



SunLine Transit Agency
June 28, 2023
10:00 a.m. – 10:35 a.m.

AGENDA

FINANCE/AUDIT COMMITTEE

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

NOTICE TO THE PUBLIC

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

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

ITEM

RECOMMENDATION

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

ITEM

RECOMMENDATION

5. FINALIZATION OF AGENDA

6. PUBLIC COMMENTS

RECEIVE COMMENTS

NON AGENDA ITEMS

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

7. COMMITTEE MEMBER COMMENTS

RECEIVE COMMENTS

8. CONSENT CALENDAR

RECEIVE & FILE

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

- | | |
|---|--------------|
| 8a) Checks \$1,000 and Over Report for April 2023 | (PAGE 4-8) |
| 8b) Credit Card Statement for April 2023 | (PAGE 9-13) |
| 8c) Monthly Budget Variance Report for April 2023 | (PAGE 14-18) |
| 8d) Contracts Signed in Excess of \$25,000 for May 2023 | (PAGE 19-20) |
| 8e) Union & Non-Union Pension Investment Asset Summary April 2023 | (PAGE 21-32) |
| 8f) Ridership Report for May 2023 | (PAGE 33-36) |
| 8g) SunDial Operational Notes for May 2023 | (PAGE 37-39) |
| 8h) Metrics for May 2023 | (PAGE 40-62) |
| 8i) Board Member Attendance for May 2023 | (PAGE 63-64) |
| 8j) Ratification of Provisional Appointments to the Legislative Services Ad Hoc Committee | (PAGE 65) |

9. CYROGENIC INDUSTRIES CHANGE ORDER/CHANGE DIRECTIVE

APPROVE
(PAGE 66-67)

(Staff: Rudy Le Flore, Chief Project Consultant)

10. PURCHASE OF EIGHT (8) REPLACEMENT FIXED ROUTE BUSES

APPROVE
(PAGE 68-69)

(Staff: Walter Watcher, Procurement Officer)

ITEM

RECOMMENDATION

11. **ADOPTION OF THE FY24 OPERATING AND
CAPITAL BUDGET**

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

APPROVE
(PAGE 70-180)

12. **ADJOURN**

SunLine Transit Agency

CONSENT CALENDAR

DATE: June 28, 2023

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Checks \$1,000 and Over Report April 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.

Recommendation:

Receive and file.

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

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
PERMA - INSURANCE	Apr-June General Liability/Workers Comp Premiums	692471	04/06/2023	675,760.00
CALPERS	Group Health Premiums	692643	04/28/2023	341,269.20
IMPERIAL IRRIGATION DIST	Utilities	692593	04/20/2023	144,890.05
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	692616	04/20/2023	112,140.96
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	692485	04/06/2023	111,604.75
ANEW RNG, LLC	Utilities	692570	04/20/2023	104,236.05
SO CAL GAS CO.	Utilities	692547	04/13/2023	55,944.25
BAE SYSTEMS CONTROLS, INC.	Repair Parts-Fixed Route	692639	04/28/2023	39,080.15
MUTUAL OF OMAHA INSURANCE COMPANY	Supplement Benefits LTD/STD/LIFE Ins Prem	692596	04/20/2023	34,315.07
HYPERTEC USA, INC.	Computer/Network Software Agreement	692524	04/13/2023	28,570.20
CALIFORNIA DEPARTMENT OF TAX & FEE	Annual User Use Fuel Tax Corrected 2022	692433	04/06/2023	26,541.00
THE LEFLORE GROUP LLC	Projects Consultant	692607	04/20/2023	21,573.61
HD INDUSTRIES	Inventory Repair Parts	692658	04/28/2023	20,791.86
WSP USA INC.	Vanpool Program	692687	04/28/2023	20,107.09
TRUGUARD SECURITY SERVICES, INC	Security Guard Services	692683	04/28/2023	18,864.74
TEC EQUIPMENT, INC.	Inventory Repair Parts	692551	04/13/2023	18,769.15
EAM SOLUTIONS, LLC	WIP-TAM Software Implementation- Project Acct#1212	692651	04/28/2023	18,368.00
SONSRAY FLEET SERVICES	Inventory Repair Parts	692553	04/13/2023	18,112.06
THE LEFLORE GROUP LLC	Projects Consultant	692477	04/06/2023	16,830.74
A AND A FLEET PAINTING INC	Repair Claims	692625	04/28/2023	14,961.19
PASTION INDUSTRIES, INC	WIP-Fire System Repairs TP- Project Acct#1912-02	692539	04/13/2023	14,405.00
NFI PARTS	Inventory Repair Parts	692497	04/13/2023	13,460.15
HTEC HYDROGEN TECHNOLOGY & ENERGY	Consulting-General	692454	04/06/2023	13,401.91
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	692562	04/13/2023	13,120.05
GENERAL AIR PRODUCTS, INC	WIP-Chiller unit Hydrogen compressor- Project Acct#2107-00	692589	04/20/2023	12,664.00
DAHL, TAYLOR AND ASSOCIATES, INC.	WIP-Electric Meter Generator Testing- Project Acct#2313	692439	04/06/2023	12,083.00
FONTANA RADIATOR SERVICE, INC.	Repair Parts-Fuel Cell	692654	04/28/2023	12,057.16
VERIZON WIRELESS	Wireless Telephone Service	692556	04/13/2023	11,634.94
UNUM	Group Dental & Vision Premiums	692612	04/20/2023	11,280.58
COACHELLA VALLEY TAXI	SunRide Ride Share Expenses	692461	04/06/2023	10,305.30
COACHELLA VALLEY TAXI	SunRide Ride Share Expenses	692663	04/28/2023	10,161.94
DOUG WALL CONSTRUCTION	WIP-3 Vehicle Charger Installations- Project Acct#2111-00	692581	04/20/2023	9,990.04
SPORTWORKS NORTHWEST, INC.	Inventory Repair Parts	692611	04/20/2023	9,981.70
NFI PARTS	Inventory Repair Parts	692628	04/28/2023	9,962.43
CALIFORNIA DEPARTMENT OF TAX & FEE	Exempt Bus Operator Use Fuel Tax Corrected 2022	692434	04/06/2023	9,925.00
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	692580	04/20/2023	9,016.35
NFI PARTS	Inventory Repair Parts	692421	04/06/2023	9,003.95
TOWNSEND PUBLIC AFFAIRS, INC	Consulting-General	692554	04/13/2023	9,000.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	692468	04/06/2023	8,954.33

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

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
HTEC HYDROGEN TECHNOLOGY & ENERGY	WIP-PM Service for Liquid H2 Station- Project Acct#2211	692456	04/06/2023	8,814.98
CLASSIC CLUB	Center Of Excellence workshop	692450	04/06/2023	8,413.12
PALMER KAZANJIAN WOHL HODSON LLP	Legal Service	692670	04/28/2023	8,342.25
WSP USA INC.	Vanpool Program	692492	04/06/2023	6,980.46
YELLOW CAB OF THE DESERT	SunRide Ride Share Expenses	692688	04/28/2023	6,746.00
ATKINSON, ANDELSON, LOYA RUUD AND ROMO	Legal Service	692429	04/06/2023	6,740.00
SOCALGAS	Utilities	692548	04/13/2023	6,719.37
DNSFILTER, INC.	Computer/Network Software Agreement	692579	04/20/2023	6,528.00
KINCAID INDUSTRIES, INC	WIP-Fixed Assets Facility Improvements- Project Acct#1912-09	692530	04/13/2023	6,458.80
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	692521	04/13/2023	6,238.36
HEPTAGON SEVEN CONSULTING, INC.	WIP-Coachella Transit Hub A&E Service- Project Acct#2212	692453	04/06/2023	6,057.64
DESERT SUN PUBLISHING LLC	Advertising	692446	04/06/2023	6,000.00
STATEWIDE SERVICES, INC.(GENERAL	WIP-Indio Door Improvement- Project Acct#1913-03	692483	04/06/2023	5,980.00
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	692520	04/13/2023	5,780.45
COMPLETE COACH WORKS	Inventory Repair Parts	692576	04/20/2023	5,656.88
AMALGAMATED TRANSIT UNION	Union Dues	692567	04/20/2023	5,552.74
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	692426	04/06/2023	5,530.00
FONTANA RADIATOR SERVICE, INC.	Inventory Repair Parts	692519	04/13/2023	5,492.93
US BANK VOYAGER FLEET SYSTEMS	Unleaded/Diesel Fuel	692555	04/13/2023	5,430.10
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	692543	04/13/2023	5,232.17
GENFARE, LLC	Printing Expense	692482	04/06/2023	5,172.00
RIDECO US INC	SunRide Ride Share Expenses	692474	04/06/2023	5,162.68
COACHELLA VALLEY TAXI	SunRide Ride Share Expenses	692531	04/13/2023	5,091.15
JESSE FRESCAS JR.	Consulting-General	692457	04/06/2023	4,960.00
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	692655	04/28/2023	4,949.25
CDW GOVERNMENT, INC	Computer/Network Software Agreement	692437	04/06/2023	4,938.71
RIDECO US INC	SunRide Ride Share Expenses	692673	04/28/2023	4,577.11
GLORIA G. SALAZAR	Consulting	692522	04/13/2023	4,366.52
ALLIED REFRIGERATION, INC	Freon & Coolant	692422	04/06/2023	4,327.08
ROBERT HALF	Temporary Help	692476	04/06/2023	4,260.00
YELLOW CAB OF THE DESERT	Taxi Voucher Program	692494	04/06/2023	4,230.70
TPX COMMUNICATIONS	Communication Service	692682	04/28/2023	3,997.20
ELDORADO NATIONAL (CALIFORNIA), INC.	Inventory Repair Parts	692583	04/20/2023	3,885.18
ROBERT HALF	Temporary Help	692541	04/13/2023	3,840.00
JESSE FRESCAS JR.	Consulting-General	692528	04/13/2023	3,840.00
ALPHA MEDIA LLC	Advertising	692500	04/13/2023	3,833.00
IMPERIAL IRRIGATION DIST	Utilities	692659	04/28/2023	3,693.88
CALIFORNIA DEPARTMENT OF TAX & FEE	Quarterly Used Sales Tax	692507	04/13/2023	3,683.00
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	692542	04/13/2023	3,678.59

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

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
AMERICAN MOVING PARTS	Inventory Repair Parts	692425	04/06/2023	3,543.66
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	692569	04/20/2023	3,310.00
CHARTER COMMUNICATIONS	Utilities	692549	04/13/2023	3,294.29
WEST COAST ENERGY SYSTEMS LLC	Contract Services-General	692447	04/06/2023	3,282.25
BYD COACH & BUS LLC	Repair Parts-Fixed Route	692641	04/28/2023	3,087.98
CUMMINS SALES AND SERVICE	Computer/Network Software Agreement	692648	04/28/2023	3,080.00
IMPERIAL IRRIGATION DIST	Utilities	692525	04/13/2023	3,054.59
SC FUELS	Lubricants- Oil	692545	04/13/2023	3,009.97
ALPHA MEDIA LLC	Advertising	692423	04/06/2023	3,000.00
CARQUEST AUTO PARTS STORES	Inventory Repair Parts	692644	04/28/2023	2,989.29
ROBERT HALF	Temporary Help	692605	04/20/2023	2,880.00
MRO ELECTRIC AND SUPPLY	WIP-Fixed Assets Facility Improvements- Project Acct#1912-05	692565	04/20/2023	2,858.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	692669	04/28/2023	2,841.50
DECALS BY DESIGN, INC.	Repair Claims	692577	04/20/2023	2,776.80
SC FUELS	Lubricants- Oil	692610	04/20/2023	2,720.14
SONSRAY FLEET SERVICES	Inventory Repair Parts	692681	04/28/2023	2,717.12
JOSEPH LYNN FRIEND	Contracted Services	692529	04/13/2023	2,660.00
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	692572	04/20/2023	2,498.35
CALIFORNIA STATE DISBURSEMENT UNIT	Garnishment	692436	04/06/2023	2,490.24
HTEC HYDROGEN TECHNOLOGY & ENERGY	WIP-Non CEC PM for HTEC Projects- Project Acct#2214	692455	04/06/2023	2,451.00
CMD CORPORATION	Inventory Repair Parts	692646	04/28/2023	2,425.09
VERONICA MANZO STUMPF	WIP-Consultant TAM Software- Project Acct #1512-01	692557	04/13/2023	2,425.00
CALIFORNIA DEPARTMENT OF TAX & FEE	Annual User Use Fuel Tax Correceted 2022	692435	04/06/2023	2,383.00
SAFETY-KLEEN CORPORATION	Contract Svc-Haz Waste Removal	692608	04/20/2023	2,351.03
SC FUELS	Lubricants- Oil	692675	04/28/2023	2,346.20
PRUDENTIAL OVERALL SUPPLY	Uniforms	692601	04/20/2023	2,305.98
WILLIAM LOPER	Consulting-General	692560	04/13/2023	2,275.00
BYD COACH & BUS LLC	Inventory Repair Parts	692506	04/13/2023	2,228.40
YELLOW CAB OF THE DESERT	Taxi Voucher Program	692493	04/06/2023	2,223.04
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	692504	04/13/2023	2,192.23
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	692505	04/13/2023	2,178.02
DESERT PROMOTIONAL AND EMBROIDERY, LLC	Employee Expenses	692514	04/13/2023	2,175.00
PLAZA TOWING, INC.	Towing Services	692672	04/28/2023	2,125.00
KELLY SPICERS STORES	Office Supplies General	692460	04/06/2023	2,119.98
YELLOW CAB OF THE DESERT	Taxi Voucher Program	692563	04/13/2023	2,059.94
SECTRAN SECURITY INC.	Armored Truck Services	692480	04/06/2023	1,962.00
CALSTART, INC.	Membership & Subscriptions	692573	04/20/2023	1,950.00
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	692618	04/20/2023	1,941.46
GRAINGER	Evaporative Cooling Towel	692657	04/28/2023	1,887.14

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

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
TOTAL CARE WORK INJURY CLINIC	Medical Exam & Testing	692622	04/20/2023	1,850.00
YELLOW CAB OF THE DESERT	Taxi Voucher Program	692561	04/13/2023	1,814.40
SECTRAN SECURITY INC.	Armored Truck Services	692676	04/28/2023	1,807.52
MAGALDI & MAGALDI, INC.	Inventory Repair Parts	692462	04/06/2023	1,787.06
PLAZA TOWING, INC.	Towing Services	692540	04/13/2023	1,775.00
WEST COAST ENERGY SYSTEMS LLC	Contract Services-General	692588	04/20/2023	1,595.00
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	692656	04/28/2023	1,592.50
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	692674	04/28/2023	1,589.63
WILLIAM LOPER	Consulting-General	692491	04/06/2023	1,575.00
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	692635	04/28/2023	1,550.00
FRONTIER COMMUNICATIONS	Utilities- OPS Bldg	692585	04/20/2023	1,525.00
HD INDUSTRIES	Computer/Network Software Agreement	692451	04/06/2023	1,502.57
DECALS BY DESIGN, INC.	Repair Claims	692512	04/13/2023	1,502.46
MILE3 WEB DEVELOPMENT	Website Maintenance	692595	04/20/2023	1,470.00
C V WATER DISTRICT	utilities	692647	04/28/2023	1,430.82
YELLOW CAB OF THE DESERT	Taxi Voucher Program	692495	04/06/2023	1,429.00
SERVEXO	Security Services	692546	04/13/2023	1,423.50
OMNITRACS, LLC	General Services	692668	04/28/2023	1,380.00
HOME DEPOT CREDIT SERVICES	Facility Maintenance	692523	04/13/2023	1,275.05
OPW FUELING COMPONENTS	Inventory Repair Parts	692536	04/13/2023	1,269.19
DESERT HOSE & SUPPLY CORP.	Inventory Repair Parts	692649	04/28/2023	1,225.73
XENIA RACING WRAPS	Contract Services-Maintenance	692623	04/20/2023	1,188.00
HARTFORD FIRE INSURANCE COMPANY	Annual Flood Insurance Premium	692452	04/06/2023	1,078.00
ODP BUSINESS SLOUTIONS LLC	Office Supplies General	692465	04/06/2023	1,060.40
PACIFIC MOBILE STRUCTURES, INC	Zero Emission Office Trailer Rental	692598	04/20/2023	1,002.08
PLAZA TOWING, INC.	Towing Services	692600	04/20/2023	1,000.00
Total Checks Over \$1,000	\$2,402,114.85			
Total Checks Under \$1,000	\$40,865.24			
Total Checks	\$2,442,980.09			

SunLine Transit Agency

CONSENT CALENDAR

DATE: June 28, 2023

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Credit Card Statement for April 2023

Summary:

The attached report summarizes the Agency's credit card expenses for April 2023. The report summarizes transactions for the credit card utilized for Procurement which aligns with the statement closing date of April 30, 2023.

Recommendation:

Receive and file.

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 04/30/2023

Name on Card: Walter Watcher (Procurement Card)

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1	4/2/2023	4/3/2023	Amazon	Alexa for Business Subscription		\$ 6.40
2	4/7/2023	4/10/2023	Home Depot	Maintenance Materials and Supplies		\$ 77.39
3	4/7/2023	4/10/2023	Home Depot	Maintenance Materials and Supplies		\$ 31.55
4	4/9/2023	4/10/2023	Freepik	Yearly Marketing Software Subscription		\$ 144.00
5	4/9/2023	4/10/2023	Freepik	Conversion Fee - Yearly Marketing Software Subscription		\$ 1.44
6	4/21/2023	4/24/2023	Sam's Club	Cases of Water for Boardroom		\$ 119.60
7	4/21/2023	4/24/2023	Sam's Club	Cases of Water for Operations and Maintenance		\$ 287.04
8	4/21/2023	4/24/2023	Project Action	Certified Paratransit Manager Program Training Fee - Raymond Manriquez		\$ 1,000.00
9	4/22/2023	4/24/2023	Microsoft	Microsoft Team Essentials Fee		\$ 180.00
10	4/24/2023	4/26/2023	Salisbury Safety	High Voltage Rescue Hook Recertification Fee		\$ 115.23
11	4/26/2023	4/27/2023	SCAQMD	Annual Permit Renewal Fee		\$ 459.92
12	4/26/2023	4/27/2023	SCAQMD	Annual Permit Renewal Fee		\$ 10.21
13	4/27/2023	4/28/2023	California Transit Association	Spring Legislative CTA Conference Registration Fee - Luis Garcia		\$ 260.00
14	4/27/2023	4/28/2023	California Transit Association	Spring Legislative CTA Conference Registration Fee - Harman Singh		\$ 260.00
					\$ -	\$ 2,952.78



Reporting Period : 4/1/2023 - 4/28/2023

Statement Summary

Name	Walter Watcher	Company	Sunline Transit Agency
Account #	XXXX-XXXX-XXXX-7572	Currency	US Dollar
Reporting Period	4/1/2023 - 4/28/2023		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 4/2/2023	4/3/2023	Amazon Web Services Aws.Amazon.Co, WA					6.40
		Purchase Amazon Web Services	General Ledger Code: 5039903800 Fund: 00				
		AWS - Alexa For Business Subscription - Executive					
2 4/7/2023	4/10/2023	Homedepot.Com 800-430-3376, GA					77.39
		Purchase Homedepot.Com	General Ledger Code: 5049900011 Fund: 00				
		HomeDepot.com - Squeegee (12) - Maintenance					
3 4/7/2023	4/10/2023	Homedepot.Com 800-430-3376, GA					31.55
		Purchase Homedepot.Com	General Ledger Code: 5049900011 Fund: 00				
		HomeDepot.com - Buckets (6) - Maintenance					
4 4/9/2023	4/10/2023	Freepik & Flaticon Malaga					144.00
		Purchase Freepik & Flaticon	General Ledger Code: 5030303260 Fund: 00				
		Freepik - Software Subscription - Marketing					
5 4/9/2023	4/10/2023						1.44
		Other Debits Currency Conversion Fee	Fund: 00				
		Freepik - Software Subscription Currency Fee - Marketing					

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
6 4/21/2023	4/24/2023	Samsclub #6609 Palm Desert, CA					119.60
Purchase Samsclub #6609			General Ledger Code: 5099900002 Fund: 00				
Sams Club - Bottled Water (20) cases - Facilities							
7 4/21/2023	4/24/2023	Samsclub #6609 Palm Desert, CA					287.04
Purchase Samsclub #6609			General Ledger Code: 5099900002 Fund: 00				
Sams Club - Bottled Water (48) cases - Maintenance							
8 4/21/2023	4/24/2023	Www.Projectaction.Com Www.Projectac, IL					1,000.00
Purchase Www.Projectaction.Com			General Ledger Code: 5049900010 Fund: 00				
Project Action - Paratransit Training (Raymond) - Operations							
9 4/22/2023	4/24/2023	Msft * E0800n4ooj Msbill.Info, WA					180.00
Purchase Msft * E0800n4ooj			General Ledger Code: 5030300011 Fund: 00				
Microsoft - Teams Licenses (45) April - IT Department							
10 4/24/2023	4/26/2023	Salisburyonline.Com 800-6204191, CA					115.23
Purchase Salisburyonline.Com			General Ledger Code: 5099900002 Fund: 00				
Salisbury Safety - Rescue Hook Testing - Maintenance							
11 4/26/2023	4/27/2023	Scaqmd Fees 909-396-2801, CA					459.92
Purchase Scaqmd Fees			General Ledger Code: 5099900002 Fund: 00				
SCAQMD - Annual Permit Renewal Fee - Facilities							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
12 4/26/2023	4/27/2023	Service Fee 909-396-2801, TN					10.21
		Purchase Service Fee	General Ledger Code: 5099900002 Fund: 00				
		SCAQMD - Annual Permit Service Fee - Facilities					
<hr/>							
13 4/27/2023	4/28/2023	Fsp*cta 916-446-4656, CA					260.00
		Purchase Fsp*cta	General Ledger Code: 5090100000 Fund: 00				
		CTA - Spring Legislative Conference (Luis) - Finance					
<hr/>							
14 4/27/2023	4/28/2023	Fsp*cta 916-446-4656, CA					260.00
		Purchase Fsp*cta	General Ledger Code: 5090100000 Fund: 00				
		CTA- Spring Legislative Conference (Harman) - Performance					

Transaction Count: 14
Total: 2,952.78

Employee Signature **Date**

Authorized Approver Signature **Date**

SunLine Transit Agency
CONSENT CALENDAR

DATE: June 28, 2023

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Monthly Budget Variance Report for April 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 1/12th of the annual budget. The FYTD budget values for the month of April 2023 are equal to 10/12^{ths} of the yearly budget.

Year to Date Summary

- As of April 30, 2023, the Agency's FYTD revenues are \$145,078 or 11.11% above the FYTD budget due to an increase in ridership over FY22.
- As of April 30, 2023, the Agency's FYTD expenditures are \$2,824,429 or 7.35% 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
April 2023

Description	FY23 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY23 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Revenues:								
Passenger Revenue	1,529,001	138,645	127,417	11,228	1,416,903	1,274,168	142,736	7.3%
Other Revenue	37,500	2,975	3,125	(150)	33,592	31,250	2,342	10.4%
Total Operating Revenue	1,566,501	141,620	130,542	11,078	1,450,495	1,305,418	145,078	7.4%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	9,851,638	709,825	820,970	111,145	7,081,565	8,209,698	1,128,133	28.1%
Operator & Mechanic Overtime	1,067,000	81,819	88,917	7,098	1,165,324	889,167	(276,157)	-9.2%
Administration Salaries & Wages	6,966,398	539,011	580,533	41,522	5,166,154	5,805,332	639,178	25.8%
Administration Overtime	105,449	2,883	8,787	5,905	71,921	87,875	15,953	31.8%
Fringe Benefits	10,874,750	817,127	906,229	89,102	7,765,179	9,062,292	1,297,113	28.6%
Communications	277,879	20,371	23,157	2,786	206,142	231,566	25,423	25.8%
Legal Services	398,485	92,235	33,207	(59,028)	504,539	332,071	(172,468)	-26.6%
Computer/Network Software Agreement	750,000	94,220	62,500	(31,720)	679,990	625,000	(54,990)	9.3%
Uniforms	129,610	1,786	10,801	9,015	40,083	108,008	67,925	69.1%
Contracted Services	744,809	53,880	62,067	8,187	515,006	620,674	105,669	30.9%
Equipment Repairs	24,000	115	2,000	1,885	3,015	20,000	16,985	87.4%
Security Services	200,000	19,739	16,667	(3,072)	193,619	166,667	(26,952)	3.2%
Fuel - CNG	1,599,327	168,541	133,277	(35,264)	2,343,132	1,332,773	(1,010,359)	-46.5%
Fuel - Hydrogen	1,250,000	81,445	104,167	22,722	1,138,989	1,041,667	(97,322)	8.9%
Tires	237,165	21,800	19,764	(2,036)	172,325	197,638	25,312	27.3%
Office Supplies	73,585	4,663	6,132	1,469	48,572	61,321	12,749	34.0%
Travel/Training	136,980	3,250	11,415	8,165	59,515	114,150	54,635	56.6%
Repair Parts	1,639,200	132,631	136,600	3,969	1,365,736	1,366,000	264	16.7%
Facility Maintenance	49,300	242	4,108	3,866	44,902	41,083	(3,819)	8.9%
Electricity - CNG & Hydrogen	1,345,000	91,180	112,083	20,903	1,239,628	1,120,833	(118,795)	7.8%
Natural Gas	2,309,000	161,445	192,417	30,972	2,697,304	1,924,167	(773,138)	-16.8%
Water and Gas	13,500	916	1,125	209	9,896	11,250	1,354	26.7%
Insurance Losses	1,650,000	73,530	137,500	63,970	1,258,941	1,375,000	116,059	23.7%
Insurance Premium - Property	79,394	10,862	6,616	(4,245)	113,648	66,162	(47,486)	-43.1%
Repair Claims	200,000	16,239	16,667	427	148,924	166,667	17,742	25.5%
Fuel Taxes	70,998	3,893	5,916	2,023	99,979	59,165	(40,815)	-40.8%
Other Expenses	7,009,340	445,146	584,112	138,966	4,939,455	5,841,117	901,661	29.5%
Self Consumed Fuel	(2,967,162)	(249,986)	(247,264)	2,723	(3,493,209)	(2,472,635)	1,020,574	-17.7%
Total Operating Expenses (Before Depreciation)	46,085,646	3,398,807	3,840,471	441,664	35,580,276	38,404,705	2,824,429	22.8%
Operating Expenses in Excess of Operating Revenue		\$ (3,257,187)			\$ (34,129,780)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	11,231,000	821,702	935,917	114,215	8,610,039	9,359,167	749,128	23.3%
State - LTF, LCTOP	24,349,683	1,781,514	2,029,140	247,627	18,667,235	20,291,403	1,624,168	23.3%
Federal	8,938,462	653,971	744,872	90,901	6,852,507	7,448,718	596,212	23.3%
Total Subsidies	44,519,145	3,257,187	3,709,929	452,742	34,129,780	37,099,288	2,969,507	23.3%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

SunLine Transit Agency
Budget Variance Report
April 2023

Description	FY23 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY23 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Expenses:								
Wages & Benefits	28,865,236	2,150,664	2,405,436	254,772	21,250,143	24,054,363	2,804,220	26.4%
Services	5,316,460	439,820	443,038	3,218	4,013,873	4,430,383	416,510	24.5%
Fuels & Lubricants	3,064,617	267,304	255,385	(11,919)	3,651,299	2,553,848	(1,097,451)	-19.1%
Tires	237,165	21,800	19,764	(2,036)	172,325	197,638	25,312	27.3%
Materials and Supplies	2,270,436	156,277	189,203	32,926	1,687,575	1,892,030	204,455	25.7%
Utilities	4,013,280	278,199	334,440	56,241	4,237,028	3,344,400	(892,628)	-5.6%
Casualty & Liability	3,561,934	237,207	296,828	59,621	3,009,282	2,968,278	(41,003)	15.5%
Taxes and Fees	70,998	3,893	5,916	2,023	99,979	59,165	(40,815)	-40.8%
Miscellaneous Expenses	1,652,682	93,629	137,724	44,094	951,980	1,377,235	425,255	42.4%
Self Consumed Fuel	(2,967,162)	(249,986)	(247,264)	2,723	(3,493,209)	(2,472,635)	1,020,574	-17.7%
Total Operating Expenses (Before Depreciation)	46,085,646	3,398,807	3,840,471	441,664	35,580,276	38,404,705	2,824,429	22.8%
Revenues:								
Passenger Revenue	1,529,001	138,645	127,417	11,228	1,416,903	1,274,168	142,736	7.3%
Other Revenue	37,500	2,975	3,125	(150)	33,592	31,250	2,342	10.4%
Total Operating Revenue	1,566,501	141,620	130,542	11,078	1,450,495	1,305,418	145,078	7.4%
Net Operating Gain (Loss)		\$ (3,257,187)			\$ (34,129,780)			
Subsidies:								
Local - Measure A, Commuter 10, Haul Pass	11,231,000	821,702	935,917	114,215	8,610,039	9,359,167	749,128	23.3%
State - LTF, LCTOP	24,349,683	1,781,514	2,029,140	247,627	18,667,235	20,291,403	1,624,168	23.3%
Federal - CMAQ,5307,5309,5310,5311,5311(f),5312	8,938,462	653,971	744,872	90,901	6,852,507	7,448,718	596,212	23.3%
Total Subsidies	44,519,145	3,257,187	3,709,929	452,742	34,129,780	37,099,288	2,969,507	23.3%
Net Operating Gain (Loss) After Subsidies	\$ -	\$ -			\$ -			

Budget Variance Analysis - SunLine Transit Agency

Passenger Revenue

- The positive variance in passenger revenue is due to an 18% increase in ridership over FY22.
- As of April, ridership was at 18% above FY22 FYTD totals.
- Total system ridership was 340,514 trips above FY22 FYTD amounts.

Ridership

	FY22-April	FY23-April	Variance	%Δ
Fixed Route	196,568	214,292	17,724	9.0%
Paratransit	8,784	9,383	599	6.8%
SolVan	1,498	1,690	192	12.8%
SunRide	383	964	581	151.7%
System Total	207,233	226,329	19,096	9.2%

Ridership

	FYTD-FY22	FYTD-FY23	Variance	%Δ
Fixed Route	1,785,786	2,115,344	329,558	18.5%
Paratransit	83,522	89,463	5,941	7.1%
SolVan	13,854	16,342	2,488	18.0%
SunRide	4,124	6,651	2,527	61.3%
System Total	1,887,286	2,227,800	340,514	18.0%

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 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 variable based on Agency needs. Vacant positions across the Agency also attribute to the savings.

Travel/Training

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

Repair Parts

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

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: June 28, 2023 **RECEIVE & FILE**

TO: Finance/Audit Committee
Board of Directors

RE: Contracts Signed between \$25,000 and \$250,000 for May 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 one (1) agreement and one (1) amendment executed between \$25,000 and \$250,000:

Vendor	Purpose	Amount
Atkinson, Andelson, Loya, Ruud & Romo	Legal Services	\$80,000.00
Fiesta Ford	3 Stops & Zones Trucks	\$194,310.03

Recommendation:

Receive and file.

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

May 2023

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
Atkinson, Andelson, Loya, Ruud & Romo	Legal Services	Labor Legal Services	FY23 FY24	\$80,000.00	\$80,000.00	Amendment
Fiesta Ford	3 Trucks	Stops & Zones Maintenance	FY23	\$209,949.00	\$194,310.03	Agreement

SunLine Transit Agency
CONSENT CALENDAR

DATE: June 28, 2023

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Union & Non-Union Pension Investment Asset Summary for April 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
Growth Assets			
	Domestic Equity	36.0%	16% – 56%
	International Equity	19.0%	0% - 39%
	Other		0% – 20%
Income Assets			
	Fixed Income	45.0%	25% - 65%
	Other	0.0%	0% – 20%
Real Return Assets		0.0%	0% – 20%
Cash Equivalents		0.0%	0% – 20%

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

Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	33.7%	16% – 56%
	International Equity	17.9%	0% - 39%
	Other	2.8%	0% – 20%
Income Assets			
	Fixed Income	39.2%	25% - 65%
	Other	5.0%	0% – 20%
Real Return Assets		0.0%	0% – 20%
Cash Equivalents		1.4%	0% – 20%

Non-Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	33.8%	16% – 56%
	International Equity	17.9%	0% - 39%
	Other	2.8%	0% – 20%
Income Assets			
	Fixed Income	39.2%	25% - 65%
	Other	5.0%	0% – 20%
Real Return Assets		0.0%	0% – 20%
Cash Equivalents		1.4%	0% – 20%

Components may not sum to 100.0% due to rounding.

For the month of April, the market value of assets increased by \$368,631 and \$307,034 for the union and non-union plans, respectively.

Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
March 2023	\$36,313,422	\$36,391,908
April 2023	\$36,682,053	\$36,698,942
Increase (Decrease)	\$368,631	\$307,034

Recommendation:

Receive and file.

Detail of Securities Held & Market Analytics

For the Month Ending **April 30, 2023**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond										
ISHARES CORE U.S. AGGREGATE		464287226	AGG	17,918.00	98.65	1,767,610.70	99.96	1,791,083.28	23,472.58	4.88
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	7,097.00	50.33	357,192.01	51.50	365,495.50	8,303.49	1.00
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	2,389.00	60.31	144,080.59	51.50	123,033.50	(21,047.09)	0.34
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	1,146.00	61.13	70,054.98	51.50	59,019.00	(11,035.98)	0.16
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	1,776.00	57.68	102,441.46	51.50	91,464.00	(10,977.46)	0.25
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	631.00	56.69	35,771.39	51.50	32,496.50	(3,274.89)	0.09
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	633.00	56.99	36,074.67	51.50	32,599.50	(3,475.17)	0.09
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	965.00	61.01	58,874.65	51.50	49,697.50	(9,177.15)	0.14

Security Type Sub-Total				32,555.00		2,572,100.45	460.46	2,544,888.78	(27,211.67)	6.95
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Exchange-Traded Fund - Equity										
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	2,500.00	138.29	345,724.75	145.14	362,850.00	17,125.25	0.99
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	1,103.00	144.43	159,306.29	145.14	160,089.42	783.13	0.44
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	94.00	156.88	14,746.71	145.14	13,643.16	(1,103.55)	0.04
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	161.00	143.44	23,093.84	145.14	23,367.54	273.70	0.06
INVESCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	4,594.00	140.55	645,686.70	145.14	666,773.16	21,086.46	1.82
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	751.00	234.30	175,958.55	248.20	186,398.20	10,439.65	0.51
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	959.00	258.94	248,322.60	248.20	238,023.80	(10,298.80)	0.65
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	610.00	239.53	146,112.45	248.20	151,402.00	5,289.55	0.41
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	48.00	248.92	11,948.16	248.20	11,913.60	(34.56)	0.03
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	960.00	260.71	250,280.64	248.20	238,272.00	(12,008.64)	0.65
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	2,656.00	276.40	734,118.40	248.20	659,219.20	(74,899.20)	1.80
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	3,251.00	117.36	381,537.03	94.00	305,594.00	(75,943.03)	0.83
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	2,432.00	102.11	248,331.03	94.00	228,608.00	(19,723.03)	0.62
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	884.00	106.82	94,428.35	94.00	83,096.00	(11,332.35)	0.23
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,784.00	95.51	170,388.77	94.00	167,696.00	(2,692.77)	0.46
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,818.00	94.10	171,073.44	94.00	170,892.00	(181.44)	0.47
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	2,433.00	102.83	250,184.90	94.00	228,702.00	(21,482.90)	0.62
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,257.00	107.25	134,813.12	94.00	118,158.00	(16,655.12)	0.32
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	360.00	96.14	34,610.40	94.00	33,840.00	(770.40)	0.09

Detail of Securities Held & Market Analytics

For the Month Ending April 30, 2023

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Equity									
ISHARES CORE S&P SMALL-CAP E	464287804	IJR	1,234.00	106.97	132,000.86	94.00	115,996.00	(16,004.86)	0.32
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	9,194.00	39.68	364,817.92	46.36	426,233.84	61,415.92	1.16
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,614.00	37.17	97,162.38	46.36	121,185.04	24,022.66	0.32
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,193.00	42.18	92,500.74	46.36	101,667.48	9,166.74	0.28
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	14,790.00	42.95	635,221.63	46.36	685,664.40	50,442.77	1.87
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	6,816.00	38.86	264,869.76	46.36	315,989.76	51,120.00	0.86
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,875.00	51.82	148,982.21	56.25	161,718.75	12,736.54	0.44
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,820.00	47.87	900,909.64	56.25	1,058,625.00	157,715.36	2.89
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,932.00	53.54	103,439.28	56.25	108,675.00	5,235.72	0.30
VANGUARD TOTAL INTL STOCK	921909768	VXUS	553.00	64.35	35,585.55	56.25	31,106.25	(4,479.30)	0.08
VANGUARD TOTAL INTL STOCK	921909768	VXUS	593.00	56.01	33,213.93	56.25	33,356.25	142.32	0.09
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,979.00	65.37	456,217.23	56.25	392,568.75	(63,648.48)	1.07
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,244.00	52.51	432,892.44	56.25	463,725.00	30,832.56	1.26
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,370.00	52.12	957,444.40	56.25	1,033,312.50	75,868.10	2.82
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	25,222.00	169.04	4,263,526.88	206.30	5,203,298.60	939,771.72	14.18
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,546.00	226.21	349,720.35	206.30	318,939.80	(30,780.55)	0.87
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	625.00	199.58	124,737.50	206.30	128,937.50	4,200.00	0.35
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	206.30	89,327.90	(11,959.46)	0.24
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	764.00	191.49	146,298.36	206.30	157,613.20	11,314.84	0.43
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	4,809.00	195.76	941,409.84	206.30	992,096.70	50,686.86	2.70
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	624.00	198.24	123,701.76	206.30	128,731.20	5,029.44	0.35
Security Type Sub-Total			157,885.00		14,946,606.15	5,186.80	16,117,307.00	1,170,700.85	43.92
Money Market Mutual Fund									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	277,101.51	1.00	277,101.51	1.00	277,101.51	0.00	0.76
Security Type Sub-Total			277,101.51		277,101.51	1.00	277,101.51	0.00	0.76
Mutual Fund - Bond									
ARISTOTLE FUNDS FLOATING RATE INC I	04045F592	PLFRX	1.57	9.32	14.66	9.34	14.69	0.03	0.00

Detail of Securities Held & Market Analytics

For the Month Ending **April 30, 2023**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Mutual Fund - Bond									
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	387,349.11	11.14	4,316,504.27	10.13	3,923,846.43	(392,657.84)	10.70
BBH LIMITED DURATION I	05528X851	BBBIX	64,627.00	10.00	646,311.05	10.05	649,501.38	3,190.33	1.77
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	183,792.51	10.57	1,941,995.24	9.44	1,735,001.31	(206,993.93)	4.73
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	129,672.83	5.22	677,027.74	5.03	652,254.35	(24,773.39)	1.78
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTRQX	264,681.75	14.02	3,710,005.87	12.03	3,184,121.45	(525,884.42)	8.68
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	197,379.48	10.14	2,001,962.95	8.79	1,734,965.61	(266,997.34)	4.73

Security Type Sub-Total **1,227,504.25** **13,293,821.78** **64.81** **11,879,705.22** **(1,414,116.56)** **32.39**

Mutual Fund - Equity									
HARDING LOEVNER INTERNATIONAL EQUITY POR	412295107	HL MIX	26,146.72	27.82	727,318.37	25.71	672,232.15	(55,086.22)	1.83
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	SEMTX	43,458.78	17.24	749,204.67	15.11	656,662.15	(92,542.52)	1.79
JENSEN QUALITY GROWTH-Y	476313408	JENYX	21,431.34	53.03	1,136,579.86	58.29	1,249,232.87	112,653.01	3.41
JOHCM INTERNATIONAL SELECT I	46653M849	JOHIX	15,218.69	27.42	417,286.40	21.71	330,397.82	(86,888.58)	0.90
MFS EMERGING MARKETS DEBT R6	552746364	MEDHX	0.01	11.25	0.09	11.55	0.09	0.00	0.00
VANGUARD TOT INST ST IDX - ADM	921909818	VTIAX	0.00	33.33	0.03	30.17	0.03	0.00	0.00

Security Type Sub-Total **106,255.54** **3,030,389.42** **162.54** **2,908,525.11** **(121,864.31)** **7.93**

Separate Account									
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	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	12,074.46	1.00	12,074.46	102.67	12,396.87	322.41	0.03
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	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	34,300.00	1.00	34,300.00	102.67	35,215.89	915.89	0.10
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	49,980.00	1.00	49,980.00	102.67	51,314.58	1,334.58	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

Detail of Securities Held & Market Analytics

For the Month Ending **April 30, 2023**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Separate Account									
GOLUB CAPITAL PARTNERS INT'L XIV	GOLUB0090	SA467	1,440,000.00	1.00	1,440,000.00	100.00	1,440,000.00	0.00	3.93
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	191,676.07	1.00	191,676.07	117.63	225,469.62	33,793.55	0.61
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	309,750.00	1.00	309,750.00	117.63	364,360.63	54,610.63	0.99
NB SECONDARY OPPORTUNITIES V 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 OFFSHORE	NBSOFV007	SA425	252,000.00	1.00	252,000.00	117.63	296,428.99	44,428.99	0.81
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV007	SA425	130,837.59	1.00	130,837.59	117.63	153,904.98	23,067.39	0.42
Security Type Sub-Total			2,776,269.37		2,776,269.37	1,817.53	2,954,525.65	178,256.28	8.07
Managed Account Sub-Total			4,577,570.67		36,896,288.68	7,693.14	36,682,053.27	(214,235.41)	100.02
Securities Sub-Total			\$4,577,570.67		\$36,896,288.68	\$7,693.14	\$36,682,053.27	(\$214,235.41)	100.02%
Accrued Interest							\$0.00		
Total Investments							\$36,682,053.27		

Detail of Securities Held & Market Analytics

For the Month Ending **April 30, 2023**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Bond										
ISHARES CORE U.S. AGGREGATE		464287226	AGG	17,957.00	98.65	1,771,458.05	99.96	1,794,981.72	23,523.67	4.89
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	1,779.00	57.68	102,614.50	51.50	91,618.50	(10,996.00)	0.25
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	631.00	56.69	35,771.39	51.50	32,496.50	(3,274.89)	0.09
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	982.00	61.01	59,911.82	51.50	50,573.00	(9,338.82)	0.14
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	2,405.00	60.31	145,045.55	51.50	123,857.50	(21,188.05)	0.34
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	1,113.00	61.13	68,037.69	51.50	57,319.50	(10,718.19)	0.16
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	633.00	56.99	36,074.67	51.50	32,599.50	(3,475.17)	0.09
ISHARES INTERMEDIATE-TERM CO		464288638	IGIB	7,130.00	50.33	358,852.90	51.50	367,195.00	8,342.10	1.00
Security Type Sub-Total				32,630.00		2,577,766.57	460.46	2,550,641.22	(27,125.35)	6.96
Exchange-Traded Fund - Equity										
INVESTCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	1,578.00	144.43	227,910.54	145.14	229,030.92	1,120.38	0.62
INVESTCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	4,620.00	140.55	649,341.00	145.14	670,546.80	21,205.80	1.83
INVESTCO S&P 500 EQUAL WEIGHT ETF		46137V357	RSP	2,442.00	138.29	337,703.94	145.14	354,431.88	16,727.94	0.97
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	751.00	234.30	175,958.55	248.20	186,398.20	10,439.65	0.50
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	960.00	260.71	250,280.64	248.20	238,272.00	(12,008.64)	0.65
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	959.00	258.94	248,322.60	248.20	238,023.80	(10,298.80)	0.65
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	616.00	239.53	147,549.62	248.20	152,891.20	5,341.58	0.42
ISHARES CORE S&P MIDCAP ETF		464287507	IJH	2,662.00	276.40	735,776.80	248.20	660,708.40	(75,068.40)	1.80
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,233.00	106.97	131,893.89	94.00	115,902.00	(15,991.89)	0.32
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,256.00	107.25	134,705.87	94.00	118,064.00	(16,641.87)	0.32
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	3,250.00	117.36	381,419.68	94.00	305,500.00	(75,919.68)	0.83
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	371.00	96.14	35,667.94	94.00	34,874.00	(793.94)	0.10
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,836.00	94.10	172,767.23	94.00	172,584.00	(183.23)	0.47
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	1,798.00	95.51	171,725.90	94.00	169,012.00	(2,713.90)	0.46
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	886.00	106.82	94,641.99	94.00	83,284.00	(11,357.99)	0.23
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	2,432.00	102.11	248,331.03	94.00	228,608.00	(19,723.03)	0.62
ISHARES CORE S&P SMALL-CAP E		464287804	IJR	2,433.00	102.83	250,184.90	94.00	228,702.00	(21,482.90)	0.62
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	2,211.00	42.18	93,259.98	46.36	102,501.96	9,241.98	0.28
VANGUARD FTSE DEVELOPED MARKETS ETF		921943858	VEA	14,743.00	42.95	633,203.01	46.36	683,485.48	50,282.47	1.86

Detail of Securities Held & Market Analytics

For the Month Ending April 30, 2023

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Exchange-Traded Fund - Equity									
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	9,189.00	39.68	364,619.52	46.36	426,002.04	61,382.52	1.16
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	6,915.00	38.86	268,716.90	46.36	320,579.40	51,862.50	0.87
VANGUARD FTSE DEVELOPED MARKETS ETF	921943858	VEA	2,614.00	37.17	97,162.38	46.36	121,185.04	24,022.66	0.33
VANGUARD TOTAL INTL STOCK	921909768	VXUS	8,570.00	52.51	450,010.70	56.25	482,062.50	32,051.80	1.31
VANGUARD TOTAL INTL STOCK	921909768	VXUS	6,883.00	65.37	449,941.71	56.25	387,168.75	(62,772.96)	1.06
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,315.00	52.12	954,577.80	56.25	1,030,218.75	75,640.95	2.81
VANGUARD TOTAL INTL STOCK	921909768	VXUS	1,714.00	53.54	91,767.56	56.25	96,412.50	4,644.94	0.26
VANGUARD TOTAL INTL STOCK	921909768	VXUS	2,875.00	51.82	148,982.21	56.25	161,718.75	12,736.54	0.44
VANGUARD TOTAL INTL STOCK	921909768	VXUS	580.00	56.01	32,485.80	56.25	32,625.00	139.20	0.09
VANGUARD TOTAL INTL STOCK	921909768	VXUS	18,935.00	47.87	906,414.66	56.25	1,065,093.75	158,679.09	2.90
VANGUARD TOTAL INTL STOCK	921909768	VXUS	632.00	64.35	40,669.20	56.25	35,550.00	(5,119.20)	0.10
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	499.00	198.24	98,921.76	206.30	102,943.70	4,021.94	0.28
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	983.00	191.49	188,234.67	206.30	202,792.90	14,558.23	0.55
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	500.00	199.58	99,790.00	206.30	103,150.00	3,360.00	0.28
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	1,551.00	226.21	350,851.40	206.30	319,971.30	(30,880.10)	0.87
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	25,200.00	169.04	4,259,808.00	206.30	5,198,760.00	938,952.00	14.17
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	433.00	233.92	101,287.36	206.30	89,327.90	(11,959.46)	0.24
VANGUARD TOTAL STOCK MKT ETF	922908769	VTI	4,931.00	195.76	965,292.56	206.30	1,017,265.30	51,972.74	2.77
Security Type Sub-Total			158,356.00		14,990,179.30	4,648.32	16,165,648.22	1,175,468.92	44.04
Money Market Mutual Fund									
FIRST AMERICAN GOVERNMENT OBLIGATION - Z	31846V567	FGZXX	510,893.39	1.00	510,893.39	1.00	510,893.39	0.00	1.39
Security Type Sub-Total			510,893.39		510,893.39	1.00	510,893.39	0.00	1.39
Mutual Fund - Bond									
ARISTOTLE FUNDS FLOATING RATE INC I	04045F592	PLFRX	1.58	9.32	14.76	9.34	14.79	0.03	0.00
BAIRD CORE PLUS BOND - INST	057071870	BCOIX	388,181.59	11.14	4,325,304.51	10.13	3,932,279.53	(393,024.98)	10.72
BBH LIMITED DURATION I	05528X851	BBBIX	64,760.17	10.00	647,642.79	10.05	650,839.69	3,196.90	1.77
DOUBLELINE CORE FIXED INCOME I	258620301	DBLFX	184,112.55	10.57	1,945,750.36	9.44	1,738,022.46	(207,727.90)	4.74

Detail of Securities Held & Market Analytics

For the Month Ending **April 30, 2023**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Mutual Fund - Bond									
MAINSTAY MACKAY HIGH YIELD CORP BD R6	56063N881	MHYSX	129,937.43	5.22	678,512.85	5.03	653,585.26	(24,927.59)	1.78
PRUDENTIAL TOTAL RETRN BND-Q	74440B884	PTROX	265,271.62	14.01	3,717,754.31	12.03	3,191,217.63	(526,536.68)	8.70
VOYA INTERMEDIATE BOND R6	92913L569	IIBZX	197,823.66	10.14	2,006,845.68	8.79	1,738,869.98	(267,975.70)	4.74

Security Type Sub-Total **1,230,088.61** **13,321,825.26** **64.81** **11,904,829.34** **(1,416,995.92)** **32.45**

Mutual Fund - Equity									
HARDING LOEVNER INTERNATIONAL EQUITY POR	412295107	HL MIX	26,200.71	27.79	728,030.85	25.71	673,620.13	(54,410.72)	1.84
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	SEMTX	43,169.65	17.15	740,258.52	15.11	652,293.41	(87,965.11)	1.78
JENSEN QUALITY GROWTH-Y	476313408	JENYX	21,475.35	53.04	1,139,084.03	58.29	1,251,797.97	112,713.94	3.41
JOHCM INTERNATIONAL SELECT I	46653M849	JOHIX	15,252.03	27.42	418,153.74	21.71	331,121.66	(87,032.08)	0.90
MFS EMERGING MARKETS DEBT R6	552746364	MEDHX	0.01	11.25	0.09	11.55	0.09	0.00	0.00
VANGUARD TOTAL STOCK MARKET INDEX	922908801	VIT SX	0.00	75.00	0.03	100.42	0.04	0.01	0.00

Security Type Sub-Total **106,097.74** **3,025,527.26** **232.79** **2,908,833.30** **(116,693.96)** **7.93**

Separate Account									
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	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	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	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	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	30,625.00	1.00	30,625.00	102.67	31,442.76	817.76	0.09
ATEL PRIVATE DEBT PARTNERS II	ATEL00020	SA407	34,300.00	1.00	34,300.00	102.67	35,215.89	915.89	0.10
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	45,325.00	1.00	45,325.00	102.67	46,535.27	1,210.27	0.13
GOLUB CAPITAL PARTNERS INT'L XIV	GOLUB0091	SA468	1,440,000.00	1.00	1,440,000.00	100.00	1,440,000.00	0.00	3.92
NB SECONDARY OPPORTUNITIES V OFFSHORE	NBSOFV008	SA426	130,837.59	1.00	130,837.59	117.63	153,904.98	23,067.39	0.42

Detail of Securities Held & Market Analytics

For the Month Ending **April 30, 2023**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAIN - [REDACTED]										
Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Separate Account										
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	309,750.00	1.00	309,750.00	117.63	364,360.63	54,610.63	0.99
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
NB SECONDARY OPPORTUNITIES V OFFSHORE		NBSOFV008	SA426	68,756.25	1.00	68,756.25	117.63	80,878.36	12,122.11	0.22
Security Type Sub-Total				2,524,269.37		2,524,269.37	1,699.89	2,658,096.66	133,827.29	7.25
Managed Account Sub-Total				4,562,335.11		36,950,461.15	7,107.27	36,698,942.13	(251,519.02)	100.02
Securities Sub-Total				\$4,562,335.11		\$36,950,461.15	\$7,107.27	\$36,698,942.13	(\$251,519.02)	100.02%
Accrued Interest								\$0.00		
Total Investments								\$36,698,942.13		

SunLine Transit Agency
CONSENT CALENDAR

DATE: June 28, 2023

RECEIVE & FILETO: Finance/Audit Committee
Board of Directors

RE: Ridership Report for May 2023

Summary:

Monthly Ridership			Monthly Variance	
	May-23	May-22	Net	Percent
Fixed Route	231,101	210,945	20,156	9.6%
SolVan	1,762	1,602	160	10%
SunRide	1,341	454	887	66.1%
Taxi Voucher*	248	230	18	7.3%
SunDial	10,480	9,010	1,470	16.3%
Total	244,932	222,241	22,691	10.2%

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

Yearly Ridership	
Fiscal Year 2023	2,475,146
Fiscal Year 2022	2,112,190
Ridership Increase	362,956

Fiscal year to date system ridership is up by 362,956 rides or 17.2% 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.



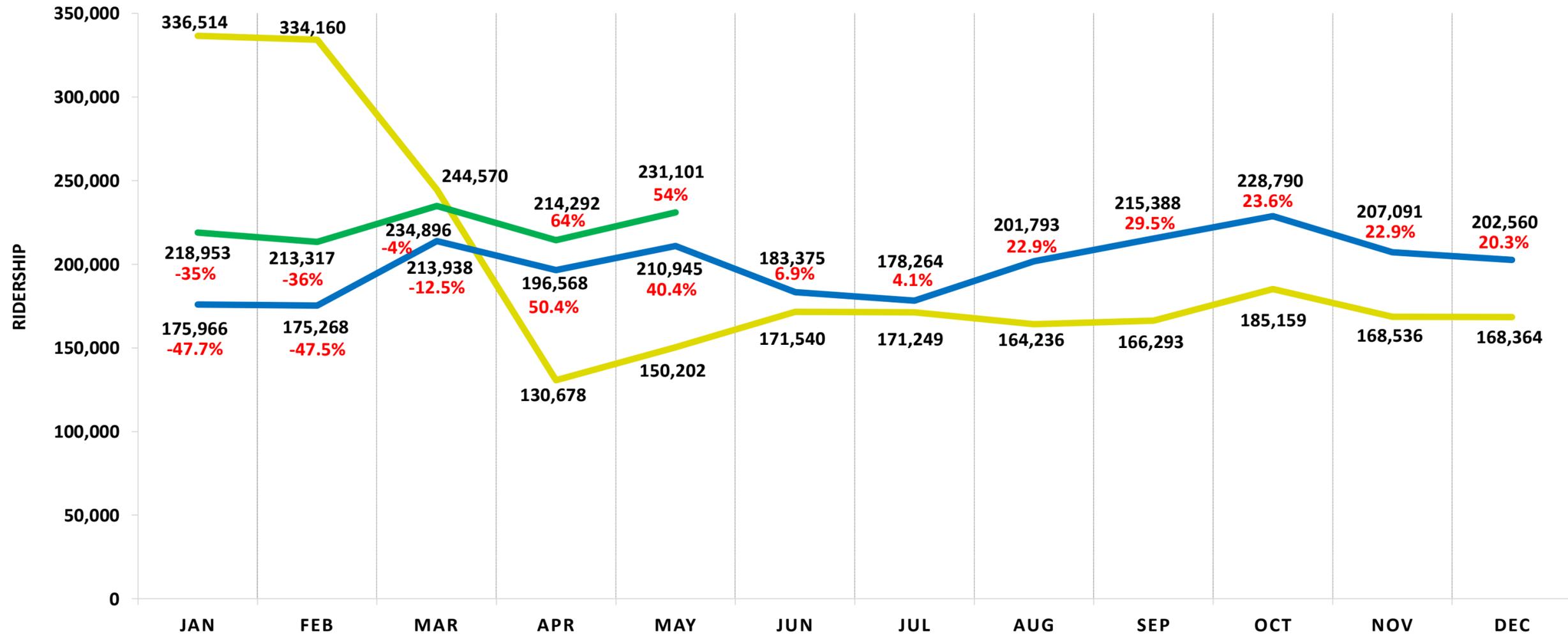
SunLine Transit Agency Monthly Ridership Report May 2023

Fixed Route	FY 2023		FY 2022		Monthly KPI		Bikes		Wheelchairs		
	May 2023	May 2022	YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD	
Route 1	Coachella - Hwy 111 - Palm Springs	91,227	85,048	957,619	818,440	16.0	1.0	3,714	41,311	607	7,915
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	65,964	53,513	628,067	534,924	19.4	1.5	2,418	23,807	551	5,933
Route 3	Desert Hot Springs - Desert Edge	6,752	5,731	64,350	54,719	14.0	0.8	175	1,526	54	815
Route 4	Westfield Palm Desert - Palm Springs	19,208	17,401	194,358	172,453	10.3	0.7	954	8,115	67	1,092
Route 5	Desert Hot Springs - CSUSB - Palm Desert	2,254	1,444	20,880	11,428	8.1	0.3	83	700	6	63
Route 6	Coachella - Fred Waring - Westfield Palm Desert	6,378	8,542	90,133	72,428	8.0	0.5	204	3,081	48	540
Route 7	Bermuda Dunes - Indian Wells - La Quinta	7,048	5,681	66,878	59,402	12.5	0.8	316	2,561	10	355
Route 8	North Indio - Coachella -Thermal/Mecca	15,402	14,540	155,771	121,020	9.6	0.6	510	4,635	73	703
Route 9	North Shore - Mecca - Oasis	6,967	8,704	72,201	63,560	7.2	0.3	59	611	7	209
Route 10	Indio - CSUSB - San Bernardino - Metrolink	1,951	1,974	25,233	18,999	13.5	0.2	23	282	13	75
Route 200 SB	Palm Springs High School AM Tripper	263	495	2,606	3,326	26.1	1.6	2	14	-	1
Route 400 SB	Raymond Cree / Palm Springs HS Tripper	26	157	874	1,591	9.5	0.5	1	1	-	1
Route 401 SB	Palm Canyon / Stevens AM Tripper	-	-	-	206	-	-	-	-	-	-
Route 402 NB	Palm Canyon / Stevens AM Tripper	3	85	206	510	3.0	0.2	-	-	-	2
Route 403 NB	Vista Chino /Sunrise PM Tripper	12	232	493	1,346	12.8	0.5	-	8	-	-
Route 500 SB	Westfield Palm Desert PM Tripper	361	361	2,566	2,657	38.5	2.4	-	63	2	5
Route 501 NB	Palm Desert High School AM Tripper	-	-	-	95	-	-	-	5	-	-
Route 700 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	283	532	3,029	3,950	18.5	1.2	2	73	1	2
Route 701 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	804	1,051	6,523	8,881	39.6	2.6	9	46	-	3
Route 800 NB	Shadow Hills High School AM Tripper	2,269	650	12,317	15,650	69.2	3.4	-	4	-	-
Route 801 SB	Jackson / 44th PM Tripper	2,577	2,314	20,631	20,600	115.6	6.8	-	124	1	5
Route 802 SB	Hwy 111 / Golf Center Pkwy PM Tripper	627	776	5,871	4,378	33.5	1.7	-	25	-	8
Route 803 NB	Shadow Hills High School AM Tripper	725	1,714	15,839	6,168	107	5	-	1	-	-
Fixed Route Total		231,101	210,945	2,346,445	1,996,731	14.0	0.9	8,470	86,993	1,440	17,727
SolVan		1,762	1,602	18,104	15,456						
SunRide		1,341	454	7,992	4,578						
Taxi Voucher		248	230	2,662	2,893						
SunDial		10,480	9,010	99,943	92,532	1.9	0.1				
System Total		244,932	222,241	2,475,146	2,112,190	10.7	0.7				
		May-23	May-22								
Weekdays:		22	22								
Saturdays:		4	4								
Sundays:		5	5								
Total Days:		31	31								

On Sunday, May 2, 2021, SunLine resumed fare collection. Haul Pass Programs returned, Haul Pass COD contributed with 5,890 rides, CSUSB with 1,173 rides. Mobile Ticketing contributed with 39,096 rides, the total for May 2023 includes 181 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.

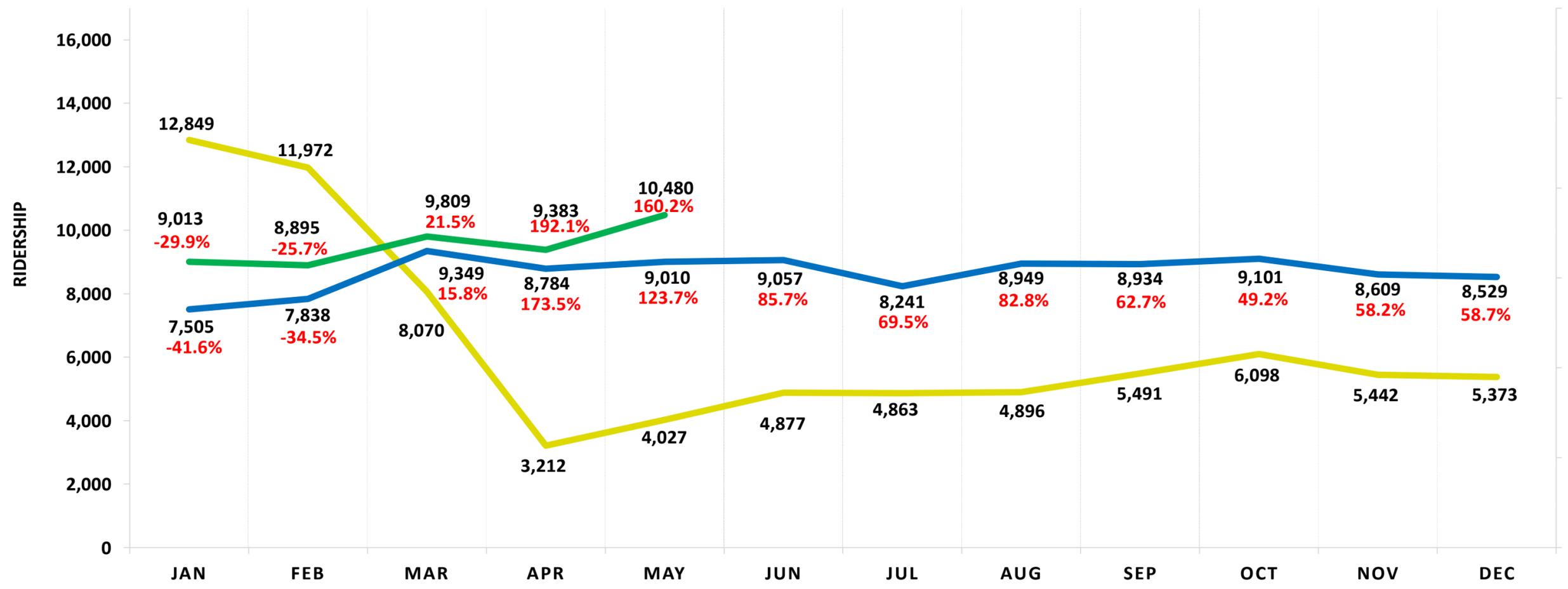
Ridership:

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: June 28, 2023

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: SunDial Operational Notes for May 2023

Summary:

The attached report summarizes SunDial's operation for the month of May 2023. This report identifies that for the month of May, 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 May was 88.9%.

Fiscal-year-to-date, SunDial has maintained an on-time performance of 88.0%. Total vehicle miles for May 2023 increased by 10,824 compared to May 2022. Total trips for the month of May were 10,038. When compared to May 2022, this is an increase of 1,491 trips or 17.4%.

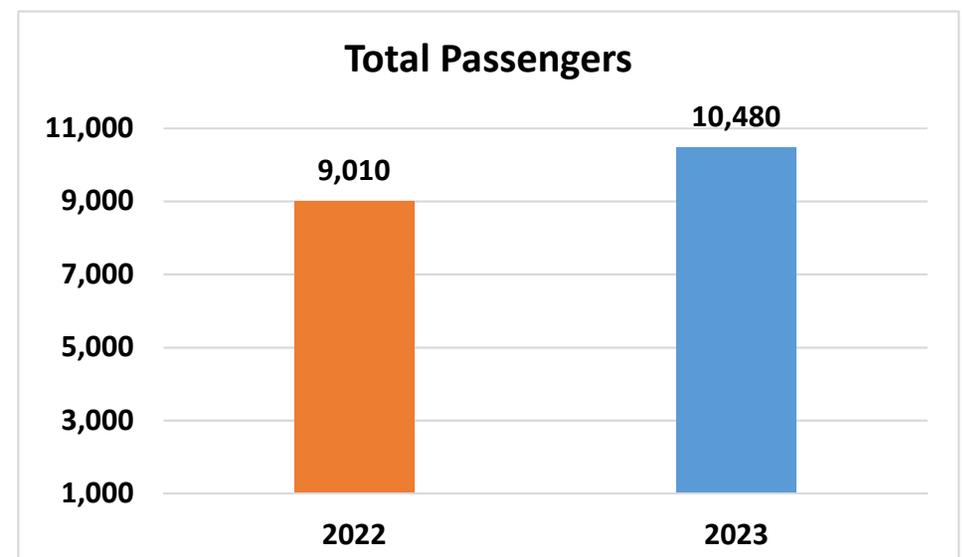
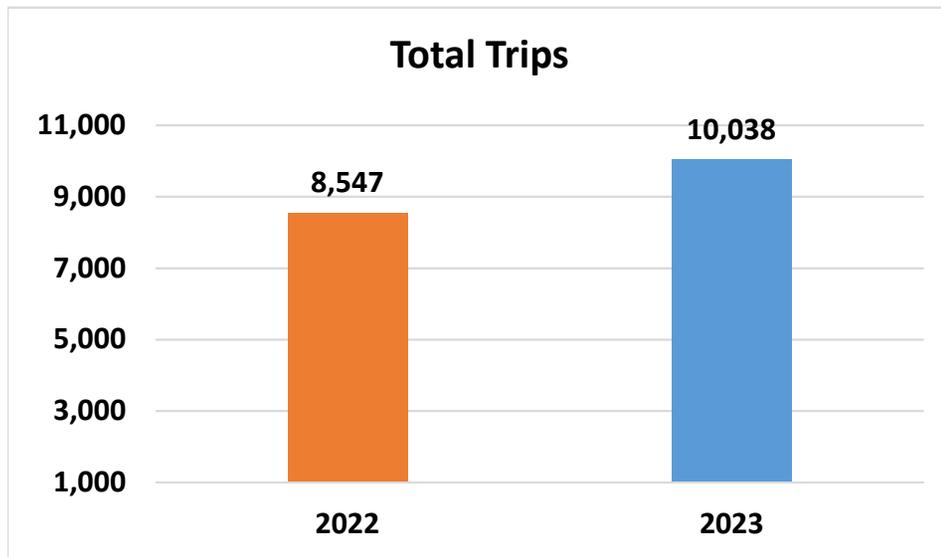
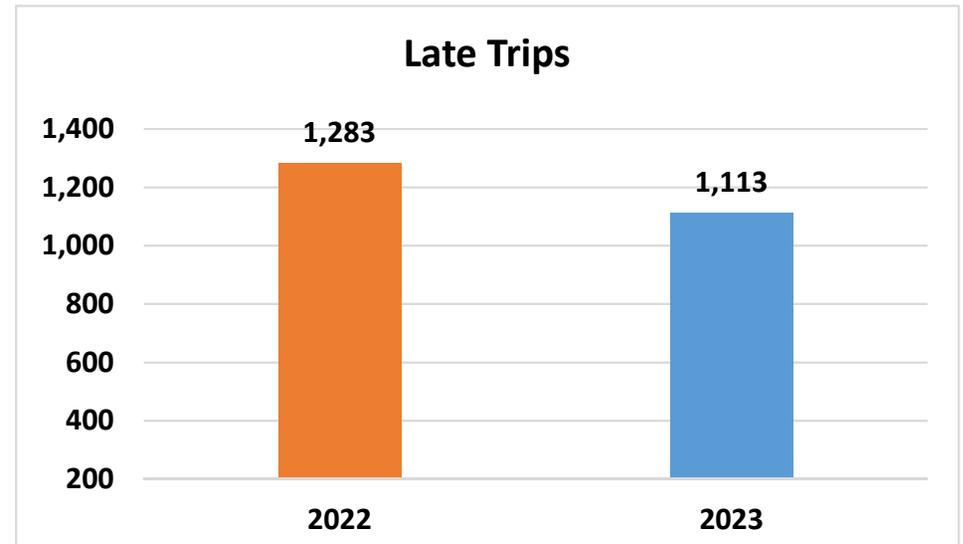
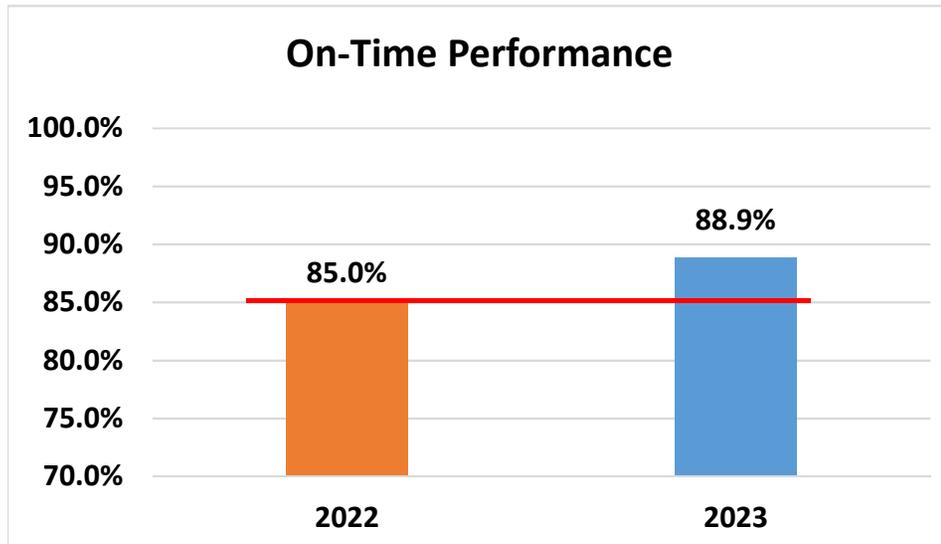
Total passengers for the month of May were 10,480. When compared to May 2022, this is an increase of 1,470 passengers or 16.3%. Mobility device boardings for May 2023 increased by 292 or 22% compared to May 2022. Field supervisors performed 56 onboard inspections and 60 safety evaluations which included pre-trip inspections and trailing evaluations. With the goal of 60 on board inspections and 60 safety evaluations, the workforce shortage of two field supervisor in the month of May effected the departments onboard inspections and safety evaluation goals by (4%).

Recommendation:

Receive and file.

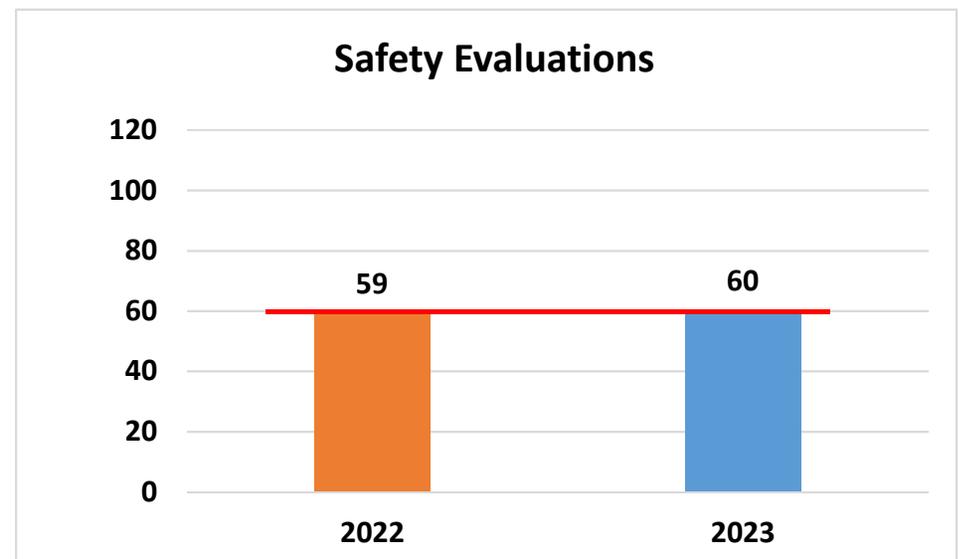
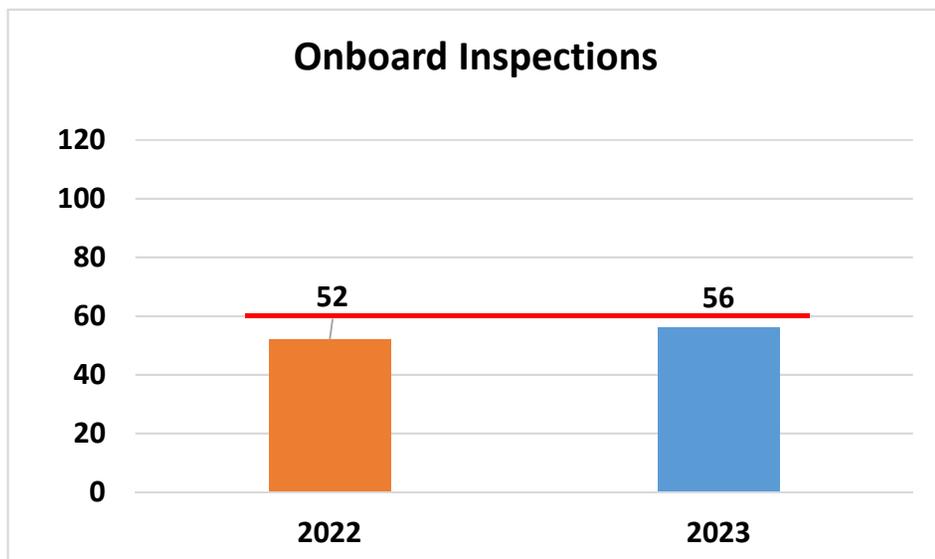
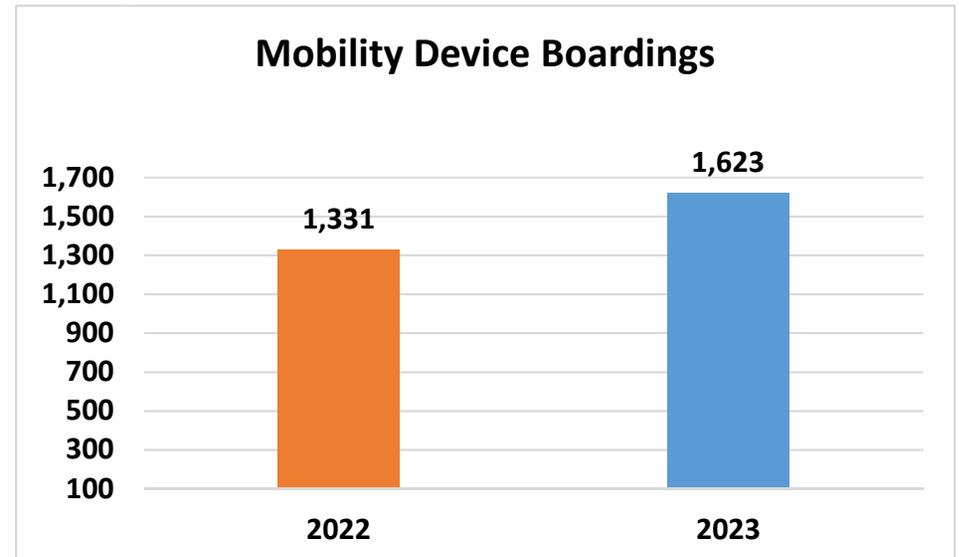
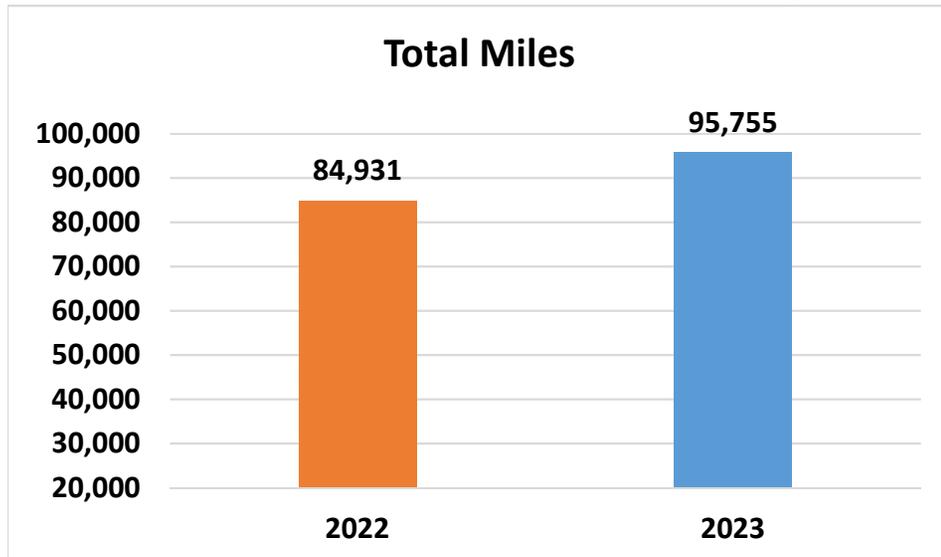
SunDial Operational Charts

May 2022 vs. May 2023



SunDial Operational Charts

May 2022 vs. May 2023



SunLine Transit Agency
CONSENT CALENDAR

DATE: June 28, 2023

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Metrics for May 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

- SunRide broke 1,000 trips for the first time in May, with 1,256 trips by 1,341 passengers.
- Palm Desert had its strongest month to date with 501 rides by 516 passengers.
- Indio continues to build momentum with 180 rides by 195 passengers.
- Cathedral City had 34 trips in May.

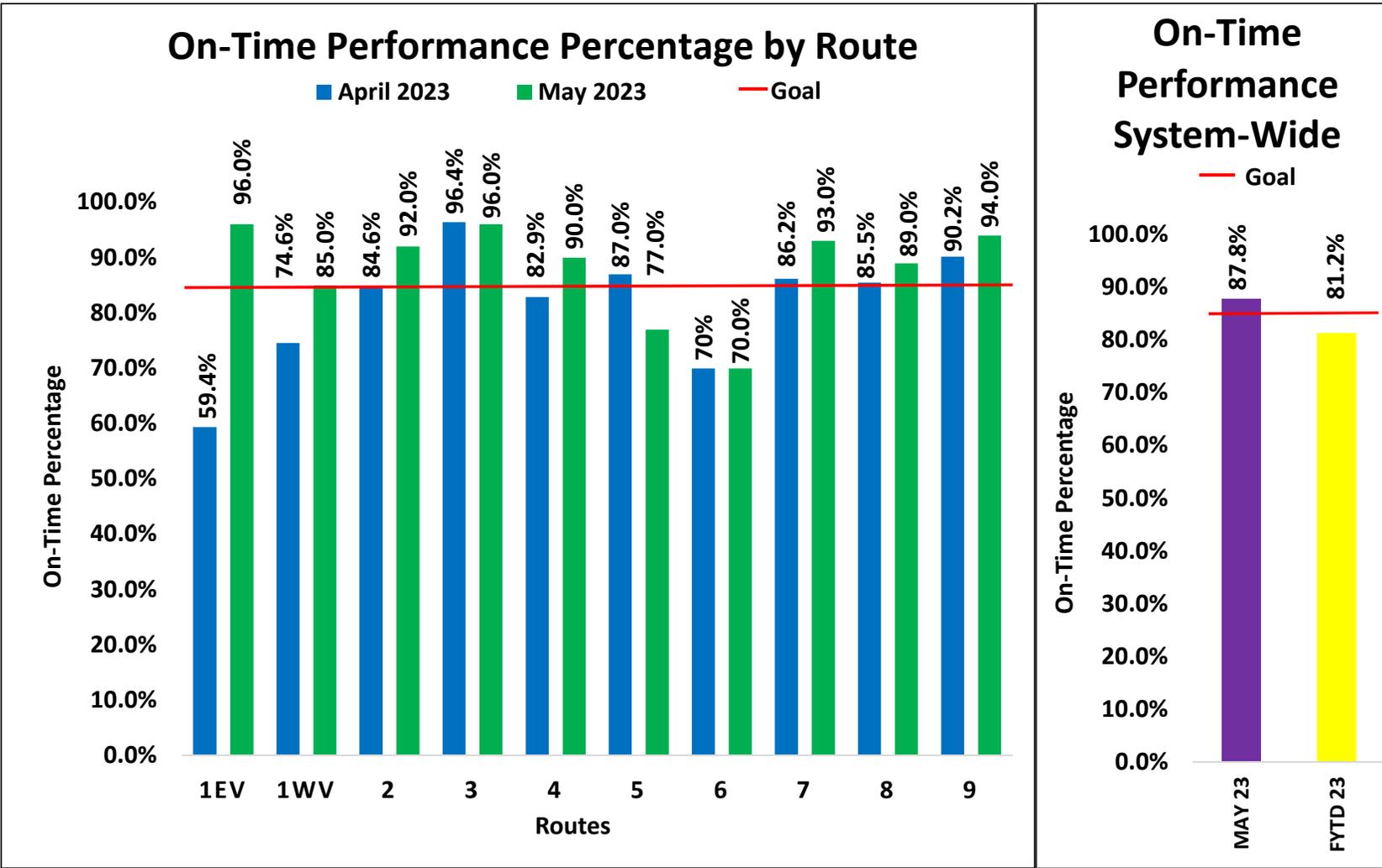
Fixed Route

- Fixed route's on-time performance had an increase of 12.6% from April 2023 to May 2023. New changes in the schedules had significant effect on the routes on-time performance.
- For the month of May 2023, the Agency did meet its service standard goal of 85%. Routes 5 and 6 did not meet their on-time performance for the month. All routes were impacted due to traffic.
 - Route 5 – 76.8%
 - Routes 6 – 70.9%

- Early departures had an increase of 0.9% when compared to the previous month. This is typically due to operators leaving early from specific timepoints; however, Transportation is working with a vendor on a software issue that may be miscalculating early pulls. We have supervisors collaborating with operators to improve early pulls, corrective measures have been taken.
- Late departures for May 2023 had a decrease of 11.9% when compared to the previous month.
- For the month of May 2022, 19.6% of SunLine's fixed route operator workforce was absent when compared to May 2023 at 24%.
- Workforce for May 2022 was at a total of 148 operators when compared to May 2023 at 138 operators.
- Decline in CSUSB ridership for May 2023 is due to the following:
 - May 12 – Last day of classes
 - May 12, 15-19 – Final exams
 - May 20 – Commencement

Recommendation:

Receive and file.



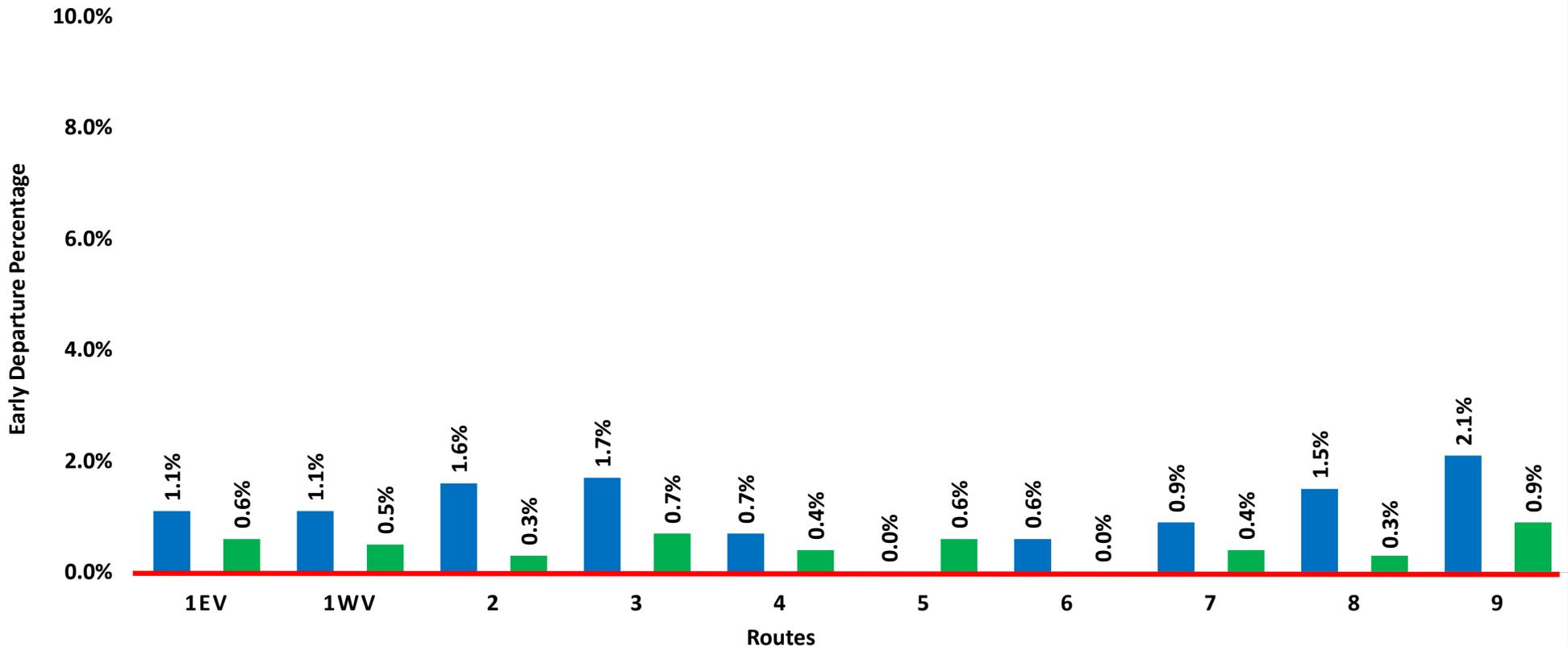
On-Time: When a trip departs a time point within a range of zero (0) minutes early to five (5) minutes late.

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

Note: For the month of May 2023, the Agency's on-time performance was at 87.8% when compared to May 2022 at 86.8%. This is an increase of 1%.

Early Departure Percentage by Route

■ April 2023 ■ May 2023



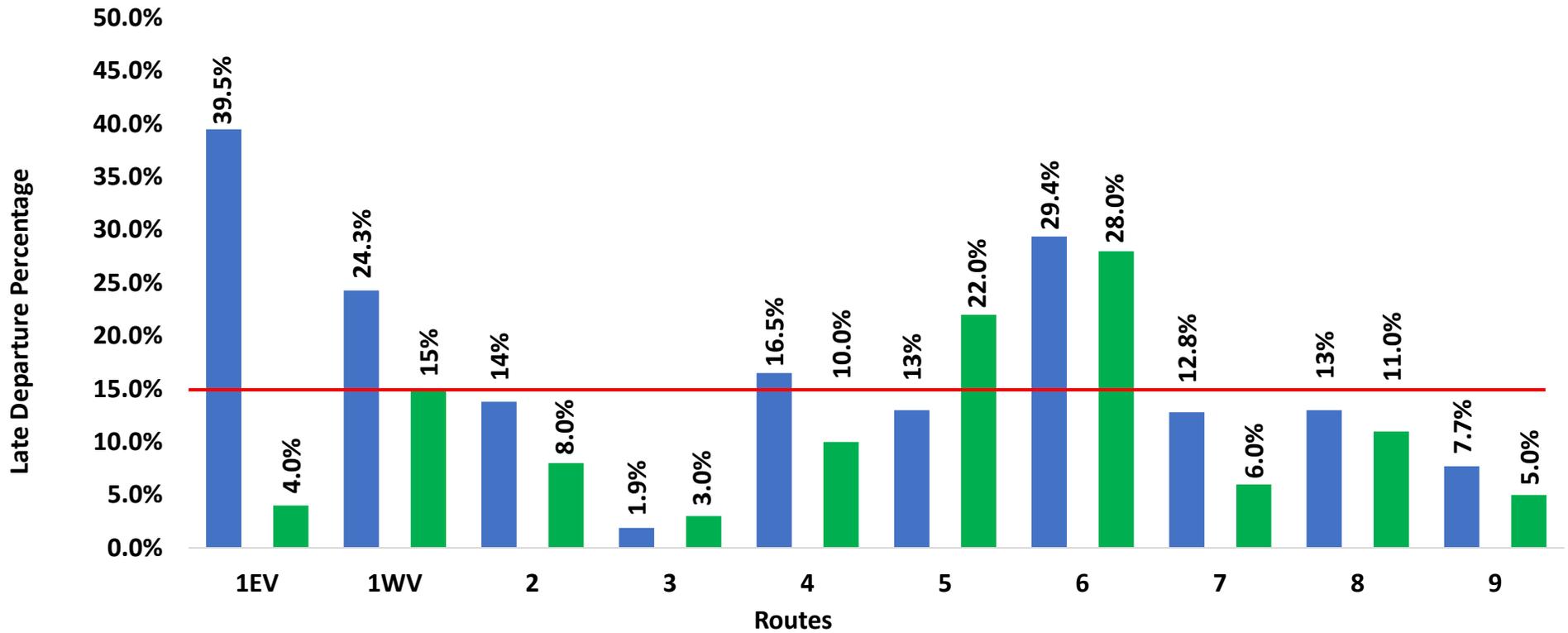
Early Departure: When a bus leaves a time point ahead of the scheduled departure time.

Goal: To reduce early departures to 0%.

Note: The high percentage on early pulls is due to a discrepancy found when operators move their coaches at timepoints to realign, we are working together with AVAIL to correct the issue.

Late Departure Percentage by Route

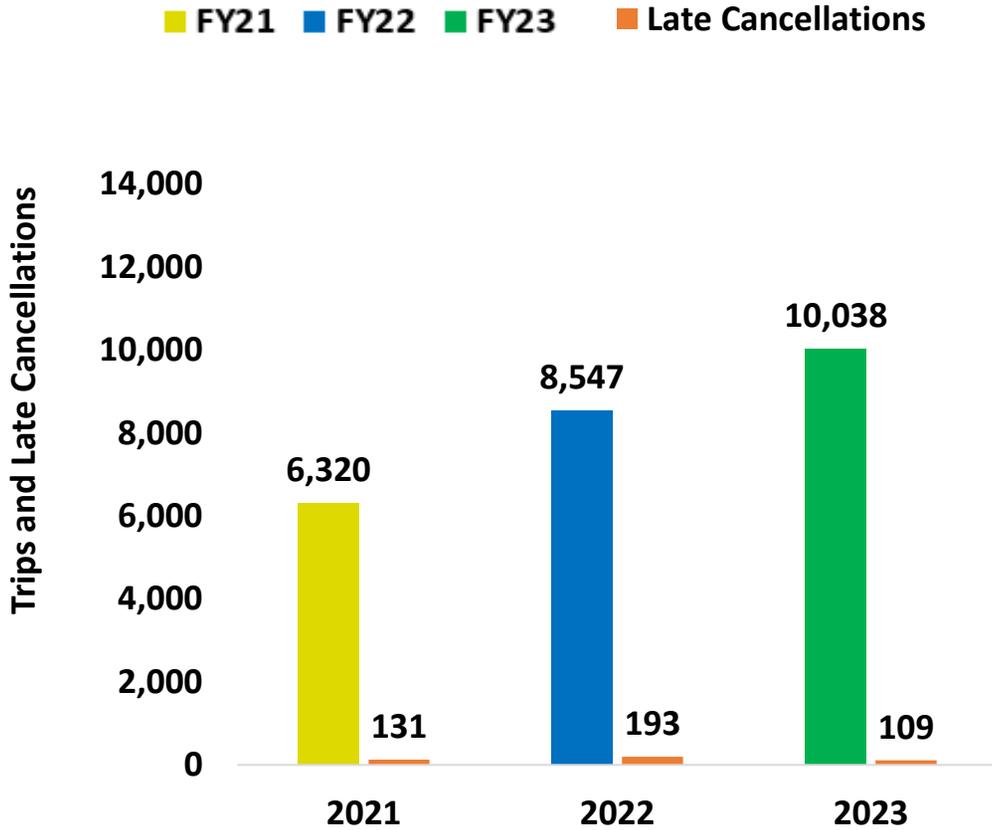
■ April 2023 ■ May 2023 — Goal



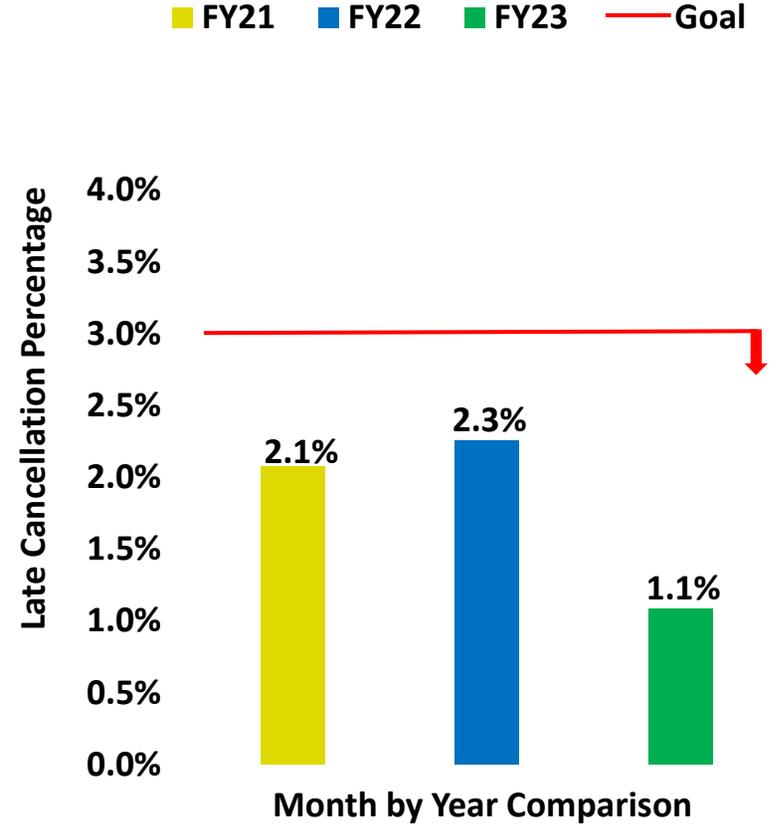
Late Departure: When a bus leaves a time point after the scheduled departure time and the route is running late with a departure greater than five (5) minutes.

Goal: To ensure late departures remain below 15%.

Total Trips vs. Late Cancellations May



Late Cancellations by Percentage



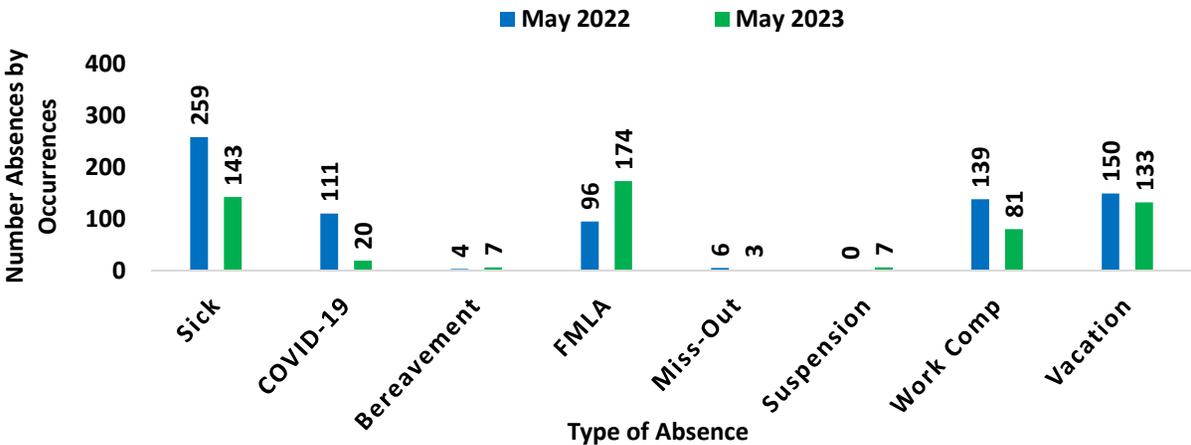
Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

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

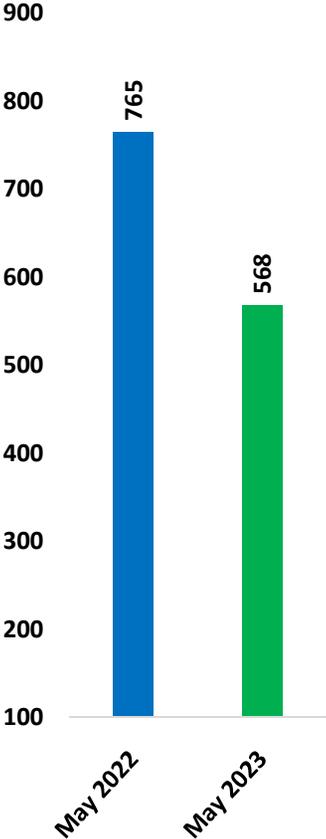
Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.

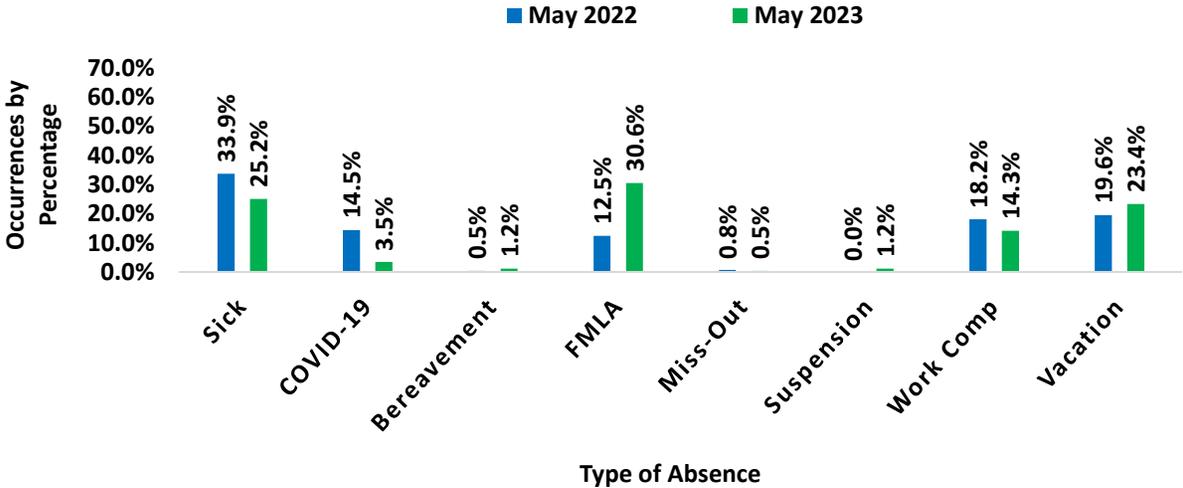
Operator Absence by Type



Total Absence Occurrences

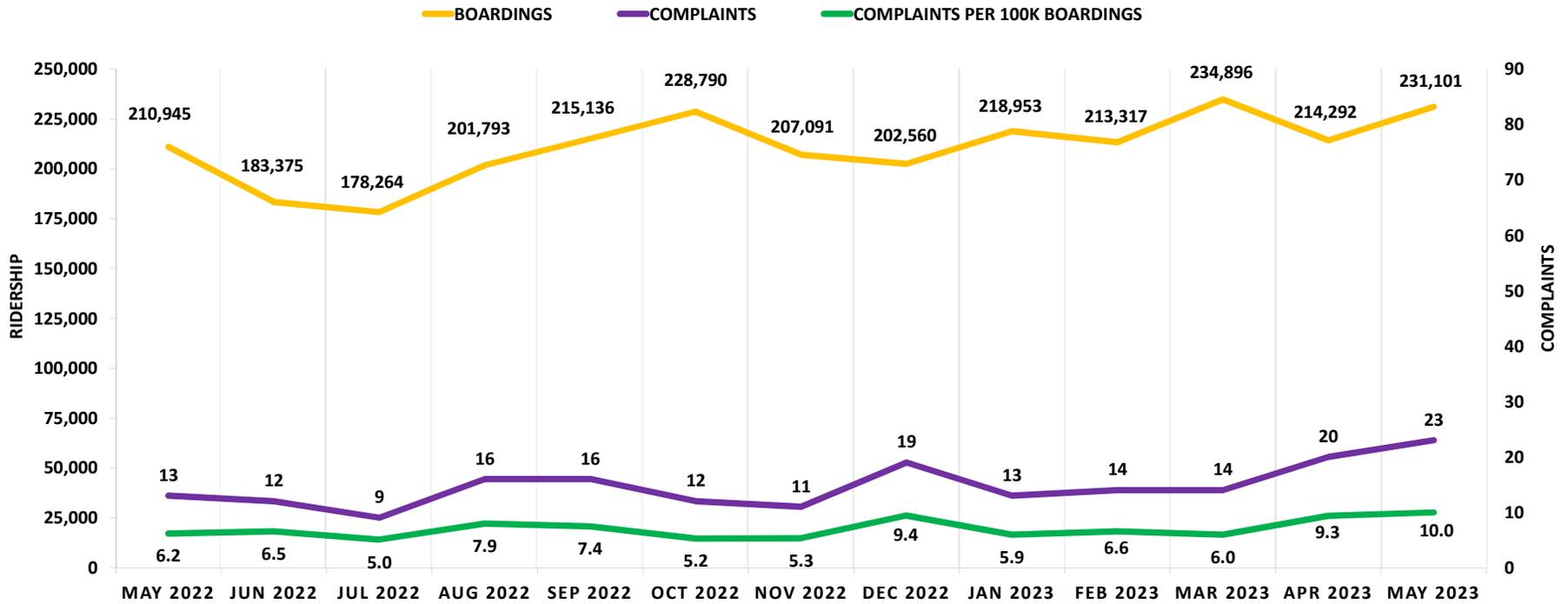


Operator Absence Type by Percentage



This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers. For the month of May 2022, 19.6% of SunLine's fixed route operator workforce was absent when compared to May 2023 at 24%. Workforce for May 2022 was at a total of 148 operators when compared to May 2023 at 138 operators.

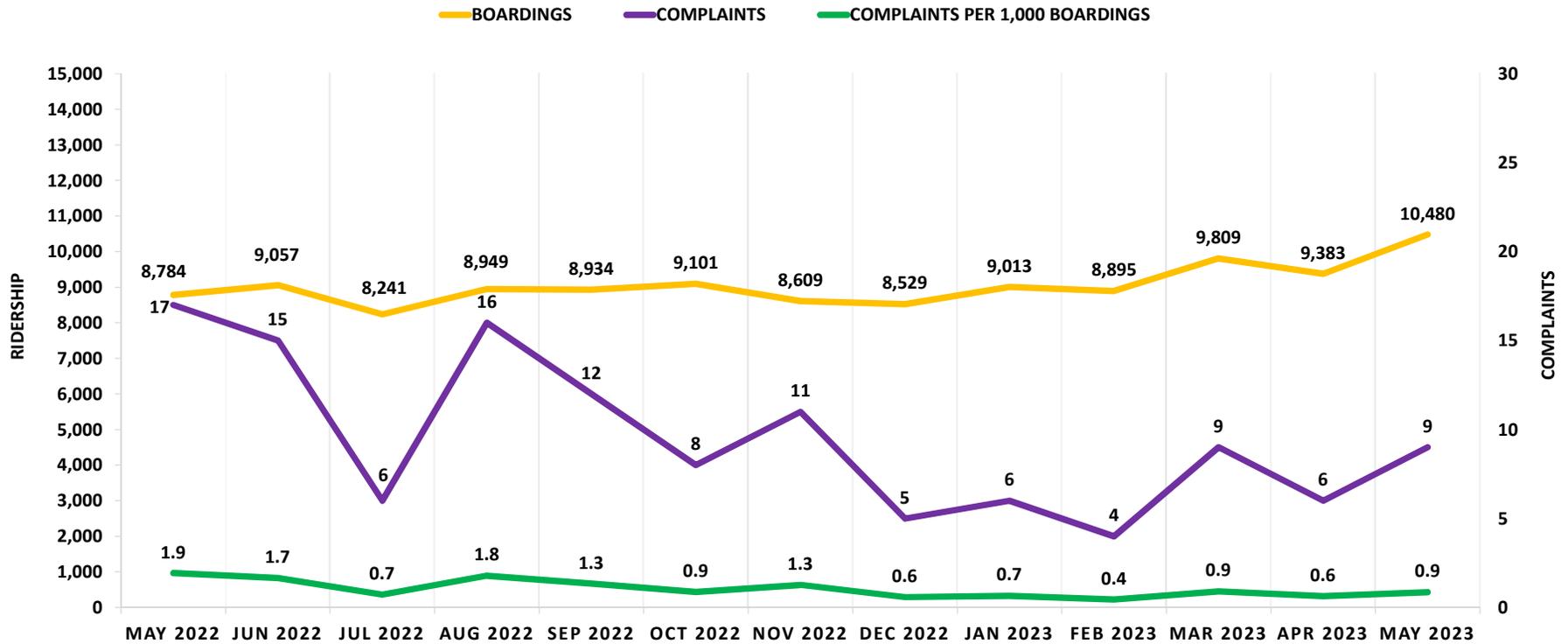
Fixed Route Customer Complaints May 2023



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 May, 99.99% of our total boardings did not receive a complaint.

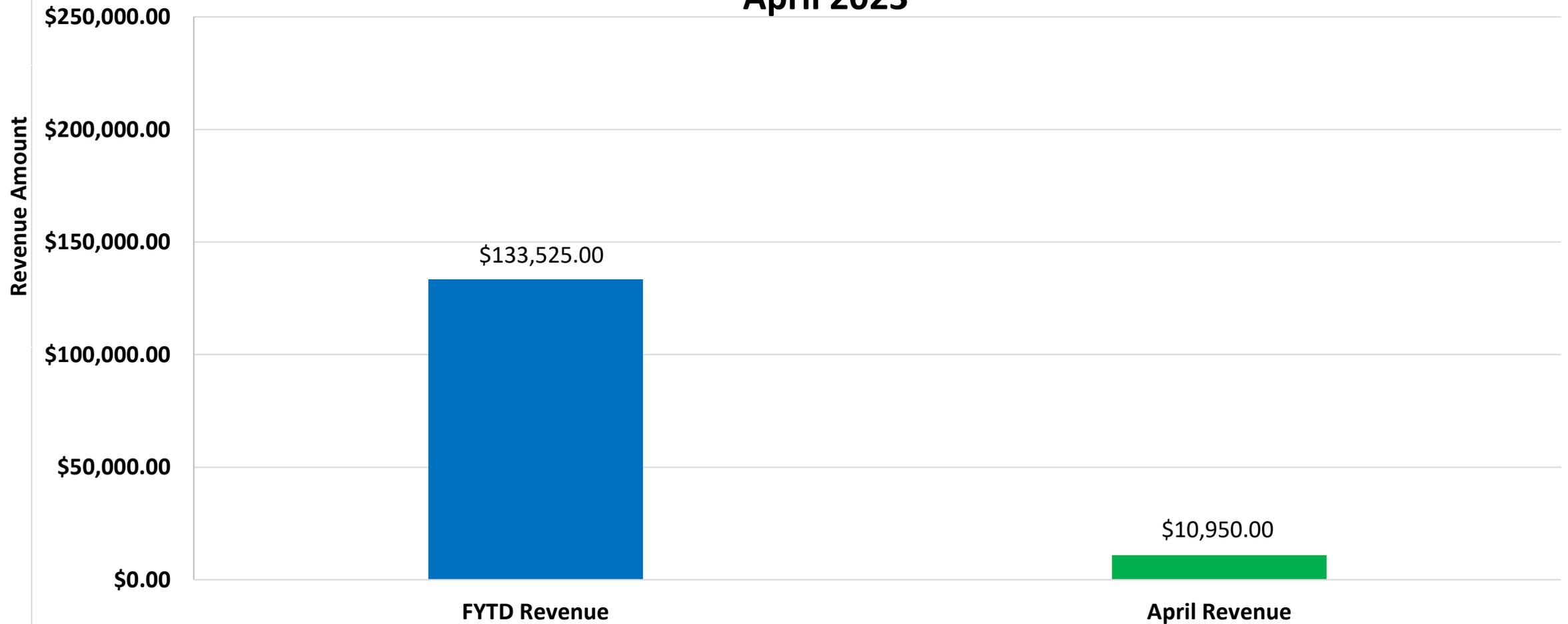
Paratransit Customer Complaints May 2023



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 May, 99.91% of our total boardings did not receive a complaint.

Advertising Revenue FYTD Budget vs FYTD Agency Revenue April 2023

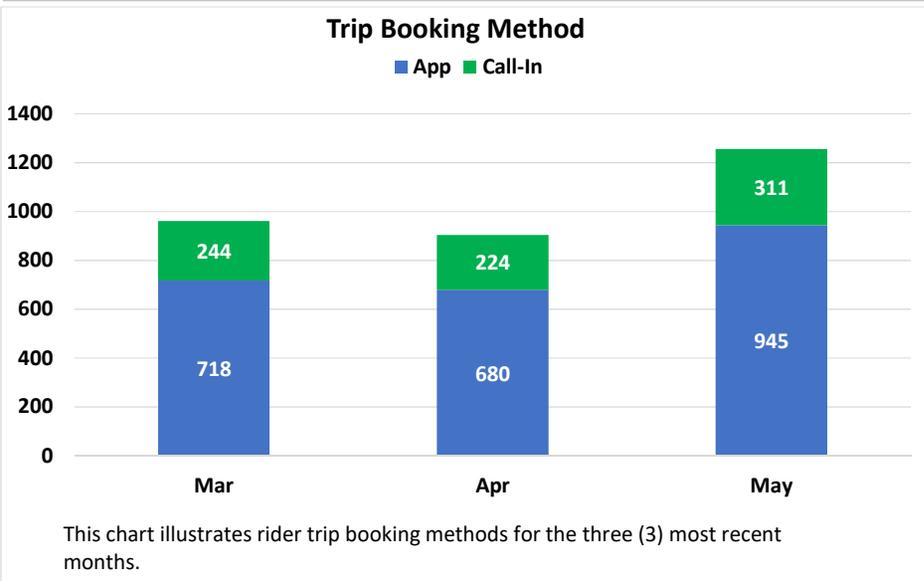
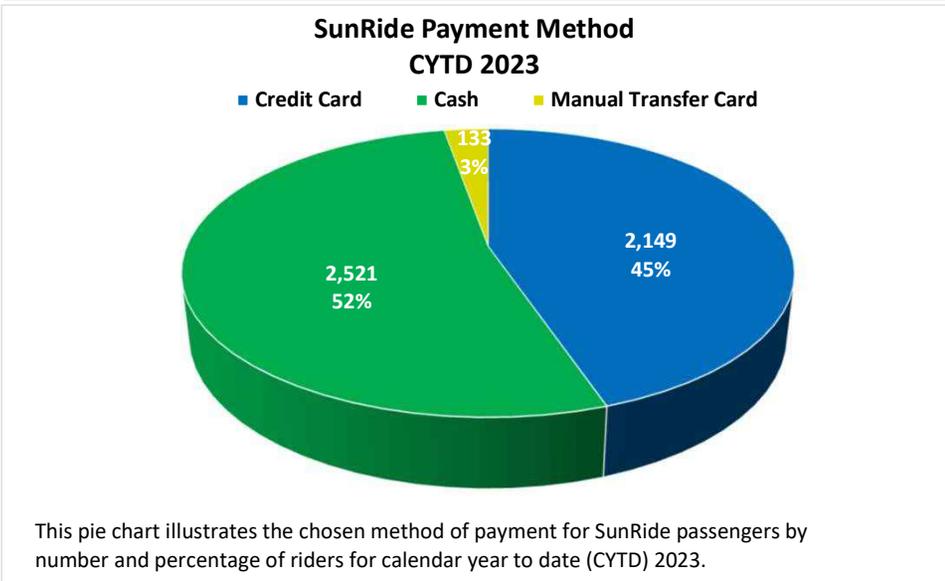
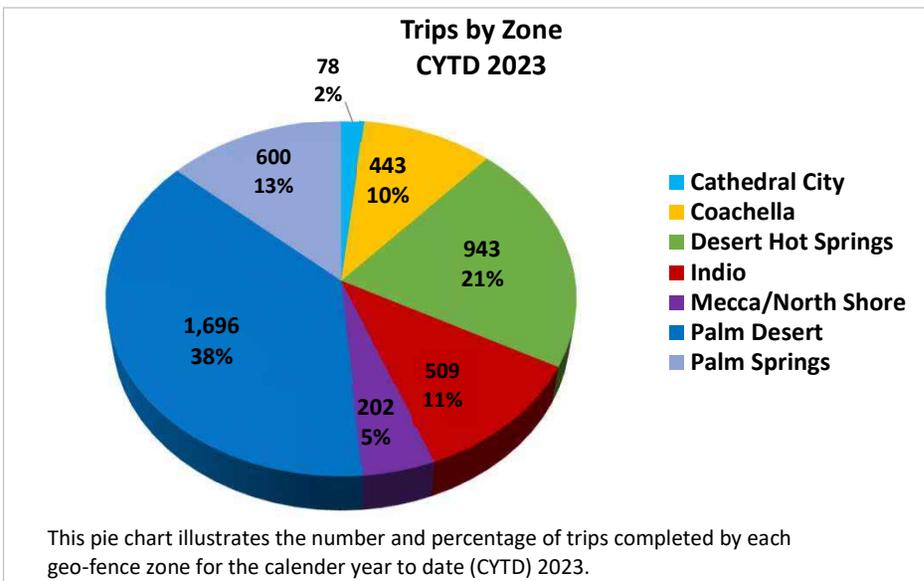
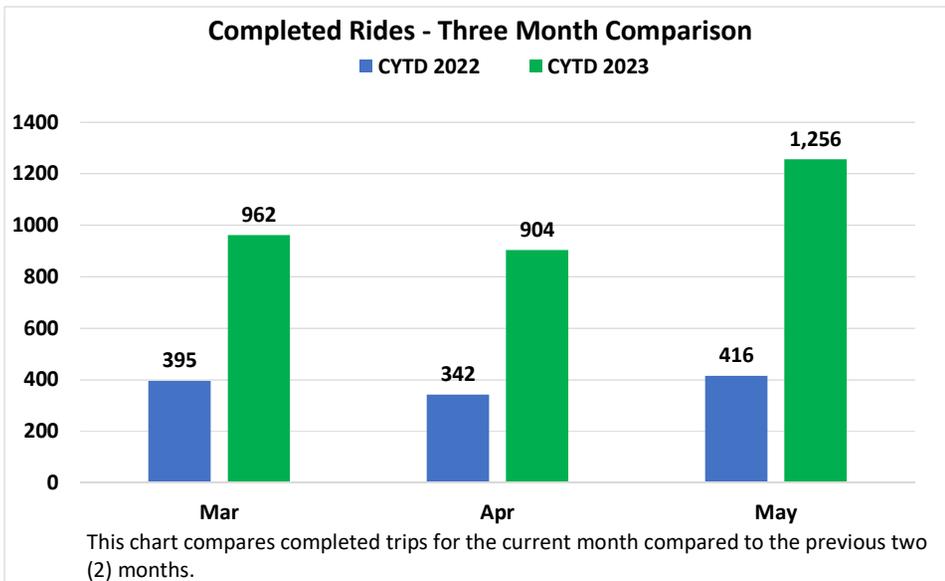


Advertising revenue tracks revenue of invoiced contracts for bus shelter and bus wrap advertising. The graph tracks FYTD revenue accrued with the monthly revenue accrued. The annual budget amount for FY23 is \$250,000 (*advertising revenues follow Finance Department reporting from the previous two (2)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

SunRide System-Wide Metrics CYTD 2023

Total Completed Trips: 4,471

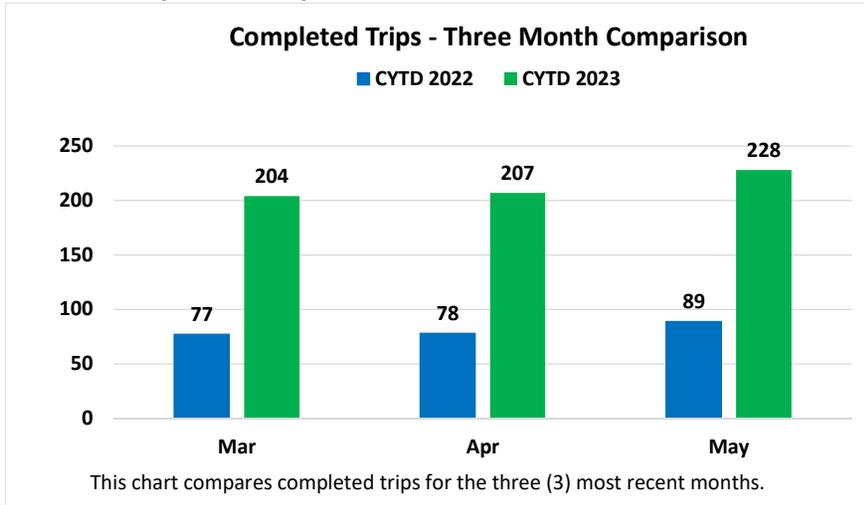
Total Number of Passengers: 4,803



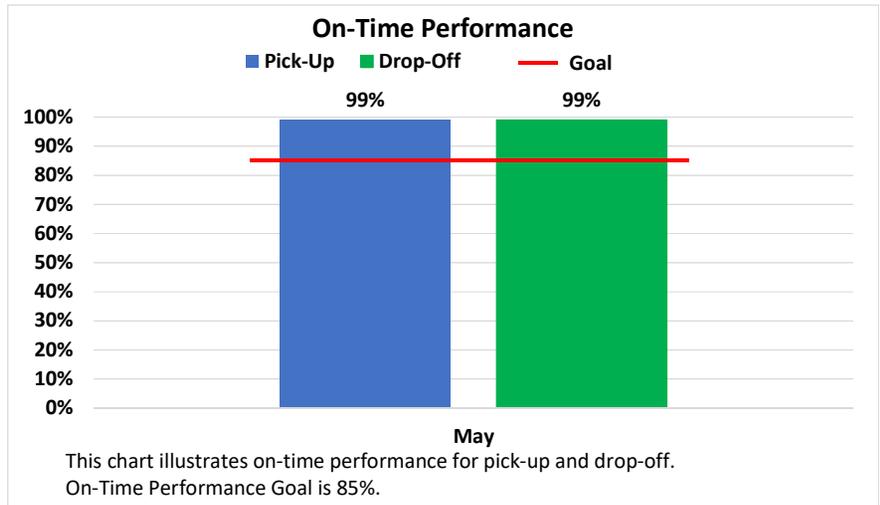
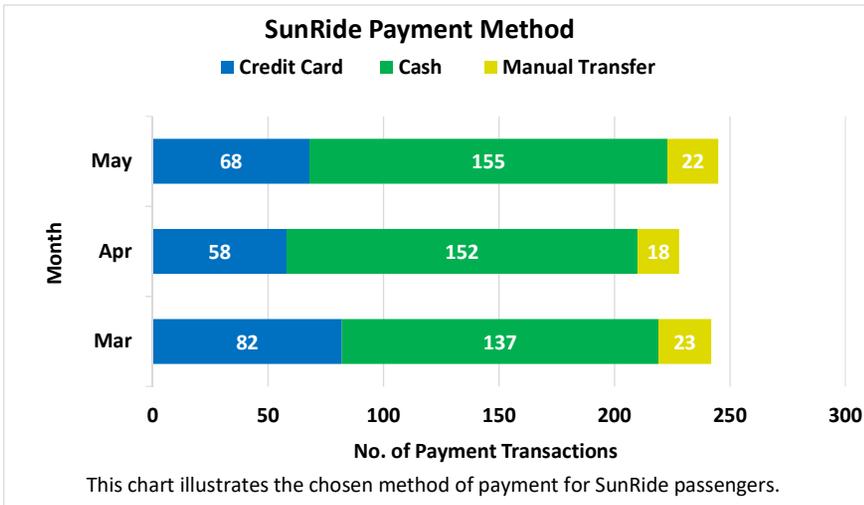
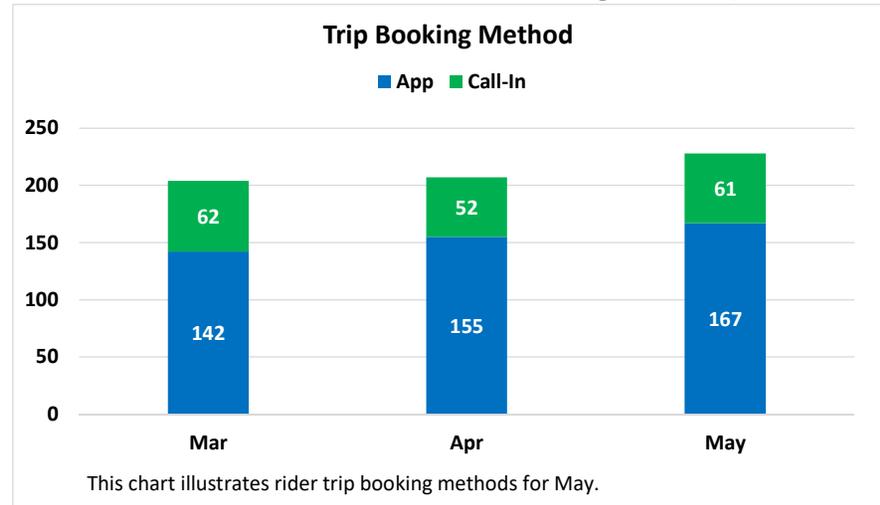
Percentage of Trips System-wide as Ridesharing: 14%

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

Total Completed Trips: 943



Total Number of Passengers: 1,053



Percentage of Trips as Ridesharing: 12%

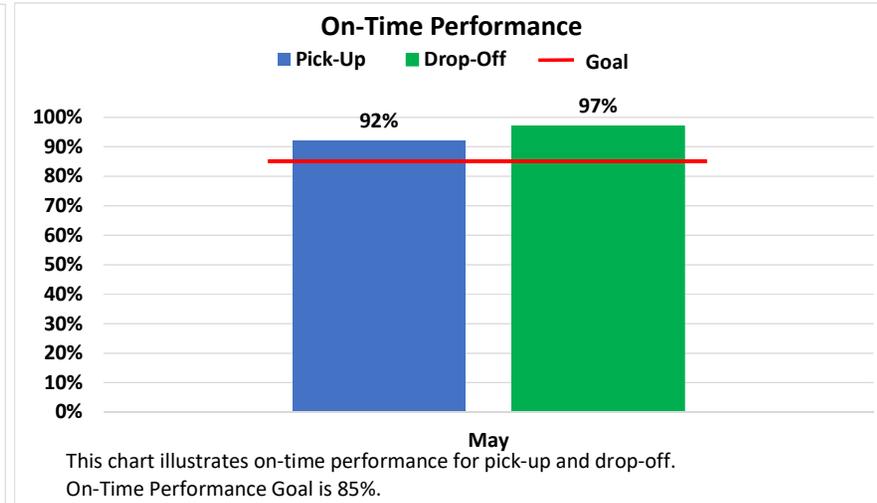
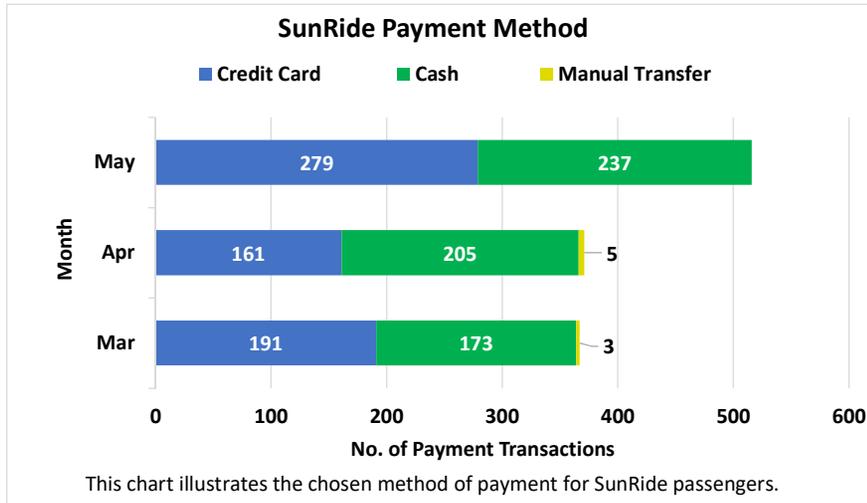
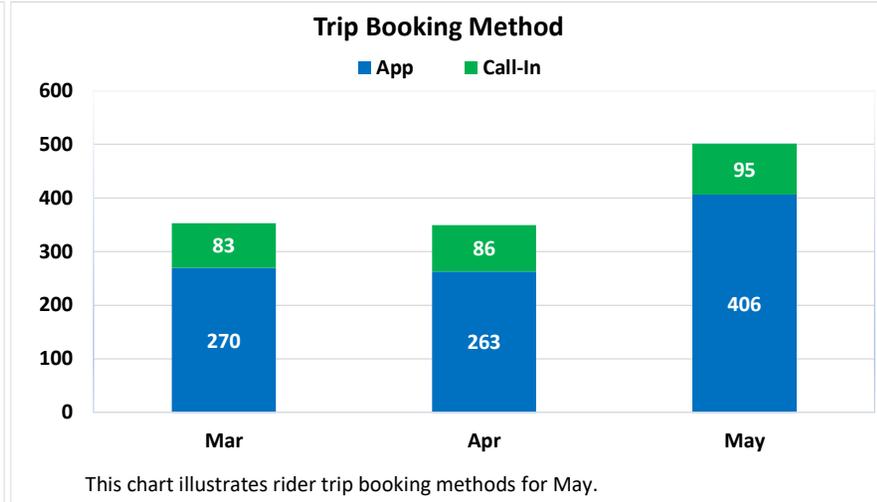
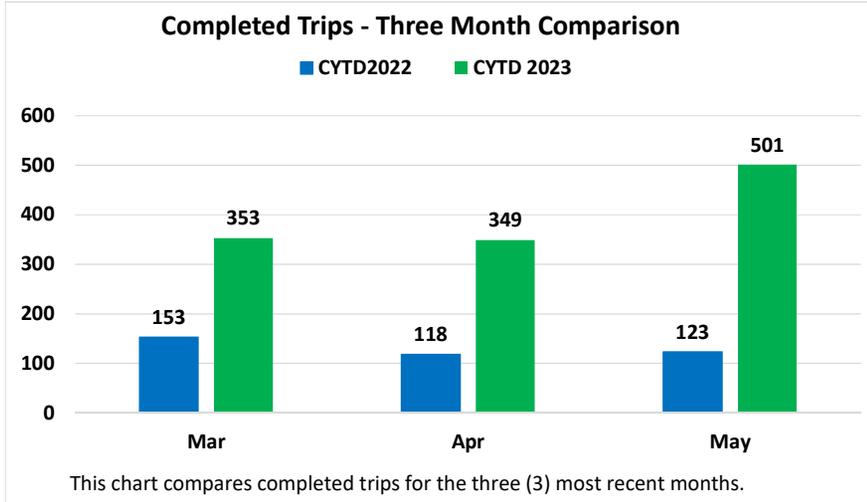
Customer Satisfaction Rating
Avg. rider trip rating 4.9
Goal: 4.5



Palm Desert Geo-Fence Metrics CYTD 2023

Total Completed Trips: 1,696

Total Number of Passengers: 1,774



Percentage of Trips as Ridesharing: 43%

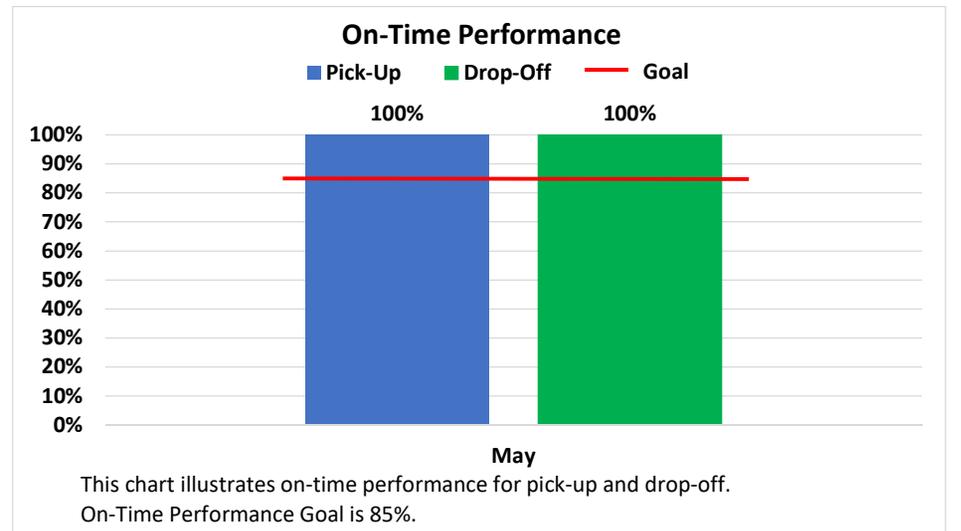
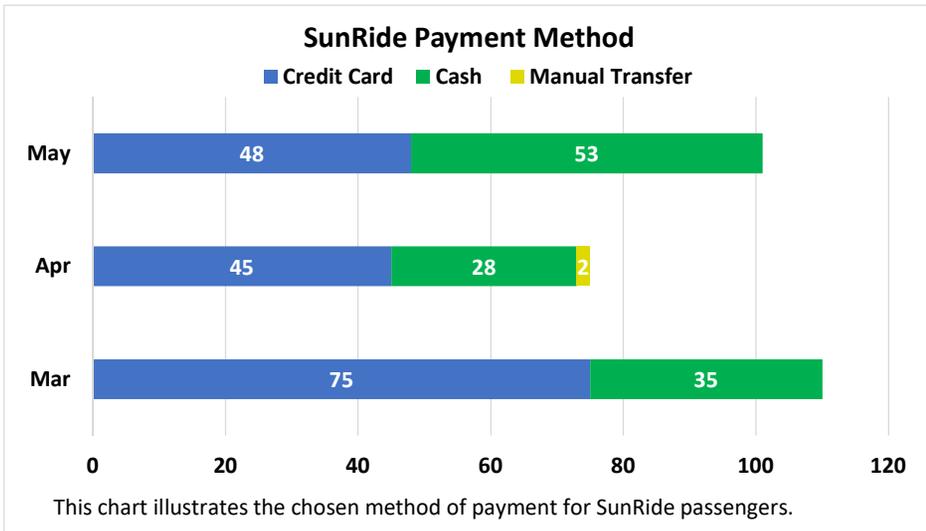
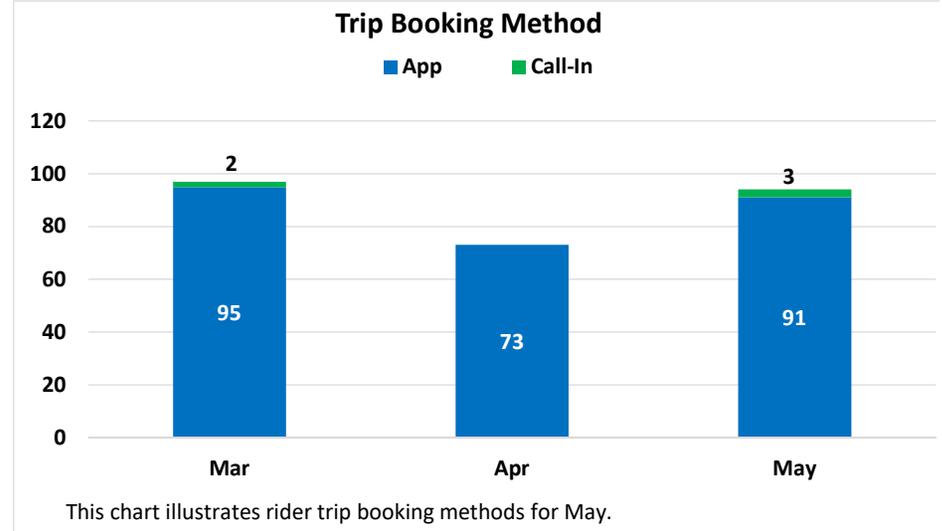
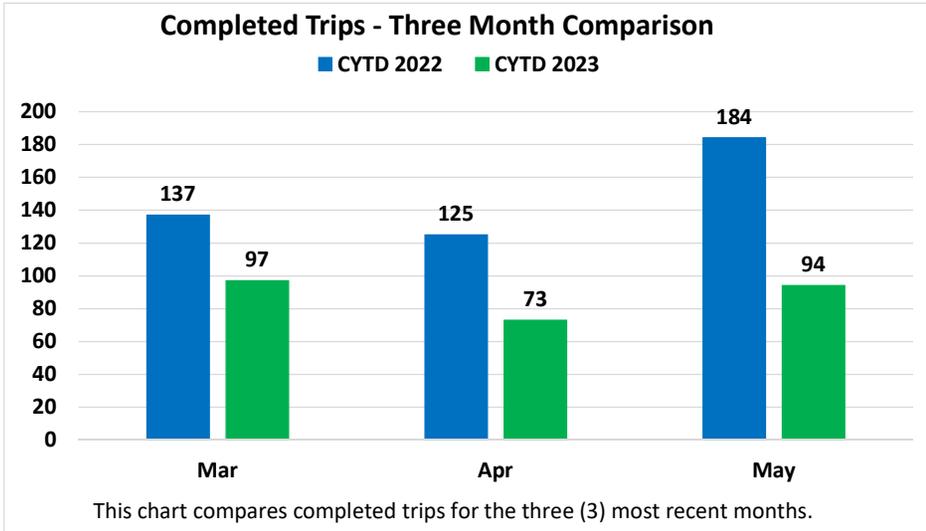
Customer Satisfaction Rating
Avg. rider trip rating: 5.0
Goal: 4.5



Coachella Geo-Fence Metrics CYTD 2023

Total Completed Trips: 443

Total Number of Passengers: 478



Percentage of Trips as Ridesharing: Six (6) percent

Customer Satisfaction Rating

Avg. rider trip rating: 4.9

Goal: 4.5

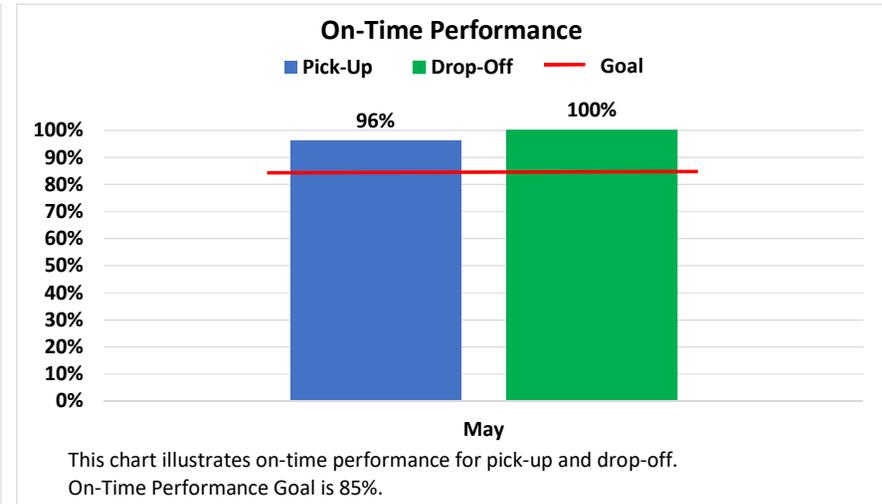
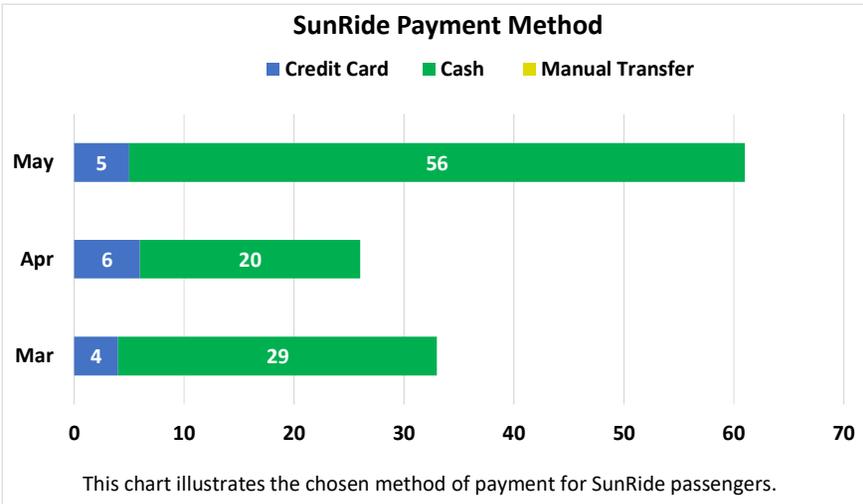
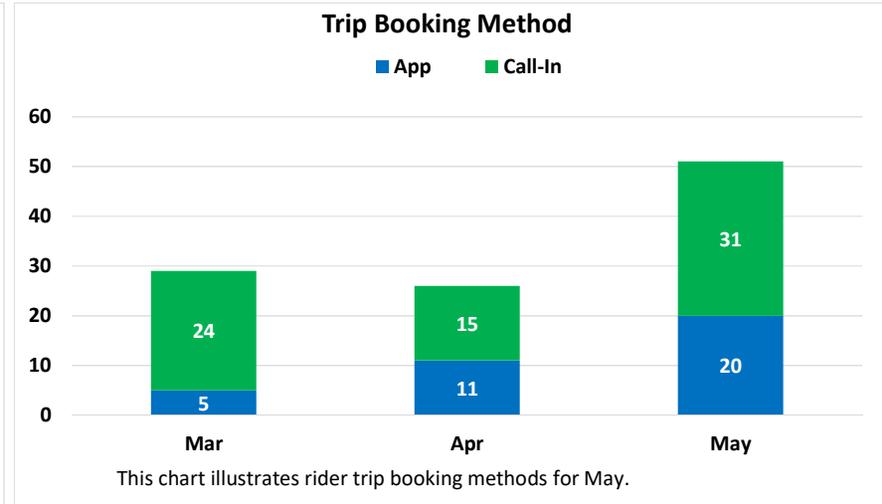
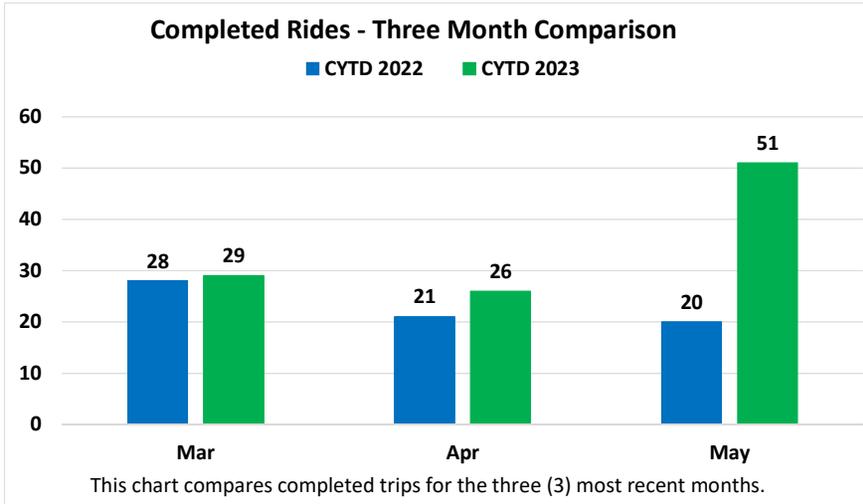


EXCEEDS GOAL!

Mecca/North Shore Geo-Fence Metrics CYTD 2023

Total Completed Trips: 202

Total Number of Passengers: 218



Percentage of Trips as Ridesharing: 12%

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

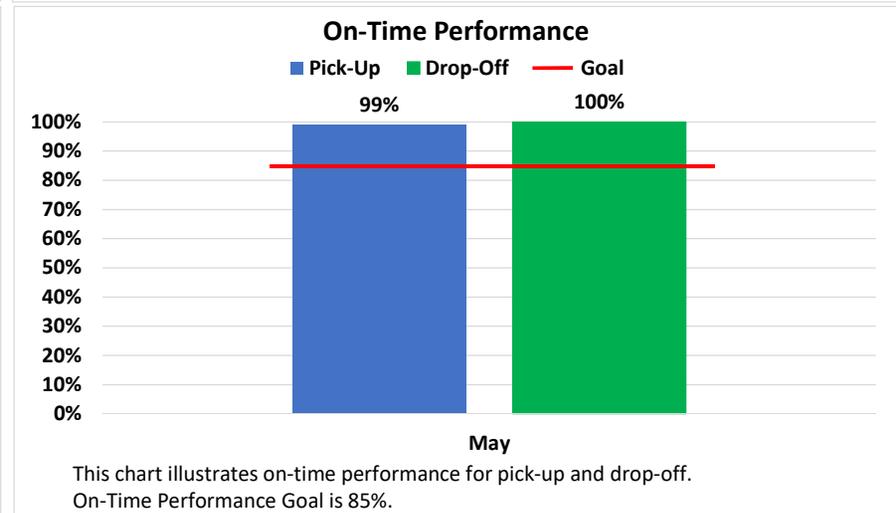
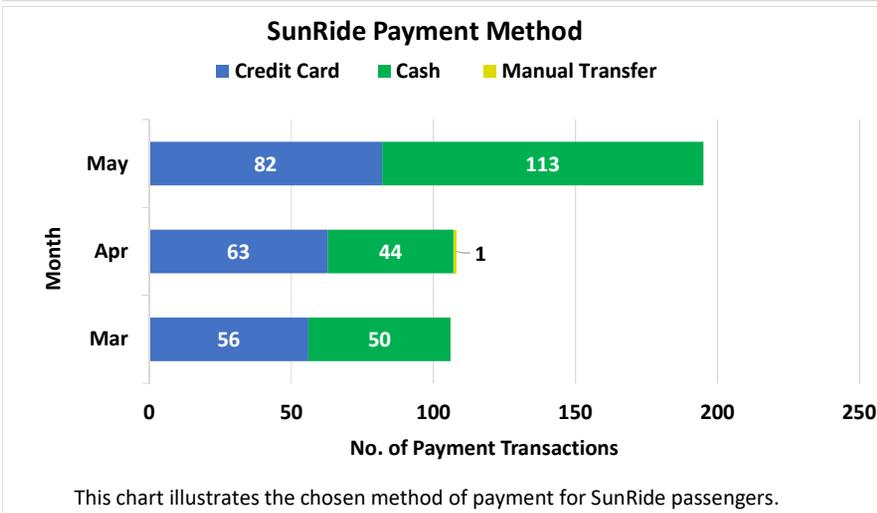
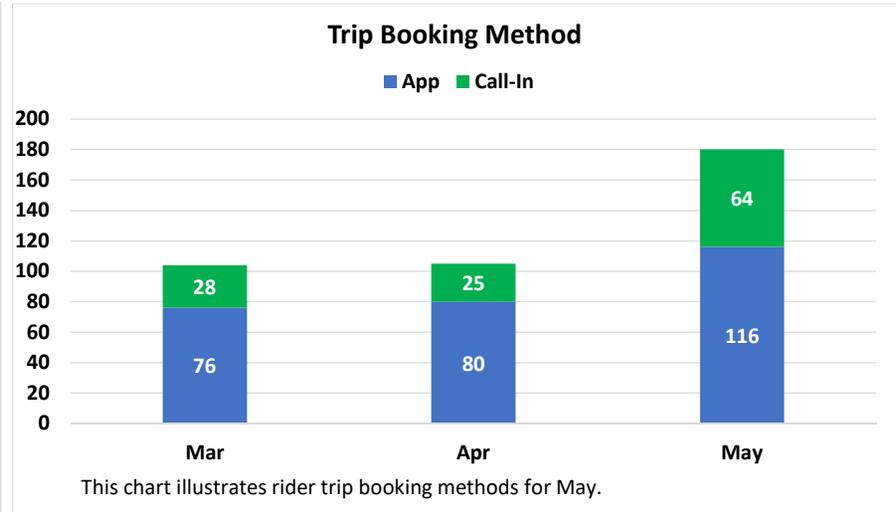
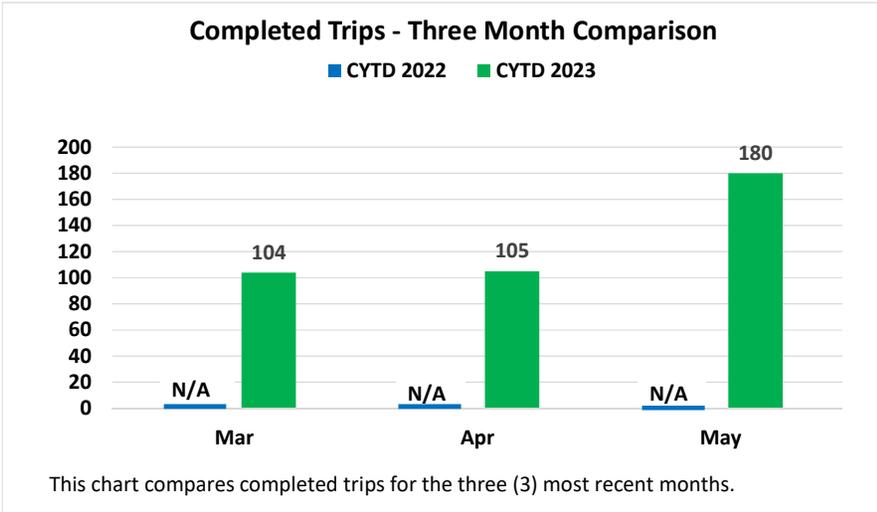


EXCEEDS GOAL!

Indio Geo-Fence Metrics CYTD 2023

Total Completed Trips: 509

Total Number of Passengers: 538



Percentage of Trips as Ridesharing: 11%

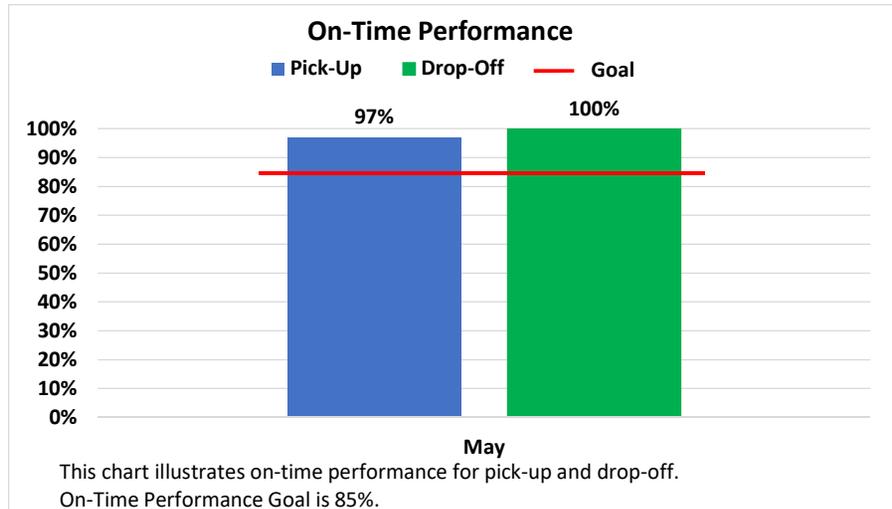
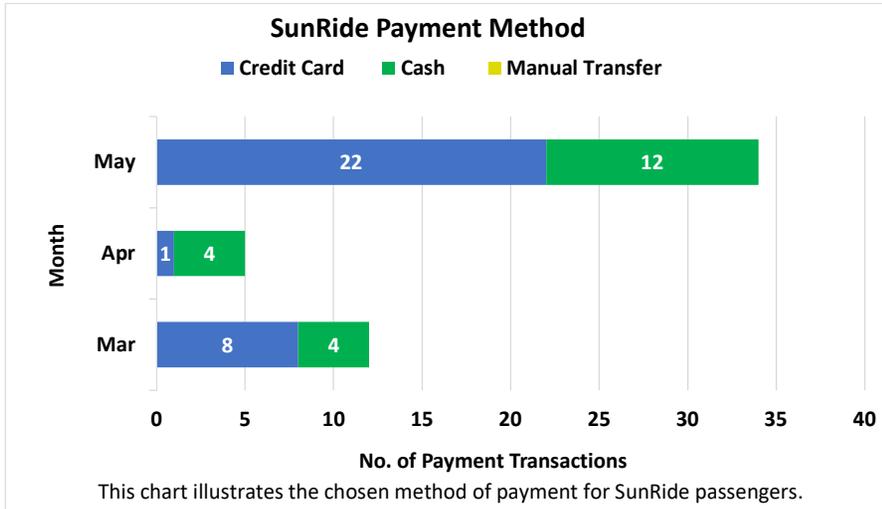
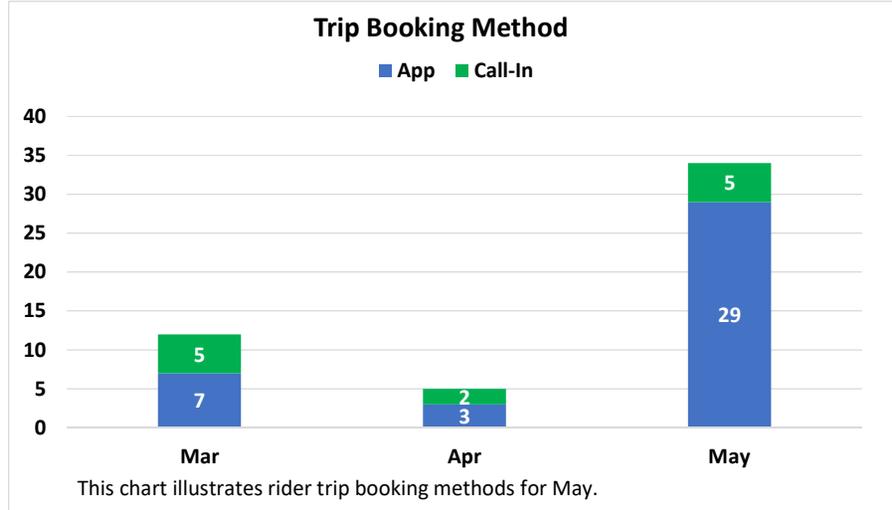
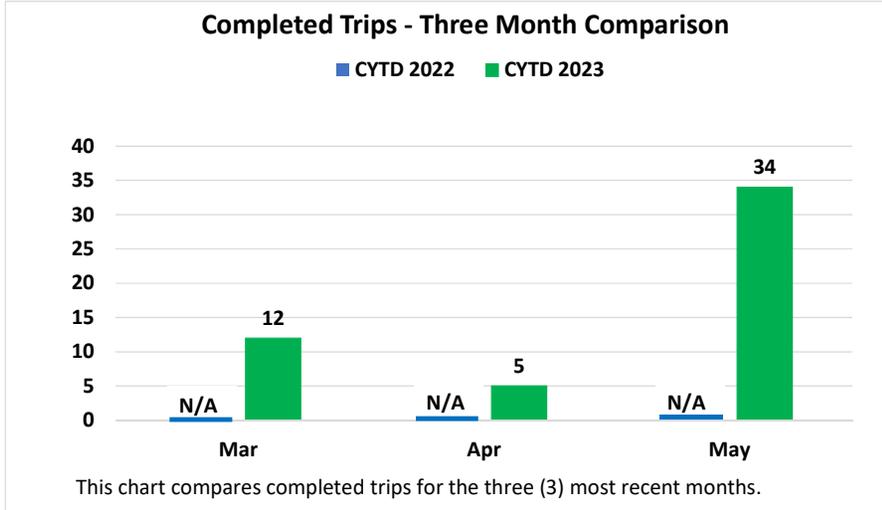
Customer Satisfaction Rating
Avg. rider trip rating 5.0
Goal: 4.5



Cathedral City Geo-Fence Metrics CYTD 2023

Total Completed Trips: 78

Total Number of Passengers: 80



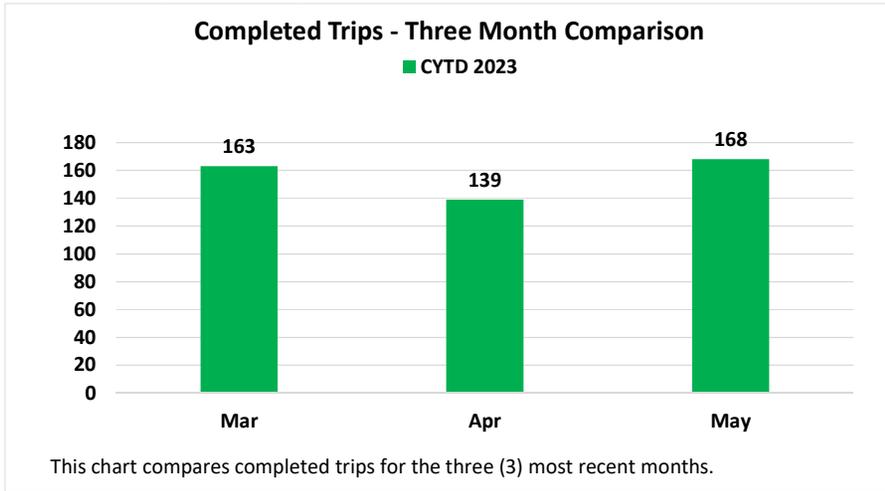
Percentage of Trips as Ridesharing: Six (6) percent

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

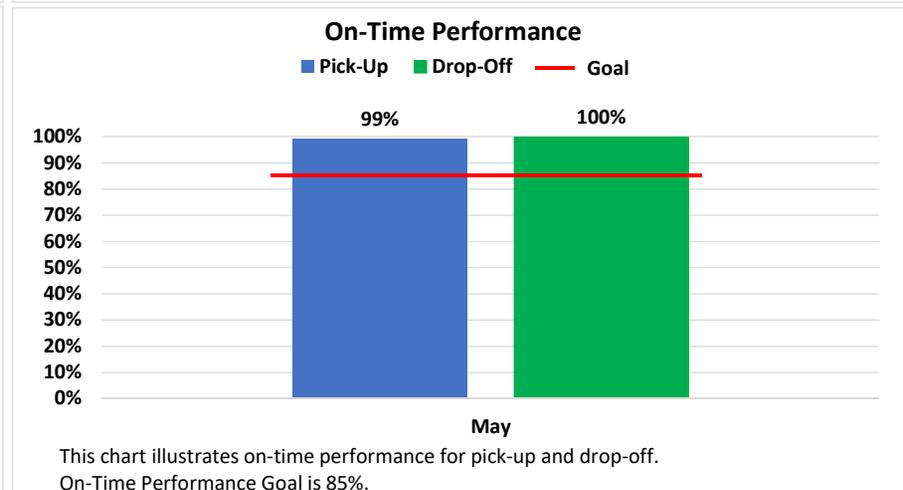
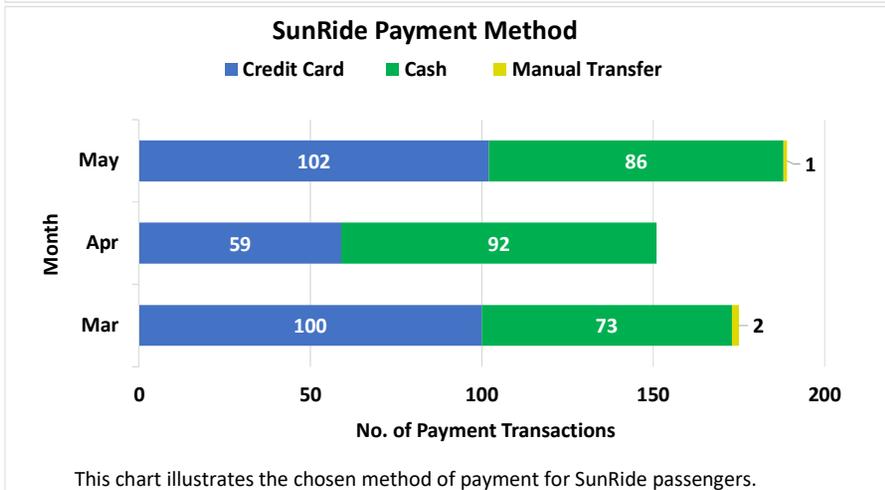
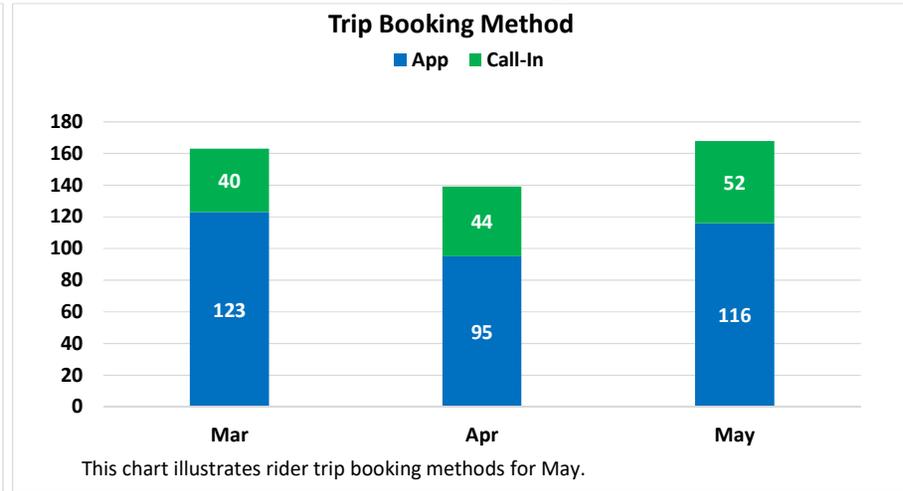


Palm Springs Geo-Fence Metrics CYTD 2023

Total Completed Trips: 600



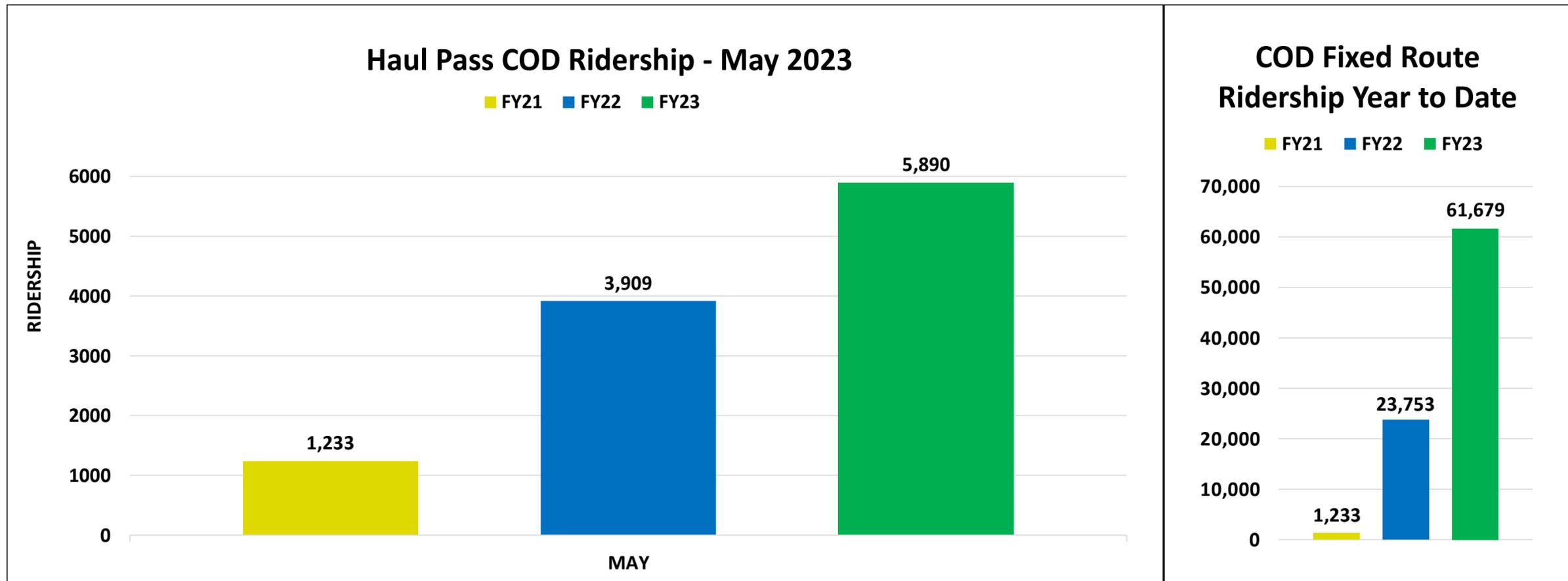
Total Number of Passengers: 662



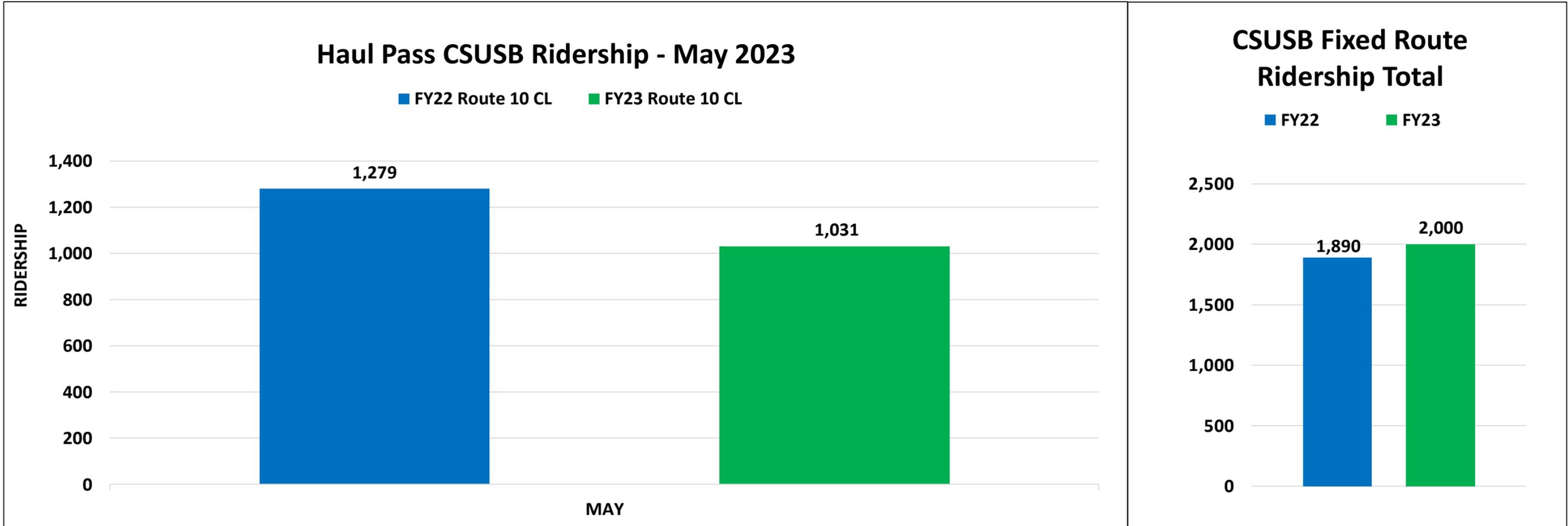
Percentage of Trips as Ridesharing: Nine (9) percent

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





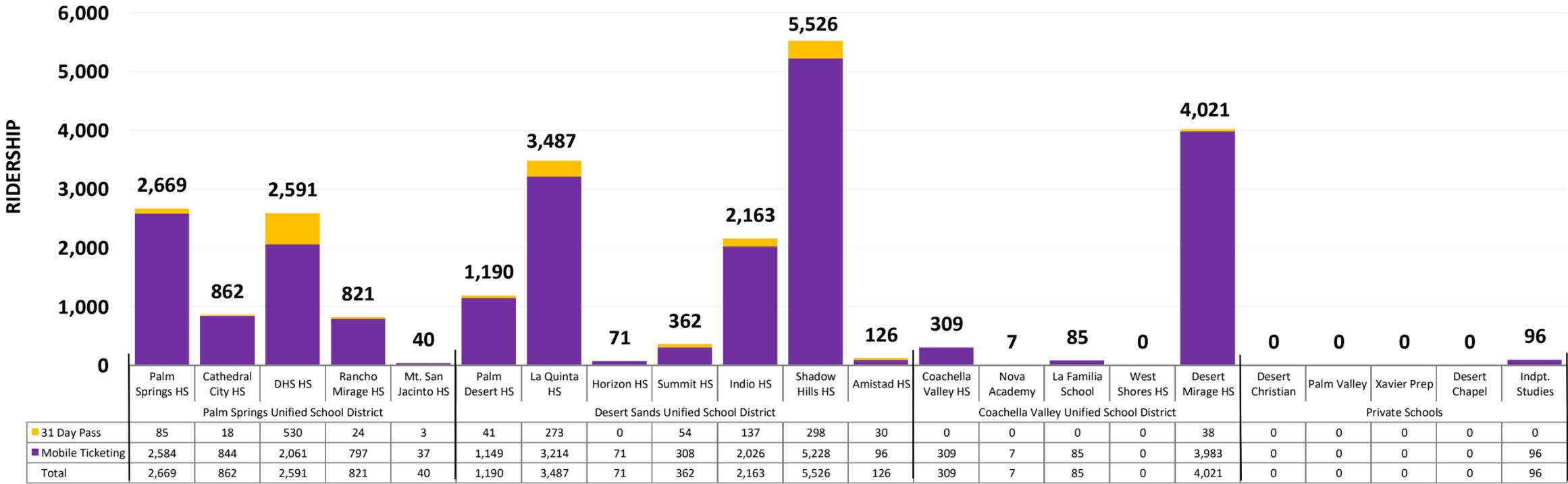
The Haul Pass program was introduced in August 2018.
 This chart represents monthly ridership on the Haul Pass COD.
 Haul Pass COD contributed with 5,890 rides from 320 unique riders.



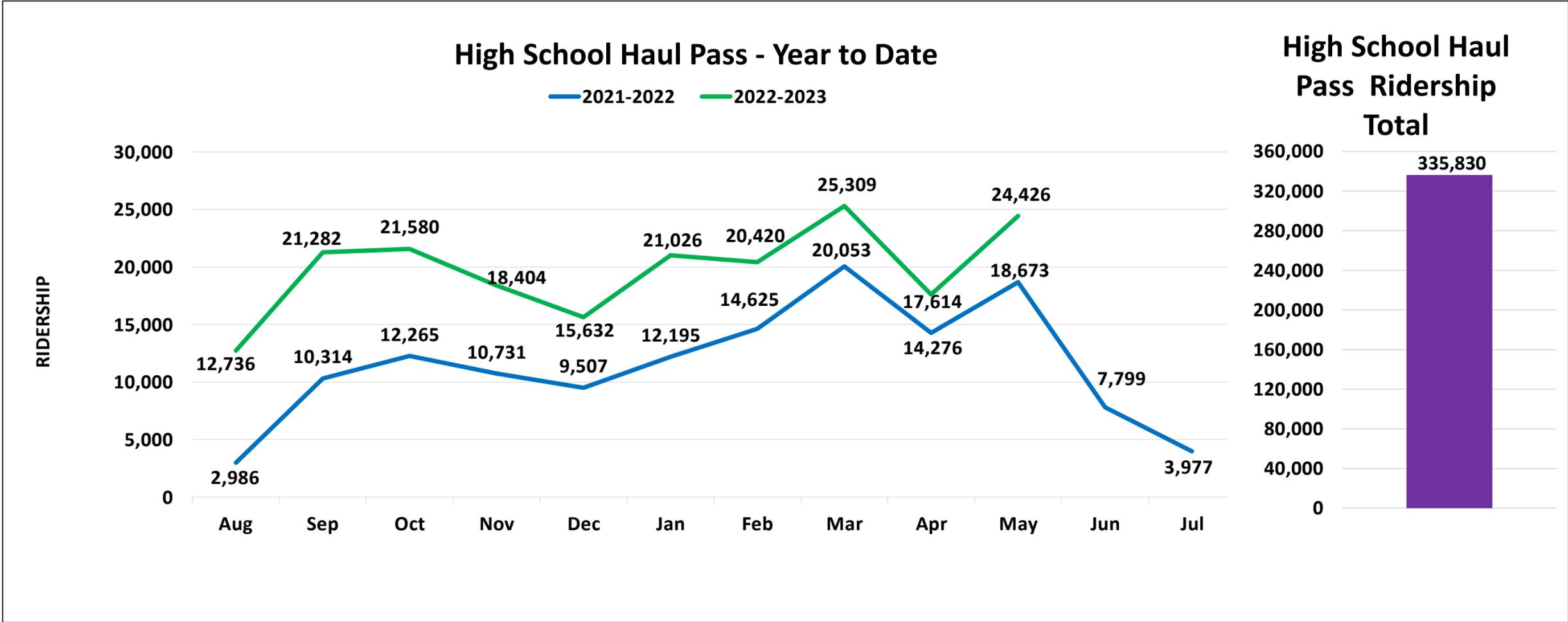
The Haul Pass CSUSB program was introduced in September 2019. This chart represents monthly ridership on the Haul Pass CSUSB. CSUSB contributed 1,173 rides from 172 unique users. From that total, 1,031 rides were used on Route 10 and 142 rides on the fixed route system. Decline in ridership for May 2023 is due to the following: May 12 - Last day of classes; May 12, 15-19 - Final exams; May 20 - Commencement

High School Haul Pass - May 2023

■ Mobile Ticketing ■ 31 Day Pass

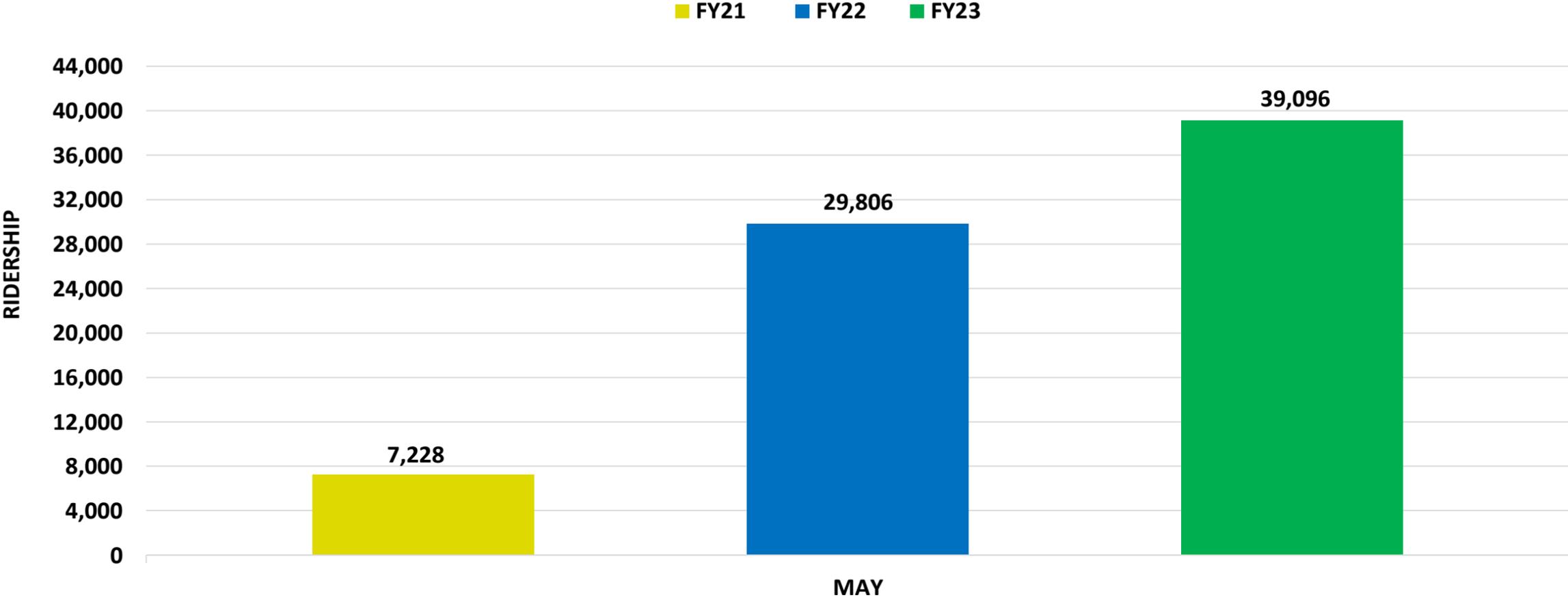


The High School Haul Pass program was introduced in August 2021.
 This chart represents a monthly combination of Mobile Ticketing and 31 Day Pass ridership by school for the High School Haul Pass.
 The total active users as of May 2023 are 3,467 using the High School Haul Pass.



The High School Haul Pass program was introduced in August 2021.
 This chart represents monthly ridership comparison for the High School Haul Pass.

Mobile Ticketing Ridership - May 2023



This chart represents all monthly mobile ticketing usage based on the Token Transit app data. The total for May 2023 includes 181 paratransit mobile tickets. A total of 2,121 unique users used mobile ticketing in the month of May 2023.

SunLine Transit Agency

CONSENT CALENDAR

DATE: June 28, 2023

RECEIVE & FILE

TO: Finance/Audit Committee
Board of Directors

RE: Board Member Attendance for May 2023

Summary:

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

Recommendation:

Receive and file.

FY 22/23	Board Member Matrix Attendance													Total Meetings	Total Attended
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun			
Desert Hot Springs	X		X	X		X	X	X	X	X	X		10	9	
Palm Desert	X		X	X		X	X	X	X	X	X		10	9	
Palm Springs	X		X	X			X	X	X	X	X		10	8	
Cathedral City	X		X	X		X	X	X	X	X	X		10	9	
Rancho Mirage	X		X			X	X	X	X	X	X		10	8	
Indian Wells	X		X	X			X	X	X	X			10	7	
La Quinta	X		X	X		X	X	X	X	X	X		10	9	
Indio	X		X	X		X	X	X	X	X	X		10	9	
Coachella	X			X		X	X	X	X	X	X		10	8	
County of Riverside	X		X	X		X	X	X		X	X		10	8	

X - ATTENDED (Primary/Alternate)

DARK –

SunLine Transit Agency**CONSENT CALENDAR**

DATE: June 28, 2023

RECEIVE & FILETO: Finance/Audit Committee
Board of DirectorsRE: Ratification of Provisional Appointments to the Legislative Services Ad
Hoc CommitteeSummary:

At the May 24, 2023 Board Meeting, the Legal Services Request for Proposals item was brought forward for approval by the Board. One of the recommendations of the item was to approve an ad hoc committee which would be involved in the solicitation process. The Chairperson made provisional appointments to the Legislative Services Ad Hoc Committee: Glenn Miller, City of Indio; Kathleen Kelly, City of Palm Desert; Lynn Mallotto, City of Rancho Mirage; Nancy Ross, City of Cathedral City and Lisa Middleton, City of Palm Springs. This receive and file item will ratify the provisional appointments.

Recommendation:

Receive and file.

SunLine Transit Agency

DATE: June 28, 2023 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Rudy Le Flore, Chief Project Consultant

RE: Cryogenic Industries Change Order/Change Directive

Recommendation

Recommend that the Board of Directors authorize the CEO/General Manager to negotiate and execute a Change Order/Change Directive to the contract with Cryogenic Industries, LLC (Cryogenic) in an amount not to exceed \$202,781.15 for public dispenser changes.

Background

In February 2021, the California Energy Commission (CEC) announced that SunLine was receiving an award in the amount of \$4,986,250 for a liquid hydrogen fueling station. The maximum amount available to small operators from CEC was \$5,000,000. This station will provide expanded fueling capabilities to support SunLine's fleet of zero emission buses.

On August 16, 2022, SunLine was notified that it had been awarded Federal Transit Administration (FTA) discretionary funding in an amount of \$3,500,000 for the liquid hydrogen station. This amount not only bridges the gap in funding from the award amount, but also allows the Agency to exercise a separate bid item, which was not originally incorporated into the agreement due to its cost. Change Order No. 01 was approved by the Board in January 2023.

Cryogenic was awarded a contract to design and build a liquid hydrogen fueling station for SunLine.

This change consists of SunLine's definition of the performance expectations for the public fueling station. A typical retail light duty vehicle (LD) 700 bar fueling station should be sized to accommodate at a minimum of three (3) back-to-back 7.5 kg (Toyota Mirai standard) fills per hour, every hour the station is open. The fueling time should be no more than four (4) to ten (10) minutes. The station will also be capable of completing 350 bar fueling to heavy duty vehicles (HD) to accommodate at a minimum 35 kg per vehicle within ten (10) minutes. SunLine is looking to the future and the ability to complete a HD 60 kg fill at 700 bar within 20 minutes.

These requirements were not set out in the original solicitation.

Financial Impact

This change is within the approved capital project budget.

Base Contract Amount:		\$6,200,955.00
Change Order No. 1	Implement Bid Alternate 3 (Internal fueling enhancements) after receipt of federal funding for the project	\$1,557,055.09
Change Order No. 2	Public dispenser changes	\$202,781.00
Total Changes:		\$1,759,836.09

SunLine Transit Agency

DATE: June 28, 2023 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Walter Watcher, Procurement Officer

RE: Purchase of Eight (8) Replacement Fixed Route Buses

Recommendation

Recommend that the Board of Directors grant the CEO/General Manager authority to negotiate and execute agreements with New Flyer of America for the purchase of eight (8) hydrogen fuel cell electric buses for an amount not-to-exceed \$11,007,418 including sales tax, upon approval as to form by General Counsel. The purchase will utilize remaining South Coast Air Quality Management District (SCAQMD) funds, Low or No Emission and Bus and Bus Facilities grant funds.

Background

At its September 4, 2020 meeting, the SCAQMD authorized a grant of funds to SunLine Transit Agency under the U.S. EPA FY20 Targeted Airshed Grant Program and the SCAQMD Clean Fuels Program Fund. These funds were for the purchase of five (5) hydrogen fuel cell electric buses. Upon starting the procurement process it was determined the buses were eligible for additional discounts under California's Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP). SunLine applied for and received five (5) HVIP vouchers for a total of \$1,290,000. The manufacturer discounted the price of the five (5) buses purchased and the SCAQMD grant has the remaining funds. SCAQMD has approved amending the grant agreement allowing SunLine to use the remaining funds for the purchase of an additional bus.

In November of 2021 SunLine applied for and was awarded a competitive Bus and Bus Facilities Grant for the purchase of four (4) fuel cell electric buses, In addition SunLine applied for and was awarded, in May of 2022, a competitive Low or No Emission Grant (Low-no) for the purchase of three (3) additional fuel cell electric buses. While SunLine has been awarded the above grants they have not been fully executed. However, the Federal Transit Administration (FTA) allows agencies to incur costs prior to the execution of the grant under pre-award authority. Staff will coordinate the production schedule with New Flyer of America to align with funding availability.

If approved by the Board, the buses will be purchased under the California Department of General Services Cooperative Purchasing Contract for Zero Emission Transit Buses. Any ancillary bus equipment if needed, may be purchased under the CEO/General Manager's authority.

Financial Impact

The financial impact of \$11,007,418 will be funded as follows:

State Transit Assitance	State of Good Repair	HVIP Vouchers	Air Quality Management District	FTA Section 5339	Total
\$ 304,917	\$ 13,809			\$ 1,593,635	\$ 1,912,362
	\$ 862,572			\$ 4,880,913	\$ 5,743,485
		\$ 2,064,000			\$ 2,064,000
\$ 15,429			\$ 1,272,142		\$ 1,287,571
\$ 320,346	\$ 876,381	\$ 2,064,000	\$ 1,272,142	\$ 6,474,548	\$ 11,007,418

The Agency will be exploring the utilization of possible additional funding through the Volkswagen Mitigation Trust to further reduce the Agency's financial commitment. If successful, staff will bring forward a future item informing the Board of any additional funding.

SunLine Transit Agency

DATE:	June 28, 2023	ACTION
TO:	Finance/Audit Committee Board of Directors	
FROM:	Luis Garcia, Controller/Assistant Chief Financial Officer	
RE:	Adoption of the FY24 Operating and Capital Budget	

Recommendation

Recommend that the Board of Directors adopt the proposed FY24 operating and capital budgets.

Background

SunLine's Budget Policy No. B-020704 requires that the budget be submitted to the Finance/Audit Committee for discussion. Upon the recommendation of the Finance/Audit Committee, the budget is then presented to the Board of Directors for approval and adoption. A draft budget was presented to the Finance/Audit Committee and Board of Directors on May 24, 2023. During the May meeting, staff answered questions and provided the opportunity for additional special meetings.

There have been no changes to the proposed draft budget presented at the May meeting. 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 3.00% increase over the FY23 budget. The proposed FY24 budget includes cost increases to improve service and account for industry-wide challenges such as recruitment and retention of employees, ridership recovery, and inflation.

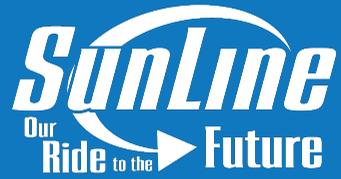
Staff believes that this budget reflects a concentrated effort of fiscal responsibility while continuing the operating and capital requirements necessary to move the Agency forward. Additionally, the budgets would allow the agency to meet its mission of providing safe and environmentally conscious public transportation services to the residents of the Coachella Valley.

Financial Impact

Multiple sources of revenues and subsidies have been identified to cover the expenses reflected in this year's operating and capital budgets.

Attachment:

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



ANNUAL BUDGET

FY2024



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SUNLINE TRANSIT AGENCY THOUSAND PALMS, CA

ANNUAL BUDGET FISCAL YEAR 2024

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).

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

STRATEGIC PLAN

In preparation of the FY24 budget, the Agency prepared a strategic plan which served as a guide in the Agency's proposed operating and capital expenses. The FY24 Strategic Plan will be incorporated into various initiatives in FY24 and will be measured utilizing the Agency's performance metrics program.

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

Vision: SunLine Transit Agency is the regional transportation mode of choice.

SWOT Analysis

Strengths

- Safety
- Regional support
- Financial stability
- Experience in alternative fuel
- Teamwork
- Diversity
- Success in grants
- Innovation
- Projects

Weaknesses

- Communication/education
- Employee development
- Recruitment and retention
- Inclusion
- Focus
- Multiple and changing priorities

Opportunities

- Culture of teamwork and unity
- Employee recognition
- Microtransit
- Networking
- Regional routes
- Regional planning
- Safety
- Clarity in definition of roles

Threats

- Job market
- Turnover
- Funding
- Weak engagement
- Social media management
- TNCs
- Supply chain

Goals & Initiatives

Goal #1
To provide dynamic organizational leadership and change consistent with the growth of the transit agency.

- Strengthen the skills of the Executive Team and mid-management teams to make sure they are up-to-date with the industry and organization changes
- Improve the skills of the employees throughout the organization for competent work in their respective areas
- Improve communication so that everyone feels included in SunLine's affairs
- Improve processes and procedures for a more effective operation
- Develop a leadership succession plan
- Enhance recruitment and retention

Goal #2
To continue the advancement of innovative transportation and alternative fuel technologies.

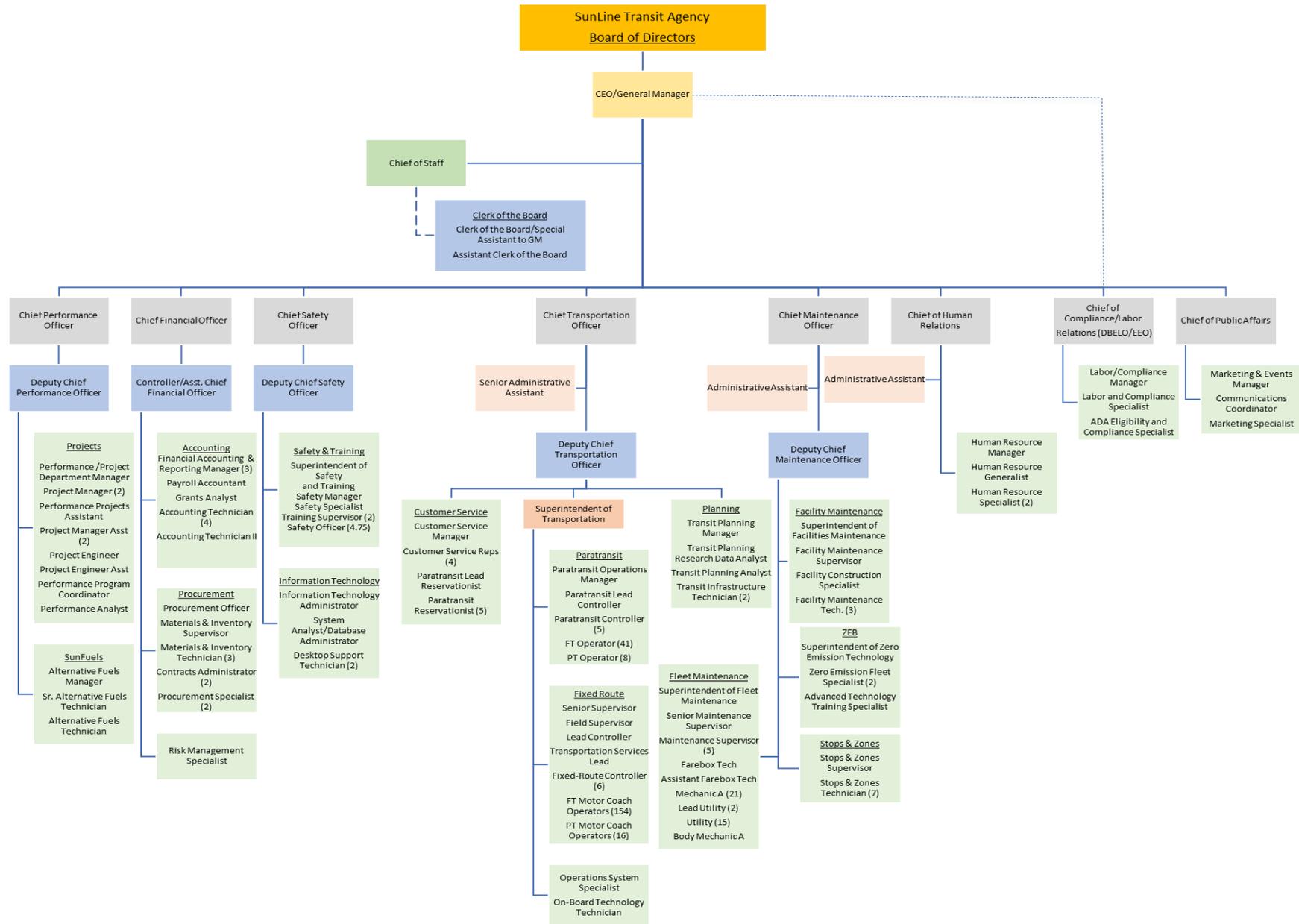
- Actively work on funded projects
- Establish SunLine as a leader in zero-emission training through the West Coast Center for Excellence
- Establish an IT modernization program for SunLine operations
- Continue to pursue discretionary funding to fully fund the micro-grid project

Goal #3
To provide leadership for the region's mobility needs.

- Conduct periodic surveys to determine the appropriate type and level of service for the community
- Promote community engagement
- Improve relationship with community partners and media
- Develop a marketing plan to engage the community

Goal #4
To provide high quality transportation services that are safe, efficient, and effective.

- Promote a safety-conscious culture
- Review and align the Fleet Management Plan to zero-emission goal by 2035
- Prepare a sustainable short-term and long-term financial and service plan
- Evaluate the metrics programs as a basis for service decisions



AGENCY PERSONNEL SUMMARY

Department	FY23 Base FTE's	Changes to Base	Proposed New Positions	FY24 Proposed Base FTE's	Variance
EXECUTIVE OFFICE					
Marketing (31)	4.00	-	-	4.00	-
Executive Office (40)	8.00	-	-	8.00	-
HUMAN RESOURCES OFFICE					
Human Resources (32)	6.00	-	-	6.00	-
PERFORMANCE MANAGEMENT OFFICE					
SunFuels (10)	4.00	(1.00)	-	3.00	(1.00)
Performance Office (44)	11.00	1.00	-	12.00	1.00
SAFETY AND SECURITY OFFICE					
Safety and Security (15)	13.75	-	-	13.75	-
Information Technology (42)	4.00	-	-	4.00	-
TRANSPORTATION OFFICE					
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	-
FINANCE OFFICE					
Finance (41)	23.00	-	(1.00)	22.00	(1.00)
MAINTENANCE OFFICE					
Maintenance (21, 22)	52.00	-	-	52.00	-
Facilities Maintenance (23, 24)	8.00	-	-	8.00	-
Stops & Zones (25)	8.00	-	-	8.00	-
Total FTEs	417.25	-	(1.00)	416.25	(1.00)

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.

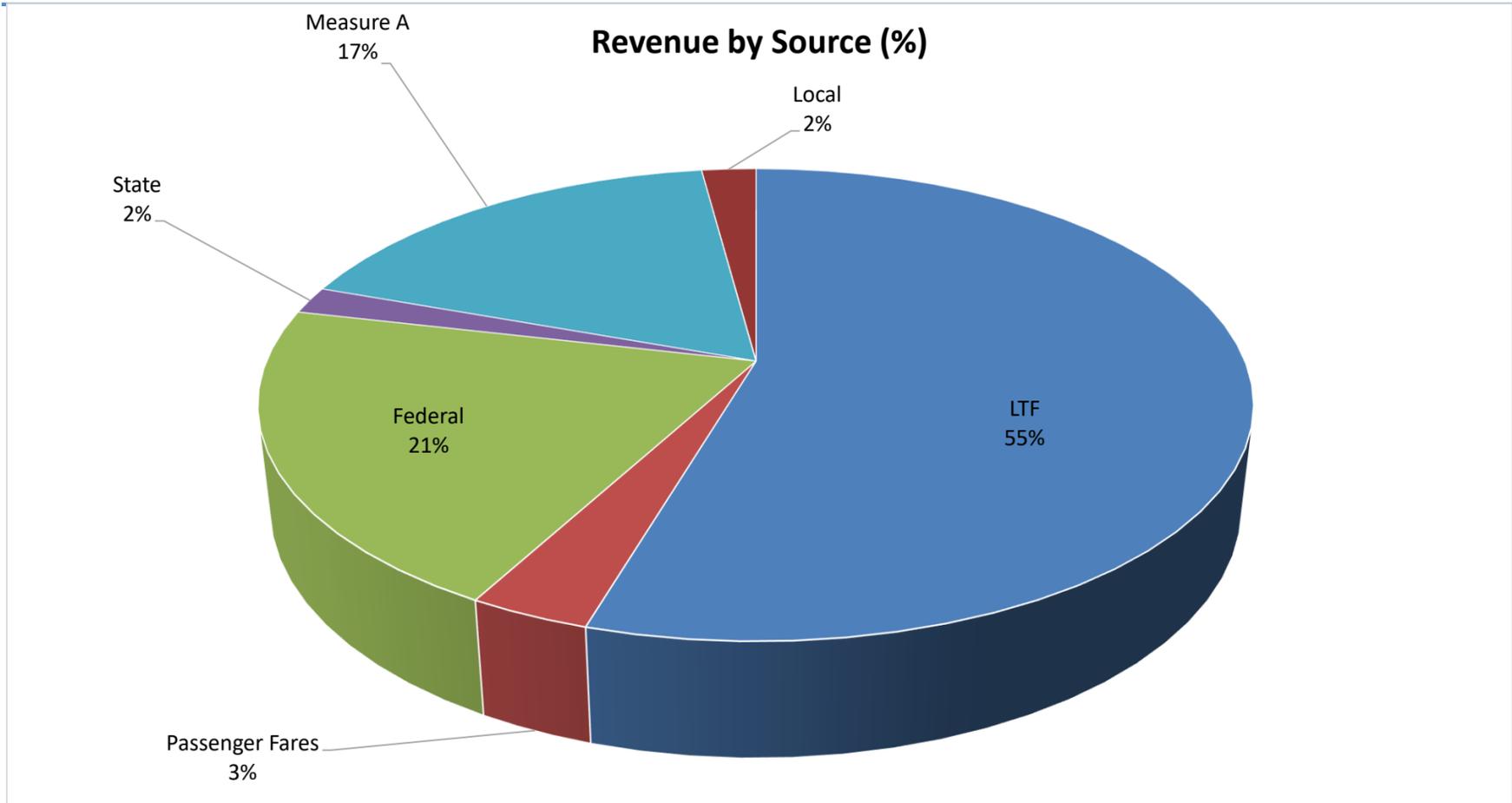
Performance Office

- 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
Total Operating Revenue	46,085,646	42,744,092	\$ (3,341,554)	47,467,374	1,381,728	

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.

REVENUE & FUNDING SOURCES

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

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

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

HAUL PASS

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

CONGESTION MITIGATION & AIR QUALITY (CMAQ)

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

EMISSIONS CREDITS (SALES OF FUEL CREDITS)

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

FAREBOX

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

FTA SECTION 5307

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

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.

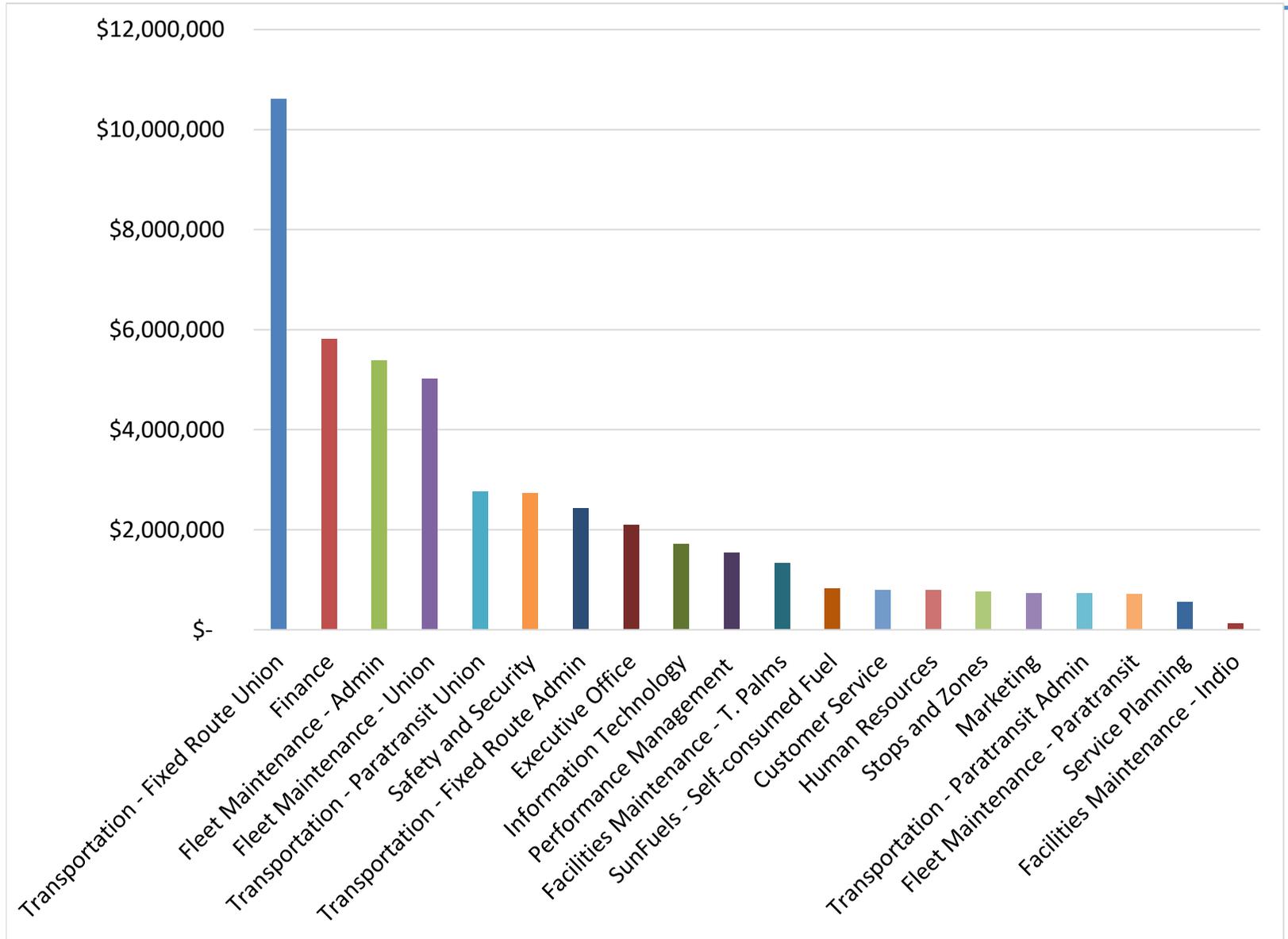
MEASURE A

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.

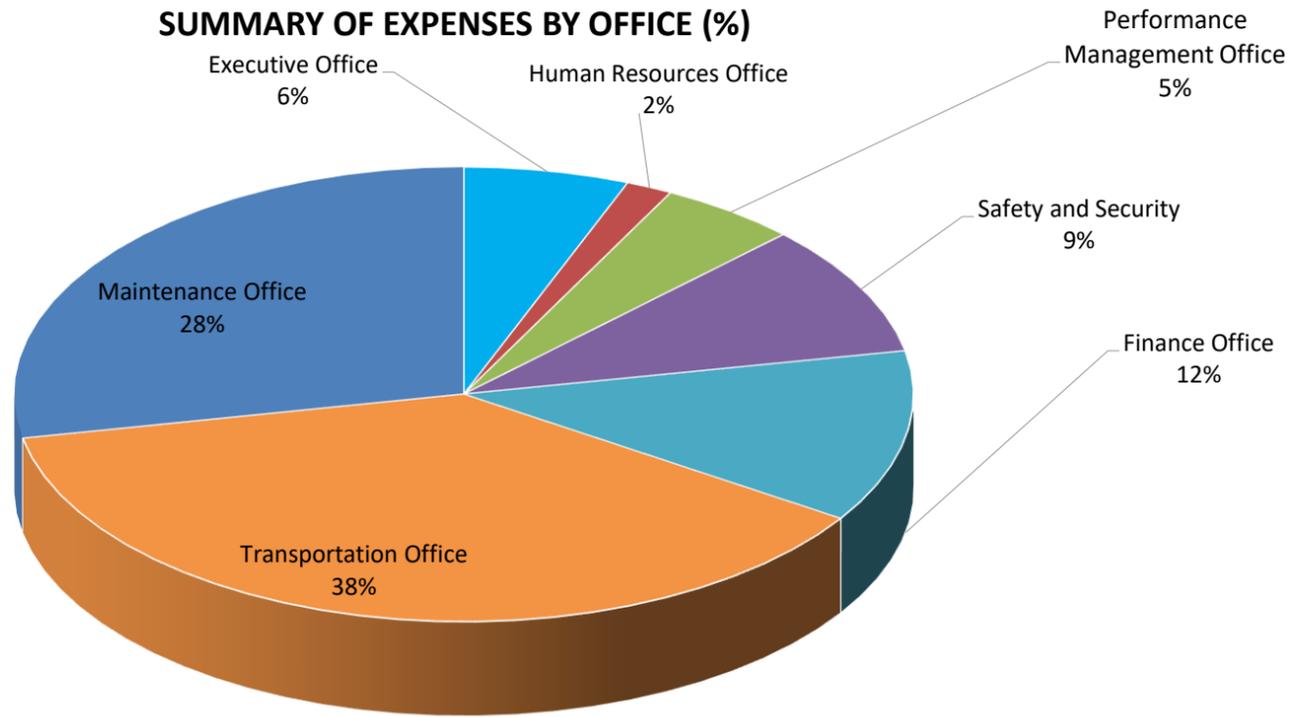
EXPENSE SUMMARY



EXPENSE SUMMARY

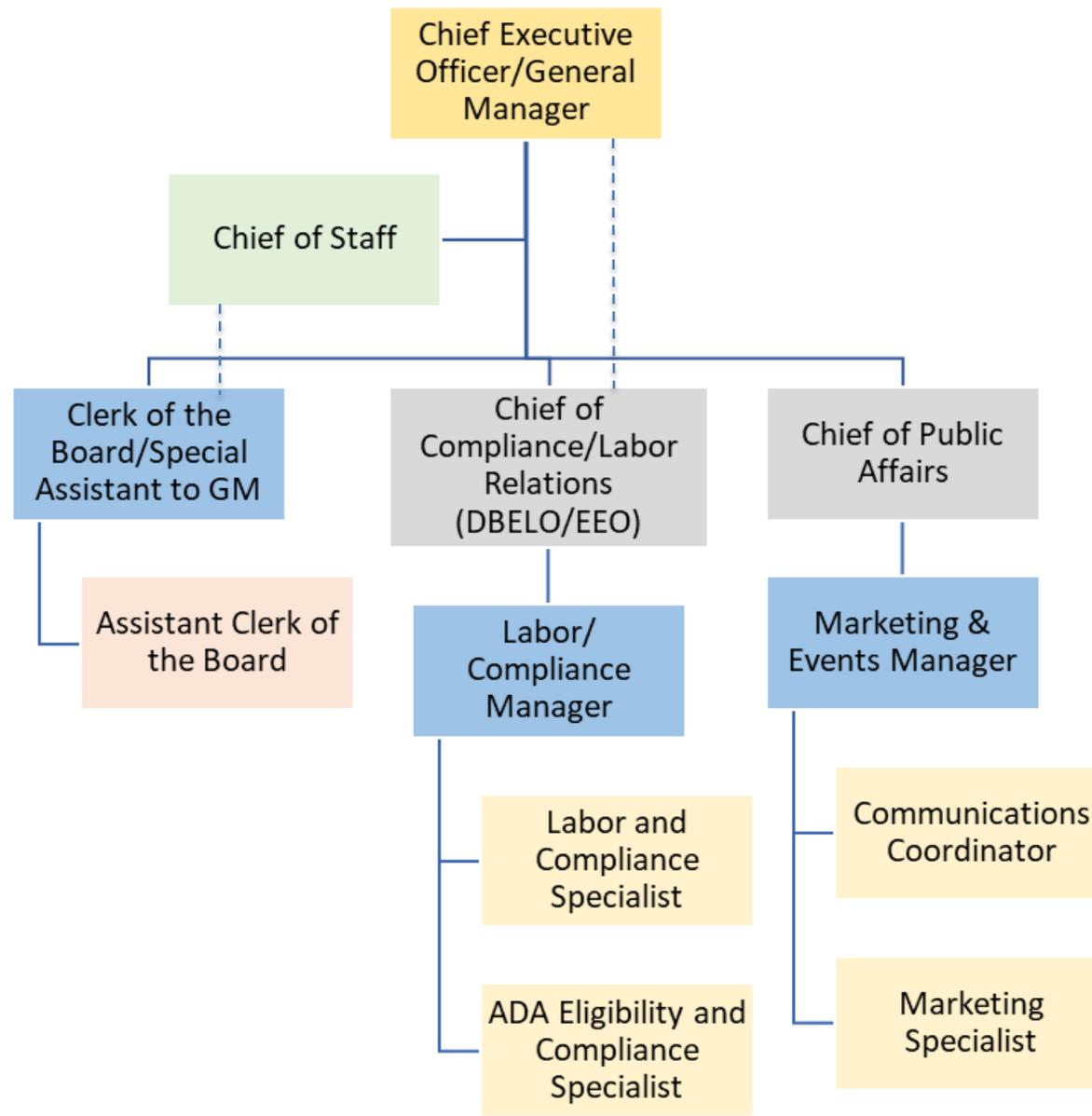
Division	Division Name	FY23 Approved Budget	FY24 Proposed Budget	Variance
EXECUTIVE OFFICE				
31	Marketing	626,863	729,046	102,183
40	Executive Office	2,318,897	2,090,657	(228,240)
HUMAN RESOURCES OFFICE				
32	Human Resources	614,956	793,435	178,479
PERFORMANCE MANAGEMENT OFFICE				
10	SunFuels - Self-consumed Fuel	1,341,971	819,670	(522,301)
44	Performance Management	1,750,624	1,545,181	(205,443)
SAFETY AND SECURITY OFFICE				
15	Safety and Security	2,900,373	2,727,242	(173,131)
42	Information Technology	1,481,102	1,711,571	230,469
FINANCE OFFICE				
41	Finance	5,313,340	5,820,786	507,446
TRANSPORTATION OFFICE				
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)
MAINTENANCE OFFICE				
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
Total		46,085,646	47,467,374	1,381,728

EXPENSE SUMMARY BY OFFICE



Office	FY23 Approved Budget	FY24 Proposed Budget	% of Budget
EXECUTIVE OFFICE			
Marketing	626,863	729,046	2%
Executive Office	2,318,897	2,090,657	4%
Executive Office	2,945,759	2,819,703	6%
HUMAN RESOURCES OFFICE			
Human Resources	614,956	793,435	2%
Human Resources Office	614,956	793,435	2%
PERFORMANCE MANAGEMENT OFFICE			
SunFuels	1,341,971	819,670	2%
Performance Management	1,750,624	1,545,181	3%
Performance Office	3,092,595	2,364,851	5%
SAFETY AND SECURITY OFFICE			
Safety and Security	2,900,373	2,727,242	6%
Information Technology	1,481,102	1,711,571	4%
Safety and Security Office	4,381,475	4,438,813	9%
FINANCE OFFICE			
Finance	5,313,340	5,820,786	12%
Finance Office	5,313,340	5,820,786	12%
TRANSPORTATION OFFICE			
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%
Transportation Office	17,651,026	17,883,154	38%
MAINTENANCE OFFICE			
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%
Maintenance Office	12,086,495	13,346,632	28%
Total Expenses	46,085,646	47,467,374	100%

EXECUTIVE OFFICE



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	-
Total Expenses	496,475	520,745	380,695	626,863	729,046	102,183

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
4	Total FTE's	4.00	4.00	0.00

EXECUTIVE OFFICE - MARKETING

Division 31

General Ledger Code	FY23 Approved Budget	FY24 Proposed Budget	Variance
5010200500 ADMIN SALARIES	134,376	207,331	72,955
5010201610 ADMIN SALARIES-OT	3,000	3,000	-
5029999999 TOTAL FRINGE BENEFITS	94,337	172,565	78,228
Sub-total	231,713	382,896	151,183
5030303240 CONTRACTED SERVICES			
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)
Sub-total	234,000	180,000	(54,000)
5030303260 ADVERTISING			
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	-
Sub-total	91,150	95,010	3,860
5030303270 SUNLINE EVENTS EXPENSE			
Costs associated with events throughout the year	21,000	21,000	-
Sub-total	21,000	21,000	-
5030400000 TEMPORARY HELP SERVICES			
Temporary assistance with projects and programs as they arise	10,000	5,000	(5,000)
Sub-total	10,000	5,000	(5,000)

EXECUTIVE OFFICE - MARKETING

Division 31

General Ledger Code	FY23 Approved Budget	FY24 Proposed Budget	Variance
5039900003 PRINTING EXPENSE			
Rider's Guides	25,000	30,140	5,140
Sub-total	25,000	30,140	5,140
5049900001 OFFICE SUPPLIES			
Office Supplies	5,000	5,000	-
Sub-total	5,000	5,000	-
5090100000 MEMBERSHIPS & SUBSCRIPTIONS			
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
Sub-total	3,000	4,000	1,000
5090200000 TRAVEL MEETINGS/TRAINING			
Costs associated with employee training	6,000	6,000	-
Sub-total	6,000	6,000	-
Total Expenses	626,863	729,046	102,183

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)
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
5030303250 CONSULTING-GENERAL	-	-	-	-	100,000	100,000
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)
Total Expenses	972,271	2,049,026	1,977,746	2,318,897	2,090,657	(228,240)

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
8	Total FTEs	8.00	8.00	0.00

EXECUTIVE OFFICE DETAIL

Division 40

General Ledger Code	FY23	FY24	Variance
	Approved Budget	Proposed Budget	
5010200500 ADMIN SALARIES	586,107	600,023	13,916
5010201610 ADMIN SALARIES-OT	-	1,750	1,750
5010700000 ALLOCATED SALARIES	4,303	(4,825)	(9,128)
5029999999 TOTAL FRINGE BENEFITS	432,992	431,499	(1,493)
Sub-total	1,023,402	1,028,447	5,045
5030200000 PUBLIC NOTICES			
Notices relating to DBE, EEO, and ADA information.	1,500	1,000	(500)
Sub-total	1,500	1,000	(500)
5030300002 LEGAL SERVICES - LABOR COUNSEL			
Attorney fees for employee related issues & labor negotiations	200,000	300,000	100,000
Sub-total	200,000	300,000	100,000
5030300005 LEGAL SVCS- GENERAL			
Costs associated with general legal counsel	198,485	100,000	(98,485)
Sub-total	198,485	100,000	(98,485)
5030300006 LEGAL SVCS- SPECIAL			
Specialized legal services	30,000	-	(30,000)
Sub-total	30,000	-	(30,000)
5030300010 ORGANIZATIONAL SERVICES			
Operating budget assistance & lump sum to fulfill results of compensation study for non-bargaining staff.	-	350,000	350,000
Sub-total	-	350,000	350,000
5030303250 CONSULTING-GENERAL			
General assessments	-	100,000	100,000
Sub-total	-	100,000	100,000
5049900000 PRINTING ADMINISTRATION			
General printing costs	4,000	6,500	2,500
Sub-total	4,000	6,500	2,500

EXECUTIVE OFFICE DETAIL

Division 40

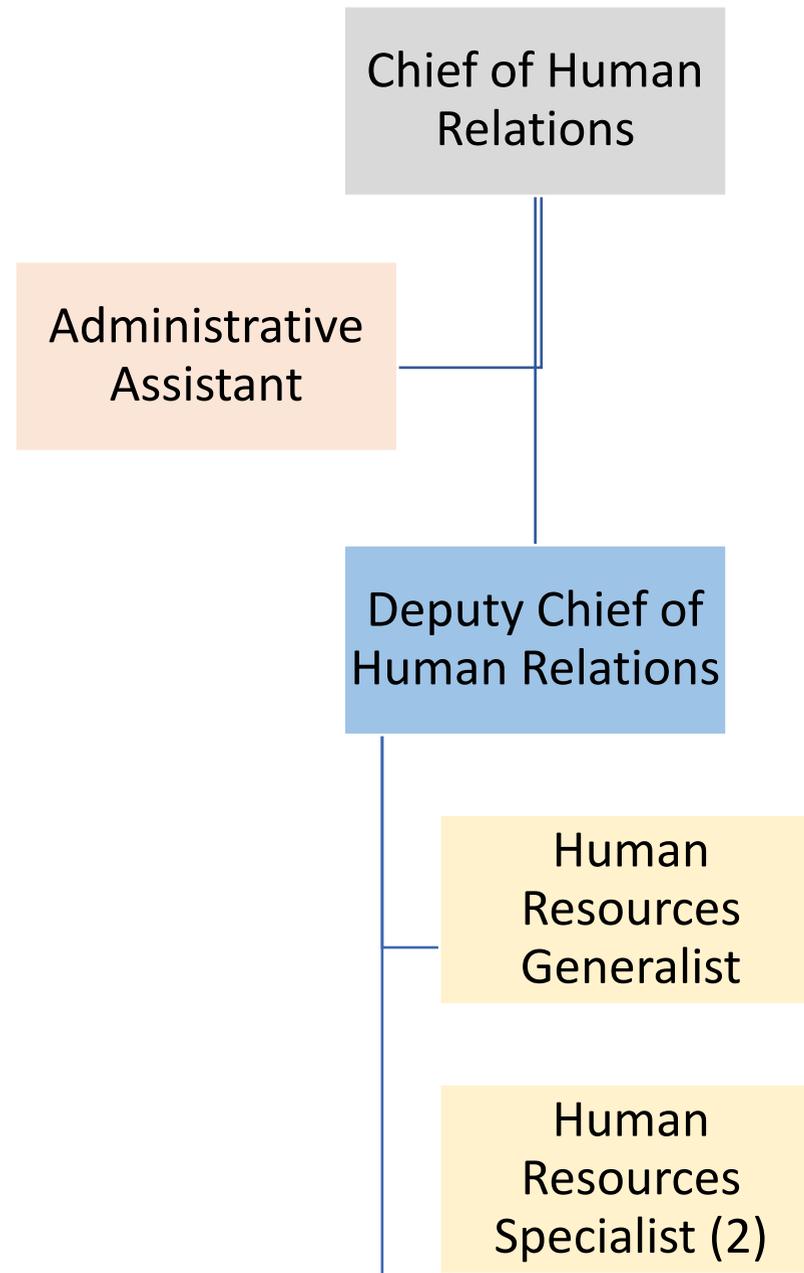
General Ledger Code	FY23 Approved Budget	FY24 Proposed Budget	Variance
5049900001 OFFICE SUPPLIES-GENERAL			
Office supplies	2,200	3,000	800
Sub-total	2,200	3,000	800
5090100000 MEMBERSHIPS & SUBSCRIPTIONS			
APTA	40,800	44,593	3,793
Form 700 submittal subscription	1,500	-	(1,500)
SHRM	500	-	(500)
Compliance 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
Sub-Total	91,810	91,810	-
5090200000 TRAVEL-MEETINGS/TRAINING			
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	FY24	Variance
	Approved Budget	Proposed Budget	
Training for Clerk of the Board & Compliance staff	6,351	6,758	407
ZEBS Meetings	1,821	3,633	1,812
Sub-Total	28,000	50,000	22,000
5090200001 TRAINING/ WORKSHOP			
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
Sub-Total	18,000	18,000	-
5090200002 BOARD MEETING EXPENSES			
General board meeting costs	5,000	10,000	5,000
Sub-total	5,000	10,000	5,000
5090200003 BOARD MEMBER COMPENSATION			
Compensation based on meetings attended	12,000	10,000	(2,000)
Sub-total	12,000	10,000	(2,000)
5090200004 EMPLOYEE DEVELOPMENT PROGRAM			
Employee recognition	3,000	3,000	-
Sub-total	3,000	3,000	-
5099900002 MISCELLANEOUS EXPENSE			
Employee recognition	1,500	18,900	17,400
Sub-total	1,500	18,900	17,400
5099900004 CONSULTING-GENERAL			
General assessments	650,000	-	(650,000)
Leadership Consulting	50,000	-	(50,000)
Sub-total	700,000	-	(700,000)
Total Expenses	2,318,897	2,090,657	(228,240)

HUMAN RESOURCES OFFICE



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
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	-
5030303250 CONSULTING	-	-	-	-	50,000	50,000
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	-	-	-	-	-
Total Expenses	465,523	575,849	647,350	614,956	793,435	178,479

Human Resources Office

Division 32

PERSONNEL SUMMARY

FY24 Physical Count	Classification	FY23 Base FTE's	FY24 Proposed 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
6	Total FTE's	6.00	6.00	0.00

HUMAN RESOURCES OFFICE - HUMAN RESOURCES DETAIL

Division 32

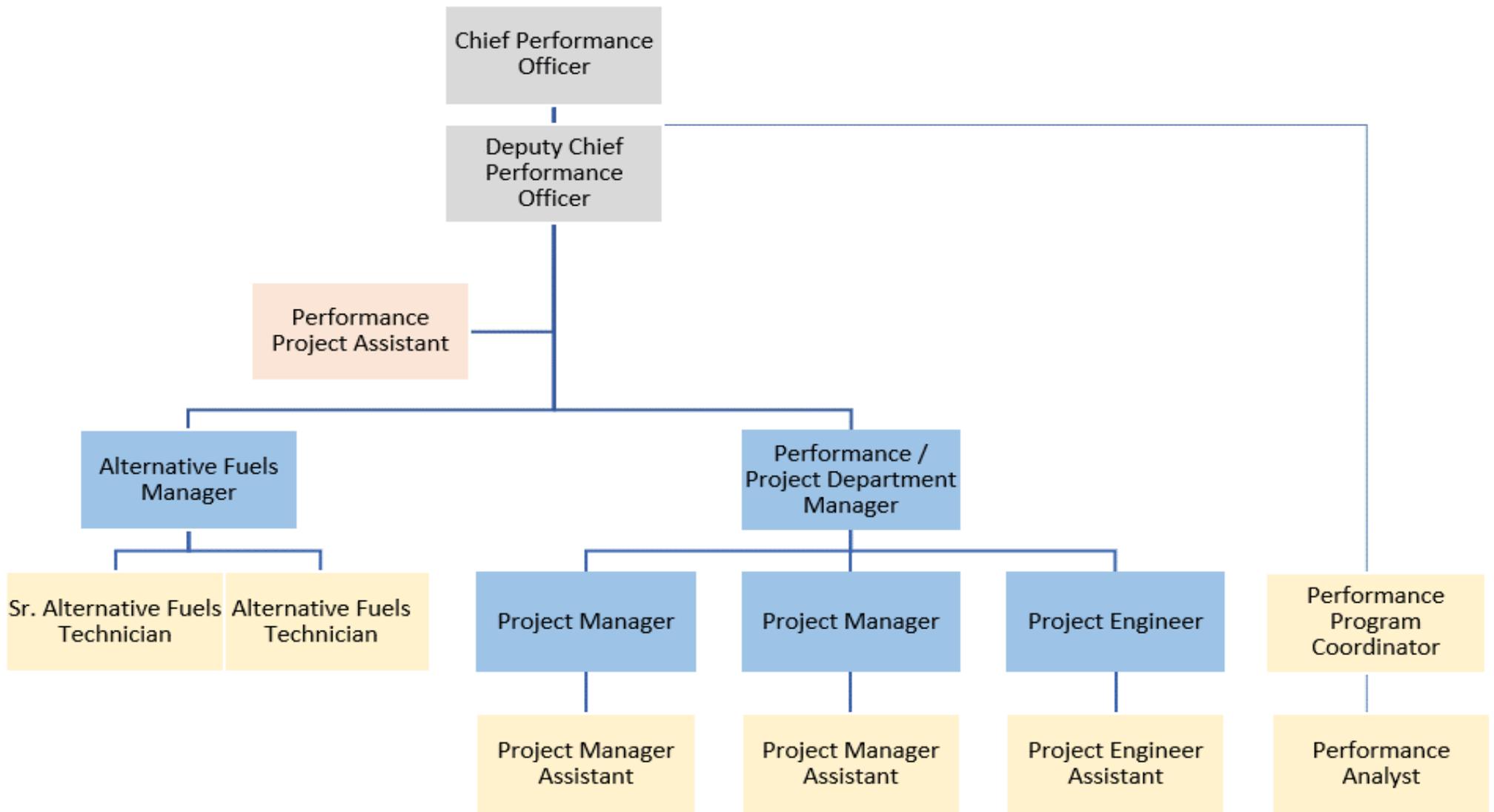
General Ledger Code	FY23 Approved Budget	FY24 Proposed Budget	Variance
5010200500 ADMIN SALARIES	284,093	314,352	30,259
510201610 ADMIN SALARIES-OT	3,000	3,000	-
5010700000 ALLOCATED SALARIES	(2,238)	(2,654)	(416)
5029999999 TOTAL FRINGE BENEFITS	190,719	231,043	40,324
Sub-total	475,574	545,741	70,167
5030300001 BENEFIT MANAGEMENT EXPENSE			
ACA Filing	4,000	4,000	-
CALPERS Admin Fees	13,806	13,806	-
Sterling	1,950	1,950	-
OPTUM	5,640	5,640	-
Sub-total	25,396	25,396	-
5030300003 MEDICAL-EXAMS AND TESTING			
Physician services	20,000	20,000	-
VTT and licenses	15,000	15,000	-
Sub-total	35,000	35,000	-
5030303250 CONSULTING			
HR consulting services	-	50,000	50,000
Sub-total	-	50,000	50,000
5030400000 TEMPORARY HELP SERVICES			
Temporary assistance with projects and programs as they arise	5,000	5,000	-
Sub-total	5,000	5,000	-
5039900003 PRINTING EXPENSE			
Federal & State Regulation Posters	563	563	-
Employee Handbooks	1,325	1,325	-
Promotional materials	1,980	1,980	-
Sub-total	3,868	3,868	-
5049900000 HR TRAINING			
Employee orientation related expenses	1,500	1,500	-
Sub-total	1,500	1,500	-

HUMAN RESOURCES OFFICE - HUMAN RESOURCES DETAIL

Division 32

General Ledger Code	FY23 Approved Budget	FY24 Proposed Budget	Variance
5049900001 OFFICE SUPPLIES			
Office supplies to organize EE Files	3,000	4,000	1,000
Sub-total	3,000	4,000	1,000
5090100000 MEMBERSHIPS & SUBSCRIPTIONS			
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
Sub-total	7,857	8,185	328
5090200000 TRAVEL MEETINGS/TRAINING			
Costs associated with employee training	5,280	5,280	-
Sub-total	5,280	5,280	-
5090201000 EMPLOYEE EVENT EXPENSE			
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
Sub-total	7,000	8,000	1,000
5090201001 EMPLOYEE WELLNESS PLAN EXPENSE			
Promotional materials related to SunLine's health programs	1,500	1,500	-
Sub-total	1,500	1,500	-
5090800000 RECRUITING EMPLOYEES			
Background checks	6,000	15,453	9,453
Executive Officer recruiting	5,000	12,877	7,877
NEOGOV	20,981	54,035	33,054
Sub-total	31,981	82,365	50,384
5090800100 EMPLOYEE RECOGNITION			
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
Sub-total	5,000	10,600	5,600
5090800125 TUITION REIMBURSEMENT			
Bachelor degrees	2,000	2,000	-
Graduate level courses	5,000	5,000	-
Sub-total	7,000	7,000	-
Total Expenses	614,956	793,435	178,479

PERFORMANCE MANAGEMENT OFFICE



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)
Total Expenses	318,653	582,224	992,309	1,341,971	819,670	(522,301)

PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

PERSONNEL SUMMARY

FY24 Physical Count	Classification	FY23 Base FTE's	FY24 Proposed 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)
3	Total FTEs	4.00	3.00	(1.00)

Notes

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

PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

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

PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

General Ledger Code	FY23 Approved Budget	FY24 Proposed Budget	Variance
5049900010 MAT/SUPPLIES--CNG TPALMS			
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
Sub-total	3,000	5,040	2,040
5049900011 MAT/SUPPLIES--HYDROGEN			
Hardware	500	1,000	500
Hoses & nozzles	700	1,400	700
Stainless steel fittings	300	600	300
Sub-total	1,500	3,000	1,500
5049900012 MAT/SUPPLIES--CNG INDIO			
Compressor oil	675	1,125	450
Hardware	413	688	275
Stainless steel fittings & valves	413	688	275
Sub-total	1,500	2,500	1,000
5049900300 REPAIR PARTS-HYDROGEN			
Parts for compressor	20,000	12,000	(8,000)
Sub-total	20,000	12,000	(8,000)
5049900400 REPAIR PARTS-CNG - TPALMS			
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
Sub-total	16,000	30,000	14,000
5049900450 REPAIR PARTS-CNG - INDIO			
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
Sub-total	10,000	20,000	10,000
5050200001 ELECTRICITY-CNG THOUSAND PALMS			
Electricity used to generate CNG	150,000	140,000	(10,000)
Sub-total	150,000	140,000	(10,000)

PERFORMANCE MANAGEMENT OFFICE - SUNFUELS

Division 10

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

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
5030303250 CONSULTING	-	-	-	-	100,000	100,000
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)
Total Expenses	1,249,260	1,491,700	1,128,537	1,750,624	1,545,181	(205,443)

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
12	Total FTEs	11.00	12.00	1.00

Notes

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

PERFORMANCE MANAGEMENT OFFICE DETAIL

Division 44

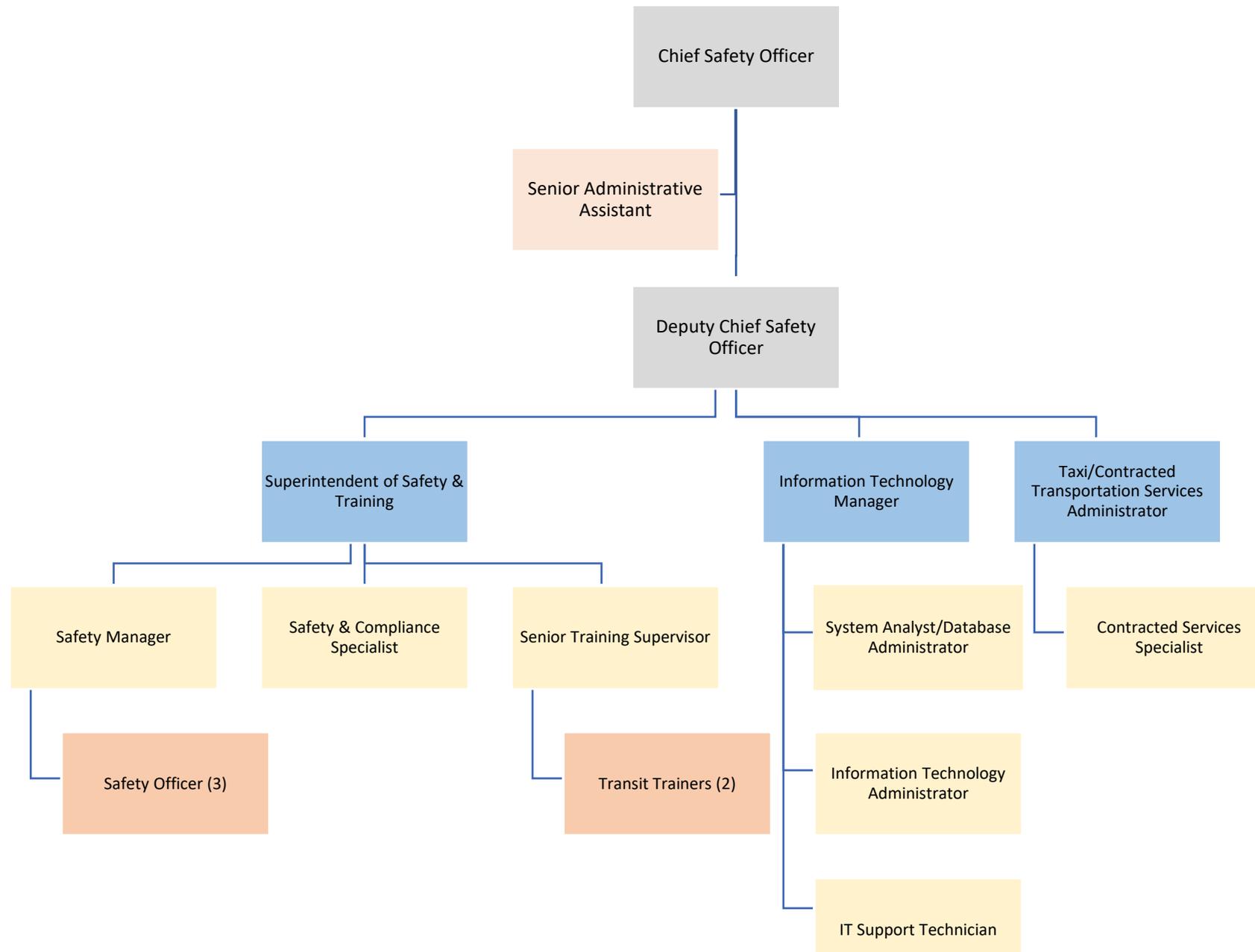
General Ledger Code	FY23 Approved Budget	FY24 Proposed Budget	Variance
5010200500 ADMIN SALARIES	456,020	557,463	101,443
5010201610 ADMIN SALARIES-OT	-	500	500
5010700000 ALLOCATED SALARIES	(4,344)	(4,250)	94
5010700001 GRANT ALLOCATION	-	-	-
5029999999 TOTAL FRINGE BENEFITS	359,104	392,918	33,814
Sub-total	810,780	946,631	135,851
5030303250 CONSULTING			
Project consulting services	-	100,000	100,000
Sub-total	-	100,000	100,000
5039900013 CENTER OF EXCELLENCE			
Training expenses related to the Center of Excellence	200,000	200,000	-
Sub-total	200,000	200,000	-
5039900015 CLEAN CITIES COALITION			
Expenses related to supporting the Clean Cities Coalition and fulfilling SunLine's responsibility as the Clean Cities Coordinator	32,500	50,000	17,500
Sub-total	32,500	50,000	17,500
5039900016 CENTER OF EXCELLENCE - CEC			
Training expenses related to the Center of Excellence	250,000	200,000	(50,000)
Sub-total	250,000	200,000	(50,000)
5049900000 PRINTING ADMINISTRATION			
Printing of performance and project materials	750	750	-
Sub-total	750	750	-
5049900001 OFFICE SUPPLIES-GENERAL			
Office supplies	700	900	200
Sub-total	700	900	200
5090100000 MEMBERSHIPS & SUBSCRIPTIONS			
Online file hosting services (Dropbox), Construction Management Association of America membership	3,000	4,000	1,000
Sub-total	3,000	4,000	1,000

PERFORMANCE MANAGEMENT OFFICE DETAIL

Division 44

General Ledger Code	FY23 Approved Budget	FY24 Proposed Budget	Variance
509020000 TRAVEL-MEETINGS/TRAINING			
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	-
Sub-total	15,000	15,000	-
509020001 TRAINING/ WORKSHOP			
Workshop/seminars for Performance staff development	7,200	7,200	-
Sub-total	7,200	7,200	-
509020004 EMPLOYEE DEVELOPMENT PROGRAM			
SunLine University (Agency wide staff development courses)	30,000	20,000	(10,000)
Sub-total	30,000	20,000	(10,000)
509020100 EMPLOYEE EXPENSES			
Mileage reimbursement and misc. expenses	700	700	-
Sub-total	700	700	-
509990004 CONSULTING-GENERAL			
Department consultants to aid with project management	399,994	-	(399,994)
Sub-total	399,994	-	(399,994)
Total Expenses	1,750,624	1,545,181	(205,443)

SAFETY AND SECURITY OFFICE



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)
Total Expenses	1,597,636	1,732,495	2,528,794	2,900,373	2,727,242	(173,131)

SAFETY AND SECURITY OFFICE

Division 15

PERSONNEL SUMMARY

FY24 Physical Count	Classification	FY23 Base FTE's	FY24 Proposed 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 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
14	Total FTEs	13.75	13.75	0.00

SAFETY AND SECURITY OFFICE

Division 15

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

SAFETY AND SECURITY OFFICE

Division 15

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

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	-	-	-	-	-	-
Total Expenses	997,964	1,170,918	1,245,479	1,481,102	1,711,571	230,469

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
4	Total FTEs	4.00	4.00	0.00

SAFETY AND SECURITY OFFICE - INFORMATION TECHNOLOGY

Division 42

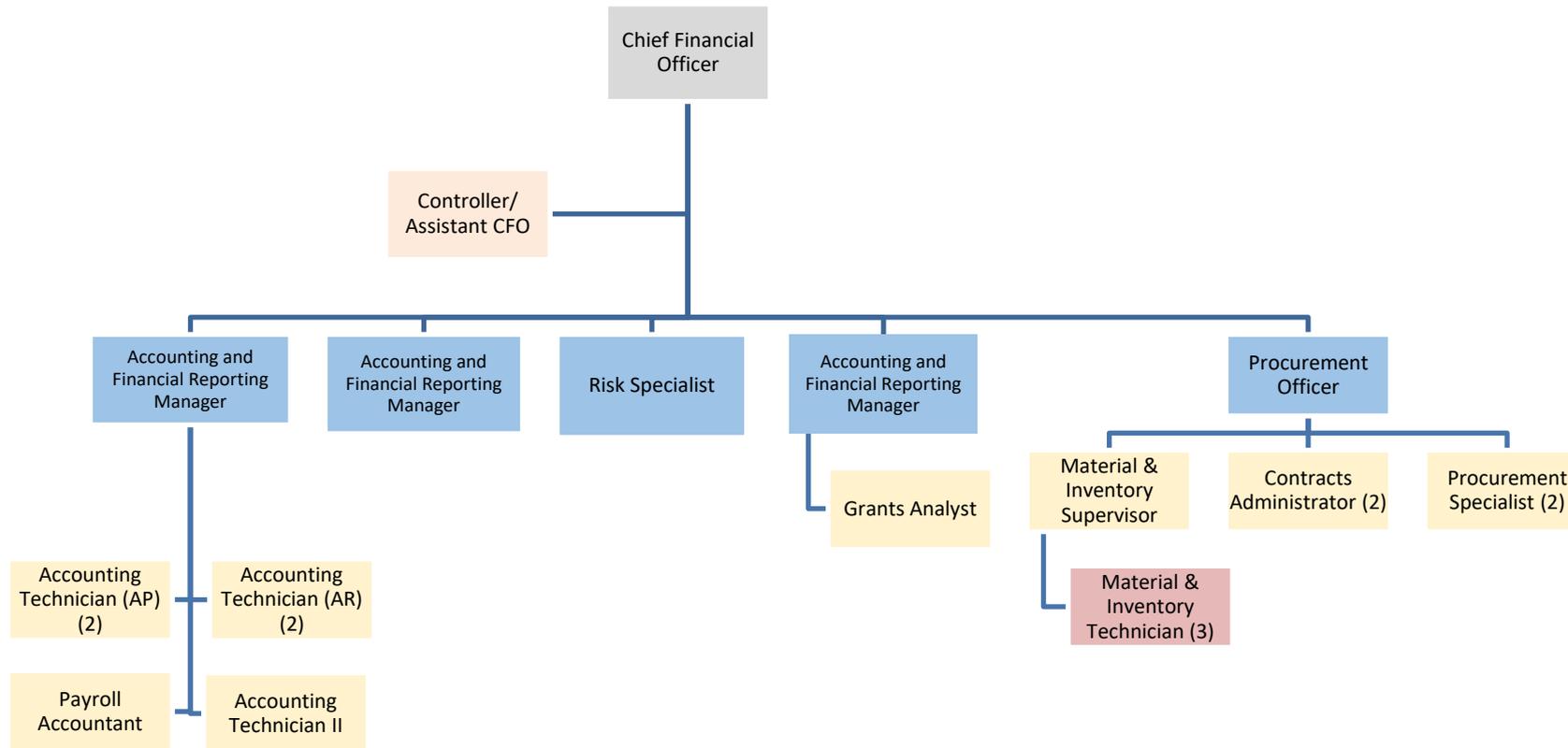
General Ledger Code	FY23 Approved Budget	FY24 Proposed Budget	Variance
5010200500 ADMIN SALARIES	195,587	244,611	49,024
510201610 ADMIN SALARIES-OT	2,000	2,000	-
5010700000 ALLOCATED SALARIES	(1,709)	(2,200)	(491)
5029999999 TOTAL FRINGE BENEFITS	117,838	182,422	64,584
Sub Total	313,716	426,833	113,117
5030200006 COMMUNICATIONS			
Cellular services	147,879	122,612	(25,267)
Internet & cable	66,000	54,723	(11,277)
Phone services	64,000	53,065	(10,935)
Sub-total	277,879	230,400	(47,479)
5030300009 CONTRACTED SERVICES			
Third-party IT support services	50,000	100,000	50,000
Sub-total	50,000	100,000	50,000
5030300011 COMPUTER/NETWORK SOFTWARE AGMT			
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 Approved Budget	FY24 Proposed 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
Sub-total	750,000	861,455	111,455
503040000 TEMPORARY HELP SERVICES			
Temporary assistance with projects and programs as they arise	10,000	25,000	15,000
Sub-total	10,000	25,000	15,000
503050000 OFFICE EQUIPMENT MAINTENANCE			
Service & support for Agency's multi-function printers	44,659	25,083	(19,576)
Sub-total	44,659	25,083	(19,576)
5049900001 OFFICE SUPPLIES			
Copy paper	8,200	6,396	(1,804)
General office supplies	1,800	1,404	(396)
Sub-total	10,000	7,800	(2,200)
5049900010 COMPUTER SUPPLIES			
Computer supplies	19,848	25,000	5,152
Sub-total	19,848	25,000	5,152
509020000 TRAVEL MEETINGS/TRAINING			
Travel Expenses to conferences (i.e. CTA, APTA & Trapeze User Group).	5,000	10,000	5,000
Sub-total	5,000	10,000	5,000
Total Expenses	1,481,102	1,711,571	230,469

FINANCE OFFICE



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	-	(50,000)
5030303250 CONSULTING	-	-	-	-	77,085	77,085
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
Total Expenses	5,717,738	5,356,651	5,285,309	5,313,340	5,820,786	507,446

FINANCE OFFICE

Division 41

PERSONNEL SUMMARY

FY23 Physical Count	Classification	FY23 Base FTE's	FY24 Proposed 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
22	Total FTEs	23.00	22.00	(1.00)

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 Approved Budget	FY24 Proposed Budget	Variance
5010200500 ADMIN SALARIES	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
5029999999 TOTAL FRINGE BENEFITS	668,190	765,848	97,658
Sub-total	1,644,006	1,818,128	174,122
5030200000 PUBLIC NOTICES			
Advertisements for procurement solicitations	6,000	4,000	(2,000)
Sub-total	6,000	4,000	(2,000)
5030300009 CONTRACTED SERVICES			
Maintenance of coin room equipment	10,000	95,000	85,000
Sub-total	10,000	95,000	85,000
5030300015 AUDIT SERVICES			
Financial Statement & Single Audit	65,000	63,000	(2,000)
Sub-total	65,000	63,000	(2,000)
5030303240 MANAGEMENT CONSULTING			
Financial consultant expenses	50,000	-	(50,000)
Sub-total	50,000	-	(50,000)
5030303250 CONSULTING			
Financial consultant expenses	-	77,085	77,085
Sub-total	-	77,085	77,085
5030400000 TEMPORARY HELP SERVICES			
Financial Statement & Single Audit	10,000	10,000	-
Sub-total	10,000	10,000	-
5039900004 TAXI VOUCHER - NEW FREEDOM PROGRAM			
These funds pay taxi companies for the full cost of taxi trips provided under the taxi voucher program.	75,000	69,000	(6,000)
Sub-total	75,000	69,000	(6,000)
5049900001 OFFICE SUPPLIES			
Office supplies	12,000	12,000	-
Sub-total	12,000	12,000	-
5060100000 INSURANCE - AUTO PHYSICAL DAMAGE			
Insurance costs related to vehicle coverage	496,212	305,673	(190,539)
Sub-total	496,212	305,673	(190,539)
5060100100 INSURANCE PREMIUM - PROPERTY			
Insurance costs related to property coverage	79,394	125,000	45,606
Sub-total	79,394	125,000	45,606

FINANCE OFFICE DETAIL

Division 41

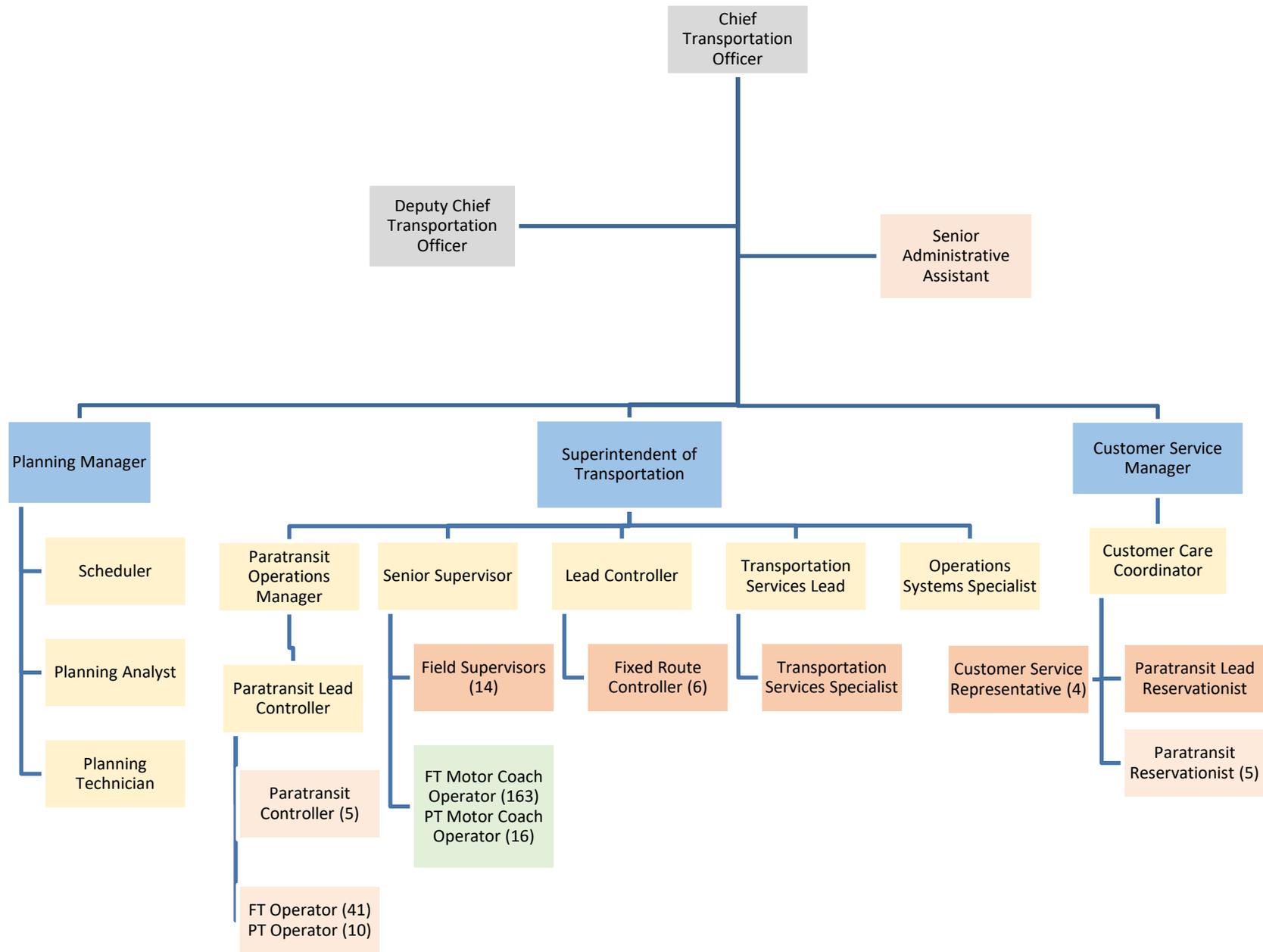
General Ledger Code	FY23 Approved Budget	FY24 Proposed Budget	Variance
5060300000 INSURANCE - GENERAL LIABILITY			
Defense and indemnity coverage against claims and suits arising from covered occurrences	913,033	1,500,000	586,967
Sub-total	913,033	1,500,000	586,967
5060400000 INSURANCE LOSSES			
Costs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

FINANCE OFFICE DETAIL

Division 41

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

TRANSPORTATION OFFICE



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	-	-	-	-
Total Expenses	2,016,256	2,096,893	2,083,387	2,320,777	2,431,209	110,432

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
Total Expenses	10,208,296	10,092,237	9,662,427	10,620,299	10,608,196	(12,103)

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	-	-	-	-
Total Expenses	593,011	653,893	702,751	679,454	724,898	45,444

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
Total Expenses	2,552,835	2,295,515	2,299,826	2,604,014	2,769,620	165,606

PERSONNEL SUMMARY

FY24 Physical Count	Classification	FY23 Approved Budget	FY24 Proposed Base FTE's	Variance
	Fixed Route			
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
208	Sub-Total	204.00	204.00	0.00
	Paratransit			
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
58	Sub-Total	55.50	55.50	0.00
266	Total FTEs	259.50	259.50	0.00

TRANSPORTATION OFFICE - TRANSPORTATION DETAIL

Division 11

General Ledger Code	FY23 Approved Budget	FY24 Proposed Budget	Variance
5010200500 ADMIN SALARIES	1,276,146	1,300,505	24,359
5010201610 ADMIN SALARIES-OT	50,000	52,500	2,500
5029999999 TOTAL FRINGE BENEFITS	903,776	996,326	92,550
Sub-total	2,229,922	2,349,331	119,409
5030300013 UNIFORMS			
Employee uniforms	56,674	50,010	(6,663)
Uniform rental	19,670	17,358	(2,313)
Sub-total	76,344	67,368	(8,976)
5039900003 PRINTING EXPENSE			
Printing expense	2,500	2,500	-
Sub-total	2,500	2,500	-
5049900001 OFFICE SUPPLIES			
Office supplies	1,260	1,260	-
Sub-total	1,260	1,260	-
5049900011 MATERIALS & SUPPLIES			
Replenishment of supervisor van supplies	1,251	1,250	(1)
Sub-total	1,251	1,250	(1)
5090200000 TRAVEL MEETINGS/TRAINING			
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	-
Sub-total	8,000	8,000	-
5090201000 EMPLOYEE EXPENSE			
Trophies for employee recognition	1,500	1,500	-
Sub-total	1,500	1,500	-
Total Expenses	2,320,777	2,431,209	110,432

TRANSPORTATION OFFICE -TRANSPORTATION DETAIL

Division 13 (Paratransit - Ops Only Portion)

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

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	-
Total Expenses	593,542	658,290	723,977	807,716	798,838	(8,878)

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
12	Total FTEs	12.00	12.00	0.00

TRANSPORTATION OFFICE - CUTOMER SERVICE

Division 45

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

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	-	(291,000)
5030303250 CONSULTING	-	-	-	-	205,487	205,487
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	-	-	-
Total Expenses	550,807	522,857	456,209	618,766	550,393	(68,373)

PERSONNEL SUMMARY

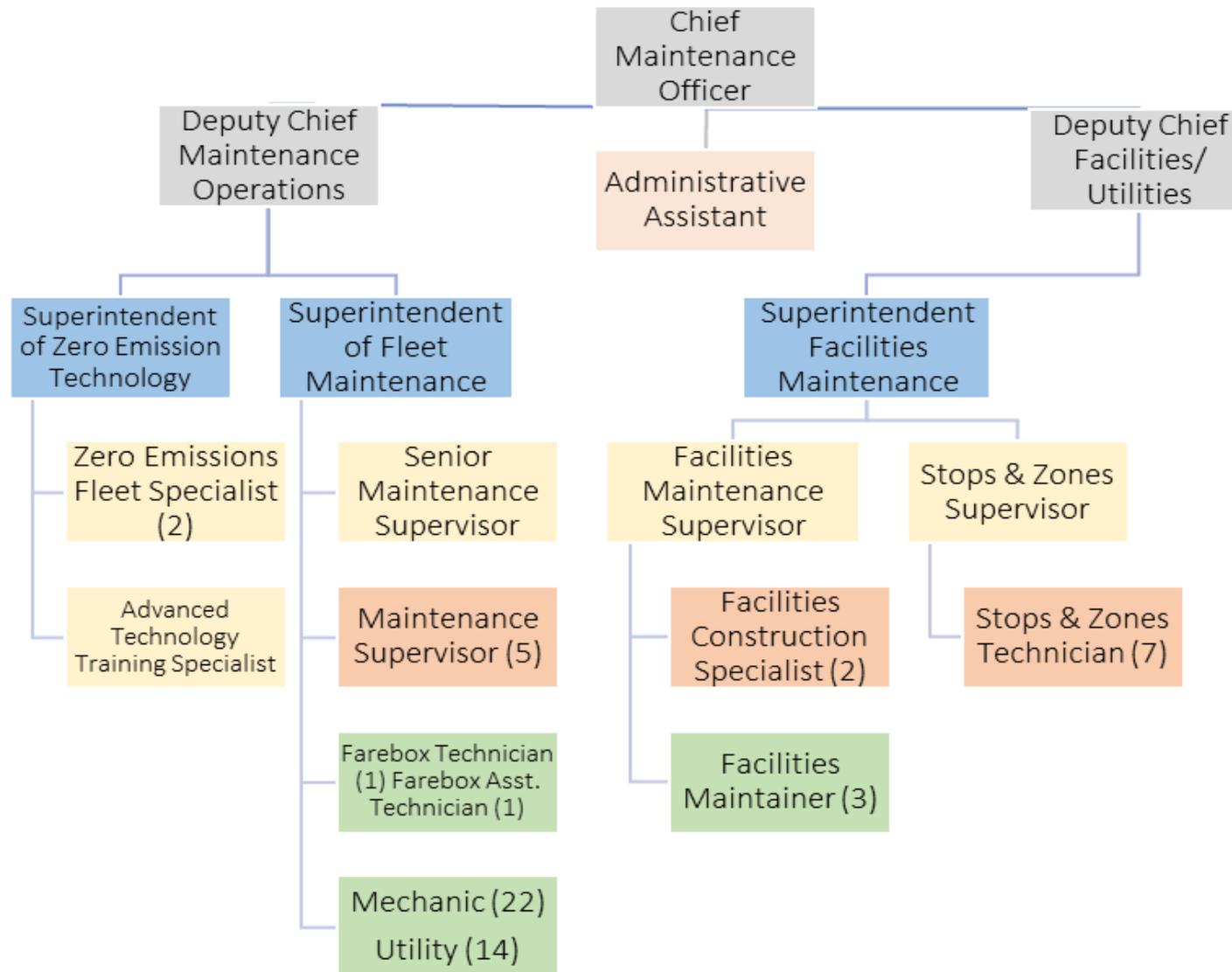
FY24 Physical Count	Classification	FY23 Approved Budget	FY24 Proposed Base FTE's	Variance
1	Scheduler	1.00	1.00	0.00
1	Planning Analyst	1.00	1.00	0.00
1	Planning Manager	1.00	1.00	0.00
1	Planning Technician	1.00	1.00	0.00
4	Total FTEs	4.00	4.00	0.00

TRANSPORTATION OFFICE - SERVICE PLANNING DETAIL

Division 49

General Ledger Code	FY23 Approved Budget	FY24 Proposed Budget	Variance
5010200500 ADMIN SALARIES	175,455	203,556	28,101
5010201610 ADMIN SALARIES-OT	3,084	3,250	166
5029999999 TOTAL FRINGE BENEFITS	113,027	118,460	5,433
Sub-total	291,566	325,266	33,700
5030200010 CONSULTING			
Transit planning consulting services	291,000	-	(291,000)
Sub-total	291,000	-	(291,000)
5030303250 CONSULTING			
Transit planning consulting services	-	205,487	205,487
Sub-total	-	205,487	205,487
5030400000 TEMPORARY HELP SERVICES			
Temporary Help Services	25,000	5,000	(20,000)
Sub-total	25,000	5,000	(20,000)
5049900001 OFFICE SUPPLIES			
Office supplies	1,200	1,200	-
Sub-total	1,200	1,200	-
5090200000 TRAVEL MEETINGS/SEMINARS			
Costs associated with travel such as meals & parking fees	10,000	13,440	3,440
Sub-total	10,000	13,440	3,440
Total Expenses	618,766	550,393	(68,373)

MAINTENANCE OFFICE



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)
5030303250 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)
Total Expenses	3,567,659	4,058,080	5,501,456	4,548,054	5,381,497	833,443

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
Total Expenses	4,281,005	4,065,429	4,571,721	4,957,656	5,021,865	64,209

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	-
Total Expenses	453,370	541,002	743,820	532,699	714,591	181,892

MAINTENANCE OFFICE - FLEET MAINTENANCE

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

PERSONNEL SUMMARY

FY24 Physical Count	Classification	FY23 Base FTE's	FY24 Proposed 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
52	Total FTEs	52.00	52.00	0.00

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 21 (Administration)

General Ledger Code	FY23 Approved Budget	FY24 Proposed Budget	Variance
5010200500 ADMIN SALARIES	823,036	794,089	(28,947)
5010201610 ADMIN SALARIES-OT	2,000	3,250	1,250
5029999999 TOTAL FRINGE BENEFITS	587,239	559,163	(28,076)
Sub-total	1,412,275	1,356,502	(55,773)
5030303250 CONSULTING			
Maintenance consulting services	-	50,000	50,000
Sub-total	-	50,000	50,000
5030400000 TEMPORARY HELP SERVICES			
Temporary administrative assistance	1,500	1,500	-
Sub-total	1,500	1,500	-
5039900006 OUTSIDE REPAIR-FIXED ROUTE			
Repairs to fixed route fleet not performed by SunLine employees	74,000	74,000	-
Sub-total	74,000	74,000	-
5039900007 OUTSIDE REPAIR-SUPPORT VEHICLE			
Repairs to support fleet not performed by SunLine employees	8,000	4,000	(4,000)
Sub-total	8,000	4,000	(4,000)
5040100101 LUBRICANTS-OIL			
All lubes and oils used by the fleet	91,115	96,500	5,385
Sub-total	91,115	96,500	5,385
5040100102 FREON & COOLANT			
Freon & coolant costs for fleet	60,000	40,000	(20,000)
Sub-total	60,000	40,000	(20,000)
5040101000 FUEL-CNG SUPPORT VEHICLES			
Fuel for CNG support vehicles	33,687	51,834	18,147
Sub-total	33,687	51,834	18,147
5040101001 FUEL-CNG FIXED ROUTE			
Fuel for CNG fixed route vehicles	1,299,300	2,049,894	750,594
Sub-total	1,299,300	2,049,894	750,594
5040102000 FUEL-UNLEADED			
Unleaded fuel used for landscaping equipment and in two support vehicles that run on unleaded	26,000	26,000	-
Sub-total	26,000	26,000	-

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 21 (Administration)

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

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 21 (Administration)

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

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 22 (Mechanics)

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

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 22 (Mechanics)

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

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

DIVISION 22 (Mechanics)

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

MAINTENANCE OFFICE - FLEET MAINTENANCE DETAIL

Division 13 (Paratransit - Maintenance Portion Only)

General Ledger Code	FY23 Approved Budget	FY24 Proposed Budget	Variance
5039900001 PARATRANSIT CONTRACT SVC-TOWING			
Towing services for paratransit vehicles	4,000	4,500	500
Sub-total	4,000	4,500	500
5039900002 PARATRANSIT OUTSIDE VEHICLE REPAIR			
Repairs to paratransit fleet not performed by SunLine employees	2,500	2,500	-
Sub-total	2,500	2,500	-
5039900003 GENERAL SERVICES			
Monthly maintenance for SmartDrive	24,560	24,560	-
Sub-total	24,560	24,560	-
5040101001 PARATRANSIT FUEL-CNG			
Fuel for paratransit vehicles	266,340	429,192	162,852
Sub-total	266,340	429,192	162,852
5040200005 PARATRANSIT TIRES			
Tire lease	52,010	70,000	17,990
Sub-total	52,010	70,000	17,990
5049900006 PARATRANSIT REPAIR PARTS			
Repair parts for paratransit vehicles	176,339	176,339	-
Sub-total	176,339	176,339	-
5049900007 PARATRANSIT GLASS REPLACEMENT			
Glass replacement for paratransit vehicles	950	1,500	550
Sub-total	950	1,500	550
5049900200 DECALS			
Decal replacements	6,000	6,000	-
Sub-total	6,000	6,000	-
Total Expenses	532,699	714,591	181,892

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	-
Total Expenses	835,939	934,951	1,192,383	1,175,344	1,339,126	163,782

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	-
Total Expenses	86,558	96,800	82,343	119,480	125,095	5,615

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
8	Total FTEs	8.00	8.00	0.00

MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL

Division 23 - THOUSAND PALMS

General Ledger Code	FY23 Approved Budget	FY24 Proposed Budget	Variance
5010200500 ADMIN SALARIES	166,055	253,811	87,755
5010201210 GROUNDSKEEPER WAGES	141,454	134,373	(7,081)
5010201610 ADMIN SALARIES-OT	-	-	
5010201710 GROUNDSKEEPER OVERTIME	8,000	8,500	500
5010700000 ALLOCATED SALARIES	(3,845)	(3,542)	303
5029999999 TOTAL FRINGE BENEFITS	284,789	334,831	50,042
Sub-total	596,454	727,973	131,519
5030500005 CONTRACT SVC-HAZ WASTE REMOVE			
Removal of hazardous chemicals	4,247	4,247	-
Bio Hazard material removal	20,564	20,564	-
Sub-total	24,811	24,811	-
5030500010 CONTRACT SVC-GENERAL			
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
Sub-total	38,820	50,319	11,499
5030600000 CONTRACT SVC-CUSTODIAL			
Contract janitorial service for offices	82,455	83,500	1,045
Sub-total	82,455	83,500	1,045
5030600100 AIR CONDITIONING EXPENDITURES			
Materials for maintenance of all building HVACs	17,000	20,000	3,000
Sub-total	17,000	20,000	3,000
5030600200 UNIFORMS SERVICE EXPENDITURES			
Uniforms for Facility Main Techs	2,300	2,300	-
Sub-total	2,300	2,300	-
5030600300 RENTAL EQUIPMENT EXPENSES			
Rented equipment for maintenance of facilities	8,000	6,000	(2,000)
Sub-total	8,000	6,000	(2,000)

MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL

Division 23 - THOUSAND PALMS

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

MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL

Division 24 - INDIO/COACHELLA

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

MAINTENANCE OFFICE - FACILITY MAINTENANCE DETAIL

Division 24 - INDIO/COACHELLA

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

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	-
Total Expenses	649,641	663,306	690,506	753,263	764,459	11,196

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
8	Total FTEs	8.00	8.00	0.00

MAINTENANCE OFFICE: STOPS & ZONES DETAILS

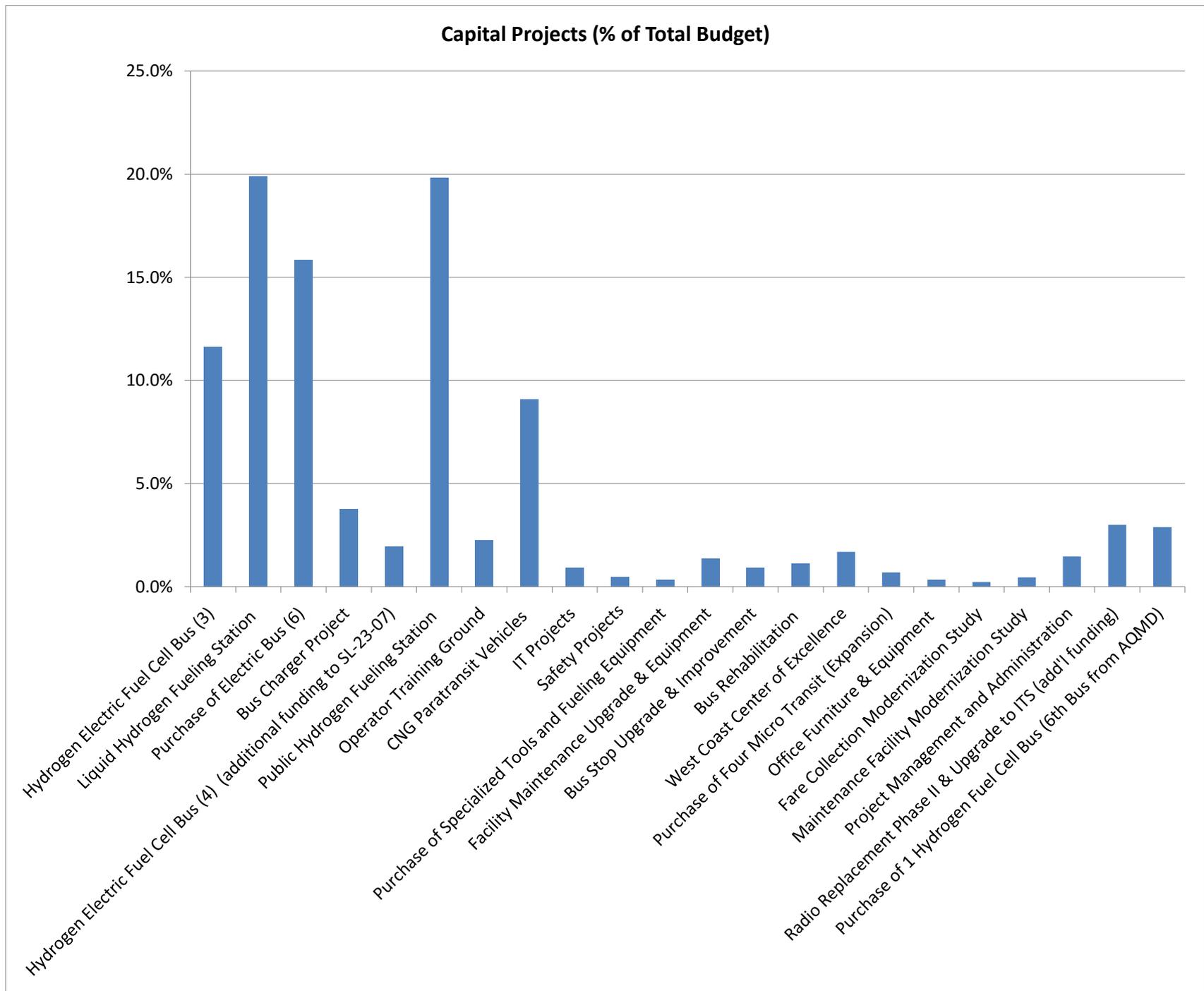
Division 25

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

CAPITAL BUDGET

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.



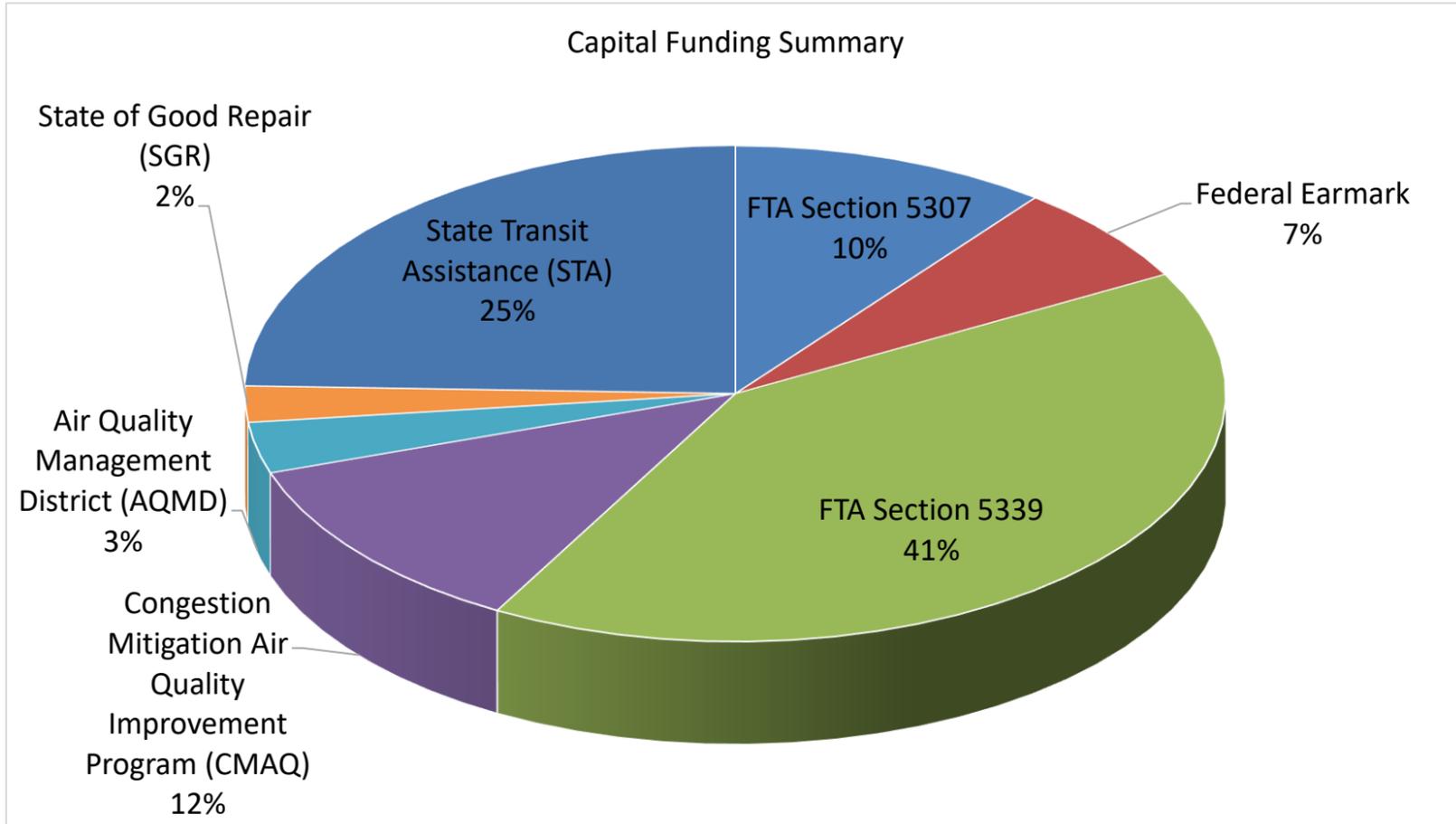
SUMMARY OF CAPITAL PROJECTS

CAPITAL BUDGET SUMMARY

Item Description	FY 24 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
TOTAL	44,552,063

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 Approved Budget	FY 24 Proposed 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
Total Funds Requested by Fiscal Year	25,477,005	44,552,063	19,075,058

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
Total	4,012,199	2,500,000	15,710,832	4,500,000	1,273,357	900,000	9,380,335	1,289,090	4,986,250	44,552,063
Total FY24 Proposed Budget										\$ 44,552,063

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
Total	5,183,108

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

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
Total	8,861,653

CAPITAL PROJECTS

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

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
Total	7,064,109

Funding Sources	Type	Estimated Expenses
LTF	State	1,261,199
Section 5339	Federal	5,802,910
Total Funds		7,064,109

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
Total	1,679,854

Funding Sources	Type	Estimated Expenses
STA	State	335,971
Section 5339	Federal	1,343,883
	Total Funds	1,679,854

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
Total	862,572

CAPITAL PROJECTS

Funding Sources		Type	Estimated Expenses
SGR		State	862,572
Total Funds			862,572

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
Total	8,825,000

Funding Sources		Type	Estimated Expenses
STA		State	1,825,000
Federal Earmark		Federal	2,500,000
CMAQ		Federal	4,500,000
Total Funds			8,825,000

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
Total	1,000,000

CAPITAL PROJECTS

Funding Sources		Type	Estimated Expenses
STA		State	1,000,000
Total Funds			1,000,000

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
Total	440,000

Funding Sources		Type	Estimated Expenses
STA		State	440,000
Total Funds			440,000

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
Total	3,600,000

CAPITAL PROJECTS

Funding Sources	Type	Estimated Expenses
Section 5307	Federal	2,135,218
Section 5339	Federal	744,782
STA	State	720,000
Total Funds		3,600,000

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
Total	400,000

Funding Sources	Type	Estimated Expenses
Section 5307	Federal	320,000
STA	State	80,000
Total Funds		400,000

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
	Total	200,000

Funding Sources	Type	Estimated Expenses
STA	State	200,000
	Total Funds	200,000

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
	Total	150,000

Funding Sources	Type	Estimated Expenses
STA	State	150,000
	Total Funds	150,000

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
Total	600,000

Funding Sources	Type	Estimated Expenses
STA	State	600,000
	Total Funds	600,000

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
Total	400,000

Funding Sources	Type	Estimated Expenses
Section 5307	Federal	320,000
STA	State	80,000
	Total Funds	400,000

CAPITAL PROJECTS

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
Total	500,000

Funding Sources	Type	Estimated Expenses
STA	State	500,000
Total Funds		500,000

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
Total	750,000

Funding Sources	Type	Estimated Expenses
STA	State	750,000
Total Funds		750,000

CAPITAL PROJECTS

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
Total	310,000

Funding Sources	Type	Estimated Expenses
STA	State	310,000
Total Funds		310,000

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
Total	150,000

Funding Sources	Type	Estimated Expenses
STA	State	122,109
LTF	State	27,891
Total Funds		150,000

CAPITAL PROJECTS

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
	Total	100,000

Funding Sources	Type	Estimated Expenses
STA	State	100,000
	Total Funds	100,000

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
	Total	200,000

Funding Sources	Type	Estimated Expenses
STA	State	200,000
	Total Funds	200,000

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
Total	650,000

Funding Sources	Type	Estimated Expenses
STA	State	650,000
	Total Funds	650,000

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
Total	1,336,981

Funding Sources	Type	Estimated Expenses
STA	State	100,000
Section 5307	Federal	1,236,981
	Total Funds	1,336,981

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
Total	1,288,786

Funding Sources	Type	Estimated Expenses
STA	State	15,429
Section 5307	Federal	1,273,357
Total Funds		1,288,786



SunLine

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