



SunLine Transit Agency/
SunLine Services Group
September 24, 2025
12:00 p.m.

**Joint Regular Meeting of the SunLine Transit Agency &
SunLine Services Group Board of Directors
Regular Board of Directors Meeting**

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

NOTICE TO THE PUBLIC

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

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

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2, and the Federal Transit Administration Title VI, please contact the Clerk of the Board at (760) 343-3456 if disability-related modification(s) and/or interpreter services are needed to participate in a Board meeting. Notification of at least 72 business hours prior to the meeting time will assist staff in ensuring reasonable arrangements can be made to provide assistance at the meeting.

ITEM

RECOMMENDATION

1. CALL TO ORDER

Note: All items appearing on the agenda are subject to action by the Board. Staff recommendations are subject to change by the Board.

2. FLAG SALUTE

ITEM

RECOMMENDATION

3. ROLL CALL

4. FINALIZATION OF AGENDA

5. PUBLIC COMMENTS

RECEIVE COMMENTS

NON AGENDA ITEMS

Members of the public may address the Board regarding any item within the subject matter jurisdiction of the Board; 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. Each person's comments are limited to a maximum of three (3) minutes.

6. PRESENTATIONS

a) 2025 Safety Slogan Winner

(Presenter: Richard Powers, Safety Manager)

7. BOARD 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 June and July 2025 | (PAGE 8-16) |
| 8b) Acceptance of Credit Card Statement for June and July 2025 | (PAGE 17-47) |
| 8c) Acceptance of Monthly Budget Variance Report for June 2025 | (PAGE 48-52) |
| 8d) Acceptance of Contracts Signed between \$25,000 and \$250,000 for June and July 2025 | (PAGE 53-55) |
| 8e) Acceptance of Union & Non-Union Pension Investment Asset Summary June and July 2025 | (PAGE 56-78) |
| 8f) Acceptance of Ridership Report for June and July 2025 | (PAGE 79-86) |
| 8g) Acceptance of SunDial Operational Notes for June and July 2025 | (PAGE 87-91) |
| 8h) Acceptance of Metrics for June and July 2025 | (PAGE 92-130) |

<u>ITEM</u>	<u>RECOMMENDATION</u>
8i) Acceptance of Board Member Attendance Report for August 2025	(PAGE 131-132)
8j) Approval of Special Joint Board Meeting Minutes for August 7, 2025	(PAGE 133-137)
8k) Acceptance of SSG/SRA Checks \$1,000 and Over Report for June and July 2025	(PAGE 138-140)
8l) Acceptance of SSG Monthly Budget Variance Report for June and July 2025	(PAGE 141-145)
8m) Acceptance of Taxi Trip Data Report – June and July 2025	(PAGE 146-148)
9. PROCLAMATION RECOGNIZING FORMER CHAIRPERSON ROSS FOR HER SERVICE (Staff: Edith Hernandez, Director of Board and Legislative Affairs)	APPROVE (PAGE 149)
10. AMENDMENT TO AGREEMENT WITH ANEW CLIMATE, LLC FOR THE PURCHASE OF RENEWABLE NATURAL GAS AND LOW CARBON FUEL STANDARD CREDIT MANAGEMENT (John Peña, Chair of Finance/Audit Committee; Staff: Walter Watcher, Chief of Capital Projects)	APPROVE (PAGE 150-151)
11. ADOPT A JOINT RESOLUTION AMENDING AND RESTATING RULES OF PROCEDURE FOR BOARD MEETINGS AND BYLAWS FOR ALL BOARD STANDING COMMITTEES (Nancy Ross, Chair of Board Operations Committee; Staff: Vanessa Ordorica, Clerk of the Board)	APPROVE (PAGE 152-178)
12. DELEGATION OF AUTHORITY TO THE CEO/GENERAL MANAGER, OR DESIGNEE(S), TO APPROVE DESIGNS AND PLANS FOR ALL SUNLINE TRANSIT AGENCY IMPROVEMENT PROJECTS (Nancy Ross, Chair of Board Operations Committee; Staff: Walter Watcher, Chief of Capital Projects)	APPROVE (PAGE 179-186)
13. SELECTION OF SUNLINE TRANSIT AGENCY VISION STATEMENT (Staff: Edith Hernandez, Director of Board and Legislative Affairs)	APPROVE (PAGE 187-219)
14. LEGISLATIVE UPDATE FOR SEPTEMBER 2025 (Staff: Edith Hernandez, Director of Board and Legislative Affairs)	INFORMATION (PAGE 220-235)

ITEM

RECOMMENDATION

15. CEO/GENERAL MANAGER'S REPORT

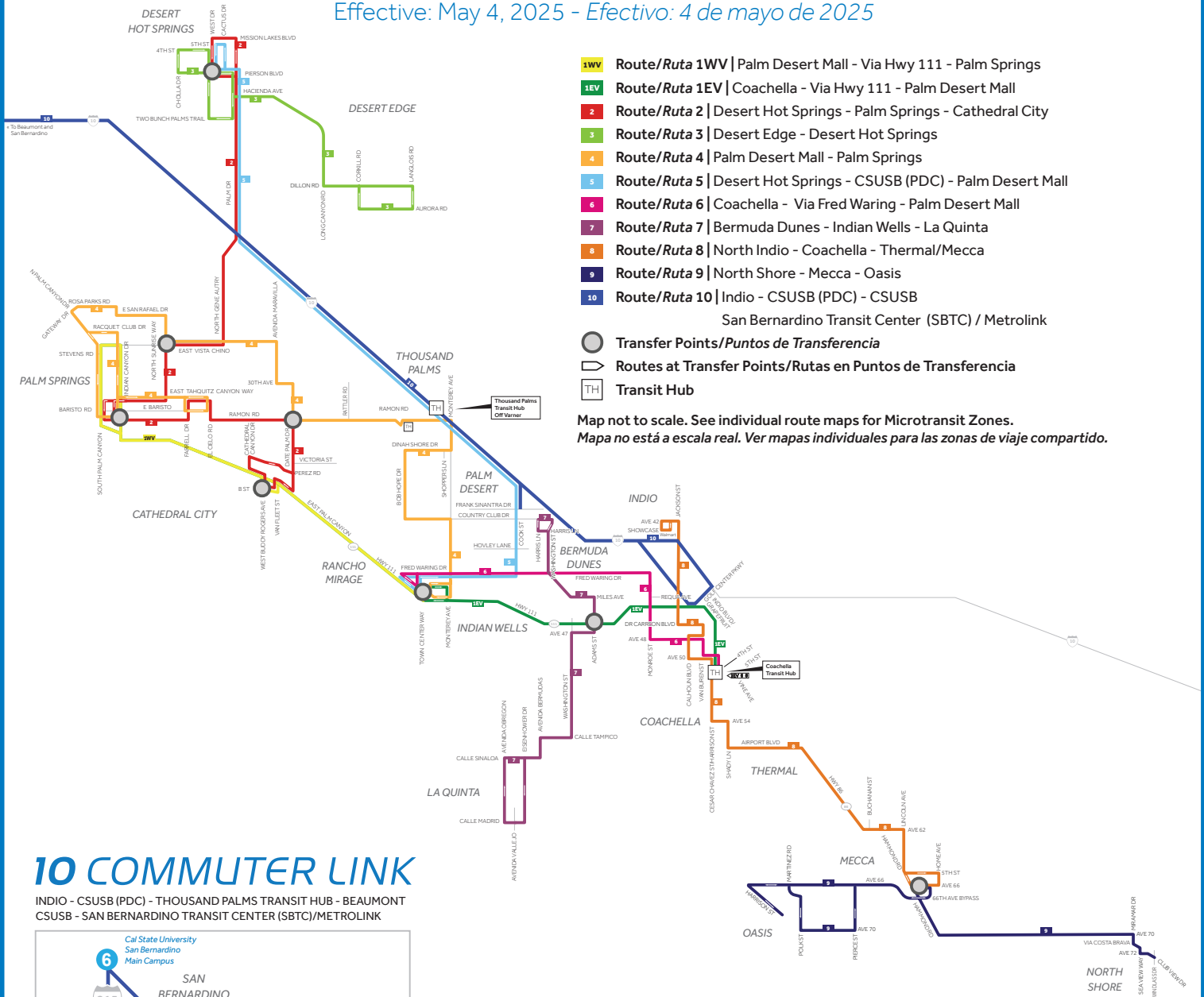
16. NEXT MEETING DATE

October 22, 2025 at 12 p.m.
Board Room
32-505 Harry Oliver Trail
Thousand Palms, CA 92276

17. ADJOURN

SYSTEM MAP - MAPA DEL SISTEMA

Effective: May 4, 2025 - Efectivo: 4 de mayo de 2025



- 1WV** Route/Ruta 1WV | Palm Desert Mall - Via Hwy 111 - Palm Springs
- 1EV** Route/Ruta 1EV | Coachella - Via Hwy 111 - Palm Desert Mall
- 2** Route/Ruta 2 | Desert Hot Springs - Palm Springs - Cathedral City
- 3** Route/Ruta 3 | Desert Edge - Desert Hot Springs
- 4** Route/Ruta 4 | Palm Desert Mall - Palm Springs
- 5** Route/Ruta 5 | Desert Hot Springs - CSUSB (PDC) - Palm Desert Mall
- 6** Route/Ruta 6 | Coachella - Via Fred Waring - Palm Desert Mall
- 7** Route/Ruta 7 | Bermuda Dunes - Indian Wells - La Quinta
- 8** Route/Ruta 8 | North Indio - Coachella - Thermal/Mecca
- 9** Route/Ruta 9 | North Shore - Mecca - Oasis
- 10** Route/Ruta 10 | Indio - CSUSB (PDC) - CSUSB

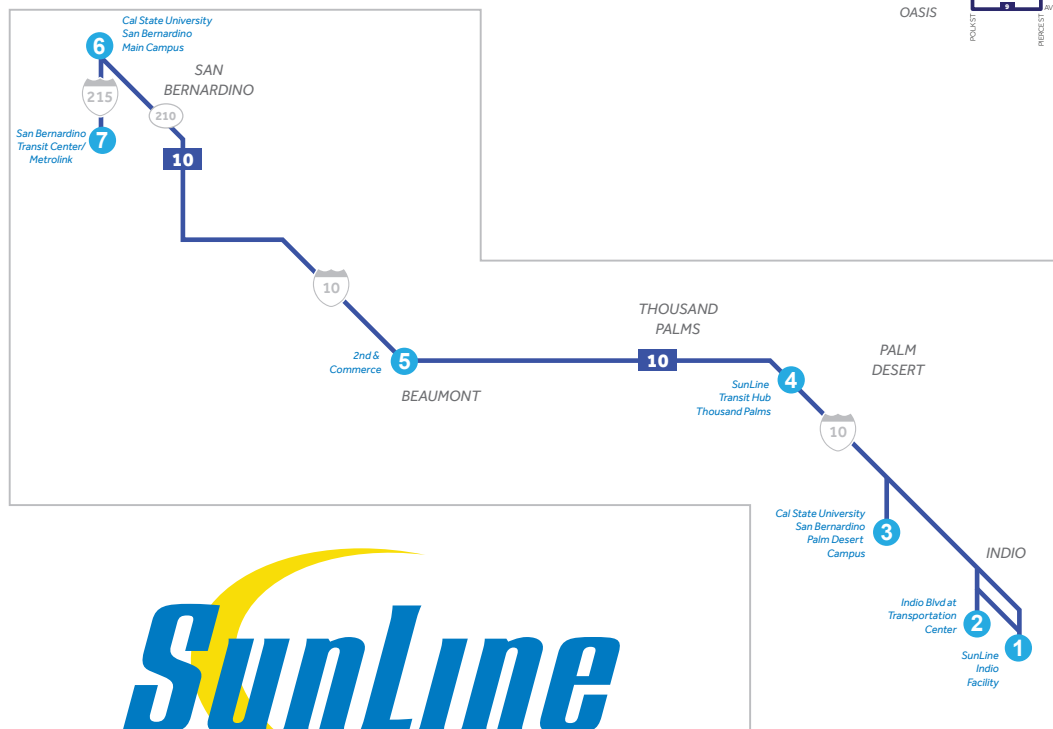
San Bernardino Transit Center (SBTC) / Metrolink

- Transfer Points/Puntos de Transferencia
- Routes at Transfer Points/Rutas en Puntos de Transferencia
- Transit Hub

Map not to scale. See individual route maps for Microtransit Zones.
Mapa no está a escala real. Ver mapas individuales para las zonas de viaje compartido.

10 COMMUTER LINK

INDIO - CSUSB (PDC) - THOUSAND PALMS TRANSIT HUB - BEAUMONT
CSUSB - SAN BERNARDINO TRANSIT CENTER (SBTC)/METROLINK



SunLine
TRANSIT AGENCY

760.343.3451 | SunLine.org



SunLine Transit Agency

ACRONYMS LIST OF TRANSPORTATION TERMS

Last Updated: 02/18/2025

#			
5307	FTA Section 5307: Urbanized Area Formula Grants	CTA	California Transit Association
5310	FTA Section 5310: Enhanced Mobility of Seniors & Individuals with Disabilities	CTC	California Transportation Commission
5311	FTA Section 5311: Formula Grants for Rural Areas	CTSA	Consolidated Transportation Services Agency
5339	FTA Section 5339: Bus and Bus Facilities Formula Grants	D	
A		DBE	Disadvantaged Business Enterprise
A&E	Architect and Engineering	DC	Direct Current
AC	Alternating Current	DRS	Demand Response Service
ATU	Amalgamated Transit Union	DOT	Department of Transportation
ADA	Americans with Disabilities Act	DPSS	Department of Public Social Services
AHSC	Affordable Housing and Sustainable Communities	E	
APC	Automated Passenger Counting	EA	Environmental Assessment
APTA	American Public Transit Association	EAM	Enterprise Asset Management
ATP	Active Transportation Program	EEO	Equal Employment Opportunity
AVL	Automated Vehicle Location System	EIR	Environmental Impact Report
AFC	Automatic Fare Collection	EPA	Environmental Protection Agency
AVA	Automatic Voice Announcement	ERMA	Employee Risk Management Authority
AV	Autonomous Vehicle	ERP	Enterprise Resource Planning
B		ETO	Earned Time Off
BAFO	Best and Final Offer	EPF	Electronic Fare Payment
Bar	Metric Unit of Pressure (100 kPa)	EV	Electric Vehicle
BEB	Battery Electric Bus	F	
BRT	Bus Rapid Transit	FCEB/FCB	Fuel Cell Electric Bus
BUILD	Better Utilizing Investments to Leverage Development	FFY	Federal Fiscal Year
C		FHWA	Federal Highway Administration
CAD	Computer-Aided Dispatch	FMCSA	Federal Motor Carrier Safety Administration
CalACT	California Association for Coordinated Transportation	FTA	Federal Transit Administration
CalOES	California Office of Emergency Services	FTE	Full-Time Equivalent
CalSTA	California State Transportation Agency	FTIP	Federal Transportation Improvement Program
Caltrans	California Department of Transportation	FM/LM	First Mile/Last Mile
Cap-and-Trade	California's Cap-and-Trade Program	FY	Fiscal Year
CARB	California Air Resources Board	G, H, I, J, & K	
CBA	Collective Bargaining Agreement	GTFS	General Transit Feed Specifications
CEC	California Energy Commission	GTFS-RT	General Transit Feed Specifications Realtime
CEQA	California Environmental Quality Act	GFI	Gen-fare Industries Farebox
CFR	Code of Federal Regulations	GGE	Gallons of Gas Equivalent
CI	Carbon Intensity	GHG	Greenhouse Gas
CIG	Capital Investment Grants Program	GPS	Global Positioning System
CIP	Capital Improvement Program	GTFS	General Transit Feed Specification
CMAQ	Congestion Mitigation and Air Quality Improvement Program	H2	Hydrogen
CNG	Compressed Natural Gas	HOV	High-Occupancy Vehicle
CO	Change Order	ICT	Innovative Clean Transit
CO2	Carbon Dioxide	ITS	Intelligent Transport System
CVAG	Coachella Valley Association-Government	IFB	Invitation for Bid
CTAA	Community Transportation Association of America	IJA	Infrastructure Investment and Jobs Act
COA	Comprehensive Operational Analysis	ITS	Intelligent Transportation Systems
COLA	Cost of Living Adjustment	JPA	Joint Powers Authority
COVID-19	Coronavirus	Kg	Kilogram
		kPa	Kilopascal (1,000 Pa)
		KPI	Key Performance Indicator
		kW	Kilowatts (1,000 watts)
		KwH	Kilowatt Hour
		L	
		LCFS	Low Carbon Fuel Standard
		LCTOP	Low Carbon Transit Operations Program
		LH2	Liquid Hydrogen
CRRSAA	Coronavirus Response and Relief Supplemental Appropriations Act		
CSUSB	California State University, San Bernardino		

LOI	Letter of Intent
LOS	Level of Service
LOU	Letter of Understanding
Low No	Low or No Carbon Emissions Program
L RTP	Long Range Transportation Plan
LTF	Local Transportation Fund

M, N, & O

MCI	Motor Coach Industries
MCO	Motor Coach Operator
Measure A	Measure A Funding
MOD	Mobility on Demand
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MSDS	Material Safety Data Sheet
mW	Megawatt (1,000,000 watts)
mWh	Megawatt Hour
NAAQS	National Ambient Air Quality Standards
NEPA	National Environmental Policy Act
NIMS	National Incident Management System
NOFA	Notice of Funding Availability
NOFO	Notice of Funding Opportunity
NTD	National Transit Database
NTP	Notice to Proceed
NTSB	National Transportation Safety Board
O&M	Operations and Maintenance
OSHA	Occupational Safety and Health Administration
OBC	On-Board Communication
OTP	On-Time Performance

P & Q

Pa	Pascal
PPRH	Passenger Per Revenue Hour
PIS	Passenger Information System
PAC	Public Advisory Committee
PEM	Proton Exchange Membrane (H2)
PEPRA	Public Employer Pension Reform Act
PERMA	Public Entity Risk Management Authority
PLD	Paid Leave Day
PM	Preventative Maintenance
PNR	Park & Ride
PO	Purchase Order
PPE	Personal Protective Equipment
PPRH	Passengers per Revenue Hour
PSI	Pounds per Square Inch
PTASP	Public Transportation Agency Safety Plan

R & S

RAISE	Rebuilding American Infrastructure with Sustainability and Equity
RCTC	Riverside County Transportation Commission
RFP	Request for Proposals
RFQ	Request for Quotation
RFS	Renewable Fuel Standard
RIN	Renewable Identification Number
RVH	Revenue Vehicle Hours
RVM	Revenue Vehicle Miles
SBTC	San Bernardino Transit Center
SCAG	Southern California Association of Governments
SGR	State of Good Repair
SMR	Steam Methane Reforming (H2)
SMS	Safety Management System
SOP	Standard Operating Procedure
SOW	Scope of Work

SRTP	Short Range Transit Plan
STA	State Transit Assistance Fund
STBG	Surface Transportation Block Grant Program
STIP	State Transportation Improvement Program

T

TAC	Technical Advisory Committee
TAM	Transit Asset Management
TCP	Transit Capital Priorities
TDA	Transportation Development Act
TDM	Transportation Demand Management
TIP	Transportation Improvement Program
TIRCP	Transit and Intercity Rail Capital Program
TNC	Transportation Network Company
TOD	Transit-Oriented Development
TSI	Transportation Safety Institute
TSP	Transit Signal Priority

U, V, W, X, Y, Z

USDOT	United States Department of Transportation
UPT	Unlinked Passenger Trips
VCR	Vehicle Condition Report
VMT	Vehicle Miles Traveled
VTO	Vacation Time Off
YTD	Year to Date
ZEB	Zero-Emission Bus

SunLine Transit Agency

CONSENT CALENDAR

DATE: September 24, 2025

APPROVE

TO: Finance/Audit Committee
Board of Directors

RE: Acceptance of Checks \$1,000 and Over Report June and July 2025

Summary:

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

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

Vendor	Check #	Amount
<i>A-Z Bus Sales Inc.</i>	700082	\$399,371.54
<i>Trapeze Software Group Inc</i>	700153	\$85,864.00
<i>Hanson Bridgett LLP</i>	700169	\$77,166.88
<i>Scelzi Enterprises, Inc.</i>	700142	\$56,043.11
<i>California Transit Training Consortium</i>	700170	\$55,696.42
<i>Clever Devices, LTD</i>	700168	\$54,299.00
<i>Nomad Transit, LLC</i>	700383	\$206,885.51
<i>Integrated Cryogenic Solutions, LLC</i>	700351	\$155,611.68
<i>Ballard Power Systems</i>	700322	\$118,983.65
<i>Helixstorm</i>	700391	\$112,186.75
<i>Nomad Transit, LLC</i>	700390	\$103,090.24
<i>Verizon Wireless</i>	700389	\$79,501.83

Recommendation:

Approve.

SunLine Transit Agency
Checks \$1,000 and Over
June 2025

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
CALPERS	Group Health Premiums	700167	06/25/2025	459,765.66
A-Z BUS SALES INC	WIP-Replacement Paratransit Buses- Project Acct#2205-00	700082	06/18/2025	399,371.54
PERMA - INSURANCE	Liability Program 4th of 7 Annual Installments	699975	06/04/2025	101,687.00
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	700155	06/18/2025	91,303.75
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	700220	06/25/2025	89,051.93
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	699990	06/04/2025	87,376.26
TRAPEZE SOFTWARE GROUP INC.	Computer/Network Software Agreement	700153	06/18/2025	85,864.00
IMPERIAL IRRIGATION DIST	Utilities	700023	06/11/2025	79,056.92
HANSON BRIDGETT LLP	Legal Service	700169	06/25/2025	77,166.88
SO CAL GAS CO.	Utilities	700052	06/11/2025	58,953.44
SCELZI ENTERPRISES, INC.	WIP-Replacement Support Vehicles-Project Acct#2111-01	700142	06/18/2025	56,043.11
CALIFORNIA TRANSIT TRAINING CONSORTIUM	Center of Excellence Workshop	700170	06/25/2025	55,696.42
CLEVER DEVICES LTD.	WIP-Radio System Replacement-Project Acct#1905-02	700168	06/25/2025	54,299.00
METLIFE	Supplement Benefits LTD/STD/LIFE/Dental Ins Premium	700200	06/25/2025	48,768.86
INSIGHT STRATEGIES INC	Consulting	700115	06/18/2025	40,387.54
MOORE & ASSOCIATES, INC.	WIP-Planning, Research & Development-Project Acct#2514-02	700124	06/18/2025	39,178.27
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	700032	06/11/2025	35,460.29
ATKINSON, ANDELSON, LOYA RUUD AND ROMO	Legal Service	700180	06/25/2025	27,076.84
HELIXSTORM	WIP-Information Technology Project- Project Acct#2418-12	699953	06/04/2025	25,584.04
HELIXSTORM	Contracted Services	700022	06/11/2025	23,470.10
HELIXSTORM	Contracted Services	700114	06/18/2025	20,243.75
NFI PARTS	Inventory Repair Parts	700065	06/18/2025	18,758.32
GENFARE, LLC	Inventory Repair Parts	700191	06/25/2025	17,894.41
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	699982	06/04/2025	14,742.23
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	699944	06/04/2025	13,980.46
BROADLUX, INC.	Contract Services-General	699923	06/04/2025	12,994.75
TRUGUARD SECURITY SERVICES, INC	Security Guard Services	700154	06/18/2025	12,293.04
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	700106	06/18/2025	11,927.68
AMAZON CAPITAL SERVICES, INC	Office Supplies	700071	06/18/2025	11,143.67
SONSRAY FLEET SERVICES	Inventory Repair Parts	700148	06/18/2025	10,522.18
JE STRATEGIES LLC	Consulting	700195	06/25/2025	10,159.51
ROBERT HALF	Temporary Help	699980	06/04/2025	9,684.40
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	699936	06/04/2025	9,349.00
ROBERT HALF	Temporary Help	700139	06/18/2025	9,324.40
KL2 CONNECTS LLC	Recruiting Employees	700028	06/11/2025	9,225.00
SHAW YODER ANTWHI SCHMELZER & LANGE, INC	Consulting	700050	06/11/2025	9,000.00
ROBERT HALF	Temporary Help	700210	06/25/2025	8,964.40
TRANSPORTATION MANAGEMENT & DESIGN,	Consulting	700152	06/18/2025	8,668.56
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	700140	06/18/2025	8,568.45

**SunLine Transit Agency
Checks \$1,000 and Over
June 2025**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	700211	06/25/2025	7,801.42
ROBERT HALF	Temporary Help	700047	06/11/2025	7,779.84
TOKEN TRANSIT, INC	Mobile Ticketing Commission	700056	06/11/2025	7,700.64
SMART CHEMISTRY CORPORATION	Repair Parts-Hydrogen	700214	06/25/2025	7,525.00
AVAIL TECHNOLOGIES	Inventory Repair Parts	700081	06/18/2025	7,243.56
ENVIRONMENTAL SYSTEMS RESEARCH	Computer/Network Software Agreement	699939	06/04/2025	7,000.00
COLLEGE OF THE DESERT, PaCE	Staff Development Workshop	700094	06/18/2025	6,700.00
AMALGAMATED TRANSIT UNION	Union Dues	700176	06/25/2025	6,676.46
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	700105	06/18/2025	6,601.85
TRANSIT AND COACH PARTS	Inventory Repair Parts	700058	06/11/2025	6,505.74
BRADY WORLDWIDE INC	Emergency Preparedness Supplies	700085	06/18/2025	6,417.63
TRANSIT AND COACH PARTS	Inventory Repair Parts	700219	06/25/2025	6,405.74
SPECIALTY FIELD SERVICE, INC.	Outside Repair-Fixed Route	700143	06/18/2025	6,400.00
AMALGAMATED TRANSIT UNION	Union Dues	700070	06/18/2025	6,177.80
AMALGAMATED TRANSIT UNION	Union Dues	699913	06/04/2025	6,174.40
GILLIG LLC	Inventory Repair Parts	700112	06/18/2025	5,696.06
IMPERIAL IRRIGATION DIST	Utilities	700193	06/25/2025	5,687.71
ALPHA IMPRINT, LLC	Employee Expense	699998	06/11/2025	5,510.00
AMAZON CAPITAL SERVICES, INC	Office Supplies	699914	06/04/2025	5,364.69
TPX COMMUNICATIONS	Communication Service	700149	06/18/2025	5,261.35
VALLEY REPROGRAPHICS LLC	Contracted Services	700157	06/18/2025	5,211.00
JOSEPH LYNN FRIEND	Contracted Services	700119	06/18/2025	5,190.00
NAPA AUTO PARTS	Inventory Repair Parts	700126	06/18/2025	5,168.78
4IMPRINT, INC.	Employee Incentive Services	700064	06/18/2025	5,145.02
NFI PARTS	Inventory Repair Parts	700172	06/25/2025	5,109.95
CALIFORNIA HYDROGEN BUSINESS COUNCIL	Membership & Subscriptions	699928	06/04/2025	5,000.00
TEC EQUIPMENT, INC.	Inventory Repair Parts	700146	06/18/2025	4,958.90
TACOS YOGI	Employee Incentive Services	700199	06/25/2025	4,650.00
HD INDUSTRIES	Inventory Repair Parts	700020	06/11/2025	4,432.41
MIRKO FISCHER	Reimbursement Expense	700033	06/11/2025	4,385.05
AUTOZONE COMMERCIAL	Inventory Repair Parts	700080	06/18/2025	4,307.61
TRANSIT AND COACH PARTS	Inventory Repair Parts	700150	06/18/2025	4,119.07
PARKHOUSE TIRE, INC.	Repair Parts-Fixed Route	700134	06/18/2025	4,040.63
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	700060	06/11/2025	4,013.73
RWC GROUP	Inventory Repair Parts	699945	06/04/2025	4,011.85
BEST BUY RESTAURANT EQUIPMENT	WIP-Facility Maintenance Upgrade-Project Acct#2413-14	700083	06/18/2025	3,903.85
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	700109	06/18/2025	3,838.64
NAPA AUTO PARTS	Inventory Repair Parts	699969	06/04/2025	3,677.17
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	700179	06/25/2025	3,615.00

SunLine Transit Agency
Checks \$1,000 and Over
June 2025

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
AMERICAN MOVING PARTS	Inventory Repair Parts	700178	06/25/2025	3,604.47
PRUDENTIAL OVERALL SUPPLY	Uniforms	700207	06/25/2025	3,356.57
AMERICAN LAMINATED GLASS	Inventory Repair Parts	700186	06/25/2025	3,355.16
GRAINGER	Facility Maintenance	699952	06/04/2025	3,315.64
CHARTER COMMUNICATIONS	Utilities	700054	06/11/2025	3,282.72
PRUDENTIAL OVERALL SUPPLY	Uniforms	700045	06/11/2025	3,222.04
AMERICAN MOVING PARTS	Inventory Repair Parts	699919	06/04/2025	3,180.93
MAGNUM ELECTRONICS, INC.	WIP-Radio System Replacement-Project Acct#1905-01	699961	06/04/2025	3,167.79
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	700132	06/18/2025	3,145.69
ALPHA MEDIA LLC	Advertising	699999	06/11/2025	3,050.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	699973	06/04/2025	2,803.19
PARAGON ID HIGH POINT US	Printing Expense	699974	06/04/2025	2,763.79
GILLIG LLC	Inventory Repair Parts	700192	06/25/2025	2,618.48
RIDE COACH AND BUS	Inventory Repair Parts	699926	06/04/2025	2,612.05
FASTENAL COMPANY	Shop Supplies	700096	06/18/2025	2,574.16
TOTAL CARE WORK INJURY CLINIC	Medical Exam & Testing	700063	06/11/2025	2,565.00
CITY CAB	Taxi Voucher Program	699984	06/04/2025	2,547.24
C V WATER DISTRICT	Utilities	700184	06/25/2025	2,537.22
FRONTIER COMMUNICATIONS	Utilities - OPS Bldg.	700108	06/18/2025	2,500.00
EVERON, LLC	SunRide Ride Share Expenses	700116	06/18/2025	2,497.71
FEDEX	Shipping Service	700189	06/25/2025	2,494.97
PLAZA TOWING, INC.	Towing Services	700206	06/25/2025	2,475.00
POSITIVE PROMOTIONS, INC.	Employee Recognition	700138	06/18/2025	2,414.53
NFI PARTS	Inventory Repair Parts	699997	06/11/2025	2,342.93
VANESSA ORDORICA	Reimbursement Expense	699995	06/05/2025	2,281.29
MOHAWK MFG & SUPPLY CO	Inventory Repair Parts	700201	06/25/2025	2,115.09
ENTECH OIL INC	Lubricants- Oil	700012	06/11/2025	2,024.57
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	700006	06/11/2025	2,019.20
QUADIENT FINANCE USA, INC.	Postage	700046	06/11/2025	2,000.00
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	700005	06/11/2025	1,973.27
MICHELIN NORTH AMERICA, INC.	Special Billing Tires	700121	06/18/2025	1,952.26
IMAGE 360 - PALM DESERT	Decals-Fixed Route	700034	06/11/2025	1,951.95
ALPHA IMPRINT, LLC	Employee Expense	700175	06/25/2025	1,840.00
PLAZA TOWING, INC.	Towing Services	699977	06/04/2025	1,725.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	700204	06/25/2025	1,721.99
CDW GOVERNMENT, INC	Computer Supplies	700088	06/18/2025	1,697.25
DEAN BRAMLETT	Reimbursement Expense	699910	06/03/2025	1,679.94
YELLOW CAB OF THE DESERT	Taxi Voucher Program	700162	06/18/2025	1,679.16
MARK PERRY	Reimbursement Expense	699963	06/04/2025	1,664.01

SunLine Transit Agency
Checks \$1,000 and Over
June 2025

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
GILLIG LLC	Inventory Repair Parts	699948	06/04/2025	1,643.60
COUNTY OF RIVERSIDE	WIP-Center of Excellence Facility-Project Acct#1808-03	700185	06/25/2025	1,638.12
HIRERIGHT, LLC	Background Service	700008	06/11/2025	1,632.73
TRANSIT RESOURCES, INC.	Inventory Repair Parts	700151	06/18/2025	1,612.65
CHRIS ALLEN VERES	Inventory Repair Parts	700089	06/18/2025	1,606.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	700041	06/11/2025	1,560.70
MOHAWK MFG & SUPPLY CO	Inventory Repair Parts	699966	06/04/2025	1,539.89
RWC GROUP	Inventory Repair Parts	700107	06/18/2025	1,501.25
VIRGINKAR AND ASSOCIATES, INC.	WIP-Upgrade for CAD/AVL System-Project Acct#2309-00	700158	06/18/2025	1,332.00
PDC MACHINES, INC	Inventory Repair Parts-SunFuels	700135	06/18/2025	1,322.10
CINTAS CORPORATION NO.2	Emergency Preparedness Supplies	699931	06/04/2025	1,255.30
COACH GLASS	Inventory Repair Parts	700194	06/25/2025	1,203.48
BERNELL HYDRAULICS INC	Repair Parts-CNG	700084	06/18/2025	1,198.19
ON THE FLY TERMITE AND PEST CONTROL	Pest Control Services	700040	06/11/2025	1,192.00
A-1 ALTERNATIVE FUEL SYSTEMS/A-1 AUTO	Paratransit Repair Parts	700069	06/18/2025	1,184.07
DANIELS TIRE SERVICE - GOOD YEAR	Inventory Repair Parts	700092	06/18/2025	1,169.70
GRAINGER	Materials & Supplies	700223	06/25/2025	1,155.61
ABSOLUTE SELF STORAGE	Storage Rental	700171	06/25/2025	1,152.00
WINDMILL CITY SCREEN PRINTING	Employee Expense	700225	06/25/2025	1,140.55
PLAZA TOWING, INC.	Towing Services	700137	06/18/2025	1,075.00
TEAMSTERS LOCAL 1932	Union Dues	700145	06/18/2025	1,066.74
TEAMSTERS LOCAL 1932	Union Dues	699988	06/04/2025	1,066.74
NFI PARTS	Inventory Repair Parts	699911	06/04/2025	1,065.75
BERNELL HYDRAULICS INC	Materials & Supplies	700181	06/25/2025	1,046.53
TEAMSTERS LOCAL 1932	Union Dues	700218	06/25/2025	1,044.77
JORGE CORTEZ	Reimbursement Expense	699958	06/04/2025	1,000.00
FRANCISCO GOROSTIETA	Reimbursement Expense	700016	06/11/2025	1,000.00
Total Checks Over \$1,000	\$2,509,572.34			
Total Checks Under \$1,000	\$50,127.59			
Total Checks	\$2,559,699.93			

SunLine Transit Agency
Checks \$1,000 and Over
July 2025

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
PERMA - INSURANCE	WC/GL & Liability/Damaged Ins Premiums FY25/26	700293	07/09/2025	3,550,400.00
CALPERS	Group Health Premiums	700401	07/23/2025	450,224.22
NOMAD TRANSIT, LLC	SunRide Ride Share Expenses	700383	07/16/2025	206,885.51
INTEGRATED CRYOGENIC SOLUTIONS LLC	Fuel - Liquid Hydrogen	700351	07/16/2025	155,611.68
BALLARD POWER SYSTEMS	Inventory Repair Parts	700322	07/16/2025	118,983.65
HELIXSTORM	WIP-Information Technology Project- Project Acct#2306-01	700391	07/22/2025	112,186.75
NOMAD TRANSIT, LLC	SunRide Ride Share Expenses	700390	07/21/2025	103,090.24
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	700500	07/30/2025	93,867.34
IMPERIAL IRRIGATION DIST	Utilities	700349	07/16/2025	93,312.13
U.S. BANK INSTITUTIONAL TRUST-WESTERN	Pension Deposit	700380	07/16/2025	89,405.43
VERIZON WIRELESS	Wireless Telephone Service	700389	07/21/2025	79,501.83
SO CAL GAS CO.	Utilities	700371	07/16/2025	49,263.19
METLIFE	Supplement Benefits LTD/STD/LIFE/Dental Ins Premium	700435	07/23/2025	48,354.07
METLIFE	Supplement Benefits LTD/STD/LIFE/Dental Ins Premium	700359	07/16/2025	46,838.97
IMPERIAL COLLEGE PROJECTS LIMITED	Membership & Subscriptions	700423	07/23/2025	44,850.00
MICHELIN NORTH AMERICA, INC.	Lease Tires Services	700282	07/09/2025	40,918.02
ANEW RNG, LLC	Utilities	700461	07/30/2025	40,702.14
ANEW RNG, LLC	Utilities	700253	07/09/2025	37,311.63
APTA	Membership & Subscriptions	700321	07/16/2025	35,500.00
AMERICAN HEART ASSOCIATION	Membership & Subscriptions	700252	07/09/2025	35,000.00
JOHNSON EQUIPMENT COMPANY	WIP-Information Technology Project- Project Acct#2002-03	700428	07/23/2025	30,531.13
JOHNSON EQUIPMENT COMPANY	WIP-Information Technology Project- Project Acct#2002-03	700427	07/23/2025	28,041.44
JOHNSON EQUIPMENT COMPANY	WIP-Information Technology Project- Project Acct#2002-03	700429	07/23/2025	27,576.50
CDW GOVERNMENT, INC	WIP-Information Technology Project- Project Acct#2418-12	700257	07/09/2025	25,598.38
HELIXSTORM	Contracted Services	700421	07/23/2025	23,470.10
HANSON BRIDGETT LLP	Legal Service	700477	07/30/2025	20,580.00
ADA GURU	Consulting	700278	07/09/2025	18,029.00
INSIGHT STRATEGIES INC	Consulting	700425	07/23/2025	17,550.00
ROBERT HALF	Temporary Help	700369	07/16/2025	16,930.29
RUSH TRUCK CENTERS OF CALIFORNIA, INC.	Inventory Repair Parts	700445	07/23/2025	16,386.56
NFI PARTS	Inventory Repair Parts	700313	07/16/2025	15,985.35
BALLARD POWER SYSTEMS	Inventory Repair Parts	700254	07/09/2025	15,553.72
FRANKLIN TRUCK PARTS, INC	Inventory Repair Parts	700271	07/09/2025	14,886.72
ROBERT HALF	Temporary Help	700444	07/23/2025	14,656.40
GILLIG LLC	Inventory Repair Parts	700275	07/09/2025	12,737.67
BALLARD POWER SYSTEMS	Inventory Repair Parts	700397	07/23/2025	12,375.09
TRUGUARD SECURITY SERVICES, INC	Security Guard Services	700499	07/30/2025	11,931.48
GARON WYATT INVESTIGATIVE SERVICES, LLC.	Insurance Loss	700416	07/23/2025	11,593.34
ANDREA CARTER & ASSOCIATES	Marketing & Communication Services	700320	07/16/2025	11,475.00

**SunLine Transit Agency
Checks \$1,000 and Over
July 2025**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
FEDEX	Shipping Service	700341	07/16/2025	11,139.94
HELIXSTORM	Contracted Services	700345	07/16/2025	10,979.75
ROBERT HALF	Temporary Help	700493	07/30/2025	9,681.04
DYNAMIC BUILDING MAINTENANCE INC	Janitorial Services	700264	07/09/2025	9,349.00
CONNECTED SOLUTIONS GROUP, LLC	Inventory Repair Parts	700467	07/30/2025	9,247.77
SHAW YODER ANTWHI SCHMELZER & LANGE, INC	Consulting	700370	07/16/2025	9,000.00
ROBERT HALF	Temporary Help	700297	07/09/2025	8,964.40
PERFORMYARD, INC.	Membership & Subscriptions	700366	07/16/2025	8,925.00
HD INDUSTRIES	Inventory Repair Parts	700419	07/23/2025	8,904.04
ZOOM VIDEO COMMUNICATION, INC.	Computer/Network Software Agreement	700456	07/23/2025	8,867.80
TPX COMMUNICATIONS	Communication Service	700377	07/16/2025	8,233.69
CTS MOBILITY	Inventory Repair Parts	700261	07/09/2025	8,105.62
NFI PARTS	Inventory Repair Parts	700249	07/09/2025	7,800.29
TRAPEZE SOFTWARE GROUP INC.	Computer/Network Software Agreement	700379	07/16/2025	7,575.00
JE STRATEGIES LLC	Consulting	700354	07/16/2025	7,500.00
MILE3 WEB DEVELOPMENT	Website Maintenance	700436	07/23/2025	7,350.00
KAT CONSULTING SERVICES LLC	Consulting Services	700431	07/23/2025	7,193.09
CLICKUP	Computer/Network Software Agreement	700485	07/30/2025	7,068.00
CLICKUP	Computer/Network Software Agreement	700280	07/09/2025	7,068.00
CMD CORPORATION	Inventory Repair Parts	700260	07/09/2025	7,018.55
GILLIG LLC	Inventory Repair Parts	700344	07/16/2025	6,987.01
AMALGAMATED TRANSIT UNION	Union Dues	700317	07/16/2025	6,944.80
AMALGAMATED TRANSIT UNION	Union Dues	700459	07/30/2025	6,869.58
NFI PARTS	Inventory Repair Parts	700392	07/23/2025	6,836.39
SONSRAY FLEET SERVICES	Inventory Repair Parts	700449	07/23/2025	6,651.49
DISCOUNTELL LLC	Inventory Repair Parts	700263	07/09/2025	6,463.39
BARRY ANINAG INVESTIGATIONS, LLC	Insurance Loss	700281	07/09/2025	6,263.00
AMAZON CAPITAL SERVICES, INC	Facility Maintenance	700250	07/09/2025	5,938.78
KIRK'S AUTOMOTIVE, INC.	Inventory Repair Parts	700355	07/16/2025	5,818.50
AMAZON CAPITAL SERVICES, INC	Small Tools & Equipment	700318	07/16/2025	5,271.18
SONSRAY FLEET SERVICES	Inventory Repair Parts	700498	07/30/2025	5,245.18
JOSEPH LYNN FRIEND	Consulting Services	700430	07/23/2025	4,920.00
HOME DEPOT CREDIT SERVICES	Bus Stop Supplies	700233	07/02/2025	4,912.56
PLAZA TOWING, INC.	Towing Services	700442	07/23/2025	4,835.00
ROMAINE ELECTRIC CORP.	Inventory Repair Parts	700298	07/09/2025	4,708.17
PRUDENTIAL OVERALL SUPPLY	Uniforms	700492	07/30/2025	4,665.07
IMPERIAL IRRIGATION DIST	Utilities	700424	07/23/2025	4,519.46
ALLIED REFRIGERATION, INC	Freon & Coolant	700315	07/16/2025	4,386.57
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	700441	07/23/2025	4,354.26

**SunLine Transit Agency
Checks \$1,000 and Over
July 2025**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
HOME DEPOT CREDIT SERVICES	Facility Maintenance	700346	07/16/2025	4,304.59
FORENSIC DRUG TESTING SERVICES	Alcohol & Drug Testing	700342	07/16/2025	3,987.60
PRUDENTIAL OVERALL SUPPLY	Uniforms	700367	07/16/2025	3,974.89
HEPTAGON SEVEN CONSULTING, INC.	WIP-Center of Excellence Facility-Project Acct#1808-03	700422	07/23/2025	3,800.00
GENFARE, LLC	Inventory Repair Parts	700274	07/09/2025	3,753.47
ENTECH OIL INC	Freon & Coolant	700266	07/09/2025	3,642.32
TULSA GAS TECHNOLOGIES, INC.	Inventory Repair Parts	700451	07/23/2025	3,577.20
ENTECH OIL INC	Lubricants- Oil	700468	07/30/2025	3,519.98
PAUL ASSOCIATES	Printing Expense	700292	07/09/2025	3,339.57
CHARTER COMMUNICATIONS	Utilities	700306	07/09/2025	3,282.72
SAFETY-KLEEN CORPORATION	Contract Svc-Haz Waste Removal	700299	07/09/2025	3,176.80
DOCUSIGN, INC.	Computer/Network Software Agreement	700409	07/23/2025	3,153.14
LANGUAGELINE SOLUTIONS	Translation Services	700356	07/16/2025	2,746.68
C V WATER DISTRICT	Utilities	700466	07/30/2025	2,641.22
PLAZA TOWING, INC.	Towing Services	700295	07/09/2025	2,625.00
FRONTIER COMMUNICATIONS	Utilities- OPS Bldg	700414	07/23/2025	2,500.00
EMPLOYMENT DEVELOPMENT DEPARTMENT	Quarterly Unemployment Tax	700410	07/23/2025	2,460.09
CALIFORNIA TRANSIT TRAINING CONSORTIUM	Travel Meetings/Seminars	700301	07/09/2025	2,400.00
TOKEN TRANSIT, INC	Mobile Ticketing Commission	700450	07/23/2025	2,350.56
BETHANY SMITH	Employee Expense	700464	07/30/2025	2,285.16
INLAND LIGHTING SUPPLIES, INC.	Electrical Expenses	700276	07/09/2025	2,241.20
AMAZON CAPITAL SERVICES, INC	Facility Maintenance	700395	07/23/2025	2,135.90
CHRIS ALLEN VERES	Inventory Repair Parts	700258	07/09/2025	2,130.72
KELLY SPICERS STORES	Office Supplies	700279	07/09/2025	2,119.98
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	700325	07/16/2025	2,095.85
BALLARD POWER SYSTEMS	Inventory Repair Parts	700463	07/30/2025	2,090.35
XOBEE NETWORKS, LLC	Computer/Network Software Agreement	700455	07/23/2025	2,062.50
WALTERS WHOLESALE ELECTRIC CO.	Repair Parts-CNG	700453	07/23/2025	2,045.03
CINTAS CORPORATION NO.2	Emergency Preparedness Supplies	700259	07/09/2025	1,988.58
ISABELLA AMADEO	Reimbursement Expense	700352	07/16/2025	1,979.85
GILLIG LLC	Inventory Repair Parts	700475	07/30/2025	1,949.79
OMNITRACS, LLC	General Services	700287	07/09/2025	1,820.00
QUICK FIX AUTO GLASS	Inventory Repair Parts	700394	07/23/2025	1,725.00
HD INDUSTRIES	Inventory Repair Parts	700478	07/30/2025	1,673.83
GILLIG LLC	Inventory Repair Parts	700417	07/23/2025	1,591.06
WINDMILL CITY SCREEN PRINTING	Employee Expense	700311	07/09/2025	1,589.31
GENFARE, LLC	Equipment Repair-Shop Equipment	700343	07/16/2025	1,557.58
SAFEWAY SIGN COMPANY	Bus Stop Supplies	700300	07/09/2025	1,535.44
MAGALDI & MAGALDI, INC.	Inventory Repair Parts	700433	07/23/2025	1,532.62

**SunLine Transit Agency
Checks \$1,000 and Over
July 2025**

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
SECTRAN SECURITY INC.	Bank Adjustment Fees	700302	07/09/2025	1,507.76
BURRTEC WASTE & RECYCLING SERVICES	Trash Service	700326	07/16/2025	1,506.07
CITY CAB	Taxi Voucher Program	700494	07/30/2025	1,492.36
FEDEX	Shipping Service	700411	07/23/2025	1,470.28
INSTRUMENT CONTROL SERVICES	Repair Parts-CNG	700350	07/16/2025	1,404.50
TOTAL CARE WORK INJURY CLINIC	Medical Exam & Testing	700388	07/16/2025	1,395.00
BLUEBEAM, INC.	Computer/Network Software Agreement	700398	07/23/2025	1,370.00
VORWALLER & BROOKS, INC.	Facility Maintenance	700308	07/09/2025	1,360.00
PALM SPRINGS MOTORS, INC.	Inventory Repair Parts	700291	07/09/2025	1,347.82
GRAINGER	Materials & Supplies	700384	07/16/2025	1,265.41
DECALS BY DESIGN, INC.	Inventory Repair Parts	700262	07/09/2025	1,235.41
ON THE FLY TERMITE AND PEST CONTROL	Pest Control Services	700288	07/09/2025	1,192.00
VALLEY OFFICE EQUIPMENT, INC.	Copier Service	700503	07/30/2025	1,182.83
FULTON DISTRIBUTING	Bus Stop Supplies	700407	07/23/2025	1,172.17
ABSOLUTE SELF STORAGE	Storage Rental	700457	07/30/2025	1,152.00
INLAND LIGHTING SUPPLIES, INC.	Electrical Expenses	700481	07/30/2025	1,137.84
SECTRAN SECURITY INC.	Bank Adjustment Fees	700446	07/23/2025	1,114.24
FEDEX	Shipping Service	700268	07/09/2025	1,104.22
EVERSOFT, INC.	Contracted Services	700340	07/16/2025	1,072.94
ALPHA MEDIA LLC	Advertising	700316	07/16/2025	1,050.00
TEAMSTERS LOCAL 1932	Union Dues	700497	07/30/2025	1,025.45
YELLOW CAB OF THE DESERT	Taxi Voucher Program	700505	07/30/2025	1,002.72
STEVE CARLOS	Reimbursement Expense	700246	07/02/2025	1,000.00
BOBBY BRAZIL	Reimbursement Expense	700227	07/02/2025	1,000.00
Total Checks Over \$1,000	\$6,183,602.94			
Total Checks Under \$1,000	(\$13,912.86)			
Total Checks	\$6,169,690.08			

SunLine Transit Agency**CONSENT CALENDAR**

DATE: September 24, 2025

APPROVETO: Finance/Audit Committee
Board of Directors

RE: Acceptance of Credit Card Statement for June and July 2025

Summary:

The attached report summarizes the Agency's credit card expenses for June and July 2025. The report summarizes transactions for the credit cards which align with the statement closing dates of June 30, 2025 and July 31, 2025.

Recommendation:

Approve.

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 06/30/2025

Name on Card: Ray Stevens (Procurement Card)

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1	06/04/25	6/4/2025	Project Mgmt Institute (PMI)	PMI Annual Membership and PMI Study for Yvonne Eckert		\$ 243.00
2	06/04/25	6/5/2025	Py Windmill City Screen	SunLine Promotional Tote Bags		\$ 988.61
3	06/04/25	6/5/2025	Pryor Learning	Ten (10) One-Year Subscriptions for 2025-2026 Pryor Learning Solutions Training		\$ 2,290.00
4	06/05/25	6/6/2025	Apple.com	iCloud Storage Upgrade for Israel Moreno IT Phone		\$ 2.99
5	06/05/25	6/6/2025	Sam's Club	Water Pallet for Operations		\$ 574.08
6	06/05/25	6/6/2025	Form Center	Manual Check Stock for Payroll		\$ 235.15
7	06/06/25	6/6/2025	Microsoft	Microsoft 365 Subscription Fee		\$ 26.40
8	06/09/25	6/9/2025	Project Mgmt Institute	PMI Annual Membership and PMI Study for Edna Parada		\$ 154.00
9	06/09/25	6/10/2025	Sp Rugged Books	Panasonic Toughbook FZ-55 MK1 Graphics Card for Maintenance Department Laptops		\$ 2,128.00
10	06/09/25	6/10/2025	Sp Rugged Books	Panasonic Toughbook FZ-55 MK1 Graphics Card for Maintenance Department Laptops - Currency Conversion Fee		\$ 21.28
11	06/10/25	6/12/2025	PayPal	Train-the-Trainer Level 1 Class Greg Wildman - Registration Fee		\$ 1,650.00
12	06/10/25	6/12/2025	PayPal	Train-the-Trainer Level 1 Class Asael Reyes - Registration Fee		\$ 1,650.00
13	06/10/25	6/12/2025	Assessor Clerk	Open Loop Fare Payment System Project - CEQA Filing Processing Fee		\$ 1.14
14	06/10/25	6/12/2025	Assessor Clerk	Open Loop Fare Payment System Project - CEQA Filing		\$ 50.00
15	06/10/25	6/13/2025	PayPal	Train-the-Trainer Level 1 Class Mike Hayes - Registration Fee		\$ 1,650.00
16	06/12/25	6/13/2025	Py Windmill City Screen	SunLine Promotional Tote Bags		\$ 327.76
17	06/13/25	6/16/2025	American Airlines	Transit Safety Institute (TSI) Transit Bus Systems Safety Course for Eugene Wilson - Flight Expense		\$ 219.19
18	06/13/25	6/16/2025	Harbor Freight Tools 506	12' x 20' Shade Structure for Facilities' Staff Work Area		\$ 436.99
19	06/13/25	6/16/2025	Delta Airlines	Transit Safety Institute (TSI) Transit Bus Systems Safety Course for Eugene Wilson - Flight Expense		\$ 248.18

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
20	06/13/25	6/16/2025	Expedia	Transit Safety Institute (TSI) Transit Bus Systems Safety Course for Eugene Wilson - Flight Expense		\$ 5.82
21	06/16/25	6/17/2025	Sam's Club	Water Pallet for Safety		\$ 287.04
22	06/19/25	6/20/2025	PayPal	CVAG General Assembly Registration Fee for Paul Mattern		\$ 51.75
23	06/20/25	6/23/2025	Avelo Airlineburacy	2025 North State Transit Symposium for Walter Watcher - Flight Expense		\$ 217.99
24	06/20/25	6/23/2025	eB 2025 North State T	2025 North State Transit Symposium for Walter Watcher - Registration Fee		\$ 108.55
25	06/24/25	6/25/2025	Perb Arb Full List	PERB Arbitration List Expense		\$ 50.00
26	06/24/25	6/25/2025	Elavon Srv Fee Arbitration	PERB Arbitration List - Service Fee		\$ 1.15
27	06/25/25	6/26/2025	Image 360 Pd	Decal for Water Bottles		\$ 586.82
28	06/25/25	6/26/2025	Canva.com	Canva Pro Plan Renewal		\$ 119.99
29	06/25/25	6/26/2025	Sams Club	Safety BBQ and Training Snacks		\$ 286.59
30	06/25/25	6/27/2025	United	CA Transit Works for Isabel Vizcarra - Flight Expense		\$ 573.49
31	06/25/25	6/27/2025	United	CA Transit Works for Isabel Vizcarra - Flight Expense		\$ 22.56
32	06/25/25	6/27/2025	United	CA Transit Works for Marina Blackstone - Flight Expense		\$ 551.79
33	06/25/25	6/27/2025	United	CA Transit Works for Greg Wildman - Flight Expense		\$ 22.56
34	06/25/25	6/27/2025	United	CA Transit Works for Marina Blackstone - Flight Expense		\$ 22.56
35	06/25/25	6/27/2025	United	CA Transit Works for Marina Blackstone - Flight Expense		\$ 22.56
36	06/25/25	6/27/2025	United	CA Transit Works for Norma Hernandez - Flight Expense		\$ 22.83
37	06/25/25	6/27/2025	United	CA Transit Works for Greg Wildman - Flight Expense		\$ 551.79
38	06/25/25	6/27/2025	United	CA Transit Works for Norma Hernandez - Flight Expense		\$ 546.42
39	06/25/25	6/27/2025	United	CA Transit Works for Bryan Valenzuela - Flight Expense		\$ 22.83
40	06/25/25	6/27/2025	United	CA Transit Works for Bryan Valenzuela - Flight Expense		\$ 468.89
41	06/25/25	6/27/2025	United	CA Transit Works for Mark Perry - Flight Expense		\$ 516.32
42	06/25/25	6/27/2025	United	CA Transit Works for Greg Wildman - Flight Expense		\$ 22.56
43	06/25/25	6/27/2025	Expedia	CA Transit Works for Mark Perry - Lodging Expense		\$ 514.05

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
44	06/25/25	6/27/2025	Expedia	CA Transit Works for Marina Blackstone - Lodging Expense		\$ 514.05
45	06/25/25	6/27/2025	Expedia	CA Transit Works for Norma Hernandez - Lodging Expense		\$ 514.05
46	06/25/25	6/27/2025	Expedia	CA Transit Works for Greg Wildman - Lodging Expense		\$ 514.05
47	06/25/25	6/27/2025	Expedia	CA Transit Works for Isabel Vizcarra - Lodging Expense		\$ 514.05
48	06/25/25	6/27/2025	Alaska Airlines	Train The Trainer Level 1 Class for Mike Hayes - Flight Expense		\$ 346.61
49	06/27/25	6/30/2025	Alaska Airlines	Train The Trainer Level 1 Class for Asael Reyes - Flight Expense		\$ 306.60
50	06/27/25	6/30/2025	United Airlines	CA Transit Works for Francisco Ojeda - Flight Expense		\$ 785.86
51	06/27/25	6/30/2025	Expedia	CA Transit Works for Francisco Ojeda - Lodging Expense		\$ 543.57
52	06/27/25	6/30/2025	United Airlines	CA Transit Works for George Hernandez - Flight Expense		\$ 677.69
53	06/27/25	6/30/2025	Expedia	Train The Trainer Level 1 Class for Mike Hayes - Flight Expense		\$ 523.83
54	06/27/25	6/30/2025	United Airlines	CA Transit Works for Francisco Ojeda - Flight Expense		\$ 22.56
55	06/27/25	6/30/2025	Alaska Airlines	Train The Trainer Level 1 Class for Gregory Wildman - Flight Expense		\$ 306.60
56	06/28/25	6/30/2025	Hertz C	CA Transit Works for Isabel Vizcarra - Car Rental Expense		\$ 1,334.68
Totals:					\$ -	\$ 25,397.88



Reporting Period : 5/31/2025 - 6/30/2025

Statement Summary

Name	Ray Stevens			Company	Sunline Transit Agency			
Account #	XXXX-XXXX-XXXX-			Currency	US Dollar			
Reporting Period	5/31/2025 - 6/30/2025							
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount	
1 6/4/2025	6/4/2025	Project Management Instit Newtown Sq, PA					243.00	
Purchase Project Management Instit			General Ledger Code: 5090100000					
2 6/4/2025	6/5/2025	Py *windmill City Screen 760-7745252, CA					988.61	
Purchase Py *windmill City Screen			General Ledger Code: 5039900003					
3 6/4/2025	6/5/2025	Pryor Learning Www.Pryor.Com, KS					2,290.00	
Purchase Pryor Learning			General Ledger Code: 5090200001					
4 6/5/2025	6/6/2025	Apple.Com/Bill 866-712-7753, CA					2.99	
Purchase Apple.Com/Bill			General Ledger Code: 5099900002					
5 6/5/2025	6/6/2025	Samsclub #6609 Palm Desert, CA					574.08	
Purchase Samsclub #6609			General Ledger Code: 5099900002					

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
6 6/5/2025	6/6/2025	Form Center Minespress.Co, NY					235.15
Purchase Form Center			General Ledger Code: 5039900003				
7 6/6/2025	6/6/2025	Msft * E0800whfwz 800-6427676, WA					26.40
Purchase Msft * E0800whfwz			General Ledger Code: 5030300011				
8 6/9/2025	6/9/2025	Project Management Instit 610-9152273, PA					154.00
Purchase Project Management Instit			General Ledger Code: 5090200001				
9 6/9/2025	6/10/2025	Sp Rugged Books Inc. Niagara-On-Th, ON					2,128.00
Purchase Sp Rugged Books Inc.			General Ledger Code: 5049900010				
10 6/9/2025	6/10/2025						21.28
Other Debits Currency Conversion Fee							
11 6/10/2025	6/12/2025	Paypal 4029357733, TX					1,650.00
Purchase Paypal			General Ledger Code: 5099900002				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
12 6/10/2025	6/12/2025	Paypal 402-935-7733, CA					1,650.00
		Purchase Paypal	General Ledger Code: 5099900002				
13 6/10/2025	6/12/2025	Assessor/Clerk/Recorder S 951-9556200, IN					1.14
		Purchase Assessor/Clerk/Recorder S	General Ledger Code: 5099900002				
14 6/10/2025	6/12/2025	Assessor Clerk Recorder R 951-9556200, CA					50.00
		Purchase Assessor Clerk Recorder R	General Ledger Code: 5099900002				
15 6/10/2025	6/13/2025	Paypal 2404852296, MD					1,650.00
		Purchase Paypal	General Ledger Code: 5099900002				
16 6/12/2025	6/13/2025	Py *windmill City Screen 760-7745252, CA					327.76
		Purchase Py *windmill City Screen	General Ledger Code: 5039900003				
17 6/13/2025	6/16/2025	American Air Fort Worth, TX					219.19
		Purchase American Air	General Ledger Code: 5090200000				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
18 6/13/2025	6/16/2025	Harbor Freight Tools 506 Cathedral Cit, CA					436.99
Purchase Harbor Freight Tools 506			General Ledger Code: 5099900002				
19 6/13/2025	6/16/2025	Delta Air Seattle, WA					248.18
Purchase Delta Air			General Ledger Code: 5090200000				
20 6/13/2025	6/16/2025	Expedia 73138752470871 Expedia.Com, WA					5.82
Purchase Expedia 73138752470871			General Ledger Code: 5090200000				
21 6/16/2025	6/17/2025	Sams Club #6609 Palm Desert, CA					287.04
Purchase Sams Club #6609			General Ledger Code: 5099900002				
22 6/19/2025	6/20/2025	Paypal 760-346-1127, CA					51.75
Purchase Paypal			General Ledger Code: 5099900002				
23 6/20/2025	6/23/2025	Avelo Airlinburacv 3466169500, TX					217.99
Purchase Avelo Airlinburacv			General Ledger Code: 5099900002				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
24 6/20/2025	6/23/2025	Eb *2025 North State T 801-413-7200, CA					108.55
		Purchase Eb *2025 North State T	General Ledger Code: 5039903800				
25 6/24/2025	6/25/2025	Perb Arb Full List 916-3272275, CA					50.00
		Purchase Perb Arb Full List	General Ledger Code: 5099900002				
26 6/24/2025	6/25/2025	Elavon Srv Fee Arbitratio 678-7315974, GA					1.15
		Purchase Elavon Srv Fee Arbitration	General Ledger Code: 5099900002				
27 6/25/2025	6/26/2025	Image 360 Pd 909-557-0413, CA					586.82
		Purchase Image 360 Pd	General Ledger Code: 5049900001				
28 6/25/2025	6/26/2025	Canva* I04558-2054275 Canva.Com, DE					119.99
		Purchase Canva* I04558-2054275	General Ledger Code: 5030303260				
29 6/25/2025	6/26/2025	Samsclub #6609 Palm Desert, CA					286.59
		Purchase Samsclub #6609	General Ledger Code: 5099900002				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
30 6/25/2025	6/27/2025	United United.Com, TX					573.49
Purchase United			General Ledger Code: 5090200000				
31 6/25/2025	6/27/2025	United United.Com, TX					22.56
Purchase United			General Ledger Code: 5090200000				
32 6/25/2025	6/27/2025	United United.Com, TX					551.79
Purchase United			General Ledger Code: 5090200000				
33 6/25/2025	6/27/2025	United United.Com, TX					22.56
Purchase United			General Ledger Code: 5090200000				
34 6/25/2025	6/27/2025	United United.Com, TX					22.56
Purchase United			General Ledger Code: 5090200000				
35 6/25/2025	6/27/2025	United United.Com, TX					22.56
Purchase United			General Ledger Code: 5090200000				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
36 6/25/2025	6/27/2025	United United.Com, TX					22.83
Purchase United			General Ledger Code: 5090200000				
37 6/25/2025	6/27/2025	United United.Com, TX					551.79
Purchase United			General Ledger Code: 5090200000				
38 6/25/2025	6/27/2025	United United.Com, TX					546.42
Purchase United			General Ledger Code: 5090200000				
39 6/25/2025	6/27/2025	United United.Com, TX					22.83
Purchase United			General Ledger Code: 5090200000				
40 6/25/2025	6/27/2025	United United.Com, TX					468.89
Purchase United			General Ledger Code: 5090200000				
41 6/25/2025	6/27/2025	United United.Com, TX					516.32
Purchase United			General Ledger Code: 5090200000				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
42 6/25/2025	6/27/2025	United United.Com, TX					22.56
Purchase United			General Ledger Code: 5090200000				
43 6/26/2025	6/27/2025	Expedia 73153128230446 Expedia.Com, WA					514.05
Purchase Expedia 73153128230446			General Ledger Code: 5090200000				
44 6/26/2025	6/27/2025	Expedia 73153173858489 Expedia.Com, WA					514.05
Purchase Expedia 73153173858489			General Ledger Code: 5090200000				
45 6/26/2025	6/27/2025	Expedia 73153144805822 Expedia.Com, WA					514.05
Purchase Expedia 73153144805822			General Ledger Code: 5090200000				
46 6/26/2025	6/27/2025	Expedia 73153161435206 Expedia.Com, WA					514.05
Purchase Expedia 73153161435206			General Ledger Code: 5090200000				
47 6/26/2025	6/27/2025	Expedia 73153191941636 Expedia.Com, WA					514.05
Purchase Expedia 73153191941636			General Ledger Code: 5090200000				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
48 6/27/2025	6/30/2025	Alaska Air Seattle, WA					346.61
Purchase Alaska Air			General Ledger Code: 5090200000				
49 6/27/2025	6/30/2025	Alaska Air Seattle, WA					306.60
Purchase Alaska Air			General Ledger Code: 5090200000				
50 6/27/2025	6/30/2025	United United.Com, TX					785.86
Purchase United			General Ledger Code: 5090200000				
51 6/27/2025	6/30/2025	Expedia 73155084815462 Expedia.Com, WA					543.57
Purchase Expedia 73155084815462			General Ledger Code: 5090200000				
52 6/27/2025	6/30/2025	United United.Com, TX					677.69
Purchase United			General Ledger Code: 5090200000				
53 6/27/2025	6/30/2025	Expedia 73155091842098 Expedia.Com, WA					523.83
Purchase Expedia 73155091842098			General Ledger Code: 5090200000				

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
54 6/27/2025	6/30/2025	United United.Com, TX					22.56
Purchase United			General Ledger Code: 5090200000				
55 6/27/2025	6/30/2025	Alaska Air Seattle, WA					306.60
Purchase Alaska Air			General Ledger Code: 5090200000				
56 6/28/2025	6/30/2025	Hertz Car Rental Www.Hertz.Com, OK					1,334.68
Purchase Hertz Car Rental			General Ledger Code: 5090200000				

Transaction Count: 56

Total: 25,397.88

Employee Signature

Date

Authorized Approver Signature

Date

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 06/30/2025

Name on Card: Walter Watcher (Procurement Card)

1	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
	06/05/25	6/6/2025	Enrollease, Inc.	ADP and Benefit Enrollment Software (EASE) Integration Fees		1,030.93
Totals:					\$ -	\$ 1,030.93



Reporting Period : 5/31/2025 - 6/30/2025

Statement Summary

Name	Walter Watcher	Company	Sunline Transit Agency
Account #	XXXX-XXXX-XXXX-	Currency	US Dollar
Reporting Period	5/31/2025 - 6/30/2025		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 6/5/2025	6/6/2025	Enrollease, Inc. Secure.Ease.C, CA					1,030.93
Purchase Enrollease, Inc.			General Ledger Code: 5030300011				
ADP Workforce Now Setup – Interface with ADP and EASE			Fund: 00	HR Department - GL 00-32-5030300001			

Transaction Count: 1
Total: 1,030.93

Employee Signature _____ Date _____

Authorized Approver Signature _____ Date _____

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 07/31/2025

Name on Card: Ray Stevens (Procurement Card)

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
1	06/30/25	7/1/2025	Caltrol, Inc.	CNG Priority Panel Regulator		\$ 724.44
2	07/01/25	7/2/2025	Canva.Com	Wellness Committee Canva Subscription Renewal		\$ 119.99
3	07/03/25	7/4/2025	FSP	CTA Conference for Mark Perry - Registration Fee		\$ 625.00
4	07/03/25	7/7/2025	United A/L	CTW Mentor Apprenticeship Committee Retreat for Emmanuel Mora - Flight Seat Charge		\$ 22.83
5	07/03/25	7/7/2025	Expedia	CTW Mentor Apprenticeship Committee Retreat for Emmanuel Mora - Lodging Expense		\$ 583.44
6	07/03/25	7/7/2025	United A/L	CTW Mentor Apprenticeship Committee Retreat for Emmanuel Mora - Flight Seat Charge		\$ 22.83
7	07/03/25	7/7/2025	United A/L	CTW Mentor Apprenticeship Committee Retreat for Emmanuel Mora - Flight Expense		\$ 785.86
8	07/04/25	7/7/2025	Apple.Com	iCloud Storage Upgrade for Israel Moreno IT Phone		\$ 2.99
9	07/08/25	7/9/2025	Expedia	2025 APTA Transform Conference for Tamara Miles - Lodging Expense		\$ 1,844.24
10	07/08/25	7/10/2025	United A/L	2025 APTA Transform Conference for Tamara Miles - Flight Expense		\$ 433.74
11	07/08/25	7/10/2025	United A/L	2025 APTA Transform Conference for Tamara Miles - Flight Seat Charge		\$ 25.00
12	07/08/25	7/10/2025	United A/L	2025 APTA Transform Conference for Tamara Miles - Flight Seat Charge		\$ 25.00
13	07/08/25	7/10/2025	APTA	2025 APTA Transform Conference for Tamara Miles - Registration Fee		\$ 1,099.00
14	07/08/25	7/10/2025	United A/L	2025 APTA Transform Conference for Tamara Miles - Flight Seat Charge		\$ 29.35
15	07/08/25	7/10/2025	APTA	2025 APTA Transform Conference for Isabel Vizcarra - Registration Fee		\$ 1,099.00
16	07/08/25	7/10/2025	United A/L	2025 APTA Transform Conference for Isabel Vizcarra - Flight Expense		\$ 444.49
17	07/08/25	7/10/2025	United A/L	2025 APTA Transform Conference for Tamara Miles - Flight Seat Charge		\$ 29.35
18	07/08/25	7/10/2025	United A/L	2025 APTA Transform Conference for Isabel Vizcarra - Flight Seat Charge		\$ 25.00

	Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
19	07/08/25	7/10/2025	United A/L	2025 APTA Transform Conference for Isabel Vizcarra - Flight Seat Charge		\$ 29.35
20	07/08/25	7/10/2025	United A/L	2025 APTA Transform Conference for Isabel Vizcarra - Flight Seat Charge		\$ 25.00
21	07/08/25	7/10/2025	United A/L	2025 APTA Transform Conference for Isabel Vizcarra - Flight Seat Charge		\$ 29.35
22	07/09/25	7/10/2025	Expedia	2025 APTA Transform Conference for Isabel Vizcarra - Lodging Expense		\$ 1,887.71
23	07/16/25	7/18/2025	Home2byHilton	CA Transit Works (CTW) Mentor Apprenticeship for Bryan Valenzuela - Lodging Expense		\$ 481.53
24	07/16/25	7/18/2025	Ashley Home Store	Sofas (6) for Operator's Lounge		\$ 4,633.17
25	07/17/25	7/18/2025	Starlink	Starlink Mini Subscription for Bryan Valenzuela		\$ 165.00
26	07/17/25	7/23/2025	Best Western	2025 State Transit Symposium for Walter Watcher - Lodging Expense		\$ 770.79
27	07/18/25	7/21/2025	APTA	2025 APTA Transform Conference for Edith Hernandez - Flight Seat Charge		\$ 25.00
28	07/18/25	7/21/2025	CalAct	CalAct 2025 Fall Conference & Expo for Vicente Ayala - Registration Fee		\$ 785.00
29	07/18/25	7/21/2025	Southwest A/L	CalAct 2025 Fall Conference & Expo for Vicente Ayala - Flight Expenses		\$ 340.36
30	07/18/25	7/21/2025	United A/L	2025 APTA Transform Conference for Edith Hernandez - Flight Expense		\$ 505.36
31	07/18/25	7/21/2025	United A/L	2025 APTA Transform Conference for Edith Hernandez - Flight Seat Charge		\$ 29.35
32	07/18/25	7/21/2025	APTA	2025 APTA Transform Conference for Edith Hernandez - Conference Fee		\$ 1,099.00
33	07/18/25	7/21/2025	United A/L	2025 APTA Transform Conference for Edith Hernandez - Flight Seat Charge		\$ 20.65
34	07/18/25	7/21/2025	United A/L	2025 APTA Transform Conference for Edith Hernandez - Flight Seat Charge		\$ 29.35
35	07/18/25	7/21/2025	Expedia	2025 APTA Transform Conference for Edith Hernandez - Lodging Expense		\$ 2,775.15
36	07/19/25	7/21/2025	Hotel, Lake Tahoe	CalAct 2025 Fall Conference & Expo for Vicente Ayala - Hotel Deposit		\$ 216.40
37	07/25/25	7/28/2025	Smith & Loveless	H2 Dispenser Display Screen Shades		\$ 1,282.35
38	07/30/25	7/31/2025	Elevan Srv Fee	PERB Arbitration List - Service Fee		\$ 1.15
39	07/30/25	7/31/2025	PERB	PERB Arbitration List Expense		\$ 50.00

Trans. Date	Post. Date	Name	Detail-Description	Credits	Charges
Totals:				\$ -	\$ 23,122.57



Reporting Period : 7/1/2025 - 7/31/2025

Statement Summary

Name	Ray Stevens			Company	Sunline Transit Agency		
Account #	XXXX-XXXX-XXXX-			Currency	US Dollar		
Reporting Period	7/1/2025 - 7/31/2025						
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 6/30/2025	7/1/2025	Caltrol Inc 702-9661800, NV					724.44
Purchase Caltrol Inc		General Ledger Code: 5099900002					
PR 23299 - CNG priority panel regulator- Fisher Type 1301F-2			SunFuels - GL 00-10-5049900400				
2 7/1/2025	7/2/2025	Canva* I04560-56963138 Canva.Com, DE					119.99
Purchase Canva* I04560-56963138		General Ledger Code: 5030303260					
PR 23378 - Wellness Committee Canva Subscription Renewal			HR - 00-32-5090201001				
3 7/3/2025	7/4/2025	Fsp*cta 916-446-4656, CA					625.00
Purchase Fsp*cta		General Ledger Code: 5090100000					
Approved Travel for Mark Perry – CTA Conference – Registration Charge			Maintenance - 00-21-5090200000				
4 7/3/2025	7/7/2025	United United.Com, TX					22.83
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Emmanuel Mora – CTW Mentor Apprenticeship Committee Retreat - Seat Charge			Strategic - 00-39-5090200001				
5 7/3/2025	7/7/2025	Expedia 73162419535883 Expedia.Com, WA					583.44
Purchase Expedia 73162419535883		General Ledger Code: 5090200000					
Approved Travel for Emmanuel Mora – CTW Mentor Apprenticeship Committee Retreat - Lodging Charge			Strategic - 00-39-5090200001				

	Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
6	7/3/2025	7/7/2025	United United.Com, TX					22.83
	Purchase United			General Ledger Code: 5090200000				
	Approved Travel for Emmanuel Mora – CTW Mentor Apprenticeship Committee Retreat - Seat Charge				Strategic - 00-39-5090200001			
7	7/3/2025	7/7/2025	United United.Com, TX					785.86
	Purchase United			General Ledger Code: 5090200000				
	Approved Travel for Emmanuel Mora – CTW Mentor Apprenticeship Committee Retreat - Flight Charge				Strategic - 00-39-5090200001			
8	7/4/2025	7/7/2025	Apple.Com/Bill 866-712-7753, CA					2.99
	Purchase Apple.Com/Bill			General Ledger Code: 5099900002				
	PR 23270 - iCloud Storage upgrade - for IT Phone for Israel Moreno				IT - 00-42-5049900010			
9	7/8/2025	7/9/2025	Expedia 73167799549052 Expedia.Com, WA					1,844.24
	Purchase Expedia 73167799549052			General Ledger Code: 5090200000				
	Approved Travel for Tamara Miles – 2025 APTA Transform Conference - Lodging				HR - 00-31-5090200000			
10	7/8/2025	7/10/2025	United United.Com, TX					433.74
	Purchase United			General Ledger Code: 5090200000				
	Approved Travel for Tamara Miles – 2025 APTA Transform Conference - Flight Charge				HR - 00-31-5090200000			
11	7/8/2025	7/10/2025	United United.Com, TX					25.00
	Purchase United			General Ledger Code: 5090200000				
	Approved Travel for Tamara Miles – 2025 APTA Transform Conference - Seat Charge				HR - 00-31-5090200000			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
12 7/8/2025	7/10/2025	United United.Com, TX					25.00
		Purchase United	General Ledger Code: 5090200000				
		Approved Travel for Tamara Miles – 2025 APTA Transform Conference - Seat Charge		HR - 00-31-5090200000			
13 7/8/2025	7/10/2025	Apta 202-4964800, DC					1,099.00
		Purchase Apta	General Ledger Code: 5090100000				
		Approved Travel for Tamara Miles – 2025 APTA Transform Conference - Registration Fee		HR - 00-31-5090200000			
14 7/8/2025	7/10/2025	United United.Com, TX					29.35
		Purchase United	General Ledger Code: 5090200000				
		Approved Travel for Tamara Miles – 2025 APTA Transform Conference - Seat Charge		HR - 00-31-5090200000			
15 7/8/2025	7/10/2025	Apta 202-4964800, DC					1,099.00
		Purchase Apta	General Ledger Code: 5090100000				
		Approved Travel for Isabel Vizcarra – 2025 APTA Transform Conference - Registration Fee		Operations - 00-11-5090200000			
16 7/8/2025	7/10/2025	United United.Com, TX					444.49
		Purchase United	General Ledger Code: 5090200000				
		Approved Travel for Isabel Vizcarra – 2025 APTA Transform Conference - Flight Charge		Operations - 00-11-5090200000			
17 7/8/2025	7/10/2025	United United.Com, TX					29.35
		Purchase United	General Ledger Code: 5090200000				
		Approved Travel for Tamara Miles – 2025 APTA Transform Conference - Seat Charge		Operations - 00-31-5090200000			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
18 7/8/2025	7/10/2025	United United.Com, TX					25.00
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Isabel Vizcarra – 2025 APTA Transform Conference - Seat Charge				Operations - 00-31-5090200000			
19 7/8/2025	7/10/2025	United United.Com, TX					29.35
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Isabel Vizcarra – 2025 APTA Transform Conference - Seat Charge				Operations - 00-31-5090200000			
20 7/8/2025	7/10/2025	United United.Com, TX					25.00
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Isabel Vizcarra – 2025 APTA Transform Conference - Seat Charge				Operations - 00-31-5090200000			
21 7/8/2025	7/10/2025	United United.Com, TX					29.35
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Isabel Vizcarra – 2025 APTA Transform Conference - Seat Charge				Operations - 00-31-5090200000			
22 7/9/2025	7/10/2025	Expedia 73167815764243 Expedia.Com, WA					1,887.71
Purchase Expedia 73167815764243		General Ledger Code: 5090200000					
Approved Travel for Isabel Vizcarra – 2025 APTA Transform Conference - Lodging Charge				Operations - 00-31-5090200000			
23 7/16/2025	7/18/2025	Home2 By Hilton Haywar Hayward, CA					481.53
Purchase Home2 By Hilton Haywar		General Ledger Code: 5090200000					
Approved Travel for Bryan Valenzuela – CA Transit Works (CTW) Mentor Apprenticeship - Lodging Charge				Safety Department - 00-39-5090200001			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
24 7/16/2025	7/18/2025	Ashley Homestore Palm Des Palm Desert, CA					4,633.17
Purchase Ashley Homestore Palm Des		General Ledger Code: 5099900002					
PR 23366 - Lavenhorne Recliner (6330625 Umber)				Fixed Route - Project Key Code 2418-15			
25 7/17/2025	7/18/2025	Starlink Internet 310-6829683, CA					165.00
Purchase Starlink Internet		General Ledger Code: 5030300011					
PR 23477 - Starlink Mini - Subscription for Bryan Valenzuela				Safety - 00-15-5049900009			
26 7/17/2025	7/23/2025	Best Western Hotels 707-7256822, CA					770.79
Purchase Best Western Hotels		General Ledger Code: 5090200000					
26. Approved Travel for Walter Watcher - 2025 State Transit Symposium				Performance - 00-44-5090200000			
27 7/18/2025	7/21/2025	United United.Com, TX					25.00
Purchase United		General Ledger Code: 5090200000					
Approved Travel for Edith Hernandez – 2025 APTA Transform Conference - Seat Charge				Executive Office - 00-40-5090200000			
28 7/18/2025	7/21/2025	Calact 800-422-5228, CA					785.00
Purchase Calact		General Ledger Code: 5090100000					
Approved Travel for Vicente Ayala - CALACT 2025 Fall Conference & EXPO - Registration				Operations - 00-11-5090200000			
29 7/18/2025	7/21/2025	Southwes Southwest.Com, TX					340.36
Purchase Southwes		General Ledger Code: 5090200000					
Approved Travel for Vicente Ayala - CALACT 2025 Fall Conference & EXPO - Flight Charge				Operations - 00-11-5090200000			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
30 7/18/2025	7/21/2025	United United.Com, TX					505.36
Purchase United			General Ledger Code: 5090200000				
Approved Travel for Edith Hernandez – 2025 APTA Transform Conference - Flight Charge				Executive Office - 00-40-5090200000			
31 7/18/2025	7/21/2025	United United.Com, TX					29.35
Purchase United			General Ledger Code: 5090200000				
Approved Travel for Edith Hernandez – 2025 APTA Transform Conference - Seat Charge				Executive Office - 00-40-5090200000			
32 7/18/2025	7/21/2025	Apta 202-4964800, DC					1,099.00
Purchase Apta			General Ledger Code: 5090100000				
Approved Travel for Edith Hernandez – 2025 APTA Transform Conference - Conference Charge				Executive Office - 00-40-5090200000			
33 7/18/2025	7/21/2025	United United.Com, TX					20.65
Purchase United			General Ledger Code: 5090200000				
Approved Travel for Edith Hernandez – 2025 APTA Transform Conference - Seat Charge				Executive Office - 00-40-5090200000			
34 7/18/2025	7/21/2025	United United.Com, TX					29.35
Purchase United			General Ledger Code: 5090200000				
Approved Travel for Edith Hernandez – 2025 APTA Transform Conference - Seat Charge				Executive Office - 00-40-5090200000			
35 7/18/2025	7/21/2025	Expedia 73177944688869 Expedia.Com, WA					2,775.15
Purchase Expedia 73177944688869			General Ledger Code: 5090200000				
Approved Travel for Edith Hernandez – 2025 APTA Transform Conference - Lodging Charge				Executive Office - 00-40-5090200000			

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
36 7/19/2025	7/21/2025	Margaritaville Lake Tahoe South Lake Ta, CA					216.40
Purchase Margaritaville Lake Tahoe		General Ledger Code: 5090200000					
Approved Travel for Vicente Ayala - CALACT 2025 Fall Conference & EXPO - Hotel Deposit				Operations - 00-11-5090200000			
37 7/25/2025	7/28/2025	Smith And Loveless Inc 913-888-5201, KS					1,282.35
Purchase Smith And Loveless Inc		General Ledger Code: 5050200001					
PR 23449 - H2 dispenser display screen shades				SunFuels - 00-10-5049900300			
38 7/30/2025	7/31/2025	Elavon Srv Fee Arbitratio 678-7315974, GA					1.15
Purchase Elavon Srv Fee Arbitratio		General Ledger Code: 5099900002					
PR 23533 - PERB Arbitration - Service Fee				HR Department - 00-31-5049900000			
39 7/30/2025	7/31/2025	Perb Arb Full List 916-3272275, CA					50.00
Purchase Perb Arb Full List		General Ledger Code: 5099900002					
PR 23533 - PERB Arbitration				HR Department - 00-31-5049900000			

Transaction Count: 39
Total: 23,122.57

Employee Signature _____ Date _____

Authorized Approver Signature _____ Date _____

SunLine Transit Agency Visa Credit Card Statement
Closing Date: 06/30/2025
Name on Card: Mona Babauta

Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1 6/25/2025	6/26/2025	GCVCC	Greater Coachella Valley Chamber of Commerce, Palm Desert, CA - 1st Annual Membership Appreciation Mixer; Mona Babauta, CEO/General Manager		\$120.00
Credits and Charges:				\$0.00	\$120.00



Reporting Period : 5/31/2025 - 6/30/2025

Statement Summary

Name	Mona Babauta	Company	Sunline Transit Agency
Account #		Currency	US Dollar
Reporting Period	5/31/2025 - 6/30/2025		

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 6/25/2025	6/26/2025	Gcvcc Gcvcc.Org, CA					120.00
Purchase Gcvcc		General Ledger Code: 5090100000					

Transaction Count: 1
Total: 120.00

Employee Signature _____ Date _____

Authorized Approver Signature _____ Date _____

SunLine Transit Agency Visa Credit Card Statement

Closing Date: 07/31/2025

Name on Card: Mona Babauta

	Trans. Date	Post Date	Reference	Detail - Description	Credits	Charges
1	7/8/2025	7/10/2025	United Airlines	2025 North State Transit Summit- United Airlines Roundtrip Flight from Palm Springs, CA to San Francisco, CA; Mona Babauta, CEO/General Manager		\$108.51
2	7/12/2025	7/14/2025	United Airlines	2025 European ZEB Conference- United Airlines Roundtrip Flight from Palm Springs, CA, US to Munich, DE; Mona Babauta, CEO/General Manager		\$1,144.01
3	7/15/2025	7/17/2025	Best Western	North State Transit Symposium- Best Western Overnight Stay To The Conference; Mona Babauta, CEO/General Manager		\$175.27
4	7/16/2025	7/18/2025	Best Western	North State Transit Symposium in Fortuna, CA- Hotel Stay During The Conference; Mona Babauta, CEO/General Manager		\$332.85
5	7/17/2025	7/21/2025	Best Western	North State Transit Symposium in Fortuna, CA- Hotel Stay During The Conference; Mona Babauta, CEO/General Manager		\$343.29
6	7/22/2025	7/23/2025	Thrifty Car Rental	North State Transit Symposium in Fortuna, CA- Car Rental Used To and From The Conference; Mona Babauta, CEO/General Manager <i>*Partial Payment, Pending Credit to Agency</i>		\$427.35
7	7/28/2025	7/30/2025	American Public Transportation Association	2025 APTA TRANSform Conference- Registration For Conference; Mona Babauta, CEO/General Manager		\$1,099.00
8	7/29/2025	7/30/2025	Thrifty Toll	North State Transit Symposium in Fortuna, CA- Car Toll ; Mona Babauta, CEO/General Manager <i>*Pending Credit to Agency</i>		\$20.74
Credits and Charges:					\$0.00	\$3,651.02



Reporting Period : 7/1/2025 - 7/31/2025

Statement Summary

Name		Mona Babauta		Company		Sunline Transit Agency	
				Currency		US Dollar	
Reporting Period		7/1/2025 - 7/31/2025					
Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
1 7/8/2025	7/10/2025	United United.Com, TX					108.51
Purchase United		General Ledger Code: 5090200000					
2 7/12/2025	7/14/2025	United United.Com, TX					1,144.01
Purchase United		General Ledger Code: 5090200000					
3 7/15/2025	7/17/2025	Best Western Plus Nova Novato, CA					175.27
Purchase Best Western Plus Nova		General Ledger Code: 5090200000					
4 7/16/2025	7/18/2025	Best Western Hotels 707-7256822, CA					332.85
Purchase Best Western Hotels		General Ledger Code: 5090200000					
5 7/17/2025	7/21/2025	Best Western Hotels 707-7256822, CA					343.29
Purchase Best Western Hotels		General Ledger Code: 5090200000					

Trans Date	Post Date	Merchant Name	Charge Codes	Approved	Personal	Receipt	Amount
6 7/22/2025	7/23/2025	Thrifty Rac 180-08474389, FL					427.35
Purchase Thrifty Rac			General Ledger Code: 5090200000				
7 7/28/2025	7/30/2025	Apta 202-4964800, DC					1,099.00
Purchase Apta			General Ledger Code: 5090100000				
8 7/29/2025	7/30/2025	Thriftytoll 111137471 Verramobility, CA					20.74
Purchase Thriftytoll 111137471			General Ledger Code: 5039903800				

Transaction Count: 8
Total: 3,651.02

Employee Signature _____ Date _____

Authorized Approver Signature _____ Date _____

SunLine Transit Agency**CONSENT CALENDAR**

DATE: September 24, 2025

APPROVETO: Finance/Audit Committee
Board of Directors

RE: Acceptance of Monthly Budget Variance Report for June 2025

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12th of the annual budget. The FYTD budget values for the month of June 2025 are equal to 12/12^{ths} of the yearly budget.

Year to Date Summary

- As of June 30, 2025, the Agency's FYTD revenues are \$413,941 or 8.46% below the FYTD budget.
- As of June 30, 2025, the Agency's FYTD expenditures are \$563,532 or 1.14% above the FYTD budget.

Monthly Spotlight:

- The variance in hydrogen fuel is primarily attributed to an increased utilization of H2 over CNG compared to budgeted values.

Recommendation:

Approve.

SunLine Transit Agency
Budget Variance Report
June 2025 (Unaudited)

Description	FY25 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY25 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Revenues:								
Passenger Revenue	1,816,893	168,247	151,408	16,839	1,817,182	1,816,893	289	0.0%
Other Revenue	3,078,163	370,651	256,514	114,138	2,663,933	3,078,163	(414,230)	13.5%
Total Operating Revenue	4,895,056	538,898	407,921	130,977	4,481,115	4,895,056	(413,941)	8.5%
Operating Expenses:								
Operator & Mechanic Salaries & Wages	11,239,225	930,793	936,602	5,809	10,670,340	11,239,225	568,885	5.1%
Operator & Mechanic Overtime	1,241,785	148,107	103,482	(44,625)	1,800,786	1,241,785	(559,001)	-45.0%
Administration Salaries & Wages	7,861,873	689,670	655,156	(34,514)	7,662,788	7,861,873	199,085	2.5%
Administration Overtime	126,561	28,347	10,547	(17,800)	240,414	126,561	(113,853)	-90.0%
Fringe Benefits	11,105,305	978,303	925,442	(52,861)	10,281,287	11,105,305	824,018	7.4%
Communications	287,782	32,148	23,982	(8,166)	253,589	287,782	34,193	11.9%
Legal Services	687,176	179,928	57,265	(122,663)	1,395,693	687,176	(708,517)	-103.1%
Computer/Network Software Agreement	1,096,582	82,286	91,382	9,096	1,104,004	1,096,582	(7,422)	-0.7%
Uniforms	99,824	7,471	8,319	847	76,088	99,824	23,736	23.8%
Contracted Services	1,647,019	141,772	137,252	(4,520)	1,077,154	1,647,019	569,865	34.6%
Equipment Repairs	26,500	3,902	2,208	(1,694)	24,951	26,500	1,549	5.8%
Security Services	168,000	12,080	14,000	1,920	146,317	168,000	21,683	12.9%
Fuel - CNG	1,920,006	114,917	160,001	45,083	1,314,755	1,920,006	605,251	31.5%
Fuel - Hydrogen	1,443,827	310,941	120,319	(190,622)	2,246,095	1,443,827	(802,268)	-55.6%
Tires	234,000	28,012	19,500	(8,512)	266,312	234,000	(32,312)	-13.8%
Office Supplies	82,260	8,354	6,855	(1,499)	68,250	82,260	14,010	17.0%
Travel/Training	250,200	39,100	20,850	(18,250)	220,624	250,200	29,576	11.8%
Repair Parts	2,008,500	283,941	167,375	(116,566)	1,765,945	2,008,500	242,555	12.1%
Facility Maintenance	87,000	6,847	7,250	403	64,442	87,000	22,558	25.9%
Electricity - CNG & Hydrogen	1,090,000	67,080	90,833	23,753	614,383	1,090,000	475,617	43.6%
Natural Gas	2,030,000	77,107	169,167	92,059	1,333,960	2,030,000	696,040	34.3%
Water and Gas	16,000	677	1,333	656	10,871	16,000	5,129	32.1%
Insurance Losses	1,235,000	100,294	102,917	2,622	1,945,575	1,235,000	(710,575)	-57.5%
Insurance Premium - Property	200,000	19,055	16,667	(2,388)	231,815	200,000	(31,815)	-15.9%
Repair Claims	100,000	-	8,333	8,333	(600)	100,000	100,600	100.6%
Fuel Taxes	124,500	9,426	10,375	949	92,734	124,500	31,766	25.5%
Other Expenses	7,070,699	523,421	589,225	65,804	7,278,985	7,070,699	(208,286)	-2.9%
Self Consumed Fuel	(4,062,246)	(182,200)	(338,521)	(156,321)	(2,206,647)	(4,062,246)	(1,855,599)	45.7%
Total Operating Expenses (Before Depreciation)	49,417,378	4,641,780	4,118,115	(523,665)	49,980,910	49,417,378	(563,532)	-1.1%
Operating Expenses in Excess of Operating Revenue		\$ (4,102,882)			\$ (45,499,795)			
Subsidies:								
Local	8,419,000	775,839	701,583	(74,256)	8,603,836	8,419,000	(184,836)	-2.2%
State	30,588,336	2,818,818	2,549,028	(269,790)	31,259,893	30,588,336	(671,557)	-2.2%
Federal	5,514,986	508,225	459,582	(48,642)	5,636,066	5,514,986	(121,080)	-2.2%
Total Subsidies	44,522,322	4,102,882	3,710,194	(392,689)	45,499,795	44,522,322	(977,473)	-2.2%
Net Operating Gain (Loss) After Subsidies	\$ (0)	\$ -			\$ -			

SunLine Transit Agency
Budget Variance Report
June 2025 (Unaudited)

		Current Month			Fiscal Year to Date			
Description	FY25 Total Budget	Actual	Budget	Positive (Negative)	FYTD Actual	FY25 FYTD Budget	Positive (Negative)	Percentage Remaining
Operating Expenses:								
Wages & Benefits	31,574,749	2,775,221	2,631,229	(143,992)	30,655,614	31,574,749	919,136	2.9%
Services	6,903,050	663,586	575,254	(88,331)	7,145,945	6,903,050	(242,895)	-3.5%
Fuels & Lubricants	3,581,133	434,524	298,428	(136,096)	3,682,196	3,581,133	(101,063)	-2.8%
Tires	234,000	28,012	19,500	(8,512)	266,312	234,000	(32,312)	-13.8%
Materials and Supplies	2,608,460	336,390	217,372	(119,018)	2,297,943	2,608,460	310,517	11.9%
Utilities	3,554,000	176,750	296,167	119,416	2,341,632	3,554,000	1,212,368	34.1%
Casualty & Liability	3,678,540	302,604	306,545	3,941	4,626,549	3,678,540	(948,009)	-25.8%
Taxes and Fees	124,500	9,426	10,375	949	92,734	124,500	31,766	25.5%
Miscellaneous Expenses	1,221,192	97,469	101,766	4,297	1,078,633	1,221,192	142,559	11.7%
Self Consumed Fuel	(4,062,246)	(182,200)	(338,521)	(156,321)	(2,206,647)	(4,062,246)	(1,855,599)	45.7%
Total Operating Expenses (Before Depreciation)	49,417,378	4,641,780	4,118,115	(523,665)	49,980,910	49,417,378	(563,532)	-1.1%
Revenues:								
Passenger Revenue	1,816,893	168,247	151,408	16,839	1,817,182	1,816,893	289	0.0%
Other Revenue	3,078,163	370,651	256,514	114,138	2,663,933	3,078,163	(414,230)	13.5%
Total Operating Revenue	4,895,056	538,898	407,921	130,977	4,481,115	4,895,056	(413,941)	8.5%
Net Operating Gain (Loss)		\$ (4,102,882)			\$ (45,499,795)			
Subsidies:								
Local	8,419,000	775,839	701,583	(74,256)	8,603,836	8,419,000	(184,836)	-2.2%
State	30,588,336	2,818,818	2,549,028	(269,790)	31,259,893	30,588,336	(671,557)	-2.2%
Federal	5,514,986	508,225	459,582	(48,642)	5,636,066	5,514,986	(121,080)	-2.2%
Total Subsidies	44,522,322	4,102,882	3,710,194	(392,689)	45,499,795	44,522,322	(977,473)	-2.2%
Net Operating Gain (Loss) After Subsidies	\$ (0)	\$ -			\$ -			

Budget Variance Analysis - SunLine Transit Agency

Passenger Revenue

- Passenger fare revenues are within an acceptable range of the budget.
- As of June, ridership was at 4.1% above FY24 FYTD totals.
- Total system ridership was 110,790 trips above FY24 FYTD amounts.

Ridership

	FY24-June	FY25-June	Variance	%Δ
Fixed Route	197,700	195,952	(1,748)	-0.9%
Paratransit	9,032	8,444	(588)	-6.5%
SunRide	1,787	1,547	(240)	-13.4%
System Total	208,519	205,943	(2,576)	-1.2%

Ridership

	FYTD-FY24	FYTD-FY25	Variance	%Δ
Fixed Route	2,585,788	2,702,449	116,661	4.5%
Paratransit	119,492	111,129	(8,363)	-7.0%
SunRide	22,435	24,927	2,492	11.1%
System Total	2,727,715	2,838,505	110,790	4.1%

Other Revenue

- The unfavorable variance in other revenue is primarily due 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

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

Administration Overtime

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

Fringe Benefits

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

Communications

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

Legal Services

- The unfavorable variance in legal services is primarily due to an increased usage of legal services and increased costs for new firm.

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 stations that were not incurred until mid-way through the fiscal year

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

- The favorable balance in fuel CNG expenses are primarily due to lower costs of natural gas and less utilization of CNG compared to H2 than budgeted.

Fuel - Hydrogen

- The unfavorable balance is due to an accrual of liquid hydrogen and increased deliveries of liquid hydrogen through the new station commissioning.

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 favorable variance is due to lower than usual repairs for the first half of the fiscal year.

Facility Maintenance

- The favorable variance in facility maintenance expenses are primarily due to lower than anticipated YTD expenses for facility repairs.

Electricity - CNG & Hydrogen

- Electricity - CNG & Hydrogen expenses are less than anticipated use in the first half of FY25 due to increase utilization of the liquid hydrogen station.

Natural Gas

- The positive variance is primarily attributed to lower usage of CNG fixed route vehicles over budgeted estimates for FY25.

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

- The unfavorable balance is primarily attributed to the increased value of insured assets.

Repair Claims

- Repair claim expenses are below budget due to fewer than anticipated collision repairs.

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.

SunLine Transit Agency

CONSENT CALENDAR

DATE: September 24, 2025

APPROVE

TO: Finance/Audit Committee
Board of Directors

RE: Acceptance of Contracts Signed between \$25,000 and \$250,000 for June and July 2025

Summary:

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

There was one (1) purchase order executed in June 2025 between \$25,000 and \$250,000:

June 2025

Vendor	Purpose	Amount
CDW Government, Inc	Computer Hardware	\$26,195.38

There was three (3) agreements and two (2) purchase orders executed in July 2025 between \$25,000 and \$250,000:

July 2025

Vendor	Purpose	Amount
Smith Garson Inc.	Federal Advocacy Services	\$192,000.00
Shaw Yoder Antwih Schmelzer & Lange	State Advocacy Services	\$204,000.00
Valued Engineering Inc	Civil Survey Services	\$83,724.00
Avail Technologies	CAD Monthly Support	\$64,483.00
Ballard	Bus Spare Parts	\$55,116.00

Recommendation:

Approve.

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

June 2025

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
CDW Government, Inc	Computer Hardware	Desktop Computers	FY25	\$26,195.38	\$26,195.38	Purchase Order

Contracts Signed Between \$25,000 and \$250,000
July 2025

Vendor	Product/Service	Need	Budgeted	Budgeted Amount	Cost	Type
Smith Garson Inc	Legislative Services	Federal Advocacy Services	FY26 FY27	\$192,000.00	\$192,000.00	Agreement
Shaw Yoder Antwih Schmelzer & Lange	Legislative Services	State Advocacy Services	FY26 FY27	\$204,000.00	\$204,000.00	Agreement
Valued Engineering Inc	Civil Survey Services	Civil Engineering Services	FY26	\$147,510.00	\$83,724.00	Agreement
Avail Technologies	License & Warranty	CAD Monthly Support	FY26	\$64,483.00	\$64,483.00	Purchase Order
Ballard	Fuel Cell Bus Parts	Spare Parts	FY26	\$55,116.00	\$55,116.00	Purchase Order

SunLine Transit Agency

CONSENT CALENDAR

DATE: September 24, 2025

APPROVE

TO: Finance/Audit Committee
Board of Directors

RE: Acceptance of Union & Non-Union Pension Investment Asset Summary
June and July 2025

Summary:

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

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

For the month of June, 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	29.0%	16% – 56%
	International Equity	17.4%	0% - 39%
	Other	7.6%	0% – 20%
Income Assets			
	Fixed Income	40.5%	25% - 65%
	Other	4.5%	0% – 20%
Real Return Assets		0.0%	0% – 20%

Cash Equivalents	1.0%	0% – 20%
-------------------------	------	----------

Non-Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	29.0%	16% – 56%
	International Equity	17.4%	0% - 39%
	Other	7.6%	0% – 20%
Income Assets			
	Fixed Income	40.4%	25% - 65%
	Other	4.4%	0% – 20%
Real Return Assets		0.0%	0% – 20%
Cash Equivalents		1.2%	0% – 20%

Components may not sum to 100.0% due to rounding.

For the month of June, the market value of assets increased by \$1,149,210 and \$1,118,347 for the union and non-union plans, respectively.

Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
May 2025	\$44,587,640	\$44,817,791
June 2025	\$45,736,850	\$45,936,138
Increase (Decrease)	\$1,149,210	\$1,118,347

For the month of July, 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	29.5%	16% – 56%
	International Equity	18.0%	0% - 39%
	Other	7.7%	0% – 20%
Income Assets			
	Fixed Income	39.4%	25% - 65%
	Other	4.5%	0% – 20%
Real Return Assets		0.0%	0% – 20%
Cash Equivalents		0.9%	0% – 20%

Non-Union

Asset Class		Actual	Range
Growth Assets			
	Domestic Equity	29.5%	16% – 56%
	International Equity	18.0%	0% - 39%
	Other	7.6%	0% – 20%
Income Assets			
	Fixed Income	39.3%	25% - 65%
	Other	4.4%	0% – 20%
Real Return Assets		0.0%	0% – 20%
Cash Equivalents		1.2%	0% – 20%

Components may not sum to 100.0% due to rounding.

For the month of July, the market value of assets increased by \$78,408 and \$112,420 for the union and non-union plans, respectively.

Month to Month Asset Comparison

Month	Market Value - Union	Market Value – Non-Union
June 2025	\$45,736,850	\$45,936,138
July 2025	\$45,815,258	\$46,048,558
Increase (Decrease)	\$78,408	\$112,420

Recommendation:

Approve.

Portfolio Summary and Statistics

For the Month Ending **June 30, 2025**

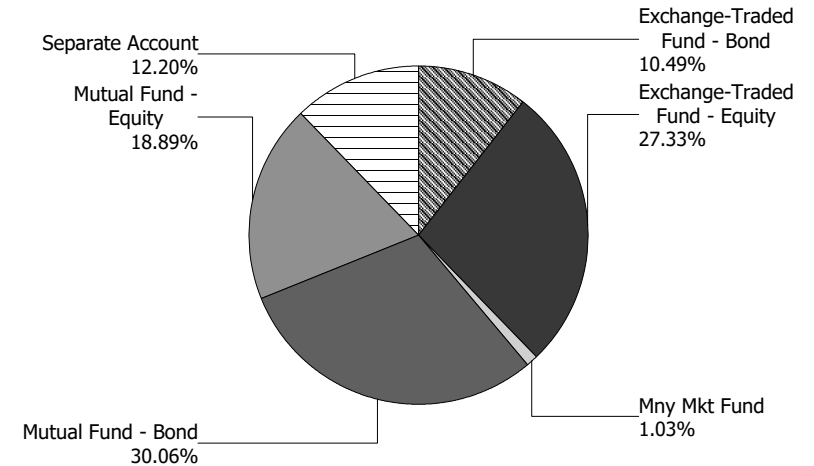
SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Account Summary

Description	Par Value	Market Value	Percent
Separate Account	4,393,457.94	5,581,168.59	12.20
Mutual Fund - Equity	294,948.86	8,640,111.58	18.89
Mutual Fund - Bond	1,349,678.39	13,747,844.17	30.06
Money Market Mutual Fund	472,910.47	472,910.47	1.03
Exchange-Traded Fund - Equity	511,391.00	12,498,396.04	27.33
Exchange-Traded Fund - Bond	48,351.00	4,796,419.20	10.49
Managed Account Sub-Total	7,070,737.66	45,736,850.05	100.00%
Accrued Interest		0.00	
Total Portfolio	7,070,737.66	45,736,850.05	

Unsettled Trades **0.00** **0.00**

Sector Allocation



Detail of Securities Held & Market Analytics

For the Month Ending **June 30, 2025**

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	6,446.00	92.76	597,930.32	99.20	639,443.20	41,512.88	1.40
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,322.00	99.12	329,276.64	99.20	329,542.40	265.76	0.72
ISHARES CORE U.S. AGGREGATE	464287226	8278395	4,049.00	98.87	400,324.63	99.20	401,660.80	1,336.17	0.88
ISHARES CORE U.S. AGGREGATE	464287226	8278395	7,159.00	97.77	699,934.71	99.20	710,172.80	10,238.09	1.55
ISHARES CORE U.S. AGGREGATE	464287226	8278395	7,165.00	97.84	701,023.60	99.20	710,768.00	9,744.40	1.55
ISHARES CORE U.S. AGGREGATE	464287226	8278395	16,903.00	98.64	1,667,311.92	99.20	1,676,777.60	9,465.68	3.67
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,307.00	96.40	318,794.80	99.20	328,054.40	9,259.60	0.72
Security Type Sub-Total			48,351.00		4,714,596.62	694.40	4,796,419.20	81,822.58	10.49
Exchange-Traded Fund - Equity									
SCHWAB US LARGE-CAP ETF	808524201	17333747	472,345.00	22.54	10,648,230.78	24.44	11,544,111.80	895,881.02	25.24
SCHWAB US LARGE-CAP ETF	808524201	17333747	39,046.00	22.81	890,639.26	24.44	954,284.24	63,644.98	2.09
Security Type Sub-Total			511,391.00		11,538,870.04	48.88	12,498,396.04	959,526.00	27.33
Money Market Mutual Fund									
FIRST AM GOVT OBLIG-Z DTD 01/01/2010 0.000% --	31846V567	351477	472,910.47	1.00	472,910.47	100.00	472,910.47	0.00	1.03
Security Type Sub-Total			472,910.47		472,910.47	100.00	472,910.47	0.00	1.03
Mutual Fund - Bond									
BAIRD CORE PLUS BOND-INST	057071870	7001692	498,377.99	10.77	5,365,735.11	10.21	5,088,439.23	(277,295.88)	11.13
BBH LIMITED DURATION-I	05528X851	7344118	0.03	10.29	0.35	10.49	0.36	0.01	0.00
NUVEEN CORE BOND FUND-R6	87244W607	7580345	325,156.45	9.15	2,975,207.71	9.17	2,981,684.66	6,476.95	6.52
PGIM TOTAL RETURN BOND-R6	74440B884	168981	323,973.82	13.17	4,265,775.43	12.04	3,900,644.75	(365,130.68)	8.53
VOYA INTERMEDIATE BOND-R6	92913L569	IIBZX	202,170.10	9.58	1,937,462.71	8.79	1,777,075.17	(160,387.54)	3.89
Security Type Sub-Total			1,349,678.39		14,544,181.31	50.70	13,747,844.17	(796,337.14)	30.07
Mutual Fund - Equity									
COLUMBIA SMALL CAP GRW-INST3	19765Y340	195897	9,629.50	28.07	270,300.00	30.28	291,581.19	21,281.19	0.64

Detail of Securities Held & Market Analytics

For the Month Ending **June 30, 2025**

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									
FIDELITY EMRG MRKT INDX	316146331	26545809	101,271.38	11.46	1,160,570.00	12.11	1,226,396.39	65,826.39	2.68
FIDELITY INTL INDX	315911727	308475	48,288.34	56.08	2,708,009.98	57.33	2,768,370.40	60,360.42	6.05
GLDMN SCHS GQG PRT INTL-R6	38147N269	GSIIYX	41,696.42	19.69	820,865.27	22.65	944,423.96	123,558.69	2.06
HRDNG LVNR INTL EQTY-INST	412295107	175052	0.00	25.00	0.02	28.26	0.02	0.00	0.00
JANUS HNDRSN OVERSEAS-N	47103D835	JANUS	24,282.86	50.98	1,237,939.98	52.10	1,265,136.78	27,196.80	2.77
MFS INTL DIVERSIFICAT-R6	552743544	9214518	64,918.76	26.22	1,702,169.99	26.88	1,745,016.38	42,846.39	3.82
UNDISC MGRS BEHAV VAL-R6	904504479	1428076	4,861.61	87.23	424,087.81	82.11	399,186.46	(24,901.35)	0.87

Security Type Sub-Total			294,948.86		8,323,943.05	311.72	8,640,111.58	316,168.53	18.89
--------------------------------	--	--	-------------------	--	---------------------	---------------	---------------------	-------------------	--------------

Separate Account									
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	117.91	53,444.90	8,119.90	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	49,000.00	1.00	49,000.00	117.91	57,778.27	8,778.27	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	4,541.95	1.00	4,541.95	117.91	5,355.63	813.68	0.01
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	49,000.00	1.00	49,000.00	117.91	57,778.27	8,778.27	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	117.91	53,444.90	8,119.90	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	117.91	53,444.90	8,119.90	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	117.91	53,444.90	8,119.90	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	117.91	53,444.90	8,119.90	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	49,980.00	1.00	49,980.00	117.91	58,933.83	8,953.83	0.13
BLACKSTONE INFRASTRUCTURE PRTNRS F 2 L. DTD 10/01/2024 0.000% --	BKSTONE63	SA495	900,000.00	1.00	900,000.00	110.16	991,426.00	91,426.00	2.17

Detail of Securities Held & Market Analytics

For the Month Ending **June 30, 2025**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Separate Account									
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0090	F_GOLUB	1,101,466.00	1.00	1,101,466.00	126.42	1,392,448.12	290,982.12	3.04
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0090	F_GOLUB	180,000.00	1.00	180,000.00	126.42	227,551.88	47,551.88	0.50
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	105,000.00	1.00	105,000.00	137.64	144,518.81	39,518.81	0.32
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	147,000.00	1.00	147,000.00	137.64	202,326.33	55,326.33	0.44
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	204,378.01	1.00	204,378.01	137.64	281,299.68	76,921.67	0.62
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	91,315.75	1.00	91,315.75	137.64	125,684.22	34,368.47	0.27
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	309,750.00	1.00	309,750.00	137.64	426,330.48	116,580.48	0.93
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	180,319.43	1.00	180,319.43	137.64	248,186.18	67,866.75	0.54
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	58,570.33	1.00	58,570.33	137.64	80,614.42	22,044.09	0.17
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	80,433.93	1.00	80,433.93	137.64	110,706.81	30,272.88	0.24
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	145,309.38	1.00	145,309.38	137.64	199,999.41	54,690.03	0.44
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	252,000.00	1.00	252,000.00	137.64	346,845.13	94,845.13	0.76
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	130,837.59	1.00	130,837.59	137.64	180,080.88	49,243.29	0.39
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	127,930.57	1.00	127,930.57	137.64	176,079.74	48,149.17	0.39
Security Type Sub-Total			4,393,457.94		4,393,457.94	3,075.87	5,581,168.59	1,187,710.65	12.22
Managed Account Sub-Total			7,070,737.66		43,987,959.43	4,281.57	45,736,850.05	1,748,890.62	100.03

Detail of Securities Held & Market Analytics

For the Month Ending **June 30, 2025**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]						
Securities Sub-Total	\$7,070,737.66	\$43,987,959.43	\$4,281.57	\$45,736,850.05	\$1,748,890.62	100.03%
Accrued Interest				\$0.00		
Total Investments				\$45,736,850.05		

Portfolio Summary and Statistics

For the Month Ending **June 30, 2025**

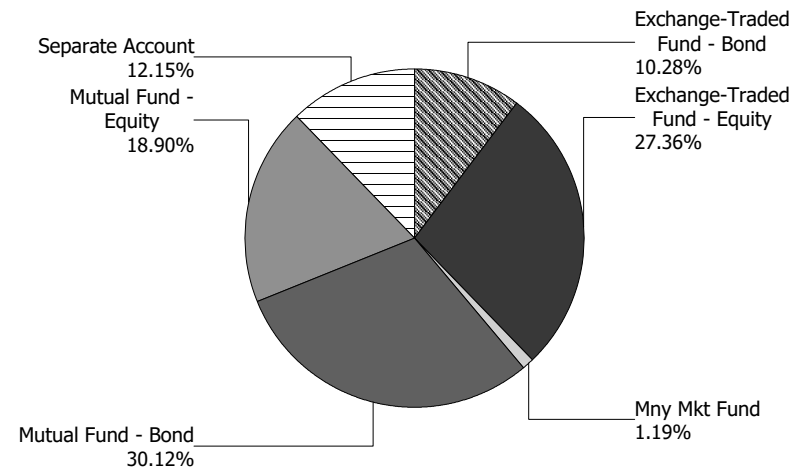
SUNLINE EMPLOYEES RETIREMENT NON-BARGAI -

Account Summary

Description	Par Value	Market Value	Percent
Separate Account	4,393,457.94	5,581,168.44	12.15
Mutual Fund - Equity	296,480.29	8,680,623.42	18.90
Mutual Fund - Bond	1,358,365.10	13,841,496.76	30.12
Money Market Mutual Fund	545,153.42	545,153.42	1.19
Exchange-Traded Fund - Equity	514,221.00	12,567,561.24	27.36
Exchange-Traded Fund - Bond	47,582.00	4,720,134.40	10.28
Managed Account Sub-Total	7,155,259.75	45,936,137.68	100.00%
Accrued Interest		0.00	
Total Portfolio	7,155,259.75	45,936,137.68	

Unsettled Trades	0.00	0.00
-------------------------	-------------	-------------

Sector Allocation



Detail of Securities Held & Market Analytics

For the Month Ending **June 30, 2025**

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	99.20	401,660.80	1,336.17	0.87
ISHARES CORE U.S. AGGREGATE	464287226	8278395	6,136.00	97.77	599,916.11	99.20	608,691.20	8,775.09	1.33
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,317.00	96.40	319,758.80	99.20	329,046.40	9,287.60	0.72
ISHARES CORE U.S. AGGREGATE	464287226	8278395	17,290.00	98.64	1,705,485.60	99.20	1,715,168.00	9,682.40	3.73
ISHARES CORE U.S. AGGREGATE	464287226	8278395	6,272.00	92.76	581,790.09	99.20	622,182.40	40,392.31	1.35
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,372.00	99.12	334,232.64	99.20	334,502.40	269.76	0.73
ISHARES CORE U.S. AGGREGATE	464287226	8278395	7,146.00	97.84	699,164.64	99.20	708,883.20	9,718.56	1.53
Security Type Sub-Total			47,582.00		4,640,672.51	694.40	4,720,134.40	79,461.89	10.26
Exchange-Traded Fund - Equity									
SCHWAB US LARGE-CAP ETF	808524201	17333747	470,837.00	22.54	10,614,235.44	24.44	11,507,256.28	893,020.84	25.05
SCHWAB US LARGE-CAP ETF	808524201	17333747	43,384.00	22.81	989,589.04	24.44	1,060,304.96	70,715.92	2.31
Security Type Sub-Total			514,221.00		11,603,824.48	48.88	12,567,561.24	963,736.76	27.36
Money Market Mutual Fund									
FIRST AM GOVT OBLIG-Z DTD 01/01/2010 0.000% --	31846V567	351477	545,153.42	1.00	545,153.42	100.00	545,153.42	0.00	1.19
Security Type Sub-Total			545,153.42		545,153.42	100.00	545,153.42	0.00	1.19
Mutual Fund - Bond									
BAIRD CORE PLUS BOND-INST	057071870	7001692	501,842.49	10.74	5,388,840.94	10.21	5,123,811.75	(265,029.19)	11.15
BBH LIMITED DURATION-I	05528X851	7344118	0.03	10.29	0.35	10.49	0.36	0.01	0.00
NUVEEN CORE BOND FUND-R6	87244W607	7580345	325,156.45	9.15	2,975,207.71	9.17	2,981,684.66	6,476.95	6.49
PGIM TOTAL RETURN BOND-R6	74440B884	168981	327,782.05	13.14	4,307,908.61	12.04	3,946,495.94	(361,412.67)	8.59
VOYA INTERMEDIATE BOND-R6	92913L569	IIBZX	203,584.08	9.59	1,952,659.27	8.79	1,789,504.05	(163,155.22)	3.90
Security Type Sub-Total			1,358,365.10		14,624,616.88	50.70	13,841,496.76	(783,120.12)	30.13
Mutual Fund - Equity									
COLUMBIA SMALL CAP GRW-INST3	19765Y340	195897	9,529.75	28.07	267,500.00	30.28	288,560.74	21,060.74	0.63

Detail of Securities Held & Market Analytics

For the Month Ending **June 30, 2025**

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									
FIDELITY EMRG MRKT INDX	316146331	26545809	101,878.71	11.46	1,167,530.00	12.11	1,233,751.16	66,221.16	2.69
FIDELITY INTL INDX	315911727	308475	48,577.92	56.08	2,724,249.98	57.33	2,784,972.38	60,722.40	6.06
GLDMN SCHS GQG PRT INTL-R6	38147N269	GSIIYX	41,945.91	19.71	826,665.01	22.65	950,074.91	123,409.90	2.07
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	10575468	0.00	20.00	0.02	19.04	0.02	0.00	0.00
JANUS HNDRSN OVERSEAS-N	47103D835	JANUS	24,428.60	50.98	1,245,369.98	52.10	1,272,730.01	27,360.03	2.77
MFS INTL DIVERSIFICAT-R6	552743544	9214518	65,308.16	26.22	1,712,379.99	26.88	1,755,483.38	43,103.39	3.82
UNDISC MGRS BEHAV VAL-R6	904504479	1428076	4,811.24	87.23	419,694.20	82.11	395,050.82	(24,643.38)	0.86

Security Type Sub-Total			296,480.29		8,363,389.18	302.50	8,680,623.42	317,234.24	18.90
--------------------------------	--	--	-------------------	--	---------------------	---------------	---------------------	-------------------	--------------

Separate Account									
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	117.91	53,444.88	8,119.88	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	4,541.95	1.00	4,541.95	117.91	5,355.63	813.68	0.01
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	117.91	53,444.88	8,119.88	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	49,000.00	1.00	49,000.00	117.91	57,778.25	8,778.25	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	49,000.00	1.00	49,000.00	117.91	57,778.25	8,778.25	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	117.91	53,444.88	8,119.88	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	49,980.00	1.00	49,980.00	117.91	58,933.82	8,953.82	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	117.91	53,444.88	8,119.88	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	117.91	53,444.88	8,119.88	0.12
BLACKSTONE INFRASTRUCTURE PRTNRS F 2 L. DTD 10/01/2024 0.000% --	BKSTONE64	SA496	900,000.00	1.00	900,000.00	110.16	991,426.00	91,426.00	2.16

Detail of Securities Held & Market Analytics

For the Month Ending **June 30, 2025**

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									
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0091	F_GOLUB	1,101,466.00	1.00	1,101,466.00	126.42	1,392,448.12	290,982.12	3.03
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0091	F_GOLUB	180,000.00	1.00	180,000.00	126.42	227,551.88	47,551.88	0.50
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	91,315.75	1.00	91,315.75	137.64	125,684.22	34,368.47	0.27
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	105,000.00	1.00	105,000.00	137.64	144,518.81	39,518.81	0.31
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	127,930.57	1.00	127,930.57	137.64	176,079.74	48,149.17	0.38
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	147,000.00	1.00	147,000.00	137.64	202,326.33	55,326.33	0.44
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	180,319.43	1.00	180,319.43	137.64	248,186.18	67,866.75	0.54
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	145,309.38	1.00	145,309.38	137.64	199,999.41	54,690.03	0.44
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	309,750.00	1.00	309,750.00	137.64	426,330.48	116,580.48	0.93
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	130,837.59	1.00	130,837.59	137.64	180,080.88	49,243.29	0.39
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	58,570.33	1.00	58,570.33	137.64	80,614.42	22,044.09	0.18
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	80,433.93	1.00	80,433.93	137.64	110,706.81	30,272.88	0.24
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	204,378.01	1.00	204,378.01	137.64	281,299.68	76,921.67	0.61
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	252,000.00	1.00	252,000.00	137.64	346,845.13	94,845.13	0.76
Security Type Sub-Total			4,393,457.94		4,393,457.94	3,075.87	5,581,168.44	1,187,710.50	12.18
Managed Account Sub-Total			7,155,259.75		44,171,114.41	4,272.35	45,936,137.68	1,765,023.27	100.02



Detail of Securities Held & Market Analytics

For the Month Ending **June 30, 2025**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]						
Securities Sub-Total	\$7,155,259.75	\$44,171,114.41	\$4,272.35	\$45,936,137.68	\$1,765,023.27	100.02%
Accrued Interest				\$0.00		
Total Investments				\$45,936,137.68		

Portfolio Summary and Statistics

For the Month Ending **July 31, 2025**

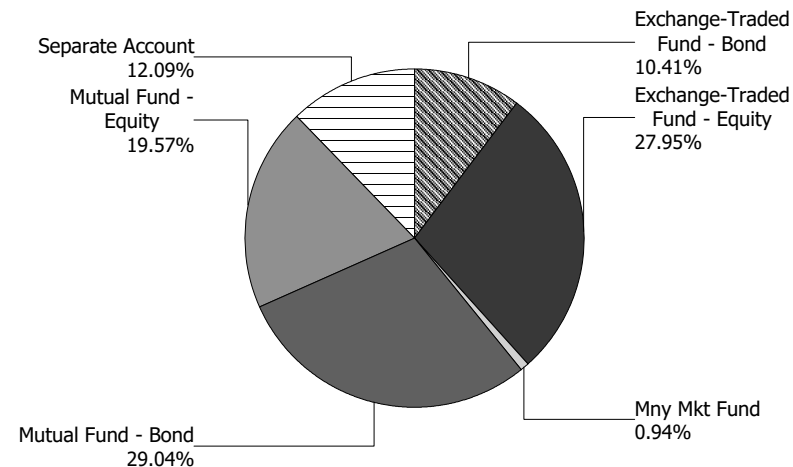
SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Account Summary

Description	Par Value	Market Value	Percent
Separate Account	4,352,106.94	5,539,817.59	12.09
Mutual Fund - Equity	304,942.65	8,966,336.38	19.57
Mutual Fund - Bond	1,319,460.85	13,306,906.80	29.04
Money Market Mutual Fund	428,591.24	428,591.24	0.94
Exchange-Traded Fund - Equity	511,391.00	12,805,230.64	27.95
Exchange-Traded Fund - Bond	48,351.00	4,768,375.62	10.41
Managed Account Sub-Total	6,964,843.68	45,815,258.27	100.00%
Accrued Interest		0.00	
Total Portfolio	6,964,843.68	45,815,258.27	

Unsettled Trades **0.00** **0.00**

Sector Allocation



Detail of Securities Held & Market Analytics

For the Month Ending **July 31, 2025**

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	7,165.00	97.84	701,023.60	98.62	706,612.30	5,588.70	1.54
ISHARES CORE U.S. AGGREGATE	464287226	8278395	4,049.00	98.87	400,324.63	98.62	399,312.38	(1,012.25)	0.87
ISHARES CORE U.S. AGGREGATE	464287226	8278395	7,159.00	97.77	699,934.71	98.62	706,020.58	6,085.87	1.54
ISHARES CORE U.S. AGGREGATE	464287226	8278395	16,903.00	98.64	1,667,311.92	98.62	1,666,973.86	(338.06)	3.64
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,322.00	99.12	329,276.64	98.62	327,615.64	(1,661.00)	0.72
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,307.00	96.40	318,794.80	98.62	326,136.34	7,341.54	0.71
ISHARES CORE U.S. AGGREGATE	464287226	8278395	6,446.00	92.76	597,930.32	98.62	635,704.52	37,774.20	1.39
Security Type Sub-Total			48,351.00		4,714,596.62	690.34	4,768,375.62	53,779.00	10.41
Exchange-Traded Fund - Equity									
SCHWAB US LARGE-CAP ETF	808524201	17333747	39,046.00	22.81	890,639.26	25.04	977,711.84	87,072.58	2.12
SCHWAB US LARGE-CAP ETF	808524201	17333747	472,345.00	22.54	10,648,230.78	25.04	11,827,518.80	1,179,288.02	25.82
Security Type Sub-Total			511,391.00		11,538,870.04	50.08	12,805,230.64	1,266,360.60	27.94
Money Market Mutual Fund									
FIRST AM GOVT OBLIG-Z DTD 01/01/2010 0.000% --	31846V567	351477	428,591.24	1.00	428,591.24	100.00	428,591.24	0.00	0.94
Security Type Sub-Total			428,591.24		428,591.24	100.00	428,591.24	0.00	0.94
Mutual Fund - Bond									
BAIRD CORE PLUS BOND-INST	057071870	7001692	500,236.69	10.76	5,384,563.72	10.16	5,082,404.74	(302,158.98)	11.09
BBH LIMITED DURATION-I	05528X851	7344118	0.03	10.29	0.35	10.48	0.36	0.01	0.00
NUVEEN CORE BOND FUND-R6	87244W607	7580345	326,356.75	9.15	2,986,166.41	9.13	2,979,637.09	(6,529.32)	6.50
PGIM TOTAL RETURN BOND-R6	74440B884	168981	289,886.89	12.95	3,754,772.63	11.98	3,472,844.95	(281,927.68)	7.58
VOYA INTERMEDIATE BOND-R6	92913L569	IIBZX	202,980.49	9.58	1,944,537.42	8.73	1,772,019.66	(172,517.76)	3.87
Security Type Sub-Total			1,319,460.85		14,070,040.53	50.48	13,306,906.80	(763,133.73)	29.04
Mutual Fund - Equity									
COLUMBIA SMALL CAP GRW-INST3	19765Y340	195897	9,629.50	28.07	270,300.00	31.36	301,981.05	31,681.05	0.66

Detail of Securities Held & Market Analytics

For the Month Ending **July 31, 2025**

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									
FIDELITY EMRG MRKT INDX	316146331	26545809	101,271.38	11.46	1,160,570.00	12.27	1,242,599.81	82,029.81	2.71
FIDELITY INTL INDX	315911727	308475	51,836.95	56.10	2,908,009.98	55.95	2,900,277.56	(7,732.42)	6.33
GLDMN SCHS GQG PRT INTL-R6	38147N269	GSIIYX	41,696.42	19.69	820,865.27	22.04	918,989.14	98,123.87	2.01
HRDNG LVNR INTL EQTY-INST	412295107	175052	0.00	25.00	0.02	28.02	0.02	0.00	0.00
JANUS HNDRSN OVERSEAS-N	47103D835	JANUS	26,230.28	51.01	1,337,939.98	51.42	1,348,760.76	10,820.78	2.94
MFS INTL DIVERSIFICAT-R6	552743544	9214518	69,416.52	26.25	1,822,169.99	26.63	1,848,561.80	26,391.81	4.03
UNDISC MGRS BEHAV VAL-R6	904504479	1428076	4,861.61	87.23	424,087.81	83.34	405,166.24	(18,921.57)	0.88

Security Type Sub-Total			304,942.65		8,743,943.05	311.03	8,966,336.38	222,393.33	19.56
--------------------------------	--	--	-------------------	--	---------------------	---------------	---------------------	-------------------	--------------

Separate Account									
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	49,000.00	1.00	49,000.00	117.91	57,778.27	8,778.27	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	49,000.00	1.00	49,000.00	117.91	57,778.27	8,778.27	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	117.91	53,444.90	8,119.90	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	117.91	53,444.90	8,119.90	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	49,980.00	1.00	49,980.00	117.91	58,933.83	8,953.83	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	117.91	53,444.90	8,119.90	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	117.91	53,444.90	8,119.90	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	45,325.00	1.00	45,325.00	117.91	53,444.90	8,119.90	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00019	SA406	4,541.95	1.00	4,541.95	117.91	5,355.63	813.68	0.01
BLACKSTONE INFRASTRUCTURE PRTNRS F 2 L. DTD 10/01/2024 0.000% --	BKSTONE63	SA495	900,000.00	1.00	900,000.00	110.16	991,426.00	91,426.00	2.16

Detail of Securities Held & Market Analytics

For the Month Ending **July 31, 2025**

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Ticker	Shares	Average Cost/Share	Original Cost	Market Price	Market Value	Unreal G/L on Cost	Percentage
Separate Account									
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0090	F_GOLUB	180,000.00	1.00	180,000.00	127.30	229,137.48	49,137.48	0.50
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0090	F_GOLUB	1,060,115.00	1.00	1,060,115.00	127.30	1,349,511.52	289,396.52	2.95
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	147,000.00	1.00	147,000.00	137.64	202,326.33	55,326.33	0.44
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	105,000.00	1.00	105,000.00	137.64	144,518.81	39,518.81	0.32
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	127,930.57	1.00	127,930.57	137.64	176,079.74	48,149.17	0.38
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	252,000.00	1.00	252,000.00	137.64	346,845.13	94,845.13	0.76
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	130,837.59	1.00	130,837.59	137.64	180,080.88	49,243.29	0.39
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	145,309.38	1.00	145,309.38	137.64	199,999.41	54,690.03	0.44
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	204,378.01	1.00	204,378.01	137.64	281,299.68	76,921.67	0.61
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	180,319.43	1.00	180,319.43	137.64	248,186.18	67,866.75	0.54
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	80,433.93	1.00	80,433.93	137.64	110,706.81	30,272.88	0.24
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	58,570.33	1.00	58,570.33	137.64	80,614.42	22,044.09	0.18
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	309,750.00	1.00	309,750.00	137.64	426,330.48	116,580.48	0.93
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV007	F_NBF	91,315.75	1.00	91,315.75	137.64	125,684.22	34,368.47	0.27
Security Type Sub-Total			4,352,106.94		4,352,106.94	3,077.63	5,539,817.59	1,187,710.65	12.11
Managed Account Sub-Total			6,964,843.68		43,848,148.42	4,279.56	45,815,258.27	1,967,109.85	100.00



Detail of Securities Held & Market Analytics

For the Month Ending July 31, 2025

SUNLINE EMPLOYEES RETIREMENT BARGAINING - [REDACTED]						
Securities Sub-Total	\$6,964,843.68	\$43,848,148.42	\$4,279.56	\$45,815,258.27	\$1,967,109.85	100.00%
Accrued Interest				\$0.00		
Total Investments				\$45,815,258.27		

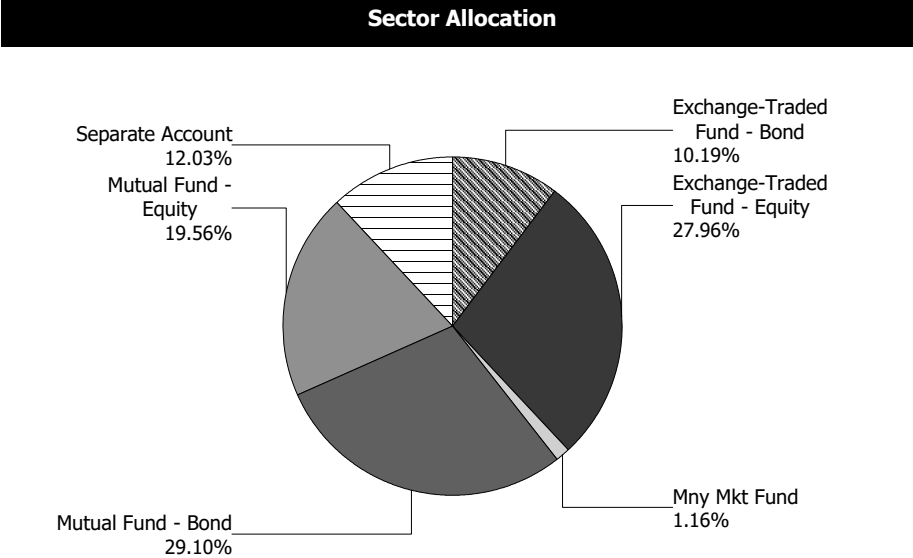
Portfolio Summary and Statistics

For the Month Ending **July 31, 2025**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAI -

Account Summary			
Description	Par Value	Market Value	Percent
Separate Account	4,352,106.94	5,539,817.44	12.03
Mutual Fund - Equity	306,474.08	9,006,027.45	19.56
Mutual Fund - Bond	1,328,181.54	13,400,438.04	29.10
Money Market Mutual Fund	533,644.14	533,644.14	1.16
Exchange-Traded Fund - Equity	514,221.00	12,876,093.84	27.96
Exchange-Traded Fund - Bond	47,582.00	4,692,536.84	10.19
Managed Account Sub-Total	7,082,209.70	46,048,557.75	100.00%
Accrued Interest		0.00	
Total Portfolio	7,082,209.70	46,048,557.75	

Unsettled Trades
 0.00
 0.00



Detail of Securities Held & Market Analytics

For the Month Ending **July 31, 2025**

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	98.62	399,312.38	(1,012.25)	0.87
ISHARES CORE U.S. AGGREGATE	464287226	8278395	6,272.00	92.76	581,790.09	98.62	618,544.64	36,754.55	1.34
ISHARES CORE U.S. AGGREGATE	464287226	8278395	7,146.00	97.84	699,164.64	98.62	704,738.52	5,573.88	1.53
ISHARES CORE U.S. AGGREGATE	464287226	8278395	6,136.00	97.77	599,916.11	98.62	605,132.32	5,216.21	1.31
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,372.00	99.12	334,232.64	98.62	332,546.64	(1,686.00)	0.72
ISHARES CORE U.S. AGGREGATE	464287226	8278395	3,317.00	96.40	319,758.80	98.62	327,122.54	7,363.74	0.71
ISHARES CORE U.S. AGGREGATE	464287226	8278395	17,290.00	98.64	1,705,485.60	98.62	1,705,139.80	(345.80)	3.70
Security Type Sub-Total			47,582.00		4,640,672.51	690.34	4,692,536.84	51,864.33	10.18
Exchange-Traded Fund - Equity									
SCHWAB US LARGE-CAP ETF	808524201	17333747	470,837.00	22.54	10,614,235.44	25.04	11,789,758.48	1,175,523.04	25.60
SCHWAB US LARGE-CAP ETF	808524201	17333747	43,384.00	22.81	989,589.04	25.04	1,086,335.36	96,746.32	2.36
Security Type Sub-Total			514,221.00		11,603,824.48	50.08	12,876,093.84	1,272,269.36	27.96
Money Market Mutual Fund									
FIRST AM GOVT OBLIG-Z DTD 01/01/2010 0.000% --	31846V567	351477	533,644.14	1.00	533,644.14	100.00	533,644.14	0.00	1.16
Security Type Sub-Total			533,644.14		533,644.14	100.00	533,644.14	0.00	1.16
Mutual Fund - Bond									
BAIRD CORE PLUS BOND-INST	057071870	7001692	503,714.10	10.74	5,407,800.44	10.16	5,117,735.34	(290,065.10)	11.11
BBH LIMITED DURATION-I	05528X851	7344118	0.03	10.29	0.35	10.48	0.36	0.01	0.00
NUVEEN CORE BOND FUND-R6	87244W607	7580345	326,356.75	9.15	2,986,166.41	9.13	2,979,637.09	(6,529.32)	6.47
PGIM TOTAL RETURN BOND-R6	74440B884	168981	293,710.52	12.93	3,797,327.61	11.98	3,518,652.00	(278,675.61)	7.64
VOYA INTERMEDIATE BOND-R6	92913L569	IIBZX	204,400.14	9.59	1,959,783.50	8.73	1,784,413.25	(175,370.25)	3.88
Security Type Sub-Total			1,328,181.54		14,151,078.31	50.48	13,400,438.04	(750,640.27)	29.10
Mutual Fund - Equity									
COLUMBIA SMALL CAP GRW-INST3	19765Y340	195897	9,529.75	28.07	267,500.00	31.36	298,852.87	31,352.87	0.65

Detail of Securities Held & Market Analytics

For the Month Ending **July 31, 2025**

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									
FIDELITY EMRG MRKT INDX	316146331	26545809	101,878.71	11.46	1,167,530.00	12.27	1,250,051.75	82,521.75	2.71
FIDELITY INTL INDX	315911727	308475	52,126.54	56.10	2,924,249.98	55.95	2,916,479.92	(7,770.06)	6.33
GLDMN SCHS GQG PRT INTL-R6	38147N269	GSIX	41,945.91	19.71	826,665.01	22.04	924,487.90	97,822.89	2.01
HRTFRD SCHR EM MRKT EQ-SDR	41665H789	10575468	0.00	20.00	0.02	19.33	0.02	0.00	0.00
JANUS HNDRSN OVERSEAS-N	47103D835	JANUS	26,376.02	51.01	1,345,369.98	51.42	1,356,254.89	10,884.91	2.95
MFS INTL DIVERSIFICAT-R6	552743544	9214518	69,805.91	26.25	1,832,379.99	26.63	1,858,931.45	26,551.46	4.04
UNDISC MGRS BEHAV VAL-R6	904504479	1428076	4,811.24	87.23	419,694.20	83.34	400,968.65	(18,725.55)	0.87

Security Type Sub-Total			306,474.08		8,783,389.18	302.34	9,006,027.45	222,638.27	19.56
--------------------------------	--	--	-------------------	--	---------------------	---------------	---------------------	-------------------	--------------

Separate Account									
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	117.91	53,444.88	8,119.88	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	117.91	53,444.88	8,119.88	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	117.91	53,444.88	8,119.88	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	49,000.00	1.00	49,000.00	117.91	57,778.25	8,778.25	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	117.91	53,444.88	8,119.88	0.12
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	4,541.95	1.00	4,541.95	117.91	5,355.63	813.68	0.01
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	49,980.00	1.00	49,980.00	117.91	58,933.82	8,953.82	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	49,000.00	1.00	49,000.00	117.91	57,778.25	8,778.25	0.13
ATEL PRIVATE DEBT FUND II DTD 01/01/2010 0.000% --	ATEL00020	SA407	45,325.00	1.00	45,325.00	117.91	53,444.88	8,119.88	0.12
BLACKSTONE INFRASTRUCTURE PRTNRS F 2 L. DTD 10/01/2024 0.000% --	BKSTONE64	SA496	900,000.00	1.00	900,000.00	110.16	991,426.00	91,426.00	2.15

Detail of Securities Held & Market Analytics

For the Month Ending **July 31, 2025**

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									
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0091	F_GOLUB	1,060,115.00	1.00	1,060,115.00	127.30	1,349,511.52	289,396.52	2.93
GOLUB CAPITAL XIV INT'L DTD 01/01/2010 0.000% --	GOLUB0091	F_GOLUB	180,000.00	1.00	180,000.00	127.30	229,137.48	49,137.48	0.50
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	91,315.75	1.00	91,315.75	137.64	125,684.22	34,368.47	0.26
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	147,000.00	1.00	147,000.00	137.64	202,326.33	55,326.33	0.44
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	309,750.00	1.00	309,750.00	137.64	426,330.48	116,580.48	0.93
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	105,000.00	1.00	105,000.00	137.64	144,518.81	39,518.81	0.31
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	252,000.00	1.00	252,000.00	137.64	346,845.13	94,845.13	0.75
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	145,309.38	1.00	145,309.38	137.64	199,999.41	54,690.03	0.43
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	180,319.43	1.00	180,319.43	137.64	248,186.18	67,866.75	0.54
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	204,378.01	1.00	204,378.01	137.64	281,299.68	76,921.67	0.61
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	127,930.57	1.00	127,930.57	137.64	176,079.74	48,149.17	0.38
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	130,837.59	1.00	130,837.59	137.64	180,080.88	49,243.29	0.39
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	58,570.33	1.00	58,570.33	137.64	80,614.42	22,044.09	0.18
NB SOF V DTD 01/01/2010 0.000% --	NBSOFV008	F_NBF	80,433.93	1.00	80,433.93	137.64	110,706.81	30,272.88	0.24
Security Type Sub-Total			4,352,106.94		4,352,106.94	3,077.63	5,539,817.44	1,187,710.50	12.04
Managed Account Sub-Total			7,082,209.70		44,064,715.56	4,270.87	46,048,557.75	1,983,842.19	100.00

Detail of Securities Held & Market Analytics

For the Month Ending **July 31, 2025**

SUNLINE EMPLOYEES RETIREMENT NON-BARGAI - [REDACTED]						
Securities Sub-Total	\$7,082,209.70	\$44,064,715.56	\$4,270.87	\$46,048,557.75	\$1,983,842.19	100.00%
Accrued Interest				\$0.00		
Total Investments				\$46,048,557.75		

SunLine Transit Agency

CONSENT CALENDAR

DATE: September 24, 2025

APPROVE

TO: Finance/Audit Committee
Board of Directors

RE: Ridership Report for June and July 2025

Summary:

Monthly Ridership			Monthly Variance	
	Jun-25	Jun-24	Net	Percent
Fixed Route	195,952	197,700	(1,748)	(0.9%)
SunRide	1,547	1,787	(240)	(13.4%)
Taxi Voucher*	119	191	(72)	(37.7%)
SunDial	8,444	9,032	(588)	(6.5%)
Total	206,062	208,710	(2,648)	(1.3%)

Monthly Ridership			Monthly Variance	
	Jul-25	Jul-24	Net	Percent
Fixed Route	188,245	195,528	(4,283)	(2.2%)
SunRide	1,560	2,019	(459)	(22.7%)
Taxi Voucher*	120	152	(32)	(21.1%)
SunDial	8,667	9,493	(826)	(8.7%)
Total	198,592	204,192	(5,600)	(2.7%)

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

Yearly Ridership – June 2025	
Fiscal Year 2025	2,840,203
Fiscal Year 2024	2,729,757
Ridership Increase	110,446

Fiscal Year 2025 to date system ridership increased by 110,446 rides or 4.05% 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.

Yearly Ridership – July 2025	
Fiscal Year 2026	198,592
Fiscal Year 2025	204,192
Ridership Increase	(5,600)

Fiscal Year 2026 to date system ridership decreased by 5,600 rides or 2.7% compared to the previous fiscal year. The baseline of the attached COVID-19 Recovery chart is calendar year 2020, this allows a comparison of three (3) years.

Recommendation: Approve.



SunLine Transit Agency Monthly Ridership Report June 2025

Fixed Route		Jun 2025	Jun 2024	FY 2025 YTD	FY 2024 YTD	Monthly KPI		Bikes		Wheelchairs	
						Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD
Route 1EV	Coachella - Hwy 111 - Palm Desert Mall	40,754	46,935	586,619	592,677	19.4	1.4	1,514	22,010	216	3,118
Route 1WV	Palm Springs - Hwy 111 - Palm Desert Mall	36,313	33,506	460,138	444,098	15.7	1.3	1,048	15,051	270	3,663
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	57,069	59,963	761,594	727,037	18.5	1.2	1,649	20,575	540	6,176
Route 3	Desert Hot Springs - Desert Edge	6,246	6,564	91,929	86,819	9.9	0.5	194	3,218	88	1,087
Route 4	Westfield Palm Desert - Palm Springs	18,715	17,576	239,100	223,207	11.4	0.7	504	6,594	103	1,442
Route 5	Desert Hot Springs - CSUSB - Palm Desert	2,280	1,982	32,116	22,641	5.7	0.2	79	986	10	194
Route 6	Coachella - Fred Waring - Westfield Palm Desert	3,799	3,340	55,763	39,628	8.8	0.5	119	1,782	25	363
Route 7	Bermuda Dunes - Indian Wells - La Quinta	6,687	5,955	92,001	90,797	9.7	0.6	328	4,107	21	222
Route 8	North Indio - Coachella -Thermal/Mecca	15,548	16,095	196,171	188,841	10.9	0.7	521	5,661	99	1,022
Route 9	North Shore - Mecca - Oasis	4,993	3,494	58,937	55,868	8.6	0.4	125	967	56	212
Route 10	Indio - CSUSB - San Bernardino - Metrolink	1,297	1,505	37,513	34,422	18.2	0.1	17	2,118	10	367
Route 200 SB	Palm Springs High School AM Tripper	42	41	1,864	1,832	14.2	0.6		7	-	1
Route 500 SB	Westfield Palm Desert PM Tripper	31	19	1,714	3,503	9.9	1.2		3	-	-
Route 700 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	34	40	3,000	3,317	14.2	0.4		11	-	-
Route 701 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	115	21	10,150	8,388	89.7	1.9	1	24	-	8
Route 800 NB	Shadow Hills High School AM Tripper	1,176	429	38,393	21,627	224.7	14.9		7	-	12
Route 801 SB	Jackson / 44th PM Tripper	662	93	29,746	23,707	174.0	9.8		19	-	13
Route 802 SB	Hwy 111 / Golf Center Pkwy PM Tripper	-	25	2,245	4,550	12.6	0.0		-	-	2
Route 803 NB	Shadow Hills High School AM Tripper	191	117	3,457	12,828	25.0	2.8		-	-	-
Fixed Route Total		195,952	197,700	2,702,449	2,585,788	13.0	1.0	6,099	83,140	1,438	17,902
SunRide		1,547	1,787	24,927	22,435						
Taxi Voucher		119	191	1,698	2,042						
SunDial		8,444	9,032	111,129	119,492	1.9	0.8				
System Total		206,062	208,710	2,840,203	2,729,757	10.6	0.7				
		Jun-25	Jun-24								
Weekdays:		21	20								
Saturdays:		4	5								
Sundays:		5	5								
Total Days:		30	30								

Haul Pass COD contributed with 4,134 rides, CSUSB with 373 rides.

Mobile Ticketing contributed with 33,466 rides, the total for June 2025 includes 112 paratransit mobile tickets.

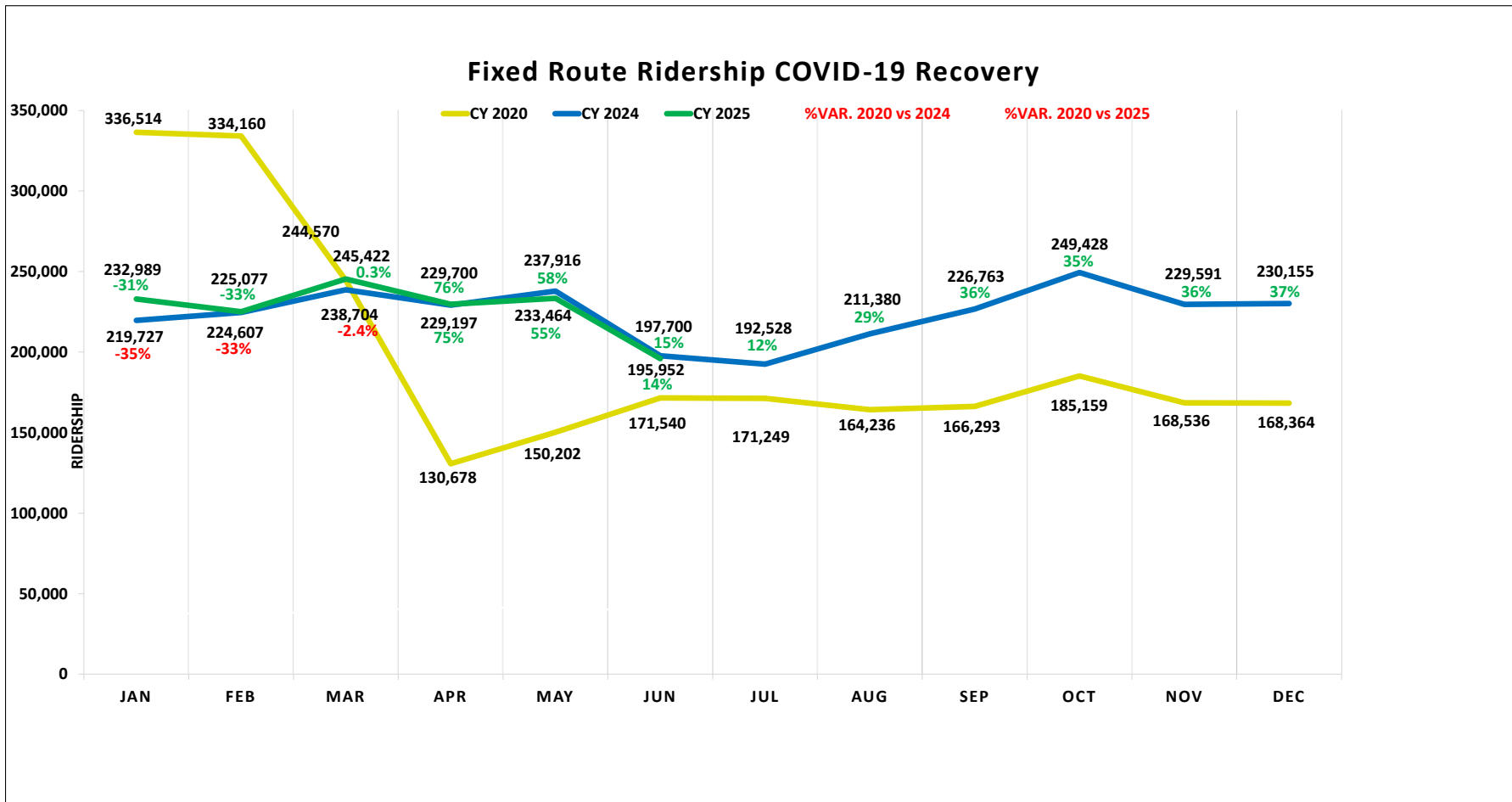


SunLine Transit Agency Monthly Ridership Report July 2025

Fixed Route		Jul 2025	Jul 2024	FY 2026 YTD	FY 2025 YTD	Monthly KPI		Bikes		Wheelchairs	
						Passengers/ Rev. Hours	Passengers/ Rev. Miles	Monthly	FYTD	Monthly	FYTD
Route 1EV	Coachella - Hwy 111 - Palm Desert Mall	38,292	45,299	38,292	45,299	16.0	1.3	1,611	1,611	209	209
Route 1WV	Palm Springs - Hwy 111 - Palm Desert Mall	37,028	33,226	37,028	33,226	15.4	1.3	1,050	1,050	218	218
Route 2	Desert Hot Springs - Palm Springs - Cathedral City	57,750	60,422	57,750	60,422	17.0	1.2	1,571	1,571	437	437
Route 3	Desert Hot Springs - Desert Edge	5,994	6,188	5,994	6,188	7.8	0.4	174	174	52	52
Route 4	Westfield Palm Desert - Palm Springs	18,827	16,840	18,827	16,840	10.9	0.7	579	579	128	128
Route 5	Desert Hot Springs - CSUSB - Palm Desert	2,250	1,840	2,250	1,840	4.7	0.2	79	79	18	18
Route 6	Coachella - Fred Waring - Westfield Palm Desert	3,927	3,339	3,927	3,339	7.3	0.5	132	132	24	24
Route 7	Bermuda Dunes - Indian Wells - La Quinta	5,581	5,279	5,581	5,279	7.0	0.5	308	308	12	12
Route 8	North Indio - Coachella -Thermal/Mecca	13,918	16,317	13,918	16,317	9.3	0.6	494	494	107	107
Route 9	North Shore - Mecca - Oasis	2,976	2,345	2,976	2,345	5.3	0.2	113	113	53	53
Route 10	Indio - CSUSB - San Bernardino - Metrolink	1,702	1,433	1,702	1,433	3.3	0.1	8	8	4	4
Route 200 SB	Palm Springs High School AM Tripper	-	-	-	-	-	-	-	-	-	-
Route 400 SB	Raymond Cree / Palm Springs HS Tripper	-	-	-	-	-	-	-	-	-	-
Route 401 SB	Palm Canyon / Stevens AM Tripper	-	-	-	-	-	-	-	-	-	-
Route 402 NB	Palm Canyon / Stevens AM Tripper	-	-	-	-	-	-	-	-	-	-
Route 403 NB	Vista Chino /Sunrise PM Tripper	-	-	-	-	-	-	-	-	-	-
Route 500 SB	Westfield Palm Desert PM Tripper	-	-	-	-	-	-	-	-	-	-
Route 501 NB	Palm Desert High School AM Tripper	-	-	-	-	-	-	-	-	-	-
Route 700 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo AM Tripper	-	-	-	-	-	-	-	-	-	-
Route 701 SB/NB	Harris / Washington - Calle Madrid / Ave Vallejo PM Tripper	-	-	-	-	-	-	-	-	-	-
Route 800 NB	Shadow Hills High School AM Tripper	-	-	-	-	-	-	-	-	-	-
Route 801 SB	Jackson / 44th PM Tripper	-	-	-	-	-	-	-	-	-	-
Route 802 SB	Hwy 111 / Golf Center Pkwy PM Tripper	-	-	-	-	-	-	-	-	-	-
Route 803 NB	Shadow Hills High School AM Tripper	-	-	-	-	-	-	-	-	-	-
Fixed Route Total		188,245	192,528	188,245	192,528	12.5	0.8	6,119	6,119	1,262	1,262
SunRide		1,560	2,019	1,560	2,019						
Taxi Voucher		120	152	120	152						
SunDial		8,667	9,493	8,667	9,493	1.9	0.1				
System Total		198,592	204,192	198,592	204,192	9.1	0.7				
		Jul-25	Jul-24								
Weekdays:		23	23								
Saturdays:		4	4								
Saturdays:		4	4								
Total Days:		31	31								

Haul Pass COD contributed with 3,519 rides, CSUSB with 550 rides.

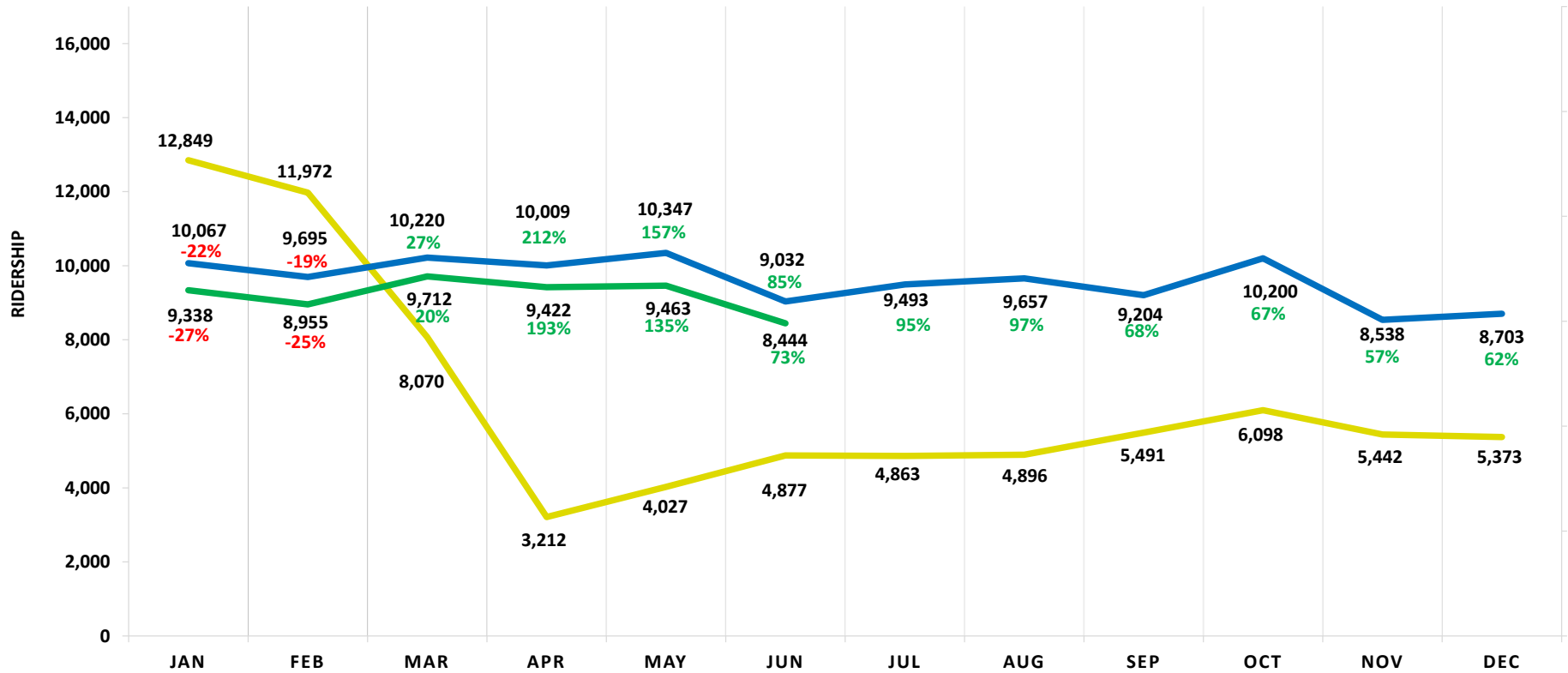
Mobile Ticketing contributed with 29,364 rides, the total for July 2025 includes 119 paratransit mobile tickets.



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 - CY 2023 have been removed to reflect the two (2) most recent years in recovery.

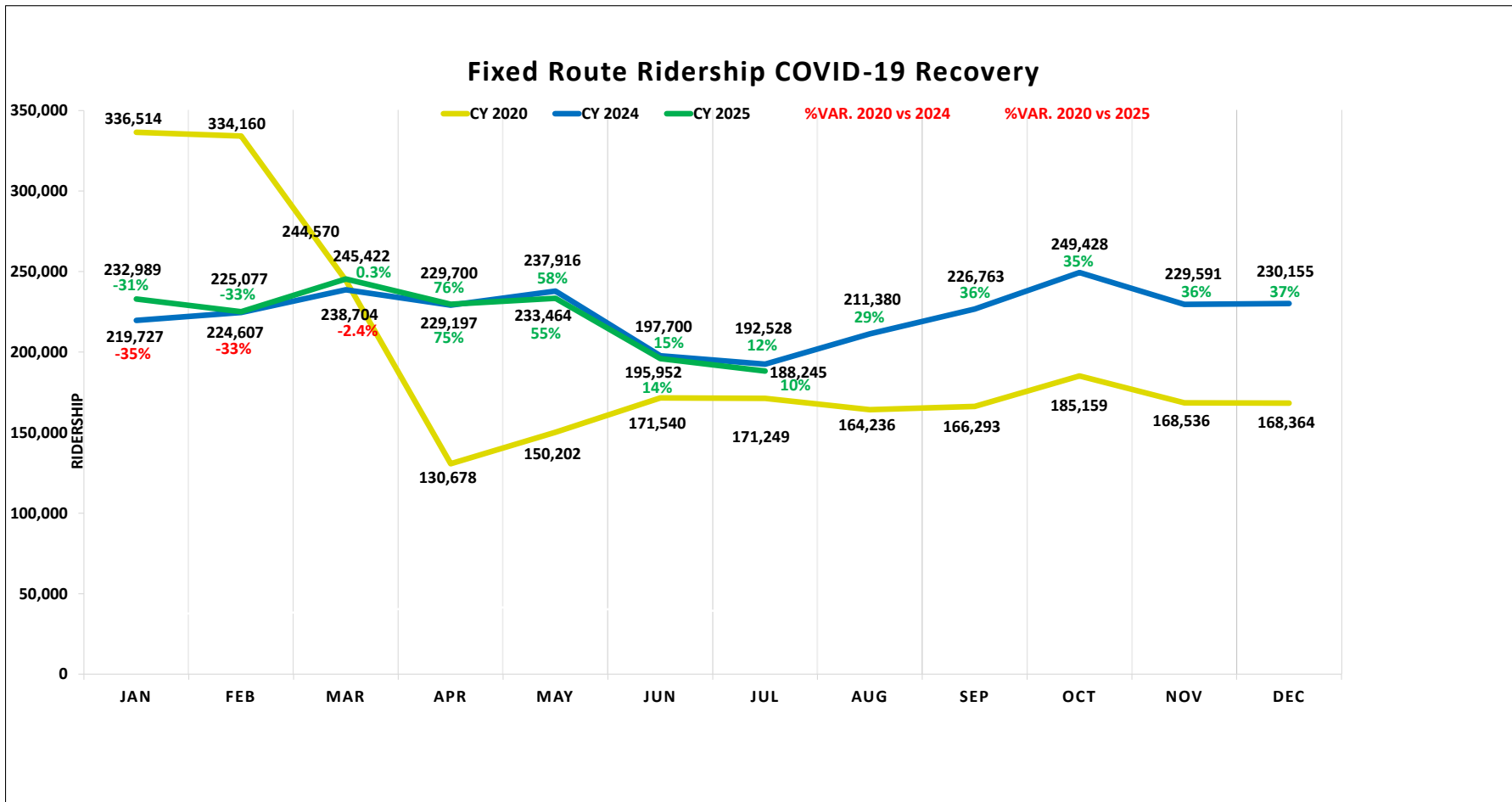
Paratransit Ridership COVID-19 Recovery

— CY 2020
 — CY 2024
 — CY 2025
 %VAR. 2020 vs 2024
 %VAR. 2020 vs 2025



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.

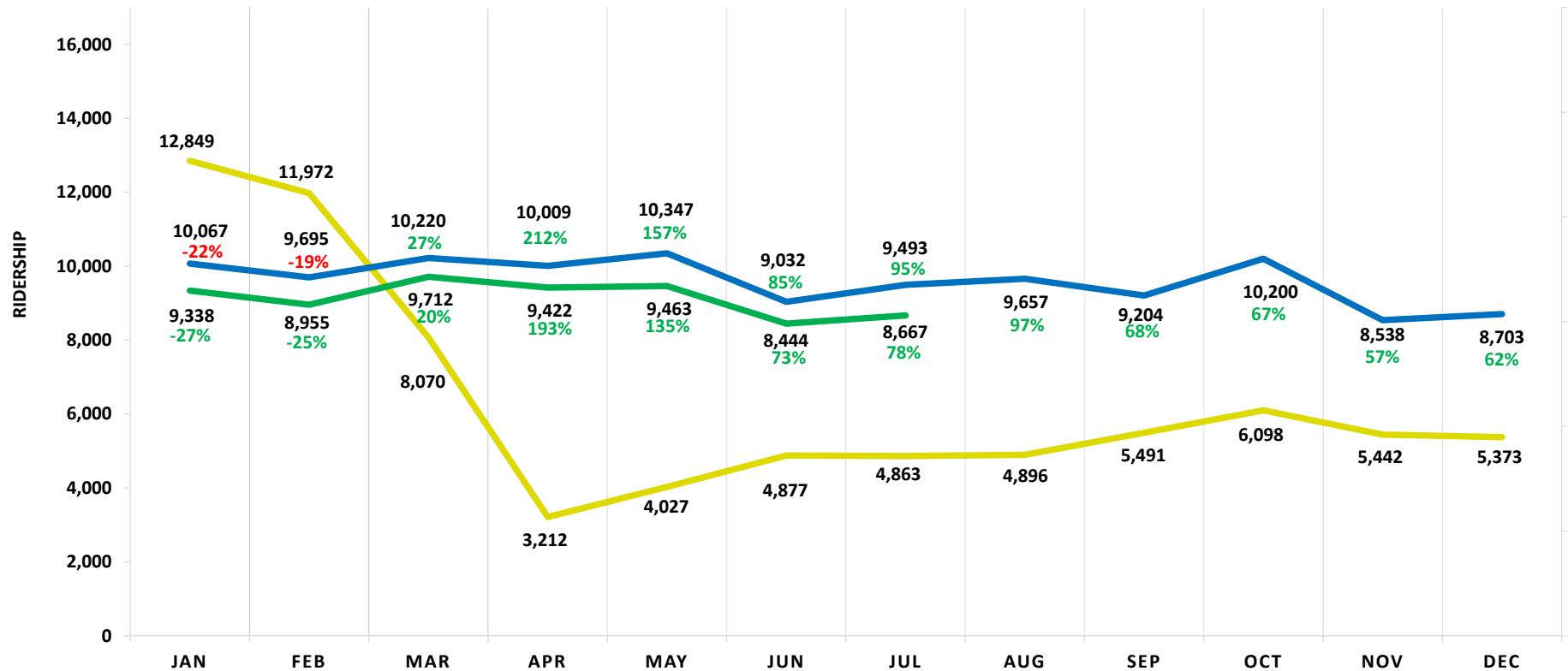
CY 2020 will remain on the chart since it is the baseline needed to compare ridership recovery for CY 2024 & CY 2025. CY 2021 - CY 2023 have been removed to reflect the two (2) most recent years in recovery.



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.

Paratransit Ridership COVID-19 Recovery

— CY 2020
 — CY 2024
 — CY 2025
 %VAR. 2020 vs 2024
 %VAR. 2020 vs 2025



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**CONSENT CALENDAR**

DATE: September 24, 2025

APPROVETO: Finance/Audit Committee
Board of Directors

RE: Acceptance of SunDial Operational Notes for June and July 2025

Summary:

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 passengers for the month of June 2025 were 8,444, which is a decrease of 588 passengers or 6.5% when compared to June 2024. Mobility device boardings for June 2025 decreased by 325 or 26.3% when compared to June 2024. During this month, the field supervisors conducted a total of 84 onboard inspections and 88 safety evaluations, which included pre-trip inspections and trailing evaluations. The supervisors have exceeded their monthly on-board evaluations goal of 60 by 24, which is an increase of 7.6% when compared to June 2024. Similarly, they met the safety evaluation goal of 60, this reflects a 1.1% decline from June 2024.

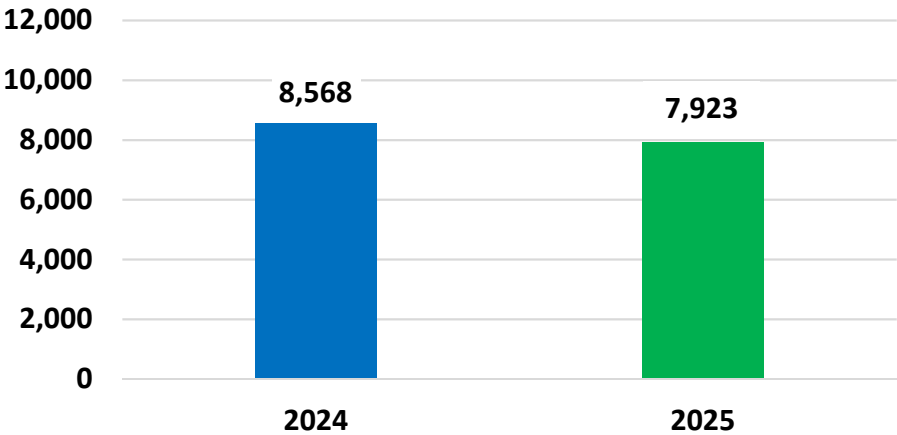
The total number of passengers for the month of July 2025 were 8,667, which is a decrease of 796 passengers or 8.4% when compared to July 2024. Mobility device boardings for July 2025 decreased by 283 or 22.0% when compared to July 2024. During this month, the field supervisors conducted a total of 75 onboard inspections and 75 safety evaluations, which included pre-trip inspections and trailing evaluations. The supervisors have exceeded their monthly on-board evaluations goal of 60 by 15, which is a decrease of 1.3% when compared to July 2024. Similarly, they met the safety evaluation goal of 60, this reflects a 13.7% decline from July 2024.

Recommendation:

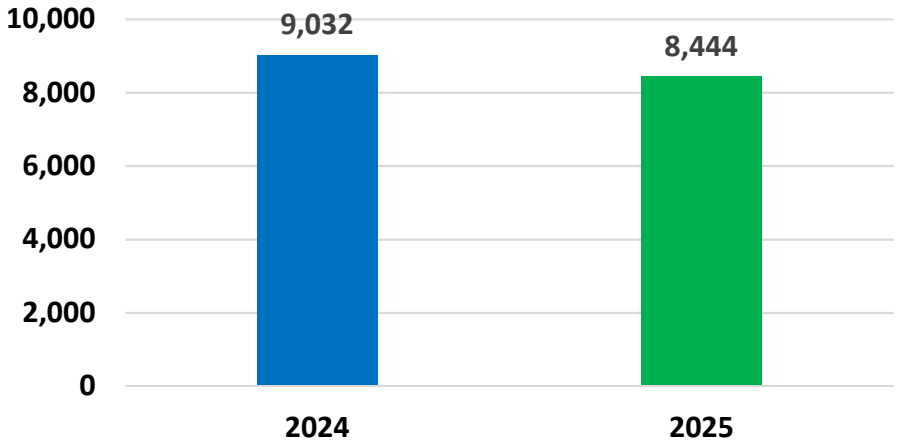
Approve.

Paratransit Operational Charts
June 2024 vs. June 2025

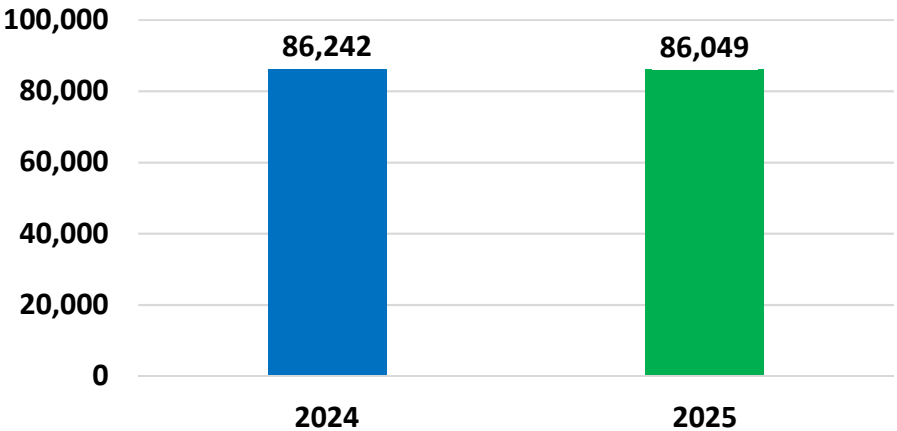
Total Trips



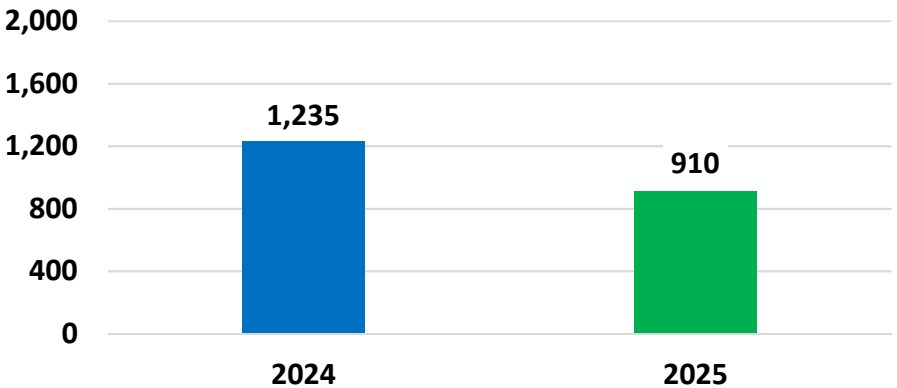
Total Passengers



Total Miles

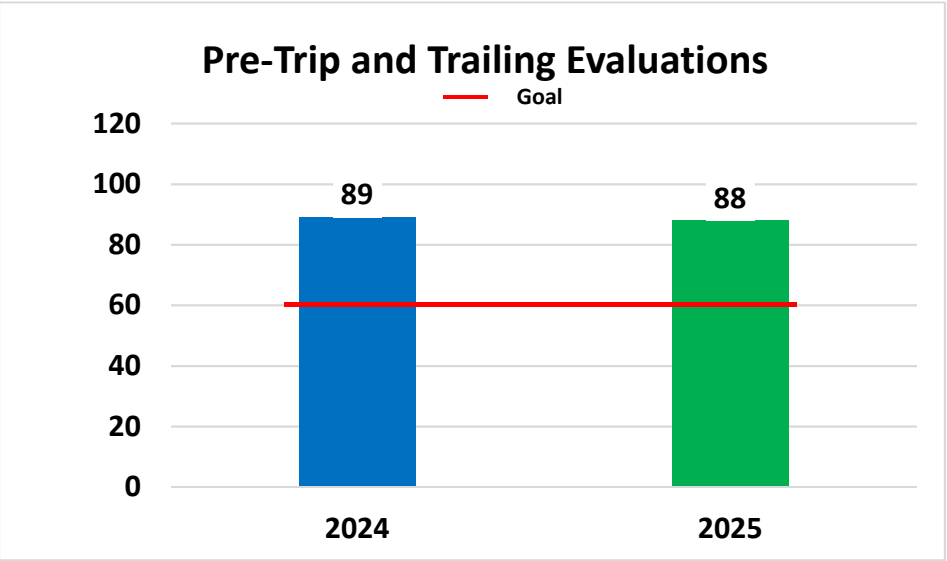
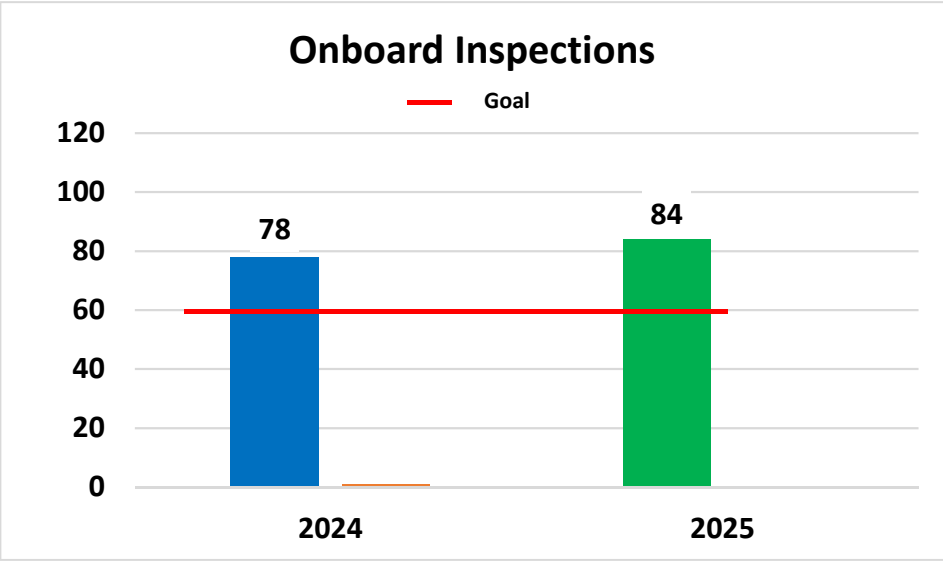


Mobility Device Boardings



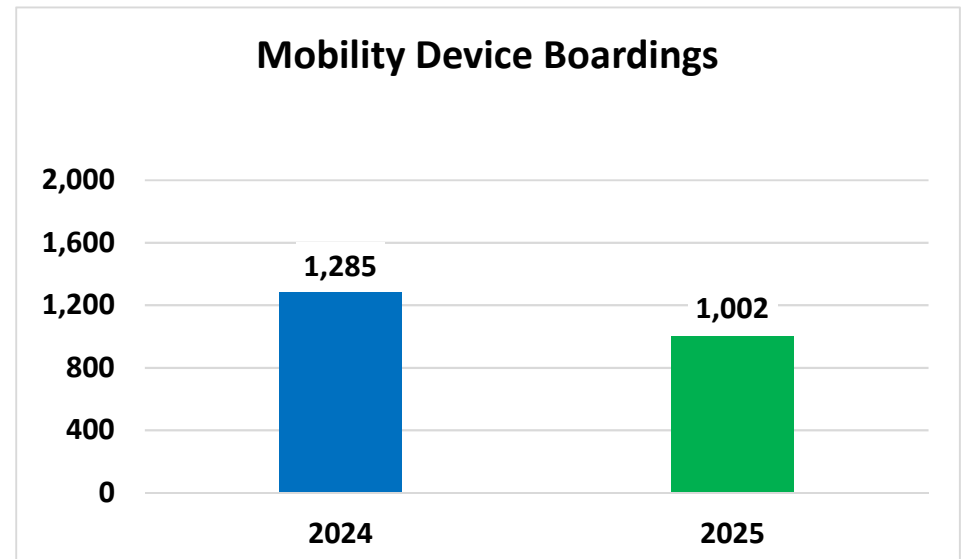
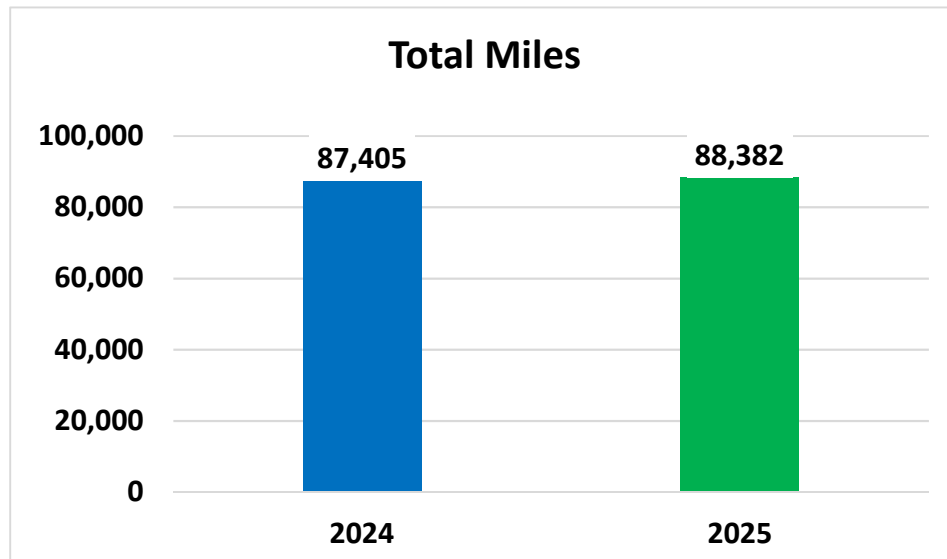
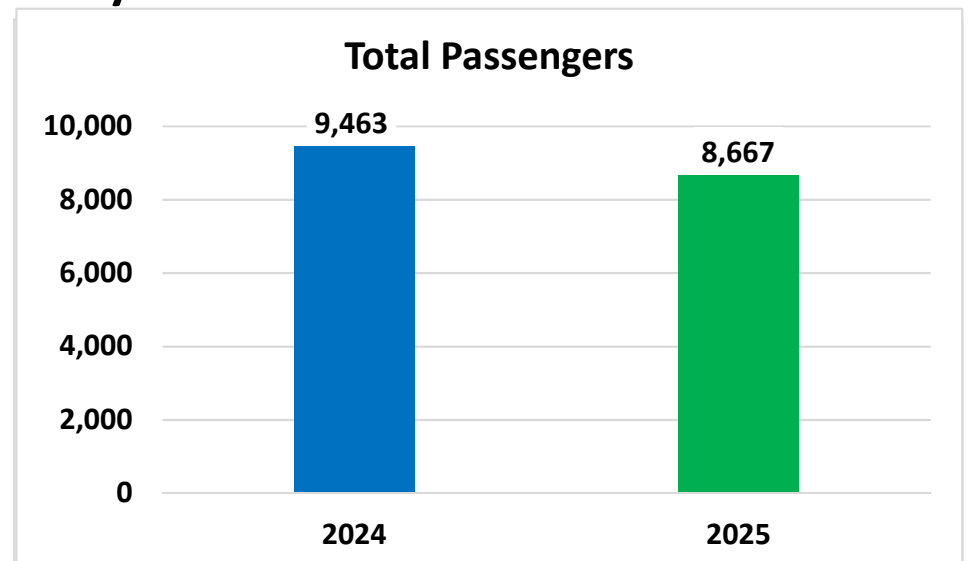
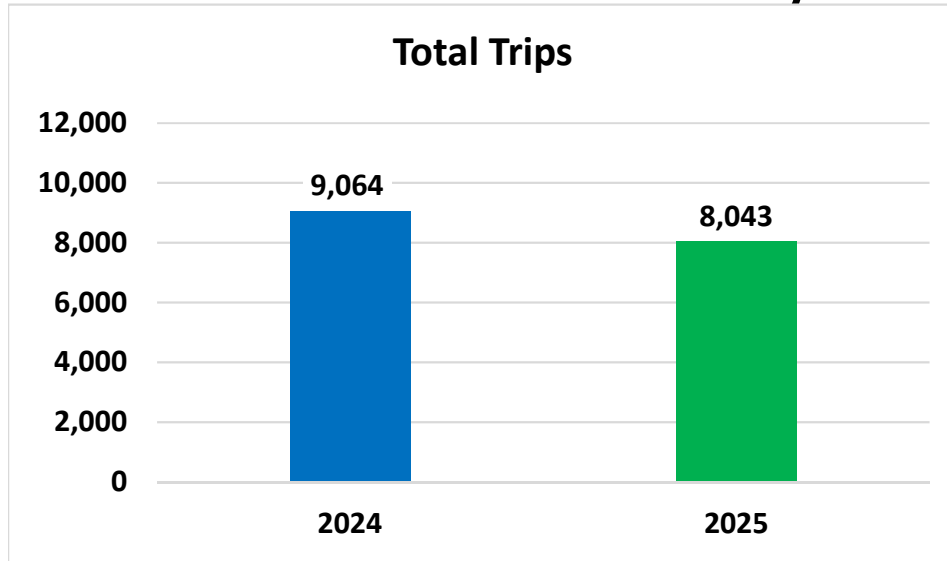
Paratransit Operational Charts

June 2024 vs. June 2025



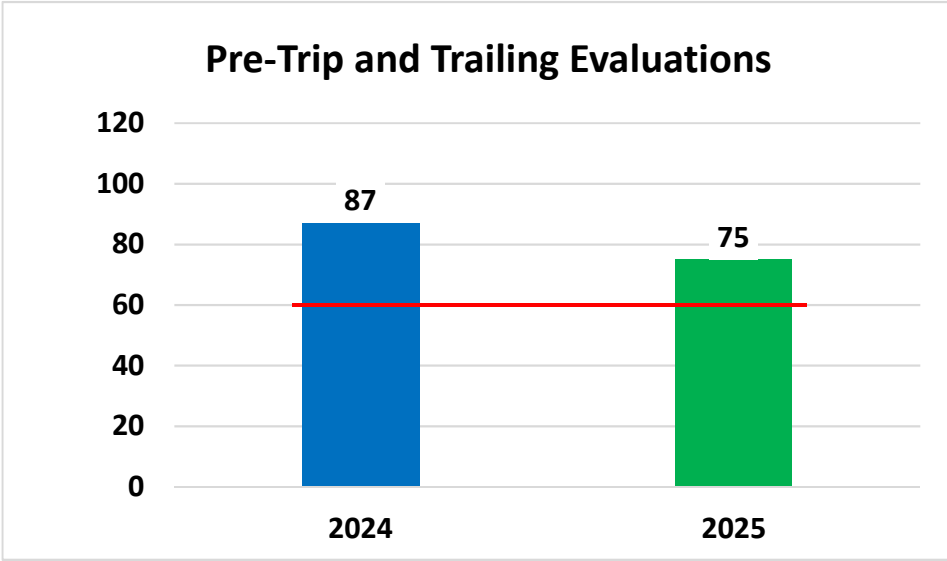
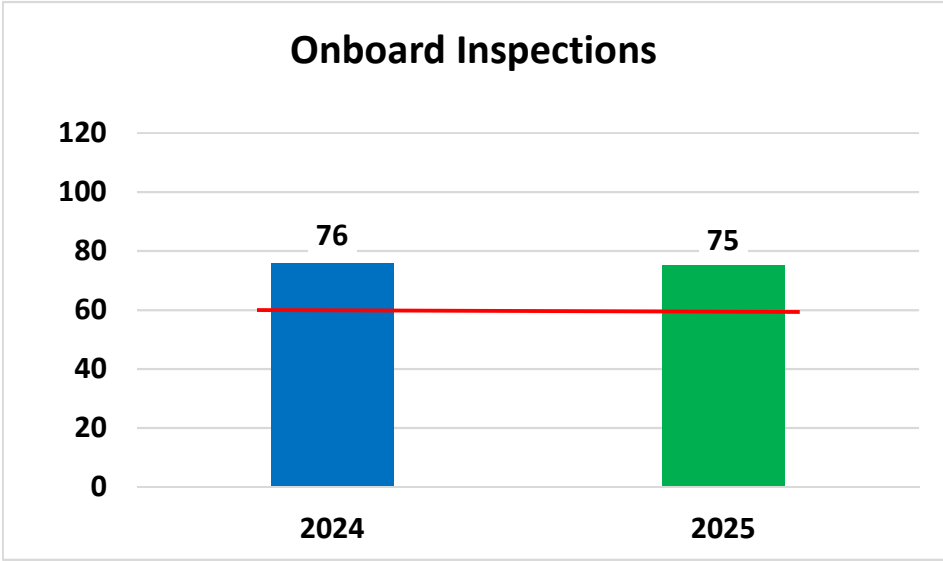
Paratransit Operational Charts

July 2024 vs. July 2025



Paratransit Operational Charts

July 2024 vs. July 2025



SunLine Transit Agency

CONSENT CALENDAR

DATE:	September 24, 2025	APPROVE
TO:	Finance/Audit Committee Board of Directors	
RE:	Acceptance of Metrics for June and July 2025	

Summary:

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. Included in this packet is ridership data for the mobile ticketing usage of the Token Transit application and the Haul Pass programs with the various High Schools in the Coachella Valley, College of the Desert (COD) and California State University San Bernardino (CSUSB) Palm Desert Campus.

SunRide

June Ridership Highlights:

- Total Ridership: 1,547 passengers – decrease of 18% in ridership compared to 1,878 passengers in May 2025.
- Cathedral City: 75 passengers – decrease of 36% in ridership compared to 118 passengers in May 2025.
- Coachella: 125 passengers – decrease of 2% in ridership compared to 127 passengers in May 2025.
- Desert Hot Springs/Desert Edge: 169 passengers – increase of 47% in ridership compared to 122 passengers in May 2025.
- Indio: 567 passengers – decrease of 12% in ridership compared to 645 passengers in May 2025.
- La Quinta: 15 passengers – decrease of 42% in ridership compared to 26 passengers in May 2025.
- Mecca/North Shore: 28 passengers – decrease of 61% in ridership compared to 71 passengers in May 2025.
- Palm Desert: 479 passengers – decrease of 22% in ridership compared to 613 passengers in May 2025.

- Palm Springs: 89 passengers – decrease of 43% in ridership compared to 156 passengers in May 2025.

July Ridership Highlights:

- Total Ridership: 1,561 passengers – increase of 9% in ridership compared to 1,547 passengers in June 2025.
- Cathedral City: 67 passengers – decrease of 11% in ridership compared to 75 passengers in June 2025.
- Coachella: 178 passengers – increase of 42% in ridership compared to 125 passengers in June 2025.
- Desert Hot Springs/Desert Edge: 211 passengers – increase of 25% in ridership compared to 169 passengers in June 2025.
- Indio: 494 passengers – decrease of 13% in ridership compared to 567 passengers in June 2025.
- La Quinta: 22 passengers – increase of 47% in ridership compared to 15 passengers in June 2025.
- Mecca/North Shore: 38 passengers – increase of 38% in ridership compared to 28 passengers in June 2025.
- Palm Desert: 470 passengers – decrease of 2% in ridership compared to 479 passengers in June 2025.
- Palm Springs: 81 passengers – decrease of 9% in ridership compared to 89 passengers in June 2025.

Fixed Route

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.

June 2025:

- 19% of fixed route operator workforce was absent when compared to June 2024 at 16%.
- The fixed route operator workforce had 139 operators, compared to 143 operators in June 2024.

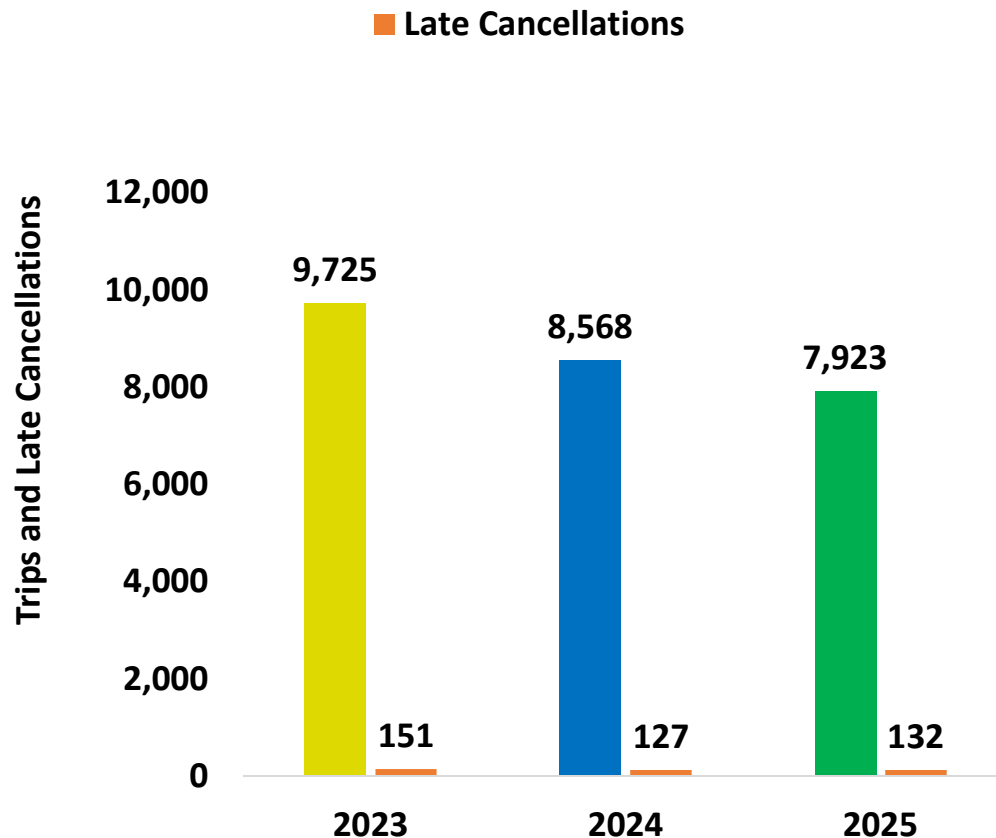
July 2025:

- 19% of fixed route operator workforce was absent when compared to July 2024 at 25%.
- The fixed route operator workforce has 135 operators, compared to 140 operators in July 2024.

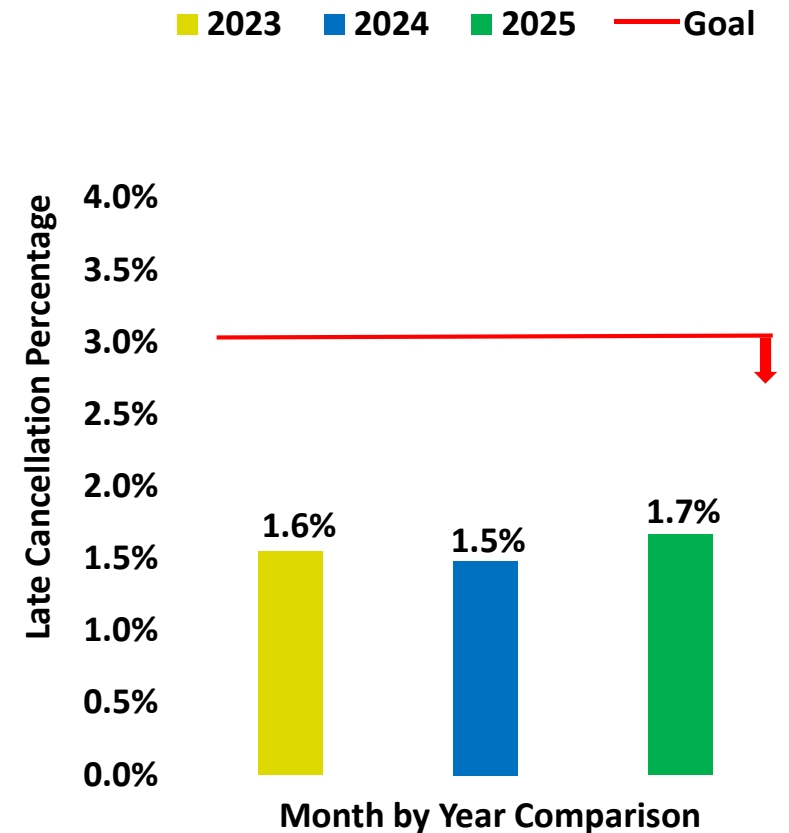
Recommendation:

Approve.

Paratransit Total Trips vs. Late Cancellations June 2025



Late Cancellations by Percentage of 2025



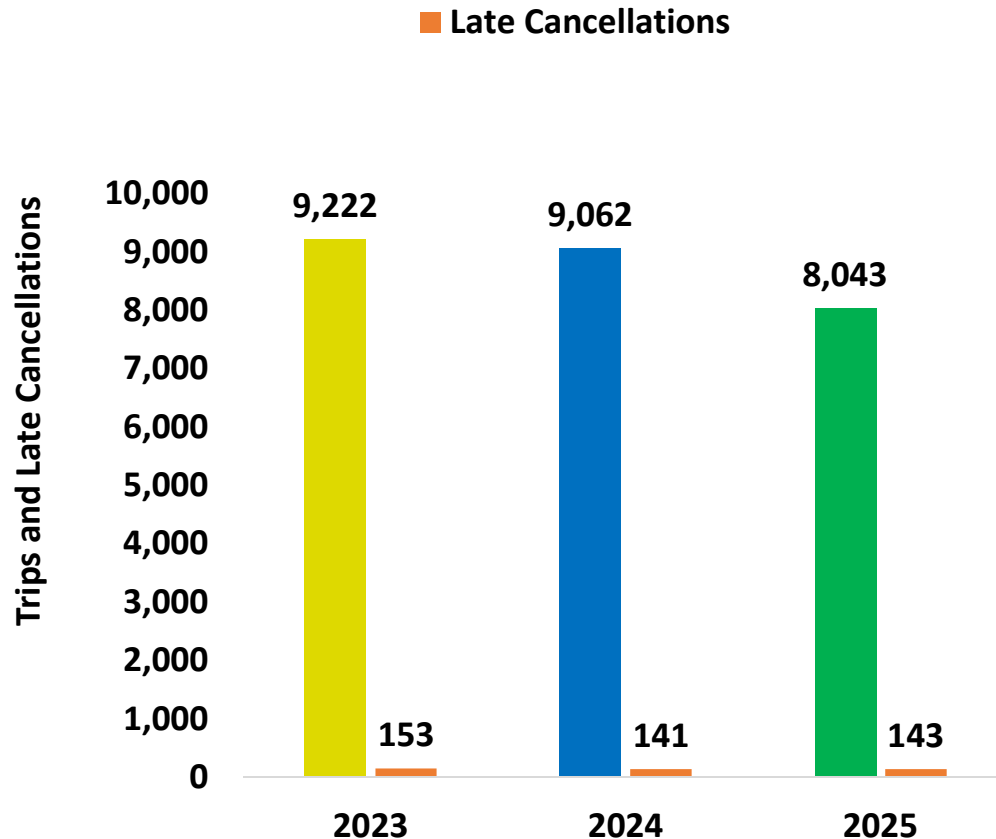
Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

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

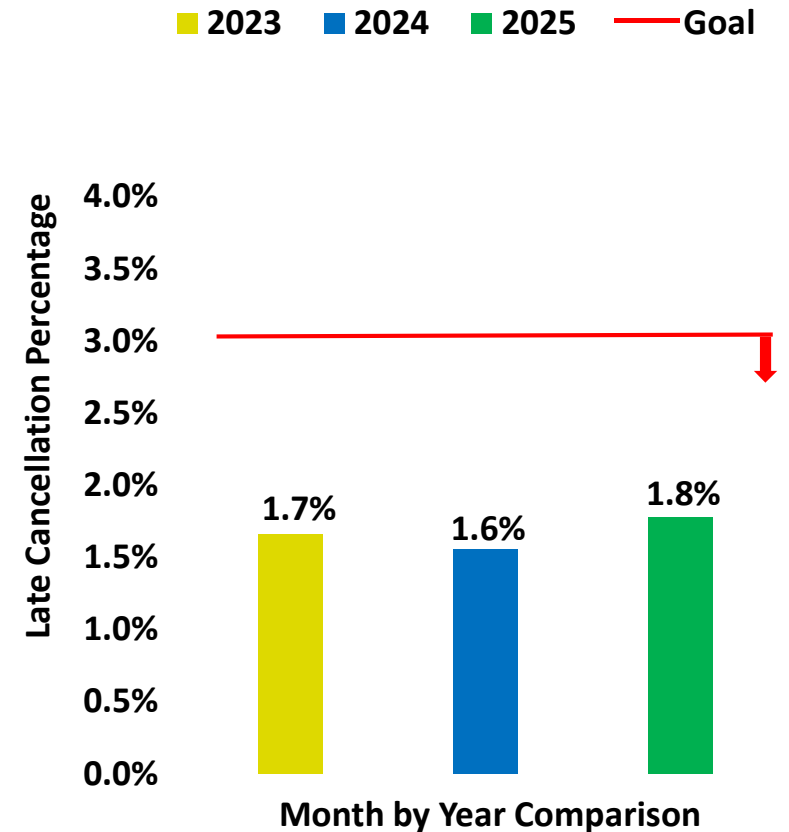
Goal for Late Cancellations: 3% or below.

Total Trips: Total one-way trips completed.

Paratransit Total Trips vs. Late Cancellations July 2025



Late Cancellations by Percentage of 2025

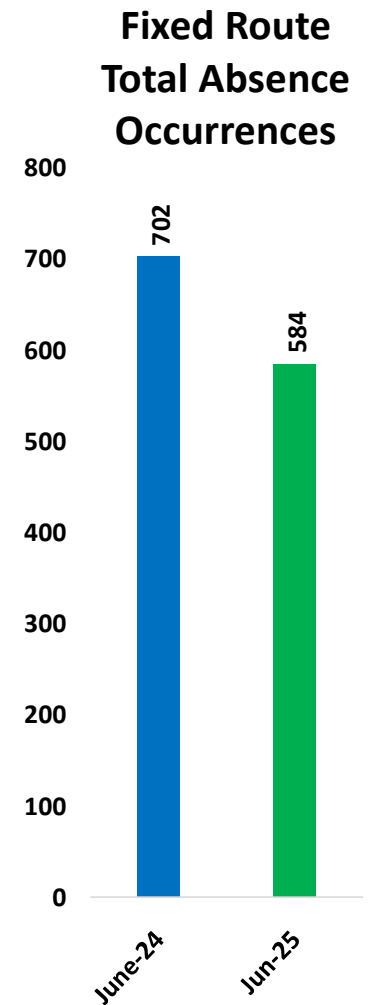
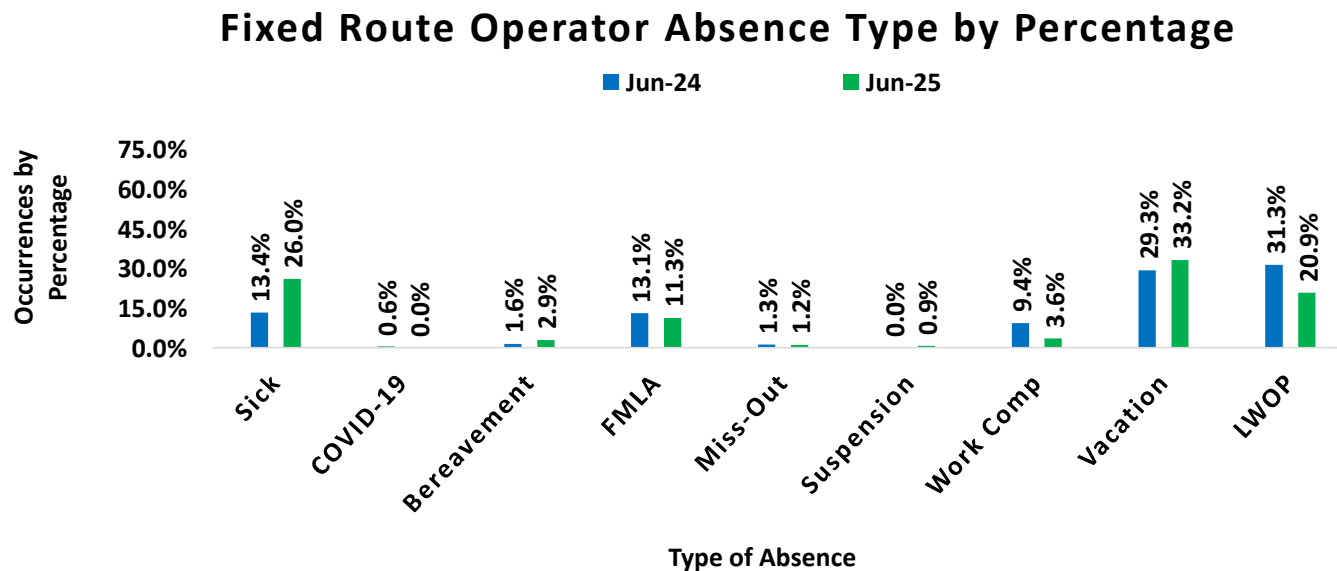
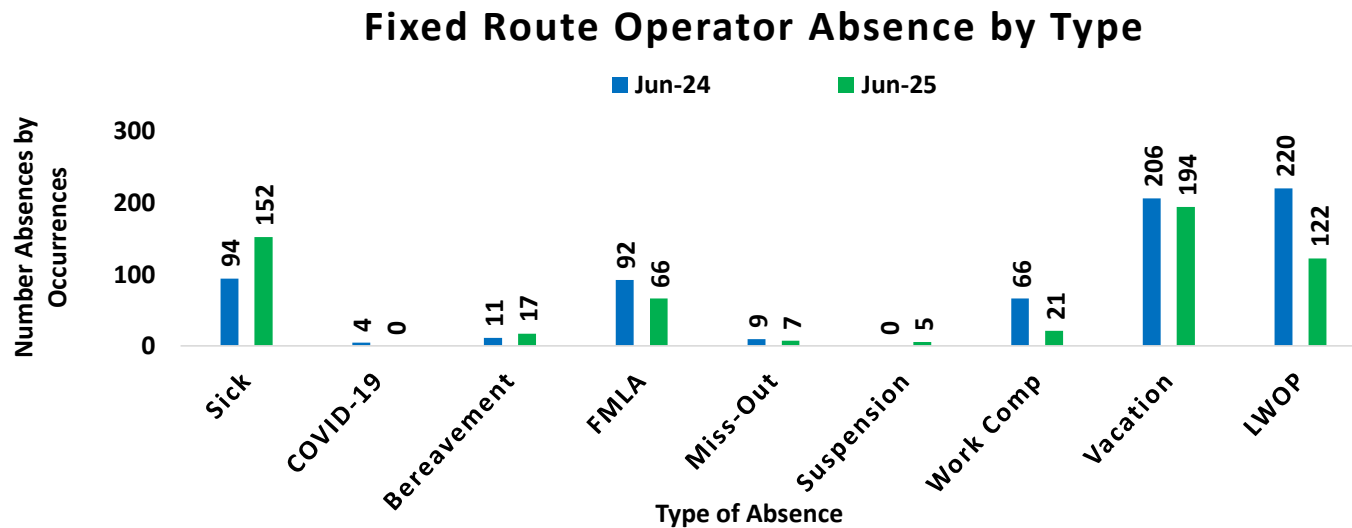


Trip: A one-way trip booked by the rider. A round trip is counted as two (2) trips.

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.

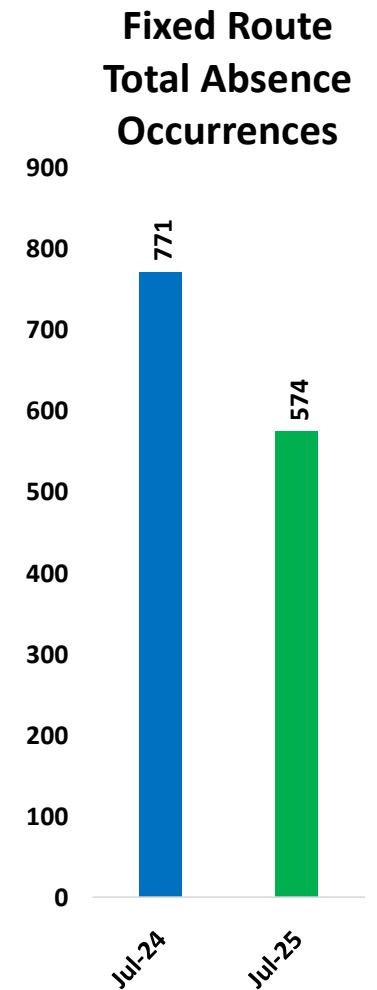
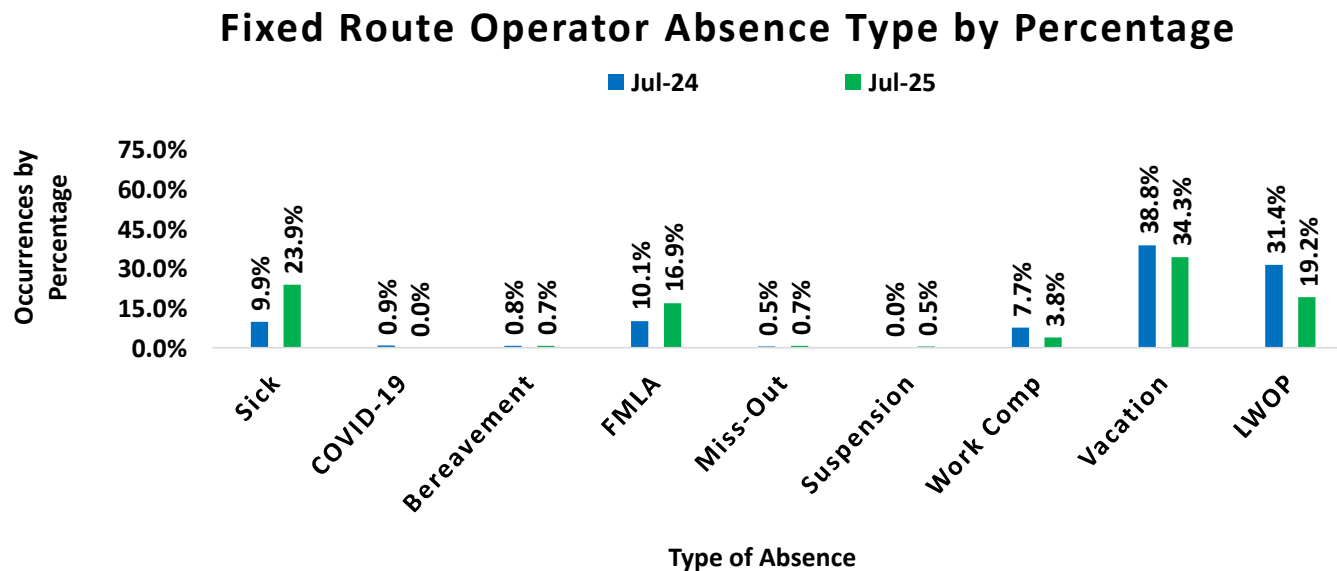
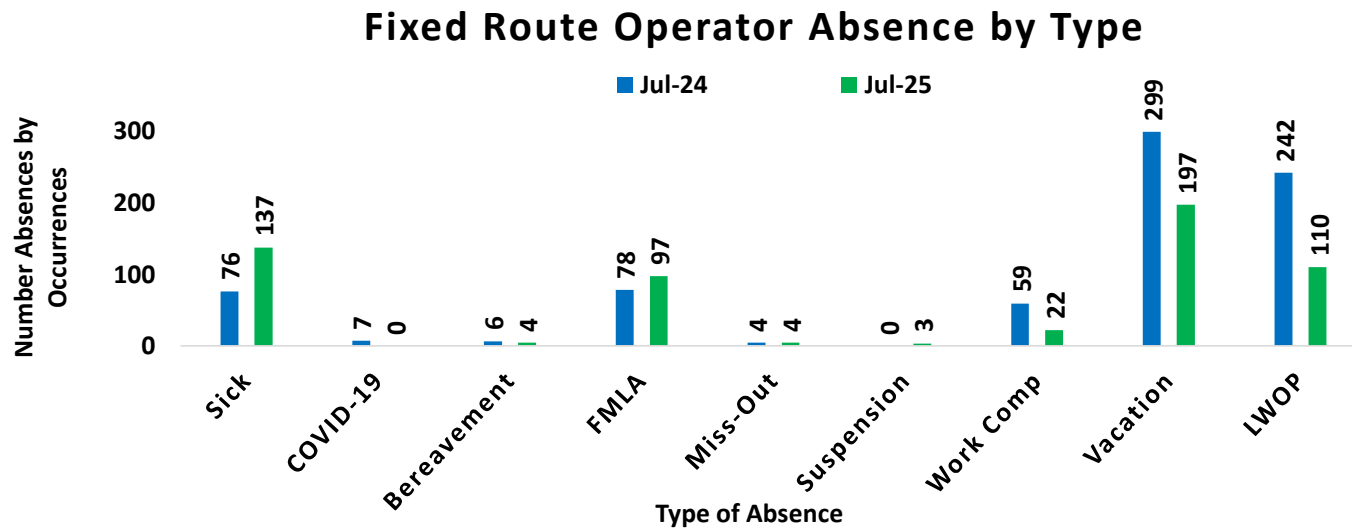
Total Trips: Total one-way trips completed.



This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers.

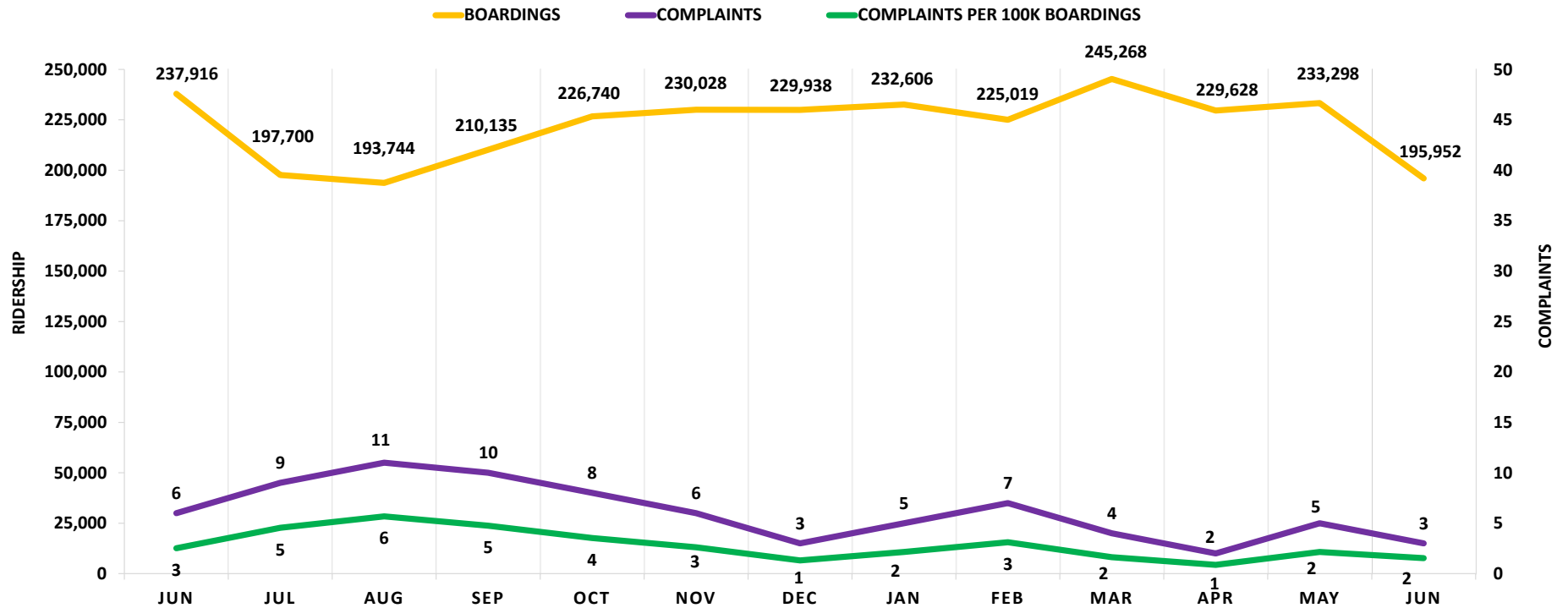
For the month of June 2025, 19% of SunLine's fixed route operator workforce was absent when compared to June 2024 at 16%.

For the month of June 2025, workforce was at a total of 139 operators when compared to June 2024 at 143 operators.



This chart includes unplanned/unscheduled and COVID-19 absences for Fixed Route drivers.
 For the month of July 2025, 19% of SunLine's fixed route operator workforce was absent when compared to July 2024 at 25%.
 For the month of July 2025, workforce was at a total of 135 operators when compared to July 2024 at 140 operators.

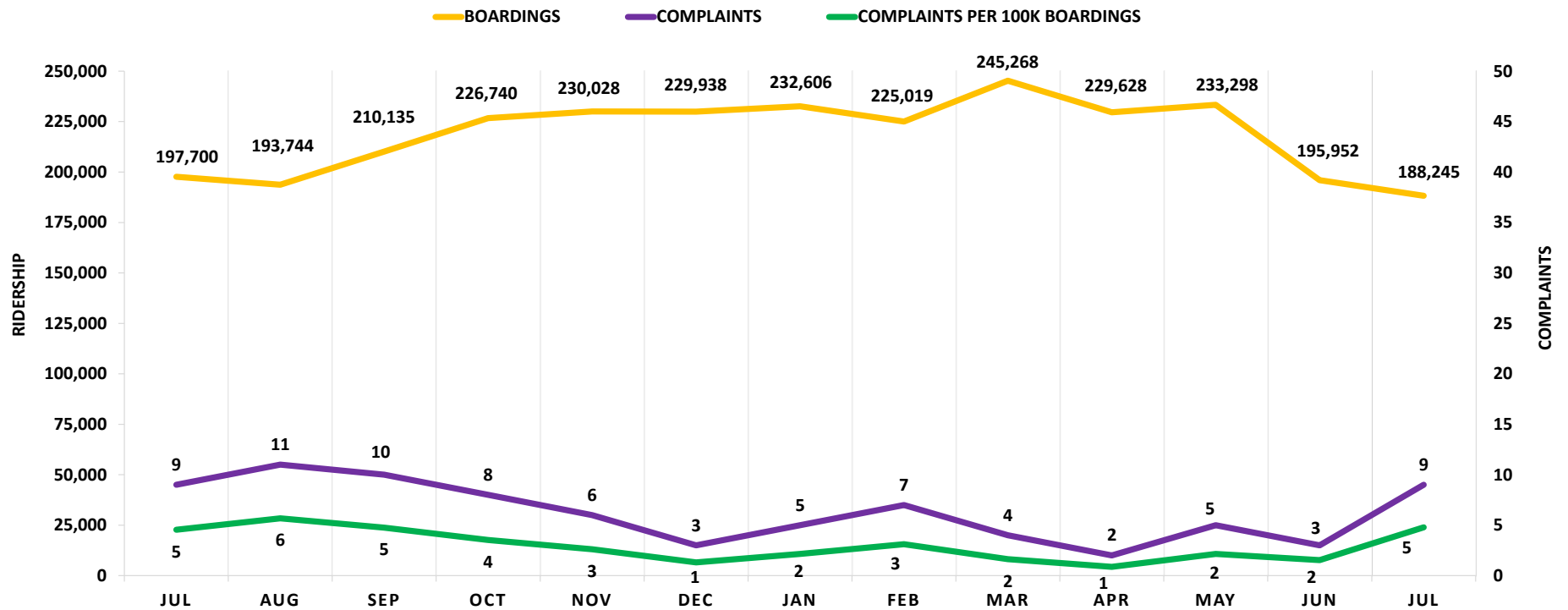
Fixed Route Customer Complaints June 2024 to June 2025



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

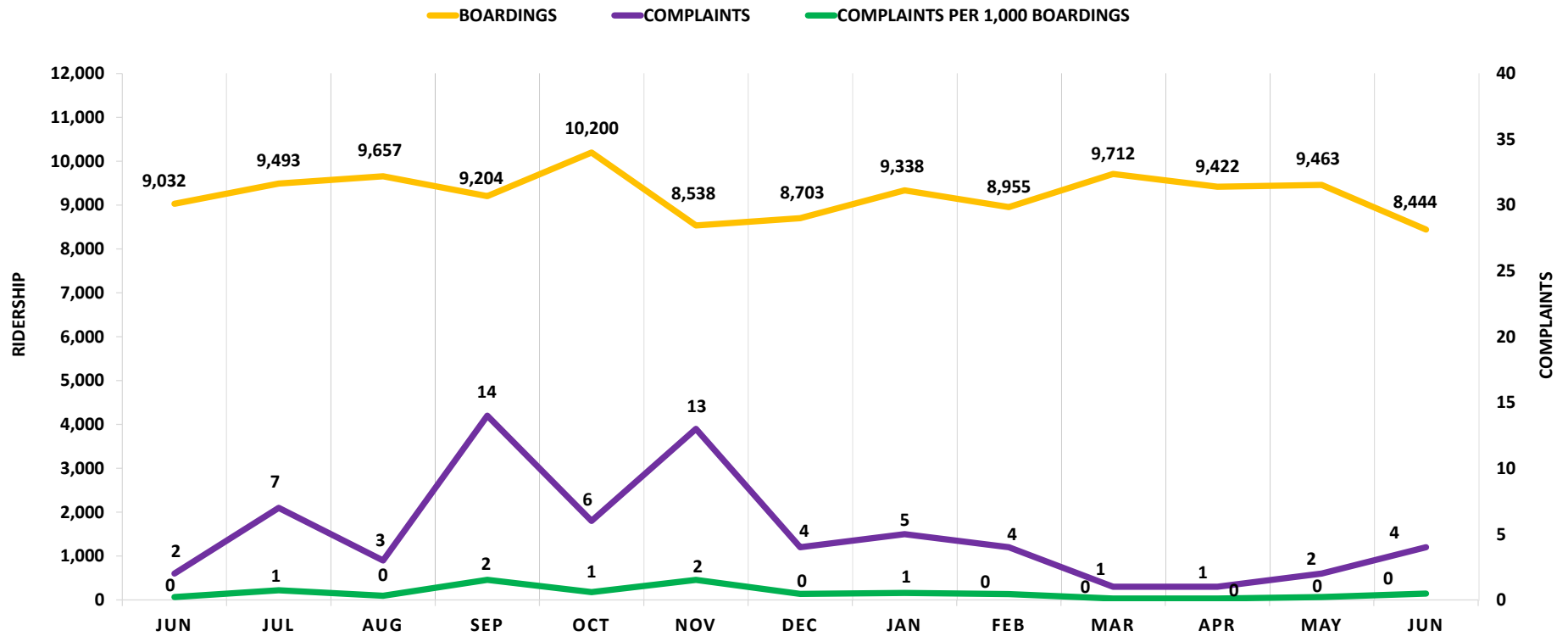
Fixed Route Customer Complaints July 2024 to July 2025



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

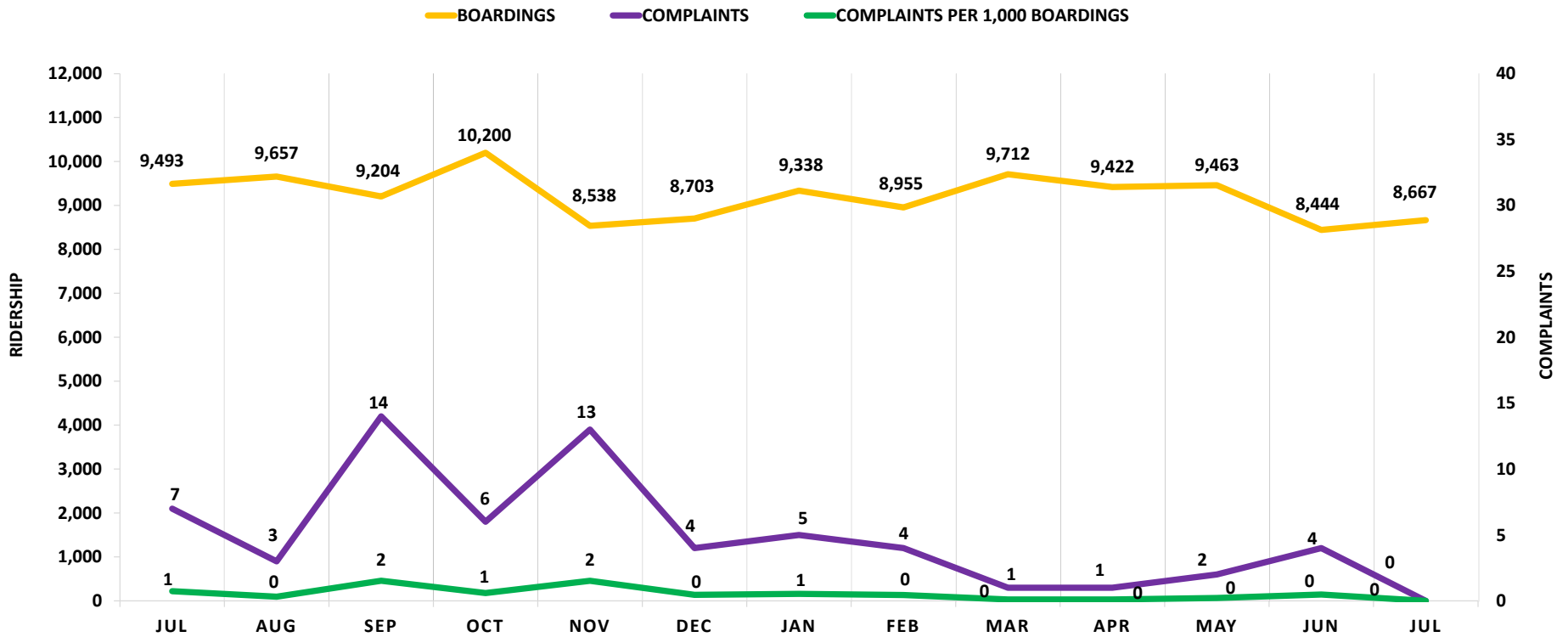
Paratransit Customer Complaints June 2024 to June 2025



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

Paratransit Customer Complaints July 2024 to July 2025



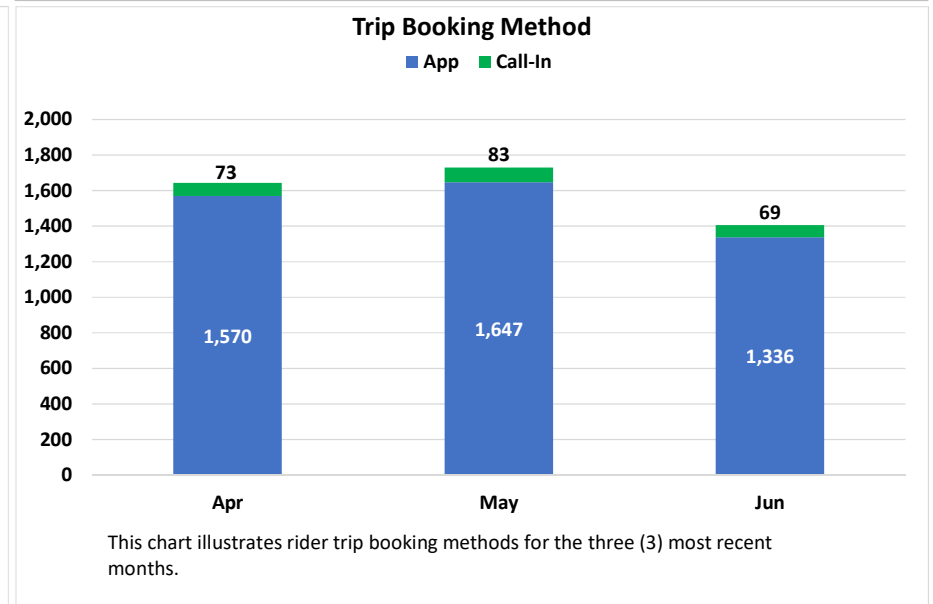
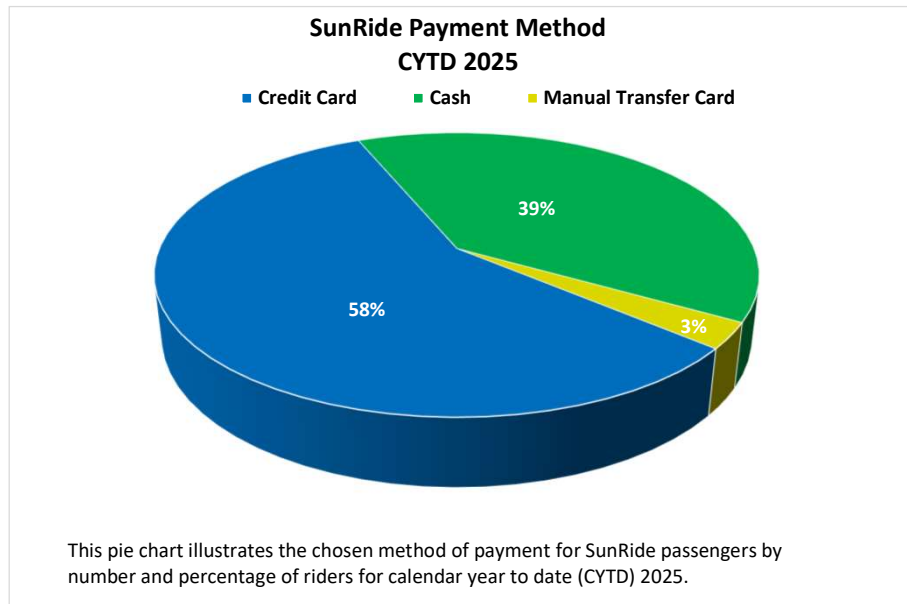
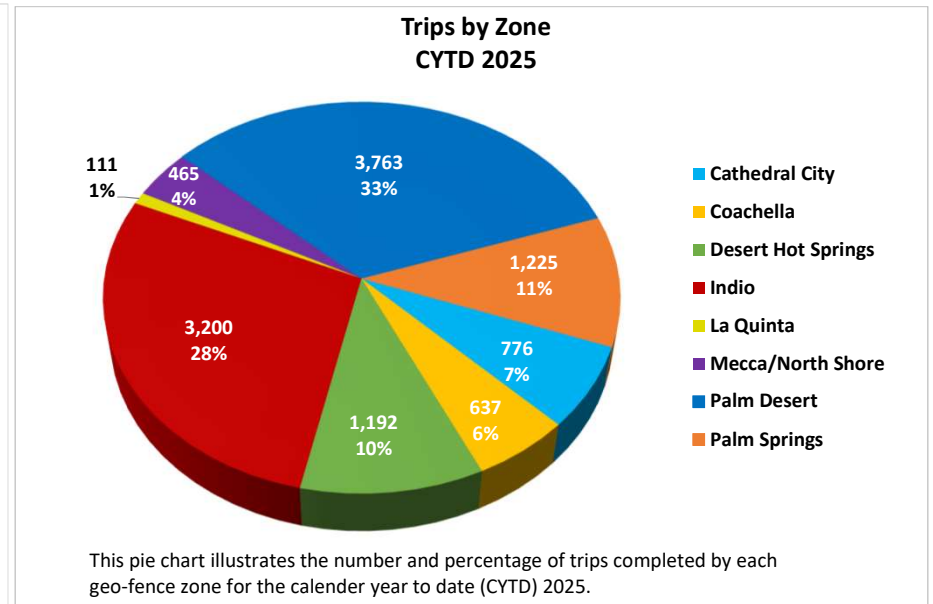
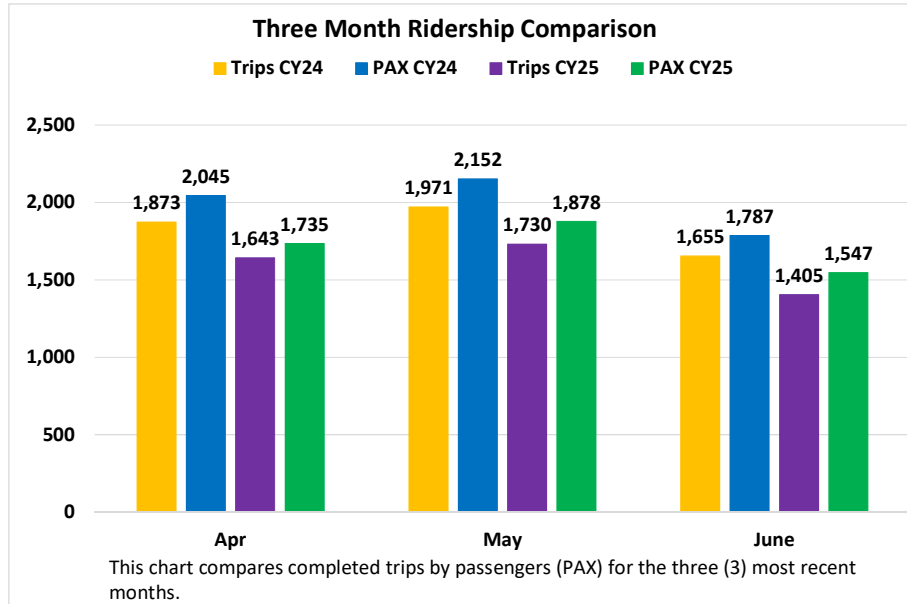
This chart represents the total number of boardings and valid complaints, as well as the number of valid complaints per 1,000 boardings for the paratransit service.

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

SunRide System-Wide Metrics CYTD 2025

Total Completed Trips: 11,369

Total Number of Passengers: 12,238



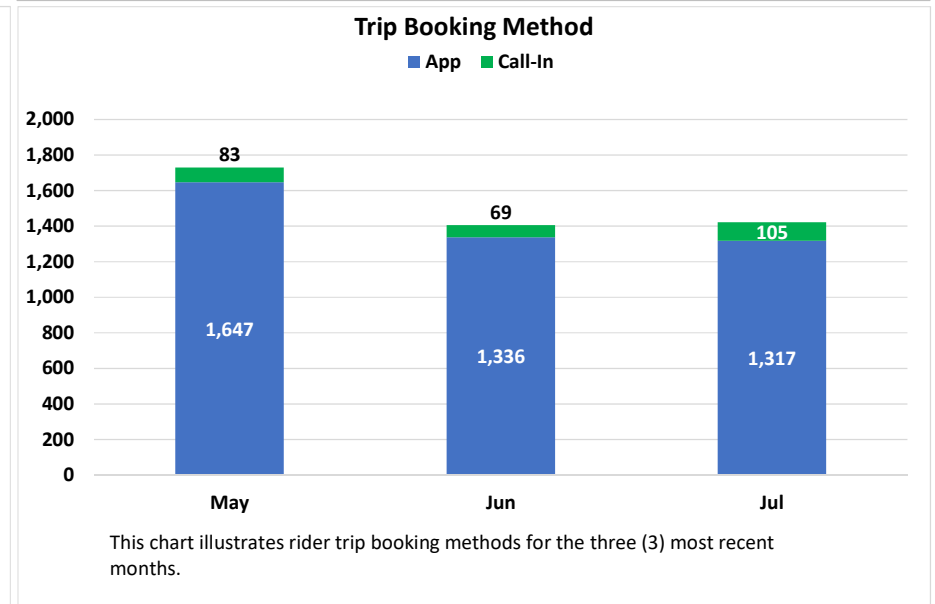
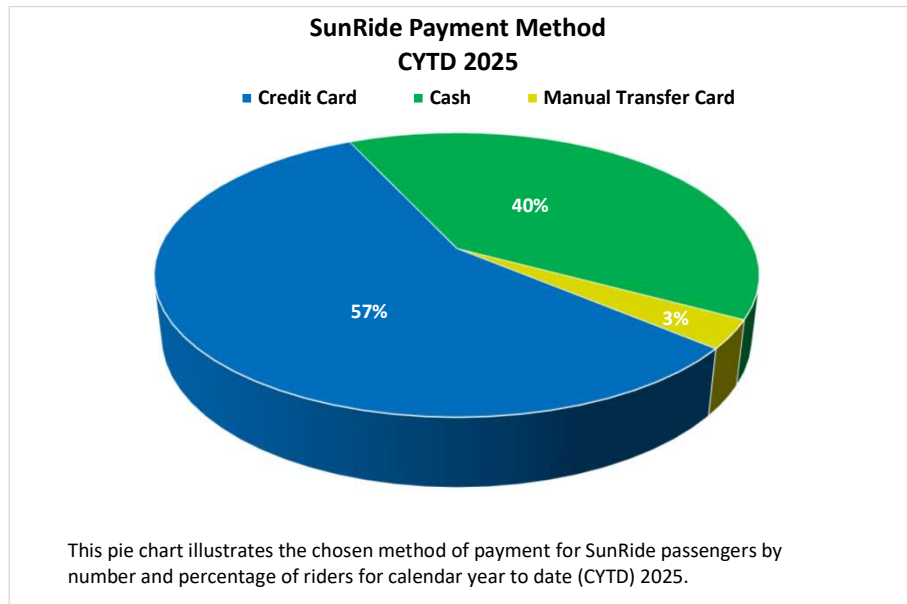
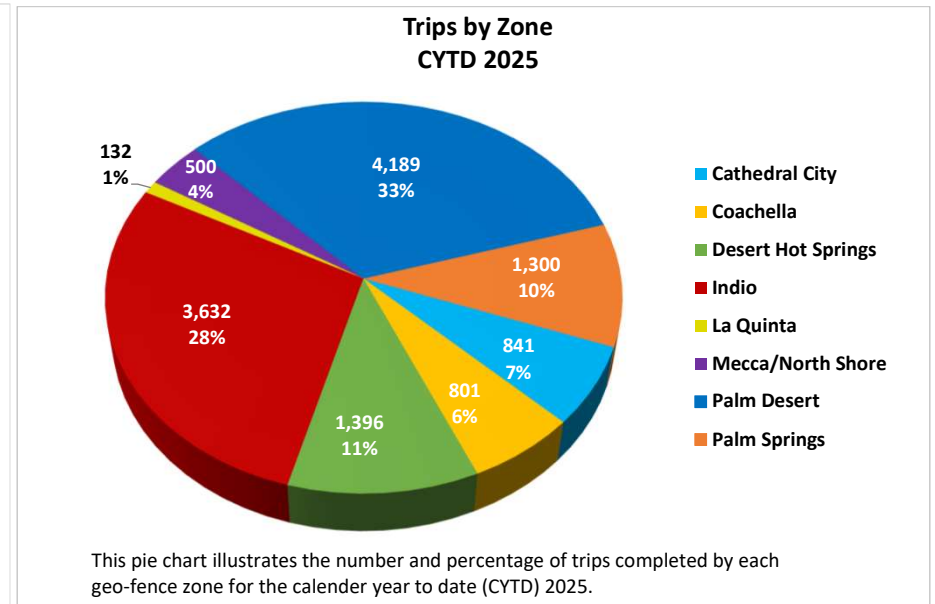
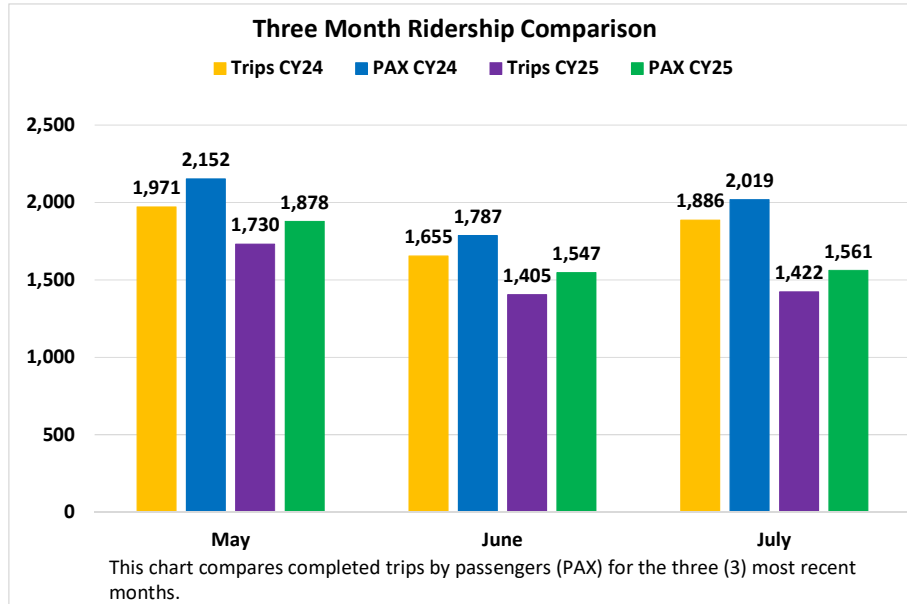
Percentage of Trips System-wide as Ridesharing: 14%.

[Based on No. of Shared Rides for the month (196) divided by Total Trips Completed (1,405).]

SunRide System-Wide Metrics CYTD 2025

Total Completed Trips: 12,791

Total Number of Passengers: 13,799



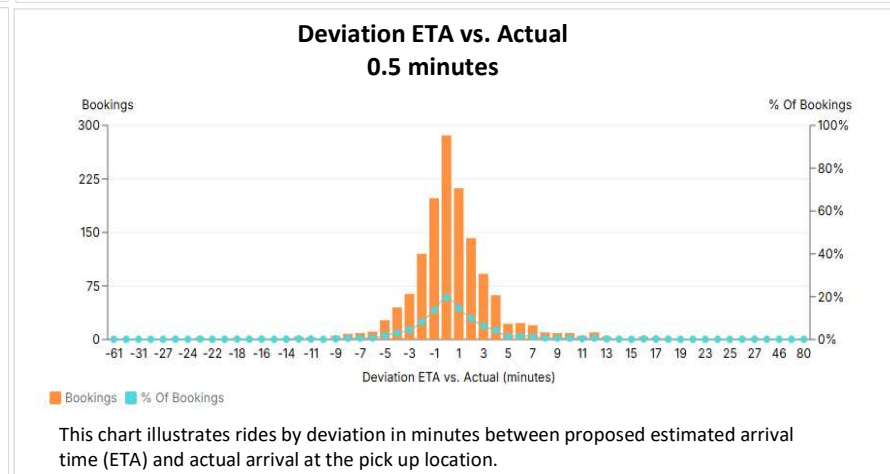
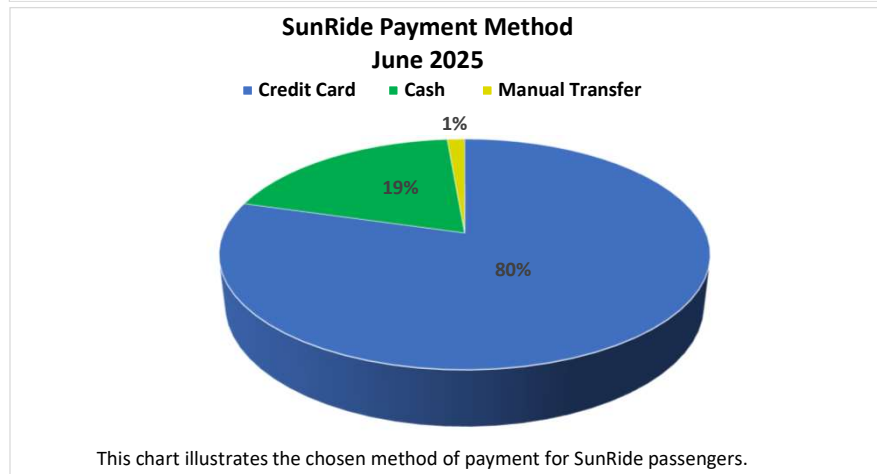
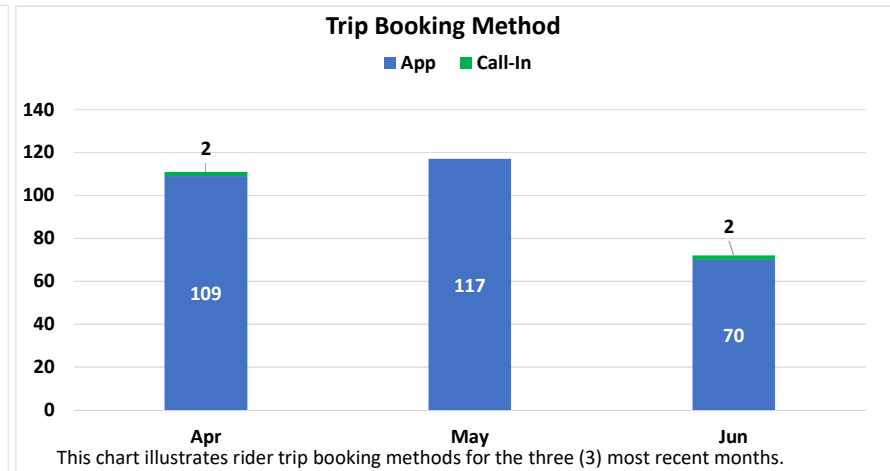
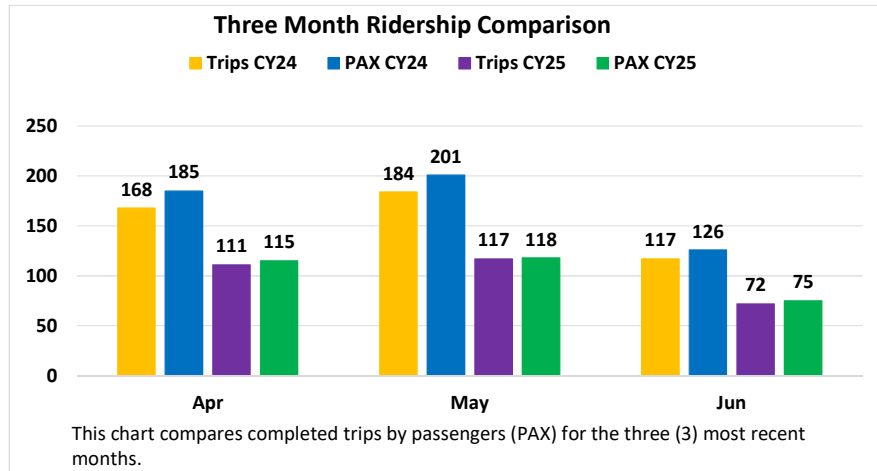
Percentage of Trips System-wide as Ridesharing: 12%.

[Based on No. of Shared Rides for the month (176) divided by Total Trips Completed (1,422).]

Cathedral City Geo-Fence Metrics CYTD 2025

Total Completed Trips: 776

Total Number of Passengers: 821



Percentage of Trips as Ridesharing: Three (3) percent.
 [Based on No. of Shared Rides for the month (2) divided by Total Trips Completed (72).]

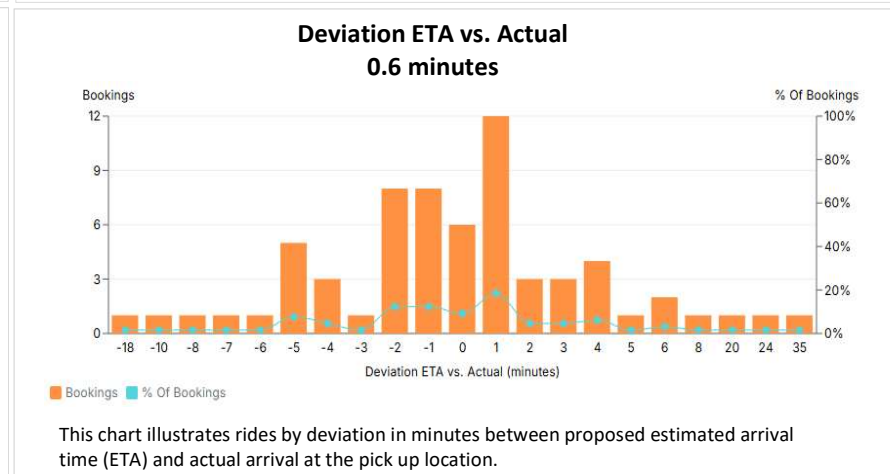
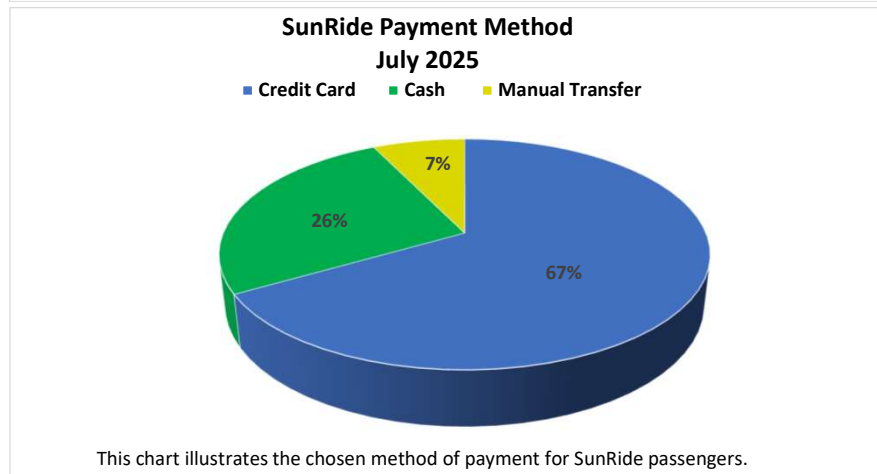
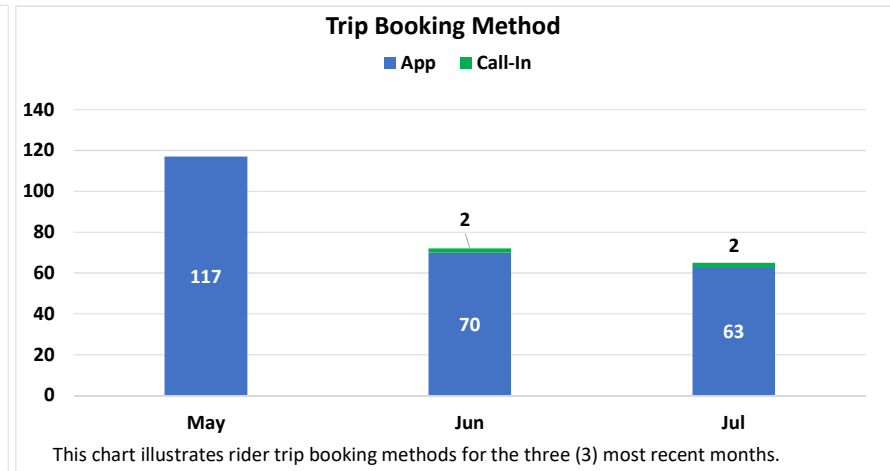
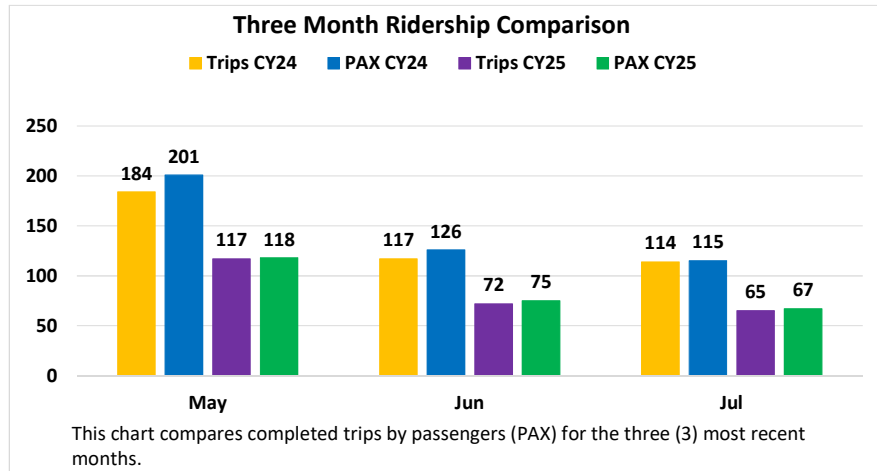
Customer Satisfaction Rating
 Avg. rider trip rating 5.0
 Goal: 4.5



Cathedral City Geo-Fence Metrics CYTD 2025

Total Completed Trips: 841

Total Number of Passengers: 888



Percentage of Trips as Ridesharing: Eight (8) percent.
 [Based on No. of Shared Rides for the month (5) divided by Total Trips Completed (65).]

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

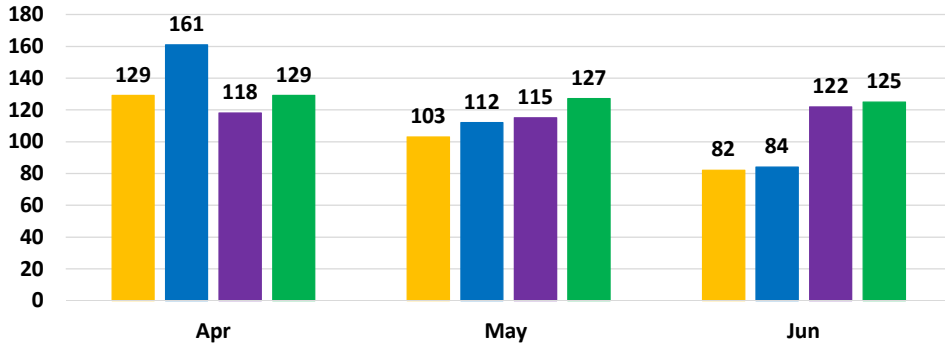


Coachella Geo-Fence Metrics CYTD 2025

Total Completed Trips: 637

Three Month Ridership Comparison

Trips CY24 PAX CY24 Trips CY25 PAX CY25

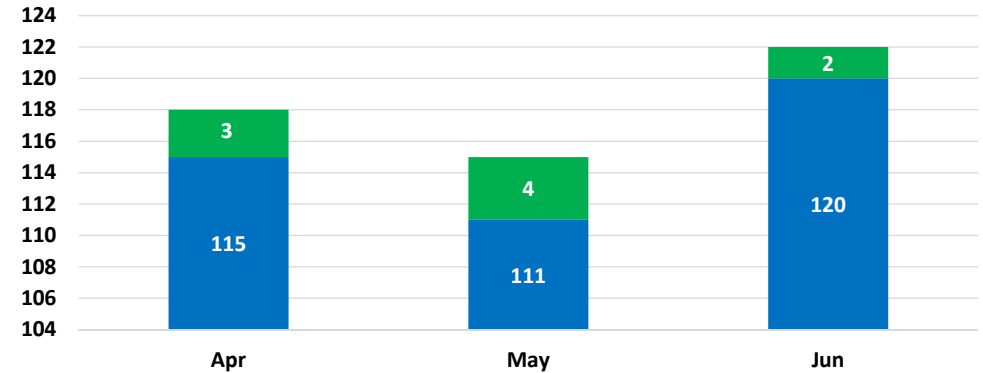


This chart compares completed trips by passengers (PAX) for the three (3) most recent months.

Total Number of Passengers: 687

Trip Booking Method

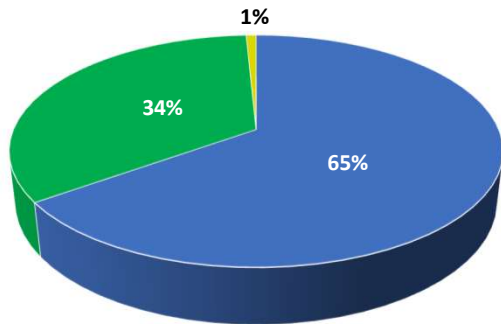
App Call-In



This chart illustrates rider trip booking methods for the three (3) most recent months.

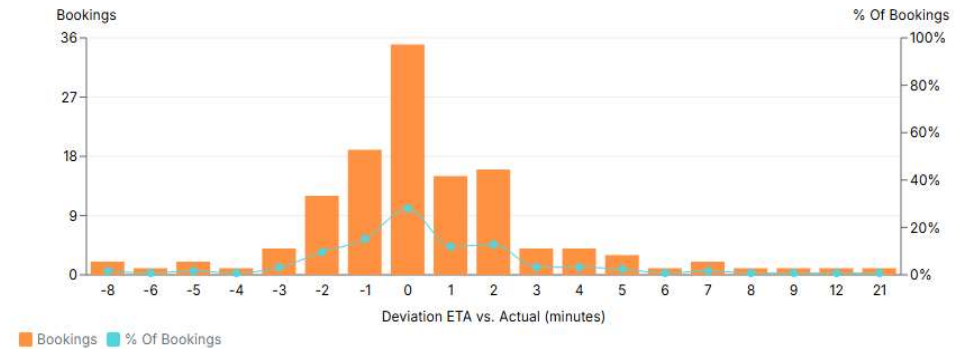
**SunRide Payment Method
June 2025**

Credit Card Cash Manual Transfer



This chart illustrates the chosen method of payment for SunRide passengers.

**Deviation ETA vs. Actual
0.5 minutes**



This chart illustrates rides by deviation in minutes between proposed estimated arrival time (ETA) and actual arrival at the pick up location.



Percentage of Trips as Ridesharing: Three (3) percent.
[Based on No. of Shared Rides for the month (4) divided by Total Trips Completed (122).]

Customer Satisfaction Rating

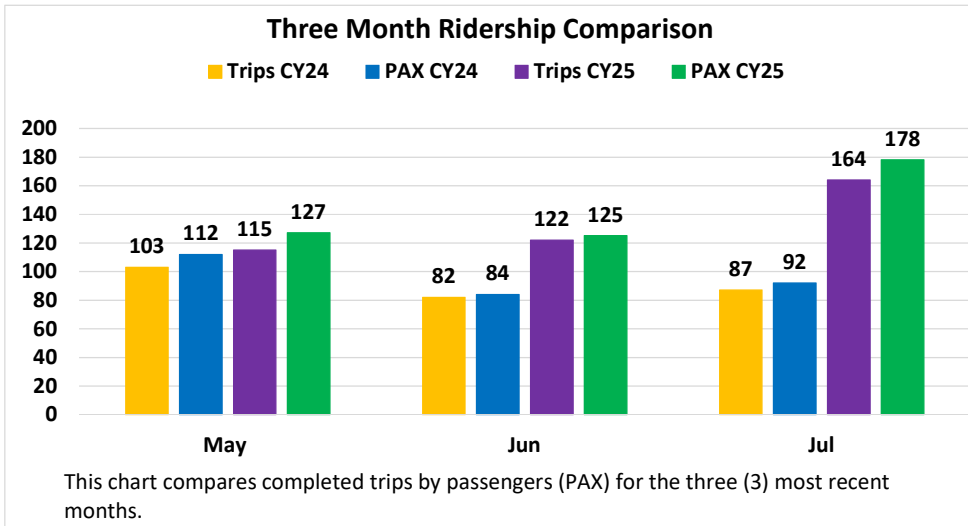
Avg. rider trip rating: 5.0
Goal: 4.5



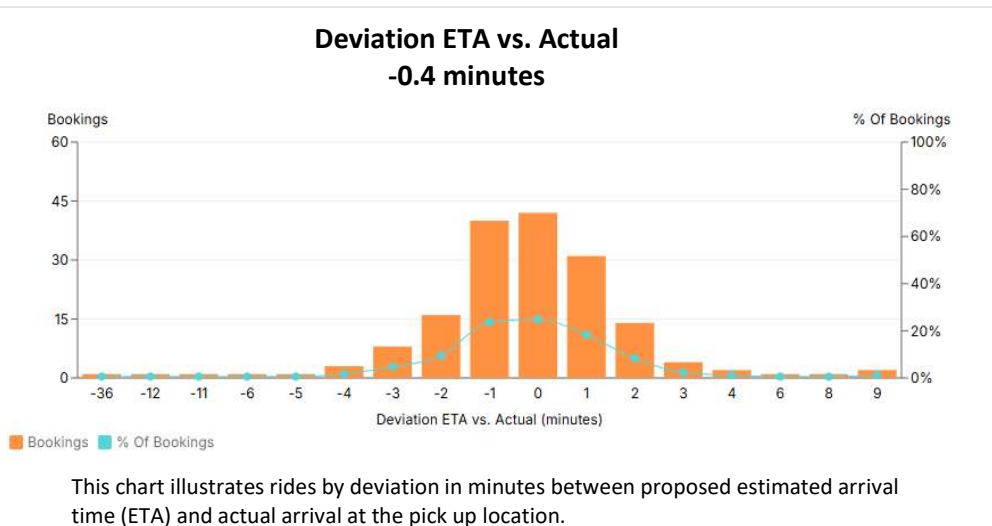
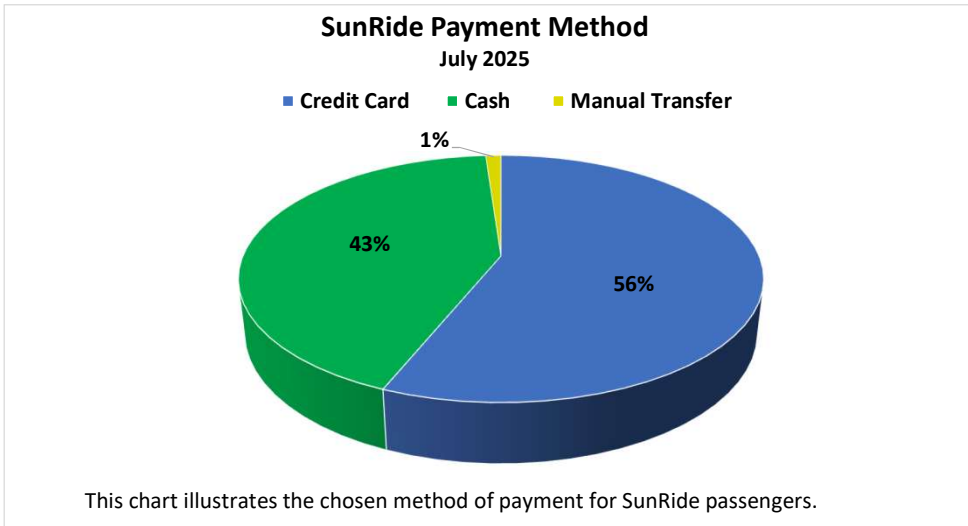
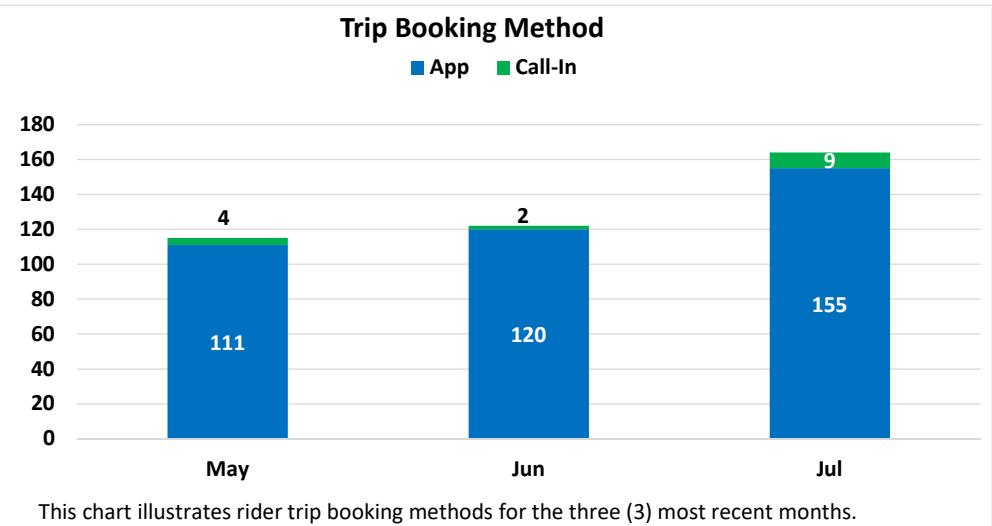
EXCEEDS GOAL!

Coachella Geo-Fence Metrics CYTD 2025

Total Completed Trips: 801



Total Number of Passengers: 865



Percentage of Trips as Ridesharing: Four (4) percent.
[Based on No. of Shared Rides for the month (6) divided by Total Trips Completed (164).]

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

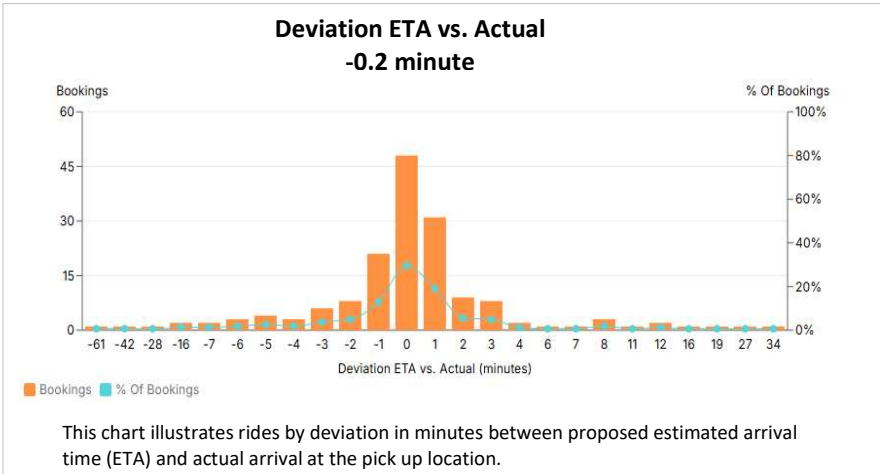
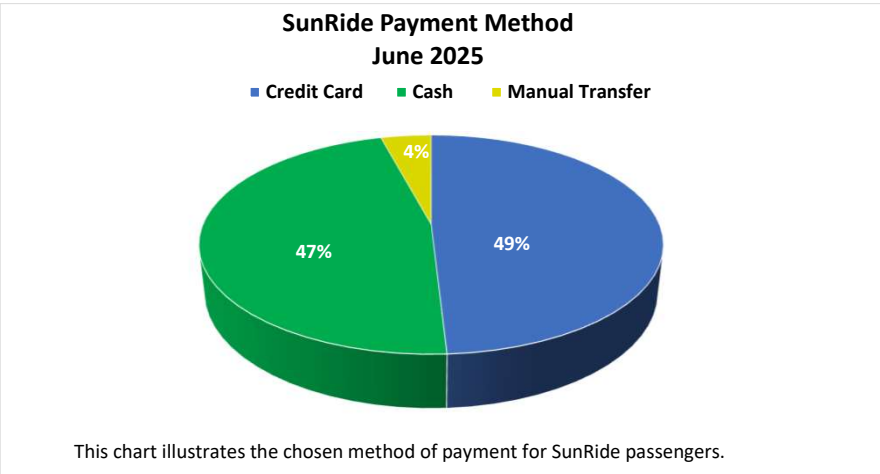
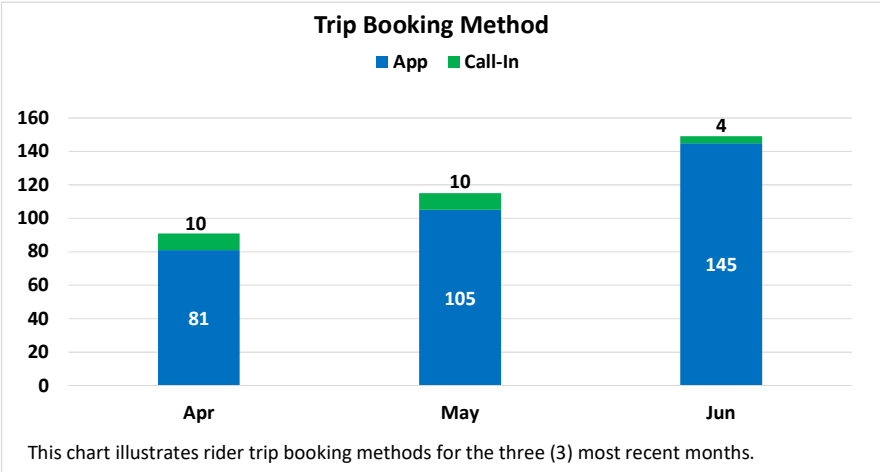
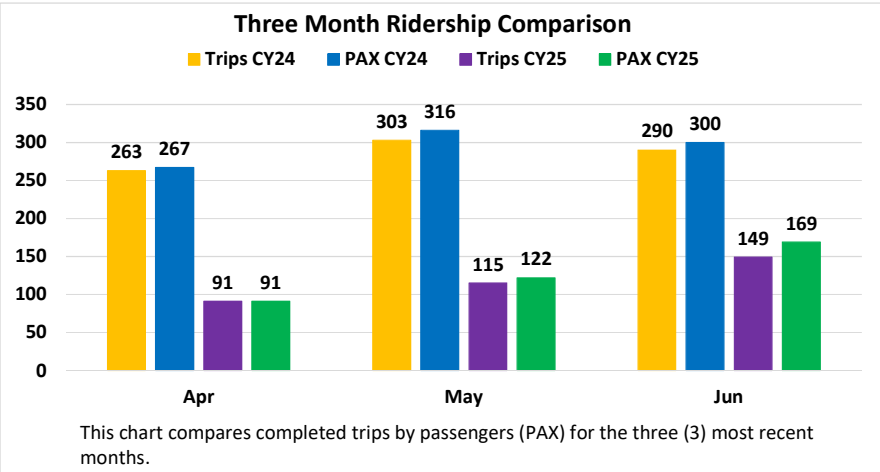


EXCEEDS GOAL!

Desert Hot Springs/Desert Edge Geo-Fence Metrics
CYTD 2025

Total Completed Trips: 1,192

Total Number of Passengers: 1,257



Percentage of Trips as Ridesharing: Ten (10) percent.
[Based on No. of Shared Rides for the month (15) divided by Total Trips Completed (149).]

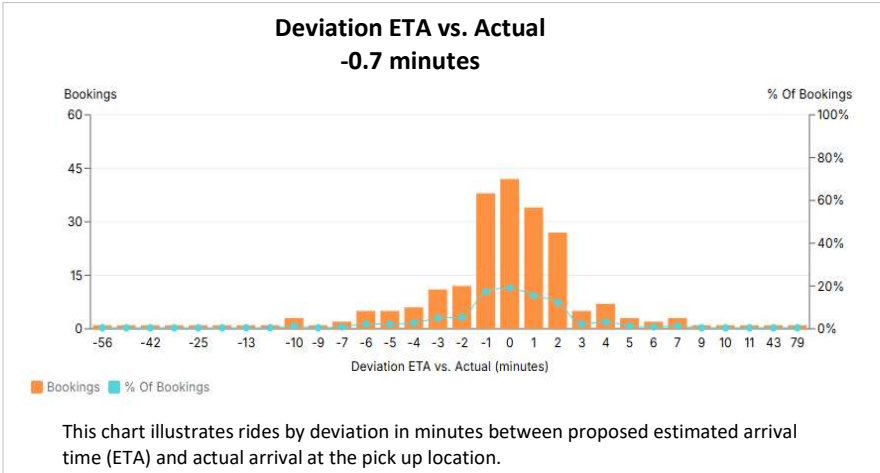
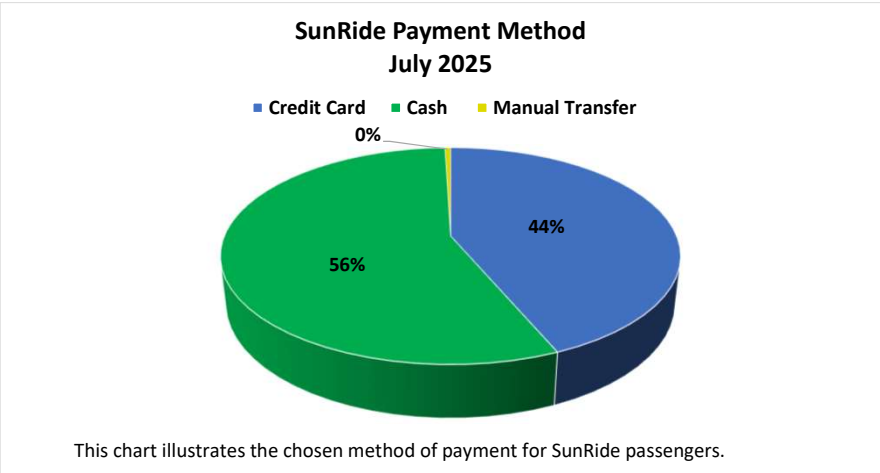
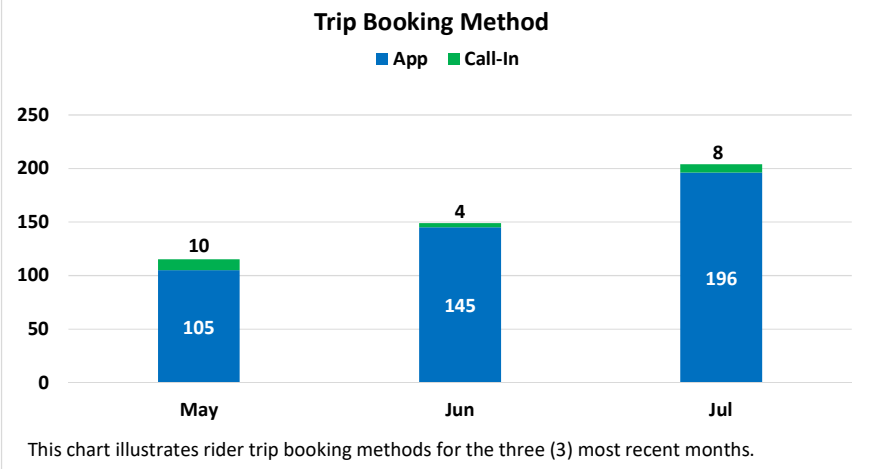
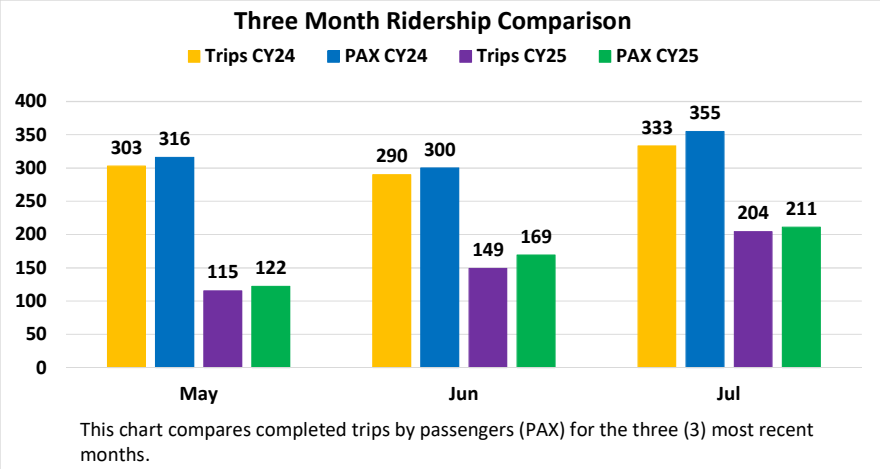
Customer Satisfaction Rating
Avg. rider trip rating 4.8
Goal: 4.5



Desert Hot Springs/Desert Edge Geo-Fence Metrics
CYTD 2025

Total Completed Trips: 1,396

Total Number of Passengers: 1,468



Percentage of Trips as Ridesharing: Eight (8) percent.
[Based on No. of Shared Rides for the month (16) divided by Total Trips Completed (204).]

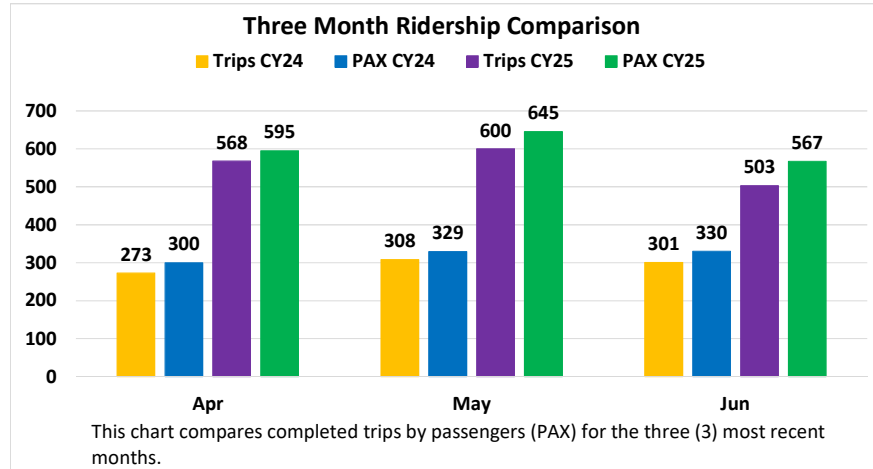
Customer Satisfaction Rating
Avg. rider trip rating 5.0
Goal: 4.5



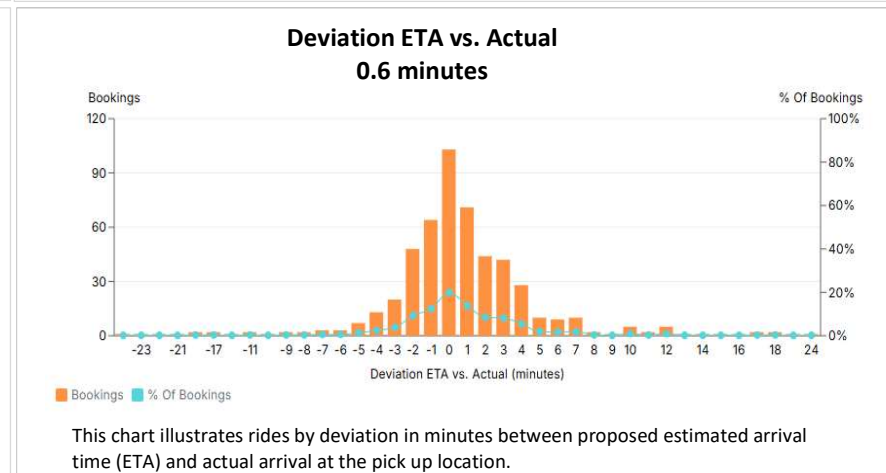
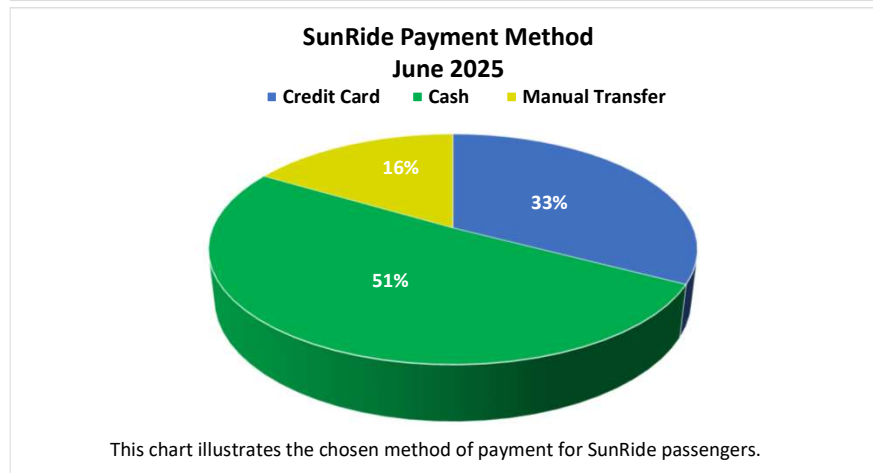
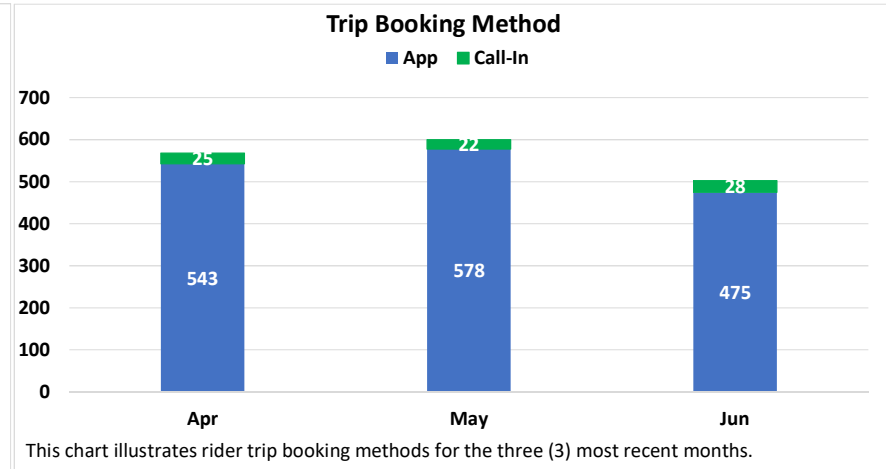
EXCEEDS GOAL

Indio Geo-Fence Metrics CYTD 2025

Total Completed Trips: 3,200



Total Number of Passengers: 3,449



Percentage of Trips as Ridesharing: 17%.

[Based on No. of Shared Rides for the month (88) divided by Total Trips Completed (503).]

Customer Satisfaction Rating

Avg. rider trip rating 4.9

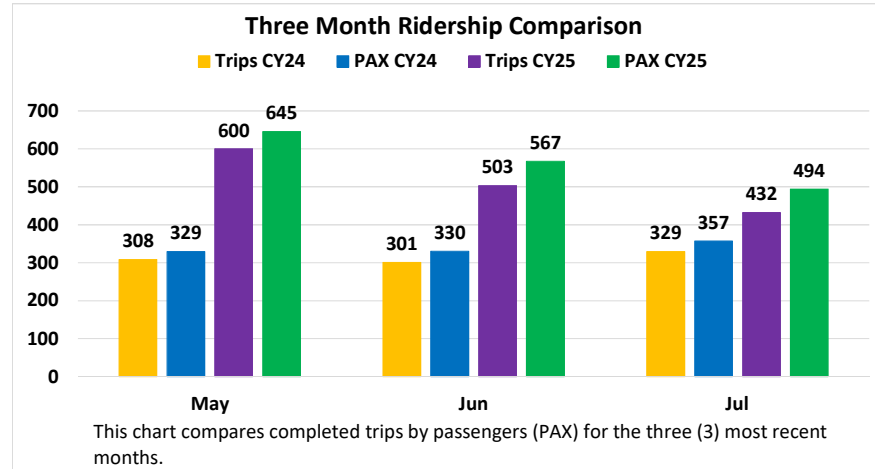
Goal: 4.5



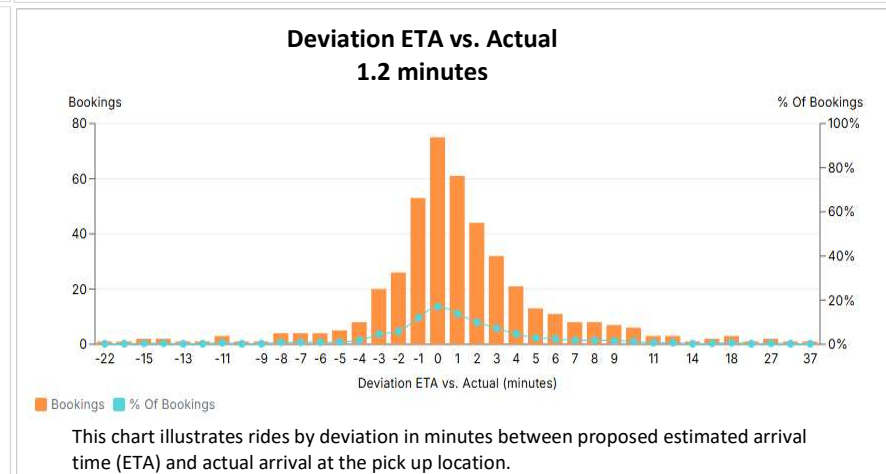
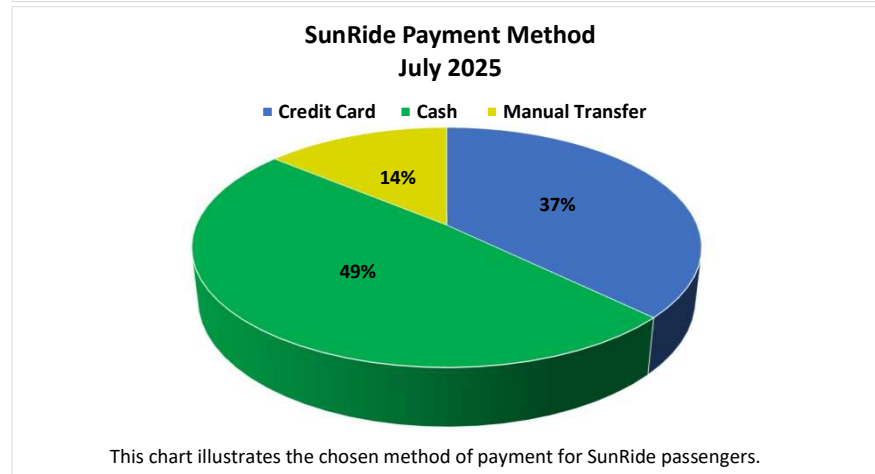
EXCEEDS GOAL

Indio Geo-Fence Metrics CYTD 2025

Total Completed Trips: 3,632



Total Number of Passengers: 3,943



Percentage of Trips as Ridesharing: 87%.

[Based on No. of Shared Rides for the month (79) divided by Total Trips Completed (432).]

Customer Satisfaction Rating

Avg. rider trip rating 4.6

Goal: 4.5



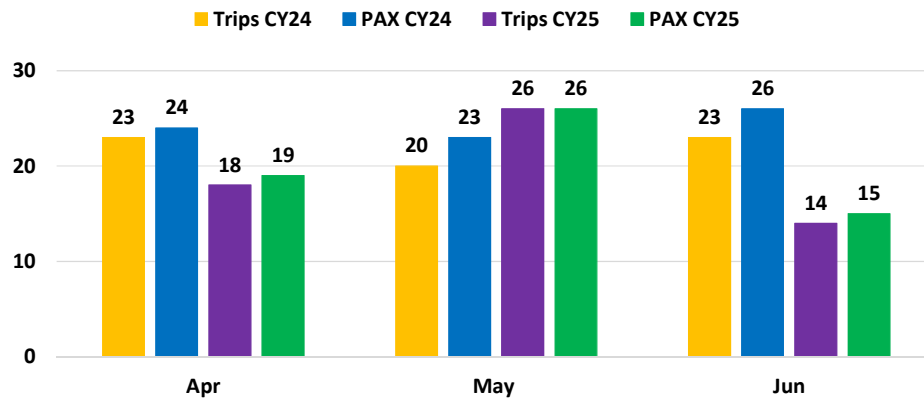
EXCEEDS GOAL

La Quinta Geo-Fence Metrics CYTD 2025

Total Completed Trips: 111

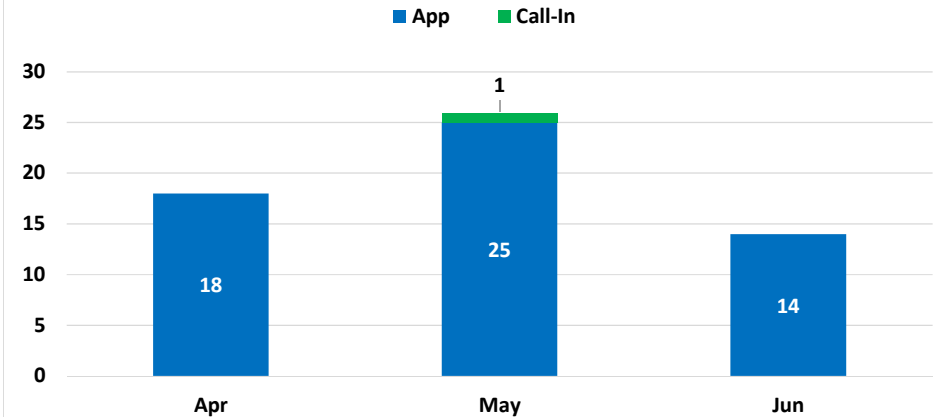
Total Number of Passengers: 114

Three Month Ridership Comparison



This chart compares completed trips by passengers (PAX) for the three (3) most recent months.

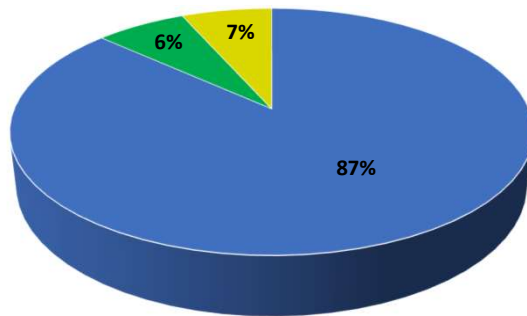
Trip Booking Method



This chart illustrates rider trip booking methods for the month.

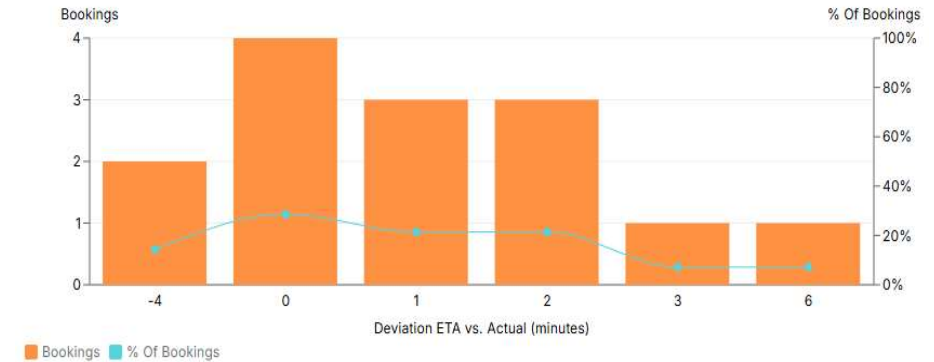
**SunRide Payment Method
June 2025**

■ Credit Card ■ Cash ■ Manual Transfer



This chart illustrates the chosen method of payment for SunRide passengers.

**Deviation ETA vs. Actual
0.6 minutes**



This chart illustrates rides by deviation in minutes between proposed estimated arrival time (ETA) and actual arrival at the pick up location.



Percentage of Trips as Ridesharing: Zero (0) percent.

[Based on No. of Shared Rides for the month (0) divided by Total Trips Completed (14).]

Customer Satisfaction Rating

Avg. rider trip rating: 5.0

Goal: 4.5



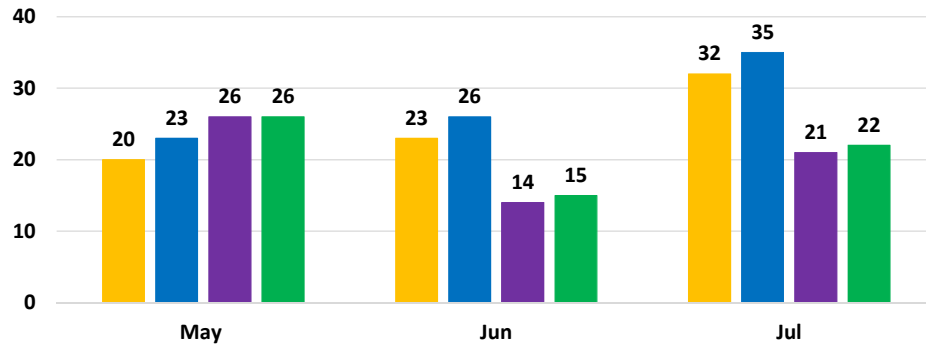
La Quinta Geo-Fence Metrics CYTD 2025

Total Completed Trips: 132

Total Number of Passengers: 136

Three Month Ridership Comparison

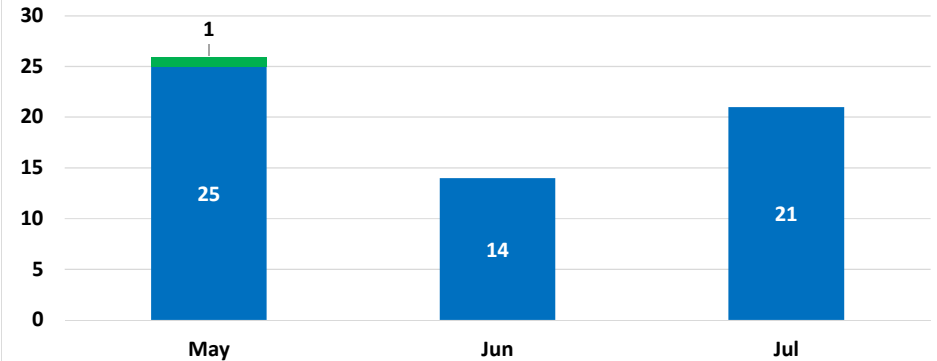
Trips CY24 PAX CY24 Trips CY25 PAX CY25



This chart compares completed trips by passengers (PAX) for the three (3) most recent months.

Trip Booking Method

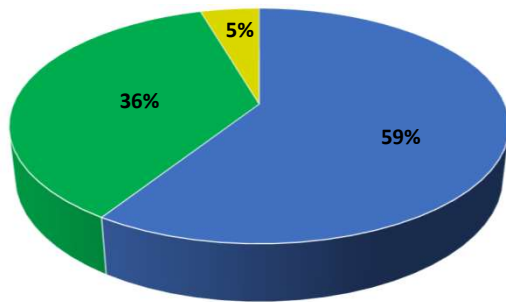
App Call-In



This chart illustrates rider trip booking methods for the month.

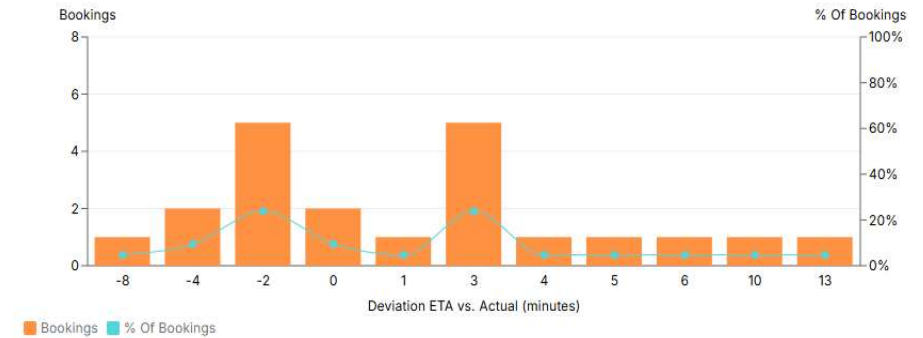
**SunRide Payment Method
July 2025**

Credit Card Cash Manual Transfer



This chart illustrates the chosen method of payment for SunRide passengers.

**Deviation ETA vs. Actual
1.3 minutes**



This chart illustrates rides by deviation in minutes between proposed estimated arrival time (ETA) and actual arrival at the pick up location.



Percentage of Trips as Ridesharing: Zero (0) percent.

[Based on No. of Shared Rides for the month (0) divided by Total Trips Completed (21).]

Customer Satisfaction Rating

Avg. rider trip rating: 5.0

Goal: 4.5

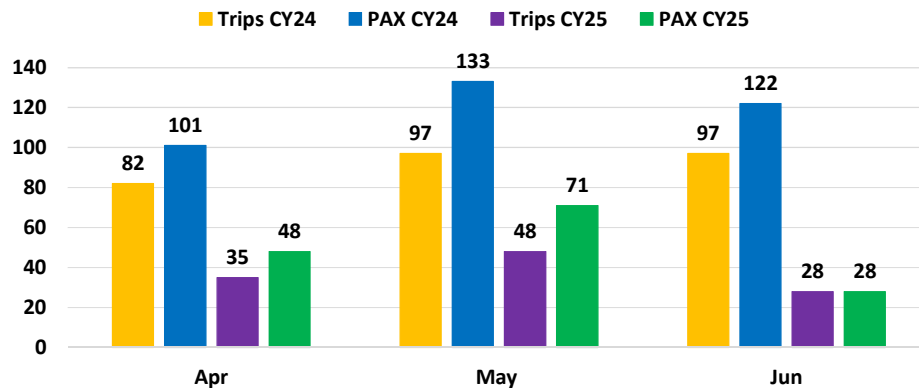


Mecca/North Shore Geo-Fence Metrics CYTD 2025

Total Completed Trips: 465

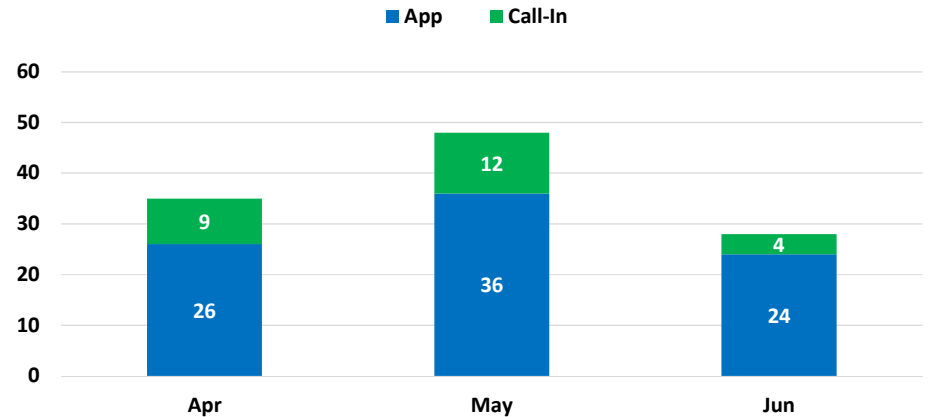
Total Number of Passengers: 574

Three Month Ridership Comparison



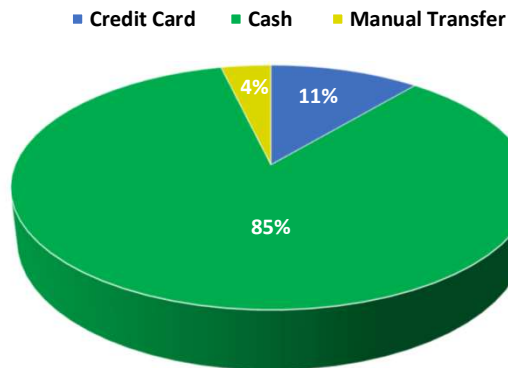
This chart compares completed trips by passengers (PAX) for the three (3) most recent months.

Trip Booking Method



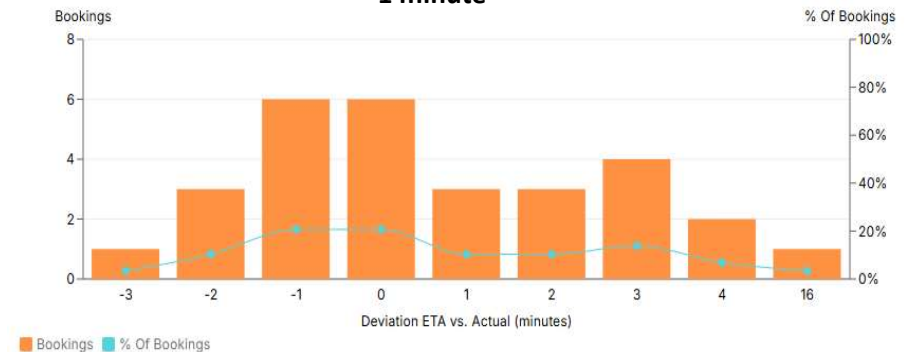
This chart illustrates rider trip booking methods for the three (3) most recent months.

SunRide Payment Method June 2025



This chart illustrates the chosen method of payment for SunRide passengers.

Deviation ETA vs. Actual 1 minute



This chart illustrates rides by deviation in minutes between proposed estimated arrival time (ETA) and actual arrival at the pick up location.



Percentage of Trips as Ridesharing: Zero (0) percent.
[Based on No. of Shared Rides for the month (0) divided by Total Trips Completed (28).]

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



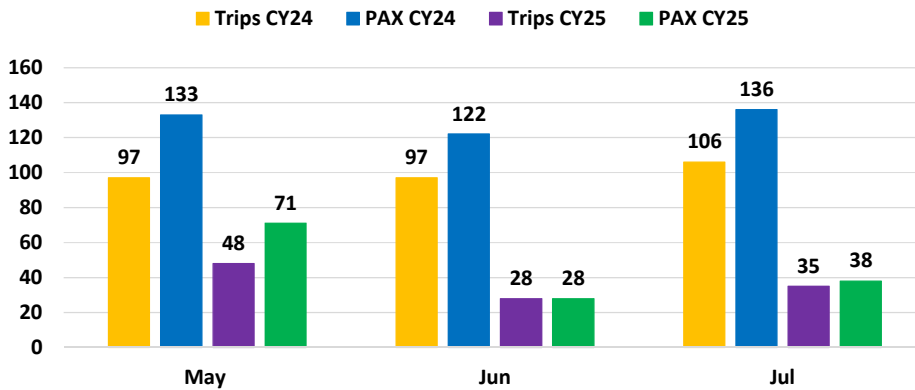
Exceeds Goal

Mecca/North Shore Geo-Fence Metrics CYTD 2025

Total Completed Trips: 500

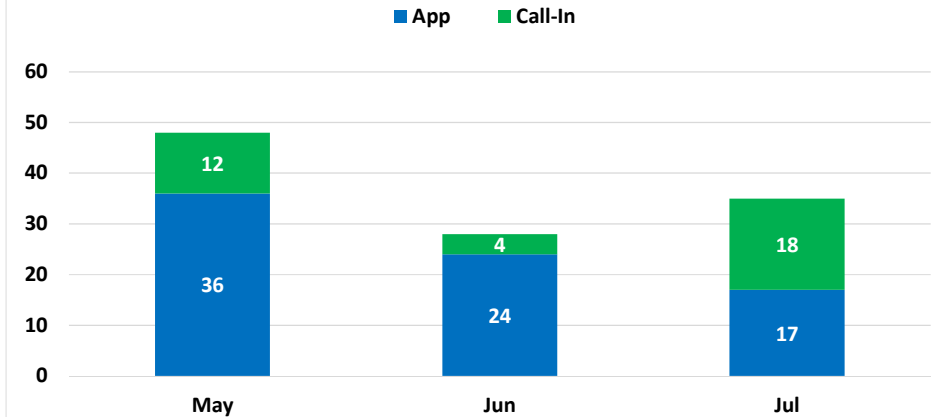
Total Number of Passengers: 612

Three Month Ridership Comparison



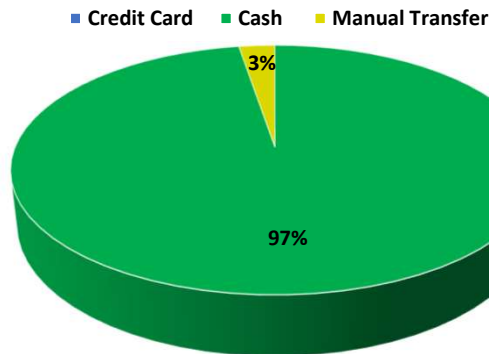
This chart compares completed trips by passengers (PAX) for the three (3) most recent months.

Trip Booking Method



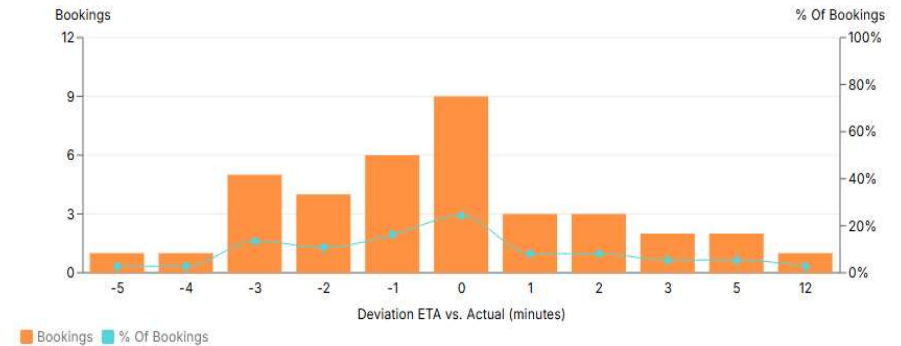
This chart illustrates rider trip booking methods for the three (3) most recent months.

SunRide Payment Method July 2025



This chart illustrates the chosen method of payment for SunRide passengers.

Deviation ETA vs. Actual 0.1 minutes



This chart illustrates rides by deviation in minutes between proposed estimated arrival time (ETA) and actual arrival at the pick up location.



Percentage of Trips as Ridesharing: 11%.

[Based on No. of Shared Rides for the month (4) divided by Total Trips Completed (35).]

Customer Satisfaction Rating

Avg. rider trip rating: 5.0

Goal: 4.5

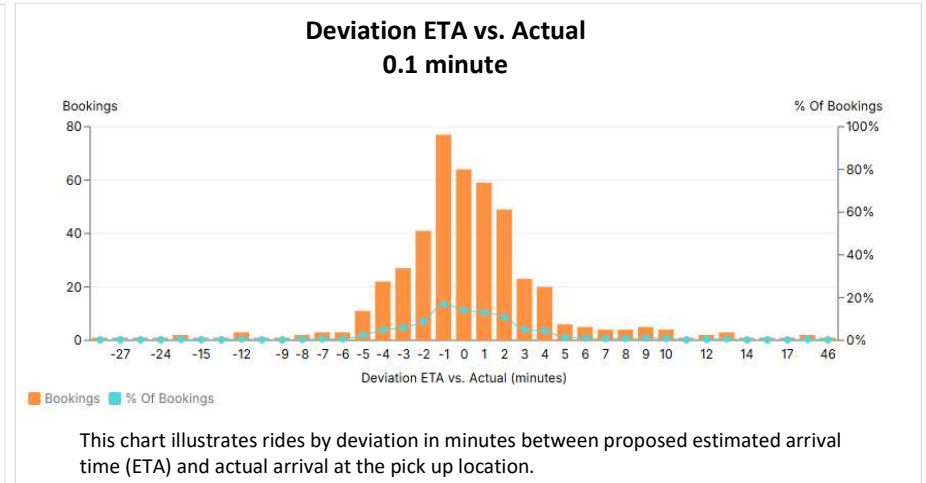
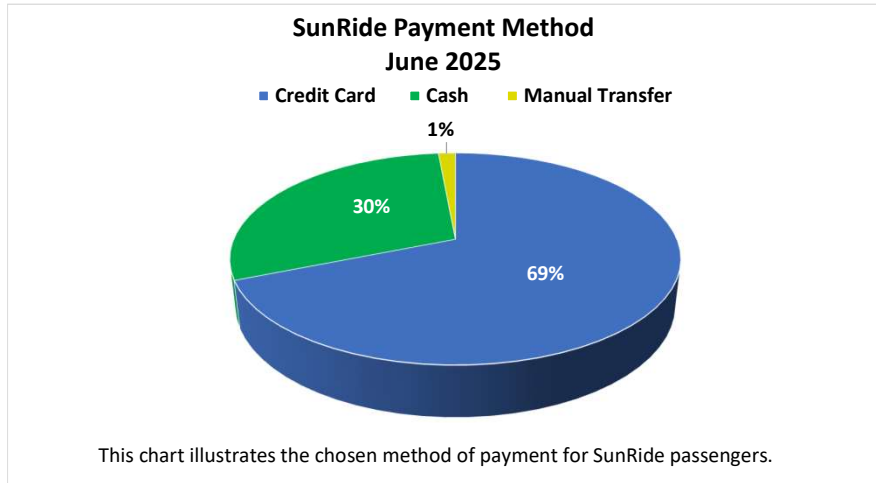
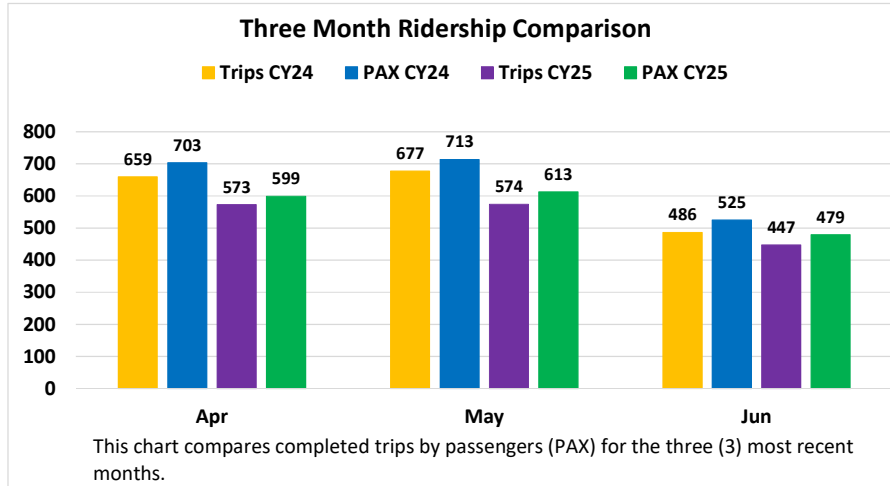


Exceeds Goal

Palm Desert Geo-Fence Metrics CYTD 2025

Total Completed Trips: 3,763

Total Number of Passengers: 3,968



Percentage of Trips as Ridesharing: 18%.

[Based on No. of Shared Rides for the month (81) divided by Total Trips Completed (447).]

Customer Satisfaction Rating

Avg. rider trip rating: 4.9

Goal: 4.5

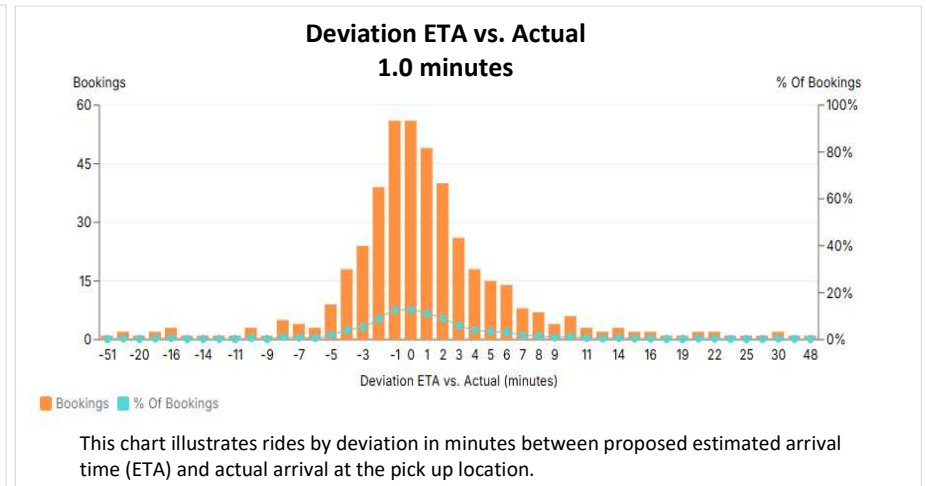
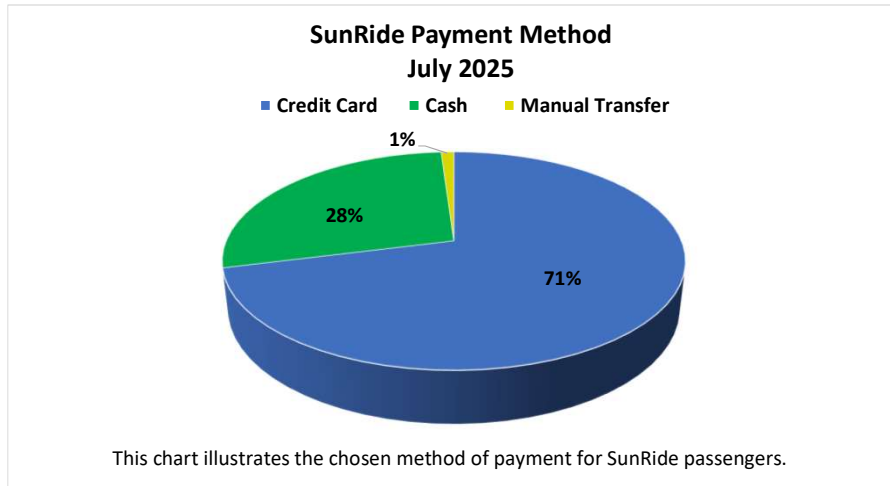
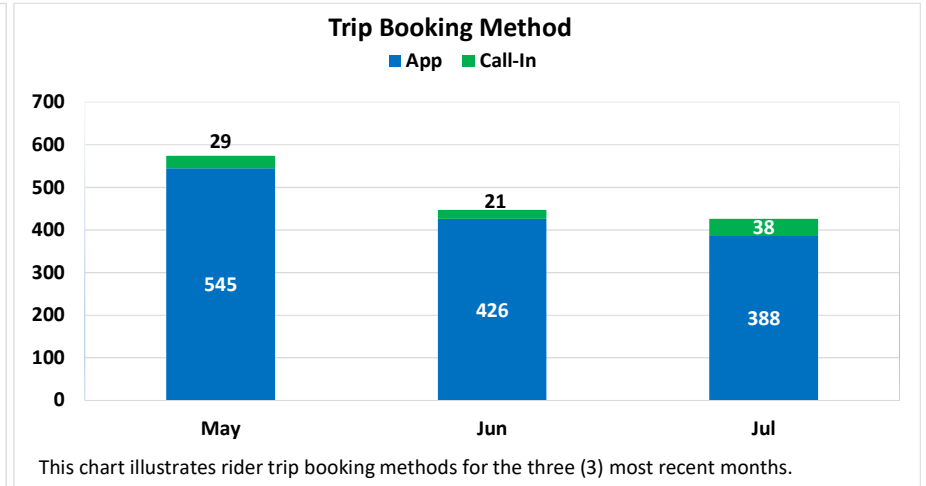
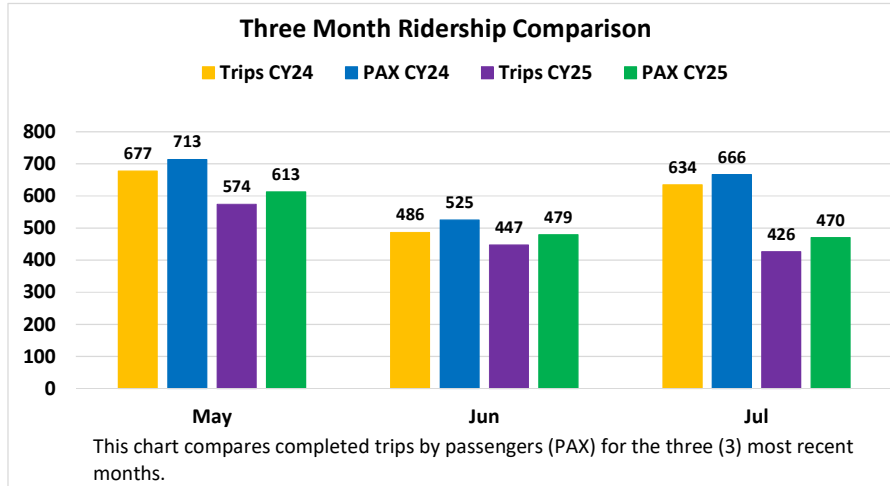


EXCEEDS GOAL!

Palm Desert Geo-Fence Metrics CYTD 2025

Total Completed Trips: 4,189

Total Number of Passengers: 4,438



Percentage of Trips as Ridesharing: 14%.

[Based on No. of Shared Rides for the month (60) divided by Total Trips Completed (426).]

Customer Satisfaction Rating

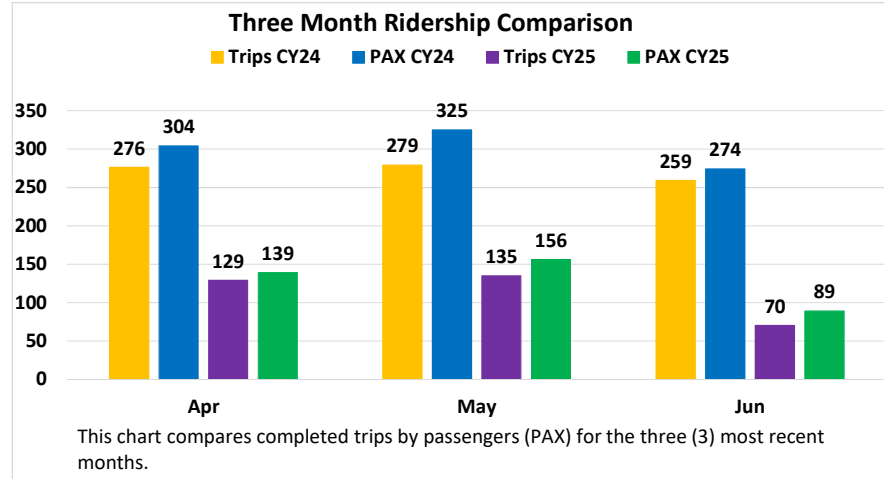
Avg. rider trip rating: 5.0
Goal: 4.5



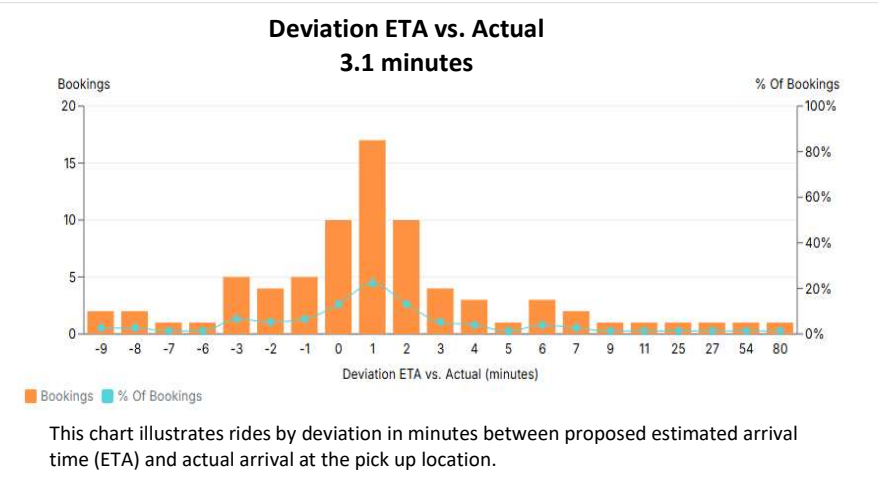
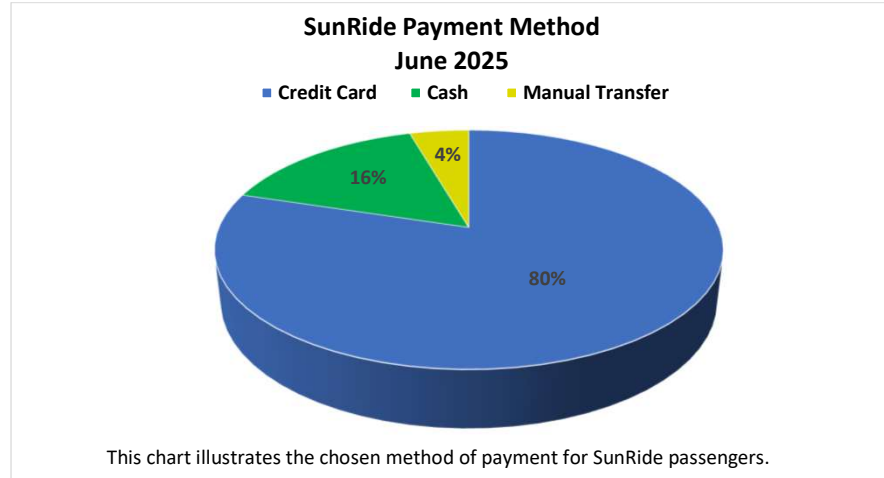
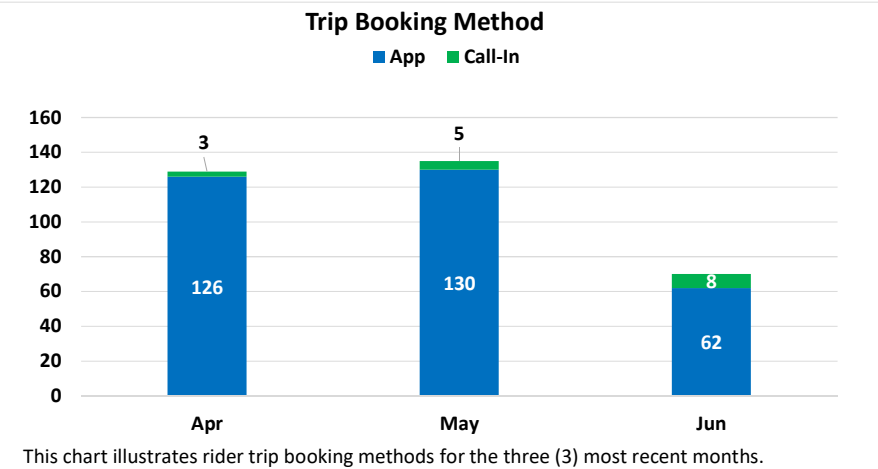
EXCEEDS GOAL!

Palm Springs Geo-Fence Metrics CYTD 2025

Total Completed Trips: 1,225



Total Number of Passengers: 1,368



Percentage of Trips as Ridesharing: Six (6) percent.
[Based on No. of Shared Rides for the month (4) divided by Total Trips Completed (70).]

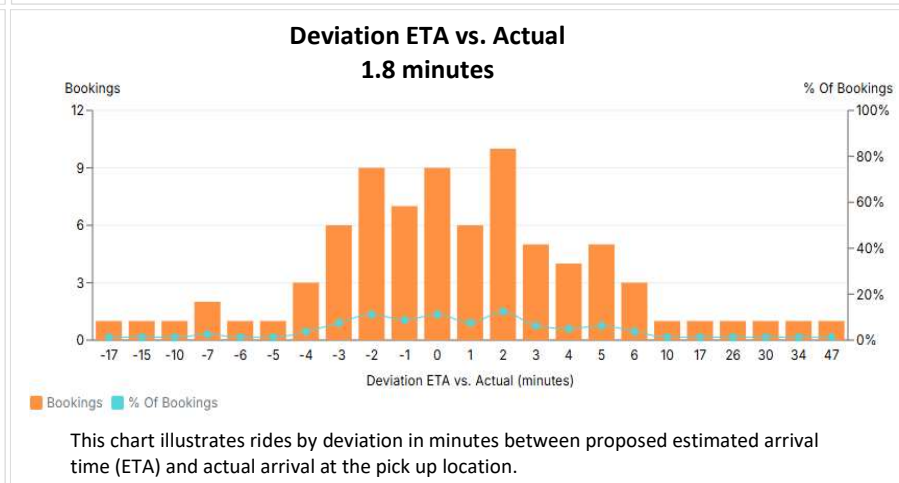
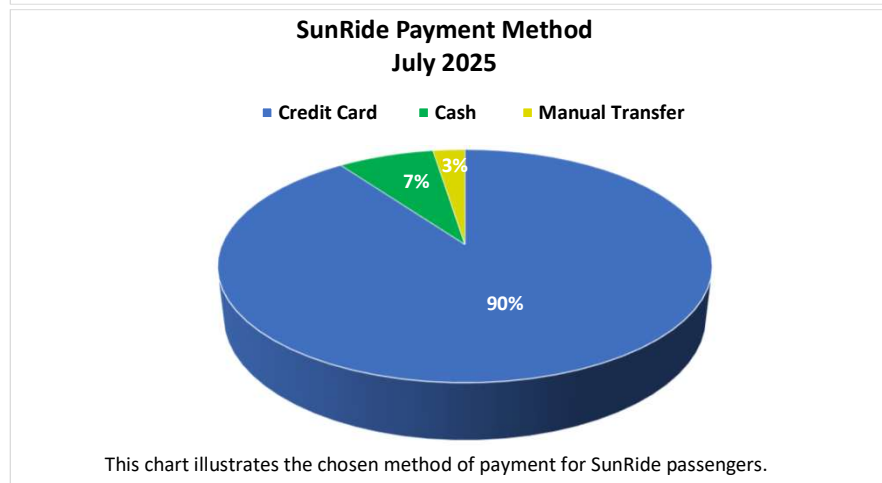
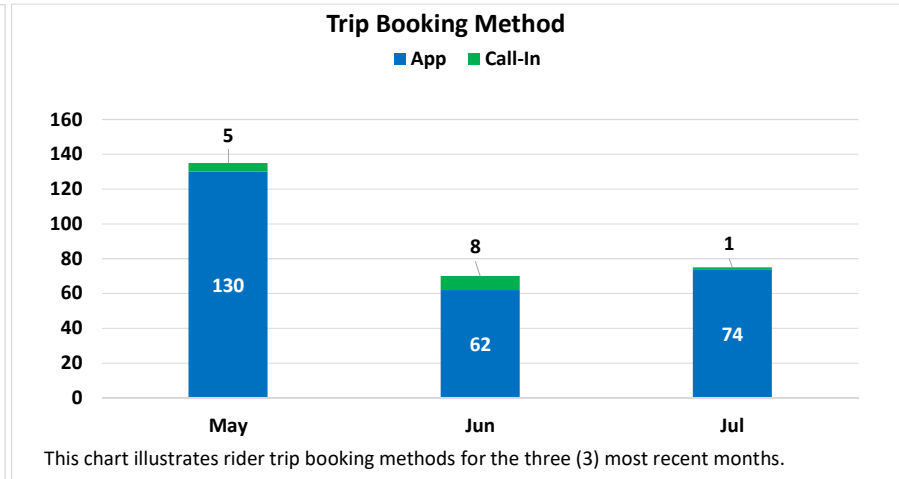
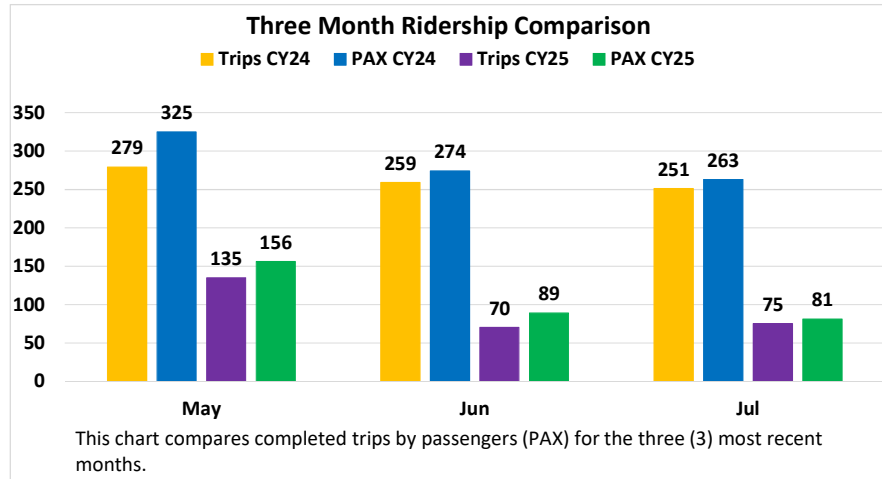
Customer Satisfaction Rating
Avg. rider trip rating 5.0
Goal: 4.5



Palm Springs Geo-Fence Metrics CYTD 2025

Total Completed Trips: 1,300

Total Number of Passengers: 1,449

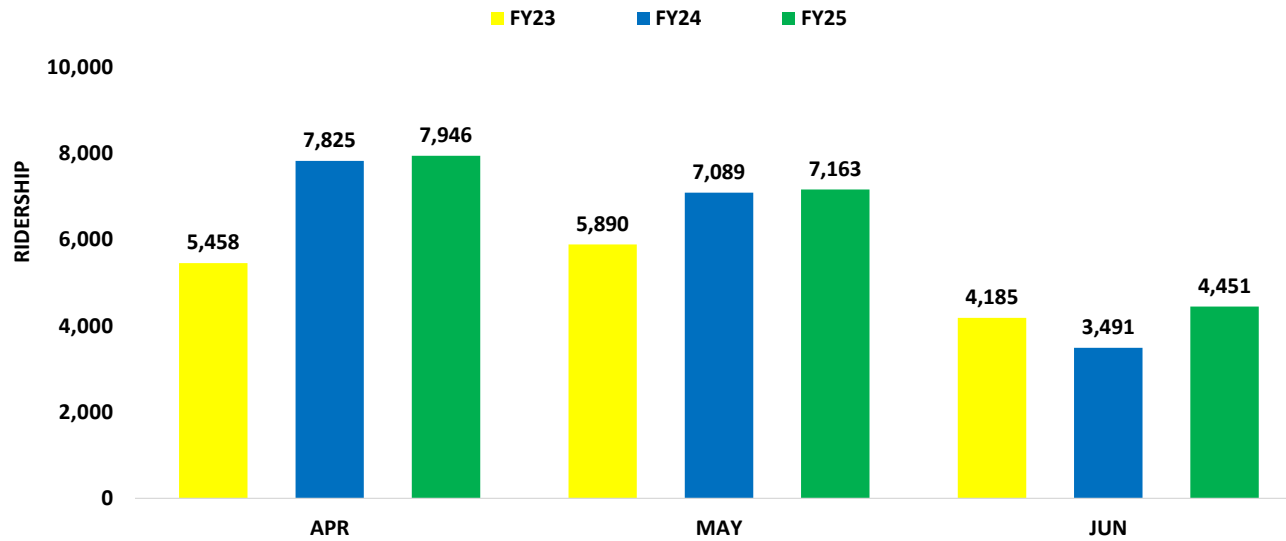


Percentage of Trips as Ridesharing: Eight (8) percent.
[Based on No. of Shared Rides for the month (6) divided by Total Trips Completed (75).]

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



Haul Pass COD Ridership - June 2025



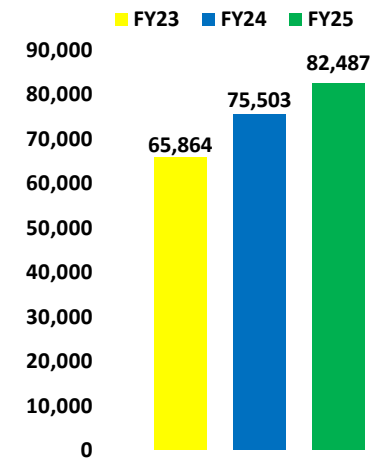
The Haul Pass program was introduced in August 2018.

This chart represents monthly ridership on the Haul Pass COD.

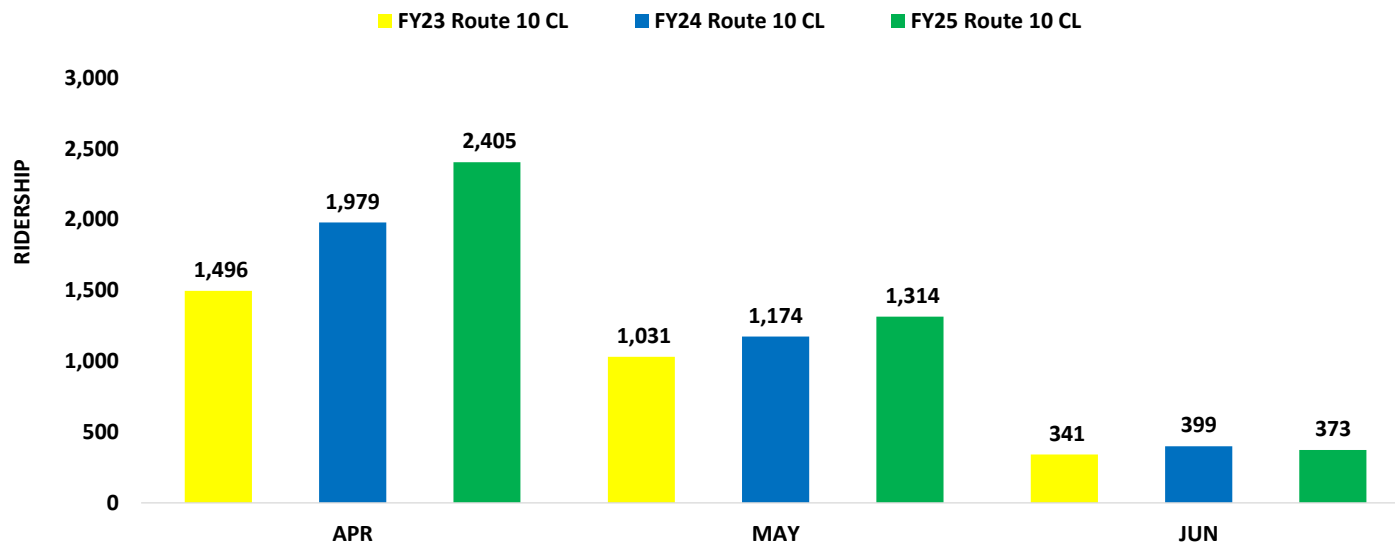
ID Card swipe contributed 73 rides. Token Transit contributed 4,134 rides. 31 Day Paper Pass contributed 244 rides.

COD moved over to Token Transit & 31 Day University Paper Pass as of June 3, 2024.

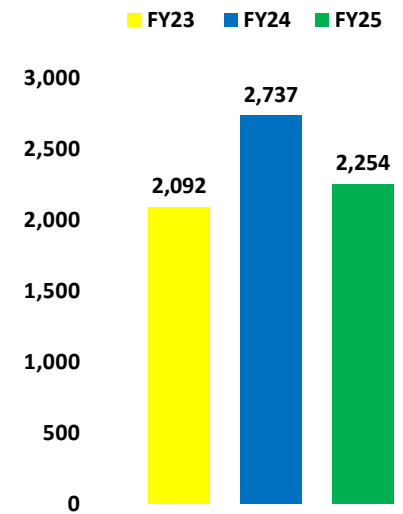
COD Fixed Route Ridership Year to Date



Haul Pass CSUSB Ridership - June 2025



CSUSB Fixed Route Ridership Total



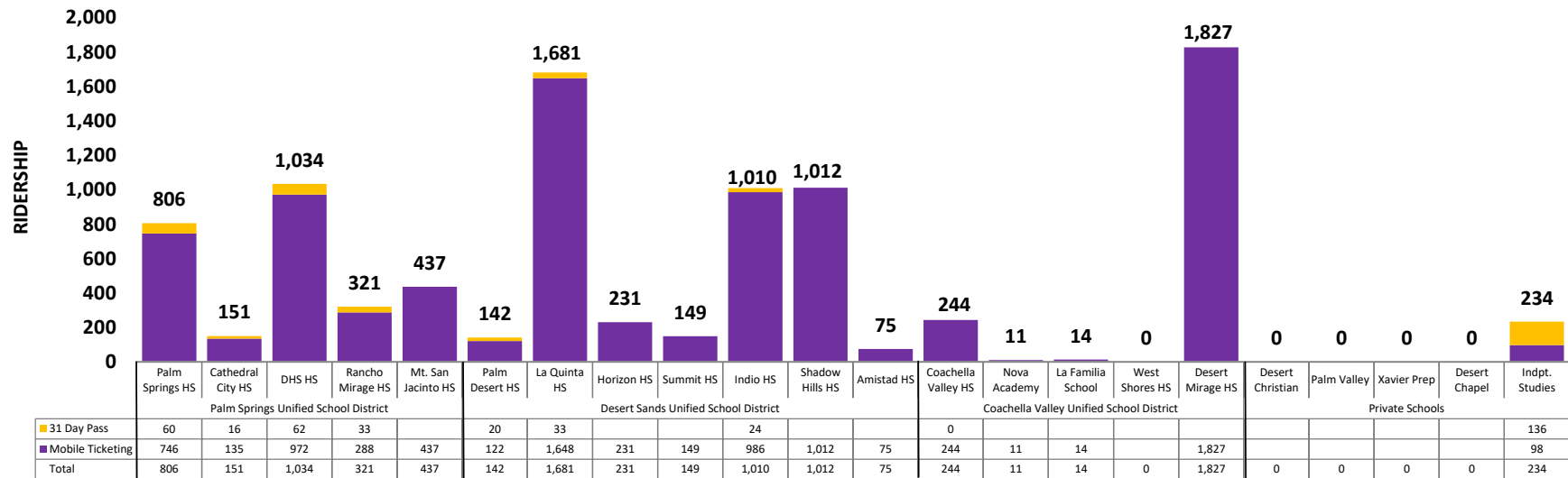
The Haul Pass CSUSB program was introduced in September 2019.

This chart represents monthly ridership on the Haul Pass CSUSB.

For the month of June 2025, CSUSB contributed 737 rides from 70 unique users. From that total, 293 rides were used on Route 10 and 80 rides on the fixed route system.

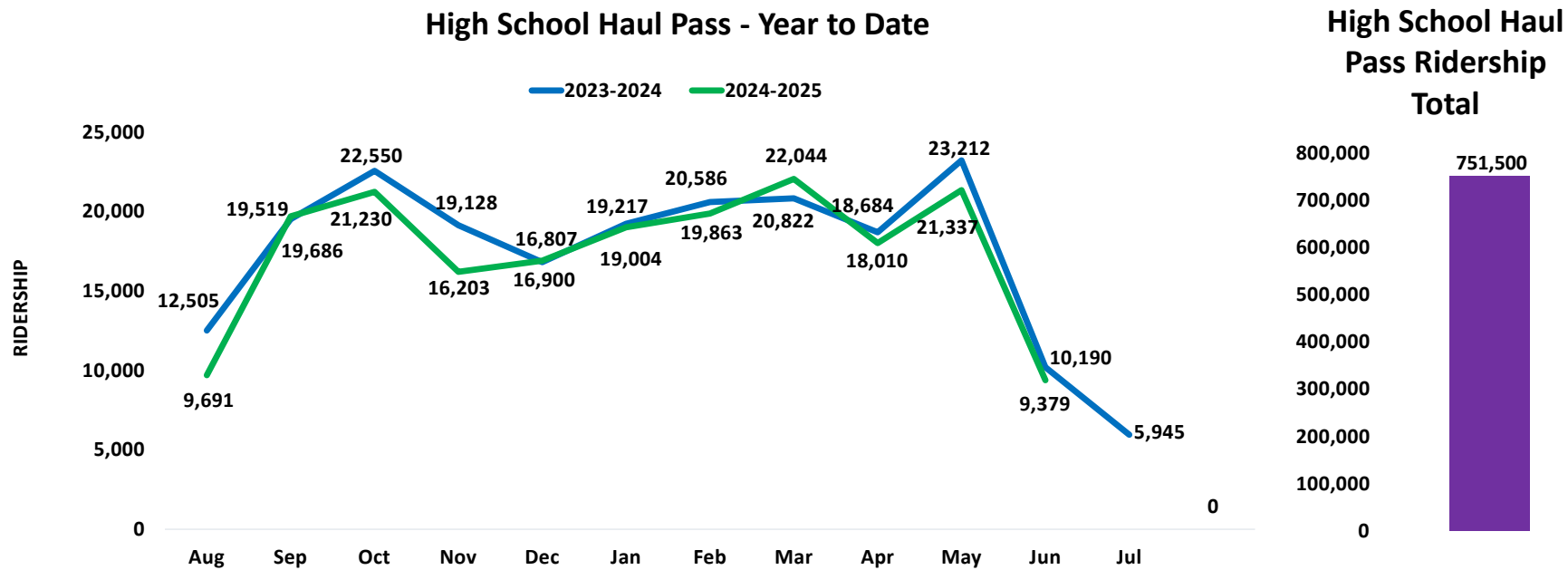
High School Haul Pass - June 2025

■ Mobile Ticketing ■ 31 Day Pass



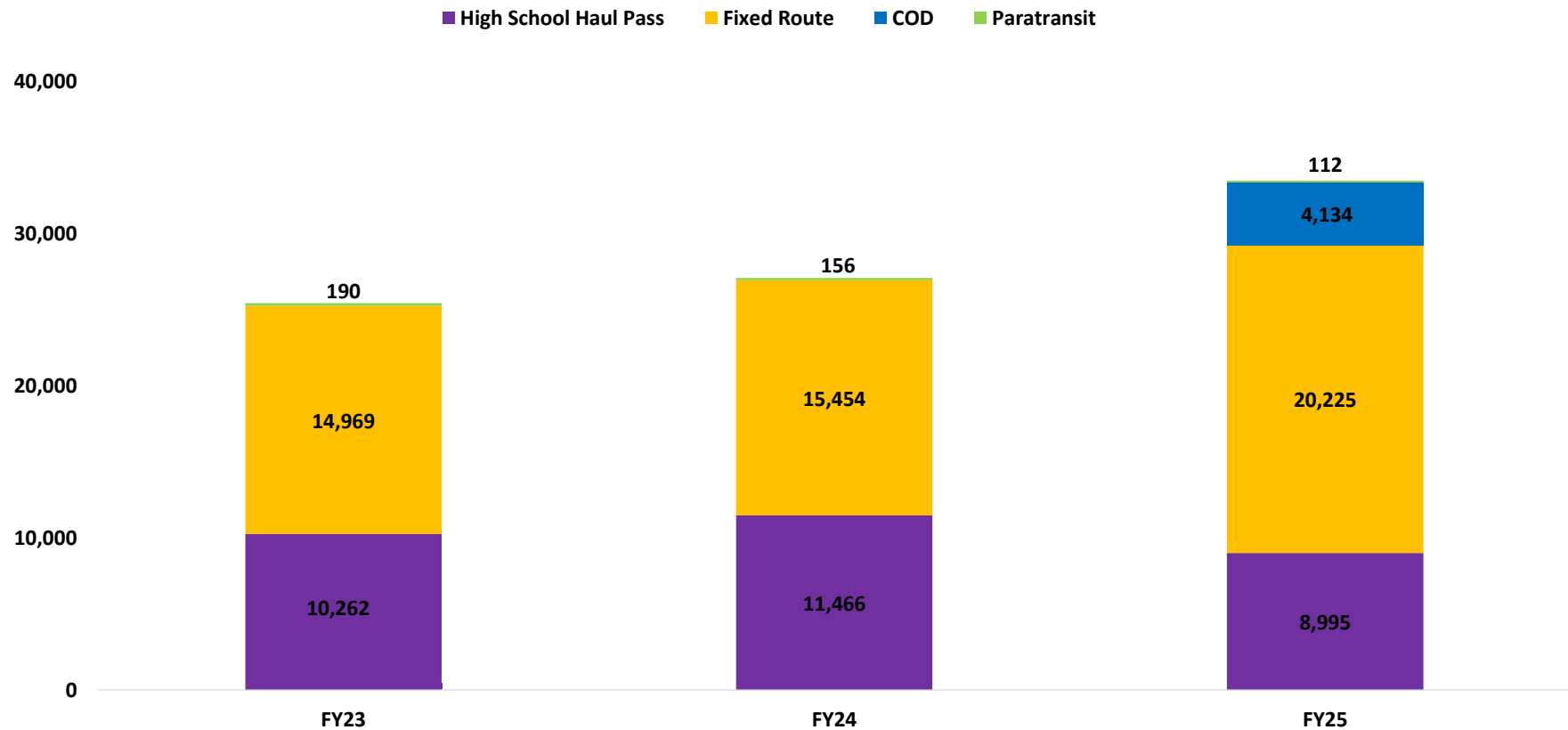
The High School Haul Pass program was introduced in August 2021.

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



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

Mobile Ticketing Usage - June 2025

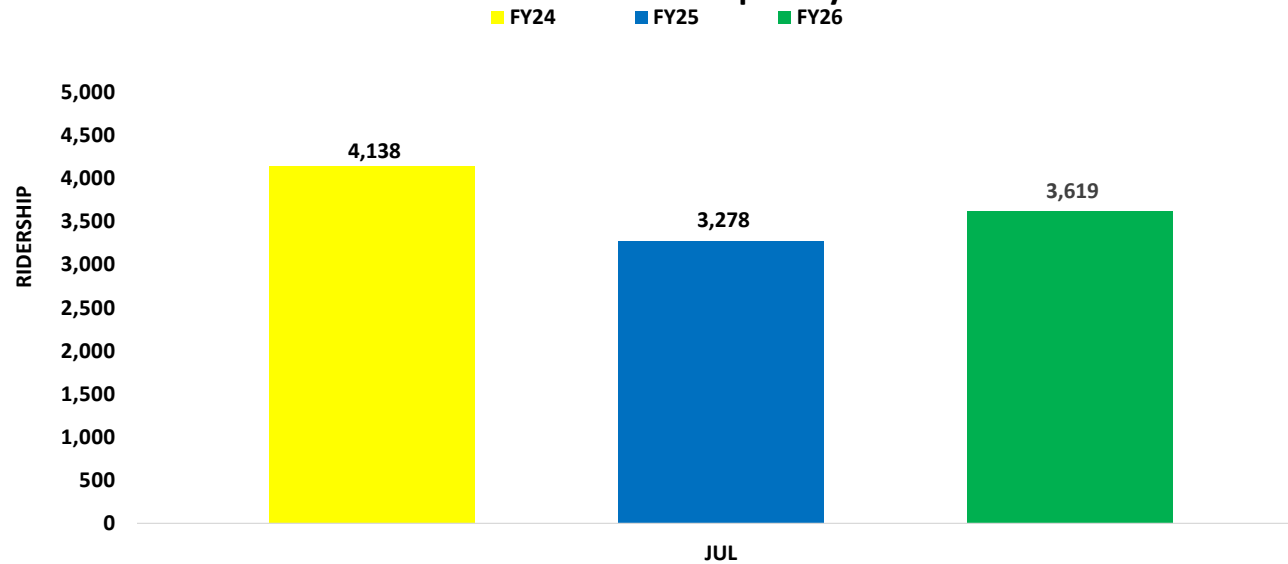


This chart represents all monthly mobile ticketing usage by category based on the Token Transit app data.

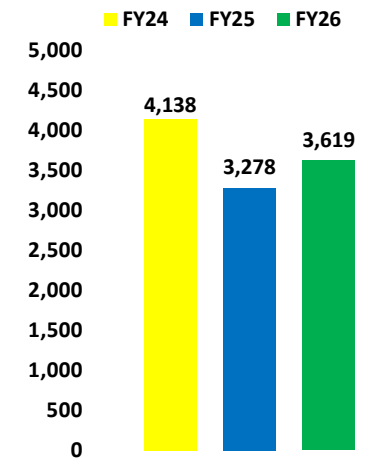
The total for May 2025 includes the following passes used through Token Transit: High School Haul Pass, COD Haul Pass, Fixed Route and Paratransit.

Mobile Ticketing was introduced for COD Haul Pass in June 2024.

Haul Pass COD Ridership - July 2025



COD Ridership Year to Date



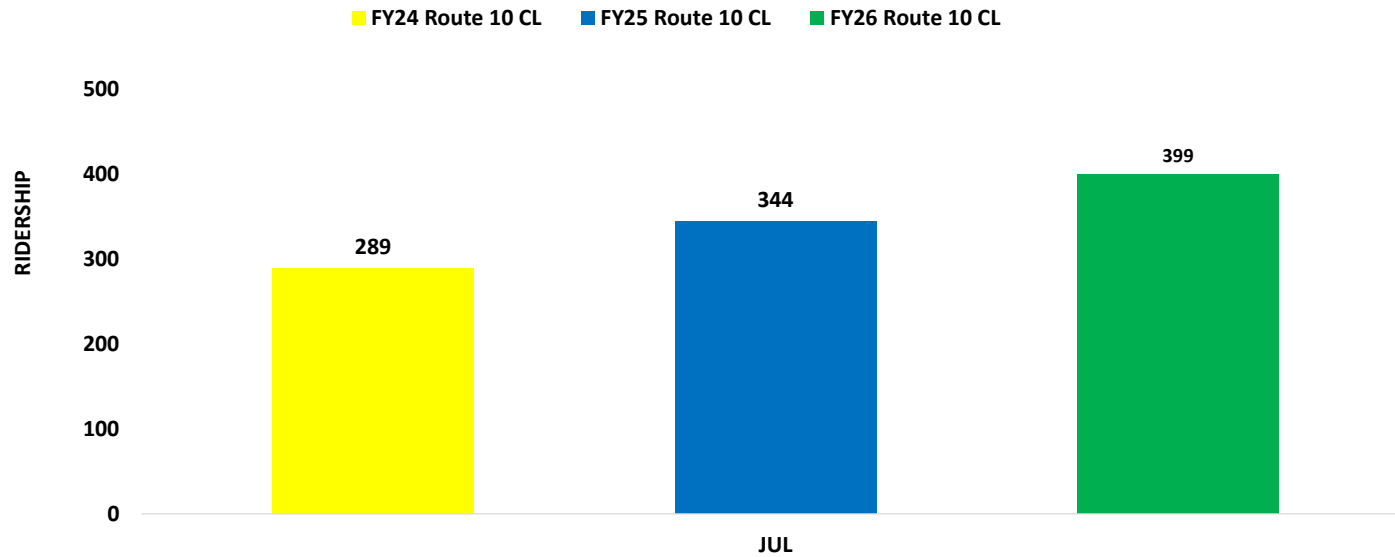
The Haul Pass program was introduced in August 2018.

This chart represents monthly ridership on the Haul Pass COD.

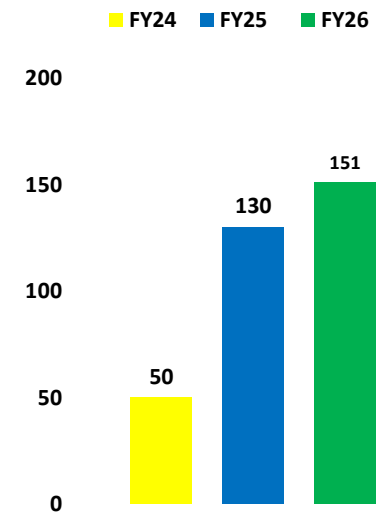
ID Card swipe contributed 102 rides. Token Transit contributed 3,321 rides. 31 Day Paper Pass contributed 196 rides.

COD moved over to Token Transit & 31 Day University Paper Pass as of June 3, 2024.

Haul Pass CSUSB Ridership - July 2025



CSUSB Fixed Route Ridership Total



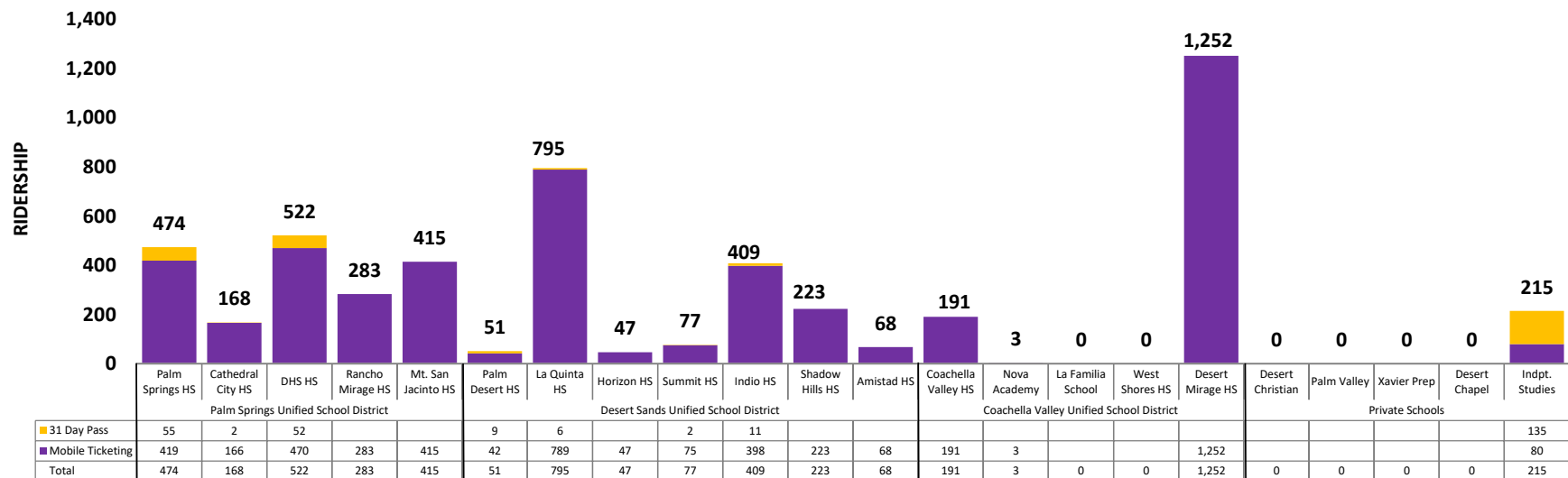
The Haul Pass CSUSB program was introduced in September 2019.

This chart represents monthly ridership on the Haul Pass CSUSB.

For the month of July 2025, CSUSB contributed 550 rides from 64 unique users. From that total, 399 rides were used on Route 10 and 151 rides on the fixed route system.

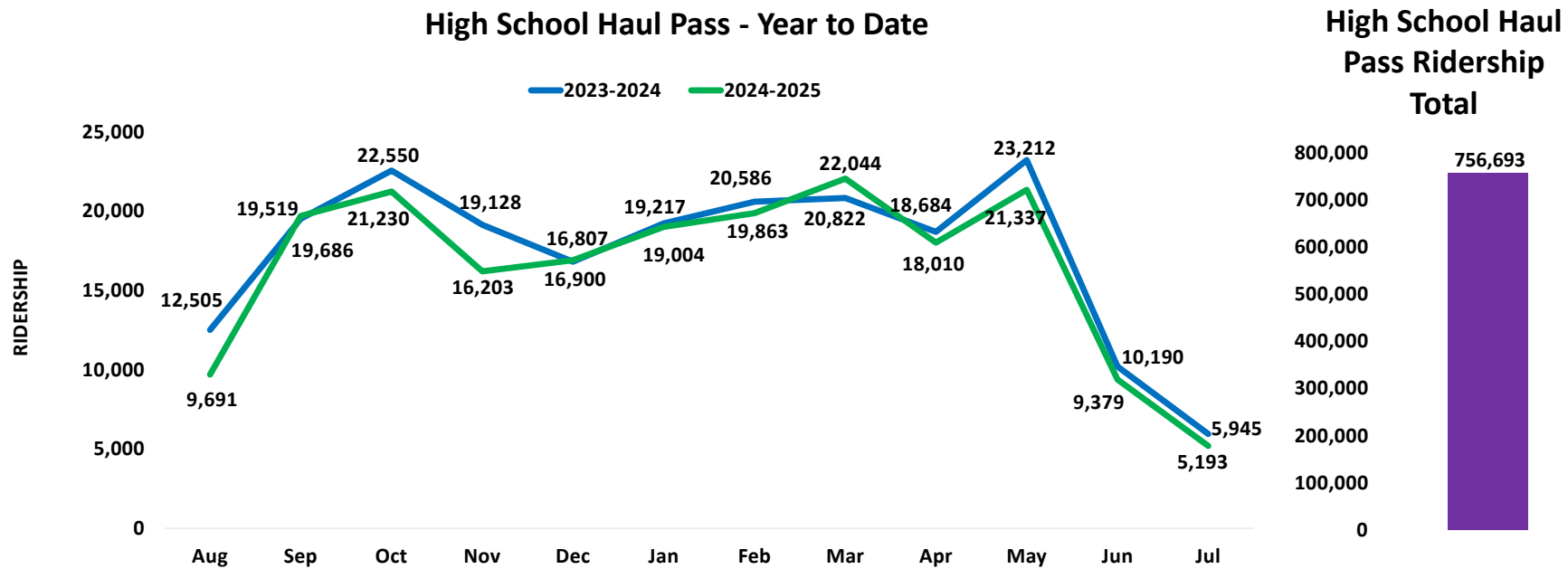
High School Haul Pass - July 2025

■ Mobile Ticketing ■ 31 Day Pass



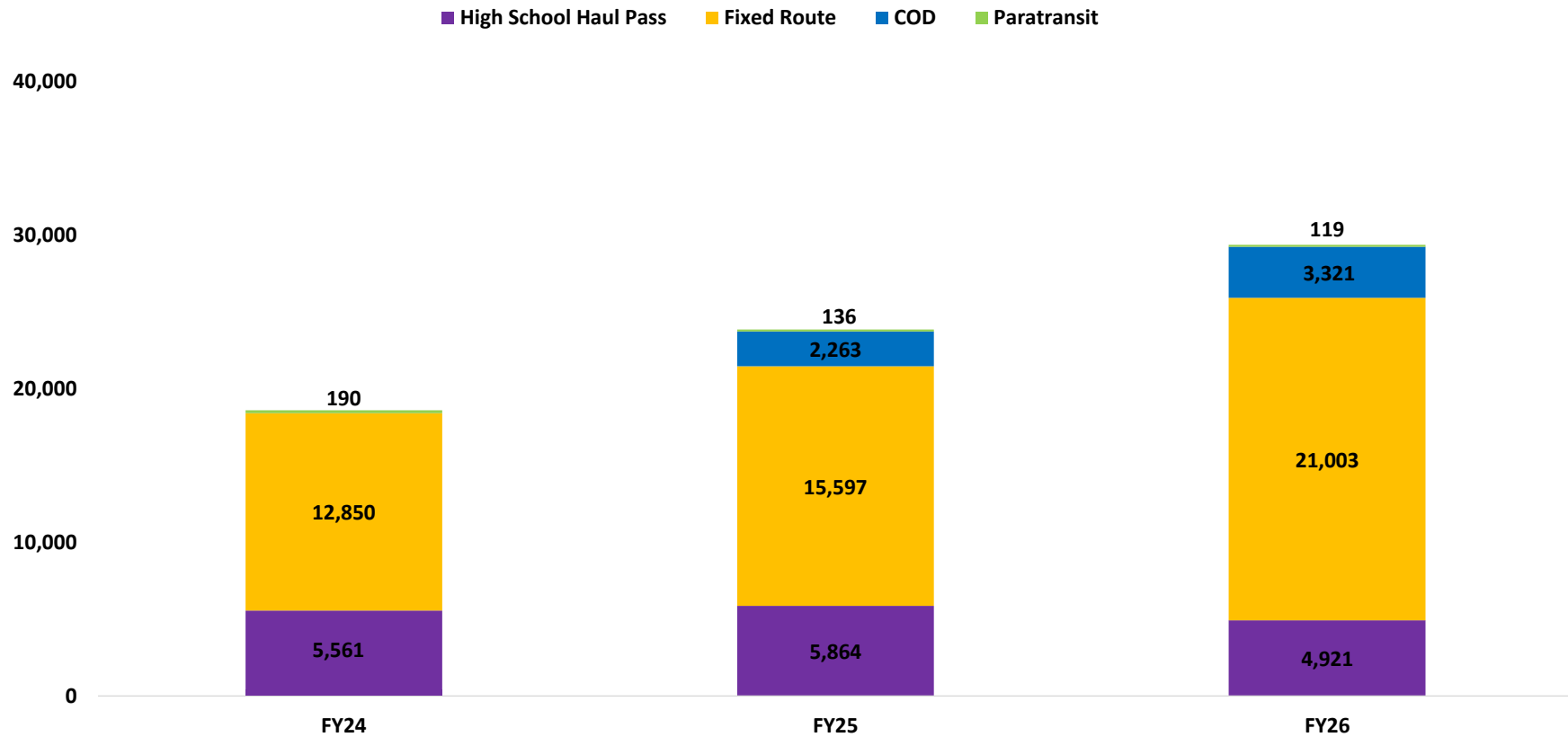
The High School Haul Pass program was introduced in August 2021.

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



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

Mobile Ticketing Usage - July 2025



This chart represents all monthly mobile ticketing usage by category based on the Token Transit app data.
The total for May 2025 includes the following passes used through Token Transit: High School Haul Pass, COD Haul Pass, Fixed Route and Paratransit.
Mobile Ticketing was introduced for COD in June 2024.

SunLine Transit Agency

CONSENT CALENDAR

DATE: September 24, 2025

APPROVE

TO: Finance/Audit Committee
Board of Directors

RE: Acceptance of Board Member Attendance for August 2025

Summary:

The attached report summarizes the Board of Directors' attendance for fiscal year to date August 2025.

Recommendation:

Approve.

FY 25/26	Board Member Matrix Attendance													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total Meetings	Total Attended
Desert Hot Springs		X											10	1
Palm Desert		X											10	1
Palm Springs		X											10	1
Cathedral City		X											10	1
Rancho Mirage		X											10	1
Indian Wells		X											10	1
La Quinta		X											10	1
Indio		X											10	1
Coachella		X											10	1
County of Riverside		X											10	1

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

X - ATTENDED (Primary/Alternate)

DARK –

SunLine Transit Agency

CONSENT CALENDAR

DATE: September 24, 2025

APPROVE

TO: Board of Directors

RE: Approval of Special Joint Board Meeting Minutes for August 7, 2025

Summary:

The attached report summarizes the Special Joint Board Meeting Minutes from the Board of Directors' meeting held on August 7, 2025.

Recommendation:

Approve.

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
SPECIAL BOARD OF DIRECTORS MEETING - MINUTES
AUGUST 7, 2025**

MINUTES

**Joint SunLine Transit Agency/SunLine Services Group
Special Board of Directors Meeting
August 7, 2025**

**Due to a lack of quorum, the regular joint Board of Directors meeting of the SunLine Transit Agency and SunLine Services Group Board of Directors for July 23, 2025, was not held.*

A joint special meeting of the SunLine Transit Agency and SunLine Services Group Board of Directors was convened by teleconference at 3:00 p.m. on August 7, 2025, in the Board Room at SunLine Transit Agency, 32-505 Harry Oliver Trail, Thousand Palms, CA 92276. Each Board Member's teleconference location was listed on the meeting agenda and posted at least 24 hours in advance at each teleconference location, in accordance with applicable requirements.

1. CALL TO ORDER

The meeting was called to order at 3:01 p.m. by Chairperson Mallotto.

2. FLAG SALUTE

Chairperson Mallotto led the pledge of allegiance.

3. ROLL CALL

Members Present:

Lynn Mallotto, Chair, SunLine Agency Board Member, City of Rancho Mirage
John Peña, Vice-Chair, SunLine Agency Board Member, City of La Quinta
Nancy Ross, SunLine Agency Board Member, City of Cathedral City
Denise Delgado, SunLine Agency Board Member, City of Coachella
Daniel Pitts, SunLine Agency Board Member, City of Desert Hot Springs
Waymond Fermon, SunLine Agency Board Member Alternate, City of Indio
Grace Garner, SunLine Agency Board Member, City of Palm Springs
Karina Quintanilla, SunLine Agency Board Member Alternate, City of Palm Desert
Bruce Whitman, SunLine Agency Board Member, City of Indian Wells
Pat Cooper, SunLine Agency Board Member Alternate, County of Riverside

4. FINALIZATION OF AGENDA

No changes to the agenda.

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
SPECIAL BOARD OF DIRECTORS MEETING - MINUTES
AUGUST 7, 2025**

5. PUBLIC COMMENTS

Nine (9) electronic public comments were received by:

- Paulina Angel
- Dominic Contreras
- Adriana Gonzalez
- Vicente Gonzalez
- Joaquin Gonzalez
- Angelique Morin
- Jason Bustamante
- Moises Lopez
- Andrea Uribe

All comments were carried over from the July Board meeting and were forwarded in advance to the Board of Directors.

6. PRESENTATIONS

a) September 2025 Fixed Route Service Change

The September 2025 Fixed Route Service Change presentation was provided by Isabel Vizcarra, Chief Transportation Officer.

7. BOARD MEMBER COMMENTS

None.

8. CONSENT CALENDAR

Board Member Whitman moved to approve the consent calendar. The motion was seconded by Board Member Alternate Fermon. A roll call vote was made to approve the Consent Calendar items:

AYES: Chairperson Mallotto, Vice-Chair Peña, Board Member Ross, Board Member Delgado, Board Member Pitts, Board Member Whitman, Board Member Garner, Board Member Alternate Fermon, Board Member Alternate Quintanilla, and Board Member Alternate Cooper

NOES: None

ABSTAIN: None

ABSENT: None

The motion passed unanimously.

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
SPECIAL BOARD OF DIRECTORS MEETING - MINUTES
AUGUST 7, 2025**

9. AWARD OF CONTRACT FOR SECURITY FENCE UPGRADE

Finance/Audit Committee Chair Peña reported that this item was brought to the Finance/Audit Committee in July and they unanimously motioned to approve this item.

A roll call vote was made to approve the Award of Contract for Security Fence Upgrade:

AYES: Chairperson Mallotto, Vice-Chair Peña, Board Member Ross, Board Member Delgado, Board Member Pitts, Board Member Whitman, Board Member Garner, Board Member Alternate Fermon, Board Member Alternate Quintanilla, and Board Member Alternate Cooper

NOES: None

ABSTAIN: None

ABSENT: None

The motion passed unanimously.

10. AWARD OF CONTRACT FOR NATURAL GAS (NG) BACK-UP GENERATOR

Finance/Audit Committee Chair Peña reported that this item was brought to the Finance/Audit Committee in July and they unanimously motioned to approve this item.

A roll call vote was made to approve the Award of Contract for Natural Gas (NG) Back-Up Generator:

AYES: Chairperson Mallotto, Vice-Chair Peña, Board Member Ross, Board Member Delgado, Board Member Pitts, Board Member Whitman, Board Member Garner, Board Member Alternate Fermon, Board Member Alternate Quintanilla, and Board Member Alternate Cooper

NOES: None

ABSTAIN: None

ABSENT: None

The motion passed unanimously.

11. SUBMIT REQUEST TO THE COUNTY OF RIVERSIDE TO VACATE HASKELL ROAD AND REMOVE EASEMENTS

Finance/Audit Committee Chair Peña reported that this item was brought to the Finance/Audit Committee in July and they unanimously motioned to approve this item.

A roll call vote was made to approve the Request to the County of Riverside to Vacate Haskell Road and Remove Easements:

**SUNLINE TRANSIT AGENCY/
SUNLINE SERVICES GROUP
SPECIAL BOARD OF DIRECTORS MEETING - MINUTES
AUGUST 7, 2025**

AYES: Chairperson Mallotto, Vice-Chair Peña, Board Member Ross, Board Member Delgado, Board Member Pitts, Board Member Whitman, Board Member Garner, Board Member Alternate Fermon, Board Member Alternate Quintanilla, and Board Member Alternate Cooper

NOES: None

ABSTAIN: None

ABSENT: None

The motion passed unanimously.

12. ADOPT REAL PROPERTY POLICY

An oral report was provided by Walter Watcher, Chief of Capital Projects, on this action item. This item was brought forward at the Board Operations Committee meeting in July and they unanimously motioned to approve this item.

A roll call vote was made to approve the Real Property Policy:

AYES: Chairperson Mallotto, Vice-Chair Peña, Board Member Ross, Board Member Delgado, Board Member Pitts, Board Member Whitman, Board Member Garner, Board Member Alternate Fermon, Board Member Alternate Quintanilla, and Board Member Alternate Cooper

NOES: None

ABSTAIN: None

ABSENT: None

The motion passed unanimously.

13. RECEIVE UPDATE ON THE FISCAL YEAR 2024-25 GOALS, STRATEGIC OBJECTIVES AND PRIORITIES AND PROVIDE FEEDBACK

An oral report was provided by Greg Wildman, Chief of Strategic Alignment, on this discussion item. No action was taken.

Comments were made by:

- Board Member Whitman, City of Indian Wells
- Board Member Alternate Quintanilla, City of Palm Desert
- Mona Babauta, CEO/General Manager

14. ADJOURN

The SunLine Transit Agency and SunLine Services Group meeting concurrently adjourned at 3:25 p.m.

Respectfully Submitted,

SunLine Services Group

CONSENT CALENDAR

DATE: September 24, 2025

APPROVE

TO: Taxi Committee
Board of Directors

RE: Acceptance of Checks \$1,000 and Over Report for June and July 2025

Summary:

This report lists all of the checks processed at the Agency with a value of over \$1,000 for a given month. There were no checks over \$1,000 processed for the month of June 2025.

Recommendation:

Approve.

SunLine Regulatory Administration
Checks \$1,000 and Over
June 2025

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
Total Checks Over \$1,000	\$0.00			
Total Checks Under \$1,000	\$1,947.16			
Total Checks	\$1,947.16			

SunLine Regulatory Administration
Checks \$1,000 and Over
July 2025

Vendor Filed As Name	Description	Check #	Payment Date	Payment Amount
HANSON BRIDGETT LLP	Legal Service	91437	07/30/2025	14,994.00
Total Checks Over \$1,000	\$14,994.00			
Total Checks Under \$1,000	\$1,794.43			
Total Checks	\$16,788.43			

SunLine Services Group**CONSENT CALENDAR**

DATE: September 24, 2025

APPROVETO: Taxi Committee
Board of Directors

RE: Acceptance of Monthly Budget Variance Report for June and July 2025

Summary:

The budget variance report compares revenues and expenses to the respective line item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values. The budgetary figures are represented as a straight line budget. Accordingly, the current monthly budget values are calculated by taking 1/12th of the annual budget. The FYTD budget values for the month of June 2025 are equal to 12/12^{ths} of the yearly budget. The FYTD budget values for the month of July 2025 are equal to 1/12th of the yearly budget.

Year to Date Summary

- As of June 30, 2025, the organization's unaudited revenues are \$50,768 or 26.78% above the FYTD budget.
- As of June 30, 2025, unaudited expenditures are \$182,680 or 3.65% below the FYTD budget.
- The net FYTD operating gain (loss) after expenses is \$57,689.
- As of July 31, 2025, the organization's revenues are \$1,245 or 6.66% above the FYTD budget.
- As of July 31, 2025, expenditures are \$4,067 or 21.75% above the FYTD budget.
- The net FYTD operating gain (loss) after expenses is (\$2,822).

Recommendation:

Approve.

SunLine Regulatory Administration
Budget Variance Report
June 2025 (Undaudited)

Description	FY25 Total Budget	Current Month			Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY25 FYTD Budget	Positive (Negative)	Percentage Remaining
Revenues:								
Revenue Fines	3,500	-	292	(292)	1,825	3,500	(1,675)	47.9%
New Driver Permit Revenue	750	75	63	13	1,800	750	1,050	-140.0%
Taxi Business Permit	96,000	11,668	8,000	3,668	124,696	96,000	28,696	-29.9%
Driver Transfer Revenue	125	50	10	40	325	125	200	-160.0%
Driver Renewal Revenue	1,725	50	144	(94)	2,175	1,725	450	-26.1%
Driver Permit Reinstatement/Replacement	-	-	-	-	40	-	40	0%
Vehicle Permit Revenue	86,000	6,033	7,167	(1,133)	109,508	86,000	23,508	-27.3%
Operator Application Fee	1,500	-	125	(125)	-	1,500	(1,500)	100.0%
Total Revenue	189,600	17,876	15,800	2,076	240,368	189,600	50,768	26.8%
Expenses:								
Salaries and Wages	88,369	3,410	7,364	3,955	49,279	88,369	39,090	44.2%
Fringe Benefits	61,290	15,174	5,108	(10,067)	38,073	61,290	23,217	37.9%
Services	18,315	31,054	1,526	(29,528)	77,772	18,315	(59,457)	-324.6%
Supplies and Materials	3,585	313	299	(14)	12,364	3,585	(8,779)	-244.9%
Utilities	5,802	-	484	484	-	5,802	5,802	100.0%
Casualty and Liability	5,589	-	466	466	-	5,589	5,589	100.0%
Taxes and Fees	50	-	4	4	-	50	50	100.0%
Miscellaneous	6,600	64	550	486	5,190	6,600	1,410	21.4%
Total Expenses	189,600	50,015	15,800	(34,215)	182,680	189,600	6,920	3.7%
Total Operating Surplus (Deficit)	\$ -	\$ (32,139)			\$ 57,689			

Revenue

- The positive variance in revenue is largely due to increases in vehicle permit revenue and taxi business permit revenue due to one (1) unanticipated additional taxi business for FY2!
- As of FYTD25, there is a decrease of 5,271 taxi trips compared to FYTD24.

Taxi Trips

	FY24-June	FY25-June	Variance	%Δ
Trips	5,083	4,698	(385)	-7.6%

Taxi Trips

	FYTD-FY24	FYTD-FY25	Variance	%Δ
Trips	106,657	101,386	(5,271)	-4.9%

Salaries and Wages

- Wage expenses are below budget due to reduced costs allocated to SRA

Fringe Benefits

- Fringe benefit expenses are favorable due to reduced costs allocated to SRA

Services

- The unfavorable variance is due to higher costs for legal services

Supplies and Materials

- Supplies and material expenses are unfavorable due to an allocation of overhead expenses from SunLine Transit Agency to SunLine Regulatory Administrator

Utilities

- Expenses within this line item were charged to an overall overhead expense within the category of Supplies and Materials

Casualty and Liability

- Expenses within this line item were charged to an overall overhead expense within the category of Supplies and Materials

Taxes and Fees

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

Miscellaneous

- Miscellaneous expenses are below budgeted expenses primarily due to lower membership and travel fees incurred within the fiscal year

SunLine Regulatory Administration
Budget Variance Report
July 2025

Description	FY26 Total Budget	Current Month			Year to Date			
		Actual	Budget	Positive (Negative)	FYTD Actual	FY26 FYTD Budget	Positive (Negative)	Percentage Remaining
Revenues:								
Revenue Fines	2,000	400	167	233	400	167	233	80.0%
New Driver Permit Revenue	1,125	-	94	(94)	-	94	(94)	100.0%
Taxi Business Permit	115,200	7,700	9,600	(1,900)	7,700	9,600	(1,900)	93.3%
Driver Transfer Revenue	125	175	10	165	175	10	165	-40.0%
Driver Renewal Revenue	2,975	100	248	(148)	100	248	(148)	96.6%
Vehicle Permit Revenue	101,000	11,573	8,417	3,156	11,573	8,417	3,156	88.5%
Operator Application Fee	2,000	-	167	(167)	-	167	(167)	100.0%
Total Revenue	224,425	19,948	18,702	1,245	19,948	18,702	1,245	6.7%
Expenses:								
Salaries and Wages	92,530	6,771	7,711	940	6,771	7,711	940	92.7%
Fringe Benefits	64,968	4,706	5,414	708	4,706	5,414	708	92.8%
Services	36,475	9,907	3,040	(6,867)	9,907	3,040	(6,867)	72.8%
Supplies and Materials	19,302	1,323	1,609	286	1,323	1,609	286	93.1%
Taxes and Fees	50	-	4	4	-	4	4	100.0%
Miscellaneous	11,100	63	925	862	63	925	862	99.4%
Total Expenses	224,425	22,769	18,702	(4,067)	22,769	18,702	(4,067)	-21.7%
Total Operating Surplus (Deficit)	\$ -	\$ (2,822)			\$ (2,822)			

Revenue

- Revenues are within an acceptable range of the budgeted amount.
- As of FYTD26, there is a decrease of 38 taxi trips compared to FYTD25.

Taxi Trips

	FY25-July	FY26-July	Variance	%Δ
Trips	4,503	4,465	(38)	-0.8%

Taxi Trips

	FYTD-FY25	FYTD-FY26	Variance	%Δ
Trips	4,503	4,465	(38)	-0.8%

Salaries and Wages

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

Fringe Benefits

- Fringe benefit expenses are within an acceptable range of the budget

Services

- The unfavorable variance is due to higher costs for legal services

Supplies and Materials

- Supplies and materials expenses are within an acceptable range of the budget

Taxes and Fees

- Taxes and fee expenses are within an acceptable range of the budget

Miscellaneous

- Miscellaneous expenses are within an acceptable range of the budget

SunLine Services Group**CONSENT CALENDAR**

DATE: September 24, 2025

APPROVETO: Taxi Committee
Board of Directors

RE: Taxi Trip Data – June and July 2025

Summary:

The attached charts summarize the total number of taxi trips generated in the Coachella Valley for the previous three (3) month period and total taxi trips for the current fiscal year to date (FYTD) compared to the last two (2) fiscal years.

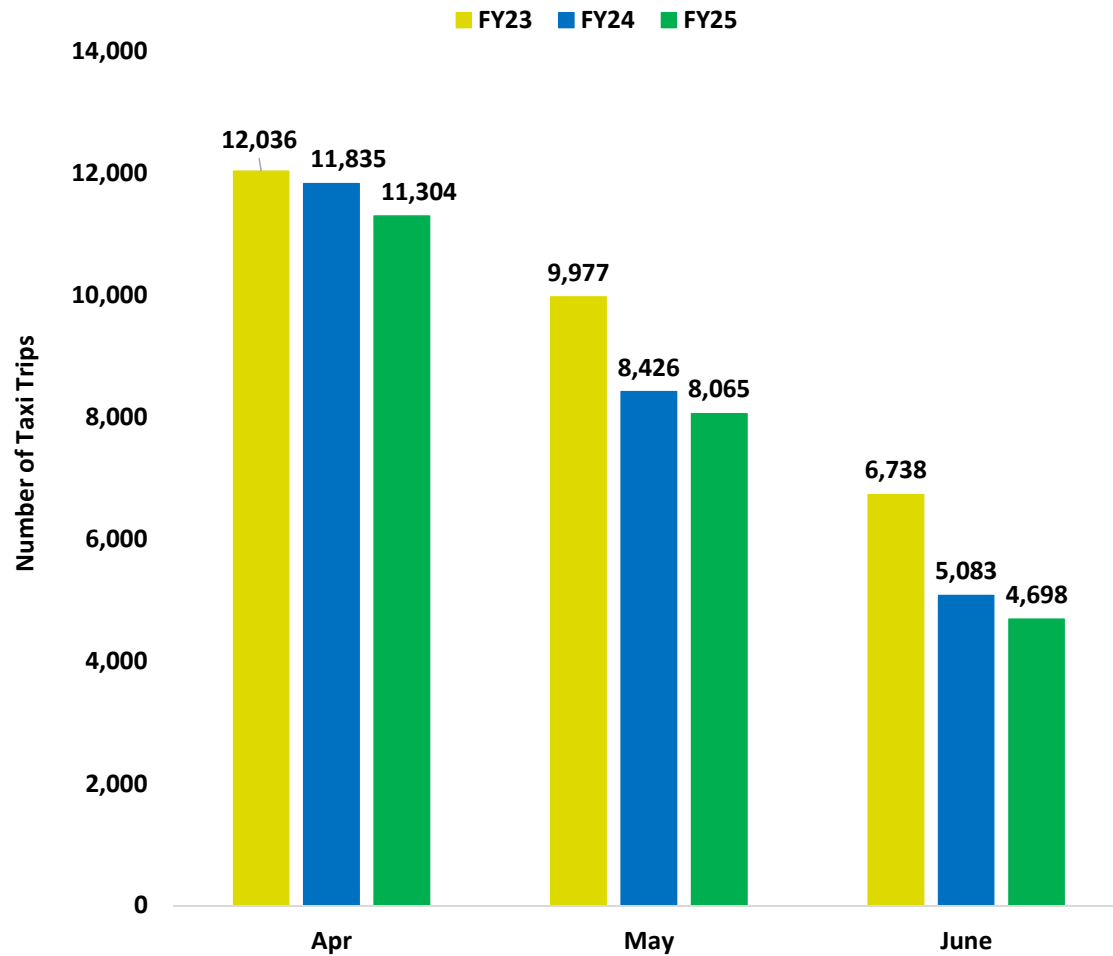
For the month of June, there were 385 fewer taxi trips in June 2025 serviced by two (2) more cabs when compared to June 2024 (63 cabs in 2025 compared to 61 cabs in 2024). For July, there were 38 fewer taxi trips in July 2025 serviced by ten (10) more cabs when compared to July 2024 (57 cabs in 2025 compared to 47 cabs in 2024).

There were 38 fewer taxi trips for FYTD26 compared to FYTD25.

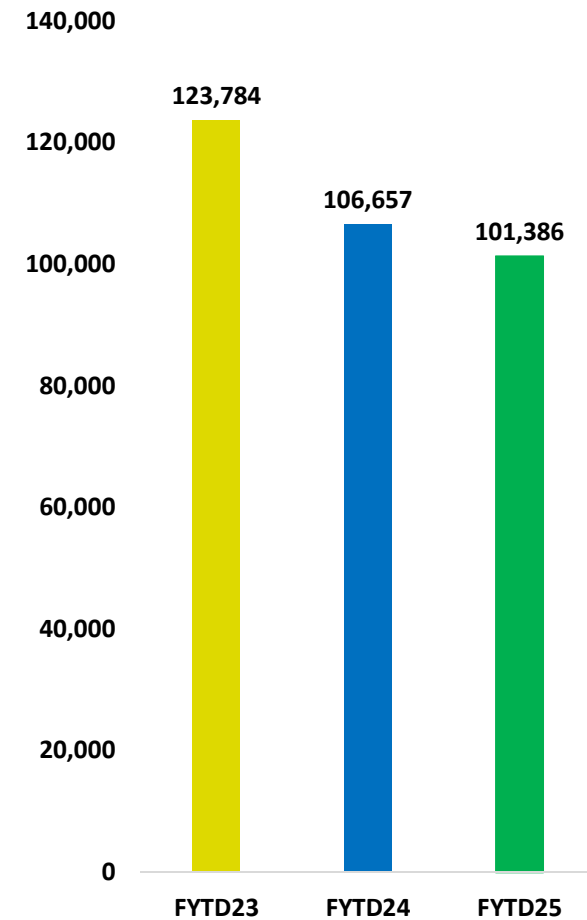
Recommendation:

Approve.

Taxi Trip Three (3) Month Comparison as of June 2025

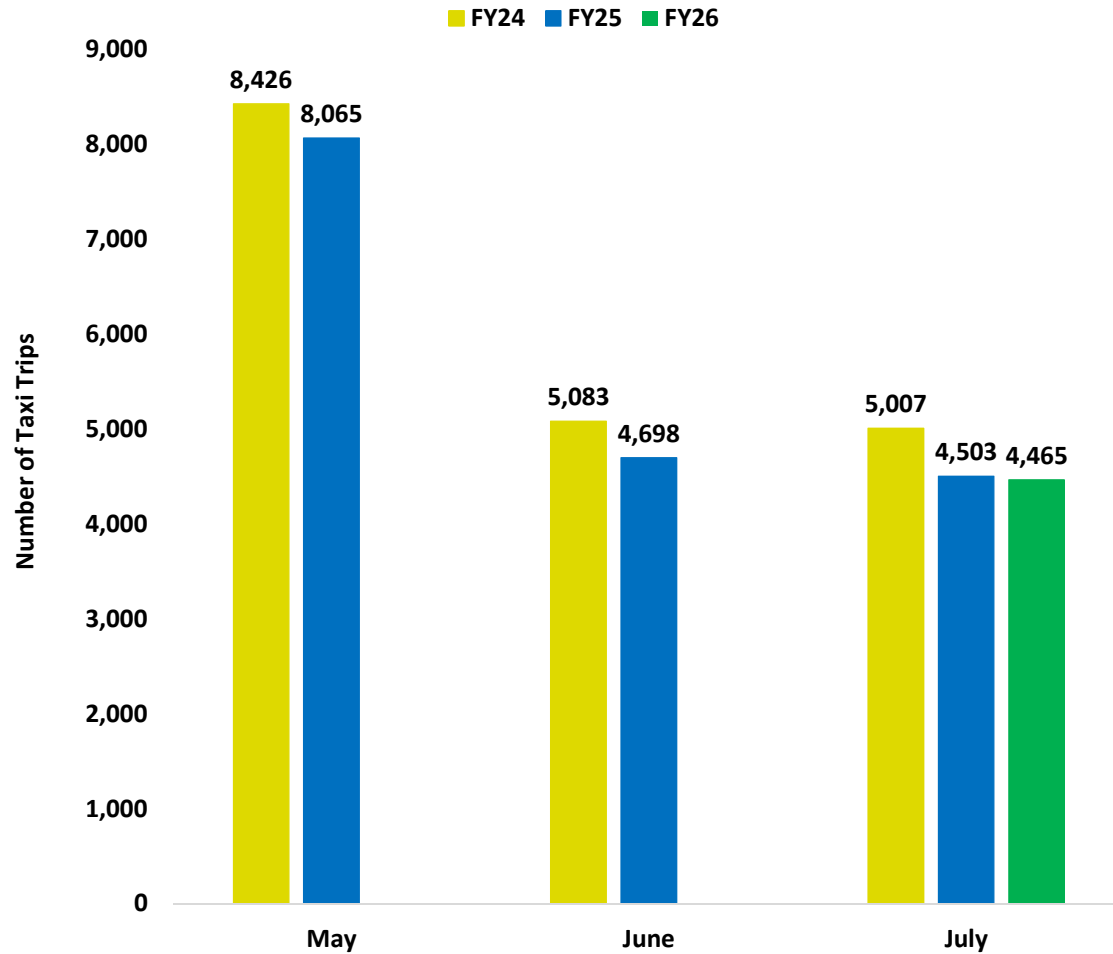


FYTD No. of Taxi Trips

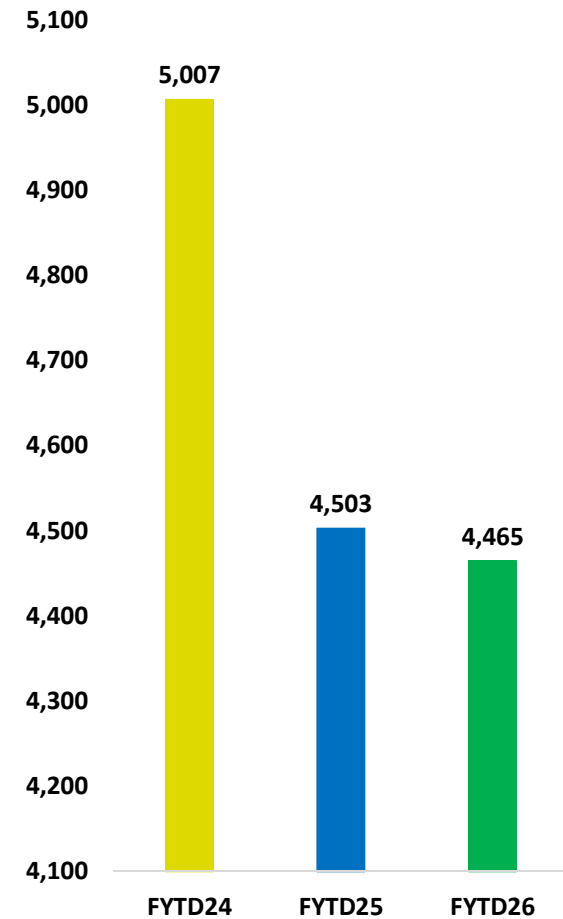


This chart compares the three (3) most recent months and measures the total number of taxi trips taken year to date for FY23, FY24, and FY25.

Taxi Trip Three (3) Month Comparison as of July 2025



FYTD No. of Taxi Trips



This chart compares the three (3) most recent months and measures the total number of taxi trips taken year to date for FY24, FY25, and FY26.



**A PROCLAMATION RECOGNIZING NANCY ROSS FOR HER SERVICE AS
CHAIRPERSON OF SUNLINE TRANSIT AGENCY
AND SUNLINE SERVICES GROUP**

WHEREAS, Nancy Ross has served as Chairperson of SunLine Transit Agency and SunLine Services Group with dedication and distinction during the 2024-2025 fiscal year; and

WHEREAS, Chairperson Ross brought leadership, professionalism, and a strong commitment to advancing regional mobility, public service, and community engagement; and

WHEREAS, the Board of Directors of SunLine Transit Agency wish to extend their deep appreciation to Nancy Ross for her strong support of the Agency through her time of serving as Chairperson; and

NOW, THEREFORE, BE IT PROCLAIMED by the Board of Directors of SunLine Transit Agency and SunLine Services Group, that Nancy Ross be commended for her commitment and support, and we express our appreciation for her service.

Presented on this 24th day of September, 2025.

Lynn Mallotto, Chairperson

SunLine Transit Agency

DATE: September 24, 2025 **ACTION**

TO: Finance/Audit Committee
Board of Directors

FROM: Walter Watcher, Chief of Capital Projects

RE: Amendment to Agreement with Anew Climate, LLC for the Purchase of Renewable Natural Gas and Low Carbon Fuel Standard Credit Management

Recommendation

Recommend that the Board of Directors (Board) delegate authority to the CEO/General Manager to negotiate and execute a fourth amendment to the Base Contract for Retail Sale and Purchase of Natural Gas or Electricity (Agreement No. 17-075) (Agreement) with Anew Climate, LLC (Anew) to extend the term by one (1) year through October 31, 2026 for \$800,000.

Background

On September 27, 2017, the Board of Directors approved an agreement with Element Markets Renewable Energy, LLC (Element Markets). In November 2017, SunLine Transit Agency (SunLine) entered into the Agreement with Element Markets for the supply of renewable natural gas and brokering of fuel credits. Since that time, SunLine has earned over \$8.6 million in fuel credits revenue, which is approximately \$955,000 per year. In February 2022, Element Markets merged with another company and created Anew. On September 28, 2022, the Board approved an amendment to extend the term of the Agreement through October 31, 2025. Staff has been working with Anew to prepare for SunLine's participation in the Low Carbon Fuel Standard (LCFS) program with SunLine's Light-Duty Hydrogen Refueling Infrastructure (LD-HRI).

In late 2024, the California Air Resources Board (CARB) amended the LCFS regulation to include provisions for Heavy-Duty Hydrogen Refueling Infrastructure (HD-HRI) credits, which the Office of Administrative Law (OAL) approved on June 27, 2025. Given the timing of the CARB amendments and OAL's approval, staff has not yet been able to complete the registration and crediting process for the heavy duty station. Extending the term of the Agreement by one year will ensure continuity of services, allow staff and Anew to finalize the station's registration, and enable SunLine to capture revenues from HD-HRI credits under the updated LCFS regulation. The amendment will also give staff time to develop and issue a new solicitation next year to select a partner for SunLine's fuel credits revenue program.

Anew's proposed prices are comparable to other larger entities, such as Southern California Gas Company. Anew's compensation structure for credit sales is performance based and is tied directly to the value of credits generated and sold. This assures SunLine that it receives a fair and reasonable price for its fueling credits.

Financial Impact

The financial impact of entering into this amendment would result in gross revenues of approximately \$1 million and \$800,000 in expenses, which are included in the current budget and will be included in future operating budgets.

The \$800,000 in expenses accounts for normal operating costs to fuel vehicles. However, because this Agreement allows for the generation of LCFS emission credits, SunLine is able to generate an estimated \$1 million in revenue over one year, which more than offsets the anticipated costs.

Strategic Priority

Resource Acquisition, Allocation, & Management – Our resource management commitment prioritizes optimized resource management by effectively acquiring and allocating financial, human, and material resources to ensure operational excellence and long-term sustainability in stewarding public funds, fostering transparency and trust in how resources are utilized to serve our community.

In Collaboration with:

Ray Stevens, Deputy Chief of General Services
Shawn Craycraft, Deputy Chief Fueling & Infrastructure

Approved/Reviewed by:

Mona Babauta, CEO/General Manager
Luis Garcia, Chief Financial Officer
Catherine J. Groves, General Counsel

SunLine Transit Agency & SunLine Services Group

DATE:	September 24, 2025	ACTION
TO:	Board Operations Committee Board of Directors	
FROM:	Vanessa Ordorica, Clerk of the Board	
RE:	Adopt a Joint Resolution Amending and Restating Rules of Procedure for Board Meetings and Bylaws for All Board Standing Committees	

Recommendation

Recommend that the Board of Directors (Board) adopt a joint resolution amending and restating the rules of procedure for Board meetings and the bylaws for all Board standing committees (Committees).

Background

The Board currently has four Committees: the Finance/Audit Committee, the Strategic Planning & Operational Committee, the Taxi Committee, and the Board Operations Committee. On several recent occasions, Committee meetings have been cancelled due to lack of a quorum of Committee members, although other Board members who do not serve on the Committee were in attendance. This action addresses this problem by allowing Committees to meet as a "Committee of the Whole." This procedure allows a Committee meeting to automatically convert into a Committee of the Whole if a quorum of Board members is present at the Committee meeting, which enables the Committee to conduct its business even if less than a quorum of Committee members is present.

In addition to this change, staff also recommends several updates to the Committee Bylaws to clarify the Committees are subject to the Brown Act, specify which matters go to each Committee before going to the full Board, establish the minimum and maximum number of members for each Committee, and authorize the Chairperson to establish ad hoc committees, as needed. Staff proposes several edits to the rules of Procedure for Board meetings to improve clarity and reflect the Board's current practices.

In the proposed set of amendments reflected in Exhibit A is the removal of the ex officio non-voting member representing the Coachella Valley Association of Governments (CVAG) from the Strategic Planning & Operational Committee. This seat was added to the Strategic Planning & Operational Committee in 2020 and has not been used. However, staff continues to explore the strategic value in maintaining this seat for CVAG and may revisit this decision with this Committee and/or the Board.

Staff recommends implementing these changes by adopting amended and restated Rules for Board Meetings and Bylaws for all Board Committees, as shown in the proposed Joint Resolution Amending and Restating Rules for Board Meetings and Bylaws for All Board Standing Committees included as Attachment A to this report.

Financial Impact

There is no financial impact.

Strategic Priority

Resource Acquisition, Allocation, and Management – Our commitment to resource management prioritizes optimized resource management by effectively acquiring and allocating financial, human, and material resources to ensure operational excellence and long-term sustainability. We emphasize the importance of organizational accountability and responsibility in stewarding public funds, fostering transparency and trust in how resources are utilized to serve our community.

Approved/Reviewed by:

Mona Babauta, CEO/General Manager

Edith Hernandez, Director of Board and Legislative Affairs

Catherine J. Groves, General Counsel

Attachments:

- [Item 11a](#) – Joint Resolution Amending and Restating Rules for Board Meetings and Bylaws for All Board Standing Committees - Redlined
- [Item 11b](#) – Joint Resolution Amending and Restating Rules for Board Meetings and Bylaws for All Board Standing Committees - Redlined Changes Accepted

EXHIBIT A

SUNLINE TRANSIT AGENCY AND SUNLINE SERVICES GROUP

RESOLUTION NO. 0816

A JOINT RESOLUTION AMENDING AND RESTATING RULES OF
PROCEDURE FOR BOARD MEETINGS AND BYLAWS FOR ALL
BOARD STANDING COMMITTEES.

WHEREAS, Section 19-A-2 of the SunLine Joint Powers Transportation Agency Agreement (Agreement) requires that the Board of Directors (Board) adopt Rules of Procedure to govern the conduct of its meetings and any of its other functions and activities, and regulations pertaining thereto;

WHEREAS, on July 1, 1977, the Board adopted Rules of Procedure through the approval of Resolution No. 0001;

WHEREAS, on July 29, 2015, the Board unanimously approved Resolution No. 0747, which amended the Rules of Procedure for Board meetings and established a common set of bylaws applicable to all established Board committees;

WHEREAS, for reasons unknown, Resolution No. 0747 was not properly executed at the time it was approved;

WHEREAS, on April 27, 2016, the Board approved Resolution No. 0751, which ratified Resolution No. 0747 as if it had been fully executed on July 29, 2015;

WHEREAS, on October 28, 2020, the Board approved Resolution No. 0783, which amended the Committee Bylaws in Resolution No. 0747 and authorized the use of videoconferencing in accordance with the Brown Act (Government Code Sections 54950 et. seq.); and

WHEREAS, the Board now desires to amend and restate the Rules of Procedure for Board meetings and the Committee Bylaws through the adoption of this Joint Resolution.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of SunLine Transit Agency and the Board of Directors of the SunLine Services Group, that the Rules of Procedure for Board Meetings and the Bylaws for all Board Standing Committees are amended and restated as follows:

PURPOSE: The purpose and intent of the Board in adopting these Rules is to provide directory guidelines relating to the conduct of the public business by or on behalf of the Board. Any non-compliance with or violation of any provision will not be deemed to affect the validity of any action taken, unless otherwise specifically provided by law. To the extent that any of these Rules conflict with any provision of law or of the SunLine Joint Powers

Transportation Agency Agreement and the Implementation Agreement Authorizing the SunLine Services Group to Regulate Taxicabs, the terms of applicable law or the Agreements shall prevail.

1. MEETINGS

1.1. REGULAR MEETINGS

The Board of Directors shall hold regular meetings at a published location on the fourth Wednesday of each month at 12:00 P.M, with the following exceptions: the July & August meetings are combined and held on the last Wednesday in July, and the November & December meetings are combined and held on the first Wednesday in December. When the day for any regular meeting of the Board falls on a legal holiday, no meeting shall be held on such holiday, but a regular meeting shall be held at the same hour on a day as established by the Board. Notice of regular meetings shall be as specified in the Brown Act (Government Code Section 54950 et seq.).

1.2. SPECIAL MEETINGS

Special Meetings may be called by the Chairperson or majority of Board Members on 24-hour notice, as set forth in the procedures and standards mandated by Government Code Section 54956. Only matters contained in the notice of the Special Meeting may be considered at the meeting.

1.3. QUORUM

The number of members sufficient to constitute a quorum shall be fifty percent (50%) of the total number of parties to SunLine plus one (rounded to the nearest whole number). The Board may take no official action in any instance where less than a quorum is present.

1.4. MAJORITY VOTE

1.4.1. Adoption of by-laws, amendment of by-laws, adoption of the annual budget and such other matters as the Board may designate shall require a majority vote of the entire membership of the Board.

1.4.2. All other actions taken by the Board shall require a majority vote of the quorum in attendance.

1.4.3. An abstention shall be considered neither an affirmative nor a negative vote, but the presence of the member abstaining shall be counted in determining whether or not there is a quorum in attendance.

1.5. MEETINGS TO BE PUBLIC

All regular, adjourned, or special meetings of the Board shall be open to the public, in accordance with the Brown Act. The Board may hold executive sessions from which the public may be excluded for the consideration of subjects permitted under the Brown Act.

1.6. TELECONFERENCING

The Board may use teleconferencing and/or videoconferencing in connection with any meeting or proceeding authorized by law. The Board's use of teleconferencing and/or videoconferencing for a meeting or proceeding shall comply with all provisions of the Brown Act, including but not limited to Government Code Section 54953, and all other applicable laws.

2. ORDER OF BUSINESS

2.1. AGENDA

The Order of Business of each meeting shall be as contained in the Agenda prepared by the General Manager. The Agenda shall be a listing by topic of subjects which shall be taken up for consideration in the following order, which will not be changed except by consent of a majority of the Board Members present:

- Call to Order
- Flag Salute
- Roll Call
- Presentations
- Finalization of Agenda
- Public Comments
- Board Member Comments
- Receive and File Items
- Action Items
- Information Items
- Discussion Items
- ~~General Counsel~~
- General Manager's Report
- Adjournment

2.2. DELIVERY OF AGENDA

Barring insurmountable difficulties, the Agenda shall ordinarily be delivered to Board Members by each Friday preceding the Wednesday meeting to which it pertains.

The Agenda shall also be available to the general public at the time it is delivered to the Board.

2.3. ROLL CALL

Before proceeding with the business of the Board, the Clerk of the Board shall conduct the roll call of the Board Members and the names of those present shall be entered in the minutes.

2.4. APPROVAL OF MINUTES

Unless requested by a majority of the Board, minutes of the previous meeting may be approved without public reading if the Clerk of the Board has previously furnished each Board Member with a copy thereof

2.5. PUBLIC HEARINGS

Generally, public hearings, other than those of a quasi-judicial nature, shall be conducted in the following order:

- Staff review
- Questions of Staff by the Board
- Hearing opened by Chairperson
- If desired, hearing closed
- Questions by the Board
- Discussion by the Board
- Action by the Board

Questions or comments from the public shall be limited to the subject under consideration. Depending upon the extend of the agenda, and the number of persons desiring to speak on an issue, the Chairperson may, at the beginning of the hearing, limit testimony, but in no event to less than 5 minutes per individual. Any person may speak for a longer period of time, upon approval of the SunLine Board, when this is deemed necessary in such cases as when a person is speaking as a representative of a group or has graphic or slide presentations requiring more time.

Quasi-judicial hearings shall be conducted in accordance with the principles of due process, and the General Counsel shall advise the SunLine Board in this regard.

2.6. PUBLIC COMMENTS

Any person may address the Board on any subject pertaining to SunLine business, whether listed on the agenda or not, during the Public Comments portion of the meeting. A limitation of 3 minutes may be imposed upon each person so desiring to address the Board during the first Public Comments designation on the agenda.

2.7. CONSENT CALENDAR

Items of a routine nature may be placed on the consent agenda. All items may be approved by one blanket motion upon unanimous consent. Prior to, or following review of, the consent agenda by the General Manager, any Board member may request that any item be withdrawn from the consent agenda for separate consideration. However, any Board Member may abstain from voting on any consent agenda item without requesting its removal from the consent agenda, and the Clerk of the Board shall be instructed to record such abstentions in the minutes.

2.8. AGENDA ITEMS

Upon request of any Board Member, any item shall be placed on the agenda at the next regularly scheduled Board meeting, provided that the request is submitted prior to the deadline for posting the agenda.

3. PRESIDING OFFICER

3.1. PRESIDING OFFICER:

The Chairperson shall be the Presiding Officer at all meetings of the Board. In the absence of the Chairperson, the Vice Chairperson shall preside. In the absence of both the Chairperson and the Vice Chairperson, the Board shall elect a temporary Presiding Officer to serve until the arrival of the Chairperson or Vice Chairperson or until adjournment.

In accordance with the Joint Powers Agreement, the Board shall elect, from among its members, a Chairperson and Vice Chairperson to serve for one year terms, said terms expiring at the end of each fiscal year. The Board shall meet at its first regularly scheduled meeting in July and choose one of its members as Chairperson and one as Vice Chairperson. Each selection shall be by a majority vote of the quorum in attendance, and a failure to achieve such total of affirmative votes, shall be deemed a selection of the incumbent(s) to remain in office. Each person so selected shall serve until a successor is chosen (at any time) by affirmative votes, provided that at the first regular meeting in July of each year, the office of Chairperson and Vice Chairperson shall automatically be reconsidered by the Board.

3.2. CALL TO ORDER:

The meeting of the Board shall be called to order by the Chairperson or in his or her absence by the Vice Chairperson. In the absence of both the Chairperson and Vice Chairperson, the meeting shall be called to order by the Clerk of the Board, whereupon the Clerk shall immediately call for the selection of a temporary Presiding Officer.

3.3. PARTICIPATION OF PRESIDING OFFICER:

The Presiding Officer may move, second, and debate from the Chair, subject only to such limitations of debate as are imposed on all Board members, and he or she shall not be deprived of any of the rights and privileges of a Board member by reason of his acting as Presiding Officer.

3.4. SIGNING OF DOCUMENTS:

The Chairperson, or Vice Chairperson in the absence of the Chairperson, shall sign Resolutions and Ordinances adopted by the Board.

The Clerk of the Board shall attest to the signature of the Chairperson or Vice Chairperson.

3.5. MAINTENANCE OF ORDER:

The Chairperson or Presiding Officer is responsible for the maintenance of order and decorum at all times. No person is allowed to speak who has not first been recognized by the Chair. All questions and remarks shall be addressed to the Chair.

4. RULES, DECORUM, AND ORDER

4.1. POINTS OF ORDER:

The Presiding Officer shall determine all Points of Order subject to the right of any member to appeal to the Board. If any appeal is taken, the question shall be, "Shall the decision of the Presiding Officer be sustained?" in which event a majority vote shall govern and conclusively determine such question of order.

4.2. DECORUM AND ORDER — BOARD MEMBERS:

- (a) Board members shall accord the utmost courtesy to each other, to SunLine employees and to the public appearing before the Board and shall refrain at all times from rude and derogatory remarks, reflections as to integrity, abusive comments and statements as to motives and personalities.
- (b) Any Board member may move to require the Presiding Officer to enforce the rules and the affirmative vote of a majority of the Board shall require him or her to so act.

4.3. DECORUM AND ORDER — EMPLOYEES:

Employees of SunLine shall observe the same rules of procedure and decorum applicable to members of the Board. The General Manager shall ensure that all SunLine employees observe such decorum. Any staff member, including the General Manager, desiring to address the Board or members of the public shall first be recognized by the Chair.

4.4. ENFORCEMENT OF DECORUM:

In the event that any meeting is willfully interrupted by a group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the members of the Board may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be considered in such a session. Duly accredited representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this section. Nothing in this section shall prohibit the Board from establishing a procedure for readmitting an individual or individuals not responsible for willfully disturbing the orderly conduct of the meeting.

4.5. CONFLICT OF INTEREST:

All Board ~~M~~members are subject to the provisions of California Law relative to conflicts of interest, and to conflicts of interest codes adopted the Board. Any Board ~~M~~member prevented from voting because of a conflict of interest shall refrain from debate and voting and may be required to leave the dais in accordance with state law. Such Board ~~M~~member may choose to leave the meeting room during debate and voting on the issue.

4.6. PROCEDURES IN ABSENCE OF RULES:

In the absence of a rule herein to govern a point or procedure, Robert's Rules of Order, Newly Revised, shall be used as a guide.

4.7. RULINGS OF CHAIR FINAL UNLESS OVERRULED:

In presiding over Board meetings, the Chairperson, Vice Chairperson or temporary Presiding Officer shall decide all questions of interpretation of these rules, points of order or other questions of procedure requiring rulings. Any such decision or ruling shall be final unless overridden or suspended by a majority vote of the Board members present and voting.

4.8. BOARD APPOINTEES

Any SunLine employees who are appointed to their positions by the Board are nevertheless subject to direction, discipline, and removal by the General Manager pursuant to Section 4.ii. of the Joint Powers Agreement.

5. ADDRESSING THE BOARD

5.1. MANNER OF ADDRESSING THE BOARD:

Any member of the public desiring to address the Board shall proceed to the podium and wait to be recognized by the Presiding Officer. After being recognized, the speaker shall state his or her name for the record.

All remarks and questions shall be addressed to the Chair and not to any individual Board member, staff member or other person. During a public hearing, all remarks shall be limited to the subject under consideration. No person shall enter into any discussion without being recognized by the Presiding Officer.

6. MOTIONS

6.1. PROCESSING OF MOTIONS:

When a motion is made and seconded, it shall be stated by the Presiding Officer before debate. A motion so stated shall not be withdrawn by the mover without the consent of the person seconding it.

6.2. DIVISION OF QUESTION:

If the question contains two or more divisional propositions, the Presiding Officer may, and upon request of a member shall (unless appealed), divide the same.

6.3. PRECEDENCE OF MOTIONS:

When a motion is before the Board, no motion shall be entertained except the following which shall have precedence in the following order:

- (a) Adjourn
- (b) Table
- (c) Limit or terminate discussion
- (d) Amend
- (e) Postpone

6.4. MOTION TO ADJOURN:

A motion to adjourn shall be in order at any time, except as follows:

- (a) When repeated without intervening business or discussion.
- (b) When made as an interruption of a member while speaking.
- (c) When discussion has been ended, and vote on motion is pending, and
- (d) While a vote is being taken.

A motion to adjourn "to another time" shall be debatable only as to the time to which the meeting is adjourned.

6.5. MOTION TO CONTINUE:

Motions to continue to a definite time shall be amendable and debatable as to propriety of postponement and time set.

7. RESOLUTIONS

7.1. DEFINITIONS:

Three terms are in general use to denote actions: “resolution”, “minute order”, and “motion” (thereafter recorded by minute entry). Technically, all three are equally as legally effective and binding; they just vary in the formality of respective memorialization. The most formal is referred to as a “resolution”.

This, in addition to being referenced in the minutes, will be recorded by a separate document, numbered in sequence and preserved in a separate set of books. Such resolutions are used for various reasons, such as when specifically required by law, when needed as a separate evidentiary document to be transmitted to another governmental agency, or where the frequency of future reference back to its contents warrants a separate document (with the additional “whereas” explanatory material it often recites) to facilitate such future reference and research.

A “minute order” denotes a separate document which is also maintained in a separate set of books, under a system of sequential numbering, and is referenced in the minutes; however, the minute order is drafted far more briefly than a resolution and is distinguished from a mere minute entry only by the need, in general, to have a separate document to facilitate certain administrative processes to which it pertains.

A “motion” is a Board action which is recorded simply by an item entry in the minutes of the meeting at which it was accomplished, and no separate document is made to memorialize it.

7.2. RESOLUTIONS PREPARED IN ADVANCE:

Where a resolution has been prepared in written form in advance of the Board’s vote, the procedure shall be motion, second, discussion, vote, and result declared. It shall not be necessary to read a resolution in full or by title except to identify it.

7.3. RESOLUTIONS NOT PREPARED IN ADVANCE:

Where a resolution has not been prepared in advance, the procedure shall be to instruct the General Manager to prepare a resolution for presentation at the next Board Meeting.

7.4. URGENCY RESOLUTIONS:

In matters of urgency, a resolution may be presented orally in motion form together with instructions for written preparation for later execution. After the resolution has been orally stated, the voting procedure above shall be followed.

8. BOARD STANDING COMMITTEE BYLAWS

8.1. BOARD STANDING COMMITTEE BYLAWS:

The Board mayshall establish standing committees ("Committees") to study and make recommendations to the Board as a whole. Notice of Committee meetings, posting of Committee meeting agendas, and the conduct of such meetings must be in full accordance with the applicable requirements of the Brown Act, as may be amended (Government Code Sections 54950 et seq.).

Subjects offered for consideration at any Board meeting will be referred by the Board Chairperson to the appropriate Committee. The Committees are as follows:

- a. The Board Operations Committee reviews Agency bylaws, policies, and procedures. The Committee also monitors state and federal legislative efforts.
- b. The Finance/Audit Committee monitors fiscal transparency by measuring monthly, quarterly and annual fiscal performance goals; works closely with third-party audit firm for fiscal year-end or mid-year audit reviews; reviews all contracts. The Committee also discusses Agency litigation and settlements.
- c. The Strategic Planning & Operational Committee reviews the Short Range Transit Plan; sets long-range goals and a long-range plan; generates change initiatives to deal with high-stakes issues at the strategic-end of the spectrum; reviews next years' service goals and the line-item budget; reviews capital projects; provides review and concurrence on SunLine's performance management benchmarks and goals.
- d. The Taxi Committee review topics concerning the regulation of taxicabs, a function of SunLine Services Group and administered by the SunLine Regulatory Administration.

Each Committee may select such methods for study of the matters under its jurisdiction as it determines appropriate.

The Chairperson of the Board shall provisionally appoint the members of each Committee, and each Committee's Chairperson and Vice

Chairperson. All provisionally appointed members of each Committee, and each Committee's provisionally appointed Chairperson and Vice Chairperson, shall be considered for ratification by the Board at the next regular meeting of the Board. The Chairperson of the Board shall also provisionally fill vacancies on Committees as they may arise during the year. Vacancy appointments shall also be considered for ratification by the Board at the next regular meeting of the Board.

The Board Chairperson will serve as an ex-officio member of all Committees. Unless otherwise prescribed, a Committee shall consist of not less than three (3) members and no more than five (5) members, excluding the ex-officio members.

To allow full participation by Board members at Committee meetings, each Committee meeting will also be noticed as a "Committee of the Whole." In the event that a quorum of Board members is present, the Committee will automatically convert into a Committee of the Whole. If there is no longer a quorum of the Committee of the Whole, then the Committee of the Whole will automatically convert back into a Committee. The Chairperson of the Committee will serve as Chairperson of the Committee of the Whole. To implement this procedure, the agenda for each Committee meeting will include the following footnote: "This Committee may be attended by Board Members 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. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment."

The majority of the entire Committee constitutes a quorum and a vote of a majority of those present is required for action by any Committee, including a Committee of the Whole.

Minutes of the ~~established~~ Committee meetings need not be taken on a regular basis, but shall be taken if any Committee member so requests at least one business day prior to the meeting.

The ~~established~~ Committees shall have the authority to make recommendations to the Board on matters within their established scopes of responsibility. ~~Each Committee may select such methods for study of the matters under its jurisdiction as it deems appropriate.~~ Notwithstanding any policy to the contrary, the ~~established~~ Committees shall not have final approval authority over any matter of SunLine business.

8.2. BOARD AD HOC COMMITTEES

When issues requiring special focus or attention arise, the Chairperson may appoint an ad hoc committee to address them. These committees will be appointed and function in full compliance with applicable law.

~~8.2. NON-VOTING MEMBER OF STRATEGIC PLANNING & OPERATIONAL COMMITTEE:~~

~~The Executive Director, or designee, of the Coachella Valley Association of Governments shall sit on the Strategic Planning & Operational Committee as an ex-officio non-voting advisory member.~~

BE IT FURTHER RESOLVED by the Board of Directors of SunLine Transit Agency and the Board of Directors of the SunLine Services Group, that this Resolution No. 0816 hereby supersedes and replaces Resolution Nos. 0747, 0751, and 0783, and all other prior iterations of rules of procedure for Board meetings and bylaws for all Board standing committees.

APPROVED AND ADOPTED THIS ____ DAY OF _____, 2025

AYES:

NOES:

ABSENT:

Lynn Mallotto
CHAIRPERSON of the Board
SunLine Transit Agency
SunLine Services Group

ATTEST:

Vanessa Ordorica
CLERK OF THE BOARD
SunLine Transit Agency
SunLine Services Group

APPROVED AS TO FORM:

General Counsel
Catherine J. Groves

EXHIBIT A

SUNLINE TRANSIT AGENCY AND SUNLINE SERVICES GROUP

RESOLUTION NO. 0816

A JOINT RESOLUTION AMENDING AND RESTATING RULES OF
PROCEDURE FOR BOARD MEETINGS AND BYLAWS FOR ALL
BOARD STANDING COMMITTEES.

WHEREAS, Section 19-A-2 of the SunLine Joint Powers Transportation Agency Agreement (Agreement) requires that the Board of Directors (Board) adopt Rules of Procedure to govern the conduct of its meetings and any of its other functions and activities, and regulations pertaining thereto;

WHEREAS, on July 1, 1977, the Board adopted Rules of Procedure through the approval of Resolution No. 0001;

WHEREAS, on July 29, 2015, the Board unanimously approved Resolution No. 0747, which amended the Rules of Procedure for Board meetings and established a common set of bylaws applicable to all established Board committees;

WHEREAS, for reasons unknown, Resolution No. 0747 was not properly executed at the time it was approved;

WHEREAS, on April 27, 2016, the Board approved Resolution No. 0751, which ratified Resolution No. 0747 as if it had been fully executed on July 29, 2015;

WHEREAS, on October 28, 2020, the Board approved Resolution No. 0783, which amended the Committee Bylaws in Resolution No. 0747 and authorized the use of videoconferencing in accordance with the Brown Act (Government Code Sections 54950 et. seq.); and

WHEREAS, the Board now desires to amend and restate the Rules of Procedure for Board meetings and the Committee Bylaws through the adoption of this Joint Resolution.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of SunLine Transit Agency and the Board of Directors of the SunLine Services Group, that the Rules of Procedure for Board Meetings and the Bylaws for all Board Standing Committees are amended and restated as follows:

PURPOSE: The purpose and intent of the Board in adopting these Rules is to provide directory guidelines relating to the conduct of the public business by or on behalf of the Board. Any non-compliance with or violation of any provision will not be deemed to affect the validity of any action taken, unless otherwise specifically provided by law. To the extent that any of these Rules conflict with any provision of law or of the SunLine Joint Powers

Transportation Agency Agreement and the Implementation Agreement Authorizing the SunLine Services Group to Regulate Taxicabs, the terms of applicable law or the Agreements shall prevail.

1. MEETINGS

1.1. REGULAR MEETINGS

The Board of Directors shall hold regular meetings at a published location on the fourth Wednesday of each month at 12:00 P.M, with the following exceptions: the July & August meetings are combined and held on the last Wednesday in July, and the November & December meetings are combined and held on the first Wednesday in December. When the day for any regular meeting of the Board falls on a legal holiday, no meeting shall be held on such holiday, but a regular meeting shall be held at the same hour on a day as established by the Board. Notice of regular meetings shall be as specified in the Brown Act (Government Code Section 54950 et seq.).

1.2. SPECIAL MEETINGS

Special Meetings may be called by the Chairperson or majority of Board Members on 24-hour notice, as set forth in the procedures and standards mandated by Government Code Section 54956. Only matters contained in the notice of the Special Meeting may be considered at the meeting.

1.3. QUORUM

The number of members sufficient to constitute a quorum shall be fifty percent (50%) of the total number of parties to SunLine plus one (rounded to the nearest whole number). The Board may take no official action in any instance where less than a quorum is present.

1.4. MAJORITY VOTE

1.4.1. Adoption of by-laws, amendment of by-laws, adoption of the annual budget and such other matters as the Board may designate shall require a majority vote of the entire membership of the Board.

1.4.2. All other actions taken by the Board shall require a majority vote of the quorum in attendance.

1.4.3. An abstention shall be considered neither an affirmative nor a negative vote, but the presence of the member abstaining shall be counted in determining whether or not there is a quorum in attendance.

1.5. MEETINGS TO BE PUBLIC

All regular, adjourned, or special meetings of the Board shall be open to the public, in accordance with the Brown Act. The Board may hold executive sessions from which the public may be excluded for the consideration of subjects permitted under the Brown Act.

1.6. TELECONFERENCING

The Board may use teleconferencing and/or videoconferencing in connection with any meeting or proceeding authorized by law. The Board's use of teleconferencing and/or videoconferencing for a meeting or proceeding shall comply with all provisions of the Brown Act, including but not limited to Government Code Section 54953, and all other applicable laws.

2. ORDER OF BUSINESS

2.1. AGENDA

The Order of Business of each meeting shall be as contained in the Agenda prepared by the General Manager. The Agenda shall be a listing by topic of subjects which shall be taken up for consideration in the following order, which will not be changed except by consent of a majority of the Board Members present:

- Call to Order
- Flag Salute
- Roll Call
- Presentations
- Finalization of Agenda
- Public Comments
- Board Member Comments
- Receive and File Items
- Action Items
- Information Items
- Discussion Items
- General Manager's Report
- Adjournment

2.2. DELIVERY OF AGENDA

Barring insurmountable difficulties, the Agenda shall ordinarily be delivered to Board Members by each Friday preceding the Wednesday meeting to which it pertains.

The Agenda shall also be available to the general public at the time it is delivered to the Board.

2.3. ROLL CALL

Before proceeding with the business of the Board, the Clerk of the Board shall conduct the roll call of the Board Members and the names of those present shall be entered in the minutes.

2.4. APPROVAL OF MINUTES

Unless requested by a majority of the Board, minutes of the previous meeting may be approved without public reading if the Clerk of the Board has previously furnished each Board Member with a copy thereof

2.5. PUBLIC HEARINGS

Generally, public hearings, other than those of a quasi-judicial nature, shall be conducted in the following order:

- Staff review
- Questions of Staff by the Board
- Hearing opened by Chairperson
- If desired, hearing closed
- Questions by the Board
- Discussion by the Board
- Action by the Board

Questions or comments from the public shall be limited to the subject under consideration. Depending upon the extend of the agenda, and the number of persons desiring to speak on an issue, the Chairperson may, at the beginning of the hearing, limit testimony, but in no event to less than 5 minutes per individual. Any person may speak for a longer period of time, upon approval of the SunLine Board, when this is deemed necessary in such cases as when a person is speaking as a representative of a group or has graphic or slide presentations requiring more time.

Quasi-judicial hearings shall be conducted in accordance with the principles of due process, and the General Counsel shall advise the SunLine Board in this regard.

2.6. PUBLIC COMMENTS

Any person may address the Board on any subject pertaining to SunLine business, whether listed on the agenda or not, during the Public Comments portion of the meeting. A limitation of 3 minutes may be imposed upon each person so desiring to address the Board during the first Public Comments designation on the agenda.

2.7. CONSENT CALENDAR

Items of a routine nature may be placed on the consent agenda. All items may be approved by one blanket motion upon unanimous consent. Prior

to, or following review of, the consent agenda by the General Manager, any Board member may request that any item be withdrawn from the consent agenda for separate consideration. However, any Board Member may abstain from voting on any consent agenda item without requesting its removal from the consent agenda, and the Clerk of the Board shall be instructed to record such abstentions in the minutes.

2.8. AGENDA ITEMS

Upon request of any Board Member, any item shall be placed on the agenda at the next regularly scheduled Board meeting, provided that the request is submitted prior to the deadline for posting the agenda.

3. PRESIDING OFFICER

3.1. PRESIDING OFFICER:

The Chairperson shall be the Presiding Officer at all meetings of the Board. In the absence of the Chairperson, the Vice Chairperson shall preside. In the absence of both the Chairperson and the Vice Chairperson, the Board shall elect a temporary Presiding Officer to serve until the arrival of the Chairperson or Vice Chairperson or until adjournment.

In accordance with the Joint Powers Agreement, the Board shall elect, from among its members, a Chairperson and Vice Chairperson to serve for one year terms, said terms expiring at the end of each fiscal year. The Board shall meet at its first regularly scheduled meeting in July and choose one of its members as Chairperson and one as Vice Chairperson. Each selection shall be by a majority vote of the quorum in attendance, and a failure to achieve such total of affirmative votes, shall be deemed a selection of the incumbent(s) to remain in office. Each person so selected shall serve until a successor is chosen (at any time) by affirmative votes, provided that at the first regular meeting in July of each year, the office of Chairperson and Vice Chairperson shall automatically be reconsidered by the Board.

3.2. CALL TO ORDER:

The meeting of the Board shall be called to order by the Chairperson or in his or her absence by the Vice Chairperson. In the absence of both the Chairperson and Vice Chairperson, the meeting shall be called to order by the Clerk of the Board, whereupon the Clerk shall immediately call for the selection of a temporary Presiding Officer.

3.3. PARTICIPATION OF PRESIDING OFFICER:

The Presiding Officer may move, second, and debate from the Chair, subject only to such limitations of debate as are imposed on all Board

members, and he or she shall not be deprived of any of the rights and privileges of a Board member by reason of his acting as Presiding Officer.

3.4. SIGNING OF DOCUMENTS:

The Chairperson, or Vice Chairperson in the absence of the Chairperson, shall sign Resolutions and Ordinances adopted by the Board.

The Clerk of the Board shall attest to the signature of the Chairperson or Vice Chairperson.

3.5. MAINTENANCE OF ORDER:

The Chairperson or Presiding Officer is responsible for the maintenance of order and decorum at all times. No person is allowed to speak who has not first been recognized by the Chair. All questions and remarks shall be addressed to the Chair.

4. RULES, DECORUM, AND ORDER

4.1. POINTS OF ORDER:

The Presiding Officer shall determine all Points of Order subject to the right of any member to appeal to the Board. If any appeal is taken, the question shall be, "Shall the decision of the Presiding Officer be sustained?" in which event a majority vote shall govern and conclusively determine such question of order.

4.2. DECORUM AND ORDER — BOARD MEMBERS:

- (a) Board members shall accord the utmost courtesy to each other, to SunLine employees and to the public appearing before the Board and shall refrain at all times from rude and derogatory remarks, reflections as to integrity, abusive comments and statements as to motives and personalities.
- (b) Any Board member may move to require the Presiding Officer to enforce the rules and the affirmative vote of a majority of the Board shall require him or her to so act.

4.3. DECORUM AND ORDER — EMPLOYEES:

Employees of SunLine shall observe the same rules of procedure and decorum applicable to members of the Board. The General Manager shall ensure that all SunLine employees observe such decorum. Any staff member, including the General Manager, desiring to address the Board or members of the public shall first be recognized by the Chair.

4.4. ENFORCEMENT OF DECORUM:

In the event that any meeting is willfully interrupted by a group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the members of the Board may order the meeting room cleared and continue in session. Only matters appearing on the agenda may be considered in such a session. Duly accredited representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this section. Nothing in this section shall prohibit the Board from establishing a procedure for readmitting an individual or individuals not responsible for willfully disturbing the orderly conduct of the meeting.

4.5. CONFLICT OF INTEREST:

All Board Members are subject to the provisions of California Law relative to conflicts of interest, and to conflicts of interest codes adopted the Board. Any Board Member prevented from voting because of a conflict of interest shall refrain from debate and voting and may be required to leave the dais in accordance with state law. Such Board Member may choose to leave the meeting room during debate and voting on the issue.

4.6. PROCEDURES IN ABSENCE OF RULES:

In the absence of a rule herein to govern a point or procedure, Robert's Rules of Order, Newly Revised, shall be used as a guide.

4.7. RULINGS OF CHAIR FINAL UNLESS OVERRULED:

In presiding over Board meetings, the Chairperson, Vice Chairperson or temporary Presiding Officer shall decide all questions of interpretation of these rules, points of order or other questions of procedure requiring rulings. Any such decision or ruling shall be final unless overridden or suspended by a majority vote of the Board members present and voting.

4.8. BOARD APPOINTEES

Any SunLine employees who are appointed to their positions by the Board are nevertheless subject to direction, discipline, and removal by the General Manager pursuant to Section 4.ii. of the Joint Powers Agreement.

5. ADDRESSING THE BOARD

5.1. MANNER OF ADDRESSING THE BOARD:

Any member of the public desiring to address the Board shall proceed to the podium and wait to be recognized by the Presiding Officer. After being recognized, the speaker shall state his or her name for the record.

All remarks and questions shall be addressed to the Chair and not to any individual Board member, staff member or other person. During a public hearing, all remarks shall be limited to the subject under consideration. No person shall enter into any discussion without being recognized by the Presiding Officer.

6. MOTIONS

6.1. PROCESSING OF MOTIONS:

When a motion is made and seconded, it shall be stated by the Presiding Officer before debate. A motion so stated shall not be withdrawn by the mover without the consent of the person seconding it.

6.2. DIVISION OF QUESTION:

If the question contains two or more divisional propositions, the Presiding Officer may, and upon request of a member shall (unless appealed), divide the same.

6.3. PRECEDENCE OF MOTIONS:

When a motion is before the Board, no motion shall be entertained except the following which shall have precedence in the following order:

- (a) Adjourn
- (b) Table
- (c) Limit or terminate discussion
- (d) Amend
- (e) Postpone

6.4. MOTION TO ADJOURN:

A motion to adjourn shall be in order at any time, except as follows:

- (a) When repeated without intervening business or discussion.
- (b) When made as an interruption of a member while speaking.
- (c) When discussion has been ended, and vote on motion is pending, and
- (d) While a vote is being taken.

A motion to adjourn "to another time" shall be debatable only as to the time to which the meeting is adjourned.

6.5. MOTION TO CONTINUE:

Motions to continue to a definite time shall be amendable and debatable as to propriety of postponement and time set.

7. RESOLUTIONS

7.1. DEFINITIONS:

Three terms are in general use to denote actions: “resolution”, “minute order”, and “motion” (thereafter recorded by minute entry). Technically, all three are equally as legally effective and binding; they just vary in the formality of respective memorialization. The most formal is referred to as a “resolution”.

This, in addition to being referenced in the minutes, will be recorded by a separate document, numbered in sequence and preserved in a separate set of books. Such resolutions are used for various reasons, such as when specifically required by law, when needed as a separate evidentiary document to be transmitted to another governmental agency, or where the frequency of future reference back to its contents warrants a separate document (with the additional “whereas” explanatory material it often recites) to facilitate such future reference and research.

A “minute order” denotes a separate document which is also maintained in a separate set of books, under a system of sequential numbering, and is referenced in the minutes; however, the minute order is drafted far more briefly than a resolution and is distinguished from a mere minute entry only by the need, in general, to have a separate document to facilitate certain administrative processes to which it pertains.

A “motion” is a Board action which is recorded simply by an item entry in the minutes of the meeting at which it was accomplished, and no separate document is made to memorialize it.

7.2. RESOLUTIONS PREPARED IN ADVANCE:

Where a resolution has been prepared in written form in advance of the Board’s vote, the procedure shall be motion, second, discussion, vote, and result declared. It shall not be necessary to read a resolution in full or by title except to identify it.

7.3. RESOLUTIONS NOT PREPARED IN ADVANCE:

Where a resolution has not been prepared in advance, the procedure shall be to instruct the General Manager to prepare a resolution for presentation at the next Board Meeting.

7.4. URGENCY RESOLUTIONS:

In matters of urgency, a resolution may be presented orally in motion form together with instructions for written preparation for later execution. After

the resolution has been orally stated, the voting procedure above shall be followed.

8. BOARD STANDING COMMITTEE BYLAWS

8.1. BOARD STANDING COMMITTEE BYLAWS:

The Board may establish standing committees ("Committees") to study and make recommendations to the Board as a whole. Notice of Committee meetings, posting of Committee meeting agendas, and the conduct of such meetings must be in full accordance with the applicable requirements of the Brown Act, as may be amended (Government Code Sections 54950 et seq.).

Subjects offered for consideration at any Board meeting will be referred by the Board Chairperson to the appropriate Committee. The Committees are as follows:

- a. The Board Operations Committee reviews Agency bylaws, policies, and procedures. The Committee also monitors state and federal legislative efforts.
- b. The Finance/Audit Committee monitors fiscal transparency by measuring monthly, quarterly and annual fiscal performance goals; works closely with third-party audit firm for fiscal year-end or mid-year audit reviews; reviews all contracts. The Committee also discusses Agency litigation and settlements.
- c. The Strategic Planning & Operational Committee reviews the Short Range Transit Plan; sets long-range goals and a long-range plan; generates change initiatives to deal with high-stakes issues at the strategic-end of the spectrum; reviews next years' service goals and the line-item budget; reviews capital projects; provides review and concurrence on SunLine's performance management benchmarks and goals.
- d. The Taxi Committee review topics concerning the regulation of taxicabs, a function of SunLine Services Group and administered by the SunLine Regulatory Administration.

Each Committee may select such methods for study of the matters under its jurisdiction as it determines appropriate.

The Chairperson of the Board shall provisionally appoint the members of each Committee, and each Committee's Chairperson and Vice Chairperson. All provisionally appointed members of each Committee, and each Committee's provisionally appointed Chairperson and Vice Chairperson, shall be considered for ratification by the Board at the next regular meeting of the Board. The Chairperson of the Board shall also provisionally fill vacancies on Committees as they may arise during the

year. Vacancy appointments shall also be considered for ratification by the Board at the next regular meeting of the Board.

The Board Chairperson will serve as an ex-officio member of all Committees. Unless otherwise prescribed, a Committee shall consist of not less than three (3) members and no more than five (5) members, excluding the ex-officio members.

To allow full participation by Board members at Committee meetings, each Committee meeting will also be noticed as a "Committee of the Whole." In the event that a quorum of Board members is present, the Committee will automatically convert into a Committee of the Whole. If there is no longer a quorum of the Committee of the Whole, then the Committee of the Whole will automatically convert back into a Committee. The Chairperson of the Committee will serve as Chairperson of the Committee of the Whole. To implement this procedure, the agenda for each Committee meeting will include the following footnote: "This Committee may be attended by Board Members 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. In either case, any item acted upon by the Committee or the Committee of the Whole will require consideration and action by the full Board of Directors as a prerequisite to its legal enactment."

The majority of the entire Committee constitutes a quorum and a vote of a majority of those present is required for action by any Committee, including a Committee of the Whole.

Minutes of the Committee meetings need not be taken on a regular basis, but shall be taken if any Committee member so requests at least one business day prior to the meeting.

The Committees shall have the authority to make recommendations to the Board on matters within their established scopes of responsibility. Notwithstanding any policy to the contrary, the Committees shall not have final approval authority over any matter of SunLine business.

8.2. BOARD AD HOC COMMITTEES

When issues requiring special focus or attention arise, the Chairperson may appoint an ad hoc committee to address them. These committees will be appointed and function in full compliance with applicable law.

BE IT FURTHER RESOLVED by the Board of Directors of SunLine Transit Agency and the Board of Directors of the SunLine Services Group, that this Resolution No. 0816 hereby supersedes and replaces Resolution Nos. 0747, 0751, and 0783, and

all other prior iterations of rules of procedure for Board meetings and bylaws for all Board standing committees.

APPROVED AND ADOPTED THIS _____ DAY OF _____, 2025

AYES:

NOES:

ABSENT:

Lynn Mallotto
CHAIRPERSON of the Board
SunLine Transit Agency
SunLine Services Group

ATTEST:

Vanessa Ordorica
CLERK OF THE BOARD
SunLine Transit Agency
SunLine Services Group

APPROVED AS TO FORM:

General Counsel
Catherine J. Groves

SunLine Transit Agency

DATE: September 24, 2025 **ACTION**

TO: Board Operations Committee
Board of Directors

FROM: Walter Watcher, Chief of Capital Projects

RE: Delegation of Authority to the CEO/General Manager, or Designee(s),
to Approve Designs and Plans for All SunLine Transit Agency
Improvement Projects

Recommendation

Staff recommends that the Board of Directors (Board) of SunLine Transit Agency (SunLine):

1. Delegate to the CEO/General Manager, or designee(s), the authority to approve the designs and plans for all improvement projects (construction, rehabilitation, and maintenance), including, new and existing infrastructure, facilities, and rolling stock projects and/or projects that otherwise affect SunLine operations, and all of their component elements (Projects).
2. Direct that the CEO/General Manager, or designee(s), in the exercise of such authority, weigh all benefits, advantages, and potential risks involved and to reasonably and appropriately balance considerations of safety and convenience for employees, SunLine contractors and consultants, and members of the public; accessibility to transit facilities and services; and cost effectiveness.
3. Authorize the CEO/General Manager, or designee(s), to approve standards that may be utilized in the plan and/or design of Projects.
4. Confirm that the delegation authority granted by this action is not intended to alter the process by which funds may be budgeted or expended on the Projects.

Background

The proposed delegation of authority will provide greater administrative efficiency, responsiveness and flexibility relative to the design and construction of all Projects. SunLine's Capital Projects Department provides direction and oversight of all Projects. The Capital Projects Department participates in the formal review of all Project designs and plans at specific milestones during the design, construction and acceptance process, with the objective of verifying that SunLine's engineering and design requirements and standards are appropriately incorporated, understood, and utilized in a cost effective, safe, and consistent manner.

Authorizing the CEO/General Manager, or designee(s), to approve design standards, as well as to approve the designs and plans of specific SunLine Projects, will streamline the design and approval process and help realize new efficiencies in the consistent and safe application of engineering and design standards, without continued need for Board consideration of changes in design standards, or of designs or delegations on a project-by-project basis, while allowing SunLine to enjoy the immunities available to it under California law.

Specifically, California Government Code Section 830.6 grants California public entities immunity from liability for injuries caused by the plan or design of construction or improvement projects, if the projects' designs or plans were approved and the approved designs or plans were reasonable. This approval must be made by an agency's legislative body or an employee designated by the legislative body to act on its behalf. Similarly, where such a plan or design is prepared in conformity with standards previously approved by the governing board or by an employee exercising discretionary authority to give such approval, the public entity is also immune from liability for injuries caused by the plan or design.

Design standards change with some frequency and returning to the Board for approval of every such change diverts attention from more significant Board items. Also, when projects are underway, waiting for additional Board approvals on specific designs or design changes can insert unwanted delays into project delivery. This is especially true in the newer regime of design/build projects, during which designs are not finalized before construction but, rather, during construction. Removing these potential distractions and delays will increase staff and Board efficiency.

Financial Impact

There is no direct fiscal impact of the proposed delegation of authority.

Strategic Priority

Resource Acquisition, Allocation, & Management – Our resource management commitment prioritizes optimized resource management by effectively acquiring and allocating financial, human, and material resources to ensure operational excellence and long-term sustainability in stewarding public funds, fostering transparency and trust in how resources are utilized to serve our community.

In Collaboration with:

Bryan Valenzuela, Chief Safety Officer

Approved/Reviewed by:

Mona Babauta, CEO/General Manager

Catherine J. Groves, General Counsel

Attachment:

- [Item 12a](#) – Design Immunity PowerPoint Presentation
- [Item 12b](#) – Resolution No. 0817

Design Immunity

Presented by: Alexandra V. Atencio



Design Immunity

- California Government Code Section 830.6 grants California public entities immunity from liability for injuries caused by the plan or design of construction or improvement projects, if the projects' designs or plans were approved and there is substantial evidence that the approved designs or plans were reasonable.
- This approval must be made by an agency's legislative body or an employee designated by the legislative body to act on its behalf.
- Similarly, where such a plan or design is prepared in conformity with standards previously approved by the governing board or by an employee exercising discretionary authority to give such approval, the public entity is also immune from liability for injuries caused by the plan or design.



Delegation of Discretionary Approval Authority

- Recommending that Board delegate discretionary approval authority to the CEO/General Manager, or designee(s), to approve design standards, as well as to approve the designs and plans of specific SunLine Projects.
 - Streamlines the design and approval process
 - Increases efficiencies in the consistent and safe application of engineering and design standards, without continued need for Board consideration of changes in design standards, or of designs or delegations on a project-by-project basis
 - Design standards change with some frequency and returning to the Board for approval of every such change diverts attention from more significant Board items
 - When projects are underway, waiting for additional Board approvals on specific designs or design changes can insert unwanted delays into project delivery. This is especially true in the newer regime of design/build projects, during which designs are not finalized before construction but, rather, during construction.
- The Board is authorized by statute to delegate approval authority to “some other body or employee”.



SUNLINE TRANSIT AGENCY

RESOLUTION NO. 0817

RESOLUTION DELEGATING AUTHORITY TO THE CEO/GENERAL MANAGER, OR DESIGNEE(S), TO APPROVE DESIGNS AND PLANS FOR ALL SUNLINE TRANSIT AGENCY IMPROVEMENT PROJECTS

WHEREAS, SunLine Transit Agency's (SunLine) Capital Projects Department provides direction and oversight of all improvement projects (construction, rehabilitation, and maintenance), including, new and existing infrastructure, facilities, and rolling stock projects and/or projects that otherwise affect SunLine operations, and all of their component elements (Projects); and

WHEREAS, SunLine's Capital Projects Department participates in the formal review of all Project designs and plans at specific milestones during the design, construction and acceptance process, with the objective of verifying that SunLine's engineering and design requirements and standards are appropriately incorporated, understood, and utilized in a cost effective, safe, and consistent manner; and

WHEREAS, Government Code section 830.6 grants California public entities immunity from liability for injuries caused by the plan or design of construction or improvement projects where such plan or design has been approved by the legislative body of the public entity; and

WHEREAS, the Board, pursuant to Government Code section 830.6, may delegate its discretionary authority to approve the plan or design of public construction or improvement projects (Design Approval Authority) to a SunLine employee or other body; and

WHEREAS, to facilitate the efficient and timely delivery of SunLine Projects, the Board deems it necessary and prudent to delegate its Design Approval Authority to the CEO/General Manager, or designee; and

WHEREAS, the delegation of Design Approval Authority requires the CEO/General Manager, or designee, to review, analyze, and approve of all designs and plans for the Projects and their components.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of SunLine Transit Agency hereby delegates its design and plan approval authority to the CEO/General Manager, or designee(s), for all improvement projects (construction, rehabilitation, and maintenance), including, new and existing infrastructure, facilities, and rolling stock projects and/or projects that otherwise affect SunLine operations, and all of their component elements.

BE IT FURTHER RESOLVED that the CEO/General Manager, or designee(s), in the exercise of such authority, is directed to weigh all benefits, advantages, and potential risks involved and to reasonably and appropriately balance considerations of safety and convenience for employees, SunLine contractors and consultants, and members of the public; accessibility to transit facilities and services; and cost effectiveness.

BE IT FURTHER RESOLVED that the CEO/General Manager, or designee(s), is authorized to establish design standards that may, among other uses, be utilized in the plan or design of Projects.

BE IT FURTHER RESOLVED that the delegation authority granted by this Resolution is not intended to alter the process by which funds may be budgeted or expended on the Projects.

APPROVED AND ADOPTED by the Board of Directors of SunLine Transit Agency on the 24th day of September, 2025.

AYES:

NOES:

ABSENT:

Lynn Mallotto
Chair of the Board
SunLine Transit Agency

ATTEST:

Vanessa Ordorica
Clerk of the Board
SunLine Transit Agency

APPROVED AS TO FORM:

General Counsel
Catherine J. Groves

SunLine Transit Agency

DATE: September 24, 2025 **ACTION**

TO: Board of Directors

FROM: Edith Hernandez, Director of Board and Legislative Affairs
Greg Wildman, Chief of Strategic Alignment

RE: Selection of SunLine Transit Agency Vision Statement

Recommendation

Recommend that the Board of Directors (Board) select one (1) from among the three (3) options below for the SunLine Transit Agency (SunLine) vision statement.

Background

At the June 2025 Joint STA/SSG Board Meeting, staff presented several proposed vision statements for consideration. After discussion and with input from several Board members, the Board requested that staff continue refining a select number of options and provided recommendations to consider in their content. This item was scheduled for the July 2025 Board of Directors meeting but was deferred to the September 2025 meeting.

Executive leadership has met several times since the May meeting to continue refining a vision statement that reflects the agency's aspirations and helps inform and define its future. The revised options aim to serve as a unifying guide for staff, stakeholders, and the communities we serve.

Proposed Vision Statements

The process yielded the current proposed options for SunLine's vision statement:

1. Reimagining Coachella Valley's future mobility with safe, innovative and reliable public transportation today.
2. Leading the way to safe, reliable and innovative transportation solutions for the Coachella Valley.
3. Driving the Coachella Valley's future of sustainable mobility with safe, innovative and reliable public transportation today.

Financial Impact

There is no financial impact.

In Collaboration with:

Executive Team

Supervisors and Managers

Approved/Reviewed by:

Mona Babauta, CEO/General Manager

Catherine J. Groves, General Counsel

Attachment:

- [Item 13a](#) – FY26 Strategic Plan

SunLine Transit Strategic Plan

January 2025 – June 2028



Table of Contents

Letter from the CEO.....	3
Introduction to the SunLine Transit Strategic Plan.....	4
Strategic Plan Overview: SunLine's Mission, Vision, & Strategic Priorities	6
Strategic Priority #1: Service Reliability	8
Strategic Priority #2: Customer Experience	13
Strategic Priority #3: Environmental Impact.....	16
Strategic Priority #4: Safety & Security.....	16
Strategic Priority #5: People & Workforce	20
Strategic Priority #6: Resources Acquisition, Allocation, and Management	27
Background	29



Letter from the CEO

It is a true honor to present SunLine Transit Agency's (STA) 3-year Strategic Plan, an ambitious roadmap that sets the stage for transformative projects, programs and initiatives shaping the future of the agency and the mobility landscape for the Coachella Valley. I extend my sincere appreciation to STA's Board of Directors for their leadership in adopting this Strategic Plan and advancing the strategic priorities and goals that will allow for STA's long-term success as the Valley's sole public transportation provider.



I also want to express my gratitude to our dedicated employees, who safely transport residents to work, school, medical appointments and other essential destinations every day. Their valuable feedback gathered through an agency-wide survey process, one-on-one interviews, and focus groups has been instrumental in shaping the strategic priorities and action plans over the past year. Their time, energy, and commitment are deeply valued.

In July 2025, STA will celebrate 48 years of service, marking the beginning of a two-year countdown to our 50th Anniversary. This milestone underscores the urgency and importance of delivering major projects and programs that will sustain high quality and safe transportation services. We'll accomplish this while realizing our mission of *connecting people and improving life by taking our customers from where they are to where they want to be...in all respects.*

Among these projects is the Workforce Training Center (WTC), which exemplifies our commitment to investing in the professional growth of our employees and ensuring we have a skilled workforce that will continue STA's legacy of advancing clean air technology and innovation while providing leadership succession and excellence going forward. The strategic plan and annual budget also highlight other foundational programs and projects that enhance customer and employee safety, and support organizational and operational sustainability. These efforts are essential to meeting the growing and increasingly diverse mobility needs of the Coachella Valley.

At the heart of our success is our people. Supporting our employees is my number one priority. Their commitment, dedication, skills and expertise enable STA to deliver on its priorities and meet the Coachella Valley's mobility needs, both today and in the future. The Board's continued leadership and policy direction to maximize operational safety,

maintain strong financial and environmental stewardship, and prioritize customer service and trust will be our guiding star.

This Strategic Plan provides the blueprint for building on our past success and defining how we will work together to realize an even more impactful future. Through our collective efforts, there will be much to celebrate when STA reaches its 50th Anniversary during the life of this Strategic Plan.

Mona Babauta

Mona Babauta, CEO/General Manager



Introduction to the SunLine Transit Strategic Plan

A strategic plan serves as a roadmap that outlines an agency's goals and strategies. Its purpose is to provide a clear direction and guide decision-making processes within the agency. By looking ahead and setting goals for the next three years, the strategic plan helps align the efforts of different departments and stakeholders toward a common vision. It provides a comprehensive and holistic view of the agency's future.

The benefits of a strategic plan are many. First, it enhances organizational focus by defining priorities and setting clear goals. Second, it improves resource allocation by identifying the key areas where investments and efforts should be concentrated. Lastly, a strategic plan promotes accountability and performance measurement. Overall, a well-crafted strategic plan provides a roadmap for success, fosters organizational growth, and enhances adaptability.

Insight Strategies' Organizational Health and High-Performance Framework©

To aid in the facilitation of the strategic planning process, SunLine Transit engaged the consulting firm Insight Strategies, Inc. With 30+ years' experience consulting with executives and organizations on organizational excellence, Insight has crafted an Organizational Health & High-Performance Framework© that has proven success. SunLine Transit's strategic plan was grounded in this excellence model.

Organizations perform at their best when employees see themselves and the roles they play in the mission and aspirational vision of the organization ("the why"); when strategies and goals are clear and aligned to the mission and vision ("the what"); when key processes anchor the mission, vision, and strategies into the day to day operations – driving employee effectiveness and accountabilities ("the how"); and when the right people are in the right positions to implement the strategies and goals and exemplify the desired culture ("the who"). Ensuring all components are maximized and aligned results in an organization's ultimate success. (See graphic)



As Peter Drucker famously said, "Culture eats strategy for breakfast."

Strategic Plan Overview

SunLine Transit's Mission Statement

Connecting people and improving life by taking you from where you are to where you want to be.



Strategic Priorities

1. 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.

Priority Owner: *Chief Transportation Officer*

2. Customer Experience: Our commitment to customer experience commitment focuses on all aspects of the customer's journey with an emphasis on achieving respectful, timely, and accessible service.

Priority Owner: *Director of Board & Legislative Affairs*

3. Environmental Impact: Our commitment to environmental impact is to reduce our carbon footprint by working closely with SunLine Transit Operations to support sustainable initiatives and by implementing green energy solutions.

Priority Owner: *Deputy Chief of General Services*

4. Safety & Security: Our commitment to safety and security commitment focuses on protecting staff and riders within the SunLine system, creating a culture of safety that protects our communities, while minimizing risk and ensuring accountability to safety and security exists at all levels.

Priority Owner: *Chief Safety Officer*

5. People & Workforce: Our commitment to people and workforce strategy emphasizes fostering a culture that aligns with our vision, growing and creating opportunities for staff to realize their fullest potential, and maintaining staffing levels to meet the needs of our organization and customers effectively.

Priority Owner: *Chief of Human Relations*

6. Resource Acquisition, Allocation, and Management: Our commitment to resource management prioritizes optimized resource management by effectively acquiring and allocating financial, human, and material resources to ensure operational excellence and long-term sustainability. We emphasize the importance of organizational accountability and responsibility in stewarding public funds, fostering transparency and trust in how resources are utilized to serve our community.

Priority Owner: *Chief Financial Officer*

Strategic Priority #1: Service Reliability

Strategic Priority Owner: Chief Transportation Officer

Strategic Agency Goal 1: Increase and sustain fleet availability for Fixed Route to 20% above scheduled peak requirement by May 3, 2025. (ex. Current requirement is 41 peak, 49 active fleet).

Goal Owner: Chief Maintenance Officer

Goal Team Members: HR/Human Resources Specialist - Recruitment; Deputy Chief Maintenance Officer, Supervisors, Superintendent & Maintenance Analyst; Operations/Fixed Route Lead Controller

Cross-Functional Support Needed:

- HR
- Planning
- Procurement
- Safety
- CEO/GM
- Operations
- IT
- Finance
- Strategic Alignment

Execution Plan

1. Identify Team Members
2. Complete initial fleet assessment
3. Complete workforce assessment
4. Fill mechanic vacancies
5. Restructure the preventative maintenance plan and standard operating procedures (SOPs) to improve efficiencies
6. Assess and evaluate current comprehensive fleet maintenance plan

Strategic Agency Goal 2: Increase and sustain fleet availability from calendar year 2024 levels for paratransit to 90% of fleet to be completed by May 1, 2025.

Goal Owner: Chief Maintenance Officer

Goal Team Members: HR/Human Resources Specialist - Recruitment; Maintenance/Deputy Chief Maintenance Officer, Supervisors, Superintendent, Maintenance Analyst; Operations/Paratransit Lead Controller

Cross-Functional Support Needed:

- HR
- Planning
- Procurement
- Safety
- CEO/GM
- Operations
- IT

Execution Plan

1. Identify Team Members
2. Complete initial paratransit fleet assessment
3. Complete workforce assessment
4. Fill mechanic vacancies
5. Restructure the preventative maintenance plan and standard

• Finance • Strategic Alignment	operating procedures to improve efficiencies 6. Assess and evaluate current comprehensive fleet maintenance plan 7. Continuously assess, monitor, and analyze to achieve and maintain results
--	---

Strategic Agency Goal 3a: Establish agency operational standards for fleet and facilities maintenance and replace by June 30, 2025.

Strategic Agency Goal 3b: Achieve 100% adherence to agency operational standards by SunLine staff by December 31, 2025.

Goal Owner: Chief Maintenance Officer

Goal Team Members: SunFuels/Alternative Fuels Program Manager; Maintenance/Chief Maintenance Officer, Deputy Chief Maintenance Officer, Deputy Chief of Facilities, Maintenance Analyst; Planning/Planning Manager -Strategic Planning and Analytics

Cross-Functional Support Needed:

- Planning
- Finance
- Safety
- CEO/GM
- Operations

Execution Plan

Goal 3a

1. Identify team members
2. Create SOPs and policies
3. Maintain standards by implementing the new procedures in tailgate meetings
4. Kickoff & stakeholder engagement
5. Current state assessment
6. Draft operational standards
7. Review and feedback loop
8. Finalization of standards
9. Formal approval and communication

Goal 3b

1. Training & onboarding plan developed
2. Staff training completed
3. Implementation launch
4. First adherence audit / spot checks
5. Corrective action & support plans implemented
6. Final adherence audit
7. Celebrate & close out

Strategic Agency Goal 4: Establish a contingency plan to achieve 100% fueling availability at all times by June 30, 2025.

Goal Owner: Chief Maintenance Officer

Goal Team Members: Finance/Deputy Chief of General Services; Planning/Chief Planning Officer; Capital Projects/Chief of Capital Projects; Safety/Chief Safety Officer; Operations/Chief Transportation Officer; Maintenance/Chief Maintenance Officer

Cross-Functional Support Needed:

- Finance
- Planning
- Capital Projects
- Safety
- Operations
- CEO/GM
- Maintenance

Execution Plan

1. Identify key personnel needed
2. Create initial inspection and check list
3. Identify all manuals and specific locations
4. Create emergency/support call list
5. Create step-by-step SOPs
6. Create an action plan to activate Contingency Fleet
7. Identify alternative fueling resources and location by type
8. Set up mutual agreements with potential vendors or MAC
9. Create activation approval hierarchy list
10. Make multiple binders with all information and place in accessible location

Strategic Agency Goal 5: Implement strategies towards achieving fixed route missed trips to zero by June 30, 2025.

Goal Owner: Chief Transportation Officer

Goal Team Members: Operations/Fixed Route Lead Controller, lead supervisor, supervisors; Planning/Scheduler; Maintenance/Shop Leads; Human Resources/Human Resources Specialist - Recruitment

Cross-Functional Support Needed:

- Maintenance
- IT
- Planning
- Safety
- Operations
- CEO/GM
- HR

Execution Plan

1. Analyze current performance
2. Create KPIs
3. Enhance operator training
4. Monitor and adjust schedules
5. Incentivize performance
6. Conduct regular feedback sessions

Strategic Agency Goal 6a: Establish a comprehensive plan/training program for maintenance staff to develop skillsets needed to maintain 100% of the fleet.

Strategic Agency Goal 6b: Establish a basic universal level of skills competency across 100% of the fleet maintenance staff by January 30, 2027.

Goal Owner: Chief Maintenance Officer, Chief of Strategic Alignment, and Chief of Human Relations

Goal Team Members: HR/Chief of Human Relations; Strategic Alignment/Chief of Strategic Alignment; Maintenance/Deputy Chief Maintenance Officer, Superintendent of Zero Emissions Technology; Training/Senior Training Supervisor; Finance/Deputy Chief of General Services

Cross-Functional Support Needed:

- Marketing
- Safety
- CEO/GM
- Finance
- HR
- SunLine University
- California Transit Training Consortium (CTTC)
- California Transit Works (CTW)/ Amalgamated Transit Union Local 1277 (ATU)
- Original Equipment Manufacturers (OEMs)
- Procurement

Execution Plan

1. Identify training needs
2. Assess individual personnel skill set
3. Identify trainer
4. Develop structure and order of training plan
5. Assess current curriculum, identify gaps, develop new or expand existing content
6. Create partnerships with OEMs, CTTC, and CTW
7. Create incentive program for training
8. Launch program

Strategic Agency Goal 7: Decrease voluntary turnover of coach operators from 13.5% to less than 5% for the next 3 years (June 30, 2026).

Goal Owner: Chief Transportation Officer and Chief of Human Relations

Goal Team Members: Human Resources/Chief of Human Relations, Human Resources Specialist – Recruitment; Operations/Superintendent of Transportation

Cross-Functional Support Needed:

- HR
- Finance
- Operations
- Planning
- Safety/Training

Execution Plan

1. Baseline analysis – determine current voluntary turnover rate
2. Action plan developed and approved
3. Pilot interventions launched
4. Midpoint evaluation and adjustments
5. Full rollout
6. Final Review and reporting

Strategic Agency Goal 8: Expand service to meet growing community needs within 3 years of resources becoming available.

Goal Owner: Chief Planning Officer

Goal Team Members: Planning Department/Chief Planning Officer, Transit Planning Manager, Planning Manager-Strategic Planning and Analytics; Operations Management/Deputy Chief of Transit Operations; Marketing department

Cross-Functional Support Needed:

- HR
- Maintenance
- Finance
- Marketing
- Operations

Execution Plan

1. Distribute RFP
2. Conduct interviews with RFP respondents
3. Select a vendor that will support SunLine's vision
4. Bring the resolution before the Board of Directors for approval
5. Phase 1: Data collection with consultant
6. Phase 2: Analysis w/ consultant
7. Phase 3: Network scenarios with consultant
8. Phase 4: Comprehensive Operational Analysis (COA) Report from consultant
9. Phase 5: Adoption

Strategic Priority #2: Customer Experience

Strategic Priority Owner: Director of Board & Legislative Affairs

Strategic Agency Goal 1a: Establish a measurable baseline of brand and service awareness by conducting a community outreach survey by June 30, 2026.

Strategic Agency Goal 1b: Improve positive perception of brand and service awareness from baseline to 95% over the next (3) years, by December 31, 2029.

Goal Owner: Director of Board & Legislative Affairs

Goal Team Members: Planning Department/Planning Manager-Strategic Planning and Analytics; Marketing/Marketing & Events Manager; Communications Coordinator, Marketing Specialist; Safety/Safety Manager

Cross-Functional Support Needed:

- Marketing
- HR
- Safety
- Operations
- CEO/GM
- Planning

Execution Plan

1. Identify team members
2. Identify and confirm cross-functional interdependencies
3. List possible XFI, request participation, confirm with initials
4. Engage Services of third-party transit-oriented survey company
5. Create outreach and survey strategy/strategies
6. Engage with community partners to get data (i.e.: CVEP) or facilitate survey process
7. Create a survey template
8. Pre-survey marketing efforts
9. Conduct survey – defined in survey strategy
10. Collect and analyze data
11. Present the findings
12. Collaborate with other department heads on service and external facing improvements

Strategic Agency Goal 2: Enhance customer experience and service accessibility by implementing a new app/technology with accurate real-time bus tracking and service alerts with fare payment options by December 31, 2026.

Goal Owner: Chief Planning Officer

Goal Team Members: Maintenance/Chief Maintenance Officer; Marketing/Marketing & Events Manager; Capital Projects/Chief of Capital Projects; IT/Deputy Chief of General Services

Cross-Functional Support Needed:

- Marketing
- IT
- Safety
- Operations
- Maintenance
- Capital Projects

Execution Plan

1. Implementation of Transit App
2. Implementation of Computer-Aided Dispatch/Automatic Vehicle Location (CAD/AVL)
3. Implementation of contactless open loop fare payment system

Strategic Agency Goal 3: Establish a measurable baseline of current service and operations by conducting a COA to be completed by December 31, 2027.

Goal Owner: Chief Planning Officer

Goal Team Members: Marketing/Director of Board & Legislative Affairs; Human Resources/Chief of Human Relations; Operations/Chief Transportation Officer; CEO/GM

Cross-Functional Support Needed:

- Marketing
- HR
- Operations
- CEO/GM

Execution Plan

1. Initiate and complete COA

Strategic Agency Goal 4a: Understand customers, potential customers, community values and needs from the time a person thinks about transit to their final destination by embarking on a journey mapping strategy to be completed by June 30, 2026.

Strategic Agency Goal 4b: Improve customer experience (CX) by closing 100% of the gaps uncovered in the journey mapping plan by June 30, 2027.

Goal Owner: Director of Board & Legislative Affairs

Goal Team Members: Marketing/Marketing & Events Manager; Planning/Planning Manager – Strategic Planning and Analytics; Operations/Deputy Chief of Transit Systems & Technology

Cross-Functional Support Needed:

- Planning
- Marketing

Execution Plan

1. Identify team members
2. Identify and confirm cross-functional interdependencies
3. List possible cross-functional interdependencies (XFI), request participation, confirm with initials
4. Define journey mapping scope, goals, and customer segments
5. Develop journey mapping framework and methodology
6. Create stakeholder and community engagement plan
7. Identify and onboard community partners and facilitators
8. Launch customer engagement and data collection phase
9. Conduct ride-along, focus groups, interviews, and surveys
10. Complete community outreach
11. Begin analysis and synthesis of journey data
12. Draft journey maps by rider type
13. Identify pain points, moments of delight, and improvement opportunities
14. Present preliminary findings to internal stakeholders
15. Finalize journey maps and insights report
16. Deliver report

Strategic Priority #3: Environmental Impact

Strategic Priority Owner: Chief Maintenance Officer

Strategic Agency Goal 1a: Establish a baseline of public awareness to the benefit of zero emission transportation (ZET) December 30, 2025.

Strategic Agency Goal 1b: Increase public positive awareness to the benefit of ZET from baseline to greater than 85% by August 30, 2026.

Goal Owner: Deputy Chief of General Services

Goal Team Members: Marketing/Marketing & Events Manager; Planning/Chief Planning Officer; Operations/Superintendent of Transportation; Safety/Chief Safety Officer; CEO/GM

Cross-Functional Support Needed:

- Marketing
- Planning
- Operations
- Safety

Execution Plan

1. Survey launched via American Bus Benchmarking Group (ABBG)
2. Initiate an educational campaign regarding the environmental benefit of Zero Emission Vehicles (ZEV)

Strategic Priority #4: Safety and Security

Strategic Priority Owner: Chief Safety Officer

Strategic Agency Goal 1: Implement strategies towards achieving zero assaults (physical and verbal) of bus operators on revenue vehicles and at facilities by November 9, 2027.

Goal Owner: Chief Safety Officer

Goal Team Members: Safety/Safety Manager; Training/Senior Trainer; CEO/GM; Safety/Chief Safety Officer

Cross-Functional Support Needed:

- Finance
- Maintenance
- CEO/GM
- HR
- Operations
- Planning
- Marketing

Execution Plan

1. Identify core team members/possible others for XFI
2. Confirm XFI
3. List possible XFI, request participation and agreed upon support, confirm agreed upon support with initials
4. Develop action plan/implement

	5. Conduct crisis awareness and de-escalation training for bus operators 6. Install protective barriers on buses 7. Launch community awareness campaign 8. Conduct a midpoint progress survey 9. Collect and analyze data from the midpoint survey 10. Present findings from midpoint survey 11. Conduct final survey to measure progress
--	---

Strategic Agency Goal 2a: Establish a baseline of customer, potential customer and community perception of SunLine's system safety by June 20, 2026.

Strategic Agency Goal 2b: Improve perception of system safety/security from system from baseline to greater than 90% on the safety survey by December 30, 2028.

Goal Owner: Marketing and Events Manager

Goal Team Members: Marketing/Marketing Specialist; Facilities/Deputy Chief of Facilities; Stops and Zones/Supervisor; Safety/Safety Manager; Maintenance/Superintendent of Maintenance

Cross-Functional Support Needed:

- HR
- Operations
- Marketing
- Planning
- CEO/GM

Execution Plan

1. Identify core team members/possible others for XFI
2. Confirm XFI
3. List possible XFI, request participation and agreed upon support, confirm agreed upon support with initials
4. Develop and implement survey to establish baseline perception
5. Conduct survey among customers, potential customers, and community members
6. Collect and analyze survey data to establish baseline perception
7. Present findings from baseline survey
8. Develop action plan based on baseline survey findings
9. Implement safety and security improvements
10. Launch community awareness campaign about safety improvements
11. Conduct midpoint progress survey to measure perception changes
12. Collect and analyze data from midpoint survey
13. Present finding from midpoint survey

	14. Monitor results and adjust action plans as needed 15. Conduct final survey to measure perception improvement
--	---

Strategic Agency Goal 3: Implement strategies towards achieving zero preventable vehicle collisions by November 9, 2027 (Milestones: reduce by 10% each year).

Goal Owner: Chief Safety Officer

Goal Team Members: Training/Senior Trainer; Operations/Senior Supervisor; Safety/Safety Manager, Risk Manager; Planning/Chief Planning Officer

Cross-Functional Support Needed:

- Operations
- Planning
- Marketing

Execution Plan

1. Identify core team members and possible others for XFI
2. Confirm XFI
3. List possible XFI, request participations, and confirm agreed-upon support with initials
4. Develop and implement action plan to reduce vehicle collisions
5. Conduct driver training on collision prevention and safe driving practices
6. Implement heat mapping of collision incidents to identify high-risk areas
7. Launch communications and social campaign to raise awareness about collision prevention
8. Conduct quarterly reviews of collision data and progress towards milestones
9. Monitor results and adjust action plans as needed
10. Conduct annual progress surveys to measure reduction in collisions
11. Collect and analyze data from annual surveys
12. Present findings from annual surveys

Strategic Agency Goal 4: Implement strategies towards achieving zero preventable passenger injuries by November 30, 2027.

Goal Owner: Chief Safety Officer

Goal Team Members: Marketing/Marketing & Events Manager; IT/IT Support Technician; Safety/Safety Manager, Risk Manager, Senior Training Supervisor

Cross-Functional Support Needed:

- Operations
- Marketing
- IT/Maintenance

Execution Plan

1. Identify CORE team members and possible others for XFI
2. Confirm XFI
3. List possible XFI, request participation, and confirm agreed upon support with initials
4. Develop and implement action plan to reduce passenger injuries
5. Conduct passenger safety training and awareness programs
6. Install and maintain security technology to enhance passenger safety
7. Launch communication and social campaign to raise awareness about passenger safety and code of conduct
8. Conduct quarterly reviews of passenger injury data and progress towards milestones
9. Monitor results and adjust action plan as needed
10. Conduct annual progress surveys to measure reduction in passenger injuries
11. Collect and analyze data from annual surveys
12. Present findings from annual surveys

Strategic Priority #5: People/Workforce

Strategic Priority Owner: Chief of Human Relations

Strategic Agency Goal 1: Improve agency wide communication from 3.92/7 to 5.5/7 on the Voice of the Employee (VOE) survey (2024 question #25) by June 30, 2027.

Goal Owner: Chief of Human Relations

Goal Team Members: Executive Team/Chiefs, Deputy Chiefs; Management/Managers, Supervisors; Marketing Department/Marketing & Events Manager; CEO/GM

Cross-Functional Support Needed:

- Chiefs, Deputy Chiefs, and Managers
- Marketing Department
- CEO/GM

Execution Plan

1. Identify core team members/possible others for XFI
2. Identify/confirm XFI
3. List possible XFI, request participation and agreed upon support, confirm agreed-upon support with initials
4. Develop action plan/implement
5. Conduct a midpoint progress survey that is identical to the initial survey
6. Collect and analyze data
7. Present findings
8. Monitor results and adjust action plans, as needed
9. Conduct final survey
10. Repeat tasks numbers 6-8

Strategic Agency Goal 2: Ensure that all key positions have one or more qualified candidates to assume the roles, duties, and responsibilities of executive leadership positions as measured by a score of 4 or 5 on the readiness scale by June 30, 2030.

Goal Owner: Chief of Strategic Alignment

Goal Team Members: Human Resources/Chief of Human Relations, Human Resources Manager; Strategic Alignment/Staff Development Coordinator; Department Representatives (as needed)

Cross-Functional Support Needed:

- HR
- All Departments

Execution Plan

1. Identify core team members/possible others for XFI; steering committee
2. ID and confirm XFI
3. List possible XFI; request participation and agreed upon support, confirm with initials
4. Develop plan and define process: ID and Prioritize positions for inclusion based on business strategy requirements
5. Define position requirements vis-à-vis the implication of agency short/long term strategy
6. Assess available talent and identify high-potential employees
7. Assess development needs
8. Implement programs to develop skills, experience, and knowledge
9. Benchmark external candidates
10. Make selection(s) as needed

Strategic Agency Goal 3: Improve on perception of transparency between management and staff as measured by an increase from 4.65/7 to 5.5/7 (an improvement of 6.5%) on the VOE Survey (2024 question #26) by December 30, 2026.

Goal Owner: Chief of Human Relations

Goal Team Members: Marketing/Marketing & Events Manager; Union/Shops Stewards; Various Department Supervisors (as needed); CEO/GM

Cross-Functional Support Needed:

- CEO/GM
- Marketing
- Stewards
- Managers/Supervisors

Execution Plan

1. Identify core team members/possible others for XFI
2. Identify/confirm XFI
3. List possible XFI, request participation and agreed upon support, confirm agreed-upon support with initials
4. Develop action plan/implement
5. Conduct a midpoint progress survey that is identical to the initial survey
6. Collect and analyze data
7. Present findings
8. Monitor results and adjust action plans, as needed
9. Conduct final survey
10. Repeat tasks numbers 6-8

Strategic Agency Goal 4: Increase employee perception of participation in decision-making from 4.65/7 to a 5.5/7 (an improvement of 6.5%) on the VOE Survey (2024 question #11b) by December 30, 2026.

Goal Owner: Chief of Human Relations

Goal Team Members: Executive Team/Chiefs, Deputy Chiefs; Management/Managers, Supervisors; CEO/GM

Cross-Functional Support Needed:

- Chiefs and Deputy Chiefs
- Managers
- CEO/GM

Execution Plan

1. Identify core team members/possible others for XFI
2. Identify/confirm XFI
3. List possible XFI, request participation and agreed upon support, confirm agreed-upon support with initials
4. Develop action plan/implement
5. Conduct a midpoint progress survey that is identical to the initial survey
6. Collect and analyze data
7. Present findings
8. Monitor results and adjust action plans, as needed
9. Conduct final survey
10. Repeat tasks numbers 6-8

Strategic Agency Goal 5a: Improve employee productivity by decreasing unscheduled motor coach and paratransit operator absences by 50% from baseline by December 30, 2026 (limited to Operations).

Goal Owner: Chief of Human Relations

Goal Team Members: Finance/Financial Analyst; Operations/Superintendent of Transportation, Operations System Specialist, Paratransit Manager, Fixed Route Shop Steward, Deputy Chief of Transit Operations, Deputy Chief of Transit Systems and Technology; Human Resources/Human Resources Manager

Cross-Functional Support Needed:

- Operations
- Finance
- HR

Execution Plan

1. Identify core team members/possible others for XFI
2. Identify/confirm XFI
3. List possible XFI; request participation and agreed upon support, confirm agreed-upon support with initials
4. Identify root cause following principles of root cause analysis:
 - Define, Measure, Analyze, Improve and Control (DMAIC)
 - 5 Whys
 - Fish Bone
5. Prioritizing the results from root cause analysis
6. Develop action plan/implement
7. Monitor results adjust action plans, as needed

Strategic Agency Goal 5b: Improve employee productivity by reducing workers compensation claims from 118 CY 2024 to less than 100 for CY 2026.

Goal Owner: Chief of Human Relations

Goal Team Members: Safety/Senior Training Supervisor, Risk Manager, Safety Manager, Chief Safety Officer; Finance/Financial Analyst; Operations/Superintendent of Transportation, Operations Systems Specialist, Senior Supervisor, Deputy Chief of Transit Operations, Deputy Chief of Transit Systems and Technology, Lead Controller; Human Resources/Human Resources Manager; Maintenance/Deputy Chief of Maintenance

Cross-Functional Support Needed:

- Operations
- Safety/Risk
- Finance
- Training
- HR
- Athens
- Maintenance

Execution Plan

1. Identify core team members/possible others for XFI
2. Identify/confirm XFI
3. List possible XFI, request participation and agreed upon support, confirm agreed-upon support with initials
4. Identify root cause following principles of root cause analysis
 - DMAIC
 - 5 Whys
 - Fish Bone
5. Prioritizing the results from root cause analysis
6. Develop action plan/implement
7. Monitor results adjust action plans, as needed

Strategic Agency Goal 6: Develop an updated performance management process by December 31, 2025.

Goal Owner: Chief of Human Relations

Goal Team Members: Strategic Alignment/Chief of Strategic Alignment; Human Resources/Human Resources Manager; Finance/Deputy Chief of General Services; CEO/GM

Cross-Functional Support Needed:

- IT
- CEO/GM

Execution Plan

1. Identify core team members/possible others for XFI
2. Identify/confirm XFI
3. List possible XFI, request participation and agreed upon support, confirm agreed-upon support with initials
4. Insight Workplan and request for additional funds presented to the Board of Directors.
5. Drill Down Meetings with Insight
6. Evaluation systems demo, procurement process, selection
7. Goal cascading and training
8. Selected system setup, system training
9. Go live
10. Quality Assurance to ensure proper use and application for its intended use

Strategic Priority #6: Resource Acquisition, Allocation, and Management

Strategic Priority Owner: Chief Finance Officer

Strategic Agency Goal 1: Increase revenue from grants and sales as measured by meeting our fiscal year obligations without the use of long term funds (LTF) reserves to be completed by the end of each fiscal year (ongoing).

Goal Owner: Chief Financial Officer

Goal Team Members: Finance/Financial Analyst, Accounting & Financial Reporting Manager, Grants Analyst; Capital Projects/Chief of Capital Projects; CEO/GM

Cross-Functional Support Needed:

- Legislative
- CEO/GM
- Planning

Execution Plan

1. Revenue Identification
2. Yearly Budget Approval
3. Competitive Grant Application Submittals

Strategic Agency Goal 2: Establish a 10-year long term financial plan that balances transportation needs with available resources and prioritizes long-term sustainability in alignment with long-term operating and capital needs identified through the planning process to be completed by December 31, 2025.

Goal Owner: Chief Financial Officer

Goal Team Members: Finance/Financial Analyst; Planning/Planning Manager Strategic and Analytics, Transit Planning Analyst; Marketing/Marketing & Events Manager

Cross-Functional Support Needed:

- Planning
- Chiefs

Execution Plan

1. Complete revenue/subsidy projections
2. Complete operating expense projections
3. Complete capital expense projections
4. Complete initial draft of revenue and expense projections
5. Review draft with executive Team
6. Present to the Board of Directors

Strategic Agency Goal 3a: Establish a comprehensive list of system-wide fixed assets in the agency's enterprise asset management system to be completed by July 31, 2025.

Strategic Agency Goal 3b: Establish a focus on state of good repair through the capital investment planning process to ensure that no more than 10% of all system wide assets exceed their useful life benchmark by December 30, 2027.

Goal Owner: Chief Planning Officer

Goal Team Members: Capital Projects/Chief of Capital Projects; Finance/Chief Financial Officer; Planning/Planning Manager-Strategic Planning and Analytics, Transit Planning Analyst

Cross-Functional Support Needed:

- Capital Projects
- Finance

Execution Plan

1. Hire transit asset management analyst
2. Audit Hexagon software for existing data
3. Work with Maintenance and Finance to determine assets and information to include in Hexagon
4. Audit data and include reviews by different departments
5. Revise and update information as necessary and finalize data in hexagon along with SOPs to maintain data integrity moving forward
6. Complete capital expense projections
7. Include capital requirements in 10-year financial plan

Strategic Agency Goal 4: Achieve 100% of resource requests align with the agency's strategic plan (ongoing).

Goal Owner: Chief Financial Officer

Goal Team Members: Planning/Chief Planning Officer; Human Resources/Chief of Human Relations; Strategic Alignment/Chief of Strategic Alignment; CEO/GM

Cross-Functional Support Needed:

- Planning
- HR
- CEO/GM

Execution Plan

1. Require written justification for alignment with strategic plan along with yearly capital and operating funding requests

Background

Plan Development

Arriving at the three-year strategic priorities was a multi-step process. The agency gathered data and selected priorities from many sources including organizational and employee assessments, regulatory mandates, Board presentations, annual employee engagement surveys, customer surveys, and more. Guided by the agency's mission, vision, and values, SunLine Transit prioritized themes that reflected both employee feedback and the SWOT² analysis. SunLine Transit evaluated those finalists against the guideposts for decision-making. From there, SunLine Transit's leadership team reached a consensus on the five most critical agency-wide priorities that provide a solid foundation for the agency's continued advancement.

Organizational and Employee Assessment

An organizational and employee assessment was conducted by Insight Strategies, Inc. (Insight) on behalf of SunLine Transit. Nearly 100 SunLine Transit employees participated in the oral strategic planning assessment and 42 employees participated in the written strategic planning survey assessment. The purpose of the assessment was to elicit input to shape and inform SunLine Transit's strategic plan and assess the current state of SunLine Transit's leadership team effectiveness and opportunities for alignment.

The Impact of Culture + SunLine Transit's Desired Culture

Describing a company's culture is like describing an individual's personality. It's a combination of the ethics, values, perceptions, atmosphere, practices, attitudes, and beliefs shared by a company's employees. In simple terms, a company's culture is "the way we do things around here."

The key to transforming a strategic plan from theory to successful implementation is culture. Concurrent with this process and informed by the organizational and employee assessments, SunLine Transit identified its current culture and defined its desired culture. Building upon what SunLine Transit already does well, the strategic plan seeks to make SunLine Transit an ideal work environment, focusing on:

- Communication
- Accountability
- Increasing innovation and creativity
- Collaboration
- Learning and Development

Guidepost for Decision-Making

A guidepost for decision-making is a compass and helps teams and individuals prioritize decisions and actions. When used properly the guidepost:

- Facilitates alignment of team output
- Provides a framework for discussion, disagreement, and complex decision making
- Reduces confusion
- Saves time

SunLine Transit's Guidepost for Decision Making is as follows...

- What's best for SunLine vs. a department or person
- 3-5 year horizon
- Regulatory Mandates & Compliance
- Protects and supports SunLine's brand reputation
- Supports mission and vision
- Short-term and long-term health & stability of the agency

SWOT² Analysis

A SWOT² analysis is a strategic planning tool that helps organizations evaluate their strengths, weaknesses, opportunities, and threats. It provides a comprehensive overview of the internal and external factors that can impact the success of a business or project. SWOT analysis provides a structured framework for organizations to evaluate their current position, make informed decisions, and develop effective strategies to achieve their goals.

Leadership and Board Workshops

A total of ten workshops were facilitated by Insight. The outcomes of these workshops include a guidepost for strategic decision-making, a revised mission statement, a vision statement, strategic priorities, agency goals, cross-functional interdependency agreements, and more. This document summarizes the outcomes of the ten workshops.



SunLine Transit Agency

DATE: September 24, 2025 **INFORMATION**

TO: Board of Directors

FROM: Edith Hernandez, Director of Board and Legislative Affairs

RE: Legislative Update for September 2025

Background

Upcoming Federal Advocacy Trip

SunLine staff and Board Members will travel to Washington, D.C., on October 13–15 to meet with federal partners and highlight priorities that support safe, reliable, and sustainable transit. Key discussion topics will include:

- **Sustained Federal Investment in Transit:** Advocating for funding at levels recommended by the American Public Transportation Association (\$138 billion for public transit and \$130 billion for passenger rail over five years) to maintain and expand service for communities in the Coachella Valley and nationwide.
- **Preservation of Key Discretionary Programs:** Ensuring continued access to programs such as Capital Investment Grants, Bus & Bus Facilities, and Low or No Emission Grants, which are critical for modernizing fleets, upgrading facilities, and delivering safe and resilient transit services.
- **Innovation, Workforce Development, and Safety:** Supporting initiatives that modernize transit operations, strengthen domestic manufacturing, and invest in workforce training, all while enhancing safety for both riders and employees—priorities that align closely with the current administration's focus on clean energy, economic growth, and protecting essential workers.

State

Governor Newsom and Legislative leaders announced an agreement to extend California's Cap-and-Trade program by 15 years, through 2045. This agreement also recasts the Greenhouse Gas Reduction Fund (GGRF) expenditure plan, preserving key transit investments while introducing a more stable funding structure.

Cap-and-Trade Reauthorization and Expenditure Plan

- **AB 1207 (Irwin)** reauthorizes the Cap-and-Trade program through January 1, 2046 and includes provisions designed to limit the program's cost impact on Californians.

- **SB 840 (Limón)** recasts the Cap-and-Trade expenditure plan, making the most significant changes since 2014.
 - The continuous appropriations to the Transit and Intercity Rail Capital Program (TIRCP) and the Low Carbon Transit Operations Program (LCTOP) are preserved but converted to fixed amounts — \$400 million annually for TIRCP and \$200 million for LCTOP — providing greater funding stability than percentage allocations.
 - SB 840 prioritizes over \$2 billion “off the top” each year (\$1 billion for high-speed rail and \$1 billion for Legislative discretionary priorities) before allocating funds to transit and other programs. If Cap-and-Trade proceeds fall short of \$4.2 billion, funding for “Tier 3” programs, including TIRCP and LCTOP, will be reduced proportionally.

The Budget Act of 2025 reaffirmed the state’s commitment to the remaining balance of the \$5.1 billion flexible transit capital and operations package (“SB 125 program”) and to one-time competitive TIRCP funding:

- **FY 2025-26:** \$812 million for SB 125-TIRCP and \$384 million for TIRCP Cycle 6.
- **GGRF Commitments:** \$188 million for SB 125-TIRCP and \$180 million for TIRCP Cycle 6 in FY 2025-26; \$230 million for SB 125-ZETCP in FY 2026-27; and \$460 million for SB 125-ZETCP in FY 2027-28.

The appropriations for FY 2025-26 are advanced in SB 105/AB 105. A separate trailer bill, SB 153/AB 153, clarifies that the “hold harmless” provision for the Low Carbon Transit Operations Program remains in effect, preventing unintended reductions in LCTOP disbursements.

This agreement represents a major win for public transit:

- **Funding Stability:** Fixed-amount appropriations for TIRCP and LCTOP offer more predictable funding for long-term capital planning, though total allocations will still depend on Cap-and-Trade auction revenues.
- **Ongoing Safety and Sustainability Priorities:** The Administration’s focus on clean energy, mobility, and safety aligns with SunLine’s strategic priorities and ongoing projects.
- **SB 125 Resources:** The reaffirmed SB 125 funding supports both capital and operational needs, including zero-emission fleet transitions and safety-critical infrastructure.

SunLine continues to monitor state legislation that affects transit, clean energy, and safety, including AB 394, AB 476, SB 71, and SB 419. Support letters for AB 394 and SB 71 have been submitted to the Governor’s Office, and staff will continue tracking all relevant bills.

For a comprehensive overview of all bills under SunLine’s review, please refer to the attached document.

Federal

Congress is approaching the October 1st government funding deadline. At this time, a short-term Continuing Resolution (CR) is the most likely outcome, but there is significant disagreement over its length and contents. A shutdown remains a possibility. A CR would keep transit and infrastructure programs at current FY 2025 funding levels until a full FY 2026 appropriations agreement is reached.

The Administration is pressing Congress for a CR through January 2026 and has issued new federal grant guidance restricting the use of grant funds for lobbying and increasing compliance requirements for recipients. These changes may affect how transit agencies administer federal funds.

SunLine recently submitted comments to the U.S. Department of Transportation's Surface Transportation Reauthorization Request for Information, supporting policies that strengthen mobility locally and nationwide.

Senate Republicans adopted a procedural change allowing multiple executive nominees to be confirmed in one vote. This action may accelerate the appointment of key officials at agencies that oversee transit programs. The Senate continues work on the FY 2026 National Defense Authorization Act (NDAA) and FY 2026 appropriations bills under tight deadlines.

The House passed its version of the FY 2026 NDAA and is moving to conference several appropriations bills. Internal divisions remain over the duration and scope of a CR, with some members supporting a full-year funding freeze and others preferring a shorter extension. Oversight hearings are underway, including on the Department of Transportation.

Attachments:

- [Item 14a](#) – Shaw Yoder Antwih Schmelzer & Lange State Legislative Update – August 2025
- [Item 14b](#) – Shaw Yoder Antwih Schmelzer & Lange State Legislative Update – September 2025



1415 L Street
Suite 1000
Sacramento
CA, 95814
916-446-4656

August 18, 2025

TO: Board of Directors
SunLine Transit Agency

FM: Matt Robinson, Michael Pimentel & Brendan Repicky
Shaw Yoder Antwih Schmelzer & Lange

RE: **STATE LEGISLATIVE UPDATE – August 2025**

General Update

After breaking for Summer Recess on July 18, the Legislature reconvened on August 18 to wrap up the 2025 Legislative Year. Fiscal committees have until August 29 to hear and pass bills to the floor of each house. As a reminder, bills with a nominal fiscal impact to the state are referred to the appropriations committees' suspense files. August 29 will be the appropriations committees' suspense file hearings. If bills pass the fiscal committees, they are moved to the floors of each house for final votes. Bills will need to be in their final form 72 hours prior to final votes. The Legislature will recess the first year of the two-year 2025-26 Legislative Session on September 12. For information about key legislative and budget deadlines, please see the 2025 Legislative Calendar available [here](#).

Cap-and-Trade Re-Authorization

As we have discussed in previous reports, the Legislature has largely avoided acting on the Governor's proposal to extend and amend the Cap-and-Trade program and Greenhouse Gas Reduction Fund since Governor Newsom announced it as part of his May Revise. While there does seem to be urgency to act quickly to reassure the markets before the next allowance auction, scheduled for August 20, it does not appear likely that a deal will be struck by then. If May's auction is any indication, the State may be in for another very poor set of proceeds to fund the GGRF pot that the Legislature, Governor, and advocates are fighting over. In the final month of session, the Legislature and the Governor could agree to extend the program and leave the allowance allocations/funding programs for another day, essentially leaving the current program in place. They could also agree to extend the program and alter the funding programs in order to address current administration and legislative priorities, including specified funding for the high-speed rail project or energy affordability. In any case, it will surely be a big lift if the Legislature and Governor are to get this done in the final month.

Clean Truck and Bus Voucher Incentive Project (HVIP)

On August 14, the California Air Resources Board (CARB) announced they would reopen applications for the Clean Truck and Bus Voucher Incentive Project, commonly known as HVIP, beginning September 9, with several key changes to the program, including expanded eligibility, simplified voucher tables, and

streamlined compliance requirements. Since 2009, HVIP has provided vouchers for agencies to purchase or lease eligible zero-emission heavy-duty trucks and buses and has played a key role in improving air quality and reducing greenhouse gas emissions (GHG). CARB staff has indicated that they expect approximately \$200 million in funding to be made available in this new application round.

Bills with Positions

SB 71 (Wiener) CEQA Exemptions for Transit Projects – SUPPORT

This bill, as amended July 17, would extend the current January 1, 2030 sunset date established by SB 922 (Wiener, 2022) for statutorily authorized CEQA exemptions for transit and transportation projects to January 1, 2040s, add additional project-types to the list of exemptions (ferry terminals, transit operational analysis, bus stops, bus shelters), and make substantive procedural changes surrounding board actions (i.e. board process for establishing a project's cost estimate). **This bill is in the Assembly Appropriations Committee.**

SB 419 (Caballero) Hydrogen Fuel Sales Tax Exemption – SUPPORT

This bill would implement a Sales and Use Tax exemption for the sale and consumption of hydrogen. **This bill is in the Assembly Appropriations Committee.**

SB 752 (Richardson) Zero-Emission Bus Sales Tax Exemption Extension – SUPPORT

This bill would extend from January 1, 2026, to January 1, 2028, the partial sales and use tax exemption for zero-emission buses (ZEBs) first established in 2019 and subsequently renewed in 2022. ***This bill was held on the Senate Appropriations Suspense File. The author and sponsors are exploring including the tax exemption as part of the final budget agreement.***

AB 35 (Alvarez) CEQA Review for Clean Hydrogen Transportation Projects – SUPPORT

This bill would require applications for a discretionary permit or authorization for a clean hydrogen transportation project to be reviewed through a clean hydrogen environmental assessment. The bill would also require the lead agency to determine whether the assessment is approved and, if it is approved, issue the discretionary permit or authorization no later than 270 days after the completion of the project application. ***This is now a 2-year bill.***

AB 394 (Wilson) Transit Safety – SUPPORT

This bill, as amended July 17, would enhance the safety and security of California's public transportation systems by strengthening protections for transit operators, employees, and passengers. The bill accomplishes this goal by expanding existing law (Penal Code Section 243.3) to protect all transit employees against battery. Further, AB 394 clarifies that our state's public transit operators are employers for purposes of seeking a temporary restraining order (TRO) against violent offenders. The bill is co-sponsored by the California Transit Association, the Amalgamated Transit Union (ATU), the Teamsters, and SMART-TD. **This bill is in the Senate Appropriations Committee.**

AB 476 (M. González) Metal Theft – SUPPORT

Co-sponsored by the City of San Jose, this bill seeks to combat the theft of copper wire – an increasing problem affecting infrastructure, construction, and transit projects. The bill would require junk dealers and recyclers to collect more detailed transaction records and provide access to these records to law enforcement. The bill also requires that people selling copper obtain a state license and increases the

fine for junk dealers or recyclers who fail to follow the law. **This bill is in the Senate Appropriations Committee.**

Bills of Interest

SB 79 (Wiener) Transit Oriented Development

This bill would require that a residential development proposed within one-half or one-quarter mile of a transit-oriented development stop be an allowed use on any site zoned for residential, mixed, commercial, or light industrial development. A transit-oriented development stop is defined as a site with an existing rail or bus rapid transit station, a ferry terminal, or the intersection of two or more high frequency bus stops. SB 79 also requires that the development be eligible for streamlined, ministerial approval. **This bill is in the Assembly Appropriations Committee.**

AB 339 (Ortega) Local Public Employee Organizations: Notice Requirements

This bill would require the governing body of a public agency, board, or commission to provide written notice to an employee organization no less than 120 days prior to issuing a request for proposals, request for quotes, or renewing or extending an existing contract to perform services that are within the scope of work of the job classifications represented by the recognized employee organization. **This bill is in the Senate Appropriations Committee.**

AB 810 (Irwin) Internet Website Requirements

This bill would expand on existing law to require special districts, joint powers authorities, or other political subdivisions to maintain an internet website with a “.gov” or “.ca.gov” domain. Special districts, joint powers authorities, or other political subdivisions would have until January 1, 2031 to comply with this requirement. While these domains themselves are free, the associated downstream costs for local agencies and districts are very concerning. These include added costs to migrate to the new domain and corresponding email addresses, implementing network login changes, multi-factor authentication, encryption, website redesign, and updating public materials, social media, and more. This would result in significant costs and staff time, for arguably marginal benefits.

This is now a 2-year bill.

AB 1250 (Papan) Paratransit Operators: Recertification of Eligibility

This bill was amended on June 30 to require transit operators, by June 1, 2027, to establish and use a streamlined recertification process for persons with permanent disabilities who were previously determined to be eligible for paratransit service. Previously, the bill would have prohibited transit operators from requiring a person who receives, or is eligible to receive, paratransit services based on a disability or medical condition, and whose condition cannot reasonably be expected to improve, to recertify their eligibility for the services. **This bill is in the Senate Appropriations Committee.**

For a full list of bills we are tracking for SunLine, please click [here](#).



1415 L Street
Suite 1000
Sacramento
CA, 95814
916-446-4656

September 18, 2025

TO: Board of Directors
SunLine Transit Agency

FM: Matt Robinson, Michael Pimentel & Brendan Repicky
Shaw Yoder Antwih Schmelzer & Lange

RE: **STATE LEGISLATIVE UPDATE – September 2025**

General Update

After breaking for Summer Recess on July 18, the Legislature reconvened on August 18 to wrap up the first year of the 2025-26 Legislative Session. On August 29, the Senate and Assembly Appropriations Committees held their “Suspense File” hearings – this was the final committee hurdle for legislation. Bills that passed were then sent to the floors of each house for final votes. The Legislature recessed the first year of the two-year 2025-26 Legislative Session on September 13. The Governor has until October 12 to sign or veto these bills. The Legislature is in recess until January 5, 2026. For information about key legislative and budget deadlines, please see the 2025 Legislative Calendar, available [here](#).

Cap-and-Trade Re-Authorization

On September 10, following closed door negotiations late into the evening on September 9, the Governor and Legislature Leaders announced they reached agreement on legislation to reauthorize the Cap-and-Trade program and recast the Cap-and-Trade Expenditure Plan. The bills representing this agreement are [AB 1207 \(Irwin\)](#) and [SB 840 \(Limon\)](#).

AB 1207 would modify the Cap-and-Trade program, extending the program’s market-based compliance mechanism from January 1, 2031 through January 1, 2046 and advancing changes to the mechanism to, among other things, limit the program’s cost impact on Californians.

SB 840 would recast the Cap-and-Trade Expenditure Plan, substantially modifying appropriations from the Greenhouse Gas Reduction Fund. This bill would advance the most substantial changes to appropriations from the GGRF since the Expenditure Plan was first adopted in [SB 862 \(Committee on Budget and Fiscal Review\) \[Chapter 36, Statutes of 2014\]](#). These changes affirm but complicate the continuous appropriations in transit capital project and service delivery, which flow through the Transit and Intercity and Rail Capital Program and Low Carbon Transit Operations Program.

SB 840 would maintain the continuous appropriations for the TIRCP and LCTOP but convert the current percentage-based annual appropriation to these programs to a fixed dollar annual appropriation. Under

current law, TIRCP and LCTOP receive 10% and 5%, respectively, of total annual GGRF revenue after several “off-the-top” programs are funded, representing on average \$301.1 million and \$144.6 million, respectively, to these programs. Under SB 840, these programs would receive \$400 million and \$200 million, respectively – with a major caveat.

SB 840 effectively establishes priority tiers for the GGRF appropriations outlined in the Cap-and-Trade Expenditure Plan. Off the top, the legislation appropriates GGRF revenue a variety of backfills and administrative expenses – “Tier 1.” The legislation then appropriates \$1 billion in GGRF revenue for high-speed rail and \$1 billion in GGRF revenue for the Legislature’s discretionary priorities – “Tier 2.” Note that, for Fiscal Year 2026-27, the Legislature’s discretionary priorities include \$125,000,000 for “Transit Passes.” Then, the legislation appropriates nearly \$2 billion for the historic continuous appropriations, including TIRCP and LCTOP – “Tier 3.”

SB 840 Expenditure Plan	
Expenditure	Amount
Tier 1	
SRA	\$90,000,000
Green Manufacturing	\$140,000,000
Legislative Counsel	\$3,000,000
Subtotal	\$233,000,000
Tier 2	
HSR	\$1,000,000,000
Legislature Discretionary	\$1,000,000,000
Transit Passes (FY 2026-27)	\$125,000,000
UC Climate Center (FY 2026-27)	\$25,000,000
Topanga Park (FY 2026-27)	\$15,000,000
Climate Research and Innovation (FY 2026-27)	\$85,000,000
Subtotal	\$2,000,000,000
Tier 3	
AHSCP	\$800,000,000
TIRCP	\$400,000,000
AB 617	\$250,000,000
LCTOP	\$200,000,000
CALFIRE	\$200,000,000
Safe Drinking Water	\$130,000,000
Subtotal	\$1,980,000,000
Estimated Total	\$4,213,000,000
TIRCP Average (FY 2015-16 to FY 2024-25)	\$301,109,000
LCTOP Average (FY 2015-16 to FY 2024-25)	\$144,563,000

Importantly, if Cap-and-Trade doesn’t raise enough GGRF to fund Tier 1 and Tier 2 programs at the levels prescribed, the funds for “Tier 3” programs will be decreased proportionally. In explicit terms, if Cap-and-Trade fails to bring in \$4.2 billion in proceeds, we can expect to receive less than \$400 and \$200 million for TIRCP and LCTOP, respectively.

These bills passed the Legislature with a super-majority vote and now await final action by the Governor.

Senate Bill 125 Funding Appropriated

Passed this summer, the Budget Act of 2025 re-affirmed the appropriation of the remaining balance of the \$5.1 billion in flexible transit capital and operations funding (commonly referred to as the “SB 125 program”) as well as to one-time competitive TIRCP. To fulfill the state’s obligation to these programs, the Budget Act appropriated \$1.196 billion in General Fund for SB 125 – TIRCP and TIRCP Cycle 6, inclusive of the following line-items:

- FY 2025-26: \$812M for SB 125-TIRCP
- FY 2025-26: \$384M for TIRCP Cycle 6

The Budget Act also maintained \$1.078 billion in GGRF funding commitment for SB 125 –TIRCP and ZETCP and TIRCP Cycle 6, inclusive of the following line-items:

- FY 2025-26: \$188M for SB 125 – TIRCP
- FY 2025-26: \$180M for TIRCP Cycle 6
- FY 2026-27: \$230M for SB 125 – ZETCP
- FY 2027-28: \$460M for SB 125 – ZETCP

The FY 2025-26 GGRF funding for SB 125 – TIRCP and TIRCP Cycle 6 were set for appropriation later this year. **These appropriations are now advanced in [SB 105 \(Wiener\)](#) / [AB 105 \(Gabriel\)](#).**

SB 105 was signed by the Governor on September 17.

Clean Truck and Bus Voucher Incentive Project (HVIP)

As we reported last month, the California Air Resources Board (CARB) announced they would reopen applications for the Clean Truck and Bus Voucher Incentive Project, commonly known as HVIP, with approximately \$200 million in funding to be made available. HVIP provides vouchers for agencies to purchase or lease eligible zero-emission heavy-duty trucks and buses and has played a key role in improving air quality and reducing greenhouse gas emissions (GHG). This new funding cycle opened for applications on September 9. This is an oversubscribed program, so we would encourage any applications to be made as quickly as possible.

Bills with Positions

SB 71 (Wiener) CEQA Exemptions for Transit Projects – SUPPORT

This bill, as amended July 17, would extend the current January 1, 2030 sunset date established by SB 922 (Wiener, 2022) for statutorily authorized CEQA exemptions for transit and transportation projects to January 1, 2040, add additional project-types to the list of exemptions (ferry terminals, transit operational analysis, bus stops, bus shelters), and make substantive procedural changes surrounding board actions (i.e. board process for establishing a project’s cost estimate).

This bill has passed the Legislature and been sent to the Governor for his consideration.

SB 419 (Caballero) Hydrogen Fuel Sales Tax Exemption – SUPPORT

This bill would implement a Sales and Use Tax exemption for the sale and consumption of hydrogen.

This bill has passed the Legislature and been sent to the Governor for his consideration.

SB 752 (Richardson) Zero-Emission Bus Sales Tax Exemption Extension – SUPPORT

This bill would extend from January 1, 2026, to January 1, 2028, the partial sales and use tax exemption for zero-emission buses (ZEBs) first established in 2019 and subsequently renewed in 2022.

This bill was held on the Senate Appropriations Suspense File.

AB 35 (Alvarez) CEQA Review for Clean Hydrogen Transportation Projects – SUPPORT

This bill would require applications for a discretionary permit or authorization for a clean hydrogen transportation project to be reviewed through a clean hydrogen environmental assessment. The bill would also require the lead agency to determine whether the assessment is approved and, if it is approved, issue the discretionary permit or authorization no later than 270 days after the completion of the project application.

This is now a 2-year bill.

AB 394 (Wilson) Transit Safety – SUPPORT

This bill, as amended July 17, would enhance the safety and security of California's public transportation systems by strengthening protections for transit operators, employees, and passengers. The bill accomplishes this goal by expanding existing law (Penal Code Section 243.3) to protect all transit employees against battery. Further, AB 394 clarifies that our state's public transit operators are employers for purposes of seeking a temporary restraining order (TRO) against violent offenders. The bill is co-sponsored by the California Transit Association, the Amalgamated Transit Union (ATU), the Teamsters, and SMART-TD.

This bill has passed the Legislature and been sent to the Governor for his consideration.

AB 476 (M. González) Metal Theft – SUPPORT

This bill seeks to combat the theft of copper wire – an increasing problem affecting infrastructure, construction, and transit projects. The bill would require junk dealers and recyclers to collect more detailed transaction records and provide access to these records to law enforcement. The bill also increases the fine for junk dealers or recyclers who fail to follow the law.

This bill has passed the Legislature and been sent to the Governor for his consideration.

Bills of Interest**SB 79 (Wiener) Transit Oriented Development**

This bill would require that a residential development proposed within one-half or one-quarter mile of a transit-oriented development stop be an allowed use on any site zoned for residential, mixed, commercial, and further requires that the development be eligible for streamlined, ministerial approval, while establishing allowable densities on these properties. Amendments taken to the bill as it passed out of the Assembly Appropriations Committee reduce the number of communities impacted by the bill by: limiting the applicability of its streamlining provisions to projects located near existing or currently planned Tier 1 or Tier 2 transit-oriented development stops in the *8 most transit-rich counties* of the state, unless a local jurisdiction chooses to designate a station as a Tier 3 transit-oriented stop; removing

ferries and low frequency commuter rail from the service types that may define a Tier 3 transit-oriented stop; and creating exemptions from its streamlining provisions to protect historical resources and limit greater density in very high fire severity zones and in local jurisdictions that have already upzoned station areas. Additionally, these amendments would advance new housing affordability and anti-demolition and displacement provisions and limit transit agencies' land use authority.

This bill has passed the Legislature and been sent to the Governor for his consideration.

AB 339 (Ortega) Local Public Employee Organizations: Notice Requirements

This bill would require the governing body of a public agency, board, or commission to provide written notice to an employee organization no less than 120 days prior to issuing a request for proposals, request for quotes, or renewing or extending an existing contract to perform services that are within the scope of work of the job classifications represented by the recognized employee organization.

This bill has passed the Legislature and been sent to the Governor for his consideration.

AB 810 (Irwin) Internet Website Requirements

This bill would expand on existing law to require special districts, joint powers authorities, or other political subdivisions to maintain an internet website with a ".gov" or ".ca.gov" domain. Special districts, joint powers authorities, or other political subdivisions would have until January 1, 2031 to comply with this requirement. While these domains themselves are free, the associated downstream costs for local agencies and districts are very concerning. These include added costs to migrate to the new domain and corresponding email addresses, implementing network login changes, multi-factor authentication, encryption, website redesign, and updating public materials, social media, and more. This would result in significant costs and staff time, for arguably marginal benefits.

This is now a 2-year bill.

AB 1250 (Papan) Paratransit Operators: Recertification of Eligibility

This bill was amended on June 30 to require transit operators, by June 1, 2027, to establish and use a streamlined recertification process for persons with permanent disabilities who were previously determined to be eligible for paratransit service. Previously, the bill would have prohibited transit operators from requiring a person who receives, or is eligible to receive, paratransit services based on a disability or medical condition, and whose condition cannot reasonably be expected to improve, to recertify their eligibility for the services.

This bill has passed the Legislature and been sent to the Governor for his consideration.

For a full list of bills we are tracking for SunLine, please click [here](#).

SunLine Transit Agency

DATE: September 24, 2025 **INFORMATION**
TO: Board of Directors
FROM: Mona Babauta, CEO/General Manager
RE: General Manager's Report for September 2025

Human Resources Update***Years of Service Recognition***

I would like to express my gratitude to the following staff member for her dedicated years of service to the organization. Her hard work and commitment has been essential in advancing our work in serving the community.

35 Years:

- Carolyn Giglio (*Motor Coach Operator*)

Thank you for your outstanding contributions and dedication throughout your time at SunLine.

Hirings and Promotions

For the months of July and August, we are pleased to welcome our new team members and congratulate those who have been promoted into new roles.

New Hires:

- (1) Customer Service Representative
- (2) Motor Coach Operators
- (1) Paratransit Operator
- (1) Utility Worker

Promotions:

- Ronald Garcia – Paratransit Controller
- Lexi Hobrock-Schroeder – Engine Rebuilder
- Natika Colbert – Lead Controller
- Shawn Craycraft – Deputy Chief of Fueling and Infrastructure
- David Legarreta – Interim Data & Analytics Manager

Thank you to those who have joined the SunLine team and to those advancing in their careers with us. Your contributions help us continue to be the Coachella Valley's mobility provider of choice and to serve our community.

Performance Management Reform

As part of our ongoing collaboration with Insight Strategies, we have been meeting with each department to introduce and discuss SunLine's new performance management process. These sessions focused on outlining the revised review structure, clarifying expectations, and emphasizing the importance of accountability and transparency throughout the process. Tamara Miles, Chief of Human Relations, in collaboration with other department heads and me, has been supporting these meetings to reinforce the importance of the changes. Employees were engaged in conversations about how the system will operate, what standards they will be evaluated against, and how the process is designed to foster growth and fairness. These discussions have been an important step in ensuring alignment across the organization and building confidence in the new system prior to its launch.

Safety Update

First Responder Training – (August 14, 2025)

The Safety Department, in collaboration with Shawn Craycraft, Deputy Chief of Fueling and Infrastructure, hosted an emergency response training session for first responders at SunLine's Indio Facility (Division II). This facility provides Compressed Natural Gas (CNG) fueling services to the public and is a key component of SunLine's alternative fuels infrastructure.

The primary objective of the training was to educate personnel from CalFire on the appropriate procedures for safely shutting down the CNG system in the event of an emergency. Given the unique hazards associated with CNG, including the potential for high-pressure leaks, timely and informed response is critical to ensuring the safety of both responders and the surrounding community.

This training reflects SunLine's ongoing commitment to safety, preparedness, and interagency collaboration, and underscores the importance of equipping emergency personnel with the knowledge necessary to respond effectively to incidents involving alternative fuel technologies.

Crisis Awareness/De-escalation Training – Agency Wide

In alignment with SunLine's unwavering commitment to safety, professionalism, and community trust, 341 out of 350 employees have successfully completed Crisis Awareness and De-escalation Training. Delivered through 14 dedicated sessions, this agency-wide initiative represents a proactive investment in workforce readiness and passenger well-being.

The training was specifically designed to address the complex and dynamic environment faced by transit professionals. Core competencies emphasized included situational awareness, effective communication strategies, empathy-driven engagement, and non-violent conflict resolution techniques. These skills are essential to ensuring that employees can confidently recognize, respond to, and de-escalate potential crisis situations with composure and professionalism.

This achievement underscores SunLine's dedication to fostering a safe and inclusive transit environment for employees, passengers, and the broader community. Ongoing sessions will continue until all staff are fully trained, ensuring that every team member is equipped with the tools necessary to support individuals in distress and mitigate risk across our operations. By completing this milestone, SunLine is strengthening its culture of safety and reinforcing the resilience of its workforce, positioning the agency to deliver service that is not only efficient and reliable, but also compassionate and secure.

Community/Industry Engagement Events

ATU and SunLine Apprenticeship Learning and Skills (ATLAS) Mentorship & Apprenticeship Committee Retreat – Hayward, CA (July 14 – 16, 2025)

The ATLAS Committee held its first retreat, visiting San Joaquin Regional Transit, AC Transit, and SamTrans. The purpose of the trip was to learn about mentorship and apprenticeship models, gather best practices, and identify strategies that could be adopted for SunLine. In addition to exchanging ideas, the Committee built lasting connections with peer agencies that will serve as valuable resources as ATLAS continues to grow and align with SunLine's long-term goals.

2025 North State Transit Symposium – Fortuna, CA (July 14 – 17, 2025)

Walter Watcher, Chief of Capital Projects, and I participated in this year's North State Transit Symposium. I had the opportunity to serve on the panel *Transition to Hydrogen: Lessons Learned*, while Walter contributed to the panel *Innovative Approaches to Procuring Hydrogen and Fuel Management*. Both sessions prompted thoughtful discussions with transit peers, with some exploring the possibility of transitioning to hydrogen and seeking feedback on our experience, and others interested in hearing the lessons we learned to date.

Transportation Safety Institute (TSI) Training – New York City, NY (July 21 – 25, 2025)

Eugene Wilson, Safety Officer, successfully completed the Bus System Safety training course offered by the TSI. This program is designed to enhance safety practices and operational oversight within transit systems, equipping participants with the knowledge and tools necessary to promote and maintain high safety standards in bus operations.

California Transit Works 2025 Conference – Riverside, CA (July 26, 2025)

The ATLAS Committee participated in the California Transit Works 2025 Conference, where they shared updates on the ATLAS program's early implementation and highlighted its vision for supporting workforce development at SunLine. Members engaged in thoughtful conversations with industry leaders, gained insights into successful apprenticeship programs statewide, and established connections that will help strengthen ATLAS moving forward.

Train-the-Trainer Workshop – (August 4 – 8, 2025)

Three members of agency leadership spent the week of August 4, 2025 at Sound Transit in Tacoma, Washington, for a Train-the-Trainer workshop provided through the Transit Workforce Center ("TWC") and in conjunction with the International Transportation Learning Center. In attendance were Greg Wildman, Chief of Strategic Alignment; Mike Hayes, Superintendent of Zero Emissions; and Asael Reyes, Senior Training Supervisor. The program focused on providing impactful training programs through classroom preparedness, lesson planning and effective content delivery. Per the program, this is achieved by applying Gagne's Nine Events of Learning, a sequential process of engaging learners, delivering content, providing opportunities to practice skills, assessing performance, and ensuring retention and transfer of learning.

Each attendee was challenged with developing a lesson plan and delivering training on a subject of their choosing as a means of demonstrating their application of the concepts presented in the workshop. The materials and formats presented in the workshop will be adapted for use by the agency, and be institutionalized into the agency's training processes going forward.

American Public Transportation Association (APTA) Sustainability/Operations Planning and Scheduling Workshop – Denver, CO (August 10 – 13, 2025)

Planning Manager, Isaac Rodriguez, attended the APTA Sustainability/Operations Planning and Scheduling Workshop in Denver, Colorado. The event brought together professionals from across the country to share strategies for advancing sustainable transit, improving service efficiency, and addressing scheduling challenges. Isaac participated in sessions on innovative planning practices, networked with peers, and gained knowledge that will inform SunLine's ongoing efforts to strengthen both its sustainability initiatives and service planning processes.

Snack Talk – SunLine Operations Building (August 20, 2025)

"Snack Talk" was held in the Operations Building, led by Chief Transportation Officer, Isabel Vizcarra. This informal forum provided executive staff the opportunity to engage directly with frontline operations employees. The session fostered open dialogue, allowing employees to raise questions, share feedback, and discuss workplace concerns. The

event was successful in strengthening collaboration between leadership and staff, while providing actionable insights to improve day-to-day operations.