



SunLine Transit Agency
April 22, 2026
11:15 a.m. – 11:55 a.m.

AGENDA

FINANCE/AUDIT COMMITTEE/ COMMITTEE OF THE WHOLE

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

NOTICE TO THE PUBLIC

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Meeting Note: This Committee meeting may be attended by Members of the Board of Directors who do not serve on this Committee. In the event that a quorum of the entire Board is present, this Committee shall act as a Committee of the Whole. A vote of the Committee of the Whole does not constitute final Board action. All Committee actions must be ratified by the full Board of Directors. All items appearing on the agenda are subject to action by the Committee.

ITEM

RECOMMENDATION

1. CALL TO ORDER
2. FLAG SALUTE
3. ROLL CALL
4. FINALIZATION OF AGENDA

ITEM

RECOMMENDATION

5. 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.

6. PRESENTATIONS

7. COMMITTEE MEMBER COMMENTS

RECEIVE COMMENTS

8. CONSENT CALENDAR

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.

APPROVE

- 8a) Acceptance of Checks \$1,000 and Over Report for February 2026 (PAGE 4-9)
- 8b) Acceptance of Credit Card Statements for February 2026 (PAGE 10-27)
- 8c) Acceptance of Monthly Budget Variance Report for February 2026 (PAGE 28-33)
- 8d) Acceptance of Contracts Signed between \$25,000 and \$250,000 for February 2026 (PAGE 34-36)
- 8e) Acceptance of Union & Non-Union Pension Investment Asset Summary for February 2026 (PAGE 37-49)
- 8f) Acceptance of Ridership Report for February 2026 (PAGE 50-54)
- 8g) Acceptance of SunDial Operational Notes for February 2026 (PAGE 55-58)
- 8h) Acceptance of Metrics for February 2026 (PAGE 59-76)
- 8i) Acceptance of Board Member Attendance Report for March 2026 (PAGE 77-79)

**9. APPROVE THIRD AMENDMENT TO HELIXSTORM
THIRD PARTY IT MANAGED SERVICES AGREEMENT
INCREASING THE NOT-TO-EXCEED PRICE TO
\$3,799,471**

**APPROVE
(PAGE 80-82)**

(Staff: Ray Stevens, Deputy Chief of General Services)

ITEM

RECOMMENDATION

10. **ADOPT REVISED PROCUREMENT POLICY AND
RESCIND THE CONTRACT POLICY (B-030604) AND
THE PROCUREMENT POLICIES AND PROCEDURES
(B-160501)**

(Staff: Ray Stevens, Deputy Chief of General Services)

APPROVE
(PAGE 83-98)

11. **APPROVE CONTRACT EXTENSION WITH HANSON
BRIDGETT, LLP FOR LEGAL SERVICES**

(Staff: Luis Garcia, Chief Financial Officer)

APPROVE
(PAGE 99-100)

12. **ADJOURN**



SunLine Transit Agency

Item 8A

April 22, 2026

Board Report

AGENDA ITEM: ACTION - CONSENT CALENDAR

TO: Finance/Audit Committee/Committee of the Whole Board of Directors

FROM: Luis Garcia, Chief Financial Officer

SUBJECT: Acceptance of Checks \$1,000 and Over Report for February 2026

Recommendation:

Recommend that the Board of Directors (Board) approve the checks \$1,000 and Over Report for February 2026.

Background:

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

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

Vendor	Check #	Amount
<i>Integrated Cryogenic Solutions, LLC</i>	702420	\$256,981.82
<i>Cora Constructors Inc.</i>	702416	\$191,510.02
<i>Helixstorm</i>	702419	\$138,567.14
<i>Hanson Bridgett LLP</i>	702418	\$94,917.56
<i>Noman Transit, LLC</i>	702422	\$92,711.32
<i>Desert Business Interiors</i>	702417	\$69,735.87
<i>Valued Engineering, Inc.</i>	702473	\$57,472.50
<i>MetLife</i>	702421	\$56,557.09

Financial Impact:

There is no financial impact associated with this item.

Strategic Priority:

Resource Acquisition, Allocation, and Management: Prioritizes optimized resource management by effectively acquiring and allocating financial, human, and material resources to ensure operational excellence and long-term sustainability.

In Collaboration with:

N/A

Approved/Reviewed by:

Luis Garcia, Chief Financial Officer

Attachments:

- Checks \$1,000 and Over Report for February 2026

**SunLine Transit Agency
Checks \$1,000 and Over
February 2026**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
CALPERS	Group Health Premiums	702433	02/25/2026	490,181.38
PERMA - INSURANCE	General Liability/Workers Comp Premiums	702457	02/25/2026	315,600.00
INTEGRATED CRYOGENIC SOLUTIONS LLC	Fuel - Liquid Hydrogen	702420	02/24/2026	256,981.82
CORA CONSTRUCTORS INC.	WIP- Div I Back Up Generator- Project Acct#2407-00	702416	02/24/2026	191,510.02
HELIXSTORM	WIP-Information Technology Project- Project Acct#2609-01	702419	02/24/2026	138,567.14
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	702315	02/04/2026	95,847.87
HANSON BRIDGETT LLP	Legal Service	702418	02/24/2026	94,917.56
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	702467	02/25/2026	94,059.98
NOMAD TRANSIT, LLC	SunRide Ride Share Expenses	702422	02/24/2026	92,711.32
DESERT BUSINESS INTERIORS	WIP-Office Furniture- Project Acct#2608-01	702417	02/24/2026	69,735.87
IMPERIAL IRRIGATION DIST	Utilities	702344	02/11/2026	65,759.80
VALUED ENGINEERING, INC	WIP-Fixed Assets-Land- Project Acct#2421-07	702473	02/25/2026	57,472.50
METLIFE	Supplement Benefits LTD/STD/LIFE/Dental Ins Premium	702421	02/24/2026	56,557.09
ANEW RNG, LLC	Utilities	702429	02/25/2026	44,287.19
SO CAL GAS CO.	Utilities	702370	02/11/2026	42,228.82
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	702287	02/04/2026	36,676.11
TODD VERWERS ARCHITECTS INC	WIP- Center of Excellence Facility- Project Acct#1808-03	702465	02/25/2026	32,337.26
BALLARD POWER SYSTEMS	Inventory Repair Parts	702430	02/25/2026	25,528.14
CALIFORNIA DEPARTMENT OF TAX & FEE	Annual Use Fuel Tax	702259	02/04/2026	25,205.00
TRUGUARD SECURITY SERVICES, INC	Security Guard Services	702314	02/04/2026	24,896.22
TRANSPO GROUP USA, INCORPORATED	Consulting	702412	02/18/2026	24,091.60
BALLARD POWER SYSTEMS	Inventory Repair Parts	702329	02/11/2026	23,888.18
HELIXSTORM	Contracted Services	702342	02/11/2026	23,470.10
ROBERT HALF	Temporary Help	702459	02/25/2026	21,204.40
AVAIL TECHNOLOGIES, INC.	Computer/Network Software Agreement	702389	02/18/2026	19,070.00
NFI PARTS	Small Tools & Equipment	702386	02/18/2026	18,545.04
VERIZON WIRELESS	Wireless Telephone Service	702381	02/11/2026	17,593.29
PRUDENTIAL OVERALL SUPPLY	Uniforms	702362	02/11/2026	15,508.09
NFI PARTS	Inventory Repair Parts	702324	02/11/2026	14,820.28
NAPA AUTO PARTS	Inventory Repair Parts	702290	02/04/2026	14,036.36
INSIGHT STRATEGIES INC	Consulting	702448	02/25/2026	13,914.09
INSIGHT STRATEGIES INC	Consulting	702401	02/18/2026	11,941.38
SONSRAY FLEET SERVICES	Inventory Repair Parts	702312	02/04/2026	11,693.23
STANTEC ARCHITECTURE, INC.	WIP- Center of Excellence Facility- Project Acct#1808-03	702374	02/11/2026	11,439.76
BROWN ARMSTRONG ACCOUNTANCY	Audit Services	702252	02/04/2026	9,405.58
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	702271	02/04/2026	9,349.00
TRANSIT AND COACH PARTS	Inventory Repair Parts	702411	02/18/2026	9,307.81
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	702454	02/25/2026	9,095.31
CAVENDISH HYDROGEN	Inventory Repair Parts-SunFuels	702291	02/04/2026	8,501.15

**SunLine Transit Agency
Checks \$1,000 and Over
February 2026**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
SHAW YODER ANTWIH SCHMELZER & LANGE, INC	Consulting	702368	02/11/2026	8,500.00
DOVE PRINTING	Printing Expense	702348	02/11/2026	8,492.53
CALIFORNIA DEPARTMENT OF TAX & FEE	Annual Exempt Bus Operator Use Fuel Tax	702260	02/04/2026	8,443.00
PDC MACHINES, INC	Inventory Repair Parts-SunFuels	702360	02/11/2026	8,333.00
TRACKIT LLC	Computer/Network Software Agreement	702313	02/04/2026	8,185.00
SMITH GARSON, INC.	Consulting	702369	02/11/2026	8,000.00
ERMA EMPLOYMENT RISK MANAGEMENT	Insurance Loss	702393	02/18/2026	7,950.00
SMART CHEMISTRY CORPORATION	Contract Services-H2	702462	02/25/2026	7,825.00
BLAIS & ASSOCIATES, LLC	Consulting	702249	02/04/2026	7,767.00
TPX COMMUNICATIONS	Communication Service	702376	02/11/2026	7,732.75
GENFARE, LLC	Inventory Repair Parts	702277	02/04/2026	7,711.24
CONNOISSEUR MEDIA HOLDCO, INC	Advertising	702391	02/18/2026	7,510.00
JE STRATEGIES LLC	Consulting	702346	02/11/2026	7,500.00
MAGALDI & MAGALDI, INC.	Inventory Repair Parts	702349	02/11/2026	7,131.78
AMALGAMATED TRANSIT UNION	Union Dues	702427	02/25/2026	7,095.13
CRYSTAL CHRYSLER JEEP DODGE CENTER	Inventory Repair Parts	702320	02/04/2026	7,054.45
COAST COMPRESSOR COMPANY	Inventory Repair Parts	702257	02/04/2026	6,810.90
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	702367	02/11/2026	6,650.84
ROBERT HALF	Temporary Help	702364	02/11/2026	6,633.58
ERGOTRANSIT	Inventory Repair Parts	702407	02/18/2026	6,560.00
CDW GOVERNMENT, INC	WIP-Information Technology Project- Project Acct#2609-01	702434	02/25/2026	6,377.87
ROBERT HALF	Temporary Help	702305	02/04/2026	6,326.72
GILLIG LLC	Inventory Repair Parts	702341	02/11/2026	6,239.71
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	702359	02/11/2026	6,138.22
JASPER ENGINE EXCHANGE, INC.	Paratransit Repair Parts	702283	02/04/2026	5,488.00
PDC MACHINES, INC	Inventory Repair Parts-SunFuels	702456	02/25/2026	5,487.84
AMAZON CAPITAL SERVICES, INC	Materials & Supplies	702240	02/04/2026	5,373.32
JOSEPH LYNN FRIEND	Contracted Services	702285	02/04/2026	5,340.00
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	702460	02/25/2026	5,257.74
COUNTY OF RIVERSIDE	WIP- Center of Excellence Facility- Project Acct#1808-03	702333	02/11/2026	5,100.00
TEC EQUIPMENT, INC.	Inventory Repair Parts	702311	02/04/2026	4,608.97
GILLIG LLC	Inventory Repair Parts	702445	02/25/2026	4,347.45
SOCALGAS	Utilities	702371	02/11/2026	4,276.57
ERGOTRANSIT	Inventory Repair Parts	702298	02/04/2026	4,200.00
GENFARE, LLC	Repair Parts-Fixed Route	702398	02/18/2026	4,099.17
IMPERIAL IRRIGATION DIST	Utilities	702447	02/25/2026	3,937.42
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	702276	02/04/2026	3,807.60
DESERT PROMOTIONAL AND EMBROIDERY, LLC	Uniforms	702269	02/04/2026	3,770.22
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	702340	02/11/2026	3,708.10

**SunLine Transit Agency
Checks \$1,000 and Over
February 2026**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
QUICK FIX AUTO GLASS	Repair Parts-Fixed Route	702426	02/25/2026	3,700.00
DESERT PROMOTIONAL AND EMBROIDERY, LLC	Uniforms	702334	02/11/2026	3,642.94
SEFAC USA, INC.	WIP-Facility Maintenance-Main Facility- Project Acct#2026-01	702461	02/25/2026	3,433.44
DESERT ELECTRIC SUPPLY	Inventory Repair Parts-SunFuels	702410	02/18/2026	3,393.58
PRUDENTIAL OVERALL SUPPLY	Uniforms	702301	02/04/2026	3,346.90
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	702470	02/25/2026	3,323.08
CHARTER COMMUNICATIONS	Utilities	702373	02/11/2026	3,282.96
RIDE COACH AND BUS	Inventory Repair Parts	702432	02/25/2026	3,097.86
NFI PARTS	Inventory Repair Parts	702239	02/04/2026	3,063.83
NFI PARTS	Inventory Repair Parts	702424	02/25/2026	2,891.81
TOKEN TRANSIT, INC	Mobile Ticketing Commission	702466	02/25/2026	2,665.12
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	702306	02/04/2026	2,661.50
FRONTIER COMMUNICATIONS	Utilities	702397	02/18/2026	2,500.00
CHRISTIAN BROTHERS MECHANICAL SERVICES,	Contract Services	702263	02/04/2026	2,500.00
HEPTAGON SEVEN CONSULTING, INC.	WIP-Div1 Security Fence Upgrade- Project Acct#2202-00	702343	02/11/2026	2,472.67
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	702409	02/18/2026	2,469.71
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	702254	02/04/2026	2,405.12
C V WATER DISTRICT	Utilities	702437	02/25/2026	2,281.22
TOTAL CARE WORK INJURY CLINIC	Medical Exam & Testing	702415	02/18/2026	2,240.00
ROSA CHAVEZ	Bus Rodeo Expense	702366	02/11/2026	2,200.00
US BANK VOYAGER FLEET SYSTEMS	Unleaded Fuel	702380	02/11/2026	2,159.12
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	702297	02/04/2026	1,995.97
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	702255	02/04/2026	1,967.37
HOME DEPOT CREDIT SERVICES	Facility Maintenance	702399	02/18/2026	1,962.92
ENTECH OIL INC	Lubricants- Oil	702273	02/04/2026	1,902.68
4IMPRINT, INC.	Bus Rodeo Expense	702238	02/04/2026	1,826.82
CALIFORNIA DEPARTMENT OF TAX & FEE	Annual User Use Fuel Tax	702258	02/04/2026	1,824.00
OMNITRACS, LLC	General Services	702356	02/11/2026	1,820.00
WESTGATE CENTER FOR LEADERSHIP	Travel Meetings/Seminars	702322	02/04/2026	1,785.00
EVERSOFT, INC.	Contract Services - General	702274	02/04/2026	1,762.44
FIESTA FORD, INC.	Inventory Repair Parts	702337	02/11/2026	1,761.04
HOLLAND GLASS AND MIRROR	Facility Maintenance	702272	02/04/2026	1,600.00
HARTFORD FIRE INSURANCE COMPANY	Annual Insurance Premium-Property	702282	02/04/2026	1,581.00
BROADLUX, INC.	Contract Services-General	702251	02/04/2026	1,576.00
PLAZA TOWING, INC.	Towing Services	702458	02/25/2026	1,525.00
OVERHEAD DOOR COMPANY OF THE DESERT	Facility Maintenance	702377	02/11/2026	1,495.00
RWC GROUP	Inventory Repair Parts	702443	02/25/2026	1,477.83
QUINCY COMPRESSOR LLC	Facility Maintenance	702246	02/04/2026	1,475.00
MILE3 WEB DEVELOPMENT	Website Maintenance	702352	02/11/2026	1,470.00

**SunLine Transit Agency
Checks \$1,000 and Over
February 2026**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
PARKHOUSE TIRE, INC.	Inventory Repair Parts	702455	02/25/2026	1,465.64
MERRIMAC PETROLEUM, INC	Lubricants- Oil	702351	02/11/2026	1,427.04
AMAZON CAPITAL SERVICES, INC	Bus Stop Supplies	702428	02/25/2026	1,403.30
GENFARE, LLC	Inventory Repair Parts	702444	02/25/2026	1,384.08
HOOPERS REAR ENDS, LLC	Paratransit Repair Parts	702446	02/25/2026	1,368.25
NETFILE, INC	Annual Subscription	702355	02/11/2026	1,350.00
BRADY WORLDWIDE INC	Materials & Supplies	702250	02/04/2026	1,276.00
COLLEGE OF THE DESERT, PaCE	Travel Meetings/Seminars	702392	02/18/2026	1,249.50
GRAINGER	Inventory Repair Parts	702382	02/11/2026	1,248.47
CDW GOVERNMENT, INC	Computer Supplies	702261	02/04/2026	1,247.79
FASTENAL COMPANY	Shop Misc Supplies	702394	02/18/2026	1,202.25
ON THE FLY TERMITE AND PEST CONTROL	Pest Control Service	702293	02/04/2026	1,192.00
MUNCIE TRANSIT SUPPLY	Repair Parts-Fuel Cell	702452	02/25/2026	1,118.00
MOUSER ELECTRONICS, INC	Inventory Repair Parts	702404	02/18/2026	1,116.71
SECTRAN SECURITY INC.	Bank Adjustment Fees	702308	02/04/2026	1,109.59
PLAZA TOWING, INC.	Towing Services	702408	02/18/2026	1,100.00
DESERT ELECTRIC SUPPLY	Facility Maintenance	702375	02/11/2026	1,078.50
AMAZON CAPITAL SERVICES, INC	Office Supplies	702326	02/11/2026	1,038.66
CINTAS CORPORATION NO.2	Emergency Preparedness Supplies	702331	02/11/2026	1,030.37
TEAMSTERS LOCAL 1932	Union Dues	702464	02/25/2026	1,017.35
LANGUAGELINE SOLUTIONS	Translation Services	702347	02/11/2026	1,004.86
QUADIENT FINANCE USA, INC.	Postage	702363	02/11/2026	1,000.00
Total Checks Over \$1,000	\$2,900,674.15			
Total Checks Under \$1,000	(\$31,159.02)			
Total Checks	\$2,869,515.13			



SunLine Transit Agency

Item 8B

Board Report

April 22, 2026

AGENDA ITEM: ACTION - CONSENT CALENDAR

TO: Finance/Audit Committee/Committee of the Whole Board of Directors

FROM: Luis Garcia, Chief Financial Officer

SUBJECT: Acceptance of Credit Card Statements for February 2026

Recommendation:

Recommend that the Board of Directors (Board) approve the credit card statements for February 2026.

Background:

The attached reports summarize the Agency's credit card expenses for February 2026. The reports summarize transactions for the credit cards which align with the statement closing dates of February 27, 2026.

Financial Impact:

There is no financial impact associated with this item.

Strategic Priority:

Resource Acquisition, Allocation, and Management: Prioritizes optimized resource management by effectively acquiring and allocating financial, human, and material resources to ensure operational excellence and long-term sustainability.

In Collaboration with:

N/A

Approved/Reviewed by:

Luis Garcia, Chief Financial Officer

Attachments:

- Credit Card Statements for February 2026

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 02/27/2026

Name on Card: Ray Stevens (Procurement Card)

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1	02/02/26	2/2/2026	Microsoft	Microsoft 365 Business Pro Premium Licensing		\$ 4,357.70
2	02/02/26	2/3/2026	IATR	International Association of Transportation Regulators (IATR) Membership for Jill Plaza		\$ 1,000.00
3	02/02/26	2/4/2026	PERB ARB Full List	PERB Arbitration Fee		\$ 50.00
4	02/02/26	2/4/2026	Elavon Srv Fee	PERB Arbitration Fee - Service Fee		\$ 1.15
5	02/04/26	2/5/2026	Apple	iCloud Storage Upgrade for Israel Moreno		\$ 2.99
6	02/05/26	2/6/2026	Sams Club	Board Room Supplies		\$ 167.67
7	02/05/26	2/6/2026	SCAQMD	South Coast Air Quality Management District - Annual Renewal Fees		\$ 2,262.52
8	02/05/26	2/6/2026	SCAQMD	South Coast Air Quality Management District - Service Fee		\$ 50.23
9	02/05/26	2/6/2026	SCAQMD	South Coast Air Quality Management District - Generator Permit Service Fee		\$ 87.86
10	02/05/26	2/6/2026	SCAQMD	South Coast Air Quality Management District - Annual Renewal Fees		\$ 170.94
11	02/05/26	2/6/2026	SCAQMD	South Coast Air Quality Management District - Generator Permit Service Fee		\$ 3,957.60
12	02/05/26	2/6/2026	Enrollease	Integration with EASE & ADP		\$ 504.68
13	02/05/26	2/6/2026	SCAQMD	South Coast Air Quality Management District - Service Fee		\$ 3.79
14	02/06/26	2/9/2026	APTA	International Bus Rodeo Mike Hayes - Registration Fee		\$ 1,175.00
15	02/06/26	2/9/2026	APTA	APTA CEO Seminar Luis Garcia - Registration Fee		\$ 934.00
16	02/06/26	2/9/2026	APTA	International Bus Rodeo Mark Perry - Registration Fee		\$ 1,924.00
17	02/09/26	2/10/2026	Expedia	APTA CEO Seminar Luis Garcia - Lodging Expense		\$ 275.22
18	02/09/26	2/11/2026	United Airlines	APTA CEO Seminar Luis Garcia - Flight Expense		\$ 634.37
19	02/10/26	2/11/2026	Chrysler/Jeep	Microtransit Vehicle Maintenance Service		\$ 205.00
20	02/11/26	2/12/2026	Pryor Learning	Pryor Learning Solutions Training for Magali Jimenez		\$ 229.00

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
21	02/11/26	2/13/2026	Delta Airlines	International Bus Rodeo Shawn Craycraft - Flight Expense		\$ 468.80
22	02/11/26	2/13/2026	APTA	International Bus Rodeo Isabel Vizcarra - Registration Fee		\$ 1,924.00
23	02/11/26	2/13/2026	APTA	International Bus Rodeo Shawn Craycraft - Registration Fee		\$ 1,924.00
24	02/11/26	2/13/2026	Delta Airlines	International Bus Rodeo Isabel Vizcarra - Flight Expense		\$ 468.80
25	02/11/26	2/13/2026	Delta Airlines	International Bus Rodeo Mark Perry - Flight Expense		\$ 468.80
26	02/12/26	2/16/2026	Delta Airlines	International Bus Rodeo Mike Hayes - Flight Expense		\$ 468.80
27	02/12/26	2/16/2026	Delta Airlines	International Rodeo Patricia Arellano - Flight Expense		\$ 468.80
28	02/12/26	2/16/2026	APTA	International Rodeo Patricia Arellano - Registration Fee		\$ 1,924.00
29	02/13/26	2/13/2026	Microsoft	Microsoft Visio Monthly License		\$ 15.75
30	02/13/26	2/16/2026	Expedia	International Rodeo Patricia Arellano - Lodging Expense		\$ 2,108.34
31	02/13/26	2/16/2026	Expedia	International Bus Rodeo Mark Perry - Lodging Expense		\$ 2,108.34
32	02/13/26	2/16/2026	Expedia	International Bus Rodeo Mike Hayes - Lodging Expense		\$ 2,108.34
33	02/13/26	2/16/2026	Expedia	International Rodeo Isabella Vizcarra - Lodging Expense		\$ 2,108.34
34	02/13/26	2/16/2026	Expedia	International Bus Rodeo Shawn Craycraft - Lodging Expense		\$ 2,108.34
35	02/15/26	2/16/2026	QR Code	Annual QR Code Generator Subscription		\$ 191.88
36	02/17/26	2/18/2026	Starlink	STARLINK Subscription Fee		\$ 165.00
37	02/17/26	2/20/2026	APTA	International Rodeo Patricia Arellano - Registration Fee		\$ 749.00
38	02/17/26	2/20/2026	APTA	International Rodeo Patricia Arellano - Team Registration Fee		\$ 2,350.00
39	02/17/26	2/20/2026	APTA	International Bus Rodeo Isabel Vizcarra - Registration Fee Credit	\$ (1,924.00)	
40	02/17/26	2/20/2026	APTA	International Bus Rodeo Shawn Craycraft - Registration Fee Credit	\$ (1,924.00)	

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
41	02/17/26	2/20/2026	APTA	International Bus Roadeo Patricia Arellano - Registration Fee Credit	\$ (1,924.00)	
42	02/17/26	2/20/2026	APTA	International Bus Roadeo Mike Hayes - Registration Fee Credit	\$ (1,175.00)	
43	02/17/26	2/20/2026	APTA	International Bus Roadeo Isabel Vizcarra - Registration Fee		\$ 749.00
44	02/17/26	2/20/2026	APTA	International Bus Roadeo Mark Perry - Registration Fee Credit	\$ (1,924.00)	
45	02/23/26	2/25/2026	APTA	APTA Legislative Conference Luis Garcia - Registration Fee		\$ 1,175.00
46	02/23/26	2/25/2026	APTA	International Bus Roadeo Mark Perry - Registration Fee		\$ 1,924.00
47	02/23/26	2/25/2026	American Airlines	APTA Legislative Conference Luis Garcia - Flight Expense		\$ 353.78
48	02/23/26	2/25/2026	APTA	International Bus Roadeo Mike Hayes - Team Registration Fee		\$ 3,349.00
49	02/24/26	2/26/2026	Delta Airlines	International Bus Roadeo Mario Luna - Flight Expense		\$ 468.80
50	02/24/26	2/26/2026	Delta Airlines	International Bus Roadeo Roberto Valadez - Flight Expense		\$ 468.80
51	02/24/26	2/26/2026	Delta Airlines	International Bus Roadeo Javier Nunez - Flight Expense		\$ 468.80
52	02/24/26	2/27/2026	APTA	International Bus Roadeo Shawn Craycraft - Registration Fee		\$ 1,924.00
53	02/24/26	2/27/2026	APTA	International Bus Roadeo Mike Hayes - Team Registration Fee (Duplicate Charge - Refunded)		\$ 3,349.00
54	02/24/26	2/27/2026	APTA	International Bus Roadeo Mike Hayes - Team Registration Fee (Refund of Duplicate Charge)	\$ (3,349.00)	
55	02/25/26	2/26/2026	Expedia	International Bus Roadeo Mike Hayes - Lodging Expense Credit	\$ (2,108.34)	
56	02/26/26	2/27/2026	Floor Jack Parts, Inc.	Torque Wrench Repair Kit		\$ 179.11
Totals:					\$ (14,328.34)	\$ 54,532.34



Reporting Period : 1/31/2026 - 2/27/2026

Statement Summary

Name	Ray Stevens	Company	Sunline Transit Agency
Account #	XXXX-XXXX-XXXX-████	Currency	US Dollar
Reporting Period	1/31/2026 - 2/27/2026		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 2/2/2026	2/2/2026	Msft * E0800ym30s 800-6427676, WA	General Ledger Code: 5030300011				4,357.70
		PR 24478 - Micros Soft 365 Bus Pre Pro		IT Department - 00-42-5030300011			
2 2/2/2026	2/3/2026	Iatr.Global Iatr.Global/A, NY	General Ledger Code: 5090100000				1,000.00
		Purchase Iatr.Global PR 24355 - IATR Membership for Jill Plaza		TAXI Department - 99-96-5090100000			
3 2/2/2026	2/4/2026	Perb Arb Full List 916-3272275, CA	General Ledger Code: 5099900002				50.00
		Purchase Perb Arb Full List PR 24441 PERB Arbitration V. Orozco		HR Department - 00-32-5030300002			
4 2/2/2026	2/4/2026	Elavon Srv Fee Arbitratio 678-7315974, GA	General Ledger Code: 5099900002				1.15
		Purchase Elavon Srv Fee Arbitratio PR 24441 PERB Arbitration V. Orozco Service Fee		HR Department - 00-32-5030300002			
5 2/4/2026	2/5/2026	Apple.Com/Bill 866-712-7753, CA	General Ledger Code: 5099900002				2.99
		Purchase Apple.Com/Bill PR 24443 - iCloud Storage for IT Israel Moreno		IT Department - 00-42-5030300011			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
6	2/5/2026	2/6/2026	Samsclub #6609 Palm Desert, CA				167.67
	Purchase Samsclub #6609		General Ledger Code: 5099900002				
	PR 24483 - Board room supplies, water, sodas					Facilities Department - 00-23-5049900002	
7	2/5/2026	2/6/2026	Scaqmd Fees 909-396-2801, CA				2,262.52
	Purchase Scaqmd Fees		General Ledger Code: 5099900002				
	South Coast Air Quality Management District – Invoice 4660508					Maintenance Department - 00-22-509900004	
8	2/5/2026	2/6/2026	Service Fee 909-396-2801, TN				50.23
	Purchase Service Fee		General Ledger Code: 5099900002				
	South Coast Air Quality Management District – Invoice 4660508 - Service Fee					Maintenance Department - 00-22-509900004	
9	2/5/2026	2/6/2026	Service Fee 909-396-2801, TN				87.86
	Purchase Service Fee		General Ledger Code: 5099900002				
	PR 24465 - 11. 26-002 Generator SCAQMD Permit - Service Fee					Performance Department - 2407-00	
10	2/5/2026	2/6/2026	Scaqmd Fees 909-396-2801, CA				170.94
	Purchase Scaqmd Fees		General Ledger Code: 5099900002				
	South Coast Air Quality Management District – Invoice 4661567					Maintenance - 00-22-5099900004	
11	2/5/2026	2/6/2026	Scaqmd Fees 909-396-2801, CA				3,957.60
	Purchase Scaqmd Fees		General Ledger Code: 5099900002				
	PR 24465 - 11. 26-002 Generator SCAQMD Permit					Performance Department - 2407-00	

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
12 2/5/2026	2/6/2026	Enrollease, Inc. Secure.Ease.C, CA					504.68
Purchase Enrollease, Inc.			General Ledger Code: 5030300011				
PR 23486 - Price per Employee - Integration with EASE & ADP - Shortcut						HR Department - 00-32-5030300001	
<hr/>							
13 2/5/2026	2/6/2026	Service Fee 909-396-2801, TN					3.79
Purchase Service Fee			General Ledger Code: 5099900002				
South Coast Air Quality Management District – Invoice 4661567 - Service Fee						Maintenance Department - 00-22-5099900004	
<hr/>							
14 2/6/2026	2/9/2026	Apta 202-4964800, DC					1,175.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Mike Hayes – International Bus Roadeo - The registration had to be credited in order to add the team package						Maintenance Department - 00-21-5090200000	
<hr/>							
15 2/6/2026	2/9/2026	Apta 202-4964800, DC					934.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Luis Garcia – APTA CEO Seminar - Registration						Finance Department - 00-41-5090200000	
<hr/>							
16 2/6/2026	2/9/2026	Apta 202-4964800, DC					1,924.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Mark Perry – International Bus Radeo - Registration - Credit to correct conference on #44						Maintenance 00-21-5090200000	
<hr/>							
17 2/9/2026	2/10/2026	Expedia 73369991957657 Expedia.Com, WA					275.22
Purchase Expedia 73369991957657			General Ledger Code: 5090200000				
Approved Travel for Luis Garcia – APTA CEO Seminar - Lodging						Finance Department - 00-41-5090200000	
<hr/>							

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
18 2/9/2026	2/11/2026	United 800-864-8331, TX					634.37
Purchase United			General Ledger Code: 5090200000				
Approved Travel for Luis Garcia – APTA CEO Seminar - Flight						Finance Department - 00-41-5090200000	
19 2/10/2026	2/11/2026	I10 Chrysler Jeep Dodge 760-345-1000, CA					205.00
Purchase I10 Chrysler Jeep Dodge			General Ledger Code: 5049900011				
PR 24509 - Transmission fluid service & relearn service						Maintenance Department - 00-22-5049900022	
20 2/11/2026	2/12/2026	Pryor Learning Www.Pryor.Com, KS					229.00
Purchase Pryor Learning			General Ledger Code: 5090200001				
PR 24507 - 2026-2027 Pryor Learning Solutions Training for Magali Jimenez						Strategic Alignment- 00-39-5099900001	
21 2/11/2026	2/13/2026	Delta Air Seattle, WA					468.80
Purchase Delta Air			General Ledger Code: 5090200000				
Approved Travel for Shawn Craycraft – International Bus Roadeo - Flight						SunFuels - 00-10-5090200000	
22 2/11/2026	2/13/2026	Apta 202-4964800, DC					1,924.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Isabel Vizcarra – International Bus Roadeo - Registration - Training was corrected – credit applied on line #39.						Transportation 00-11-5090200000	
23 2/11/2026	2/13/2026	Apta 202-4964800, DC					1,924.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Shawn Craycraft – International Bus Roadeo - Registration - Training was corrected - credit applied on line #40						SunFuels 00-10-5090200000	

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
24	2/11/2026	2/13/2026	Delta Air Seattle, WA				468.80
	Purchase Delta Air		General Ledger Code: 5090200000				
	Approved Travel for Isabel Vizcarra – International Bus Roadeo - Flight					Transportation 00-11-5090200000	
25	2/11/2026	2/13/2026	Delta Air Seattle, WA				468.80
	Purchase Delta Air		General Ledger Code: 5090200000				
	Approved Travel for Mark Perry – International Bus Radeo - Flight Charge					Maintenance 00-21-5090200000	
26	2/12/2026	2/16/2026	Delta Air Seattle, WA				468.80
	Purchase Delta Air		General Ledger Code: 5090200000				
	Approved Travel for Mike Hayes – International Bus Roadeo - Flight Charge					Maintenance - 00-21-5090200000	
27	2/12/2026	2/16/2026	Delta Air Seattle, WA				468.80
	Purchase Delta Air		General Ledger Code: 5090200000				
	Approved Travel for Patricia Arellano – International Bus Roadeo - Flight					Transportation 00-11-5090200000	
28	2/12/2026	2/16/2026	Apta 202-4964800, DC				1,924.00
	Purchase Apta		General Ledger Code: 5090100000				
	Approved Travel for Patricia Arellano – International Bus Roadeo - Registration - Training was corrected – credit applied on line #41					Transportation 00-11-5090200000	
29	2/13/2026	2/13/2026	Microsoft#g141032793 Microsoft.Com, WA				15.75
	Purchase Microsoft#g141032793		General Ledger Code: 5030300011				
	PR 24283 - Microsoft Visio monthly license					IT Department - 00-42-5030300011	

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
30	2/13/2026	2/16/2026	Expedia 73373406759887 Expedia.Com, WA				2,108.34
	Purchase Expedia 73373406759887		General Ledger Code: 5090200000				
	Approved Travel for Patricia Arellano – International Bus Roadeo - Lodging					Transportation 00-11-5090200000	
31	2/13/2026	2/16/2026	Expedia 73373408104439 Expedia.Com, WA				2,108.34
	Purchase Expedia 73373408104439		General Ledger Code: 5090200000				
	Approved Travel for Mark Perry – International Bus Radeo - Lodging Charge					Maintenance 00-21-5090200000	
32	2/13/2026	2/16/2026	Expedia 73373412297896 Expedia.Com, WA				2,108.34
	Purchase Expedia 73373412297896		General Ledger Code: 5090200000				
	Approved Travel for Mike Hayes – International Bus Roadeo - Lodging was credited so the team could stay at the conference location (Requested by Mark Perry) - Maintenance - 00-21-5090200000						
33	2/13/2026	2/16/2026	Expedia 73373403666611 Expedia.Com, WA				2,108.34
	Purchase Expedia 73373403666611		General Ledger Code: 5090200000				
	Approved Travel for Isabel Vizcarra – International Bus Roadeo - Lodging					Transportation 00-11-5090200000	
34	2/13/2026	2/16/2026	Expedia 73373410269822 Expedia.Com, WA				2,108.34
	Purchase Expedia 73373410269822		General Ledger Code: 5090200000				
	Approved Travel for Shawn Craycraft – International Bus Roadeo - Lodging					SunFuels 00-10-5090200000	
35	2/15/2026	2/16/2026	Qr-Code-Generator.Com Qr-Code-Gener, NY				191.88
	Purchase Qr-Code-Generator.Com		General Ledger Code: 5030300011				
	PR 24530 - Annual QR Code Generator Subscription					Marketing Department - 00-31-5090100000	

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
36	2/17/2026	2/18/2026	Starlink Internet 310-6829683, CA				165.00
Purchase Starlink Internet			General Ledger Code: 5030300011				
PR 23477 - Starlink Mini - Subscription Fee for Bryan Valenzuela						Safety Department - 00-15-5049900009	
37	2/17/2026	2/20/2026	Apta 202-4964800, DC				749.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Patricia Arellano – International Bus Roadeo - Registration						Transportation Department - 00-11-5090200000	
38	2/17/2026	2/20/2026	Apta 202-4964800, DC				2,350.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Patricia Arellano – International Bus Roadeo - Team Registration						Transportation Department - 00-11-5090200000	
39	2/17/2026	2/20/2026	Apta Washington, DC				-1,924.00
Credit Voucher Apta			General Ledger Code: 5090100000				
Approved Travel for Isabel Vizcarra – International Bus Roadeo - Credit						Transportation Department - 00-11-5090200000	
40	2/17/2026	2/20/2026	Apta Washington, DC				-1,924.00
Credit Voucher Apta			General Ledger Code: 5090100000				
Approved Travel for Shawn Craycraft – International Bus Roadeo - Credit						SunFuels Department - 00-10-5090200000	
41	2/17/2026	2/20/2026	Apta Washington, DC				-1,924.00
Credit Voucher Apta			General Ledger Code: 5090100000				
Approved Travel for Patricia Arellano – International Bus Roadeo - Credit						Transportation Department - 00-11-5090200000	

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
42	2/17/2026	2/20/2026	Apta Washington, DC				-1,175.00
	Credit Voucher Apta		General Ledger Code: 5090100000				
	Approved Travel for Mike Hayes – International Bus Roadeo - Registration Credit - Charge on #14					Maintenance Department - 00-21-5090200000	
43	2/17/2026	2/20/2026	Apta 202-4964800, DC				749.00
	Purchase Apta		General Ledger Code: 5090100000				
	Approved Travel for Isabel Vizcarra – International Bus Roadeo - Registration					Transportation Department - 00-11-5090200000	
44	2/17/2026	2/20/2026	Apta Washington, DC				-1,924.00
	Credit Voucher Apta		General Ledger Code: 5090100000				
	Approved Travel for Mark Perry – International Bus Radeo - Registration Credit					Maintenance Department - 00-21-5090200000	
45	2/23/2026	2/25/2026	Apta 202-4964800, DC				1,175.00
	Purchase Apta		General Ledger Code: 5090100000				
	Approved Travel for Luis Garcia – APTA Legislative Conference - Registration					Finance Department - 00-41-5090200000	
46	2/23/2026	2/25/2026	Apta 202-4964800, DC				1,924.00
	Purchase Apta		General Ledger Code: 5090100000				
	Approved Travel for Mark Perry – International Bus Radeo - Registration					Maintenance Department - 00-21-5090200000	
47	2/23/2026	2/25/2026	American Air Fort Worth, TX				353.78
	Purchase American Air		General Ledger Code: 5090200000				
	Approved Travel for Luis Garcia – APTA Legislative Conference - Flight					Finance Department - 00-41-5090200000	

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
48 2/23/2026	2/25/2026	Apta 202-4964800, DC					3,349.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Mike Hayes – International Bus Roadeo - Team Registration						Maintenance Department - 00-21-5090200000	
49 2/24/2026	2/26/2026	Delta Air Seattle, WA					468.80
Purchase Delta Air			General Ledger Code: 5090200000				
Approved Travel for Mario Luna – International Bus Roadeo - Flight						Maintenance Department - 00-22-5090200000	
50 2/24/2026	2/26/2026	Delta Air Seattle, WA					468.80
Purchase Delta Air			General Ledger Code: 5090200000				
Approved Travel for Roberto Valadez – International Bus Roadeo - Flight						Maintenance Department - 00-22-5090200000	
51 2/24/2026	2/26/2026	Delta Air Seattle, WA					468.80
Purchase Delta Air			General Ledger Code: 5090200000				
Approved Travel for Javier Nunez – International Bus Roadeo - Flight						Maintenance Department - 00-22-5090200000	
52 2/24/2026	2/27/2026	Apta 202-4964800, DC					1,924.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Shawn Craycraft – International Bus Roadeo - Registration						SunFuels Department 00-10-5090200000	
53 2/24/2026	2/27/2026	Apta 202-4964800, DC					3,349.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Mike Hayes – Double Charge by APTA, Credit on #54						Maintenance Department - 00-21-5090200000	

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 02/27/2026

Name on Card: Mona Babauta

Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1 2/2/2026	2/3/2026	El Ranchito	El Ranchito - Federal Advocate Lunch; Mona Babauta, CEO/General Manager		\$115.20
2 2/2/2026	2/3/2026	Aspen Mills	Aspen Mills - Federal Advocate Lunch; Mona Babauta, CEO/General Manager		\$159.50
3 2/5/2026	2/9/2026	American Public Transportation Association (APTA)	APTA 2026 Workforce Summit - Registration Price Difference of Mobility Conference and Workforce Summit; Mona Babauta, CEO/General Manager	\$426.00	
4 2/8/2026	2/10/2026	United Airlines	Community Transportation Association Legislative Fly In - Round trip Airfare from Palm Springs, CA to Washington, D.C.; Mona Babauta, CEO/General Manager		\$714.17
5 2/12/2026	2/16/2026	United Airlines	United Airlines - Extended Flight to Attend Morning CTAA Fly In Sessions in Washington, D.C.; Mona Babauta, CEO/General Manager		\$62.76
6 2/12/2026	2/16/2026	United Airlines	Federal Advocacy Trip - Round trip Airfare for Board Chair Lynn Malotto from Palm Springs, CA to Washington, D.C.; Mona Babauta, CEO/General Manager		\$1,284.82
7 2/19/2026	2/23/2026	United Airlines	Federal Advocacy Trip - Round trip Airfare for from Palm Springs, CA to Washington, D.C.; Mona Babauta, CEO/General Manager		\$167.65
8 2/19/2026	2/26/2026	United Airlines	Federal Advocacy Trip - Round trip Airfare for Luis Garcia, Chief Financial Officer from Palm Springs, CA to Washington, D.C.; Mona Babauta, CEO/General Manager		\$107.84
9 2/19/2026	2/26/2026	United Airlines	Federal Advocacy Trip - Airline Seat Charge for John Pena, Board Vice-Chair; Mona Babauta, CEO/General Manager		\$50.00
10 2/25/2025	2/26/2026	EZ Cater	Panera Bread - February 2026 Board Meeting Lunches; Mona Babauta, CEO/General Manager		\$541.06
Credits and Charges:				\$426.00	\$3,203.00



Reporting Period : 1/31/2026 - 2/27/2026

Statement Summary

Name	Mona Babauta	Company	Sunline Transit Agency
		Currency	US Dollar

Reporting Period 1/31/2026 - 2/27/2026

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 2/2/2026	2/3/2026	El Ranchito Clover.Com, CA					115.20
		Purchase El Ranchito	General Ledger Code: 5099900002				
2 2/2/2026	2/3/2026	Otter* Aspen Mills Tryotter.Com, CA					159.50
		Purchase Otter* Aspen Mills	General Ledger Code: 5099900002				
3 2/5/2026	2/9/2026	Apta Washington, DC					-426.00
		Credit Voucher Apta	General Ledger Code: 5090100000				
4 2/8/2026	2/10/2026	United United.Com, TX					714.17
		Purchase United	General Ledger Code: 5090200000				
5 2/12/2026	2/16/2026	United United.Com, TX					62.76
		Purchase United	General Ledger Code: 5090200000				



Board Report

AGENDA ITEM: ACTION - CONSENT CALENDAR

TO: Finance/Audit Committee/Committee of the Whole
Board of Directors

FROM: Luis Garcia, Chief Financial Officer

SUBJECT: Acceptance of Monthly Budget Variance Report for February 2026

Recommendation:

Recommend that the Board of Directors (Board) approve the monthly budget variance report for February 2026.

Background:

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 February 2026 are equal to 8/12^{ths} of the yearly budget.

Year to Date Summary

- As of February 28, 2026, the Agency's FYTD revenues are \$737,092 or 21.78% below the FYTD budget.
- As of February 28, 2026, the Agency's FYTD expenditures are \$4,170,307 or 12.39% above the FYTD budget.

Financial Impact:

There is no financial impact associated with this item.

Strategic Priority:

Resource Acquisition, Allocation, and Management: Prioritizes optimized resource management by effectively acquiring and allocating financial, human, and material resources to ensure operational excellence and long-term sustainability.

In Collaboration with:

N/A

Approved/Reviewed by:

Luis Garcia, Chief Financial Officer

Attachments:

- Monthly Budget Variance Report for February 2026

SunLine Transit Agency
Budget Variance Report
February 2026

Description	FY26 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY26 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Revenues:								
Passenger Revenue	1,974,505	145,048	164,542	(19,494)	1,187,393	1,316,337	(128,944)	39.9%
Other Revenue	3,101,551	168,452	258,463	(90,011)	1,459,552	2,067,700	(608,149)	52.9%
Total Operating Revenue	5,076,056	313,500	423,005	(109,504)	2,646,945	3,384,037	(737,092)	47.9%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	11,907,530	896,713	992,294	95,582	7,629,753	7,938,354	308,601	35.9%
Operator & Mechanic Overtime	1,368,406	114,155	114,034	(122)	1,115,687	912,271	(203,416)	18.5%
Administration Salaries & Wages	7,997,750	660,010	666,479	6,469	5,496,729	5,331,834	(164,896)	31.3%
Administration Overtime	260,573	17,505	21,714	4,209	235,426	173,716	(61,710)	9.7%
Fringe Benefits	11,663,261	988,603	971,938	(16,664)	7,811,959	7,775,507	(36,452)	33.0%
Communications	295,000	32,301	24,583	(7,718)	249,359	196,667	(52,692)	15.5%
Legal Services	1,135,000	136,708	94,583	(42,125)	1,284,982	756,667	(528,315)	-13.2%
Computer/Network Software Agreement	1,000,000	88,091	83,333	(4,758)	824,151	666,667	(157,484)	17.6%
Uniforms	115,598	2,294	9,633	7,339	63,285	77,065	13,780	45.3%
Contracted Services	1,860,415	74,083	155,035	80,952	992,201	1,240,277	248,076	46.7%
Equipment Repairs	31,500	1,711	2,625	914	14,849	21,000	6,151	52.9%
Security Services	150,000	11,607	12,500	893	103,941	100,000	(3,941)	30.7%
Fuel - CNG	1,290,000	105,524	107,500	1,976	952,838	860,000	(92,838)	26.1%
Fuel - Hydrogen	2,094,676	279,179	174,556	(104,622)	2,720,337	1,396,451	(1,323,886)	-29.9%
Tires	292,000	24,367	24,333	(34)	186,345	194,667	8,322	36.2%
Office Supplies	87,260	2,272	7,272	5,000	37,048	58,173	21,125	57.5%
Travel/Training	323,345	31,146	26,945	(4,201)	176,658	215,563	38,906	45.4%
Repair Parts	1,692,631	231,633	141,053	(90,580)	1,547,213	1,128,421	(418,792)	8.6%
Facility Maintenance	72,500	6,457	6,042	(415)	53,066	48,333	(4,733)	26.8%
Electricity - CNG & Hydrogen	652,000	53,574	54,333	760	435,404	434,667	(737)	33.2%
Natural Gas	1,483,750	76,144	123,646	47,501	698,695	989,167	290,472	52.9%
Water and Gas	16,000	821	1,333	512	6,746	10,667	3,921	57.8%
Insurance Losses	1,578,415	183,005	131,535	(51,471)	1,588,939	1,052,277	(536,663)	-0.7%
Insurance Premium - Property	235,000	21,132	19,583	(1,549)	158,073	156,667	(1,406)	32.7%
Repair Claims	15,000	-	1,250	1,250	33,510.62	10,000	(23,511)	-123.4%
Fuel Taxes	103,500	5,276	8,625	3,349	49,141	69,000	19,859	52.5%
Other Expenses	6,816,945	547,033	568,079	21,046	4,723,799	4,544,630	(179,169)	30.7%
Self Consumed Fuel	(4,038,056)	(157,222)	(336,505)	(179,283)	(1,353,160)	(2,692,037)	(1,338,878)	66.5%
Total Operating Expenses (Before Depreciation)	50,500,000	4,434,124	4,208,333	(225,790)	37,836,974	33,666,667	(4,170,307)	25.1%
Operating Expenses in Excess of Operating Revenue		\$ (4,120,623)			\$ (35,190,029)			
Subsidies:								
Local	7,000,000	635,004	583,333	(51,670)	5,422,915	4,666,667	(756,249)	22.5%
State	32,523,821	2,950,392	2,710,318	(240,073)	25,196,276	21,682,547	(3,513,728)	22.5%
Federal	5,900,123	535,228	491,677	(43,551)	4,570,838	3,933,415	(637,423)	22.5%
Total Subsidies	45,423,944	4,120,623	3,785,329	(335,295)	35,190,029	30,282,629	(4,907,400)	22.5%
Net Operating Gain (Loss) After Subsidies	\$ (0)	\$ -			\$ -			

SunLine Transit Agency
Budget Variance Report
February 2026

Description	FY26 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY26 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Expenses:								
Wages & Benefits	33,197,521	2,676,986	2,766,460	89,474	22,289,554	22,131,681	(157,873)	32.9%
Services	7,126,058	525,985	593,838	67,853	5,534,057	4,750,705	(783,352)	22.3%
Fuels & Lubricants	3,515,476	397,758	292,956	(104,802)	3,734,409	2,343,651	(1,390,758)	-6.2%
Tires	292,000	24,367	24,333	(34)	186,345	194,667	8,322	36.2%
Materials and Supplies	2,331,591	285,002	194,299	(90,702)	1,885,424	1,554,394	(331,030)	19.1%
Utilities	2,573,750	165,905	214,479	48,574	1,397,746	1,715,833	318,087	45.7%
Casualty & Liability	4,333,415	426,022	361,118	(64,904)	3,544,026	2,888,943	(655,083)	18.2%
Taxes and Fees	103,500	5,276	8,625	3,349	49,141	69,000	19,859	52.5%
Miscellaneous Expenses	1,064,745	84,044	88,729	4,685	569,431	709,830	140,399	46.5%
Self Consumed Fuel	(4,038,056)	(157,222)	(336,505)	(179,283)	(1,353,160)	(2,692,037)	(1,338,878)	66.5%
Total Operating Expenses (Before Depreciation)	50,500,000	4,434,124	4,208,333	(225,790)	37,836,974	33,666,667	(4,170,307)	25.1%
Revenues:								
Passenger Revenue	1,974,505	145,048	164,542	(19,494)	1,187,393	1,316,337	(128,944)	39.9%
Other Revenue	3,101,551	168,452	258,463	(90,011)	1,459,552	2,067,700	(608,149)	52.9%
Total Operating Revenue	5,076,056	313,500	423,005	(109,504)	2,646,945	3,384,037	(737,092)	47.9%
Net Operating Gain (Loss)		\$ (4,120,623)			\$ (35,190,029)			
Subsidies:								
Local	7,000,000	635,004	583,333	(51,670)	5,422,915	4,666,667	(756,249)	22.5%
State	32,523,821	2,950,392	2,710,318	(240,073)	25,196,276	21,682,547	(3,513,728)	22.5%
Federal	5,900,123	535,228	491,677	(43,551)	4,570,838	3,933,415	(637,423)	22.5%
Total Subsidies	45,423,944	4,120,623	3,785,329	(335,295)	35,190,029	30,282,629	(4,907,400)	22.5%
Net Operating Gain (Loss) After Subsidies	\$ (0)	\$ -			\$ -			

Budget Variance Analysis - SunLine Transit Agency

Passenger Revenue

- Passenger fare revenues are below budgetary figures due to a decrease in ridership compared to FY25.
- As of February, ridership was at 3.0% below FY25 FYTD totals.
- Total system ridership was 56,173 trips below FY25 FYTD amounts.

Ridership

	FY25-February	FY26-February	Variance	%Δ
Fixed Route	225,077	221,597	(3,480)	-1.5%
Paratransit	8,955	7,925	(1,030)	-11.5%
SunRide	2,276	1,748	(528)	-23.2%
System Total	236,308	231,270	(5,038)	-2.1%

Ridership

	FYTD-FY25	FYTD-FY26	Variance	%Δ
Fixed Route	1,791,829	1,745,863	(45,966)	-2.6%
Paratransit	74,088	66,726	(7,362)	-9.9%
SunRide	17,312	14,467	(2,845)	-16.4%
System Total	1,883,229	1,827,056	(56,173)	-3.0%

Other Revenue

- The unfavorable variance in other revenue is primarily due to a decrease in outside CNG fueling revenue and lower emission credit revenue as a result of low credit values.

Operator & Mechanic Salaries & Wages

- The favorable variance in operator and mechanic wages are due to vacancies.

Operator & Mechanic Overtime

- The unfavorable variance is primarily attributed to overtime for fixed route operators due to vacant positions.

Administration Salaries & Wages

- Administrative salary and wage expenses are within an acceptable range of the budget.

Administration Overtime

- The unfavorable variance is primarily attributed to overtime in the Maintenance department to account for vacant positions & premium pay for holidays worked.

Fringe Benefits

- The unfavorable balance in fringe benefit expenses is primarily attributed to increases in benefit utilization.

Communications

- Communication expenses are within an acceptable range of the budget.

Legal Services

- The unfavorable variance in legal services is primarily due to greater utilization of legal services.

Computer/Network Software Agreement

- Software agreement expenditures are dependent on annual renewals of software agreements. Many renewals are completed at the beginning of the fiscal year.

Uniforms

- Uniform expenses are below the budgeted amount due to less utilization of uniform allowance and vacant positions.

Contracted Services

- Savings in contract services costs are primarily attributed to budgeted operating and maintenance costs for the hydrogen electrolyzer station that have not been incurred

Equipment Repairs

- Equipment repair expenses are within an acceptable range of the budget.

Security Services

- Security services are within an acceptable range of the budget.

Fuel - CNG

- CNG expenses are within an acceptable range of the budget.

Fuel - Hydrogen

- The unfavorable balance is due to a increase utilization of liquid hydrogen.

Tires

- Tire expenses are within an acceptable range of the budget.

Office Supplies

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

Travel/Training

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

Repair Parts

- The unfavorable variance is primarily due to repairs related to fueling equipment and fixed route buses.

Facility Maintenance

- Fuel maintenance expenses are within an acceptable range of the budget.

Electricity - CNG & Hydrogen

- Electricity - CNG & Hydrogen expenses are within an acceptable range of the budget.

Natural Gas

- The positive variance is primarily attributed to lower usage of CNG fixed route vehicles over budgeted estimates for FY26.

Water and Gas

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

Insurance Losses

- The variance in insurance losses is primarily due to a quarterly reconciliation to estimated losses from the Agency's risk pool.

Insurance Premium - Property

- Insurance premium expenses are within an acceptable range of the budget.

Repair Claims

- The unfavorable variance is primarily attributed due to the replacement of a bus stop shelter after a vehicle collision.

Fuel Taxes

- Fuel tax expenses are within an acceptable range of the budget.

Other Expenses

- Other expenses are within an acceptable range of the budget.

Self-Consumed Fuel

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



Board Report

AGENDA ITEM: ACTION - CONSENT CALENDAR

TO: Finance/Audit Committee/Committee of the Whole Board of Directors

FROM: Luis Garcia, Chief Financial Officer

SUBJECT: Acceptance of Contracts Signed Between \$25,000 and \$250,000 for February 2026

Recommendation:

Recommend that the Board of Directors (Board) approve contracts signed between \$25,000 and \$250,000 for February 2026.

Background:

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) contract, two (2) purchase orders and one (1) amendment completed in February 2026 between \$25,000 and \$250,000:

Vendor	Purpose	Amount
Complete Coach Works	Bus Repair	\$52,018.70
CV Strategies	Consulting	\$27,418.75
Vertosoft	Software	\$85,491.00
Rush Trucks	Bus Catalytic Converters (9)	\$199,665.00

Financial Impact:

There is no financial impact associated with this item.

Strategic Priority:

Resource Acquisition, Allocation, and Management: Prioritizes optimized resource management by effectively acquiring and allocating financial, human, and material resources to ensure operational excellence and long-term sustainability.

In Collaboration with:

N/A

Approved/Reviewed by:

Luis Garcia, Chief Financial Officer

Attachments:

- Contracts Signed Between \$25,000 and \$250,000 for February 2026

Contracts Signed Between \$25,000 and \$250,000
February 2026

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
Complete Coach Works	Bus Repair	Repair Bus	\$52,018.70	\$52,018.70	\$52,018.70	Agreement
CV Strategies	Consulting	Strategic Communications Planning	\$27,418.75	\$27,418.75	\$27,418.75	Amendment
Vertosoft	Annual Software	Transit Management Renewal	\$85,491.00	\$85,491.00	\$85,491.00	Purchase Order
Rush Trucks	Bus Refurbishment	Bus Catalytic Converters (9)	\$199,665.00	\$199,665.00	\$199,665.00	Purchase Order



Board Report

AGENDA ITEM: ACTION - CONSENT CALENDAR

TO: Finance/Audit Committee/Committee of the Whole Board of Directors

FROM: Luis Garcia, Chief Financial Officer

SUBJECT: Acceptance of Union & Non-Union Pension Investment Asset Summary for February 2026

Recommendation:

Recommend that the Board of Directors (Board) approve union & non-union pension investment asset summary for February 2026.

Background:

For the month of February, 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	32.2%	16% – 56%
	International Equity	19.2%	0% - 39%
	Other	7.8%	0% – 20%
Income Assets			
	Fixed Income	35.5%	25% - 65%
	Other	4.1%	0% – 20%
Real Return Assets		0.0%	0% – 20%
Cash Equivalent		1.2%	0% – 20%

Non-Union:

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	32.2%	16% - 56%
	International Equity	19.2%	0% - 39%
	Other	7.8%	0% - 20%
Income Assets			
	Fixed Income	35.4%	25% - 65%
	Other	4.1%	0% - 20%
Real Return Assets		0.0%	0% - 20%
Cash Equivalents		1.3%	0% - 20%

Components may not sum to 100.0% due to rounding.

For the month of February, the market value of assets increased by \$522,019 and \$529,006 for the union and non-union plans, respectively.

Month to Month Asset Comparison

Month	Market Value - Union	Market Value - Non-Union
January 2026	\$49,243,652	\$49,631,287
February 2026	\$49,765,671	\$50,160,293
Increase (Decrease)	\$522,019	\$529,006

Financial Impact:

There is no financial impact associated with this item.

Strategic Priority:

Resource Acquisition, Allocation, and Management: Prioritizes optimized resource management by effectively acquiring and allocating financial, human, and material resources to ensure operational excellence and long-term sustainability.

In Collaboration with:

N/A

Approved/Reviewed by:

Luis Garcia, Chief Financial Officer

Attachments:

- Union & Non-Union Pension Investment Asset Summary for February 2026

Detail of Securities Held & Market Analytics

For the Month Ending **February 28, 2026**

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	8278395	4,049.00	98.87	400,324.63	101.40	410,568.60	10,243.97	0.83
ISHARES CORE U.S. AGGREGATE	464287226	8278395	6,446.00	92.76	597,930.32	101.40	653,624.40	55,694.08	1.31
ISHARES CORE U.S. AGGREGATE	464287226	8278395	7,159.00	97.77	699,934.71	101.40	725,922.60	25,987.89	1.46
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,307.00	96.40	318,794.80	101.40	335,329.80	16,535.00	0.67
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,322.00	99.12	329,276.64	101.40	336,850.80	7,574.16	0.68
ISHARES CORE U.S. AGGREGATE	464287226	8278395	16,903.00	98.64	1,667,311.92	101.40	1,713,964.20	46,652.28	3.44
ISHARES CORE U.S. AGGREGATE	464287226	8278395	7,165.00	97.84	701,023.60	101.40	726,531.00	25,507.40	1.46
Security Type Sub-Total			48,351.00		4,714,596.62	709.80	4,902,791.40	188,194.78	9.85
Exchange-Traded Fund - Equity									
SCHWAB US LARGE-CAP ETF	808524201	17333747	28,188.00	27.43	773,196.84	27.06	762,767.28	(10,429.56)	1.53
SCHWAB US LARGE-CAP ETF	808524201	17333747	39,046.00	22.81	890,639.26	27.06	1,056,584.76	165,945.50	2.12
SCHWAB US LARGE-CAP ETF	808524201	17333747	466,004.00	22.54	10,505,283.51	27.06	12,610,068.24	2,104,784.73	25.34
Security Type Sub-Total			533,238.00		12,169,119.61	81.18	14,429,420.28	2,260,300.67	28.99
Money Market Mutual Fund									
FIRST AM GOVT OBLIG-Z DTD 01/01/2010 0.000% --	31846V567	351477	586,829.45	1.00	586,829.45	100.00	586,829.45	0.00	1.18
Security Type Sub-Total			586,829.45		586,829.45	100.00	586,829.45	0.00	1.18
Mutual Fund - Bond									
BAIRD CORE PLUS BOND-INST	057071870	7001692	439,352.09	10.54	4,629,808.27	10.42	4,578,048.76	(51,759.51)	9.20
BBH LIMITED DURATION-I	05528X851	7344118	0.03	10.29	0.35	10.51	0.36	0.01	0.00
NUVEEN CORE BOND FUND-R6	87244W607	7580345	334,727.97	9.15	3,063,967.96	9.39	3,143,095.63	79,127.67	6.32
PGIM TOTAL RETURN BOND-R6	74440B884	168981	256,318.40	12.61	3,231,448.83	12.34	3,162,969.07	(68,479.76)	6.36
VOYA INTERMEDIATE BOND-R6	92913L569	IIBZX	208,577.58	9.56	1,994,224.07	8.96	1,868,855.13	(125,368.94)	3.76
Security Type Sub-Total			1,238,976.07		12,919,449.48	51.62	12,752,968.95	(166,480.53)	25.64
Mutual Fund - Equity									

Detail of Securities Held & Market Analytics

For the Month Ending **February 28, 2026**

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 - Equity										
COLUMBIA SMALL CAP GRW-INST3		19765Y340	195897	22,010.26	33.00	726,433.26	36.30	798,972.51	72,539.25	1.61
FIDELITY EMRG MRKT INDX		316146331	26545809	103,712.20	11.50	1,193,179.38	15.64	1,622,058.82	428,879.44	3.26
FIDELITY INTL INDX		315911727	308475	44,142.93	56.26	2,483,514.07	66.88	2,952,279.13	468,765.06	5.93
GLDMN SCHS GQG PRT INTL-R6		38147N269	GSIX	43,929.40	19.83	870,974.41	24.83	1,090,766.96	219,792.55	2.19
HRDNG LVNR INTL EQTY-INST		412295107	175052	0.00	25.00	0.02	30.34	0.02	0.00	0.00
JANUS HNDRSN OVERSEAS-N		47103D835	JANUS	26,607.72	51.08	1,359,065.32	62.42	1,660,853.59	301,788.27	3.34
MFS INTL DIVERSIFICAT-R6		552743544	9214518	73,060.56	26.33	1,923,620.14	30.47	2,226,155.21	302,535.07	4.47
PIMCO RAE US SMALL-INST		72202L421	45833025	66,432.56	12.11	804,739.33	12.26	814,463.15	9,723.82	1.64
Security Type Sub-Total				379,895.62		9,361,525.93	279.14	11,165,549.39	1,804,023.46	22.44
Separate Account										
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --		ATEL00019	AL406	45,325.00	1.00	45,325.00	100.00	45,325.00	0.00	0.09
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --		ATEL00019	AL406	45,325.00	1.00	45,325.00	100.00	45,325.00	0.00	0.09
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --		ATEL00019	AL406	29,588.71	1.00	29,588.71	100.00	29,588.71	0.00	0.06
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --		ATEL00019	AL406	45,325.00	1.00	45,325.00	100.00	45,325.00	0.00	0.09
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --		ATEL00019	AL406	45,325.00	1.00	45,325.00	100.00	45,325.00	0.00	0.09
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --		ATEL00019	AL406	49,000.00	1.00	49,000.00	100.00	49,000.00	0.00	0.10
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --		ATEL00019	AL406	7,183.71	1.00	7,183.71	100.00	7,183.71	0.00	0.01
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --		ATEL00019	AL406	49,000.00	1.00	49,000.00	100.00	49,000.00	0.00	0.10
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --		ATEL00019	AL406	71,383.04	1.00	71,383.04	100.00	71,383.04	0.00	0.14
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --		ATEL00019	AL406	45,325.00	1.00	45,325.00	100.00	45,325.00	0.00	0.09

Detail of Securities Held & Market Analytics

For the Month Ending **February 28, 2026**

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										
BLACKSTONE INFRASTRUCTURE DTD 10/01/2024 0.000% --	BKSTONE63	AL495	156,834.00	1.00	156,834.00	100.00	156,834.00	0.00	0.32	
BLACKSTONE INFRASTRUCTURE DTD 10/01/2024 0.000% --	BKSTONE63	AL495	900,000.00	1.00	900,000.00	100.00	900,000.00	0.00	1.81	
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0090	AL467	180,000.00	1.00	180,000.00	100.00	180,000.00	0.00	0.36	
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0090	AL467	1,001,633.00	1.00	1,001,633.00	100.00	1,001,633.00	0.00	2.01	
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0090	AL467	408,495.00	1.00	408,495.00	100.00	408,495.00	0.00	0.82	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	130,837.59	1.00	130,837.59	100.00	130,837.59	0.00	0.26	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	73,423.62	1.00	73,423.62	100.00	73,423.62	0.00	0.15	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	252,000.00	1.00	252,000.00	100.00	252,000.00	0.00	0.51	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	127,930.57	1.00	127,930.57	100.00	127,930.57	0.00	0.26	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	848,173.81	1.00	848,173.81	100.00	848,173.81	0.00	1.70	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	309,750.00	1.00	309,750.00	100.00	309,750.00	0.00	0.62	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	58,570.33	1.00	58,570.33	100.00	58,570.33	0.00	0.12	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	91,315.75	1.00	91,315.75	100.00	91,315.75	0.00	0.18	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	204,378.01	1.00	204,378.01	100.00	204,378.01	0.00	0.41	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	30,795.20	1.00	30,795.20	100.00	30,795.20	0.00	0.06	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	180,319.43	1.00	180,319.43	100.00	180,319.43	0.00	0.36	

Detail of Securities Held & Market Analytics

For the Month Ending February 28, 2026

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Separate Account									
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	173,360.99	1.00	173,360.99	100.00	173,360.99	0.00	0.35
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	147,000.00	1.00	147,000.00	100.00	147,000.00	0.00	0.30
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	80,433.93	1.00	80,433.93	100.00	80,433.93	0.00	0.16
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	35,079.99	1.00	35,079.99	100.00	35,079.99	0.00	0.07
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV007	AL425	105,000.00	1.00	105,000.00	100.00	105,000.00	0.00	0.21
Security Type Sub-Total			5,928,111.68		5,928,111.68	3,100.00	5,928,111.68	0.00	11.90
Managed Account Sub-Total			8,715,401.82		45,679,632.77	4,321.74	49,765,671.15	4,086,038.38	100.00
Securities Sub-Total			\$8,715,401.82		\$45,679,632.77	\$4,321.74	\$49,765,671.15	\$4,086,038.38	100.00%
Accrued Interest							\$0.00		
Total Investments							\$49,765,671.15		

Detail of Securities Held & Market Analytics

For the Month Ending **February 28, 2026**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [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	8278395	4,049.00	98.87	400,324.63	101.40	410,568.60	10,243.97	0.82
ISHARES CORE U.S. AGGREGATE	464287226	8278395	7,146.00	97.84	699,164.64	101.40	724,604.40	25,439.76	1.44
ISHARES CORE U.S. AGGREGATE	464287226	8278395	6,272.00	92.76	581,790.09	101.40	635,980.80	54,190.71	1.27
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,372.00	99.12	334,232.64	101.40	341,920.80	7,688.16	0.68
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,317.00	96.40	319,758.80	101.40	336,343.80	16,585.00	0.67
ISHARES CORE U.S. AGGREGATE	464287226	8278395	17,290.00	98.64	1,705,485.60	101.40	1,753,206.00	47,720.40	3.50
ISHARES CORE U.S. AGGREGATE	464287226	8278395	6,136.00	97.77	599,916.11	101.40	622,190.40	22,274.29	1.24
Security Type Sub-Total			47,582.00		4,640,672.51	709.80	4,824,814.80	184,142.29	9.62
Exchange-Traded Fund - Equity									
SCHWAB US LARGE-CAP ETF	808524201	17333747	43,384.00	22.81	989,589.04	27.06	1,173,971.04	184,382.00	2.34
SCHWAB US LARGE-CAP ETF	808524201	17333747	464,498.00	22.54	10,471,333.25	27.06	12,569,315.88	2,097,982.63	25.06
SCHWAB US LARGE-CAP ETF	808524201	17333747	29,369.00	27.43	805,591.67	27.06	794,725.14	(10,866.53)	1.58
Security Type Sub-Total			537,251.00		12,266,513.96	81.18	14,538,012.06	2,271,498.10	28.98
Money Market Mutual Fund									
FIRST AM GOVT OBLIG-Z DTD 01/01/2010 0.000% --	31846V567	351477	693,368.52	1.00	693,368.52	100.00	693,368.52	0.00	1.38
Security Type Sub-Total			693,368.52		693,368.52	100.00	693,368.52	0.00	1.38
Mutual Fund - Bond									
BAIRD CORE PLUS BOND-INST	057071870	7001692	448,280.40	10.52	4,718,005.69	10.42	4,671,081.77	(46,923.92)	9.31
BBH LIMITED DURATION-I	05528X851	7344118	0.03	10.29	0.35	10.51	0.36	0.01	0.00
NUVEEN CORE BOND FUND-R6	87244W607	7580345	334,727.97	9.15	3,063,967.96	9.39	3,143,095.63	79,127.67	6.27
PGIM TOTAL RETURN BOND-R6	74440B884	168981	260,243.78	12.59	3,275,255.80	12.34	3,211,408.22	(63,847.58)	6.40
VOYA INTERMEDIATE BOND-R6	92913L569	IIBZX	210,036.37	9.57	2,009,817.58	8.96	1,881,925.82	(127,891.76)	3.75
Security Type Sub-Total			1,253,288.55		13,067,047.38	51.62	12,907,511.80	(159,535.58)	25.73
Mutual Fund - Equity									

Detail of Securities Held & Market Analytics

For the Month Ending **February 28, 2026**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [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 - Equity										
COLUMBIA SMALL CAP GRW-INST3		19765Y340	195897	22,176.78	33.07	733,466.14	36.30	805,017.26	71,551.12	1.60
FIDELITY EMRG MRKT INDX		316146331	26545809	104,334.17	11.50	1,200,334.94	15.64	1,631,786.39	431,451.45	3.25
FIDELITY INTL INDX		315911727	308475	44,830.95	56.26	2,522,137.01	66.88	2,998,293.60	476,156.59	5.98
GLDMN SCHS GQG PRT INTL-R6		38147N269	GSIX	44,191.90	19.85	877,066.00	24.83	1,097,284.94	220,218.94	2.19
HRTFRD SCHR EM MRKT EQ-SDR		41665H789	10575468	0.00	20.00	0.02	26.84	0.03	0.01	0.00
JANUS HNDRSN OVERSEAS-N		47103D835	JANUS	26,755.56	51.08	1,366,612.70	62.42	1,670,081.86	303,469.16	3.33
MFS INTL DIVERSIFICAT-R6		552743544	9214518	73,470.40	26.33	1,934,399.24	30.47	2,238,643.02	304,243.78	4.46
PIMCO RAE US SMALL-INST		72202L421	45833025	67,485.09	12.10	816,844.95	12.26	827,367.24	10,522.29	1.65

Security Type Sub-Total **383,244.85** **9,450,861.00** **275.64** **11,268,474.34** **1,817,613.34** **22.46**

Separate Account

ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	AL407	29,588.71	1.00	29,588.71	100.00	29,588.71	0.00	0.06
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	AL407	49,000.00	1.00	49,000.00	100.00	49,000.00	0.00	0.10
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	AL407	49,000.00	1.00	49,000.00	100.00	49,000.00	0.00	0.10
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	AL407	45,325.00	1.00	45,325.00	100.00	45,325.00	0.00	0.09
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	AL407	45,325.00	1.00	45,325.00	100.00	45,325.00	0.00	0.09
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	AL407	45,325.00	1.00	45,325.00	100.00	45,325.00	0.00	0.09
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	AL407	45,325.00	1.00	45,325.00	100.00	45,325.00	0.00	0.09
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	AL407	7,183.83	1.00	7,183.83	100.00	7,183.83	0.00	0.01
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	AL407	45,325.00	1.00	45,325.00	100.00	45,325.00	0.00	0.09
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	AL407	71,382.92	1.00	71,382.92	100.00	71,382.92	0.00	0.14

Detail of Securities Held & Market Analytics

For the Month Ending **February 28, 2026**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [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										
BLACKSTONE INFRASTRUCTURE DTD 10/01/2024 0.000% --	BKSTONE64	AL496	156,834.00	1.00	156,834.00	100.00	156,834.00	0.00	0.31	
BLACKSTONE INFRASTRUCTURE DTD 10/01/2024 0.000% --	BKSTONE64	AL496	900,000.00	1.00	900,000.00	100.00	900,000.00	0.00	1.79	
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0091	AL468	1,001,633.00	1.00	1,001,633.00	100.00	1,001,633.00	0.00	2.01	
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0091	AL468	180,000.00	1.00	180,000.00	100.00	180,000.00	0.00	0.36	
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0091	AL468	408,495.00	1.00	408,495.00	100.00	408,495.00	0.00	0.81	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	130,837.59	1.00	130,837.59	100.00	130,837.59	0.00	0.26	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	252,000.00	1.00	252,000.00	100.00	252,000.00	0.00	0.50	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	127,930.57	1.00	127,930.57	100.00	127,930.57	0.00	0.26	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	105,000.00	1.00	105,000.00	100.00	105,000.00	0.00	0.21	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	73,423.62	1.00	73,423.62	100.00	73,423.62	0.00	0.15	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	309,750.00	1.00	309,750.00	100.00	309,750.00	0.00	0.62	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	173,360.99	1.00	173,360.99	100.00	173,360.99	0.00	0.35	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	91,315.75	1.00	91,315.75	100.00	91,315.75	0.00	0.18	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	147,000.00	1.00	147,000.00	100.00	147,000.00	0.00	0.29	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	180,319.43	1.00	180,319.43	100.00	180,319.43	0.00	0.36	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	204,378.01	1.00	204,378.01	100.00	204,378.01	0.00	0.41	

Detail of Securities Held & Market Analytics

For the Month Ending **February 28, 2026**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [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 Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	848,173.81	1.00	848,173.81	100.00	848,173.81	0.00	1.69	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	35,079.99	1.00	35,079.99	100.00	35,079.99	0.00	0.07	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	80,433.93	1.00	80,433.93	100.00	80,433.93	0.00	0.16	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	30,795.20	1.00	30,795.20	100.00	30,795.20	0.00	0.06	
NB Secondary Opps Offshore V DTD 01/01/2010 0.000% --	NBSOFV008	AL426	58,570.33	1.00	58,570.33	100.00	58,570.33	0.00	0.12	
Security Type Sub-Total			5,928,111.68		5,928,111.68	3,100.00	5,928,111.68	0.00	11.83	
Managed Account Sub-Total			8,842,846.60		46,046,575.05	4,318.24	50,160,293.20	4,113,718.15	100.00	
Securities Sub-Total			\$8,842,846.60		\$46,046,575.05	\$4,318.24	\$50,160,293.20	\$4,113,718.15	100.00%	
Accrued Interest							\$0.00			
Total Investments							\$50,160,293.20			



Board Report

April 22, 2026

AGENDA ITEM: ACTION - CONSENT CALENDAR

TO: Finance/Audit Committee/Committee of the Whole Board of Directors

FROM: Daren Tatham, Assistant Transit Planner

SUBJECT: Acceptance of Ridership Report for February 2026

Recommendation:

Recommend that the Board of Directors (Board) approve the Ridership Report for February 2026.

Background:

	Monthly Ridership		Monthly Variance	
	Feb-25	Feb-26	Net	Percent
Fixed Route	225,077	221,597	(3,480)	(1.5%)
SunRide	2,276	1,748	(528)	(23.2%)
Taxi Voucher*	82	109	27	32.9%
SunDial	8,955	7,925	(1,030)	(11.5%)
Total	236,390	231,379	(5,011)	(2.1%)

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

Yearly Ridership	
Fiscal Year 2026	1,828,173
Fiscal Year 2025	1,884,335
Ridership Increase	(56,162)

Fiscal year to date system ridership decreased by 56,162 rides or 2.98% 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.

Financial Impact:

There is no financial impact associated with this item.

Strategic Priority:

Service Reliability: Our commitment to service reliability centers on building ridership trust by delivering a seamless transit experience and being there when we say we're going to be there.

In Collaboration with:

Anthony R. Parham Sr., Paratransit Operations Manager
Jill Plaza, Taxi/Contracted Transportation Services Administrator

Approved/Reviewed by:

David Legarreta, Financial Analyst

Attachments:

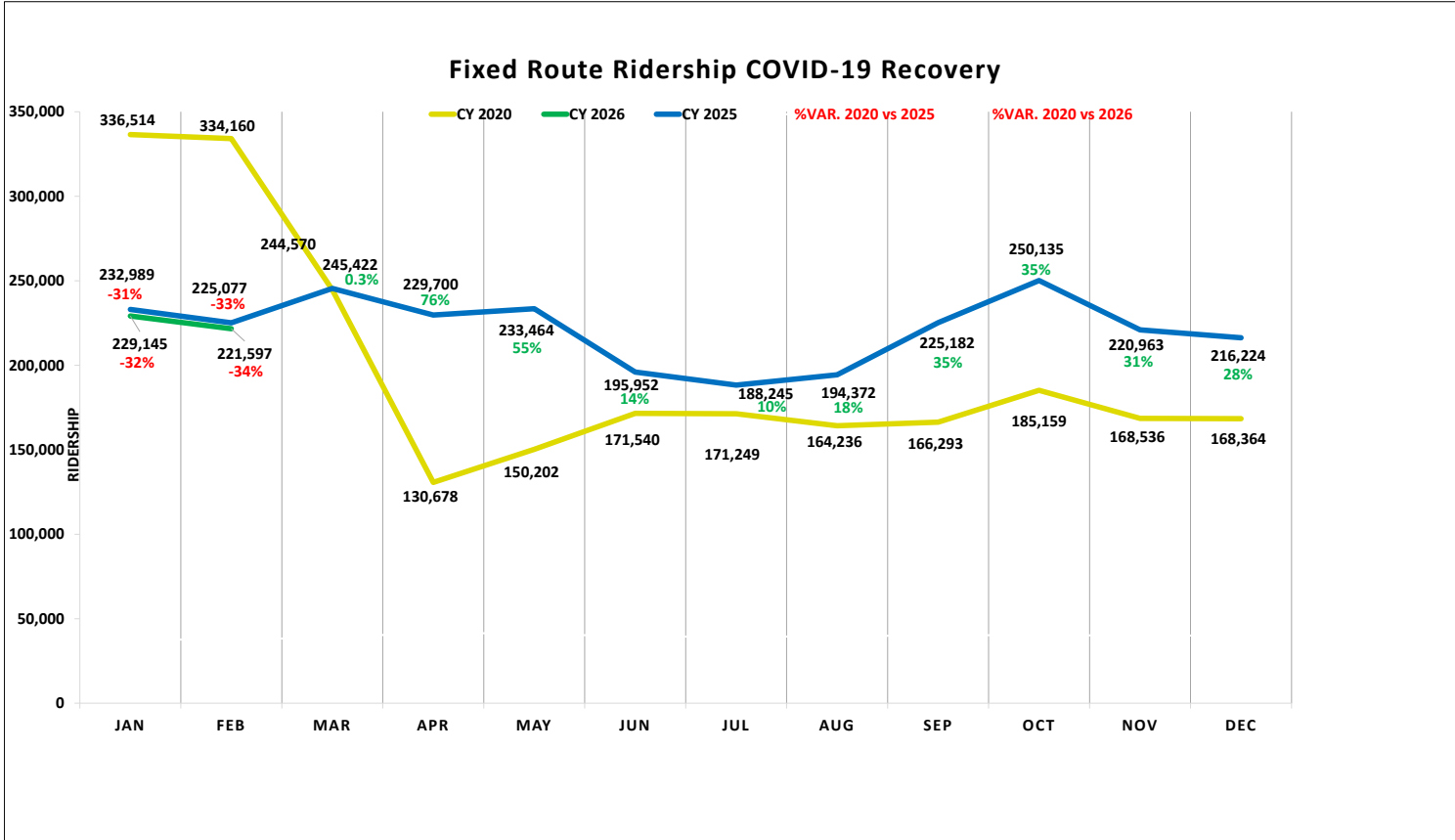
- Monthly Ridership Report – February 2026
- Ridership COVID-19 Recovery – February 2026



SunLine Transit Agency Monthly Ridership Report February 2026

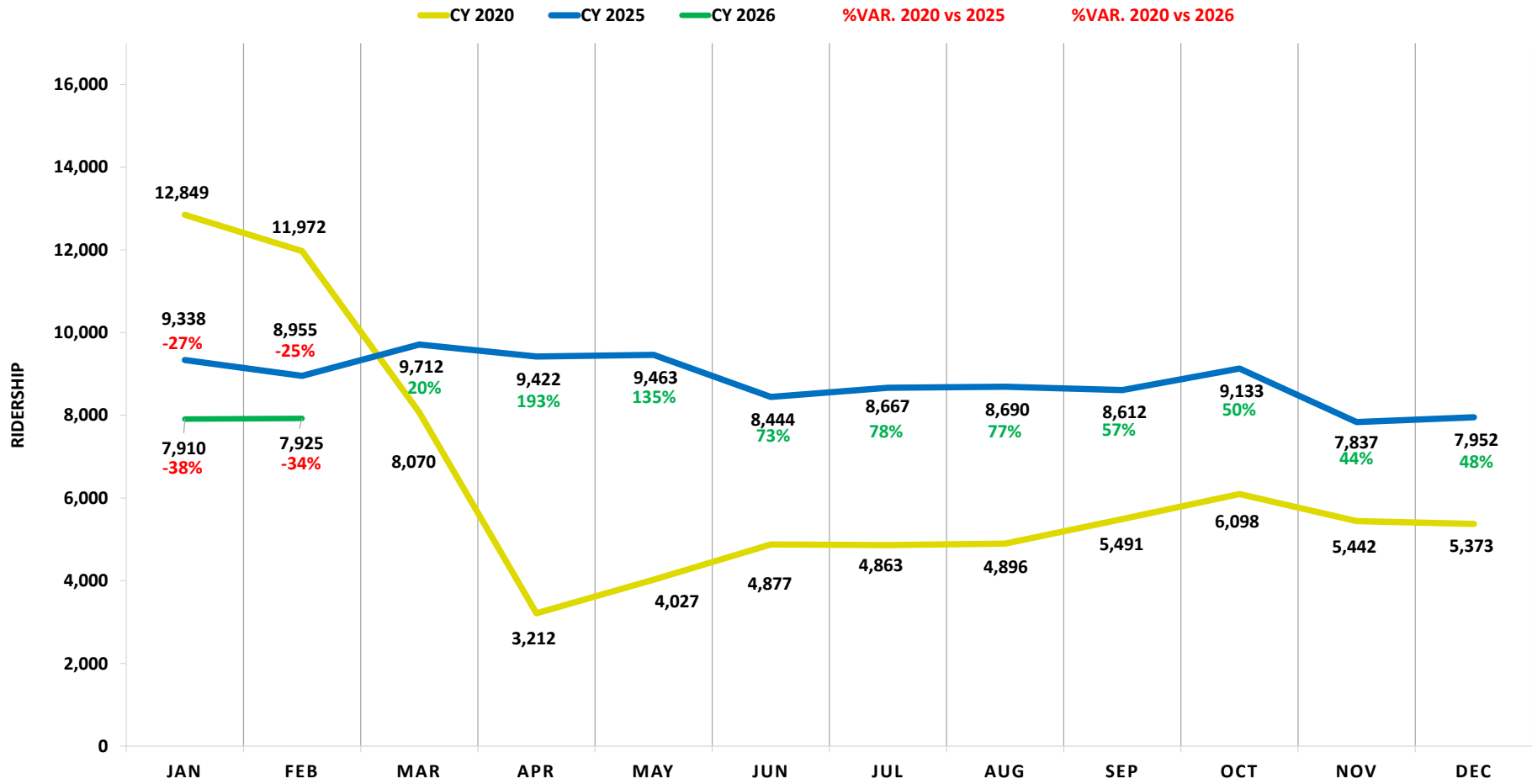
Fixed Route		FY 2025		FY 2026		Monthly KPI		Bikes		Wheelchairs	
		Feb 2025	Feb 2026	YTD	YTD	Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD
Route 1EV	Coachella - Hwy 111 - Palm Desert Mall	49,568	46,164	395,768	352,808	18.3	1.5	1,797	14,021	347	2,216
Route 1WV	Palm Springs - Hwy 111 - Palm Desert Mall	37,694	35,225	305,501	308,142	15.9	1.4	1,085	10,264	252	2,115
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	59,953	59,677	513,440	488,639	18.0	1.3	1,803	13,037	512	3,705
Route 3	Desert Hot Springs - Desert Edge	7,211	8,419	62,148	62,307	10.3	0.6	229	1,954	55	544
Route 4	Thousand Palms - Palm Springs	19,410	15,832	158,033	153,403	11.8	0.8	410	3,644	77	882
Route 5	Desert Hot Springs - CSUSB - Palm Desert	2,765	3,427	20,681	25,493	7.5	0.3	116	974	23	167
Route 6	Coachella - Fred Waring - Westfield Palm Desert	4,980	8,165	35,834	45,991	10.4	0.8	251	1,717	40	251
Route 7	Bermuda Dunes - Indian Wells - La Quinta	8,078	7,485	60,306	59,183	9.5	0.7	329	2,683	89	353
Route 8	North Indio - Coachella -Thermal/Mecca	16,198	15,268	128,529	120,265	10.1	0.7	522	3,638	97	759
Route 9	North Shore - Mecca - Oasis	4,925	6,329	34,763	39,730	8.8	0.4	67	578	4	197
Route 10	Indio - CSUSB - San Bernardino - Metrolink	3,983	4,125	26,064	25,779	18.5	0.2	30	2,122	9	344
Route 14	Thousand Palms - Westfield Palm Desert		3,668		7,248	6.6	0.4	91	234	16	38
Route 200 SB	Palm Springs High School AM Tripper	209	155	1,269	1,110	13.1	0.6	-	4	-	1
Route 500 SB	Westfield Palm Desert PM Tripper	226	82	977	452	3.9	0.6	2	14	-	1
Route 700 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	440	403	1,857	2,568	18.5	1.2	3	10	-	-
Route 701 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	992	843	6,150	4,782	42.7	2.8	-	9	2	5
Route 800 NB	Shadow Hills High School AM Tripper	8,445	6,330	40,510	47,963	116.2	5.4	2	78	1	14
	Fixed Route Total	225,077	221,597	1,791,829	1,745,863			6,737	54,981	1,524	11,592
SunRide		2,276	1,748	17,312	14,467						
Taxi Voucher		82	109	1,106	1,117						
SunDial		8,955	7,925	74,088	66,726						
	System Total	236,390	231,379	1,884,335	1,828,173						
		Feb-25	Feb-26								
	Weekdays:	20	20								
	Saturdays:	4	4								
	Sundays:	4	4								
	Total Days:	28	28								

Mobile Ticketing contributed with 48,432 rides, the total for February 2026 includes 109 paratransit mobile tickets.



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. 2024 and 2025 are referring to the baseline of 2020. CY 2020 will remain on the chart since it is the baseline needed to compare ridership recovery for CY 2024 & CY 2025. CY 2021/2022/2023 have been removed to reflect the two (2) most recent years in recovery.

Paratransit Ridership COVID-19 Recovery



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. 2024 and 2025 are referring to the baseline of 2020.

CY 2020 will remain on the chart since it is the baseline needed to compare ridership recovery for CY 2024 & CY 2025. CY 2021 - CY 2023 have been removed to reflect the two (2) most recent years in recovery.



SunLine Transit Agency

Item 8G

April 22, 2026

Board Report

AGENDA ITEM: ACTION - CONSENT CALENDAR

TO: Finance/Audit Committee/Committee of the Whole
Board of Directors

FROM: Anthony R. Parham Sr., Paratransit Operations Manager

SUBJECT: Acceptance of SunDial Operational Notes for February 2026

Recommendation:

Recommend that the Board of Directors (Board) approve SunDial Operational Notes for February 2026.

Background:

Due to ongoing bus technology upgrades, on-time performance (OTP) reporting will be temporarily paused to ensure data accuracy during system testing and calibration. Reporting will resume once the new system is fully implemented and validated.

The total number of trips for the month of February 2026 was 7,471, which is a decrease of 985 trips or 11.6% when compared to February 2025. The total number of passengers for the month of February 2026 was 7,925, which is a decrease of 1,014 passengers or 11.3% when compared to February 2025. Mobility device boarding's for February 2026 decreased by 82 or 7.5% when compared to February 2025. During this month, the Field Supervisors conducted a total of 68 onboard inspections and 60 safety evaluations, which included pre-trip inspections and trailing evaluations. The Field Supervisors have exceeded their monthly on-board evaluation's goal of 60 by 8, which is a decrease of 17.0% when compared to February 2025. Similarly, they also met the safety evaluation goal of 60. This reflects a 25.9% decline from February 2025.

Financial Impact:

There is no financial impact associated with this item.

Strategic Priority:

Service Reliability: Our commitment to service reliability centers on building ridership trust by delivering a seamless transit experience and being there when we say we're going to be there.

In Collaboration with:

N/A

Approved/Reviewed by:

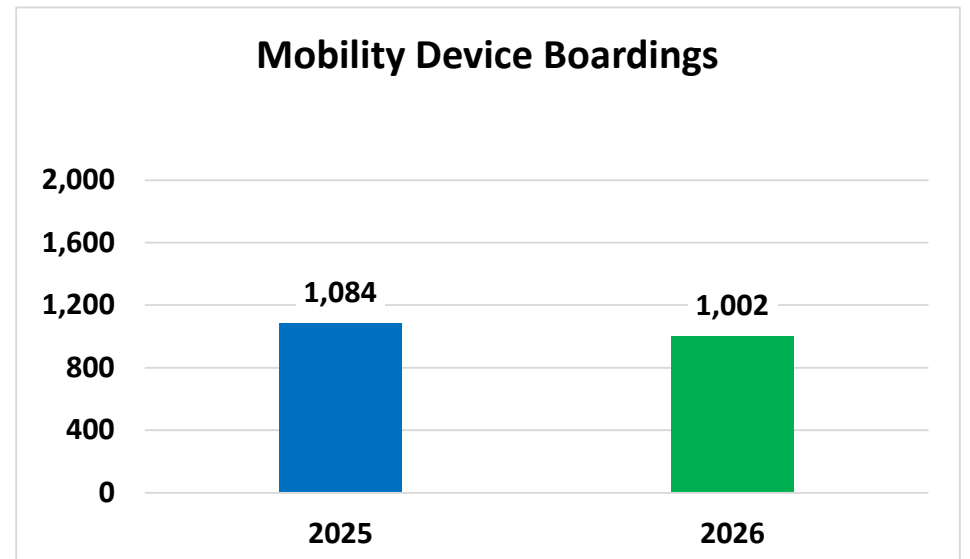
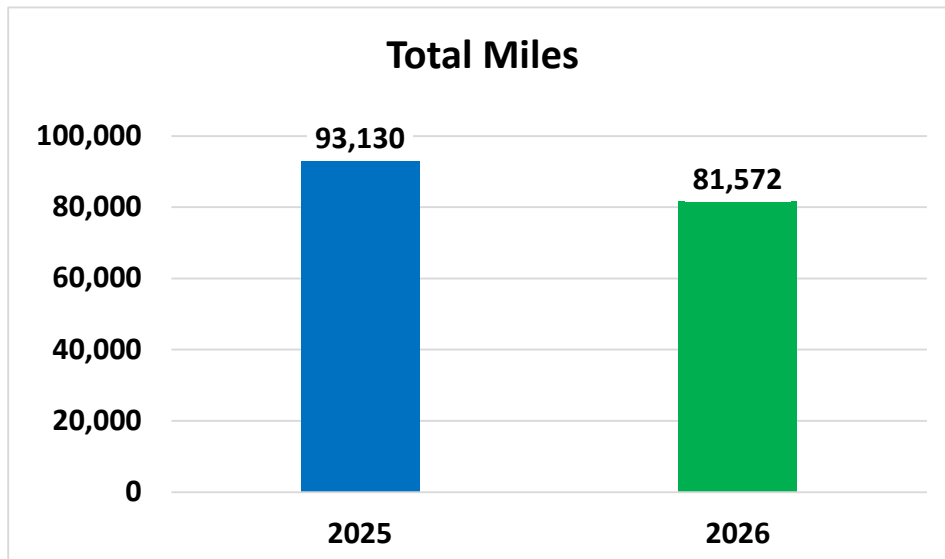
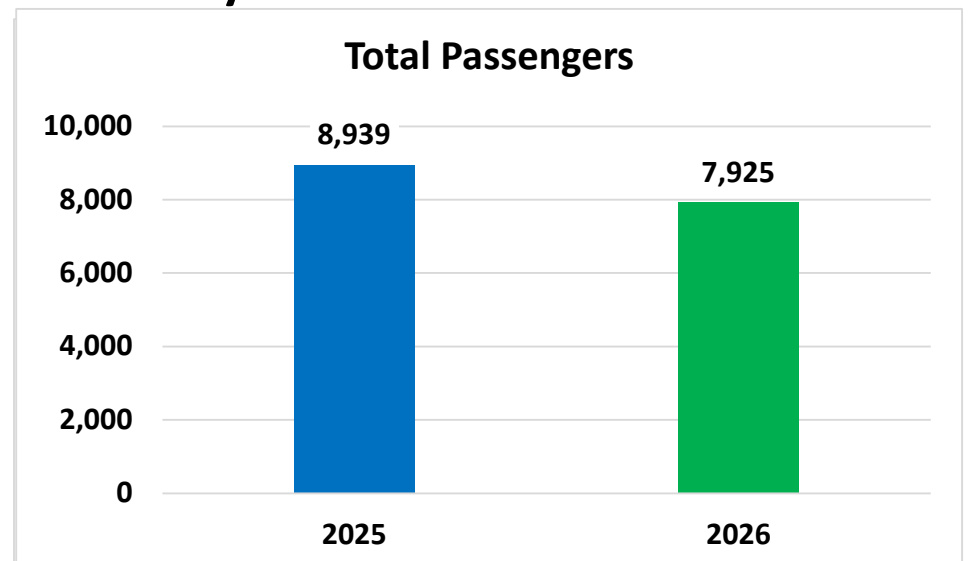
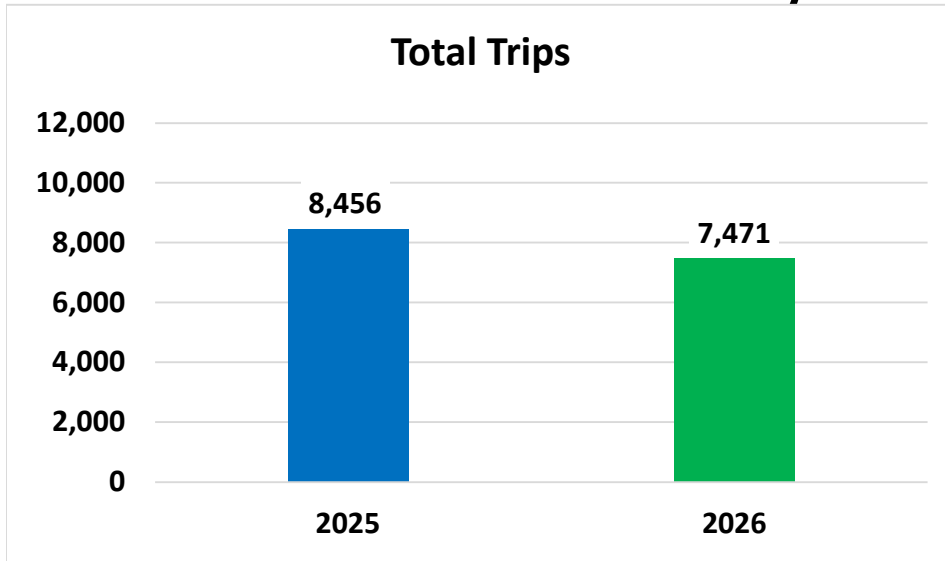
David Estrada, Deputy Chief of Transit Operations
Isabel Vizcarra, Chief Transportation Officer

Attachments:

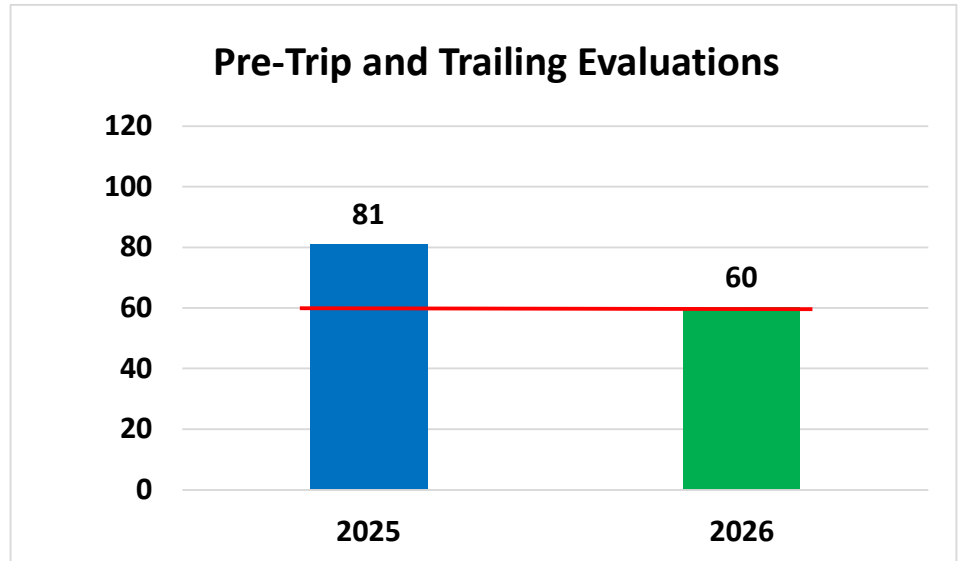
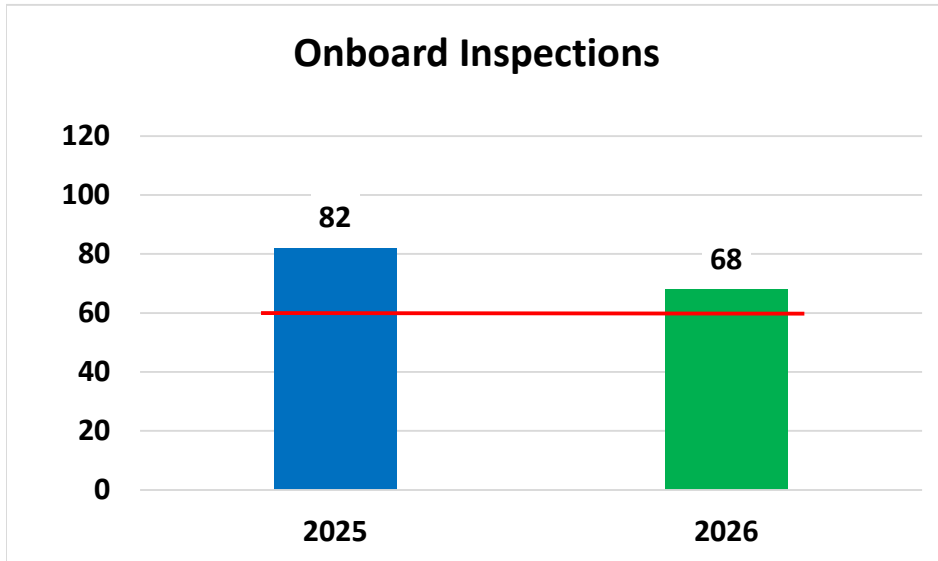
- Paratransit Operational Notes - February 2026

Paratransit Operational Charts

February 2025 vs. February 2026



Paratransit Operational Charts February 2025 vs. February 2026





Board Report

AGENDA ITEM: ACTION - CONSENT CALENDAR

TO: Finance/Audit Committee/Committee of the Whole
Board of Directors

FROM: Operations, Finance and Strategic Alignment Departments

SUBJECT: Acceptance of Metrics for February 2026

Recommendation:

Recommend that the Board of Directors (Board) approve the metrics for February 2026.

Background:

The metrics packet includes data highlighting operator absences, fixed route customer complaints, paratransit customer complaints and advertising revenue. SunRide performance includes system-wide metrics, trip booking method and geo-fence metrics for Desert Hot Springs/Desert Edge, Palm Desert, Coachella, Mecca/North Shore, Indio, Cathedral City, La Quinta and Palm Springs.

SunRide

February Ridership:

- Total Ridership: 1,748 passengers – decrease of 5% compared to 1,846 passengers in January 2026.
- Cathedral City: 164 passengers – increase of 58% in ridership compared to 104 passengers in January 2026.
- Coachella: 94 passengers – decrease of 15% in ridership compared to 111 passengers in January 2026.
- Desert Hot Springs/Desert Edge: 197 passengers – increase of 0.3% in ridership compared to 192 passengers in January 2026.

- Indio: 520 passengers – decrease of 22% in ridership compared to 670 passengers in January 2026.
- La Quinta: 46 passengers – decrease of 8% in ridership compared to 50 passengers in January 2026.
- Mecca/NorthShore: 27 passengers – decrease of 16% in ridership compared to 32 passengers in January 2026.
- Palm Desert: 548 passengers – decrease of 5% in ridership compared to 575 passengers in January 2026.
- Palm Springs: 152 passengers – increase of 36% in ridership compared to 112 passengers in January 2026.

Fixed Route

On-Time Performance:

Fixed route's on-time performance decreased from 84.69% in January 2026 to 82.27% in February 2026.

- Route 1WV did not meet its service standard goal for February due to traffic from Modernism Week, ongoing construction on Highway 111, and adverse weather events mid-month.
- Route 2 did not meet its service standard goal for February due to wind/storm damage delays, Modernism Week traffic, and road construction on Indian Canyon.
- Route 4 did not meet its service standard goal for February due to ongoing construction at South Palm Canyon, inclement weather, road closures, and increased seasonal traffic.
- Route 5 did not meet its service standard goal for February due to traffic delays along Palm Drive, ongoing construction delays in Palm Desert, and road closures and increased freeway traffic caused by inclement weather.
- Route 14 did not meet its service standard goal for February due to excessive traffic at Shoppers Lane/Interstate 10 interchange.

Late and Early Departures:

- Late departures increased by 2.73% in February compared to January.
- Early departures decreased by 0.31% in February compared to January.

Workforce:

- For the month of February, 19% of SunLine's fixed route operator workforce was absent when compared to February 2025 at 22%.

- For the month of February, workforce was at a total of 136 operators when compared to February 2025 at 129 operators.

Financial Impact:

There is no financial impact associated with this item.

Strategic Priority:

Service Reliability: Our commitment to service reliability centers on building ridership trust by delivering a seamless transit experience and being there when we say we're going to be there.

In Collaboration with:

N/A

Approved/Reviewed by:

Luis Garcia, Chief Financial Officer

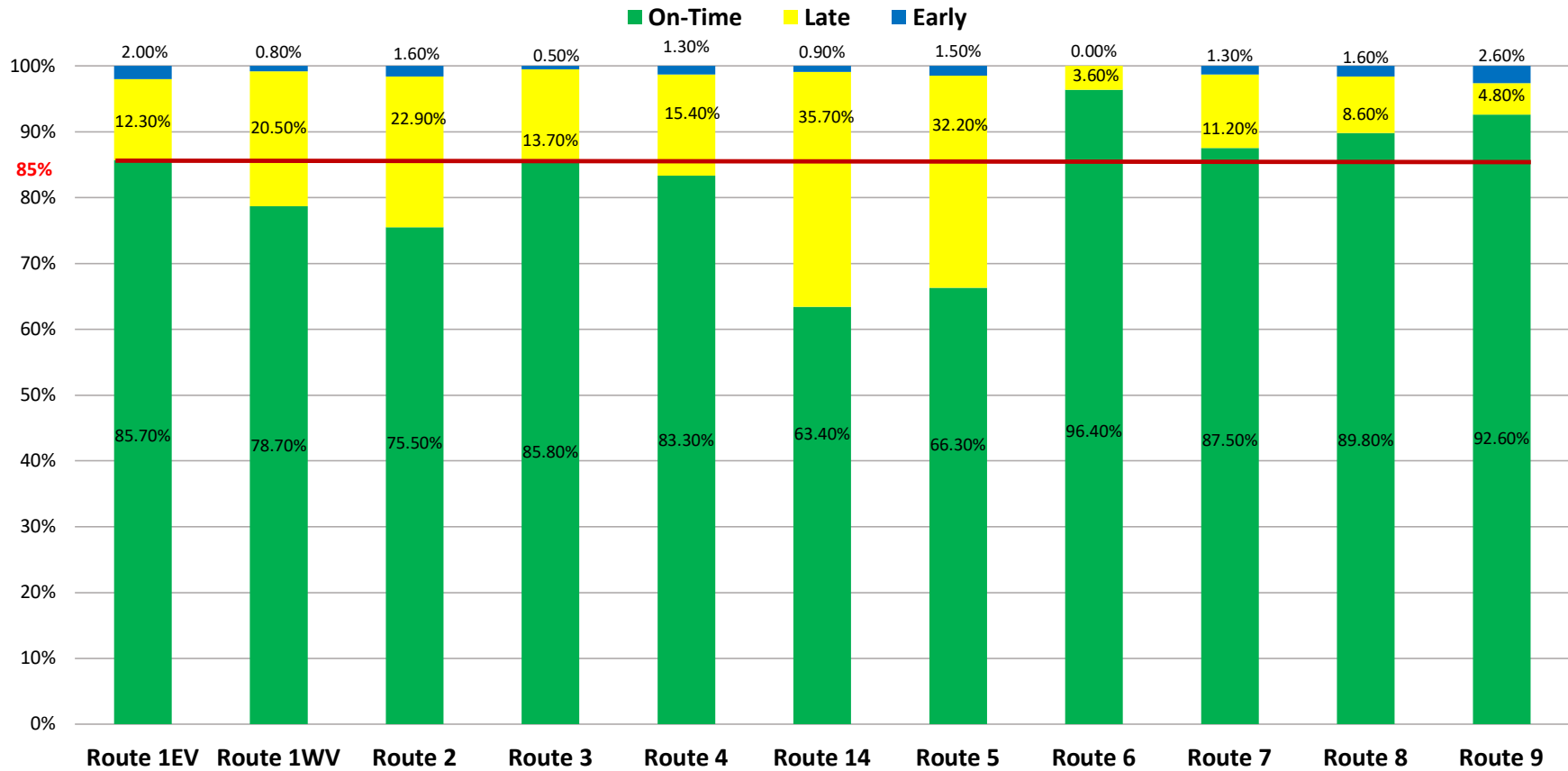
Isabel Vizcarra, Chief Transportation Officer

Greg Wildman, Chief of Strategic Alignment

Attachments:

- Fixed Route On-Time Performance, Early and Late Departure by Route
- Paratransit Total Trips vs. Late Cancellations
- Operator Absences by Type
- Fixed Route and Paratransit Customer Complaints
- Advertising Revenue
- SunRide System-Wide and Geo-Fence Metrics

Fixed Route On Time Performance Metrics for February 2026



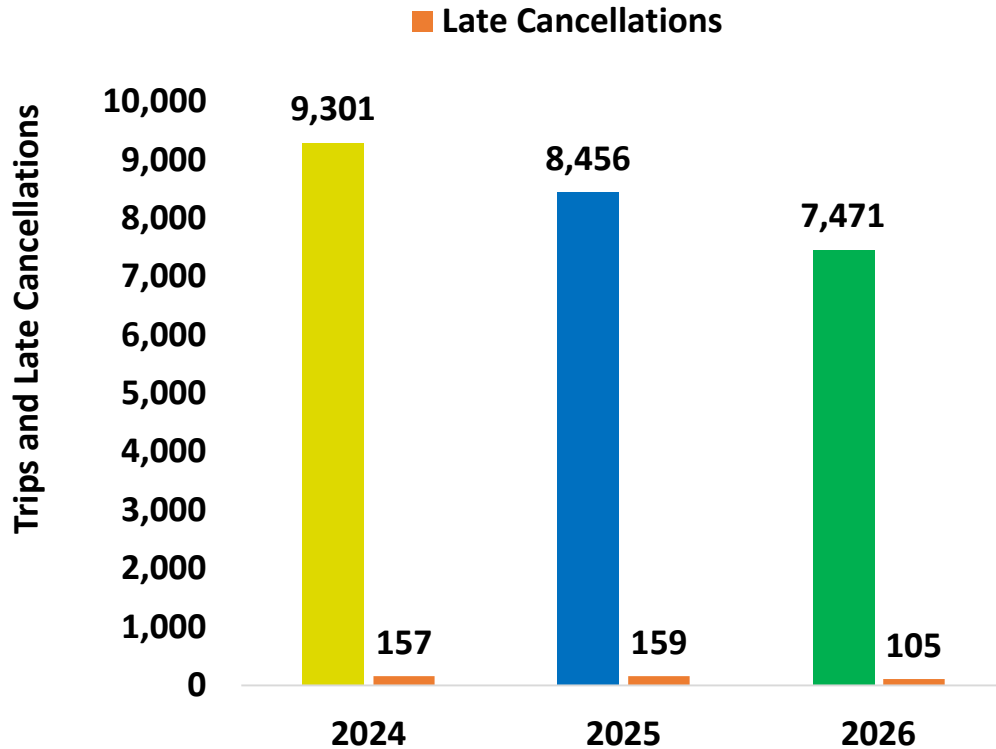
Goal: Early trips ≤ 0, Late Trips below 15%, On-Time Performance Goal of 85%.

System wide: Early: 1.28% Late: 16.45% On Time: 82.27%

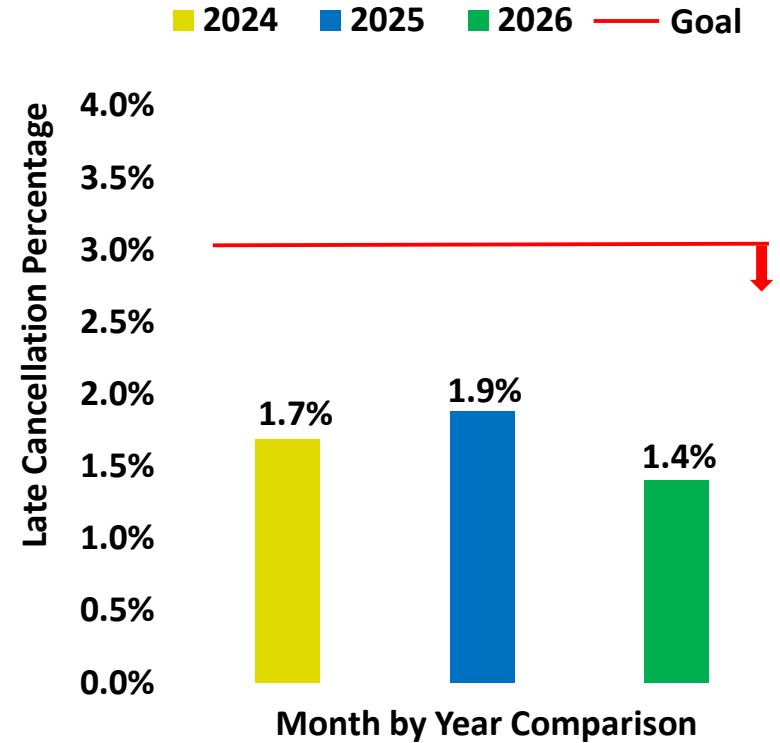
Total Monthly Scheduled Stops for February: 42,321.

*Note: Metrics are calculated using Swiftly Suite at timepoints only: -1 Minute (Early) to +5 Minute (Late) for OTP Trips.

Paratransit Total Trips vs. Late Cancellations February 2026



Late Cancellations by Percentage



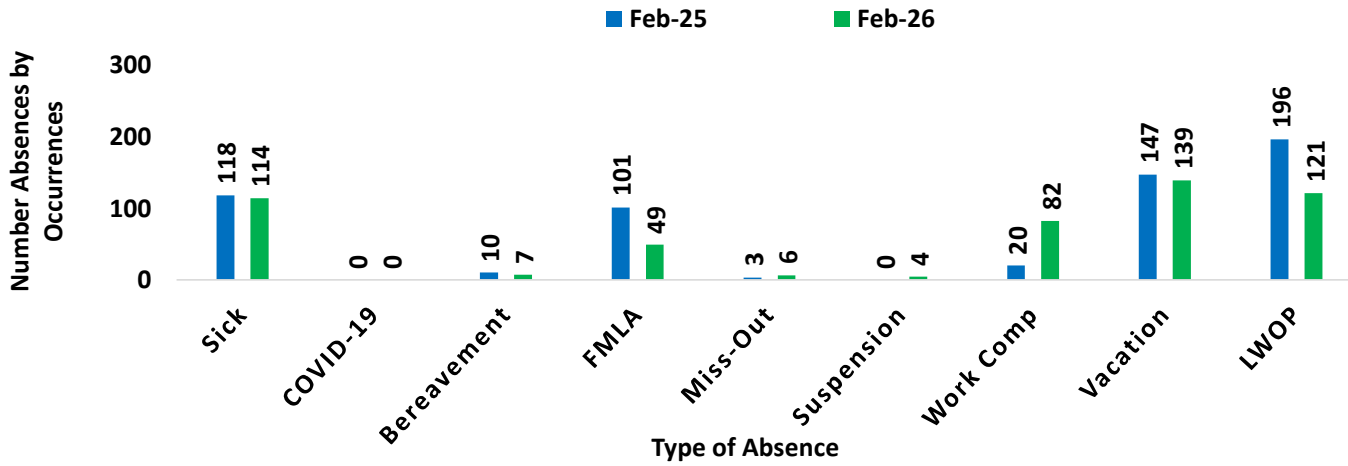
Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

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

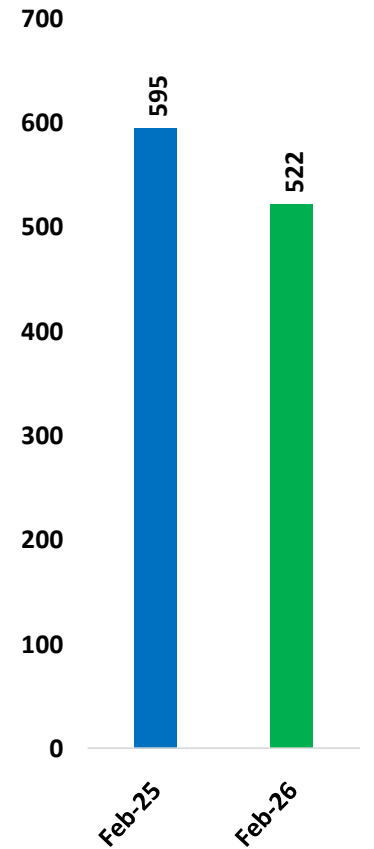
Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.

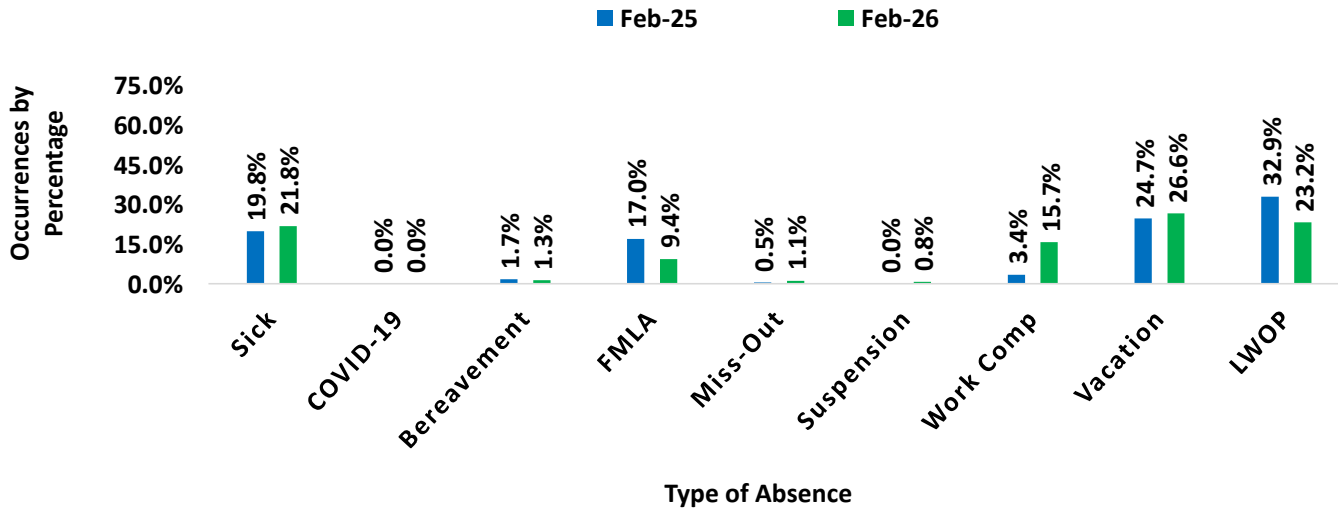
Fixed Route Operator Absence by Type



Fixed Route Total Absence Occurrences

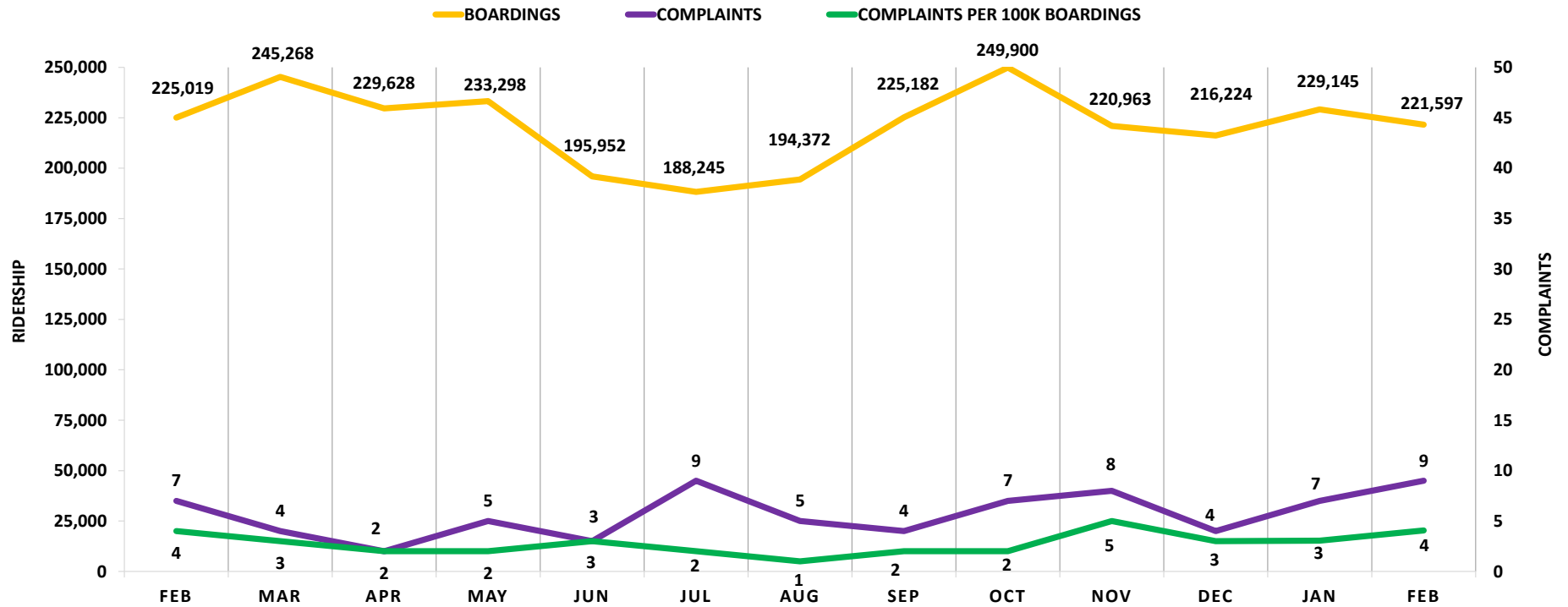


Fixed Route Operator Absence Type by Percentage



This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers. For the month of February 2026, 19% of SunLine's fixed route operator workforce was absent when compared to February 2024 at 22%. For the month of February 2026, workforce was at a total of 136 operators when compared to February 2024 at 129 operators.

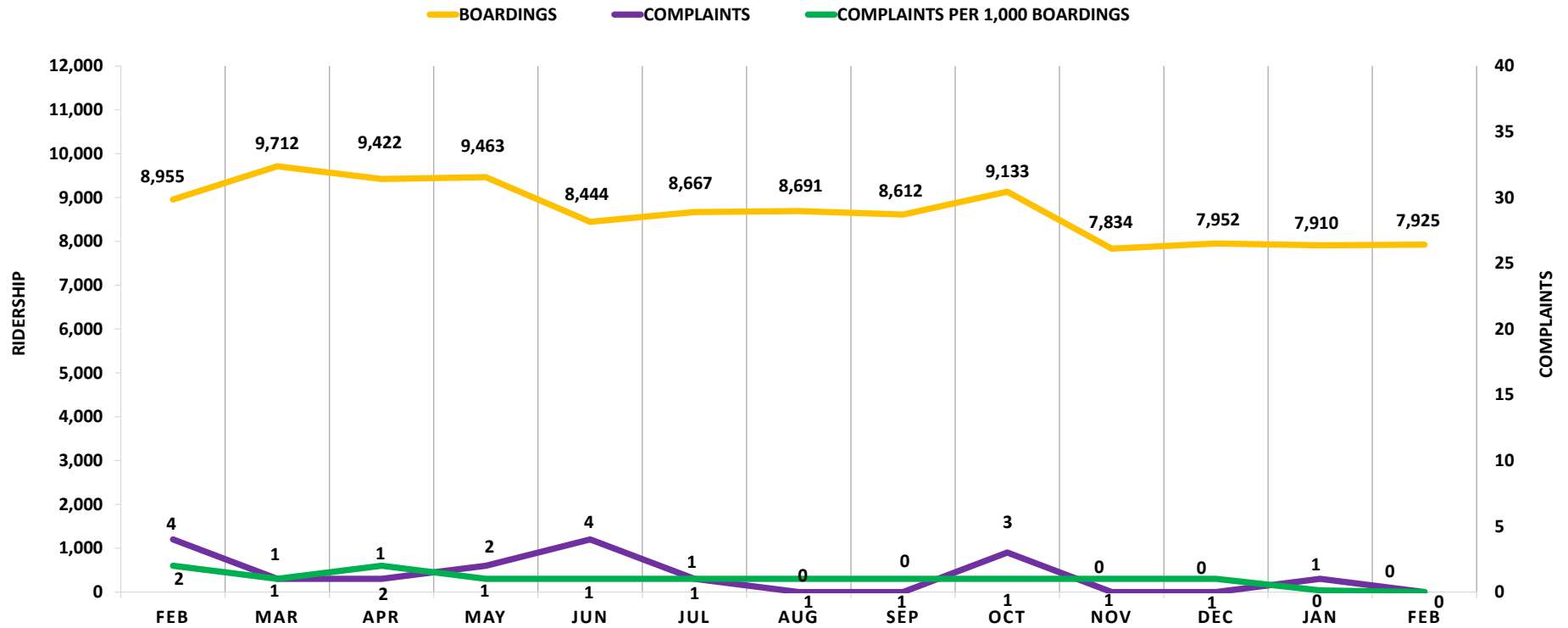
Fixed Route Customer Complaints February 2025 to February 2026



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

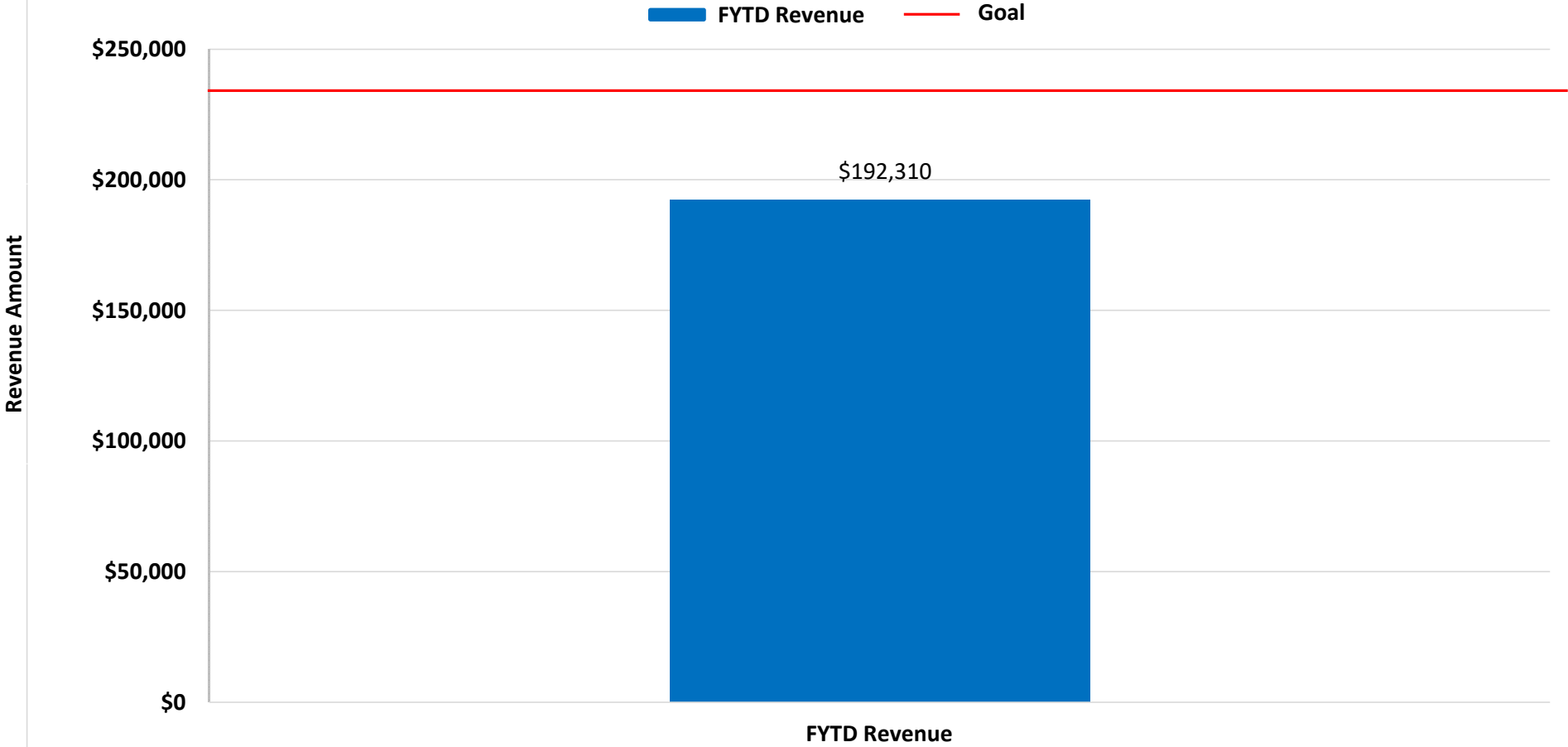
Paratransit Customer Complaints February 2025 to February 2026



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 February, 100% of our total boardings did not receive a complaint.

Advertising Revenue FYTD Revenue vs. Yearly Goal February 2026

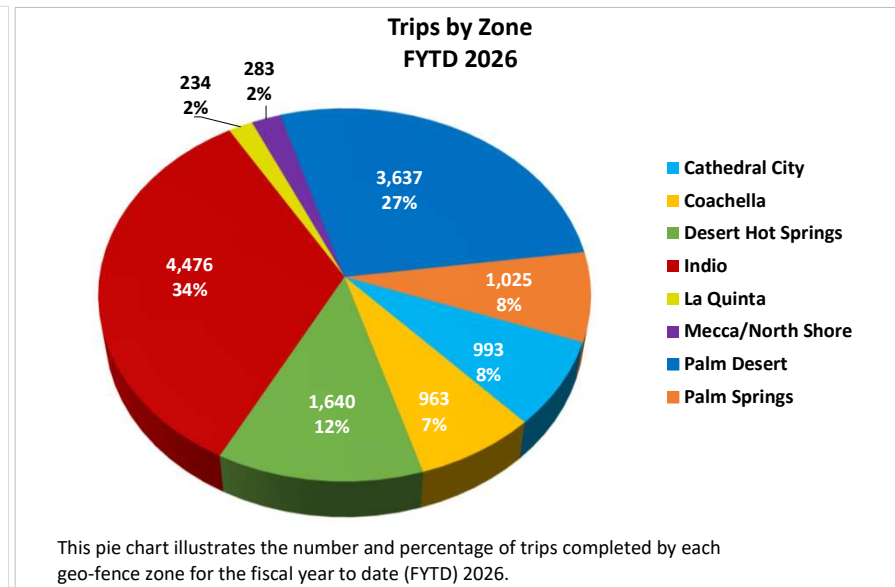
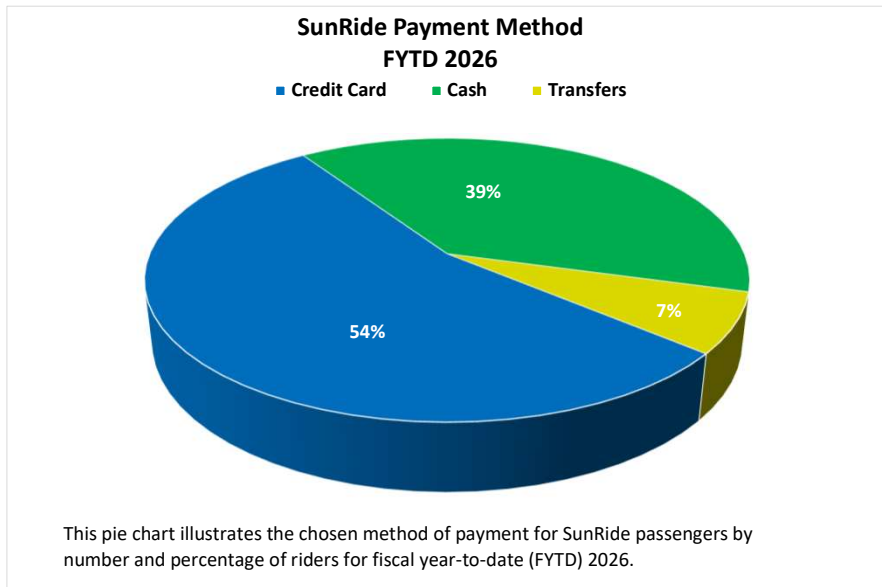
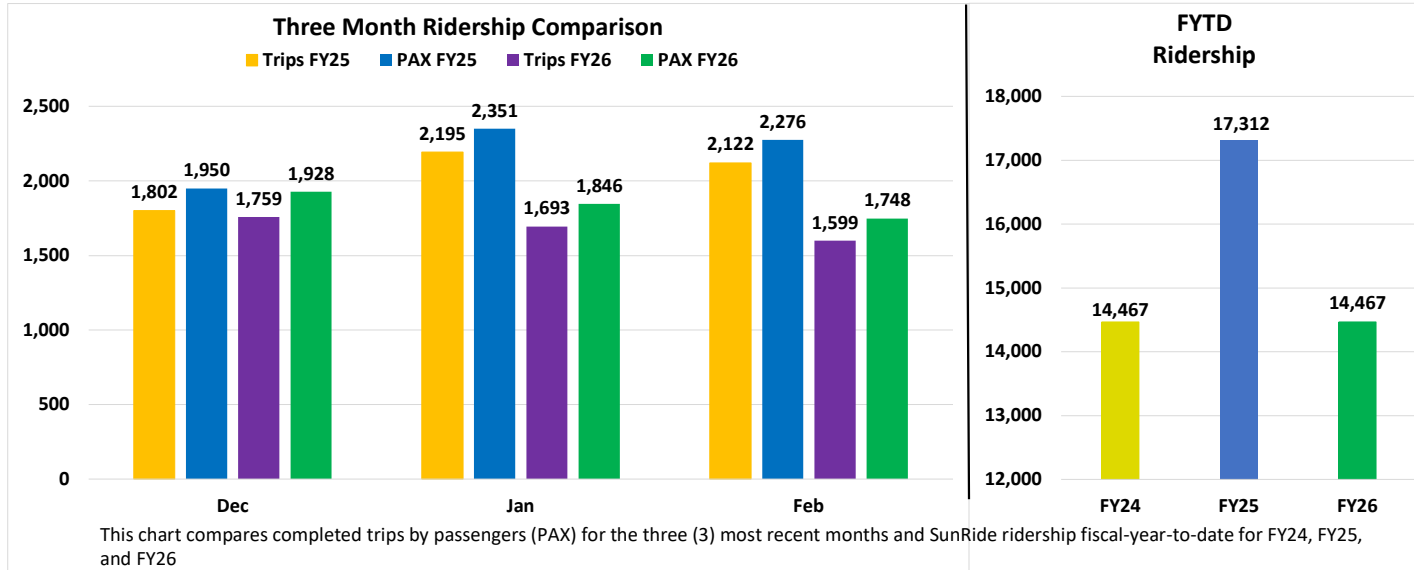


Advertising revenue tracks revenue earned for bus shelter and bus wrap advertising. The graph tracks FYTD revenue versus our yearly budget. The yearly budget for FY26 is \$240,000 (*advertising revenues follow Finance Department reporting from the previous two (2) months*).

SunRide System-Wide Metrics FYTD 2026

Total Completed Trips: 13,251

Total Number of Passengers: 14,467



Passengers Per Vehicle Hour in February: 2.0

Percentage of Trips System-wide as Ridesharing in February: 19%.

[Based on No. of Shared Rides for the month (287) divided by Total Trips Completed (1599).]

Customer Satisfaction Rating

Avg. rider trip rating in February: 5.0
Goal: 4.5



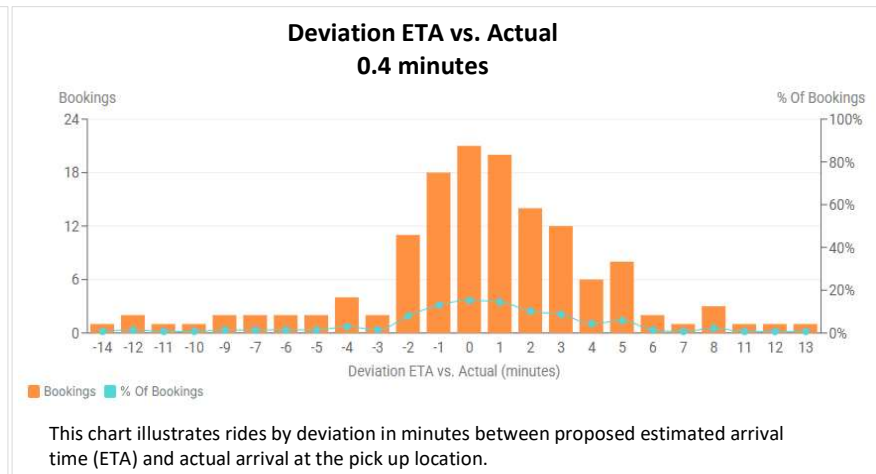
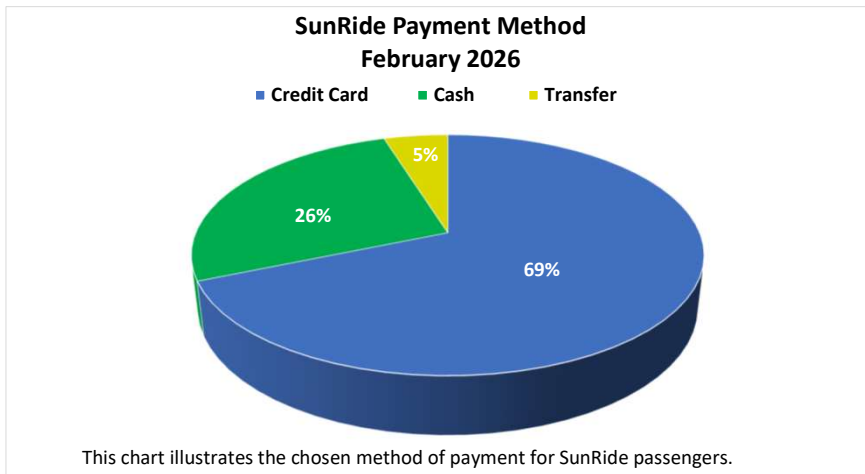
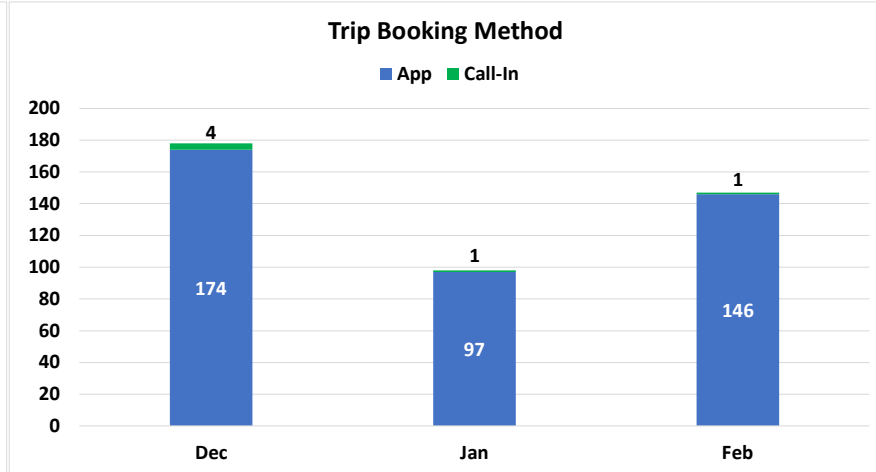
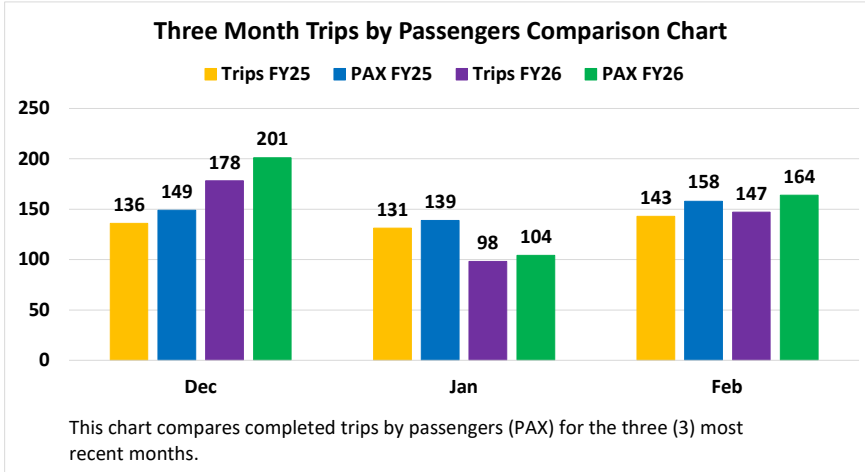
Booking with a Rating:

398 (24.9%)

Cathedral City Geo-Fence Metrics FYTD 2026

Total Completed Trips: 993

Total Number of Passengers: 1,062



Passengers Per Vehicle Hour: 2.0

Percentage of Trips as Ridesharing: 11%.

[Based on No. of Shared Rides for the month (16) divided by Total Trips Completed (147).]

Customer Satisfaction Rating

Avg. rider trip rating 5.0

Goal: 4.5



EXCEEDS GOAL

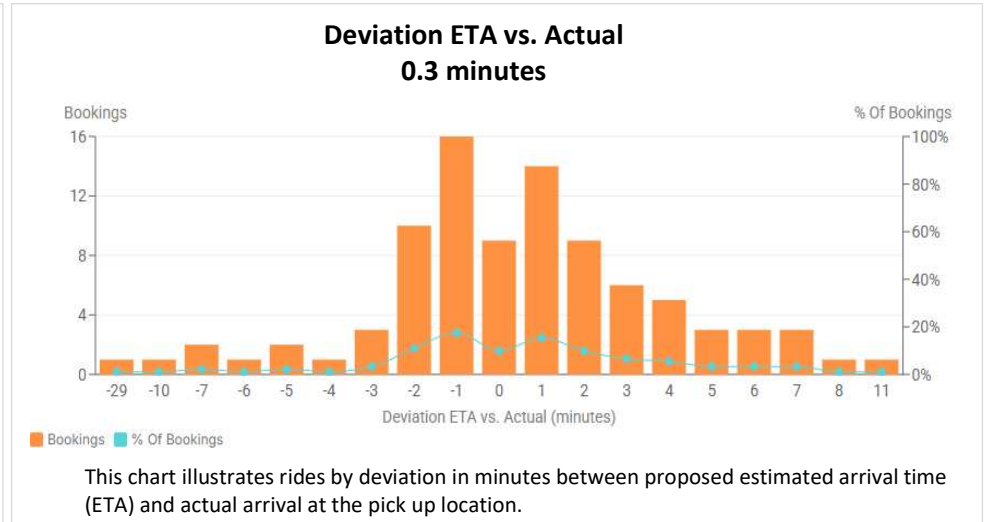
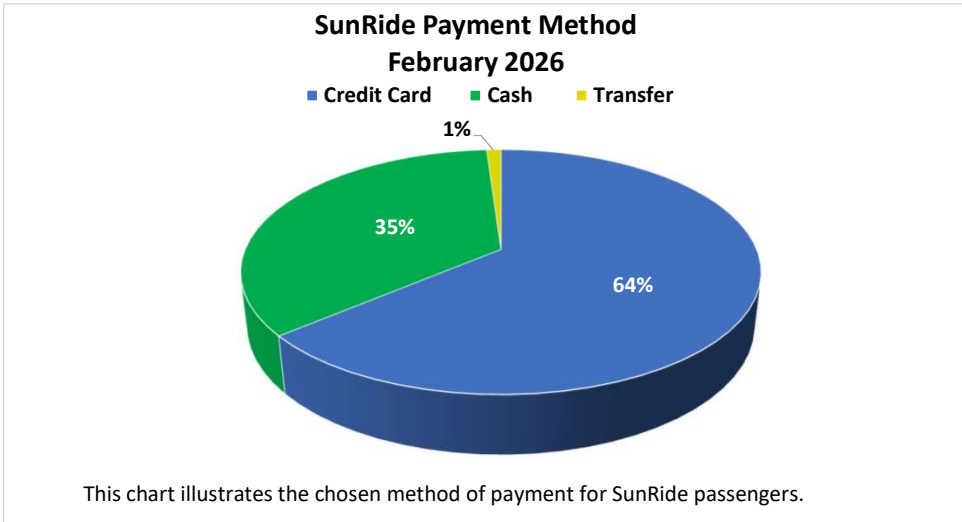
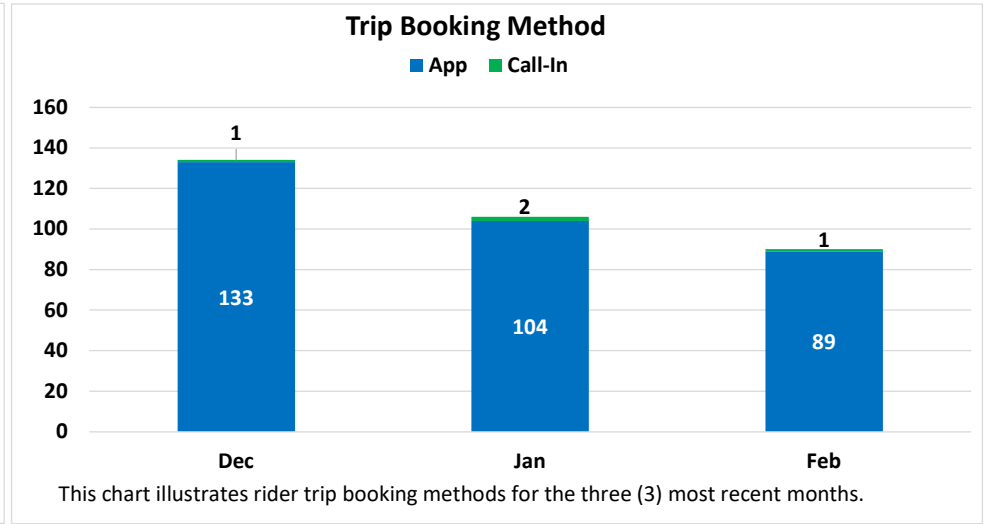
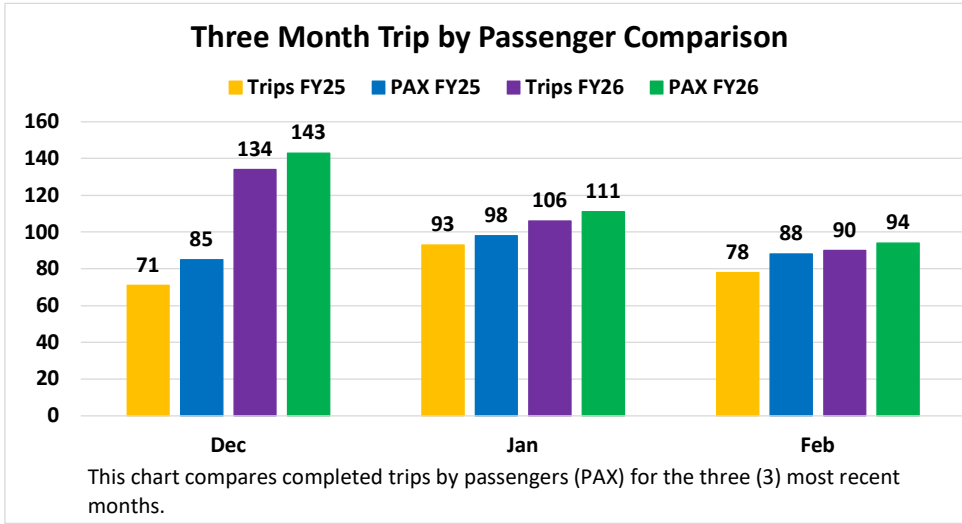
Booking with a Rating:

28 (19%)

Coachella Geo-Fence Metrics FYTD 2026

Total Completed Trips: 963

Total Number of Passengers: 1,010



Passengers Per Vehicle Hour: 2.0

Percentage of Trips as Ridesharing: Nine (9) percent.

[Based on No. of Shared Rides for the month (8) divided by Total Trips Completed (90).]

Customer Satisfaction Rating

Avg. rider trip rating: 4.9

Goal: 4.5



EXCEEDS GOAL!

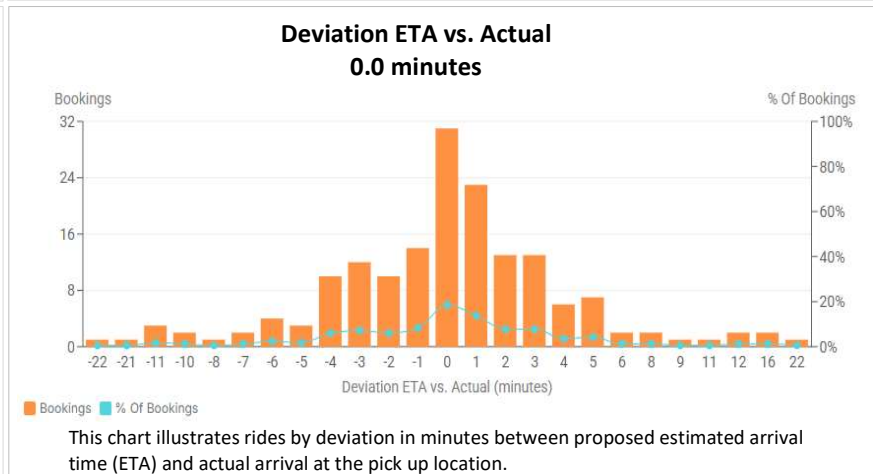
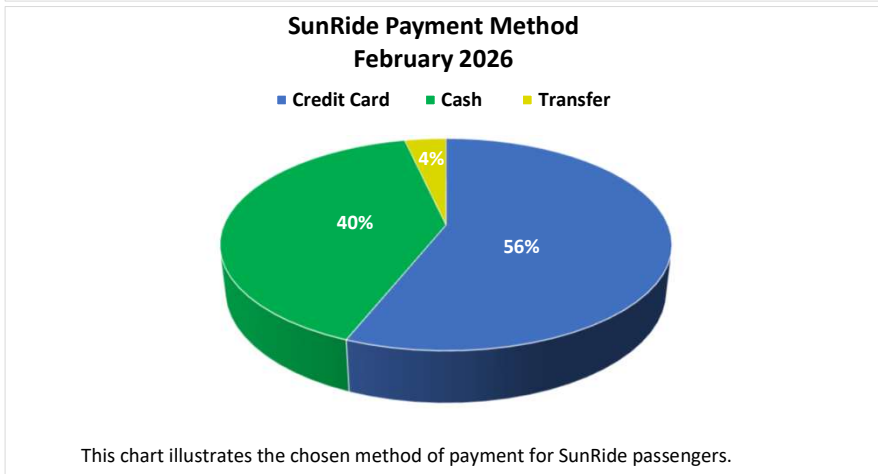
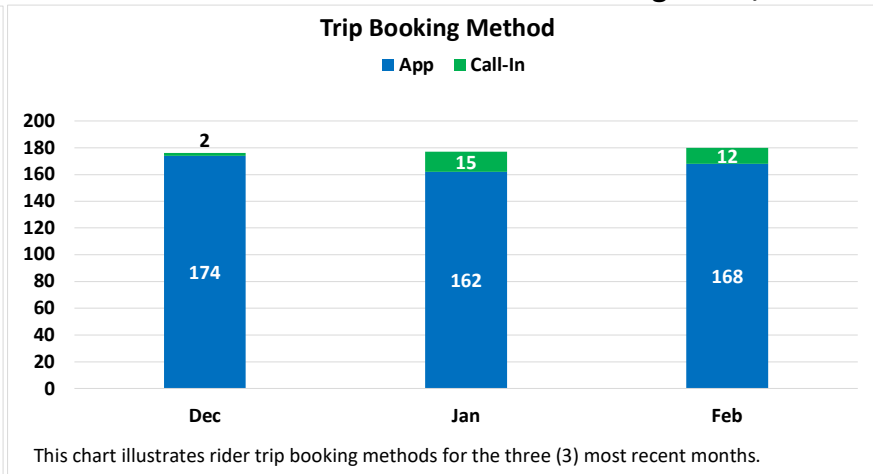
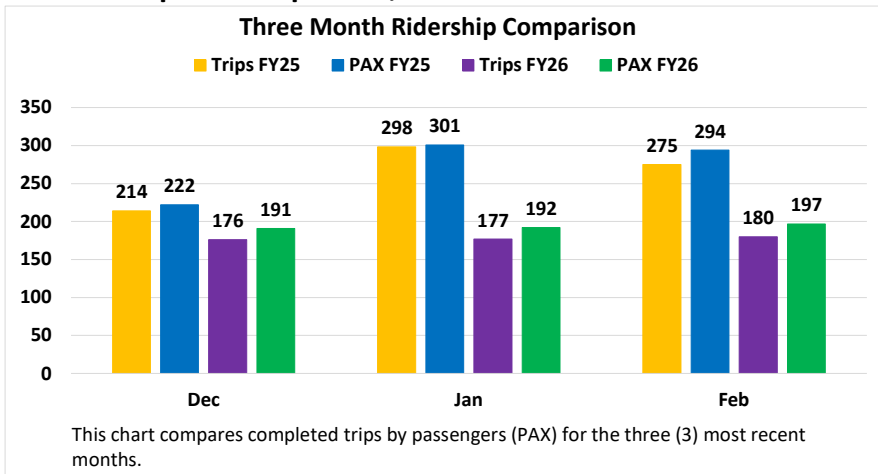
Booking with a Rating:

37 (41.1%)

Desert Hot Springs/Desert Edge Geo-Fence Metrics FYTD 2026

Total Completed Trips: 1,640

Total Number of Passengers: 1,831



Passengers Per Vehicle Hour: 1.8

Percentage of Trips as Ridesharing: 20%.

[Based on No. of Shared Rides for the month (36) divided by Total Trips Completed (180).]

Customer Satisfaction Rating

Avg. rider trip rating 5.0

Goal: 4.5



EXCEEDS GOAL

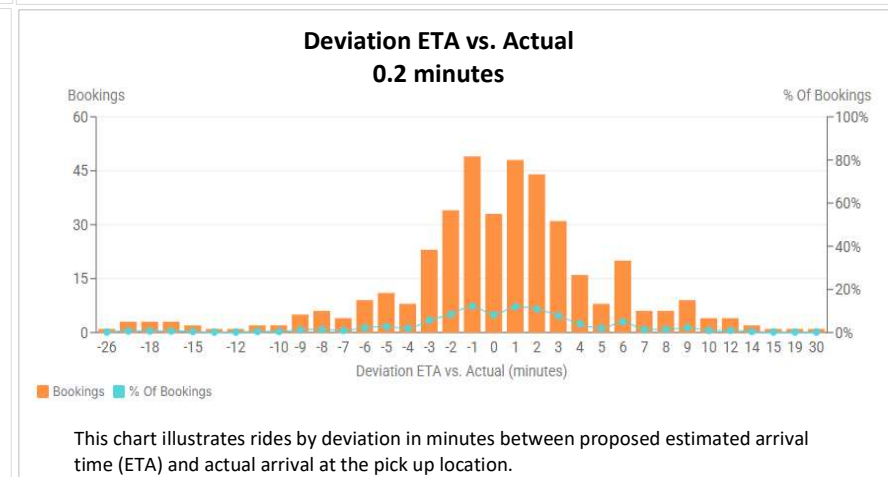
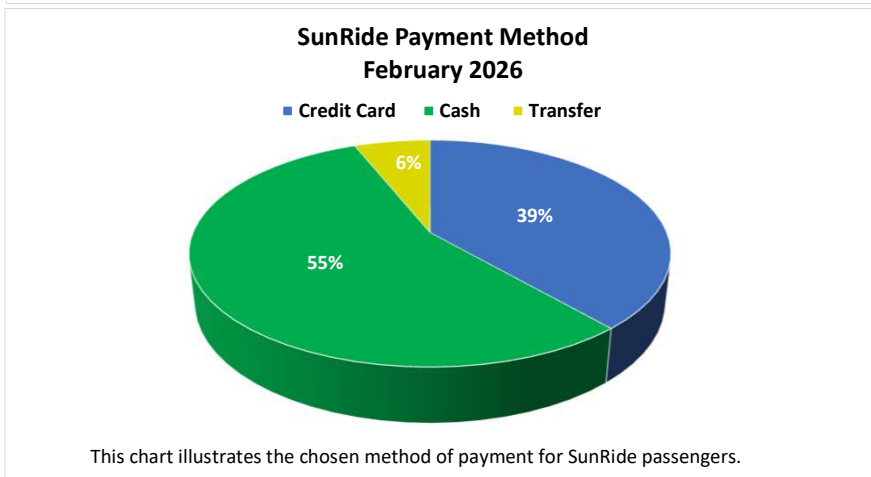
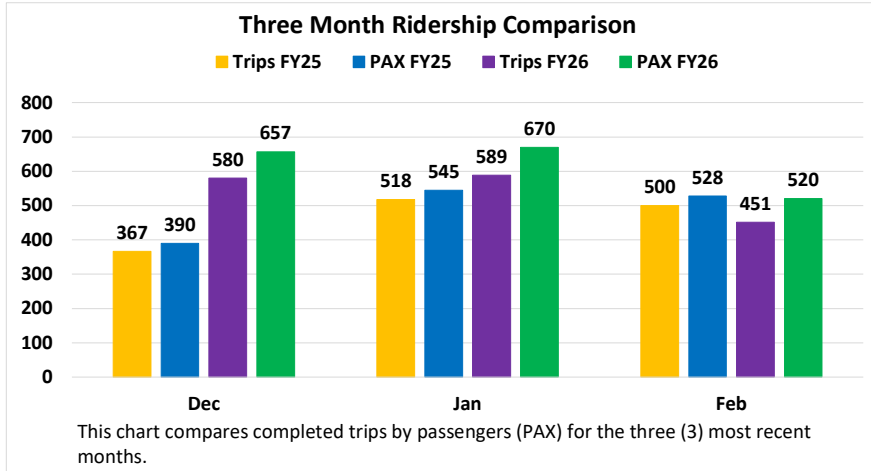
Booking with a Rating:

49 (27.2%)

Indio Geo-Fence Metrics FYTD 2026

Total Completed Trips: 4,476

Total Number of Passengers: 5,039



Passengers Per Vehicle Hour: 2.1

Percentage of Trips as Ridesharing: 20%.

[Based on No. of Shared Rides for the month (88) divided by Total Trips Completed (451).]

Customer Satisfaction Rating

Avg. rider trip rating 5.0

Goal: 4.5



EXCEEDS GOAL

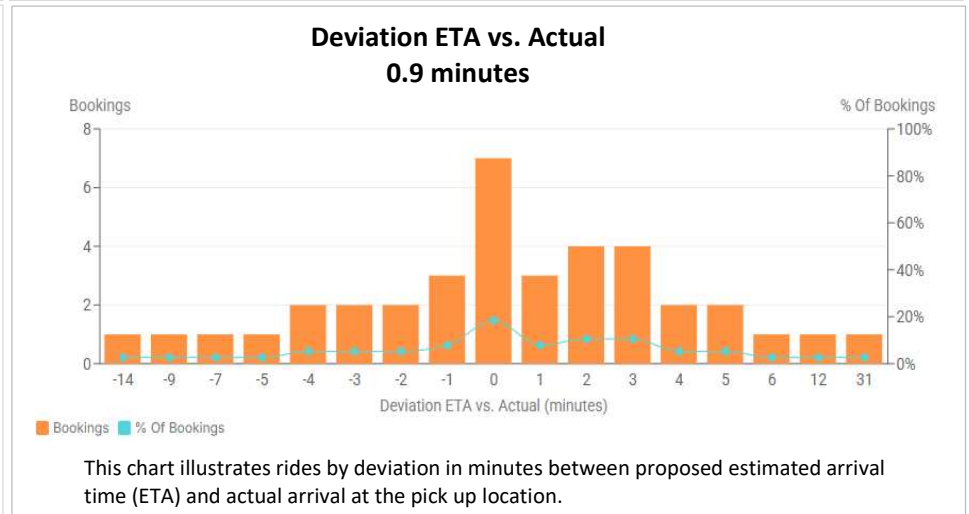
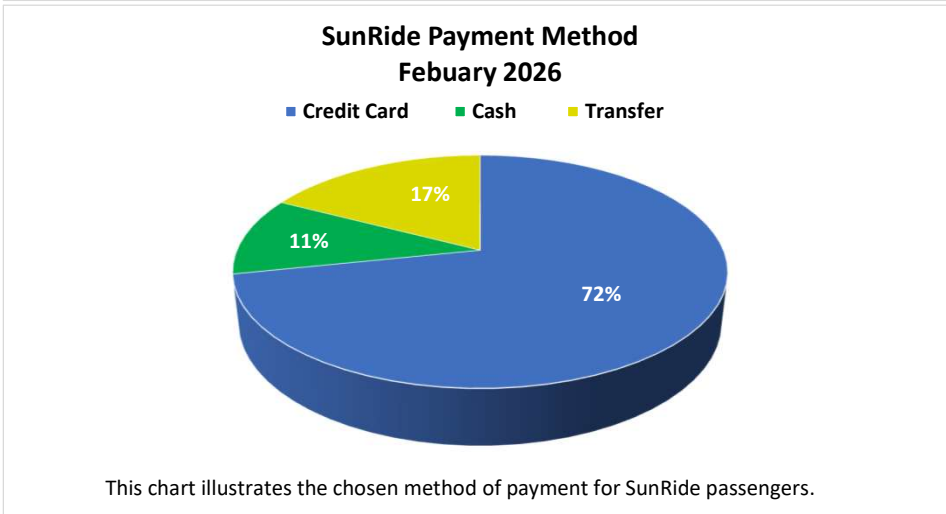
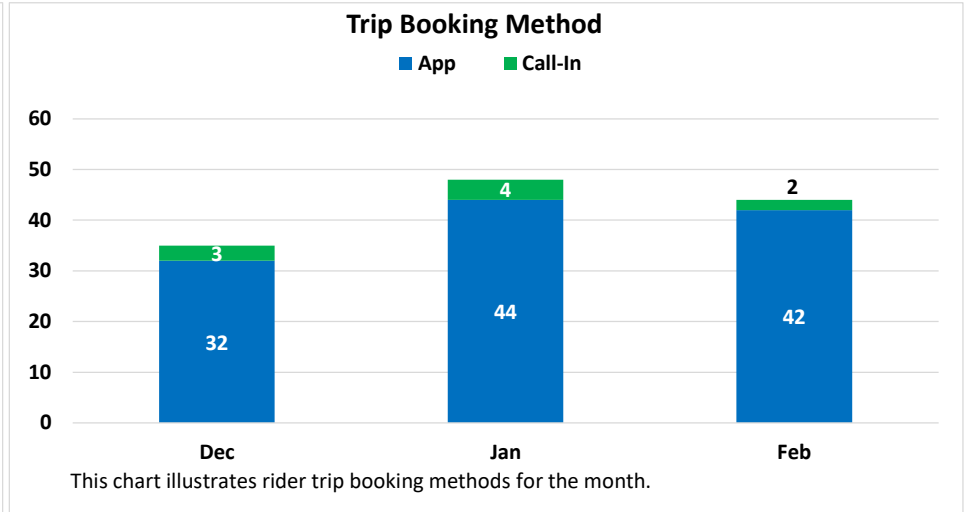
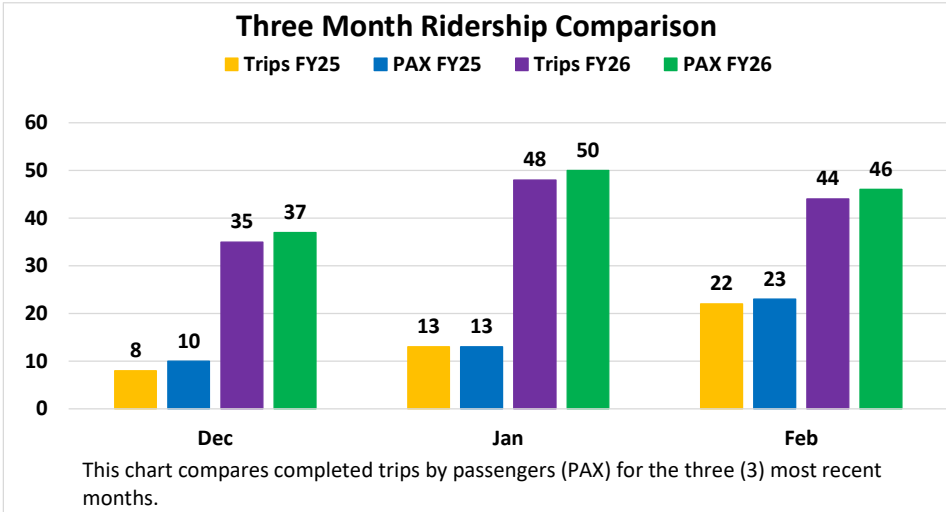
Booking with a Rating:

80 (17.7%)

La Quinta Geo-Fence Metrics FYTD 2026

Total Completed Trips: 234

Total Number of Passengers: 246



Passengers Per Vehicle Hour: 1.4

Percentage of Trips as Ridesharing: Five (5) percent.

[Based on No. of Shared Rides for the month (2) divided by Total Trips Completed (44).]

Customer Satisfaction Rating

Avg. rider trip rating: 5.0

Goal: 4.5



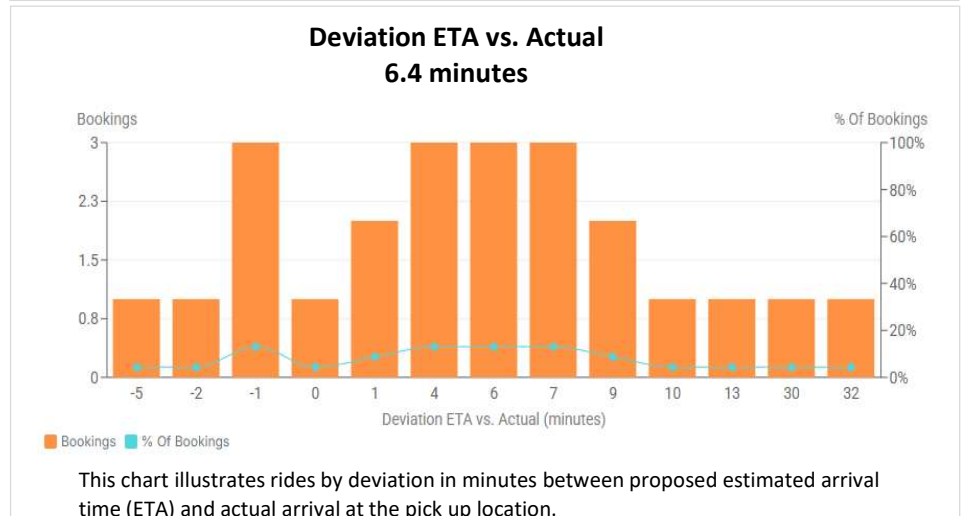
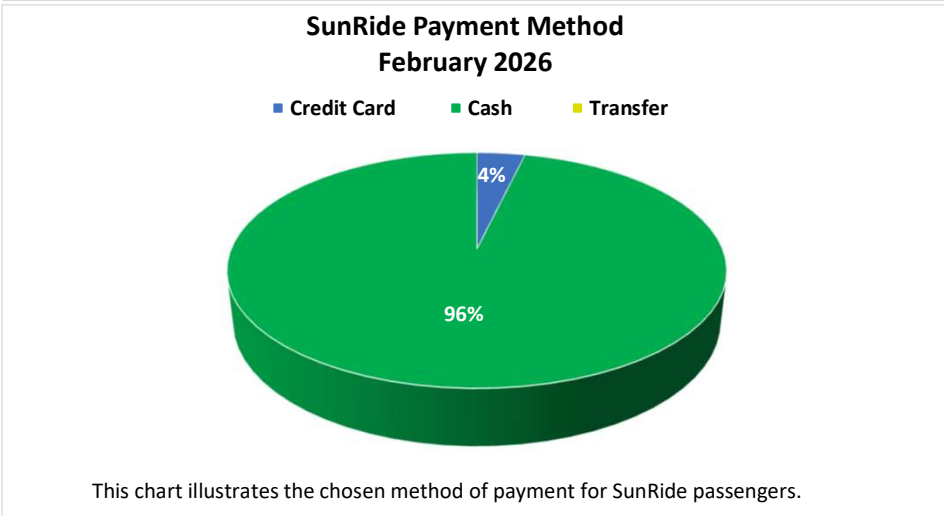
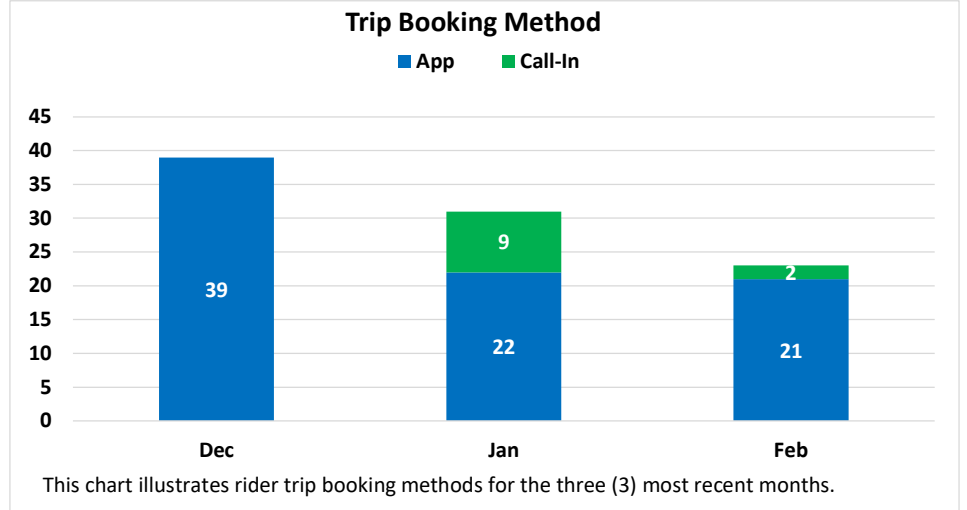
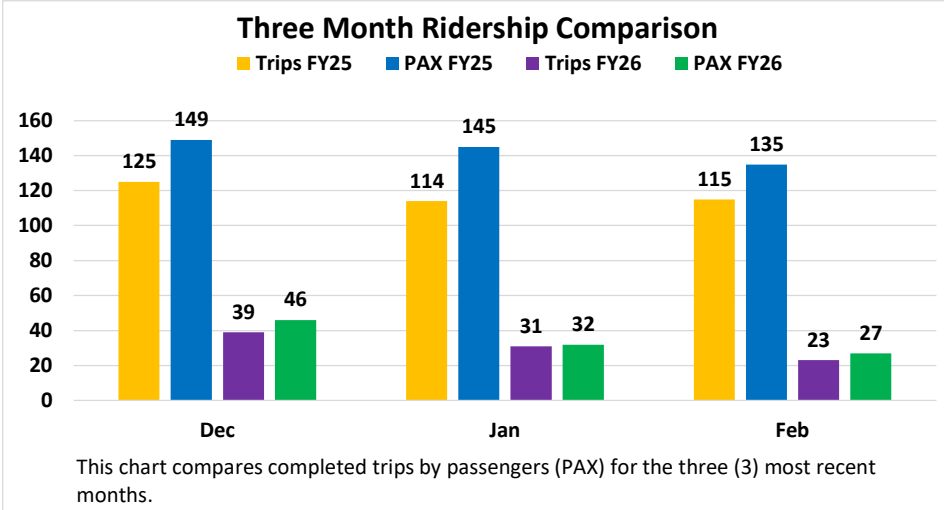
Booking with a Rating:

5 (11.4%)

Mecca/North Shore Geo-Fence Metrics FYTD 2026

Total Completed Trips: 283

Total Number of Passengers: 314



Passengers Per Vehicle Hour: 1.5

Percentage of Trips as Ridesharing: Zero (0) percent.
[Based on No. of Shared Rides for the month (0) divided by Total Trips Completed (23).]

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

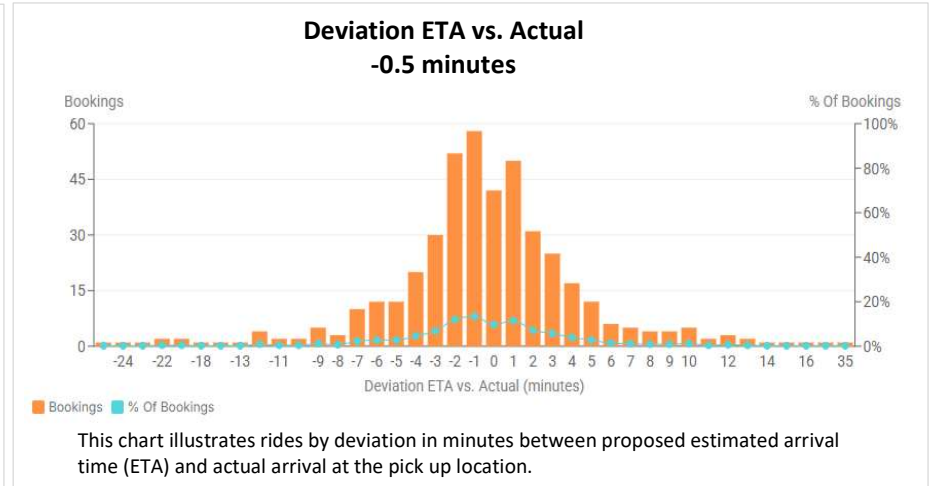
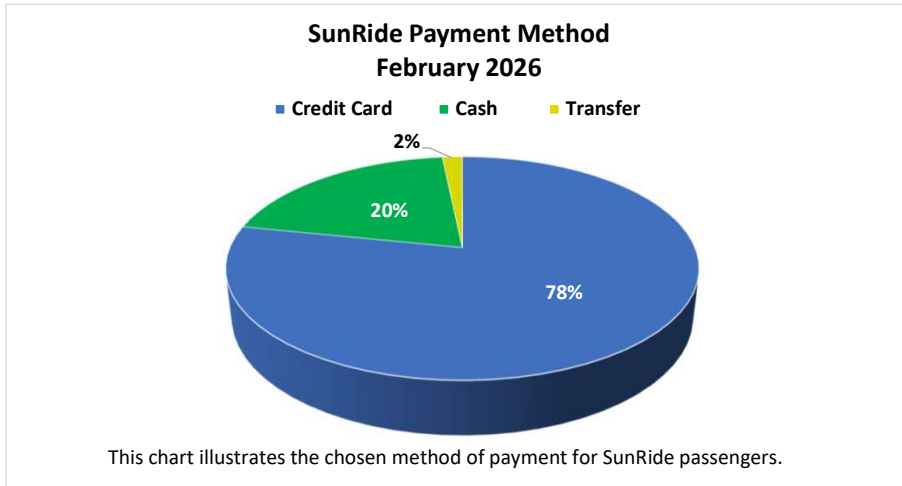
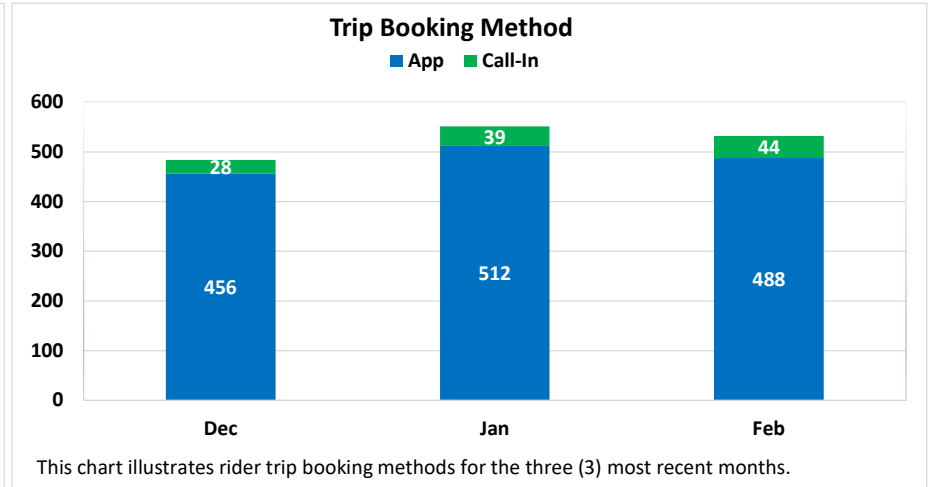
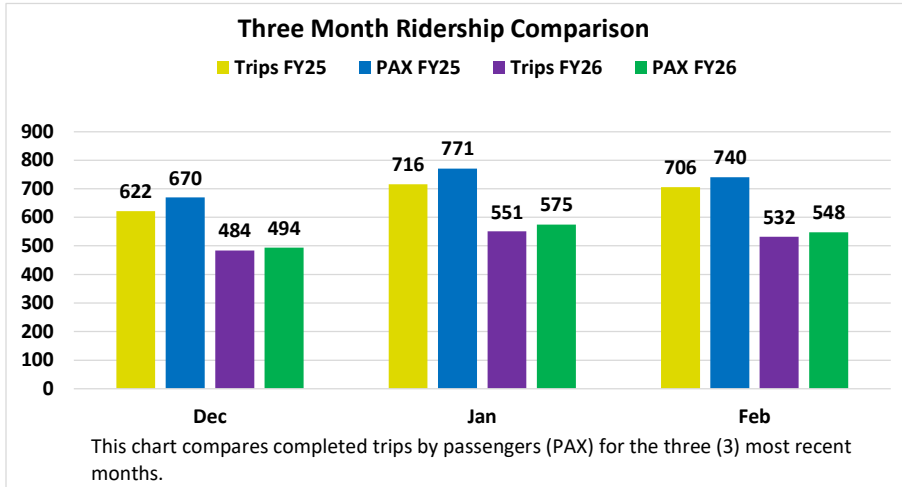


**Booking with a Rating: 4
(17.4%)**

Palm Desert Geo-Fence Metrics FYTD 2026

Total Completed Trips: 3,637

Total Number of Passengers: 3,796



Passengers Per Vehicle Hour: 2.1

Percentage of Trips as Ridesharing: 25%.

[Based on No. of Shared Rides for the month (135) divided by Total Trips Completed (532).]

Customer Satisfaction Rating

Avg. rider trip rating: 5.0
Goal: 4.5



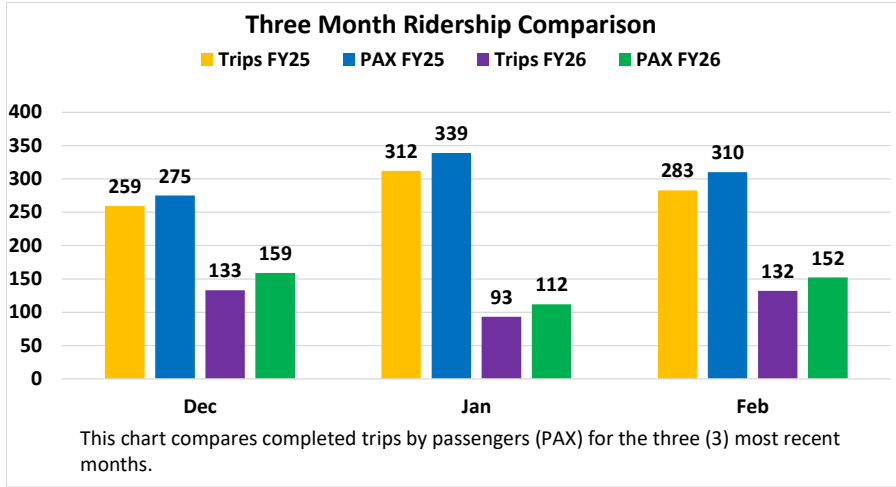
EXCEEDS GOAL!

Booking with a Rating:

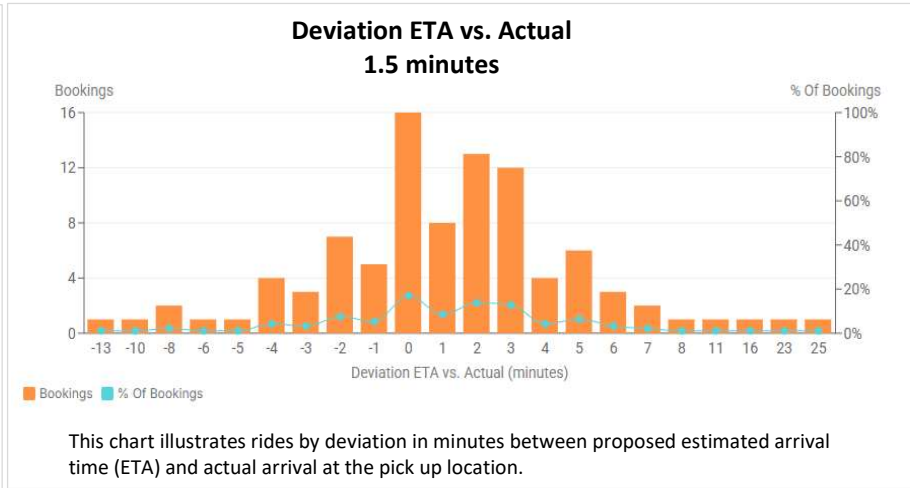
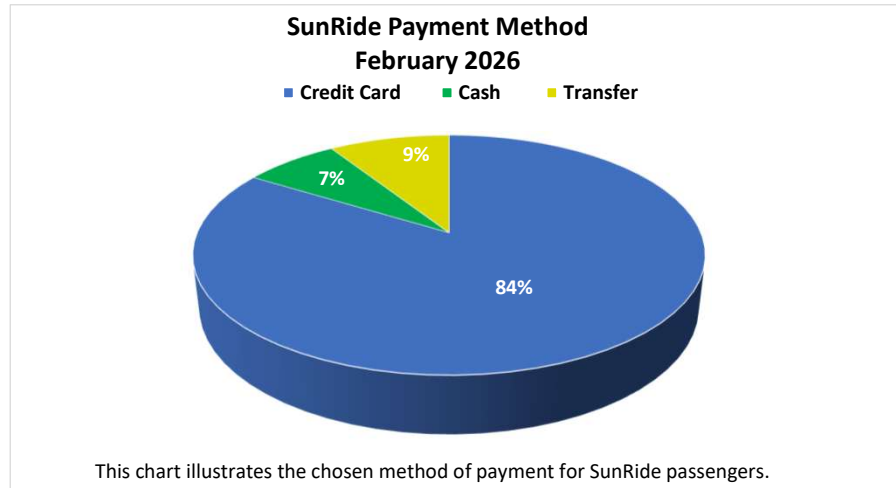
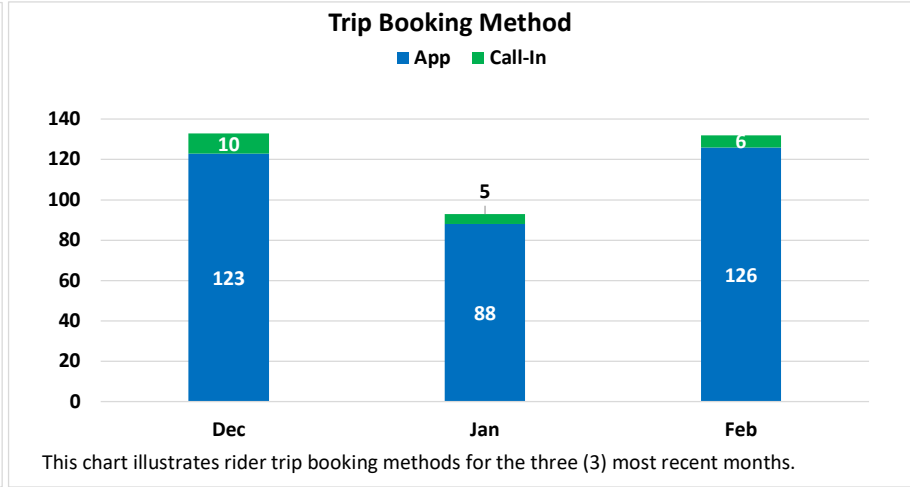
398 (24.9%)

Palm Springs Geo-Fence Metrics FYTD 2026

Total Completed Trips: 1,025



Total Number of Passengers: 1,169



Passengers Per Vehicle Hour: 1.9

Percentage of Trips as Ridesharing: Nine (9) percent.

[Based on No. of Shared Rides for the month (12) divided by Total Trips Completed (132).]

Customer Satisfaction Rating

Avg. rider trip rating 5.0

Goal: 4.5



EXCEEDS GOAL

Booking with a Rating:

48 (36.4%)



SunLine Transit Agency

Item 8I

April 22, 2026

Board Report

AGENDA ITEM: ACTION - CONSENT CALENDAR

TO: Finance/Audit Committee/Committee of the Whole
Board of Directors

FROM: Vanessa Ordorica, Clerk of the Board

SUBJECT: Acceptance of Board Member Attendance for March 2026

Recommendation:

Recommend that the Board of Directors (Board) approve the Board Member attendance for March 2026.

Background:

The attached report summarizes the Board of Director's attendance for fiscal year to date April 2026.

Financial Impact:

There is no financial impact associated with this item.

Strategic Priority:

Resource Acquisition, Allocation, and Management: Prioritizes optimized resource management be effectively acquiring and allocating financial, human, and material resources to ensure operational excellence and long-term sustainability.

In Collaboration with:

Selena Rodriguez, Board and External Affairs Coordinator

Approved/Reviewed by:

Vanessa Ordorica, Clerk of the Board

Attachments:

- Board Member Attendance Matrix for March 2026

FY 26/27	Board Member Matrix Attendance													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total Meetings	Total Attended
Desert Hot Springs		X	X	X		X	X	X	X				10	7
Palm Desert		X	X	X			X	X	X				10	6
Palm Springs		X	X	X		X	X	X	X				10	7
Cathedral City		X	X	X		X	X	X	X				10	7
Rancho Mirage		X	X	X		X		X	X				10	6
Indian Wells		X	X	X		X	X	X	X				10	7
La Quinta		X	X	X		X	X	X	X				10	7
Indio		X	X	X		X	X	X	X				10	7
Coachella		X	X	X		X	X		X				10	6
County of Riverside		X	X	X		X	X	X	X				10	7

**No regular Board meeting was held in July. A Special Board Meeting was convened on August 7, 2025.*

X - ATTENDED (Primary/Alternate)

DARK –



SunLine Transit Agency

Item 9

April 22, 2026

Board Report

AGENDA ITEM: ACTION

TO: Finance/Audit Committee/Committee of the Whole
Board of Directors

FROM: Ray Stevens, Deputy Chief of General Services

SUBJECT: Approve Third Amendment to Helixstorm Third Party IT Managed Services Agreement Increasing the Not-to-Exceed Price to \$3,799,471

Recommendation:

Recommend that the Board of Directors (Board) delegate authority to the CEO/General Manager or designee to execute a Third Amendment to the Helixstorm, Inc. (Helixstorm) contract for Third Party Information Technology (IT) Services, in a form approved by General Counsel, to increase the not-to-exceed price by one million five hundred eighty four thousand nine hundred thirty six dollars (\$1,584,936), for a revised not-to-exceed price of three million, seven hundred ninety nine thousand, four hundred seventy one dollars (\$3,799,471).

Background:

On July 24, 2024, the Board delegated authority to the CEO/General Manager, or designee, to enter into an agreement with Helixstorm for managed IT services with a contract value of one million eight hundred fifty five thousand three hundred four dollars (\$1,855,304). On April 23, 2025, the Board ratified a first amendment to add managed backup services in the amount of two hundred thirty nine thousand two hundred thirty dollars and eighty cents (\$239,230.80). On April 25, 2025, the CEO/General Manager approved a second amendment for additional managed IT consulting services in the amount of one hundred twenty thousand dollars (\$120,000).

Since the start of the engagement, Helixstorm has significantly improved SunLine Transit Agency's (SunLine) IT ecosystem. These improvements include stabilizing virtual technology; implementing a robust, encrypted data backup system; establishing internet service redundancy; reducing the number of servers to lower maintenance and licensing costs; upgrading SunLine's email system from a 2012 on premises platform to a fully cloud based solution; and implementing multifactor authentication. Helixstorm also migrated staff work files from local hard drives to secure offsite cloud storage, enabling staff to access records while working remotely. In addition, Helixstorm has provided ongoing training and education for SunLine's technical staff and end users.

Staff now recommends amending the contract to add additional managed IT consulting services to support SunLine's existing network and IT infrastructure, as well as IT consulting services for capital and operating projects, in the amount of one million five hundred eighty four thousand, nine hundred thirty six dollars (\$1,584,936).

Additional managed IT consulting services are needed to support and maintain SunLine network and IT infrastructure because the original Request for Proposal (RFP) for Third Party IT Services 24-091, issued in April 2024, inadvertently understated the volume of service and level of effort required. When the original RFP was developed, existing staff at the time did not have the level of knowledge, expertise, certifications and/or capacity to fully identify the scope of equipment and systems requiring ongoing support. With additional training and educational support from Helixstorm, SunLine staff now has a more comprehensive understanding of its IT infrastructure and the level of support needed. These services will help ensure SunLine's systems are properly monitored and maintained, reducing the risk of unplanned downtime and supporting continued safe operations.

In addition, SunLine requires technical IT consulting support to assist with the configuration of IT infrastructure for capital projects that are currently underway or planned in coordination with architecture engineering firms, including the Workforce Training Center and the Maintenance Building. Providing technical input during the design phase of new construction will help ensure that IT infrastructure is properly designed, adequately sized, and ready for occupancy, including sufficient data storage capacity. These consulting services will also support the deployment and standardization of bus technology; public-facing cybersecurity networks; cloud storage solutions; wireless network construction; business continuity and disaster recovery planning; and implementation of a new phone system, all of which will improve communication capabilities and overall operational reliability.

Financial Impact:

Third party IT services to support SunLine's operations will have an annual price of \$286,956 for the balance of the five year base term and for all option years for an additional total of \$1,140,036. The IT consulting services to support and provide continued improvement to SunLine's capital and operational projects will consist of several projects that cumulatively total a cost of \$444,900, which will be paid during fiscal year 2027 and 2028 which includes \$124,455 in capital costs which will be paid from project funding across multiple projects. Some of the projects include major projects such as the new workforce training center and new maintenance facility which are funded through State Transit Assistance, Section 5307 and SB125 funds. The first year operating costs will be included in the Fiscal Year 2027 budget and will be budgeted in future years.

Strategic Priority:

Resource Acquisition, Allocation, and Management: Prioritizes optimized resource management be effectively acquiring and allocating financial, human, and material resources to ensure operational excellence and long-term sustainability.

In Collaboration with:

Walter Watcher, Chief of Capital Projects
Luis Garcia, Chief Financial Officer

Approved/Reviewed by:

Mona Babauta, CEO/General Manager
Catherine J. Groves, General Counsel

Attachments:

None.



SunLine Transit Agency

Item 10

April 22, 2026

Board Report

AGENDA ITEM: ACTION

TO: Finance/Audit Committee/Committee of the Whole
Board of Directors

FROM: Ray Stevens, Deputy Chief of General Services

SUBJECT: Adopt Revised Procurement Policy and Rescind the Contract Policy (B-030604) and the Procurement Policies and Procedures (B-160501)

Recommendation:

Recommend that the Board of Directors (Board):

1. Adopt SunLine Transit Agency's (SunLine) Procurement Policy (B-160126) and rescind the Procurement Policies and Procedures (B-160501) and the Contract Policy (B-030604); and
2. Authorize the CEO/General Manager, or designee, to take further actions as may be necessary to give effect to the Procurement Policy, including maintaining and updating the Procurement Manual and making subsequent revisions to the Procurement Manual, if necessary, to implement changes in applicable laws and regulations and best procurement practices, with the understanding that changes that represent a substantive deviation from the Procurement Policy must be approved by the Board.

Background:

On September 26, 2001, the Board adopted the Procurement Policies and Procedures (B-160501), and on February 25, 2004, the Board adopted the Contract Policy (B-030604). Both policies were most recently amended in 2022. Staff and legal counsel now recommend that the Board rescind both the Contract Policy and the Procurement Policies and Procedures and adopt a new Procurement Policy. The proposed Procurement Policy establishes the standards and methods governing how SunLine will obtain goods and services. It sets forth procurement methods and thresholds for public works, materials, supplies, equipment, or

services, as well as requirements for informal and formal bidding procedures, formal competitive proposals, and when a “best value” approach may be used.

The Procurement Policy also delegates authority from the Board to the CEO/General Manager to execute and administer contracts within SunLine’s approved annual budget up to \$250,000 and to execute amendments, modifications, or change orders up to \$250,000. Any contracts or amendments, modifications, or change orders exceeding \$250,000 will require Board approval.

Under the current Procurement Policies and Procedures, the CEO/General Manager has the authority to enter into the following:

- Contracts up to \$100,000 for purchases not itemized in a board approved plan or budget;
- Contracts up to \$250,000 for purchases in a board approved plan/budget;
- An amendment to an existing contract up to \$50,000 for a total aggregate value of amendments for the same contract up to \$250,000; and
- Construction change orders between \$50,000 and \$250,000 for one transaction, with approval from the chair or vice chair of the board, and the change orders must be presented to the Board as an information item.

In the proposed Procurement Policy, staff and legal counsel recommend increasing the authority of the CEO/General Manager to execute contracts and amendments, modifications, or change orders up to \$250,000, which would clarify and simplify the CEO/General Manager’s authority. This increase is consistent with the authority for contracts, amendments, and change orders for chief executive officers at various transit agencies throughout California as shown in Attachment A.

The proposed Procurement Policy also addresses conflicts of interest, SunLine’s Disadvantaged Business Enterprise Program, protest procedures, emergency contracts, cooperative purchasing agreements, disposal of surplus property, and revenue generating contracts and concessions.

The Procurement Policy is implemented through the Procurement Manual, which contains detailed procedures consistent with the Procurement Policy and applicable law. By adopting the proposed Procurement Policy, the Board authorizes the CEO/General Manager, or designee, to maintain and update the Procurement Manual and make subsequent revisions to the Procurement Manual, if necessary, to implement changes in applicable laws and regulations and best procurement practices. Any substantive deviations from the Procurement Policy will require further Board approval.

Financial Impact:

There is no direct financial impact associated with this item. It is anticipated that the streamlining of the procurement process will allow staff to perform the procurement functions in a more efficient and timely manner and will increase overall agency productivity and responsiveness.

Strategic Priority:

Resource Acquisition, Allocation, and Management: Prioritizes optimized resource management be effectively acquiring and allocating financial, human, and material resources to ensure operational excellence and long-term sustainability.

In Collaboration with:

Walter Watcher, Chief of Capital Projects
Luis Garcia, Chief Financial Officer

Approved/Reviewed by:

Mona Babauta, CEO/General Manager
Catherine J. Groves, General Counsel

Attachments:

- [Item 10a](#) - Summary of Chief Executive Officers' Procurement Authority for Peer Transit Agencies
- [Item 10b](#) - Proposed Procurement Policy (B-160126)
- [Item 10c](#) - Resolution No. 0819 – Adopting SunLine’s Procurement Policy and Rescinding the Contract Policy and the Purchasing Policies and Procedures

Summary of Chief Executive Officers' Procurement Authority
for Peer Transit Agencies

Agency	Chief Executive Officer's Authority for Contracts	Chief Executive Officer's Authority for Amendments/Change Orders
San Mateo County Transit District	<p>For non-emergency goods and services: \$250k</p> <p>For emergencies: anything above \$250K for materials, supplies, equipment, and services requires Board ratification / anything above \$220K for construction, repair, maintenance, and alteration work requires Board ratification</p> <p>Public Works (under CUPCCAA): \$220K (as set by PCC 22032(b)); anything above requires Board ratification</p>	<p>For Board-authorized contracts: \$250k or 10% of the cumulative amount, whichever is greater</p> <p>For amendments only to extend term with no change in amount, or side letter amendments: no limit</p>
Golden Gate Bridge, Highway & Transportation District	<p>\$250K</p> <p>Can approve contracts over \$250K only if for routine equipment, supplies, materials, dry-dockings, and printing of materials ("Routine")</p>	<p>For contracts awarded under GM authority: \$50K</p> <p>Can approve amendments/change orders over \$50K for Routine work or for non-routine work only if cumulative total, including contract amount, does not exceed \$250K</p> <p>For contracts awarded by the Board: up to contract contingency or NTE 10% of original contract</p>
San Joaquin Regional Transit District	<p>Materials, supplies or equipment, or services: \$250K</p> <p>Public projects: \$220K, as set by PCC 22032(b)</p>	<p>For contracts within CEO's authority, cumulative modifications (including original contract amount) do not exceed \$250K</p> <p>For contracts executed within the Board's authority, cumulative modifications do not exceed \$250K</p>

<p>Livermore Amador Valley Transit Authority</p>	<p>\$100K for supplies, equipment, materials, services, and construction or public works; revenue-generating contracts; and annual rent for leases and licenses of real or personal property in which LAVTA is a lessee or licensee and the term does not exceed 3 years</p>	<p>For contracts up to \$100K, can issue change orders/amendments, cumulatively NTE \$25K</p> <p>For contracts over \$100K, can issue change orders/amendments, cumulatively NTE 10% of original contract, and NTE \$50K for a single change order</p>
<p>Santa Cruz Metropolitan Transit District</p>	<p>For equipment, supplies, materials and services: \$200K</p> <p>For public works contracts: \$220K, as set by PCC 22032(b)</p>	<p>All amendments to supplies or service contracts, provided the sum of all amendments for a single contract doesn't exceed \$200K</p> <p>For public works contracts originally awarded for \$220K or less: all change orders so long as sum of original contract and all change orders do not exceed \$220K</p> <p>For public works contracts originally awarded for \$220K to \$1M: up to \$200K for change orders, so long as sum of change orders for a single contract doesn't exceed \$200K</p> <p>For Board-awarded public works contracts originally for \$1M or more: up to \$200K for change orders OR change orders totaling the following percentages for a single contract: 10% of the first \$1M; plus 8% of next \$9M; plus 6% of the balance</p>
<p>Alameda-Contra Costa Transit District</p>	<p>For goods and services: contracts less than \$250K per "contract year"</p> <p>For public works contracts: \$250K</p>	<p>Any amendments not reserved for Board Authority, that is amendments with a cumulative value of 15% or less of the original contract value, and time-extensions that do not exceed 50% of the original base term</p>
<p>Tri-Valley San Joaquin Valley Regional Rail Authority</p>	<p>\$100K for supplies, equipment, materials, services, and construction or public works; revenue-generating contracts; and annual rent for leases and licenses of real or personal property in which Valley Link is a</p>	<p>For contracts up to \$100K, can issue change orders/amendments, cumulatively NTE \$25K</p> <p>For contracts over \$100K, can issue change orders/amendments, cumulatively NTE 10% of original</p>

	lessee or licensee and the term does not exceed 3 years	contract, and NTE \$50K for a single change order
Central Contra Costa Transit Authority	<p>\$100K for contracts within operating budget or capital budget</p> <p>Public works contracts: \$6,500</p>	<p>For contracts not exceeding \$100K, can issue change orders/amendments, cumulatively NTE \$25K</p> <p>For contracts over \$100K, can issue change orders/amendments, cumulatively NTE 10% of original contract, and NTE \$50K for any single change order</p>

**SunLine Transit Agency
Procurement Policy
Policy No. B-160126**

Adopted: 04/22/2026

SUNLINE TRANSIT AGENCY PROCUREMENT POLICY

The SunLine Transit Agency (SunLine) is a California joint powers authority, created by Riverside County and the nine cities of the Coachella Valley, which authorizes SunLine to acquire such property, facilities, equipment, materials, supplies, and services as may be deemed necessary to carry out its duties.

The procedures governing procurements of SunLine derive from state and federal law. By accepting state and federal funding, SunLine is also obligated to comply with certain regulations in its procurement of goods, and services. In the event of a conflict between SunLine's Procurement Policy and state or federal law, such state or federal law will supersede this Procurement Policy.

This Procurement Policy provides a broad overview of the standards and methods that will guide SunLine in obtaining goods and services. Wherever in this Procurement Policy the CEO/General Manager is designated authority, such authority shall be understood to include the designee of the CEO/General Manager.

A. Fundamental Principles of Ethical Procurement

SunLine's procurement practices reflect its commitment to fundamental principles of ethical procurement, which are as follows:

1. Foster maximum open and free competition for SunLine Contracts;
2. Promote the greatest economy and efficiency in SunLine procurements;
3. Ensure adherence to proper standards of conduct by SunLine board members, officers, and employees;
4. Maintain procurement policies and procedures that guarantee compliance with applicable state and federal laws and regulations;
5. Establish and maintain an arm's length relationship with all Contractors;
6. Treat all prospective Contractors, Consultants, and vendors, including Disadvantaged Business Enterprises (DBEs) and small businesses, in an equal and equitable manner; and
7. Provide guidance for remedy and resolution of Contract claims or disputes.

Based on these fundamental principles of ethical procurement, SunLine has developed the following set of procurement and contracting policies.

B. Conflicts of Interest

No director, officer, employee, or agent of SunLine shall participate in any procedure, tasks, or decisions relative to initiation, evaluation, award, or administration of a contract if a conflict of interest, real or apparent, exists. Such a conflict of interest arises when (a) the director, officer, employee or agent, (b) any member of his or her immediate family, (c) his or her business associate, or (d) an organization which employs, or which is about to employ, any of the above described individuals has a financial or other interest in a firm that participates in a SunLine procurement process or that is selected for an award. The standards governing the determination as to whether such an interest exists are set forth in Sections 1090, 1091, and 1091.5 of the California Government Code and the California Political Reform Act (California Government Code Section 81000 *et seq.*).

C. Methods of Procurement

1. All purchases and contracts, whether by informal bidding, formal bidding or proposals, shall be made on a competitive basis to the greatest extent practicable.
2. The method of procurement, such as small purchases, informal bids or proposals, formal competitive bidding, requests for proposals, etc., shall be appropriate for the type of project or procurement and shall be in the best interest of SunLine.
3. Formal competitive bidding must be used for construction, repair, maintenance, alteration, and similar work whenever the estimated expenditure for such work exceeds \$220,000 or the current threshold set forth in California Public Contract Code Section 22032(c), whichever is greater. Alternative methods of procurement, such as a design build approach, may be utilized if authorized by state law and in full compliance with all applicable requirements.

Federally-funded procurements will comply with all applicable federal requirements.

Informal competitive procedures, as set forth in SunLine's Public Works Bidding Procedures Ordinance (Ord. No. 17-01) may be used for construction, repair, maintenance, alteration and similar work for locally-funded contracts whenever the estimated expenditure is more than \$75,000 (or the current threshold set forth in California Public Contract Code § 22032(a), whichever is greater) and not more than \$220,000 (or the current threshold set forth in California Public Contract Code § 22032(b), whichever is greater) or for federally-funded contracts whenever the estimated expenditure is more than \$15,000 and not more than \$220,000. Award will be made to the lowest responsible bidder. (Public Contract Code § 22038).

For construction, repair, maintenance, alteration and similar work where the estimated expenditure is \$75,000 (or the current threshold set forth in California Public Contract Code § 22032(a), whichever is greater) or less, SunLine may use a negotiated contract or a purchase order.

4. Formal competitive bidding must be used when purchasing materials, supplies, equipment, or services is over \$350,000, but a “best value” approach may be used in circumstances where it is determined to be in the best interest of SunLine. “Best value” means a process in which the overall combination of quality, price, and other elements such as reliability, standardization, vendor qualifications, warranty, life cycle costs, and sustainability issues are considered together to determine which proposal provides the greatest overall benefit to SunLine. On a case by case basis, and in particular when a procurement involves a combination of goods and services, the SunLine Procurement Department, in consultation with the Project Manager or the department issuing the solicitation, shall make the determination of whether a “best value” approach is in the best interest of SunLine. In such circumstances, the determination will be documented in writing and a formal competitive proposal process will be utilized.
5. An informal procurement method may be utilized for the purchase of materials, supplies, equipment, or services when the estimated expenditure is more than \$15,000 and up to \$350,000. To the extent practicable, such a method shall involve obtaining a minimum of three quotations, either written or oral, that permit prices and other terms to be compared. SunLine will undertake adequate outreach to ensure open and free competition, and that small businesses, including DBEs are afforded opportunities to submit quotations. To the extent practicable, SunLine will strive to obtain at least one of the minimum of three quotations from a small business. SunLine will utilize interested vendors based upon a review of trade sources, lists of certified DBEs and small businesses that have registered with the State, and vendors that have registered with SunLine to receive notice of contract opportunities. When appropriate to ensure satisfaction of the Fundamental Principles of Ethical Procurement set forth in Section A of this Policy, such solicitations shall be advertised by SunLine. SunLine’s informal bidding procedures, using a lowest responsible bidder standard for bid comparison, will serve as the typical standard on which to base the purchase of materials, supplies, and equipment or services, unless it is determined in writing that it is in SunLine’s best interest to apply a “best value” approach, in which event, qualitative factors such as those set forth in paragraph C.4 above, in addition to price, may be considered in making an award.
6. Formal competitive proposals, which consider and evaluate factors in addition to price, will be used to retain professional and non-professional services when the estimated expenditure is more than \$350,000. Specialized State and federal laws will apply to the procurement of

architectural and engineering services as defined by applicable laws and regulations, regardless of the estimated expenditure.

7. The use of appropriate intergovernmental and cooperative agreements is encouraged in order to reduce duplicative effort and to achieve cost economies.
8. SunLine may purchase items on the open market under the following conditions: (a)(i) if SunLine rejects bids received in connection with a procurement of materials, supplies, equipment, and services requiring formal competitive bidding, and (ii) the Board of Directors determines and declares by a two-thirds vote of all its members that in its opinion the materials, supplies, equipment, and services may be purchased at a lower price in the open market; or (b) if the Board of Directors, or the CEO/General Manager, within the CEO/General Manager's procurement authority, has exercised discretion to waive the competitive process when permissible under applicable law and consistent with the fundamental principles of procurement set forth in this Policy, or (c) if no bids or proposals are received in response to a formal solicitation and market research indicates another procurement for the supplies, equipment, services and materials will not render a different outcome. See Section K "Discretion to Waive the Competitive Process" set forth below.

D. Procurement Documentation and Consideration of Bids and Proposals

1. Formal competitive bidding requires preparation of bid documents that clearly set forth all requirements which must be fulfilled in order for the bid to be responsive, advertisement in accordance with the law, and, once bids are received, an award, if made, to the lowest responsive and responsible bidder.
2. Formal competitive proposals, including the "best value" approach, require issuance of Requests for Proposals, which clearly set forth all the requirements, and state the qualitative factors, in addition to price, which will be used to evaluate and rank the Proposals. An award, if made, will be to the proposer receiving the highest consensus ranking, subject to successful negotiations with SunLine.
3. Any and all bids, quotes or proposals may be rejected by SunLine if it is in SunLine's best interest to do so.
4. SunLine may only contract with persons, firms or entities that are qualified and possess the ability to perform successfully under the terms and conditions of the proposed procurement.

E. Execution of Contract Documents

1. All SunLine contracts and amendments will be in writing and executed prior to beginning performance under the contract.
2. The CEO/General Manager may execute all contracts on behalf of SunLine that are duly approved within the CEO/General Manager's authority. The Chairperson of the Board of Directors will sign contracts and leases that require approval by the Board, unless otherwise delegated to the CEO/General Manager.

F. Disadvantaged Business Enterprise Program

SunLine is committed to a Disadvantaged Business Enterprise ("DBE") Program for DBE participation in District contracting opportunities in accordance with 49 Code of Federal Regulations (CFR) Part 26, effective June 22, 2001, as may be amended. It is the policy of SunLine to ensure nondiscrimination on the basis of race, color, sex or national origin in the award and administration of U.S. Department of Transportation assisted and Authority contracts. It is the intention of SunLine to create a level playing field on which DBEs can compete fairly for contracts and subcontracts to provide SunLine's public works, supplies, equipment, materials, and services.

G. Protest Procedures

Bidders may protest contracts that are let through informal bidding, formal competitive bidding, or competitive negotiations. The CEO/General Manager, or designee, is authorized to review and rule upon protests concerning contracts awarded within the CEO/General Manager's procurement authority. Protests for contracts not within the CEO/General Manager's procurement authority will be reviewed and determined by the Board of Directors upon recommendation by the CEO/General Manager and legal counsel.

All protests will be processed in accordance with the written procedures set forth in the Procurement Manual.

H. CEO/General Manager's Procurement Authority

1. The CEO/General Manager is authorized to purchase materials, supplies, and equipment and services and to arrange for work in a manner consistent with this Procurement Policy and written procedures as may be developed from time to time. The CEO/General Manager is authorized to execute agreements and expend funds for procurements and activities included within SunLine's approved annual budget in an amount not to exceed \$250,000.
2. The CEO/General Manager is authorized to modify and otherwise administer all contracts on behalf of SunLine. For all contracts, the CEO/General Manager is authorized to issue contract change orders or

amendments within any Board approved contingency. If the Board does not establish a contingency or in the event the contingency is exhausted, the CEO/General Manager, or designee, may execute amendments, modifications, or change orders not to exceed \$250,000.

3. The CEO/General Manager is authorized to designate staff to oversee and monitor procurements and may delegate its contracting authority set forth in the paragraph above. Such delegation(s) must be in writing, documented by the Deputy Chief of General Services, and must specify defined monetary limits.
4. Only the Board may award contracts over \$250,000. When the Board awards such contracts, it also delegates to the CEO/General Manager the authority to execute the resulting agreement.

I. Emergency Contracts

For procurements requiring competitive bidding and/or Board approval, in case of any sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services, the Board hereby designates the CEO/General Manager to take all necessary and proper measures in emergency conditions to maintain SunLine's systems in operation. The Board also grants the CEO/General Manager the authority to determine that there is insufficient time for competitive bidding and that public interest and necessity demand the immediate expenditure of public money to safeguard life, health, or property. If the CEO/General Manager makes such a determination, the CEO/General Manager may expend or enter into a contract involving the expenditure of any sum needed in such emergency without observance of the provisions requiring contracts, bids, or notice. The CEO/General Manager will report on the reasons and necessity for proceeding without a competitive solicitation to the Board of Directors at a regular meeting of the Board of Directors held within 14 days of the action for discussion and ratification, or if no regular meeting is scheduled, within 7 days of the action at a special meeting of the Board of Directors. Upon hearing the CEO/General Manager's report, the Board shall determine, by a four-fifths vote, whether or not there is a need to continue the emergency action. The Board will continue to evaluate and review the emergency action, determining whether or not the emergency procurement is still required, at every regularly scheduled meeting thereafter until the action is terminated. See Public Contract Code Sections 22035, 22050.

J. Cooperative Purchasing Agreements

To foster greater economy and efficiency, SunLine may avail itself of federal, state, and local intergovernmental agreements for procurement or use of common goods and services. Joint procurements, state cooperative purchasing programs, and assignment of existing contract rights ("piggyback" procurements) with other public agencies may be used when consistent with applicable state and federal statutory or grant requirements.

K. Discretion to Waive the Competitive Process

The Board of Directors or the CEO/General Manager in the case of procurements within the CEO/General Manager's procurement authority, may waive the requirements for formal competitive bidding or other procedures set forth in this Policy when (1) permissible under applicable law, (2) a determination is made that the best interests of SunLine are served thereby, and provided there is adequate documentation of the need for such material, supplies, equipment, public works or services; and (3) a determination is made that following competitive procedures would be unavailing and not in furtherance of the purposes of the competitive bidding statutes and SunLine's Procurement Policy. These circumstances shall be evaluated on a case-by-case basis, in consultation with legal counsel, keeping in mind the Fundamental Principles of Ethical Procurement set forth in this Policy. The findings justifying the waiver must be documented in the record.

Regardless of the estimated cost of the procurement, SunLine is not required to engage in the competitive bidding process when procuring materials, supplies, equipment or services for which there exists only a sole source of supply. If more than one distributor of a product or service is available, the product or service is not exempt from competitive bidding as a sole source, but may be exempt from competitive bidding as a single source with appropriate justification. A sole source decision is not permitted merely upon the grounds that the source demonstrates technical or administrative superiority, is the most convenient, or shows superior performance potential at lower costs. In all cases, staff must verify that the particular procurement meets the definition of a single or sole source, and a cost or price analysis must be performed to determine the fairness and reasonableness of the price. The single or sole source findings will be reviewed by the Deputy Chief of General Services in consultation with legal counsel, as needed. A written determination of the findings will be provided to the requestor for inclusion in the contract record.

L. Contract Administration

SunLine shall administer all contracts to ensure that contractors conform with the terms, conditions, and specifications of all contracts and to ensure all purchases are received in a timely manner. Contract administration files shall contain documentation concerning the solicitation, contract costs, modifications, and final disposition. All significant formal and informal communications on all contracts must be committed to written memoranda and promptly included in the contract file.

M. Disposal of Surplus Property

1. The Deputy Chief of General Services shall approve the manner of disposition of surplus supplies, equipment, and materials. The Board of Directors shall approve the disposition of any item having a fair market value greater than \$250,000. In all cases, disposition or sale of rolling stock shall require approval of the Board. In the event the surplus item to be disposed of was purchased with federal funds, SunLine will comply with federal disposition requirements.

2. The method of sale or disposition of any surplus or scrap items shall depend upon the nature of the items. Such methods shall include: (1) transfer or sale to other public agencies, (2) trade-in as part of a new procurement, (3) sale by auction, advertisement for sealed bids, or negotiation, or (4) where appropriate, proper recycling, donation to a non-profit agency, or disposal.

N. Revenue Generating Contracts/Concessions

To the extent they are not otherwise governed by SunLine policies, concession agreements are contracts where SunLine grants permission to use SunLine facilities or property to vendors to sell products or services, for which SunLine receives a percentage of the proceeds and/or a flat rate of compensation. Generally, these arrangements are at no direct cost to SunLine.

Where it is determined that a number of potential vendors are available to provide similar products or services, a competitive negotiations procedure should be followed, and award made to the highest ranked proposer, taking into consideration the economic return to SunLine, quality of the product, and service and experience of the vendor.

The Board of Directors shall approve revenue generating/concessions contracts that exceed \$250,000 in value.

O. Implementation

This Policy sets forth the standards and methods to be followed by SunLine in obtaining materials, supplies, and equipment and services. Since 2001, SunLine has had in place a Procurement Manual that sets forth implementing guidelines and procedures consistent with applicable law and best procurement practices. The CEO/General Manager shall have the authority to maintain and update as necessary the Procurement Manual to give effect to this Policy and may make subsequent revisions if necessary to implement changes in applicable laws and regulations and best procurement practices, such as the FTA Best Practices Procurement Manual, Caltrans Local Assistance Procedures Manual, American Public Transit Association guidelines and standards, or other well accepted external references. Changes that represent a deviation from this Policy must be approved by the Board of Directors. All SunLine staff with responsibility for procurement activities must be trained in, and adhere to, this Policy and the Procurement Manual.

Adopted: Resolution No. 0819; April 22, 2026

SUNLINE TRANSIT AGENCY

RESOLUTION NO. 0819

RESOLUTION ADOPTING SUNLINE'S PROCUREMENT POLICY AND RESCINDING THE CONTRACT POLICY AND THE PURCHASING POLICIES AND PROCEDURES

WHEREAS, the SunLine Transit Agency (SunLine) is a California joint powers authority, created by Riverside County and the nine cities of the Coachella Valley, which is authorized to acquire such property, facilities, equipment, materials, supplies, and services as may be deemed necessary to carry out its duties; and

WHEREAS, SunLine has a responsibility to the communities it serves to establish and maintain a procurement process that protects public funds, ensures consistency, fairness, and equity among vendors, and, when expending federal funds, complies with all applicable federal regulations and grant requirements; and

WHEREAS, on September 26, 2001, pursuant to Resolution No. 0587, SunLine adopted the revised Procurement Policies and Procedures (B-160501), and at the February 25, 2004 board meeting, SunLine adopted the Contract Policy (B-030604), both of which were to promote the greatest economy and efficiency to SunLine and to maintain appropriate safeguards to preserve fairness and accountability in SunLine's procurement activities; and

WHEREAS, staff and legal counsel have prepared a new Procurement Policy that reflects current law and best procurement practices and increases the CEO/General Manager's delegated contracting authority; and

WHEREAS, the SunLine Board of Directors desires to adopt the SunLine Procurement Policy pursuant to this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of SunLine Transit Agency hereby adopts the Procurement Policy, in the form presented to the Board of Directors, and rescinds the Contract Policy (B-030604) and the Purchasing Policies and Procedures (B-160501); and

BE IT FURTHER RESOLVED that the CEO/General Manager, or her designee, is authorized to take further actions as may be necessary to give effect to the Procurement Policy, including maintaining and updating the Procurement Manual and making subsequent revisions to the Procurement Manual, if necessary, to implement changes in applicable laws and regulations and best procurement practices, with the understanding that changes that represent a substantive deviation from the Procurement Policy must be approved by the SunLine Board of Directors.

APPROVED AND ADOPTED by the Board of Directors of SunLine Transit Agency on the 22nd day of April, 2026.

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Vanessa Ordorica
Clerk of the Board
SunLine Transit Agency

Lynn Mallotto
Chairperson of the Board
SunLine Transit Agency

APPROVED AS TO FORM:

Catherine J. Groves
General Counsel



SunLine Transit Agency

Item 11

April 22, 2026

Board Report

AGENDA ITEM: ACTION

TO: Finance/Audit Committee/Committee of the Whole
Board of Directors

FROM: Luis Garcia, Chief Financial Officer

SUBJECT: Approve Contract Extension with Hanson Bridgett, LLP for Legal Services

Recommendation:

Recommend that the Board of Directors (Board) delegate authority to the CEO/General Manager to execute a contract extension with Hanson Bridgett, LLP for legal services for a period of three (3) years and a not-to-exceed amount of \$3,708,014.

Background:

In conjunction with the conclusion of the prior General Legal Counsel agreement, the Board approved the formation of an ad hoc committee in late calendar year 2023 to work with staff and evaluate proposals through a new competitive solicitation. Based on the committee's evaluation, the Board approved a base two (2)-year agreement with three (3) one-year option terms with Hanson Bridgett at the April 2024 Board meeting to serve as General Counsel for SunLine Transit Agency (STA) and SunLine Services Group (SSG).

In anticipation of the initial contract expiration date of April 29, 2026, staff coordinated with the Board Chair to reconvene an ad hoc committee to evaluate whether to exercise the option years under the agreement. The ad hoc committee, consisting of Board Chair Lynn Mallotto, Vice-Chair John Pena, and Board Member Glenn Miller, met with staff to discuss key accomplishments, as well as current and future priorities for General Counsel. Following this meeting, the Committee met directly with General Counsel to discuss her performance.

Following these discussions, the ad hoc committee determined that Hanson Bridgett has performed effectively and satisfactorily and recommends exercising the option to extend the agreement. More specifically, over the initial two-year term, Hanson Bridgett has developed a strong understanding of SunLine's operations, as well as identified and addressed with staff practices and policies that should be amended and/or implemented for avoiding inefficiencies or exposure to risk. Through this work, Hanson Bridgett has supported a shift in the Agency's culture to being more proactive and strategic in its approach to business and legal matters, while enhancing transparency and accountability.

Financial Impact:

The estimated financial impact of \$3,708,014 over three (3) years will be funded via the Agency's yearly Board approved operating budget for SunLine Transit Agency and SunLine Services Group.

Strategic Priority:

Resource Acquisition, Allocation, and Management: Prioritizes optimized resource management by effectively acquiring and allocating financial, human, and material resources to ensure operational excellence and long-term sustainability.

In Collaboration with:

Ray Stevens, Deputy Chief of General Services

Approved/Reviewed by:

Mona Babauta, CEO/General Manager

Attachments:

None.