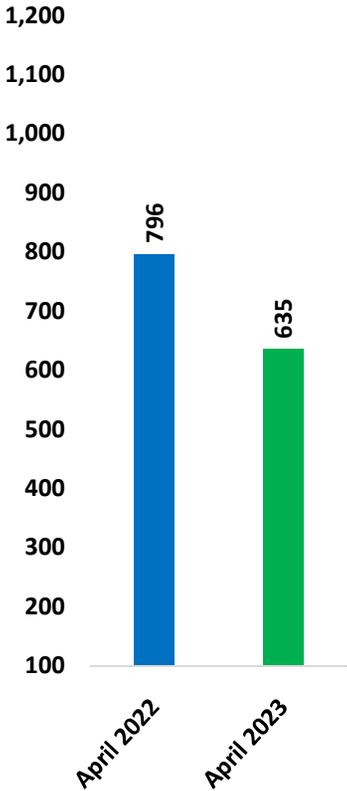
Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.

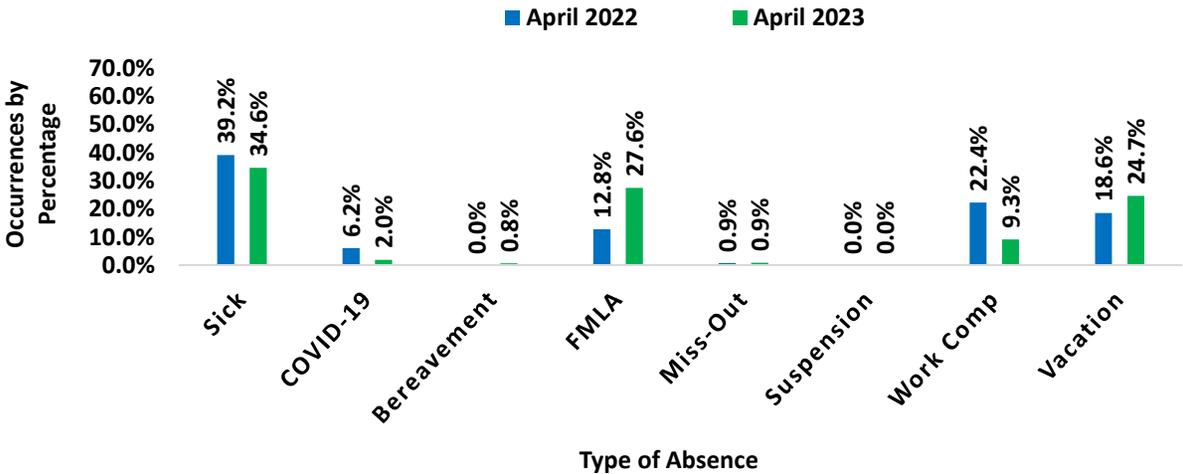
### Operator Absence by Type



### Total Absence Occurrences

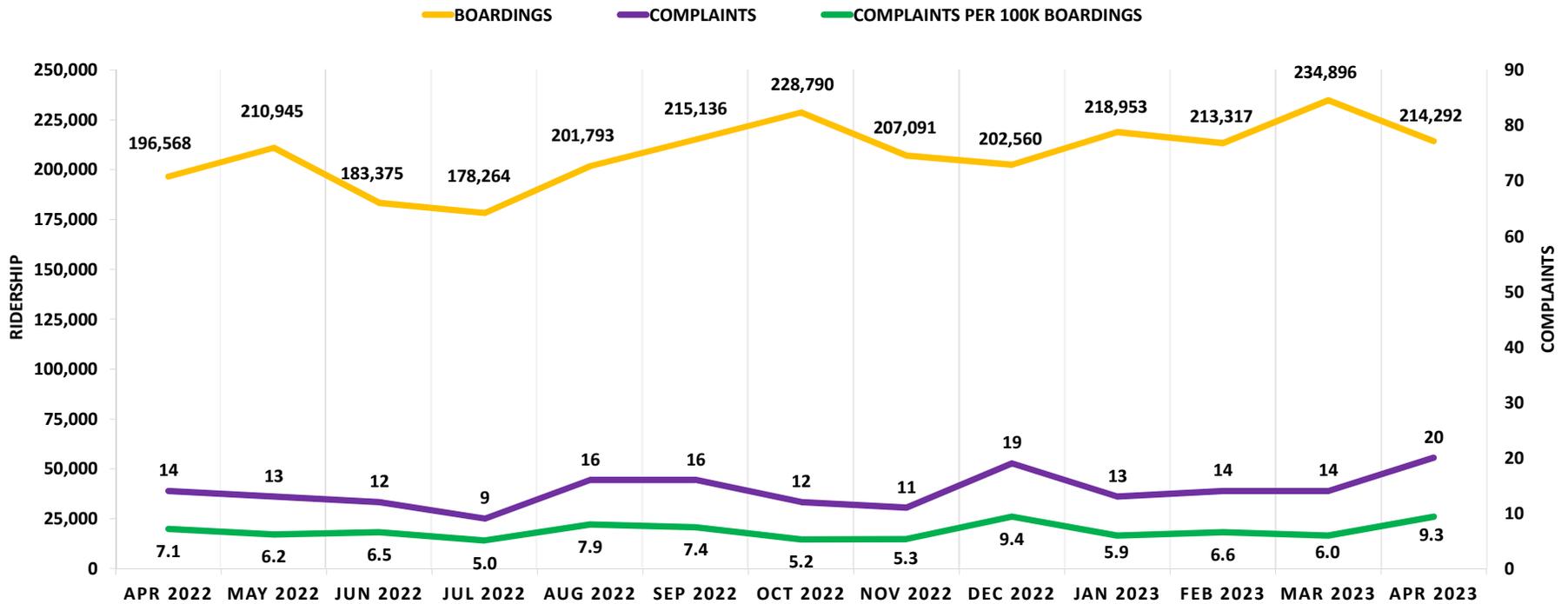


### Operator Absence Type by Percentage



This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers. For the month of April 2022, 19% of SunLine's fixed route operator workforce was absent when compared to April 2023 at 21%. Workforce for April 2022 was at a total of 149 operators when compared to April 2023 at 133 operators.

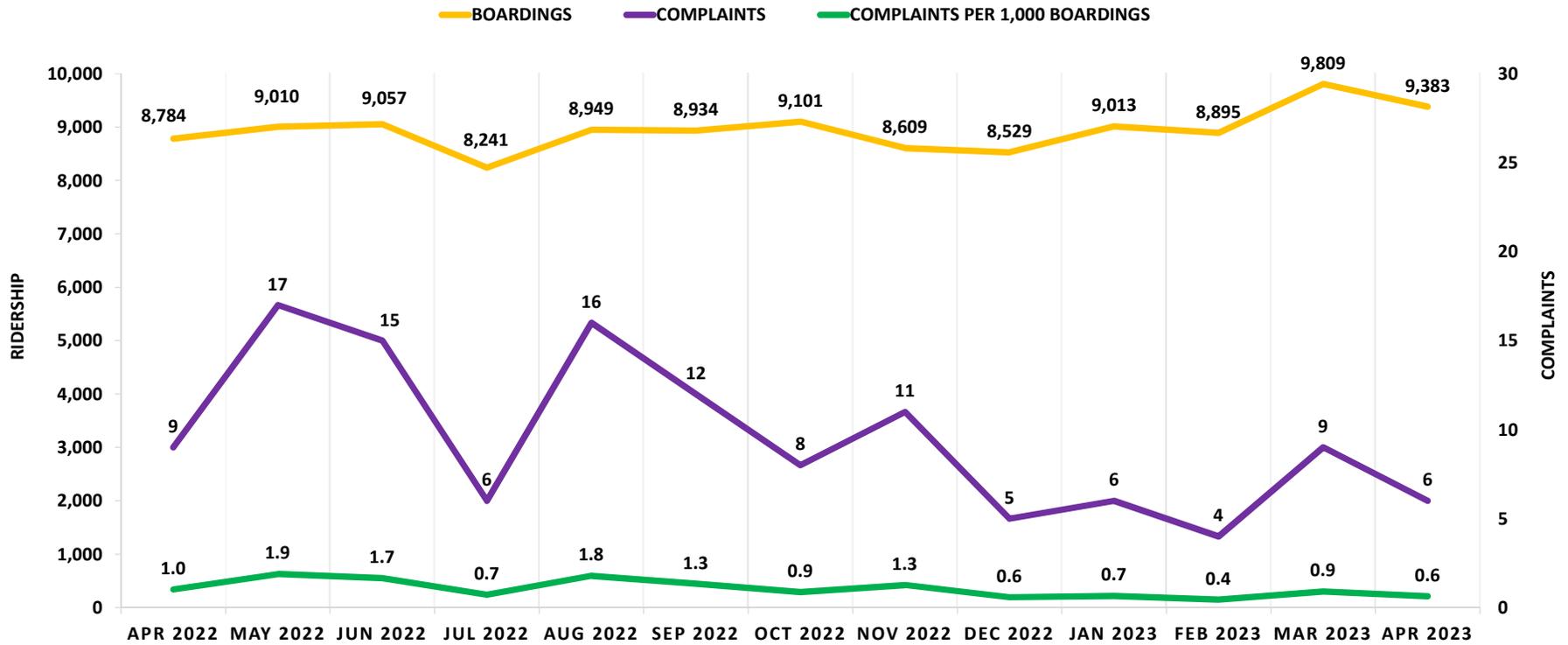
## Fixed Route Customer Complaints April 2023



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.

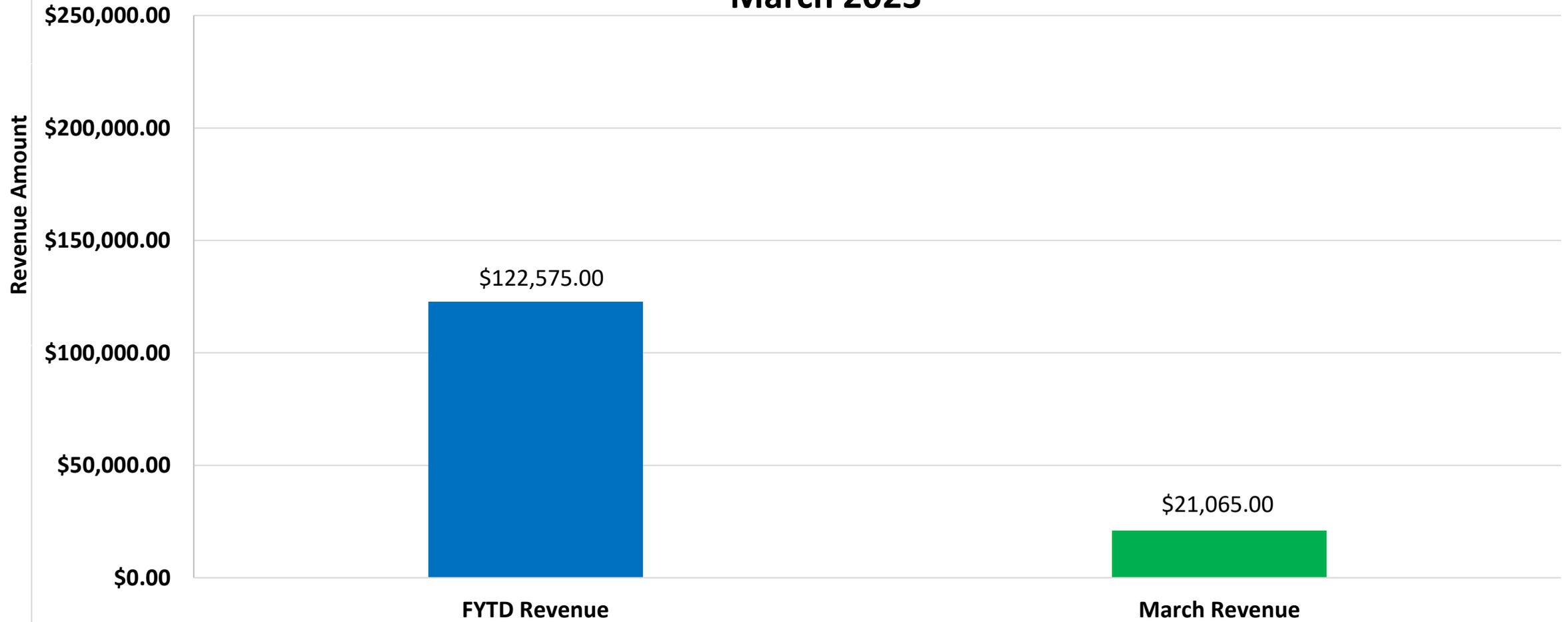
## Paratransit Customer Complaints April 2023



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, 99.94% of our total boardings did not receive a complaint.

### Advertising Revenue FYTD Budget vs FYTD Agency Revenue March 2023

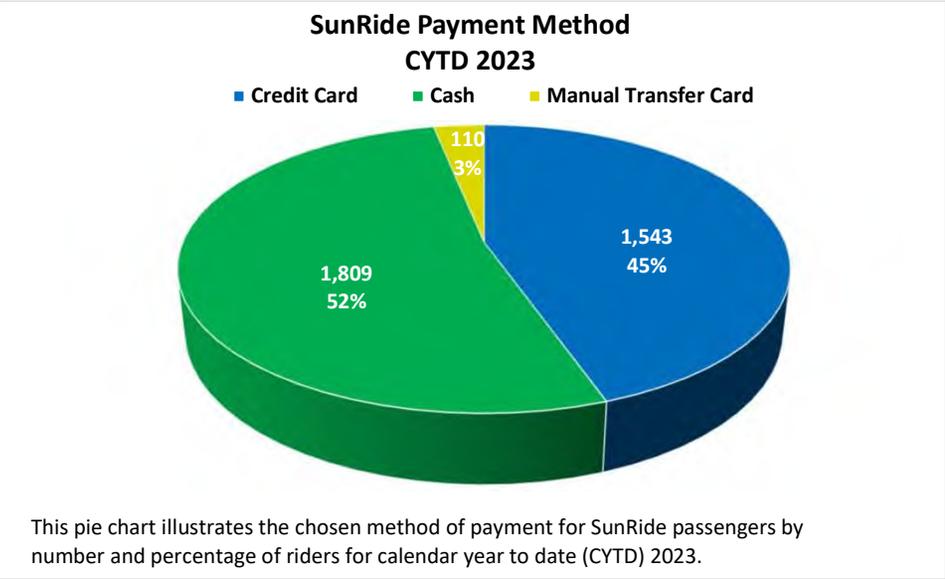
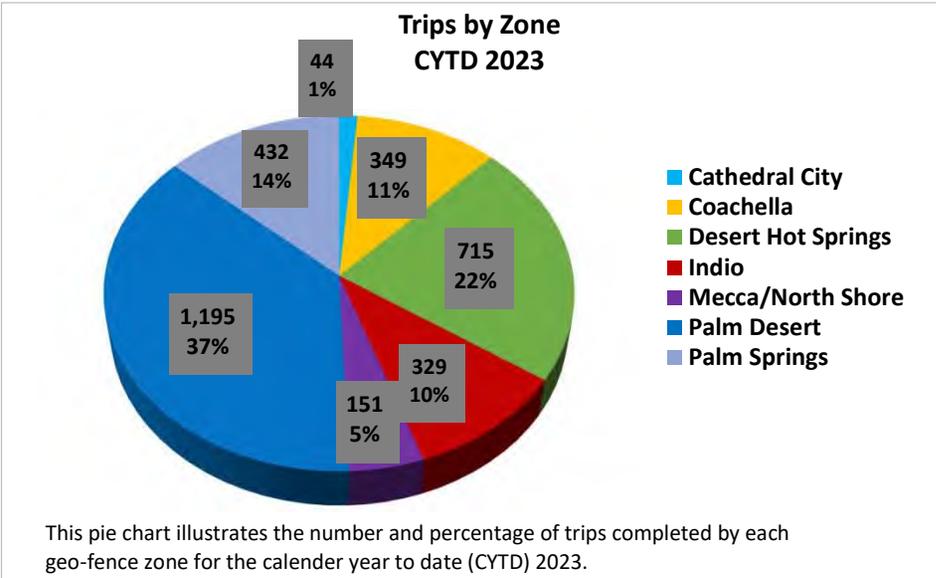
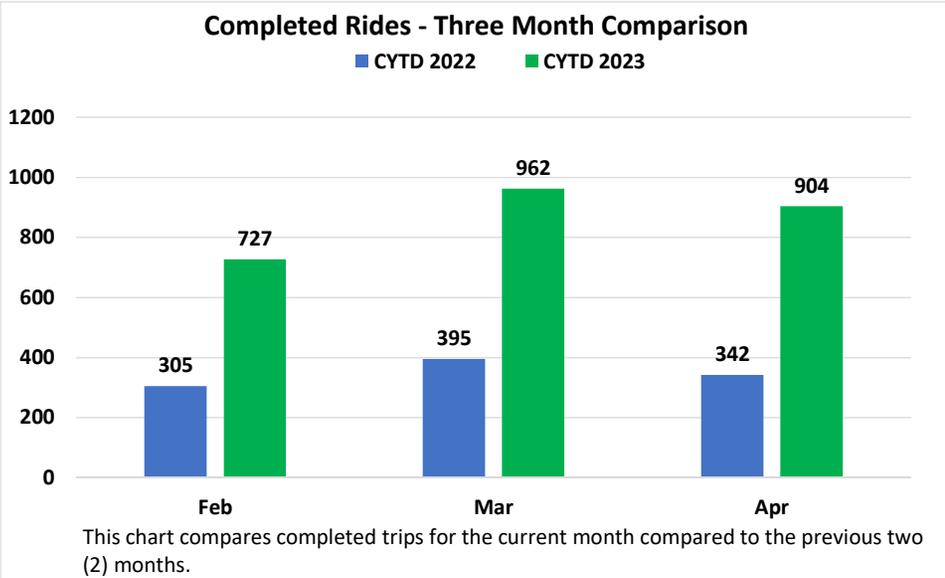


Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue accrued with the monthly revenue accrued. The annual budget amount for FY23 is \$250,000 (*advertising revenues follow Finance Department reporting from the previous two (2) months*).

# SunRide System-Wide Metrics CYTD 2023

**Total Completed Trips: 3,215**

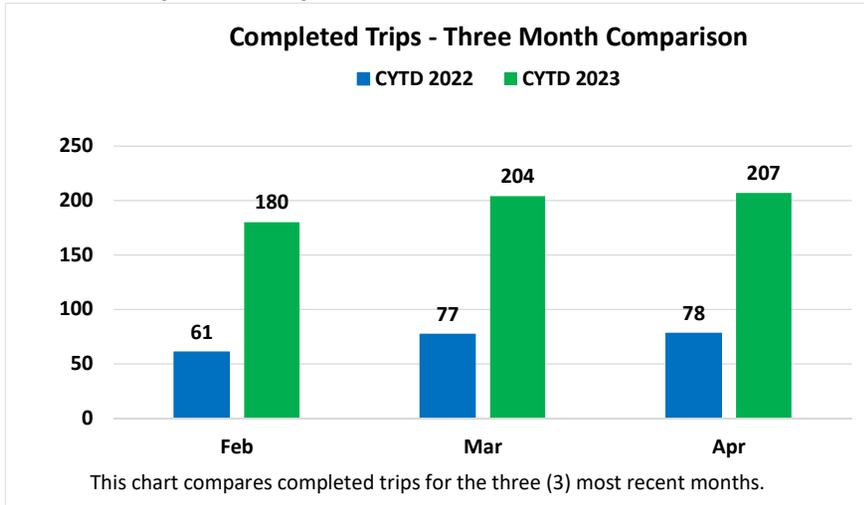
**Total Number of Passengers: 3,462**



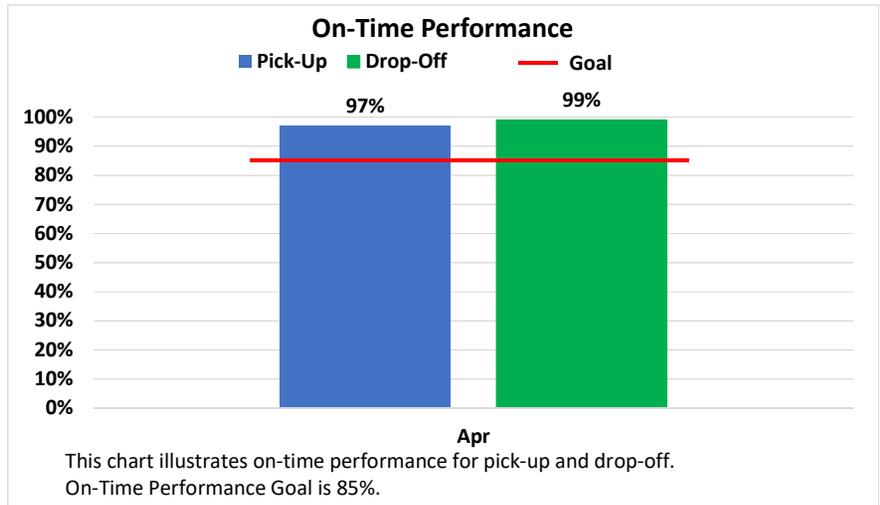
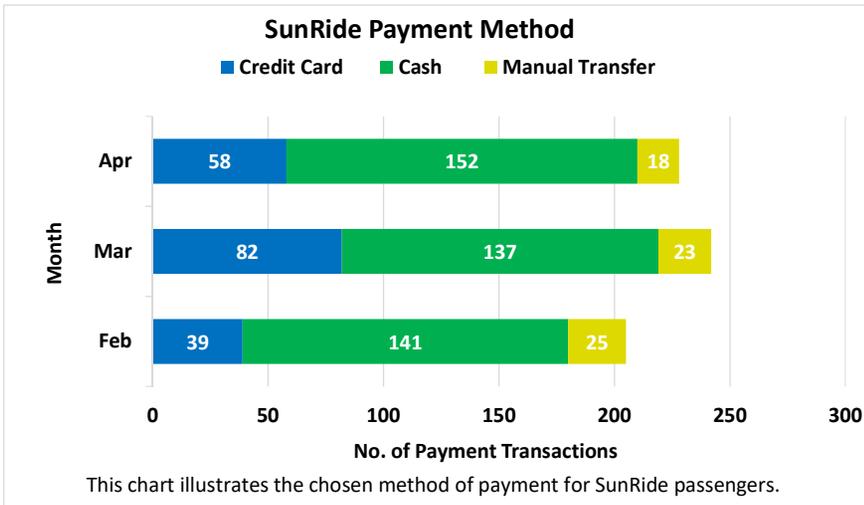
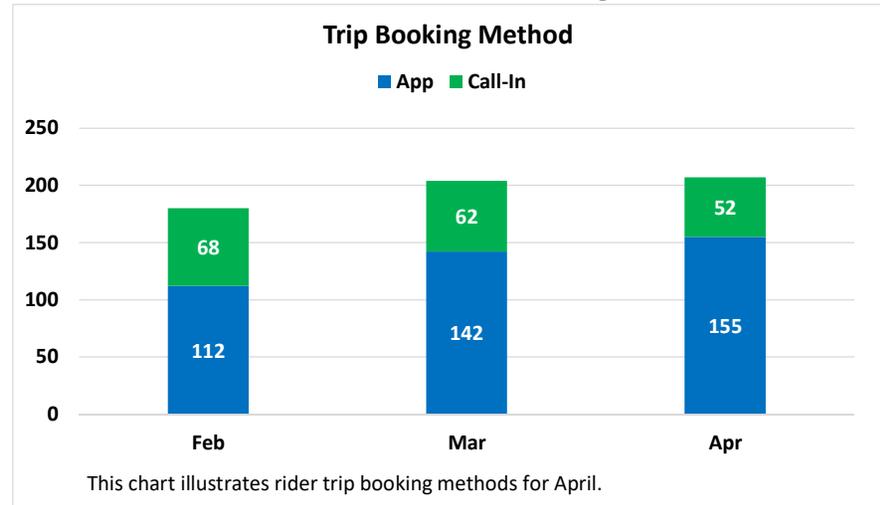
Percentage of Trips System-wide as Ridesharing: 11%

## Desert Hot Springs/Desert Edge Geo-Fence Metrics CYTD 2023

**Total Completed Trips: 715**



**Total Number of Passengers: 808**



Percentage of Trips as Ridesharing: 22%

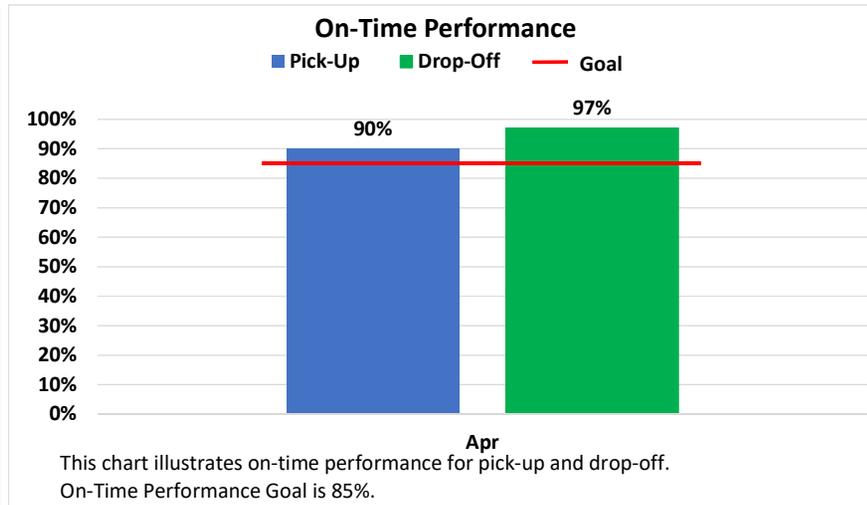
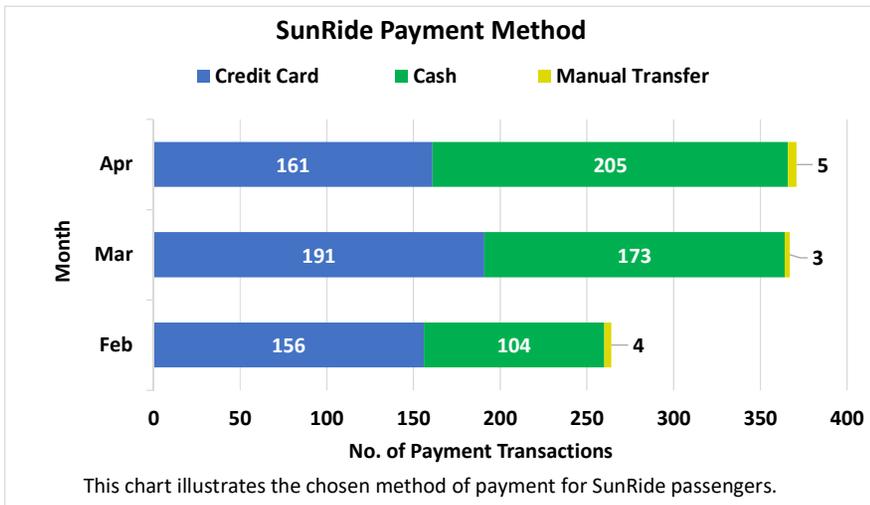
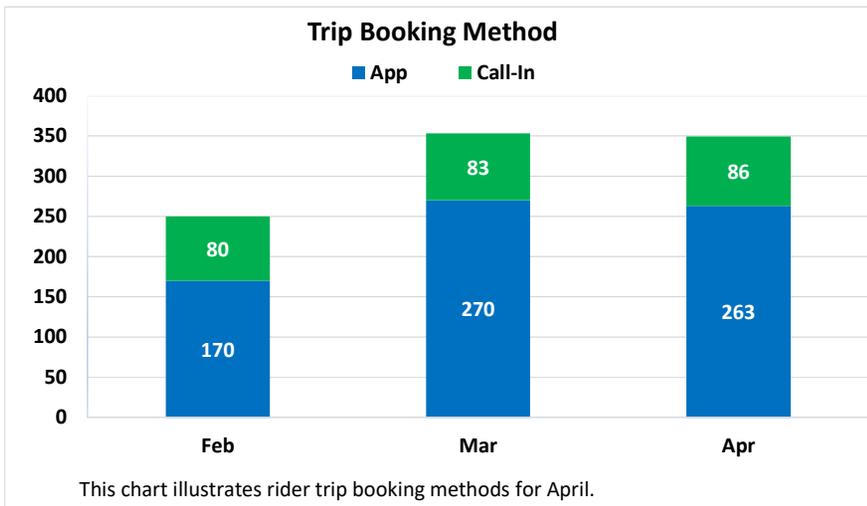
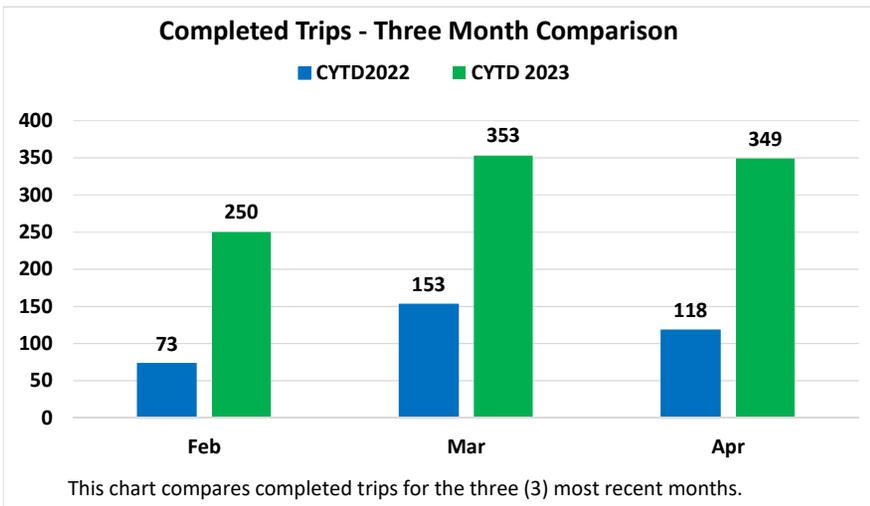
**Customer Satisfaction Rating**  
Avg. rider trip rating 4.9  
Goal: 4.5



## Palm Desert Geo-Fence Metrics CYTD 2023

**Total Completed Trips: 1,195**

**Total Number of Passengers: 1,258**



Percentage of Trips as Ridesharing: 36%

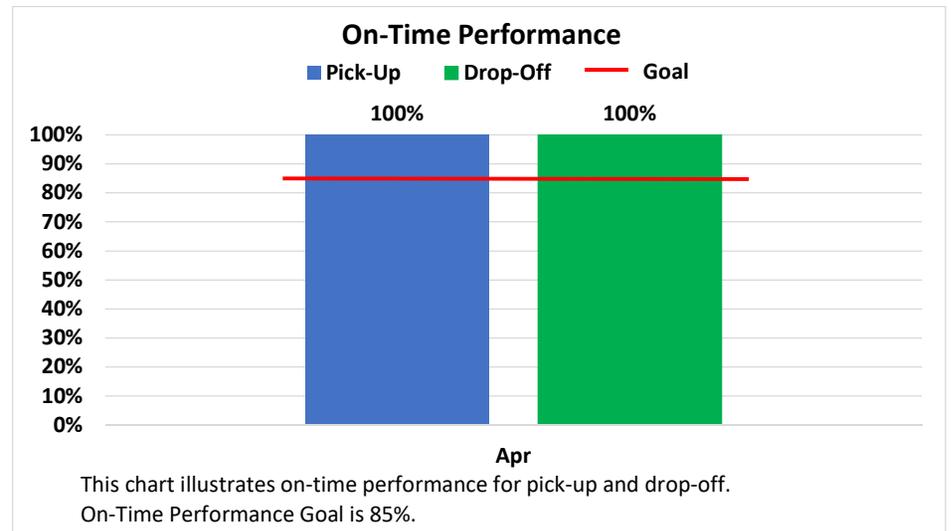
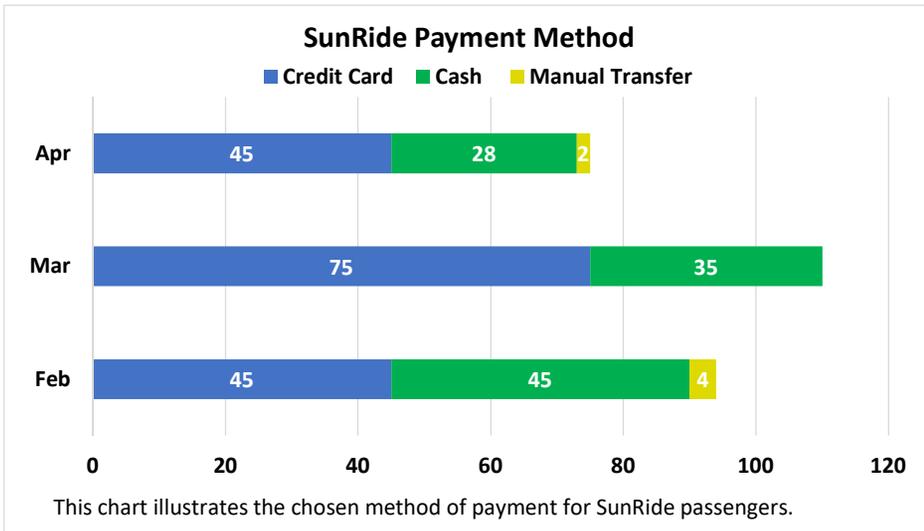
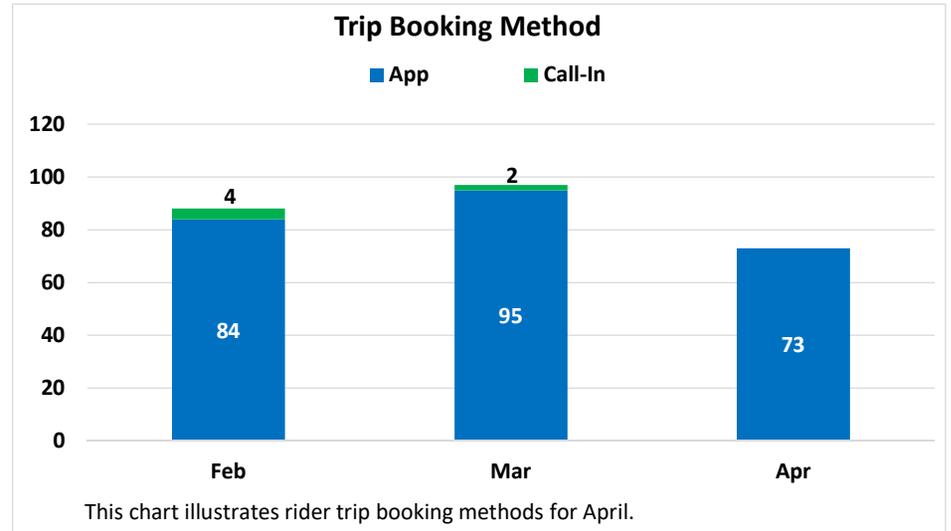
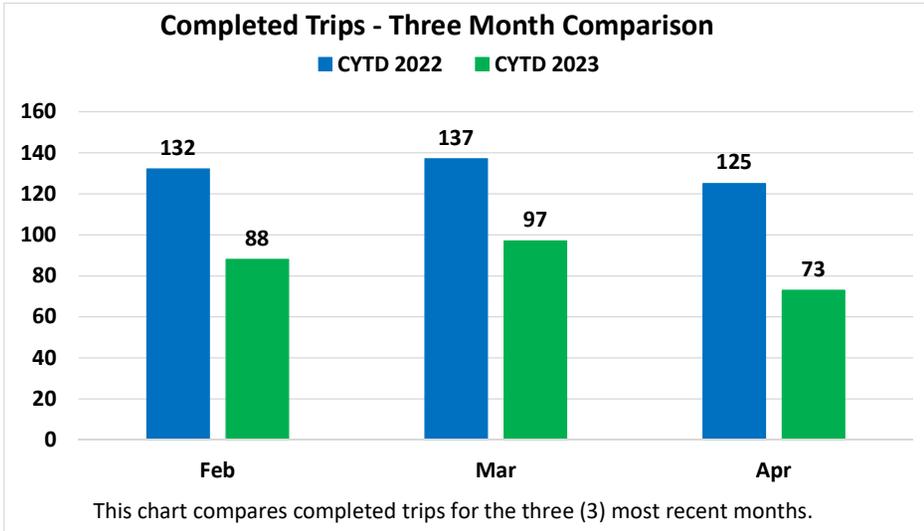
**Customer Satisfaction Rating**  
Avg. rider trip rating: 5.0  
Goal: 4.5

★★★★★  
**EXCEEDS GOAL!**

## Coachella Geo-Fence Metrics CYTD 2023

**Total Completed Trips: 349**

**Total Number of Passengers: 377**



**Percentage of Trips as Ridesharing: Three (3) percent**

**Customer Satisfaction Rating**

Avg. rider trip rating: 4.9

Goal: 4.5

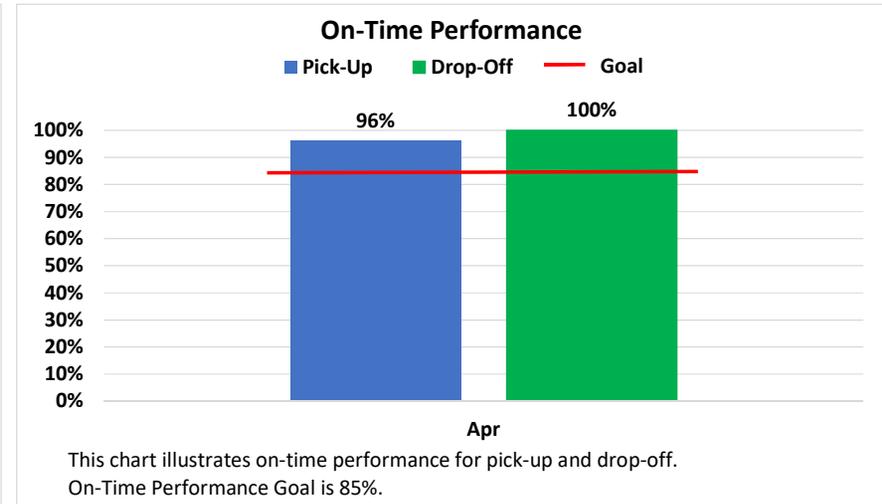
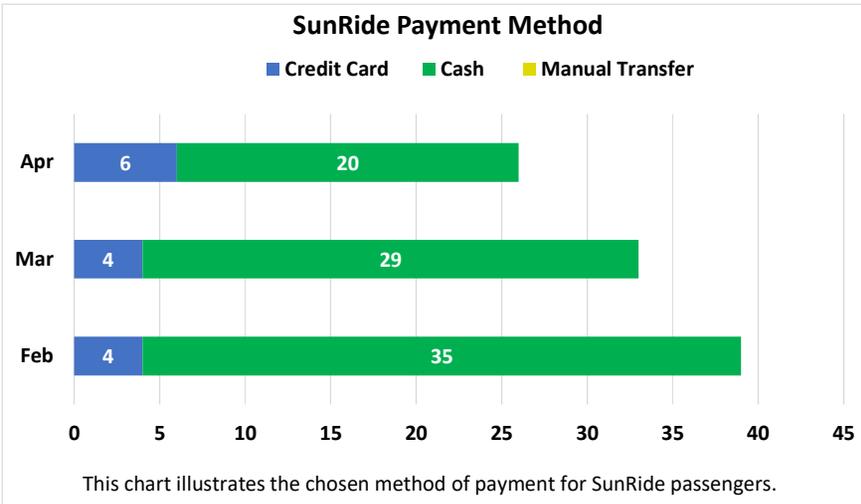
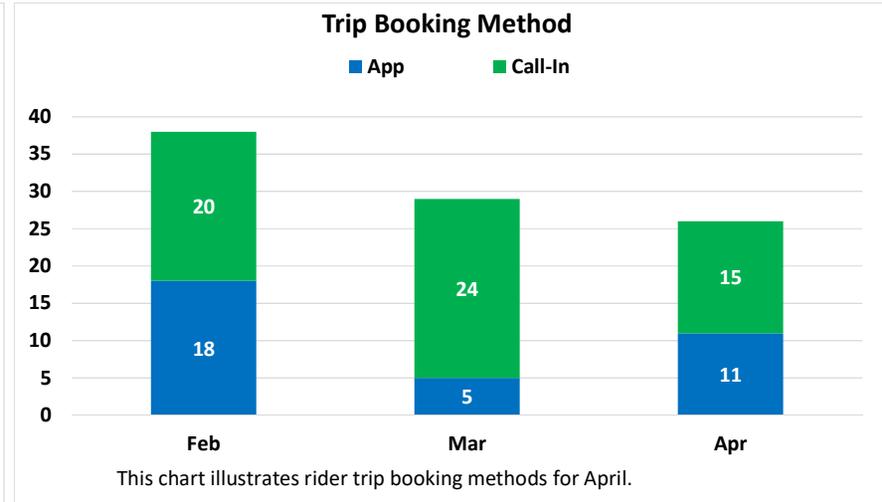
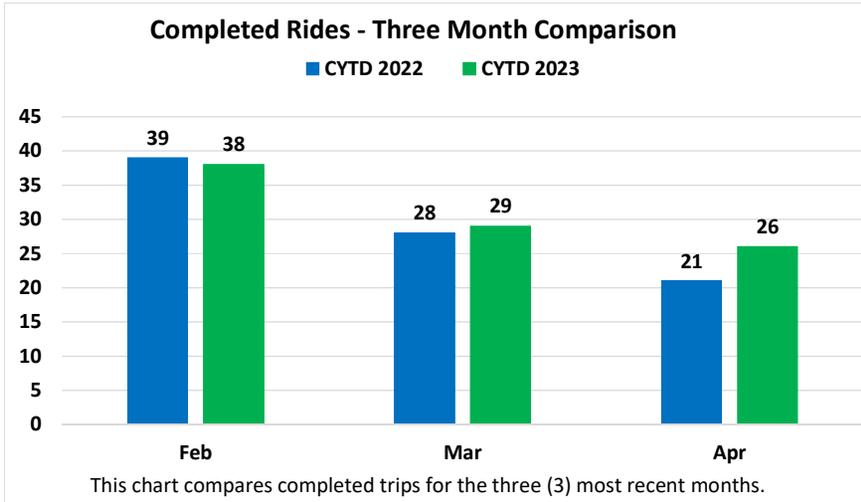


**EXCEEDS GOAL!**

## Mecca/North Shore Geo-Fence Metrics CYTD 2023

**Total Completed Trips: 151**

**Total Number of Passengers: 157**



**Percentage of Trips as Ridesharing: Eight (8) percent**

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

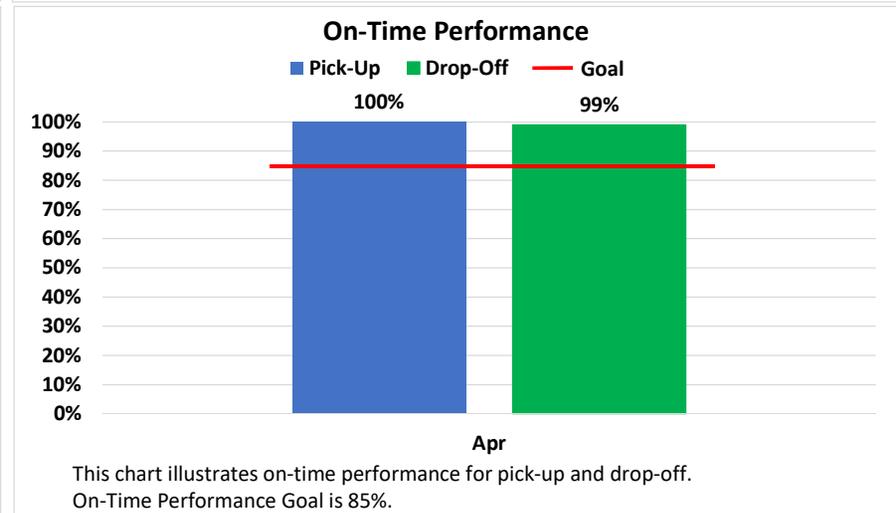
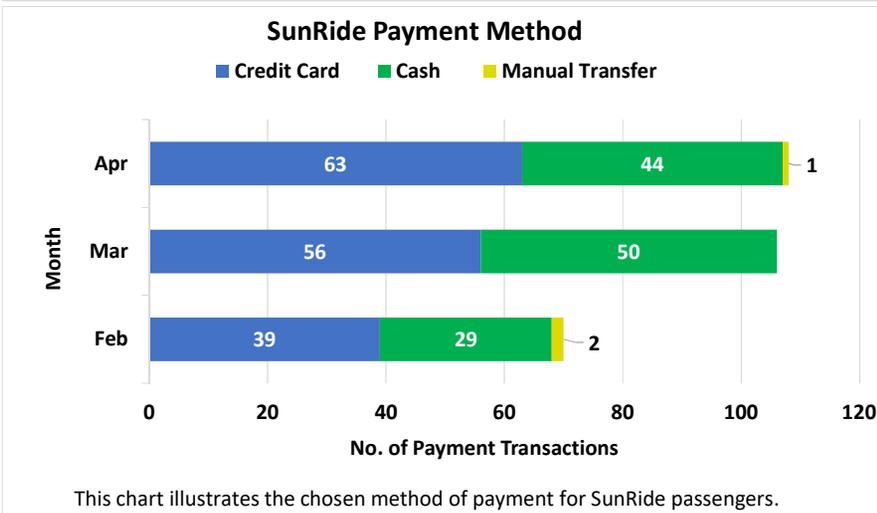
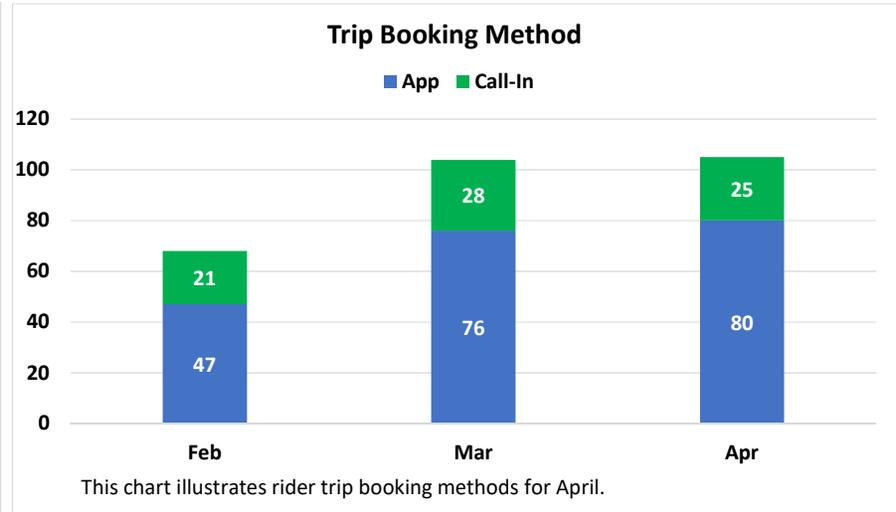
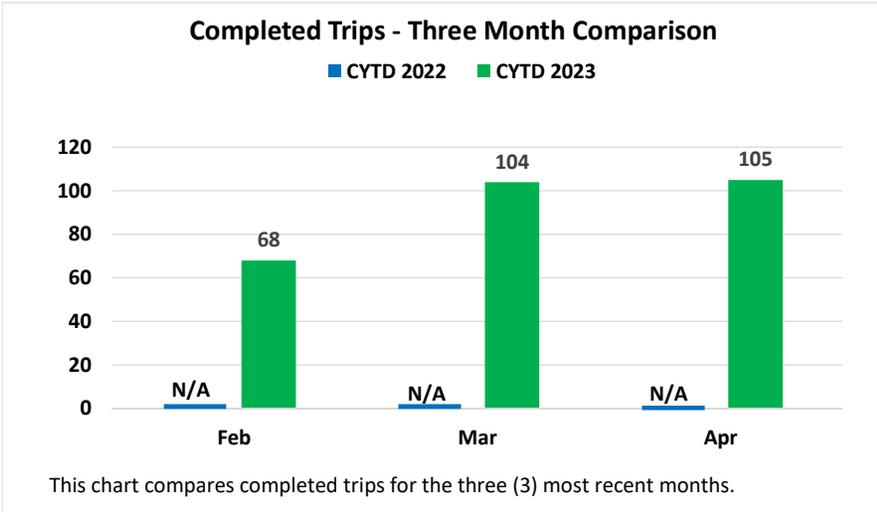


**EXCEEDS GOAL!**

## Indio Geo-Fence Metrics CYTD 2023

**Total Completed Trips: 329**

**Total Number of Passengers: 343**



Percentage of Trips as Ridesharing: Four (4) percent

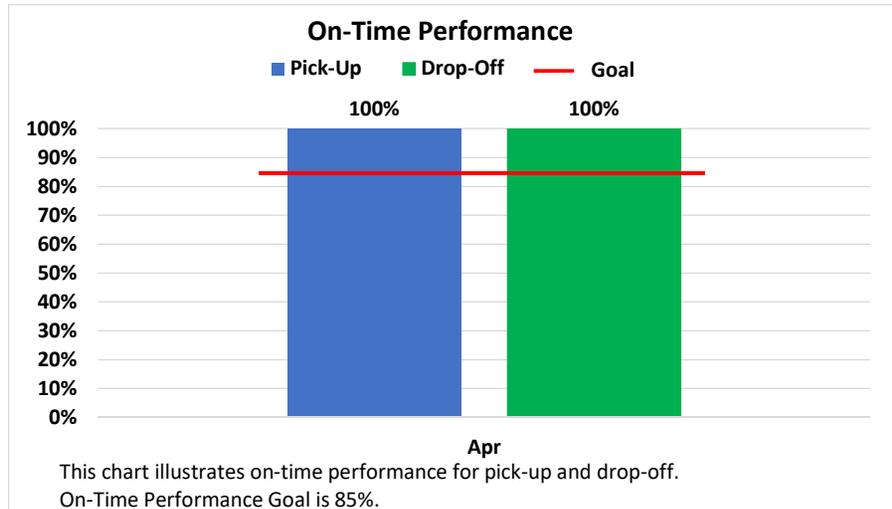
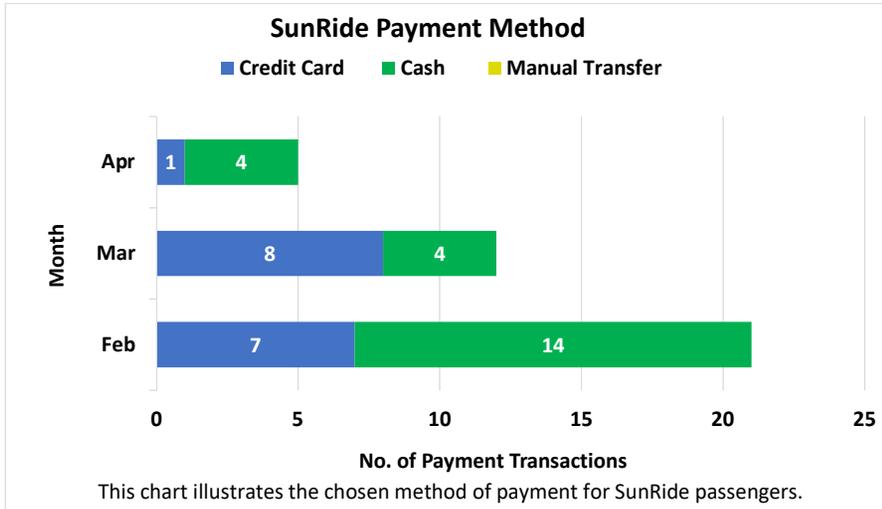
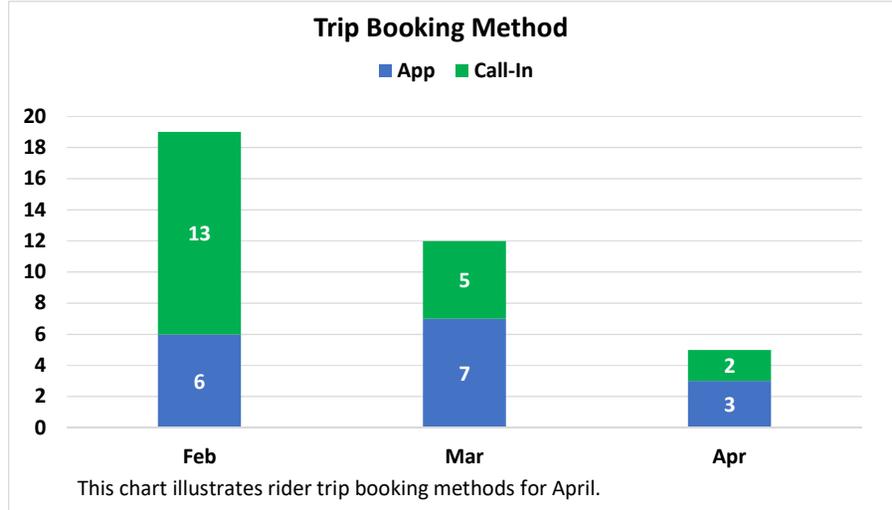
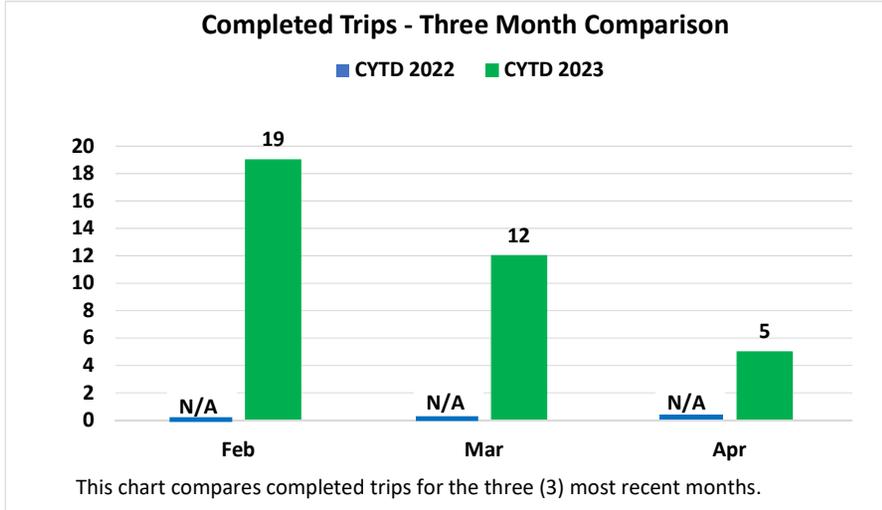
**Customer Satisfaction Rating**  
Avg. rider trip rating 5.0  
Goal: 4.5



## Cathedral City Geo-Fence Metrics CYTD 2023

**Total Completed Trips: 44**

**Total Number of Passengers: 46**



Percentage of Trips as Ridesharing: Zero (0) percent

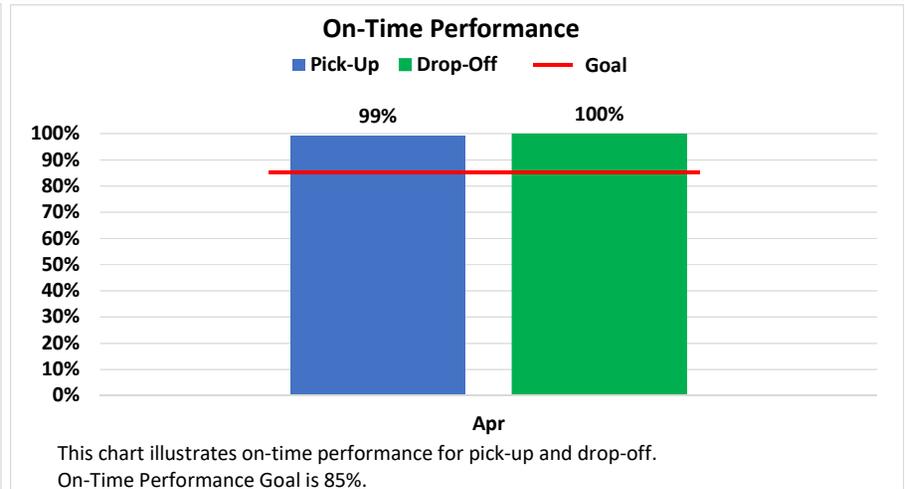
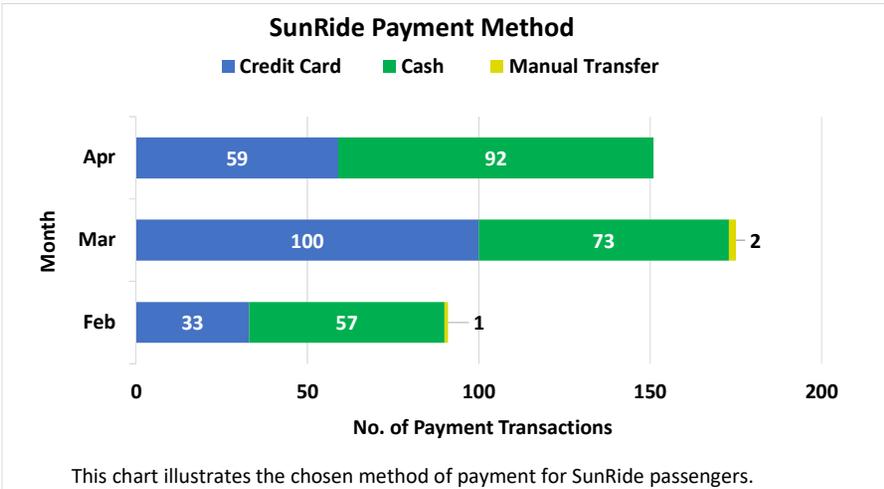
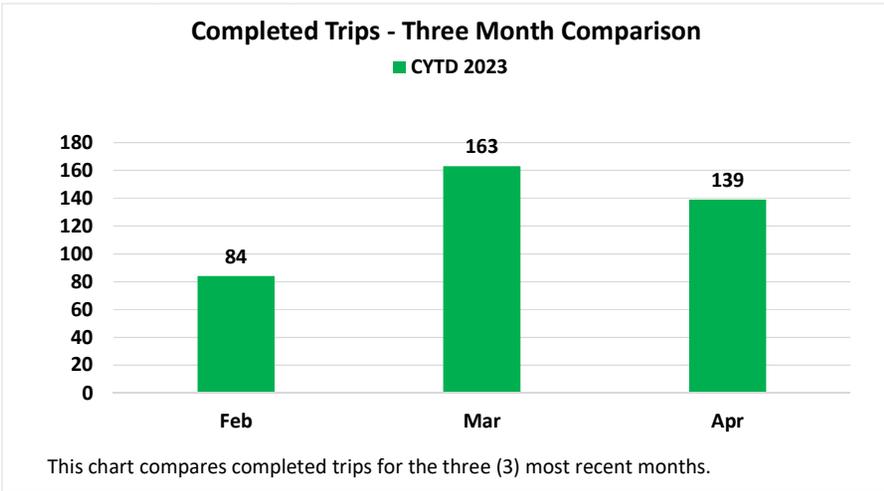
**Customer Satisfaction Rating**  
Avg. rider trip rating 5.0  
Goal: 4.5



## Palm Springs Geo-Fence Metrics CYTD 2023

**Total Completed Trips: 432**

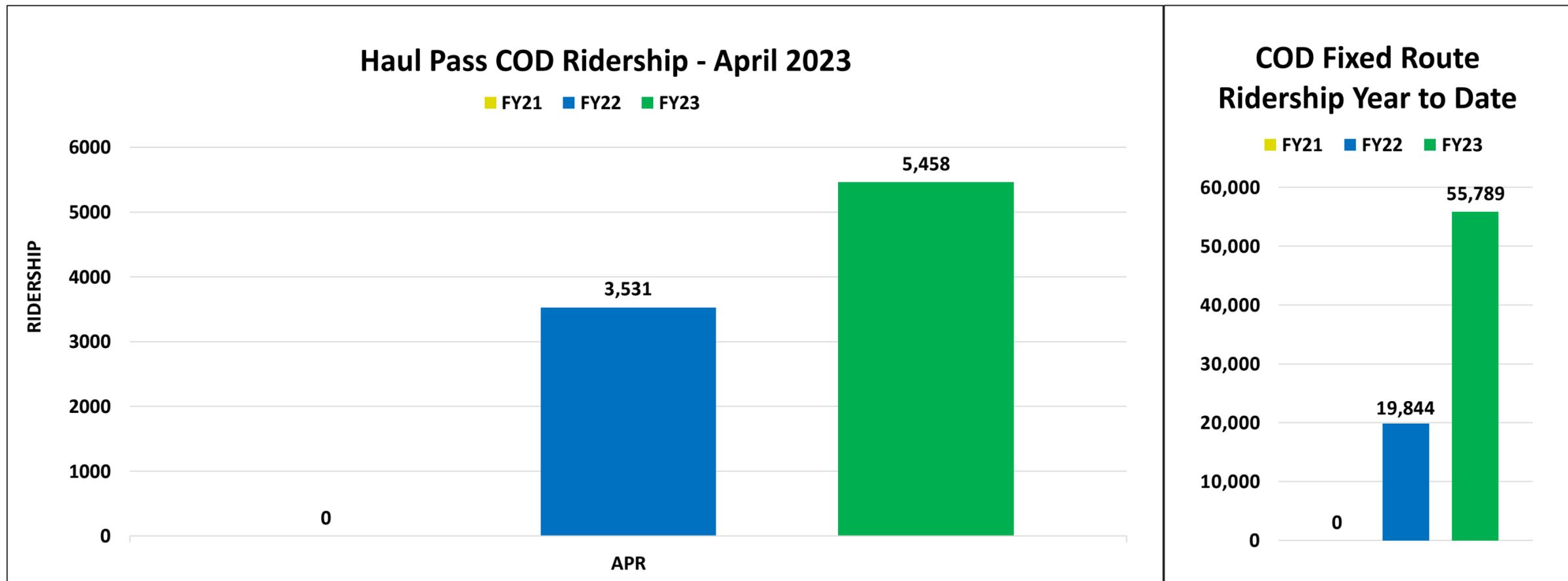
**Total Number of Passengers: 473**



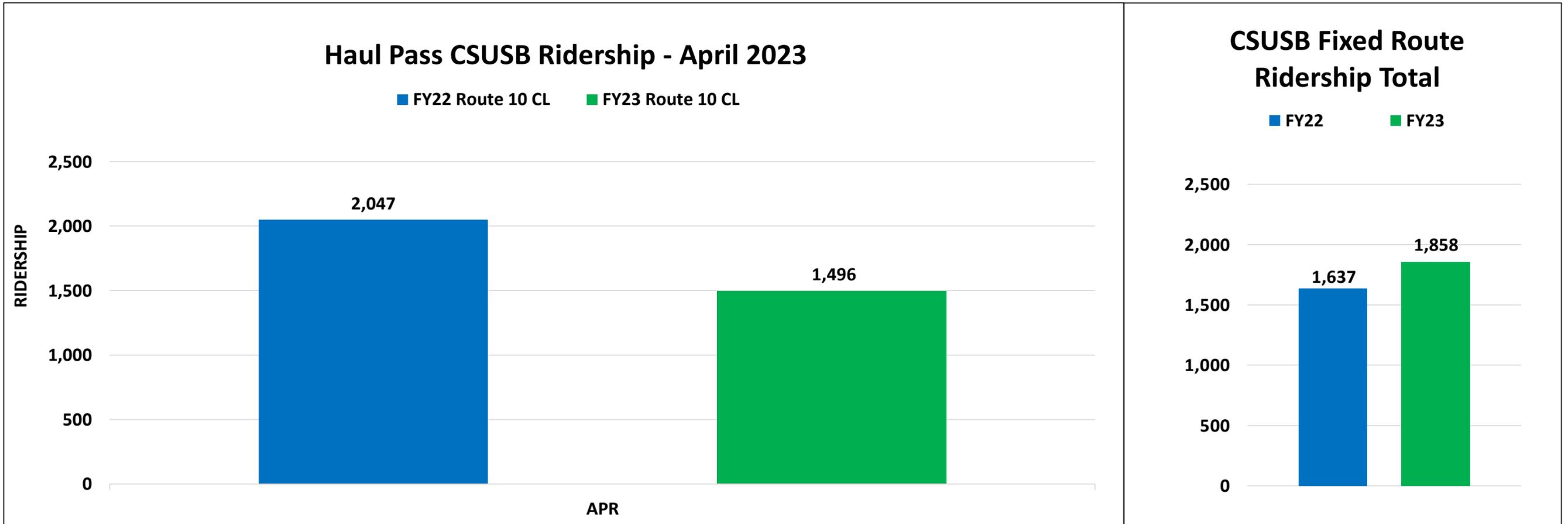
Percentage of Trips as Ridesharing: Six (6) percent

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





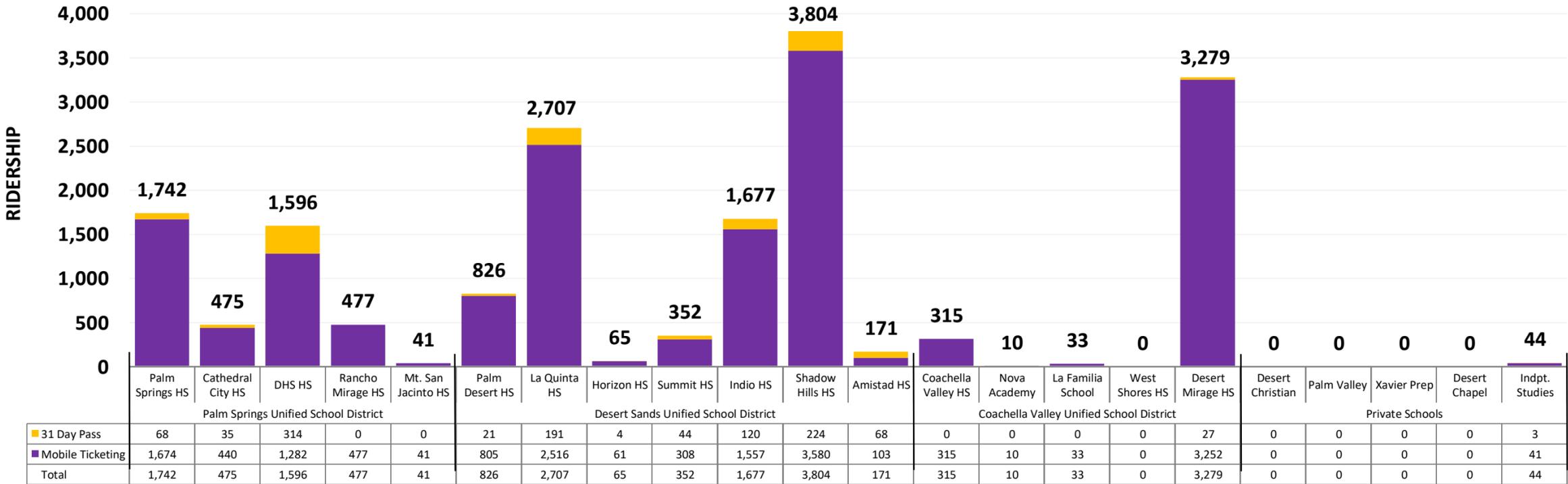
The Haul Pass program was introduced in August 2018.  
 This chart represents monthly ridership on the Haul Pass COD.  
 Haul Pass COD contributed with 5,458 rides from 333 unique riders.  
 April 2021 has zero (0) ridership data due to SunLine not collecting fares until May 2021.



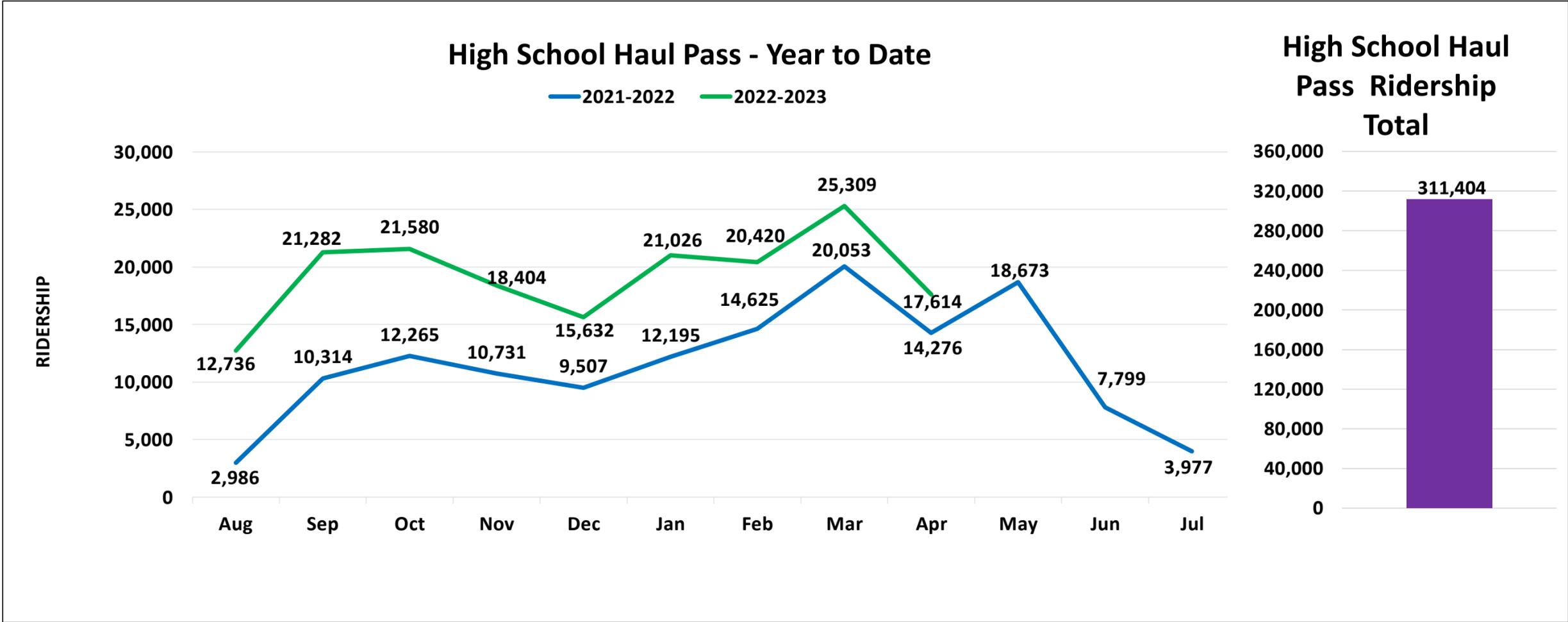
The Haul Pass CSUSB program was introduced in September 2019. This chart represents monthly ridership on the Haul Pass CSUSB. CSUSB contributed 1,746 rides from 189 unique users. From that total 1,496 rides were used on Route 10, and 250 rides on the fixed route system. In May 2021, SunLine resumed fare collection.

### High School Haul Pass - April 2023

Mobile Ticketing 31 Day Pass

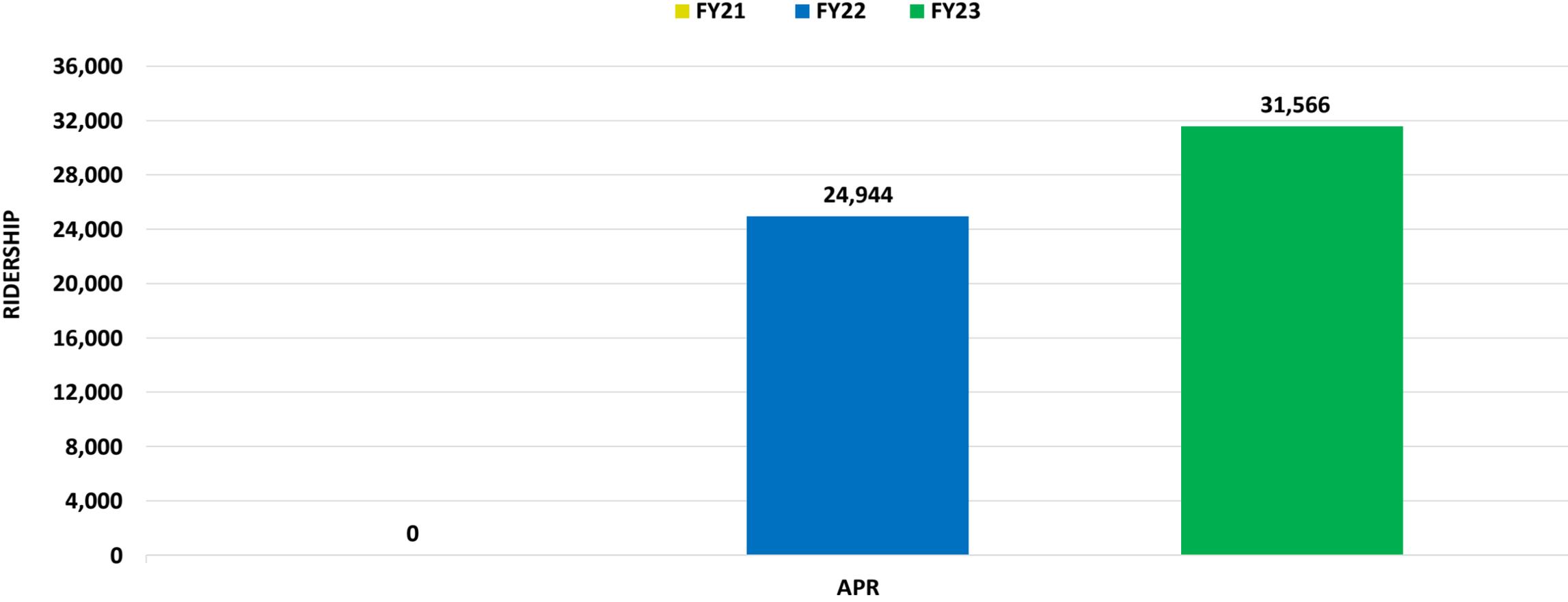


The High School Haul Pass program was introduced in August 2021.  
 This chart represents monthly ridership by school for the High School Haul Pass.  
 The total active users as of April 2023 are 3,425 using the High School Haul Pass.



The High School Haul Pass program was introduced in August 2021.  
 This chart represents monthly ridership comparison for the High School Haul Pass.  
 Ridership is at its highest since commencement of the program in August 2021.

# Mobile Ticketing Ridership - April 2023



This chart represents all monthly mobile ticketing usage based on the Token Transit app data. The total for April 2023 includes 147 paratransit mobile tickets. A total of 2,093 unique users used mobile ticketing in the month of April 2023. April 2021 has zero (0) ticket usage due to SunLine not collecting fares until May 2021.

**SunLine Transit Agency**

**CONSENT CALENDAR**

DATE: May 24, 2023

**RECEIVE & FILE**

TO: Finance/Audit Committee  
Board of Directors

RE: Board Member Attendance for April 2023

Summary:

The attached report summarizes the Board of Directors' attendance for fiscal year to date April 2023.

Recommendation:

Receive and file.

| FY 22/23            | Board Member Matrix Attendance |     |     |     |     |     |     |     |     |     |     |     |                |                |
|---------------------|--------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|----------------|----------------|
|                     | Jul                            | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Total Meetings | Total Attended |
| Desert Hot Springs  | X                              |     | X   | X   |     | X   | X   | X   | X   | X   |     |     | 10             | 8              |
| Palm Desert         | X                              |     | X   | X   |     | X   | X   | X   | X   | X   |     |     | 10             | 8              |
| 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   |     |     | 10             | 7              |
| Indian Wells        | X                              |     | X   | X   |     |     | X   | X   | X   | X   |     |     | 10             | 7              |
| La Quinta           | X                              |     | X   | X   |     | X   | X   | X   | X   | X   |     |     | 10             | 8              |
| Indio               | X                              |     | X   | X   |     | X   | X   | X   | X   | X   |     |     | 10             | 8              |
| Coachella           | X                              |     |     | X   |     | X   | X   | X   | X   | X   |     |     | 10             | 7              |
| County of Riverside | X                              |     | X   | X   |     | X   | X   | X   |     | X   |     |     | 10             | 7              |

**X - ATTENDED (Primary/Alternate)**

**DARK –**

## SunLine Transit Agency

**DATE:** May 24, 2023 **ACTION**

**TO:** Finance/Audit Committee  
Board of Directors

**FROM:** Walter Watcher, Procurement Officer

**RE:** Project Management Support

---

### **Recommend**

Recommend that the Board of Directors delegate authority to the CEO/General Manager to directly negotiate and execute an agreement with The Le Flore Group LLC (TLG), for three (3) years with two (2) one-year options in an amount not to exceed \$700,000 over a period of five (5) years, upon review and approval as to form by SunLine's General Counsel.

### **Background**

The Le Flore Group, LLC has been working with SunLine since late 2008. The TLG has been integral to the development of SunLine's capital program. In the past several years, its principal, Rudy Le Flore, has functioned as SunLine's Chief Project Consultant. This included writing grants and assisting with overseeing some of the Agency's most complex projects. Notably has been project management of the Operations Facility, the Administration Building, the Solar Project, the Center of Excellence and the purchase of hydrogen and battery electric buses.

TLG has brought many best practices to the Agency, from design/build experience managing the Glendale Transit Facility to BRT experience as part of the Fresno BRT project. TLG teaches FTA procurement courses for the University of the Pacific, and it was that experience that resulted in drafting SunLine's procurement policies and procedures manual. SunLine has benefitted greatly from its relationship with TLG.

Staff is requesting that TLG be contracted to support many of its ongoing projects such as the Liquid Hydrogen Station, Center of Excellence Construction, Center of Excellence Training Program, SunLine's Hydrogen Hub application, SunLine's Over-the-Road application, the additional Public Fueling Station, the Nel Electrolyzer and other as needed project support.

Federal Transit Administration guidelines and California state law allow SunLine to contract with TLG under their contract with the California Department of General Services without further competition at established market rates.

**Financial Impact**

The majority of TLG's efforts will be funded from capital grants. Any operational support will be budgeted from operating funds in the appropriate fiscal year as they have in the past.

**SunLine Transit Agency**

**DATE:** May 24, 2023 **ACTION**

**TO:** Finance/Audit Committee  
Board of Directors

**FROM:** Luis Garcia, Controller/Assistant Chief Financial Officer

**RE:** Legal Services Request for Proposals

---

**Recommendation**

Recommend that the Board of Directors nominate and approve an ad hoc committee which would be involved in the solicitation process for legal services for SunLine Transit Agency.

**Background**

In December 2022, the Board of Directors approved the ratification of the award of one (1) option year with Burke, Williams & Sorensen, LLP for legal services related to SunLine Transit Agency (STA) and SunLine Services Group (SSG). Along with the item, staff made the Board aware of the intent to solicit legal service before the expiration of the option year which will end on November 3, 2023. Approval of this item will allow the staff to coordinate with the ad hoc committee throughout the solicitation process which includes scoring and interviewing legal firms. The recommended of the ad hoc committee will come before the full Board for approval before the execution of an agreement.

**Financial Impact**

There is no financial impact.

**SunLine Transit Agency**

**DATE:** May 24, 2023 **DISCUSSION**

**TO:** Finance/Audit Committee  
Board of Directors

**FROM:** Luis Garcia, Controller/Assistant Chief Financial Officer

**RE:** Review and Discussion of SunLine Funding and the Draft FY24  
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 2024 are \$47,467,374 and \$35,752,541, respectively. The proposed operating budget for FY24 represents a sustainable 3.00% increase over the FY23 budget. The proposed FY24 operating budget includes cost increases related to the recently approved Memorandum of Understanding, 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 FY24 focuses on improving rider experience, improving facilities and equipment for employees, and continuing SunLine's investment in alternative fuel technology. 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.

Attachment:

- [Item 11a](#) – Proposed FY24 Operating and Capital Budget Presentation
- [Item 11b](#) – Draft Proposed FY24 Operating and Capital Budget Book



# Proposed FY24 Operating and Capital Budget

Luis Garcia, Controller/Assistant  
Chief Financial Officer

Rudy Le Flore, Chief Project  
Consultant

Harman Singh, Deputy Chief  
Performance Officer



# FY23 ACCOMPLISHMENTS

- ❑ New microtransit zones
- ❑ New revolving fund and capital replacement fund policy
- ❑ 19% Ridership Growth – (FYTD March 2022 to March 2023)
- ❑ Negotiation of Memorandum of Understanding with Amalgamated Transit Union
- ❑ Resolution of pending issues with Teamsters
- ❑ Center of Excellence Training Workshops
- ❑ Optimized fare cash handling processes
- ❑ Awarded over \$21M in discretionary grants
- ❑ \$13.5M in pending applications
- ❑ Initiation and completion of major capital projects
  - \$27.5M



# FY23 Capital Projects Accomplishments



# LARGE CLOSED PROJECTS

CLOSED A TOTAL OF (12) CAPITAL PROJECTS

Totaling: \$27.5M

- CNG Station Replacement \$8M
- Operations Facility Replacement \$8M
- Purchase of Five (5) Fuel Cell Buses \$5.9M
- Land Acquisition \$2.1M



# ZERO-EMISSION BUS FUNDING PROGRAMMING



- ❑ (10) recent zero-emission hydrogen fuel cell buses purchases
  - Total Budget: \$12M
  - 74% funded by discretionary/competitive grants: \$8.9M out of \$12M

# FY24 CAPITAL PROGRAM HIGHLIGHTS

- ❑ Purchase of (6) Electric Buses & (3) Bus Charging Stations: \$8.7M
  - Discretionary Grant Percentage: 82%
  - SunLine's Cash Match: 18%
  
- ❑ Liquid Hydrogen Fueling Station Enhancement & (3) fuel cell battery electric buses: \$9.0M
  - Discretionary Grant Percentage: 86%
  - SunLine's Cash Match: 14%
  
- ❑ Public Hydrogen Fueling Station: \$8.8M
  - Discretionary Grant Percentage: 79%
  - SunLine's Cash Match: 21%





# FY24 STRATEGIC PLAN

- Reviewed vision and mission
- Assessed where we are (SWOT Analysis)
- Determined priorities and objectives
- Defined responsibilities
- Discussed how to measure and evaluate results

# FY24 ORGANIZATIONAL STRATEGIC GOALS

## Goal 1

To provide dynamic organizational leadership and change consistent with the growth of the transit agency

## Goal 2

To continue the advancement of innovative transportation and alternative fuel technologies

## Goal 3

To provide leadership for the region's mobility needs

## Goal 4

To provide high quality transportation services that are safe, efficient, and effective

# FY24 TACTICAL GOALS ESTABLISHED

Established by Senior Leadership team to focus on actions necessary to achieve strategic goals

---

Broad consensus and approval by the leadership team

---

Focuses organizational efforts for FY24

---

In-Line with Agency's budget preparation

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# FY24 Operating Budget Highlights

- ❑ \$47,467,374 total proposed operating budget
- ❑ 3% increase compared to FY23
- ❑ Continue funding of revolving and capital replacement funds
  - Over \$2M contribution by the end of FY23
  - Planned \$2.5M increase in FY24
- ❑ Balanced budget incorporates expense increases due to MOU requirements, fuel and compensation study for non-bargaining staff
- ❑ Assumes current levels of service
- ❑ Driving towards increasing staffing and improving service
  - Significant progress could require mid-year budget amendment

Statement of Budget Revenue and Expenses

For fiscal year period covering July 1, 2023 to June 30, 2024

# FY24 Operating Budget

| Sources of Funds  | FY 2024 Budget       | Operations           | SunFuels          | West Cost Center of Excellence | Clean Cities     | Reserves            |
|---|----------------------|----------------------|-------------------|--------------------------------|------------------|---------------------|
| Local Transportation Fund   | \$ 25,925,542        | \$ 25,925,542        |                   |                                |                  |                     |
| Measure A   | 8,275,000            | 8,275,000            |                   |                                |                  |                     |
| Section 5307 UZA  | 4,078,659            | 4,078,659            |                   |                                |                  |                     |
| Section 5307 UZA Obligated  | 3,374,010            | 3,374,010            |                   |                                |                  |                     |
| Section 5307 UZA ARPA   | 325,000              | 325,000              |                   |                                |                  |                     |
| Section 5311 Rural  | 417,464              | 417,464              |                   |                                |                  |                     |
| Section 5311 ARPA   | 410,551              | 410,551              |                   |                                |                  |                     |
| Section 5311 (f)  | 300,000              | 300,000              |                   |                                |                  |                     |
| Section 5311 (f) ARPA   | 208,681              | 208,681              |                   |                                |                  |                     |
| LCTOP   | 433,333              | 433,333              |                   |                                |                  |                     |
| CMAQ Obligated - SunRide  | 680,000              | 680,000              |                   |                                |                  |                     |
| Taxi Voucher Program  | 37,500               | 37,500               |                   |                                |                  |                     |
| CSUSB Haul Pass Reimbursement   | 181,000              | 181,000              |                   |                                |                  |                     |
| Farebox   | 1,550,964            | 1,550,964            |                   |                                |                  |                     |
| Center of Excellence  | 200,000              |                      |                   | \$ 200,000                     |                  |                     |
| CARB  | 200,000              |                      |                   | 200,000                        |                  |                     |
| Clean Cities  | 50,000               |                      |                   |                                | \$ 50,000        |                     |
| Gross Outside Sales   | 819,670              |                      | \$ 819,670        |                                |                  | \$ 462,609          |
| Advertising   |                      |                      |                   |                                |                  | 152,265             |
| CNG Rebates   |                      |                      |                   |                                |                  | 784,162             |
| Emission Credits  |                      |                      |                   |                                |                  | 966,503             |
| Bus Stop Shelter Maintenance  |                      |                      |                   |                                |                  | 111,207             |
| Others (Non-Trans Revenue, SRA Overhead Fee, Recycling, Insurance Recoveries, Payroll Garnishment, Net Interest Income) |                      |                      |                   |                                |                  | 56,475              |
| <b>Total Revenue</b>  | <b>\$ 47,467,374</b> | <b>\$ 46,197,704</b> | <b>\$ 819,670</b> | <b>\$ 400,000</b>              | <b>\$ 50,000</b> | <b>\$ 2,533,221</b> |



Statement of Budget Revenue and Expenses

For fiscal year period covering July 1, 2023 to June 30, 2024

# FY24 Operating Budget

|                                  | FY 2024 Budget       | Operations           | SunFuels          | West Cost Center of Excellence | Clean Cities     |
|----------------------------------|----------------------|----------------------|-------------------|--------------------------------|------------------|
| <b>Expenses by Category</b>      |                      |                      |                   |                                |                  |
| Operators Salaries and Fringe    | \$ 13,377,816        | \$ 13,377,816        |                   |                                |                  |
| Other Salaries and Fringe        | 16,516,485           | 16,456,220           | \$ 60,265         |                                |                  |
| Services                         | 5,903,231            | 5,447,324            | 5,907             | \$ 400,000                     | \$ 50,000        |
| Utilities, Fuel, & Tires         | 4,746,068            | 4,033,619            | 712,449           |                                |                  |
| Casualty & Liability Cost        | 3,670,673            | 3,670,673            |                   |                                |                  |
| Materials & Supplies             | 2,500,071            | 2,487,537            | 12,534            |                                |                  |
| Contingency (Compensation Study) | 350,000              | 350,000              |                   |                                |                  |
| Miscellaneous Expenses           | 288,630              | 277,274              | 11,356            |                                |                  |
| Taxes                            | 114,400              | 97,241               | 17,159            |                                |                  |
| <b>Total Expenses</b>            | <b>\$ 47,467,374</b> | <b>\$ 46,197,704</b> | <b>\$ 819,670</b> | <b>\$ 400,000</b>              | <b>\$ 50,000</b> |
| <b>Profit (Loss)</b>             | <b>\$ -</b>          | <b>\$ -</b>          | <b>\$ -</b>       | <b>\$ -</b>                    | <b>\$ -</b>      |

|  | Total Amount         | Operations           | SunFuels            | West Cost Center of Excellence | Clean Cities     |
|--|----------------------|----------------------|---------------------|--------------------------------|------------------|
| <b>Total FY 2023 Budgeted Expenses</b> | <b>\$ 46,085,646</b> | <b>\$ 44,258,675</b> | <b>\$ 1,341,971</b> | <b>\$ 450,000</b>              | <b>\$ 35,000</b> |
| Variance                               | 3.00%                |                      |                     |                                |                  |





# FY24 Capital Budget

| Project  | Total Amount of Funds |
|--|-----------------------|
| Hydrogen Electric Fuel Cell Bus (3)                                  | \$4,459,708           |
| Hydrogen Electric Fuel Cell Bus (3)                                  | \$723,400             |
| Liquid Hydrogen Fueling Station                                      | \$8,861,653           |
| Purchase of Electric Bus (6)   | \$7,064,109           |
| Bus Charger Project  | \$1,679,854           |
| Hydrogen Electric Fuel Cell Bus (4) (additional funding to SL-23-07) | \$862,572             |
| Public Hydrogen Fueling Station                                      | \$8,825,000           |
| Operator Training Ground   | \$1,000,000           |
| CNG Paratransit Vehicles   | \$440,000             |
| Purchase of Paratransit Vehicles (15 )                               | \$3,600,000           |
| IT Projects  | \$400,000             |
| Safety Projects  | \$200,000             |
| Purchase of Specialized Tools and Fueling Equipment                  | \$150,000             |
| Facility Maintenance Upgrade & Equipment                             | \$600,000             |
| Bus Stop Upgrade & Improvement                                       | \$400,000             |
| Bus Rehabilitation   | \$500,000             |
| West Coast Center of Excellence                                      | \$750,000             |
| Purchase of Four Micro Transit (Expansion)                           | \$310,000             |
| Office Furniture & Equipment   | \$150,000             |
| Fare Collection Modernization Study                                  | \$100,000             |
| Maintenance Facility Modernization Study                             | \$200,000             |
| Project Management and Administration                                | \$650,000             |
| Radio Replacement Phase II & Upgrade to ITS (add'l funding)          | \$1,336,981           |
| Purchase of 1 Hydrogen Fuel Cell Bus (6th Bus from AQMD)             | \$1,288,786           |
|  |                       |
| <b>Sub-total Capital</b>   | <b>\$44,552,063</b>   |

# Next Steps

- No action required on budget today
- Answer any questions
- If necessary, allow time for special Finance/Audit Committee prior to June Board Meeting
- Approval of FY24 Budget required at June 28, 2023 Board meeting



# Questions





# ANNUAL BUDGET

FY2024



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# **SUNLINE TRANSIT AGENCY THOUSAND PALMS, CA**

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## **ANNUAL BUDGET FISCAL YEAR 2024**

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### **BOARD OF DIRECTORS**

Indio: Glenn Miller, Chair  
Palm Springs: Lisa Middleton, Vice Chair  
Cathedral City: Nancy Ross  
Coachella: Denise Delgado  
Desert Hot Springs: Russell Betts  
Indian Wells: Ty Peabody  
La Quinta: John Peña  
Palm Desert: Kathleen Kelly  
Rancho Mirage: Lynn Mallotto  
Riverside County: V. Manuel Perez

**INTERIM CHIEF EXECUTIVE OFFICER/GENERAL MANAGER**  
Gloria Salazar

## **EXECUTIVE SUMMARY**

SunLine experienced major changes and progress on key initiatives in FY23. One of the largest changes included the departure of its CEO/General Manager, Lauren Skiver, after nine (9) years of dedicated service. Under Lauren Skiver's direction, the Agency made major advancements in service improvements and progress on the Agency's alternative fuels program. The Agency's forward thinking allowed it to be well positioned to meet the requirements laid out in the State's Innovative Clean Transit (ICT) regulation. Due to the hard work of all Agency staff, it is well situated to welcome a new CEO/General Manager and capable of executing positive changes.

## **SERVICE & RIDERSHIP**

SunLine has experienced a continual increase in ridership for FY23. SunLine anticipates that ridership will continue to grow with the implementation of full service. 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 FY23, 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 FY24 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 FY24 due to an overall increase in available LTF funding throughout the state which is driven by sales taxes.
- Measure A funding decreased for FY24 over the last fiscal year due to an abnormally large use in FY23. In FY23, the Agency was able to utilize previous year's leftover funding. The leftover funding was made possible primarily due to less utilization in Measure A due to an increase use in emergency federal COVID assistance.
- In FY24, SunLine will use various forms of federal funding including FTA Section 5307, CARES, ARPA, 5311, and Congestion Mitigation and Air Quality Improvement (CMAQ) Program.

- 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).

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## **CAPITAL PROJECTS**

The capital budget incorporates key projects to help further advance the Agency's Capital Improvement Program (CIP). The CIP for FY24 focuses on riders, replacing employee equipment and facilities and continuing SunLine's investment in alternative fuel technology for vehicles and infrastructure.

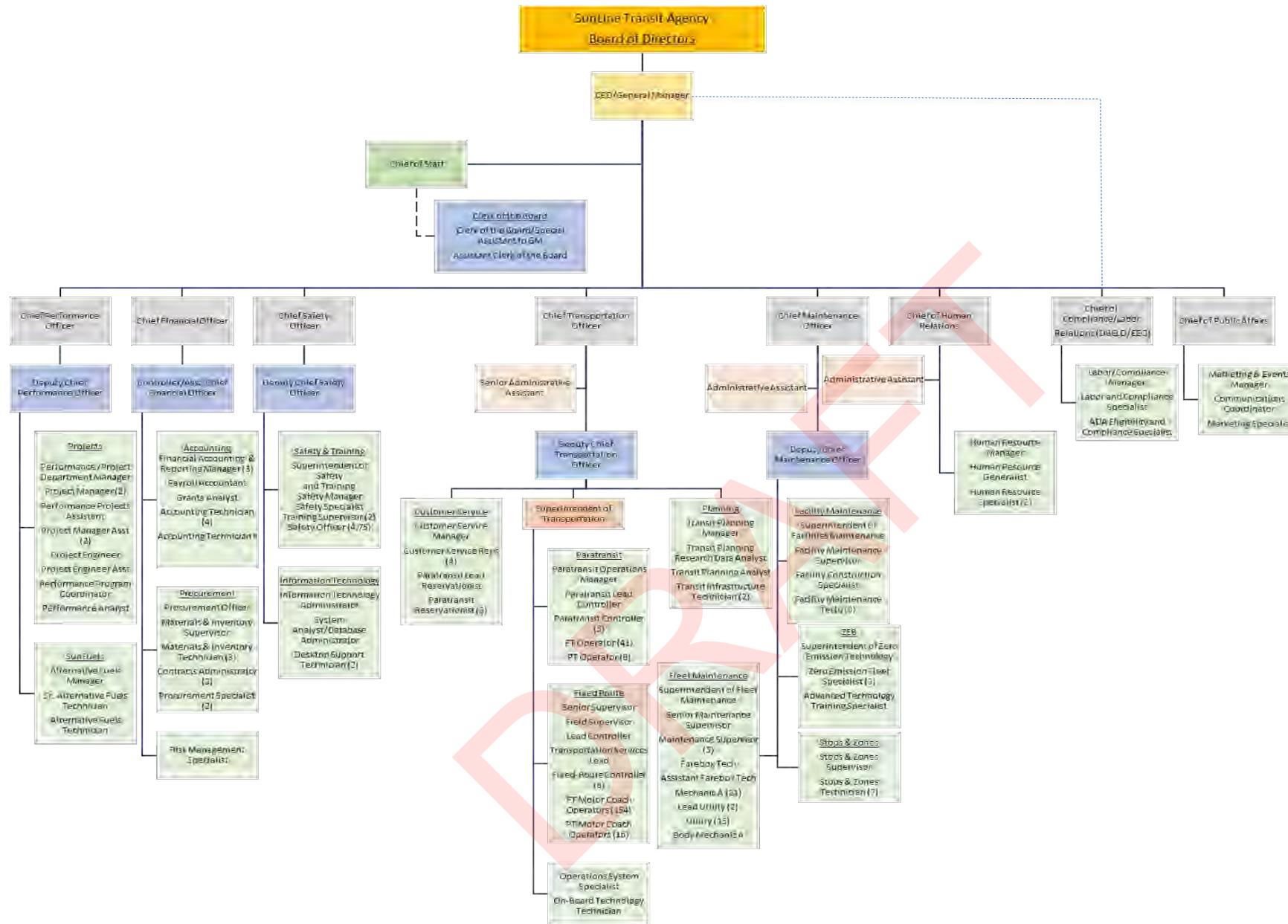
### **New Projects**

There are 23 capital projects programmed in FY24 which include new projects and additional funding for existing projects. The FY24 capital budget reflects over \$28.2 million in competitive funds which were awarded to the Agency. These projects represent an emphasis on innovation while aligning with the Agency's Board approved Innovative Clean Transit (ICT) plan. The requests in FY24 will be in addition to the existing CIP. These projects cover necessities in fleet and facilities. They support replacement and rehabilitation of existing assets as well as continue the advancement of alternative fuel technology:

- Fleet:
  - Hydrogen Electric Fuel Cell Bus (3)
  - Purchase of Electric Bus (6)
  - Hydrogen Electric Fuel Cell Bus (4) (additional funding)
  - CNG Paratransit Vehicles (additional funding)
  - Purchase of CNG Paratransit Vehicles (15)
  - Bus Rehabilitation
  - Purchase of Four Expansion Microtransit Vehicles
  - Radio Replacement Phase II & Upgrade to ITS (additional funding)
  - Purchase of 1 Hydrogen Fuel Cell Bus
  
- Facilities, Studies, IT and Equipment:
  - Liquid Hydrogen Fueling Station
  - Bus Charger Project
  - Public Hydrogen Fueling Station
  - Operator Training Ground
  - IT Projects
  - Safety Projects
  - Purchase of Specialized Tools and Fueling Equipment
  - Facility Maintenance Upgrade & Equipment
  - Bus Stop Upgrade & Improvement
  - West Coast Center of Excellence (additional funding)

- Office Furniture & Equipment
- Fare Collection Modernization Study
- Maintenance Facility Modernization Study
- Project Management and Administration

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## AGENCY PERSONNEL SUMMARY

| Department                           | FY23<br>Base FTE's | Changes<br>to Base | Proposed<br>New<br>Positions | FY24<br>Proposed<br>Base FTE's | Variance      |
|--------------------------------------|--------------------|--------------------|------------------------------|--------------------------------|---------------|
| <b>EXECUTIVE OFFICE</b>              |                    |                    |                              |                                |               |
| Marketing (31)                       | 4.00               | -                  | -                            | 4.00                           | -             |
| Executive Office (40)                | 8.00               | -                  | -                            | 8.00                           | -             |
| <b>HUMAN RESOURCES OFFICE</b>        |                    |                    |                              |                                |               |
| Human Resources (32)                 | 6.00               | -                  | -                            | 6.00                           | -             |
| <b>PERFORMANCE MANAGEMENT OFFICE</b> |                    |                    |                              |                                |               |
| SunFuels (10)                        | 4.00               | (1.00)             | -                            | 3.00                           | (1.00)        |
| Performance Office (44)              | 11.00              | 1.00               | -                            | 12.00                          | 1.00          |
| <b>SAFETY AND SECURITY OFFICE</b>    |                    |                    |                              |                                |               |
| Safety and Security (15)             | 13.75              | -                  | -                            | 13.75                          | -             |
| Information Technology (42)          | 4.00               | -                  | -                            | 4.00                           | -             |
| <b>TRANSPORTATION OFFICE</b>         |                    |                    |                              |                                |               |
| Operations - Fixed Route (11,12)     | 204.00             | -                  | -                            | 204.00                         | -             |
| Operations - Paratransit (13, 14)    | 55.50              | -                  | -                            | 55.50                          | -             |
| Customer Service (45)                | 12.00              | -                  | -                            | 12.00                          | -             |
| Service Planning (49)                | 4.00               | -                  | -                            | 4.00                           | -             |
| <b>FINANCE OFFICE</b>                |                    |                    |                              |                                |               |
| Finance (41)                         | 23.00              | -                  | (1.00)                       | 22.00                          | (1.00)        |
| <b>MAINTENANCE OFFICE</b>            |                    |                    |                              |                                |               |
| Maintenance (21, 22)                 | 52.00              | -                  | -                            | 52.00                          | -             |
| Facilities Maintenance (23, 24)      | 8.00               | -                  | -                            | 8.00                           | -             |
| Stops & Zones (25)                   | 8.00               | -                  | -                            | 8.00                           | -             |
| <b>Total FTEs</b>                    | <b>417.25</b>      | <b>-</b>           | <b>(1.00)</b>                | <b>416.25</b>                  | <b>(1.00)</b> |

**Notes:**

- Changes to base FTEs are due to inter-department transfers, changes in employee status from part-time (PT) to full-time (FT), changes in grant funded salaries, and allocations to other departments.
- Full-time employees (FTEs) may be less than one (1) due to salaries being allocated to capital grants, or for part time employees.

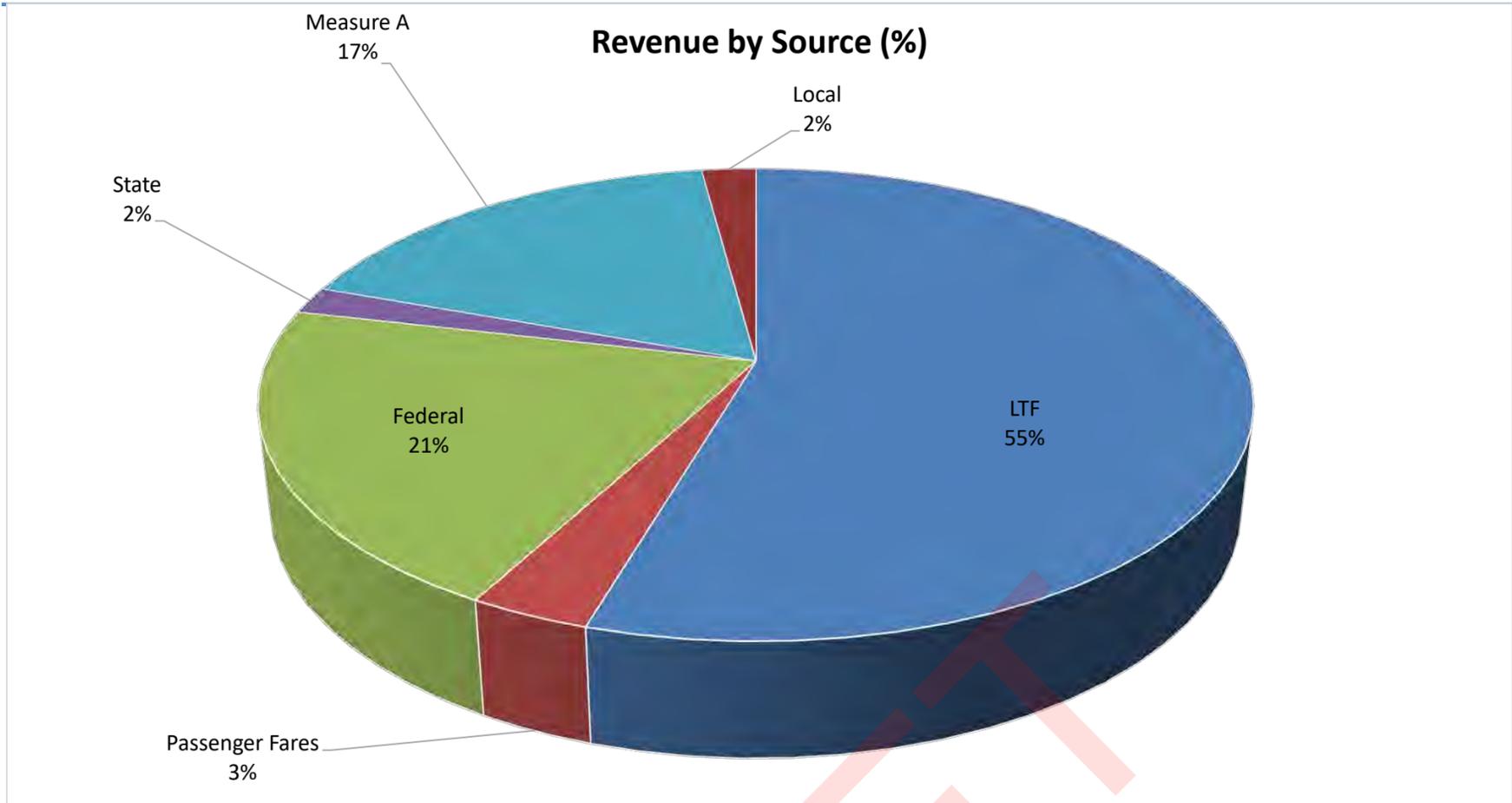
**Performance Office**

- The Performance Office reallocated one (1) position from SunFuels to the Performance department.

**Finance**

- One (1) FTE reduced.

**REVENUE SUMMARY**



| Sources of Funding (Operating)        | FY23 Approved Budget | FY23 Estimates    | FY23 Variance         | FY24 Proposed Budget | FY24 Variance    | Type    |
|---------------------------------------|----------------------|-------------------|-----------------------|----------------------|------------------|---------|
| CARES Act FTA Section 5311            | 832,331              | 832,331           | -                     | -                    | (832,331)        | Federal |
| CARES Act FTA Section 5311(f)         | -                    | -                 | -                     | 208,681              | 208,681          | Federal |
| ARPA FTA Section 5311                 | -                    | -                 | -                     | 410,551              | 410,551          | Federal |
| ARPA FTA Section 5307                 | 200,000              | 115,000           | (85,000)              | 325,000              | 125,000          | Federal |
| CMAQ                                  | 893,098              | 591,377           | (301,721)             | 680,000              | (213,098)        | Federal |
| Clean Cities                          | 35,000               | 35,000            | -                     | 50,000               | 15,000           | State   |
| California Energy Commission          | 250,000              | 50,000            | (200,000)             | 200,000              | (50,000)         | State   |
| Haul Pass & Commuterlink              | 331,000              | 331,000           | -                     | 181,000              | (150,000)        | Local   |
| Farebox - Fixed Route                 | 1,303,543            | 1,464,392         | 160,849               | 1,332,606            | 29,063           | Sales   |
| Farebox - Paratransit                 | 210,816              | 220,392           | 9,576                 | 197,937              | (12,879)         | Sales   |
| SunRide Revenue                       | 14,642               | 19,560            | 4,918                 | 20,421               | 5,779            | Sales   |
| FTA Section 5307                      | 5,869,769            | 3,117,354         | (2,752,415)           | 7,452,669            | 1,582,900        | Federal |
| California Air Resource Board         | 200,000              | 25,000            | (175,000)             | 200,000              | -                | State   |
| FTA Section 5311                      | 409,279              | 409,279           | -                     | 417,464              | 8,185            | Federal |
| FTA Section 5311(f)                   | 248,985              | 248,985           | -                     | 300,000              | 51,015           | Federal |
| Local Transportation Funds (LTF)      | 24,157,511           | 24,157,511        | -                     | 25,925,542           | 1,768,031        | State   |
| Low-Carbon Transit Operations Program | 192,172              | 186,088           | (6,084)               | 433,333              | 241,161          | State   |
| Measure A                             | 10,900,000           | 10,900,000        | -                     | 8,275,000            | (2,625,000)      | Local   |
| SunFuels - Outside Sales              | -                    | -                 | -                     | 819,670              | 819,670          | Sales   |
| Taxi Voucher (Passenger Sales)        | 37,500               | 40,823            | 3,323                 | 37,500               | -                | Sales   |
| <b>Total Operating Revenue</b>        | <b>46,085,646</b>    | <b>42,744,092</b> | <b>\$ (3,341,554)</b> | <b>47,467,374</b>    | <b>1,381,728</b> |         |

Notes:

- The majority of the emergency federal funding was utilized in FY20 - FY23.
- The FY23 variance reflects the difference between FY23 estimates and FY23 approved budget. The FY24 variance indicates the difference between FY24 proposed budget and FY23 approved budget.

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## REVENUE & FUNDING SOURCES

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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**

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.

## REVENUE & FUNDING SOURCES

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### **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.

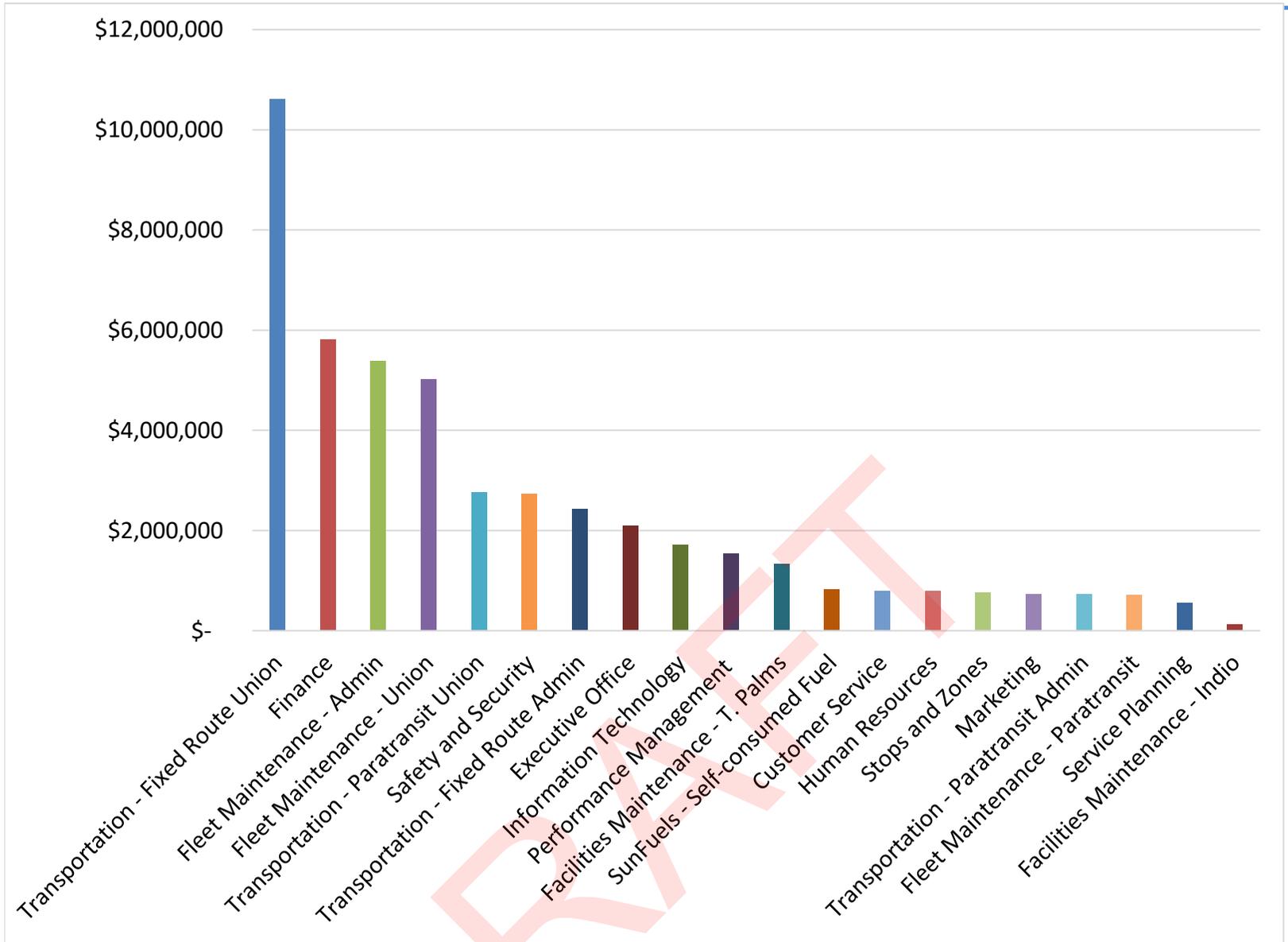
### **MEASURE A**

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.

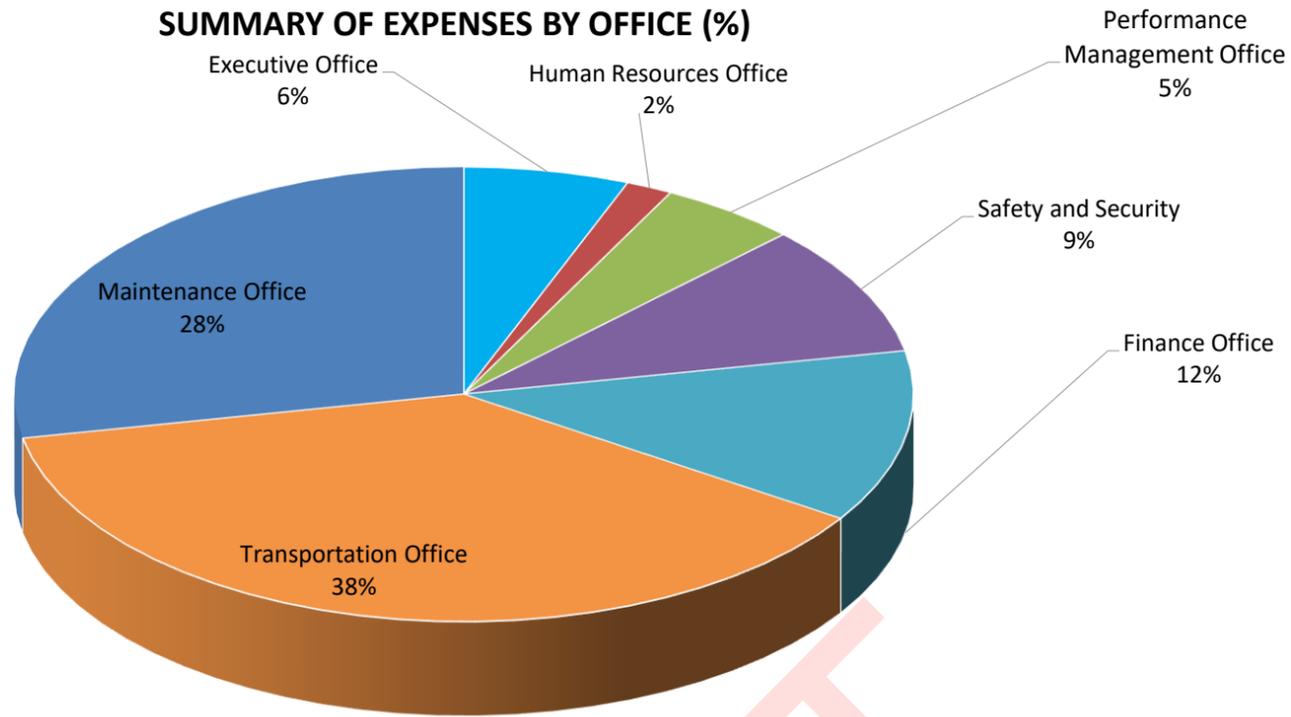
# EXPENSE SUMMARY



## EXPENSE SUMMARY

| Division                             | Division Name                      | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance         |
|--------------------------------------|------------------------------------|----------------------------|----------------------------|------------------|
| <b>EXECUTIVE OFFICE</b>              |                                    |                            |                            |                  |
| 31                                   | Marketing                          | 626,863                    | 729,046                    | 102,183          |
| 40                                   | Executive Office                   | 2,318,897                  | 2,090,657                  | (228,240)        |
| <b>HUMAN RESOURCES OFFICE</b>        |                                    |                            |                            |                  |
| 32                                   | Human Resources                    | 614,956                    | 793,435                    | 178,479          |
| <b>PERFORMANCE MANAGEMENT OFFICE</b> |                                    |                            |                            |                  |
| 10                                   | SunFuels - Self-consumed Fuel      | 1,341,971                  | 819,670                    | (522,301)        |
| 44                                   | Performance Management             | 1,750,624                  | 1,545,181                  | (205,443)        |
| <b>SAFETY AND SECURITY OFFICE</b>    |                                    |                            |                            |                  |
| 15                                   | Safety and Security                | 2,900,373                  | 2,727,242                  | (173,131)        |
| 42                                   | Information Technology             | 1,481,102                  | 1,711,571                  | 230,469          |
| <b>FINANCE OFFICE</b>                |                                    |                            |                            |                  |
| 41                                   | Finance                            | 5,313,340                  | 5,820,786                  | 507,446          |
| <b>TRANSPORTATION OFFICE</b>         |                                    |                            |                            |                  |
| 11                                   | Transportation - Fixed Route Admin | 2,320,777                  | 2,431,209                  | 110,432          |
| 12                                   | Transportation - Fixed Route Union | 10,620,299                 | 10,608,196                 | (12,103)         |
| 13                                   | Transportation - Paratransit Admin | 679,454                    | 724,898                    | 45,444           |
| 14                                   | Transportation - Paratransit Union | 2,604,014                  | 2,769,620                  | 165,606          |
| 45                                   | Customer Service                   | 807,716                    | 798,838                    | (8,878)          |
| 49                                   | Service Planning                   | 618,766                    | 550,393                    | (68,373)         |
| <b>MAINTENANCE OFFICE</b>            |                                    |                            |                            |                  |
| 13                                   | Fleet Maintenance - Paratransit    | 532,699                    | 714,591                    | 181,892          |
| 21                                   | Fleet Maintenance - Admin          | 4,548,054                  | 5,381,497                  | 833,443          |
| 22                                   | Fleet Maintenance - Union          | 4,957,656                  | 5,021,865                  | 64,209           |
| 23                                   | Facilities Maintenance - T. Palms  | 1,175,344                  | 1,339,126                  | 163,782          |
| 24                                   | Facilities Maintenance - Indio     | 119,480                    | 125,095                    | 5,615            |
| 25                                   | Stops and Zones                    | 753,263                    | 764,459                    | 11,196           |
| <b>Total</b>                         |                                    | <b>46,085,646</b>          | <b>47,467,374</b>          | <b>1,381,728</b> |

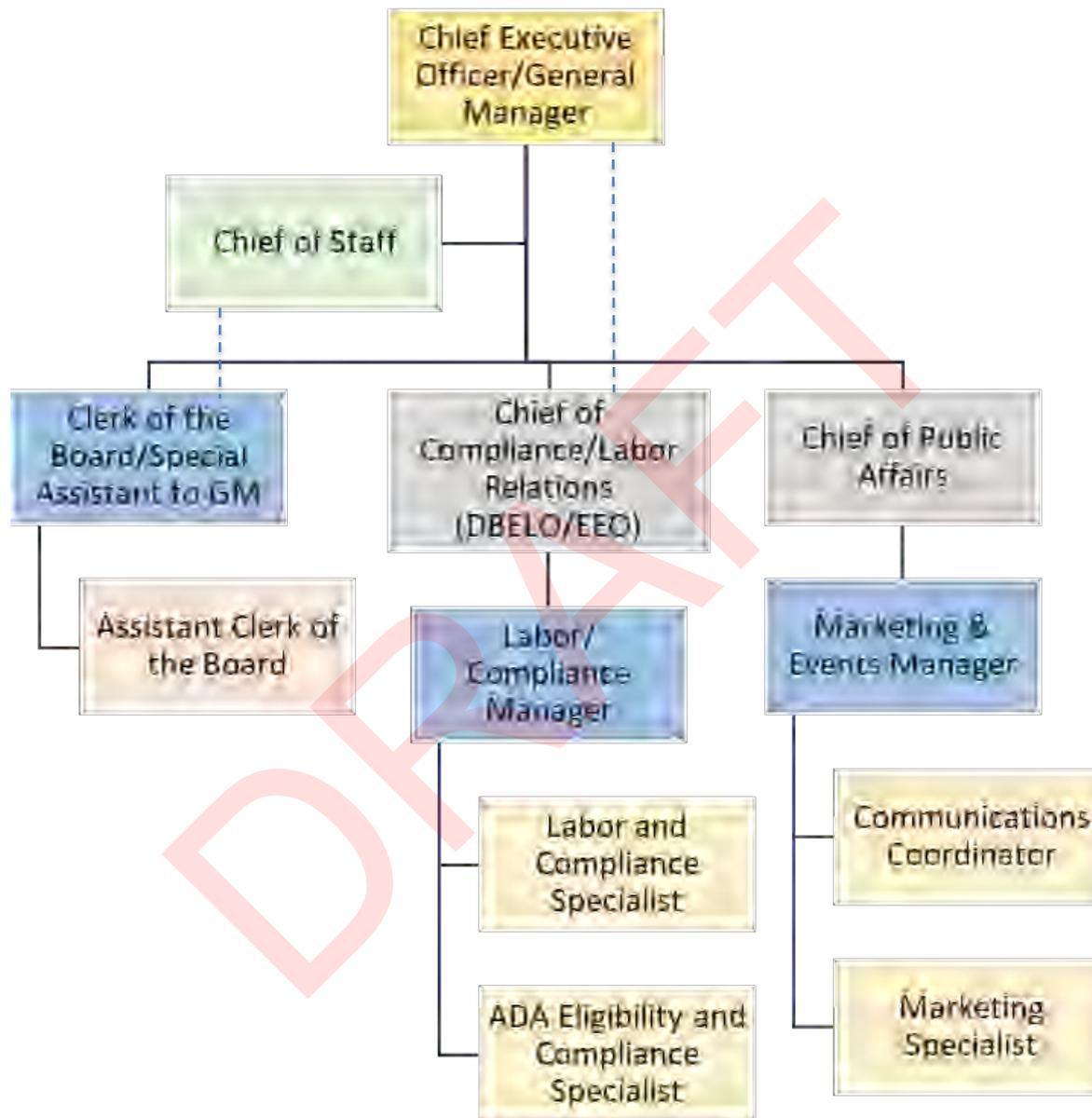
## EXPENSE SUMMARY BY OFFICE



| Office                                 | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | % of Budget |
|--|----------------------------|----------------------------|-------------|
| <b>EXECUTIVE OFFICE</b>                |                            |                            |             |
| Marketing                              | 626,863                    | 729,046                    | 2%          |
| Executive Office                       | 2,318,897                  | 2,090,657                  | 4%          |
| <b>Executive Office</b>                | <b>2,945,759</b>           | <b>2,819,703</b>           | <b>6%</b>   |
| <b>HUMAN RESOURCES OFFICE</b>          |                            |                            |             |
| Human Resources                        | 614,956                    | 793,435                    | 2%          |
| <b>Human Resources Office</b>          | <b>614,956</b>             | <b>793,435</b>             | <b>2%</b>   |
| <b>PERFORMANCE MANAGEMENT OFFICE</b>   |                            |                            |             |
| SunFuels                               | 1,341,971                  | 819,670                    | 2%          |
| Performance Management                 | 1,750,624                  | 1,545,181                  | 3%          |
| <b>Performance Office</b>              | <b>3,092,595</b>           | <b>2,364,851</b>           | <b>5%</b>   |
| <b>SAFETY AND SECURITY OFFICE</b>      |                            |                            |             |
| Safety and Security                    | 2,900,373                  | 2,727,242                  | 6%          |
| Information Technology                 | 1,481,102                  | 1,711,571                  | 4%          |
| <b>Safety and Security Office</b>      | <b>4,381,475</b>           | <b>4,438,813</b>           | <b>9%</b>   |
| <b>FINANCE OFFICE</b>                  |                            |                            |             |
| Finance                                | 5,313,340                  | 5,820,786                  | 12%         |
| <b>Finance Office</b>                  | <b>5,313,340</b>           | <b>5,820,786</b>           | <b>12%</b>  |
| <b>TRANSPORTATION OFFICE</b>           |                            |                            |             |
| Transportation - Fixed Route Admin     | 2,320,777                  | 2,431,209                  | 5%          |
| Transportation - Fixed Route Operators | 10,620,299                 | 10,608,196                 | 22%         |
| Transportation - Paratransit Admin     | 679,454                    | 724,898                    | 2%          |
| Transportation - Paratransit Operators | 2,604,014                  | 2,769,620                  | 6%          |
| Customer Service                       | 807,716                    | 798,838                    | 2%          |
| Service Planning                       | 618,766                    | 550,393                    | 1%          |
| <b>Transportation Office</b>           | <b>17,651,026</b>          | <b>17,883,154</b>          | <b>38%</b>  |
| <b>MAINTENANCE OFFICE</b>              |                            |                            |             |
| Fleet Maintenance - Paratransit        | 532,699                    | 714,591                    | 2%          |
| Fleet Maintenance - Admin              | 4,548,054                  | 5,381,497                  | 11%         |
| Fleet Maintenance - Mechanics          | 4,957,656                  | 5,021,865                  | 11%         |
| Facilities Maintenance - T. Palms      | 1,175,344                  | 1,339,126                  | 3%          |
| Facilities Maintenance - Indio         | 119,480                    | 125,095                    | 0.3%        |
| Stops & Zones                          | 753,263                    | 764,459                    | 2%          |
| <b>Maintenance Office</b>              | <b>12,086,495</b>          | <b>13,346,632</b>          | <b>28%</b>  |
| <b>Total Expenses</b>                  | <b>46,085,646</b>          | <b>47,467,374</b>          | <b>100%</b> |

# EXECUTIVE 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.

**FY24 GOALS & OBJECTIVES**

- Restore and increase ridership - Build trust that resonates with loyal customers, potential customers, stakeholders and employees.
- Increase advertising revenue - Leverage SunLine's broad out-of-home advertising network.
- Expand awareness of clean energy initiatives - Position SunLine as a leader in zero-emission technologies and green energy.
- Improve customer satisfaction - Welcome our riders back by reinforcing the benefits of riding SunLine's services.

**EXPENSE BUDGET SUMMARY - MARKETING (DIV 31)**

| General Ledger Code                        | FY21 Actuals   | FY22 Actuals   | FY23 Estimates | FY23 Approved Budget | FY24 Proposed Budget | Variance       |
|--|----------------|----------------|----------------|----------------------|----------------------|----------------|
| 5010200500 ADMIN SALARIES                  | 161,131        | 128,574        | 69,154         | 134,376              | 207,331              | 72,955         |
| 5010201610 ADMIN SALARIES-OT               | 753            | 1,064          | 1,630          | 3,000                | 3,000                | -              |
| 5029999999 TOTAL FRINGE BENEFITS           | 104,685        | 88,763         | 33,715         | 94,337               | 172,565              | 78,228         |
| 5030303240 CONTRACTED SERVICES             | 114,120        | 111,145        | 154,024        | 234,000              | 180,000              | (54,000)       |
| 5030303260 ADVERTISING                     | 70,337         | 86,524         | 56,921         | 91,150               | 95,010               | 3,860          |
| 5030303270 SUNLINE EVENTS EXPENSE          | 4,384          | 20,772         | 21,338         | 21,000               | 21,000               | -              |
| 5030303273 ANTI-HUMAN TRAFFICKING CAMPAIGN | 300            | 39,377         | 10,530         | -                    | -                    | -              |
| 5030400000 TEMPORARY HELP SERVICES         | 12,571         | 11,986         | 3,068          | 10,000               | 5,000                | (5,000)        |
| 5039900003 PRINTING EXPENSE                | 20,025         | 21,949         | 19,516         | 25,000               | 30,140               | 5,140          |
| 5049900001 OFFICE SUPPLIES                 | 2,774          | 3,877          | 6,055          | 5,000                | 5,000                | -              |
| 5090100000 MEMBERSHIPS & SUBSCRIPTIONS     | 1,930          | 2,454          | 1,482          | 3,000                | 4,000                | 1,000          |
| 5090200000 TRAVEL MEETINGS/TRAINING        | 3,465          | 4,260          | 3,263          | 6,000                | 6,000                | -              |
| <b>Total Expenses</b>                      | <b>496,475</b> | <b>520,745</b> | <b>380,695</b> | <b>626,863</b>       | <b>729,046</b>       | <b>102,183</b> |

**PERSONNEL SUMMARY**

| FY24 Physical Count | Classification             | FY23 Base FTE's | FY24 Proposed Base FTE's | Variance    |
|---------------------|----------------------------|-----------------|--------------------------|-------------|
| 1                   | Chief of Public Affairs    | 1.00            | 1.00                     | 0.00        |
| 1                   | Marketing & Events Manager | 1.00            | 1.00                     | 0.00        |
| 1                   | Communications Coordinator | 1.00            | 1.00                     | 0.00        |
| 1                   | Marketing Specialist       | 1.00            | 1.00                     | 0.00        |
| <b>4</b>            | <b>Total FTE's</b>         | <b>4.00</b>     | <b>4.00</b>              | <b>0.00</b> |

**EXECUTIVE OFFICE - MARKETING**

**Division 31**

| General Ledger Code  | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance        |
|--|----------------------------|----------------------------|-----------------|
| <b>5010200500 ADMIN SALARIES</b>   | 134,376                    | 207,331                    | 72,955          |
| <b>5010201610 ADMIN SALARIES-OT</b>                                      | 3,000                      | 3,000                      | -               |
| <b>5029999999 TOTAL FRINGE BENEFITS</b>                                  | 94,337                     | 172,565                    | 78,228          |
| <b>Sub-total</b>   | <b>231,713</b>             | <b>382,896</b>             | <b>151,183</b>  |
| <b>5030303240 CONTRACTED SERVICES</b>                                    |                            |                            |                 |
| Annual report  | 4,000                      | 3,240                      | (760)           |
| Public relations firm  | 195,000                    | 148,680                    | (46,320)        |
| Website hosting and support  | 35,000                     | 28,080                     | (6,920)         |
| <b>Sub-total</b>   | <b>234,000</b>             | <b>180,000</b>             | <b>(54,000)</b> |
| <b>5030303260 ADVERTISING</b>  |                            |                            |                 |
| Mass printing costs  | 1,140                      | 5,000                      | 3,860           |
| Print, TV, radio & social media  | 79,756                     | 79,756                     | -               |
| Production costs associated with exterior bus and shelter advertisements | 3,944                      | 3,944                      | -               |
| Promotional items  | 6,310                      | 6,310                      | -               |
| <b>Sub-total</b>   | <b>91,150</b>              | <b>95,010</b>              | <b>3,860</b>    |
| <b>5030303270 SUNLINE EVENTS EXPENSE</b>                                 |                            |                            |                 |
| Costs associated with events throughout the year                         | 21,000                     | 21,000                     | -               |
| <b>Sub-total</b>   | <b>21,000</b>              | <b>21,000</b>              | <b>-</b>        |
| <b>5030400000 TEMPORARY HELP SERVICES</b>                                |                            |                            |                 |
| Temporary assistance with projects and programs as they arise            | 10,000                     | 5,000                      | (5,000)         |
| <b>Sub-total</b>   | <b>10,000</b>              | <b>5,000</b>               | <b>(5,000)</b>  |

**EXECUTIVE OFFICE - MARKETING**

**Division 31**

| General Ledger Code                               | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance       |
|---|----------------------------|----------------------------|----------------|
| <b>5039900003 PRINTING EXPENSE</b>                |                            |                            |                |
| Rider's Guides                                    | 25,000                     | 30,140                     | 5,140          |
| <b>Sub-total</b>                                  | <b>25,000</b>              | <b>30,140</b>              | <b>5,140</b>   |
| <b>5049900001 OFFICE SUPPLIES</b>                 |                            |                            |                |
| Office Supplies                                   | 5,000                      | 5,000                      | -              |
| <b>Sub-total</b>                                  | <b>5,000</b>               | <b>5,000</b>               | <b>-</b>       |
| <b>5090100000 MEMBERSHIPS &amp; SUBSCRIPTIONS</b> |                            |                            |                |
| City Chamber Memberships                          | 1,000                      | 1,333                      | 333            |
| Stock Art and Digital Media                       | 300                        | 400                        | 100            |
| Palm Springs CVB                                  | 1,200                      | 1,600                      | 400            |
| Rotary  | 500                        | 667                        | 167            |
| <b>Sub-total</b>                                  | <b>3,000</b>               | <b>4,000</b>               | <b>1,000</b>   |
| <b>5090200000 TRAVEL MEETINGS/TRAINING</b>        |                            |                            |                |
| Costs associated with employee training           | 6,000                      | 6,000                      | -              |
| <b>Sub-total</b>                                  | <b>6,000</b>               | <b>6,000</b>               | <b>-</b>       |
| <b>Total Expenses</b>                             | <b>626,863</b>             | <b>729,046</b>             | <b>102,183</b> |

**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.

**FY24 GOALS & OBJECTIVES**

- Strategically support the Agency's recovery efforts for both employees and riders.
- Support the development of the microgrid project to produce renewable Hydrogen, reduce operating costs, generate new sources of revenue through energy sales and to create an emergency clean energy hub for the Coachella Valley.
- Support legislative advocacy efforts to further SunLine's mission and help the Agency be recognized for competitive funding opportunities.
- Continue to develop the West Coast Center of Excellence as a national training center for alternative fuel technologies.

**EXPENSE BUDGET SUMMARY - EXECUTIVE OFFICE (DIV 40)**

| General Ledger Code                       | FY21 Actuals   | FY22 Actuals     | FY23 Estimated Actuals | FY23 Approved Budget | FY24 Proposed Budget | Variance         |
|---|----------------|------------------|------------------------|----------------------|----------------------|------------------|
| 5010200500 ADMIN SALARIES                 | 386,456        | 534,576          | 613,865                | 586,107              | 600,023              | 13,916           |
| 5010201610 ADMIN SALARIES-OT              | 31             | 199              | 1,328                  | -                    | 1,750                | 1,750            |
| 5010700000 ALLOCATED SALARIES             | (2,876)        | (4,049)          | (4,657)                | 4,303                | (4,825)              | (9,128)          |
| 5029999999 TOTAL FRINGE BENEFITS          | 247,103        | 366,927          | 410,880                | 432,992              | 431,499              | (1,493)          |
| 5030200000 PUBLIC NOTICES                 | 128            | 153              | -                      | 1,500                | 1,000                | (500)            |
| 5030200010 CONSULTING-GENERAL             | -              | -                | -                      | -                    | 100,000              | 100,000          |
| 5030300002 LEGAL SERVICES - LABOR COUNSEL | 162,804        | 445,767          | 457,074                | 200,000              | 300,000              | 100,000          |
| 5030300005 LEGAL SVCS- GENERAL            | 71,667         | 108,858          | 80,659                 | 198,485              | 100,000              | (98,485)         |
| 5030300006 LEGAL SVCS- SPECIAL            | -              | 30,000           | -                      | 30,000               | -                    | (30,000)         |
| 5030300010 ORGANIZATIONAL SERVICES        | -              | -                | -                      | -                    | 350,000              | 350,000          |
| 5030400000 TEMPORARY HELP SERVICES        | 13,321         | -                | -                      | -                    | -                    | -                |
| 5049900000 PRINTING ADMINISTRATION        | 2,167          | 2,916            | 7,084                  | 4,000                | 6,500                | 2,500            |
| 5049900001 OFFICE SUPPLIES-GENERAL        | 1,496          | 2,301            | 2,664                  | 2,200                | 3,000                | 800              |
| 5090100000 MEMBERSHIPS & SUBSCRIPTIONS    | 59,827         | 70,505           | 70,459                 | 91,810               | 91,810               | -                |
| 5090200000 TRAVEL-MEETINGS/TRAINING       | 7,912          | 42,356           | 42,682                 | 28,000               | 50,000               | 22,000           |
| 5090200001 TRAINING/ WORKSHOP             | -              | 7,500            | 4,700                  | 18,000               | 18,000               | -                |
| 5090200002 BOARD MEETING EXPENSES         | 2,406          | 3,748            | 4,318                  | 5,000                | 10,000               | 5,000            |
| 5090200003 BOARD MEMBER COMPENSATION      | 8,200          | 8,500            | 6,269                  | 12,000               | 10,000               | (2,000)          |
| 5090200004 EMPLOYEE DEVELOPMENT PROGRAM   | -              | -                | 35,703                 | 3,000                | 3,000                | -                |
| 5099900002 MISCELLANEOUS EXPENSE          | 92             | -                | 184                    | 1,500                | 18,900               | 17,400           |
| 5099900004 CONSULTING-GENERAL             | 11,537         | 428,769          | 244,536                | 700,000              | -                    | (700,000)        |
| <b>Total Expenses</b>                     | <b>972,271</b> | <b>2,049,026</b> | <b>1,977,746</b>       | <b>2,318,897</b>     | <b>2,090,657</b>     | <b>(228,240)</b> |

**PERSONNEL SUMMARY**

| FY24 Physical Count | Classification                                  | FY23 Authorized FTEs | FY24 Requested FTEs | Variance    |
|---------------------|---|----------------------|---------------------|-------------|
| 1                   | Chief Executive Officer/General Manager         | 1.00                 | 1.00                | 0.00        |
| 1                   | Chief of Staff                                  | 1.00                 | 1.00                | 0.00        |
| 1                   | Clerk of the Board/Special Assistant to CEO/GM  | 1.00                 | 1.00                | 0.00        |
| 1                   | Assistant Clerk of the Board                    | 1.00                 | 1.00                | 0.00        |
| 1                   | Chief of Compliance/Labor Relations (DBELO/EEO) | 1.00                 | 1.00                | 0.00        |
| 1                   | Labor/Compliance Manager                        | 1.00                 | 1.00                | 0.00        |
| 1                   | Labor and Compliance Specialist                 | 1.00                 | 1.00                | 0.00        |
| 1                   | ADA Eligibility and Compliance Specialist       | 1.00                 | 1.00                | 0.00        |
| <b>8</b>            | <b>Total FTEs</b>                               | <b>8.00</b>          | <b>8.00</b>         | <b>0.00</b> |

**EXECUTIVE OFFICE DETAIL**

Division 40

| General Ledger Code   | FY23<br>Approved<br>Budget | FY24<br>Proposed Budget | Variance        |
|---|----------------------------|-------------------------|-----------------|
| <b>5010200500 ADMIN SALARIES</b>  | 586,107                    | 600,023                 | 13,916          |
| <b>5010201610 ADMIN SALARIES-OT</b>   | -                          | 1,750                   | 1,750           |
| <b>5010700000 ALLOCATED SALARIES</b>  | 4,303                      | (4,825)                 | (9,128)         |
| <b>5029999999 TOTAL FRINGE BENEFITS</b>   | 432,992                    | 431,499                 | (1,493)         |
| <b>Sub-total</b>  | <b>1,023,402</b>           | <b>1,028,447</b>        | <b>5,045</b>    |
| <b>5030200000 PUBLIC NOTICES</b>  |                            |                         |                 |
| Notices relating to DBE, EEO, and ADA information.  | 1,500                      | 1,000                   | (500)           |
| <b>Sub-total</b>  | <b>1,500</b>               | <b>1,000</b>            | <b>(500)</b>    |
| <b>5030200010 CONSULTING-GENERAL</b>  |                            |                         |                 |
| General assessments   | -                          | 100,000                 | 100,000         |
| <b>Sub-total</b>  | <b>-</b>                   | <b>100,000</b>          | <b>100,000</b>  |
| <b>5030300002 LEGAL SERVICES - LABOR COUNSEL</b>  |                            |                         |                 |
| Attorney fees for employee related issues & labor negotiations  | 200,000                    | 300,000                 | 100,000         |
| <b>Sub-total</b>  | <b>200,000</b>             | <b>300,000</b>          | <b>100,000</b>  |
| <b>5030300005 LEGAL SVCS- GENERAL</b>   |                            |                         |                 |
| Costs associated with general legal counsel   | 198,485                    | 100,000                 | (98,485)        |
| <b>Sub-total</b>  | <b>198,485</b>             | <b>100,000</b>          | <b>(98,485)</b> |
| <b>5030300006 LEGAL SVCS- SPECIAL</b>   |                            |                         |                 |
| Specialized legal services  | 30,000                     | -                       | (30,000)        |
| <b>Sub-total</b>  | <b>30,000</b>              | <b>-</b>                | <b>(30,000)</b> |
| <b>5030300010 ORGANIZATIONAL SERVICES</b>   |                            |                         |                 |
| Operating budget assistance & lump sum to fulfill results of compensation study for non-bargaining staff. | -                          | 350,000                 | 350,000         |
| <b>Sub-total</b>  | <b>-</b>                   | <b>350,000</b>          | <b>350,000</b>  |
| <b>5049900000 PRINTING ADMINISTRATION</b>   |                            |                         |                 |
| General printing costs  | 4,000                      | 6,500                   | 2,500           |
| <b>Sub-total</b>  | <b>4,000</b>               | <b>6,500</b>            | <b>2,500</b>    |

**EXECUTIVE OFFICE DETAIL**

**Division 40**

| General Ledger Code                               | FY23<br>Approved<br>Budget | FY24<br>Proposed Budget | Variance   |
|---|----------------------------|-------------------------|------------|
| <b>5049900001 OFFICE SUPPLIES-GENERAL</b>         |                            |                         |            |
| Office supplies                                   | 2,200                      | 3,000                   | 800        |
| <b>Sub-total</b>                                  | <b>2,200</b>               | <b>3,000</b>            | <b>800</b> |
| <b>5090100000 MEMBERSHIPS &amp; SUBSCRIPTIONS</b> |                            |                         |            |
| APTA  | 40,800                     | 44,593                  | 3,793      |
| Form 700 submittal subscription                   | 1,500                      | -                       | (1,500)    |
| SHRM  | 500                        | -                       | (500)      |
| Compliance training subscription                  | 2,000                      | -                       | (2,000)    |
| Cal Act   | 1,219                      | 1,224                   | 5          |
| CAL Hydrogen Bus Council                          | 12,188                     | 12,241                  | 53         |
| Cal Start   | 3,047                      | 3,060                   | 13         |
| California Transit Association                    | 15,670                     | 15,739                  | 69         |
| Carreon Foundation Scholarship                    | 3,047                      | 3,060                   | 13         |
| Clean Cities Coachella                            | 1,219                      | 1,224                   | 5          |
| CTAA  | 4,353                      | 4,372                   | 19         |
| CSUSB Advancement Board                           | 2,438                      | 2,448                   | 10         |
| ZEBRA   | 3,830                      | 3,847                   | 17         |
| <b>Sub-Total</b>                                  | <b>91,810</b>              | <b>91,810</b>           | <b>-</b>   |
| <b>5090200000 TRAVEL-MEETINGS/TRAINING</b>        |                            |                         |            |
| Annual APTA CEO Seminar                           | 2,459                      | 4,913                   | 2,454      |
| APTA Board Conference                             | 3,369                      | 6,730                   | 3,361      |
| APTA Committee Meetings                           | 1,551                      | 3,098                   | 1,547      |
| CalAct Autumn Conference                          | 1,424                      | 2,845                   | 1,421      |
| CalStart Conference - Heavy Duty                  | 1,086                      | 2,170                   | 1,084      |
| CTA Annual Conference                             | 1,086                      | 2,170                   | 1,084      |
| CTE Board Meeting                                 | 1,086                      | 2,170                   | 1,084      |
| EEO, DBE, ADA Seminars                            | 4,736                      | 9,460                   | 4,724      |
| Fees for general administration expenses related  | 3,031                      | 6,055                   | 3,024      |

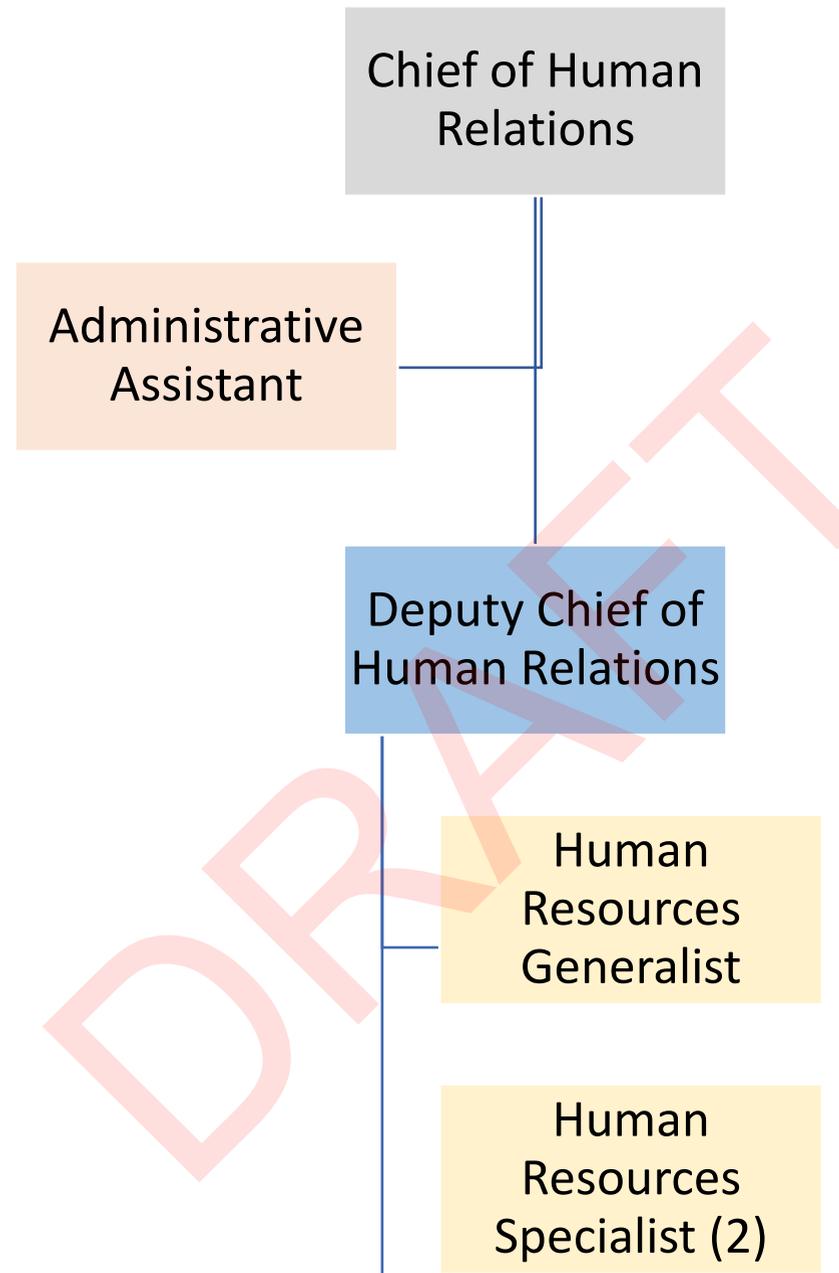
**EXECUTIVE OFFICE DETAIL**

**Division 40**

| General Ledger Code                                | FY23<br>Approved<br>Budget | FY24<br>Proposed Budget | Variance         |
|--|----------------------------|-------------------------|------------------|
| Training for Clerk of the Board & Compliance staff | 6,351                      | 6,758                   | 407              |
| ZEBS Meetings                                      | 1,821                      | 3,633                   | 1,812            |
| <b>Sub-Total</b>                                   | <b>28,000</b>              | <b>50,000</b>           | <b>22,000</b>    |
| <b>5090200001 TRAINING/ WORKSHOP</b>               |                            |                         |                  |
| Annual APTA Conference                             | 2,737                      | 3,284                   | 547              |
| APTA Bus & Paratransit Conference                  | 2,130                      | 2,556                   | 426              |
| APTA Leadership                                    | 2,031                      | 2,437                   | 406              |
| APTA Legislative Conference                        | 2,433                      | 2,920                   | 487              |
| California Hydrogen Business Council Board         | 1,217                      | 1,460                   | 243              |
| CARB Subcommittee for ZEBS                         | 1,217                      | 1,460                   | 243              |
| CTA Legislative Conference                         | 1,217                      | 1,460                   | 243              |
| Training for Clerk of the Board & Compliance staff | 3,000                      | -                       | (3,000)          |
| West Coast Center of Excellence                    | 2,018                      | 2,422                   | 404              |
| <b>Sub-Total</b>                                   | <b>18,000</b>              | <b>18,000</b>           | <b>-</b>         |
| <b>5090200002 BOARD MEETING EXPENSES</b>           |                            |                         |                  |
| General board meeting costs                        | 5,000                      | 10,000                  | 5,000            |
| <b>Sub-total</b>                                   | <b>5,000</b>               | <b>10,000</b>           | <b>5,000</b>     |
| <b>5090200003 BOARD MEMBER COMPENSATION</b>        |                            |                         |                  |
| Compensation based on meetings attended            | 12,000                     | 10,000                  | (2,000)          |
| <b>Sub-total</b>                                   | <b>12,000</b>              | <b>10,000</b>           | <b>(2,000)</b>   |
| <b>5090200004 EMPLOYEE DEVELOPMENT PROGRAM</b>     |                            |                         |                  |
| Employee recognition                               | 3,000                      | 3,000                   | -                |
| <b>Sub-total</b>                                   | <b>3,000</b>               | <b>3,000</b>            | <b>-</b>         |
| <b>5099900002 MISCELLANEOUS EXPENSE</b>            |                            |                         |                  |
| Employee recognition                               | 1,500                      | 18,900                  | 17,400           |
| <b>Sub-total</b>                                   | <b>1,500</b>               | <b>18,900</b>           | <b>17,400</b>    |
| <b>5099900004 CONSULTING-GENERAL</b>               |                            |                         |                  |
| General assessments                                | 650,000                    | -                       | (650,000)        |
| Leadership Consulting                              | 50,000                     | -                       | (50,000)         |
| <b>Sub-total</b>                                   | <b>700,000</b>             | <b>-</b>                | <b>(700,000)</b> |
| <b>Total Expenses</b>                              | <b>2,318,897</b>           | <b>2,090,657</b>        | <b>(228,240)</b> |

# 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.

#### FY24 GOALS & OBJECTIVES

- Reduce hiring, onboarding, and sunk costs through programs designed to develop and improve employee job-related knowledge.
- Increase recruitment and hiring to meet Agency needs.
- Improve and expand employee understanding of the benefit programs.

#### EXPENSE BUDGET SUMMARY - HUMAN RESOURCES (DIV 32)

| General Ledger Code                       | FY21 Actuals   | FY22 Actuals   | FY23 Estimates | FY23            | FY24            | Variance       |
|---|----------------|----------------|----------------|-----------------|-----------------|----------------|
|   |                |                |                | Approved Budget | Proposed Budget |                |
| 5010200500 ADMIN SALARIES                 | 226,950        | 259,420        | 320,680        | 284,093         | 314,352         | 30,259         |
| 5010201610 ADMIN SALARIES-OT              | 1,060          | 1,294          | 1,618          | 3,000           | 3,000           | -              |
| 5010700000 ALLOCATED SALARIES             | (1,696)        | (1,975)        | (2,442)        | (2,238)         | (2,654)         | (416)          |
| 5029999999 TOTAL FRINGE BENEFITS          | 142,932        | 157,356        | 213,664        | 190,719         | 231,043         | 40,324         |
| 5030200010 CONSULTING                     | -              | -              | -              | -               | 50,000          | 50,000         |
| 5030300001 BENEFIT MANAGEMENT EXPENSE     | 15,515         | 20,450         | 26,747         | 25,396          | 25,396          | -              |
| 5030300003 MEDICAL-EXAMS AND TESTING      | 23,605         | 29,321         | 20,968         | 35,000          | 35,000          | -              |
| 5030400000 TEMPORARY HELP SERVICES        | 6,318          | 55,589         | -              | 5,000           | 5,000           | -              |
| 5039900003 PRINTING EXPENSE               | -              | 1,412          | 618            | 3,868           | 3,868           | -              |
| 5049900000 HR TRAINING                    | 348            | 726            | 953            | 1,500           | 1,500           | -              |
| 5049900001 OFFICE SUPPLIES                | 1,891          | 1,694          | 2,890          | 3,000           | 4,000           | 1,000          |
| 5090100000 MEMBERSHIPS & SUBSCRIPTIONS    | 5,400          | 5,438          | 8,828          | 7,857           | 8,185           | 328            |
| 5090200000 TRAVEL MEETINGS/TRAINING       | 1,245          | 1,625          | -              | 5,280           | 5,280           | -              |
| 5090201000 EMPLOYEE EVENT EXPENSE         | 167            | 2,785          | 5,819          | 7,000           | 8,000           | 1,000          |
| 5090201001 EMPLOYEE WELLNESS PLAN EXPENSE | 1,546          | 1,173          | 886            | 1,500           | 1,500           | -              |
| 5090800000 RECRUITING EMPLOYEES           | 23,232         | 30,904         | 39,994         | 31,981          | 82,365          | 50,384         |
| 5090800100 EMPLOYEE RECOGNITION           | 11,679         | 4,739          | 217            | 5,000           | 10,600          | 5,600          |
| 5090800125 TUITION REIMBURSEMENT          | 2,240          | 3,900          | 5,908          | 7,000           | 7,000           | -              |
| 5099900004 CONSULTING-HR                  | 3,090          | -              | -              | -               | -               | -              |
| <b>Total Expenses</b>                     | <b>465,523</b> | <b>575,849</b> | <b>647,350</b> | <b>614,956</b>  | <b>793,435</b>  | <b>178,479</b> |

Human Resources Office

Division 32

PERSONNEL SUMMARY

| FY24<br>Physical<br>Count | Classification                  | FY23<br>Base FTE's | FY24<br>Proposed<br>Base FTE's | Variance    |
|---------------------------|---------------------------------|--------------------|--------------------------------|-------------|
| 1                         | Chief of Human Relations        | 1.00               | 1.00                           | 0.00        |
| 1                         | Administrative Assistant        | 1.00               | 1.00                           | 0.00        |
| 2                         | Human Resource Specialist       | 2.00               | 2.00                           | 0.00        |
| 1                         | Human Resource Generalist       | 1.00               | 1.00                           | 0.00        |
| 1                         | Deputy Chief of Human Relations | 1.00               | 1.00                           | 0.00        |
| 0                         | Human Resource Manager          | 0.00               | 0.00                           | 0.00        |
| <b>6</b>                  | <b>Total FTE's</b>              | <b>6.00</b>        | <b>6.00</b>                    | <b>0.00</b> |

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**HUMAN RESOURCES OFFICE - HUMAN RESOURCES DETAIL**

**Division 32**

| General Ledger Code   | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance      |
|---|----------------------------|----------------------------|---------------|
| <b>5010200500 ADMIN SALARIES</b>                              | 284,093                    | 314,352                    | 30,259        |
| <b>510201610 ADMIN SALARIES-OT</b>                            | 3,000                      | 3,000                      | -             |
| <b>5010700000 ALLOCATED SALARIES</b>                          | (2,238)                    | (2,654)                    | (416)         |
| <b>5029999999 TOTAL FRINGE BENEFITS</b>                       | 190,719                    | 231,043                    | 40,324        |
| <b>Sub-total</b>  | <b>475,574</b>             | <b>545,741</b>             | <b>70,167</b> |
| <b>5030200010 CONSULTING</b>                                  |                            |                            |               |
| Transit planning consulting services                          | -                          | 50,000                     | 50,000        |
| <b>Sub-total</b>  | <b>-</b>                   | <b>50,000</b>              | <b>50,000</b> |
| <b>5030300001 BENEFIT MANAGEMENT EXPENSE</b>                  |                            |                            |               |
| ACA Filing  | 4,000                      | 4,000                      | -             |
| CALPERS Admin Fees  | 13,806                     | 13,806                     | -             |
| Sterling  | 1,950                      | 1,950                      | -             |
| OPTUM   | 5,640                      | 5,640                      | -             |
| <b>Sub-total</b>  | <b>25,396</b>              | <b>25,396</b>              | <b>-</b>      |
| <b>5030300003 MEDICAL-EXAMS AND TESTING</b>                   |                            |                            |               |
| Physician services  | 20,000                     | 20,000                     | -             |
| VTT and licenses  | 15,000                     | 15,000                     | -             |
| <b>Sub-total</b>  | <b>35,000</b>              | <b>35,000</b>              | <b>-</b>      |
| <b>5030400000 TEMPORARY HELP SERVICES</b>                     |                            |                            |               |
| Temporary assistance with projects and programs as they arise | 5,000                      | 5,000                      | -             |
| <b>Sub-total</b>  | <b>5,000</b>               | <b>5,000</b>               | <b>-</b>      |
| <b>5039900003 PRINTING EXPENSE</b>                            |                            |                            |               |
| Federal & State Regulation Posters                            | 563                        | 563                        | -             |
| Employee Handbooks  | 1,325                      | 1,325                      | -             |
| Promotional materials   | 1,980                      | 1,980                      | -             |
| <b>Sub-total</b>  | <b>3,868</b>               | <b>3,868</b>               | <b>-</b>      |
| <b>5049900000 HR TRAINING</b>                                 |                            |                            |               |
| Employee orientation related expenses                         | 1,500                      | 1,500                      | -             |
| <b>Sub-total</b>  | <b>1,500</b>               | <b>1,500</b>               | <b>-</b>      |
| <b>5049900001 OFFICE SUPPLIES</b>                             |                            |                            |               |
| Office supplies to organize EE Files                          | 3,000                      | 4,000                      | 1,000         |
| <b>Sub-total</b>  | <b>3,000</b>               | <b>4,000</b>               | <b>1,000</b>  |

## HUMAN RESOURCES OFFICE - HUMAN RESOURCES DETAIL

### Division 32

| General Ledger Code  | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance      |
|--|----------------------------|----------------------------|---------------|
| <b>509010000 MEMBERSHIPS &amp; SUBSCRIPTIONS</b>           |                            |                            |               |
| DCEAC Membership   | 40                         | 42                         | 2             |
| Cal Chamber HR California                                  | 1,598                      | 1,665                      | 67            |
| Review Snap  | 5,562                      | 5,794                      | 232           |
| SHRM   | 657                        | 684                        | 27            |
| <b>Sub-total</b>   | <b>7,857</b>               | <b>8,185</b>               | <b>328</b>    |
| <b>509020000 TRAVEL MEETINGS/TRAINING</b>                  |                            |                            |               |
| Costs associated with employee training                    | 5,280                      | 5,280                      | -             |
| <b>Sub-total</b>   | <b>5,280</b>               | <b>5,280</b>               | <b>-</b>      |
| <b>5090201000 EMPLOYEE EVENT EXPENSE</b>                   |                            |                            |               |
| Year End Breakfast   | 1,800                      | 2,057                      |               |
| Employee spring event                                      | -                          | -                          | -             |
| Health and Benefits fair                                   | 1,000                      | 1,143                      | 143           |
| Holiday party  | 4,200                      | 4,800                      | 600           |
| <b>Sub-total</b>   | <b>7,000</b>               | <b>8,000</b>               | <b>1,000</b>  |
| <b>5090201001 EMPLOYEE WELLNESS PLAN EXPENSE</b>           |                            |                            |               |
| Promotional materials related to SunLine's health programs | 1,500                      | 1,500                      | -             |
| <b>Sub-total</b>   | <b>1,500</b>               | <b>1,500</b>               | <b>-</b>      |
| <b>5090800000 RECRUITING EMPLOYEES</b>                     |                            |                            |               |
| Background checks  | 6,000                      | 15,453                     | 9,453         |
| Executive Officer recruiting                               | 5,000                      | 12,877                     | 7,877         |
| NEOGOV   | 20,981                     | 54,035                     | 33,054        |
| <b>Sub-total</b>   | <b>31,981</b>              | <b>82,365</b>              | <b>50,384</b> |

## HUMAN RESOURCES OFFICE - HUMAN RESOURCES DETAIL

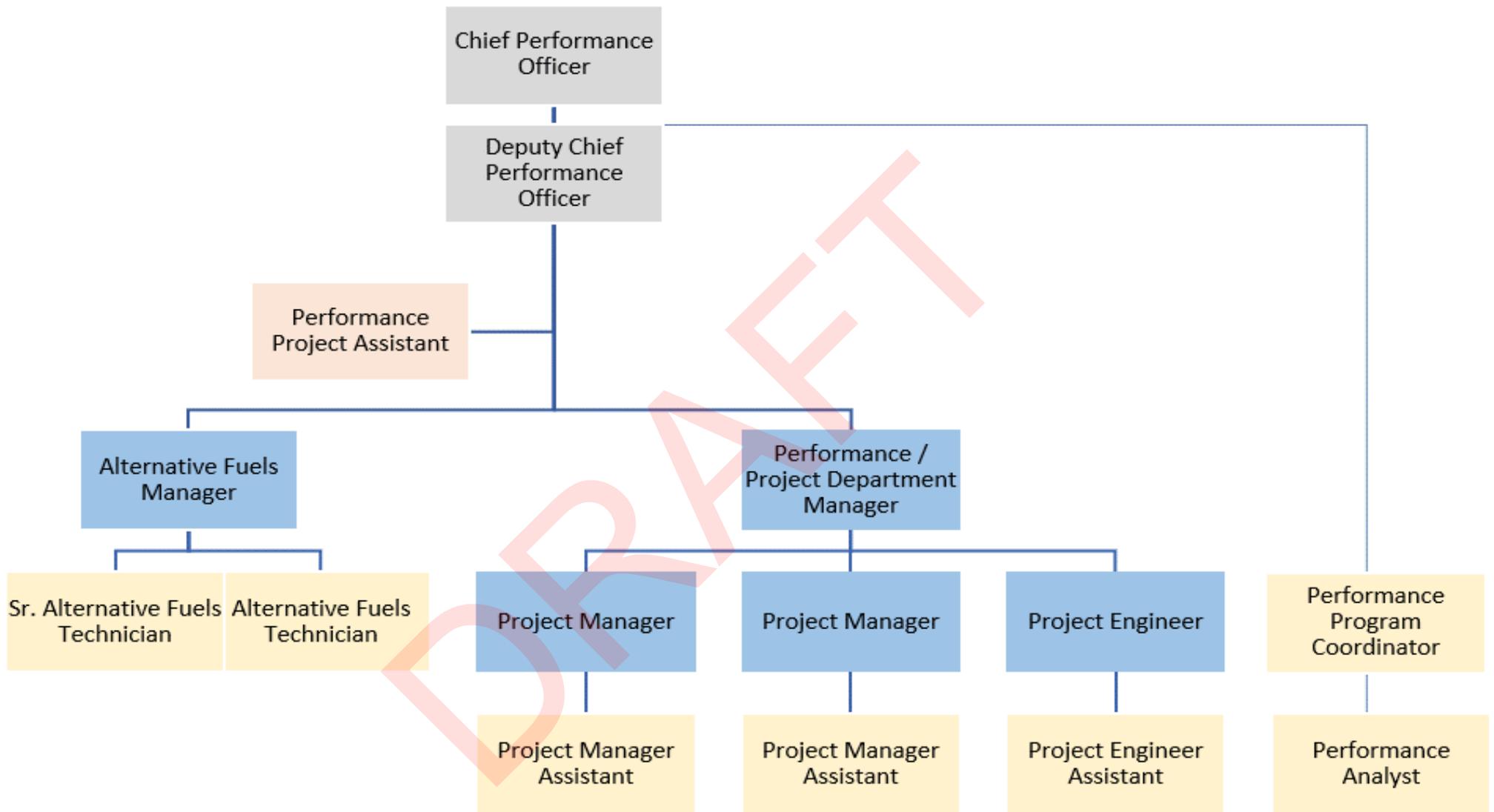
### Division 32

| General Ledger Code                     | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance       |
|---|----------------------------|----------------------------|----------------|
| <b>5090800100 EMPLOYEE RECOGNITION</b>  |                            |                            |                |
| Employee of the Month                   | 700                        | 1,484                      |                |
| Candygrams                              | 1,800                      | 3,816                      |                |
| Years of service awards for employees   | 2,000                      | 4,240                      | 2,240          |
| Employee Referral Program               | 500                        | 1,060                      | 560            |
| <b>Sub-total</b>                        | <b>5,000</b>               | <b>10,600</b>              | <b>5,600</b>   |
| <b>5090800125 TUITION REIMBURSEMENT</b> |                            |                            |                |
| Bachelor degrees                        | 2,000                      | 2,000                      | -              |
| Graduate level courses                  | 5,000                      | 5,000                      | -              |
| <b>Sub-total</b>                        | <b>7,000</b>               | <b>7,000</b>               | <b>-</b>       |
| <b>Total Expenses</b>                   | <b>614,956</b>             | <b>793,435</b>             | <b>178,479</b> |

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# PERFORMANCE MANAGEMENT OFFICE

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**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.

**FY24 GOALS & OBJECTIVES**

- Operate a highly efficient 24/7 fueling infrastructure and aim toward 100% uptime for the stations to accommodate the Agency's fleet growth in both CNG and hydrogen vehicles.
- Maintain safe, reliable and courteous service to our internal and external customers to promote higher sales.
- Preserve the course to secure more renewable energy paths to offset demands and take full advantage of all environmental/tax credits.
- Focus on equipment upgrade for fueling station at Division II.
- Invest in new zero-emission infrastructure improvement projects to produce low cost hydrogen fuel.

**EXPENSE BUDGET SUMMARY - SUNFUELS (DIV 10)**

| General Ledger Code                       | FY21 Actuals   | FY22 Actuals   | FY23 Estimates | FY23 Approved Budget | FY24 Proposed Budget | Variance         |
|---|----------------|----------------|----------------|----------------------|----------------------|------------------|
| 5010200500 ADMIN SALARIES                 | 113,019        | 118,940        | 82,283         | 230,993              | 172,751              | (58,242)         |
| 5010201610 ADMIN SALARIES-OT              | 1,445          | 1,684          | 1,658          | -                    | -                    | -                |
| 5010700000 ALLOCATED SALARIES             | 17,403         | 18,779         | 19,816         | 26,376               | 23,200               | (3,176)          |
| 5029999999 TOTAL FRINGE BENEFITS          | 90,438         | 114,337        | 79,239         | 174,008              | 155,254              | (18,754)         |
| 5030500010 CONTRACT SVC-GENERAL           | 18,429         | 29,086         | 33,933         | 32,000               | 35,000               | 3,000            |
| 5030500011 CONTRACT SVC-H2                | 3,375          | 3,231          | 1,183          | 7,500                | 22,500               | 15,000           |
| 5030500012 UNIFORMS                       | 1,541          | 1,541          | 1,357          | 2,000                | 3,000                | 1,000            |
| 5030600900 ANSWERING SERVICES             | 359            | 359            | 364            | 420                  | 420                  | -                |
| 5039900005 SHIPPING/FREIGHT               | 15             | 770            | 190            | 1,000                | 1,000                | -                |
| 5039900007 INVENTORY-SALES TAX            | 178            | 2,675          | 3,720          | 2,000                | 3,000                | 1,000            |
| 5039900008 INVENTORY-FREIGHT CHARGES      | 54             | 828            | 2,305          | 1,000                | 4,500                | 3,500            |
| 5049900001 OFFICE SUPPLIES                | 164            | 132            | 117            | 300                  | 500                  | 200              |
| 5049900010 MAT/SUPPLIES--CNG TPALMS       | 1,005          | 685            | 1,859          | 3,000                | 5,040                | 2,040            |
| 5049900011 MAT/SUPPLIES--HYDROGEN         | 115            | 596            | 79             | 1,500                | 3,000                | 1,500            |
| 5049900012 MAT/SUPPLIES--CNG INDIO        | 1,276          | 682            | 209            | 1,500                | 2,500                | 1,000            |
| 5049900300 REPAIR PARTS-HYDROGEN          | 2,736          | 5,360          | 8,577          | 20,000               | 12,000               | (8,000)          |
| 5049900400 REPAIR PARTS-CNG - TPALMS      | 8,517          | 19,364         | 35,561         | 16,000               | 30,000               | 14,000           |
| 5049900450 REPAIR PARTS-CNG - INDIO       | 10,011         | 10,751         | 11,106         | 10,000               | 20,000               | 10,000           |
| 5050200001 ELECTRICITY-CNG THOUSAND PALMS | 99,184         | 125,827        | 134,299        | 150,000              | 140,000              | (10,000)         |
| 5050200002 ELECTRICITY-CNG INDIO          | 30,771         | 45,922         | 33,570         | 45,000               | 40,000               | (5,000)          |
| 5050200003 ELECTRICITY-HYDROGEN           | 1,023,169      | 1,056,541      | 1,354,433      | 1,150,000            | 1,350,000            | 200,000          |
| 5050200004 UTILITIES WATER/SEWER          | 5,251          | 6,068          | 8,691          | 6,500                | 12,000               | 5,500            |
| 5050200020 NATURAL GAS - THOUSAND PALMS   | 1,048,314      | 1,653,368      | 3,318,827      | 2,100,000            | 2,100,000            | -                |
| 5050200021 NATURAL GAS - INDIO            | 67,822         | 185,208        | 244,502        | 175,000              | 495,000              | 320,000          |
| 5050200022 NATURAL GAS - HYDROGEN         | 180            | 183            | 178            | 50,000               | 15,000               | (35,000)         |
| 5070500000 FUEL TAXES                     | 73,403         | 75,293         | 114,262        | 56,598               | 100,000              | 43,402           |
| 5090200000 TRAVEL MEETINGS/TRAINING       | -              | -              | -              | 3,000                | 5,000                | 2,000            |
| 5090801000 BANK ADJUSTMENTS/FEES          | 14,355         | 16,577         | 23,111         | 14,000               | 25,000               | 11,000           |
| 5099900004 PERMITS & LICENSES             | 327            | 651            | 651            | 600                  | 1,200                | 600              |
| 5099909000 ALLOCATED INDIRECT EXPENSES    | 19,445         | 24,355         | 30,180         | 28,838               | 35,000               | 6,162            |
| 5100200000 SELF CONSUMED FUEL             | (2,333,650)    | (2,937,570)    | (4,553,953)    | (2,967,162)          | (3,992,195)          | (1,025,033)      |
| <b>Total Expenses</b>                     | <b>318,653</b> | <b>582,224</b> | <b>992,309</b> | <b>1,341,971</b>     | <b>819,670</b>       | <b>(522,301)</b> |

**PERFORMANCE MANAGEMENT OFFICE - SUNFUELS**

**Division 10**

**PERSONNEL SUMMARY**

| FY24<br>Physical<br>Count | Classification                    | FY23<br>Base FTE's | FY24<br>Proposed<br>Base FTE's | Variance      |
|---------------------------|-----------------------------------|--------------------|--------------------------------|---------------|
| 1                         | Alternative Fuels Program Manager | 1.00               | 1.00                           | 0.00          |
| 0                         | Engineer                          | 1.00               | 0.00                           | (1.00)        |
| 1                         | Sr. Alternative Fuels Technician  | 0.00               | 1.00                           | 1.00          |
| 1                         | Alternative Fuels Technician      | 2.00               | 1.00                           | (1.00)        |
| <b>3</b>                  | <b>Total FTEs</b>                 | <b>4.00</b>        | <b>3.00</b>                    | <b>(1.00)</b> |

Notes

- One (1) position reduced and utilized in the Performance Department.

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PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

| General Ledger Code                                  | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance        |
|--|----------------------------|----------------------------|-----------------|
| <b>5010200500 ADMIN SALARIES</b>                     | 230,993                    | 172,751                    | (58,242)        |
| <b>5010700000 ALLOCATED SALARIES</b>                 | 26,376                     | 23,200                     | (3,176)         |
| <b>5029999999 TOTAL FRINGE BENEFITS</b>              | 174,008                    | 155,254                    | (18,754)        |
| <b>Sub-total</b>                                     | <b>431,377</b>             | <b>351,205</b>             | <b>(80,172)</b> |
| <b>5030500010 CONTRACT SVC-GENERAL</b>               |                            |                            |                 |
| Haz mat disposal                                     | 2,560                      | 2,800                      | 240             |
| POS monitor & equipment repairs                      | 21,760                     | 23,800                     | 2,040           |
| PRD safety valve repairs and certs                   | 7,680                      | 8,400                      | 720             |
| <b>Sub-total</b>                                     | <b>32,000</b>              | <b>35,000</b>              | <b>3,000</b>    |
| <b>5030500011 CONTRACT SVC-H2</b>                    |                            |                            |                 |
| Reformer maintenance & monitoring                    | 7,500                      | 22,500                     | 15,000          |
| <b>Sub-total</b>                                     | <b>7,500</b>               | <b>22,500</b>              | <b>15,000</b>   |
| <b>5030500012 UNIFORMS</b>                           |                            |                            |                 |
| Uniform services                                     | 2,000                      | 3,000                      | 1,000           |
| <b>Sub-total</b>                                     | <b>2,000</b>               | <b>3,000</b>               | <b>1,000</b>    |
| <b>5030600900 ANSWERING SERVICES</b>                 |                            |                            |                 |
| Customer 24 hr service /emergency                    | 420                        | 420                        | -               |
| <b>Sub-total</b>                                     | <b>420</b>                 | <b>420</b>                 | <b>-</b>        |
| <b>5039900005 SHIPPING/FREIGHT</b>                   |                            |                            |                 |
| Costs associated with shipping parts out for repairs | 1,000                      | 1,000                      | -               |
| <b>Sub-total</b>                                     | <b>1,000</b>               | <b>1,000</b>               | <b>-</b>        |
| <b>5039900007 INVENTORY-SALES TAX</b>                |                            |                            |                 |
| Sales tax for inventory items                        | 2,000                      | 3,000                      | 1,000           |
| <b>Sub-total</b>                                     | <b>2,000</b>               | <b>3,000</b>               | <b>1,000</b>    |
| <b>5039900008 INVENTORY-FREIGHT CHARGES</b>          |                            |                            |                 |
| Freight costs for inventory items                    | 1,000                      | 4,500                      | 3,500           |
| <b>Sub-total</b>                                     | <b>1,000</b>               | <b>4,500</b>               | <b>3,500</b>    |
| <b>5049900001 OFFICE SUPPLIES</b>                    |                            |                            |                 |
| Office supplies                                      | 300                        | 500                        | 200             |
| <b>Sub-total</b>                                     | <b>300</b>                 | <b>500</b>                 | <b>200</b>      |

PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

| General Ledger Code                              | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance        |
|--|----------------------------|----------------------------|-----------------|
| <b>5049900010 MAT/SUPPLIES--CNG TPALMS</b>       |                            |                            |                 |
| Compressor supplies                              | 600                        | 1,008                      | 408             |
| Electrical hardware                              | 600                        | 1,008                      | 408             |
| Hardware   | 600                        | 1,008                      | 408             |
| Industrial supplies                              | 120                        | 202                        | 82              |
| Oil for compressor                               | 720                        | 1,210                      | 490             |
| Pipes, tubing & fittings                         | 360                        | 605                        | 245             |
| <b>Sub-total</b>                                 | <b>3,000</b>               | <b>5,040</b>               | <b>2,040</b>    |
| <b>5049900011 MAT/SUPPLIES--HYDROGEN</b>         |                            |                            |                 |
| Hardware   | 500                        | 1,000                      | 500             |
| Hoses & nozzles                                  | 700                        | 1,400                      | 700             |
| Stainless steel fittings                         | 300                        | 600                        | 300             |
| <b>Sub-total</b>                                 | <b>1,500</b>               | <b>3,000</b>               | <b>1,500</b>    |
| <b>5049900012 MAT/SUPPLIES--CNG INDIO</b>        |                            |                            |                 |
| Compressor oil                                   | 675                        | 1,125                      | 450             |
| Hardware   | 413                        | 688                        | 275             |
| Stainless steel fittings & valves                | 413                        | 688                        | 275             |
| <b>Sub-total</b>                                 | <b>1,500</b>               | <b>2,500</b>               | <b>1,000</b>    |
| <b>5049900300 REPAIR PARTS-HYDROGEN</b>          |                            |                            |                 |
| Parts for compressor                             | 20,000                     | 12,000                     | (8,000)         |
| <b>Sub-total</b>                                 | <b>20,000</b>              | <b>12,000</b>              | <b>(8,000)</b>  |
| <b>5049900400 REPAIR PARTS-CNG - TPALMS</b>      |                            |                            |                 |
| Parts for dispenser                              | 4,629                      | 8,680                      | 4,051           |
| Parts for hoses & nozzles                        | 6,837                      | 12,820                     | 5,983           |
| Valve repair parts                               | 4,533                      | 8,500                      | 3,967           |
| <b>Sub-total</b>                                 | <b>16,000</b>              | <b>30,000</b>              | <b>14,000</b>   |
| <b>5049900450 REPAIR PARTS-CNG - INDIO</b>       |                            |                            |                 |
| Compressor parts                                 | 6,515                      | 13,029                     | 6,515           |
| Parts for dispenser                              | 867                        | 1,733                      | 867             |
| Parts for hoses & nozzles                        | 2,619                      | 5,237                      | 2,619           |
| <b>Sub-total</b>                                 | <b>10,000</b>              | <b>20,000</b>              | <b>10,000</b>   |
| <b>5050200001 ELECTRICITY-CNG THOUSAND PALMS</b> |                            |                            |                 |
| Electricity used to generate CNG                 | 150,000                    | 140,000                    | (10,000)        |
| <b>Sub-total</b>                                 | <b>150,000</b>             | <b>140,000</b>             | <b>(10,000)</b> |

PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

| General Ledger Code   | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance           |
|---|----------------------------|----------------------------|--------------------|
| <b>5050200002 ELECTRICITY-CNG INDIO</b>   |                            |                            |                    |
| Electricity used to generate CNG  | 45,000                     | 40,000                     | (5,000)            |
| <b>Sub-total</b>  | <b>45,000</b>              | <b>40,000</b>              | <b>(5,000)</b>     |
| <b>5050200003 ELECTRICITY-HYDROGEN</b>  |                            |                            |                    |
| Electricity used to generate hydrogen   | 1,150,000                  | 1,350,000                  | 200,000            |
| <b>Sub-total</b>  | <b>1,150,000</b>           | <b>1,350,000</b>           | <b>200,000</b>     |
| <b>5050200004 UTILITIES WATER/SEWER</b>   |                            |                            |                    |
|   | 6,500                      | 12,000                     | 5,500              |
| <b>Sub-total</b>  | <b>6,500</b>               | <b>12,000</b>              | <b>5,500</b>       |
| <b>5050200020 NATURAL GAS - THOUSAND PALMS</b>  |                            |                            |                    |
| Natural gas used to produce CNG   | 2,100,000                  | 2,100,000                  | -                  |
| <b>Sub-total</b>  | <b>2,100,000</b>           | <b>2,100,000</b>           | <b>-</b>           |
| <b>5050200021 NATURAL GAS - INDIO</b>   |                            |                            |                    |
| Natural gas used to produce CNG   | 175,000                    | 495,000                    | 320,000            |
| <b>Sub-total</b>  | <b>175,000</b>             | <b>495,000</b>             | <b>320,000</b>     |
| <b>5050200022 NATURAL GAS - HYDROGEN</b>  |                            |                            |                    |
| Natural gas used to generate hydrogen   | 50,000                     | 15,000                     | (35,000)           |
| <b>Sub-total</b>  | <b>50,000</b>              | <b>15,000</b>              | <b>(35,000)</b>    |
| <b>5070500000 FUEL TAXES</b>  |                            |                            |                    |
| Taxes paid on the sale of CNG to the public   | 56,598                     | 100,000                    | 43,402             |
| <b>Sub-total</b>  | <b>56,598</b>              | <b>100,000</b>             | <b>43,402</b>      |
| <b>5090200000 TRAVEL MEETINGS/TRAINING</b>  |                            |                            |                    |
| Ariel Compressor  | 1,500                      | 2,500                      | 1,000              |
| APTA, ACT, CalCTA   | 1,500                      | 2,500                      | 1,000              |
| <b>Sub-total</b>  | <b>3,000</b>               | <b>5,000</b>               | <b>2,000</b>       |
| <b>5090801000 BANK ADJUSTMENTS/FEEES</b>  |                            |                            |                    |
| Merchant transaction fees   | 14,000                     | 25,000                     | 11,000             |
| <b>Sub-total</b>  | <b>14,000</b>              | <b>25,000</b>              | <b>11,000</b>      |
| <b>5099900004 PERMITS &amp; LICENSES</b>  |                            |                            |                    |
| Fees paid to the county   | 600                        | 1,200                      | 600                |
| <b>Sub-total</b>  | <b>600</b>                 | <b>1,200</b>               | <b>600</b>         |
| <b>5099909000 ALLOCATED INDIRECT EXPENSES</b>   |                            |                            |                    |
| Allocated indirect expenses to account for overhead costs associated with CNG production. | 28,838                     | 35,000                     | 6,162              |
| <b>Sub-total</b>  | <b>28,838</b>              | <b>35,000</b>              | <b>6,162</b>       |
| <b>5100200000 SELF CONSUMED FUEL</b>  |                            |                            |                    |
| Allocated costs to account for CNG fuel expenses  | (2,967,162)                | (3,992,195)                | (1,025,033)        |
| <b>Sub-total</b>  | <b>(2,967,162)</b>         | <b>(3,992,195)</b>         | <b>(1,025,033)</b> |
| <b>Total Expenses</b>   | <b>1,341,971</b>           | <b>819,670</b>             | <b>(522,301)</b>   |

**PERFORMANCE MANAGEMENT OFFICE**

Division 44

**FUNCTIONS & RESPONSIBILITIES**

The Performance Management Office is responsible for improving the overall efficiency of the systems and processes that support SunLine's daily operations including significant capital projects.

**FY24 GOALS & OBJECTIVES**

- Continue supporting the key capital projects and assist in obtaining grant opportunities.
- Continue to deliver innovative capital projects while managing quality, schedules and cost controls.
- Invest in a dedicated team structured to focus on the zero-emissions technology vehicles and infrastructure.
- Improve the utilization of metrics throughout the Agency with the focus on creating an online metrics dashboard.
- Enrich staff development through education and delegation of responsibilities.

**EXPENSE BUDGET SUMMARY - PERFORMANCE OFFICE (DIV 44)**

| General Ledger Code                     | FY21 Actuals     | FY22 Actuals     | FY23 Estimates   | FY23 Approved Budget | FY24 Proposed Budget | Variance         |
|---|------------------|------------------|------------------|----------------------|----------------------|------------------|
| 5010200500 ADMIN SALARIES               | 454,689          | 502,528          | 522,276          | 456,020              | 557,463              | 101,443          |
| 5010201610 ADMIN SALARIES-OT            | -                | -                | 281              | -                    | 500                  | 500              |
| 5010700000 ALLOCATED SALARIES           | (3,394)          | (3,807)          | (3,959)          | (4,344)              | (4,250)              | 94               |
| 5010700001 GRANT ALLOCATION             | -                | -                | -                | -                    | -                    | -                |
| 5029999999 TOTAL FRINGE BENEFITS        | 310,900          | 348,485          | 291,297          | 359,104              | 392,918              | 33,814           |
| 5030200010 CONSULTING                   | -                | -                | -                | -                    | 100,000              | 100,000          |
| 5030400000 TEMPORARY HELP               | -                | -                | -                | -                    | -                    | -                |
| 5039900012 VAN POOL EXPENSES            | 197,976          | 242,301          | -                | -                    | -                    | -                |
| 5039900013 CENTER OF EXCELLENCE         | -                | -                | 1,347            | 200,000              | 200,000              | -                |
| 5039900015 CLEAN CITIES COALITION       | -                | 384              | 2,115            | 32,500               | 50,000               | 17,500           |
| 5039900016 CENTER OF EXCELLENCE - CEC   | -                | -                | 7,904            | 250,000              | 200,000              | (50,000)         |
| 5049900000 PRINTING ADMINISTRATION      | 83               | 454              | 447              | 750                  | 750                  | -                |
| 5049900001 OFFICE SUPPLIES-GENERAL      | 615              | 1,173            | 409              | 700                  | 900                  | 200              |
| 5090100000 MEMBERSHIPS & SUBSCRIPTIONS  | 2,016            | 1,587            | 2,419            | 3,000                | 4,000                | 1,000            |
| 5090200000 TRAVEL-MEETINGS/TRAINING     | 666              | 9,436            | 5,391            | 15,000               | 15,000               | -                |
| 5090200001 TRAINING/ WORKSHOP           | 1,257            | 999              | -                | 7,200                | 7,200                | -                |
| 5090200004 EMPLOYEE DEVELOPMENT PROGRAM | 7,976            | 13,623           | 14,944           | 30,000               | 20,000               | (10,000)         |
| 5090201000 EMPLOYEE EXPENSES            | -                | 482              | -                | 700                  | 700                  | -                |
| 5099900004 CONSULTING-GENERAL           | 276,476          | 374,055          | 283,664          | 399,994              | -                    | (399,994)        |
| <b>Total Expenses</b>                   | <b>1,249,260</b> | <b>1,491,700</b> | <b>1,128,537</b> | <b>1,750,624</b>     | <b>1,545,181</b>     | <b>(205,443)</b> |

**PERSONNEL SUMMARY**

| FY24 Physical Count | Classification                         | FY23 Authorized FTEs | FY24 Requested FTEs | Variance    |
|---------------------|--|----------------------|---------------------|-------------|
| 1                   | Chief Performance Officer              | 1.00                 | 1.00                | 0.00        |
| 1                   | Deputy Chief Performance Officer       | 1.00                 | 1.00                | 0.00        |
| 1                   | Project Engineer                       | 1.00                 | 1.00                | 0.00        |
| 1                   | Performance Projects Assistant         | 1.00                 | 1.00                | 0.00        |
| 1                   | Project Manager                        | 1.00                 | 2.00                | 1.00        |
| 2                   | Performance/Project Department Manager | 0.00                 | 1.00                | 1.00        |
| 1                   | Project Manager Assistant              | 4.00                 | 2.00                | (2.00)      |
| 2                   | Performance Analyst                    | 0.00                 | 1.00                | 1.00        |
| 1                   | Project Engineer Assistant             | 1.00                 | 1.00                | 0.00        |
| 1                   | Performance Program Coordinator        | 1.00                 | 1.00                | 0.00        |
| <b>12</b>           | <b>Total FTEs</b>                      | <b>11.00</b>         | <b>12.00</b>        | <b>1.00</b> |

Notes

- One (1) new position FTE added from a transfer from SunFuel Department.

**PERFORMANCE MANAGEMENT OFFICE DETAIL**

Division 44

| General Ledger Code   | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance        |
|---|----------------------------|----------------------------|-----------------|
| <b>5010200500 ADMIN SALARIES</b>  | 456,020                    | 557,463                    | 101,443         |
| <b>5010201610 ADMIN SALARIES-OT</b>   | -                          | 500                        | 500             |
| <b>5010700000 ALLOCATED SALARIES</b>  | (4,344)                    | (4,250)                    | 94              |
| <b>5010700001 GRANT ALLOCATION</b>  | -                          | -                          | -               |
| <b>5029999999 TOTAL FRINGE BENEFITS</b>   | 359,104                    | 392,918                    | 33,814          |
| <b>Sub-total</b>  | <b>810,780</b>             | <b>946,631</b>             | <b>135,851</b>  |
| <b>5030200010 CONSULTING</b>  |                            |                            |                 |
| Transit planning consulting services  | -                          | 100,000                    | 100,000         |
| <b>Sub-total</b>  | <b>-</b>                   | <b>100,000</b>             | <b>100,000</b>  |
| <b>5039900013 CENTER OF EXCELLENCE</b>  |                            |                            |                 |
| Training expenses related to the Center of Excellence   | 200,000                    | 200,000                    | -               |
| <b>Sub-total</b>  | <b>200,000</b>             | <b>200,000</b>             | <b>-</b>        |
| <b>5039900015 CLEAN CITIES COALITION</b>  |                            |                            |                 |
| Expenses related to supporting the Clean Cities Coalition and fulfilling SunLine's responsibility as the Clean Cities Coordinator | 32,500                     | 50,000                     | 17,500          |
| <b>Sub-total</b>  | <b>32,500</b>              | <b>50,000</b>              | <b>17,500</b>   |
| <b>5039900016 CENTER OF EXCELLENCE - CEC</b>  |                            |                            |                 |
| Training expenses related to the Center of Excellence   | 250,000                    | 200,000                    | (50,000)        |
| <b>Sub-total</b>  | <b>250,000</b>             | <b>200,000</b>             | <b>(50,000)</b> |
| <b>5049900000 PRINTING ADMINISTRATION</b>   |                            |                            |                 |
| Printing of performance and project materials   | 750                        | 750                        | -               |
| <b>Sub-total</b>  | <b>750</b>                 | <b>750</b>                 | <b>-</b>        |
| <b>5049900001 OFFICE SUPPLIES-GENERAL</b>   |                            |                            |                 |
| Office supplies   | 700                        | 900                        | 200             |
| <b>Sub-total</b>  | <b>700</b>                 | <b>900</b>                 | <b>200</b>      |
| <b>5090100000 MEMBERSHIPS &amp; SUBSCRIPTIONS</b>   |                            |                            |                 |
| Online file hosting services (Dropbox), Construction Management Association of America membership                                 | 3,000                      | 4,000                      | 1,000           |
| <b>Sub-total</b>  | <b>3,000</b>               | <b>4,000</b>               | <b>1,000</b>    |

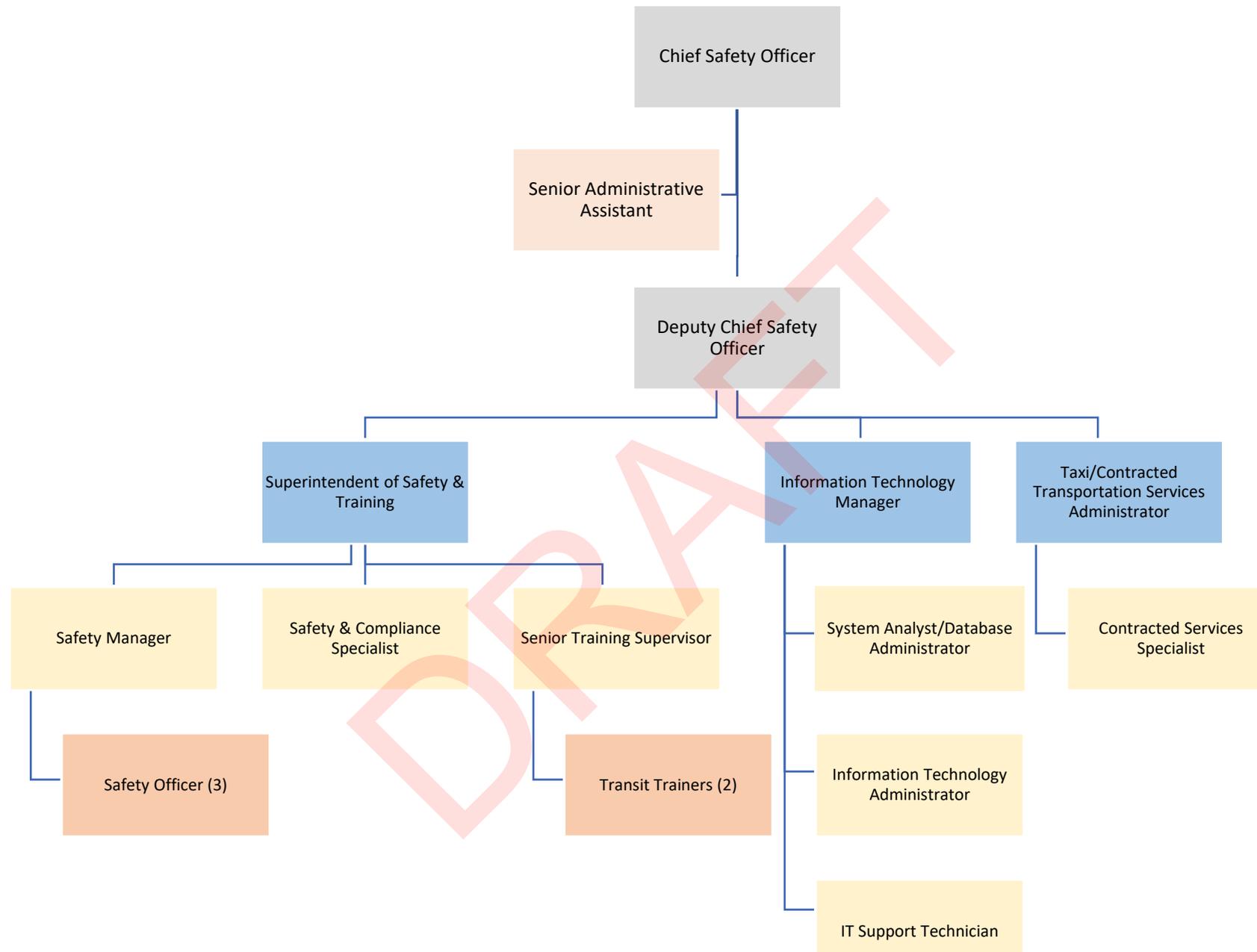
**PERFORMANCE MANAGEMENT OFFICE DETAIL**

Division 44

| General Ledger Code  | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance         |
|--|----------------------------|----------------------------|------------------|
| <b>509020000 TRAVEL-MEETINGS/TRAINING</b>                  |                            |                            |                  |
| Cal Act seminar  | 4,500                      | 4,500                      | -                |
| CTA seminars   | 4,500                      | 4,500                      | -                |
| FTA sponsored technology events                            | 3,750                      | 3,750                      | -                |
| Public Project Training                                    | 2,250                      | 2,250                      | -                |
| <b>Sub-total</b>   | <b>15,000</b>              | <b>15,000</b>              | <b>-</b>         |
| <b>509020001 TRAINING/ WORKSHOP</b>                        |                            |                            |                  |
| Workshop/seminars for Performance staff development        | 7,200                      | 7,200                      | -                |
| <b>Sub-total</b>   | <b>7,200</b>               | <b>7,200</b>               | <b>-</b>         |
| <b>509020004 EMPLOYEE DEVELOPMENT PROGRAM</b>              |                            |                            |                  |
| SunLine University (Agency wide staff development courses) | 30,000                     | 20,000                     | (10,000)         |
| <b>Sub-total</b>   | <b>30,000</b>              | <b>20,000</b>              | <b>(10,000)</b>  |
| <b>509020100 EMPLOYEE EXPENSES</b>                         |                            |                            |                  |
| Mileage reimbursement and misc. expenses                   | 700                        | 700                        | -                |
| <b>Sub-total</b>   | <b>700</b>                 | <b>700</b>                 | <b>-</b>         |
| <b>509990004 CONSULTING-GENERAL</b>                        |                            |                            |                  |
| Department consultants to aid with project management      | 399,994                    | -                          | (399,994)        |
| <b>Sub-total</b>   | <b>399,994</b>             | <b>-</b>                   | <b>(399,994)</b> |
| <b>Total Expenses</b>                                      | <b>1,750,624</b>           | <b>1,545,181</b>           | <b>(205,443)</b> |

# 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.

#### FY24 GOALS & OBJECTIVES

- Utilize operating, technical, and management principals with a goal of reducing the threats and vulnerabilities of a transit system to the lowest practical level.
- Conduct an infrastructure survey for the Operations Building by the U.S. Department of Homeland Security.
- To provide the highest level of safety that is practical and keep risks as low as reasonably practical.
- Identify and mitigate new hazards that are introduced with the use of new technology.
- Create an effective and efficient standardized training program that is in compliance with the entry-level driver training (ELDT).

#### EXPENSE BUDGET SUMMARY - Safety and Security (DIV 15)

| General Ledger Code                       | FY21 Actuals     | FY22 Actuals     | FY23 Estimates   | FY23 Approved Budget | FY24 Proposed Budget | Variance         |
|---|------------------|------------------|------------------|----------------------|----------------------|------------------|
| 5010200500 ADMIN SALARIES                 | 519,663          | 515,324          | 647,094          | 694,987              | 711,120              | 16,133           |
| 5010201610 ADMIN SALARIES-OT              | 848              | 920              | 3,749            | 6,000                | 6,000                | -                |
| 5010700000 ALLOCATED SALARIES             | -                | 40,324           | -                | -                    | (49,965)             | (49,965)         |
| 5029999999 TOTAL FRINGE BENEFITS          | 370,276          | 396,228          | 478,182          | 543,626              | 568,027              | 24,401           |
| 5030300001 ID BADGE SUPPLIES              | -                | 1,832            | 4,983            | 3,000                | 6,000                | 3,000            |
| 5030300003 MEDICAL-EXAMS AND TESTING      | 154,119          | 28,007           | 31,995           | 32,000               | 32,000               | -                |
| 5030300010 CONTRACTED SERVICES            | -                | -                | -                | -                    | 10,000               | 10,000           |
| 5030300013 UNIFORMS                       | 2,651            | 3,134            | 42               | 3,160                | 3,160                | -                |
| 5030300050 EMPLOYEE INCENTIVE SERVICES    | 3,182            | 2,208            | 1,975            | 15,000               | 15,000               | -                |
| 5030700000 SECURITY SERVICES              | 130,536          | 145,753          | 230,310          | 200,000              | 295,000              | 95,000           |
| 5030700005 CAMERA MAINTENANCE AGREEMENT   | 4,670            | 8,598            | -                | 15,000               | 22,000               | 7,000            |
| 5039900012 VANPOOL EXPENSES               | -                | -                | 225,220          | 251,000              | 55,000               | (196,000)        |
| 5039900014 SUNRIDE RIDE SHARE EXPENSES    | 190,047          | 379,366          | 649,855          | 774,000              | 850,000              | 76,000           |
| 5049900001 OFFICE SUPPLIES                | 1,600            | 2,178            | 3,144            | 3,000                | 3,000                | -                |
| 5049900009 MATERIALS & SUPPLIES           | 11,567           | 15,308           | 13,464           | 20,000               | 20,000               | -                |
| 5049900010 TRAINING SUPPLIES              | -                | -                | 231              | 10,000               | 10,000               | -                |
| 5049901000 EMERGENCY PREPARDNESS SUPPLIES | 107,274          | 79,183           | 23,779           | 100,000              | 50,000               | (50,000)         |
| 5060300100 REPAIR CLAIMS                  | 74,253           | 98,599           | 199,028          | 200,000              | 85,000               | (115,000)        |
| 5090100000 MEMBERSHIPS & SUBSCRIPTIONS    | 395              | 794              | 593              | 2,000                | 5,300                | 3,300            |
| 5090200000 TRAVEL MEETINGS/TRAINING       | 9,153            | 8,988            | 10,750           | 15,000               | 20,000               | 5,000            |
| 5090201000 EMPLOYEE EXPENSES              | -                | -                | 249              | 100                  | 100                  | -                |
| 5090800000 RECRUITING EMPLOYEES           | 2,768            | 5,753            | 3,975            | 7,000                | 10,000               | 3,000            |
| 5099900002 MISCELLANEOUS EXPENSE          | -                | -                | 63               | 500                  | 500                  | -                |
| 5099900004 CONSULTING-GENERAL             | 14,634           | -                | 115              | 5,000                | -                    | (5,000)          |
| <b>Total Expenses</b>                     | <b>1,597,636</b> | <b>1,732,495</b> | <b>2,528,794</b> | <b>2,900,373</b>     | <b>2,727,242</b>     | <b>(173,131)</b> |

**SAFETY AND SECURITY OFFICE**

Division 15

**PERSONNEL SUMMARY**

| FY24<br>Physical<br>Count | Classification   | FY23<br>Base FTE's | FY24<br>Proposed<br>Base FTE's | Variance    |
|---------------------------|--|--------------------|--------------------------------|-------------|
| 1                         | Chief Safety Officer                                     | 1.00               | 1.00                           | 0.00        |
| 1                         | Deputy Chief Safety Officer                              | 1.00               | 1.00                           | 0.00        |
| 3                         | Safety Officer   | 3.00               | 3.00                           | 0.00        |
| 1                         | Senior Administrative Assistant                          | 1.00               | 1.00                           | 0.00        |
| 1                         | Taxi/Contracted Transportation Services<br>Administrator | 1.00               | 1.00                           | 0.00        |
| 1                         | Contracted Services Specialist                           | 0.75               | 0.75                           | 0.00        |
| 1                         | Safety Manager   | 1.00               | 1.00                           | 0.00        |
| 1                         | Senior Training Supervisor                               | 1.00               | 1.00                           | 0.00        |
| 1                         | Safety and Compliance Specialist                         | 1.00               | 1.00                           | 0.00        |
| 2                         | Transit Trainer  | 2.00               | 2.00                           | 0.00        |
| 1                         | Superintendent of Safety and Training                    | 1.00               | 1.00                           | 0.00        |
| <b>14</b>                 | <b>Total FTEs</b>  | <b>13.75</b>       | <b>13.75</b>                   | <b>0.00</b> |

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**SAFETY AND SECURITY OFFICE**

**Division 15**

| General Ledger Code                            | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance         |
|--|----------------------------|----------------------------|------------------|
| <b>5010200500 ADMIN SALARIES</b>               | 694,987                    | 711,120                    | 16,133           |
| <b>5010201610 ADMIN SALARIES-OT</b>            | 6,000                      | 6,000                      | -                |
| <b>5010700000 ALLOCATED SALARIES</b>           | -                          | (49,965)                   | (49,965)         |
| <b>5029999999 TOTAL FRINGE BENEFITS</b>        | 543,626                    | 568,027                    | 24,401           |
| <b>Sub-total</b>                               | <b>1,244,613</b>           | <b>1,235,182</b>           | <b>(9,431)</b>   |
| <b>5030300001 ID BADGE SUPPLIES</b>            |                            |                            |                  |
| Access Cards                                   | 3,000                      | 6,000                      | 3,000            |
| <b>Sub-total</b>                               | <b>3,000</b>               | <b>6,000</b>               | <b>3,000</b>     |
| <b>5030300003 MEDICAL-EXAMS AND TESTING</b>    |                            |                            |                  |
| Drug and Alcohol Program                       | 32,000                     | 32,000                     | -                |
| <b>Sub-total</b>                               | <b>32,000</b>              | <b>32,000</b>              | <b>-</b>         |
| <b>5030300010 CONTRACTED SERVICES</b>          |                            |                            |                  |
| Safety consulting services                     | -                          | 10,000                     | 10,000           |
| <b>Sub-total</b>                               | <b>-</b>                   | <b>10,000</b>              | <b>10,000</b>    |
| <b>5030300013 UNIFORMS</b>                     |                            |                            |                  |
| Uniform rental                                 | 3,160                      | 3,160                      | -                |
| <b>Sub-total</b>                               | <b>3,160</b>               | <b>3,160</b>               | <b>-</b>         |
| <b>5030300050 EMPLOYEE INCENTIVE SERVICES</b>  |                            |                            |                  |
| Health and safety incentive program items      | 7,500                      | 7,500                      | -                |
| Safety Incentive program                       | 7,500                      | 7,500                      | -                |
| <b>Sub-total</b>                               | <b>15,000</b>              | <b>15,000</b>              | <b>-</b>         |
| <b>5030700000 SECURITY SERVICES</b>            |                            |                            |                  |
| Remote security system monitoring              | 30,000                     | 44,250                     | 14,250           |
| Guard services at Divisions 1 & 2              | 170,000                    | 250,750                    | 80,750           |
| <b>Sub-total</b>                               | <b>200,000</b>             | <b>295,000</b>             | <b>95,000</b>    |
| <b>5030700005 CAMERA MAINTENANCE AGREEMENT</b> |                            |                            |                  |
| Camera maintenance                             | 15,000                     | 22,000                     | 7,000            |
| <b>Sub-total</b>                               | <b>15,000</b>              | <b>22,000</b>              | <b>7,000</b>     |
| <b>5039900012 VANPOOL EXPENSES</b>             |                            |                            |                  |
| Vanpool expenses                               | 251,000                    | 55,000                     | (196,000)        |
| <b>Sub-total</b>                               | <b>251,000</b>             | <b>55,000</b>              | <b>(196,000)</b> |



**SAFETY AND SECURITY OFFICE**

**Division 15**

| General Ledger Code                     | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance         |
|---|----------------------------|----------------------------|------------------|
| <b>5090201000 EMPLOYEE EXPENSES</b>     |                            |                            |                  |
| Mileage Reimbursements                  | 100                        | 100                        | -                |
| <b>Sub-total</b>                        | <b>100</b>                 | <b>100</b>                 | <b>-</b>         |
| <b>5090800000 RECRUITING EMPLOYEES</b>  |                            |                            |                  |
| Background check for all new hires      | 7,000                      | 10,000                     | 3,000            |
| <b>Sub-total</b>                        | <b>7,000</b>               | <b>10,000</b>              | <b>3,000</b>     |
| <b>5099900002 MISCELLANEOUS EXPENSE</b> |                            |                            |                  |
| Replacement of Agency keys              | 500                        | 500                        | -                |
| <b>Sub-total</b>                        | <b>500</b>                 | <b>500</b>                 | <b>-</b>         |
| <b>5099900004 CONSULTING-GENERAL</b>    |                            |                            |                  |
| Consulting services                     | 5,000                      | -                          | (5,000)          |
| <b>Sub-total</b>                        | <b>5,000</b>               | <b>-</b>                   | <b>(5,000)</b>   |
| <b>Total Expenses</b>                   | <b>2,900,373</b>           | <b>2,727,242</b>           | <b>(173,131)</b> |

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**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.

**FY24 GOALS & OBJECTIVES**

- Provide support to departments to meet Agency goals.
- Create and implement an enhanced cyber security program and processes.
- Implement a business continuity process by refining the Disaster Recovery Plan and scheduling and tracking offline system backups.
- Implement network operations center to alert when there are system outages.
- Develop a strategy to migrate applications to the cloud.

**EXPENSE BUDGET SUMMARY - INFORMATION TECHNOLOGY (DIV 42)**

| General Ledger Code                       | FY21 Actuals   | FY22 Actuals     | FY23 Estimates   | FY23 Approved Budget | FY24 Proposed Budget | Variance       |
|---|----------------|------------------|------------------|----------------------|----------------------|----------------|
| 5010200500 ADMIN SALARIES                 | 59,257         | 123,587          | 110,785          | 195,587              | 244,611              | 49,024         |
| 5010201610 ADMIN SALARIES-OT              | 1,180          | 161              | 340              | 2,000                | 2,000                | -              |
| 5010700000 ALLOCATED SALARIES             | (562)          | (938)            | (842)            | (1,709)              | (2,200)              | (491)          |
| 5029999999 TOTAL FRINGE BENEFITS          | 40,637         | 78,030           | 79,438           | 117,838              | 182,422              | 64,584         |
| 5030200006 COMMUNICATIONS                 | 221,574        | 245,264          | 248,055          | 277,879              | 230,400              | (47,479)       |
| 5030300009 CONTRACTED SERVICES            | 38,441         | 16,410           | 23,616           | 50,000               | 100,000              | 50,000         |
| 5030300011 COMPUTER/NETWORK SOFTWARE AGMT | 522,461        | 666,149          | 715,393          | 750,000              | 861,455              | 111,455        |
| 5030400000 TEMPORARY HELP SERVICES        | 66,771         | -                | -                | 10,000               | 25,000               | 15,000         |
| 5030500000 OFFICE EQUIPMENT MAINTENANCE   | 25,348         | 30,576           | 38,335           | 44,659               | 25,083               | (19,576)       |
| 5049900001 OFFICE SUPPLIES                | 4,977          | 5,515            | 6,315            | 10,000               | 7,800                | (2,200)        |
| 5049900010 COMPUTER SUPPLIES              | 17,337         | 5,471            | 24,000           | 19,848               | 25,000               | 5,152          |
| 5090200000 TRAVEL MEETINGS/TRAINING       | 545            | 692              | 43               | 5,000                | 10,000               | 5,000          |
| 5090200005 HAUL PASS PROGRAM EXPENSES     | -              | -                | -                | -                    | -                    | -              |
| <b>Total Expenses</b>                     | <b>997,964</b> | <b>1,170,918</b> | <b>1,245,479</b> | <b>1,481,102</b>     | <b>1,711,571</b>     | <b>230,469</b> |

**PERSONNEL SUMMARY**

| FY24 Physical Count | Classification                         | FY23 Base FTE's | FY24 Proposed Base FTE's | Variance    |
|---------------------|--|-----------------|--------------------------|-------------|
| 1                   | Information Technology Manager         | 1.00            | 1.00                     | 0.00        |
| 1                   | IT Support Technician                  | 1.00            | 1.00                     | 0.00        |
| 1                   | Information Technology Administrator   | 1.00            | 1.00                     | 0.00        |
| 1                   | System Analyst/ Database Administrator | 1.00            | 1.00                     | 0.00        |
| <b>4</b>            | <b>Total FTEs</b>                      | <b>4.00</b>     | <b>4.00</b>              | <b>0.00</b> |

**SAFETY AND SECURITY OFFICE - INFORMATION TECHNOLOGY**

Division 42

| General Ledger Code                              | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance        |
|--|----------------------------|----------------------------|-----------------|
| <b>5010200500 ADMIN SALARIES</b>                 | 195,587                    | 244,611                    | 49,024          |
| <b>510201610 ADMIN SALARIES-OT</b>               | 2,000                      | 2,000                      | -               |
| <b>5010700000 ALLOCATED SALARIES</b>             | (1,709)                    | (2,200)                    | (491)           |
| <b>5029999999 TOTAL FRINGE BENEFITS</b>          | 117,838                    | 182,422                    | 64,584          |
| <b>Sub Total</b>                                 | <b>313,716</b>             | <b>426,833</b>             | <b>113,117</b>  |
| <b>5030200006 COMMUNICATIONS</b>                 |                            |                            |                 |
| Cellular services                                | 147,879                    | 122,612                    | (25,267)        |
| Internet & cable                                 | 66,000                     | 54,723                     | (11,277)        |
| Phone services                                   | 64,000                     | 53,065                     | (10,935)        |
| <b>Sub-total</b>                                 | <b>277,879</b>             | <b>230,400</b>             | <b>(47,479)</b> |
| <b>5030300009 CONTRACTED SERVICES</b>            |                            |                            |                 |
| Third-party IT support services                  | 50,000                     | 100,000                    | 50,000          |
| <b>Sub-total</b>                                 | <b>50,000</b>              | <b>100,000</b>             | <b>50,000</b>   |
| <b>5030300011 COMPUTER/NETWORK SOFTWARE AGMT</b> |                            |                            |                 |
| Adobe Acrobat                                    | 3,000                      | 3,446                      | 446             |
| AVAIL  | 150,000                    | 172,291                    | 22,291          |
| Barracuda Email Filter                           | 3,600                      | 4,135                      | 535             |
| Barracuda Web Filter                             | 2,644                      | 3,036                      | 393             |
| Cisco Device Support                             | 13,200                     | 15,162                     | 1,962           |
| Cloud Backup                                     | 24,000                     | 27,567                     | 3,567           |
| CradlePoint Router Support Buses                 | 31,800                     | 36,526                     | 4,726           |
| Cummins  | 3,840                      | 4,411                      | 571             |
| DocuSign   | 1,080                      | 1,240                      | 160             |
| Fleet-Net  | 6,416                      | 7,370                      | 954             |
| HP 3PAR Warranty                                 | 12,000                     | 13,783                     | 1,783           |
| KnowB4   | 3,360                      | 3,859                      | 499             |
| Lansweeper                                       | 1,920                      | 2,205                      | 285             |
| Microsoft EA                                     | 105,600                    | 121,293                    | 15,693          |
| Mitel Licenses                                   | 3,600                      | 4,135                      | 535             |
| New software                                     | 44,400                     | 50,998                     | 6,598           |
| Remix  | 33,000                     | 37,904                     | 4,904           |
| ShoreTel system support                          | 15,120                     | 17,367                     | 2,247           |
| Software - Additional                            | 23,400                     | 26,877                     | 3,477           |
| SourceFire                                       | 5,520                      | 6,340                      | 820             |
| Syslog Watcher                                   | 480                        | 551                        | 71              |

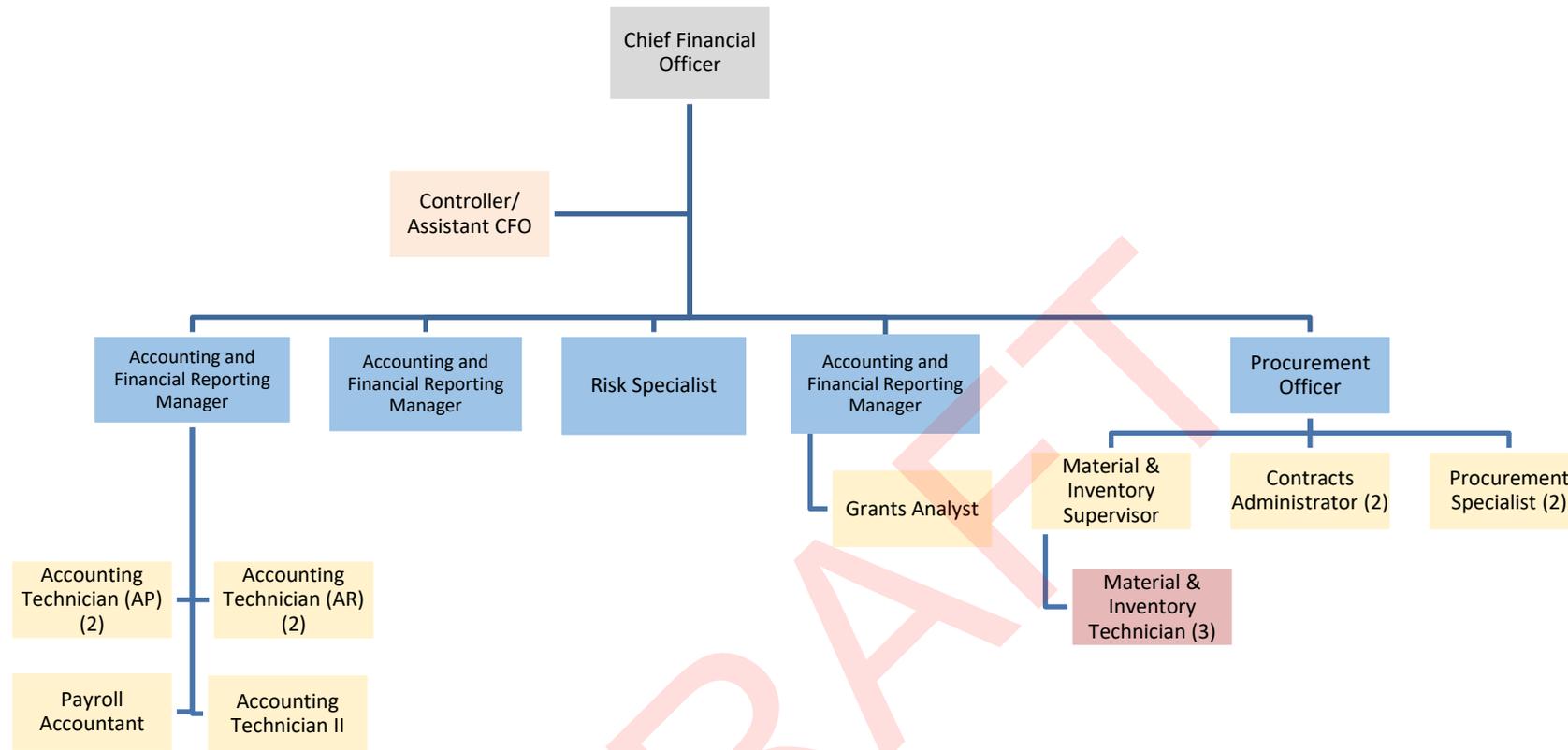
**SAFETY AND SECURITY OFFICE - INFORMATION TECHNOLOGY**

**Division 42**

| General Ledger Code   | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance        |
|---|----------------------------|----------------------------|-----------------|
| Trackit Software  | 8,400                      | 9,648                      | 1,248           |
| Trapeze   | 144,000                    | 165,399                    | 21,399          |
| Tyler   | 66,000                     | 75,808                     | 9,808           |
| Tyler DR  | 12,000                     | 13,783                     | 1,783           |
| Veeam   | 19,200                     | 22,053                     | 2,853           |
| Web filtering buses   | 10,800                     | 12,405                     | 1,605           |
| ZOOM  | 1,620                      | 1,861                      | 241             |
| <b>Sub-total</b>  | <b>750,000</b>             | <b>861,455</b>             | <b>111,455</b>  |
| <b>503040000 TEMPORARY HELP SERVICES</b>                              |                            |                            |                 |
| Temporary assistance with projects and programs as they arise         | 10,000                     | 25,000                     | 15,000          |
| <b>Sub-total</b>  | <b>10,000</b>              | <b>25,000</b>              | <b>15,000</b>   |
| <b>503050000 OFFICE EQUIPMENT MAINTENANCE</b>                         |                            |                            |                 |
| Service & support for Agency's multi-function printers                | 44,659                     | 25,083                     | (19,576)        |
| <b>Sub-total</b>  | <b>44,659</b>              | <b>25,083</b>              | <b>(19,576)</b> |
| <b>5049900001 OFFICE SUPPLIES</b>                                     |                            |                            |                 |
| Copy paper  | 8,200                      | 6,396                      | (1,804)         |
| General office supplies   | 1,800                      | 1,404                      | (396)           |
| <b>Sub-total</b>  | <b>10,000</b>              | <b>7,800</b>               | <b>(2,200)</b>  |
| <b>5049900010 COMPUTER SUPPLIES</b>                                   |                            |                            |                 |
| Computer supplies   | 19,848                     | 25,000                     | 5,152           |
| <b>Sub-total</b>  | <b>19,848</b>              | <b>25,000</b>              | <b>5,152</b>    |
| <b>509020000 TRAVEL MEETINGS/TRAINING</b>                             |                            |                            |                 |
| Travel Expenses to conferences (i.e. CTA, APTA & Trapeze User Group). | 5,000                      | 10,000                     | 5,000           |
| <b>Sub-total</b>  | <b>5,000</b>               | <b>10,000</b>              | <b>5,000</b>    |
| <b>Total Expenses</b>   | <b>1,481,102</b>           | <b>1,711,571</b>           | <b>230,469</b>  |

# 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.

**FY24 Goals and Objectives**

- Support the Agency's goals and objectives by researching and applying for competitive grants.
- Complete the process of contracting out payroll processing.
- Successfully implement and transition inventory processes to new EAM software.

**EXPENSE BUDGET SUMMARY - FINANCE (DIV 41)**

| General Ledger Code                           | FY21 Actuals     | FY22 Actuals     | FY23 Estimates   | FY23 Approved Budget | FY24 Proposed Budget | Variance       |
|---|------------------|------------------|------------------|----------------------|----------------------|----------------|
| 5010200500 ADMIN SALARIES                     | 937,635          | 807,945          | 713,863          | 981,388              | 1,054,280            | 72,892         |
| 5010201610 ADMIN SALARIES-OT                  | 2,308            | 2,275            | 7,334            | 4,365                | 6,500                | 2,135          |
| 5010700000 ALLOCATED SALARIES                 | (7,009)          | (6,184)          | (5,464)          | (9,937)              | (8,500)              | 1,437          |
| 5029999999 TOTAL FRINGE BENEFITS              | 634,384          | 559,599          | 509,507          | 668,190              | 765,848              | 97,658         |
| 5030200000 PUBLIC NOTICES                     | 5,313            | 2,438            | 2,785            | 6,000                | 4,000                | (2,000)        |
| 5030300009 CONTRACTED SERVICES                | 1,358            | 6,636            | 7,544            | 10,000               | 95,000               | 85,000         |
| 5030300010 ORGANIZATIONAL SERVICES            | 3,237            | -                | -                | -                    | -                    | -              |
| 5030300015 AUDIT SERVICES                     | 67,708           | 41,693           | 58,200           | 65,000               | 63,000               | (2,000)        |
| 5030303240 MANAGEMENT CONSULTING              | -                | -                | 54,000           | 50,000               | 77,085               | 27,085         |
| 5030400000 TEMPORARY HELP SERVICES            | 189,344          | 532,271          | 424,174          | 10,000               | 10,000               | -              |
| 5039900004 TAXI VOUCHER - NEW FREEDOM PROGRAM | 74,013           | 65,425           | 68,353           | 75,000               | 69,000               | (6,000)        |
| 5049900001 OFFICE SUPPLIES                    | 9,461            | 11,128           | 7,783            | 12,000               | 12,000               | -              |
| 5060100000 INSURANCE - AUTO PHYSICAL DAMAGE   | 274,430          | 392,924          | 267,773          | 496,212              | 305,673              | (190,539)      |
| 5060100100 INSURANCE PREMIUM - PROPERTY       | 35,536           | 79,706           | 133,232          | 79,394               | 125,000              | 45,606         |
| 5060300000 INSURANCE - GENERAL LIABILITY      | 588,722          | 791,013          | 1,342,772        | 913,033              | 1,500,000            | 586,967        |
| 5060400000 INSURANCE LOSSES                   | 2,315,889        | 1,456,692        | 1,027,799        | 1,250,000            | 1,000,000            | (250,000)      |
| 5060401000 INSURANCE PREMIUM - WC             | 351,599          | 388,405          | 418,694          | 400,000              | 440,000              | 40,000         |
| 5060800000 INSURANCE-ADMIN                    | 165,650          | 187,906          | 198,665          | 223,295              | 215,000              | (8,295)        |
| 5079900000 PROPERTY & OTHER TAXES             | 131              | 116              | 130              | 400                  | 400                  | -              |
| 5090100000 MEMBERSHIPS & SUBSCRIPTIONS        | -                | 460              | -                | 5,000                | 1,500                | (3,500)        |
| 5090200000 TRAVEL MEETINGS/TRAINING           | 5,273            | 2,400            | 2,792            | 15,000               | 13,000               | (2,000)        |
| 5090200002 MILEAGE REIMBURSEMENT              | -                | -                | -                | 500                  | 500                  | -              |
| 5090201000 EMPLOYEE EXPENSES                  | 1,245            | 1,092            | 1,030            | 5,000                | 3,000                | (2,000)        |
| 5090801000 BANK SERVICE FEES                  | 49,740           | 11,017           | 502              | 20,000               | 16,000               | (4,000)        |
| 5090801040 PASS OUTLET COMMISSION             | 2,492            | 4,868            | 5,729            | 10,000               | 8,000                | (2,000)        |
| 5090801050 MOBILE TICKETING COMMISSION        | 1,857            | 14,728           | 16,764           | 17,000               | 19,000               | 2,000          |
| 5090801060 BAD DEBT EXPENSE                   | 6,510            | 1,643            | 37               | 5,000                | 500                  | (4,500)        |
| 5110101050 INTEREST EXPENSE                   | 911              | 456              | 21,313           | 1,500                | 25,000               | 23,500         |
| <b>Total Expenses</b>                         | <b>5,717,738</b> | <b>5,356,651</b> | <b>5,285,309</b> | <b>5,313,340</b>     | <b>5,820,786</b>     | <b>507,446</b> |

**FINANCE OFFICE**

Division 41

**PERSONNEL SUMMARY**

| FY23<br>Physical Count | Classification                             | FY23<br>Base FTE's | FY24<br>Proposed<br>Base FTE's | Variance      |
|------------------------|--|--------------------|--------------------------------|---------------|
| 0                      | Accounting Clerk                           | 1.00               | 0.00                           | (1.00)        |
| 3                      | Accounting and Financial Reporting Manager | 3.00               | 3.00                           | 0.00          |
| 1                      | Controller/Asst. Chief Financial Officer   | 1.00               | 1.00                           | 0.00          |
| 4                      | Accounting Technician                      | 4.00               | 4.00                           | 0.00          |
| 1                      | Accounting Technician II                   | 1.00               | 1.00                           | 0.00          |
| 1                      | Chief Financial Officer                    | 1.00               | 1.00                           | 0.00          |
| 0                      | Coin Counter                               | 1.00               | 0.00                           | (1.00)        |
| 0                      | Inventory Parts & Coin Technician          | 1.00               | 0.00                           | (1.00)        |
| 2                      | Contracts Administrator                    | 2.00               | 2.00                           | 0.00          |
| 0                      | Contracts Assistant                        | 1.00               | 0.00                           | (1.00)        |
| 1                      | Grants Analyst                             | 1.00               | 1.00                           | 0.00          |
| 1                      | Materials & Inventory Supervisor           | 1.00               | 1.00                           | 0.00          |
| 3                      | Materials & Inventory Technician           | 1.00               | 3.00                           | 2.00          |
| 1                      | Payroll Accountant                         | 1.00               | 1.00                           | 0.00          |
| 1                      | Procurement Officer                        | 1.00               | 1.00                           | 0.00          |
| 2                      | Procurement Specialist                     | 1.00               | 2.00                           | 1.00          |
| 1                      | Risk Specialist                            | 1.00               | 1.00                           | 0.00          |
| <b>22</b>              | <b>Total FTEs</b>                          | <b>23.00</b>       | <b>22.00</b>                   | <b>(1.00)</b> |

Notes:

Accounting and Financial Planning Manager positions retitled to Accounting and Financial Reporting Manager. and Financial Planning Manager position.

- Accounting Clerk position removed.
- Contracts Assistant FTE utilized for an additional Procurement specialist .

**FINANCE OFFICE DETAIL**

**Division 41**

| General Ledger Code   | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance         |
|---|----------------------------|----------------------------|------------------|
| <b>5010200500 ADMIN SALARIES</b>  | 981,388                    | 1,054,280                  | 72,892           |
| 5010201610 ADMIN SALARIES-OT  | 4,365                      | 6,500                      | 2,135            |
| 5010700000 ALLOCATED SALARIES   | (9,937)                    | (8,500)                    | 1,437            |
| <b>5029999999 TOTAL FRINGE BENEFITS</b>   | 668,190                    | 765,848                    | 97,658           |
| <b>Sub-total</b>  | <b>1,644,006</b>           | <b>1,818,128</b>           | <b>174,122</b>   |
| <b>5030200000 PUBLIC NOTICES</b>  |                            |                            |                  |
| Advertisements for procurement solicitations  | 6,000                      | 4,000                      | (2,000)          |
| <b>Sub-total</b>  | <b>6,000</b>               | <b>4,000</b>               | <b>(2,000)</b>   |
| <b>5030300009 CONTRACTED SERVICES</b>   |                            |                            |                  |
| Maintenance of coin room equipment  | 10,000                     | 95,000                     | 85,000           |
| <b>Sub-total</b>  | <b>10,000</b>              | <b>95,000</b>              | <b>85,000</b>    |
| <b>5030300015 AUDIT SERVICES</b>  |                            |                            |                  |
| Financial Statement & Single Audit  | 65,000                     | 63,000                     | (2,000)          |
| <b>Sub-total</b>  | <b>65,000</b>              | <b>63,000</b>              | <b>(2,000)</b>   |
| <b>5030303240 MANAGEMENT CONSULTING</b>   |                            |                            |                  |
| Financial consultant expenses   | 50,000                     | 77,085                     | 27,085           |
| <b>Sub-total</b>  | <b>50,000</b>              | <b>77,085</b>              | <b>27,085</b>    |
| <b>5030400000 TEMPORARY HELP SERVICES</b>   |                            |                            |                  |
| Financial Statement & Single Audit  | 10,000                     | 10,000                     | -                |
| <b>Sub-total</b>  | <b>10,000</b>              | <b>10,000</b>              | <b>-</b>         |
| <b>5039900004 TAXI VOUCHER - NEW FREEDOM PROGRAM</b>  |                            |                            |                  |
| These funds pay taxi companies for the full cost of taxi trips provided under the taxi voucher program. | 75,000                     | 69,000                     | (6,000)          |
| <b>Sub-total</b>  | <b>75,000</b>              | <b>69,000</b>              | <b>(6,000)</b>   |
| <b>5049900001 OFFICE SUPPLIES</b>   |                            |                            |                  |
| Office supplies   | 12,000                     | 12,000                     | -                |
| <b>Sub-total</b>  | <b>12,000</b>              | <b>12,000</b>              | <b>-</b>         |
| <b>5060100000 INSURANCE - AUTO PHYSICAL DAMAGE</b>  |                            |                            |                  |
| Insurance costs related to vehicle coverage   | 496,212                    | 305,673                    | (190,539)        |
| <b>Sub-total</b>  | <b>496,212</b>             | <b>305,673</b>             | <b>(190,539)</b> |
| <b>5060100100 INSURANCE PREMIUM - PROPERTY</b>  |                            |                            |                  |
| Insurance costs related to property coverage  | 79,394                     | 125,000                    | 45,606           |
| <b>Sub-total</b>  | <b>79,394</b>              | <b>125,000</b>             | <b>45,606</b>    |

**FINANCE OFFICE DETAIL**

**Division 41**

| General Ledger Code  | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance         |
|--|----------------------------|----------------------------|------------------|
| <b>5060300000 INSURANCE - GENERAL LIABILITY</b>  |                            |                            |                  |
| Defense and indemnity coverage against claims and suits arising from covered occurrences | 913,033                    | 1,500,000                  | 586,967          |
| <b>Sub-total</b>   | <b>913,033</b>             | <b>1,500,000</b>           | <b>586,967</b>   |
| <b>5060400000 INSURANCE LOSSES</b>   |                            |                            |                  |
| Costs associated with losses resulting from insurance claims                             | 1,250,000                  | 1,000,000                  | (250,000)        |
| <b>Sub-total</b>   | <b>1,250,000</b>           | <b>1,000,000</b>           | <b>(250,000)</b> |
| <b>5060401000 INSURANCE PREMIUM - WC</b>   |                            |                            |                  |
| Workers compensation premium costs   | 400,000                    | 440,000                    | 40,000           |
| <b>Sub-total</b>   | <b>400,000</b>             | <b>440,000</b>             | <b>40,000</b>    |
| <b>5060800000 INSURANCE-ADMIN</b>  |                            |                            |                  |
| Crime, cyber liability & employment practices liability (ERMA) coverage costs            | 223,295                    | 215,000                    | (8,295)          |
| <b>Sub-total</b>   | <b>223,295</b>             | <b>215,000</b>             | <b>(8,295)</b>   |
| <b>5079900000 PROPERTY &amp; OTHER TAXES</b>   |                            |                            |                  |
| Property fees and taxes  | 400                        | 400                        | -                |
| <b>Sub-total</b>   | <b>400</b>                 | <b>400</b>                 | <b>-</b>         |
| <b>5090100000 MEMBERSHIPS &amp; SUBSCRIPTIONS</b>  |                            |                            |                  |
| Costs related to memberships and subscriptions   | 5,000                      | 1,500                      | (3,500)          |
| <b>Sub-total</b>   | <b>5,000</b>               | <b>1,500</b>               | <b>(3,500)</b>   |
| <b>5090200000 TRAVEL MEETINGS/TRAINING</b>   |                            |                            |                  |
| Costs associated with employee travel and training                                       | 9,825                      | 8,515                      | (1,310)          |
| Government Finance Officers Association Conference                                       | 5,175                      | 4,485                      | (690)            |
| <b>Sub-total</b>   | <b>15,000</b>              | <b>13,000</b>              | <b>(2,000)</b>   |
| <b>5090200002 MILEAGE REIMBURSEMENT</b>  |                            |                            |                  |
| Mileage reimbursement for all agency employees   | 500                        | 500                        | -                |
| <b>Sub-total</b>   | <b>500</b>                 | <b>500</b>                 | <b>-</b>         |
| <b>5090201000 EMPLOYEE EXPENSES</b>  |                            |                            |                  |
| Coin room uniforms and other employee expenses   | 5,000                      | 3,000                      | (2,000)          |
| <b>Sub-total</b>   | <b>5,000</b>               | <b>3,000</b>               | <b>(2,000)</b>   |
| <b>5090801000 BANK SERVICE FEES</b>  |                            |                            |                  |
| Armored truck service  | 4,250                      | 4,188                      | (63)             |
| Merchant and bank Fees   | 15,750                     | 11,813                     | (3,938)          |
| <b>Sub-total</b>   | <b>20,000</b>              | <b>16,000</b>              | <b>(4,000)</b>   |

**FINANCE OFFICE DETAIL**

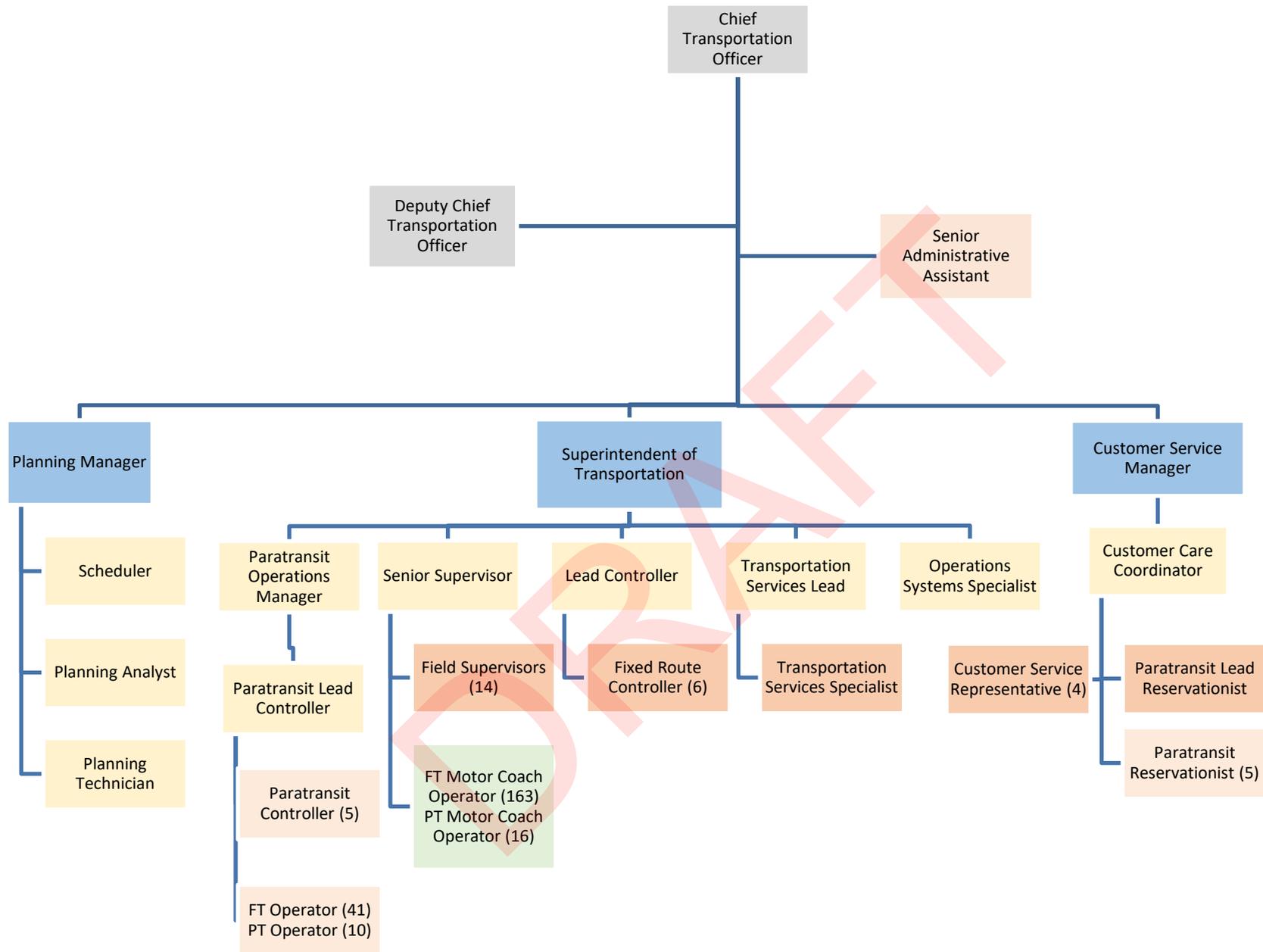
**Division 41**

| General Ledger Code  | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance       |
|--|----------------------------|----------------------------|----------------|
| <b>5090801040 PASS OUTLET COMMISSION</b>   |                            |                            |                |
| Costs related to commission earned by pass outlets                                       | 10,000                     | 8,000                      | (2,000)        |
| <b>Sub-total</b>   | <b>10,000</b>              | <b>8,000</b>               | <b>(2,000)</b> |
| <b>5090801050 MOBILE TICKETING COMMISSION</b>  |                            |                            |                |
| Mobile ticketing surcharge   | 17,000                     | 19,000                     | 2,000          |
| <b>Sub-total</b>   | <b>17,000</b>              | <b>19,000</b>              | <b>2,000</b>   |
| <b>5090801060 BAD DEBT EXPENSE</b>   |                            |                            |                |
| Costs incurred as a result of receivables that are deemed uncollectible                  | 5,000                      | 500                        | (4,500)        |
| <b>Sub-total</b>   | <b>5,000</b>               | <b>500</b>                 | <b>(4,500)</b> |
| <b>5110101050 INTEREST EXPENSE</b>   |                            |                            |                |
| Costs incurred as a result of making monthly insurance payments as opposed to a lump sum | 1,500                      | 25,000                     | 23,500         |
| <b>Sub-total</b>   | <b>1,500</b>               | <b>25,000</b>              | <b>23,500</b>  |
| <b>Total Expenses</b>  | <b>5,313,340</b>           | <b>5,820,786</b>           | <b>507,446</b> |

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# TRANSPORTATION OFFICE

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**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.

**FY24 GOALS & OBJECTIVES**

- Increase the number of operators by continuing to focus on hiring initiatives .
- Expand cross training program for staff to mirror another team member to learn department processes and eliminate departmental silos.
- Increase utilization and update of enterprise systems agency-wide to designed single point connectivity capabilities in order to enhance productivity and efficiency.

**EXPENSE BUDGET SUMMARY - FIXED ROUTE ADMIN (DIV 11)**

| General Ledger Code                 | FY21 Actuals     | FY22 Actuals     | FY23 Estimates   | FY23 Approved Budget | FY24 Proposed Budget | Variance       |
|-------------------------------------|------------------|------------------|------------------|----------------------|----------------------|----------------|
| 5010200500 ADMIN SALARIES           | 1,110,172        | 1,111,176        | 1,143,531        | 1,276,146            | 1,300,505            | 24,359         |
| 5010201610 ADMIN SALARIES-OT        | 39,181           | 35,118           | 45,324           | 50,000               | 52,500               | 2,500          |
| 5029999999 TOTAL FRINGE BENEFITS    | 808,062          | 775,634          | 861,148          | 903,776              | 996,326              | 92,550         |
| 5030300013 UNIFORMS                 | 36,719           | 43,792           | 25,160           | 76,344               | 67,368               | (8,976)        |
| 5030400000 TEMPORARY HELP SERVICES  | 7,895            | 20,277           | -                | -                    | -                    | -              |
| 5039900003 PRINTING EXPENSE         | 3,595            | 1,962            | 2,673            | 2,500                | 2,500                | -              |
| 5049900001 OFFICE SUPPLIES          | 1,277            | 1,212            | 1,200            | 1,260                | 1,260                | -              |
| 5049900011 MATERIALS & SUPPLIES     | 600              | 1,144            | 590              | 1,251                | 1,250                | (1)            |
| 5090200000 TRAVEL MEETINGS/TRAINING | 7,910            | 9,604            | 2,531            | 8,000                | 8,000                | -              |
| 5090201000 EMPLOYEE EXPENSE         | 777              | -                | 1,230            | 1,500                | 1,500                | -              |
| 5099900004 BUS RODEO EXPENDITURES   | 67               | -                | -                | -                    | -                    | -              |
| 5140001000 VEHICLE OPERATING LEASES | -                | 96,975           | -                | -                    | -                    | -              |
| <b>Total Expenses</b>               | <b>2,016,256</b> | <b>2,096,893</b> | <b>2,083,387</b> | <b>2,320,777</b>     | <b>2,431,209</b>     | <b>110,432</b> |

**EXPENSE BUDGET SUMMARY - FIXED ROUTE UNION (DIV 12)**

| General Ledger Code                     | FY21 Actuals      | FY22 Actuals      | FY23 Estimates   | FY23 Approved Budget | FY24 Proposed Budget | Variance        |
|---|-------------------|-------------------|------------------|----------------------|----------------------|-----------------|
| 5010101010 OPERATOR WAGES - FT          | 6,174,812         | 5,954,646         | 5,408,269        | 6,190,232            | 6,075,035            | (115,197)       |
| 5010101020 OPERATOR WAGES OVERTIME - FT | 362,333           | 653,411           | 881,593          | 700,000              | 775,000              | 75,000          |
| 5029999999 TOTAL FRINGE BENEFITS        | 3,671,151         | 3,484,181         | 3,372,565        | 3,730,067            | 3,758,161            | 28,094          |
| <b>Total Expenses</b>                   | <b>10,208,296</b> | <b>10,092,237</b> | <b>9,662,427</b> | <b>10,620,299</b>    | <b>10,608,196</b>    | <b>(12,103)</b> |

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

| General Ledger Code              | FY21 Actuals   | FY22 Actuals   | FY23 Estimates | FY23 Approved Budget | FY24 Proposed Budget | Variance      |
|----------------------------------|----------------|----------------|----------------|----------------------|----------------------|---------------|
| 5010200500 ADMIN SALARIES        | 333,368        | 357,550        | 380,256        | 367,200              | 362,511              | (4,689)       |
| 5010201610 ADMIN SALARIES-OT     | 2,508          | 13,851         | 17,565         | 21,000               | 19,000               | (2,000)       |
| 5029999999 TOTAL FRINGE BENEFITS | 250,823        | 275,855        | 295,523        | 271,254              | 314,155              | 42,901        |
| 5030300013 PARATRANSIT UNIFORMS  | 5,055          | 5,087          | 6,539          | 20,000               | 28,032               | 8,032         |
| 5049900001 OFFICE SUPPLIES       | 736            | 922            | 2,868          | -                    | 1,200                | 1,200         |
| 5049900011 PARATRANSIT SUPPLIES  | 520            | 628            | -              | -                    | -                    | -             |
| <b>Total Expenses</b>            | <b>593,011</b> | <b>653,893</b> | <b>702,751</b> | <b>679,454</b>       | <b>724,898</b>       | <b>45,444</b> |

**TRANSPORTATION OFFICE**

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

**EXPENSE BUDGET SUMMARY - PARATRANSIT UNION (DIV 14)**

| General Ledger Code                   | FY21 Actuals     | FY22 Actuals     | FY23 Estimates   | FY23             | FY24             | Variance       |
|---------------------------------------|------------------|------------------|------------------|------------------|------------------|----------------|
|                                       |                  |                  |                  | Approved Budget  | Proposed Budget  |                |
| 5010101010 PARATRANSIT OPERATOR WAGES | 1,537,455        | 1,317,262        | 1,271,994        | 1,575,730        | 1,555,611        | (20,119)       |
| 5010101020 PARATRANSIT OPER WAGES OT  | 107,380          | 225,740.61       | 306,067          | 220,000          | 250,000          | 30,000         |
| 5029999999 TOTAL FRINGE BENEFITS      | 908,000          | 752,512          | 721,766          | 808,284          | 964,009          | 155,725        |
| <b>Total Expenses</b>                 | <b>2,552,835</b> | <b>2,295,515</b> | <b>2,299,826</b> | <b>2,604,014</b> | <b>2,769,620</b> | <b>165,606</b> |

**PERSONNEL SUMMARY**

| FY24 Physical Count | Classification                          | FY23 Approved Budget | FY24 Proposed Base FTE's | Variance    |
|---------------------|---|----------------------|--------------------------|-------------|
|                     | <b>Fixed Route</b>                      |                      |                          |             |
| 1                   | Chief Transportation Officer            | 1.00                 | 1.00                     | 0.00        |
| 1                   | Deputy Chief Transportation Officer     | 1.00                 | 1.00                     | 0.00        |
| 14                  | Field Supervisor                        | 14.00                | 14.00                    | 0.00        |
| 6                   | Fixed Route Controller                  | 6.00                 | 6.00                     | 0.00        |
| 1                   | Transportation Services Specialist      | 1.00                 | 1.00                     | 0.00        |
| 1                   | Lead Controller                         | 1.00                 | 1.00                     | 0.00        |
| 163                 | Motor Coach Operator - Full Time        | 163.00               | 163.00                   | 0.00        |
| 16                  | Motor Coach Operator - Part Time (.75)  | 12.00                | 12.00                    | 0.00        |
| 1                   | Operations System Specialist            | 1.00                 | 1.00                     | 0.00        |
| 1                   | Senior Administrative Assistant         | 1.00                 | 1.00                     | 0.00        |
| 1                   | Senior Supervisor                       | 1.00                 | 1.00                     | 0.00        |
| 1                   | Superintendent of Transportation        | 1.00                 | 1.00                     | 0.00        |
| 1                   | Transportation Services Lead            | 1.00                 | 1.00                     | 0.00        |
| <b>208</b>          | <b>Sub-Total</b>                        | <b>204.00</b>        | <b>204.00</b>            | <b>0.00</b> |
|                     | <b>Paratransit</b>                      |                      |                          |             |
| 5                   | Paratransit Controller                  | 5.00                 | 5.00                     | 0.00        |
| 1                   | Paratransit Lead Controller             | 1.00                 | 1.00                     | 0.00        |
| 1                   | Paratransit Operations Manager          | 1.00                 | 1.00                     | 0.00        |
| 41                  | Paratransit Operators - Full Time       | 41.00                | 41.00                    | 0.00        |
| 10                  | Paratransit Operators - Part Time (.75) | 7.50                 | 7.50                     | 0.00        |
| <b>58</b>           | <b>Sub-Total</b>                        | <b>55.50</b>         | <b>55.50</b>             | <b>0.00</b> |
| <b>266</b>          | <b>Total FTEs</b>                       | <b>259.50</b>        | <b>259.50</b>            | <b>0.00</b> |

TRANSPORTATION OFFICE - TRANSPORTATION DETAIL

Division 11

| General Ledger Code                        | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance       |
|--|----------------------------|----------------------------|----------------|
| <b>5010200500 ADMIN SALARIES</b>           | 1,276,146                  | 1,300,505                  | 24,359         |
| <b>5010201610 ADMIN SALARIES-OT</b>        | 50,000                     | 52,500                     | 2,500          |
| <b>5029999999 TOTAL FRINGE BENEFITS</b>    | 903,776                    | 996,326                    | 92,550         |
| <b>Sub-total</b>                           | <b>2,229,922</b>           | <b>2,349,331</b>           | <b>119,409</b> |
| <b>5030300013 UNIFORMS</b>                 |                            |                            |                |
| Employee uniforms                          | 56,674                     | 50,010                     | (6,663)        |
| Uniform rental                             | 19,670                     | 17,358                     | (2,313)        |
| <b>Sub-total</b>                           | <b>76,344</b>              | <b>67,368</b>              | <b>(8,976)</b> |
| <b>5039900003 PRINTING EXPENSE</b>         |                            |                            |                |
| Printing expense                           | 2,500                      | 2,500                      | -              |
| <b>Sub-total</b>                           | <b>2,500</b>               | <b>2,500</b>               | <b>-</b>       |
| <b>5049900001 OFFICE SUPPLIES</b>          |                            |                            |                |
| Office supplies                            | 1,260                      | 1,260                      | -              |
| <b>Sub-total</b>                           | <b>1,260</b>               | <b>1,260</b>               | <b>-</b>       |
| <b>5049900011 MATERIALS &amp; SUPPLIES</b> |                            |                            |                |
| Replenishment of supervisor van supplies   | 1,251                      | 1,250                      | (1)            |
| <b>Sub-total</b>                           | <b>1,251</b>               | <b>1,250</b>               | <b>(1)</b>     |
| <b>5090200000 TRAVEL MEETINGS/TRAINING</b> |                            |                            |                |
| CTA  | 1,000                      | 1,000                      | -              |
| NTI Training                               | 1,300                      | 1,300                      | -              |
| Para and Transit Certification             | 4,600                      | 4,600                      | -              |
| Trapeze Group user conference              | 1,100                      | 1,100                      | -              |
| <b>Sub-total</b>                           | <b>8,000</b>               | <b>8,000</b>               | <b>-</b>       |

**TRANSPORTATION OFFICE - TRANSPORTATION DETAIL**

**Division 11**

| General Ledger Code                | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance       |
|------------------------------------|----------------------------|----------------------------|----------------|
| <b>5090201000 EMPLOYEE EXPENSE</b> |                            |                            |                |
| Trophies for employee recognition  | 1,500                      | 1,500                      | -              |
| <b>Sub-total</b>                   | <b>1,500</b>               | <b>1,500</b>               | -              |
|                                    |                            |                            |                |
| <b>Total Expenses</b>              | <b>2,320,777</b>           | <b>2,431,209</b>           | <b>110,432</b> |

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**TRANSPORTATION OFFICE -TRANSPORTATION DETAIL**

**Division 13 (Paratransit - Ops Only Portion)**

| General Ledger Code                        | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance      |
|--|----------------------------|----------------------------|---------------|
| <b>5010200500 ADMIN SALARIES</b>           | 367,200                    | 362,511                    | (4,689)       |
| <b>5010201610 ADMIN SALARIES-OT</b>        | 21,000                     | 19,000                     | (2,000)       |
| <b>5029999999 TOTAL FRINGE BENEFITS...</b> | 271,254                    | 314,155                    | 42,901        |
| <b>Sub-total</b>                           | <b>659,454</b>             | <b>695,666</b>             | <b>36,212</b> |
| <b>5030300013 PARATRANSIT UNIFORMS</b>     |                            |                            |               |
| Uniforms for Paratransit Operators         | 20,000                     | 28,032                     | 8,032         |
| <b>Sub-total</b>                           | <b>20,000</b>              | <b>28,032</b>              | <b>8,032</b>  |
| <b>5049900001 OFFICE SUPPLIES</b>          |                            |                            |               |
| General office supplies                    | -                          | 1,200                      | 1,200         |
| <b>Sub-total</b>                           | <b>-</b>                   | <b>1,200</b>               | <b>1,200</b>  |
| <b>Total Expenses</b>                      | <b>679,454</b>             | <b>724,898</b>             | <b>45,444</b> |

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**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.

**FY24 GOALS & OBJECTIVES**

- Continue cross training program for staff to mirror another team member to learn department processes and eliminate departmental silos.
- Create and train staff on a COM work flow process within the department level staff to increase utilization, productivity and efficiency.
- Collaborate with the marketing team to enhance communication with front line staff and customers utilizing new and current onboard technology. i.e. social media, rider app, etc.

**EXPENSE BUDGET SUMMARY - COMMUNITY AND CUSTOMER RELATIONS (45)**

| General Ledger Code                 | FY21 Actuals   | FY22 Actuals   | FY23 Estimates | FY23 Approved Budget | FY24 Proposed Budget | Variance       |
|-------------------------------------|----------------|----------------|----------------|----------------------|----------------------|----------------|
| 5010200500 ADMIN SALARIES           | 331,361        | 355,255        | 394,912        | 405,244              | 406,547              | 1,303          |
| 5010201610 ADMIN SALARIES-OT        | 3,640          | 4,252          | 5,965          | 11,000               | 8,500                | (2,500)        |
| 5029999999 TOTAL FRINGE BENEFITS    | 233,456        | 240,934        | 274,670        | 312,772              | 315,091              | 2,319          |
| 5030303240 CONTRACTED SERVICES      | -              | 2,453          | -              | 2,500                | 2,500                | -              |
| 5030400000 TEMPORARY HELP SERVICES  | -              | 5,257          | -              | 5,000                | 5,000                | -              |
| 5039900003 PRINTING EXPENSE         | 7,427          | 20,970         | 25,212         | 40,000               | 30,000               | (10,000)       |
| 5049900001 OFFICE SUPPLIES          | 2,720          | 3,952          | 583            | 4,000                | 4,000                | -              |
| 5049900002 OFFICE SUPPLIES-POSTAGE  | 14,498         | 24,395         | 21,693         | 25,000               | 25,000               | -              |
| 5090200000 TRAVEL MEETINGS/TRAINING | -              | -              | -              | 1,300                | 1,300                | -              |
| 5090800100 EMPLOYEE RECOGNITION     | 438            | 821            | 941            | 900                  | 900                  | -              |
| <b>Total Expenses</b>               | <b>593,542</b> | <b>658,290</b> | <b>723,977</b> | <b>807,716</b>       | <b>798,838</b>       | <b>(8,878)</b> |

**Notes:**

- In FY21, the marketing staff were separated from the Community and Customer Relations department. Accordingly, the marketing costs for FY21 through FY23 are included in the marketing department.

**PERSONNEL SUMMARY**

| FY24 Physical Count | Classification                  | FY23 Approved Budget | FY24 Proposed Base FTE's | Variance    |
|---------------------|---------------------------------|----------------------|--------------------------|-------------|
| 1                   | Customer Service Manager        | 1.00                 | 1.00                     | 0.00        |
| 1                   | Customer Care Coordinator       | 1.00                 | 1.00                     | 0.00        |
| 4                   | Customer Service Representative | 4.00                 | 4.00                     | 0.00        |
| 1                   | Paratransit Lead Reservationist | 1.00                 | 1.00                     | 0.00        |
| 5                   | Paratransit Reservationist      | 5.00                 | 5.00                     | 0.00        |
| <b>12</b>           | <b>Total FTEs</b>               | <b>12.00</b>         | <b>12.00</b>             | <b>0.00</b> |

**TRANSPORTATION OFFICE - CUTOMER SERVICE**

Division 45

| General Ledger Code   | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance        |
|---|----------------------------|----------------------------|-----------------|
| <b>5010200500 ADMIN SALARIES</b>                              | 405,244                    | 406,547                    | 1,303           |
| <b>5010201610 ADMIN SALARIES-OT</b>                           | 11,000                     | 8,500                      | (2,500)         |
| <b>5029999999 TOTAL FRINGE BENEFITS</b>                       | 312,772                    | 315,091                    | 2,319           |
| <b>Sub-total</b>  | <b>729,016</b>             | <b>730,138</b>             | <b>1,122</b>    |
| <b>5030303240 CONTRACTED SERVICES</b>                         |                            |                            |                 |
| Customer live chat for website                                | 2,500                      | 2,500                      | -               |
| <b>Sub-total</b>  | <b>2,500</b>               | <b>2,500</b>               | <b>-</b>        |
| <b>5030400000 TEMPORARY HELP SERVICES</b>                     |                            |                            |                 |
| Temporary assistance with projects and programs as they arise | 5,000                      | 5,000                      | -               |
| <b>Sub-total</b>  | <b>5,000</b>               | <b>5,000</b>               | <b>-</b>        |
| <b>5039900003 PRINTING EXPENSE</b>                            |                            |                            |                 |
| GFI   | 40,000                     | 30,000                     | (10,000)        |
| <b>Sub-total</b>  | <b>40,000</b>              | <b>30,000</b>              | <b>(10,000)</b> |
| <b>5049900001 OFFICE SUPPLIES</b>                             |                            |                            |                 |
| Office Supplies   | 4,000                      | 4,000                      | -               |
| <b>Sub-total</b>  | <b>4,000</b>               | <b>4,000</b>               | <b>-</b>        |
| <b>5049900002 OFFICE SUPPLIES-POSTAGE</b>                     |                            |                            |                 |
| Agency costs for postage & other mailing expenses             | 25,000                     | 25,000                     | -               |
| <b>Sub-total</b>  | <b>25,000</b>              | <b>25,000</b>              | <b>-</b>        |
| <b>5090200000 TRAVEL MEETINGS/TRAINING</b>                    |                            |                            |                 |
| Costs associated with employee training                       | 1,300                      | 1,300                      | -               |
| <b>Sub-total</b>  | <b>1,300</b>               | <b>1,300</b>               | <b>-</b>        |
| <b>5090800100 EMPLOYEE RECOGNITION</b>                        | 900                        | 900                        | -               |
| <b>Sub-total</b>  | <b>900</b>                 | <b>900</b>                 | <b>-</b>        |
| <b>Total Expenses</b>   | <b>807,716</b>             | <b>798,838</b>             | <b>(8,878)</b>  |

**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 mission and vision.

**FY24 GOALS & OBJECTIVES**

- Enhance collaboration with the cities, SCAG and CVAG on projects to push the importance of transit to the community.
- Explore an eco-friendly approach to operator bids to reduce paper usage and create a streamlined process.
- Monitor and analyze service to implement improvements in order to increase ridership and encourage choice riders.

**EXPENSE BUDGET SUMMARY - PLANNING (49)**

| General Ledger Code                 | FY21 Actuals   | FY22 Actuals   | FY23 Estimates | FY23            | FY24            | Variance        |
|-------------------------------------|----------------|----------------|----------------|-----------------|-----------------|-----------------|
|                                     |                |                |                | Approved Budget | Proposed Budget |                 |
| 5010200500 ADMIN SALARIES           | 180,946        | 162,874        | 184,364        | 175,455         | 203,556         | 28,101          |
| 5010201610 ADMIN SALARIES-OT        | 1,664          | 1,950          | 2,639          | 3,084           | 3,250           | 166             |
| 5029999999 TOTAL FRINGE BENEFITS    | 113,832        | 93,528         | 103,168        | 113,027         | 118,460         | 5,433           |
| 5030200010 CONSULTING               | 230,531        | 242,666        | 154,744        | 291,000         | 205,487         | (85,513)        |
| 5030400000 TEMPORARY HELP SERVICES  | 19,270         | 11,383         | 4,865          | 25,000          | 5,000           | (20,000)        |
| 5049900001 OFFICE SUPPLIES          | 751            | 1,176          | 154            | 1,200           | 1,200           | -               |
| 5090200000 TRAVEL MEETINGS/SEMINARS | -              | -              | -              | 10,000          | 13,440          | 3,440           |
| 5090200001 TRAVEL TRAINING          | 3,813          | 9,280          | 6,275          | -               | -               | -               |
| <b>Total Expenses</b>               | <b>550,807</b> | <b>522,857</b> | <b>456,209</b> | <b>618,766</b>  | <b>550,393</b>  | <b>(68,373)</b> |

**PERSONNEL SUMMARY**

| FY24 Physical Count | Classification      | FY23 Approved Budget | FY24 Proposed Base FTE's | Variance    |
|---------------------|---------------------|----------------------|--------------------------|-------------|
| 1                   | Scheduler           | 1.00                 | 1.00                     | 0.00        |
| 1                   | Planning Analyst    | 1.00                 | 1.00                     | 0.00        |
| 1                   | Planning Manager    | 1.00                 | 1.00                     | 0.00        |
| 1                   | Planning Technician | 1.00                 | 1.00                     | 0.00        |
| <b>4</b>            | <b>Total FTEs</b>   | <b>4.00</b>          | <b>4.00</b>              | <b>0.00</b> |

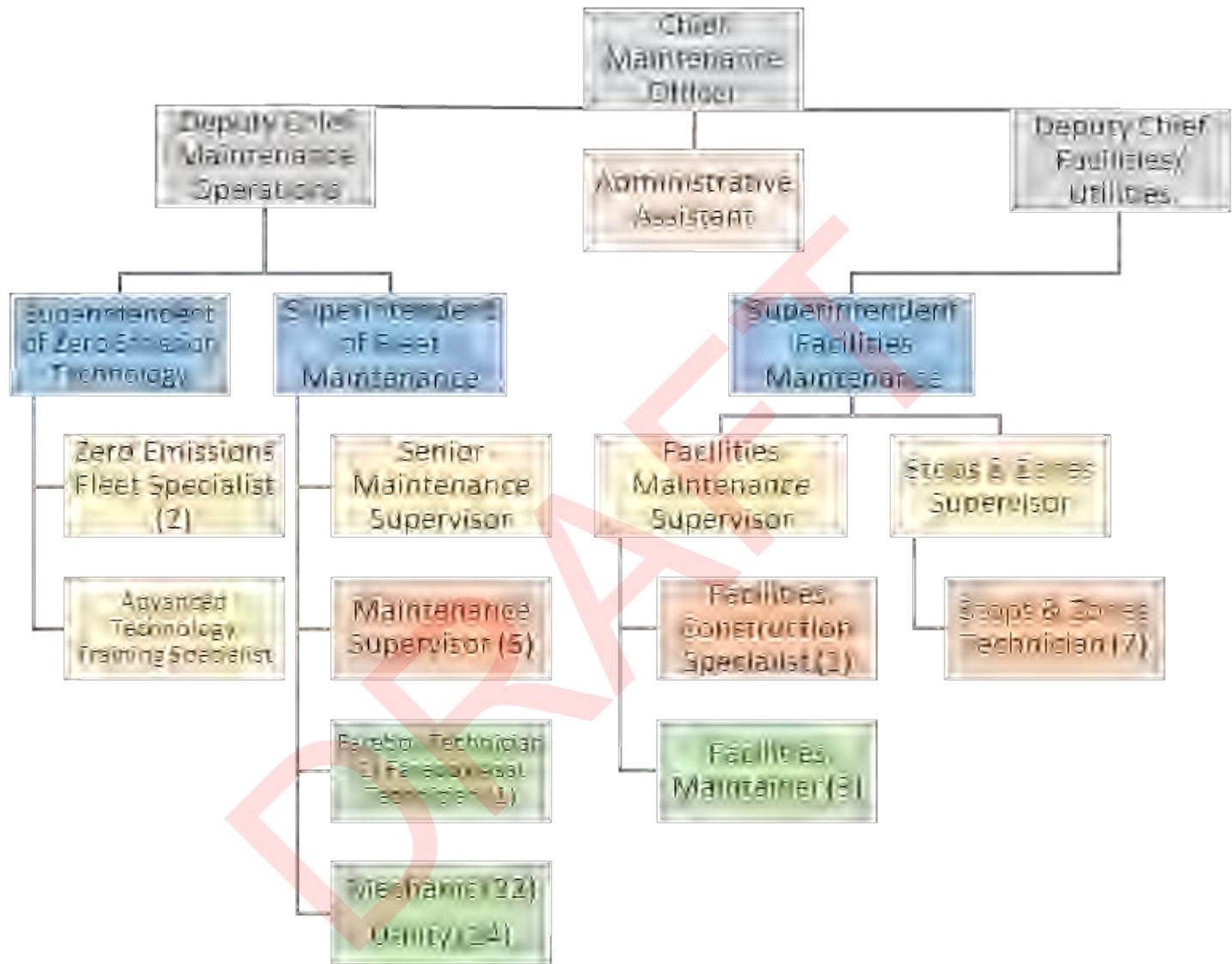
**TRANSPORTATION OFFICE - SERVICE PLANNING DETAIL**

Division 49

| General Ledger Code                                       | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance        |
|---|----------------------------|----------------------------|-----------------|
| <b>5010200500 ADMIN SALARIES</b>                          | 175,455                    | 203,556                    | 28,101          |
| <b>5010201610 ADMIN SALARIES-OT</b>                       | 3,084                      | 3,250                      | 166             |
| <b>5029999999 TOTAL FRINGE BENEFITS</b>                   | 113,027                    | 118,460                    | 5,433           |
| <b>Sub-total</b>  | <b>291,566</b>             | <b>325,266</b>             | <b>33,700</b>   |
| <b>5030200010 CONSULTING</b>                              |                            |                            |                 |
| Transit planning consulting services                      | 291,000                    | 205,487                    | (85,513)        |
| <b>Sub-total</b>  | <b>291,000</b>             | <b>205,487</b>             | <b>(85,513)</b> |
| <b>5030400000 TEMPORARY HELP SERVICES</b>                 |                            |                            |                 |
| Temporary Help Services                                   | 25,000                     | 5,000                      | (20,000)        |
| <b>Sub-total</b>  | <b>25,000</b>              | <b>5,000</b>               | <b>(20,000)</b> |
| <b>5049900001 OFFICE SUPPLIES</b>                         |                            |                            |                 |
| Office supplies   | 1,200                      | 1,200                      | -               |
| <b>Sub-total</b>  | <b>1,200</b>               | <b>1,200</b>               | <b>-</b>        |
| <b>5090200000 TRAVEL MEETINGS/SEMINARS</b>                |                            |                            |                 |
| Costs associated with travel such as meals & parking fees | 10,000                     | 13,440                     | 3,440           |
| <b>Sub-total</b>  | <b>10,000</b>              | <b>13,440</b>              | <b>3,440</b>    |
| <b>Total Expenses</b>                                     | <b>618,766</b>             | <b>550,393</b>             | <b>(68,373)</b> |

# MAINTENANCE OFFICE

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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.

**FY24 GOALS & OBJECTIVES**

- Complete transition to new transit asset management software.
- Engage Deputy CMO and Superintendent in NTI leadership training.
- Maintain MDBF (road call) to FY21 rate for fixed route.

**EXPENSE BUDGET SUMMARY - FLEET MAINTENANCE ADMIN (DIV 21)**

| General Ledger Code                       | FY21 Actuals     | FY22 Actuals     | FY23 Estimates   | FY23             | FY24             | Variance       |
|---|------------------|------------------|------------------|------------------|------------------|----------------|
|   |                  |                  |                  | Approved Budget  | Proposed Budget  |                |
| 5010200500 ADMIN SALARIES                 | 691,693          | 612,397          | 566,521          | 823,036          | 794,089          | (28,947)       |
| 5010201610 ADMIN SALARIES-OT              | 279              | 368              | 2,426            | 2,000            | 3,250            | 1,250          |
| 5029999999 TOTAL FRINGE BENEFITS          | 456,547          | 350,879          | 397,781          | 587,239          | 559,163          | (28,076)       |
| 5030200010 CONSULTING                     | -                | -                | -                | -                | 50,000           | 50,000         |
| 5030400000 TEMPORARY HELP SERVICES        | -                | 12,806           | 11,751           | 1,500            | 1,500            | -              |
| 5039900006 OUTSIDE REPAIR-FIXED ROUTE     | 16,972           | 58,767           | 116,956          | 74,000           | 74,000           | -              |
| 5039900007 OUTSIDE REPAIR-SUPPORT VEHICLE | 2,586            | 4,145            | 2,812            | 8,000            | 4,000            | (4,000)        |
| 5040100101 LUBRICANTS-OIL                 | 72,900           | 77,709           | 91,825           | 91,115           | 96,500           | 5,385          |
| 5040100102 FREON & COOLANT                | 24,593           | 37,071           | 37,368           | 60,000           | 40,000           | (20,000)       |
| 5040101000 FUEL-CNG SUPPORT VEHICLES      | 27,155           | 37,242           | 65,282           | 33,687           | 51,834           | 18,147         |
| 5040101001 FUEL-CNG FIXED ROUTE           | 1,063,515        | 1,507,315        | 2,513,852        | 1,299,300        | 2,049,894        | 750,594        |
| 5040102000 FUEL-UNLEADED                  | 3,686            | 12,637           | 20,185           | 26,000           | 26,000           | -              |
| 5040102100 FUEL-DIESEL                    | 25               | 45,228           | 50,847           | 35,000           | -                | (35,000)       |
| 5040102200 FUEL-HYDROGEN                  | 1,037,212        | 1,134,635        | 1,399,490        | 1,250,000        | 1,418,612        | 168,612        |
| 5040200001 TIRES-FIXED ROUTE              | 148,320          | 149,749          | 152,819          | 178,950          | 178,950          | -              |
| 5040200002 TIRES-SUPPORT VEHICLES         | 6,117            | 4,906            | 11,306           | 6,000            | 10,000           | 4,000          |
| 5040200003 TIRES-TOOLS & SERVICE SUPPLIES | -                | -                | -                | 205              | 205              | -              |
| 5049900001 OFFICE SUPPLIES                | 1,852            | 2,161            | 2,511            | 3,000            | 3,000            | -              |
| 5049900025 GLASS REPLACEMENT-SUPPORT VEH. | 341              | 745              | 1,583            | 1,250            | 1,500            | 250            |
| 5090200000 TRAVEL MEETINGS/TRAINING       | 13,520           | 8,683            | 13,142           | 15,000           | 10,000           | (5,000)        |
| 5090201000 EMPLOYEE EXPENSES              | 533              | 637              | 642              | 772              | 1,000            | 228            |
| 5090400100 DISCOUNTS TAKEN                | (189)            | -                | (18)             | -                | -                | -              |
| 5120001000 RENTAL OF TRAILER              | -                | -                | 6,012            | 8,000            | 8,000            | -              |
| 5140001000 VEHICLE OPERATING LEASES       | -                | -                | 36,366           | 44,000           | -                | (44,000)       |
| <b>Total Expenses</b>                     | <b>3,567,659</b> | <b>4,058,080</b> | <b>5,501,456</b> | <b>4,548,054</b> | <b>5,381,497</b> | <b>833,443</b> |

**MAINTENANCE OFFICE - FLEET MAINTENANCE**

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

**EXPENSE BUDGET SUMMARY - FLEET MAINTENANCE UNION (DIV 22)**

| General Ledger Code                       | FY21 Actuals     | FY22 Actuals     | FY23 Estimates   | FY23             | FY24             | Variance      |
|---|------------------|------------------|------------------|------------------|------------------|---------------|
|   |                  |                  |                  | Approved Budget  | Proposed Budget  |               |
| 5010201200 MECHANIC WAGES                 | 1,607,457        | 1,505,548        | 1,484,734        | 1,747,656        | 1,678,986        | (68,670)      |
| 5010201210 MECHANIC OVERTIME              | 94,218           | 103,980          | 246,643          | 130,000          | 185,000          | 55,000        |
| 5029999999 TOTAL FRINGE BENEFITS          | 914,656          | 854,768          | 890,104          | 1,028,793        | 1,059,652        | 30,859        |
| 5030300014 UNIFORMS                       | 17,936           | 16,278           | 15,716           | 23,500           | 20,000           | (3,500)       |
| 5030500001 FIRE EXTINGUISHERS             | 648              | 950              | 1,620            | 2,728            | 2,728            | -             |
| 5030500002 RADIO MAINTENANCE              | 3,837            | 870              | 3,216            | 4,331            | 4,331            | -             |
| 5030500003 EQUIPT REPAIRS-SHOP EQUIPMENT  | 7,471            | 8,090            | 2,537            | 30,000           | 10,000           | (20,000)      |
| 5030500004 EQUIPT REPAIRS-VAULT & FAREBOX | 10               | 788              | 1,812            | 4,000            | 4,000            | -             |
| 5039900004 CONTRACT SVC-MAINT             | 97,310           | 101,100          | 117,783          | 126,275          | 130,000          | 3,725         |
| 5039900005 CONTRACT SVC-FREIGHT           | 3,595            | 1,260            | 3,218            | 8,594            | 4,500            | (4,094)       |
| 5039900006 CONTRACT SVC - TOWING          | 24,775           | 38,961           | 58,007           | 35,000           | 45,000           | 10,000        |
| 5039900007 INVENTORY-SALES TAX            | 113,213          | 97,249           | 118,757          | 132,000          | 122,000          | (10,000)      |
| 5039900008 INVENTORY-FREIGHT CHARGES      | 19,392           | 19,921           | 18,538           | 20,897           | 20,897           | -             |
| 5049900015 COSMETIC MAINTENANCE EXTERIOR  | 3,717            | 420              | -                | 4,771            | 4,771            | -             |
| 5049900016 CLEANING SUPPLIES-VEHICLES     | 9,590            | 15,216           | 13,208           | 19,000           | 19,000           | -             |
| 5049900017 SHOP SUPPLIES MISC             | 31,705           | 40,489           | 34,339           | 43,750           | 40,000           | (3,750)       |
| 5049900018 MECHANIC TOOLS/SHOES           | 28,019           | 27,019           | 25,727           | 50,000           | 37,000           | (13,000)      |
| 5049900019 SMALL TOOLS & EQUIPMENT        | 11,166           | 15,224           | 22,374           | 64,000           | 20,000           | (44,000)      |
| 5049900020 DECALS-FIXED ROUTE             | 837              | 1,429            | 11,325           | 50,000           | 15,000           | (35,000)      |
| 5049900021 REPAIR PARTS- FIXED ROUTE      | 1,160,423        | 1,144,576        | 1,398,980        | 1,313,500        | 1,400,000        | 86,500        |
| 5049900022 REPAIR PARTS-SUPPORT VEHICLES  | 48,324           | 38,192           | 68,412           | 56,250           | 70,000           | 13,750        |
| 5049900023 VANDALISM/SEAT REPAIRS         | -                | -                | -                | 611              | 1,000            | 389           |
| 5049900024 REPAIR PARTS-FUEL CELL         | 61,562           | 15,818           | 9,317            | 35,000           | 100,000          | 65,000        |
| 5070500000 FUEL TAXES                     | 11,082           | 10,656           | 10,998           | 14,000           | 14,000           | -             |
| 5099900004 PERMITS & LICENSES             | 10,064           | 6,627            | 14,356           | 13,000           | 14,000           | 1,000         |
| <b>Total Expenses</b>                     | <b>4,281,005</b> | <b>4,065,429</b> | <b>4,571,721</b> | <b>4,957,656</b> | <b>5,021,865</b> | <b>64,209</b> |

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

| General Ledger Code                           | FY21 Actuals   | FY22 Actuals   | FY23 Estimates | FY23            | FY24            | Variance       |
|---|----------------|----------------|----------------|-----------------|-----------------|----------------|
|   |                |                |                | Approved Budget | Proposed Budget |                |
| 5039900001 PARATRANSIT CONTRACT SVC-TOWING    | 2,530          | 3,140          | 2,700          | 4,000           | 4,500           | 500            |
| 5039900002 PARATRANSIT OUTSIDE VEHICLE REPAIR | 2,425          | 1,019          | 727            | 2,500           | 2,500           | -              |
| 5039900003 GENERAL SERVICES                   | 18,160         | 16,560         | 16,560         | 24,560          | 24,560          | -              |
| 5040101001 PARATRANSIT FUEL-CNG               | 205,788        | 317,553        | 553,239        | 266,340         | 429,192         | 162,852        |
| 5040200005 PARATRANSIT TIRES                  | 41,877         | 40,782         | 36,608         | 52,010          | 70,000          | 17,990         |
| 5049900006 PARATRANSIT REPAIR PARTS           | 181,644        | 161,543        | 132,606        | 176,339         | 176,339         | -              |
| 5049900007 PARATRANSIT GLASS REPLACEMENT      | 945            | 405            | 1,380          | 950             | 1,500           | 550            |
| 5049900200 DECALS                             | -              | -              | -              | 6,000           | 6,000           | -              |
| <b>Total Expenses</b>                         | <b>453,370</b> | <b>541,002</b> | <b>743,820</b> | <b>532,699</b>  | <b>714,591</b>  | <b>181,892</b> |

**MAINTENANCE OFFICE - FLEET MAINTENANCE**

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

**PERSONNEL SUMMARY**

| FY24<br>Physical<br>Count | Classification                             | FY23<br>Base FTE's | FY24 Proposed<br>Base FTE's | Variance    |
|---------------------------|--|--------------------|-----------------------------|-------------|
| 1                         | Administrative Assistant                   | 1.00               | 1.00                        | 0.00        |
| 1                         | Assistant Farebox Technician               | 1.00               | 1.00                        | 0.00        |
| 1                         | Chief Maintenance officer                  | 1.00               | 1.00                        | 0.00        |
| 1                         | Deputy Chief Maintenance Officer           | 1.00               | 1.00                        | 0.00        |
| 1                         | Superintendent of Zero Emission Technology | 1.00               | 1.00                        | 0.00        |
| 2                         | Zero Emission Fleet Specialist             | 2.00               | 2.00                        | 0.00        |
| 1                         | Advanced Technology Training Specialist    | 1.00               | 1.00                        | 0.00        |
| 1                         | Farebox Technician                         | 1.00               | 1.00                        | 0.00        |
| 0                         | Maintenance Advanced Tech Supervisor       | 0.00               | 0.00                        | 0.00        |
| 5                         | Maintenance Supervisor                     | 5.00               | 5.00                        | 0.00        |
| 22                        | Mechanic                                   | 22.00              | 22.00                       | 0.00        |
| 1                         | Senior Maintenance Supervisor              | 1.00               | 1.00                        | 0.00        |
| 1                         | Superintendent of Maintenance              | 1.00               | 1.00                        | 0.00        |
| 14                        | Utility                                    | 14.00              | 14.00                       | 0.00        |
| <b>52</b>                 | <b>Total FTEs</b>                          | <b>52.00</b>       | <b>52.00</b>                | <b>0.00</b> |

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**MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL**

**DIVISION 21 (Administration)**

| General Ledger Code   | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance        |
|---|----------------------------|----------------------------|-----------------|
| <b>5010200500 ADMIN SALARIES</b>  | 823,036                    | 794,089                    | (28,947)        |
| <b>5010201610 ADMIN SALARIES-OT</b>   | 2,000                      | 3,250                      | 1,250           |
| <b>5029999999 TOTAL FRINGE BENEFITS</b>   | 587,239                    | 559,163                    | (28,076)        |
| <b>Sub-total</b>  | <b>1,412,275</b>           | <b>1,356,502</b>           | <b>(55,773)</b> |
| <b>5030200010 CONSULTING</b>  |                            |                            |                 |
| Maintenance consulting services   | -                          | 50,000                     | 50,000          |
| <b>Sub-total</b>  | <b>-</b>                   | <b>50,000</b>              | <b>50,000</b>   |
| <b>5030400000 TEMPORARY HELP SERVICES</b>   |                            |                            |                 |
| Temporary administrative assistance   | 1,500                      | 1,500                      | -               |
| <b>Sub-total</b>  | <b>1,500</b>               | <b>1,500</b>               | <b>-</b>        |
| <b>5039900006 OUTSIDE REPAIR-FIXED ROUTE</b>  |                            |                            |                 |
| Repairs to fixed route fleet not performed by SunLine employees                               | 74,000                     | 74,000                     | -               |
| <b>Sub-total</b>  | <b>74,000</b>              | <b>74,000</b>              | <b>-</b>        |
| <b>5039900007 OUTSIDE REPAIR-SUPPORT VEHICLE</b>  |                            |                            |                 |
| Repairs to support fleet not performed by SunLine employees                                   | 8,000                      | 4,000                      | (4,000)         |
| <b>Sub-total</b>  | <b>8,000</b>               | <b>4,000</b>               | <b>(4,000)</b>  |
| <b>5040100101 LUBRICANTS-OIL</b>  |                            |                            |                 |
| All lubes and oils used by the fleet  | 91,115                     | 96,500                     | 5,385           |
| <b>Sub-total</b>  | <b>91,115</b>              | <b>96,500</b>              | <b>5,385</b>    |
| <b>5040100102 FREON &amp; COOLANT</b>   |                            |                            |                 |
| Freon & coolant costs for fleet   | 60,000                     | 40,000                     | (20,000)        |
| <b>Sub-total</b>  | <b>60,000</b>              | <b>40,000</b>              | <b>(20,000)</b> |
| <b>5040101000 FUEL-CNG SUPPORT VEHICLES</b>   |                            |                            |                 |
| Fuel for CNG support vehicles   | 33,687                     | 51,834                     | 18,147          |
| <b>Sub-total</b>  | <b>33,687</b>              | <b>51,834</b>              | <b>18,147</b>   |
| <b>5040101001 FUEL-CNG FIXED ROUTE</b>  |                            |                            |                 |
| Fuel for CNG fixed route vehicles   | 1,299,300                  | 2,049,894                  | 750,594         |
| <b>Sub-total</b>  | <b>1,299,300</b>           | <b>2,049,894</b>           | <b>750,594</b>  |
| <b>5040102000 FUEL-UNLEADED</b>   |                            |                            |                 |
| Unleaded fuel used for landscaping equipment and in two support vehicles that run on unleaded | 26,000                     | 26,000                     | -               |
| <b>Sub-total</b>  | <b>26,000</b>              | <b>26,000</b>              | <b>-</b>        |

**MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL**

**DIVISION 21 (Administration)**

| General Ledger Code   | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance        |
|---|----------------------------|----------------------------|-----------------|
| <b>5040102100 FUEL-DIESEL</b>                                     |                            |                            |                 |
| Fuel for leased MCI   | 35,000                     | -                          | (35,000)        |
| <b>Sub-total</b>  | <b>35,000</b>              | <b>-</b>                   | <b>(35,000)</b> |
| <b>5040102200 FUEL-HYDROGEN</b>                                   |                            |                            |                 |
| Hydrogen fuel   | 1,250,000                  | 1,418,612                  | 168,612         |
| <b>Sub-total</b>  | <b>1,250,000</b>           | <b>1,418,612</b>           | <b>168,612</b>  |
| <b>5040200001 TIRES-FIXED ROUTE</b>                               |                            |                            |                 |
| Tire lease program  | 178,950                    | 178,950                    | -               |
| <b>Sub-total</b>  | <b>178,950</b>             | <b>178,950</b>             | <b>-</b>        |
| <b>5040200002 TIRES-SUPPORT VEHICLES</b>                          |                            |                            |                 |
| Purchased tires & lease tires                                     | 6,000                      | 10,000                     | 4,000           |
| <b>Sub-total</b>  | <b>6,000</b>               | <b>10,000</b>              | <b>4,000</b>    |
| <b>5040200003 TIRES-TOOLS &amp; SERVICE SUPPLIES</b>              |                            |                            |                 |
| Small tools for tire service                                      | 205                        | 205                        | -               |
| <b>Sub-total</b>  | <b>205</b>                 | <b>205</b>                 | <b>-</b>        |
| <b>5049900001 OFFICE SUPPLIES</b>                                 |                            |                            |                 |
| Office supplies for maintenance offices                           | 3,000                      | 3,000                      | -               |
| <b>Sub-total</b>  | <b>3,000</b>               | <b>3,000</b>               | <b>-</b>        |
| <b>5049900025 GLASS REPLACEMENT-SUPPORT VEH.</b>                  |                            |                            |                 |
| Replacement of damaged vehicle glass                              | 1,250                      | 1,500                      | 250             |
| <b>Sub-total</b>  | <b>1,250</b>               | <b>1,500</b>               | <b>250</b>      |
| <b>5090200000 TRAVEL MEETINGS/TRAINING</b>                        |                            |                            |                 |
| Costs related to staff training and workshops                     | 15,000                     | 10,000                     | (5,000)         |
| <b>Sub-total</b>  | <b>15,000</b>              | <b>10,000</b>              | <b>(5,000)</b>  |
| <b>5090201000 EMPLOYEE EXPENSES</b>                               |                            |                            |                 |
| Small employee morale related expenses such as trophies & plaques | 772                        | 1,000                      | 228             |
| <b>Sub-total</b>  | <b>772</b>                 | <b>1,000</b>               | <b>228</b>      |

**MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL**

**DIVISION 21 (Administration)**

| General Ledger Code  | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance        |
|--|----------------------------|----------------------------|-----------------|
| <b>5120001000 RENTAL OF TRAILER</b>                              |                            |                            |                 |
| Rental of temporary trailer for administrative maintenance staff | 8,000                      | 8,000                      | -               |
| <b>Sub-total</b>   | <b>8,000</b>               | <b>8,000</b>               | <b>-</b>        |
| <b>5140001000 VEHICLE OPERATING LEASES</b>                       |                            |                            |                 |
| Temporary MCI Bus Lease  | 44,000                     | -                          | (44,000)        |
| <b>Sub-total</b>   | <b>44,000</b>              | <b>-</b>                   | <b>(44,000)</b> |
| <b>Total Expenses</b>  | <b>4,548,054</b>           | <b>5,381,497</b>           | <b>833,443</b>  |

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**MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL**

**DIVISION 22 (Mechanics)**

| General Ledger Code   | FY23<br>Approved<br>Budget | FY24<br>Proposed Budget | Variance        |
|---|----------------------------|-------------------------|-----------------|
| <b>5010201200 MECHANIC WAGES</b>  | 1,747,656                  | 1,678,986               | (68,670)        |
| <b>5010201210 MECHANIC OVERTIME</b>   | 130,000                    | 185,000                 | 55,000          |
| <b>5029999999 TOTAL FRINGE BENEFITS</b>                                       | 1,028,793                  | 1,059,652               | 30,859          |
| <b>Sub-total</b>  | <b>2,906,449</b>           | <b>2,923,638</b>        | <b>17,189</b>   |
|   |                            |                         |                 |
| <b>5030300014 UNIFORMS</b>  |                            |                         |                 |
| Maintenance employee uniforms   | 23,500                     | 20,000                  | (3,500)         |
| <b>Sub-total</b>  | <b>23,500</b>              | <b>20,000</b>           | <b>(3,500)</b>  |
|   |                            |                         |                 |
| <b>5030500001 FIRE EXTINGUISHERS</b>  |                            |                         |                 |
| Vehicle fire extinguishers needing service                                    | 2,728                      | 2,728                   | -               |
| <b>Sub-total</b>  | <b>2,728</b>               | <b>2,728</b>            | <b>-</b>        |
|   |                            |                         |                 |
| <b>5030500002 RADIO MAINTENANCE</b>   |                            |                         |                 |
| Parts and hardware needed to keep radios in vehicles and hilltops operational | 4,331                      | 4,331                   | -               |
| <b>Sub-total</b>  | <b>4,331</b>               | <b>4,331</b>            | <b>-</b>        |
|   |                            |                         |                 |
| <b>5030500003 EQUIPT REPAIRS-SHOP EQUIPMENT</b>                               |                            |                         |                 |
| Minor parts to repair shop equipment  | 30,000                     | 10,000                  | (20,000)        |
| <b>Sub-total</b>  | <b>30,000</b>              | <b>10,000</b>           | <b>(20,000)</b> |
|   |                            |                         |                 |
| <b>5030500004 EQUIPT REPAIRS-VAULT &amp; FAREBOX</b>                          |                            |                         |                 |
| Parts to repair vaults and fareboxes  | 4,000                      | 4,000                   | -               |
| <b>Sub-total</b>  | <b>4,000</b>               | <b>4,000</b>            | <b>-</b>        |
|   |                            |                         |                 |
| <b>5039900004 CONTRACT SVC-MAINT</b>  |                            |                         |                 |
| Lease tire maintainer on property   | 126,275                    | 130,000                 | 3,725           |
| <b>Sub-total</b>  | <b>126,275</b>             | <b>130,000</b>          | <b>3,725</b>    |
|   |                            |                         |                 |
| <b>5039900005 CONTRACT SVC-FREIGHT</b>  |                            |                         |                 |
| Freight expenses for shipping and receiving materials                         | 8,594                      | 4,500                   | (4,094)         |
| <b>Sub-total</b>  | <b>8,594</b>               | <b>4,500</b>            | <b>(4,094)</b>  |
|   |                            |                         |                 |
| <b>5039900006 CONTRACT SVC - TOWING</b>                                       |                            |                         |                 |
| Towing of fixed route and support vehicles when needed                        | 35,000                     | 45,000                  | 10,000          |
| <b>Sub-total</b>  | <b>35,000</b>              | <b>45,000</b>           | <b>10,000</b>   |
|   |                            |                         |                 |

**MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL**

**DIVISION 22 (Mechanics)**

| General Ledger Code  | FY23<br>Approved<br>Budget | FY24<br>Proposed Budget | Variance        |
|--|----------------------------|-------------------------|-----------------|
| <b>5039900007 INVENTORY-SALES TAX</b>  |                            |                         |                 |
| Sales tax on inventory parts   | 132,000                    | 122,000                 | (10,000)        |
| <b>Sub-total</b>   | <b>132,000</b>             | <b>122,000</b>          | <b>(10,000)</b> |
| <b>5039900008 INVENTORY-FREIGHT CHARGES</b>                                      |                            |                         |                 |
| Freight charges on inventory parts   | 20,897                     | 20,897                  | -               |
| <b>Sub-total</b>   | <b>20,897</b>              | <b>20,897</b>           | <b>-</b>        |
| <b>5049900015 COSMETIC MAINTENANCE EXTERIOR</b>                                  |                            |                         |                 |
| Minor cosmetic repairs of vehicle interiors and exteriors                        | 4,771                      | 4,771                   | -               |
| <b>Sub-total</b>   | <b>4,771</b>               | <b>4,771</b>            | <b>-</b>        |
| <b>5049900016 CLEANING SUPPLIES-VEHICLES</b>                                     |                            |                         |                 |
| Chemicals, rags used in the cleaning of vehicles                                 | 19,000                     | 19,000                  | -               |
| <b>Sub-total</b>   | <b>19,000</b>              | <b>19,000</b>           | <b>-</b>        |
| <b>5049900017 SHOP SUPPLIES MISC</b>   |                            |                         |                 |
| Nuts, bolts, chemicals, and welding supplies used in general repair of vehicles  | 43,750                     | 40,000                  | (3,750)         |
| <b>Sub-total</b>   | <b>43,750</b>              | <b>40,000</b>           | <b>(3,750)</b>  |
| <b>5049900018 MECHANIC TOOLS/SHOES</b>   |                            |                         |                 |
| Mechanics tool and shoe allowance  | 50,000                     | 37,000                  | (13,000)        |
| <b>Sub-total</b>   | <b>50,000</b>              | <b>37,000</b>           | <b>(13,000)</b> |
| <b>5049900019 SMALL TOOLS &amp; EQUIPMENT</b>                                    |                            |                         |                 |
| Small tools & equipment used in the repair of vehicles, facilities and equipment | 64,000                     | 20,000                  | (44,000)        |
| <b>Sub-total</b>   | <b>64,000</b>              | <b>20,000</b>           | <b>(44,000)</b> |
| <b>5049900020 DECALS-FIXED ROUTE</b>   |                            |                         |                 |
| Minor decal replacements on FR vehicles  | 50,000                     | 15,000                  | (35,000)        |
| <b>Sub-total</b>   | <b>50,000</b>              | <b>15,000</b>           | <b>(35,000)</b> |
| <b>5049900021 REPAIR PARTS- FIXED ROUTE</b>                                      |                            |                         |                 |
| All parts needed to maintain FR buses  | 1,313,500                  | 1,400,000               | 86,500          |
| <b>Sub-total</b>   | <b>1,313,500</b>           | <b>1,400,000</b>        | <b>86,500</b>   |

**MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL**

**DIVISION 22 (Mechanics)**

| General Ledger Code  | FY23<br>Approved<br>Budget | FY24<br>Proposed Budget | Variance      |
|--|----------------------------|-------------------------|---------------|
| <b>5049900022 REPAIR PARTS-SUPPORT VEHICLES</b>            |                            |                         |               |
| All parts needed to maintain support vehicles              | 56,250                     | 70,000                  | 13,750        |
| <b>Sub-total</b>   | <b>56,250</b>              | <b>70,000</b>           | <b>13,750</b> |
| <b>5049900023 VANDALISM/SEAT REPAIRS</b>                   |                            |                         |               |
| Minor repairs to seats damaged by vandalism                | 611                        | 1,000                   | 389           |
| <b>Sub-total</b>   | <b>611</b>                 | <b>1,000</b>            | <b>389</b>    |
| <b>5049900024 REPAIR PARTS-FUEL CELL</b>                   |                            |                         |               |
| All parts to maintain fuel cell on buses                   | 35,000                     | 100,000                 | 65,000        |
| <b>Sub-total</b>   | <b>35,000</b>              | <b>100,000</b>          | <b>65,000</b> |
| <b>5070500000 FUEL TAXES</b>                               |                            |                         |               |
| Fuel taxes   | 14,000                     | 14,000                  | -             |
| <b>Sub-total</b>   | <b>14,000</b>              | <b>14,000</b>           | <b>-</b>      |
| <b>5099900004 PERMITS &amp; LICENSES</b>                   |                            |                         |               |
| Various permits and licenses including DMV and Air Quality | 13,000                     | 14,000                  | 1,000         |
| <b>Sub-total</b>   | <b>13,000</b>              | <b>14,000</b>           | <b>1,000</b>  |
| <b>Total Expenses</b>                                      | <b>4,957,656</b>           | <b>5,021,865</b>        | <b>64,209</b> |

**MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL**

**Division 13 (Paratransit - Maintenance Portion Only)**

| General Ledger Code   | FY23<br>Approved<br>Budget | FY24<br>Proposed Budget | Variance       |
|---|----------------------------|-------------------------|----------------|
| <b>503990001 PARATRANSIT CONTRACT SVC-TOWING</b>                |                            |                         |                |
| Towing services for paratransit vehicles                        | 4,000                      | 4,500                   | 500            |
| <b>Sub-total</b>  | <b>4,000</b>               | <b>4,500</b>            | <b>500</b>     |
| <b>503990002 PARATRANSIT OUTSIDE VEHICLE REPAIR</b>             |                            |                         |                |
| Repairs to paratransit fleet not performed by SunLine employees | 2,500                      | 2,500                   | -              |
| <b>Sub-total</b>  | <b>2,500</b>               | <b>2,500</b>            | <b>-</b>       |
| <b>503990003 GENERAL SERVICES</b>                               |                            |                         |                |
| Monthly maintenance for SmartDrive                              | 24,560                     | 24,560                  | -              |
| <b>Sub-total</b>  | <b>24,560</b>              | <b>24,560</b>           | <b>-</b>       |
| <b>5040101001 PARATRANSIT FUEL-CNG</b>                          |                            |                         |                |
| Fuel for paratransit vehicles                                   | 266,340                    | 429,192                 | 162,852        |
| <b>Sub-total</b>  | <b>266,340</b>             | <b>429,192</b>          | <b>162,852</b> |
| <b>5040200005 PARATRANSIT TIRES</b>                             |                            |                         |                |
| Tire lease  | 52,010                     | 70,000                  | 17,990         |
| <b>Sub-total</b>  | <b>52,010</b>              | <b>70,000</b>           | <b>17,990</b>  |
| <b>5049900006 PARATRANSIT REPAIR PARTS</b>                      |                            |                         |                |
| Repair parts for paratransit vehicles                           | 176,339                    | 176,339                 | -              |
| <b>Sub-total</b>  | <b>176,339</b>             | <b>176,339</b>          | <b>-</b>       |
| <b>5049900007 PARATRANSIT GLASS REPLACEMENT</b>                 |                            |                         |                |
| Glass replacement for paratransit vehicles                      | 950                        | 1,500                   | 550            |
| <b>Sub-total</b>  | <b>950</b>                 | <b>1,500</b>            | <b>550</b>     |
| <b>5049900200 DECALS</b>  |                            |                         |                |
| Decal replacements  | 6,000                      | 6,000                   | -              |
| <b>Sub-total</b>  | <b>6,000</b>               | <b>6,000</b>            | <b>-</b>       |
| <b>Total Expenses</b>   | <b>532,699</b>             | <b>714,591</b>          | <b>181,892</b> |

**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.

**FY24 GOALS & OBJECTIVES**

- Continuously assess and adjust facilities requirements in the short and long term to meet Agency needs.
- Complete transition to new transit asset management software.
- Development and implementation of a comprehensive facilities master plan.

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

| General Ledger Code                       | FY21 Actuals   | FY22 Actuals   | FY23 Estimates   | FY23 Approved Budget | FY24 Proposed Budget | Variance       |
|---|----------------|----------------|------------------|----------------------|----------------------|----------------|
| 5010200500 ADMIN SALARIES                 | 106,013        | 89,301         | 151,574          | 166,055              | 253,811              | 87,755         |
| 5010201210 GROUNDSKEEPER WAGES            | 141,104        | 145,607        | 164,170          | 141,454              | 134,373              | (7,081)        |
| 5010201610 ADMIN SALARIES-OT              | 295            | -              | 337              | -                    | -                    | -              |
| 5010201710 GROUNDSKEEPER OVERTIME         | 3,434          | 6,144          | 7,675            | 8,000                | 8,500                | 500            |
| 5010700000 ALLOCATED SALARIES             | (1,866)        | (1,826)        | (2,453)          | (3,845)              | (3,542)              | 303            |
| 5029999999 TOTAL FRINGE BENEFITS          | 161,622        | 199,519        | 230,212          | 284,789              | 334,831              | 50,042         |
| 5030500005 CONTRACT SVC-HAZ WASTE REMOVE  | 19,267         | 15,174         | 22,220           | 24,811               | 24,811               | -              |
| 5030500010 CONTRACT SVC-GENERAL           | 33,659         | 29,926         | 76,191           | 38,820               | 50,319               | 11,499         |
| 5030600000 CONTRACT SVC-CUSTODIAL         | 63,190         | 72,048         | 80,501           | 82,455               | 83,500               | 1,045          |
| 5030600100 AIR CONDITIONING EXPENDITURES  | 8,009          | 8,825          | 5,560            | 17,000               | 20,000               | 3,000          |
| 5030600200 UNIFORMS SERVICE EXPENDITURES  | 1,596          | 1,425          | 1,323            | 2,300                | 2,300                | -              |
| 5030600300 RENTAL EQUIPMENT EXPENSES      | 1,331          | 4,746          | 5,895            | 8,000                | 6,000                | (2,000)        |
| 5030600500 PEST CONTROL SERVICE           | 1,550          | 2,781          | 3,251            | 3,746                | 3,746                | -              |
| 5030600600 CONTRACT SERVICES-A/C          | 7,754          | 10,606         | 11,888           | 13,956               | 13,956               | -              |
| 5030600700 FIRE EXTINGUISHERS             | 802            | 823            | 762              | 1,191                | 1,435                | 244            |
| 5030600800 FLOOR MAT RENTAL               | 7,034          | 6,258          | 6,285            | 9,500                | 9,500                | -              |
| 5030600975 RADIO REPEATER HILLTOP RENTAL  | 14,468         | 14,472         | 27,669           | 14,500               | 24,000               | 9,500          |
| 5040300100 PLUMBING RELATED EXPENDITURES  | 5,682          | 6,518          | 3,249            | 6,932                | 8,932                | 2,000          |
| 5040300200 ELECTRICAL RELATED EXPENDITURE | 4,804          | 10,370         | 15,664           | 14,924               | 18,924               | 4,000          |
| 5040300600 SHOE ALLOWANCE                 | 756            | 842            | 600              | 3,000                | 1,500                | (1,500)        |
| 5049900001 OFFICE SUPPLIES                | -              | -              | 57               | 300                  | 300                  | -              |
| 5049900002 BOARD ROOM AND ZWEIG SUPPLIES  | 2,544          | 3,986          | 8,660            | 6,375                | 8,700                | 2,325          |
| 5049900026 FACILITY MAINTENANCE-MAIN FAC  | 24,375         | 29,044         | 54,259           | 38,000               | 40,150               | 2,150          |
| 5049900030 CLEANING SUPPLIES-MAIN FAC     | 770            | 2,368          | 1,311            | 2,300                | 2,300                | -              |
| 5050200001 UTILITIES MAIN FACILITY        | 208,134        | 255,807        | 290,271          | 267,954              | 267,954              | -              |
| 5050200003 TRASH PICKUP- MAIN FACILITY    | 19,613         | 20,189         | 25,251           | 22,826               | 22,826               | -              |
| <b>Total Expenses</b>                     | <b>835,939</b> | <b>934,951</b> | <b>1,192,383</b> | <b>1,175,344</b>     | <b>1,339,126</b>     | <b>163,782</b> |

**MAINTENANCE OFFICE - FACILITY MAINTENANCE**

Division 23 & 24

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

| General Ledger Code                               | FY21 Actuals  | FY22 Actuals  | FY23 Estimates | FY23 Approved Budget | FY24 Proposed Budget | Variance     |
|---|---------------|---------------|----------------|----------------------|----------------------|--------------|
| 5030500010 CONTRACT SVC-GENERAL                   | 705           | 770           | 3,119          | 2,318                | 2,433                | 115          |
| 5030600000 CONTRACT SVC-CUSTODIAL                 | 36,503        | 34,827        | 23,235         | 32,000               | 40,000               | 8,000        |
| 5030600100 AIR CONDITIONING EXPENDITURES          | -             | 1,246         | -              | 1,932                | 1,932                | -            |
| 5030600500 PEST CONTROL SERVICE                   | 802           | 1,178         | 1,349          | 1,595                | 1,595                | -            |
| 5030600600 CONTRACT SERVICES-AC                   | -             | 580           | -              | 580                  | 580                  | -            |
| 5030600700 FIRE EXTINGUISHERS                     | 273           | 252           | -              | 386                  | 386                  | -            |
| 5030600800 FLOOR MAT RENTAL                       | 317           | 636           | 61             | 2,318                | 2,318                | -            |
| 5040300100 PLUMBING RELATED EXP                   | 85            | 1,028         | 446            | 2,050                | 2,050                | -            |
| 5040300200 ELECTRICAL RELATED EXPENDITURE         | 76            | 993           | 1,881          | 5,000                | 2,500                | (2,500)      |
| 5049900027 FACILITY MAINT-INDIO/COACHELLA FAC     | 7,150         | 8,393         | 9,703          | 9,000                | 9,000                | -            |
| 5049900031 CLEANING SUPPLIES-INDIO/COACHELLA FAC. | -             | 185           | -              | 300                  | 300                  | -            |
| 5050200002 UTILITIES INDIO/COACHELLA FACILITY     | 20,859        | 25,496        | 25,559         | 37,000               | 37,000               | -            |
| 5050200004 TRASH PICKUP-INDIO/COACHELLA FACILITY  | 16,375        | 16,671        | 13,683         | 18,000               | 18,000               | -            |
| 5050202000 UTILITIES GAS & WATER                  | 3,412         | 4,545         | 3,306          | 7,001                | 7,001                | -            |
| <b>Total Expenses</b>                             | <b>86,558</b> | <b>96,800</b> | <b>82,343</b>  | <b>119,480</b>       | <b>125,095</b>       | <b>5,615</b> |

**PERSONNEL SUMMARY**

| FY24 Physical Count | Classification                   | FY23 Base FTE's | FY24 Proposed Base FTE's | Variance    |
|---------------------|----------------------------------|-----------------|--------------------------|-------------|
| 2                   | Facility Construction Specialist | 2.00            | 2.00                     | 0.00        |
| 1                   | Facility Maintenance Supervisor  | 1.00            | 1.00                     | 0.00        |
| 3                   | Facility Maintainer              | 3.00            | 3.00                     | 0.00        |
| 1                   | Deputy Chief of Facilities       | 1.00            | 1.00                     | 0.00        |
| 1                   | Superintendent of Facilities     | 1.00            | 1.00                     | 0.00        |
| <b>8</b>            | <b>Total FTEs</b>                | <b>8.00</b>     | <b>8.00</b>              | <b>0.00</b> |

**MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL**

**Division 23 - THOUSAND PALMS**

| General Ledger Code                             | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance       |
|---|----------------------------|----------------------------|----------------|
| <b>5010200500 ADMIN SALARIES</b>                | 166,055                    | 253,811                    | 87,755         |
| <b>5010201210 GROUNDSKEEPER WAGES</b>           | 141,454                    | 134,373                    | (7,081)        |
| <b>5010201610 ADMIN SALARIES-OT</b>             | -                          | -                          |                |
| <b>5010201710 GROUNDSKEEPER OVERTIME</b>        | 8,000                      | 8,500                      | 500            |
| <b>5010700000 ALLOCATED SALARIES</b>            | (3,845)                    | (3,542)                    | 303            |
| <b>5029999999 TOTAL FRINGE BENEFITS</b>         | 284,789                    | 334,831                    | 50,042         |
| <b>Sub-total</b>                                | <b>596,454</b>             | <b>727,973</b>             | <b>131,519</b> |
| <b>5030500005 CONTRACT SVC-HAZ WASTE REMOVE</b> |                            |                            |                |
| Removal of hazardous chemicals                  | 4,247                      | 4,247                      | -              |
| Bio Hazard material removal                     | 20,564                     | 20,564                     | -              |
| <b>Sub-total</b>                                | <b>24,811</b>              | <b>24,811</b>              | <b>-</b>       |
| <b>5030500010 CONTRACT SVC-GENERAL</b>          |                            |                            |                |
| Backup Generator Service                        | 5,763                      | 7,471                      | 1,707          |
| Bus wash monthly PMI                            | 7,033                      | 9,117                      | 2,083          |
| Elevator service                                | 3,594                      | 4,659                      | 1,065          |
| Environmental monitoring Div. 1                 | 6,674                      | 8,651                      | 1,977          |
| Lease for parts storage containers              | 6,596                      | 8,550                      | 1,954          |
| Shop vehicle lift service                       | 3,594                      | 4,659                      | 1,065          |
| Archive Storage                                 | 2,998                      | 3,886                      | 888            |
| Water softener service for bus wash             | 2,567                      | 3,327                      | 760            |
| <b>Sub-total</b>                                | <b>38,820</b>              | <b>50,319</b>              | <b>11,499</b>  |
| <b>5030600000 CONTRACT SVC-CUSTODIAL</b>        |                            |                            |                |
| Contract janitorial service for offices         | 82,455                     | 83,500                     | 1,045          |
| <b>Sub-total</b>                                | <b>82,455</b>              | <b>83,500</b>              | <b>1,045</b>   |
| <b>5030600100 AIR CONDITIONING EXPENDITURES</b> |                            |                            |                |
| Materials for maintenance of all building HVACs | 17,000                     | 20,000                     | 3,000          |
| <b>Sub-total</b>                                | <b>17,000</b>              | <b>20,000</b>              | <b>3,000</b>   |
| <b>5030600200 UNIFORMS SERVICE EXPENDITURES</b> |                            |                            |                |
| Uniforms for Facility Main Techs                | 2,300                      | 2,300                      | -              |
| <b>Sub-total</b>                                | <b>2,300</b>               | <b>2,300</b>               | <b>-</b>       |
| <b>5030600300 RENTAL EQUIPMENT EXPENSES</b>     |                            |                            |                |
| Rented equipment for maintenance of facilities  | 8,000                      | 6,000                      | (2,000)        |
| <b>Sub-total</b>                                | <b>8,000</b>               | <b>6,000</b>               | <b>(2,000)</b> |



**MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL**

**Division 23 - THOUSAND PALMS**

| General Ledger Code  | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance       |
|--|----------------------------|----------------------------|----------------|
| <b>5049900026 FACILITY MAINTENANCE-MAIN FAC</b>                            |                            |                            |                |
| Materials needed to maintain facilities other than plumbing and electrical | 38,000                     | 40,150                     | 2,150          |
| <b>Sub-total</b>   | <b>38,000</b>              | <b>40,150</b>              | <b>2,150</b>   |
| <b>5049900030 CLEANING SUPPLIES-MAIN FAC</b>                               |                            |                            |                |
| Cleaning supplies to maintain all facilities                               | 2,300                      | 2,300                      | -              |
| <b>Sub-total</b>   | <b>2,300</b>               | <b>2,300</b>               | <b>-</b>       |
| <b>5050200001 UTILITIES MAIN FACILITY</b>                                  |                            |                            |                |
| Cable  | 1,815                      | 1,815                      | -              |
| Electricity  | 241,939                    | 241,939                    | -              |
| Gas  | 10,890                     | 10,890                     | -              |
| Water  | 13,310                     | 13,310                     | -              |
| <b>Sub-total</b>   | <b>267,954</b>             | <b>267,954</b>             | <b>-</b>       |
| <b>5050200003 TRASH PICKUP- MAIN FACILITY</b>                              |                            |                            |                |
| Monthly trash pickup service   | 22,826                     | 22,826                     | -              |
| <b>Sub-total</b>   | <b>22,826</b>              | <b>22,826</b>              | <b>-</b>       |
| <b>Total Expenses</b>  | <b>1,175,344</b>           | <b>1,339,126</b>           | <b>163,782</b> |

**MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL**

**Division 24 - INDIO/COACHELLA**

| General Ledger Code                                       | FY23<br>Approved<br>Budget | FY24<br>Proposed Budget | Variance       |
|---|----------------------------|-------------------------|----------------|
| <b>5030500010 CONTRACT SVC-GENERAL</b>                    |                            |                         |                |
| Filtered drinking water dispenser lease                   | 734                        | 771                     | 37             |
| Storm water monitoring and testing contract               | 1,583                      | 1,662                   | 79             |
| <b>Sub-total</b>  | <b>2,318</b>               | <b>2,433</b>            | <b>115</b>     |
| <b>5030600000 CONTRACT SVC-CUSTODIAL</b>                  |                            |                         |                |
| Monthly office janitorial contract Indio and Coachella    | 32,000                     | 40,000                  | 8,000          |
| <b>Sub-total</b>  | <b>32,000</b>              | <b>40,000</b>           | <b>8,000</b>   |
| <b>5030600100 AIR CONDITIONING EXPENDITURES</b>           |                            |                         |                |
| Materials for all facility HVAC maintenance               | 1,932                      | 1,932                   | -              |
| <b>Sub-total</b>  | <b>1,932</b>               | <b>1,932</b>            | <b>-</b>       |
| <b>5030600500 PEST CONTROL SERVICE</b>                    |                            |                         |                |
| General pest control for buildings                        | 1,595                      | 1,595                   | -              |
| <b>Sub-total</b>  | <b>1,595</b>               | <b>1,595</b>            | <b>-</b>       |
| <b>5030600600 CONTRACT SERVICES-AC</b>                    |                            |                         |                |
| Bi annual HVAC service for all buildings                  | 580                        | 580                     | -              |
| <b>Sub-total</b>  | <b>580</b>                 | <b>580</b>              | <b>-</b>       |
| <b>5030600700 FIRE EXTINGUISHERS</b>                      |                            |                         |                |
| Annual fire extinguisher service                          | 386                        | 386                     | -              |
| <b>Sub-total</b>  | <b>386</b>                 | <b>386</b>              | <b>-</b>       |
| <b>5030600800 FLOOR MAT RENTAL</b>                        |                            |                         |                |
| Floor mat rental for office areas and walkways            | 2,318                      | 2,318                   | -              |
| <b>Sub-total</b>  | <b>2,318</b>               | <b>2,318</b>            | <b>-</b>       |
| <b>5040300100 PLUMBING RELATED EXP</b>                    |                            |                         |                |
| Materials for plumbing repairs                            | 2,050                      | 2,050                   | -              |
| <b>Sub-total</b>  | <b>2,050</b>               | <b>2,050</b>            | <b>-</b>       |
| <b>5040300200 ELECTRICAL RELATED EXPENDITURE</b>          |                            |                         |                |
| Materials for electrical repairs                          | 5,000                      | 2,500                   | (2,500)        |
| <b>Sub-total</b>  | <b>5,000</b>               | <b>2,500</b>            | <b>(2,500)</b> |
| <b>5049900027 FACILITY MAINT-INDIO/COACHELLA FACILITY</b> |                            |                         |                |
| Materials for general repair of facilities                | 9,000                      | 9,000                   | -              |
| <b>Sub-total</b>  | <b>9,000</b>               | <b>9,000</b>            | <b>-</b>       |

**MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL**

**Division 24 - INDIO/COACHELLA**

| General Ledger Code  | FY23<br>Approved<br>Budget | FY24<br>Proposed Budget | Variance     |
|--|----------------------------|-------------------------|--------------|
| <b>5049900031 CLEANING SUPPLIES-INDIO/COACHELLA FACILITY</b> |                            |                         |              |
| Minor cleaning supplies required for maint.                  | 300                        | 300                     | -            |
| <b>Sub-total</b>   | <b>300</b>                 | <b>300</b>              | -            |
| <b>5050200002 UTILITIES INDIO/COACHELLA FACILITY</b>         |                            |                         |              |
| Electricity cost for Indio facility                          | 37,000                     | 37,000                  | -            |
| <b>Sub-total</b>   | <b>37,000</b>              | <b>37,000</b>           | -            |
| <b>5050200004 TRASH PICKUP-INDIO/COACHELLA FACILITY</b>      |                            |                         |              |
| Monthly trash pickup service                                 | 18,000                     | 18,000                  | -            |
| <b>Sub-total</b>   | <b>18,000</b>              | <b>18,000</b>           | -            |
| <b>5050202000 UTILITIES GAS &amp; WATER</b>                  |                            |                         |              |
| Gas, water and sewage expenses                               | 7,001                      | 7,001                   | -            |
| <b>Sub-total</b>   | <b>7,001</b>               | <b>7,001</b>            | -            |
| <b>Total Expenses</b>  | <b>119,480</b>             | <b>125,095</b>          | <b>5,615</b> |

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**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.

**FY24 GOALS & OBJECTIVES**

- Review the established cleaning process to improve the customer experience.

**EXPENSE BUDGET SUMMARY - STOPS & ZONES (DIV 25)**

| General Ledger Code              | FY21 Actuals   | FY22 Actuals   | FY23 Estimates | FY23 Approved Budget | FY24 Proposed Budget | Variance      |
|----------------------------------|----------------|----------------|----------------|----------------------|----------------------|---------------|
| 5010200500 ADMIN SALARIES        | 49,640         | 53,886         | 60,794         | 59,651               | 60,643               | 992           |
| 5010201500 BARGAINING SALARIES   | 313,294        | 302,627        | 307,670        | 338,021              | 332,971              | (5,050)       |
| 5010201510 BARGAINING OVERTIME   | 3,440          | 4,052          | 5,461          | 9,000                | 7,500                | (1,500)       |
| 5029999999 TOTAL FRINGE BENEFITS | 226,456        | 236,221        | 230,864        | 253,935              | 271,795              | 17,860        |
| 5030600200 UNIFORMS              | 4,227          | 3,709          | 3,677          | 5,306                | 5,500                | 194           |
| 5030600250 EQUIPMENT RENTAL      | 2,755          | 3,517          | 2,026          | 4,500                | 4,500                | -             |
| 5040102000 UNLEADED GASOLINE     | 1,915          | 2,353          | 2,676          | 3,000                | 3,000                | -             |
| 5040102001 DIESEL FUEL           | 33             | -              | 95             | 175                  | 175                  | -             |
| 5040300600 SHOE ALLOWANCE        | 1,638          | 881            | 2,662          | 4,200                | 2,500                | (1,700)       |
| 5049900001 OFFICE SUPPLIES       | 99             | 107            | -              | 125                  | 125                  | -             |
| 5049900029 BUS STOP SUPPLIES     | 46,143         | 55,808         | 74,207         | 75,000               | 75,400               | 400           |
| 5090201000 EMPLOYEE EXPENSES     | -              | 146            | 373            | 350                  | 350                  | -             |
| <b>Total Expenses</b>            | <b>649,641</b> | <b>663,306</b> | <b>690,506</b> | <b>753,263</b>       | <b>764,459</b>       | <b>11,196</b> |

**PERSONNEL SUMMARY**

| FY24 Physical Count | Classification           | FY23 Base FTE's | FY24 Proposed Base FTE's | Variance    |
|---------------------|--------------------------|-----------------|--------------------------|-------------|
| 1                   | Stops & Zones Supervisor | 1.00            | 1.00                     | 0.00        |
| 7                   | Stops & Zones Technician | 7.00            | 7.00                     | 0.00        |
| <b>8</b>            | <b>Total FTEs</b>        | <b>8.00</b>     | <b>8.00</b>              | <b>0.00</b> |

**MAINTENANCE OFFICE: STOPS & ZONES DETAILS**

Division 25

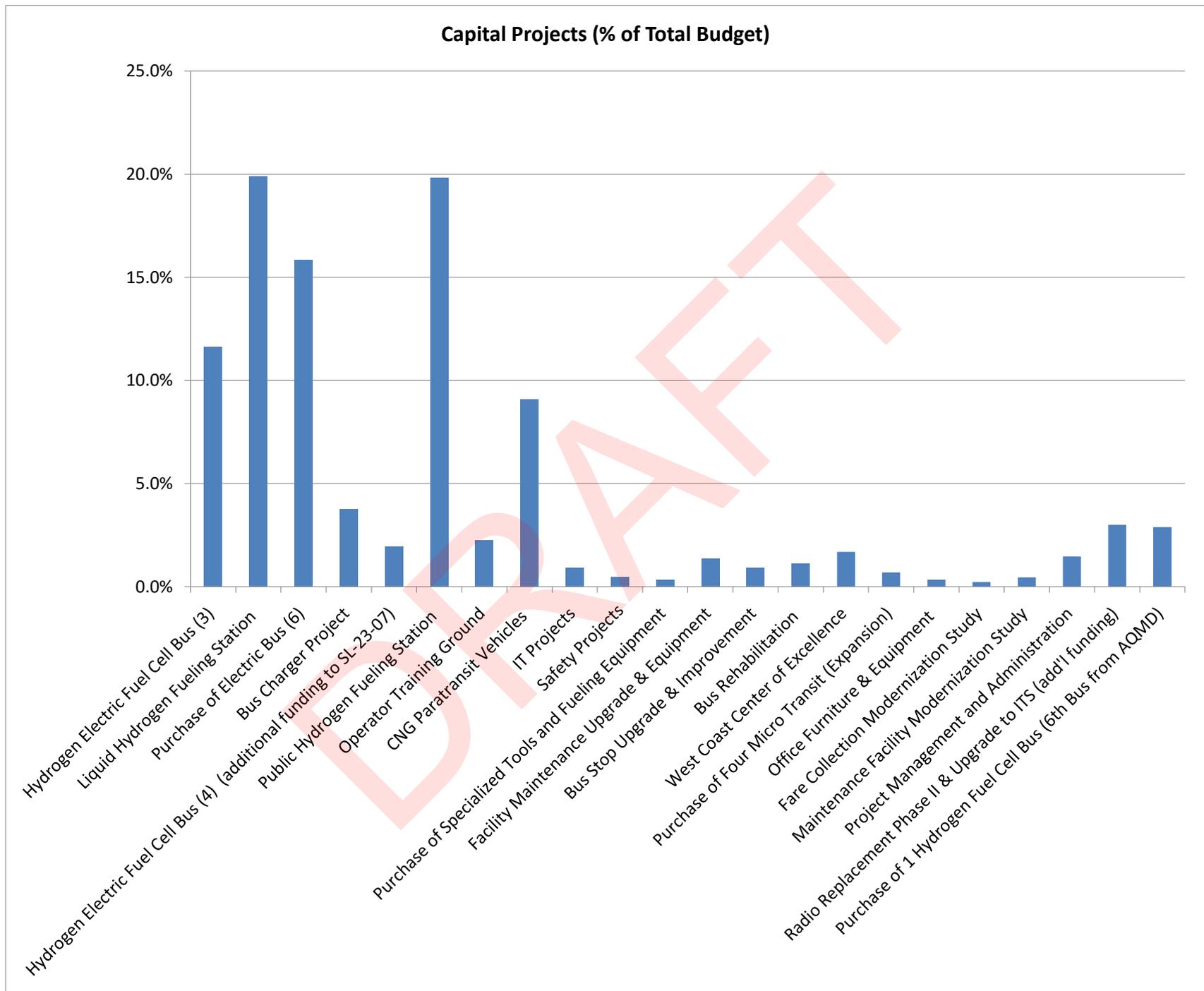
| General Ledger Code   | FY23<br>Approved<br>Budget | FY24<br>Proposed<br>Budget | Variance       |
|---|----------------------------|----------------------------|----------------|
| <b>5010200500 ADMIN SALARIES</b>                              | 59,651                     | 60,643                     | 992            |
| <b>5010201500 BARGAINING SALARIES</b>                         | 338,021                    | 332,971                    | (5,050)        |
| <b>5010201510 BARGAINING OVERTIME</b>                         | 9,000                      | 7,500                      | (1,500)        |
| <b>5029999999 TOTAL FRINGE BENEFITS</b>                       | 253,935                    | 271,795                    | 17,860         |
| <b>Sub-total</b>  | <b>660,607</b>             | <b>672,909</b>             | <b>12,302</b>  |
| <b>5030600200 UNIFORMS</b>                                    |                            |                            |                |
| Uniform rental for Stops & Zones employees                    | 5,306                      | 5,500                      | 194            |
| <b>Sub-total</b>  | <b>5,306</b>               | <b>5,500</b>               | <b>194</b>     |
| <b>5030600250 EQUIPMENT RENTAL</b>                            |                            |                            |                |
| Special equipment rental to move shelters                     | 4,500                      | 4,500                      | -              |
| <b>Sub-total</b>  | <b>4,500</b>               | <b>4,500</b>               | <b>-</b>       |
| <b>5040102000 UNLEADED GASOLINE</b>                           |                            |                            |                |
| Gasoline used in cleaning equipment                           | 3,000                      | 3,000                      | -              |
| <b>Sub-total</b>  | <b>3,000</b>               | <b>3,000</b>               | <b>-</b>       |
| <b>5040102001 DIESEL FUEL</b>                                 |                            |                            |                |
| Portable steam equipment                                      | 175                        | 175                        | -              |
| <b>Sub-total</b>  | <b>175</b>                 | <b>175</b>                 | <b>-</b>       |
| <b>5040300600 SHOE ALLOWANCE</b>                              |                            |                            |                |
| Shoe allowance for Stops & Zones employees                    | 4,200                      | 2,500                      | (1,700)        |
| <b>Sub-total</b>  | <b>4,200</b>               | <b>2,500</b>               | <b>(1,700)</b> |
| <b>5049900001 OFFICE SUPPLIES</b>                             |                            |                            |                |
| General office supplies Stops & Zones office                  | 125                        | 125                        | -              |
| <b>Sub-total</b>  | <b>125</b>                 | <b>125</b>                 | <b>-</b>       |
| <b>5049900029 BUS STOP SUPPLIES</b>                           |                            |                            |                |
| Supplies used to maintain all bus stops and                   | 74,604                     | 75,002                     | 398            |
| Traffic Control   | 396                        | 398                        | 2              |
| <b>Sub-total</b>  | <b>75,000</b>              | <b>75,400</b>              | <b>400</b>     |
| <b>5099999999 EMPLOYEE EXPENSES</b>                           |                            |                            |                |
| General employee expenses while conducting<br>Agency business | 350                        | 350                        | -              |
| <b>Sub-total</b>  | <b>350</b>                 | <b>350</b>                 | <b>-</b>       |
| <b>Total Expenses</b>   | <b>753,263</b>             | <b>764,459</b>             | <b>11,196</b>  |

# CAPITAL BUDGET

DRAFT

## SUMMARY OF CAPITAL PROJECTS

The capital budget incorporates key projects to help further advance the Agency's Capital Improvement Program. There are 23 proposed capital projects requested in FY24 at a total value of \$44,552,063. The most significant projects include the purchase of new revenue vehicles and improvements to the Agency's hydrogen infrastructure.



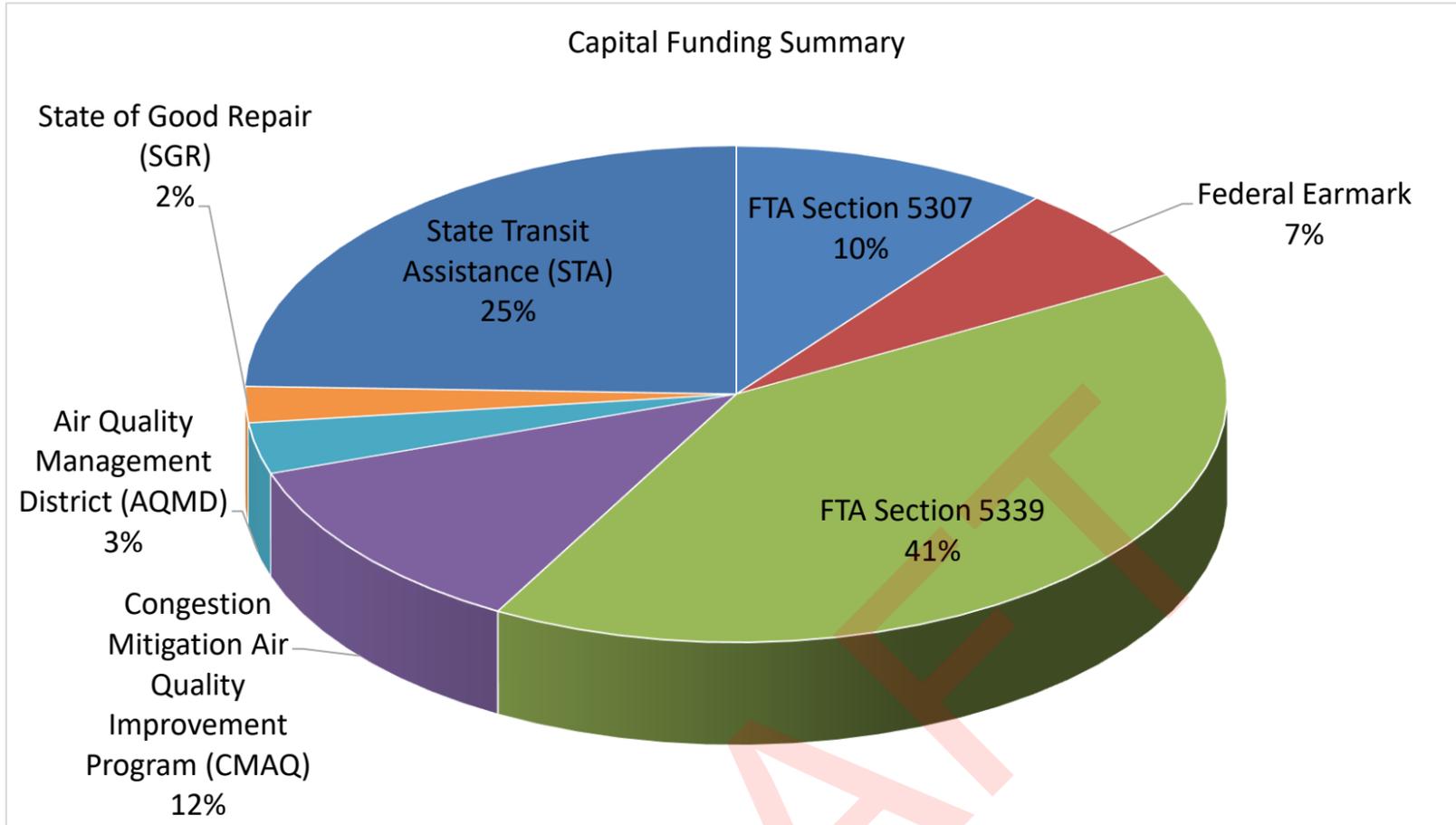
## SUMMARY OF CAPITAL PROJECTS

### CAPITAL BUDGET SUMMARY

| Item Description   | FY 24<br>Proposed Budget |
|--|--------------------------|
| Hydrogen Electric Fuel Cell Bus (3)                                  | 5,183,108                |
| Liquid Hydrogen Fueling Station                                      | 8,861,653                |
| Purchase of Electric Bus (6)   | 7,064,109                |
| Bus Charger Project  | 1,679,854                |
| Hydrogen Electric Fuel Cell Bus (4) (additional funding to SL-23-07) | 862,572                  |
| Public Hydrogen Fueling Station                                      | 8,825,000                |
| Operator Training Ground   | 1,000,000                |
| CNG Paratransit Vehicles   | 440,000                  |
| Purchase of Paratransit Vehicles (15 )                               | 3,600,000                |
| IT Projects  | 400,000                  |
| Safety Projects  | 200,000                  |
| Purchase of Specialized Tools and Fueling Equipment                  | 150,000                  |
| Facility Maintenance Upgrade & Equipment                             | 600,000                  |
| Bus Stop Upgrade & Improvement                                       | 400,000                  |
| Bus Rehabilitation   | 500,000                  |
| West Coast Center of Excellence                                      | 750,000                  |
| Purchase of Four Micro Transit (Expansion)                           | 310,000                  |
| Office Furniture & Equipment   | 150,000                  |
| Fare Collection Modernization Study                                  | 100,000                  |
| Maintenance Facility Modernization Study                             | 200,000                  |
| Project Management and Administration                                | 650,000                  |
| Radio Replacement Phase II & Upgrade to ITS (add'l funding)          | 1,336,981                |
| Purchase of 1 Hydrogen Fuel Cell Bus (6th Bus from AQMD)             | 1,288,786                |
| <b>TOTAL</b>   | <b>44,552,063</b>        |

**FUNDING SUMMARY**

SunLine Transit Agency has nine (9) sources of funding for the FY24 capital budget, including various federal, state and local funding sources. These sources will fund the 23 capital projects included in the FY24 capital budget.



| Funding Source   | FY 23<br>Approved<br>Budget | FY 24<br>Proposed<br>Budget | Variance          |
|--|-----------------------------|-----------------------------|-------------------|
| FTA Section 5307   | 2,391,259                   | 4,012,199                   | 1,620,940         |
| Federal Earmark  | -                           | 2,500,000                   | 2,500,000         |
| CalSTA   | 4,800,000                   | -                           | (4,800,000)       |
| FTA Section 5339   | 10,393,811                  | 15,710,832                  | 5,317,021         |
| Congestion Mitigation Air Quality Improvement Program (CMAQ) | -                           | 4,500,000                   | 4,500,000         |
| Air Quality Management District (AQMD)                       | -                           | 1,273,357                   | 1,273,357         |
| Low Carbon Transit Operations Program (LCTOP)                | 1,500,000                   | -                           | (1,500,000)       |
| State of Good Repair (SGR)                                   | 907,935                     | 900,000                     | (7,935)           |
| State Transit Assistance (STA)                               | 5,484,000                   | 9,380,335                   | 3,896,335         |
| Local Transportation Fund (LTF)                              | -                           | 1,289,090                   | 1,289,090         |
| California Energy Commission (CEC)                           | -                           | 4,986,250                   | 4,986,250         |
| <b>Total Funds Requested by Fiscal Year</b>                  | <b>25,477,005</b>           | <b>44,552,063</b>           | <b>19,075,058</b> |

**FY24 PROJECTS BY FUNDING SOURCE**

| FY24 Projects  | FTA Section 5307 | Federal Earmark  | FTA Section 5339  | CMAQ             | AQMD             | SGR            | STA              | LTF              | CEC              | FY24 Proposed Budget |
|--|------------------|------------------|-------------------|------------------|------------------|----------------|------------------|------------------|------------------|----------------------|
| Hydrogen Electric Fuel Cell Bus (3)                                  |                  |                  | 4,319,257         |                  |                  | 37,428         | 826,423          |                  |                  | 5,183,108            |
| Liquid Hydrogen Fueling Station                                      |                  |                  | 3,500,000         |                  |                  |                | 375,403          |                  | 4,986,250        | 8,861,653            |
| Purchase of Electric Bus (6)   |                  |                  | 5,802,910         |                  |                  |                |                  | 1,261,199        |                  | 7,064,109            |
| Bus Charger Project  |                  |                  | 1,343,883         |                  |                  |                | 335,971          |                  |                  | 1,679,854            |
| Hydrogen Electric Fuel Cell Bus (4) (additional funding to SL-23-07) |                  |                  |                   |                  |                  | 862,572        |                  |                  |                  | 862,572              |
| Public Hydrogen Fueling Station                                      |                  | 2,500,000        |                   | 4,500,000        |                  |                | 1,825,000        |                  |                  | 8,825,000            |
| Operator Training Ground   |                  |                  |                   |                  |                  |                | 1,000,000        |                  |                  | 1,000,000            |
| CNG Paratransit Vehicles   |                  |                  |                   |                  |                  |                | 440,000          |                  |                  | 440,000              |
| Purchase of Paratransit Vehicles (15 )                               | 2,135,218        |                  | 744,782           |                  |                  |                | 720,000          |                  |                  | 3,600,000            |
| IT Projects  | 320,000          |                  |                   |                  |                  |                | 80,000           |                  |                  | 400,000              |
| Safety Projects  |                  |                  |                   |                  |                  |                | 200,000          |                  |                  | 200,000              |
| Purchase of Specialized Tools and Fueling Equipment                  |                  |                  |                   |                  |                  |                | 150,000          |                  |                  | 150,000              |
| Facility Maintenance Upgrade & Equipment                             |                  |                  |                   |                  |                  |                | 600,000          |                  |                  | 600,000              |
| Bus Stop Upgrade & Improvement                                       | 320,000          |                  |                   |                  |                  |                | 80,000           |                  |                  | 400,000              |
| Bus Rehabilitation   |                  |                  |                   |                  |                  |                | 500,000          |                  |                  | 500,000              |
| West Coast Center of Excellence                                      |                  |                  |                   |                  |                  |                | 750,000          |                  |                  | 750,000              |
| Purchase of Four Micro Transit (Expansion)                           |                  |                  |                   |                  |                  |                | 310,000          |                  |                  | 310,000              |
| Office Furniture & Equipment   |                  |                  |                   |                  |                  |                | 122,109          | 27,891           |                  | 150,000              |
| Fare Collection Modernization Study                                  |                  |                  |                   |                  |                  |                | 100,000          |                  |                  | 100,000              |
| Maintenance Facility Modernization Study                             |                  |                  |                   |                  |                  |                | 200,000          |                  |                  | 200,000              |
| Project Management and Administration                                |                  |                  |                   |                  |                  |                | 650,000          |                  |                  | 650,000              |
| Radio Replacement Phase II & Upgrade to ITS (add'l funding)          | 1,236,981        |                  |                   |                  |                  |                | 100,000          |                  |                  | 1,336,981            |
| Purchase of 1 Hydrogen Fuel Cell Bus (6th Bus from AQMD)             |                  |                  |                   |                  | 1,273,357        |                | 15,429           |                  |                  | 1,288,786            |
| <b>Total</b>   | <b>4,012,199</b> | <b>2,500,000</b> | <b>15,710,832</b> | <b>4,500,000</b> | <b>1,273,357</b> | <b>900,000</b> | <b>9,380,335</b> | <b>1,289,090</b> | <b>4,986,250</b> | <b>44,552,063</b>    |
| <b>Total FY24 Proposed Budget</b>                                    |                  |                  |                   |                  |                  |                |                  |                  |                  | <b>\$ 44,552,063</b> |

## CAPITAL PROJECTS

### Hydrogen Electric Fuel Cell Bus (3)

The procurement of fuel cell electric buses will enable the Agency to fully transition its bus fleet to zero-emission by 2035 as per its ICT Plan.

#### PROJECT TYPE:

| Project Budget                      | Total Project Budget |
|-------------------------------------|----------------------|
| Hydrogen Electric Fuel Cell Bus (3) | 5,183,108            |
| <b>Total</b>                        | <b>5,183,108</b>     |

| Funding Sources | Type               | Estimated Expenses |
|-----------------|--------------------|--------------------|
| SGR             | State              | 37,428             |
| Section 5339    | Federal            | 4,319,257          |
| STA             | State              | 826,423            |
|                 | <b>Total Funds</b> | <b>5,183,108</b>   |

### Liquid Hydrogen Fueling Station

This project funds additional upgrades to SunLine's newest liquid hydrogen refueling station to be capable of dispensing 1500 kg/d. SunLine has secured funding to construct a new hydrogen fueling station; it is seeking federal funding to expand that station as it is being constructed to provide additional benefits. The key factor at SunLine preventing increased procurement rates of FCEBs is refueling infrastructure. Each new dispenser at a LH2 station requires significant pump upgrades (or new pumps) to enable supply for that dispenser. This project helps address this need, as well as enables SunLine to make hydrogen fuel available to other entities in the region needing a fueling station.

#### PROJECT TYPE:

| Project Budget                  | Total Project Budget |
|---------------------------------|----------------------|
| Liquid Hydrogen Fueling Station | 8,861,653            |
| <b>Total</b>                    | <b>8,861,653</b>     |

## CAPITAL PROJECTS

| Funding Sources |  | Type               | Estimated Expenses |
|-----------------|--|--------------------|--------------------|
| STA             |  | State              | 375,403            |
| CEC             |  | State              | 4,986,250          |
| Section 5339    |  | Federal            | 3,500,000          |
|                 |  | <b>Total Funds</b> | <b>8,861,653</b>   |

### Purchase of Electric Bus (6)

The Eastern Coachella Valley through which many of SunLine's buses travel every day is classified as a Disadvantaged Community Area under SB 535 with a CalEnviroScreen 3.0 score of 45-50%. Pollution and noise resulting from bus operation are a concern for citizens living adjacent to bus transit routes. Buses also drive in stop-and-go traffic where they waste considerable fuel when idling, emitting additional pollutants into the air. Battery electric buses produce no emissions when idling, use far less fuel and offer virtually silent operation. SunLine will operate the new buses on routes providing service within disadvantaged communities (98% of SunLine's routes pass through disadvantaged communities every day), providing cleaner service to the local ridership.

### PROJECT TYPE:

| Project Budget               | Total Project Budget |
|------------------------------|----------------------|
| Purchase of Electric Bus (6) | 7,064,109            |
| <b>Total</b>                 | <b>7,064,109</b>     |

| Funding Sources |  | Type               | Estimated Expenses |
|-----------------|--|--------------------|--------------------|
| LTF             |  | State              | 1,261,199          |
| Section 5339    |  | Federal            | 5,802,910          |
|                 |  | <b>Total Funds</b> | <b>7,064,109</b>   |

### Bus Charger Project

The project will reduce energy consumption using electric buses that are powered by the clean grid energy instead of fossil fuels. According to the CARB calculator, over the useful life of the vehicles Sunline will realize \$829,524 in energy and fuel cost savings, as well as a reduction of 2,959,447 kWh of fossil fuel energy use reduction.

## CAPITAL PROJECTS

### PROJECT TYPE:

| Project Budget      | Total Project Budget |
|---------------------|----------------------|
| Bus Charger Project | 1,679,854            |
| <b>Total</b>        | <b>1,679,854</b>     |

| Funding Sources | Type               | Estimated Expenses |
|-----------------|--------------------|--------------------|
| STA             | State              | 335,971            |
| Section 5339    | Federal            | 1,343,883          |
|                 | <b>Total Funds</b> | <b>1,679,854</b>   |

### **Hydrogen Electric Fuel Cell Bus (4) (additional funding to SL-23-07)**

With this project, the deployment of four (4) hydrogen electric fuel cell buses (FCEBs) being manufactured by New Flyer, SunLine will further continue its plan in transitioning its entire fleet to zero emission by 2035. This target is five years ahead of the deadline set in the ICT Regulation . To achieve this goal, SunLine will build off past success in deploying FCEBs and battery electric buses (BEBs), which currently make up 24% of its fixed route fleet. The path towards the future of public transportation in America has been paved, in part, by the exploration and advancement of bus technology pioneered by SunLine Transit Agency. SunLine is committed to putting buses on the road to provide transportation for students, essential workers, choice riders and anyone in the Coachella Valley needing a ride to medical appointments , work, grocery shopping and other destinations. SunLine is taking students and residents to schools, colleges and job training centers while developing the next generation of clean fuels and technologies.

### PROJECT TYPE:

| Project Budget   | Total Project Budget |
|--|----------------------|
| Hydrogen Electric Fuel Cell Bus (4) (additional funding to SL-23-07) | 862,572              |
| <b>Total</b>   | <b>862,572</b>       |

**CAPITAL PROJECTS**

| Funding Sources    |  | Type  | Estimated Expenses |
|--------------------|--|-------|--------------------|
| SGR                |  | State | 862,572            |
| <b>Total Funds</b> |  |       | <b>862,572</b>     |

**Public Hydrogen Fueling Station**

This project will assist in offering fueling options to hydrogen consumer vehicles as well as Agency vehicles.

**PROJECT TYPE:**

| Project Budget                  | Total Project Budget |
|---------------------------------|----------------------|
| Public Hydrogen Fueling Station | 8,825,000            |
| <b>Total</b>                    | <b>8,825,000</b>     |

| Funding Sources    |  | Type    | Estimated Expenses |
|--------------------|--|---------|--------------------|
| STA                |  | State   | 1,825,000          |
| Federal Earmark    |  | Federal | 2,500,000          |
| CMAQ               |  | Federal | 4,500,000          |
| <b>Total Funds</b> |  |         | <b>8,825,000</b>   |

**Operator Training Ground**

Funding will provide for a safe area to conduct driver training on the north side of the existing property in Thousand Palms.

**PROJECT TYPE:**

| Project Budget           | Total Project Budget |
|--------------------------|----------------------|
| Operator Training Ground | 1,000,000            |
| <b>Total</b>             | <b>1,000,000</b>     |

**CAPITAL PROJECTS**

| Funding Sources    |  | Type  | Estimated Expenses |
|--------------------|--|-------|--------------------|
| STA                |  | State | 1,000,000          |
| <b>Total Funds</b> |  |       | <b>1,000,000</b>   |

**CNG Paratransit Vehicles**

Additional funding for the Replacement of Paratransit Vehicles (10) project, programmed in FY23, is needed due to an increase in cost.

**PROJECT TYPE:**

| Project Budget           | Total Project Budget |
|--------------------------|----------------------|
| CNG Paratransit Vehicles | 440,000              |
| <b>Total</b>             | <b>440,000</b>       |

| Funding Sources    |  | Type  | Estimated Expenses |
|--------------------|--|-------|--------------------|
| STA                |  | State | 440,000            |
| <b>Total Funds</b> |  |       | <b>440,000</b>     |

**Purchase of Paratransit Vehicles (15 )**

Vehicles need to replace existing vehicles that have passed their useful life per FTA guidelines.

**PROJECT TYPE:**

| Project Budget                         | Total Project Budget |
|--|----------------------|
| Purchase of Paratransit Vehicles (15 ) | 3,600,000            |
| <b>Total</b>                           | <b>3,600,000</b>     |

## CAPITAL PROJECTS

| Funding Sources    | Type    | Estimated Expenses |
|--------------------|---------|--------------------|
| Section 5307       | Federal | 2,135,218          |
| Section 5339       | Federal | 744,782            |
| STA                | State   | 720,000            |
| <b>Total Funds</b> |         | <b>3,600,000</b>   |

### IT Projects

The use of IT equipment is critical to the daily function and efficiency in providing safety, reliable and efficient transit services. This project supports the purchases of software, network infrastructure, computing resources and business analytics.

#### PROJECT TYPE:

| Project Budget | Total Project Budget |
|----------------|----------------------|
| IT Projects    | 400,000              |
| <b>Total</b>   | <b>400,000</b>       |

| Funding Sources    | Type    | Estimated Expenses |
|--------------------|---------|--------------------|
| Section 5307       | Federal | 320,000            |
| STA                | State   | 80,000             |
| <b>Total Funds</b> |         | <b>400,000</b>     |

## CAPITAL PROJECTS

### Safety Projects

This project improves the safety and security of facilities, including the enhancements of perimeter fencing, vehicle, and pedestrian gates, lighting and property surveillance.

#### PROJECT TYPE:

| Project Budget  |              | Total Project Budget |
|-----------------|--------------|----------------------|
| Safety Projects |              | 200,000              |
|                 | <b>Total</b> | <b>200,000</b>       |

| Funding Sources | Type               | Estimated Expenses |
|-----------------|--------------------|--------------------|
| STA             | State              | 200,000            |
|                 | <b>Total Funds</b> | <b>200,000</b>     |

### Purchase of Specialized Tools and Fueling Equipment

SunLine intends to use the funding for the Purchase of specialized tools and fueling equipment needed in order to maintain the day-to-day uptime of the Agency's alternative fueling infrastructure program

#### PROJECT TYPE:

| Project Budget                                      |              | Total Project Budget |
|---|--------------|----------------------|
| Purchase of Specialized Tools and Fueling Equipment |              | 150,000              |
|   | <b>Total</b> | <b>150,000</b>       |

| Funding Sources | Type               | Estimated Expenses |
|-----------------|--------------------|--------------------|
| STA             | State              | 150,000            |
|                 | <b>Total Funds</b> | <b>150,000</b>     |

## CAPITAL PROJECTS

### Facility Maintenance Upgrade & Equipment

SunLine intends to use the funding to maintain the Agency's facility and equipment by purchasing maintenance tools and equipment and facility improvements at its multiple locations.

#### PROJECT TYPE:

| Project Budget                           | Total Project Budget |
|--|----------------------|
| Facility Maintenance Upgrade & Equipment | 600,000              |
| <b>Total</b>                             | <b>600,000</b>       |

| Funding Sources | Type               | Estimated Expenses |
|-----------------|--------------------|--------------------|
| STA             | State              | 600,000            |
|                 | <b>Total Funds</b> | <b>600,000</b>     |

### Bus Stop Upgrade & Improvement

Continuous improvement of bus stops and amenities are essential to maintain and improve the first impression of SunLine where current and potential passengers and the community connect with SunLine. Bus stops should be easily identifiable, clean, accessible and a welcoming place. To complement this program, SunLine is also updating bus stop signs with updated information to connect to SunLine's real time bus arrival information and schedules necessary to complete the transit trip. These improvements are essential to attracting choice riders and expanding the transit market by making it convenient to use transit.

#### PROJECT TYPE:

| Project Budget                 | Total Project Budget |
|--------------------------------|----------------------|
| Bus Stop Upgrade & Improvement | 400,000              |
| <b>Total</b>                   | <b>400,000</b>       |

| Funding Sources | Type               | Estimated Expenses |
|-----------------|--------------------|--------------------|
| Section 5307    | Federal            | 320,000            |
| STA             | State              | 80,000             |
|                 | <b>Total Funds</b> | <b>400,000</b>     |

## CAPITAL PROJECTS

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### Bus Rehabilitation

Due to extreme weather, the wraps on the buses deteriorate quickly. Funding for this project will ensure faded and cracked bus wraps are replaced and improve the appearance of the Agency's vehicles.

#### PROJECT TYPE:

| Project Budget     |              | Total Project Budget |
|--------------------|--------------|----------------------|
| Bus Rehabilitation |              | 500,000              |
|                    | <b>Total</b> | <b>500,000</b>       |

| Funding Sources | Type               | Estimated Expenses |
|-----------------|--------------------|--------------------|
| STA             | State              | 500,000            |
|                 | <b>Total Funds</b> | <b>500,000</b>     |

### West Coast Center of Excellence

This project will providing additional funding for the construction of the Center of Excellence facility which will offer training opportunities in zero -emission transportation technologies.

#### PROJECT TYPE:

| Project Budget                  |              | Total Project Budget |
|---------------------------------|--------------|----------------------|
| West Coast Center of Excellence |              | 750,000              |
|                                 | <b>Total</b> | <b>750,000</b>       |

| Funding Sources | Type               | Estimated Expenses |
|-----------------|--------------------|--------------------|
| STA             | State              | 750,000            |
|                 | <b>Total Funds</b> | <b>750,000</b>     |

## CAPITAL PROJECTS

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### Purchase of Four Micro Transit (Expansion)

Purchase of four (4) micro transit vehicles to support the growing needs of the Agency's SunRide service in the Coachella Valley .

#### PROJECT TYPE:

| Project Budget                             | Total Project Budget |
|--|----------------------|
| Purchase of Four Micro Transit (Expansion) | 310,000              |
| <b>Total</b>                               | <b>310,000</b>       |

| Funding Sources    | Type  | Estimated Expenses |
|--------------------|-------|--------------------|
| STA                | State | 310,000            |
| <b>Total Funds</b> |       | <b>310,000</b>     |

### Office Furniture & Equipment

Funding will provide replacement of office furniture and equipment that have passed their useful life.

#### PROJECT TYPE:

| Project Budget               | Total Project Budget |
|------------------------------|----------------------|
| Office Furniture & Equipment | 150,000              |
| <b>Total</b>                 | <b>150,000</b>       |

| Funding Sources    | Type  | Estimated Expenses |
|--------------------|-------|--------------------|
| STA                | State | 122,109            |
| LTF                | State | 27,891             |
| <b>Total Funds</b> |       | <b>150,000</b>     |

## CAPITAL PROJECTS

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### Fare Collection Modernization Study

SunLine intends to use funding in order to conduct a Fare Collection Modernization Study which will provide recommendations on fare collection methods which will improve passenger options and efficiency.

#### PROJECT TYPE:

| Project Budget                      |              | Total Project Budget |
|-------------------------------------|--------------|----------------------|
| Fare Collection Modernization Study |              | 100,000              |
|                                     | <b>Total</b> | <b>100,000</b>       |

| Funding Sources | Type               | Estimated Expenses |
|-----------------|--------------------|--------------------|
| STA             | State              | 100,000            |
|                 | <b>Total Funds</b> | <b>100,000</b>     |

### Maintenance Facility Modernization Study

SunLine intends to use funding in order to conduct a Maintenance Facility Modernization Study which will provide recommendations on the size and features required in a replacement maintenance facility in Thousand Palms. The study will provide the initial cost and timeframe estimates needed in order to plan and apply for grants.

#### PROJECT TYPE:

| Project Budget                           |              | Total Project Budget |
|--|--------------|----------------------|
| Maintenance Facility Modernization Study |              | 200,000              |
|  | <b>Total</b> | <b>200,000</b>       |

| Funding Sources | Type               | Estimated Expenses |
|-----------------|--------------------|--------------------|
| STA             | State              | 200,000            |
|                 | <b>Total Funds</b> | <b>200,000</b>     |

## CAPITAL PROJECTS

### Project Management and Administration

SunLine intends to use capital funding in order to facilitate consultants and project management for the multiple ongoing and future capital projects.

#### PROJECT TYPE:

| Project Budget                        | Total Project Budget |
|---------------------------------------|----------------------|
| Project Management and Administration | 650,000              |
| <b>Total</b>                          | <b>650,000</b>       |

| Funding Sources    | Type  | Estimated Expenses |
|--------------------|-------|--------------------|
| STA                | State | 650,000            |
| <b>Total Funds</b> |       | <b>650,000</b>     |

### Radio Replacement Phase II & Upgrade to ITS (add'l funding)

The project would add funds for the Radio Replacement Phase II & Upgrade to ITS project that was programmed in FY23. The existing funding facilitated the initiation of the project and this additional funding would allow the Agency to fully fund the project.

#### PROJECT TYPE:

| Project Budget  | Total Project Budget |
|---|----------------------|
| Radio Replacement Phase II & Upgrade to ITS (add'l funding) | 1,336,981            |
| <b>Total</b>  | <b>1,336,981</b>     |

| Funding Sources    | Type    | Estimated Expenses |
|--------------------|---------|--------------------|
| STA                | State   | 100,000            |
| Section 5307       | Federal | 1,236,981          |
| <b>Total Funds</b> |         | <b>1,336,981</b>   |

## CAPITAL PROJECTS

### **Purchase of 1 Hydrogen Fuel Cell Bus (6th Bus from AQMD)**

This project will add State funding to the remaining balance of AQMD funding. The original amount through AQMD provided funding for five (5) buses which were delivered to the Agency in 2022. The Agency was able to leverage discounts through the State's HVIP program. Accordingly, there was leftover funding available through AQMD to purchase an additional bus.

#### PROJECT TYPE:

| Project Budget   | Total Project Budget |
|--|----------------------|
| Purchase of 1 Hydrogen Fuel Cell Bus (6th Bus from AQMD) | 1,288,786            |
| <b>Total</b>   | <b>1,288,786</b>     |

| Funding Sources | Type               | Estimated Expenses |
|-----------------|--------------------|--------------------|
| STA             | State              | 15,429             |
| Section 5307    | Federal            | 1,273,357          |
|                 | <b>Total Funds</b> | <b>1,288,786</b>   |

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**SunLine**  
Our Ride to the Future

Serving the Coachella Valley

Bermuda Dunes · Cathedral City · Coachella · Desert Edge · Desert Hot Springs · Indian Wells · Indio · La Quinta  
Mecca · North Shore · Oasis · Palm Desert · Palm Springs · Rancho Mirage · Thermal · Thousand Palms

32505 Harry Oliver Trail | Thousand Palms, CA 92276

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**SunLine Transit Agency**

**DATE:** May 24, 2023 **INFORMATION**

**TO:** Finance/Audit Committee  
Board of Directors

**FROM:** Rudy Le Flore, Chief Project Consultant

**RE:** Hydrogen Consulting Contract Termination

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**Background**

The SunLine Board of Directors approved a contract with Zen Clean Energy Solutions (Zen) in March 2017. Zen was brought in to provide technical support to SunLine's hydrogen programs. Specifically, Zen was hired to oversee the development of the Nel ASA, hydrogen fueling station. Since that time, SunLine has engaged Zen in several agreements relating to the support of SunLine's hydrogen program. This includes the oversight of SunLine's liquid hydrogen station produced by Cryogenic Industries, LLC who is owned by Nikkiso Company LTD (Nikkiso).

In September 2022, SunLine agreed to a contract assignment, as Zen was acquired by Hydrogen Technology & Energy Corporation (HTEC). HTEC is in the business of developing hydrogen fueling stations. In 2022, Nel released a press release regarding its ongoing business relationships with HTEC. Moreover, HTEC has established itself as a competitor to Nikkiso.

SunLine is a recipient of Federal Transit Administration (FTA) funding. SunLine is required to adhere to the guidelines provided by the FTA in FTA Circular 4220.1F. This guidance provides that:

“When using outside sources, the recipient should take appropriate steps to prevent or mitigate organizational conflicts of interest that would result in conflicting roles that might bias a contractor's judgment or would result in unfair competitive advantage.”

Staff has determined that the acquisition of Zen by HTEC represents the appearance of a conflict of interest. Therefore, SunLine is terminating all work by HTEC that involves the oversight of a partner or competitor. HTEC will continue to perform services for SunLine that do not involve either of these two (2) scenarios. This will result in the termination of two (2) agreements and a reduction of HTEC's role in a third agreement. Staff will compete engineering firms to replace the work being performed by HTEC.